



REBUTTAL PROOF OF EVIDENCE
DRAWINGS & APPENDICES

on behalf of Fareham Borough Council
(The Local Planning Authority (LPA))

Land to the east of Downend Road, Fareham, Hampshire

Appellant: Miller Homes

LPA Ref: P/20/0912/OA

PINS Ref: APP/A1720/W/21/3272188

Glanville Ref: 004_8210511_AL_Rebuttal_Proof_of_Evidence

Issue 1: 20 July 2021

Document History

Issue	Date	Description	Prepared By	Checked By
1	20 July 21		A Lewis	-

Glanville

Glanville Consultants is a multi-disciplinary engineering, design and surveying consultancy with the following expertise:

Structural Engineering | Transport and Highways
Civil Engineering | Geomatics | Building Surveying

Cornerstone House
62 Foxhall Road
Didcot
Oxfordshire OX11 7AD

Offices also at:

3 Grovelands Business Centre
Boundary Way
Hemel Hempstead
Hertfordshire HP2 7TE

Telephone: 01235 515550

Telephone: 01442 835999

postbox@glanvillegroup.com
www.glanvillegroup.com

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Drawings

- 8210511/6101A Pedestrian Crossing Visibility
- 8210511/6105 Vehicle Queue Illustration
- 8210511/6106 ATC Locations, Vehicle Speeds & Predicted Changes in Speed
- 8210511/6107 Forward Visibility North Bound over Bridge

Appendices

- Appendix A: Cycling Strategy Update
- Appendix B: HCC Guidance
- Appendix C: TRICS
- Appendix D: Sustrans
- Appendix E: HCC Emails
- Appendix F: Appeal Decision

Drawings

8210511/6101A Pedestrian Crossing Visibility

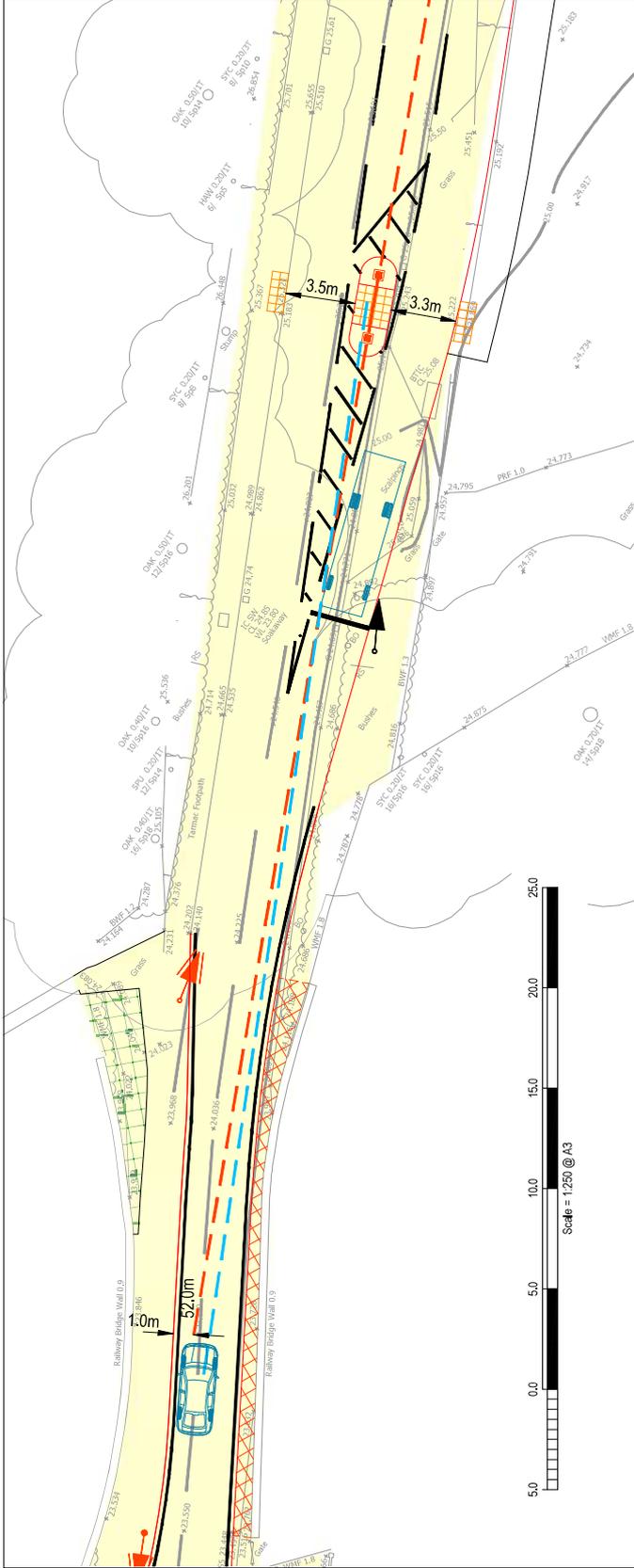
NOTES

1. This drawing is to be read in conjunction with all relevant documents and specifications.
2. Dimensions are not to be scaled.

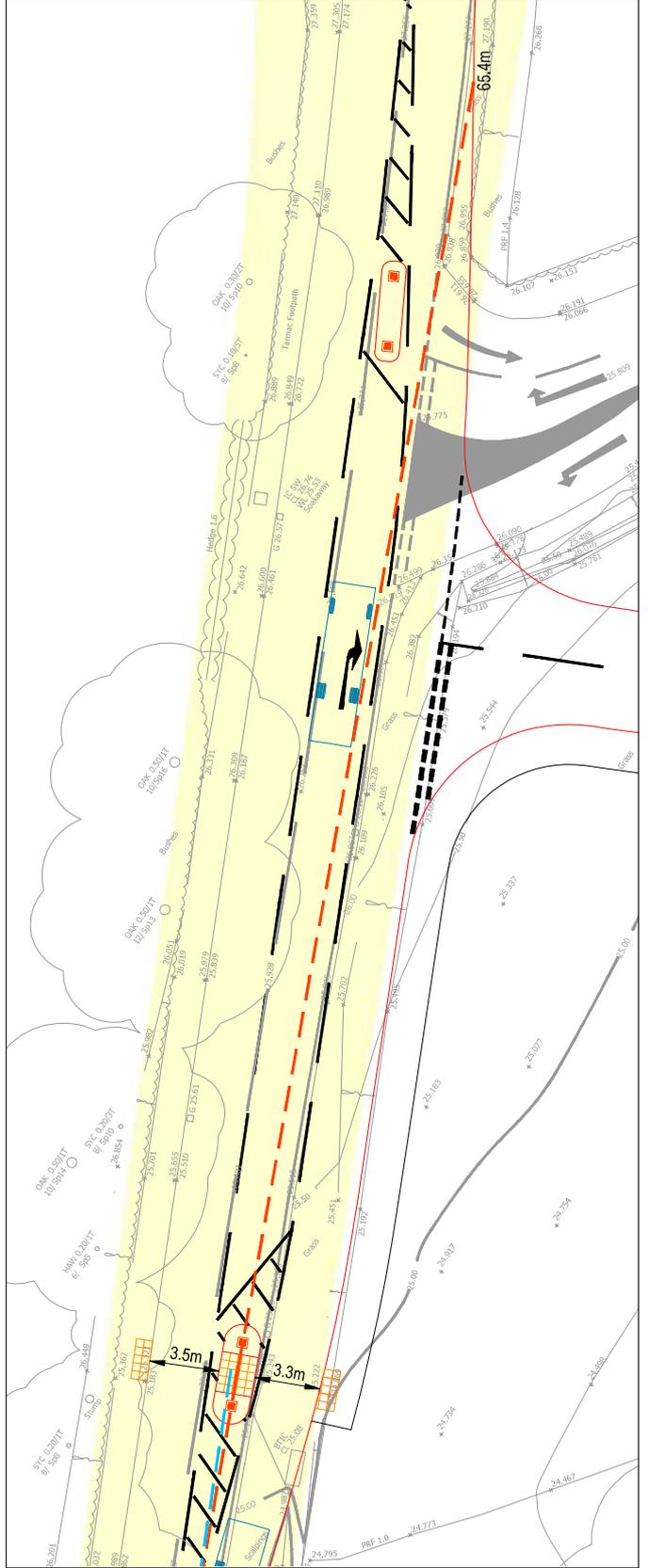
Sources: T-Transport drawing number ITB1212-GA-051

KEY

- Visibility splay
- 54m Stopping Sight Distance (with vehicle at southbound stop-line)



VISIBILITY TO SOUTHWEST



VISIBILITY TO NORTHEAST

Rev.	Description	Date	Chkd
A	Visibility splay added.	19/07/21	T-Hart

Glanville
 Cornerstone House
 62 Foxhall Road, Didcot
 Oxon, OX11 7AD
 Tel: (01235) 516550 Fax: (01235) 817789
 postbox@glanvillegroup.com www.glanvillegroup.com

Client:

Fareham Borough Council

Project:

Land East of Downend Road,
 Porchester

Title:

Pedestrian Crossing Visibility

Project Engineer:	T. Hart	Scale:	1:250 @ A3
Project Director:	A. Lewis	Date:	June 2021
Status:			

Drawing No.	82105116101
Rev	

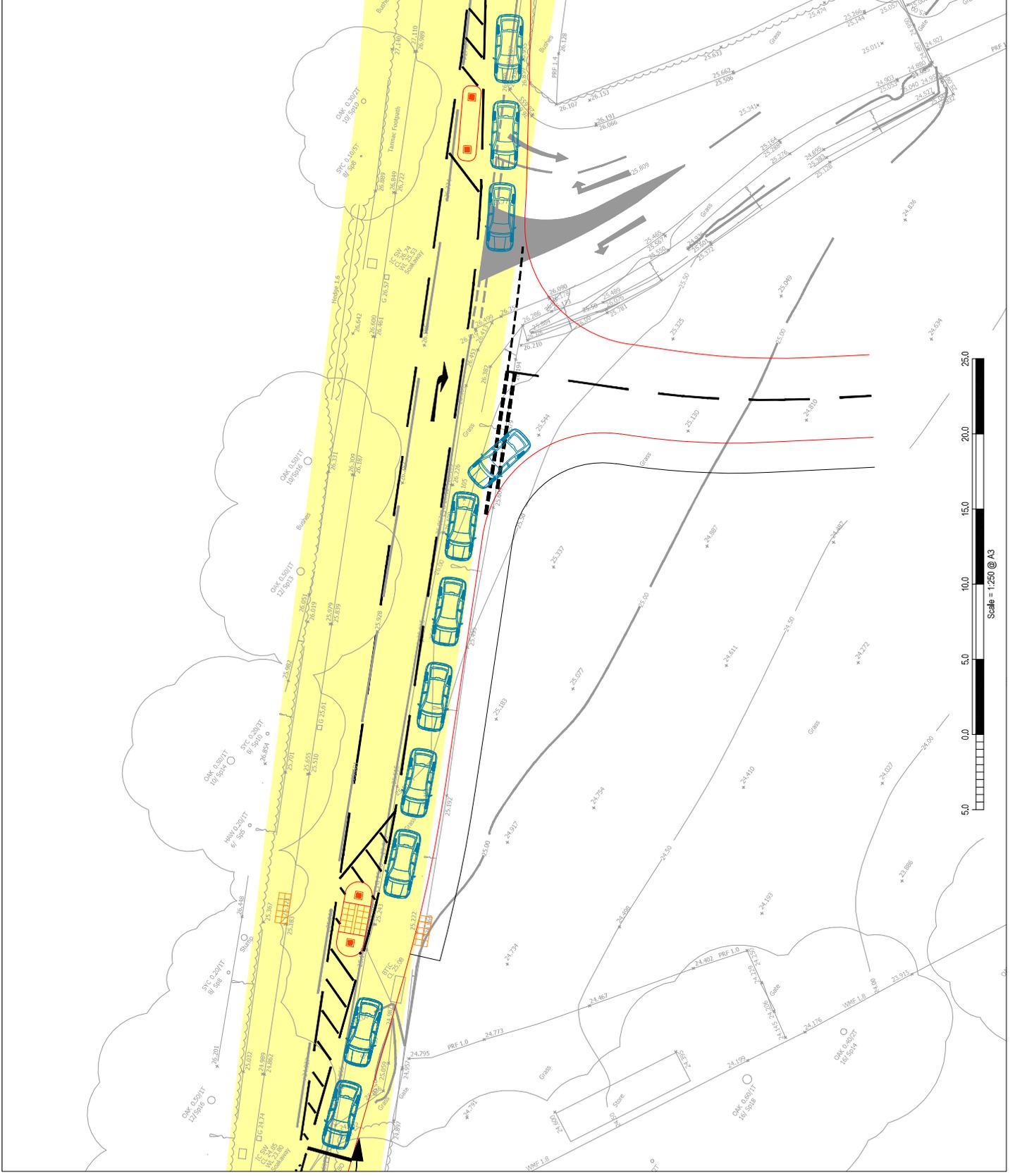
8210511/6105 Vehicle Queue Illustration

NOTES

1. This drawing is to be read in conjunction with all relevant documents and specifications.
 2. Dimensions are not to be scaled.
- Sources: I-Transport drawing number ITB1212-5A-451



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 Glanville Cornerstone House 62 Foxhall Road, Didcot Oxon, OX11 7AD Tel: (01235) 516550 Fax: (01235) 617799 postbox@glanvillegroup.com www.glanvillegroup.com			
Client: Fareham Borough Council			
Project: Land East of Downend Road, Porchester			
Title: Vehicle Queue Illustration			
Project Engineer: T. Hart		Scale: 1:250 @ A3	
Project Director: A. Lewis		Date: July 2021	
Status:			
Drawing No. 82105116105			Rev



**8210511/6106 ATC Locations, Vehicle Speeds &
Predicted Changes in Speed**

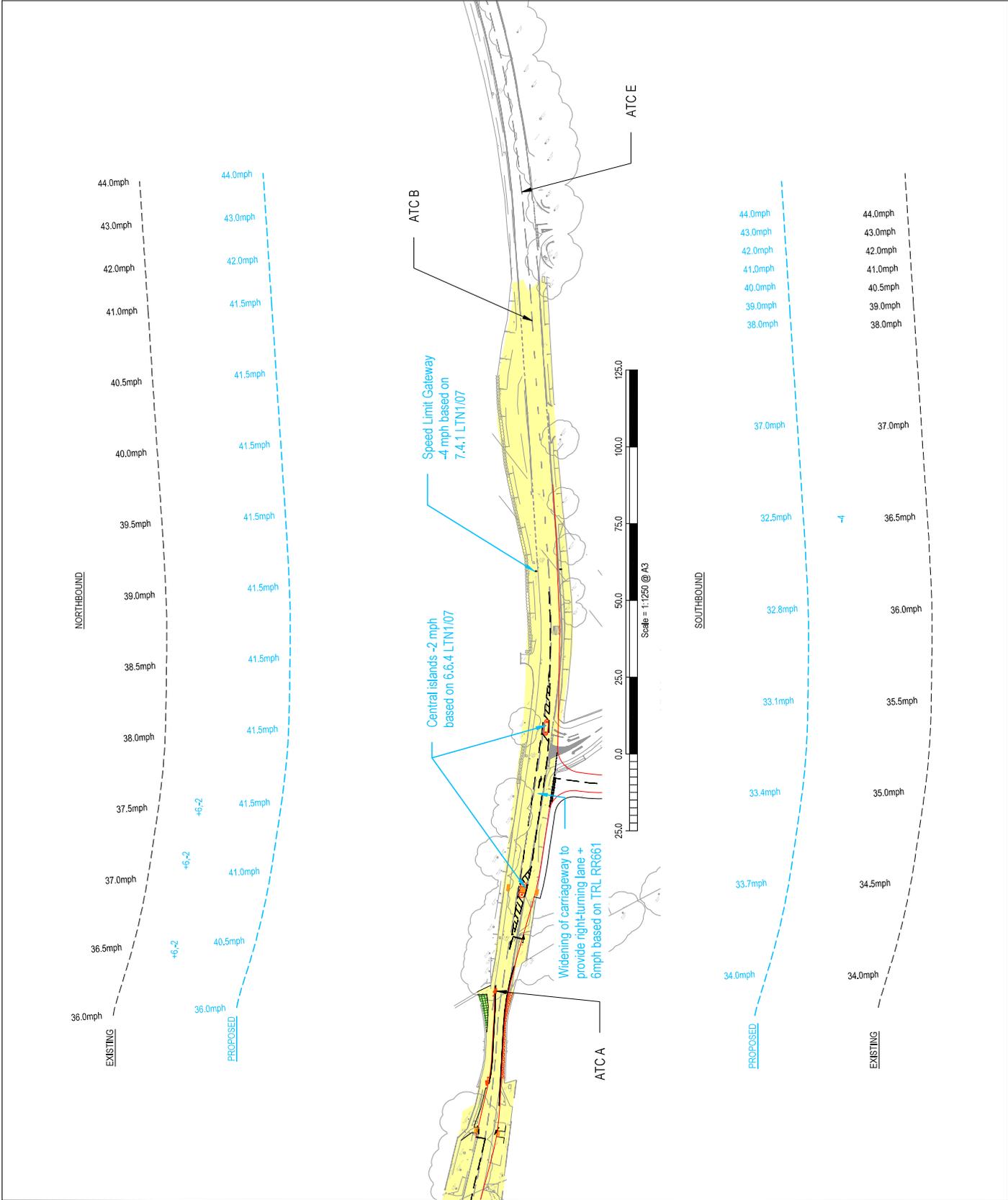
NOTES

1. This drawing is to be read in conjunction with all relevant documents and specifications.
 2. Dimensions are not to be scaled.
- Sources: Transport drawing number ITB1212-GA-051 & Figure S1



Rev.	Description	Date	Chkd
 <p>Glanville Cornerstone House 62 Foxhall Road, Didcot Oxon, OX11 7AD Tel: (01235) 516550 Fax: (01235) 617799 postbox@glanvillegroup.com www.glanvillegroup.com</p>			
Client: Fareham Borough Council			
Project: Land East of Downend Road, Porchester			
Title: ATC Locations, Vehicle Speeds and Predicted Changes in Speeds			
Project Engineer: T. Hart	Scale: 1:1250 @ A3		
Project Director: A. Lewis	Date: July 2021		
Status:			

Drawing No.	82105116106
Rev	



8210511/6107 Forward Visibility North Bound over Bridge

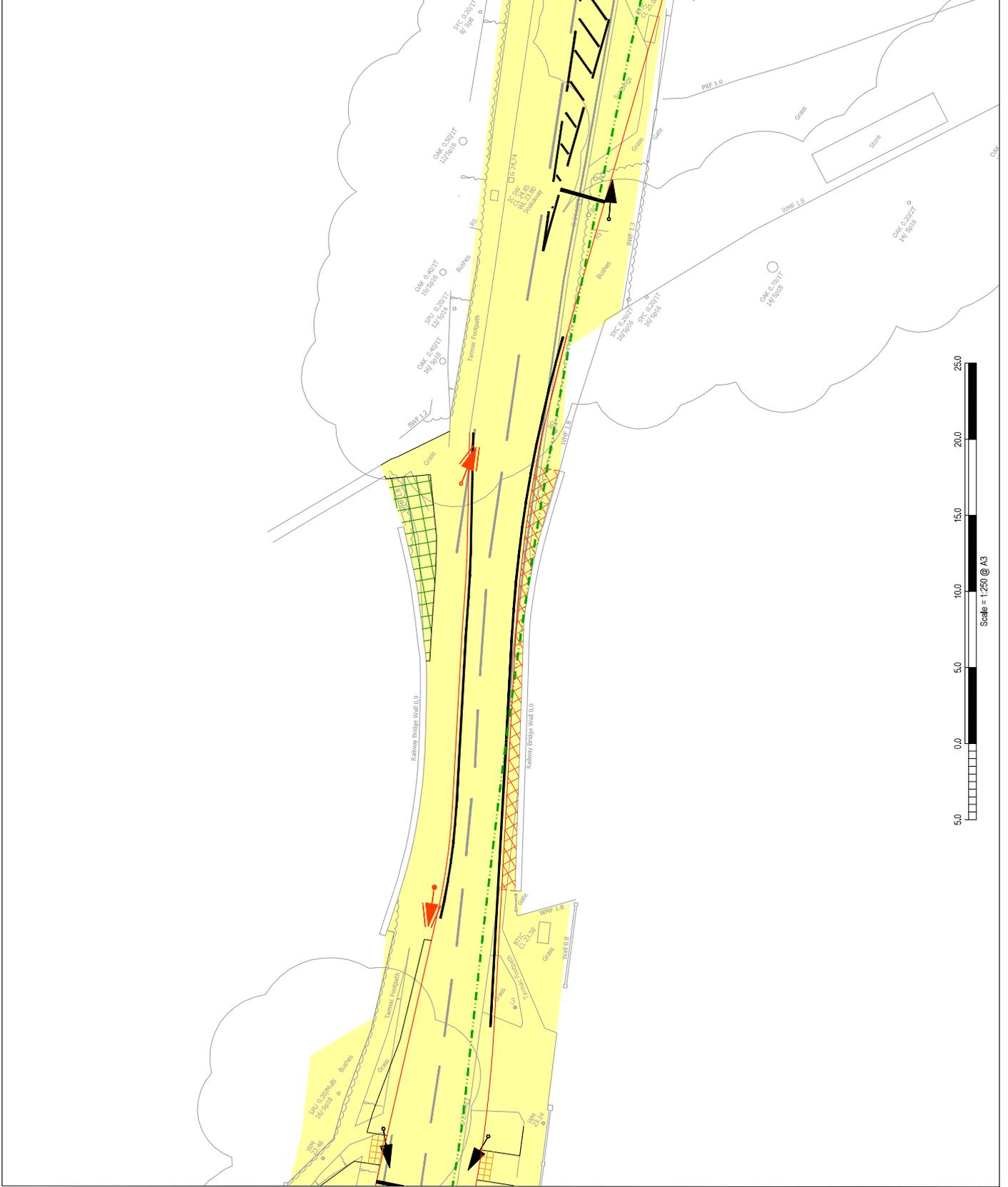
NOTES

1. This drawing is to be read in conjunction with all relevant documents and specifications.
2. Dimensions are not to be scaled.

Sources: I-Transport drawing number ITB1212-0A-051

KEY

--- 51.0m (34mph) forward visibility splay



Rev.	Description	Date	Chkd
<p>Glanville Cornerstone House 62 Foxhall Road, Didcot Oxon, OX11 7AD Tel: (01235) 516550 Fax: (01235) 617799 postbox@glanvillegroup.com www.glanvillegroup.com</p>			
Client: Fareham Borough Council			
Project: Land East of Downend Road, Porchester			
Title: Forward Visibility North Bound over Bridge			
Project Engineer: T. Hart		Scale: 1:250 @ A3	
Project Director: A. Lewis		Date: July 2021	
Status:			
Drawing No. 8210511/6107			Rev

Appendices

Appendix A
Cycling Strategy Update

HAMPSHIRE COUNTY COUNCIL

Committee:	Economy, Transport and Environment Select Committee
Date:	17 September 2019
Title:	Cycling Strategy Update
Report From:	Director of Economy, Transport and Environment

Contact name: Frank Baxter

Tel: 01962 846819

Email: frank.baxter2@hants.gov.uk

Purpose of Report

1. To report back to the Committee on key issues raised in October 2018 regarding cycling in Hampshire and recommend next steps.

Contextual Information

2. In October last year, the Economy, Transport, and Environment Select Committee reviewed an update on Hampshire County Council's Cycling Strategy and heard feedback from local cycling advocacy groups on both the strategy, and their views on infrastructure in Hampshire. The Committee agreed to give consideration to this feedback and requested further updates from officers.
3. Key challenges raised by the local cycling advocacy groups are summarised as follows, current positions on each of these issues is set out in the section below:
 - a. That the current Cycle Strategy is not fit for purpose
 - b. Hampshire County Council cycling policy is perceived to be pro-car rather than prioritising walking, cycling and public transport
 - c. The design of cycle routes and schemes is lacking e.g. materials (often surfacing related) and quality (e.g. the overuse of shared use paths over fully segregated cycle facilities)
 - d. Dissatisfaction with the level of engagement in schemes, with a particular focus on s.278 works where the local consultation with cycle groups can be left to a developer to coordinate)
 - e. A call for Hampshire County Council to adopt cycle design standards
4. Subsequently, one of the advocacy groups, Cycle Basingstoke, has been invited to present to Cllr Humby and Cllr Oppenheimer with the attendance of Cllr Reid, Cllr Westbrook and officers, to give more detailed feedback on cycling infrastructure in the Basingstoke area.

Updates on challenges raised at 2018 Committee

a. “That the current cycle strategy is not fit for purpose”:

5. This point was discussed in some depth at the October Committee with reference to the initial aims of the strategy. At the time it was pointed out that the strategy is achieving what it set out to do. The strategy aim is “to develop plans *where HCC resources allow*” and is rooted in the practicalities and realities of available funding opportunities. However, it became apparent that the advocacy groups would like to see a higher ambition for cycling.
6. The advocacy group illustrated their concerns using examples. Most of the issues raised were very local in nature and very detailed. A new, refreshed county wide strategy would be unlikely to be comprehensive or detailed enough to address these concerns. This suggests that rather than review the strategy, it would be better to develop implementation plans for cycling at a local level. The Government are encouraging Local Highway Authorities to develop Local Cycling and Walking Infrastructure Plans (LCWIPs). There is, at present, no dedicated Government funding for these plans or the measures within them, however, LCWIPs enable the Local Highway Authority, Local Planning Authority and stakeholders to work together to identify walking and cycling networks, rather than isolated schemes, and prioritise delivery of future improvements in an evidence based and collaborative way.
7. Since the scrutiny meeting Hampshire County Council have completed an LCWIP in support of the Clean Air Zone project in Fareham/Gosport and used this plan to secure £464,000 of funding towards cycling infrastructure projects which must be delivered within a very short timescale. The development of this LCWIP and its subsequent funding success emphasises the potential of this approach although in this case it was highly targeted to a known funding opportunity.
8. Borough-wide LCWIPs are under development for both Gosport and Fareham to incorporate areas outside of the Clean Air Zone and to consider projects that could be delivered over a longer time frame.
9. We are currently developing further LCWIPs for Havant, Winchester City, Eastleigh, and the Southampton travel to work areas of Test Valley and New Forest. Most of these have been selected as a priority because of their potential to access a new funding opportunity, the Government’s Transforming Cities Fund to which we intend to submit bids in November 2019.
10. It is also worth considering that, if they are to be effective, LCWIPs should sit within the context of a multimodal transport strategy. This is because of the interconnectedness of all forms of transport and because most modes have to share the same physical space. This, crucially, means making choices about the relative priorities between modes in the local setting. Therefore, developing plans for walking and cycling should ideally be undertaken as part of a programme of area strategy development. Hampshire County Council has traditionally had Area Access Plans to undertake this function, but many of these were started over ten years ago but are being refreshed. With available resources not all of these can be done at the same time. Several area strategies

(Winchester City, Basingstoke Town and Waterside – New Forest) are currently under development and we intend to roll out a programme for the future. Current thinking for prioritising future areas is based on strategic need/case, population, local opportunities and likelihood of significant change in land use. On this basis, it is currently anticipated that Andover, Farnborough, Aldershot, Fleet and Urban South Hampshire would follow next in the current programme.

11. It was evident that Hampshire County Council was not clearly showing what investment in cycling infrastructure was happening. Large sums of funding have been secured for cycling measures as part of major schemes and significant activity is taking place related to cycling training and promotion.
12. In order to better show capital spend on cycling and walking the County Council have begun to report against a new capital sub programme for walking and cycling measures. The table below is an extract from the most recent capital programme report. It highlights known and planned expenditure on such scheme over the next two years. In total for the year 2019-20 spend on cycling and walking infrastructure represents a significant of the total transport capital program.
13. Future years programmes are still in development and are not yet fully formed. However, there is an increasing level activity associated with feasibility works and on LCWIPS and new bidding opportunities which is a positive indicator that future capital programme will include further cycling schemes. A significant proportion of the County Council feasibility resources is currently allocated to six Local Cycling and Walking Infrastructure Plans (LCWIPS) in this years programme.

Table showing the walking and cycling sub programme

Walking & Cycling Sub-Programme As at July 2019			
19/20			
1260	Access improvements to Kings School, Winchester	£	300,000
1471	Hook to Dilly Lane Cycle Route	£	445,000
1849	Andover Railway/Environmental Improvements	£	325,000
2153	Romsey Road, Winchester - Clifton Terrace Crossing	£	481,000
2223	Jermyns Lane Footway to Braishfield, Romsey	£	350,000
2246	Andover - Roman Way/Viking Way/Smannell Rd TC	£	300,000
2547	Bishops Waltham Centre Access Imp	£	271,000
2648	Hambledon Road, Waterlooville Toucan crossing & cycling improvements	£	250,000
2650	West End High Street Access Imp	£	250,000
2760	Whitchurch Access & TM	£	388,000
2884	Andover: Access to Town Mills car park and Riverside Improvements	£	1,303,000
3028	Whitehill & Bordon - Budds Lane	£	3,420,000
3050	Fareham: NO ₂ Cycle Infrastructure	£	464,000
20/21			
2213	A340 Safety & Accessibility Imp	£	300,000
2604	Horndean Access Imp	£	450,000
	Total	£	9,297,000

b. Hampshire County Council cycling policy is perceived to be pro-car rather than prioritising walking, cycling and public transport:

14. The October Committee highlighted that the advocacy groups perceive that Hampshire County Council is pro car and may even have an anti-cycling culture. Hampshire County Council seeks to balance its approach to all modes within the framework of the Local Transport Plan. This is increasingly important in the context of the Climate Emergency declared by Hampshire County Council this year. It is somewhat inevitable that there will be divergence on some issues between what advocacy groups would like to see, and what can be achieved whilst maintaining this balance. Accepting and recognising this difference will be important in building a productive relationship in the future. This does not preclude us from reviewing our current practices and the relative balance in light of Hampshire recently declaring a Climate Emergency.
15. As above, Cycle Basingstoke presented to Cllr Humby and others earlier this year, setting out their views on cycling infrastructure in Basingstoke delivered by both Hampshire County Council and developers. Cycle Basingstoke did not attend the scrutiny meeting but wanted to share their examples of where they felt Hampshire County Council was lacking in its cycle culture. They set out a number of issues including widths of paths, directness of routes, quality of materials, use of barriers/bollards etc which we feel can be addressed. On this basis, two events are planned for September to undertake a deep dive into these issues and see how Hampshire can improve its cycle culture. The first will take the form of an officer workshop using the presentation set by Cycle Basingstoke and facilitated by one of the country's leading cycling infrastructure specialists. The aim of the workshop is to identify processes, decision points, stakeholders and standards that have resulted in the issues raised. It will set out a series of suggested improvements for future practice where possible and practicable. These suggestions will be presented to Members and Cycle Basingstoke in a subsequent presentation, for their feedback.
16. If this format is successful, we will seek to hold a larger, County-wide event in Spring 2020.

c. The design of cycle routes and schemes is lacking e.g. materials (often surfacing related) and quality (e.g the overuse of shared use paths over fully segregated cycle facilities):

In practical terms, this point is linked to cycle design standards and is therefore covered in e) below

d. Dissatisfaction with the level of engagement in schemes, with a particular focus on s.278 works where the local consultation with cycle groups can be left to a developer to coordinate):

17. The points raised by the advocacy groups do suggest that there is a need to communicate and work together better so that more open and constructive dialogue and challenge can take place. A cycle champion role was suggested

but this has been tried in other authorities and we should learn from this experience. If, as inferred, there is a culture in Hampshire County Council which means our planners, engineers and designers are really unaware of cycle issues then such an action is likely to alienate rather than support a genuine evolution of culture. In addition, it could easily have the reverse impact with cycle issues becoming one individual's responsibility rather than a systematic shared responsibility.

18. An alternative approach would be to foster a more collaborative dialogue between cycle representatives, planners, designers and engineers. Actions that might support this include:
 - Workshopping the concerns raised by the representatives with planners, designers and engineers as part of the County wide event referred to above
 - Reviewing how and when cycle plans and strategies are engaged and consulted on
 - Initiating a process of cycle and pedestrian audit and review for all new highways schemes
 - For all major schemes, undertake an independent cycle assessment by a trained assessor
 - Communicate feasibility findings with cycle representatives so they can see why, in some circumstances, we are unable to deliver more ambitious cycle schemes

e. A call for Hampshire County Council to adopt cycle design standards:

This section also reflects point c) as they are closely linked.

19. Hampshire County Council does not have its own bespoke cycle design standards. This is because a "one size fits all" approach is not considered appropriate for Hampshire's geography or for different road classifications. Moreover, guidance has already been developed by others. Hampshire County Council use the Government's Design Manual for Roads and Bridges (DMRB) for major and strategic roads, Manual for Streets 2 for more local roads, Local Transport Note (LTN) design standards and other highway authority industry standards such as the London and Cardiff Cycle Design Guides, and apply them with professional judgement and skill depending on the local specifics of the scheme, its location and road class hierarchy (i.e. Strategic Road Network, A roads, B Roads, C Roads, Unclassified). For this reason, it is not felt appropriate or necessary to develop Hampshire County Council standards.
20. It may be useful to develop a policy stance in terms of some design principles that are faced on a frequent basis, or are the most contentious. These could be selected and developed with cycle, pedestrian and mobility group representatives as part of a County wide event workshop. They may include:
 - use of shared use pedestrian and cycle facilities, instead of segregated on or off-road facilities. These are widely agreed not to be the favoured

solution by cycle and walking representatives, designers and planners. However, they are often the only compromise option available to not having cycle schemes at all, where space is at a premium. Taking a stance against future shared facilities would need to be considered carefully but would be something on which clarity of policy would be beneficial.

- **Prioritising active modes.** In achieving a balanced distribution of road space, it can be challenging in practice to reallocate highway space towards walking and cycling. It is sometimes the case that pedestrian amenity is reduced in order to ensure that the highway still functions within capacity for motor vehicles. Alternative approaches should be investigated, for example, recognising that most cars carry only one person each, space could be allocated based on its potential to move the most road users.
- **End of Route signs.** End of Route signs. These are often used to denote where a cycle route leaves a shared path to join/cross the carriageway and can be interpreted by users that the Highway Authority has “given up” on cyclists at this location often where space is at a premium at junctions that are tricky to manoeuvre by bicycle. However, to pedestrians, this signage may be interpreted to assure them that they have priority. End of Route signs are now rarely used in new schemes but the historic proliferation of such signs has left a legacy. Cyclists would like to see them removed and some authorities have already done so.
- **Cyclist Dismount signs and tight or narrow barriers.** These signs and barriers are often used in subways, no cycling zones such as pedestrianised town centres, or sometimes in place of End of Route signs, or during works on the highway. Again, some authorities have started to replace the signs and use different designs of barriers and bollards to reflect that many disabled people find cycling easier than walking and use bicycles or adapted cycles as mobility aids. In addition, an increasing number of families are opting to travel by cargo bike which are longer and heavier than standard cycles. For some, walking, wheeling or lifting a cycle might be physically impossible. Signs to encourage courteous use of these spaces, and alternative barrier arrangements could be investigated.
- **The type of cyclist we design for is important.** Designing facilities useable by unaccompanied 12 year olds may require one approach, and designing for confident commuters another, although the ultimate ideal might be to provide segregated direct facilities that can accommodate both. A design considered child safe is often segregated or shared, on footway, leisure focused and in many cases indirect. Such routes may frustrate commuters. Routes should be designed based on key criteria such as: safety, directness, comfort, coherence, attractiveness and adaptability.
- **Cycle Parking.** As with cyclist dismount signs, many authorities are changing their approach to providing cycle parking to better cater for users of adapted bikes and cargo bikes. As a developer of cycle schemes, Hampshire County

Council could develop a cycle parking policy for its own schemes, and work with Local Planning Authorities to review their own cycle parking standards.

Summary

21. In summary, following the October Committee meeting, the points raised by cycle advocacy groups have been reviewed by officers in detail to identify where things are working well, where improvements can be made, and where an alternative approach may be required.
22. Work is underway on several Local Cycling and Walking Infrastructure Plans, the County Council have created a sub program for cycling within the highways capital programme. The County Council has also listened to the feedback from the advocacy groups and is taking steps to explore its current cycle culture and see if this could be improved. This has included a “deep dive” test into one area which is resulting in a specific review of scheme delivery in Basingstoke in September. Provided this format is useful we propose to hold a walking and cycling conference in Spring 2020 to extend the approach to all advocacy groups, and wider user groups and to test a number of design standard principles. A summary of these actions is set out in the table below:

Action	Estimated programme
Continue to develop LCWIPs	6 plus this financial year, future programme to be determined
Cycle Basingstoke workshops	September 2019
Walking and cycling conference (subject to success of Cycle Basingstoke workshops)	Spring 2020
Foster a more collaborative dialogue between cycle representatives, planners, designers and engineers	“How” we do this could be a topic of the Walking and Cycling Conference – Spring 2020
Develop policy stance on key issues	The key policy areas could be identified at the Walking and Cycling Conference – Spring 2020

Appendix 1: General update

General progress update

Fareham - Air Quality exceedance, and LCWIPs

In response to a directive from Government to reduce an air quality exceedance in Fareham (close to Quay Street Roundabout) to within the acceptable limit “in the shortest possible time”, a Local Cycling and Walking Infrastructure Plan (LCWIP) was developed relating to the specific geographic scope for the air quality management area.

The LCWIP used a strong evidence base to identify schemes to encourage a modal shift towards cycling away from private car use. The directive constrained the scope of these schemes to those that could be delivered in 2019.

The package is made up of the following improvements:

- a minor improvement to replace missing tactile paving on an existing shared use path on Heritage Way in Gosport;
- widening an existing cycle bypass lane into the verge at the junction of Foster Road and South Street;
- two elements on Marine Parade in Lee-on-the Solent. The first of these measures is removal and relocation of a low-use bus shelter from an existing shared use path. The second is some minor resurfacing of the former hovercraft slipway to provide a missing link in the existing local cycle path;
- widening an existing footway link between Seamead and Linkway in Fareham, to create a shared use path;
- conversion of an existing Pelican crossing on Burnt House Lane in Fareham to a Toucan crossing;
- widening the existing footway along a stretch of Peak Lane in Fareham to create a shared use path;
- widening the carriageway at Longfield Avenue in Fareham to accommodate a new refuge island; and
- widening an existing crossing refuge island on West Street in Fareham, near to the railway station
- New signage across the full length of the four priority routes.

The total funding achieved from Government for these works was £463,400.

Gosport – Bus Rapid Transit (BRT) extension

The plans for the extension of the BRT have been amended to incorporate the concerns raised by walking and cycling groups. The new enhanced scheme improves on previous design options by retaining Rowner Road bridge and the segregation of walkers and cyclists from the busy traffic at the Rowner Road junction.

East Hampshire - Green Grid Green Loop

The Green Grid Green Loop (GGGL) aims to provide a comprehensive network of walking and cycling connections between the existing and new town development and a range of schools, sports and recreational facilities and natural green spaces. Additional funding has been awarded by the EM3 LEP, bringing the total bid funding to over £5m. A further bid has been submitted to EHDC's s106 fund. Budds Lane is the largest section of the GGGL and is expected to be complete on site by October 2019.

The Town Council in Petersfield are seeking the support of Hampshire County Council to co-develop plans for improvements in Petersfield. The aim of the Town Council is to make walking and cycling into town a better option. Funding for a future scheme is currently expected to come from multiple local sources and the County Councils market towns initiative.

Farnborough - Lynchford Road

The Lynchford Road Major Scheme is being designed to incorporate a segregated cycle route, which will be a considerable improvement over the existing shared use footway provision. Subject to detail design, the intention is to incorporate appropriate priority over side road crossings, consistent with best practice elsewhere in the UK and on the continent.

Basingstoke - Brighton Hill

Brighton Hill Roundabout is subject to a major scheme which has been successful in securing funding. It is a key junction along the A30 SW Corridor, for which there is an aspiration to provide a strategic cycle route. The improvements at Brighton Hill Roundabout incorporate proposals that would form part of this strategic route as well as providing connecting links to nearby residential areas. The designs are being developed using the latest guidance in Interim Advice Note 195/16 and the London Cycle Design Standards.

Subject to prioritization within future studies budgets it is anticipated that further feasibility work will be undertaken to develop proposals for a strategic cycle route along the A30 SW Corridor.

Southampton Transforming Cities Fund (TCF) Tranche 1 – Hut Hill and Totton in New Forest and Eastleigh

In collaboration with Southampton City Council, Hampshire County Council was successful in securing funding for delivery of cycle scheme for Hut Hill in Eastleigh and Totton going into the Waterside in the New Forest. The scheme have moved into a delivery phase.

Appendix B
HCC Guidance

Section 278 Guidance for Developers

A guide detailing the S278 Design Audit Process in Hampshire



Document Owner:	HDA
Revision Number:	03
Date of Revision	14/06/2021

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Introduction

This document is one of a set of five guidance documents developed by the Highway Development Team to assist developers deliver their highway schemes. Other documents to be aware of are:

- [Highway Development Agreements Guidance for Developers](#)
- [The Advance Payments Code Guidance Note](#)
- [Section 38 Guidance for Developers](#)
- [The Developer Portal User Guide](#)

Section 278 of the Highways Act 1980 allows for the carrying out of works to the public highway for the benefit of a third party, on behalf of the Highway Authority. The [Highway Development Agreements Guidance for Developers](#) document details the different types of S278 Agreement and Design Audit and the associated Fees and Bond requirements.

This guidance document provides more detail regarding the S278 Design Audit process from initial application through to final adoption. It details the responsibilities and obligations of the Developer, Consultant and Highway Authority to design, approve and implement off-site works (i.e. works on the Highway) associated with a development under Section 278 of the Highways Act 1980.

Design

It is recommended the Developer appoints a competent consultant for the duration of the design, submission and review period, to respond to any queries that may arise. The consultant should be retained for the construction and the maintenance period to address any issues that arise during the construction or the Stage 3 Road Safety Audit.

Designs shall be in accordance with HCC's Technical Guidance Notes (TGs). The TG's detail when the requirements of the Design Manual for Roads and Bridges (DMRB), Manual for Streets and other national standards apply as well as detailing any HCC specific requirements.

General Arrangement drawings shall show the proposed adoptable highway areas with the colour/shading as detailed in Table 1 below.

Table 1 - General Arrangement Colouring / Shading

Feature	Colour Shading / Symbol
Carriageway (blacktop)	Orange
Carriageway (Blockwork)	Orange with herringbone pattern
Footways / Footpath (Blacktop)	Brown
Footways / Footpath (Blockwork)	Brown with herringbone pattern
Verges	Green
Landscaping Areas	Pale green and dark green hatching
Trees	Dark green dot with dark green canopy
Cycleways (inc shared use)	Mauve
Highway Surface Water	Blue
Lighting columns	Red Dots

Feature	Colour Shading / Symbol
Highway Easements	Yellow
Limit of the S278 Works Area	Solid Red line
Land Plan – Existing Adopted Highway	Pink
Land Plan – Area to be Dedicated as Highway	Orange

Construction (Design and Management) Regulations 2015

[The Construction \(Design and Management\) Regulations](#) are to be adhered to. For avoidance of doubt, the Developer is the “Client” in terms of the CDM Regulations. In all S278 Submissions, the CDM Client shall confirm that the designer has the appropriate skills, knowledge and experience to fulfil their duties under CDM and provide the contact details of the Principal Designer. In addition, prior to a works start, confirmation of the Principal Contractor’s skills, knowledge and experience shall similarly be provided together with their contact details and written confirmation that the ‘Construction Phase Plan’ is suitable for the works. Where applicable, confirmation that the HSE has been formally notified by way of an ‘F10’ Notice will be required. If ground investigation or other intrusive processes are required at an early stage of a construction project which meets the criteria for notification, then the ground investigation will require Part 3 of the Regulations to be applied (regardless of whether this small package meets the HSE notification criteria itself).

Ordinary Watercourse Consents

An Ordinary Watercourse is any passage through which water flows which is not part of a main river. This includes rivers, streams, ditches, drains, cuts, culverts, dikes, sluices and sewers (other than public sewers). Hampshire County Council, as Lead Local Flood Authority, is responsible for consenting works (**including temporary works**) that affect the flow of an ordinary watercourse.

www.hants.gov.uk/landplanningandenvironment/environment/flooding/change-watercourse

Main Rivers are typically larger streams and rivers, but some are smaller watercourse of local significance. Main Rivers are managed by the Environment

Agency (EA). To identify whether your watercourse is a Main River visit the EA's website and view their flood maps (www.environment-agency.gov.uk).

Note: These are separate regulatory process from the S278 Design Audit process and it is strongly recommended that these are pursued **early** by the Developer's Consultant if the works are going to impact on either Ordinary Watercourses or Main Rivers.

Traffic Regulation Orders

For information regarding Traffic Regulation Orders and how to request them, please refer to [Technical Guidance Note TG21](#).

Specification

The Specification shall be HCC's Model Specification which is based on the 'Specification for Highway Works' (SHW) published by The Stationery Office as Volume 1 of the Manual of Contract Documents for Highway Works. Any proposed variation should be submitted to and approved by HCC through the Design Audit process. Consultants should note that although a copy of HCC's Model Specification is available to download from [HCC's Highway Construction Standard Details](#) web page, it will need to be made 'scheme specific' by the Consultant. In addition, with the SHW being updated every six months with a corresponding "effective date" some five months later, it is the Consultant's responsibility to ensure that the Specification proposed is based upon the version in force on the "effective date".

Design Audit comments on the Specification will normally only be made with respect to testing, drainage, earthworks, pavement, kerbs, traffic signs and lighting. It should not be assumed that a 'no comment' implies that HCC have assessed / approved other elements of the Specification. It is the Consultant's responsibility to ensure that the Specification for the S278 works is in accordance with HCC's Model Specification.

Appendices 1/5 & 1/6 of the Model Specification are written for HCC's own regime of a mixture of 'contractor' and 'in-house' testing. The Consultant's attention is drawn to Appendix C where Notes to Compilers of Contract Documents is given relating to Testing Requirements.

S278 Design Audit Submission

There are four types of S278 Design Audit:

- Minor Works Design Audit
- Preliminary Design Audit
- Detailed Design Audit
- Combined Design Audit.

Refer to HCC's [Highway Development Agreements Guidance for Developers](#) for details of each type of Audit, when they are applicable, the associated fees and timescales.

All S278 Submissions are to be made through [HCC's Developer Portal](#). A [user guide for the portal](#) is also available. The Portal provides a central location for Developers and their Consultant's to submit and track their Highway Development Agreement applications (Section 278 and Section 38 applications) with HCC. Using the portal enables communications and messages to be recorded in one location which is then accessible to all parties involved in the application. The applicant should invite other users (such as the Developer or other Consultants/Designers) to each individual application so that they can share the progress and we can all work collaboratively to progress the application efficiently.

When selecting the required type of S278 application on the Portal, the applicant will be guided through what documents will be required for that type of application. Further guidance is also available on the Checklists for each type of S278 available on the [S278 Guidance for Developers web page](#).

To enable HCC to assess S278 Design Submissions as quickly as possible it is essential that the Developer's Consultant refers to the relevant S278 Submission Checklist for the appropriate Design Audit. This will guide the Developer's Consultant to ensure that they include **all** relevant information/documents within their S278 Design Audit Submission. **Any incomplete submission packages will be returned to the Consultant together with an explanation of the reasons why the Submission is incomplete and hence why the design checking procedure cannot commence.** It is therefore in the Developer's and Consultant's interest to ensure all required documents are submitted together, as one, in their S278 Submission Package.

Following submission of the application on the Developer Portal, the application will be given two statuses:

- **Technical approval Status:** "With HCC"
- **Status** "Awaiting Receipt"

The respective S278 Design Audit Fee will be requested following receipt of a S278 Design Audit Submission. Refer to HCC's [Highway Development Agreements Guidance for Developers](#) and to the Design Audit Flowchart in Appendix D.

Submission Validation

When HCC open the submission, the application statuses will be updated to:

- Technical approval Status: "With HCC"
- Status "Awaiting Submission Validation"

Appendix D details the Design Audit submission, validation and audit process.

Upon receipt of a S278 Submission from the Developer Portal, HCC's Highway Developer Agreements (HDA) team will undertake an initial high-level check to ensure that the appropriate documents have been submitted, in line with the Checklist. Should any documents/drawings be missing, the HDA team will contact the applicant detailing what information is still required. They will also liaise with the applicant regarding payment of the Design Audit Fee.

Once the required documents have been received, an Inception Meeting will be held with the Highways Development Planning (HDP) and Highways Development Client (HDC) teams to ensure that the proposals align with any previous planning requirements/conditions/S106 Agreement. Notes of the Inception Meeting will be uploaded to the Developer Portal for all parties interested in the application to see.

If the submission package is incomplete or key information is missing, the HDA Design Audit Engineer will detail the issues on the Inception Meeting notes and will liaise with the Developer's Consultant through the Portal, guiding the Consultant to upload the required/missing information. The status will be:

- Technical approval Status: "Awaiting Information from Applicant"
- Status "Awaiting Submission Validation"

If all the information required to undertake the check has been submitted and the initial design audit fee is still outstanding, then the status will be updated and a message will be sent to all Interested Parties informing them that the design audit cannot begin.

- Technical approval Status: "Awaiting Information from Applicant"
- Status "Awaiting Submission Validation"

If all the information required to undertake the check has been submitted **and the initial design audit fee paid**, then the status will be updated and an automatic email notification will be sent to all Interested Parties informing them that the Submission is suitable to commence the Design Audit.

- Technical approval Status: "With HCC"
- Status "Awaiting Technical Approval"

Design Audit

Internal Consultation

As part of the Design Audit, the HDA Design Audit Engineer will consult the various asset owners and specialist design teams within HCC to seek their view on the submitted proposals. A two to six week period is given to these teams (dependant on the type of check & whether it includes traffic signals) to allow them to assess all necessary aspects relating to their areas, although extensions may be requested on complex issues. Where this affects the report return date then this will be communicated via the Portal. The HDA Design Audit Engineer undertakes the Design Audit combining the feedback from the specialists/asset owners, addressing any conflicting comments, and compiles the Design Audit Report.

If the submission does not include all the information suggested on the checklist, submission of details/drawings at a later stage in the process will result in the HDA Design Audit Engineer having to reconsult these specialist teams, delaying the Audit process. It is therefore in the Developer/Consultant's interest to ensure that the initial submission is as complete as possible to minimise unnecessary delays in the Audit process.

Design Report

The HDA Design Audit Engineer will draft an initial Design Audit Report. If there are any issues/comments on the proposals, these will be detailed in the report with sections added for the Consultant to respond. The report will be uploaded to the Developer Portal.

- Technical approval Status: "Awaiting Information from Applicant"
- Status "Awaiting Technical Approval"

The Consultant can then download the report, provide their responses to **all** the issues/questions raised and can then resubmit the updated Word document back via the Portal together with any revised drawings and/or additional documents.

- Technical approval Status: "With HCC"
- Status "Awaiting Technical Approval"

It is hoped that if the Consultant has followed HCC's Technical Guidance Notes, Highway Construction Details **and** the associated Notes for Guidance whilst developing the design, there should not be the need for many iterations of the Design Audit Report. The final Design Audit Report will be uploaded to the Portal,

detailing any issues/conditions identified that will need to be dealt with at the next stage.

- Technical approval Status: "Approved"
- Status "Technical Approval Issued"

Through the Design Audit Report comments, HCC will try to help the applicant reach a Technically Approved design (see Review Meeting section below). However, if after three iterations of the Design Audit Report, the submission still has not progressed, requiring significant changes to bring it in line with HCC's Technical Standards, the application will be rejected. This will also be the case for submissions that have been at the Technical Approval Status of "Awaiting Information from Applicant" for six or more months.

- Technical approval Status: "Rejected"
- Status "Rejected"

Rejected applications will need to be resubmitted as a new submission.

Review Meeting

A Review Meeting may be requested by any of the parties following issue of the initial Audit Design Report. This could be to:

- help clarify comments in the report and what will be required in the subsequent resubmission
- to discuss design principles and potential options that could be incorporated in the design to overcome any issues identified
- or, to have a general discussion regarding progress, next steps or public communication strategies (for large schemes).

Legal Agreement

The Developer may request for the Section 278 Agreement to be drafted by the Council's Legal Practice at any point during the Submission Period. However, it may be subject to change dependant on the progression of the Design Audit. The Agreement can be completed upon approval for a Preliminary Design Audit. If a Minor Works or Combined Design Audit is being undertaken then the Agreement can only be completed upon

- Confirmation from the HDA Design Audit Engineer that the drawings accurately reflect the principle of the works,
- The S278 construction cost has been supplied
- An approved Land Plan has been supplied where land is being dedicated to the Highway Authority.

This Agreement will not be legally binding until the Developer, Landowner(s), Bondsman and HCC have all signed it and the Agreement has been sealed.

The Developer will be required to provide the following on an agreement proforma to progress the S278 Agreement:

- Copy of Title to prove ownership of any land to be dedicated as Highway (e.g. for visibility splays)
- solicitor's details
- details of surety/bondsman
- details of any easements required.

The agreement proforma can be completed as part of the initial submission and is available on the [S278 web page](#). A copy of the proforma will also be included with the first iteration of the Design Audit Report issued as part of the design audit process. HCC cannot start the legal process unless the applicant has submitted the completed agreement proforma.

Once the Agreement has been sealed it **does not** afford Developers approval to commence any work within the Highway until the information detailed in Section "Prior to Commencement of the S278 Works" have been provided and agreed.

Prior to Commencement of the S278 Works (Pre-Construction)

General

When the Developer has a firm commitment to proceed, they shall arrange the Construction Pre-Start meeting. This is normally after the Design Audit stage but may be held towards the end of the Design Audit as long as the design is suitably developed to enable a meaningful meeting to be held including detailed works programme and traffic management plans. The HDA Design Audit Engineer will provide a list of HCC attendees required at the meeting together with their email addresses to enable the Consultant to send the appropriate meeting requests and coordinate the timing of the meeting based on availability.

The meeting is to be held on site or nearby to enable the HDA Inspector to view the scheme prior to commencement. It is the responsibility of the Developer/Consultant to organise, arrange attendance, chair and take minutes of the meeting. Please refer to the [Pre-Start Meeting Agenda](#).

At least five working days prior to the meeting the following information shall be submitted to the HDA Design Audit Engineer through the Developer Portal to enable circulation to HCC attendees in advance of the meeting.

- The Detailed Tender Sum and all Statutory Utility Costs
- Traffic Management Plan
- Programme of works including any advance works such as Utility diversions/supplies (with critical path and NRSWA notice periods)
- Construction Phase Plan
- Method Statements
- Copy of F10
- Contractors insurance certificates
- A full set of the Construction issue drawings and specification
- Traffic Regulation Orders
- Temporary Traffic Regulation Orders
- Highway Condition Survey
- Noise Survey (in accordance with The Calculation of Road Traffic Noise and Land Compensation Act)

Failure to supply the information may result in the meeting being postponed until the information has been provided.

The Consultant/Contractor shall confirm that all outstanding planning permissions and obligations in relation to the S278 Works have been met and provide

emergency contact details for the Contractor, together with a list of the sub-contractors undertaking any works within the highway (including lighting and signal installation).

It is the responsibility of the Developer and/or Consultant to ensure that ALL issues regarding the programming of the Works are covered to achieve the proposed contract start date. If any of the required documents/details are not in place one month prior to the proposed start of works, the Council retains the right to cancel the start date. The required information/documents to be in place and approved are:

- Written confirmation from the CDM "Client" (i.e. the Developer) verifying that:
 - The Designer(s), Principal Designer and Principal Contractor have suitable skills, experience, training and knowledge to undertake their duties under CDM
 - the Construction Phase Plan is suitably developed to enable a start on site and that adequate welfare facilities will be provided on site from the start of the Works
 - the HSE (F10) notification has been submitted to the HSE (if the whole works are "notifiable" under CDM).
- Method Statements including details of the measures to be taken during the construction works to prevent earth and subsoil on vehicles leaving the site being deposited on the public highway.
- Traffic management plan agreed with police, local Highway Unit and Streetworks Co-ordinator, and any temporary traffic regulation orders required to undertake the works (Refer to Pre-Start Mtg).
- An agreed programme of works (with critical path and NRSWA permit request/notice periods).
- Suitable road space permit(s) approved (including any associated TTRO's and licences for temporary traffic signals).
- Ordinary Watercourse consents (if any temporary or permanent works impact on an Ordinary Watercourse).
- The advanced information letters to residents have been delivered and the advanced works information signs have been placed on site (2 weeks prior to the start of works). Content of letters to be agreed with the HDA Design Audit Engineer in advance.
- The Legal Agreement has been signed by all parties.
- A Bond is in place (Refer to [Highway Development Agreements Guidance for Developers](#)).
- Any CAVAT fees have been paid to compensation for the loss of any highway tree assets – Refer to [Technical Guidance Note TG15](#)
- Any outstanding Design Audit Fees have been paid together with the Inspection Fee Deposit.
- Evidence of the Contractor insurances and qualifications to work on the public highway.

It should be noted that construction of schemes reliant upon permanent Traffic Regulation Orders will not be permitted to commence until the relevant Orders have been approved. Refer to [Technical Guidance Note TG21](#).

The HDA Design Audit Engineer will arrange for the de-accrual from the Street Lighting PFI of any illuminated furniture items which it to be relocated or removed as part of the Works. They will also arrange the suspension of any illuminated items which are within the traffic management extents (i.e. preventing the PFI contractor access) and the maintenance of these items during the S278 Works becomes the responsibility of the Developer. Refer to [Technical Guidance Note TG13](#).

Appointing a Contractor

The following guidance is given to assist the Developer when appointing a Contractor to undertake works on the Highway. Hampshire County Council reserve the right to refuse any contractor that does not hold the relevant insurance, operative certifications and licences or if there are any unresolved HSE enforcement notices issued to the contractor.

- a) The contractors Health & Safety Policy should be checked by the Developer to ensure that it is suitable.
- b) The Developer must ensure that there are currently no unresolved HSE enforcement notices issued to the contractor.
- c) The Developer should obtain two technical references from the contractor of previous work carried out of a similar nature and size to the proposed works.
- d) The Contractor must have current Public Liability Insurance of £10 million (minimum).
- e) The Contractor must have current Employees Liability Insurance of £5 million (minimum).
- f) The Developer must ensure that any operatives undertaking works within the Highway hold the appropriate operative's certification under the New Roads and Street Works Act 1991.
- g) The Developer must ensure that all works within the Highway are supervised by a person holding the qualification of Supervisor under the New Roads and Street Works Act 1991.

All the above must be held on file by the Developer for reference and be available for HCC to review during the S278 agreement period. Furthermore,

items d, e, f and g must be submitted to Hampshire County Council for review prior to the Construction Pre-Start Meeting and any work being undertaken on the Highway.

A list of proposed sub-contractors shall be provided a minimum of seven days prior to commencement of construction. Sub-contractors employed to undertake any landscaping or arboriculture works shall be appointed in accordance with [Technical Guidance Note TG15](#).

Proof of insurance for all contractors will be required for the duration of the Works; this must also be valid when remedial works leading to adoption are being carried out.

Highway Condition Survey

The Developer shall, prior to implementation of the development, submit to the Council for its approval a Highway Condition Survey, which will identify the current condition of the Highway in the vicinity of the site.

The Highway Condition Survey shall include:

- A plan which identifies the area covered by the survey.
- A written report detailing the current condition of the roads and footways in the vicinity of the site.
- A list of Highway defects, prior to implementation of the development, including specific photographs, identifying the individual defects.
- A photographic overview of the roads and footways in the vicinity of the site.
- An estimate of the size, types and level of construction traffic expected to service the site (ie development site as well as the S278 site itself), during the development period.

Prior to adoption, the Developer will submit to the Council for its approval a post-development Highway Condition Survey of the area outlined in the Highway Condition Survey, to identify any damage to the highway, caused during the development period and a list of repairs which are subsequently required.

The Developer shall secure the repairs, in line with the Councils quality standards and works specification, to rectify any damage caused to the highway during the development period.

Programming the Works and Road Space Permits

Once detail design approval has been recommended, programming of the Works can be finalised by the Developer/Consultant. Critical to this programme

will be the statutory periods detailed under the Traffic Management Act 2004 and New Roads & Street Works Act 1991 (NRSWA).

Under the Traffic Management Act 2004, notices for works on the Highway under Section 278 of the Highways Act can only be served by the Highway Authority on behalf of the Developer / Consultant. These notices have a formal request period and to enable HCC to submit the required permit request in accordance with the timeframes dictated by the legislation, requests from the Developer/Contractor for Road Permits must be submitted to the HDA Design Audit Engineer **a minimum of 10 days prior to the permit request periods**. For further information about HCC's Road Space Permit Scheme please refer to:

[Technical Guidance Note TG22 – Temporary Traffic Management](#) (which includes details of charges/Fixed Penalty Notice which will be invoice should the permit scheme not be complied with by the Developer or their Contactor)

[Hampshire County Council's Permit Processes](#)

www.hants.gov.uk/transport/roadmaintenance/newroadsact

When drafting the Works programme, the Developer/Consultant shall ensure the following are fully considered and coordinated:

- Utility diversions and/or supply of services to the Development
- temporary traffic management (together with any temporary Traffic Regulation Orders that may be required for which a minimum six weeks notice is required)
- restricted working hours (via letter from local Environmental Health Officer)
- noise levels (via letter from local Environmental Health Officer)
- the Statutory periods detailed under the [permit scheme](#).

The HDA Design Audit Engineer will advise on specific highway requirements within the Design Audit Report following liaison with the Streetworks Co-ordinator .

Notifications to Interested Parties and Public Communications

HCC Councillors will be notified by the HDA Design Audit Engineer together with Parish / District / Borough Councils, as necessary. Although the Council will arrange for the issue of any appropriate press release, the Consultant will be responsible for a letter drop to local residents/businesses/properties **7 days** before

the commencement of any works. All wording shall be agreed with the HDA Design Audit Engineer prior to its issue.

In addition, courtesy boards advising start date and duration shall be erected suitably in advance (**a minimum of 2 weeks**) – Refer to [HCC Standard Details HCC11/C/170](#) (the HCC logo shall be replaced by the Developer's logo).

Schemes that may be contentious, political or cause a significant level of disruption during their construction, may require additional information to be provided by the Developer (e.g. via a web page detailing the Works, any phasing and providing contact details for the Developer. HCC will liaise early on with the Developer should this be required to ensure that it is in place in advance of the other public communications.

Throughout the duration of the Works, Road Permit Information Boards (refer to [HCC Standard Detail HCC11/C/175](#) Type 2, 50mm x-height with HCC's logo being replaced by the Developer's logo) shall be displayed and maintained by the Contractor, ensuring that the **current** permit numbers are clearly visible together with the Contractor's emergency contact number.

Conditions of Contract

It is highly recommended that major works will be undertaken under conditions issued by The Institution of Civil Engineers which allow for the direction of an Engineer and provides good control for programme management. Other Contracts will be permitted providing allowance has been made within that Contract for a person with appropriate powers of direction. Works procured under a Joint Contracts Tribunal (JCT) will be acceptable providing Third Party Insurance criteria are met and the HCC Specification is detailed fully on the scheme drawings and contract specification.

Other contracts will also need to designate a competent Civil Engineer with appropriate powers. The Engineer or appointed person must be able to accept instructions from HCC on behalf of the Developer where matters of health and safety are of reasonable concern to HCC; and pass those instructions on to the Contractor.

The installation of permanent traffic signal equipment shall be undertaken by a signal installer (third-party traffic signal contractor) appointed by the Client under the County Council's Term Contract for the Installation of Traffic Signals (Siemens). Refer to Appendix 12/5 of HCC's Model Specification.

Construction

Commencement

Highway works shall not commence until the Council has approved in writing the start date of the Highway Works. It is an offence to undertake any work within the Highway that the Highway Authority has not approved.

Following the commencement of construction, the HDA Design Audit Engineer will notify key HCC Officers that the works have started by issuing the Works Monitoring Form (WMF). The WMF tracks the progress of the Works from start to final adoption. It is the responsibility of the HDA Design Audit Engineer to ensure that the form is issued at commencement of the Works, substantial completion of the Works and final adoption.

Inspections

It is emphasised that the HDA Inspector acts solely for the County Council as the Highway Authority and must not be regarded as a Clerk of Works for the Developer.

During the construction of the Works, the Council reserves the right to inspect any part of the Works and materials used or to be used. The Contractor / Developer shall give effect to any directions or requests by the HDA Inspector to conform to the approved detailed design, specification or programme. Any changes from the approved design must be agreed in writing by the HDA Design Audit Engineer and may require a Departure from Standard.

During construction, the Developer shall supervise the Works and shall carry out any necessary testing of materials. In addition, the Developer shall give the HDA Design Audit Engineer, HDA Inspector and any other HCC specialist team free access to the site for the purposes of inspecting the works and any necessary testing of materials as works progress. All testing shall be paid for by the Developer. Details of HCC's requirements in respect of the testing of materials are set out in Appendix C.

The Developer/Contractor shall not cover up any works without the prior approval of the HDA Inspector and shall allow the Inspector to examine and measure any works or foundations which will be covered up with permanent works. The Developer / Contractor shall give the Inspector **at least 3 working days' notice** to allow for an inspection to take place.

Any works that are deemed to be not in accordance with the approved scheme, that are faulty or unsafe shall be rectified as per the Inspectors instruction and within the time limits suggested.

Interim Meetings

If the Works are to last more than one month then progress meetings will be required. These meetings will be held on site or at a suitable location with easy access to the site. The progress meetings shall be arranged by the Developer/Contractor, who will also be responsible for taking and circulating the minutes.

Time Extensions

The Developer/Contractor shall notify the HDA Design Audit Engineer **at least 1 month (or at least 10% of the original programme)** prior to any foreseen overruns to the dates agreed with HCC for the completion of the Works. The Developer/Contractor shall submit in writing to HCC the request for any extension, fully detailing the reasons for the request and the anticipated completion date.

Where the requested extension conflicts with other permitted work or programmed events, the Streetworks Co-ordinator will refuse the extension. The HDA Design Audit Engineer will require the Contractor to 'make safe' the Works and agree a future time for the Works to be completed.

Temporary Traffic Management and Highway Safety

HCC reserve the right to close a site if it is deemed to be unsafe or causing a major disruption to the highway network. All costs associated with a closure or making the site safe undertaken by HCC will be recharged in full to the Developer.

If working practices are deemed to be unsafe then the Inspector will record the incident on HCC's Health and Safety Incident system and may also report to the Health and Safety Executive regarding the practices being undertaken.

Substantial Completion of the Works

General

The Developer/Contractor shall notify the HDA Design Audit Engineer **within one working day** of the completion of the Works and opening to traffic – **this is a requirement under the Traffic Management Act**. This may only be done following the completion of the Defects Inspection, Stage 3 Road Safety Audit and completion of all items arising from both of these (unless it has been agreed with the HDA Design Audit Engineer that particular items may be undertaken at a later agreed date).

It should be noted that the use of the terms 'Substantial Completion' and 'Maintenance Period' in this document are made in reference to the S278 Works and not the contractual arrangements between the Developer and their Contractor which are often on differing dates.

Inspections

The Developer/Contractor shall arrange to carry out a detailed inspection of the works **with** the HDA Inspector, HDA Design Audit Engineer and Local Area Engineer and any other HCC Specialist to identify all remedial works/snagging that need to be undertaken. The defects/snags must be corrected before the "Certificate of Completion" can be issued. As with any remedial works, the agreed list is only valid for a maximum period of 3 months and shall be subject to amendment or addition if further damage or deterioration becomes evident after those 3 months.

The HCC Arboriculture Officer shall also attend the joint inspection where tree or shrub vegetation is included. Refer to [Technical Guidance Note TG15](#).

Where proposals include street lighting or any illuminated signs, all necessary supporting electrical test certification will be required in advance of any inspection by HCC Lighting Section. The S278 Works will not be accepted for maintenance or Bond / Surety reduced until all lighting issues have been addressed to the satisfaction of the Street Lighting Engineer, the PFI Accrual Fees paid and the 'system of lighting' formally adopted by HCC. Refer to [Technical Guidance Note TG13](#).

Where the works include the installation of a traffic system, then HCC's ITS Group shall attend the inspection. The Consultant shall inform the ITS Group of the proposed commissioning date no later than 5 working days in advance. Before the signals are commissioned an interim Stage 3 Road Safety Audit shall be

arranged. Refer to [Technical Guidance Note TG4](#) and [Technical Guidance Note TG18](#).

Road Safety Audit

The Developer/Consultant shall arrange to carry out a Stage 3 Road Safety Audit and must invite the HDA Design Audit Engineer at least one week in advance of the event. **ALL** outstanding works identified from the Stage 3 RSA shall be remedied before the Maintenance Period commences. Refer to [Technical Guidance Note TG18](#).

Documentation to be supplied

The Developer shall arrange for the documentation listed in Appendix A to be supplied via the Developer Portal prior to the Certificate of Completion being issued.

Certificate of Completion

The Council shall not issue the a 'Certificate of Completion' until the documents within Appendix A have been supplied and the Works have been signed off by the HDA Design Audit Engineer and Inspector.

The Developer will also be required to provide the following before the Certificate of Completion is issued:

- CCTV of all drainage to prove that it is in good working order and clear of debris
- Electrical test certificates and confirmation of satisfactory completion from HCC's Lighting Engineer following completion of any remedials
- Evidence that any SuDS which impact upon the S278 Works have been adopted by an appropriate statutory body
- Payment of any outstanding fees (including any [Commuted Sums](#) and PFI Accrual Fees for all lighting equipment being accrued onto HCC's PFI contract)
- Health and Safety File in electronic format which shall contain the following information:
 - Description of the works undertaken
 - Dates of commencement and completion of works
 - Contact details of Contractor, CDM Co-ordinator and any Sub Contractor(s)
 - Identification of hazards arising from construction materials and locations

- As-built drawings of all structures indicating type and suppliers of materials and components used including modifications made during construction
- As-built information of all adoptable highway infrastructure, drainage, plant and apparatus, including maintenance and cleansing regime, condition and inspection regime of structures to date, lighting column and signage specifications, details of any hardstandings for the purpose of maintenance, details of any traffic management requirements for future maintenance (width restrictions etc.) etc.
- Schedule of materials used in the construction of the proposed adoptable highway (surfacing, earthworks, structures, drainage, etc.), including specification (type, size, colour), manufacturer details and supplier details
- All changes of surfacing construction or material (inc. as a result of Statutory Undertaker utilities) should be indicated on a separate As-built drawing for inclusion within the CDM and Health and Safety File. All changes of surfacing construction or material should be indicated with coordinates shown at the start and end of the extent of the surfacing. This will assist in the identification of materials and construction methods for designation within the National Streetworks Gazetteer.
- 'As-built' drawings shall accurately reflect what has been constructed on site and must conform to the S278 Agreement and the planning permission and contain the following:
 - Drawings/documents/schedules to include all the information detailed in Appendix A
 - All subjective and adjacent road names
 - All constructed buildings and/or associated property boundaries including postal numbers
 - The full extent of areas to be adopted as publicly maintainable highway and easements coloured as set out in [Table 1](#)
 - A comprehensive key describing all colours and symbols utilised
 - A north point
 - The drawing scale @ printed size – e.g. 1:1250@A1

The As-Built drawings are to be submitted in .dwg format (packaged with any associated XRefs) and PDF format.

In most cases the Certificate of Completion will allow the reduction in the Bond value (by 85% but to a minimum of £5000) secured against the Works. The issue of the Certificate of Completion triggers the start of the S278 Maintenance Period.

The Maintenance Period

The Developer shall be responsible for the areas contained within the S278 Works extent during the Maintenance Period and in particular the following:

- sweeping the roads of debris etc particularly the channels
- cleansing of the highway surface water drainage system including gullies, manholes and soakaways and any sustainable drainage features taking highway water e.g. swales, balancing ponds etc.
- maintenance of the street lighting system
- maintenance of landscaping and trees
- maintenance, including cleaning and clearing, of structures
- repairing any defects that occur
- carry out any other repairs which become necessary or directed by the HDA Design Audit Engineer or Inspector including any damage from use or road traffic accidents.

ITS Equipment

Where the S278 Works include the provision of traffic signals, either at junctions or controlled crossing facilities, then the equipment shall be excluded from the S278 Maintenance Period. Following commissioning of the traffic control equipment, responsibility for maintaining the equipment will pass to the County Council's term traffic signal contractor. Relevant 'As-Built' records listed in Appendix A shall be supplied within two weeks of commissioning of the signals.

Where the S278 Works includes provision of ancillary traffic systems such as variable message signs and enforcement devices, then this equipment shall be included in the S278 Maintenance Period unless otherwise specified by HCC. The supplier of that equipment shall provide on-site maintenance. The elapsed time between reporting faults and attending site, and elapsed time to affecting a full repair, shall be agreed with the ITS Group prior to tendering the installation, and shall be written into the contract.

In all cases, the twelve-month warranty period shall not commence until the installation has been successfully commissioned to the acceptance of the ITS Group. All site acceptance testing, including electrical certification shall be completed prior to commissioning the installation. All installation defects and omissions shall be rectified prior to the traffic signal equipment being accepted as having been commissioned. Switching on the traffic system shall not indicate commissioning, as non-safety critical defects and omissions may not prevent a system being switched on.

Traffic Calming

In order to assess the effect of traffic calming schemes, in addition to “pre-scheme” measurements, three months after opening to traffic and once all signs advising of new / changed layout have been removed (removed by the Developer/Contractor at their expense), vehicle speeds shall be checked in locations agreed with the HDA Design Audit Engineer.

Landscaping

Where the S278 civil works are completed, but landscaping planting remains outstanding, the HDA Design Audit Engineer may confirm that the civil works are accepted for Maintenance subject to this outstanding landscaping work being completed later. On completion of the landscaping works, a separate Maintenance Period shall commence to include planting maintenance and tree condition deterioration due to works. Refer to [Technical Guidance Note TG15](#). This will normally be three years but may be reduced for minor landscaping works.

Surfacing

All surfacing shall be covered by a maintenance period of 12 months and High Friction Surfacing shall have a 3-year manufacturer's guarantee from the date of installation.

Final Inspection

The Developer/Contractor shall arrange a Final Inspection of the Works with the HDA Inspector, HDA Design Audit Engineer and Local Area Engineer at the end of the Maintenance Period. Any outstanding remedial works identified at the inspection shall be agreed in writing and completed to the satisfaction of the HDA Inspector. As with any remedial works, the agreed list is only valid for a maximum period of 3 months and shall be subject to amendment or addition if further damage or deterioration becomes evident after those 3 months. The As-Builts (as detailed in Appendix A) shall be updated by the Developer with any changes that have occurred during the Maintenance Period.

If any issues have arisen during the Maintenance Period with regard to the drainage or if there has been tracking of mud from the development site onto the highway, a new CCTV of all the highway drainage will be required to prove that it is in good working order and clear of debris.

At this stage, the results of any Stage 4 RSA Monitoring (12 months only) are to be provided. It should be noted that the term 'Maintenance Period' is made in

reference to the S278 Works and not the contractual arrangements between the Developer and their Contractor which are often on differing dates.

The Council will supply final written confirmation that the works are complete and acceptable for adoption upon which the Bond will be released in full. However, where there are items with extended maintenance Periods, the Bond will be reduced as per the Legal Agreement.

Schemes that include any landscaping or arboriculture works will be subject to a further inspection with HCC to agree handover of these aspects after the landscaping Maintenance Period.

The Certificate of Maintenance will be issued at the conclusion of the Maintenance Period for the Works and only once all necessary remedial works and any outstanding fees have been paid. The issue of the Certificate of Maintenance provides final confirmation that the works are acceptable and have become maintainable at public expense. HCC will arrange for the Land Charges Register to be updated accordingly.

Appendices

APPENDIX A AS-BUILT DRAWINGS AND DOCUMENTATION

The As-Built information shall include:

- General road construction details and widths including thickness and types of materials used.
- Street Lighting including duct runs (refer to [Technical Guidance Note TG13](#) for full details).
- Non- Illuminated road signs.
- Illuminated road signs including duct runs, feeder pillars and ownership records (e.g. Highway Authority, PFI Contractor etc.). Refer to [Technical Guidance Note TG13](#) for full details.
- Positions of all lit furniture recorded in an agreed GPS format
- Drainage, layout and schedules. Additionally, positions of gullies, manholes, catchpits, soakaways, headwalls and ditches shall be recorded in an agreed GPS format. Any approvals from local surface water drainage company for new connections of Highway Drainage any adoption of new drainage assets.
- Road Markings and TROs.
- Special Construction details including special products used.
- Clear indication of highway boundaries.
- All landscaping and planting arrangements.
- Fencing, both within highway e.g. pedestrian guard railing and boundary fencing e.g. bird lip/post & rail.
- Indication of highway land, HCC owned land (not highway) and private land.
- Indicate responsibility for highway fences/walls/VRS etc.
- Traffic signal equipment, position of any controller and maintenance bay location of ducts and drawpits, above and below ground detection, LV and ELV cable runs.
- Structure records and drawings in accordance with CG302 DMRB (which includes As-Built drawings, Certifications and maintenance manual. Certifications include AIP, Design Certificate, Design Check Certificate and Construction Compliance Certificate. Maintenance Manual should include CDM file, material used and their tests and certificates, component type, manufacturer data sheet and certificates for them).
- Road names including road number / classification.

Please Note: As-built drawings are construction drawings amended with all the site changes that were required. Drawings shall be provided in .DWG (including all Xrefs) & PDF formats and shall include comprehensive keys describing all colours/hatching used.

APPENDIX B TRAFFIC MANAGEMENT ACT 2004 AND NEW ROADS & STREET WORK ACT 1991

Introduction

For the purposes of the Road Space Permitting process, it is assumed that all S278 proposals are deemed 'Major Works', i.e. planned activity that lasts 11 days or more or one requires a Temporary Traffic Order. For clarification, Standard Works are those which last between 4 and 10 days and therefore only require a 10-day Permit Request Period. The County Council's decision on type of notice applicable for any scheme is final.

Under the above legislation, Permit request periods for works under Section 278 of the Highways Act must be served by the Highway Authority on behalf of the Developer / Consultant. Therefore, the Developer/Contractor **MUST** give additional notice to the HDA Design Audit Engineer to enable HCC to comply with the with required Permitting periods.

Refer to [Technical Guidance Note TG22 – Temporary Traffic Management](#) (which includes details of charges/Fixed Penalty Notices which will be invoice should the permit scheme not be complied with by the Developer or their Contactor)

Provisional Advance Authorisation – 3 Months

The HDA Design Audit Engineer must serve an advance notification **a minimum of 3 months prior** to works commencing on site. Such permit requests will not be submitted until detail design approval has almost been achieved bar a few very minor items, temporary traffic management has been agreed by all relevant parties and HCC are content with the programme. However, failure to submit this at least 3 months in advance of the proposed start date will mean the S278 Works will not be able to commence on the planned date. In exceptional circumstances, the local Streetworks Co-ordinator may permit an earlier start BUT this should not be relied upon. The potential for any Early Starts can be discussed during the Construction Pre-Start Meeting.

Permit Application – 10 Days

The permit application must be served **a minimum of 10 working days before** commencement on site.

S74 In Progress and Works Closed Notices

A start notice must be served **within 1 working day** of works commencement; similarly, a stop notice must be issued **within 1 working day** of works finish.

If works are likely to overrun the planned duration, a further S74 (In Progress) Notice must be issued BEFORE the expiry of the current notice. Valid reasons for extension requested must be clearly stated; the Contractor is expected to ensure site is fully staffed as periods of inactivity will need to be fully justified.

Registration Notices

A Registration notice must be served **within 10 working days** of the works finish.

Responsibility

The Developer / Consultant is responsible for requesting the County Council to initiate each step in this process. Should the process not be followed, any works that commence on the highway will be unauthorised and could be immediately suspended by the HCC as the Streetworks Authority. Any claims for any disruption or delay from either the Contractor or Developer shall NOT be accepted by the Highway Authority as it is the Developer's/Contractor's responsibility to inform the HDA Design Audit Engineer in good time.

This process in no way absolves the Developer/Consultant of their responsibility to contact all Statutory Undertakers regarding location of any existing plant. Nor does it alter the Developer's/Consultant's responsibility with regard to the placing of orders with the Statutory Undertakers for any diversionary or protection works that may be necessary in conjunction with the works as it is their responsibility to ensure this is programmed in accurately and In good time.

Final surfacing to both carriageway and footway must only be carried out AFTER all supply & service connections have been completed; HCC reserve the right to require appropriate full resurfacing where any final surfacing has been trenched due to lack of planning / coordination.

Section 58 – Advance Notification Form ‘A’

To enable ‘Major Works’ to be protected under Section 58 of the legislation, preventing non-exempt utility works for a period of up to five years from works completion, HCC may serve a formal notice to all Statutory Undertakers. The notice, providing full works details, including accurate location information, is

served three months in advance of the commencement on site. Additionally, the scheme must also be raised a minimum three months in advance at the appropriate local Streetworks coordination meeting to qualify under Section 58 of the Act.

APPENDIX C NOTES TO COMPILERS OF CONTRACT DOCUMENTS ON TESTING REQUIREMENTS

The tables supplied in HCC's Model Specification set out Hampshire County Council's requirements regarding the types of testing likely to be required on Section 278 schemes and the frequencies that they should be carried out. Whether such testing is written into Appendix 1/5 (Contractor testing), or Appendix 1/6 (Samples to be supplied to the Developer for them to test), is for the compiler of the contract documents to decide. Types and frequencies of testing must satisfy Hampshire County Council that the materials, products and workmanship incorporated into the works meet its current standards before acceptance of such works can be given. Whether the Contractor, Developer, or both, are responsible is immaterial to Hampshire County Council.

However, the testing responsibilities are allocated by the compiler, it is the ultimate responsibility of the Developer to ensure all the testing required on the scheme is undertaken to the correct frequency and quality.

Based on experience, the Compiler is strongly advised to require the Contractor to submit at least one recent test result for each material or product to be used clearly demonstrating it meets the contract specification. Such 'approval' results should be required to be submitted prior to any use in the permanent works. 'Approval' testing is not generally included within the following tables and does not reduce the requirements for sampling and testing noted in the attached tables.

The tables on testing are not intended to be all encompassing as schemes can vary considerably. Most types of test are shown but it is the Compiler's responsibility to make the contract Appendices complete and scheme specific before submitting contract documents for approval.

A 'master' sample register shall be kept on each site clearly identifying (as a minimum) the following:

- unique site sample number for every sample taken
- the specification against which they are assessed for compliance
- Ticket/Lorry No. (if appropriate)
- date of sampling
- exact location of sample (road/c'way/lane/chainage/etc)
- date despatched for testing
- name of test house

- date of receipt of result
- whether result was within specification
- any actions taken as a result of test results.

The 'Master' sample register shall always be kept up to date and be readily available to Hampshire County Council representatives. It is expected that all test results shall be reviewed by a competent Materials Engineer.

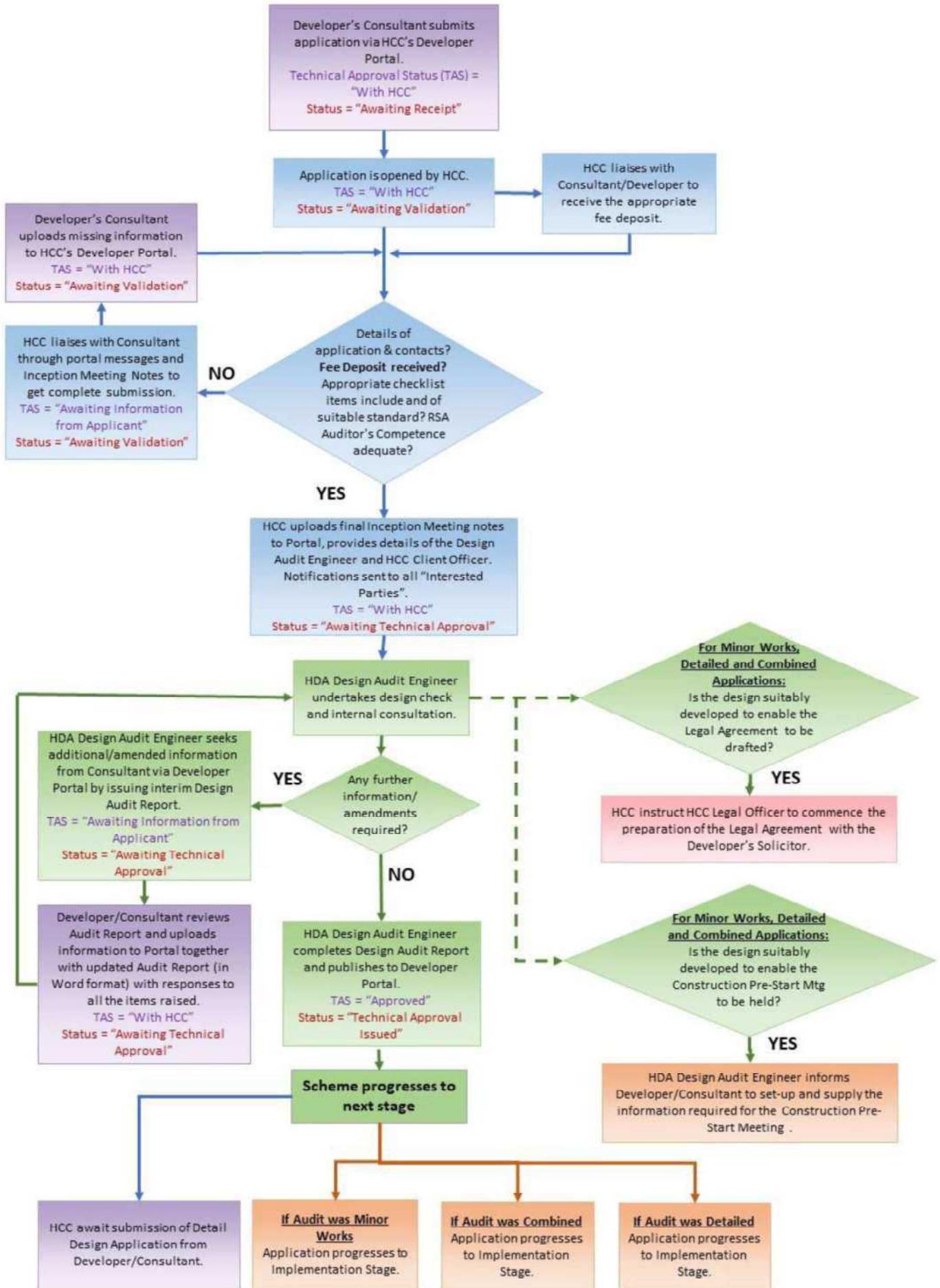
Before final acceptance of Section 278 works it is the responsibility of the Developer / Consultant to provide the following to Hampshire County Council representatives-

- copies of all test results from the scheme (collated)
- 2 copies of a report summarising the overall results to include information on:
 - suppliers and sources of all materials, products, etc
 - compliance rates for each material/source combination
 - details of any remedial actions taken
 - site plan allowing test results to be located.
- A table showing the quantities (tonnage, m2, m3, number, etc. as appropriate) for all materials/products used in the scheme, the 'target' rate of sampling, number of samples this equates to, the actual quantities used the actual number of samples taken and the actual rate of testing achieved.

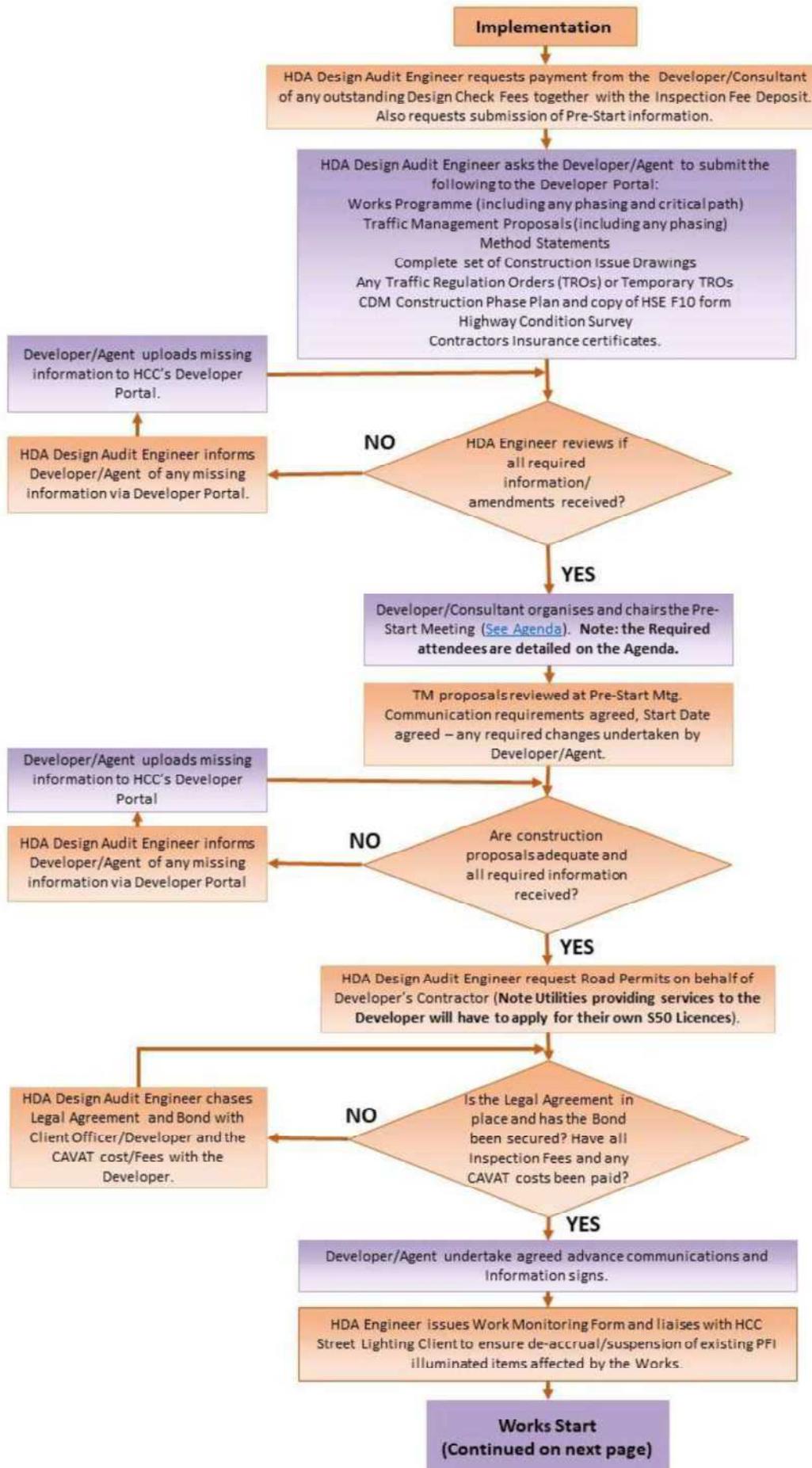
Failure to provide the required data may result in Hampshire County Council withholding acceptance of the works and requiring additional testing (at no cost to HCC) to ascertain whether the works are of an acceptable standard.

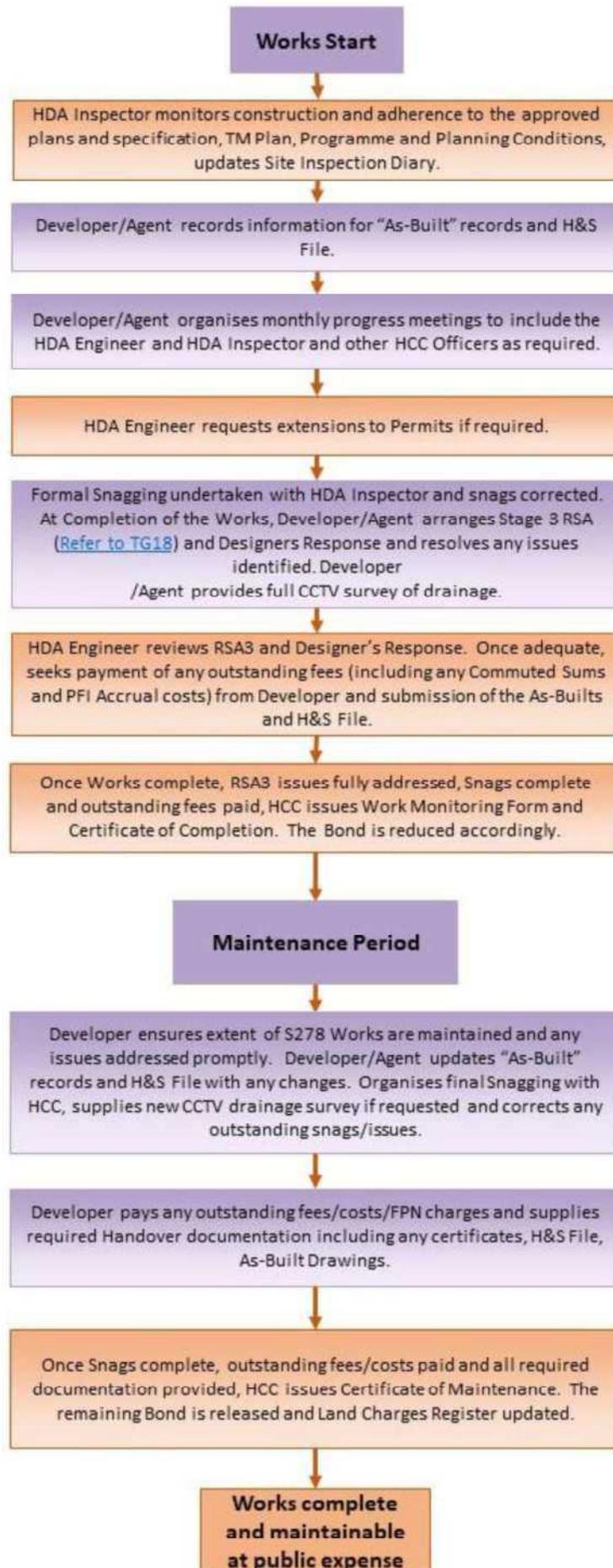
The table gives an example of the way data relating to materials/products used on schemes, their quantities, the tests to be carried out and frequencies should be formatted to allow HCC representatives to check if sufficient testing has been undertaken. The table supplied is only illustrative of a very simple scheme. On a typical scheme a much more comprehensive list will be required. It is the responsibility of the staff directly supervising the Contractor to ensure all the appropriate headings, clause numbers/materials or processes, and testing data is completed fully.

APPENDIX D DESIGN AUDIT FLOWCHART



APPENDIX E IMPLEMENTATION FLOWCHART







Economy, Transport and Environment Department

Technical Guidance Note TG17 - Departures from Standard

Revision	Date of Issue	Amendment Description	Prepared By	Approved/ owned by
0	14/6/18	Initial Publication for Comment	Kathie Murray	David Devenish
1	19/5/19	Links updated	Kathie Murray	Jamie Roan
2	14/06/21	Details of language used in TGs added and reference to BD2 updated to CG300	Kathie Murray	Andrew Tiffen

Amendments are indicated by a bar in the left hand margin

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1. Policy / Approach

- 1.1. Throughout HCC's Technical Guidance Notes the following verbs have been used to detail the requirements (following the same verb usage as in the Design Manual for Roads and Bridges – Refer to GG 101).
- The verb 'must' indicates a statutory or legislative requirement – these cannot be departed from.
 - The verb 'shall' indicates a requirement of Hampshire County Council – if these are not complied with a Departure from Standard is required.
 - The verb 'should' indicates advice expressed as a recommendation – these should be followed wherever possible.
 - The verb 'may' indicates advice expressed as a permissible approach.
- 1.2. If a design does not comply with the Design Standards as required/detailed in the Technical Guidance Notes (this includes any cross reference to DMRB or other published standards), then a Departure from Standard is to be sought for each element of the design that does not comply. The Technical Guidance Notes take precedence.
- 1.3. There is also a range of national highway design guidance such as Local Transport Notes and Traffic Advisory Leaflets which are guidance and do not constitute a standard. These are useful reference documents and provide good guidance on how to approach different situations, but these are “guidance” and as such any design that does not comply fully with such guidance does not require an associated Departure from Standard Approval (unless elements of such guidance are expressly made a requirement within HCC's TGs). Such wider guidance may provide suitable reasoning/justification for the departure from a particular standard when considering site specific constraints and should be detailed in the mitigating evidence when applying for a departure.
- 1.4. Please note: Approval of a Departure from Standard **does not** remove any duties or responsibilities under the Construction (Design and Management) Regulations (CDM). The risks associated with the design, construction, maintenance and operation of the design must be fully considered by the Designer under the CDM Regulations. The Design Organisation retains responsibility for the quality of the design incorporating the Departure, including user safety, buildability, maintainability, compliance with the CDM Regulations and environmental legislation.
- 1.5. The Designer must consider whether the proposed Departure can be constructed safely and in accordance with Health and Safety legislation. The CDM Regulations require the application of foresight to consider what hazards exist and to ensure, as far as is reasonably practicable, that these are either eliminated or managed effectively through the process of risk assessment. Non-compliance with the CDM Regulations by organisations or individuals is a criminal offence.

- 1.6. Design Organisations are reminded that it is their duty to ensure that Departure applications are complete, and that responsibility for any errors or omissions remains with them.
- 1.7. For Departures relating to Highway Structures the Designer shall also follow the process laid out in CG 300 Technical Approval of Highway Structures (DMRB).

2. Definitions and Abbreviations

CDM	The Construction (Design and Management) Regulations.
Departure from Standard (Departure or DfS)	A non-compliance with a Mandatory Requirement of a Standard, as set out in HCC's Technical Guidance Notes or other policy/standard document cross-referred to from the Technical Guidance Notes.
Design Organisation	Any organisation, including in-house HCC resources, undertaking the design of works that affect any part of the HCC highway network. Such works include private works being put forward for adoption and public highway works.
Determination	HCC's formal decision to approve, approve with comments or reject an application for a Departure from Standard.
DMRB	Design Manual for Roads and Bridges - The Stationery Office publication containing current standards, advice notes and other guidance documents relating to the design, maintenance, operation and improvement of motorways and trunk roads but also adopted by local Highway Authorities for use on the local Highway Network.
HCC	Hampshire County Council
Legal Requirement	A statement in a standard that is associated with the words "must" or "must not". Legal requirements cannot be departed from or relaxed.
Mandatory Requirement	A statement in a standard that is associated with the words "shall" or "shall not"
MfS	Manual for Streets - Means both Manual for Streets (published by Thomas Telford Publishing) and Manual for Streets 2 (published by CIHT).
Relaxation	A permitted variation from the recommendation of a Standard, as set out in the Technical Guidance Notes or other policy/standard document cross-referred to from the Technical Guidance Notes.
Technical Guidance Notes (TG's)	A suite of notes detailing what the adoptable standards are for HCC's Local Highway Network.

3. Process

- 3.1 A Departure from Standard (DfS) approval is to be sought for any design proposal that does not meet the required Design Standard (ie HCC's Technical Guidance Notes). If you are unsure whether a DfS is required, please speak to the Design Audit Engineer for your Road Agreement (if you are a Developer/Developer's Consultant) or your line manager (if you are within HCC).
- 3.2 To seek a DfS, complete the "Request for a Departure from Standard" form. On the form the following are required:
- Detail the reasons why the standard cannot reasonably be achieved,
 - Detail what other options were looked at and dismissed (including why they were dismissed),
 - Provide a fully detailed case including an assessment of the risks involved in adopting such proposals,
 - Detail the mitigation measures proposed and/or mitigating site specific circumstances (eg cul-de-sac location, low traffic speeds etc),
 - Detail any other DfSs or Relaxations in the vicinity of the DfS being requested.
- You are also to supply:
- A Road Safety Audit covering the proposed design (the Road Safety Audit Brief must have identified the DfS or if the DfS was not identified at the audit stage then a separate signed report/covering letter from the Auditors must be supplied),
 - Measured traffic speeds and 85%ile assessment where it is on the existing highway network,
 - Accident History (including analysis) for the previous 5 year period where it is on the existing highway network.
- 3.3 The "Request for a Departure from Standard" form is to be completed and submitted in MS Word format. The word version is located at <https://www.hants.gov.uk/transport/developers/section-278>
- 3.4 If you are a Developer or Developer's Consultant, the completed "Request for a Departure from Standard" form is to be submitted to the HCC Design Audit Engineer dealing with your scheme. The HCC Design Audit Engineer will then submit the form (and any supporting documentation) to the relevant HCC Delegated Officer (Head of Highways or Chief Engineer) for consideration and will feedback to you the outcome. See 3.7.
- 3.5 Officers internal to HCC or in Districts are to submit the form (together with a General Arrangement Drawing and any supporting documentation) to

the relevant HCC Delegated Officer. The Delegated Officer may request a meeting to review the request in more detail.

- 3.6 HCC Delegated Officers and Design Audit Engineers will not devote time endeavouring to decipher poor submissions. Where a DfS application is found to be incomplete or inaccurate, inadequately prepared or with insufficient justification, it will be returned to the applicant for revision.
- 3.7 In considering the DfS application, the relevant Delegated Officer will either;
- a. Approve the DfS application (Approve in Principle for DfS requests at pre-planning or preliminary stages of design),
 - b. Approve the DfS application with comments, or
 - c. Reject the DfS application.
- 3.8 If the DfS application is Approved with Comments, the comments shall be taken on board by the applicant and if necessary incorporated into the design proposal.
- 3.9 If the DfS application is Rejected, the applicant will be informed and recommendations on the way forward provided.

4. Further Support

- 4.1 Should you have a specific query or feedback about any of the content of this Technical Guidance Note, please send an email to Technical.Guidance@hants.gov.uk with the start of the email title as "TG17 – " .
- 4.2 Should you have a query about applying this to your particular project, please contact:
- the Design Audit Engineer dealing with your S278 or S38 application (if you are a Developer or Developer's Consultant)
 - the Technical Guidance Note Specialist(s) (if you are a working within Hampshire County Council)



Economy, Transport and Environment Department

Technical Guidance Note TG18 - Road Safety Audits

Revision	Date of Issue	Amendment Description	Prepared By	Approved/ owned by
0	3/12/18	Initial Publication	Steve Willoughby	Matt Cheal
1	05/05/20	Update following publication of GG119	Steve Willoughby	Matt Cheal

Amendments are indicated by a bar in the left hand margin

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1. Introduction

- 1.1. This Technical Guidance Note describes the process for the management of Road Safety Audit in Hampshire on all highway schemes for which the County Council is or is likely to become responsible for as the Highway Authority.
- 1.2. A Road Safety Audit is a formal independent assessment of the potential road safety problems associated with a new road or road improvement scheme. A Road Safety Audit is carried out at various stages during the design process and following construction. The assessment should consider the safety of all road users, particularly vulnerable users such as pedestrians and pedal cyclists.
- 1.3. A Road Safety Audit should consider **only** those matters that have an adverse effect on road safety. It is **not** a technical check on highway design standards or a check on whether the scheme has been constructed in accordance with the design. The objective is to identify where a potential collision may occur on the highway as a result of the proposed works and recommend what can be done to reduce the potential for that collision or to limit its consequences.
- 1.4. Road Safety Audits should be carried out by suitable qualified practitioners who are experienced in road safety engineering (see 4.4), with a background in understanding how collisions happen and how to reduce them.
- 1.5. The Road Safety Audit findings are contained in a formal Road Safety Audit Report that describes the road safety related problems and recommended solutions to those problems.

2. Policy / Approach

- 2.1 The Design Manual for Roads and Bridges general requirement document GG119 sets out the requirements for Road Safety Audits (RSAs) on the motorway and trunk road network. Although Road Safety Audit is not mandatory on local roads, this process has been accepted nationally as best practice and as a mechanism for local highway authorities to demonstrate they fulfil part of their statutory duty for road safety under the Road Traffic Act 1988. This act places a duty on local highway authorities to take appropriate measures to reduce the possibilities of collisions occurring when new roads come into use.
- 2.2 The RSA process is well established in Hampshire and has been tailored to meet local requirements without compromising the principles of GG119. Where HCC is the Local Highway Authority GG119 shall apply with the following variations:

GG119 Para No.	Permitted Variation from GG119
5.16	An option for a feasibility stage Road Safety Audit has been included.
5.31 & Table 5.42	During the Stage 3 Road Safety Audit daylight site visit, the Audit Team will decide whether a night-time audit is required and the decision shall be recorded within the Stage 3 Road Safety Audit Report.
5.16 & 5.32	Stage 4 Road Safety Audits will not routinely be required but may be requested if HCC is made aware of potential safety issues. For Developer led schemes, an accident report covering the period since the Stage 3 Audit shall be submitted at the end of the maintenance period. If any injury accidents have occurred during that period, a Stage 4 Safety Audit Report will be required.
4.22	Amend "5 years old" to "2 years from the date the audit was undertaken".
4.2 & 4.3	The Road Safety Audit Brief does not require formal approval by the Project Sponsor and may be issued to the Safety Audit Team directly from the Design Team, with a copy to the Project Sponsor/Scheme Promoter.
4.7	The Road Safety Audit Report may be sent directly from the Road Safety Audit Team to the Design Team, with a copy to the Project Sponsor/Scheme Promoter.
4.15 to 4.18	The RSA Response Report shall not include a decision log. It shall be completed in accordance with section 4.7 of this TG. If a problem and/or recommendation is not accepted, an exception report is required as described in section 4.8 of this TG.

3. Definitions and Abbreviations

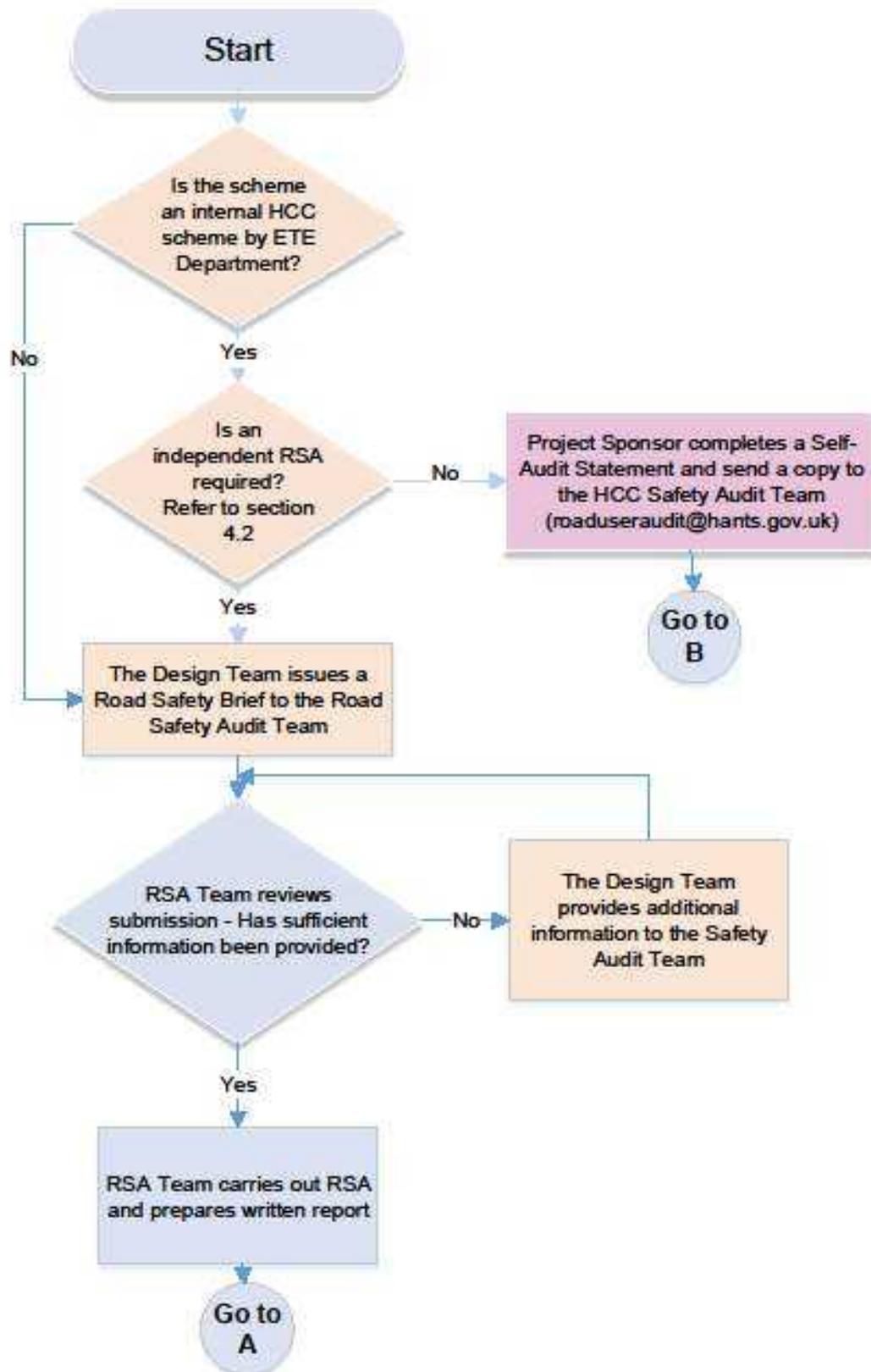
Overseeing Organisation	Hampshire County Council (HCC)
Design Organisation	The organisation commissioned to undertake the various phases of scheme preparation. This may be HCC, a term consultant, a district council or a developer's consultant.
Design Team	The group within the Design Organisation undertaking the scheme preparation.
Director	The County Council's Director of Economy, Transport and Environment.
Project Sponsor	A person within the County Council who is responsible for ensuring that the scheme progresses in accordance with the county's policies and procedures, ensuring compliance with the requirements of this guidance note. This is normally the Client. For private developer led schemes this would be the Highway Development Agreements (HDA) Client but may be delegated to the HDA Team.
RSA	Road Safety Audit
Road Safety Audit Team	A team that work together on all aspects of the Road Safety Audit. Refer to section 4.4 for required qualifications.
Safety Audit Brief	The instruction to the Road Safety Audit Team defining the scope and details of the scheme to be audited. The Brief must give details of any Relaxations or Departures included within the design proposals.
Safety Audit Report	A report produced by the Road Safety Audit Team that describes the road safety related problems identified by the Safety Audit Team and the recommended solutions to those problems.
Scheme Promoter	The Developer (for developer led schemes).
Road Safety Audit Response Report	A report produced by the Design Team that responds to the problems and recommendations made in the Safety Audit Report.

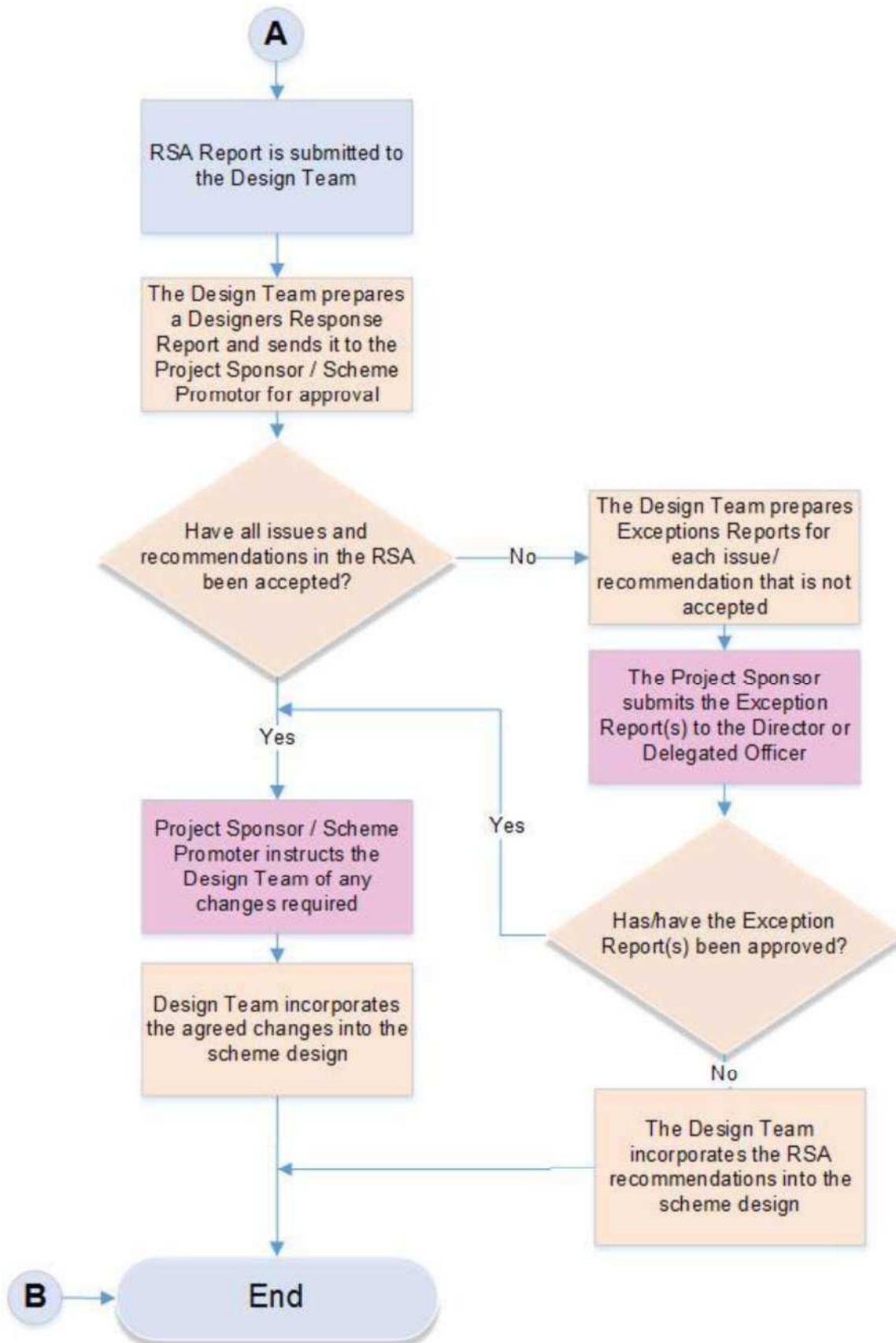
**Exceptions
Report**

A report containing clear reasons why a problem and/or recommendation identified in the audit report is not accepted.

4. Management of Road Safety Audits

4.1. Road Safety Audit Process Flowchart





4.2. Determining if a Road Safety Audit is required

- 4.2.1. Where the scheme involves physical changes to the highway that may have an impact on road user behaviour or change the outcome of a collision, RSAs at the appropriate stages of the project are required.
- 4.2.2. If the Project Sponsor considers that the proposed scheme is only a minor change to the existing highway layout and will not have an impact on road user behaviour or change the outcome of a collision, they may choose to exclude it from the Road Safety Audit process. In this case the Project Sponsor shall complete the Self-Audit Statement (Appendix A), including countersigning by the Team Leader, and send a copy to the HCC Safety Audit Team.
- 4.2.3. Self-Audits shall **not** be permitted on developer led schemes. For these schemes, RSAs must be undertaken as indicated in the appropriate S38 or S278 design stage check lists.
- 4.2.4. If the proposed scheme is for maintenance purposes only and is replacing like-for-like, RSAs are not required.

4.3. Stages of Road Safety Audit

- 4.3.1. Road Safety Audits shall be carried out at the following stages:

Feasibility Stage F - This stage of audit is not compulsory but may be carried out prior to any preliminary design work to consider the various options available to satisfy the scheme brief.

Stage 1 – This stage should be initiated on completion of the preliminary design.

For developer led schemes a Stage 1 RSA should be undertaken before planning consent is applied for (refer to GG119 5.46.1).

Stage 2 - This stage should be initiated on completion of the detailed design and prior to issuing the contract and tender documents such that any recommendations can be incorporated into the scheme design.

Combined Stage 1/2 – For small scale schemes that progress directly to detailed design, a Combined Stage 1/2 RSA should be initiated.

Stage 3 - This stage should be initiated either prior to opening of new lengths of road or when an improvement scheme has been substantially completed. It should involve a representative from the site supervision team (where appropriate) and the Police.

For developer led schemes a representative from the HCC Design Audit Team must also attend the Stage 3 Safety Audit.

For new traffic signal junctions an interim Stage 3 Audit should be completed prior to the signals being switched on. Should the highway works be opened to public use prior to the completion of all the signs, road markings and street lighting, then an Interim Stage 3 Audit will also be required.

A final Stage 3 Audit must still be undertaken once all works (including signs, road markings and street lighting) have been completed. At new traffic signal junctions, a final Stage 3 Audit should be undertaken around 2 weeks after the signals have been switched on.

Stage 4 – This Stage will not routinely be required but may be requested if HCC is made aware of potential safety issues.

For Developer led schemes, an accident report covering the period since the Stage 3 Audit shall be submitted at the end of the maintenance period. If any injury accidents have occurred during that period, a Stage 4 Safety Audit Report will be required.

4.4. Road Safety Audit Team

- 4.4.1. The RSA Team shall comprise a minimum of two persons (a Team Leader and Team Member) and must be independent from the highway scheme conception, design, construction and operation. They shall comply with the training, skills and experience requirements of GG119 table 3.8.2 as shown below:

	RSA Team Member	RSA Team Leader
Training	10 Days of formal collision data analysis or road safety engineering /road design training.	10 Days of formal collision data analysis or road safety engineering /road design training.
CPD	A minimum of 2 days CPD in the field of RSA, Collision data analysis or road safety engineering in the last 12 months.	A minimum of 2 days CPD in the field of RSA, Collision data analysis or road safety engineering in the last 12 months.
Experience	2 years of collision data analysis or road safety engineering/road design experience.	4 years of collision data analysis or road safety engineering/road design experience.
	5 RSAs completed within the last 24 months as a member or observer.	5 RSAs completed within the last 12 months as a member or observer.

- 4.4.2. In addition to these requirements, at least one individual within the RSA team must hold a Certificate of competency in Road Safety Audit (GG119 3.9).
- 4.4.3. The RSA Team must demonstrate their competency by means of a road safety specific curriculum vitae. For developer led schemes, approval of the RSA Team shall be given by the HCC Highway Development Agreements Team.

4.5. Road Safety Audit Brief

- 4.5.1. The Design Team shall be responsible for ensuring that a Safety Audit Brief is prepared and issued to the RSA Team. The Brief must include sufficient information for an effective road safety audit to be carried out (Refer to GG119 Appendix C). This shall include accident data and information regarding any associated Departures and Relaxations.
- 4.5.2. For HCC internally audited schemes use the RSA Brief proforma in Appendix B.
- 4.5.3. For HCC internally audited schemes the RSA Brief and associated documents/drawings should be emailed to roaduseraudit@hants.gov.uk.
- 4.5.4. If the RSA team considers that the brief is insufficient for their purpose, they shall request further information. Any information requested but not supplied to the RSA team will be identified in the introduction to the RSA report.

4.6. Road Safety Audit Report

- 4.6.1. The RSA Team shall prepare an RSA Report in accordance with the requirements and standard format given in GG119 Appendix D.
- 4.6.2. It is the responsibility of the Project Sponsor to ensure the appropriate Road Safety Audit is repeated if the scheme design materially changes, or if there are a number of minor changes which could together impact on road user safety.

4.7. Road Safety Audit Response Report

- 4.7.1. It is the Project Sponsor's (Internal schemes) / Scheme Promoter's (developer led schemes) responsibility to ensure that all problems raised by the RSA Team are given due consideration. To assist with this the Design Team must prepare an RSA Response Report for the problems and recommendations contained in the RSA Report.
- 4.7.2. For each item raised in the RSA Report, the Design Team must indicate if they agree or disagree with the problem that has been raised and/or the recommendation that has been given. If the Design Team chooses to disagree with a problem and /or recommendation they must give appropriate reasoning for their decision.

- 4.7.3. For HCC internally audited schemes a blank RSA Response Report is attached to the RSA Report. For externally audited schemes a Response Report template is provided in Appendix C.
- 4.7.4. For internal schemes, the RSA Response Report shall be signed by both the Design Team and the Project Sponsor. For developer led schemes, it shall be signed by the Design Team and the Scheme Promoter. See section 3.
- 4.7.5. All recommendations that have been accepted shall be incorporated into the scheme design. The RSA Response Report will initiate the requirement for an Exception Report where a problem and/or recommendation has not been accepted.

4.8. Exception Report

- 4.8.1. Where the Project Sponsor/Scheme Promoter doesn't accept a problem raised in the Road Safety Audit Report or where they propose not to incorporate a recommendation made by the Road Safety Audit Team, an Exception Report shall be prepared detailing the reasons why it has not been accepted.
- 4.8.2. The Exception Report proforma is provided in Appendix D. For HCC promoted schemes it may be prepared by either the Design Team or the Project Sponsor, and for developer led schemes it may be prepared by the Design Team or the Scheme Promoter. The Exception Report should give clear and concise reasons why the problem and/or recommendation will not be accepted.
- 4.8.3. If an RSA has more than one exception, then each Exception must be considered and approved separately.
- 4.8.4. The Project Sponsor shall submit the Exception Report to The Director, or a delegated officer, with whom the final decision rests. If the Exception Report is rejected, the Project Sponsor/Scheme Promoter shall implement the Audit recommendation.
- 4.8.5. A copy of the approved Exception Report should be provided to the Safety Audit Team for their records.

4.9. Incorporating Safety Audit Recommendations

- 4.9.1. The Project Sponsor shall be responsible for ensuring that both the RSA Report recommendations and any subsequent decisions made through the exceptions process are incorporated into the scheme design.

5. Further Support

- 5.1. Should you have a specific query or feedback about any of the content of this Technical Guidance Note, please send an email to Technical.Guidance@hants.gov.uk with the start of the email title as "TG18 – " .
- 5.2. Should you have a query about applying this to your particular project, please contact:
- the Design Audit Engineer dealing with your S278 or S38 application (if you are a Developer or Developer's Consultant)
 - the Technical Guidance Note Specialist(s) (if you are a working within Hampshire County Council)

Appendix A – Road Safety Audit Self-Audit Statement

Safety Audit Self Audit Statement

Scheme Name:	
---------------------	--

Job Number:	C.J/R.J
--------------------	---------

Scheme Description:

Having checked the above scheme with reference to the relevant safety checklists attached, I do not consider that the proposals will have a marked effect upon the safety of road users over a significant period. Therefore, I do not consider that an independent safety audit is required.

Name:

Position:

Signed:

Email address:

Team Leader Signature:

Date:

Checklist – Feasibility Stage Safety Audit

General

- Consistency of standards with adjacent road network, especially at tie-ins.
- Secondary effects on surrounding road network.
- Where a preferred scheme is being chosen, relative safety performance of options.

Routes

- Impact of standard of route, related to design flows and speed, on safety.
- Overtaking opportunities.
- Consistency of junction arrangements, access control.
- Frequency of junctions (public and private) related to safe access.
- Horizontal and vertical alignments consistent with visibility requirements, both along the road and at junctions.
- Facilities for pedestrians, cyclists and equestrians.
- Provision for unusual aspects of traffic composition (heavy concentrations of particular types of road users), or environment (e.g. sunrise/sunset glare, fog or wind).

Area Schemes

- Designations of functions for different elements of the road hierarchy.
- Scheme consistent with overall urban safety plan

Checklist - Preliminary Design Stage Safety Audit

General

- Review any previous audit in order to allow for subsequent design changes.
- For major schemes, determine need for land take for safety requirements.

Alignments and Sight lines

- Any elements of horizontal and vertical alignments which may produce hazards due to reduced sight lines, especially where these are combined and/or there are departures from standards.
- Sight lines obstructed bridge abutments, parapets, landscaping, structures or street furniture.

Junctions

- Minimising potential conflict points at junctions (including number of private accesses).
- Conspicuity of junctions on approach, and sight lines from minor road approaches and private accesses.
- Control of approach speed, and layout of approach roads.
- Provision of turning traffic.
- Location and access of lay-bys.

Other

- Impact of landscaping on visibility and road user perception.
- Concept of road marking/signing for road user perception.
- arrangements Serving access and maintenance.
- Provision for safety aids on steep hills.
- Facilities for pedestrians, cyclists and equestrians.
- Potential for flooding due to inadequate drainage.
- Compatibility with adjacent network at tie-ins.

Checklist - Detailed Design stage Safety Audit

General

- Review any previous audit in order to allow for subsequent design changes.
- Note: scope for altering alignments or junction design is less extensive at this stage, so the audit will focus mainly on details of signing, marking, lighting, etc, and issues which affect visibility and drivers' perception of the road scene, and provide aids to safety.

Junction

- Appropriateness of corner radii or curvature in relation to approach speed.
- Road users' perception of road layout.

Road Signs and Markings

- Locations of signs and markings to aid, inform, and warn of hazards, without obscuring visibility or misleading drivers.
- Consistency of signing and marking information.
- Positioning of signs, and marking at junctions: need for hazard perception warnings (e.g. chevrons, bar markings).

Lighting and Signals

- Consistency of lighting within the scheme and with the adjacent network.
- Safe positioning of lighting columns, signals and operational equipment.
- Confusion or conflict between lighting and traffic signals.
- Positioning of heads for traffic and pedestrian signals to ensure clarity to appropriate road user, and avoid confusion to others to whom they do not apply.
- Safe access and serving arrangements.

Facilities for Vulnerable Road Users

- Location and type of crossing facilities, visibility.
- Dedicated cycle or pedestrian facilities.
- Provision of facilities for people with mobility impairments.

Landscaping

- Potential obstruction to visibility from landscaping, taking account of future growth.
- Potential for trees to become collision objects: choice of appropriate species.
- Ability to maintain planted areas safely.

Protective Aids

- Positioning of safety fences, and guard rails to protect against vehicle conflicts or roadside objects (poles, columns, statutory undertakers' apparatus), without obscuring visibility.
- Use of arrester beds.

Surface Characteristics

- Appropriate surfacing for high speed roads, or locations (e.g. bends) which are potentially hazardous when wet.
- Appropriate surfacing for approach to junctions, and thresholds to villages or residential areas in town to encourage lower vehicle speeds.

Appendix B – Road Safety Audit Brief

Road Safety Audit Brief

Document Reference: (For audit team use only)	
---	--

Scheme Name:	
---------------------	--

Job Number:	C.J/R.J
--------------------	---------

Road Safety Audit Stage: <i>(X as appropriate)</i>	<i>Feasibility (F)</i>	<i>Preliminary (1)</i>	<i>Detailed (2)</i>	<i>Combined (1/2)</i>	<i>As Built (3)</i>

Site & Scheme Description

Provide a brief description of the site and details of the proposed scheme including its objectives and design standards.

Include details of the following, if available:

Design speed - Speed limits - Existing traffic flows/queues - Non Motorised Users (NMU) desire lines – Environmental Constraints - Nearby Schools, colleges or care homes– Bus stops – Railway Stations – Traffic signals

Should the RSA site visit take place at a particular time of the day? (e.g. peak traffic periods or beginning or end of the school day)

Departures & Relaxations

Has the proposal been fully designed in accordance with the HCC's Technical Guidance Notes, Design Manual for Roads and Bridges (where appropriate).

List all Departures and/or Relaxations.

List of included documents and drawings

Provide details of drawings and documents (include references, drawing numbers with Revisions etc.) including:

Site location plan – NMU Context & Audit Report -Scheme Layout – Road Markings – Traffic Signs – Site Clearance – Vertical Alignment – Cross Sections – Street Lighting – Personal Injury Collision Data – Traffic Counts - Speed Data.....

Name:

Position:

Signed:

Date:

Email address:

Appendix C – Road Safety Audit Response Report

Road Safety Audit Response Report

Road Safety Audit Report Reference:	
-------------------------------------	--

Scheme Name:	
---------------------	--

Job Number:	C.J/ R.J
--------------------	----------

Road Safety Audit Stage: <i>(X as appropriate)</i>	<i>Feasibility (F)</i>	<i>Preliminary (1)</i>	<i>Detailed (2)</i>	<i>Combined (1/2)</i>	<i>As Built (3)</i>
--	------------------------	------------------------	---------------------	-----------------------	---------------------

All the problems raised by the Road Safety Audit Team should be given due consideration.

Item No.	Problem Accepted (yes/no)	Recommendation Accepted (yes/no)	Designers Response
4.1			

In accordance with Technical Guidance Note 18, should any of the problems and/or recommendations not be accepted, an Exception Report will be required. If there is more than one exception, then each must be considered and approved separately.

Prepared by:

Signed:..... (Design Team Leader)

Date:.....

Approved by:

Signed:.....(Project Sponsor – Internal schemes) / (Scheme Promoter – Developer led schemes)

Date:.....

Appendix D – Road Safety Audit Exception Report

Road Safety Audit Exception Report

Document Reference:	
---------------------	--

Scheme Name:	
---------------------	--

Job Number:	C.J/ R.J
--------------------	----------

Road Safety Audit Stage: <i>(X as appropriate)</i>	<i>Feasibility (F)</i>	<i>Preliminary (1)</i>	<i>Detailed (2)</i>	<i>Combined (1/2)</i>	<i>As Built (3)</i>

Problem
Item No:
Description:
Recommendation:

Design Team Response
<i>Add Design Team response</i>

Project Sponsors Statement
<i>Add Client Managers / HDA Engineers comments</i>

This Exception Report is/is not accepted by (delete as required):

Name:

Signature:

Role/Title:

Date:



Hampshire
County Council

Economy, Transport and Environment Department

Technical Guidance Note TG19 – Walking, Cycling and Horse- Riding Assessment and Review (WCHAR)

Revision	Date of Issue	Amendment Description	Prepared By	Approved/ owned by
0	10/03/2020	Initial Publication	Steve Willoughby / Kathie Murray	David Wilson

Stuart Jarvis BSc DipTP FCIHT MRTPI

Director of Economy, Transport and Environment, The Castle, Winchester

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1. Introduction

- 1.1. This Technical Guidance Note describes the process for undertaking a Walking, Cycling and Horse-Riding Assessment and Review (WCHAR). This shall be used to consider the needs of people walking, cycling or riding horses within the design of all highway improvement schemes (see 4.1.4).
- 1.2. The objective of the guidance is to help create conditions which make walking and cycling more attractive and a preferred choice of travel. Similarly, the guidance seeks to enhance and create improved conditions for horse-riding.
- 1.3. The Assessment is the first stage of the process and should be carried out during the initial stages of planning a scheme, to investigate the existing infrastructure and identify potential opportunities to improve conditions for people walking, cycling and where appropriate, riding horses. This shall include the needs of all potential users such as people using mobility aids, prams/buggies and the range of cycles available. It is important to identify these issues at an early stage as this will help the Design Team to achieve the best possible outcome for these users.
- 1.4. The complexity of the Assessment will depend on the size and type of scheme, but it need not be an excessively time-consuming task, particularly for small schemes. The objective is to ensure that the Design Team has sufficient information to allow them to fully consider the interests of people walking, cycling or riding horses within the scheme design, be they existing users or potential users that may choose to use the route as a result of the scheme.
- 1.5. The practical application of this guidance should be in line with the financial thresholds set out in paragraph 4.1.4. In addition, this guidance should be applied proportionately to ensure benefits for the residents, business, and visitors to Hampshire are delivered inclusively. The assessment should consider location, impact and scale alongside financial thresholds.
- 1.6. In order to get a full picture of the current and potential activity and assess the impact of a scheme, it is important to collect and analyse a variety of background data. The level of information required should reflect the size and nature of the scheme. It is also essential for the assessment team to visit the locality at different times of the day to view the current patterns of pedestrian, cycle and equestrian movement.
- 1.7. Useful background information may include:
 - Vehicles flows and speeds
 - Cycle and pedestrian flows
 - Existing and expected desire lines
 - Carriageway and footway widths
 - Rights of Way
 - Casualty data

- Highway boundaries
 - Trip generators
 - Relevant strategies and studies (Local Cycling and Walking Infrastructure Plans, Cycle Strategies, School/Development Travel Plans, Accessibility Studies, Land Development Frameworks, Propensity to Cycle Tool)
 - Existing audits including Cycling Level of Service and Junction Assessment Tool Audits
- 1.8. In addition to this information, early consultation with key stakeholders is essential as this may provide valuable local knowledge and ensure that the scheme meets the needs of the intended users.
- 1.9. The output of the Assessment shall be an Assessment Report, which should be completed **before** commencement of the preliminary design. This report will identify a list of potential opportunities to improve conditions for people walking / cycling and equestrians and attract an increased number of users.
- 1.10. The second part of the process is an ongoing review of the Assessment Report throughout the design process, to ensure that all identified opportunities have been given due consideration and incorporated into the scheme where feasible. The review should also identify new opportunities for improvement that may arise during the scheme design that were not evident during the Assessment phase. All design decisions relating to the provision of walking, cycling and horse-riding facilities should be recorded in the Review Report.

2. Policy / Approach

- 2.1. The Design Manual for Roads and Bridges General Principles document GG 142 sets out the procedure for undertaking a Walking, Cycling and Horse-Riding Assessment and Review.
- 2.2. Hampshire County Council (HCC) has adopted GG 142 as the method for assessing walking, cycling and horse-riding service provision for local highway schemes within Hampshire subject to the adjustments as detailed in this Technical Guidance Note.
- 2.3. For HCC promoted schemes, the responsibility for carrying out the Assessment Stage will be with the Scheme Client, rather than the Design Team as it needs to be undertaken in advance of the design and outcomes/recommendations incorporated into the project brief and initial scheme funding. The Assessment Report is to be provided to the Design Team with the scheme brief, who will then carry out the Review Stage through the preliminary and detailed design phases.
- 2.4. For Developer-led schemes the Assessment Stage shall be carried by the Developer's Consultant at the early concept pre-planning stage. It is essential that the assessment is undertaken early to ensure that appropriate provision is included at the planning application stage. Both the Assessment and Review Reports are to be submitted as part of the S278/S38 submission. Where the scheme is deemed exempt from the WCHAR process the HCC approved exemption shall be included with the S278/S38 submission - see paragraph 4.1.5).

Developers/Consultants should note the following:

- The content of the WCHAR Assessment and Review is very similar to the requirements for Design and Access Statements required for Planning. The WCHAR process can be used to help formulate the Design and Access Statement for the development.
- The WCHAR assessment may be requested by the Highway Authority for review at the planning stage e.g. to ensure routes to wider community facilities have been fully considered.
- For multi-phase developments, including those being delivered by consortiums, it is recommended that a the WCHAR process is used at the overarching stage, assessing the whole development. This can then be reviewed by the design teams responsible for each of the development phases.

3. Definitions & Abbreviations

Assessor	A practitioner who is appointed to assist the Lead Assessor. NOTE: More than one assessor can be appointed by the Lead Assessor.
Design Organisation	The organisation commissioned to undertake the various phases of scheme preparation. This may be HCC teams, a Term Consultant, a District Council or a Developer's Consultant.
Design Team	The group within the Design Organisation undertaking the scheme preparation.
HCC	Hampshire County Council
Lead Assessor	The designated and competent practitioner who is responsible for the completion of the WCHAR process in accordance with this TG and GG 142. For HCC led schemes, this will normally be someone within or appointed by the Scheme Client.
Scheme Client	The Client for the scheme within Hampshire County Council (for HCC led schemes only)
S278	Section 278 of the Highways Act 1980
S38	Section 38 of the Highways Act 1980
WCHAR	Walking, Cycling and Horse-riding Assessment and Review
WCHAR Assessment	The first part of the WCHAR process. NOTE: Also referred to as 'the assessment' within this document.
WCHAR Review	The second and final part of the WCHAR process. NOTE: Also referred to as 'the review(s)' within this document.

4. Process

4.1. Walking, Cycling and Horse-Riding Assessment

- 4.1.1. The Walking, Cycling and Horse-Riding Assessment shall be carried out in accordance with GG 142 Section 4 by the appointed Lead Assessor. The Lead Assessor shall have sufficient knowledge and experience to manage and complete the process (refer to Table 3.1.1. of GG 142 for the expected competencies of a Lead Assessor). Additional Assessors may be appointed to assist the Lead Assessor.
- 4.1.2. For HCC promoted schemes the WCHAR Assessment is to be carried out by the Scheme Client team and be provided to the Design Team with the design brief.
- 4.1.3. For Developer-led schemes the Assessment Stage is to be carried out by the Developer's Consultant at the beginning of the concept/pre-application stage.
- 4.1.4. The following table provides a guide of "Large" and "Small" schemes within Hampshire. The process detailed in GG 142 for Large and Small schemes shall be followed with the Lead Assessor confirming the scale of the scheme within the Assessment Report.

Scheme Description	Exempt	Small Scheme	Large Scheme
HCC Community Funded Initiative Traffic Management Schemes	✓		
HCC Routine and Reactive Maintenance	✓		
HCC Capital Funded Maintenance Schemes	✓		
HCC Safety Engineering Schemes	✓		
HCC Capital Funded Minor Works Improvement Schemes (<£70k)	✓		
HCC Capital Improvement Schemes / Community Funded Highway Infrastructure Schemes <£500k		✓	
HCC Capital Improvement Schemes / Community Funded Highway Infrastructure Schemes >£500k			✓
HCC Capital Improvement Schemes >£2m			✓
S38/S278 schemes with 50 or less residential units		✓	
S38/S278 schemes comprising more than of 50 residential units			✓
S38/S278 schemes which include retail/industrial units or community facilities such as schools, community centres or local surgery			✓
S278 schemes remote from the associated development site (unless covered within the WCHAR for the development site)		✓	

- 4.1.5. For schemes which are not automatically exempt (as indicated in the table above) but have no impact on people walking, cycling or horse riding the Scheme Client shall record this decision on the project file using the template provided in Appendix A. This shall also be detailed in the project brief to the Design Team.
- 4.1.6. For Developer-led schemes, exemption from the WCHAR process will only be confirmed by the Development Planning Team at HCC – The Developer’s Consultant should submit sufficient information and justification for the exemption at the scheme concept stage, using the template provided in Appendix A, to highways.development.control@hants.gov.uk and if approved, include the Development Planning confirmation of exemption within the S278/S38 submission package.
- 4.1.7. The output of the Assessment shall comprise an Assessment Report which shall be completed before commencement of the preliminary design in order to feed into any scheme funding decisions/bidding process. The

format for the Assessment Report shall be in accordance with the template provided in Appendix A.

4.2. Walking, Cycling and Horse-Riding Review

- 4.2.1. The Walking, Cycling and Horse-Riding Review shall be carried out in accordance with GG 142 Section 5.
- 4.2.2. The Design Team shall carry out an ongoing review of the Assessment Report during the design process and record the design decisions relating to the provision for people walking, cycling and equestrians in a Review Report, liaising with the Lead Assessor where required. The completed WCHAR Review Report shall be issued to the Lead Assessor for approval.
- 4.2.3. The Design Team should also identify new opportunities for improvements that may arise during the design process that may not have been evident during the initial assessment.
- 4.2.4. For Developer-led schemes the review stage shall be undertaken by the Developer's Consultant.
- 4.2.5. For Large Schemes, a Review Report shall be produced at the end of the preliminary design stage and before commencement of detailed design, followed by a further Review Report at the end of the detailed design phase. For Small Schemes, a Review Report is only required at the end of the detailed design phase. The format for the Review Report should be in accordance with the template provided in Appendix A.

4.3. Independence of the WCHAR Assessment and Review Team

- 4.3.1. Members of the WCHAR Assessment and Review Team shall not be permitted to be members of the Road Safety Audit Team for the same scheme, in order to maintain the independence of the Road Safety Audit Team. The Lead Assessor shall be permitted to seek guidance from the Road Safety Audit Team about road safety matters but this should be documented within the Assessment and/or Review Reports (GG 142 Para 3.4).

5. Reference Documents

- 5.1. The following documents provide useful information and guidance on the requirements for people walking, cycling and riding horses.

DfT Local Transport Note 1/20 – Cycle Infrastructure Design

DfT Inclusive Mobility

Advice on Specifications and Standards recommended for equestrian routes in England and Wales (British Horse Society)

A Guide for Inclusive Cycling (Wheels for Wellbeing)

Designing for Walking (CIHT)

Manual for Streets

Manual for Streets 2

- 5.2. In addition to these documents there is some useful guidance contained within the following sections of the Design Manual for Roads & Bridges.

CD 143 Designing for walking, cycling and horse-riding

CD 195 Designing for cycle traffic

CD 239 Footway and cycleway pavement design

6. Further Support

- 6.1. Should you have a specific query or feedback about any of the content of this Technical Guidance Note, please send an email to Technical.Guidance@hants.gov.uk with the start of the email title as “TG19 – “.
- 6.2. Should you have a query about applying this to your particular project, please contact:
- the Design Audit Engineer dealing with your S278 or S38 application (if you are a Developer or Developer’s Consultant)
 - the Technical Guidance Note Specialist(s) (if you are a working within Hampshire County Council)

Appendix A – Templates

Links to Templates for HCC Schemes

[WCHAR Exemption Report Template](#)

[WCHAR Assessment Report Template](#)

[WCHAR Review Report Template](#)

Links to Templates for Developer-Led Schemes

[WCHAR Exemption Report Template](#)

[WCHAR Assessment Report Template](#)

[WCHAR Review Report Template](#)



Economy, Transport and Environment Department

Technical Guidance Note TG21 - Traffic Regulation Orders

Revision	Date of Last Review	Amendment Description	Prepared By	Approved/ owned by
0	3/10/18	Initial Publication for Comment	C S Giles	Marc Samways
1	19/5/19	Links updated	K Murray	Marc Samways

Stuart Jarvis BSc DipTP FCIHT MRTPI

Director of Economy, Transport and Environment, The Castle, Winchester

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1. Introduction

- 1.1 This guidance note sits within the policy background of the Traffic Management Policy as set out on the web page [Making Roads Safer](#) and detailed within the [Traffic Management Policy & Guidance](#).
- 1.2 TG21 aims to assist Developers, Consultants, Hampshire County Council (HCC) Designers & Project Managers in applying for permanent Traffic Regulation Orders (TRO) that are necessary as part of Highway Works schemes by outlining a clear process to be followed in applying for an Order. It also aims to make everyone aware of the Statutory processes, indicative timescales and fees likely to be involved.
- 1.3 A Traffic Regulation Order is a legal instrument by which Highway Authorities control the use of the highway. TROs are made under the provisions of the Road Traffic Regulation Act 1984 and are designed to regulate, restrict or prohibit the use of a highway, or any part of the width of a highway, by vehicular or non-vehicular traffic.
- 1.4 TROs are commonly progressed for the following;
 - Waiting / parking restrictions
 - Speed Limit alterations
 - Restricted turns at junctions
 - Prohibition of driving
 - Weight / width and height restrictions
- 1.5 Some permanent features do not require a TRO but a similar consultation and approval process is required. Refer to Section 3.

2. The Traffic Regulation Order Making Process

2.1. Implementation

2.1.1 Implementing a TRO requires a statutory procedure to be followed. This includes:

- a. **Consultation** – Following the completion of the design, consultation must be undertaken. This will require obtaining the views of the appropriate County Councillor and District / Parish Councils (where appropriate), the Police and the Emergency Services. The proposal may be amended following consultation.
- b. **Advertisement** – This includes the publishing of at least one Notice in the local press. The County Council will usually display notices in any roads that are affected and, if it is deemed appropriate, may deliver Notices to premises likely to be affected. For at least 21 days from the start of the statutory notice period the proposal can be viewed at the appropriate District or Borough Council office, the County Council's main reception in Winchester and at the local library, during normal office hours. Details of the proposals will also be available to view on-line.
- c. The Notices invite the public to comment on the proposals which must be made in writing to the address specified in the Notice during this period. Substantial objections and contentious issues are reported to and considered by either the Director of Economy, Transport and Environment or the Executive Member for Environment and Transport. When considering the objections, it must be decided whether to (a) allow the proposal to proceed as advertised, (b) modify the proposal, or (c) abandon it.
- d. A slightly different process for considering objections may be undertaken by a District or Borough Council if it is progressing the TRO on the County Council's behalf.
- e. **Making the Order** – Once approved, and an implementation date agreed (the installation of signs/line or other associated site works should be co-ordinated with the date the Order comes into force) the TRO can be formally sealed providing all standing objections have been considered. Should substantial changes to the TRO be required following consultation, this may necessitate a new advertisement process. This procedure can take many months to complete and the advertising and legal fees may be substantial.

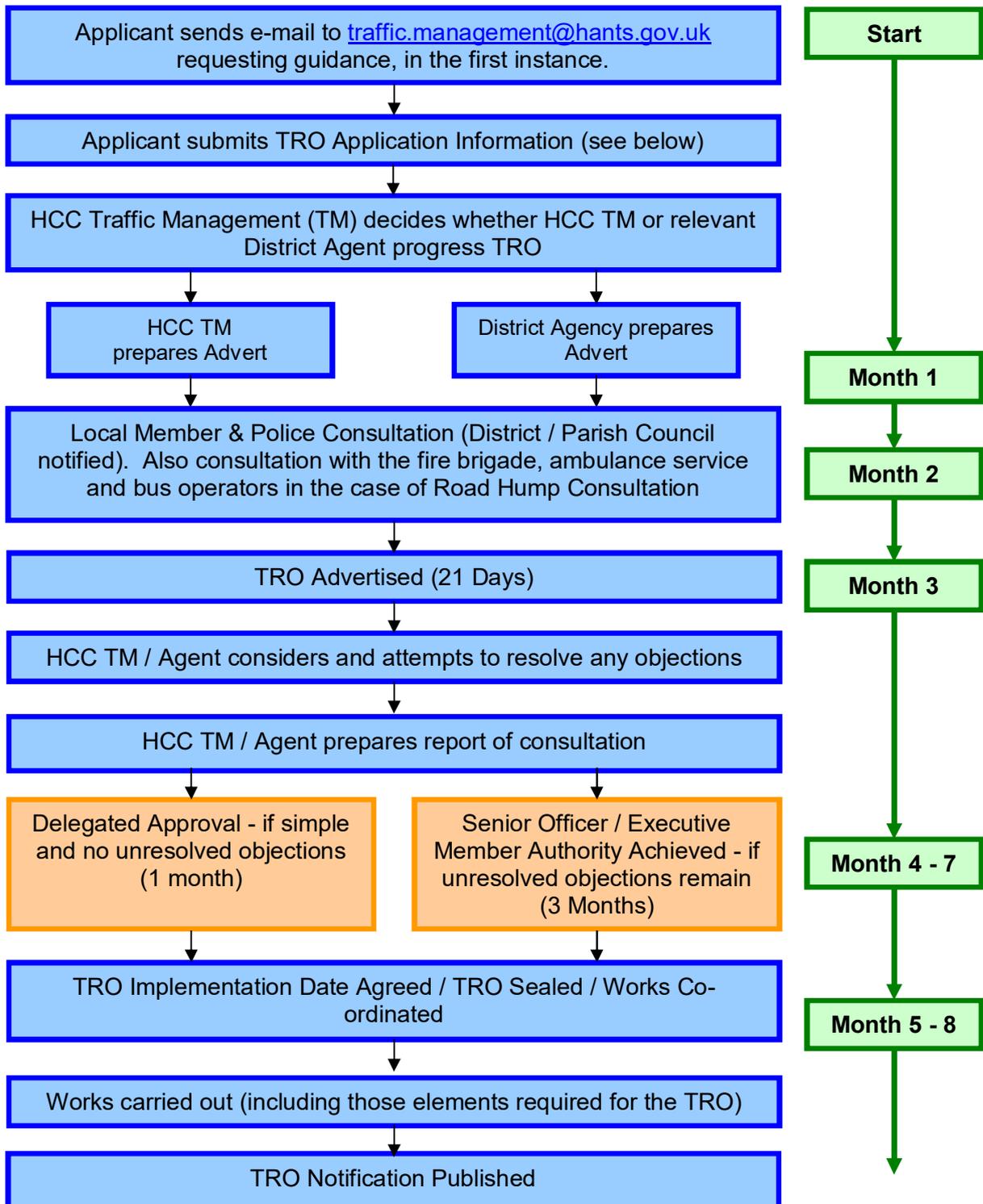


Figure 1: TRO Process Flowchart

2.2. Timescales

- 2.2.1 It is difficult to provide an accurate timescale for the making of a TRO because each Order will be different, and the timescales are inevitably connected to the number and nature of objections received to each proposed TRO. The ability to progress a TRO application swiftly will also be governed by current workloads. The flowchart in Figure 1 provides an indicative timescale.
- 2.2.2 In general terms, and where a TRO is relatively simple and attracts few (if any) objections, the process should normally take approximately 6 months.
- 2.2.3 If the proposals are more complicated, and particularly where the proposed TRO attracts significant objections, the process may take significantly longer, and may also be governed by Committee decision timescales.
- 2.2.4 It should be noted that the construction of schemes within the highway which are reliant upon new permanent Traffic Regulation Orders will not be permitted to commence until the Traffic Management team have risk assessed whether the Order is likely to be viable. If the Order application is likely to be complicated then construction of the highway scheme will not be permitted to start until the Order has been approved.



Construction of schemes within the highway which are reliant upon new permanent Traffic Regulation Orders may not be permitted to start on site until the relevant Order(s) have been 'approved'

- 2.2.5 Once an Order has been advertised and approved, it must become operational (ie any associated signing and road markings must be in place) within 2 years of the Order being advertised.
- 2.2.6 Consultants, Developers, and HCC Designers & Project Managers shall ensure that these timescales are incorporated into the project programme **at an early stage**.

2.3. Information Required for Applications

- 2.3.1 To process a TRO application, the County Council will need to be provided with adequate information to complete the advertisement. Each TRO will require different information, but the following schedule provides guidance on information requirements.

- Scheme drawing showing full scheme of highway works, and clearly identifying the Order sought (including relevant details)
- Clear Traffic Regulation Order Location Plan
- Draft Order Schedule (text format)
- Relevant supporting data (Speed data / accident reports etc)

- 2.3.2 To minimise the risk of changes being needed to the TRO, the TRO application should normally only be made following receipt of Preliminary Design Approval. Should the application be made in advance of preliminary approval, there is a risk that the highway works will change, which may affect the legality of the TRO.
- 2.3.3 Examples of the level of detail required for the scheme plans and the TRO Schedule are provided in **Appendices 1 and 2**.

2.4. Fees Payable

- 2.4.1 Any Developer applying for a TRO will need to ensure that the full costs to the County Council (or its Agents) are paid. Costs for the progression of the TRO constitute Officer time in preparing and progressing the advert, trying to resolve any objections and preparing the report for approval. In addition, there are costs associated with the advertising of the Order in the local press and legal fees.
- 2.4.2 A fixed fee is chargeable for each permanent TRO to be progressed. Please contact traffic.management@hants.gov.uk for the current fee. The fee excludes any works costs, and is payable to the County Council at the point of an accepted application. For Developer led schemes, processing of any Order will not start until the Developer has provided a written undertaking that they will fund the TRO and have issued HCC with a purchase order and/or relevant contact details for invoicing purposes.
- 2.4.3 Where a Developer or Consultant submits an application in advance of design approval being granted, the Developer / Consultant shall acknowledge the risk that if the scheme details change this may impact on the legality of the TRO. Should a further TRO be required as a result of scheme changes the Applicant will be responsible for paying the full costs incurred to the County Council.

3. Permanent Features Not Requiring a TRO

3.1. Road Hump Regulations

- 3.1.1 The Road Hump Regulations apply when a scheme proposes the construction, under the Highways Act 1980, of any vertical feature within the highway in excess of 25mm in height (when considered in relation to the gradient of the road) up to a maximum of 100mm. Whilst not requiring the making of a formal TRO, a similar process must be followed as set out above. The County Council will carry out the same steps as set out in Figure 1 in relation to any application under the Road Hump Regulations, and the works will only be allowed to be constructed once approval is granted either by the Director of Economy, Transport and Environment or the Executive Member for Environment and Transport or by a Senior Officer under Delegated Authority.
- 3.1.2 Please note that HCC only accept cushions and road humps under the strict criteria set out in Technical Guidance Note TG11 – Traffic Calming (<https://www.hants.gov.uk/transport/developers/technical-guidance>). Vertical traffic calming will not be accepted on any Priority 1 salt route.
- 3.1.3 The Applicant will be required to pay the full costs incurred by the County Council in progressing the application, including the costs of both Officer time in progressing the advert and dealing with objections, as well as the advertising costs incurred.

3.2. Controlled Crossings (Zebra / Puffin / Toucan Crossings)

- 3.2.1 Whilst controlled crossings do not require the making of a formal Order, the Road Traffic Regulation Act 1984 requires that before establishing, altering or removing a crossing, a local authority shall consult with the police authority and display a notice at the site informing the public of the proposals.
- 3.2.2 In such cases the County Council will prepare and place a notice on site for a period of 28 days. In the case of Section 278 schemes this shall not allow formal objections to the principle of a crossing to be made. It will allow practical design issues to be raised and where appropriate amendments to be included in the crossing design. For Hampshire County Council schemes the notice process shall allow formal objections to be raised. In both cases where any objections raised from the public can not be resolved within the design, they shall be reported either to the Director of Economy, Transport and Environment or the Executive Member for Environment and Transport for their consideration. For Section 278 schemes the preliminary design approval for a controlled crossing cannot be given until this notice period has been completed, and any objections have been resolved or where they can not be resolved agreed to by the Director or Executive Member.
- 3.2.3 The Consultant / Developer will be responsible for providing an Autocad drawing file of the crossing to allow the County Council to produce a public

notice. The Developer will also be responsible for the payment of any costs to the County Council of carrying out these requirements where a crossing is installed as part of the works.

- 3.2.4 Please note that HCC only accept new controlled crossing once the strict criteria set out in Technical Guidance Note TG4 – Intelligent Transport Systems are met (<https://www.hants.gov.uk/transport/developers/technical-guidance>). See also TG4 for further information on the public notice procedure for pedestrian controlled crossings.

3.3. Conversion of Footway to Cycleway

- 3.3.1. A footway is a pedestrian facility within the boundaries of a highway usually adjacent to the carriageway. As such it can only be used by pedestrians.
- 3.3.2. To convert all, or part of a footway into a cycleway (ie a shared or segregated cycleway) will involve the Highway Authority ‘removing’ the footway under Section 66 (4) of the Highways Act 1980 and then ‘constructing’ a new cycle track under Section 65 (1).
- 3.3.3. The process need not necessarily involve physical construction work, but there needs to be clear evidence that the local Highway Authority has exercised its powers.
- 3.3.4. There is no need to make an accompanying TRO, as driving or parking a vehicle on a cycle track (as defined in the Act) is an offence under Section 21 of the Road Traffic Act 1988.
- 3.3.5. For HCC-led schemes, this is normally undertaken as part of the scheme Project Appraisal Report provided that suitable consultation with the public regarding the scheme proposals (including the provision of the cycleway) has been undertaken.
- 3.3.6. For Developer-led schemes with planning permission, Traffic Management will draft a decision report for approval by the Delegated Officer provided that the planning application process has fully detailed the proposed cycleway.
- 3.3.7. For Developer-led schemes where the proposed cycleway has not been consulted publicly (eg through the planning permission process), then the Traffic Management team arrange for a notice to be displayed notifying the public of the 3 week consultation period similar to the TRO process detailed in Section 2.
- 3.3.8. The Developer is responsible for providing the Traffic Management team with suitable plans detailing the proposals to enable any notice and decision report to be prepared. All fees incurred by Traffic Management during processing of such conversions will be recharged to the Developer.
- 3.3.9. See also Technical Guidance Note TG10 – Footways / Cycleways / Shared Surfaces.

3.4. Conversion of a Footpath to Cycle Track

- 3.4.1. A footpath is a public right of way and isn't normally within the highway boundary.
- 3.4.2. In order to convert all or part of a public footpath to a cycle track, a Cycle Tracks Order must be made under Section 3 of the Cycle Tracks Act 1984 and the Cycle Tracks Regulations 1984.
- 3.4.3. If the footpath crosses agricultural land, the consent of the landowner is required. If no consent is given then an application cannot be made. If the necessary consent is obtained and after having undertaken the required consultation process there are no objections, or the objections are withdrawn, the Order can be confirmed by the local highway authority.
- 3.4.4. However, if there are objections which are not withdrawn, the Cycle Tracks Order has to be confirmed by the Secretary of State, after a public local inquiry.

3.5. Creation of an on-road Cycle Lane

- 3.5.1. A mandatory on-road cycle lane only requires a Traffic Regulation Order to prohibit other vehicles from using the designated part of the carriageway where the cycle lane is contraflow. With-flow mandatory cycle lanes don't require a Traffic Regulation Order.
- 3.5.2. Advisory on-road cycle lanes do not require an Order to be made.

4. Temporary Traffic Regulation Orders

4.1 For Temporary Works

4.1.1 Temporary Traffic Regulation Orders (TTROs) need to be arranged when it is necessary to temporarily control vehicular or pedestrian activities along a length of public highway, typically involving road closures, temporary speed limits or the banning of certain vehicular movements during construction.

4.2 Process

4.2.1 The process and policy of Hampshire County Council regarding TTROs is detailed in the Technical Guidance Note TG22 - Temporary Traffic Management.

5 Construction or Implementation of Works

5.1 Road Space to be Booked

- 5.1.1 Most, if not all, TROs will be accompanied by physical changes within the Highway for which road space will need to be booked. This will apply to all works whether within verge, footway or carriageway.

5.2 Process

- 5.2.1 The process and policy of Hampshire County Council regarding occupation of the highway is detailed in the Technical Guidance Note, Temporary Traffic Management – TG22.

6 Further Support

- 6.1 Should you have a specific query or feedback about any of the content of this Technical Guidance Note, please send an email to Technical.Guidance@hants.gov.uk with the start of the email title as “TG21 – “.
- 6.2 Should you have a query about applying this to your particular project, please contact:
- the Design Audit Engineer dealing with your S278 or S38 application (if you are a Developer or Developer’s Consultant)
 - the Technical Guidance Note Specialist(s) (if you are a working within Hampshire County Council)
- 6.3 Associated Technical Guidance Notes:
- TG4 – Intelligent Transport Systems
- TG10 – Footways / Cycleways / Shared Surfaces
- TG11 – Traffic Calming
- TG22 – Temporary Traffic Management

Appendix 1 – Sample Traffic Regulation Order Schedule

Hampshire County Council

THE HAMPSHIRE (CHURCH LANE, DOGMERSFIELD) (40MPH SPEED LIMIT)
ORDER 2011

The Schedule

Column 1

Column 2

Lengths of Road at Dogmersfield in
the district of Hart 40 M.P.H. Speed
Limit

SCHEDULE 1

C46 Church Lane from a point 742
metres south-west of the junction with
C46 Pilcot Road to the junction with
C46 Chalky Lane and the A287
Farnham Road junction, an
approximate distance of 2,186 metres.

HAMPSHIRE COUNTY COUNCIL

(CHALKY LANE/CHURCH LANE) (40 MILES PER HOUR SPEED LIMIT) ORDER 2011

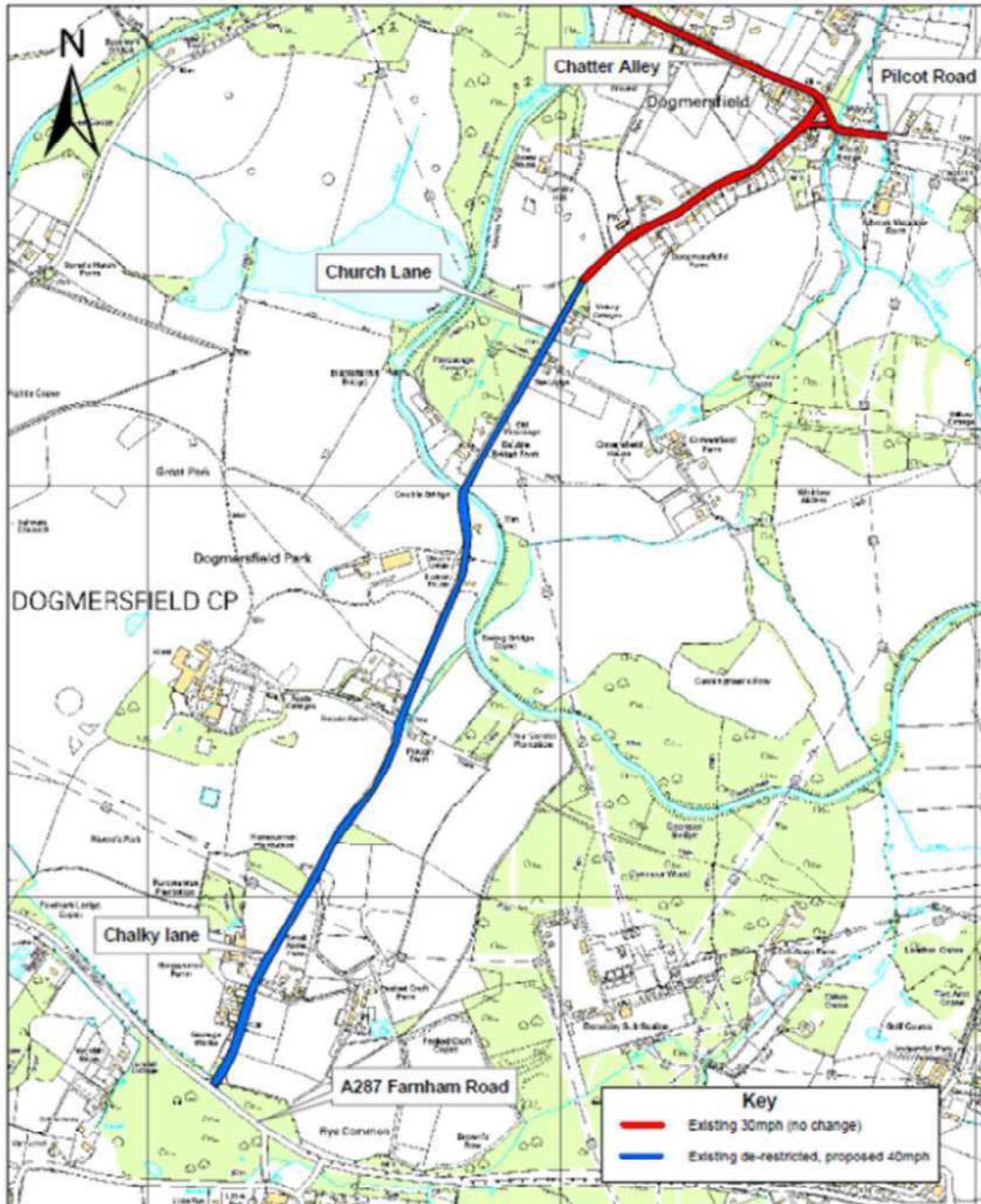
REASONS FOR MAKING THE ORDER

Chalky Lane/Church Lane in Dogmersfield is a long, narrow rural road with several sharp bends where part of the road is currently subject to a national speed limit. The road consists of several residential and farm entrances along the length of the road including an entrance for the Four Seasons Hotel. The northern section of Church Lane is currently subject to a 30mph speed limit due to the area being more built up with residential dwellings and a pub. Many local residents have expressed concern over the existing speed of vehicles in Church Lane and Chalky Lane, and in response to this, traffic surveys were undertaken in June 2011.

The traffic surveys revealed that the mean average speed in Chalky Lane/Church Lane was 38.8mph and due to the nature of the road, it is proposed that the existing national speed limit be reduced to 40mph. It is hoped that this will alleviate any highway safety issues and help to improve the overall safety of the road.

The proposals are shown on dwg. no. BB/CL40MPH.

Appendix 2 – Sample Traffic Regulation Order Drawing



Chalky Lane/Church Lane, Dogmersfield 40mph Speed Limit Extents			
 Hampshire County Council	SCALE: NTS	Drawn: BB	Revision:
	DATE: 26/07/11	Checked: AK	Drg. No.: BB/CL40MPH
<small>This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. HCC 100019180 2009</small>			

Economy, Transport and Environment Department

Traffic Management Policy & Guidance

January 2014

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(incl HGV restrictions, bus lanes, turning bans)
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[Policy Number TM8](#) – Traffic calming

Part 3 - Supporting information

Introduction
Traffic Regulation Orders
Speed limits
Traffic signs
Parking restrictions
Movement restrictions
Road classifications
Pedestrian and cycle crossings
Traffic calming

Part 1 - Introduction to Traffic Management

Traffic Management Policy & Guidance

Traffic Management measures can include on-street parking controls, speed limits, HGV restrictions, direction signing, traffic calming, movement restrictions and pedestrian crossing facilities.

The Traffic Management Policy and Guidance consists of three parts; Part 1 is an introduction to traffic management, Part 2 outlines policies relating to various traffic management measures, and Part 3 explains those policies in further detail.

This document will be reviewed on an annual basis to ensure that it continues to meet ongoing needs and is up-to-date in respect of legislation, regulations and guidance. Any changes to the policy that may affect the provision of traffic management measures shall be approved by the Executive Member for Environment and Transport.

Detailed information on individual Traffic Management measures together with the criteria for their use can be found in the following policy documents. Additional general guidance, including a number of frequently asked questions, can be found on the County Council's [web site](#).

The County Council is the highway authority for all roads in Hampshire outside of the cities of Portsmouth and Southampton, with the exception of the M3, M27, M271 and A3(M) motorways and the A3, A27, A31, A34, A36 and A303 trunk roads, which are the responsibility of the [Department for Transport's Highways Agency](#).

This policy document applies to all surfaced roads for which the County Council is the highway authority, but it does not apply to Rights of Way. The approach to these is covered in the [Countryside Access Plan](#).

[Hampshire Police](#) are responsible for all moving traffic offences in the county, including speeding, and for offences such as obstruction and contravention of prohibited turns or weight limits. In Hampshire most of the [district and borough councils](#) are responsible for parking enforcement.

Traffic Management Strategy

The Traffic Management Policy and Guidance is one of a series of policy documents that outline how the County Council manages, maintains and is developing transport infrastructure. The County Council's Economy, Transport and Environment Department has set up an organisational structure that reflects the important role traffic management plays in the provision of highway and transport services, as described in Figure 1.

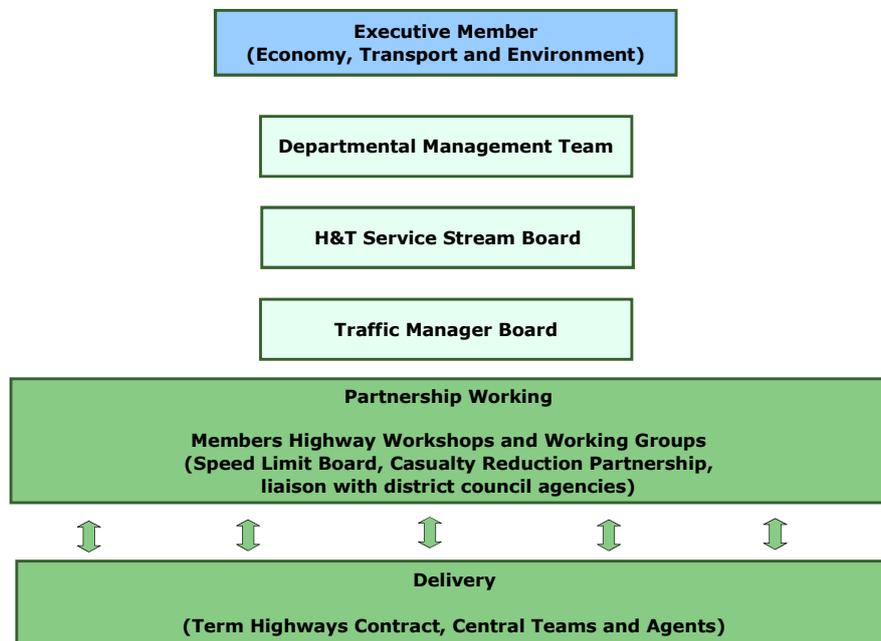


Figure 1: Organisational structure

Managing the highway network is an integral part of the County Council’s Network Management Duty under the Traffic Management Act. This includes maintenance of highway assets, co-ordination of street works and events, enforcement, and managing traffic and congestion.

The Traffic Management Strategy contributes to the delivery of the County Council’s transport policies. This strategy is based on the framework shown schematically in Figure 2. The framework identifies the relationships between traffic management, the influences of corporate and national drivers and internally, the Department Delivery Plan and Transport Planning.

For the purposes of this document, Traffic Management is the term used to describe how the County Council controls the use of the road network in order to achieve improvements in road safety and efficiency. In Hampshire this is usually achieved by using a range of low cost, high impact measures designed to resolve particular issues.

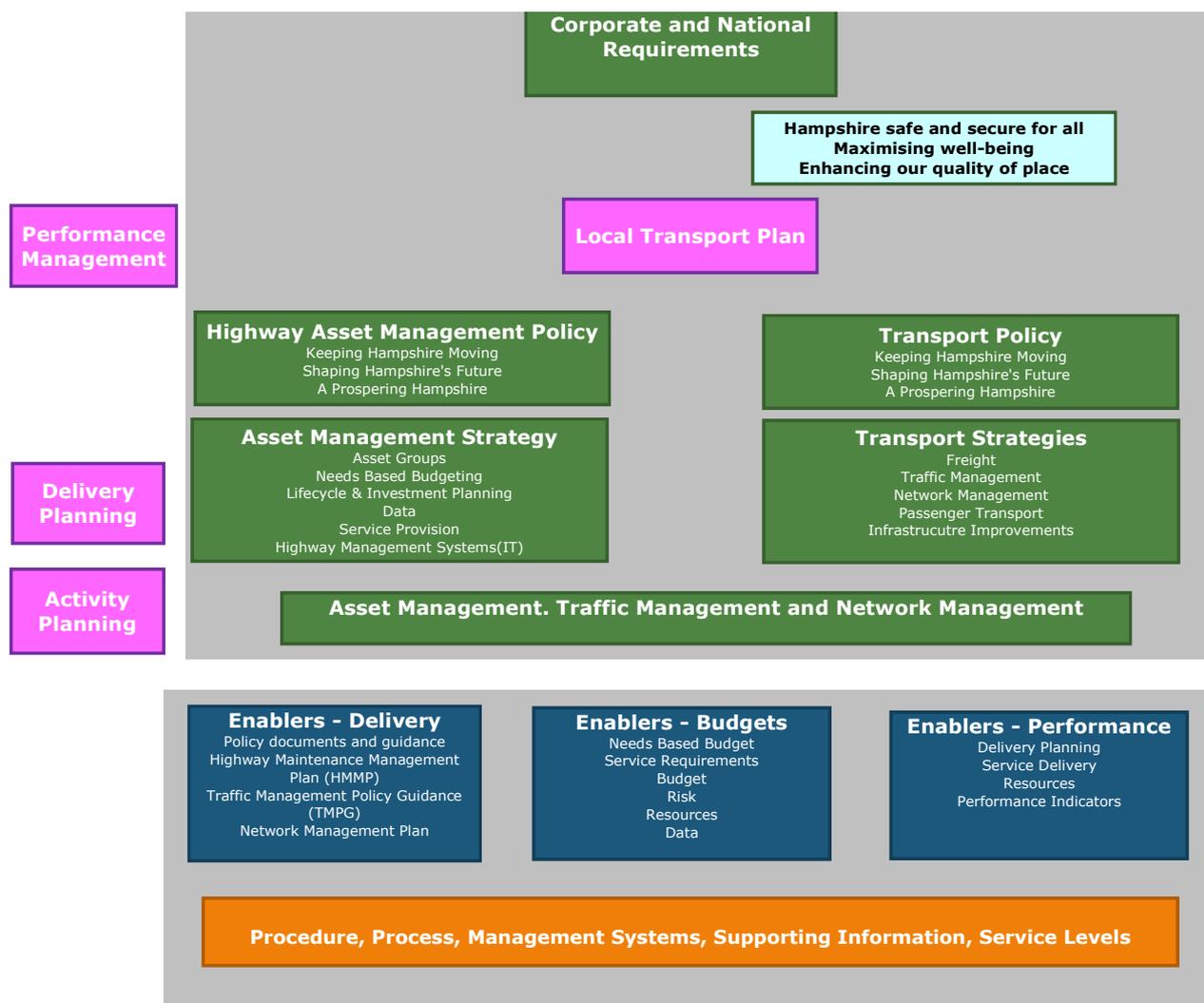


Figure 2: Highway, Traffic and Transport Framework

The County Council receives significant volumes of correspondence requesting new traffic management schemes to be implemented. Potential traffic management measures will be considered if they meet at least one of the following criteria, although priority will be given to locations with a history of accidents:

- **Improve the safety of all road users** – changes that help achieve a reduction in casualties or reduce the potential for injury;
- **Keep traffic moving** – resolving proven congestion hotspots, parking and obstruction issues;
- **Address communities' concerns about traffic-related issues** – addressing issues that have an adverse impact on the quality of life for local residents.

Many traffic issues are reported to the County Council each year. It is not possible for every enquiry to be investigated in detail and acted upon (if deemed necessary) due to the resources and finance available.

The need for traffic management measures is evidence-led. It is necessary to concentrate resources on locations where a problem has been identified through assessments such as traffic speed and flow surveys, accident analysis and origin-destination surveys. Even a request for a new warning sign, for instance, can require a site assessment and a review of accident data in order to determine if a sign is needed.

Accidents resulting in injuries are continually monitored by the County Council's Safety Engineering Team. They maintain a database of personal injury accident records across Hampshire, as supplied by the police. It includes only road accidents which involve personal injury and have been reported to the police.

The personal injury accident data is received from the police on a monthly basis, once it has been validated by them. The validation process normally takes two months to complete. Monitoring of all injury accidents on the county road network is routinely undertaken in order to identify patterns and groupings of accidents that can specifically be treated with remedial engineering measures.

Generally the intervention level for casualty reduction measures is presently four or more injury accidents at a single location, which is reduced to three where accidents with a similar pattern have occurred over a five year period. 'Route studies' are also considered where injury accident patterns exist over longer lengths of road. Where casualty reduction measures have been implemented, these schemes are then monitored over a number of years to monitor and determine their effectiveness. Usually where new issues are identified, low cost solutions would be implemented in the first instance and, if necessary, an incremental approach will be adopted if an issue continues to persist and remains unresolved. This may lead to major improvements being made, which would normally only be considered once potential low cost solutions are exhausted.

The annual casualty reduction programme generally consists of a number of sub programmes.

- Casualty Reduction Partnership, which investigates all fatal and potentially fatal accidents that occur on County Council maintained roads with the police and district councils with traffic management Agency Agreements;
- Low cost schemes using measures such as signing, road markings, bollards, high friction surfacing and vehicle activated signs;
- Carriageway surface treatment, which includes surface dressing, resurfacing and retexturing works to improve the skidding resistance of the carriageway surface for roads with a higher than average proportion of accidents that have occurred in the wet (in accordance with the County Council's approach to skid resistance);
- Capital safety audit programme, which maintains the many safety schemes across the county;
- Major safety schemes such as the introduction of traffic signals, new roundabouts or major junction alterations are only generally considered if

other measures have proved unsuccessful and depend upon the availability of funding.

Requests for signs, road markings or bollards will be investigated by the district council (where an Agency Agreement operates – see below) or the County Council as the enquiries are received. It is not always possible to give an immediate answer to requests due to the volume of enquiries that are submitted, but the person or organisation that has made the enquiry will be given an indication as to when their request or concern will be investigated if this cannot be done within six to eight weeks.

Requests for traffic controls and measures that require engineering works require more detailed investigation and generally can only be dealt with under the annual Traffic Management Programme, which has an allocated budget. A limited number of these issues can be investigated and measures implemented (where appropriate) each year under this programme. There is a Traffic Management Programme for each of the 11 district areas. A selection of potential investigations and schemes will be put forward to Members once a year for their consideration. The potential schemes will be prioritised, based on criteria including the injury accident history of the location, whether the potential scheme benefits vulnerable road users, and the level of local support. This information aids Members, who will shortlist a selection of these potential investigations/schemes for the following year's Traffic Management Programme. An alternative method of selecting potential investigations/schemes may be used where the funding is from an alternative County Council budget.

District Council Traffic Management Agencies

An Agency Agreement operates in most of the districts, whereby the district councils act on the County Council's behalf as its agent for certain traffic management functions. This usually relates to parking restrictions, new signs and some movement restrictions. In this policy document where reference is made to the County Council it also includes the district councils within the scope of their Traffic Management Agency Agreement.

Legislation and the Legal Framework

Hampshire County Council as the Highway Authority has a statutory responsibility for the maintenance and management of all highways maintainable at public expense within the county. This excludes roads in Southampton and Portsmouth, both of which are Unitary Authorities, and motorways and trunk roads for which the Secretary of State for Transport is the Highway Authority.

There are a number of statutes that enable Highway Authorities to manage the highway, the more important of which are listed below. The legislation affecting traffic management policy and decision making are covered in a number of separate Acts and although the list below is not exhaustive it is comprehensive.

- Cycle Tracks Act 1984
 - Powers to convert a footpath to a cycle track.

- Equality Act 2010
 - Ensuring that consideration is given to all groups or individuals without discrimination. Further information on Hampshire's approach can be found on <http://www3.hants.gov.uk/equality.htm>
- Highways Act 1980
 - Powers to make Gating Orders to restrict public rights of way in respect of a highway that is facilitating high and persistent levels of crime and anti-social behaviour.
- The National Park Act 1947 & the National Park and Access to Countryside Act 1949
 - Imposes a duty on any public organisation working in a National Park to have regard to the purposes of a National Park.
- Road Traffic Act 1988
 - Imposes a duty to promote road safety; to carry out accident studies and take appropriate measures to prevent such accidents, and take appropriate action to reduce the possibility of accidents on new roads.
- Road Traffic Regulation Act 1984
 - Gives the highway authority powers to restrict or regulate traffic;
 - Includes the power to erect signs, implement speed limits, parking restrictions, movement restrictions, provision of crossings and to place bollards or other obstructions;
 - Powers to make temporary traffic restrictions.
- Traffic Management Act 2004
 - Imposes a duty on the highway authority to manage the network and to maintain the expeditious movement of traffic by eliminating or reducing disruption;
 - Powers to undertake Civil Parking Enforcement.
- The Transport Act 2000
 - Enables Highway Authorities to designate Quiet Lanes and Home Zones.

There are a number of Statutory Instruments affecting traffic management including:

- Highways (Road Hump) Regulations 1999
- Highways (Traffic Calming) Regulations 1999
- Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996
- The Quiet Lanes and Homes Zones (England) Regulations 2006
- Road Traffic (Temporary Restrictions) Procedure Regulations 2002
- Traffic Signs Regulations and General Directions 2002
- Zebra, Pelican and Puffin Pedestrian Crossing Regulations and General Directions 1997

Other Influences on Traffic Management

In addition to the legislative requirements placed on the Authority, there are a number of internal and external documents which provide guidance on traffic management, including:

- The Department for Transport's Traffic Signs Manual, Traffic Advisory Leaflets, Local Transport Notes and Circulars
- Published guidance from the Chartered Institution of Highways and Transportation and the Institute of Highway Engineers
- Manual for Streets and Manual for Streets 2
- Transportation and landscape strategies produced by the two National Parks and the Areas of Outstanding Natural Beauty within the county
- And other Hampshire County Council documents, including:
 - Highway Maintenance Management Plan;
 - Local Transport Plan;
 - Network Management Plan;
 - Hampshire County Council companion document to The Manual for Streets;
 - Catalogue of Standard Construction Details;
 - Hampshire County Council Countryside Access Plan.

Hampshire has two National Park Authorities operating within the County; the South Downs National Park Authority and the New Forest National Park Authority. To ensure that the highway network is managed appropriately in these areas and that suitable traffic management solutions are implemented, close liaison between the Authorities is a high priority.

Policies and Supporting Information

This is Hampshire County Council's list of traffic management-related policies. Each policy provides a statement of intent and also links to any available supporting documentation. In addition the policies will identify any minimum service standards that apply and provide links to standard forms and guidance as appropriate. The policies also apply to any appointed agent acting on the County Council's behalf.

List of Policies

Traffic Regulation Orders

The implementation of traffic controls which require a Traffic Regulation Order.

Speed limits

How the County Council reviews speed limits and what is taken into account when speed limits are set.

Traffic signs and road markings

Principles of how and when signs and road markings are used. Includes tourist direction signs.

Parking restrictions

The use of parking controls and stopping restrictions.

Movement restrictions

Controls on the movement of traffic such as banned turns, HGV restrictions, bus priority measures and one way streets.

Road classification

The relevance of road classifications and how they are set.

Pedestrian and cycle crossings

The provision of crossings such as refuge islands, zebra crossings and signal controlled crossings.

Traffic calming

The use of physical speed reducing measures such as build-outs, pinch points and road humps, and visual methods such as coloured surfacing.

Part 2 -Traffic Management Policies & Guidance

TM1: Traffic Regulation Orders

- *Permanent and experimental Traffic Regulation Orders*

TM2: Speed limits

- *Enforcement*
- *Permanent and temporary speed limits*
- *Advisory speed limits*

TM3: Traffic signs and road markings

- *Warning, regulatory and direction signs*
- *Tourist and Neighbourhood Watch signs*
- *Vehicle Activated Signs*
- *Road markings*
- *Bollards and verge marker posts*

TM4: Parking restrictions

- *Enforcement*
- *Yellow lines, HGV waiting, loading and clearways*
- *Time limited parking and on-street parking charges*
- *Residents' parking schemes*
- *Disabled parking bays*
- *Access Protection Markings*

TM5: Movement restrictions

- *Enforcement*
- *Bus lanes and other bus priority measures*
- *HGV restrictions, width and weight limits*
- *Banned turns and one way restrictions*
- *Road closures, restricted access and Gating Orders*
- *Quiet Lanes, Home Zones, Pedestrian Zones and Yellow Box Junctions*

TM6: Road classifications

- *Classification and primary routes*
- *Re-classification assessment*

TM7: Pedestrian and cycle crossings

- *Informal crossing points and pedestrian refuge islands*
- *Zebra, Pelican, Puffin and Toucan crossings*

TM8: Traffic calming

- *Road humps*
- *Road narrowings (including chicanes and pinch points)*
- *Coloured road surfacing and 'gateway' treatments*

Policy TM1 – Traffic Regulation Orders

Introduction

The majority of traffic controls and restrictions that can be applied to the highway require the making of a Traffic Regulation Order (TRO). This policy sets out when it may be appropriate to use a TRO. A separate procedure will apply to temporary TROs.

The potential benefits of introducing a TRO, such as improvements to safety and traffic flow, enhancing the environment, reducing the impact of traffic and minimising the need for capital investment, should be weighed against the cost of designing, consulting, implementing and enforcing it.

The process for implementing a TRO is largely dependent upon a statutory procedure. It should be noted that the implementation of a TRO is dependent upon the outcome of the consultation carried out as part of the process.

Policy Statement

Hampshire County Council shall make TROs to promote the safe and efficient movement of traffic.

Scope of the Policy

This policy applies to all permanent and experimental TROs made by or on behalf of the County Council.

The following sections of the Road Traffic Regulation Act 1984 define the various traffic controls that can be used (which require a TRO):

Road Traffic Regulation Act 1984

Sections 1, 2 and 4	Prohibition and restriction of waiting, one way streets, prohibition of entry and left or right turns, or other specified movements
Sections 9 and 10	Experimental TROs
Sections 14, 15 and 16	Temporary TROs
Section 19	Public Service Vehicle Orders
Sections 32 and 35	Provision of parking places on roads without payment
Sections 32, 35, 45, 46, 49, 51 and 53	Provision and regulation of parking places on road with payment.
Sections 46, 46A, 49, 51, 53 and 55	Regulation of designated parking places
Section 61	Loading areas (off the highway)
Sections 81, 82, 83, 84 and 85	Speed limits

Additional Information

In addition to the statutory procedure for consulting on and implementing a TRO (the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations), the County Council will inform the relevant District, Town or Parish Council. It shall also consult the County Member and relevant interest groups where the proposed restriction may have a significant impact, before the TRO is formally advertised for public comment.

Further details of the County Council's use of and approach to implementing TROs can be found in the [Supporting Information](#) section for Policy TM1.

Policy TM2 – Speed limits

Introduction

Highway authorities can set local speed limits in order to take account of local conditions. However, speed limits are only one element of speed management and are more likely to be effective in terms of delivering a safer environment for all road users when they are part of a package of other measures including engineering, education, training and enforcement.

The key objective of the County Council's policy on speed limits is to ensure consistency in the setting of speed limits in Hampshire and with other highway authorities. The underlying aim is that speed limits should be set at a level which reflects the function and geometry of the road and takes account of the needs of all road users.

Policy Statement

The County Council shall assess and set speed limits in accordance with national guidance issued by the Department for Transport.

Scope of the Policy

This policy applies to all mandatory and advisory speed limits.

The following legislation relates to the implementation and amendment of speed limits:

Road Traffic Regulation Act 1984

Section 14	To impose a temporary speed limit to allow for safe working on the highway or prevent danger to the public
Section 81	General direction for restricted road speed limit of 30 mph
Sections 82 and 83	To impose and remove restricted road status
Section 84	To impose or revoke speed limits other than restricted road. Includes 20 mph limits
Section 85	Placing of speed limit signs

Additional Information

Details of how speed limits are assessed and information on when various types of speed limits will be considered are contained in the [Supporting Information](#) section for Policy TM2.

Policy TM3 – Traffic signs, road markings and bollards

Introduction

Road signing is an integral part of any modern highway and the County Council has statutory responsibilities for signing in connection with regulating traffic and promoting highway safety.

Signs and road markings are necessary to provide information and guidance for road users and to enable highway authorities to control traffic efficiently and safely. Highway authorities have a considerable amount of discretion as to when and where signs are used, although there are relatively strict regulations governing when signs and road markings are used to inform drivers of restrictions and prohibitions.

The design and content of signs and road markings is also regulated, and therefore only those prescribed in the Traffic Signs Regulations and General Directions (a statutory instrument) or those authorised by the Secretary of State can be used on the highway. This is to ensure there is consistency across the country and so that signs/markings can be easily understood by road users.

Policy Statement

The County Council has powers to erect signs and provide road markings, and it shall do so as appropriate in accordance with Department for Transport guidelines.

Scope of the Policy

The policy shall apply to all permanent signs and road markings used on the highway, with the exception of traffic signals, which are considered on a site-specific basis. Unauthorised signs on the highway are covered by the Highway Maintenance Management Plan.

The following legislation relates to the placing of traffic signs and road markings:

Road Traffic Regulation Act 1984

Section 64	General placement of traffic signs
Section 65	Powers and duties of highway authorities as to the placing of traffic signs
Section 68	Placing of signs in connection with the exercise of other powers
Section 85	Placing of speed limit signs

Additional Information

The visual impact of new signs, road markings and bollards will be considered before they are erected, and this will also be taken into account before such existing items are replaced as part of routine maintenance.

There are a wide variety of signs and road markings covering different purposes. Specific guidance on how these should be used, including specific criteria for tourist direction signs, is detailed in the [Supporting Information](#) section for Policy TM3.

Policy TM4 – Parking restrictions

Introduction

The parking of vehicles is one of the most commonly reported traffic management issues, particularly in the more built-up areas of the county. Typical problems include inconsiderately parked vehicles causing an obstruction or restricting visibility, and residents competing with shoppers or commuters for on-street parking space.

A range of measures are available which prohibit parking, limit the amount of time for parking or restrict the type of users or vehicles that can park in designated places. Most of these measures require a Traffic Regulation Order.

A number of factors are taken into account when considering whether parking restrictions are required, such as how it affects safety, if the restrictions will displace parking onto somewhere else, the impact on local residents or businesses, what level of enforcement will be required and whether the overall cost of promoting the restriction is justified.

Civil Parking Enforcement operates in all the district council areas, except Gosport. In these areas the County Council is the on-street parking enforcement authority, although the district councils undertake the enforcement on behalf of the County Council. Civil Enforcement Officers carry out enforcement in these areas as opposed to the police.

Policy Statement

The County Council shall consider on-street parking restrictions where an ongoing parking problem has been identified, where a restriction is likely to resolve the situation and if no other measures are available for resolving the matter.

Scope of the Policy

This policy relates to on-street parking. The majority of off-street car parks in the county are operated by the district councils or private companies.

The following legislation relates to the implementation and amendment of parking restrictions:

Road Traffic Regulation Act 1984

Sections 1, 2 and 4	General provisions
Sections 9 and 10	Experimental TROs
Sections 14, 15 and 16	Temporary TROs
Section 19	Public Service Vehicle Orders – installation of bus stands and regulating waiting times
Sections 32 and 35	Provision of parking places on roads without payment, including disabled persons’ parking places
Sections 32, 35, 45, 46, 49, 51 and 53	Provision and regulation of parking places on road with payment

Additional Information

There are a wide variety of parking restrictions that can be applied to roads. It is not possible to provide detailed guidance as to the circumstances when each type of restriction can be used. This policy is intended to outline the general conditions as to when the use of parking restrictions in principle are appropriate.

There are specific requirements for the provision of disabled parking bays, residents parking schemes and access protection markings, which must be met before these particular measures can be considered.

Further details about the situations in which parking restrictions will be considered are outlined in the [Supporting Information](#) for Policy TM4.

Policy TM5 – Movement restrictions

Introduction

In order to facilitate the safe and efficient movement of traffic it may be necessary to restrict certain vehicle manoeuvres or prohibit particular classes of vehicle. The need for these controls may change over time due to increasing traffic flow, new developments or safety concerns.

The use of movement restrictions will inevitably disadvantage some road users, but they may be needed to bring about a wider benefit. For instance, this may be in terms of a safety improvement in the immediate vicinity of the restriction or to support a wider objective of improving access to public transport.

Policy Statement

Hampshire County Council shall manage and restrict the movement of traffic as necessary in order to enhance safety, to improve traffic flow, or to protect the character/environment of an area.

The use of these restrictions will be in accordance with prescribed regulations and guidance issued by the Department for Transport.

Scope of the Policy

This policy shall apply to all movement restrictions listed in the [Supporting Information](#) section. It does not apply to the use of these restrictions in temporary situations.

The following legislation relates to the implementation and amendment of restrictions to movement on the highway:

Highways Act 1980

Sections 129 A-G Gating Orders

Road Traffic Regulation Act 1984

Sections 1, 2 and 4	General provisions
Sections 9 and 10	Experimental TROs
Sections 14, 15 and 16	Temporary TROs including road closures and temporary speed limits
Section 19	Public Service Vehicle Orders – installation of bus stands and regulating waiting times
Section 92	The placing of bollards or other obstructions to give effect to an order made under sections 1 and 9 of the Act

Transport Act 2000

Section 268

Quiet Lanes and Home Zones

Additional Information

Details on how the most commonly used movement restrictions shall be applied are provided in the [Supporting Information](#) section for Policy TM5.

District councils can also make Orders for temporary road closures/diversions for special events on roads (such as carnivals) under Section 21 of the Town Police Clauses Act 1847.

Policy TM6 – Road classifications

Introduction

The classification of a road serves a number of purposes, from being a guide to drivers following signs or a map as to what is an appropriate route between locations, to influencing the frequency of maintenance inspections.

The purpose of this policy is to explain the circumstances in which a change to the classification of a road may be considered. Altering the classification of one road could have an impact on the overall county road network, amongst other implications.

Road classifications in Hampshire are generally well established and suited to the function of the road. Over time the function of a road may change which could lead to its classification being reassessed. This will usually be due to the construction of a new road for through traffic, although major changes in traffic flow on the road in question or on other parts of the network may justify reclassification.

Changes in traffic flow over time will not of itself justify reclassifying a road since traffic volumes are expected to increase across the network. Other factors will be taken into account such as the suitability of alternative routes for through traffic, the impact on maintenance and the effects on the continuity of routes, particularly those that cross boundaries with other highway authorities.

Policy Statement

The County Council will set road classifications that are appropriate to the function of the road and in accordance with national guidance issued by the Department for Transport.

Scope of the Policy

This policy shall apply to all county roads in Hampshire.

The Secretary of State has ultimate legal responsibility over road classifications, although the County Council can make a decision to reclassify a road and only needs to notify the Department for Transport. Neighbouring highway authorities or members of the public who dispute the changes and are concerned about the County Council's decision may appeal to the Secretary of State. Guidance from the Department for Transport states that the appeals process is intended to focus on procedural matters such as whether there has been proper consultation, and it is only expected to intervene in cases if the County Council's decision is clearly unreasonable. Further information on this process is available from the [Department for Transport](#).

The following legislation relates to the classification of roads:

Highways Act 1980

Section 12

Classified roads

Additional Information

Full details of factors that will be taken into account when reassessing the classification of a road are provided in the [Supporting Information](#) section for Policy TM6.

Policy TM7 – Pedestrian and cycle crossings

Introduction

There are a variety of measures available to help pedestrians and cyclists to cross the road. In the first instance it is necessary to determine whether a crossing facility is justified in terms of the number of pedestrians/cyclists wishing to cross and also the level of difficulty in crossing the road.

In addition to this, the type of crossing facility available for use will depend upon the characteristics and geometry of the road. For example, a road may not be wide enough to accommodate a pedestrian refuge island, or the desired location for a signal controlled crossing may not be suitable because the visibility of the traffic signals might not be good enough for approaching drivers to stop safely in time.

There is also a significant range in the cost of crossing facilities, from around one thousand pounds for an informal crossing point marked with bollards and dropped kerbs, to tens of thousands of pounds for a signal controlled crossing, plus ongoing maintenance costs.

These are all factors that need to be considered and form part of the County Council's approach to the provision of crossing facilities.

Policy Statement

The County Council shall consider the provision of crossing facilities based upon the level of demand for and difficulty in crossing a road at a particular location, its effect on the safety of all road users, the physical constraints of the location to enable a crossing to operate safely and effectively, and its impact on traffic flow.

Scope of the Policy

This policy applies to all permanent crossing facilities.

The following legislation relates to the provision of pedestrian crossings:

Road Traffic Regulation Act 1984

Section 23

Pedestrian crossings

Additional Information

The level of difficulty in crossing the road shall be assessed by means of a pedestrian/cyclist and vehicle survey in respect of all signal controlled and zebra crossings and may be used in the assessment of other types of crossing facilities.

Details of this and the various types of crossing facilities and the circumstances in which they will be considered are set out in the [Supporting Information](#) for Policy TM7.

Policy TM8 – Traffic calming

Introduction

Traffic calming covers a wide range of measures which are aimed at slowing traffic, deterring through traffic, or both of these objectives. This policy covers the use of these measures in Hampshire.

Policy Statement

The County Council shall consider the use of appropriate traffic calming measures in support of objectives aimed at reducing injury accidents, to reduce the impact of traffic in residential areas or locations where there is a high volume of vulnerable road users, or to protect the special character of environmentally sensitive and conservation areas.

Scope of the Policy

This policy applies to all traffic calming measures as covered in the Highways (Traffic Calming) and Highways (Road Hump) Regulations, as well as the use of coloured road surfacing for the purpose of drawing attention to a particular part of the road or a hazard as opposed to the use of coloured surfacing for skid resistance.

The following legislation relates to the provision of traffic calming measures:

Highways Act 1980

Sections 90G, 90H, 90I	Power to carry out traffic calming works
Sections 90A, 90C, 90D, 90E and 90F	Road humps

Additional Information

Further guidance on the type of traffic calming measures available and the circumstances in which they may be suitable can be found in the [Supporting Information](#) section for Policy TM8.

Part 3 - Supporting information

Introduction

Supporting information

The policies in the main document are a formal, approved set of statements with which Hampshire County Council as the Highway Authority will comply. It is realised that these statements are brief and provide limited information to the public. The section on supporting information is designed to answer any questions and provide a better illustration of what the policy covers.

Service standards

These apply to some of the Traffic Management policies and the individual activities within those policies. These standards may be in the form of a set of actions that the County Council is committed to or specific response times which represent the minimum standard that the County Council will expect to achieve in normal circumstances.

Policy TM1: Traffic Regulation Orders

Supporting Information

Before a Traffic Regulation Order (TRO) can be considered in any depth it must be seen to meet the following criteria:

- It will have a defined traffic management function and should preferably have other benefits such as a positive environmental impact or help encourage walking, cycling or the use of public transport;
- It would be expected to be largely self-enforcing and not rely solely for their effectiveness on continuous enforcement and, ideally, should automatically command the respect of the majority of the general public;
- The cost of designing, administering and implementing the TRO should not be excessively high in relation to the benefits to be gained.

Procedure for consulting on permanent TROs

The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations set out how TROs should be implemented. It does not define how decisions are taken to go ahead and advertise a proposal nor how any comments from the public are considered and how a decision is made.

The proposed TRO will require the support of the local County Councillor before it can be advertised for public comment. If such support is not available the proposal can be advertised if approval has been given by the Executive Member. The local district council, town or parish council shall be informed of the proposed TRO before it is advertised.

In the event that no objections are received following the public advertisement, the outcome will be reported to a senior officer with delegated authority to approve the implementation of the TRO. If objections are received, a summary of the comments will be reported to the Director of the Economy, Transport and Environment Department for a decision. TROs advertised by a district council on the County Council's behalf shall follow its own procedures for approval.

Procedure for consulting on experimental TROs

The procedure to be followed is similar to that for permanent TROs except that the experimental TRO is implemented at the same time that comments from the public consultation are invited.

An experimental TRO shall require the support of the local County Member or approval from the Executive Member, and the local district and town or parish council shall also be informed of the experiment. Objections are considered in the same way as permanent TROs. The TRO cannot be implemented on a permanent basis without the support of the Local Member or the Executive Member.

TROs promoted by district councils

Where a district council has a Traffic Management Agency and promotes a TRO, it will follow the same procedure as above; however, the process it follows for

considering objections and approval of a TRO may differ. In addition, the district council may include other consultees such as district Members.

Service Standards

Any person or organisation submitting a comment or objection in writing (or by email) by the published closing date in response to a TRO that has been formally advertised through a notice or advertisement will receive an acknowledgement.

Once the closing date for the consultation has passed and a decision has been reached on whether the TRO should be implemented, those who have submitted a comment or objection will receive a letter or email to advise them of the outcome. The decision on whether to implement the TRO is sometimes taken several months after the consultation's closing date.

It will not always be possible to answer every comment made by a person or organisation who has responded to a consultation, particularly when a large number of responses have been received.

The decision of each TRO advertised by the County Council will be published on its website.

Policy TM2: Speed limits

Supporting Information

National speed limits apply to all roads unless a Traffic Order has been put in place to alter that limit. These limits are:

- Built-up areas (with street lighting): 30 mph
- Single carriageway roads (without street lighting): 60 mph
- Dual carriageways: 70 mph
- Motorways: 70 mph

The national speed limits stated above apply to cars and car-derived vans, but they vary according to the type of vehicle. For instance, the speed limit for goods vehicles over 7.5 tonnes is 60 mph on dual carriageways.

Highway authorities can set speed limits on local roads so that the national speed limit does not apply, but it is necessary to produce a Traffic Order to do so and to sign the road accordingly. For example, if an unlit single carriageway road is currently subject to the national 60 mph limit, a Traffic Order must be produced and signs must be erected in order for a 50 mph limit to be introduced. There is a statutory process, including a period of consultation, for producing a Traffic Order. It should be noted that Experimental Traffic Orders cannot be introduced for speed limits.

Speed limits in Hampshire are set in accordance with criteria and guidance developed by the Department for Transport (DfT). The criteria ensure that speed limits are set in a consistent way that drivers understand and which promote road safety.

Speed limits should be evidence-led and self-explaining and seek to reinforce people's assessment of what is a safe speed to travel. They should encourage self-compliance. Drivers have a responsibility to drive carefully and safely, in accordance with the prevailing conditions on any road, which can often mean travelling at speeds considerably lower than the posted maximum limit. A speed limit is not a target speed.

Several factors are taken into account in the assessment of a road or area for a speed limit. These include:

- General character of the road or area
- Type and extent of roadside development
- Traffic composition
- Accident history
- Current traffic speeds
- Suitability for speed enforcement
- The frequency of junctions
- Presence of amenities that attract pedestrians and cyclists
- Environmental impacts such as increased journey times, vehicles emissions, and the visual impact of the signing.

To be effective and influential a speed limit depends on drivers responding to these factors, particularly those with a visual impact. The speed limit should provide a key indication of the nature of the road or area and the activity of motorised and non-motorised road users. In this sense, the speed limit should fit the location so that the majority of drivers keep to the limit with minimal police attention.

Speed limits are most likely to be adhered to where the existing average traffic speeds are close to the proposed speed limit. Where a lower limit is proposed for safety reasons then additional measures may need to be considered to physically control speeds and improve compliance.

In some instances the vast majority of traffic may already be travelling at speeds some way below the posted maximum speed. Such situations usually arise where road geometry or general character of the road naturally constrain vehicle speeds. In these instances there is likely to be little merit or benefit in reducing the speed limit unless other safety concerns are apparent.

Enforcement of speed limits

The County Council provides the legislative framework to introduce a speed limit, by following the Traffic Order process, and by installing the required signs and road markings where appropriate.

Only the police may enforce speed limits. Enforcement of speed limits where speed-related accidents are occurring is likely to be a higher policing priority than in other locations.

Many requests are received by the County Council for additional enforcement, and these are usually directed to the police. The Roads Policing Unit operate a tiered system of speed enforcement running from casualty-led fixed and mobile enforcement coordinated by the Safer Roads Unit through to Community SpeedWatch, which involves trained members of the local community collecting speed data.

Speed Limit Board

The Speed Limit Board is a specialist group consisting of Hampshire County Council and Roads Policing officers. The group meets as and when required and was formed to consider and determine the most suitable speed limits for routes where either traffic management or speed enforcement issues make the setting of a suitable speed limit complex.

Urban Speed Management

Urban roads support a complicated mix of commercial and residential areas and spaces. They must accommodate a range of traffic and travel methods, including non-motorised road users. Most urban roads have a 30 mph speed limit. Higher speed limits may be appropriate on higher quality suburban roads or those on the outskirts of urban areas where there is little development.

In built-up areas, where systems of street lighting exist, the speed limit is always 30 mph, unless signs are in place to advise otherwise. A common request is for additional signs to be erected to remind motorists of the 30 mph speed limit in force.

However, strict signing regulations do not allow 30 mph 'repeater' signs to be erected nor roundel road markings to be placed on roads which have street lighting.

Lower speeds are important for encouraging cyclists and other non-motorised users. Introducing a lower speed limit on its own will not necessarily result in changes to driver behaviour, and other measures may need to be considered to encourage drivers to slow down.

Rural Speed Management

Rural road characteristics often naturally restrict or prevent high vehicle speeds. In rural areas, roads accommodate many community, recreational and local access functions. The characteristics are unique and speed limits, including the national speed limit, take account of the rural geometry, environmental impact and community objectives in and around villages and other rural centres.

If no speed limit signs are observed on a rural road the national speed limit applies, which varies with vehicle type and according to whether the road is a single or dual carriageway. Information on national speed limits can be found on the gov.uk web site. Many rural roads are subject to the national speed limit of 60 mph, some of which are narrow single track lanes. The majority of drivers will not drive at this speed because the geometric characteristics naturally prevent higher speeds. In such cases a lower limit is unlikely to have any benefit. In general, lower limits on rural lanes will only be considered where there have been injury accidents, if the road has an 'A' or 'B' classification and there are properties fronting the road.

The impact of signing can be an important consideration in rural areas when assessing new speed limits, particularly in hamlets and villages with historic buildings and settings. The environmental intrusion of signs has become an increasing concern with various bodies campaigning against sign 'clutter'.

20 mph zones and 20 mph speed limits

Formal 20 mph restrictions can be implemented in two ways:

(i) 20mph zones:

These are generally restricted to groups of roads within residential areas and shopping streets with high pedestrian activity and a poor safety record. A zone is generally only signed at the entry points although occasional use of speed limit repeater signs and markings is also permitted. Zones should be designed to be self-enforcing, requiring minimal police attention. Traffic calming and road layout are intended to control traffic speeds to stay below this maximum speed limit. For this reason zones are not promoted where existing traffic speeds are substantially higher than 20 mph.

Incorporating physical traffic calming in 20 mph zones, to maintain low vehicle speeds, makes their introduction costly and only practical in more urban areas where the greatest benefits can be achieved. Therefore locations with proven road safety issues that involve pedestrians and other vulnerable road users may be valid areas for consideration. Zones do not generally include main roads or strategic routes. The environmental issues relating to noise, congestion and air quality have to be assessed when considering a 20 mph zone.

(ii) 20 mph speed limits:

These can be applied to individual roads or to larger areas. They are not usually suitable for main roads with high traffic volumes or strategic routes. These factors must be considered in relation to slower traffic speeds. 20 mph limits rely on traffic speeds being already at or below that speed (generally at or below 24 mph), and repeater signs are erected to remind motorists of the restriction throughout the length of the road affected.

Advisory 20 mph limits outside schools

20 mph limits are often requested outside schools, the expectation being that it is a suitable way of improving safety in the vicinity. However, any speed limit has to apply at all times of the day and every day, therefore it is usually unsuitable beyond the school arrival or departure times, when traffic is not impeded by the school activities, and not forced to slow down.

Advisory 20 mph speed limits, which operate when school Flashing Amber Lights show, can be used to overcome this problem. The signs only operate for a short time either side of the school start and finish times and they can be implemented at relatively low cost given that there is no need for a Traffic Order.

The use of these signs will be considered on a case by case basis, since they will not be appropriate at every school. For instance, the signs and accompanying Flashing Amber Lights cannot be positioned close to existing traffic signals or zebra crossings because of potential confusion to drivers. The signs are likely to be more appropriate on roads carrying through traffic rather than local residential roads, but only if the alignment and character of the road means it is likely that the advisory limit will be observed by drivers.

Residential 20 Pilot Programme

This initiative has been developed to address the issue of community concerns associated with excessive vehicle speed in clearly defined residential areas. The programme consists of the implementation of a number of 20 mph restrictions, introduced as conventional speed limits reliant on signs and road markings only, in areas where the character of the roads naturally lends itself to a lower limit. The new limits have been supplemented with a publicity campaign intended to help promote acceptable levels of compliance but where this is still poor, residents have been encouraged to set up Community SpeedWatch groups.

Further residential areas may be considered under this programme depending on the outcome of the pilot schemes.

30 mph speed limits

30 mph speed limits are common in built-up areas such as city and town streets, and residential areas.

The Village 30 project provided an opportunity for any village in Hampshire to make a bid for a 30 mph speed limit where 20 or more fronting properties existed within a 600 metre length of road. This resulted in around 130 villages throughout the county being provided with new 30 mph speed limits, changes which are considered to have

improved community life and enhanced safety for all road users. This project is now complete and any new requests for speed limits must be individually assessed and prioritised. 30 mph limits will not generally be provided in roads that do not meet the aforementioned fronting properties criteria (unless there is a particular accident history that cannot be addressed by other means). This is to help maintain drivers' association of 30 mph limits with built-up areas.

The combination of visible road geometry and local features such as junctions, limited forward visibility, pedestrian crossings, schools, recreation grounds and public amenities, as well as the pedestrian, cyclist and equestrian activity, can help support the need for a lower level speed limit. However, other important assessment criteria involve the accident history and current vehicle speeds. Locations with higher numbers of recorded injury accidents and vehicle speeds which are already close to or below a proposed speed limit are usually given higher priority.

It should be noted that where a system of street lighting exists the use of speed limit repeater signing is strictly prohibited by legislation. The street lighting alone indicates to drivers that they are within a 30 mph speed limit.

40 mph speed limits

40 mph speed limits are used in areas where the road geometry, local features, amenities and traffic composition are of a less restricting layout and dimension. The roadside development may be set back or segregated from the road and be of a lesser density than that expected for a 30 mph speed limit, with a traffic composition that includes a reasonable level of non-motorised road users. The road geometry typically includes features such as junctions, bends and private accesses, but not to the same extent as roads with 30 mph limits.

50 mph speed limits

A higher level 50 mph speed limit can be applied to higher standard roads in lightly developed areas, which are often rural. These routes generally accommodate few pedestrians and cyclists, but the geometry may include junctions, bends, private accesses and local amenities or attractions that generate traffic movements, often including agricultural activities.

Derestricted speed limits

Roads that do not have street lighting or other signed speed limits are subject to the national derestricted limit. The maximum speed for cars on such roads is 60 mph on single carriageways and 70 mph on dual carriageways, but this varies for other vehicle types and those that are towing. This limit is in place in many rural lanes. Lower limits may be considered within such roads that pass through a defined cluster of residential properties.

Temporary speed limits

A temporary speed limit, which requires a Temporary Traffic Regulation Order, is most commonly used in conjunction with road works for the safety of those working on the road as well as for the safety of other road users, particularly when there is limited space available for carrying out the works. They may also be introduced to deal with an emergency situation. Temporary speed limits should be used in

conjunction with other temporary measures such as coning to produce chicanes or traffic control.

'A' and 'B' Road Speed Limit Review

In 2006 the Department for Transport stated that every 'A' and 'B' class road should be reviewed to check that any speed limits applied are still the most suitable. In some locations there may have been changes in roadside development which has generated more local activity, or new road layouts may have been constructed. Accident rates have also been considered. This major review has been completed and a [report](#) which contains recommendations and details of proposed speed limits changes is available.

Given the extent of this work, further changes to limits on 'A' and 'B' class roads will not generally be considered unless there is a significant material change relating to development, use of the road or injury accident rates.

Speed Limit Reminder Signs

To help in locations where traffic speeds are a local concern, and police enforcement cannot be as frequent as desired, the County Council can assist Parish and Town Councils by advising on the purchase and approving the use of portable 'speed limit reminder signs'. These signs, which are used on a temporary basis, flash the existing speed limit when an approaching vehicle exceeds a configurable trigger speed. Further information is provided in Policy TM3.

Policy TM3: Traffic signs, road markings and bollards

Supporting Information

Signs and road markings are an essential part of managing traffic, warning road users of hazards and providing information. It is important that they are used properly and only when required to ensure drivers understand what they mean and so that the signs do not lose their impact.

The design, location and number of signs to be used is determined by the Traffic Signs Regulations and General Directions in some instances, and through guidance in the Traffic Signs Manual in others. The size of a sign and its position is affected by many factors, including the speed of traffic, how far it is from a hazard or where it is in relation to the start of a restriction. Only signs and markings provided in the regulations or through approval from the Secretary of State can be used on the highway.

The County Council has powers under the Highways Act to remove unauthorised signs from the highway. Further details can be found in the Highway Maintenance Management Plan.

The following information gives details about some of the various signs and road markings available and outlines how they should be used.

Minimising sign clutter

Signs and road markings can help motorists negotiate increasingly busy and complicated road systems, providing destination guidance and advising of access restrictions, which in turn help make the most effective use of roads. As traffic has increased there has been a greater use of signs and road markings. Significant improvements to the safety of a road can also be achieved through the use of suitable low cost sign and road marking schemes.

Signs and markings can have an adverse effect on the appearance of a street or landscape, and this should be considered when new signs, markings or bollards are being installed. This is particularly important in the National Parks and Areas of Outstanding Natural Beauty. The information in Policy TM3 has been developed through liaison with the Campaign to Protect Rural England. It gives guidance on the use of specific types of signs and markings, taking account of their visual impact. The following general principles also apply:

- Yellow backing boards should only be used for school warning signs, at locations with a history of accidents or where a busy or dark background/overhanging trees makes it difficult to see the sign. Existing signs with such backing boards in other locations will be retained but reviewed when they are due for replacement;
- Grey backing boards can be used to highlight the start of a speed limit or other restriction where compliance is poor or at locations where the sign will not stand out because of the background. It may be more appropriate to use a larger size sign without a backing board;

- Fluorescent yellow backing boards should only be used at locations where there has been a pattern or cluster of injury accidents as part of an accident reduction scheme;
- Red coloured road surfacing should not be used in Areas of Outstanding Natural Beauty, the National Parks or in conservation areas, except as part of accident reduction schemes or for safety-related reasons;
- Attempts should always be made to attach signs to suitable existing street furniture rather than erect a new post. Where posts are used, it may be more appropriate to mount several signs on the same assembly rather than individual posts (except for tourist signs, where it can be advantageous to mount them separately due to businesses changing over time);
- Signs attached to lamp columns will not be greater in area than 0.3m² in order to prevent damage to the column, unless the column has been specially manufactured to take greater loads;
- The top edge of signs should be flush with the top of the post they are attached to. Posts protruding above signs can look unsightly;
- The smallest appropriate x height text size should be used, taking account of the speed of traffic and general visibility;
- Where a need for passively safe sign posts has been identified (such as on a high speed road), the product with the least visual impact on the surroundings should be used in rural and conservation areas;
- Obsolete/redundant signs and posts should be taken down when other traffic management schemes are being implemented in the locality;
- The minimum number of posts should be used to mount a sign, subject to constraints such as wind load, foundations and passive safety guidelines;
- Black sign posts should be used in conservation areas if appropriate;
- Cantilever sign post brackets should be used, where possible, when mounting large signs above footways, to minimise the impact of the sign and help keep a clear space for pedestrians;
- Some solar powered illuminated signs require large solar panels. These are unlikely to be appropriate for use in sensitive areas due to their visual impact. However, they may be necessary for Vehicle Activated Signs at sites where there has been a history of injury accidents if there is no source of mains power nearby;
- If at all possible, signs should be located so they are not immediately in front of the window of a residential property nor located in front of an historic or locally important building, monument or structure in such a way that would detract from its appearance;
- Signs should be positioned such that they do not present a hazard for pedestrians, cyclists or horse riders passing alongside or beneath the sign.

In addition to this, when existing signs are being replaced as part of routine maintenance, the need for the sign will be considered together with its content and size.

Regulatory signs and warning signs

Regulatory signing is used to give effect to a Traffic Regulation Order, although not all regulatory signs require a TRO. If the signing is deficient, the TRO may not be enforceable. In the past it was necessary for many regulatory signs to be provided in

pairs at the start of the restriction, but changes to the Traffic Signs Regulations and General Directions mean this is no longer a requirement (except for speed limits in some circumstances). However, in addition to statutory requirements and guidance, the primary concern when determining how many and where regulatory signs should be positioned will relate to how clear they are to road users to enable them to understand and be aware of the restriction.

Warning signs are important for drawing attention to hazards that may not be apparent. Even drivers who are familiar with a road may need to be reminded of the severity of a bend, for instance. The presence of a hazard does not necessarily mean that a sign should be provided, and the need for such signs is assessed on a site by site basis.

Although the visual impact of high visibility warning signs and road markings can be quite severe, the results in terms of accident savings are significant. There is, however, a need for careful targeting of warning signs to ensure that the effect of such signs is not diminished by general over-use.

The Traffic Signs Manual will be used when assessing the need for and locating regulatory and warning signs. However, the following factors should also be taken into account:

- Where new movement restrictions are implemented, consideration should be given to only providing a single terminal sign except where it is assessed that two signs are needed to ensure drivers are aware of the restriction (this is particularly important for 'no entry' and 'one way' signage);
- It may not be necessary to provide 'keep left' signs on pedestrian refuge or splitter islands on roads where speeds are relatively low, if the island is clearly visible and if it is unlikely that traffic will pass it on the wrong side;
- Regulatory signs for cycle routes on footways and footpaths do not usually need to be seen by drivers and therefore smaller variants of these signs will generally be appropriate, which will be less visually intrusive. Consideration should be given to fixing the signs to bollards or low level posts;
- There may be no need for a separate roundabout warning sign if a map-type advance direction sign is in place, except in cases of limited visibility, unusual layouts or high speed approaches;
- Although it is not a requirement to provide vehicle height warning signs in both imperial and metric units, when existing imperial signs are replaced as part of routine maintenance, the new signs shall display both units in order to aid driver understanding and reduce the risk of bridge strikes by over-height vehicles;
- The distinctive circular or triangular shape of regulatory and warning signs, which can give instant meaning to road users, may be lost if grey or yellow backing boards are used. Backing boards should only be used if necessary to draw attention to the sign, where background scenery/buildings makes the sign difficult to see or at locations with a history of injury accidents.

School 'Flashing Amber Lights'

On the main approaches to a school, flashing amber lights may be provided in combination with school warning signs, which operate at the start and end of the

school day. These are not provided at every school but may be considered in the following circumstances:

- If the main pedestrian entrances to the school are on roads with speed limits above 30 mph or 85th percentile speeds of traffic are above 35 mph in the vicinity of the school at the start or end of the school day;
- If the school is not visible from the road and it may not be apparent to drivers passing through that a school is located there;
- If the flashing amber lights can be installed so that they would not be close to a zebra crossing or signal controlled crossing/traffic signals, which could cause confusion to drivers.

In some instances an advisory 20 mph limit can be introduced outside schools, which apply when flashing amber lights are in operation. Further details on this can be found under Policy TM2.

School warning signs and flashing amber lights are not intended for use outside pre-schools, nurseries or playgroups because children attending these facilities will be much more closely supervised compared to older children attending primary schools, where the signs are used. The warning signs may be used at secondary schools and colleges.

Direction signs and other information signs

As well as guiding unfamiliar road users to destinations, direction signs are an important tool for encouraging traffic to use the most appropriate routes. There is a limit to how much information a driver can read and process when approaching a sign, particularly at higher speeds, which means the number of destinations on direction signs is limited.

Boundary signs are provided on the county boundary, at district boundaries and on the entries to towns and villages. The County Council will provide standard variants of these signs but where more elaborate designs are requested (which must be in accordance with regulations) they may need to be funded by the local district, town or parish council.

The following factors should be taken into account when considering the use of direction and information signs:

- Traditional cast fingerpost signs will be retained. Replacing modern direction signs with new fingerpost signs in the traditional style may be considered in some rural locations if funding is available, if they are not on an 'A' or 'B' class road, if traffic speeds are low, or if a site assessment does not identify any safety concerns;
- Grey backing boards are sometimes necessary to group together a number of direction signs. However, this can result in a large structure that dominates the street scene. This should be avoided in environmentally sensitive and conservation areas, where it may be more appropriate to use individual flag-type signs;

- In order to help reduce the overall size of the sign, distances on flag-type direction signs will be omitted unless absolutely necessary. This shall not apply to traditional fingerpost signs;
- The number of destinations on new or replacement direction signs may be reduced in order to minimise the size of the sign;
- Local destinations may not need to be signed on 'C' class and unclassified roads that are predominantly used by local traffic, particularly where unfamiliar visitors are likely to be using main roads.

Variable Message Signs (VMS)

VMS use electronic displays to provide information that can be updated manually, remotely or automatically. Permanently sited VMS provide relevant, up-to-date information about incidents, congestion or car park occupancy to drivers en-route. Some VMS include flashing amber lights within the sign face which can be activated to draw attention to particularly important information. Due to their significant cost they are located at strategic locations on the highway network as part of a co-ordinated driver information system.

Vehicle Activated Signs

(i) Permanent Vehicle Activated Signs

These typically display a sign that approaching drivers would recognise from the Highway Code (such as a bend or junction warning sign) or a reminder of the speed limit. Following Department for Transport advice, these signs shall only be used where there is a measured casualty problem and where there are no other suitable engineering measures. The signs are expensive to install and maintain. They require an electricity supply or can be solar powered, depending on the location. Standard static signs should normally accompany permanent vehicle activated signs in case the activated sign fails to work.

(ii) Speed Limit Reminder signs

In order to address local concerns about the speed of traffic, these temporary signs can be deployed on a short-term basis. They display a reminder of the speed limit when an approaching vehicle is travelling above a set threshold. Since the signs are battery powered they can only be used for a short period. In addition to this, they are most effective when used for short periods of time on roads, and therefore should only be used at a single location for two weeks at a time. The signs will generally be prioritised for use on roads where the measured mean speed of traffic is significantly over the speed limit

Most of these signs in Hampshire are owned and/or operated by district, town and parish councils. In order to ensure consistent and safe use of the signs, a separate guidance document gives details of how they should be used.

(iii) Speed Indicator Devices

These temporary signs are used to display various messages or images, reminding drivers of their speed. The use and deployment of these signs shall be the same as for Speed Limit Reminder signs, although they may also be used as part of Community SpeedWatch schemes to enable volunteers to record vehicle speeds.

Tourist signs

The purpose of brown tourist signing is primarily to direct visitors to their intended tourist destination towards the end of their journey, not to generate unplanned visits. The County Council is keen to support the tourism industry in recognition of the important role it plays in Hampshire's economy, although it has to balance this against responsibilities for road safety, traffic management and the environment.

Establishments will be permitted tourist signing if the following conditions are met, which are based on national guidance from the [Design Manual for Roads and Bridges](#).

(i) Eligibility for signing:

- The establishment must be a permanent destination or facility which is used by visitors and open to the public without prior booking during normal opening hours;
- The establishment must comply with all applicable statutory requirements such as planning permission, fire risk assessment, registration under the Food Safety Act and compliance with the Disability Discrimination Act;
- The establishment shall provide evidence of reasonable steps to publicise itself and to inform tourists how to get to it;
- The establishment shall provide details of car parking availability and whether this is on-site or within reasonable walking distance (up to half a mile). Where the car park is in alternative ownership, confirmation of approval by the owner must be provided.

Visitor destinations are divided into attractions and facilities. Attractions include theme parks, country parks, museums and historic properties. Facilities include hotels, restaurants, cafes and pubs, camp sites and Tourist Information Centres. There are specific requirements depending upon the type of establishment, which are in addition to the siting criteria detailed below. For instance, pubs will not be eligible for signs unless they serve meals at both lunchtime and in the evening (to ensure only those with a broad visitor appeal are eligible and to minimise the conflict between signing such establishments and drink driving). Full details of the requirements for specific attractions and facilities can be found on the tourist road signs application form.

(ii) Signing criteria:

Establishments fronting the designated main road network in the county can reasonably expect visitors to find them without the need for additional signs. The extent of tourist signing that eligible establishments will be permitted is based on this principle.

Tourist signing will normally begin from the nearest main road to the eligible establishment. For the purposes of tourist signing, the designated main road network is defined as:

- All motorways, trunk roads and 'A' class county roads;
- All 'B' class county roads;
- Those 'C' class county roads carrying more than 5,000 vehicles a day;
- All 'C' class county roads in the New Forest National Park.

When tourist signing regulations were relaxed in the 1990s it led to applications for quite extensive signing across the New Forest, which was in direct conflict with its special environment. In view of this, since 1998 all roads in the New Forest National Park having 'C' classification have been considered to be main roads. Other sensitive areas such as the South Downs National Park may benefit from having a similar approach. The Director of Economy, Transport and Environment has authority to make further adjustments to the designated network.

Attractions with more than 150,000 visitors a year can be considered for signing from the nearest motorway or dual carriageway trunk road. Those with more than 20,000 visitors a year can be considered for signing from the nearest 'A' class single carriageway trunk road or 'A' class county road. All other eligible attractions and facilities can be signed from the nearest junction with the main road network shown above. Facilities with direct access on the main road network will not normally be considered for signing.

In urban areas comprehensive signing schemes will normally be used which direct traffic to public car parks. It may be necessary over time for such a system to be developed in a particular area if the number of tourist signs to individual establishments is becoming excessive. In some instances if there are multiple establishments at a single location, only the establishment with the highest visitor numbers will be signed. Individual establishments in town centres will not usually be signed.

(iii) Financial considerations:

There is no charge for answering initial enquiries. Once an application form is submitted there is a non-refundable fee to cover the cost of investigating the application. If the application is successful, the applicant will be advised of the total cost for providing the signs. This will include the actual cost of the signs and erecting them, costs associated with scheme design and administration, works supervision and maintenance (cleaning and removal if no longer needed). The applicant will be responsible for the cost of replacing the signs following an accident, damage or theft.

Details of current charges and more information on the signing criteria can be found on the tourist road signs application form.

Community direction signs

Specific direction signs for local community facilities can be permitted in some circumstances, such as where the location is not clear. The following considerations shall also apply (where these criteria are not met pedestrian signing may be appropriate):

- Public car parks – sites with at least 15 spaces (or sites designated for Shopmobility schemes) may be signed from the nearest 'A', 'B' or 'C' class road (whichever is closer). Additional signing may be considered for sites with more than 100 spaces;
- Hospitals – signing may be provided from nearest 'A' class road to hospitals with a casualty department. Localised signing may be provided to other hospitals;

- Police stations – signing will be provided at the request of the police and to the nearest ‘A’ or ‘B’ class road (whichever is closer);
- Council offices – localised signing may be provided to those offices that are open to the public;
- Public libraries – localised signing may be provided if specific car parking is available;
- Universities, further education colleges, rail and bus stations – signing may be provided from the nearest ‘A’ or ‘B’ class road;
- Public toilets – localised signing can be provided if off-street parking is available;
- Schools and churches – some churches will merit tourist signing, but otherwise schools and churches will not be provided with tourist signing. Existing signs shall remain but will not be renewed. Schools that have facilities which are open to the public may be considered for localised signing;
- Village halls/community centres – these will not normally be signed unless they attract a large number of visitors who are unfamiliar with the area, when localised signing will be permitted. Existing signs shall remain but will not be renewed;
- Public parks – localised signing may be provided to those with car parks;
- Recycling centres – localised signing may be provided;
- Superstores – individual retail superstores shall no longer be signed unless there are traffic management or road safety reasons. Existing signs shall remain but will not be renewed. Retail parks comprising a number of superstores may be signed from the nearest ‘A’ or ‘B’ class road (whichever is closer).

Adjustments may be made in respect of changing traffic patterns or environmental needs. The impact on landscape and environmental interests will be taken into account. In town centres consideration may be given to inclusion within a comprehensive signing scheme that directs traffic to the nearest public car park. The full cost of supplying and erecting the sign plus a 15% administration charge will be made.

Village shops

Shops in villages that sell general household goods and food products can be an important rural facility. They can also reduce the need for local residents to travel further afield to buy daily essential items. Local direction signs “village shop” may be provided in the following circumstances:

- If it is the sole shop in a village of less than 5,000 residents, selling household goods and food products;
- The shop is in permanent premises and open all year;
- The impact of sign clutter will be a significant consideration in determining how much signing can be provided, to be assessed on a case-by-case basis;
- The cost of signing to be met by the applicant.

Signing would be from the nearest ‘A’ or ‘B’ class road or from the furthest extent that the village is current signed, whichever is closer. Shops that are directly located on ‘A’ and ‘B’ class roads will not be eligible for such signing.

Neighbourhood Watch signs

Neighbourhood Watch notices are informatory notices and are not traffic signs. They are displayed under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007. Neighbourhood Watch Committees should be aware that to comply with these regulations they must, at least 14 days before any notice is displayed notify the local planning authority in writing:

- that the Watch Scheme has been properly established in consultation with the police;
- that the police agree to the display of the notices in specific locations.

Detailed guidance will be provided to the Watch Scheme on how and where signs can be erected.

Bollards and verge marker posts

There are many different types of bollards available which are used for a variety of purposes. Illuminated bollards are typically used on pedestrian refuges and splitter islands in areas where there is street lighting. Illuminated bollards can be quite urban in appearance, but are required for many regulatory signs mounted on bollards under current regulations on roads with street lighting. The exception is on islands that include a traffic signal head, for which the County Council has Department for Transport approval that allows it to use non-illuminated 'keep left' signs on bollards.

On high speed roads, locations with poor visibility or where overtaking may occur at or near a refuge or splitter island, high visibility bollards may be needed.

Bollards are also used as a physical barrier to prevent access to motor vehicles, such as on a closed road. In addition, bollards with reflectors are used to highlight narrow sections of road, traffic calming measures and locations where pedestrians, cyclists or horse riders may be likely to cross.

In rural and conservation areas the type of bollard should be suited to its surroundings. Therefore, in historic villages or town centres, painted cast metal bollards may be required (or plastic versions that have the same appearance as a metal bollard). Similarly, in rural areas timber bollards may be appropriate. The exact type of bollard used may depend upon the level of funding available. The range of bollards used will be relatively limited to ensure similar replacements can be used.

The use of yellow high visibility bollards will be avoided in rural and conservation areas apart from on high speed roads, locations with a history of injury accidents and sites with limited visibility. Even where timber and cast metal bollards are used there will usually be a need to attach reflectors to them.

Bollards are available which are made to resemble a small school child, for use outside of primary schools. Whilst they can draw drivers' attention to the presence of a school, they will not generally be used by the County Council on the highway due to the possibility that they could encourage children to play with the bollard at a location which would be close to the edge of the road.

Verge marker posts, which have distinctive black and white bands, can be very effective at showing the shape and severity of a bend to an approaching driver, especially at night. They can also be used where a road suddenly narrows or to highlight the edge of the road, particularly where the verge drops into a ditch.

Carriageway centre lines, edge lines, road studs and hatched markings

In some instances centre lines may be removed or not replaced following carriageway resurfacing for the purpose of improving the appearance of a road in rural, historic or conservation areas, or as a means of encouraging drivers to proceed more slowly by removing the certainty of how much lane width is available to them. Similarly, it is not always necessary for 'give way' markings to be provided where traffic speeds are generally low. There is no requirement for highway authorities to provide road markings. However, centre lines and 'give way' markings will be provided on higher speed roads and at locations where the layout of junctions or bends may not be apparent.

Edge lines may be used on high speed roads and rural roads to help drivers clearly see the layout of the road ahead of them. They may also be used to visually narrow the road by appearing to reduce the lane width as a means of reducing traffic speeds. Hatched markings may also be used for this purpose or for providing 'ghost islands' to protect vehicles turning right, for narrowing the mouth of a junction to slow turning traffic, or as a means of guiding traffic.

There is no requirement to provide reflective road studs except as part of a system of double white lines. They are often used on high speed roads and as part of accident reduction schemes, where appropriate. In locations where road centre lines are removed it would be necessary to remove any studs too.

Double white lines

In order to maintain drivers' respect for these markings that prohibit overtaking, which are generally well-observed, they will only be provided in accordance with criteria outlined in the Traffic Signs Manual. It specifies the lines should be used when drivers' forward visibility falls below a specified level. They should be used throughout the length of a route as opposed to isolated locations. In situations where visibility is low enough to justify the use of these lines but road width is not sufficient to prevent vehicles from inadvertently going over them, an alternative option in limited circumstances may be to implement a Traffic Regulation Order prohibiting overtaking, which would enable 'no overtaking' signs to be used.

It should be noted that minor roads which have numerous bends and meet the visibility requirements referred to above will not necessarily have double white lines provided if the likelihood of vehicles overtaking is low, particularly where the main function of the road is for local traffic. Double white lines will therefore only usually be provided on 'A' or 'B' class roads. In addition to this, double white lines will not normally be used in built-up areas because they generally prohibit stopping as well as overtaking.

If traffic speeds on a road with double white lines fall, following a reduction in the speed limit and/or the introduction of engineering measures for instance, the double

white lines may be removed if the driver forward visibility no longer falls within the level where such lining should be provided.

'Keep Clear' and 'SLOW' markings

The white advisory 'keep clear' marking is intended for use in the traffic lane immediately adjacent to the mouth of a junction or access, or on the circulatory carriageway of a roundabout across an exit. A marking will not be provided in the opposite lane apart from in exceptional circumstances because the reason for leaving the area clear may not be evident to drivers (that is, they are not keeping a junction/access clear). The marking may, however, be used in turning areas if there is evidence of a persistent problem. It can have quite a visual impact on the appearance of a road and therefore careful consideration will be made before providing it in a rural or environmentally sensitive location. It may be appropriate to use a 'keep clear' marking if a [yellow box junction marking](#) is unsuitable.

'SLOW' markings should generally be used alongside a warning sign so that drivers are aware of the reason for the marking. The marking can be made more prominent when laid on top of red coloured surfacing, although this should be reserved for approaches to particularly sharp bends, schools and locations with a history of accidents. Repeated use of the 'SLOW' marking is likely to reduce its effectiveness.

Lane destination markings

At some junctions, particularly where there are multiple lanes, providing arrows or worded destination markings can help road users to choose the correct lane and guide them towards their destination. It may be necessary to supplement the markings with an accompanying dedicated lane direction sign where queuing traffic obscures the lane markings.

Arrow markings will not usually be provided on the approaches to roundabouts unless they are signal controlled or where there are high volumes of traffic. In some cases it may be necessary to provide arrow markings in order to increase capacity at a roundabout where drivers are being encouraged to use lanes against normal practice. An example would be where drivers can use the middle lane as well as the left lane to make a left turn into the first exit (as opposed to the standard practice of using the middle lane to go straight ahead).

Service Standards

In respect of tourist signs, applications submitted on the County Council's application form will be acknowledged within three weeks in normal circumstances. The time it takes for the signs to be erected will vary according to each specific application. Some schemes that require extensive signage will require a significant level of investigation and design. An indication of the timescale can be provided to applicants when making an initial enquiry.

Policy TM4: Parking restrictions

Supporting Information

The availability of off-street parking is often limited in many of the county's towns and villages. There are few areas of highway land available for the creation of new parking facilities and it is generally not affordable to convert large sections of highway verge, where it exists, into lay-bys or to strengthen it to bear the weight of vehicles.

Parking restrictions are a way of managing the demand for on-street parking, for giving priority to certain road users or classes of vehicle, to maintain free passage for traffic and to prevent obstructive parking. The presence of parking difficulties does not necessarily justify the use of parking restrictions and a number of considerations will be made when assessing requests.

Traffic Regulation Orders (TROs)

Most parking restrictions require a TRO. Policy TM1 gives details of general considerations that are taken into account before a TRO is initiated. The process of implementing a TRO can typically take around six months to complete but can often take much longer in locations where the proposed restriction affects many residents or businesses. This means when parking issues occur, perhaps due to a new business opening, for instance, it is not possible to introduce new parking restrictions immediately. In some cases it may be appropriate to introduce restrictions on a trial basis using an Experimental TRO.

The County Council receives many requests for parking controls. Parking issues with potential to compromise safety are prioritised. The priority of other reported parking concerns will be assessed alongside other locally important traffic management issues and investigated as staff and funding resources allow.

Enforcement of parking restrictions

The County Council is the on-street parking enforcement authority in all of the district council areas where Civil Parking Enforcement operates. The only district currently without Civil Parking Enforcement is Gosport, where the police remain responsible for enforcing parking restrictions.

The County Council's power to enforce parking restrictions has been delegated to the district councils, who operate their own enforcement procedures. Their Civil Enforcement Officers may issue a penalty to a vehicle that is contravening a parking restriction. In the absence of a parking restriction the police have powers to deal with a vehicle that is causing an immediate obstruction.

Parking restrictions are likely to receive more frequent enforcement if they are located in an area where there are other parking restrictions nearby. This means it may not be appropriate to introduce restrictions in a rural or suburban location if they will not be enforced very often and if it is unlikely that they will be respected.

Residents' parking schemes

A number of schemes operate whereby on-street parking is reserved for the use of residents when they are having difficulty parking on the street near their home due to

the parking of non-resident vehicles. This is usually achieved through issuing permits which are displayed in vehicles, and designating parking places for permit holders. These schemes can be expensive to implement, administer and enforce, therefore criteria have been established to assess requests.

Specific details such as how many permits should be available to each household, the cost of permits and the times the parking restriction applies will vary in accordance with the local problem being addressed.

The objective of the criteria is to create parking opportunities for residents with little or no off-street parking near busy town or village centres or other locations attracting commuters and visitors, where there is a high demand for on-street parking. It should be noted, however, that it is important to strike a balance between residents' parking and the on-street parking necessary to assist the economic vitality of local centres and access to facilities.

Residents' parking schemes will only be provided if most residents have little or no off-street parking space and if residents' difficulty in finding space to park is caused by the parking of non-resident vehicles. In situations where a road is being used as long stay parking by commuters, for example, but most residents have off-street parking, a single yellow line restriction preventing parking for part of the day will be more appropriate if a need for restricting parking has been identified.

The following criteria will apply when considering the need for a residents' parking scheme.

(a) Assessment of need:

1. Schemes shall not be considered where a resident has the ability to provide, at reasonable cost to themselves, parking within their own curtilage. This may be dependent upon local planning policy. Exceptions could be made in areas where the alteration of premises to accommodate parking may have an adverse impact on the appearance of a street;
2. Surveys should be undertaken to confirm that there is a shortage of on-street space for residents and/or their visitors due to parking by non-resident vehicles. The survey should identify the amount of available kerb space and how long vehicles are parked on a typical day in order to determine the level of difficulty for residents;
3. Generally, not more than half of the residents should have sufficient parking available within the curtilage of their property or allocated to that property in the form of private garages or other parking space.

(b) Determination of feasibility and type of scheme:

1. The normal working day or peak demand for resident spaces needs to be identified. If this demand cannot be met it will need to be determined as to whether it would be better to leave the current parking situation as it is or to progress a permit scheme which would assist some but not all residents;
2. Consideration must be given to the overall parking needs for the area. Locations that are close to shopping and business areas where there is a lack of short stay on-street parking or convenient off-street parking may need to allow short-stay parking for non-resident vehicles. Where such a need is

identified, time limited parking should be provided. Such parking could include an exemption on the time limit for permit holders;

3. If the spaces are to be reserved exclusively for permit holders because it has been shown that parking of non-residential vehicles is not necessary to meet the needs of the area, consideration should be given to signing the scheme as a Permit Parking Area in order to minimise the requirement for signs and road markings and therefore reduce the visual impact of the scheme. This method of signing is only suitable for use in roads that carry low volumes of through traffic;
4. Careful consideration should be given to the impact of the signs and markings of permit schemes in conservation areas;
5. The enforcement authority (the County Council, district council or the police) must be satisfied that a reasonable level of enforcement of the scheme can be maintained;
6. It must be shown that the introduction of the scheme will not cause unacceptable problems (such as displaced parking) in adjacent roads. It may be necessary to widen the potential area covered.

(c) Consulting and implementation:

1. The proposals should be acceptable to the greater proportion of residents prior to formal advertisement of the Traffic Regulation Order. The consultation should include details such as the cost of permits, how many permits residents will be entitled to and arrangements for visitors;
2. Local businesses and amenities located within and close to the area affected by the proposals should also be consulted.

Other important considerations:

- Eligibility for permits and the type of permits available may vary from scheme to scheme. The number of permits that can be issued to each household may differ according to the specific needs of the area affected. For instance, residents living in a permit scheme area who have some off-street parking space may be entitled to fewer or no permits;
- Charges may be made for permits in order that the scheme is self-financing as far as possible, due to the cost of implementation, administration and enforcement;
- Spaces cannot be allocated to specific properties and a permit does not guarantee a parking space;
- The formalisation of parking spaces through a residents' parking scheme may lead to a reduction in the amount of parking space available;
- An arrangement for short term permits for use by visitors and trades people should also be considered.

Disabled persons' parking bays

In order to help disabled residents who have difficulty walking and who do not have access to suitable off-street parking, a disabled parking bay road marking may be provided, free of charge. This is intended to help mobility impaired residents to park near their home if they live in an area where there is high demand for on-street parking. It should be noted that disabled bays can be used by any Blue Badge holder and will not be reserved for individual residents.

Most disabled bays in residential areas are advisory, which means they cannot be enforced. A disabled bay must be included in a Traffic Regulation Order (TRO) to enable it to be enforced, and there is a relatively expensive and lengthy legal process to include a bay in such an Order, including public consultation. Enforceable bays can be distinguished from advisory bays by the presence of an upright sign, "Disabled badge holders only". The majority of disabled bays are well respected and do not need to be enforced and therefore are not included in a TRO. In town centre areas, roads with particularly high demand for parking and in Controlled Parking Zones, it will be necessary to include the bay in a TRO.

In order to be respected and to maximise use of the road space in areas where there is high demand for parking, the disabled bay should be in continual use. Disabled bays cannot, therefore, be provided for the purpose of reserving a parking space for the Blue Badge holder's visitors or to enable visitors to pick them up or drop them off.

A disabled bay may be provided if the following criteria are met:

- A vehicle must be registered and normally kept at the applicant's address. It must be regularly driven by the applicant, or by a resident member of the family or a resident carer to transport the applicant;
- The applicant must be a holder of a valid "Blue Badge";
- The applicant must be unable to park in the vicinity of their home on a regular basis due to the area being heavily congested with parked vehicles;
- The applicant must not have a vehicular access to his/her property, own or have use of a garage or hard standing close to his/her property which could be reasonably used as an off-street parking area for their vehicle. A garage or hard standing may be considered as unsuitable if it is too narrow to open the driver or passenger door wide enough or if there are steep steps between the parking area and the applicant's home;
Note: applicants are expected to take reasonable steps to render existing garages and hard-standings, which may be presently used for storage of other vehicles or goods, usable as a parking place. If the off-street parking is deemed unsuitable, written evidence may be sought from the applicant's medical practitioner demonstrating the need of a disabled parking bay;
- There must be a suitable safe location on the highway for the vehicle to park where it will not give rise to undue congestion or be detrimental to road safety;
- Markings will not be provided where their use will result in a contravention of a parking restriction;
- If a marking is required in front of another person's property it will be necessary to consult the occupiers. In the event that a neighbouring occupant objects the disabled bay will be provided unless a valid reason for the objection has been made in relation to the location of the bay.

A disabled bay may be removed if it is not seen to be in regular use or if the applicant it was provided for no longer meets the criteria above (in which case a letter will be sent to the applicant to advise them). Reviews may be undertaken periodically to check if disabled bays are still required and that applicants still meet the criteria.

If there are already a number of disabled bays in a residential road and it can be shown that this is affecting the ability of non-blue badge holder residents to find a parking space in the vicinity of their home, should a further application for such a bay be received there will be a review of the usage of existing bays. This will help to determine whether the existing bays meet the current demand for disabled parking and if an additional bay should be provided. If it is assessed that the current provision of disabled bays is sufficient to meet demand, no further bays will be provided unless the applicant provides a letter from their doctor confirming that they cannot walk to the existing disabled bay closest to their home.

There may be occasions when the County Council (or district council acting on its behalf) needs to suspend parking or loading bays. This may become necessary due to road works, for instance. Advance warning of such suspensions will be given where possible. Unfortunately alternative parking cannot be provided whilst such bays are out of use.

Yellow lines, loading and HGV waiting restrictions, rural and urban clearways

These restrictions, most of which require a TRO, can prevent parking and/or stopping on the road at all times or certain times of the day. Apart from clearways, the restrictions also apply to any adjacent footway and highway verge. These restrictions can be considered if at least two of the following conditions are met, but a higher priority would be given to progressing restrictions on roads that carry through traffic, roads that have an accident history involving parked vehicles, or where emergency access is affected:

- Where parked or stopped vehicles would be a danger to other road users and such instances have been regularly observed;
- Parked vehicles are severely restricting visibility;
- Parking needs to be prevented immediately outside of a school, a public amenity or where a School Crossing Patrol operates (to ensure pedestrians have a clear view when crossing the road);
- The restriction will help improve access for pedestrians, cyclists or to public transport;
- Parked vehicles are causing an obstruction in a narrow road or on a busy road that serves as a locally important through-route;
- The restriction has been requested by one of the emergency services.

Restrictions will normally only be considered if:

- The presence of the restriction is likely to be a deterrent in itself and not reliant on continuous enforcement;
- The restriction will not displace parking to another location where it would cause a significant problem.

In sensitive built-up locations where there is a need for parking to be restricted on most roads, it may be more appropriate for a Restricted Zone to be used, which do not need yellow line road markings but instead use entry signs and smaller repeater signs to remind drivers that parking (and/or loading) is restricted.

Designated parking places with time limits, charges or use restricted to loading

These restrictions, which require a TRO, can be considered if at least two of the following conditions are met:

- There is evidence that the absence of parking controls or current parking controls are not meeting local needs adequately;
- A regular turn around on the use of on-street parking is important to enable visitors to use local businesses or amenities;
- There is a lack of suitable off-street parking if designated/time limited parking places have been requested to support local businesses or amenities;
- Long stay parking is to be deterred in order to encourage drivers to use more suitable parking facilities or to encourage the use of public transport;
- In circumstances where a residents parking scheme is not viable but other parking controls may be suitable instead.

On-street electric vehicle charging points

Parking bays may be provided that are reserved for the use of electric powered vehicles whilst they recharge from a publicly available charging point (where installed). These bays would require a TRO. It will not be possible to provide such parking bays for the exclusive use of specific households or businesses because they would effectively become private parking spaces. The provision of on-street charging points will be kept under review.

Parking on verges and footways

Whilst parking on footways can be very inconvenient to pedestrians, particularly those who are blind or partially sighted, and for those in wheelchairs, it is not an offence to park on verges or footways unless it is prohibited by a byelaw or TRO. HGVs parked on a footway are committing an offence under Section 19 of the Road Traffic Act unless they have stopped for the purpose of loading or unloading (and no other restrictions are in place). In the absence of a TRO or byelaw, the police may be able to take action where a vehicle parked on a footway is causing a serious obstruction. However, police enforcement in such circumstances is likely to be a low priority.

Further information on measures to control verge and footway parking can be found in the Highway Maintenance Management Plan.

Bus stop clearways

These clearway restrictions, which are used to reserve kerb space for buses to pick up passengers or for standing over, do not require a TRO. They are more restrictive than measures to prohibit or restrict parking, such as double yellow lines, because they prohibit all vehicles except buses and hackney carriages from stopping, even to pick up or drop off passengers, during the hours that they operate.

There will be a presumption against using bus stop clearways in rural, village or environmentally sensitive areas due to the visible impact of the large yellow 'bus stop' road marking, unless there has been a problem of parked or loading/unloading vehicles causing difficulties for buses accessing bus stops or for safety reasons.

Taxi ranks

In order to reserve road space for hackney carriages to wait for passengers, an area of the highway can be designated as a taxi rank. Private hire vehicles are not permitted to use taxi ranks. In the first instance, requests for taxi ranks will be considered by the district council's licensing team through liaison with representatives of local taxi operators. If it can be shown there is a need to reserve space for taxis then this will be considered along with the other parking needs at the location in question. A balance may need to be made between the provision of waiting space for taxis and parking for visitors/shoppers and businesses. If a need for taxi space is agreed the times that the rank should operate will need to be determined so that the road space can be used by other vehicles at other times. Taxi ranks require a TRO.

Access Protection Markings

These are white line markings that can be placed in front of dropped kerbs to highlight a vehicular entrance to off-street premises or at a pedestrian crossing point. The marking is advisory and parking over it is not an offence. However, parking in front of dropped kerbs is likely to cause problems. A penalty can be issued in districts where Civil Parking Enforcement operates to vehicles that are parked in front of dropped kerbs at a pedestrian crossing point or dropped kerbs at a vehicular access to off-street premises (although in the latter case a penalty would only be issued if the occupant of the property complained). The police may also be able to deal with a vehicle that is causing an obstruction in some circumstances.

Since vehicles parking in front of dropped kerbs can be issued with a penalty in those districts where Civil Parking Enforcement operates, these markings will not be routinely provided unless enforcement has not proved to be a successful deterrent. A fee may be charged for the cost of providing the marking in front of a private access.

The marking should not be widely used in a single road or location because this is likely to reduce its impact. In addition excessive use of such markings could be considered to have an adverse effect on the appearance of a road.

Where a request is made for an Access Protection Marking, one may be considered in the following circumstances where parking across a driveway or access is regularly occurring:

- If vehicles cross a footway over dropped kerbs to gain access to the driveway or private access, an Access Protection Marking may be provided if the occupant or owner of the property has reported the problem to the local parking enforcement office on two or more occasions, if located in a Civil Parking Enforcement area. In all other areas, the problem will need to have been reported to the police on at least two separate occasions and police incident numbers provided;
- If there is no footway between the edge of the carriageway and the access/driveway, a marking may be provided if there is evidence of parking in front of it occurring on a regular basis.

Although situations can occur in narrow roads when parking opposite a driveway or an access causes problems, these markings are not intended for this purpose and

they will only be provided immediately in front of dropped kerbs or an off-street access. These markings may however be considered in exceptional circumstances where the private access cannot be widened, by removing a wall, hedge or extending dropped kerbs, for instance.

Service Standards

In respect of applications for disabled bays, residents will be advised whether their application has been successful within three months of applying if they have provided all the information requested.

The time it takes to mark the bay on the road will vary according to a number of factors; it is not cost effective for a small amount of road marking work to be done at a time, therefore a disabled bay may not be provided until other road marking work in the area is being undertaken. In addition to this, road markings are not usually provided in wet or frozen conditions. Taking these matters into account, a disabled bay would usually be provided within twelve weeks of a resident being advised that their application was successful.

In some instances it is necessary for a TRO to be provided to enable the disabled bay to be enforced or to ensure that parking in the road is regulated in a Controlled Parking Zone. It is not possible for a new disabled bay to be included in a TRO straight away due to the lengthy statutory process that is required. No guarantee can be made that a disabled bay will be included in a TRO because of the requirement for public consultation as part of the statutory process.

Policy TM5: Movement restrictions

Supporting Information

Movement restrictions generally relate to circular regulatory traffic signs and some rectangular signs (for example, bus lane restrictions) which either inform drivers of prohibitions (red circular signs) such as “no right turn” or mandatory instructions (blue circular signs) such as “keep left”. They are used to help keep traffic moving, to improve safety, to improve or preserve the amenity of an area, or to give priority to particular classes of vehicle.

Most movement restrictions require a Traffic Regulation Order (TRO) and therefore a period of consultation would be undertaken before a permanent restriction could be introduced. In some instances it may be appropriate to use an Experimental TRO so that the restriction can be introduced on a trial basis and its impact assessed before considering whether it should be used permanently.

The information below does not cover all types of movement restriction, but where others that are not specified here are being considered the same general principles shall apply.

Enforcement of movement restrictions

The police are responsible for the enforcement of all moving traffic restrictions and there is no option for the County Council to undertake this, with the exception of bus lanes. If there is a change to legislation which alters this situation the matter will be reviewed.

The County Council can currently apply to the Department for Transport to undertake enforcement of bus lanes and bus gates. If introduced, County Council enforcement would be undertaken either through the use of approved CCTV devices or Automatic Number Plate Recognition cameras (ANPR).

Bus priority measures

In order for buses to be a realistic alternative to the car there is a need for reliability and consistency in journey times. One means of influencing bus journey time reliability is through the introduction of measures to separate buses from other traffic. These measures can also help to cut bus journey times. This can be achieved in a variety of ways including the provision of bus priority at junctions and/or on main roads. These priority measures can dramatically reduce delays to buses.

There will be a presumption in favour of bus priority measures, particularly in urban areas, as part of a package of measures to encourage use of public transport. Decisions on whether or not to proceed with the introduction of bus priority should include an assessment of the costs and benefits associated with the proposal.

(i) Bus lanes

Bus lanes are a common bus priority measure in urban areas and are a successful means of enabling buses to bypass queues of traffic. They are dependent upon suitable road width being available. The impact of the bus lane on traffic queues and

parking/loading/access arrangements for any properties adjacent to the bus lane must be taken into account.

In terms of operating times, there will be a presumption in favour of full-time operation for bus lanes, bus gates, bus only roads and banned movements that provide an exemption for buses. Full time restrictions are generally more respected and understood by other road users.

Part-time operation of bus lanes may be considered where bus journey times are not adversely affected by traffic out of peak hours and where the bus lane may cause significant off-peak delays to other traffic. Account will need to be taken for consistency in operating times of other nearby bus lanes. Bus lanes terminating at traffic signals where bus detection measures are used should be in full time operation.

Red coloured road surfacing may be used within bus lanes in order to draw drivers' attention to the restriction. The use of such surfacing shall be avoided in environmentally sensitive areas due to its visual impact unless there is particularly poor compliance with the restriction.

(ii) Bus gates and bus exemptions from banned movements

Other means of giving priority to buses include roads or certain junctions that are only accessible to buses. Some turning restrictions can include an exemption for buses.

'Bus gates' are entries into roads that are reserved for authorised buses. They are usually provided to give buses a shorter or less congested route, where there is a very high level of pedestrians (such as a town centre shopping street), or on a route that would not be suitable for high flows of general traffic. In some cases the gate may be provided through signs alone and is reliant on drivers obeying the signed restriction. In urban areas signed only bus gates work relatively well since the presence of other road users can act as a deterrent to a driver who may be tempted to disobey the restriction.

In quieter residential or suburban areas it is unlikely that a bus gate using signs alone will be effective, and other measures will be required to support the buses-only restriction. One option is an automatic rising bollard using transponders for bus detection. CCTV and remote monitoring together with manual supervision would be required to safeguard the operation of this system. It would also be necessary to consult with the emergency services to establish operational procedures for them to gain access.

Given the need for buses and emergency vehicles to be fitted with transponders, and the cost of installing, operating and maintaining automatic rising bollards, bus gates outside of town centre areas will only be provided at locations where there is a strong case for bus priority in terms of measureable benefits. In the case of new developments, commuted sums would be required for the ongoing costs associated with operating and maintaining rising bollards in addition to their installation costs.

(iii) Vehicles permitted to use bus priority measures

As a general rule, buses as described below shall be permitted to use bus priority measures as defined in (a) the Traffic Signs Regulations and General Directions, and (b) the Transport Act 1985:

- a. Motor vehicles constructed or adapted to carry more than eight passengers and local buses not so constructed or adapted;
- b. A local bus service using public service vehicles for the carriage of passengers by road at separate fares, and having picking up/setting down points less than 15 miles apart.

Pedal cycles will be permitted to use bus priority measures unless there is a particular safety issue. It is usually safer to allow cyclists in with-flow bus lanes, for instance, otherwise they will be passed by faster moving traffic on both sides.

Taxis should normally be allowed in bus lanes unless there are operational reasons not to, such as where they could cause undue delay to buses and/or on high frequency bus routes. Where Selective Vehicle Detection is in operation (see below) it will generally not be possible to allow taxis to use bus priority measures.

Consideration will be given to enabling Powered Two Wheelers to use new bus lanes on a site by site basis. This will take account of whether there may be operational or safety implications. A similar assessment would need to be undertaken before Powered Two Wheelers could be entitled to use existing bus lanes, and to identify whether there would be a benefit from doing so. Encouraging greater use of such vehicles may help to reduce congestion.

It is unlikely that goods vehicles will be permitted to use bus lanes unless there are significant benefits from doing so.

(iv) Bus priority at traffic signals

Buses can be provided with priority at traffic signals and can either be within mixed traffic or dedicated bus lanes. Bus priority can be used to extend the green signal when a bus is approaching. It can also quickly recall the signals to the arm on which the bus is approaching. Both measures can help to reduce delays to buses at traffic signals and assist in improving journey time reliability.

Bus priority can be provided at new or existing traffic signals. It is usually implemented as part of a public transport route strategy but in some circumstances can be provided at isolated signal junctions where it serves a high number of buses.

Selective Vehicle Detection (SVD) can provide bus priority at traffic signals using various technologies including:

- Vehicle profile detection – this technology does not require any equipment to be fitted to buses. It provides priority irrespective of whether a bus is in service, early or late. It may not provide a particularly accurate method of bus detection under some traffic conditions and could detect erroneous vehicles;
- Transponders – transponders are equipped to individual buses. It requires careful management of the transponders by the bus operator and the local

authority to ensure the bus fleet remains equipped. Transponders provide priority regardless of whether the bus is in service, early or late;

- Advanced Vehicle Location (AVL) – provides an ‘intelligent’ level of bus priority and can be configured to provide different levels of priority based on whether the bus is early, on time or late. This can be particularly useful where there is a high bus frequency or competing bus demands that would otherwise be too disruptive on the operation of the traffic signals. It may be possible to implement AVL within the county once bus operators use compatible ticket machines.

Bus priority can have a significant effect on traffic capacity at a junction, particularly when the signals are recalled to a side road stage. It can lead to traffic movements being cut short or being missed out. Where buses approach a junction on numerous arms it can be difficult to provide bus priority to all. To prevent bus priority continually missing traffic movements it may be necessary to prohibit it from operating for several minutes to allow these to be served. Where the frequency of buses is high the effect on junction operation can be significant and again it may not be possible to provide priority at all times.

Where bus lanes terminate directly at traffic signals it would be necessary to provide SVD for bus priority. This will also prevent unauthorised vehicles from receiving priority at the signals. In these locations vehicle profile detection would not be able to differentiate a taxi from a private car. While fitting transponders to all permitted vehicles would provide this differentiation, the administration required to issue and manage transponders for taxis would be onerous and complex. Therefore to avoid compliance issues taxis should not be permitted to use sections of bus lanes that terminate directly at traffic signals.

Unless there is a strong case for bus priority at signalised junctions, bus lanes should be set back in advance of the stop line to maximise capacity for all traffic. This is also necessary where all vehicles are permitted to turn left at the junction

Heavy Commercial Vehicle access restrictions

Although commonly referred to as Heavy Goods Vehicles (HGV), the Road Traffic Regulation Act 1984 refers to Heavy Commercial Vehicles (HCV), which are goods vehicles that have an operating weight exceeding 7.5 tonnes. A goods vehicle is a vehicle constructed or adapted for the carriage of goods or burden. In this document an HGV shall mean an HCV.

As Highway Authority, the County Council can prohibit or restrict the use of HGVs by use of a TRO. A restriction may be for a zone area or specific roads as considered appropriate. There is usually an exemption for access or loading. The purpose of the restriction is to prevent HGVs from using the road (or roads) as a through route when it has been assessed to be unsuitable and when other more appropriate routes exist. However, legitimate access to premises cannot be completely prevented.

The restriction can be applied to all HGVs over 7.5 tonnes or only those over 18 tonnes. No other weight limits can be applied. For example, it is not possible to prohibit lorries over 3.5 tonnes unless there is a weak structure, in which case all

vehicles over this weight would be prohibited and exemptions for access or loading would not be permitted.

The County Council has adopted the following criteria in determining whether or not to impose a weight restriction on roads not designated as HGV routes:

- A minimum reduction of 30 HGV through movements per day, representing at least 50% of the observed HGV movements, can be achieved;
- A restricted area can be defined which does not transfer the problem to other communities and has sensible and practicable terminal locations;
- An alternative route exists for diverting HGVs that does not pass through environmentally sensitive areas, does not create a major increase in distance for HGV operators, avoids dangerous junctions or other suitable locations and will not result in increased road maintenance costs;
- If HGVs are regularly causing damage to highway verges, buildings, walls or other vehicles;
- Other measures to limit HGV movements have been introduced and proved unsuccessful, such as advisory blue and white signs “unsuitable for HGVs” or black and white signs which provide positive directions for goods vehicles, unless it would not be appropriate to use such measures.

It should be noted that many lorries are not classed as HGVs because they are under 7.5 tonnes and would not, therefore, be prevented from using a route with a 7.5 tonne restriction in place. HGVs can be identified by red and yellow markings on the back of the vehicle.

Structural weight limits and height restrictions

The maintenance of bridges on the county network is the responsibility of the County Council. Structural weight limits, which require a TRO, are usually applied to weak bridges and culverts. They apply to all vehicles, usually with no exemptions, and are set according to the safe load bearing capacity of the structure.

Height restrictions are usually associated with low bridges and are used when there is a physical structure over the carriageway. Height restrictions are always set at the maximum safe vehicle / load height, allowing for a safety tolerance which will allow safe passage under the structure without impacting on it.

Width and length restrictions

Vehicle width and length limits, which require a TRO, may be used to prevent entry to roads physically incapable of accommodating larger vehicles or to protect structures, buildings or preserve the character of an area by preventing unnecessary intrusion of large vehicles. Width limits are more restrictive than HGV weight limits because they apply to all vehicles over the specified width. Where these limits are imposed to prevent intrusion of large vehicles (an environmental width limit), a 6'-6" (2.0 metre) restriction is generally used because this allows cars and most vans but prohibits lorries, caravans and buses. It is not possible to place a width or length limit on a road that would prevent legitimate access to off-road premises unless the existing alignment of the road already prevents such access.

The width restriction is most effective when supported by a physical restriction in the road that prevents large vehicles from passing. Such measures are not used very often because they can also prevent access to some emergency vehicles. Early consultation with the emergency services is necessary if such measures are being considered.

The County Council will consider a 6'-6" environmental width limit if all the following criteria are met:

- A minimum reduction of 30 through movements per day of vehicles over 2.0 metres wide, representing at least 50% of the observed movements over this width, can be achieved;
- A restricted area can be defined which does not transfer the problem to other communities and has sensible and practicable terminal locations;
- An alternative route exists for diverting wider vehicles that does not pass through environmentally sensitive areas, does not create a major increase in distance for drivers, avoids dangerous junctions or other suitable locations and will not result in increased road maintenance costs;
- Damage to buildings, walls, fences or vehicles regularly occurs;
- Other measures to limit HGV movements have been introduced and proved unsuccessful, such as advisory blue and white signs "unsuitable for HGVs" or black and white signs which provide positive directions for goods vehicles, unless it would not be appropriate to use such measures.

Length limits are not used often because they are more challenging to enforce as it may not be easily apparent whether a vehicle exceeds the limit or not.

Banned turns and one way restrictions

Turning bans require a TRO and are usually implemented at junctions to improve the flow of traffic or where there is a demonstrable safety need. For instance, at a busy junction, a vehicle waiting to turn right may prevent vehicles behind from being able to continue straight ahead, which could cause considerable delays. Banning a turn can therefore increase the flow of traffic through a junction. Another circumstance where a right turn movement might be prohibited could be on a road where a vehicle waiting to turn right may not be clearly visible to traffic approaching from behind, particularly on a road where speeds are high or if the junction is on a bend.

A prohibition on u-turn movements may be needed, for example, to support a turning ban elsewhere to prevent drivers from turning around at an inappropriate location in order to get back to the junction with the prohibited movement.

Bans on turning movements are most effective when the layout of the road makes the banned turn difficult, which means they are virtually self-enforcing, otherwise the restriction is unlikely to be respected. If the layout of the road does not already discourage drivers from making the manoeuvre, measures such as modifications to junction kerb lines or the use of splitter islands should be undertaken to support the restriction. It is not usually advisable to make the banned turn physically impossible in case there is a need for emergency vehicles to make the manoeuvre.

In general, bans on turning movements will only be considered where either most vehicles making the manoeuvre are causing a safety issue (either to themselves or other road users) or where the movement is likely to cause delays to traffic on a classified road. It may be possible for cyclists to be exempted from turning bans, particularly left turn bans, where it is safe to do so.

One way restrictions also require a TRO. They can be used to help increase the flow of traffic in a congested area, or to remove the hazard of oncoming traffic in narrow streets. One way restrictions can also increase the amount of on-street parking in narrow roads since space does not need to be left for opposing traffic to pull in and give way. This can lead to higher traffic speeds, particularly in narrow roads, since drivers will be confident that they will not meet an oncoming vehicle.

Another drawback of one way roads is that they can increase the distance vehicles need to travel, which can be a deterrent to cycling unless other measures can be provided for cyclists such as contraflow facilities.

The need for a one way restriction will always be dependent upon the location and therefore it is not possible to produce detailed guidance as to when it may be a suitable measure.

Road closures and restricted access

These measures are aimed at removing access for through traffic. Many roads are used as a through route despite more suitable roads existing nearby. This usually occurs because of an actual or perceived time saving for drivers.

Restricting access for through traffic by means of a TRO or a physical closure should be a last resort after all other measures have been tried or considered. Whilst traffic using a particular road as a through route may be seen as disruptive or a nuisance to those who reside there, access on a publicly maintained road should not be prevented without good reason. There should be clear safety or environmental reasons for restricting access and a suitable alternative route for through traffic must be available nearby, or the restriction should form part of a strategy or package of measures covering a particular area. Closing a road to traffic may have significant impacts on the pattern of traffic movements on surrounding roads.

(i) Prohibition of Driving restriction

Also known as an 'access only' restriction, this measure requires a TRO. It is usually applied in the form of a 'no motor vehicles' restriction and combined with the sign 'except for access'. This means the only motor vehicles permitted to use the road are those using it to access a property or facility that is located directly from the road. Vehicles travelling straight through the road would be contravening the restriction.

Whilst there are a small number of roads with this restriction in place, it is rarely introduced on any further roads because it tends to be heavily reliant on police enforcement to be successful. Unlike many other restrictions that also rely on drivers obeying signs, the offence is not committed as soon as drivers pass the signs (in contrast to a 'no entry' sign for instance). Whilst it is obvious if a driver is committing an offence by driving through 'no entry' signs, it is not so clear if a vehicle driving past 'access only' signs is visiting a property further within the road. This means a driver

may feel less concerned about disobeying such a restriction if they do not feel they are seen to be doing so.

Where the conditions referred to above are met and it is not possible or desirable to use a physical road closure (for example, emergency vehicle access need to be maintained or there is not sufficient space to close the road), then the restriction should initially be provided on an experimental basis, except in exceptional circumstances.

This restriction shall not be used to deal with parking issues. In the past they have been used as a means to help prioritise parking for residents in roads where there have been commuters or shoppers parking. The use of the restriction for this purpose was generally made when the police were still responsible for parking enforcement in most of the district council areas.

Since the introduction of Civil Parking Enforcement in most parts of the county, which means parking restrictions are more likely to be enforced, it is now more appropriate for parking problems to be dealt with through parking restrictions as opposed to the 'access only' restriction. This restriction will not, therefore, be used to treat a parking problem unless yellow lines, time limited parking or a residents' scheme is deemed to be unsuitable. Existing 'access only' restrictions that were implemented for this purpose will remain in place unless they are no longer effective, in which case a parking restriction may be considered as a replacement.

(ii) Physical road closure

A more effective way to prevent through traffic from using a road is to put in bollards, fencing, planting and/or install kerbs so that vehicles cannot drive through. This measure also requires a TRO or an order for the stopping-up of the highway. The latter would result in a section of the road no longer being maintainable at public expense and taken out of use to traffic through physical measures, following a legal process. Utility services beneath ground level may be affected.

Unless the road is sufficiently wide, it will normally be necessary to construct a turning area at the point of closure to prevent vehicles having to reverse long distances. This can only usually be done if there is sufficient highway land available. The cost of constructing turning heads and installing a physical closure can be considerable and therefore road closures are not a low cost measure. The impact on emergency services must also be taken into account, and the closure should be implemented in such a way that allows cyclists to continue through unless there are reasons as to why this would not be safe.

The conditions referred to above should be met before a closure is proposed. They do not apply where the construction of a new development or road, which has planning consent, requires an existing road to be closed in order for it to be built.

Gating Orders

These orders enable a highway to be closed to all users including pedestrians at certain times of the day or at all times, where the existence of the highway is facilitating crime or anti-social behaviour. They can be applied to footpaths and

carriageways. The County Council must be satisfied that the following statutory criteria are met before a Gating Order is made:

- Premises adjoining or adjacent to the highway are affected by crime or anti-social behaviour;
- The existence of the highway is facilitating the persistent commission of criminal offences or anti-social behaviour;
- It is in all the circumstances expedient to make the order for the purpose of reducing crime or anti-social behaviour.

Highways provide accessibility between destinations and a Gating Order may restrict access to highway users, who are often pedestrians. It is therefore necessary to weigh the inconvenience to highway users and those properties accessed from the highway that would be caused by the closure against the potential reduction in crime and the fear of crime. Consideration may also be given to the dispersal of crime and anti-social behaviour to adjoining areas if a Gating Order is made.

Any highway should be kept open and passable to the public and a Gating Order shall only be considered if other alternative measures have proven unsuccessful and if the following additional criteria are met.

The County Council requires the promoting body, usually the local Crime and Disorder Reduction Partnership (CDRP), to provide an analysis of crime and anti-social behaviour incidents, both in the area to be gated, the adjoining area and the background levels of crime in the area. This information needs to include an analysis of types of crime and time of day at which the crimes occur. Where possible, trend data should be included. The request should contain an assessment of why closing the street or footpath is expected to reduce the incidence of crime and what alternative measures have been considered and rejected.

Where the CDRP is not the promoting body, the Partnership should be used to consider the crime analysis for the location and a copy of its advice should be included with the submission.

Information should be provided on the use of the routes and what properties or services they link, eg shops, schools, bus stops and what alternative routes are available to the public. The County Council will assess the accessibility implications if the crime analysis suggests that a Gating Order would have a significant benefit in reducing crime and the fear of crime.

If there is a demonstrable case for a Gating Order the County Council will hold a meeting with the promoting body to discuss funding and management arrangements, including:

- Public consultation and scheme promotion costs;
- Capital costs of the gates and their installation;
- Maintenance costs and responsibilities;
- Operational responsibilities;
- Public liability.

In order for a scheme to progress, the support of the community must be demonstrated at all consultation stages. A minimum support level of 66% will normally be required. This will give the County Council reassurance that there is a reasonable level of public support for gating.

If there is a strong case for a Gating Order being made, the County Council will contribute on a 50/50 basis to the scheme promotion costs and, if the scheme goes ahead, 50% of the capital cost of the gates (subject to the availability of funding). All other costs, liabilities and operational arrangements, such as long term maintenance, opening and closing of gates, must be met by the local promoting body. An appropriate agreement will be drawn up for signature by the responsible body.

Quiet Lanes

Minor rural road networks can be designated as Quiet Lanes. Such networks are roads with low flows of traffic at low speeds, which are also used by walkers, horse riders and cyclists. The purpose of the Quiet Lane concept is to improve awareness that there may be a variety of road users within minor rural lanes and to minimise the impact of motorised traffic. It is not intended that traffic calming measures should be used to a significant extent, nor speed limits introduced, to support Quiet Lanes. Small signs are used at entry/exit points to the network to remind drivers they may come across people in the road who could be walking, cycling or riding.

To designate roads as Quiet Lanes requires a significant level of consultation and community involvement, both in determining the extent and nature of the scheme, as well as in promoting and maintaining awareness of it. The proposal must follow a statutory process and be formally advertised, with any resulting objections considered before a road is designated.

There has been limited use of Quiet Lanes across the country. Schemes implemented elsewhere appear to have had a high level of support when being designated, but the outcome has seen limited success with little change in vehicle speeds and traffic flows in some locations where they have been used. Public perception of the effectiveness of some Quiet Lane schemes also appears to be limited. Although “speed orders” can be made in Quiet Lanes, they are not formal speed limits nor are they signed and cannot be enforced.

In view of the low level of benefits from Quiet Lanes in some areas of the county, they will only be introduced in Hampshire on a trial basis within a limited area, and the impact on traffic speeds, flow and non-motorised users will be assessed before consideration is given to using this measure more widely. The trial areas would be within the National Parks and the County Council will work with the National Park Authorities to development and assess this further.

Home Zones

These are roads in residential areas that are aimed at creating neighbourhoods which are not dominated by traffic and enable a range of activities to take place. This makes space available for people to use as well as vehicles. Signs identify the entry/exit points to the zone.

Home Zones can be applied to existing roads as well as new developments. Some used shared surfaces, where there may be no difference in level or any separation between sections of the highway for pedestrians and vehicles. When being applied to existing roads, considerable changes to the layout of the roads are likely to be necessary in order to achieve very low flows and vehicle speeds (well below 20 mph). Home Zones are not intended for use on roads with a through-traffic function. The purpose is to change how the roads are used, not just to reduce the speed of traffic. Home Zones therefore go beyond what may be considered as standard traffic calming measures and 20 mph zones or limits.

Community involvement is a key part of the process to designate an area as a Home Zone, in terms of agreeing what measures should be put in place and raising awareness of the scheme. The process for designating a Home Zone involves a considerable level of consultation and community engagement. The proposal has to be formally advertised and any objections considered before the roads can be designated.

In common with Quiet Lanes, “speed orders” and “use orders” can be made once the Home Zone has been designated. Use orders can be used to permit certain activities on the road, so long as access to premises is maintained and there is no obstruction to lawful use of the road. Speed orders are not enforceable speed limits but are agreed with the local community as a specified speed which measures within the zone are aimed at keeping vehicle speeds at or below.

Given the significant changes that would be needed to existing roads in order to bring traffic speeds down to below 20 mph, it is unlikely that Home Zones could be introduced in existing roads unless substantial funding is available. Home Zones are only likely to be undertaken as part of a wider environmental improvement scheme. Standard traffic calming measures may be more affordable where a problem has been identified (see Policy TM8). Although Home Zones are more likely to be achievable in new build residential developments, new residential roads are often built according to Home Zone principles without being formally designated as such (further information on the design of new residential roads can be found in the [Manual for Streets](#) and the County Council’s [Companion Guide](#)).

If a new development is to be called a Home Zone, it must be formally designated, and the statutory process for doing so cannot commence until the new roads are completed and accessible to the public. There is likely to be little benefit in doing this if the roads within the new development have been built to Home Zone principles and are already effective at keeping traffic speeds very low.

Pedestrian Zones

These restrictions are intended to create safer and more pleasant roads where there is a large concentration of pedestrians and where vehicular access to properties fronting the road can generally be provided by alternative means. The start and end of the zone is marked by entry/exit signs. Such zones are usually found in town and city centre shopping areas. In some locations there is a single paved surface and in others, a footway and separate carriageway for vehicles is retained.

Although Pedestrian Zones can prohibit motor vehicles at all times, they can also be restricted to certain hours and permit access for specific classes of vehicle or users. For instance, access to vehicles may be permitted outside of normal shop opening times, or loading may be permitted at certain times if there is no other way for properties within the zone to receive deliveries. The zone can either allow or prohibit pedal cyclists, and the decision to do this will vary according to the location. For example, it may not be appropriate to allow pedal cyclists in a zone of narrow streets.

Designating a road as a Pedestrian Zone requires a TRO and extensive consultation. It effectively removes a road to through traffic and may have a significant impact upon other roads in the area. It is also likely to be necessary to make changes to the layout and appearance of the road so that it no longer looks like a through route that is open to all traffic, in order for it to be respected by drivers. This measure, therefore, only tends to be used as part of a wider initiative to improve a town or city centre.

Yellow box junction markings

These markings are used at some junctions to keep them clear from stationary traffic. They are more restrictive than advisory 'keep clear' markings because stopping on such a marking is an offence (unless, other than at a roundabout, a vehicle is waiting to turn right and is prevented from doing so due to oncoming traffic or other vehicles waiting to turn right).

Although these markings do not require a TRO, they will not be implemented without the consent of the police, who are responsible for their enforcement. In general, they shall be provided at signalised junctions where stationary vehicles are regularly blocking the junction and preventing the free flow of traffic. They may also be considered at other busy non-signalised junctions, particularly those on bus routes and roads frequently used by emergency vehicles. They are not permitted for use on non-signalised roundabouts.

New yellow box markings at level crossings, or adjustments to existing markings at level crossings, shall only be undertaken in conjunction with Network Rail.

Policy TM6: Road classifications

Supporting Information

The purpose of classifying roads is to direct drivers to the most appropriate routes to their destination and to aid the management of the road network. The present national classification system dates back to the 1960s, although changes to the classification of roads across Hampshire has taken place since then, which have largely been associated with the development of the strategic trunk road and motorway network.

Roads are classified as either 'A', 'B', 'C' (otherwise known as classified unnumbered) or unclassified. In addition to this, some 'A' class roads are primary routes, which form part of the national Primary Route Network (PRN). This network is a series of roads between places of traffic importance across the UK as defined by the Department for Transport (DfT), although the County Council selects which roads form the primary routes to link these places. Primary routes are shown by green direction signs on roads.

Factors affected by the classification of a road

The classification of roads has a number of implications, which include:

- Route continuity – some roads form part of a much longer route, often crossing boundaries with other highway authorities;
- Maintenance - road classification is a major factor in determining the road hierarchy and both factors in turn influence the frequency of safety inspections and the response times for reactive (safety repairs) maintenance. Higher class roads tend to have (although not in all circumstances) a higher standard of construction and therefore the cost of repair per metre is more expensive. Historically, some roads were constructed differently according to their classification and have different maintenance requirements. Wholesale changes to classifications could therefore affect maintenance resources and service provision;
- Winter maintenance - road classification and road hierarchy are factors in determining the response to weather emergencies, in particular Hampshire's winter response for salting and snow clearing. Further information on road salting can be found in the Highway Maintenance Management Plan;
- Street works - the classification of roads can affect the constraints placed on utility companies carrying out works;
- Funding – the grant the County Council receives from the Government for highway maintenance is affected by road classification. The amount of funding per mile for 'A' class roads is significantly higher than that for other classes of road. The main general grant received from the Government may also be affected since part of the grant is based on the amount of traffic carried on 'A' class roads;
- Planning consent - vehicular access crossings constructed onto an 'A', 'B' or 'C' class road require planning permission;
- Signing – as well as changing direction signs following re-classification, some signs need to be illuminated on 'A' class roads that do not need to be illuminated on other roads.

Assessing road classifications – primary routes

Roads currently designated as a primary route will already be using the highest standard road within the county to link the designated primary destinations. There is also a need for such routes to be as direct as possible. It is therefore unlikely that the primary route designation will be removed unless significant improvements are carried out on an alternative road which would then be more suited as a primary route. In addition to this, possible changes to the designation of primary routes will need to be made in accordance with DfT guidance.

It should be noted that under EU Directive 89/460/EC, primary routes must provide unrestricted access to 40 tonne vehicles. The classification of all other roads does not affect the ability to introduce traffic restrictions, where it is appropriate to do so.

Assessing road classifications – all other roads

There are wide variations in the character and quality of roads across the UK and also within Hampshire. Therefore it is not possible to define a fixed set of standards which would clearly state what the classification of a particular road should be.

The DfT has suggested the following descriptions for different road classifications:

- An 'A' road will generally be amongst the widest, most direct roads in an area, and will be of the greatest significance to through traffic;
- A 'B' road will still be of significance to traffic (including through traffic), but less so than an 'A' road;
- A 'C' road will be of lower significance and be of primarily local importance, but will perform a more important function than an unclassified road;
- An unclassified road will generally have very low significance to traffic, and be of only local importance.

It is vital that classifications are set in context to local roads within the area. An 'A' class road in one part of the county may be very different to an 'A' class road in another part, but a main factor in determining the appropriate classification is how that road relates to others in its immediate area within the road network.

The objective behind downgrading the classification of a road will often be to reduce the amount of through traffic. However, it is unlikely that this can be achieved through re-classification alone, and driver behaviour is unlikely to change unless a suitable and convenient alternative route exists. The only immediate change from re-classification will be amendments to direction signs, but this is unlikely to affect the route choice of drivers who are familiar with the area. It will take longer for the changes to have an impact on those who use maps and satellite navigation systems as this will only occur as and when these are updated.

In addition to DfT guidance on road classification and the general factors listed above, the following will be taken into account when considering whether a road should be re-classified:

(i) Downgrading a road's classification:

- If the main function of the road is for through traffic, does a suitable alternative route exist of an equal or better standard that drivers are likely to use?

- How does the change affect the current maintenance and inspection regime?
- Does the alternative route for through traffic still provide a reasonably direct link for medium and long-distance traffic?
- Is re-classification likely to result in an improvement in the local environment and/or safety?
- If a road is being re-classified as a result of a new road being provided, measures to deter through traffic on the re-classified road should be considered;
- Can re-classification be undertaken without breaking continuity of the route for through traffic?
- Could re-classification encourage more non-motorised users to use the road?
- If the re-classification affects neighbouring highway authorities, do they support the changes?

(ii) Upgrading a road's classification:

- If upgrading is likely to result in additional traffic, an assessment of the road will need to take place to determine whether any maintenance works are required and if there will be an impact on congestion and safety;
- How does the change affect the current maintenance and inspection regime?
- Analysis of injury accidents should be undertaken;
- How will re-classification affect non-motorised users?
- Residents and businesses fronting the section of road proposed for re-classification should be consulted;
- If the re-classification affects neighbouring highway authorities, do they support the changes?
- How will re-classification affect route continuity?

Procedure for re-classifying roads

Once an initial assessment to consider the factors described above has been undertaken, consultation will take place locally on any proposal to re-classify a road, including neighbouring highway authorities that may be affected. The matter will also be considered by the Traffic Manager in terms of the potential impact on the road network prior to a decision being taken by the Executive Member.

Policy TM7: Pedestrian and cycle crossings

Supporting Information

Facilities to help pedestrians, cyclists and horse riders cross busy roads can be a vital part of the local highway infrastructure. Difficulty in crossing roads can be a barrier to encouraging more journeys to be taken on foot or by pedal cycle.

Pedestrian crossings are positioned as close as possible to 'desire lines'. These are locations where pedestrians are already choosing to cross the road as part of their route. There are a variety of crossing facilities that can be used, the choice of which depends upon the level of demand and difficulty in crossing a road, physical constraints of the location in question, and cost.

The following information describes common types of crossing facilities and the circumstances in which they may be considered.

Pedestrian refuge islands and informal pedestrian crossing facilities

Where sufficient road width is available it may be possible to provide a refuge island. What constitutes suitable road width will vary according to the location, such as the type of road, the composition of traffic and the likely level of use of the island. Consideration must be given to the movement of abnormal loads and large agricultural vehicles. The impact on cyclists passing the island must also be taken into account. Refuge islands intended to help cyclists cross will need to be wider than those where only small numbers of pedestrians will cross at the same time.

The cost of providing a refuge island may be higher on roads where there is street lighting if 'keep left' signs are required, since these must be illuminated (except when provided at traffic signals). Whilst bollards incorporating solar powered 'keep left' signs are available, it may be necessary for a high level 'keep left' sign to be provided to improve driver forward visibility onto the refuge island, and such signs generally need to be mains-powered.

Where it is not possible to provide a refuge island due to site constraints, cost or limited numbers of pedestrians crossing, there are alternative measures available such as pedestrian build-outs. It may be possible to build out the footway to provide an informal crossing point. This has several advantages: if the measure narrows the width of the carriageway at the crossing point, it can improve pedestrians' visibility when crossing the road and it can also improve drivers' visibility of pedestrians waiting to cross. These build-outs do not require as much road width as refuge islands, but they are not suitable in all locations.

If neither refuges nor pedestrian build-outs can be provided, another option may be to highlight a particular part of the road where it is safe to cross through the provision of dropped kerbs, tactile paving and bollards.

Other factors that may affect where a crossing facility can be provided include:

- On-street parking and whether it needs to be restricted;
- Drivers' visibility onto the crossing area;

- The position of nearby driveways and private access roads;
- Street lighting;
- Carriageway drainage.

Pedestrian refuge islands and informal crossing facilities will not normally be provided in close proximity to an existing signal controlled or zebra crossing.

Signal controlled crossings

A policy is used to ensure requests for controlled crossings are assessed objectively and consistently. This policy covers requests for Pegasus, Pelican, Puffin and Toucan crossings. However, it is also required to assess the need for facilities when a new development is proposed, or as part of a wider transport scheme or policy objective such as encouraging more sustainable travel by reducing reliance on the private car for journeys to work and school.

Controlled crossings are provided to facilitate access for pedestrians, cyclists and occasionally equestrians. They can have an important role in promoting safety, accessibility and convenience, but are expensive to install, and incur operating and maintenance costs, as well as requiring refurbishment or replacement at the end of their operating life. They can also increase delay for other road users, particularly if they are faulty. In order to ensure equality of provision and value for money, it is important that pedestrian crossings are provided at locations with the greatest need, and that assessments are carried out in a consistent way.

The County Council uses a well established objective numerical assessment for considering requests for controlled crossings based on the PV^2 value (where 'P' is the number of pedestrians, cyclists and horse riders, and 'V' the number of vehicles). It is used to identify the difficulty pedestrians have in crossing a road.

The following process shall be used for assessing the need for a controlled crossing:

(i) Initial site survey and preliminary assessment

This will identify whether a crossing could physically be constructed and to assess whether the likely usage and degree of difficulty currently experienced crossing the road justifies a costly full assessment. Pedestrians waiting to cross should be clearly visible to approaching drivers. In addition to this, the crossing should be located as close as possible to where pedestrians are already crossing. The degree of difficulty pedestrians face crossing a road is likely to be the deciding factor in whether or not they will walk to a formal crossing.

Where a crossing could be physically constructed then an initial one hour survey shall be undertaken and indicative PV^2 value obtained at a time when a large number of pedestrians are anticipated to cross, and coinciding with peak traffic volumes. A further assessment is only generally appropriate where the initial PV^2 value is greater or equal to 0.25×10^8 . In exceptional circumstances a full assessment may be appropriate where the PV^2 value is lower in cases such as on abnormal load routes (since it may not be possible to provide a refuge island) or where there has been a serious accident involving a pedestrian.

On dual carriageways, the PV^2 value shall be applied to each carriageway independently.

(ii) Assessment of need

A survey will be carried out over a 12 hour period to determine the number of pedestrians and vehicles, 50 metres either side of the proposed crossing location. In order to take account of other important factors in the PV^2 value, a weighting factor will be applied to vulnerable pedestrians (children, older people and disabled pedestrians), and the barrier effect of a busy road that is difficult to cross shall be included by taking account of the speed limit, width and accident history of the road. This will produce the P_mV^2 value.

The value shall be obtained from an average of the four busiest hours over the 12 hour survey period. Controlled crossings are only appropriate where the P_mV^2 value is greater, or equal to 1.0×10^8 . This is to ensure that crossings are only provided where the degree of difficulty pedestrians would experience is assessed over a sufficiently long period to reduce the likelihood that they would generally cross without waiting for the crossing to operate.

In borderline cases, additional factors should be considered, such as the likelihood of the crossing being used if it is away from immediate desire lines, if it would result in the loss of on-street parking, proximity to other crossings, the effect on road safety, its impact on traffic and whether the proposed crossing would serve part of a long-distance off-road route or a network of such routes and Rights of Ways.

(iii) Ranking

Where new crossings have been assessed to be justified, the need will be prioritised if the number of locations exceeds the funding available.

- (a) Sites exceeding P_mV^2 value of 1.0×10^8 will be justified, and subject to physical constraints on site, be considered for implementation when funds are available. Sites will be added to a primary list where funding is not available.
- (b) Sites between P_mV^2 value of 0.5×10^8 and 1.0×10^8 would be added to a secondary list for review and monitoring as part of a forward programme. Those sites where external funding is available may be implemented.
- (c) Sites between P_mV^2 value of 0.2×10^8 and 0.5×10^8 would not normally be suitable for a controlled crossing. Alternatives such as a pedestrian refuge island or a zebra crossing may be considered.
- (d) Sites below P_mV^2 value of 0.2×10^8 would not normally justify a controlled or zebra crossing, but the site may be reviewed on its merits with regards to local and/or special needs, and subject to funding.

Zebra crossings

Consideration will be given to the installation of a zebra crossing taking into account the above criteria for signal controlled crossings and the following factors:

Zebra crossings:

- Are unsuitable where gaps in traffic are few and waiting times are long;
- Should not be considered where 85th percentile speeds are greater than 35 mph or where the speed limit exceeds 30 mph;
- Must not be sited close to traffic signals or signal-controlled crossings;
- Should not be installed where there are significant numbers of known users with severe visual impairment;
- Zebra crossings will only be installed where a system of street lighting of approved standard exists.

Pedestrian facilities at signalised junctions

The presumption is that controlled pedestrian crossings should be included at new traffic signal junctions where they form part of a continuous pedestrian link.

There may be reasons to exclude the provision of controlled pedestrian crossings on some or all arms of a junction. These may include:

- The number of pedestrians crossing is minimal and in these circumstances uncontrolled pedestrian crossings may be more appropriate;
- The impact of providing a pedestrian crossing has a significant detrimental effect on traffic capacity. In these situations 'walk with traffic' crossings may provide a suitable alternative;
- No pedestrian footways serve the crossing location.

New controlled pedestrian crossings may be installed at existing traffic signal junctions unless the above circumstances are incurred.

Traffic signals should not be considered solely as a means to provide controlled pedestrian crossings. Traffic signals incur greater traffic delays and longer waiting times for pedestrians when compared with standalone controlled crossings.

Where the controlled pedestrian crossing extends across the full width of the carriageway the effect on traffic delay may be considerable. Staggered pedestrian crossings may allow 'walk with traffic' facilities to be provided which would offer greater efficiency in terms of traffic capacity. 'Walk with traffic' facilities may enable one or more pedestrian crossings to operate simultaneously with non-conflicting traffic movements.

Only where the crossing forms part of an off road cycle network shall Toucan facilities be provided.

The provision of audible pedestrian signals would only be considered where all arms of the junction include controlled crossings and only when they all appear simultaneously. All controlled pedestrian crossings should include tactile rotating cones on the underside of the push button nearest to on-coming traffic, which operate only when the green man appears.

Policy TM8: Traffic calming

Supporting Information

Although commonly associated with reducing speed, traffic calming can also be used to deter traffic from using a particular route. It is expensive to install and maintain which means it cannot be provided in all roads where traffic is exceeding the speed limit or wherever traffic is using local roads to avoid congestion on main routes. In addition, although there are benefits from lower speeds and/or traffic flows, there can be disadvantages to certain road users.

There are many different types of traffic calming measures available. What is suitable in one road may not be suitable in another due to factors such as the available road width, the speed of traffic, the type and flow of traffic using the road, and cost.

Road humps and other vertical deflections

Measures that change the vertical alignment of a road are known as vertical deflections. They include:

- Round top road humps – usually the most severe type of hump, which extend across the width of the road. The most effective hump in terms of slowing traffic, but the least comfortable to drive over, especially for vehicles with long wheel bases;
- Flat top road humps – short humps which extend the full width of the road and are often used at pedestrian crossing points;
- Speed cushions – small road humps which slow cars and vans but are narrow enough for wider vehicles to pass over with less effect. Often more suited where humps are used on a bus route. The ability of buses to drive over them easily may be affected by the presence of parked vehicles;
- Speed tables, raised junctions – these are longer flat top road humps that usually enable both axles of a vehicle to be in contact with the hump at the same time, which provides a smoother ride for buses. They can also highlight the presence of a junction or crossing point and help pedestrians to cross;
- Rumble strips – these are used to provide a vibration within a vehicle. Some types of rumble strip may not be appropriate for use close to residential properties due to noise and vibration;
- Overrun areas – these visually narrow the road to help slow traffic. They are slightly raised and in a different material to the rest of the carriageway, but can be overrun by large vehicles which need more room to manoeuvre.

The Highways (Road Humps) Regulations 1999 state that humps can only be used in 30 mph limits and on roads with street lighting, unless there is a 20 mph limit in place. The Regulations also specify the maximum height of humps. Another speed reducing measure will be needed in advance of the first road hump if it is likely that traffic could approach it at speed. There is a requirement to consult the emergency services and the local district council, and to advertise proposals for road humps.

New round and flat top humps will generally not be installed on existing roads as they are not particularly popular with residents or drivers due to the severity of these features. In addition, round top humps and flat top humps can cause problems for

snow ploughs. Speed tables, raised junctions and speed cushions will be the preferred method of slowing traffic where a need for vertical measures has been identified, and this will generally be in situations where there is a particular need to reduce speeds significantly below 30 mph.

The use of horizontal measures should be considered and ruled out, if necessary, before road humps and other vertical measures are put forward.

Pinch points and other horizontal deflections

Measures that change the horizontal alignment of a road are known as horizontal deflections. They include:

- Pinch points – measures that narrow the road on both sides with no signs to advise drivers who has priority. They are most effective when there is relatively balanced traffic flows in each direction;
- Build-outs – the road is narrowed only on one side which forces drivers to give way to traffic on the opposite side. Priority signs/markings may be provided. If the road is wide enough it may be possible to provide a by-pass for cyclists;
- Chicanes – these are build-outs on both sides of the road which are staggered so they are not opposite each other. They are less suitable on roads used frequently by large vehicles since the length of the stagger would be too great to have a significant speed-reducing effect;
- Traffic islands – similar to pedestrian refuge islands, but do not accommodate pedestrians due to the absence of dropped kerbs. Often used to prevent overtaking or to separate cyclists from other traffic.

The ability of larger vehicles to use roads with these measures is an important factor in determining what features are appropriate. For instance, some roads are frequently used by abnormal loads and therefore it may not be possible to provide traffic islands. In rural areas, consideration must be given to the movement of large agricultural vehicles. Horizontal measures can also reduce the availability of on-street parking, which may not be acceptable.

Criteria for vertical and horizontal deflections

In general, traffic calming measures that consist of vertical or horizontal deflections may be considered in the following circumstances:

- New roads as part of a development in order to keep speeds low in areas where there are likely to be pedestrians crossing and cyclists, or other community uses such as schools, shops and other frontage activity;
- Existing roads adjacent to new developments or other highway schemes to mitigate the effects of the development/highway scheme;
- Roads where there is a history of injury accidents;
- Outside of or on the approaches to schools where traffic speeds are excessive for the location;
- To address a safety issue that cannot be resolved with other measures;
- To reduce traffic speeds along an on-road cycle route;
- To encourage through traffic to use more suitable alternative routes;

- Where there is a high proportion of through traffic on roads that are not suitable for this purpose and where other more appropriate routes for this traffic are available;
- Town and village centres, or other locations where there are high numbers of pedestrians and cyclists;
- Roads where the speed limit is below 50 mph, Community SpeedWatch has been undertaken for at least a year and mean speeds are still in excess of the speed limit.

Where funding is limited, priority for these measures will be given to those locations with a history of injury accidents, particularly those involving pedestrians and cyclists. It may be appropriate for measures such as narrowed junctions, build-outs and pinch points to be provided on a trial basis using temporary materials so that its impact can be monitored before deciding whether they should be used on a permanent basis.

The impact on and needs of cyclists must be taken into account when considering vertical or horizontal measures. Gaps should be provided to enable cyclists to bypass the traffic calming where possible.

Other traffic calming measures

The measures described above can be expensive to install and may be unpopular with some road users and local residents. Other methods are available which are cheaper and tend to receive less opposition, although they are not as effective as the measures which alter the alignment of the carriageway.

(i) Gateways

These features usually coincide with entrance to a settlement or the start of a lower speed limit and are intended to draw drivers' attention to the change in the limit. In their most basic form they may consist of enhanced traffic signs, but there is flexibility in the form that the gateway can take, such as using fencing or planting. The main purpose is to signify a change in the character of the road where traffic should slow down.

On roads where the speed of traffic approaching the lower limit is particularly high or where there are a large proportion of drivers exceeding the speed limit, there may be a need to make the speed limit signs especially conspicuous. The use of new speed limit signs with yellow backing boards shall be restricted to such locations or those where there is a history of injury accidents. A speed limit 'roundel' marking can also be provided to give further prominence to the change in speed limit, but their use will generally be limited to 'A' and 'B' class roads. 'Dragons teeth' markings shall also be restricted in use, due to their visual impact, to those locations where approach speeds are high.

Gateways can be combined with vertical and horizontal measures to give further prominence to the start of a lower speed limit.

(ii) Removal of signs and road markings

The absence of some signs and markings can encourage drivers to proceed more cautiously. For instance, it may be possible to remove road centre lines. However, it is unlikely to be appropriate to do this on high speed roads.

Removing or reducing the size of direction signs on local roads that are not suitable as a through route can be a deterrent to non-local traffic.

(iii) Coloured road surfacing and road markings

Red or buff coloured surfacing can be used to highlight particular areas of the carriageway by providing a contrast in its appearance. Red colour may be used beneath 'SLOW' markings to highlight particularly sharp bends or on the approaches to junctions where there has been a history of accidents. It is also used in combination with gateway features and speed limit roundel markings.

A change in the colour of the road surface can be used to highlight hazards, such as junctions or where the road narrows. Consideration will be taken of the character of the area the road runs through when determining the use and colour of coloured surfacing, especially when it involves a large area of the carriageway. However, it may be necessary to use bright coloured surfacing as part of injury accident reduction schemes. The use of such measures has proved to be highly effective in reducing injury accidents.

High friction surfaces, which are used to assist vehicle braking and reduce skidding, can also be coloured.

Road markings can be used to create the impression to drivers that the road is narrower than the available carriageway width, in order to slow traffic. Further information on this can be found in Policy TM3 under "carriageway centre lines, edge lines, road studs and hatched markings."

Impact of traffic calming on the street scene

In rural and environmentally sensitive areas the design and materials used for traffic calming measures should not look too urban in appearance. Materials should be used that blend in and compliment the surroundings where possible. This is particularly important in the National Parks and Areas of Outstanding Natural Beauty.

The same speed reducing effects that standard traffic calming measures produce could be achieved through the use of more sensitive techniques instead. For instance, in a rural lane it may be possible to provide a road narrowing feature through reducing the width of the carriageway by widening the verge and without necessarily using kerbing. Many rural lanes and historic town and village centres have very narrow sections of road and tight bends that slow traffic, forcing drivers to proceed cautiously. In some locations such features could be replicated to some extent where new speed reducing measures are required, and this approach should be considered before more standard measures are applied.

Whilst it will always be preferable to install traffic calming measures that fit their surroundings and do not look out of place, safety will always be the priority and therefore the measures will need to be conspicuous to drivers. This is usually achieved through the use of reflectors, signs and road markings, but these inevitably bring a more standard and urban appearance. The extent to which these are used varies according to the site and the design of the traffic calming measures, as well as factors such as the approach speed of traffic and visibility.

Another consideration is cost. Traffic calming that uses less standard materials is not only more expensive to install, but more costly to maintain and there may be difficulty sourcing identical replacement materials in the future if particularly unusual or bespoke materials were used originally. Some materials may also require more frequent maintenance, particularly where traffic volumes are not low or if HGVs make up a significant proportion of traffic.

Appendix C

TRICS

TRIP RATE CALCULATION SELECTION PARAMETERS:

Land Use : 03 - RESIDENTIAL
 Category : A - HOUSES PRIVATELY OWNED

MULTI-MODAL TOTAL VEHICLESSelected regions and areas:

01	GREATER LONDON	
	BN BARNET	1 days
02	SOUTH EAST	
	ES EAST SUSSEX	2 days
	HC HAMPSHIRE	2 days
	KC KENT	3 days
	WS WEST SUSSEX	5 days
03	SOUTH WEST	
	DC DORSET	1 days
	DV DEVON	1 days
	SM SOMERSET	1 days
	WL WILTSHIRE	1 days
04	EAST ANGLIA	
	CA CAMBRIDGESHIRE	1 days
	NF NORFOLK	1 days
	SF SUFFOLK	2 days
05	EAST MIDLANDS	
	DS DERBYSHIRE	1 days
	LN LINCOLNSHIRE	1 days
06	WEST MIDLANDS	
	SH SHROPSHIRE	1 days
	ST STAFFORDSHIRE	2 days
	WM WEST MIDLANDS	2 days
07	YORKSHIRE & NORTH LINCOLNSHIRE	
	NE NORTH EAST LINCOLNSHIRE	1 days
	NY NORTH YORKSHIRE	3 days
08	NORTH WEST	
	CH CHESHIRE	1 days
09	NORTH	
	DH DURHAM	1 days
	TW TYNE & WEAR	1 days
10	WALES	
	VG VALE OF GLAMORGAN	1 days
11	SCOTLAND	
	FA FALKIRK	2 days
	HI HIGHLAND	1 days
13	MUNSTER	
	WA WATERFORD	1 days
14	LEINSTER	
	WX WEXFORD	1 days
15	GREATER DUBLIN	
	DL DUBLIN	1 days
17	ULSTER (NORTHERN IRELAND)	
	AN ANTRIM	1 days

This section displays the number of survey days per TRICS® sub-region in the selected set

Primary Filtering selection:

This data displays the chosen trip rate parameter and its selected range. Only sites that fall within the parameter range are included in the trip rate calculation.

Parameter: No of Dwellings
Actual Range: 10 to 918 (units:)
Range Selected by User: 4 to 1817 (units:)

Parking Spaces Range: All Surveys Included

Parking Spaces per Dwelling Range: All Surveys Included

Bedrooms per Dwelling Range: All Surveys Included

Percentage of dwellings privately owned: All Surveys Included

Public Transport Provision:

Selection by: Include all surveys

Date Range: 01/01/13 to 08/10/20

This data displays the range of survey dates selected. Only surveys that were conducted within this date range are included in the trip rate calculation.

Selected survey days:

Monday	11 days
Tuesday	7 days
Wednesday	12 days
Thursday	10 days
Friday	3 days

This data displays the number of selected surveys by day of the week.

Selected survey types:

Manual count	43 days
Directional ATC Count	0 days

This data displays the number of manual classified surveys and the number of unclassified ATC surveys, the total adding up to the overall number of surveys in the selected set. Manual surveys are undertaken using staff, whilst ATC surveys are undertaken using machines.

Selected Locations:

Edge of Town Centre	3
Suburban Area (PPS6 Out of Centre)	14
Edge of Town	24
Neighbourhood Centre (PPS6 Local Centre)	2

This data displays the number of surveys per main location category within the selected set. The main location categories consist of Free Standing, Edge of Town, Suburban Area, Neighbourhood Centre, Edge of Town Centre, Town Centre and Not Known.

Selected Location Sub Categories:

Residential Zone	39
No Sub Category	4

This data displays the number of surveys per location sub-category within the selected set. The location sub-categories consist of Commercial Zone, Industrial Zone, Development Zone, Residential Zone, Retail Zone, Built-Up Zone, Village, Out of Town, High Street and No Sub Category.

Secondary Filtering selection:**Use Class:**

C3 43 days

This data displays the number of surveys per Use Class classification within the selected set. The Use Classes Order 2005 has been used for this purpose, which can be found within the Library module of TRICS®.

Population within 500m Range:

All Surveys Included

Secondary Filtering selection (Cont.):Population within 1 mile:

10,001 to 15,000	16 days
15,001 to 20,000	11 days
20,001 to 25,000	7 days
25,001 to 50,000	9 days

This data displays the number of selected surveys within stated 1-mile radii of population.

Population within 5 miles:

25,001 to 50,000	3 days
50,001 to 75,000	7 days
75,001 to 100,000	10 days
100,001 to 125,000	1 days
125,001 to 250,000	16 days
250,001 to 500,000	6 days

This data displays the number of selected surveys within stated 5-mile radii of population.

Car ownership within 5 miles:

0.5 or Less	1 days
0.6 to 1.0	13 days
1.1 to 1.5	29 days

This data displays the number of selected surveys within stated ranges of average cars owned per residential dwelling, within a radius of 5-miles of selected survey sites.

Travel Plan:

Yes	9 days
No	34 days

This data displays the number of surveys within the selected set that were undertaken at sites with Travel Plans in place, and the number of surveys that were undertaken at sites without Travel Plans.

PTAL Rating:

No PTAL Present	42 days
2 Poor	1 days

This data displays the number of selected surveys with PTAL Ratings.

LIST OF SITES relevant to selection parameters

1	AN-03-A-08	HOUSES & FLATS	ANTRIM
	BALLINDERRY ROAD LISBURN		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	204	
	Survey date: TUESDAY	29/10/13	Survey Type: MANUAL
2	BN-03-A-03	MIXED HOUSES	BARNET
	SWEETS WAY WHETSTONE		
	Neighbourhood Centre (PPS6 Local Centre) Residential Zone		
	Total No of Dwellings:	133	
	Survey date: TUESDAY	10/09/19	Survey Type: MANUAL
3	CA-03-A-05	DETACHED HOUSES	CAMBRIDGESHIRE
	EASTFIELD ROAD PETERBOROUGH		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	28	
	Survey date: MONDAY	17/10/16	Survey Type: MANUAL
4	CH-03-A-09	TERRACED HOUSES	CHESHIRE
	GREYSTOKE ROAD MACCLESFIELD HURDSFIELD		
	Edge of Town Residential Zone		
	Total No of Dwellings:	24	
	Survey date: MONDAY	24/11/14	Survey Type: MANUAL
5	DC-03-A-08	BUNGALOWS	DORSET
	HURSTDENE ROAD BOURNEMOUTH CASTLE LANE WEST		
	Edge of Town Residential Zone		
	Total No of Dwellings:	28	
	Survey date: MONDAY	24/03/14	Survey Type: MANUAL
6	DH-03-A-03	SEMI-DETACHED & TERRACED	DURHAM
	PILGRIMS WAY DURHAM		
	Edge of Town Residential Zone		
	Total No of Dwellings:	57	
	Survey date: FRIDAY	19/10/18	Survey Type: MANUAL
7	DL-03-A-10	SEMI DETACHED & DETACHED	DUBLIN
	R124 MALAHIDE SAINT HELENS		
	Edge of Town Residential Zone		
	Total No of Dwellings:	65	
	Survey date: WEDNESDAY	20/06/18	Survey Type: MANUAL
8	DS-03-A-02	MIXED HOUSES	DERBYSHIRE
	RADBOURNE LANE DERBY		
	Edge of Town Residential Zone		
	Total No of Dwellings:	371	
	Survey date: TUESDAY	10/07/18	Survey Type: MANUAL

LIST OF SITES relevant to selection parameters (Cont.)

9	DV-03-A-01	TERRACED HOUSES	DEVON
	BRONSHILL ROAD TORQUAY		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	37	
	Survey date: WEDNESDAY	30/09/15	Survey Type: MANUAL
10	ES-03-A-03	MIXED HOUSES & FLATS	EAST SUSSEX
	SHEPHAM LANE POLEGATE		
	Edge of Town Residential Zone		
	Total No of Dwellings:	212	
	Survey date: MONDAY	11/07/16	Survey Type: MANUAL
11	ES-03-A-05	MIXED HOUSES & FLATS	EAST SUSSEX
	RATTLE ROAD NEAR EASTBOURNE STONE CROSS		
	Edge of Town Residential Zone		
	Total No of Dwellings:	99	
	Survey date: WEDNESDAY	05/06/19	Survey Type: MANUAL
12	FA-03-A-01	SEMI-DETACHED/TERRACED	FALKIRK
	MANDELA AVENUE FALKIRK		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	37	
	Survey date: THURSDAY	30/05/13	Survey Type: MANUAL
13	FA-03-A-02	MIXED HOUSES	FALKIRK
	ROSEBANK AVENUE & SPRINGFIELD DRIVE FALKIRK		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	161	
	Survey date: WEDNESDAY	29/05/13	Survey Type: MANUAL
14	HC-03-A-21	TERRACED & SEMI-DETACHED	HAMPSHIRE
	PRIESTLEY ROAD BASINGSTOKE HOUNDMILLS		
	Edge of Town Residential Zone		
	Total No of Dwellings:	39	
	Survey date: TUESDAY	13/11/18	Survey Type: MANUAL
15	HC-03-A-22	MIXED HOUSES	HAMPSHIRE
	BOW LAKE GARDENS NEAR EASTLEIGH BISHOPSTOKE		
	Edge of Town Residential Zone		
	Total No of Dwellings:	40	
	Survey date: WEDNESDAY	31/10/18	Survey Type: MANUAL
16	HI-03-A-14	SEMI-DETACHED & TERRACED	HIGHLAND
	KING BRUDE ROAD INVERNESS SCORGUIE		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	40	
	Survey date: WEDNESDAY	23/03/16	Survey Type: MANUAL

LIST OF SITES relevant to selection parameters (Cont.)

17	KC-03-A-03	MIXED HOUSES & FLATS	KENT
	HYTHE ROAD ASHFORD WILLESBOROUGH Suburban Area (PPS6 Out of Centre) Residential Zone Total No of Dwellings: 51 Survey date: THURSDAY 14/07/16		Survey Type: MANUAL
18	KC-03-A-04	SEMI-DETACHED & TERRACED	KENT
	KILN BARN ROAD AYLESFORD DITTON Edge of Town Residential Zone Total No of Dwellings: 110 Survey date: FRIDAY 22/09/17		Survey Type: MANUAL
19	KC-03-A-06	MIXED HOUSES & FLATS	KENT
	MARGATE ROAD HERNE BAY Suburban Area (PPS6 Out of Centre) Residential Zone Total No of Dwellings: 363 Survey date: WEDNESDAY 27/09/17		Survey Type: MANUAL
20	LN-03-A-04	DETACHED & SEMI-DETACHED	LINCOLNSHIRE
	EGERTON ROAD LINCOLN Edge of Town Centre Residential Zone Total No of Dwellings: 30 Survey date: MONDAY 29/09/15		Survey Type: MANUAL
21	NE-03-A-02	SEMI DETACHED & DETACHED	NORTH EAST LINCOLNSHIRE
	HANOVER WALK SCUNTHORPE Edge of Town No Sub Category Total No of Dwellings: 432 Survey date: MONDAY 12/05/14		Survey Type: MANUAL
22	NF-03-A-03	DETACHED HOUSES	NORFOLK
	HALING WAY THETFORD Edge of Town Residential Zone Total No of Dwellings: 10 Survey date: WEDNESDAY 16/09/15		Survey Type: MANUAL
23	NY-03-A-08	TERRACED HOUSES	NORTH YORKSHIRE
	NICHOLAS STREET YORK Suburban Area (PPS6 Out of Centre) Residential Zone Total No of Dwellings: 21 Survey date: MONDAY 16/09/13		Survey Type: MANUAL
24	NY-03-A-10	HOUSES AND FLATS	NORTH YORKSHIRE
	BOROUGHBRIDGE ROAD RIPON Edge of Town No Sub Category Total No of Dwellings: 71 Survey date: TUESDAY 17/09/13		Survey Type: MANUAL

LIST OF SITES relevant to selection parameters (Cont.)

25	NY-03-A-13	TERRACED HOUSES		NORTH YORKSHIRE
	CATTERICK ROAD CATTERICK GARRISON OLD HOSPITAL COMPOUND Suburban Area (PPS6 Out of Centre) Residential Zone Total No of Dwellings: 10 Survey date: WEDNESDAY 10/05/17			Survey Type: MANUAL
26	SF-03-A-05	DETACHED HOUSES		SUFFOLK
	VALE LANE BURY ST EDMUNDS Edge of Town Residential Zone Total No of Dwellings: 18 Survey date: WEDNESDAY 09/09/15			Survey Type: MANUAL
27	SF-03-A-07	MIXED HOUSES		SUFFOLK
	FOXHALL ROAD IPSWICH Suburban Area (PPS6 Out of Centre) Residential Zone Total No of Dwellings: 73 Survey date: THURSDAY 09/05/19			Survey Type: MANUAL
28	SH-03-A-06	BUNGALOWS		SHROPSHIRE
	ELLESMERE ROAD SHREWSBURY Edge of Town Residential Zone Total No of Dwellings: 16 Survey date: THURSDAY 22/05/14			Survey Type: MANUAL
29	SM-03-A-01	DETACHED & SEMI		SOMERSET
	WEMBDON ROAD BRIDGWATER NORTHFIELD Edge of Town Residential Zone Total No of Dwellings: 33 Survey date: THURSDAY 24/09/15			Survey Type: MANUAL
30	ST-03-A-06	SEMI-DET. & TERRACED		STAFFORDSHIRE
	STANFORD ROAD WOLVERHAMPTON BLAKENHALL Edge of Town Centre No Sub Category Total No of Dwellings: 17 Survey date: FRIDAY 09/05/14			Survey Type: MANUAL
31	ST-03-A-07	DETACHED & SEMI-DETACHED		STAFFORDSHIRE
	BEACONSIDE STAFFORD MARSTON GATE Edge of Town Residential Zone Total No of Dwellings: 248 Survey date: WEDNESDAY 22/11/17			Survey Type: MANUAL
32	TW-03-A-02	SEMI-DETACHED		TYNE & WEAR
	WEST PARK ROAD GATESHEAD Suburban Area (PPS6 Out of Centre) Residential Zone Total No of Dwellings: 16 Survey date: MONDAY 07/10/13			Survey Type: MANUAL

LIST OF SITES relevant to selection parameters (Cont.)

33	VG-03-A-01	SEMI-DETACHED & TERRACED	VALE OF GLAMORGAN
	ARTHUR STREET BARRY		
	Edge of Town Residential Zone		
	Total No of Dwellings:	12	
	Survey date: MONDAY	08/05/17	Survey Type: MANUAL
34	WA-03-A-04	DETACHED	WATERFORD
	MAYPARK LANE WATERFORD		
	Edge of Town Residential Zone		
	Total No of Dwellings:	280	
	Survey date: TUESDAY	24/06/14	Survey Type: MANUAL
35	WL-03-A-02	SEMI DETACHED	WILTSHIRE
	HEADLANDS GROVE SWINDON		
	Suburban Area (PPS6 Out of Centre) Residential Zone		
	Total No of Dwellings:	27	
	Survey date: THURSDAY	22/09/16	Survey Type: MANUAL
36	WM-03-A-04	TERRACED HOUSES	WEST MIDLANDS
	OSBORNE ROAD COVENTRY EARLSDON		
	Neighbourhood Centre (PPS6 Local Centre) Residential Zone		
	Total No of Dwellings:	39	
	Survey date: MONDAY	21/11/16	Survey Type: MANUAL
37	WM-03-A-05	TERRACED & DETACHED	WEST MIDLANDS
	COUNDON ROAD COVENTRY		
	Edge of Town Centre Residential Zone		
	Total No of Dwellings:	89	
	Survey date: MONDAY	21/11/16	Survey Type: MANUAL
38	WS-03-A-04	MIXED HOUSES	WEST SUSSEX
	HILLS FARM LANE HORSHAM BROADBRIDGE HEATH		
	Edge of Town Residential Zone		
	Total No of Dwellings:	151	
	Survey date: THURSDAY	11/12/14	Survey Type: MANUAL
39	WS-03-A-08	MIXED HOUSES	WEST SUSSEX
	ROUNDSTONE LANE ANGMERING		
	Edge of Town Residential Zone		
	Total No of Dwellings:	180	
	Survey date: THURSDAY	19/04/18	Survey Type: MANUAL
40	WS-03-A-09	MIXED HOUSES & FLATS	WEST SUSSEX
	LITTLEHAMPTON ROAD WORTHING WEST DURRINGTON		
	Edge of Town Residential Zone		
	Total No of Dwellings:	197	
	Survey date: THURSDAY	05/07/18	Survey Type: MANUAL

LIST OF SITES relevant to selection parameters (Cont.)

41	WS-03-A-10	MIXED HOUSES		WEST SUSSEX
	TODDINGTON LANE			
	LITTLEHAMPTON			
	WICK			
	Edge of Town			
	Residential Zone			
	Total No of Dwellings:		79	
	Survey date: WEDNESDAY		07/11/18	Survey Type: MANUAL
42	WS-03-A-11	MIXED HOUSES		WEST SUSSEX
	ELLIS ROAD			
	WEST HORSHAM			
	S BROADBRIDGE HEATH			
	Edge of Town			
	Residential Zone			
	Total No of Dwellings:		918	
	Survey date: TUESDAY		02/04/19	Survey Type: MANUAL
43	WX-03-A-01	SEMI-DETACHED		WEXFORD
	CLONARD ROAD			
	WEXFORD			
	Suburban Area (PPS6 Out of Centre)			
	No Sub Category			
	Total No of Dwellings:		34	
	Survey date: THURSDAY		25/09/14	Survey Type: MANUAL

This section provides a list of all survey sites and days in the selected set. For each individual survey site, it displays a unique site reference code and site address, the selected trip rate calculation parameter and its value, the day of the week and date of each survey, and whether the survey was a manual classified count or an ATC count.

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED

MULTI-MODAL CYCLISTS**Calculation factor: 1 DWELLS****BOLD print indicates peak (busiest) period**

Time Range	ARRIVALS			DEPARTURES			TOTALS		
	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	43	119	0.004	43	119	0.008	43	119	0.012
08:00 - 09:00	43	119	0.005	43	119	0.016	43	119	0.021
09:00 - 10:00	43	119	0.001	43	119	0.004	43	119	0.005
10:00 - 11:00	43	119	0.002	43	119	0.004	43	119	0.006
11:00 - 12:00	43	119	0.003	43	119	0.003	43	119	0.006
12:00 - 13:00	43	119	0.004	43	119	0.004	43	119	0.008
13:00 - 14:00	43	119	0.003	43	119	0.002	43	119	0.005
14:00 - 15:00	43	119	0.003	43	119	0.003	43	119	0.006
15:00 - 16:00	43	119	0.009	43	119	0.003	43	119	0.012
16:00 - 17:00	43	119	0.009	43	119	0.005	43	119	0.014
17:00 - 18:00	43	119	0.012	43	119	0.006	43	119	0.018
18:00 - 19:00	43	119	0.011	43	119	0.007	43	119	0.018
19:00 - 20:00	1	133	0.000	1	133	0.000	1	133	0.000
20:00 - 21:00	1	133	0.015	1	133	0.000	1	133	0.015
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			0.081			0.065			0.146

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.

AM Peak Period

Site Ref	7-8 AM Trip Rate/HH		8-9 AM Trip Rate/HH		9-10 AM Trip Rate/HH		Ave Beds	Total HH	dph	Location
	Arr	Dept	Arr	Dept	Arr	Dept				
<i>Mixed Private/Affordable Housing</i>										
HC03M11	0.067	0.282	0.202	0.525	0.160	0.134	3.05	238	55.74	Basingstoke
HC03M06	0.064	0.351	0.149	0.445	0.128	0.149	2.36	328	42.05	Fareham
HC03M09	0.064	0.255	0.166	0.420	0.223	0.287	2.78	157	61.33	Winchester
HC03M10	0.148	0.409	0.193	0.386	0.125	0.125	2.73	176	70.40	Alton
KC03M02	0.101	0.336	0.118	0.437	0.218	0.143	3.15	119	39.67	Maidstone
KC03M03	0.071	0.364	0.100	0.436	0.179	0.214	3.50	140	46.67	Maidstone
ES03M11	0.079	0.359	0.113	0.364	0.105	0.178	3.16	354	52.99	Hailsham
ES03M05	0.051	0.297	0.072	0.326	0.109	0.239	3.29	138	28.30	Uckfield
HC03M08	0.043	0.197	0.111	0.358	0.104	0.100	1.99	279		Basingstoke
WL03M03	0.119	0.400	0.096	0.358	0.100	0.135	2.29	260	67.71	Salisbury
WS03M12	0.052	0.297	0.099	0.333	0.078	0.151	2.43	192	89.30	Shoreham
WS03M17	0.065	0.150	0.042	0.164	0.056	0.093	2.28	214	82.63	Chichester
WS03M16	0.095	0.274	0.107	0.294	0.139	0.167	2.78	252	50.40	Chichester
SC03M02	0.067	0.237	0.132	0.485	0.135	0.202	3.56	342	34.20	Frimley
SC03M06	0.028	0.148	0.100	0.280	0.090	0.104	2.52	500	67.11	Redhill
OX03M01	0.060	0.180	0.090	0.270	0.080	0.180	2.88	100	23.53	Thame
SC03M07	0.040	0.101	0.045	0.261	0.101	0.211	2.79	199	49.75	Guildford
Average			0.114	0.361	0.125	0.165	2.796	235	53.86	

<i>Private Housing</i>											
KC03A07	0.090	0.278	0.240	0.385	0.139	0.174	3.24	288	40.06	Herne Bay	
WS03A11	0.053	0.296	0.147	0.451	0.139	0.156	3.12	918	50.16	Horsham	
KC03A06	0.074	0.311	0.091	0.386	0.140	0.138	2.77	363	72.60	Herne Bay	
WS03A09	0.046	0.274	0.102	0.325	0.173	0.203	3.00	197	52.39	Worthing	
WS03A04	0.073	0.298	0.139	0.278	0.113	0.139	3.07	151	45.90	Horsham	
KC03A08	0.050	0.164	0.113	0.214	0.119	0.094	3.58	159		Charing	
Average			0.139	0.340	0.137	0.151	3.130	346	54.76		

<i>Mixed Private Housing & Flats</i>											
WS03K03	0.135	0.315	0.153	0.432	0.234	0.180	3.07	111	53.11	Worthing	
WS03K04	0.046	0.237	0.081	0.286	0.111	0.456	2.53	371	65.66	Horsham	

Max	0.054	0.074	0.080	0.171	0.175	0.189	0.080	0.391
Ave	0.025	0.042	0.046	0.113	0.096	0.125	0.046	0.267

Appendix D

Sustrans

Debbie Wigston

From: Alan Lewis
Sent: 13 July 2021 11:23
To: Max Longley
Subject: RE: Route 236
Attachments: 20210708_080052.jpg; 20210708_080648.jpg; 20210708_082451.jpg

Max,

Further to our telecon please find attached photos of signs indicating what you suggest might be an 'advisory' route via The Thicket and Downend Road.

Thanks for directing me to Strava (extract below), which seems to affirm Downend Road forms part of a network of cycle routes.

What I would like to establish if these signs identify routes to/from NCN236 and/or if they include the Downend Road railway bridge or some other route.



This does relate to a planning appeal some timescales are critical, could I therefore ask you to provide a response early next week or before?

Thanks

Regards

Alan Lewis CEng FIHE CMILT
Associate Director - Transport & Highways
alewis@glanvillegroup.com
www.glanvillegroup.com
01235 515550
07508534654

 **Glanville** Cornerstone House, 62 Foxhall Road, Didcot, Oxfordshire, OX11 7AD



Structural Engineering | Transport and Highways
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From: Max Longley <Max.Longley@sustrans.org.uk>
Sent: 13 July 2021 10:18
To: Alan Lewis <alewis@glanvillegroup.com>
Subject: Fw: Route 236

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Hi Alan

Thank you for email. To better assist, would you be able to just clarify what the query was on The Thicket? Is it the case that there are NCN signs along the route?

Thanks,
Max

Max S. Longley

Network Development Manager | South Central

Please note I am currently working from home

My pronouns are he/him

2 Cathedral Square | College Green | Bristol | BS1 5DD

+44 7922 875067



From: Alan Lewis [<mailto:alewis@glanvillegroup.com>]
Sent: 09 July 2021 09:23
To: Sustrans South <South@sustrans.org.uk>
Cc: road.safety@hants.gov.uk
Subject: Route 236

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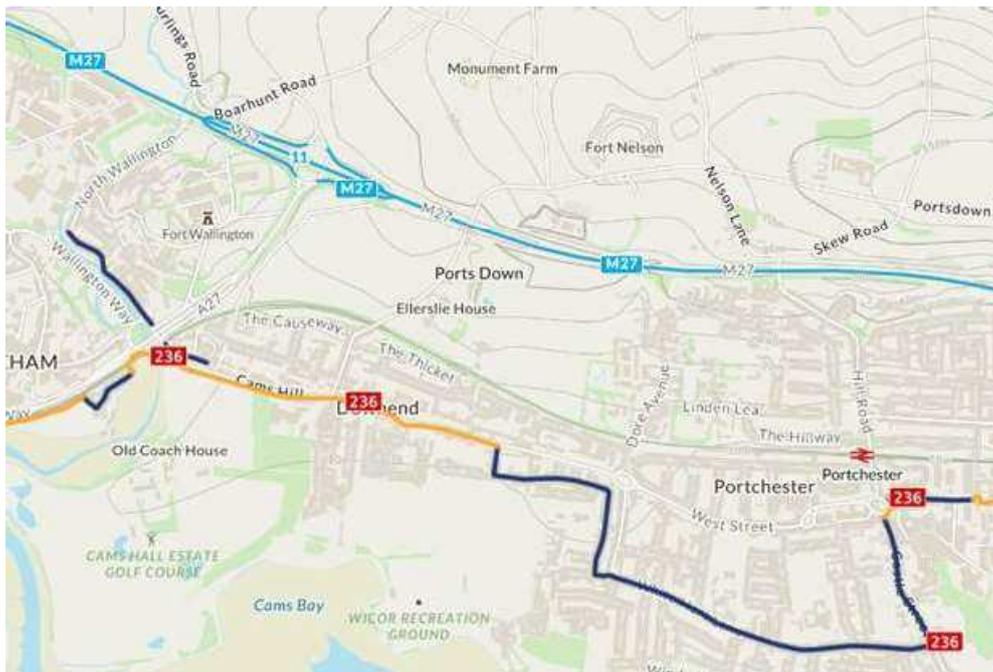
Morning,

I wonder if you might help me I am working for Fareham Borough Council on a planning appeal at Downend Road and cycle safety is a key factor:

The Fareham & Sustrans cycle maps are consistent but on the ground there are signs on The Thicket recording route 236... Could you quickly clarify for me

I also know that Portsdown Hill is a route used by a lot of cyclists because of the hill climbs (particularly north of Cosham), so I interested to understand what routes are popular?

[Fareham Cycle Map](#)



Many thanks,

Regards

Alan Lewis CEng FIHE CMILT
Associate Director - Transport & Highways
alewis@glanvillegroup.com
www.glanvillegroup.com
01235 515550



Cornerstone House, 62 Foxhall Road, Didcot, Oxfordshire, OX11 7AD



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236

NATIONAL
CYCLE
NETWORK



www.sustrans.org.uk



236

NATIONALE



236

NATIONAL
CYCLE
NETWORK

www.sustrans.org.uk

Please attract attention to the presence of this sign by using a hand-held sign.

www.sustrans.org.uk

Appendix E

HCC Emails

From: Gammer, Nick <Nick.Gammer@hants.gov.uk>
Sent: 12 July 2021 10:17
To: Alan Lewis; Drury, Holly
Cc: Gray, Adrian; Wright, Graham; Wiltshire, Martin; McCart, Gemma; Wright, Richard
Subject: RE: Downend Road, Portchester
Attachments: ITB12212-GA-061A.pdf

Sensitivity: Private

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Alan

Thank you for your email below and apologies for the delay in responding. I note there are not any specific questions in your email, however I thought it would be beneficial to clarify the Highway Authority's position on the points you raise. The HA feel that the agreed site access and bridge improvement designs do meet the applicable standards at the time of the application and currently. It is worth noting that while we consider the designs acceptable for all users, the majority of pedestrians and cyclists are expected to use the Cams Bridge route. Taking each of your points below in turn:

- Shuttle-working lights do not take account of cyclists on-road (existing/forecast)

This is not the case; on street the signals would have all red detection, which would increase the intergreen time between the two approaches as required for any slower moving road users, including cyclists. None of the other signal junctions around Fareham include intergreens to specifically accommodate cyclist movements. In terms of impact on the modelling outputs, the stated cyclist levels are too low to be specifically reflected in the Linsig modelling. The Linsig model averages out the performance of the signals across an hour and with such low cyclist levels there would be an almost imperceivable change to the timings in the model to account for cyclists. An occasionally longer intergreen, should the cyclist be travelling through at the end of stage, would be negligible when spread across all the intergreens in the modelled hour.

- Visibility at pedestrian crossing points and Departures from Standard

This was reviewed in detail at the application stage. Visibility can be achieved in accordance with the recorded speeds, meeting the requirements for a pedestrian crossing as set out in HCC TG3 – Stopping Sight Distances and Visibility Splays. HCC TG3 guidance (para 3.6.2) states that SSD shall be in accordance with MfS where it applies and para 3.1.3 states that for improvement to existing roads, the Design Speed shall be derived from the measured speeds (regardless of the posted speed limit). Given the measured speeds, MfS applies and the SSD will be the reduced figure which does not require a departure. This is the view of HCC's Chief Engineer and the appropriate and achievable visibility is shown on drawing 061A (1.5m set back and 49m y-distance).

However, as signalisation design is based on DMRB standards and the crossing point is close to the proposed signals, it was felt that visibility based on the posted speed limit (30mph) in line with DMRB should be checked at the planning stage in case this was raised as a concern during the detailed design check should the development come forward. Due to the bridge parapet, the full DMRB visibility from the northern crossing point looking south based on the posted limited is not achievable. A visibility of 90m in this direction would be required under DMRB as vehicles are within the existing 30mph speed limit when crossing the bridge. From a setback of 1.5m, a visibility of 81.6m can be achieved. If the set back is reduced to 0.66m, then the full 90m can be achieved. In addition, a visibility of 90m from a 1.5m set back can be achieved to a 0.5m offset from the kerb; as the point at which visibility is reduced is where the road tapers for the signalised narrowing, it is likely either vehicles will be stationary at the signal stop line or that the majority of the body of moving motorised vehicles will be further than 0.5m from the kerb. Also, as Downend Road is an uphill gradient at this point, any non-motorised user (e.g. cyclists) who may be within a 0.5m offset from the kerb would be travelling relatively slowly.

In the unlikely event the signalisation detailed design at the S278 stage required a DfS, due diligence has been carried out for visibility requirements based on the posted limit and on DMRB standards. This departure has been discussed with HCC's Principle Road Safety Engineer and HCC's Chief Engineer and, given the mitigating arguments set out above, if a DfS were to be required, I can confirm that based on the information submitted it would be approved.

- Gap acceptance.

No formal assessment has been undertaken to demonstrate there would be sufficient gaps in traffic for pedestrians to cross. However, the HA have no concerns that pedestrians would have difficulty crossing this road given the forecast traffic flows on Downend Road. At the northern crossing point, there will be gaps caused by the close proximity to the bridge signalisation (there will be generous periods when vehicles won't be passing the refuge in at least one direction) and a refuge island is to be provided, allowing pedestrians to cross in two stages. At the southern uncontrolled crossing there will be substantial periods for pedestrians to cross after the last northbound vehicle has passed; this time will comprise of the intergreen period and the time taken for the southbound vehicle to reach the southern crossing. The HA are comfortable that the operation of the signals and provision of a refuge will provide appropriate and safe opportunities for all pedestrians to cross.

- Relaxations/departures from standard

Holly has covered this in her email below.

- Regarding the statement 'minor/moderate horizontal/vertical alignment issues, exaggerated by the shuttle-working signals'

We do not consider there are any significant alignment issues and are confident that the works proposed can be safely delivered should the development progress.

- Regarding the statement 'some cyclists where the widths (over the bridge and past the R/T lane with islands) will make it difficult for vehicles to over-take cyclists for ~180m; this will create an element of 'fear and intimidation' for cyclists that should have been assessed in the application (but wasn't)?

This was considered when reviewing the application. The 3m width is within the appropriate parameters under LTN1/20 and narrow enough to ensure a car does not try and overtake a cyclist. Downend Road travelling northbound is not an attractive cycle route for inexperienced or unconfident cyclists and southbound the main promoted route for cyclists to/from the site would be via Cams Bridge and the quiet roads leading to the designated existing cycle facilities adjacent to the A27. Cyclists were considered as part of the design review by the HA and the scheme has also undergone an independent safety audited, which raised no concerns in this regard. Furthermore, the scheme would be subject to further safety audits as part of the S278 design check process; should any concerns be raised, these would have to be satisfactorily dealt with at that time.

- Regarding the concern raised that a highway ditch at northeast corner of the access may impact a DfS on verge width/gradient and could compromise SuDS options and/or require a retaining feature <2m from the edge of carriageway

All the land is either dedicated highway or within the control of the appellant; as such the HA are satisfied that any issues arising in this regard at the detailed design stage can be satisfactorily addressed should the development come forward.

- HCC's position in terms of loops/detectors

The current restrictions on the bridge with regards carriageway width may already require a road closure for maintenance. It is likely the proposed design would also require a closure to traffic for maintenance of, for example, the parapets. In terms of the signals specifically, the detection equipment on the bridge has yet to be determined; this will be done at the detail design stage. It may be that above ground detection is used across the bridge itself to avoid having any loops cut into the road in the shuttle working section, therefore removing the need to access the carriageway to maintain or recut loops on the bridge surface. The type of detection equipment used does not affect the intergreen times or the modelling.

I hope that helps clarify the HA's position on the proposals, however, if you have any further queries, please don't hesitate to contact me.

Best wishes

Nick

Nick Gammer BA (Hons) MSc MCIHT
Principal Transport Engineer – Highways Development Planning
Strategic Transport
Hampshire County Council
Economy, Transport & Environment
2nd Floor, EII Court West, The Castle, Winchester, SO23 8UD
Tel: 0370 779 4688
Email: nick.gammer@hants.gov.uk
Web: www.hants.gov.uk

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Hampshire County Council operates a pre-application highway advice service for developers.

Hampshire County Council welcomes and encourages discussions before a developer submits a planning application.

Please follow this link for further information

<https://www.hants.gov.uk/transport/developers/highwaysdevelopmentplanning>

From: Alan Lewis <alewis@glanvillegroup.com>

Sent: 23 June 2021 14:11

To: Drury, Holly <holly.drury@hants.gov.uk>

Cc: Gammer, Nick <Nick.Gammer@hants.gov.uk>; Gray, Adrian <adrian.gray@hants.gov.uk>; Wright, Graham <Graham.Wright@hants.gov.uk>; Wiltshire, Martin <martin.wiltshire@hants.gov.uk>; McCart, Gemma <Gemma.McCart2@hants.gov.uk>; Wright, Richard <RWright@Fareham.Gov.UK>

Subject: RE: Downend Road, Portchester

Sensitivity: Private

Holly,

Thanks for taking the time to respond.

My objective, for my client (Fareham Borough Council), is to demonstrate that the design proposals of the latest application do not meet the applicable standards at the time of the application. In forming a judgement on the application, as overseeing organisation, the local Highway Authority can apply judgement on any matter: that is within your gift. FBC's case does not change that – but the Inspectors Decision (as Powergen v Warwickshire) does, so I have to be respect HCC's position in any points I make.

My fundamental issue is that the shuttle-working lights do not take account of cyclists on-road (existing/forecast). Add visibility at pedestrian crossing points, gap acceptance and several relaxations/departures from standard and there are enough issues that will compound minor/moderate horizontal/vertical alignment issues, exaggerated by the shuttle-working signals. Many of the comments by safety auditors, JCT and HCC record that each party realised there are issues but having recorded no RfS/DfS, each appeared to take this at face value and identify other/related things – *rest assured I will draw out these remarks in evidence.*

There is still work to do and I may ultimately accept it is possible to find a balance between the design standards to arrive at an acceptable highway design solution. My appeal case will therefore highlight shortcomings that should be reflected in the traffic modelling to show the extent of queues/delays to judge; if these are acceptable then we can focus on the safety/convenience of highway users.

As an aside, Planning/Highway or Transport Authorities can leave environmental Impacts to the other party, and these can be missed; I am drawing this point out as FBC can reasonably disagree with HCC on the combined significance of related matters without suggesting HCC were wrong. With development and the Downend Road improvements there will be some cyclists where the widths (over the bridge and past the R/T lane with islands) will make it difficult for vehicles to over-take cyclists for ~180m; this will create an element of 'fear and intimidation' for cyclists that should have been assessed in the application (but wasn't). With such a narrow reason for refusal I have to attack this, to defend a costs application – so please do understand I am attacking the appellants case not HCC.

I obviously appreciate your response on draft Technical Guidance, i-Transport have suggested there is a ditch to the northeast corner of the access. It seems to be a highway ditch so my concern here was that a DfS on verge width/gradient will compromise SuDS options and/or require a retaining feature <2m from the edge of carriageway, so I thought we would need to protect these with any solution.

Finally, it is not a point I want to make in the appeal, but from a CDM perspective shuttle-working arrangements require road closures for maintenance and even some inspections. It should be possible to devise a solution for signal controller/equipment, but if there are other specific arrangements (such as works to the parapets) these could be designed in appropriate to the design stage. I therefore wanted to understand what HCC's position in terms of loops/detectors as this may also affect stop-lines/inter-greens and the modelling.

I trust this helps reassure you on matters of mutual interest and explains why I have to be critical, in serving my client's needs – do call me if you want to chat through any of these issues.

Best Wishes,

Regards

Alan Lewis CEng FIHE CMILT
Associate Director - Transport & Highways
alewis@glanvillegroup.com
www.glanvillegroup.com
01235 515550

 Cornerstone House, 62 Foxhall Road, Didcot, Oxfordshire, OX11 7AD



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From: Drury, Holly <holly.drury@hants.gov.uk>
Sent: 23 June 2021 12:36
To: Alan Lewis <alewis@glanvillegroup.com>

Cc: Gammer, Nick <Nick.Gammer@hants.gov.uk>; Gray, Adrian <adrian.gray@hants.gov.uk>; Wright, Graham <Graham.Wright@hants.gov.uk>; Wiltshire, Martin <martin.wiltshire@hants.gov.uk>; McCart, Gemma <Gemma.McCart2@hants.gov.uk>

Subject: RE: Downend Road, Portchester

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Alan

Please see responses below.

Kind Regards

Holly

Holly Drury BSc (Hons) MSc MCIHT

Principal Transport Planner – Highways Development Planning

Strategic Transport

0370 779 3193

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From: Alan Lewis <alewis@glanvillegroup.com>

Sent: 17 June 2021 12:41

To: Drury, Holly <holly.drury@hants.gov.uk>

Cc: Gammer, Nick <Nick.Gammer@hants.gov.uk>; Gray, Adrian <adrian.gray@hants.gov.uk>; Wright, Richard <RWright@Fareham.Gov.UK>

Subject: RE: Downend Road, Portchester

Holly,

Thank you for this clarification.

Given the timing of this response and the fact DMRB has been updated since these matters were considered, the RSA1 and HCC Design Check each explicitly record that no departures or relaxations from standard (DfS/RfS) were reported, unless FBC direct me otherwise, I am duty bound to pursue these arguments.

Further to the above just to be clear the Safety Audit report for the access (dated 2016) does identify in the audit brief and the noted within the audit report that there are potential design departures. We are therefore satisfied that the auditors had all the relevant information to consider these fully at the time of the assessment and recommendations. The review of the access proposals took place originally in March 2017 using DMRB design requirements (TD9/93 and TD42/95) and MfS. Since that time the DMRB documents have been replaced and HCC have produced Technical Guidance not TG3 which states "for improvements to existing roads, the Design Speed shall be derived from the measures speeds". This supports the approach taken in the report of 2017 following MfS standards instead of DMRB. The most recent audit relating to the works at the bridge didn't relate specifically to any departures as there are none for the signal elements of the bridge works and the 2016 audit was included within the audit submission which stated the departures as related above.

I appreciate that some of your guidance notes are not yet published. Could you therefore provide us with the latest draft versions of:

- A. TG1 Alignment Design - as these may be pertinent to the horizontal alignment DfS
- B. TG2 Highway Cross Sections
- C. TG4 Intelligent Transport Systems - as this will be pertinent to the pedestrian crossing and proposed railway bridge signals
- D. TG 8-1-TG 8-3 - as these may be pertinent to the DfS related to the verge width/gradient (with B above) and possibly the need for Vehicle Restraint System which may affect the visibility splay.
- E. TG22 Temporary Traffic Management - as this may resolve CDM Regulation concerns

These Technical Guidance Documents as you state are not yet published. This is because it has not been through the necessary due process for it to be approved. Until they are approved they cannot be read as HCC's requirements as they may be rejected by the approval board. Therefore the Highway Authorities assessment of the junction cannot be based against these emerging Technical Guidance Documents.

Based on your response as it may help us with matters of common ground could you also help by:

- Providing us with copies of the Departures & Relaxations from Standards submissions (to TG17) – I am particularly interested around the 'in combination' departures.

TG17 in its current form wasn't published at the point of consideration of this application by the Highway Authority and therefore could not of had bearing on the recommendations made to the Planning Authority on which this appeal relates. (Published 14th June 2021). Regardless of this TG17 doesn't specify when a formal departure must be processed. Generally the process would apply when the formal design check submission is made either as a preliminary or combined design check. This is because we don't always have at the planning stage all sufficient detailed information to sign off the engineering detail at that level. In addition sign off at the planning stage could lead to a significant lag in time before delivery, where onsite conditions may have changed meaning we wouldn't then support the departure (this cannot be determined at the planning stage). The Highway Authority therefore at planning consider whether departures are necessary and are likely to be acceptable and condition the access accordingly to ensure any issues with detailed design can be dealt with and the whole scheme can be put back through planning if necessary. This is reflected in the drafting of the S106 requiring the detailed design prior to commencement on site. In this instance as I have already set out it isn't 100% that this scheme will require any departures as the it is considered that appropriate geometric design can be achieved for the recorded vehicle speeds as set out with TG3. As matters currently stand the design would be based on MfS as the 85th percentile speeds are less than 37mph as set out within our MfS Companion Guide. This would mean the design for the right turn lane geometry is based on appropriate tracking rather than the standards set out with DMRB.

- Explaining why TG21 makes no reference to DfT circular 1/13. My concern is that TG21 seems to take account of the earlier Traffic Advisory Leaflet but misses important differences in the circular. As TG21 was published a few months after the circular it may not take account of the distinctions in it, pertinent to the change in limit and design

TG21 sets out the process for making a TRO it refers back to our Policy document which I referred to earlier and our overarching Casualty Reduction Policy. All these documents postdate the DfT circular 1/13 and therefore it is appropriately covered and reflected within our documentation. The documents don't directly refer to specific DfT guidance as this would mean a requirement to redraft if references changed. Therefore all documents refer to the latest relevant DfT guidance or requirements. To be clear the scheme is not reliant on the 30mph limit being extended.

Many Thanks,

Regards

Alan Lewis CEng FIHE CMILT

Associate Director - Transport & Highways

alewis@glanvillegroup.com

www.glanvillegroup.com

01235 515550

From: Drury, Holly <holly.drury@hants.gov.uk>

Sent: 17 June 2021 08:27

To: Alan Lewis <alewis@glanvillegroup.com>

Cc: Gammer, Nick <Nick.Gammer@hants.gov.uk>; Gray, Adrian <adrian.gray@hants.gov.uk>; Wright, Richard <RWright@Fareham.Gov.UK>

Subject: RE: Downend Road, Portchester

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Hi Alan

The setting of speed limits is as you say set out within our Traffic Management Policy and Guidance January 2014. This sets out that speed limits are set in accordance with the National Guidance. Policy TM2 sets out the factors to consider when assessing speed limits.

In this case recorded vehicle speeds were assessed and demonstrated a mean speed of 30.3mph and 33.3mph (November 2016 Data) supporting the proposed change in limit to 30mph. In addition the accident history along Downend Road was considered. At the time of agreement to the speed limit change the most recent fatality had not occurred which of course would add further weight to support the extension to the 30mph. There had been an historic accident history along Downend Road at the Ellerslie House junction and this further supported a change in the speed limit, which we requested to be further north than shown, but agreed the extents could be agreed at the TRO application stage. Further to support the proposed relocation of the speed limit is the additional junction, provision of a pedestrian crossing refuge and now the installation of signal control at the Downend Road Railway bridge. All relevant considerations based on the Policy.

To be clear the Highway Authority's position is that the speed limit change is supported given the accident history, the introduction of additional control of traffic through the signals, new access and pedestrian facilities' and that the existing observed speeds at the time of agreement supported an amended limit. The success of the proposed TRO to relocate the existing 30mph further north is however as always dependent on the separate TRO process and cannot be guaranteed. The support for the speed limit change proposal was set out within our response dated August 2018 and our general position on this remains.

With regards the design of the junction. In terms of visibility this has also been assessed both against the 85th percentile observed speeds and existing posted speeds (40mph) and has been reviewed most recently under the current application to include the signal controlled shuttle working at Downend Road bridge. The junction visibility and signals design have therefore been design based on posted speed limit of 40mph as this provided the most robust requirements for visibility of 120m. When considered against the higher recorded speeds from the 2019 surveys

(44.5mph) the required SSD would be 101m based on DMRB calculations. Therefore we are satisfied that in the absence of a successful TRO that the junction and shuttle working signal arrangement meet the required visibility design standards, however we would support the extension of the speed limit along with the introduction of these additional features to change driver behaviour through a location with an acknowledged accident history and which will (should the application be permitted) see additional vehicle turning movements and pedestrian activity in order to access and egress the site.

It is acknowledged through the applicants pre-application design check that the right turn lane junction may require 3 departures from standard should the amended 30mph limit not be successful. These are a design speed of 60kph rather than 70kph, reduced deceleration length and reduced taper. A safety audit was undertaken in December 2016 where the departures are listed and no concerns were raised. Given that the recorded speeds support the 30mph extension at the junction location and the Highway Authority are supportive of the amendments due to the reasoning above it is not foreseen that there will be a requirement for departures. In addition if the 30mph TRO is successful and given the recorded speeds then the design would fall under the MFS design guidance for the geometry which means departures are unlikely. It should be noted that the access was considered through the last appeal and no issues were raised with its form or design by the inspector.

Kind Regards

Holly

Holly Drury BSc (Hons) MSc MCIHT

Principal Transport Planner – Highways Development Planning

Strategic Transport

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From: Alan Lewis <alewis@glanvillegroup.com>

Sent: 14 June 2021 13:50

To: Hirst, Chris <Chris.Hirst@hants.gov.uk>

Cc: Gray, Adrian <adrian.gray@hants.gov.uk>; Wright, Richard <RWright@Fareham.Gov.UK>

Subject: Downend Road, Portchester

Chris,

I am supporting FBC in the above appeal.

One of several points I need to understand quickly (this week), for the Statement of Common Ground, is HCC's position on changes to speed limits.

My experience has been that HCC have been cautious about the design of junctions that rely on changes in speed limits, in some cases asking for pre-TRO consultation of key influencers to understand if a proposed speed limit change might be acceptable before providing a consultation response to a planning application. I am not sure that is still the case but equally looking at your policy I am not clear what is/was considered in this case to reflect your 'in-principle' response:

[Microsoft Word - 2016-05-19 EMET DD Future Traffic Management Policy_\(HF000011372798\)\(hants.gov.uk\)](#)

(FYI the benefit of CC's) The applicants have proposed the extension to the 30mph limit, currently within a 40mph limit – which on the 'face of it' might be reasonable.

The issue I have is that the proposals would result in the continuation of development to just one-side of Downend Road. Taken against the DfT Circular, the development proposals do not substantially alter the extent of frontage development on one-side that does not justify a 30mph but does not appear to be reflected in the consultation response to the application and the design on which this relies.

I have other queries relating to departures/relaxations of standard, with/without speed limit changes, and wonder if you can help expand with this also.

Regards

Alan Lewis CEng FIHE CMILT
Associate Director - Transport & Highways
alewis@glanvillegroup.com
www.glanvillegroup.com
01235 515550



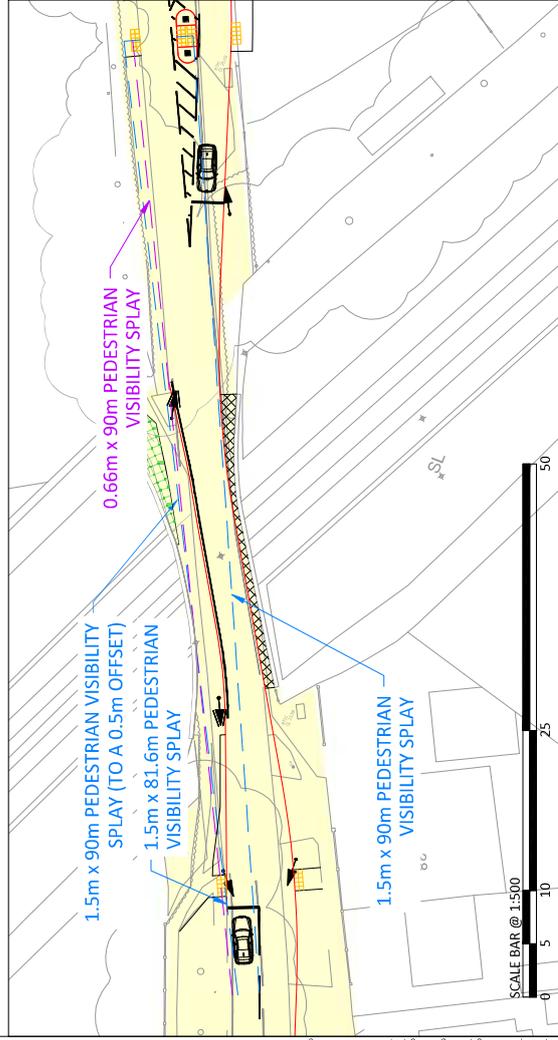
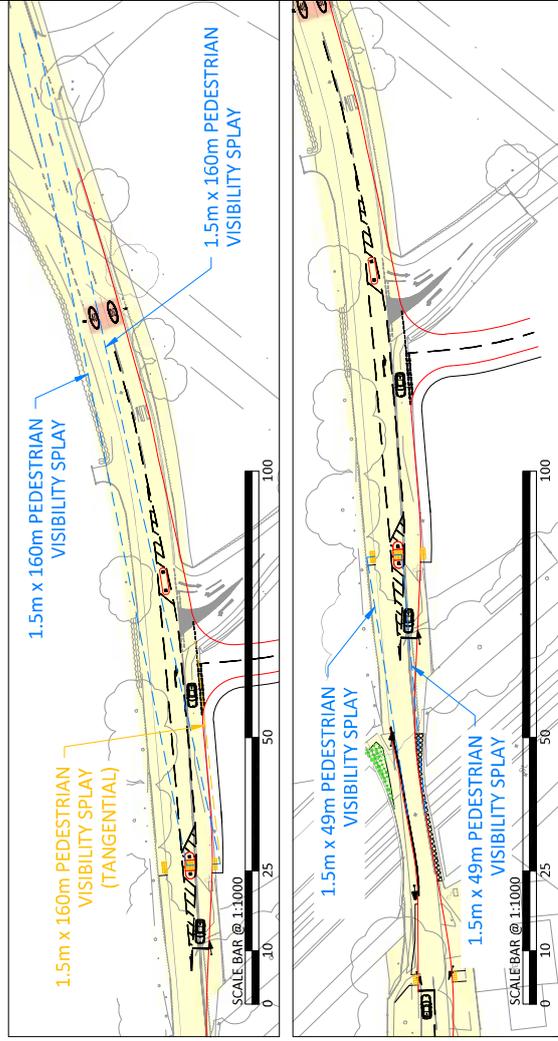
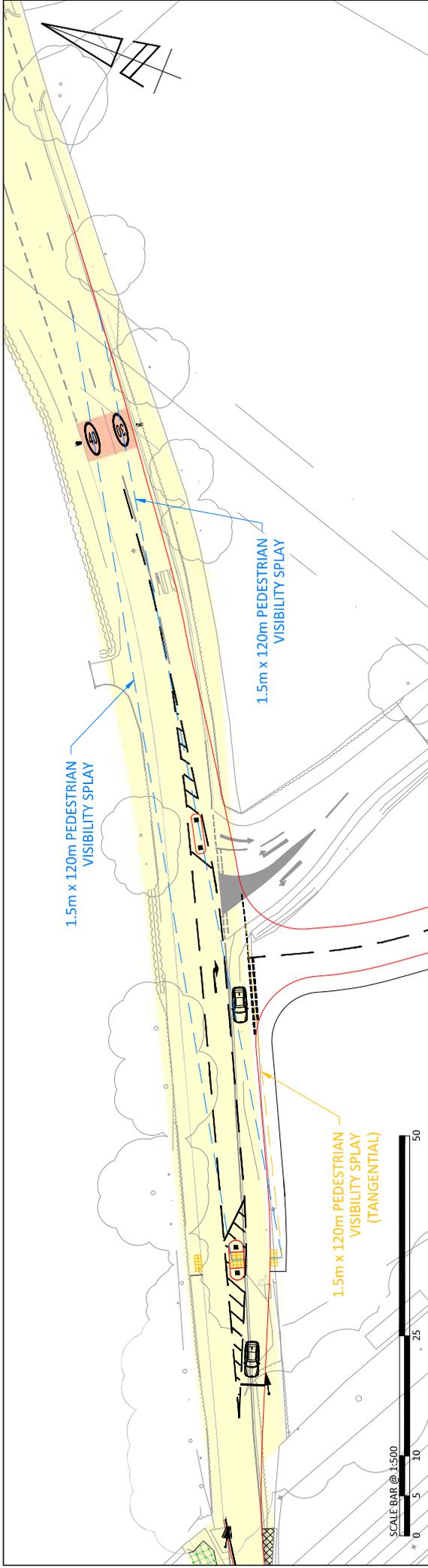
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		Grove House, Lutyens Close, Chineham Basingstoke, Hampshire, RG24 8AG Tel: 01256 338640 www.i-transport.co.uk		TITLE: DOWNEND ROAD BRIDGE - PROPOSED SIGNAL ARRANGEMENT WITH FOOTWAY PEDESTRIAN VISIBILITY SPLAY CLIENT: MILLER HOMES PROJECT: DOWNEND ROAD, PORTCHESTER		DRAWN: MC PROJECT No: ITB12212 DRAWING No: ITB12212-GA-061	CHECKED: TW SCALE @ A3: AS SHOWN	APPROVED: TW DATE: 24.07.20	REV: A
STATUS: FOR INFORMATION		REV/ DATE BY DESCRIPTION		TITLE:		DRAWN:		APPROVED:	
A 06.10.20 MC UPDATES IN LINE WITH HCC COMMENTS		TW TW CHK APD		PROJECT:		DRAWN:		APPROVED:	

Appendix F
Appeal Decision



Appeal Decision

Inquiry opened on 23 March 2010

Site visit made on 25 March 2010

by **David Stephenson OBE**
BSc(Eng) CEng MICE

an Inspector appointed by the Secretary of State
for Communities and Local Government

The Planning Inspectorate
4/11 Eagle Wing
Temple Quay House
2 The Square
Temple Quay
Bristol BS1 6PN

☎ 0117 372 6372
email: enquiries@pins.gsi.gov.uk

Decision date:
16 April 2010

Appeal Ref: APP/B1740/A/09/2119088

Former Webb's Factory, Bridge Road, Lymington, Hampshire SO41 9YW

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a failure to give notice within the prescribed period of a decision on an application for planning permission.
- The appeal is made by Redrow Homes (South West) Ltd against New Forest District Council.
- The application Ref: 09/94440, is dated 13 August 2009.
- The development proposed is the construction of a mini-roundabout at existing T-junction access.

Application for Costs

1. At the Inquiry an application for costs was made by Redrow Homes (South West) Ltd against New Forest District Council. That application is the subject of a separate Decision.

Decision

2. **I dismiss the appeal** and refuse planning permission for the construction of a mini-roundabout at existing T-junction access.

Main Issue

3. I consider that the main issue in this case is the effect of the proposal on the safety and free flow of traffic in Bridge Road.

Preliminary Matters

4. The application described the proposed development as: *A revised application (09/93803) for an alternative means of access to serve development consent (04/82337 or APP/B1740/A/06/2025065)*. At the Inquiry it was agreed that the development would be better and more accurately described by the description given above in the main heading.
5. Only 2 drawings were referred to in the planning application, but a large number of other drawings were submitted with other documentation. At the Inquiry it was agreed by the main parties that the drawings on which the Council would have made its decision, and that are for determination at the Appeal, are:

2172/SK/010 rev B	Red Line Drawing
2172/GA/101 rev B	General Arrangement
2172/GA/009 rev D	Site Access Mini-roundabout Junction
6. I do not consider that the interests of any party would be prejudiced by these changes and I am dealing with this case on that basis.

Reasons

General

7. The former Webb's Factory site has vehicular access only off Bridge Road, between the railway level crossing and the Lymington River. The factory closed in 2001 and was demolished by 2004. There is no accident history involving the existing uncontrolled T-junction access and no reason has been submitted to indicate that the junction needed upgrading in order to improve existing safety.
8. An application for redevelopment of the former Webb's Factory site was refused in 2004 for a number of reasons, one of which was inadequate access arrangements. A revised application¹ was submitted in an attempt to overcome the reasons for refusal and this was approved in 2005. The Planning Committee Report² (PCR) for this latter application indicates that during the consultation stage the Local Highway Authority (LHA) (PCR para 7.1) had no objection (subject to the completion of appropriate legal agreements and conditions regarding the detailed access arrangements), Network Rail (PCR para 7.7) had no objection (subject to various points about development adjacent to railways and a works agreement regarding a footbridge), and the Health and Safety Executive (HM Railway Inspectorate) (PCR para 7.8) was content with the initial proposal following detailed discussion with the developer over the proposed arrangements for the positioning and interlinking of the road traffic signals.
9. I consider that it is worth quoting in full the Report's assessment that deals with access (PCR para 10.9): "The Highway Authority have now withdrawn their previous objection. This follows further discussions with the applicant's highway consultant and Network Rail. The existing access would be relocated a few metres further to the east of the level crossing and would be controlled by traffic lights. The traffic lights would be fully integrated with the signals controlling the level crossing. The applicant has agreed (through the draft s106 agreement) that the exact details of these arrangements would be agreed with the Highway Authority and Network Railway (*sic*) prior to the commencement of any development on the site and that the agreed scheme would be implemented prior to the first occupation of any of the dwellings on the site."
10. The former Webb's Factory site has approval for re-development with the main and only vehicular access off Bridge Road. There is an option to build a hotel or a care home as part of the development, but it is agreed between the main parties that whichever option is built it would not materially alter the forecast traffic flow into/out of the development. Approval did not extend to the detailed access and there were no planning conditions imposed regarding this aspect, which was left for negotiation with the Local Planning Authority (LPA) and LHA as part of a planning obligation under s106 of the Town & Country Planning Act 1990 (the Act). It is agreed between the main parties that this obligation required an improved access to the site to be approved before the main development could begin. It is also agreed that there was no prescriptive junction design and that alternatives could be considered, but that the LPA's and LHA's preferred solution was a signal controlled junction coordinated with the adjacent level crossing on Bridge Road.

¹ Planning Application Ref: 04/82337 Full

² Planning Development Control Committee dated 9 February 2005 (Inquiry Document 8)

11. The proposal that is the subject of this Appeal is for a mini-roundabout and it was agreed that this was to provide access to the Webb's Factory site and to fulfil the requirements of an improved access in order to facilitate the implementation of this approved development. It is not of itself a discharge of para 7.1 of the s106 obligation which would still require the agreement of the LHA, though if permission were granted as a result of this Appeal, having heard the evidence of the LHA opposing it, then agreement under s278 of the Highways Act could be assumed to be forthcoming in accordance with the decision of the Court of Appeal in the *Powergen* judgement³.

Safety

12. MJH Associates have carried out a Stage 1 Road Safety Audit and their report dated July 2008 (RSA) considered 2 schemes. Scheme 1 was a signal controlled junction as shown on drawing No 2172/GA/002 A and Scheme 2 a mini-roundabout as shown on drawing No 2172/GA/004 A. The drawing for Scheme 1 was criticised for inaccuracies, and corrections to visibility distances were given. Although it does not form a submitted design solution for a signal controlled junction I consider that it does indicate the basis for a credible design.
13. The RSA identifies a number of safety concerns with this Scheme, but gives recommendations for overcoming them. Despite the most serious concern of the auditors being the need for effective co-ordination between the highway and rail crossing signals, I consider that this co-ordination could be achieved as indicated in Chapter 14 – Traffic & Transport of the Environmental Statement for the former Webb's Factory dated July 2004 and Network Rail's letter of 13 May 2004. In that case there would not appear to be any overriding reason identified in the RSA why a signal controlled junction could not be designed and operated safely.
14. The drawing for Scheme 2 is not precisely the same as either of those drawings of the mini-roundabout that are before me for consideration, and as stated does not include details of signage, white lining, landscaping or Statutory Undertakers diversions. As far as I can tell, however, it indicates an identical layout and I consider that the RSA is realistically and effectively an audit of the appeal proposal.
15. Concern was expressed in the RSA regarding speeds of vehicles approaching from the east and also the level of visibility in that direction. The conclusion was that the mini-roundabout design did not meet the design standards of the Design Manual for Roads and Bridges (DMRB) as set out in TD 54/07 or the requirements for relaxations from standards as set out in TD 50. Para 4.6 of the RSA is clear in its advice: "Given that the westbound direction on Bridge Road is likely to be the highest speed approach to the mini-roundabout, it is considered important for road safety that desirable standards of intervisibility should be achieved between this arm and traffic emerging from the site access. For this reason the location of the mini-roundabout as shown on dwg 2172/GA/004 is not considered satisfactory for road safety."
16. The recommendation to overcome this concern in this case was to reposition the roundabout westwards towards the level crossing to improve visibility to a desirable minimum standard of 4.5m by 35m. It was, however, considered that the obstruction to visibility due to the flood defence structure was not unreasonable and the Departure from standard required did not have a material bearing on road safety.

³ R v. Warwickshire County Council ex p. Powergen [1997] 3 PLR 62

17. Appendix B of the RSA draws the safety aspects together to make a comparison of both schemes and also introduces the assumption that the existing access had been operating safely in the past in terms of both highway and rail operation, and this was not refuted in evidence given at the Inquiry. While still expressing concern over the likelihood of effective coordination of road and rail signals, RSA paras 6.12 and 6.13 are clear expressions of the auditors' balanced judgement, which was to prefer an uncontrolled T-junction at the location shown on dwg 2172/GA/002 with the option of installing lights later following monitoring of the operation of the junction. These concluding paragraphs do not mention the roundabout option, and I consider it can be inferred that it was the least preferred junction form. How finely balanced that judgement was, however, is not clear.
18. The appeal scheme before me has not moved the location of the roundabout, so has not addressed the auditors' concerns with regard to visibility to the east. The position of the LPA is that the mini-roundabout scheme is unsafe, as maintained by Miss Ballorin in her evidence on behalf of the LHA in effectively the same terms as was expressed in the RSA. The LPA was accused by the Appellant of not having taken the signal controlled junction scheme into account in comparison, but in my view this appears to have been thoroughly considered in the RSA, and in any case it was only the mini-roundabout that was before the LPA as a formal planning application. While the signal controlled scheme could be considered a viable alternative, as the LPA and LHA had accepted such a scheme in principle, the RSA, while expressing concern over achieving effective interlinking of the junction and level crossing signals, had certainly not dismissed it as demonstrably worse than a mini-roundabout so I see no reason why the LPA should have addressed it.
19. The Appellant's evidence, largely through that of Mr Lewis, submits that the LPA and LHA are being too rigid in the interpretation of standards, as both a signal controlled junction and a mini-roundabout would require departures or relaxations from standards. The first point was whether DMRB applied in this case or whether Manual for Streets (MfS) was more applicable. While DMRB contains the design standards for trunk roads, and Bridge Road is not a trunk road, Hampshire County Council as the LHA has no separate design standards for highways, relying on DMRB and MfS.
20. MfS is expected to be used predominantly for the design, construction, adoption and maintenance of new residential streets, but it is also applicable to existing residential streets subject to re-design. It makes a clear distinction between streets and roads, where roads are essentially highways whose main function is accommodating the movement of motor traffic, while streets are typically lined with buildings and public spaces. MfS indicates that DMRB is not an appropriate design standard for most streets.
21. Bridge Road, the B3054, is a major local distributor road with the main function of accommodating the movement of traffic. I consider it does not have the characteristics of a street, and should be regarded as a trunk road for design purposes. DMRB provides the design standards for roads with 30mph limits as in this case and TD 54/07 of DMRB deals with the Design of Mini-Roundabouts.
22. The 2-way Annual Average Daily Traffic (AADT) flows were agreed to be some 10,000 vehicles per day on Bridge Road, and 1021 vehicles per day on the site access arm. These flows exceed the 500 vehicles per day below which TD 54/07 indicates that mini-roundabouts must not be used. The turning movements at peak times on the arms, however, as indicated in Figs 5 and 6 of the Appellant's Transport Statement prepared by WSP and dated July 2009,

show what I consider to be a wide difference in proportion between the arms, and TD 54/07 suggests it is best to avoid installing mini-roundabouts in those circumstances, amongst others.

23. Speeds have been measured at points 70m from the proposed give way lines of the junction to both the east and west on Bridge Road. To the east this survey was taken in the vicinity of the start of the 30mph limit some 60m to the east of the junction. Although the speed survey was conducted in wet weather, it was agreed by the main parties that the westbound 85th percentile approach speed corrected for dry weather was 31.8mph and I see no reason to disagree. It was also agreed that the Gap Acceptance Time was 2 seconds, so that the visibility distance between the westbound arm and the site access arm should be 35m ('D' distance).
24. It was also accepted that there is an obstruction to visibility to the east of the site caused by flood protection works, preventing full visibility of objects down to 0.26m in height at the nearside edge of Bridge Road to the right, and that this would require a Departure from this standard. In addition, land ownership or control does not allow the 35m visibility distance to be achieved from a point 9m back from the stop line on the site access arm ('F' Distance). In fact the best that can be achieved is 29m from a point 2.4m back.
25. TD 54/07 allows a relaxation in the 'F' distance to 4.5m in difficult circumstances, and a further relaxation in exceptionally difficult circumstances to an absolute minimum of 2.4m, but in this latter case only when the maximum peak entry flow is 300 vehicles per hour or less and when there is no entry arm to the left. In the case of this proposal the entry flow would be lower than 300 vehicles per hour, but there would be an entry arm to the left which would also be carrying the major flow on the main Bridge Road, so the criteria for a relaxation to the absolute minimum cannot be met.
26. The physical constraints of the road with the railway line to the west, the Lymington River to the east and the Green Belt land and Site of Special Scientific Interest to the north may make it difficult to design a junction. I consider, however, that they do not amount to exceptionally difficult circumstances. Also no reasons have been put forward to show the junction needed upgrading in order to improve existing safety, as already indicated above, or to improve the existing capacity of the junction or the traffic flow.
27. The mini-roundabout design requires the need to relax the 'F' distance to the absolute minimum, while still not being in accordance with the criteria for this relaxation. The 'D' distance would be below the minimum sought while full visibility over this distance would itself be obstructed, and the proportional flows between the arms would differ widely. Taken together this proposed mini-roundabout design falls well below the standards for a safe junction.
28. Policy CS24 of the New Forest District (outside the National Park) Core Strategy, adopted October 2009 (NFDCS), deals with transport considerations of new development. It seeks to promote improvements in the quality and sustainability of transport infrastructure in a number of ways. I consider that one of the most important of those ways listed is by ensuring that new development accords with Government and Highway Authority design guidance related to road safety. For the reasons I have given above I consider that the design of the proposed mini-roundabout does not accord with that guidance, and that the proposal conflicts with Policy CS24 in this regard.
29. Mr Lewis for the Appellant suggested that traffic calming measures, such as the proposed enhanced painted 'gateway' feature at the existing 30mph limit sign

- some 60m to the east of the mini-roundabout, could reduce the 85th percentile speed to less than 30mph, thus allowing a 'D' distance of 25m which is within what can be achieved. The Council disagreed, maintaining that Bridge Road from the east already had various features that reduced vehicle speeds, and additional features would be unlikely to reduce speeds further. In the absence of any substantive evidence as to what speed reduction could be achieved by what specific traffic calming measure, I am not persuaded that there is any guarantee that the speed could be reduced sufficiently to allow a reduced 'D' distance. The full visibility would still in any case be obstructed by the flood defences. I give little weight to the possibility of speed reduction.
30. It was also pointed out that the 'D' distance is restricted only by the boundary of the land that is under the control of the Appellant or LHA, and that much greater visibility distances can be achieved in practice over the land just outside the boundary, which is the Lymington River and which I was informed is under the control of the Environment Agency. While I accept that obstructions to visibility over this land may be highly unlikely, the visibility would be dependent on views over flood defence walls, which I noted at my site visit were lower than the top of the 'slam-gate' structure constructed on Bridge Road which forms the existing obstruction to visibility. There is no guarantee that the Environment Agency would not need to raise the walls in the future. In the absence of any agreement with the Environment Agency, or any other body as a third party, that there would be no structures built that would obstruct visibility, I give little weight to this matter.
31. TD 54/07 indicates that for 3-arm sites, the mean accident rate for mini-roundabouts is similar to that of priority T-junctions and about 30% less than that of signalised junctions, and the severity of accidents at 3-arm mini-roundabouts is lower than either of the other 2 types mentioned. There is thus a case for arguing that mini-roundabouts are inherently safer than at least 2 of the other options that may be possible for this site. While this may be the case, that would be when the junctions were all designed to standard. In this case it is clear that the mini-roundabout proposed would be substantially below standard.
32. Similarly the comparison of safety of a mini-roundabout with a priority T-junction and with traffic signals using a costs and benefits valuation in accordance with the COBA Manual at Part 13 of DMRB provided by Mr Lewis is attractive in concluding that a mini-roundabout solution would be around an order of magnitude better than the other two in terms of Personal Injury Accidents per year. Again, though, I consider that this must be based on junctions that are designed to standard, which this one would not be, and it was accepted that COBA analysis could not take account of the effect the proximity of the railway level crossing would have. I give little weight to the suggestion that the mini-roundabout proposed in this case would be safer than the alternatives considered.
33. MfS, although not applicable in this case, suggests roundabouts are hazardous to cyclists, though it indicates that mini-roundabouts are easier than normal roundabouts for cyclists to use. The advice in MfS and DMRB is therefore far from clear cut in this regard. Despite the submission from the Lymington Society, little substantive evidence has been submitted to show that there are, or would be, significant cycle or pedestrian flows in the area of the mini-roundabout to indicate any potential hazard. Nevertheless there is also little in the way of facilities proposed to accommodate cyclists or pedestrians, particularly considering the single footway on the north side of Bridge Road which has to be used by pedestrians travelling to and from the nearest access

- to the New Forest. Little weight can therefore be given either to support or to oppose the proposal in respect of its effect on cyclists or pedestrians.
34. It was agreed that the available stopping sight distance to the east was some 60m, where 70m was preferred. This in itself may be a marginal difference, and I accept that the railway level crossing would have some speed calming effect on traffic approaching from the east. The presence of the level crossing, however, would be a distraction to drivers approaching from both directions. The result would be that the mini-roundabout would not be particularly conspicuous, even with the lateral shift on the north kerblines, and this in my opinion would limit the effectiveness of the mini-roundabout.
35. The ARCADY modelling of the mini-roundabout presented by the Appellant indicates that a queue of 3 passenger car units (PCU) could form on the eastbound arm of the mini-roundabout. There would be 20m between the yellow box markings of the level crossing and the mini-roundabout stop line and this could accommodate 3 cars, or one large HGV, amounting to 3 PCU. The queue length predicted, however, is an average maximum so it could on occasions be greater and this was estimated as being some 13% of the time. There is therefore a possibility of queuing back onto the railway line which could be unsafe, and this was a concern to the LPA.
36. The level crossing is marked with a yellow box into which drivers should not enter or obstruct unless their exit is clear and this would also apply to drivers of long vehicles. The railway line is not a fast through line, but carries relatively slow moving shuttle trains on a single track line in and out of Lymington Town and Lymington Pier stations, with good visibility for the train drivers. Although Network Rail was not represented at the Inquiry it was generally agreed that the crossing and the gates and lights were monitored by CCTV cameras and operated from Brockenhurst such that trains could be signalled to stop if the crossing could not be closed for any reason.
37. I consider that the direct likelihood of collisions between a train and road vehicles resulting from traffic obstructing the crossing would be remote, however it cannot be discounted and I give some weight to the safety risk in this case. More likely, however, would be drivers not reacting quickly enough to traffic in front stopping unexpectedly at the mini-roundabout having just negotiated the level crossing and I consider this to be a realistic safety hazard and is related to the lack of conspicuousness of the mini-roundabout.
38. I conclude that the proposed mini-roundabout would not meet many important design standards relating to safety, and would not be a safe junction solution at this position.

Free Flow of Traffic

39. Bridge Road is an important distributor road for Lymington and the Ferry terminal. In the summer months, and at peak morning and evening times, it can carry considerable volumes of traffic. The level crossing closes some 4 times in the hour for some 2 minutes at a time. Substantial queues of stationary traffic can build up during these times, causing obstruction back into Lymington to the west, and also back to Beaulieu Road and Undershore Road to the east. As I was able to observe, these queues take some time to dissipate when the level crossing gates open. The flow of traffic is clearly irregular and already gets disrupted with significant delays.

40. Mr Lewis for the Appellant has presented a summary of delays that could occur at a signal controlled junction, using the LINSIG computer model, and another for the proposed mini-roundabout, using the ARCADY model. This summary indicates that the mini-roundabout would introduce some additional delay to traffic in Bridge Road, of some 4-6 seconds eastbound and some 9-11 seconds westbound. I consider that this would not result in a significant change in the flow of traffic overall, and may allow a reasonably free flow of right-turning vehicles into the factory site access as this traffic would have priority over westbound traffic.
41. I conclude that the proposed mini-roundabout would not result in a materially significant worsening of the flow of traffic in Bridge Road.

Other Matters

42. 3 alternatives to this appeal proposal were suggested at the Inquiry: the existing T-junction; construction of a mini-roundabout as permitted development; and a signal controlled junction.
43. The existing T-junction, though lawful to use at present, has not been put forward as an option to discharge the s106 obligation. It was described by the Appellant's advocate at the Inquiry as a 'dead duck' and it is difficult to see that this would be a realistic option. I give it very little weight as a fallback.
44. An application under s192 of the Act for lawful development of a mini-roundabout as permitted development has been submitted to the LPA, but has not been determined. Even though the LPA indicated at the inquiry that a certificate of lawful development (CLD) may be issued this is not yet confirmed. Even if a CLD was granted I am not persuaded that it would provide the Appellant with any certainty that it could be implemented. The Appellant submitted that if a CLD was issued then permission would have effectively been granted and in those circumstances the LHA would not be able to withhold agreement under s278 of the Highways Act, as was determined in the *Powergen* judgement. The Council submitted that *Powergen* did not apply to permitted development even if it had been granted a CLD.
45. Although it would be for the courts to decide the legal niceties in this case, I am of the view that the *Powergen* case related to permission granted at appeal after the issues had been properly discussed and it was that which limited the Local Highway Authority's ability to withhold agreement under s278 of the Highways Act. If I were to allow this appeal, then *Powergen* may subsequently apply to constrain the LHA's ability to object further to the mini-roundabout on the same grounds, but in that case the CLD would be of academic value. If on the other hand I were to dismiss this appeal on grounds of highway safety having heard the evidence, I cannot see how a CLD would trump that decision, and I do not consider *Powergen* would apply. I give this option very little weight as a fallback.
46. A signal controlled junction has approval in principle from the LPA and LHA, with dwg no 2172/GA/002 A the likely candidate scheme, as this was the one submitted as part of the RSA. However no detailed design has been submitted. Nevertheless this is the most likely alternative for an agreed junction improvement if this appeal were to fail, should the appellant put it forward, and I consider that it can be accorded some limited weight as a fallback.
47. For the reasons I have given above in the section on safety, the evidence provided regarding the relative safety of the proposed mini-roundabout versus a probable traffic light scheme is not persuasive. It does not show that a traffic

light scheme is so much worse that it would outweigh the poor physical design of the mini-roundabout in regard to standards and thus indicate that the mini-roundabout proposal should be preferred, or even that the schemes would be broadly similar. A signal controlled scheme could, in contrast, be much more conspicuous than the mini-roundabout would be and could operate better for pedestrians and cyclists in enabling them to have priority.

48. I accept that the traffic lights as shown on dwg no 2172/GA/002 A would not give priority to right turning traffic into the site, and that this could lead to obstruction and delays, but there may be other solutions which were not put forward at the Inquiry. The summary of the LINSIG results for a signal controlled junction indicates that the delays could be in the order of 11-13 seconds eastbound and 11-13 seconds westbound. Although apparently worse than for a mini-roundabout I consider that the difference is not particularly significant. In any case, the output of the LINSIG and ARCADY models cannot take account of the proximity of the level crossing and the results themselves need to be used with caution. Even if a signal controlled junction led to additional delays to the flow of traffic on Bridge Road, I do not consider that this is sufficient to outweigh the safety concerns I have expressed regarding the proposed mini-roundabout.
49. I note the Appellant's concern that agreement with Network Rail as a 3rd party could hold up a detailed scheme for a signalised junction integrated with the level crossing. No substantive evidence was presented, however, to indicate why any such problem could not have been resolved over the time since 2004 when agreement in principle was reached with Network Rail for a signalised scheme and HMRI also gave tacit approval. I acknowledge that the extant permission for the Webb's Factory site may expire before any agreement with Network Rail regarding the access junction could now be reached, however I have seen and heard nothing to show that an appropriately designed similar development would be rejected here, and so the other planning benefits that would flow from the redevelopment would then still accrue. I give little weight to the time-sensitive nature of the extant permission and it is inadequate as a reason why permission for an unsafe mini-roundabout should be granted.

Conclusions

50. I conclude that the proposed mini-roundabout would fail to meet the minimum design standards and would be unsafe, in conflict with NFDCS Policy CS24. While the mini-roundabout would not materially adversely affect the flow of traffic on Bridge Road, and may be better in some respects than the fallback option of a signalised junction with regard to allowing right-turning traffic into the factory site as well as the amount of additional delay that would be imposed on Bridge Road, this is not sufficient to outweigh the safety concerns.
51. For these reasons and those given above I conclude that the appeal should not succeed.

David Stephenson

INSPECTOR

APPEARANCES

FOR THE LOCAL PLANNING AUTHORITY:

Paul Brown QC	instructed by Grainne O'Rourke, Head of Legal and Democratic Services, New Forest District Council
He called:	
Stephen Clothier	c/o New Forest District Council
Miss Valérie Ballorin MSc MCIHT	Mott Gifford, for Hampshire County Council

FOR THE APPELLANT:

Andrew Crean QC	instructed by Andrew Winstone, RPS Planning
He called:	
Andrew Winstone DipTP MRTPI	RPS Planning,
Alan Lewis IEng FIHIE CMILT	WSP Development and Transportation

INTERESTED PERSONS:

Cllr Colin Wise	NFDC and Boldre Parish Councillor
Cllr Elizabeth Lewis	Ward Councillor, NFDC
Dr Ivor Johnston	rep: The Lymington Society
Nick King	rep: The Lymington Society
Ben Cox	Local resident

DOCUMENTS SUBMITTED AT THE INQUIRY

- Document 1 Copies of 4 letters received by the Council regarding the Appeal proposal
- Document 2 List of suggested conditions, supplied by the Council
- Document 3 Bound duplicate set of WSP application documents with more legible drawings, supplied by the Appellant
- Document 4 Bound set of extracts from DMRB, supplied by the Appellant
- Document 5 Copy of the Council's *SPG Former Webb's Factory Site Apr 2002*, supplied by the Council

- Document 6 Copy of a plan showing land owned by Hampshire County Council and the presumed extent of the highway, submitted by the Council
- Document 7 Copy of the DfT and CSS *Mini-roundabouts good practice guidance*, supplied by the Council
- Document 8 Copy of the reports to the Planning Development Control Committee, dated 9 February and 9 March 2005, regarding the proposed re-development of the former Webb's Factory Site, supplied by the Council
- Document 9 Written submission from Cllr Wise
- Document 10 Written submission from Cllr Lewis
- Document 11 Written submission from Dr Johnston
- Document 12 Written submission from Mr King

PLANS

- Plan A Plans submitted with the application:
 - A1 Dwg No 2172/SK/010 rev B Red Line Drawing
 - A2 Dwg No 2172/GA/101 rev B General Arrangement
- Plan B Dwg No 2172/GA/009 rev D Site Access Mini-roundabout Junction, submitted at the Inquiry as a plan for determination