



# **Commonwealth Transportation Board Policy Index Review**

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# Background

- A Commonwealth Transportation Board (CTB) Policy Notebook was created in 2005 at direction of Secretary of Transportation, Whittington Clement
- Objective was to document in one location all CTB guidelines, policies, and regulations :
  - to assist the CTB in meeting its statutory obligation to make regulations, and review and approve policies related to transportation in the Commonwealth;
  - to facilitate the examination of CTB actions for possible updating, rescission, or disposal; and
  - to provide a historical compilation of CTB actions since 1906, when the State Highway Commission – the CTB’s predecessor – was created.
- In a resolution dated March 17, 2005, the CTB directed VDOT to:
  - maintain the Commonwealth Transportation Board Policy Notebook in either printed or electronic form; and
  - update the Commonwealth Transportation Board Policy Notebook as necessary to reflect statutory, regulatory, and Board policy changes.

# Background

- Due to increasing content over time resulting from regular updates, the Policy Notebook has been:
  - made available electronically on the CTB website;
  - divided into a Policy Index and a CTB Orientation Guide;
  - rearranged so that policies are categorized by hyperlinked subject rather than chronologically; and
  - expanded to include a chapter on delegations from the CTB.
- August 2017 CTB Retreat: Secretary/CTB Chairman Aubrey Layne requested that the Policy Index be re-evaluated to:
  - identify obsolete or redundant policies and actions to be repealed
  - identify for retention those policies and actions that reflect current operating needs and statutory responsibilities

# Policy Index Categories

- Generally, the policies/actions in the Policy Index can be categorized as:
  - Financial/Funding
  - Road Systems
  - Contracting
  - General Administration
  - Operations
  - Other
  - Delegations

# Policy Index Preliminary Review

- Results of Preliminary Review (to date):
  - ~390 (67%) of the policies/actions are obsolete due to passage of time, statutory transfer of responsibilities or explicit CTB repeal/rescission
  - ~95 (16%) of the policies/actions reflect current CTB policies
  - ~99 (17%) of the policies/actions have an uncertain status

# Proposed Next Steps

- Governance and Legislative Affairs will continue its review and prepare a resolution for CTB action at the December action meeting affirming those policies and actions that are clearly still valid and repealing those policies and actions that are clearly obsolete or unnecessary. (See attached supplements)
- The Policy Index will be revised according to the action taken by the CTB, and repealed policies and actions will be archived.
- After the December meeting, the revised Policy Index will undergo continued review to resolve questions about those policies and actions that do not fall clearly into the “repeal” or “affirm” categories - additional policies and actions not acted upon in December will be presented to the Board for consideration in January 2018.
- The revised Policy Index will be periodically reviewed and CTB action will be sought to ensure the Index contains only those policies and actions that are current or relevant.

# Policy Index Review

## Questions