

**HIGHWAY POLICIES AND CHARGES**

*To:* **Cabinet**

*Date:* **5<sup>th</sup> April 2011**

*From:* **Acting Executive Director: Environment Services**

*Electoral division(s):* **All**

*Forward Plan ref:* **2011/018** *Key Decision:* **Yes**

*Purpose:* **To consider changes to the highway policies and charges.**

*Recommendation:* **Cabinet is recommended to:**

- a. **Approve the new policy document shown in Appendix A;**
- b. **Support the development of a Highways Operation and Procedure manual and delegate responsibility for any changes to the document to the Service Director for Highways and Access in consultation with the Cabinet Member for Highways and Access;**
- c. **Approve the changes in speed limit and street lighting policy set out in Appendices B and C; and**
- d. **Approve the revised highway charges set out in Appendix D.**

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## **1. BACKGROUND**

- 1.1 Last year, the annual review of highway policies was deferred to allow for a wider ranging review of policy setting and the need for policy. An informal Member group was established which has investigated various areas of policy and influenced the preparation of this report. The Cabinet Member for Highways and Access for Highways and Access has also sought feedback from the Growth and Environment Policy Development Group.

## **2. CHANGING AGENDA**

- 2.1 In light of the Localism agenda and the Council's focus on local priorities, there is a need for a more flexible approach to policy setting.
- 2.2 The budget situation over the coming years will mean less funds available for local highways schemes and is likely to require closer working with local communities. A more flexible approach will be required to enable communities and encourage third parties to invest in highway works.
- 2.3 Against this background, the current highway policies and standards have been reviewed to streamline policy requirements, minimise constraints and create greater flexibility.

## **3. POLICY DOCUMENT**

- 3.1 The current policy and standards document contains a considerable level of detail and much of this can be considered as procedural or operational rather than pure policy. A new policy document (**Appendix A**) has been drafted to only contain policies that are necessary to:
- ensure safety
  - manage budgets
  - manage the risk of litigation or claim
  - protect the council's reputation
  - encourage investment by third parties
  - set minimum standards
- 3.2 The draft policy document does not include any requirements set by legislation to avoid duplication, as legal requirements will be applied by virtue of the legislation rather than through policy setting.
- 3.3 The remaining parts of the existing policy document will be included in a highways Operation and Procedure Manual as guidance allowing a more flexible approach to be adopted. Officers would reference this guidance in advising and informing decisions at the most appropriate local level which will be agreed by the Service Director, Highways and Access in consultation with the Cabinet Member for Highways and Access in the event of any uncertainty. Adopting this more flexible approach has the potential risk of greater variance between local community views and officer advice but ultimately the local community should be able to take responsibility for decision making and with it, the ownership of the outcomes.

- 3.4 It is recommended that any subsequent changes to the Operation and Procedure Manual are delegated to the Service Director (Highways and Access) in consultation with the Cabinet Member for Highways and Access. For transparency, the Manual will be published on the County Council's website. It is anticipated that the Manual will be published by June 2011.
- 3.5 The new policy document sets out not only policy detail but the background and the rationale for the policy, as justification. The current policy document is available as a source document. Any new policy changes are shown in ***bold italics*** and are commented on below. The new policy document retains the option of granting an exemption from any policy subject to the approval of the Director of Highways and Access in consultation with the Cabinet Member for Highways and Access.

#### 4. POLICY CHANGES

##### Highway defects

- 4.1 The most significant change relates the time period for category 2(H) defects where it is proposed to change the response standard from 7 days to 14 days. This response standard still complies with UK Roads Liaison Group 'Well Maintained Highways (Code of Practice for the maintenance of highways)' which is a good practice reference when defending any claims, and assists the authority in planning and co-ordinating works.

##### Religious symbols

- 4.2 For the purposes of the policy on religious symbols on the highway, Christmas trees have previously been considered as a religious symbol. However, it is recommended that they no longer fall within this policy given the largely secular associations with Christmas trees but should be treated alongside any other request to place an item on the highway.

##### Tree planting

- 4.3 The requirements for planting trees on the highway are further qualified by the inclusion of a zonal standard for planting near public utility apparatus or highway structures.

##### HCV restrictions

- 4.4 The policy on the application of any environmental heavy commercial vehicle restrictions makes reference to the council's HCV Management Strategy. This strategy is currently being prepared and will be considered by Cabinet at its meeting in May.

##### Gullies

- 4.5 It is now proposed to change the standard of intervention for gully cleaning from the current policy of cleaning once a year to cleaning only when sufficient waste warrants attention. The 12kg waste benchmark equates to being about half full for a typical gully. This change reflects the efficiency identified in the Integrated Plan.

### Grass cutting

- 4.6 Grass cutting standards are also to be reduced so that grass in urban areas is only cut a maximum of 3 times a year rather than four. In rural areas outside towns and villages, visibility areas and a single swathe will be cut three times each year. This reduction is recognised in the Integrated Plan.

### Speed limits in settlements

- 4.7 Speeding continues to be one of the key road safety concerns being raised by local communities and there is the potential for increased demand for speed limit changes arising from expectations of the Localism agenda. Feedback from some communities suggests a level of frustration over what is considered to be an inflexible approach adopted by the council to speed limits. However, officers are concerned that proposals from communities for speed limit changes are considered against the evidence accumulated through research and long experience in driver behaviour related to speed limits.
- 4.8 However, there is potential for more flexibility in policy over speed limits in settlements, but any change in policy will need to be pragmatic, from a funding perspective, given the current budget situation. Therefore, it is suggested that in terms of any County Council investment, the current policy should be retained but that for any investment by local communities a more flexible approach is adopted. **Appendix B** sets out a revised policy for speed limits incorporating a dual approach for speed limits in settlements that could be applied to i) council investment and ii) where local communities want to fund a change in a speed limit in their settlement.
- 4.9 The 'Localism' element of the policy attempts to give greater local determination but in a way that requires local communities to consider the likely outcomes in terms of compliance and speed reduction. The 'Localism' element of the policy would remove the need for physical measures to be provided as part of any speed limit change. A key requirement will be consultation between the local community and the local police, as the enforcement agency. Those funding the changes would then be accountable for the outcomes rather than the council, with the council acting as a facilitator rather than a decision maker. Officers would support and advise the local community as and when required and undertake the statutory processes required, with the local community being responsible for the outcomes and responding to any issues that arise. Local ownership of the outcomes is considered key to the success of this more flexible approach.
- 4.10 With regard to policy on speed limits on rural roads outside settlements, it is strongly advised that the current policy and approach should be retained utilising the DfT assessment framework to maintain a disciplined, intelligence led and rational approach to speed management on higher speed roads and to avoid speed limits being set on a purely perception basis.

### Street lighting

- 4.11. The existing policy has been revised to reflect the PFI initiative for street lighting and reductions in lighting provision. Those sections of the current policy that are subject to the proposed changes are set out in **Appendix C**. The full existing policy document is available on this link:

## **5. HIGHWAY CHARGES**

- 5.1 Highway charges have been increased in line with the mechanisms previously approved by Cabinet. 1% inflation has been applied to cover the forthcoming increase in national insurance costs.
- 5.2 The charge for accident data has been reviewed in light of further investment to upgrade the accident data system. As a result, an above inflation increase of 3.8% is proposed to support the recover of the investment over time.
- 5.3 The charge for dropped kerb accesses was reviewed last year and the new cost now reflects the full cost implications. The existing commuted sum for soakaways is still considered to be adequate and no increase is proposed.
- 5.4 A new charge for detailed Public Rights of Way enquiries and searches has been included. Charges have been levied in the past for the switching off and on of traffic signals to facilitate work on the highway. These charges are now included in the charges schedule.

## **6. ALIGNMENT WITH PRIORITIES AND WAYS OF WORKING**

### **6.1 Supporting and protecting vulnerable people when they need it most**

There are no significant implications for this priority.

### **6.2 Helping people live healthy and independent lives in their communities**

There are no significant implications for this priority.

### **6.3 Developing the local economy for the benefit of all**

Highway policies contribute to the maintenance and development of the highway network in support of the local economy.

### **6.4 Ways of working**

The following bullet points set out details of implications identified by officers:

- The change in policy approach leads to a more flexible situation and will enable the Council to respond in a more local way.
- The change in policy approach will enable local communities to deliver and own their solutions, particularly in the area of speed limits.

## **7. SIGNIFICANT IMPLICATIONS**

### **Resources & performance**

### **7.1 Finance**

The retained policies are designed to manage the potential risk of litigation or claim

which could impact on highway budgets. The change in approach to policy setting is aimed at facilitating increased third party funding for highway measures which will help to mitigate current pressures on highway budgets. Highway charges are set to ensure that service delivery costs are fully recovered.

## 7.2 Performance

No significant implications identified.

### **Statutory Legal and Risk Implications**

## 7.3 Key Risks

A more flexible approach to policy setting carries the risk of greater variance between local community views and officer advice. To manage this risk it will be important to embed responsibility for the outcomes of local decisions with local communities.

## 7.4 Statutory

The change in approach to policy setting will still require that all statutory duties and requirements are satisfied.

### **Equality and Diversity Implications**

7.5 No significant implications identified.

### **Engagement and consultation**

7.6 Greater flexibility in policy setting may facilitate and encourage greater engagement with local communities on local concerns and issues.

### **Source documents    Location**

Current Highway Policies and Standards	<a href="http://www.cambridgeshire.gov.uk/transport/strategies/highwaypol/">http://www.cambridgeshire.gov.uk/transport/strategies/highwaypol/</a> See PDF documented entitled "Highways Policies 2010"
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## **DRAFT HIGHWAY POLICIES AND STANDARDS**

This document sets out the policies and standards that apply to the management, maintenance, improvement and operation of the highway network in Cambridgeshire excluding the rights of way network, motorways and trunk roads. It is divided into two main sections:

- Highway operation and development
- Highway maintenance

This document is a sister document to the Highways Operation and Procedure Manual which sets out various operational practices and procedures.

**Any exemption from the policies set out in this document will be subject to the approval of the Director of Highways and Access in consultation with the Cabinet Member for Highways and Access**

### **POLICY DRIVERS:**

- Ensure safety
- Manage budgets
- Manage the risk of litigation or claim
- Protect the Council's reputation
- Encourage investment by third parties
- Set minimum standards

## **SECTION 1: HIGHWAY OPERATION AND DEVELOPMENT**

### **ACCIDENT CLUSTER SITES**

Policy: Sites that meet the following criteria shall be designated as cluster sites:

	Minimum number of injury accidents (3 year period)		Minimum number of fatal or serious injury accidents (3 year period)
Junction	5	INCLUDING	1
Junction	6	OR	3
Length			
100 metres	5	INCLUDING	1
100 metres	6	OR	3
200 metres	7	OR	3
300 metres	8	OR	4
400 metres	9	OR	4
500 metres	10	OR	4
600 metres	11	OR	5
700 metres	12	OR	5
800 metres	13	OR	6
900 metres	14	OR	6
1000 metres	15	OR	6
1100 metres	16	OR	7
1200 metres	17	OR	7
1300 metres	18	OR	8
1400 metres	19	OR	8
1500 metres	20	OR	8

*Background / Rationale: a method of identifying cluster sites is an important element in ensuring that the resources for casualty reduction are targeted in the best way possible to achieve the maximum return.*

### **CYCLING FACILITIES STANDARDS**

Policy: On carriageway cycle lanes, both advisory and mandatory, shall generally have a minimum width of 1.5 metres. On roads where cycle flows and vehicle speeds are low the width may be reduced to an absolute minimum of 1.2 metres, subject to a satisfactory safety audit.

Where cycle lanes are located adjacent to traffic islands, the overall lane width (kerb to kerb) may be reduced to an absolute minimum of 4 metres, subject to a satisfactory safety audit.



Unsegregated dual use cycle and footways should not be less than 2.5 metres in width. For segregated dual use cycle and footways the width should not be less than an absolute minimum width of 3.25 metres, subject to a safety audit.

*Background / Rationale: to set minimum standards to ensure the safe use by cyclists and to promote cycling.*

## **HEAVY COMMERCIAL VEHICLE (HCV) ACCESS RESTRICTIONS**

The application of any environmental restrictions on HCV movements on the county road network will be limited to local access routes that do not provide for through HCV movements as indicated on the County Strategic Freight Routing Map.

The application of any environmental HCV restrictions will be considered and developed in accordance with the council's HCV Management Strategy (currently in preparation).

*Background / Rationale: to balance the need for accessibility by the haulage industry against the environmental intrusion associated with lorries using the county road network.*

## **INDEMNITY FOR HIGHWAY WORKS**

Any work the highway authority authorises on the county road network by a third party, other than a public utility or their agents, will be conditional on the third party demonstrating that it has in place public liability indemnity up to a minimum value of £5m for each and every potential claim.

*Background / Rationale: to manage the potential financial risks from any litigation against the highway authority arising from third party highway works.*

## **PARKING**

On-street parking controls will be introduced where necessary to assist the flow of traffic, improve road safety, to manage demand or to meet strategic transport objectives in accordance with the county council's parking policy: ([LINK](#)).

*Background / Rationale: to enhance road safety, manage budgets and protect the reputation of the council.*

## **PEDESTRIAN CROSSINGS**

The county council will only fund controlled pedestrian crossings (Pelican, Toucan, Puffin or Zebra) at sites which can demonstrate a  $PV^2$  value of at least  $0.3 \times 10^8$  or above (where  $P$  = the hourly pedestrian/cycle flow crossing the route within a 50 metre length either side of the proposed crossing point and  $V^2$  = the square of the hourly vehicular flow with the  $PV^2$  value based on the average of the four busiest hours

Pedestrian refuges must be designed to provide a minimum width of 1.8 metres (2.4 metres where the refuge links cycleways either side of the road) and must be fitted with the appropriate tactile paving to satisfy current relevant standards.

The provision of developer funded pedestrian crossing facilities will be sought, through the planning process, at locations justified in accordance with the above assessment method.

*Background / Rationale: to ensure*

- *that the liabilities associated with the long term maintenance of crossing facilities are justified through appropriate levels of use*
- *the safe use by pedestrians.*

## **PEDESTRIAN DROPPED KERBS**

Where pedestrians can be expected to cross at a dropped kerb it should be flush with the road surface and include tactile paving.

*Background / Rationale: to enhance accessibility for those with mobility and/or sight impairment.*

## **RELIGIOUS SYMBOLS ON THE HIGHWAY**

Religious symbols on the public highway will only be permitted upon application, provided the applicants:

- Could demonstrate the symbol was to be displayed in connection with an event in their religion's calendar
- Could demonstrate that the religion in question had a recognised place of worship within the city, town or village that the symbol was to be placed
- Submit an acceptable method statement for the erection of the symbol
- Provide and maintain appropriate fencing around the symbol for the duration of its display, if required for the safety of the public or to protect the symbol
- Could demonstrate that they had suitable public indemnity insurance.

Religious symbols would only be permitted on the public highway where they would not adversely affect the passage or safety of other highway users. For the purpose of this policy, Christmas trees are **NOT** considered a religious symbol.

*Background / Rationale: to ensure an equitable approach and to protect the reputation of the council.*

## **ROAD ADOPTIONS**

The County Council will consider adoption of roads to which five or more dwellings have direct frontage and the layout and construction of the roads have been approved by the County Council.

Roads that only provide access to industrial estates or commercial or business parks will not be adopted as highway maintainable at public expense.

*Background / Rationale: to manage future highway maintenance liabilities.*

## **ROAD MARKINGS**

All road markings should comply with the current Traffic Signs Regulations & General Directions.

*Background / Rationale: to achieve a consistent approach to highway signing and to reduce the potential risk of legal challenge associated with unauthorised signs on the highway.*

## **SAFETY AUDIT**

The highway design standard HD19/03 - Road Safety Audit shall apply to all safety audits on high-speed roads and on strategically important routes.

*Background / Rationale: to enhance road safety and to set a suitable standard for service delivery.*

## **SIGN POSTS**

New or replacement sign posts on roads with speed limits of 50 mph or higher shall comply with the requirements for road restraint systems as set out in the Design Manual for Roads and Bridges unless the 85%tile speed is no greater than 50 mph. On straight sections of road an exemption for the guidance may be applied subject to the approval of the Head of Safety following a safety audit.

*Background / Rationale: to enhance road safety.*

## **SPEED LIMITS**

New speed limits or alterations to existing limits will be considered in accordance with the County Council's speed limit policy: <http://tinyurl.com/3ym7ahk>

*Background / Rationale: to enhance road safety.*

## **STOPPING UP OF THE HIGHWAY**

The applicant for any highway stopping up order is expected to meet all the legal costs incurred in this process, regardless of whether the application for stopping up is approved by a Magistrates' Court. This will include an engineering fee to cover the costs associated with technical vetting and Court attendance.

*Background / Rationale: to manage the financial implications.*

## **STREET LIGHTING**

The provision, alteration or improvement of street lighting will be considered in accordance with the County Council's street lighting policy: *(link to be inserted)*

*Background / Rationale: to enhance road safety and to manage budgets.*

## TABLES AND CHAIRS ON THE HIGHWAY

Tables and chairs will only be permitted on the public highway as part of a street trading licence or consent issued by a district or city council. All areas of seating for street trading must be enclosed using barriers approved by the relevant Network Management Area Team and must be removed from the highway at the end of the trading period.

*Background / Rationale: to avoid obstruction of the public highway and to enhance road safety.*

## THIRD PARTY FUNDING

Third parties may fund the provision of measures on the highway provided that they comply with the current design and maintenance specification, are deemed safe and that whole life costs are met by the third party including installation, statutory process, operational, damage and maintenance costs.

*Background / Rationale: to encourage third party investment and to manage future maintenance liabilities.*

## TRAFFIC REGULATION ORDERS

Traffic regulation orders on private roads to which the public have access will only be made if:

- the order has the full support of the owners of the road
- all costs involved are met by the owners of the road or another third party
- the order provides benefit for the public using the road.

*Background / Rationale: to manage the financial implications and future maintenance liabilities.*

## TREES ON THE HIGHWAY

Highway trees planted on roads with a speed limit exceeding 40mph must not be planted within 5 metres of the edge of the carriageway unless suitable measures are put in place to satisfy the requirements for road restraint systems as set out in the Design Manual for Roads and Bridges.

***Planting where public utility apparatus or structures are within the mature 'zone of influence' (as defined by the National House Builders Council Standards Chapter 4.2) of the tree will not usually be permitted.***

Where trees are planted on roads within new developments that are intended for adoption as public highway through a Highways Act 1980 Section 38 Agreement, the adoption agreement will not be progressed until a suitable third party maintenance agreement is in place or a suitable commuted sum has been paid.

*Background / Rationale: to enhance road safety to manage future maintenance liabilities.*

## **SECTION 2: HIGHWAY MAINTENANCE**

### **DEFECTS**

#### **Risk identification**

Highway defects will be managed on the basis of risk. Any potential defect for which the defect investigatory level is reached or exceeded is to be identified as a risk.

#### **Inspection items and investigatory levels**

The list of highway inventory to be observed for possible defects and the defect investigatory levels will include:

Item	Defect	Investigatory Level
Carriageway and Cycleway	Pothole / spalling	20 mm depth (75mm across in any horizontal direction)
	Ridge	20mm
	Hump	20mm
	Depression / sunken cover	20mm
	Gap / crack	20mm depth (> 20mm width)
Footway (primary walking route)	Trip / pothole / sunken cover	15 mm depth (75mm across in any horizontal direction)
	Rocking slab / block	15mm vertical movement
	Open joint	15mm depth (100mm × 50mm horizontally)
Footway (others)	Trip / pothole / sunken cover	20mm depth (75mm across in any horizontal direction)
	Rocking slab / block	20mm vertical movement
	Open joint	20mm depth (100mm × 50mm horizontally)
Kerbs	Misaligned	50mm horizontally
	Loose / rocking	20mm vertically
	Missing	Yes / No
Verges (in urban areas)	Sunken area adjacent to and running parallel with c/way or f/way edge	Depth 50 mm
Verges (in rural areas)	Sunken area adjacent to and running parallel with carriageway edge	Depth 150mm

	Sunken area adjacent to and running parallel with footway edge	Depth 100mm
Iron works	Gaps within framework (other than designed by manufacturer) Level differences within framework Rocking covers  Cracked / broken covers  Worn / polished covers  Missing covers	20mm  15mm 15mm vertical movement Yes / No  Yes / No  Yes / No
Flooding	Standing water 24 hours after cessation of rainfall 1.5m from edge of c/way Substantial running water across carriageway likely to adversely affect the safety of highway users Substantial running water across footway likely to adversely affect the safety of highway users Property inundation	Yes / No  Yes / No  Yes / No  Yes / No
Drainage	Substantial standing water adjacent to edge of c/way likely to adversely affect the safety of highway users Blocked gully (silted above outlet) <b><i>Blocked offlet</i></b> <b><i>Detritus across mouth of grip</i></b> Collapsed / blocked / settled items or systems	Yes / No  Yes / No  Yes / No
Road studs	Missing  Hole left in c/way   Displaced item on c/way Defective item	Yes / No  20mm depth (75mm across in any horizontal direction)  Yes / No Yes / No
Signs/bollards	Damaged/misaligned item causing a hazard Missing item causing a hazard Exposed wiring Missing door to lamp column Item missing Item obscured/dirty/faded <b><i>Rusted or damaged post</i></b> <b><i>Sign hanging off posts</i></b>	Yes / No  Yes / No Yes / No Yes / No Yes / No Yes / No
Safety fencing and barriers	Item damaged or misaligned causing a hazard	Yes / No

	Unstable item or section	Yes / No
Hedges and trees	Unstable tree causing danger of collapse onto highway Overhanging tree leading to loss of height clearance over carriageway, footway or cycleway	Yes / No  < 2.1m over footways < 2.4m over cycleways < 5.1m over carriageways
Highway general	Oil / debris / mud / stones and gravel likely to cause a hazard Street furniture missing / damaged likely to cause a hazard  Obstructions in the highway Obstructed sight lines Ramps in carriageway to aid vehicular movement Footway damage caused by vehicular access where no vehicle crossing Scaffolding likely to cause a hazard Skips likely to cause a hazard Unprotected building materials on the highway Abandoned vehicles likely to cause a hazard	Yes / No  Yes / No  Yes / No Yes / No Yes / No Yes / No Yes / No Yes / No Yes / No Yes / No
Other dangers to the public	Anything else considered dangerous	Yes / No

### **Risk impact and probability**

The impact of a risk occurring will be quantified on a scale of 1 to 4 assessed as follows:

- Little or negligible impact
- Minor or low impact
- Noticeable impact
- Major, high or serious impact

The impact will be is quantified by assessing the extent of damage likely to be caused should the risk become an incident.

The probability of a risk occurring will be quantified on a scale of 1 to 4 assessed as follows:

- Very low probability
- Low probability
- Medium probability
- High probability

### Risk evaluation and factor

All risks identified through this process will be evaluated for significance in terms of the likely impact should the risk occur and the probability of it actually happening. The risk factor for a particular risk will be based on the product of the risk impact and risk probability. The response time for dealing with a defect will be determined by correlation with the risk factor:

<b>PROBABILITY</b> <input type="checkbox"/>	<b>Very Low (1)</b>	<b>Low (2)</b>	<b>Medium (3)</b>	<b>High (4)</b>
<b>IMPACT</b> <input type="checkbox"/>				
<b>Negligible (1)</b>	1	2	3	4
<b>Low (2)</b>	2	4	6	8
<b>Noticeable (3)</b>	3	6	9	12
<b>High (4)</b>	4	8	12	16
<b>Response category</b>	<b>Category 2(L)</b>	<b>Category 2(M)</b>	<b>Category 2(H)</b>	<b>Category 1</b>

### Response time

The response time categories are:

- Category 1: make safe or repair within 24 hours
- Category 2(H): **make safe or repair within 14 days**
- Category 2(M): repair within 28 days
- Category 2(L): repair during the next available programme, schedule more detailed inspection, or review condition at next inspection, based on an assessment of the risk of deterioration before next visit

Where defects with potentially serious consequences for network safety are made safe by means of temporary signing or repair, arrangements will be made for a special inspection regime to ensure the continued integrity of the signing or repair is maintained, until a permanent repair can be made.

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with the requirements of relevant Codes of Practice for the maintenance of highways which are good benchmarks to reference when defending any claims.*



## FOOTWAYS

Slabbed and small element paving footways will only be maintained in urban central areas, shopping streets and where the construction suits the environment of a conservation or other sensitive area, following the specific agreement of the relevant Head of Network Management. Other slabbed footways will be replaced with macadam unless third party funding is available to meet the difference between the cost of macadam and slab relaying, again with the authorisation of the Head of Network Management.

*Background / Rationale: to manage future maintenance liabilities.*

## GRASS CUTTING

***In urban areas (predominantly within towns and villages where speed limits are 40mph or less) grass should be cut three times annually during the period April to October.***

***In rural areas outside towns and villages, visibility areas and a single swathe will be cut three times each year in the period April to October.***

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with the requirements of relevant Codes of Practice for the maintenance of highways which are good benchmarks to reference when defending any claims.*

## INSPECTIONS

### Bridges

All bridges will have a general inspection every two years and those bridges on the primary and principal routes and other identified major bridges will have a principal inspection every 6 years.

### Carriageways

The frequency of safety inspections on carriageways shall be carried out in accordance with the table below:

Category	Frequency
Strategic Roads	1 month
Main Distributor Roads	1 month
Secondary Distributor Roads	1 month
Link Roads	3 months
Local Access Roads	Annual

### Cycleways

The frequency of safety inspections on cycleways shall be carried out in accordance with the table below:

Category	Frequency
Part of carriageway	As carriageway hierarchy
Remote from carriageway	6 months
Cycle tracks/trails	Annual

## Drainage

Drainage systems will be inspected in accordance with the table below:

Drainage element	Activity	Frequency
<b>Gullies</b>	<b><i>Emptied on a zonal basis</i></b>	<b><i>When waste is greater than 12kg/gully</i></b>
Catchpits, interceptors, soakaways and manholes	Inspected and emptied where necessary	Not greater than 5 years
Kerb Offlets	Jetted through to ensure working, <b><i>if required</i></b>	<b><i>As per zonal gully programme above</i></b>
Culverts less than 915mm diameter	Inspected for structural damage and blockages	Not greater than 5 years
Piped drainage	Checked and flushed where necessary	Not greater than 10 years
Grips	Inspected for obstruction by vegetation or damage by traffic/animals	Annual
Ditches and outfalls	Inspected for obstruction by vegetation	Not greater than 10 years

## Footways

The frequency of safety inspections on footways shall be carried out in accordance with the table below:

Category	Frequency
Prestige Area	1 month
Primary Walking Route	1 month
Secondary Walking Route	3 months
Link Footway	6 months
Local Access Footway	Annual

## Mode of Inspection

All driven inspections should be conducted with a driver and an inspector, at a speed not exceeding 20 mph. All pedal cycle ridden inspections should be conducted at a speed equating to a fast walking pace i.e. up to 5-7 kph.

## **Safety fencing**

Steel and wire rope safety fences and pedestrian guard rails should be inspected to check the mounting height, surface protective treatment and structural condition at intervals of not greater than 5 years.

Tensioning bolts of tensioned safety fences should be inspected and reset to the correct torque every 2 years.

## **Signs, road studs and bollards**

Signs should be inspected as per carriageway hierarchy.

All roads where road studs are installed shall be inspected annually at night.

## **Traffic signals**

Traffic signal installations will be inspected annually. All signal lamps will be bulk changed before they have exceeded their normal specified life.

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with DfT guidance.*

## **POST SURFACING SIGNING**

Following carriageway resurfacing using asphalt materials, 'slippery road' warning signs will be erected for a period of 6 months. Signing may be removed earlier subject to test evidence of adequate skid resistance.

*Background / Rationale: to enhance road safety and to manage the risk of litigation and claims.*

## **ROAD MARKINGS AND STUDS**

On Strategic and Main Distributor Roads, road markings shall be renewed when more than 30% of their area becomes worn away. The standard on other roads should be based on the assessment of the relative risks.

Road studs in mandatory markings should be replaced when 25% or more are missing on straight roads and 10% or more on bends.

All defective or missing studs are to be replaced as part of an annual programme. The aim is that a minimum of 90% of road studs are to be reflective prior to the winter period.

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with the requirements of the IHT Code of Practice for the maintenance of highways which is a good benchmark to reference when defending any claims.*

## SKID RESISTANCE

For the purposes of assessing skid resistance on the county road network, the investigatory levels set out in the Design Manual for Roads and Bridges: HD28/04 Skid Resistance (as shown on the table below) will be applied.

Site Category and Definition		Investigatory Level at 50km/h					
		0.30	0.35	0.40	0.45	0.50	0.55
A	Motorway						
B	Dual carriageway						
C	Single carriageway						
Q	Approaches to and across minor and major junctions, approaches to roundabouts						
K	Approaches to pedestrian crossings and other high risk situations						
R	Roundabout						
G1	Gradient 5-10% longer than 50m						
G2	Gradient >10% longer than 50m						
S1	Bend radius <500m – dual carriageway						
S2	Bend radius <500m – single carriageway						

- The dark shading indicates the range of IL that will generally be used for roads carrying significant traffic levels
- The light shading indicates a lower IL that will be appropriate in low risk situations, such as low traffic levels or where the risks present are well mitigated and a low incidence of accidents has been observed
- Exceptionally, a higher or lower IL may be assigned if justified by the observed accident record and local risk assessment

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with the requirements of relevant Codes of Practice for the maintenance of highways which are good benchmarks to reference when defending any claims.*

## STREET LIGHTING

Maintenance of street lighting shall be carried out in accordance with the County Council's street lighting policy.

*Background / Rationale: to enhance road safety and manage the financial implications.*

## TRAFFIC SIGNS AND BOLLARDS

Signs should be cleaned annually, if required. Bollards will generally be cleaned annually, if required, although at certain locations a more frequent cleaning regime may be put in place.

The arrangements for the maintenance of sign illumination are set out in the County Council's street lighting policy.

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with the requirements of relevant Codes of Practice for the maintenance of highways which are good benchmarks to reference when defending any claims.*

## **WINTER MAINTENANCE**

Winter maintenance shall be carried out in accordance with the County Council's winter maintenance policy.

*Background / Rationale: to manage the potential financial and reputational risks arising from claims. The policy is consistent with the requirements of relevant Codes of Practice for the maintenance of highways which are good benchmarks to reference when defending any claims.*

## SPEED LIMIT POLICY

### SPEED LIMITS IN SETTLEMENTS

#### Council policy

#### **30 mph Limits**

The county council will work towards the introduction of a 30mph speed limit in the developed parts of all settlements in the County together with, where appropriate and affordable, complementary features to encourage drivers to travel at an appropriate speed.

Where mean speeds are in excess of 30mph it will be necessary to introduce complementary speed reduction features. Depending on the site, “soft” features such as gateways, red surfacing and roundels may be appropriate where mean speeds are 35mph or below.

For speed limit purposes the following definitions will apply:

- i) A settlement will be ‘At least 20 properties fronting onto a length of public highway over a distance of at least 600m’
- ii) The extent of a settlement will be ‘The point at which full frontage development begins’, or ‘at the first property fronting a road entering a settlement, on which there is at least 3 properties/100 metre length of road, prior to the point at which full frontage development begins’.

#### **20 mph Limits**

20mph speed limits will only be permitted at sites:

- where the mean speed of traffic is 24mph or lower
- in combination with self-enforcing speed reduction features necessary to achieve a mean speed no greater than 24mph

20 mph zones must be introduced in clearly defined zones (e.g. between radial routes or a spine road with culs-de-sac) and not in isolated roads or culs-de-sac

School time 20mph speed limits supported by interactive signs and "soft" traffic calming may be provided outside school sites where the existing mean speed does not exceed 30 mph. Where the existing mean speed exceeds 30 mph traditional traffic calming measures will be required to achieve compliance.

#### Localism Policy

Where the county council is unable to fund the appropriate measures to deliver a change in speed limit in a settlement or the extension of an existing limit, the city/town/parish council or Area Committee in Cambridge will be able to promote a change in the limit, subject to meeting all associated costs and accepting responsibility for the outcomes of any changes.

The mean speed and settlement definition policy requirements set out above for council funding will not apply but the city/town/parish council or Area Committee in Cambridge

will be expected to demonstrate that it has consulted fully within its community and with the police, as the enforcement agency for the speed limit, to understand and manage local expectations over future enforcement and the likely level of compliance with the proposed speed limit.

The use of 20 mph limits or zones within settlements should be restricted to roads below A and B class.

Buffer speed limits of up to 400 metres in length, set at a minimum of 10 mph above the settlement speed limit will be permitted.

Any objections raised through the statutory speed limit order process will be considered by the city/town/parish council or Area Committee in Cambridge ahead of a final determination by the county council.

It is expected that the city/town/parish council or Area Committee in Cambridge will respond to any comments received on the speed limit after implementation to demonstrate local ownership and responsibility

### SPEED LIMITS OUTSIDE SETTLEMENTS

Typical characteristics for speed limits in rural areas outside settlements are shown in the table below:

<b>Speed limit (Mph)</b>	<b>Upper tier</b> (Roads with predominant traffic flow function)	<b>Lower tier</b> (Roads with important access and recreational function)
<b>60</b>	Recommended for most high quality strategic A and B roads with few bends, junctions or accesses. When the assessment framework is being used, the accident rate should be below a threshold of 35 injury accidents per 100 million vehicle kilometres with this speed limit.	Recommended only for the best quality C and Unclassified roads with a mixed (i.e. partial traffic flow) function with few bends, junctions or accesses. In the longer term, these roads should be assessed against upper tier criteria.
<b>50</b>	Should be considered for lower quality A and B roads, which may have a relatively high number of bends, junctions or accesses. When the assessment framework is being used, the accident rates should be above a threshold of 35 injury accidents per 100 million vehicle kilometres at higher speeds. Can also be considered where mean speeds are below 50 mph, so lower limit does not interfere with traffic flow.	Should be considered for lower quality C and Unclassified roads with a mixed function where there are a relatively high number of bends, junctions or accesses. When the assessment framework is being used, the accident rate should be below a threshold of 60 injury accidents per 100 million vehicle kilometres.

<b>40</b>	Should be considered where there is a high number of bends, junctions or accesses, substantial development, where there is a strong environmental or landscape reason, or where there are considerable numbers of vulnerable road users.	Should be considered for roads with a predominantly local, access or recreational function, or if it forms part of a recommended route for vulnerable road users. When the assessment framework is being used, the accident rate should be above a threshold of 60 injury accidents per 100 million vehicle kilometres.
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## **GUIDANCE ON URBAN SPEED LIMIT CHARACTERISTICS**

A summary of typical urban characteristics and appropriate speed limits is shown in the table below.

<b>Speed Limit (mph)</b>	<b>Characteristics</b>
<b>20</b>	In town centres, residential areas and in the vicinity of schools and other premises where there is a high presence of vulnerable road users.
<b>30</b>	The standard limit in settlements that are fully developed.
<b>40</b>	Higher quality suburban roads or those on the outskirts of urban areas where there is little development and few vulnerable road users. Should have good width and layout, parking and waiting restrictions in operation and buildings set back from the road. Should wherever possible cater for the needs of non-motorised users through segregation of road space and have adequate footways and crossing places.
<b>50</b>	Usually most suited to special roads, dual carriageway ring or radial routes or bypasses which have become partially built up. Should be little or no roadside development.

To achieve average speeds appropriate to the typical speed limits given in the table above it may be necessary to introduce speed reduction measures.

## **SPEED LIMITS IN NEW DEVELOPMENTS**

All roads in areas of new development, must be designed to physically restrict vehicle speeds to the appropriate maximum levels shown in the table above.

A new design guide for new developments has been adopted. The new guide encourages all new residential roads in new developments to be designed to satisfy the Council's requirements for a 20mph speed limit.



**CHANGES TO STREET LIGHTING POLICY**

Additions shown in **bold italics**, deletions shown in brackets thus [Delete: ]

1. Introduction

- 1.1 This policy outlines the basic principles and standards applying to street lighting and illuminated signage in Cambridgeshire. The term street lighting encompasses lighting and all other items of illuminated street furniture provided on the public highway whether or not adopted by Cambridgeshire County Council, except traffic signals and electrically operated parking information signs.
- 1.2 ***As a result of the poor condition of the street lighting stock, and under investment over many years, the Council has been successful a bid to Government for PFI credits. This street lighting policy is aligned with the PFI output specification which is programmed to come into operation in April 2011.***
- 1.3 ***The PFI Project will replace approximately 60% of the street lighting columns, de illuminate signs and bollards where appropriate, all within the first 5 years of the Project. Additionally the service provider will replace the existing lanterns with a white lighting source.***
- 1.4 ***The service provider will also maintain the whole of the Council's adopted street lighting stock for the full 25 years.***

4. General Requirements

**Design and Adoption Criteria**

- 4.1 In general all new street lighting provided on the highway should be designed and installed to the current Street Lighting PFI Project output specification which is based upon the British Standard European Norm (BSEN) appropriate for the road in question.
- 4.2 New lighting installed on the highway which is below this standard may be adopted by the Local Lighting Authority at its own expense (Local Lighting Authorities can be city, district, town, parish councils or social housing groups all of whom have powers to provide lighting on the highway, but only with the consent of the Highway Authority). Local Lighting Authorities must be consulted on individual draft lighting designs and any comments should reflect local residents' views. However, the final design must be seen to be to the benefit of the community at large, whilst attempting to take into account any individual concerns.
- 4.3 As a general objective the County Council will seek to minimise light pollution of the night sky, light trespass, and reduce to a minimum the production of greenhouse gases by the use of up-to-date and technologically advanced lighting/electrical equipment.
- 4.4 ***All new street lighting equipment whether from Council new road projects or from developers will only become the responsibility of the service provider when they have been through a formal accrual process. This will***

***require accurate inventory and location data, including as-built drawings to be provided by the installer. Without this formal process, new lighting will not be adopted or maintained by the County Council.***

5. Lighting Standards

- 5.1. The first choice light source for highway lighting shall be high pressure sodium type (SON) or ceramic discharge metal halide (CDM), although consideration to alternative light sources (particularly for the purposes of floodlighting) will be given where required. ***The service provider's design may differ, however it will provide a cost effective and energy efficient solution.***
- 5.2. There may be situations in popular locations used heavily at night where tourist/visitor needs would suggest a higher level of illumination. These are expected to be relatively few in number and will require special consideration and consultation.
- 5.3. In all historic areas consultation with local Conservation Officers is to ensure that historical styling and/or location of equipment is appropriate for the area in question. For particularly sensitive locations it may be advisable to arrange for trial installations to demonstrate the effectiveness of the lighting and its impact on surrounding areas.
- 5.4. In determining levels of illumination, lighting positions and styles, the design brief will take account of an area's unique character and needs in terms of vehicular/pedestrian activity, location of local amenities. However, generally the requirement of the BSEN standard is expected to be met.
- 5.5. All street lighting and electrical systems must comply with the following general legislation and more specific the street lighting industry standards:
- Highways Act 1980
  - Goods and Services Act
  - The Local Government Contract Act
  - The Management of Health and Safety at Work Regulations 1982
  - Electricity at Work Regulations 1989
  - Traffic Signs Regulations and General Directions 1992
  - Disabled Persons Act 1981
  - Road Hump Regulations 1990
  - New Roads and Street Works Act 1991
  - BS 7671: Regulations for Electrical Installations 1992
  - BS 5489: Parts 1 – 10,"Code of Practice for Road Lighting"
  - BS EN 60529: Specification for Clarification of Degrees of Protection  
As provided by Enclosures
  - BS EN 605589-2-3: 1994 Luminaires for Road and Street Lighting
  - BS 5649: Lighting Columns
  - BS EN 40:Lighting columns1992
  - Department of Environment Transport and Regions Departmental Standard BD26/94 - Design of Lighting Columns

## 9. Columns

- 9.1. ***All street lighting columns installed on the highway shall comply with the Output specification for the street lighting PFI project.*** The only exception to the requirement above will apply to some decorative steel columns, which may be used in environmentally sensitive areas. These columns will be subject to a separate specification, when required, but generally they will be of mild steel with galvanise protection and factory painted with a final decorative top coat of paint being applied on site following erection.
- 9.2. Particular note should be made of the requirements where columns are used for the support of street decorations, festive lighting, etc and the imposed limitations.
- 9.3. ***In some circumstances road signs may be mounted on street lighting columns, however it has to be understood that the service provider is responsible for the integrity of all columns. Any fixing to signs may cause damage to the galvanised coating there will be 2 methods of fixings to columns either***
- ***By the service provider at the sign owners cost which will be notified in advance.***
  - ***By the sign owner if has been approved by the service provider. To fix signs to columns.***

***All attachments will be within the limitations imposed by the current DTLR BD 26/86 (Memorandum).***

## 11. Energy Conservation/Remote Monitoring

- 11.1. Lighting practice and the purchase of equipment shall promote energy conservation by use of new technology. Road signs (in particular regulatory/warning signs) should only be illuminated when required under The Traffic Signs Regulations and General Directions 1992.
- 11.2. Remote monitoring technology may be introduced into new and existing lighting systems ***as a result of the PFI project.*** The types of system used may vary from time to time as technology improves. ***New street lighting columns whether as a result of new road schemes or from developments, will be required to install the necessary nodes and sub stations to ensure that remote monitoring all as part of the street lighting installation.***
- 11.3. Unmetered energy will be purchased from renewable sources wherever practicable.

## 14. Consultation

- 14.1 The County Council will formally consult other local lighting authorities within Cambridgeshire on all new or improvement lighting schemes which directly affect those lighting authorities.
- 14.2 Consultations directly with local residents, local historical societies or any other interested body affected by any schemes will be deemed to have been

completed by the Local Lighting Authority prior to it making any comments. However, the County Council may consult directly with local residents in certain cases.

- 14.3 The street lighting PFI service provider will consult with residents about column replacements, however as the residential roads are based upon a 1 for 1 replacement principle, by repositioning any columns on any road will require the columns in the rest of the road to be repositioned as well. It is not envisaged that there will be a significant of column replacements.**

17. Illuminated Traffic Signs

- 17.1. The County Council is committed to reducing the number of illuminated signs to an absolute minimum. **As part of the street lighting PFI project all illuminated road signs will be de illuminated unless there is a requirement in the current Traffic Signs Regulations. All de illuminated road signs will be de accrued from the street lighting PFI project and their maintenance will move to the highway maintenance divisions. Illuminated bollards will be de illuminated where they can and the majority of the rest will be converted to solar energy source. All de illuminated bollards will be de accrued from the street lighting PFI project and their maintenance will move to the highway maintenance division.**

- 17.2. Where flashing amber lights (FALs) are provided as part of a road safety package associated with an individual school then the school will be actively encouraged to assume ownership in the reporting of maintenance defects to the County Council's Street Lighting Section, even though the FALs may be automatically switched.

18. Maintenance Requirements

- 18.1. All new street lighting equipment whether from new road projects or from developers will only become the responsibility of the service provider when they have been through a formal accrual process. This will require accurate inventory and location data to be provided by the installer. Without this formal process, new lighting will not be adopted or maintained by the County Council.**

- 18.2 All street lighting units adopted by Cambridgeshire County Council shall be maintained in accordance with the requirements of the output specification and those of the street lighting PFI Payment Mechanism. This will ensure that as far as is possible, their safe, economic, effective and reliable operation.** Basic requirements are:

- The maintenance of an up-to-date electronic-based inventory of all units to ensure the satisfactory management of a maintenance process that meets legal obligations and provides information for the calculation and tendering for electrical energy.
- Satisfactory management of the maintenance process and to enable the annual assessment of the energy charge to be obtained.

- ***The street lighting PFI project is basically a performance contract that requires the service provider to deliver 99% of street lighting in operation at any one time after the initial start up year of the street lighting contract. This will be determined from the service provider's management information system and will be the basis for the calculations of the Unitary Charge less any deductions for poor performance.***
- The service provider shall man the dedicated Freefone number to receive and deal with street lighting faults received from the public **24 hours a day and 7 days a week (24/7).**
- Reactive repair procedures that ensure expeditious responses to identified defects and first-time repair.
- ***The output specification requires a policy of bulk clean and change for all its units. This will be done in accordance with the manufacturers requirements and will differ depending upon the lantern type used.***
- The street lighting stock is connected to the electrical cabling of EDF with whom we have service level agreements (SLA) for the connection of new installations and the repair of service faults. The SLA for service faults have no penalties attached for failure and are subject to EDF having resources available, which in adverse weather may be moved to deal with domestic and business power cuts. The present delivery times are:
  - New installations
  - 30 working days
  - Service faults
  - 15 working days

The Performance Contract sets the following repair targets:

Urgent Repair 3hr	within 3hrs
Urgent Repair 6hr	within 6hrs
Urgent Repair 24hr	within 24hrs
General Emergency repair	within 1hr
Lamp repair	within 7 working days
'Lamp Out again through check'	within 24hrs
Column Replacement	within 10 working days

18.2. Maintenance of street lighting units belonging to Lighting Authorities, other than Cambridgeshire County Council if they are the subject of maintenance agreements with the County Council will be rectified in accordance with the same timescales as the County Council streetlights as set out in paragraph 18.1. [Delete: Those that are not, are the responsibility of the Lighting Authority to rectify. The County Council are able to assist in this process. However, they cannot guarantee the timescales and would expect the full cost of repair to be met by the Lighting Authority.]

**18.3 *The street lighting project does not include the facility to replace or maintain other lighting than that which has been adopted by the County Council. The service provider is committed to provide a maintenance***

***arrangement for all parishes and districts which is expected to be similar to that presently in operation. It will be a matter for each Council to determine whether they wish to use this service***

***18.4 Those parishes and districts who do not wish to use the maintenance facility the columns will be the responsibility of the owner or Lighting Authority to rectify. The County Council may be able to assist in this process in emergencies, however they cannot guarantee the timescales and would expect the full cost of repair to be met by the owner or Lighting Authority.***

21. Adoption of New Lighting Systems

21.1 Sections 38/278 and Other Highway Improvements - Adoption Procedures

21.2. Where the proposed street lighting lies within areas designated to be lit as part of a Section 38 or 278 Agreement then the Highway Authority's street lighting and illuminated sign requirements shall form part of any Agreement.

***22.3 As set out in paragraph 18.1, all Section 38 and 278 street lighting, illuminated bollards and illuminated signs will have to be accrued into the service before any of it can be maintained.***

*Note: These changes to be implemented if and when the PFI project is implemented*

**PROPOSED REVISED HIGHWAYS RELATED FEES AND CHARGES 2010/2011**  
*[Changes/additions shown in bold italic]*

Item	Charge	Comment	Annual index
<b>Highways Agreements</b>			
Permission to deposit building materials on the Highway	£22 <b>£22.25</b> for each 14-day period		Annual council budget inflation
Permission to deposit a skip on the Highway			
Fine for unauthorised skip on the highway	£100 <b>£101</b>		
Permission to erect scaffolding over the Highway	£86 <b>£86.90</b> per month	Recovers cost of initial meeting and monthly inspections	
Obligation to dispense with consent for erection of hoarding / fence	£85.50 <b>£86.40</b> per month.	Recovers cost of initial meeting and monthly inspections.	
Section 142 License to Cultivate	£80.50 <b>£81.30</b> one-off charge		
Section 116 Stopping Up of Highway	£2,100 minimum charge per agreement	Covers legal and engineering costs, actual costs recoverable	
Oversailing Licence	£86 <b>£86.90</b>	Recovers cost of administration	
Private Works (including the clearance of debris following an accident)	Actual cost of work + 20% administration/supervision fee (with a minimum charge of £105)		N/A
Banner Licence	£13 <b>£13.10</b>	Recovers cost of administration	Annual council budget inflation
NRSWA road opening inspection charges	£50 per notice		Set by central Government
NRSWA defect charge	£47.50 (when reported by the Council) £68 (when reported by a 3 <sup>rd</sup> party)		

Item	Charge	Comment	Annual index
Section 74 – charges for overstay	Major roads: £2,000 per day B & C class roads: £500 per day Unclassified roads: £100 per day		Set by central Government
Streetworks Section 50 licences (apparatus on public highway)	£410 [ <b>£414.10</b> ] per licence	Licence fee meets costs of supervisions/ inspections.	Annual council budget inflation
<b>Development control</b>			
Highways Act Section 38 road adoption agreement	<b>8.5%</b> of works cost plus legal costs <b><i>Fee increased to 10% if site work commences prior to sealing of agreement</i></b>		N/A
Highways Act Section 38 road adoption agreement parking control deposit sum	Basic deposit of £5,000 with £10 per linear metre up to a maximum of £10,000		N/A
Section 106 planning agreement	<b>8.5%</b> of works costs plus legal costs		N/A
Highways Act Section 278 highway works agreement	<b>8.5%</b> of works cost plus legal costs		
Highway stopping up application	£205 [ <b>£207</b> ] engineering fee		Annual council budget inflation
Dropped crossings	£50 [ <b>£150</b> ] inspection fee	To cover initial site inspection and post construction inspection	Annual council budget inflation
Soakaways	£5225 commuted sum		3 year review cycle (Review in 2010/11)
<b>Highway and Traffic Orders</b>			
TRO advertisement contribution (Parish Councils and community groups)	£266.50 [ <b>£269.20</b> ]		Annual council budget inflation
TRO advertisement costs (Business and other private bodies)	Actual cost		N/A



Item	Charge	Comment	Annual index
Residents parking permits	£41 - £50 <b>[£52 - £81]</b>	Approval, subject to formal advertisement	
Temporary road closure	£850 <b>[£858.50]</b>	Cost of order only, other advice e.g. diversion routes subject to separate quotation.	Annual council budget inflation
Emergency road closures	£425 <b>[£429.30]</b>	Cost of order only, other advice e.g. diversion routes subject to separate quotation.	
Right of Way closure	£850 <b>[£858.50]</b>		
Access Protection Markings	£85.50 <b>[£86.40]</b> + vat	One off charge includes site inspection, installation and future maintenance.	Annual council budget inflation
Diversion or extinguishment of public footpaths and bridleways	£962 <b>[£971.60]</b> administrative fee plus the actual cost of two adverts in local newspaper		
<b>Other charges</b>			
Driver Improvement Course	£210 <b>[£212.10]</b>		Annual council budget inflation
Adult Cycle Training	£20.50 <b>[£20.70]</b> for 1 hour £25.60 <b>[£25.90]</b> for 1.5 hours £28.70 <b>[£30]</b> for 2 hours	Duration of course depends upon the individual level of training required	
'BIKERS' motorcycle course	£36.50 <b>[£37.40]</b> per course		
Tourist signs	£156.50 <b>[£158.10]</b> initial administration fee including site feasibility survey plus full cost of design, manufacture and erection of sign		
Accident data requests	£96.35 <b>[£100]</b> + vat	See para. 5.2	
Charges for traffic count data	Minimum fee of £42 then rising dependant on nature of material required		N/A
Charges for traffic signal data	£53.50 <b>[£54.00]</b> fee per junction then rising dependant on nature of material required		Annual council budget inflation
Transponders	Actual cost for refundable deposit + 10% administration Actual cost + 10% administration for replacements		N/A

Item	Charge	Comment	Annual index
Regular updates of new TROs affecting movements for SatNav organisations	£535.50 [ <del>£540.90</del> ] annual charge		Annual council budget inflation
Reinstatement of ploughed/cropped paths	Minimum charge £150	Mileage @ current rate per mile plus legal, contractor and staff costs.	N/A
<b>Detailed Public Rights of Way Enquiries/Searches</b>	<b>£26.90</b>		<b>Annual council budget inflation</b>
Safety Audit stage 2	£220.35 [ <del>£222.60</del> ] plus an hourly rate of £36.65 [ <del>£37</del> ] plus mileage costs		Annual council budget inflation
Safety Audit stage 3	£551.50 [ <del>£557</del> ] plus an hourly rate of £36.65 [ <del>£37</del> ] plus mileage costs	Includes night time site visit and Stage 4a and b audits carried out as standard at 12 and 36 months after competition	
Traffic signals technical vetting	£768.75 [ <del>£776.40</del> ] standard charge plus mileage	Includes site commissioning	
Land searches	Standard: £20 Optional Public paths or byways: £9 Mineral consultation areas: £10 Registered common land or village green: £7		Based on cost recovery for the service
Boundary enquires	£26.65 [ <del>£26.90</del> ] per hour		Annual council budget inflation
A2+ GIS print-out	£26.65 [ <del>£26.90</del> ] per print		
A4 / A3 GIS print-outs	£13.30 [ <del>£13.40</del> ] per print		
Certified copies of Definitive Map	£13.30 [ <del>£13.40</del> ] per copy		