



CABINET - 7 AUGUST 2002

HIGHWAYS AGENCY: MANAGEMENT OF TRAFFIC REGULATION

1. INTRODUCTION

- # 1.1 The County Council's "Blueprint" for the delivery of Highways Network Management proposed that the District Councils would deliver locally those aspects of the service relating to the regulation of traffic. The purpose of this report is to consider the offer that has been made by the County Council for NFDC to carry out the traffic regulation function and to make a recommendation regarding its acceptance. The County Surveyor's letter dated 20 May attached as Appendix I refers.
- 1.2 The resources required to undertake the work can be funded from the finances available.

2. THE SERVICE

- 2.1 The basis of the County's offer is that the service currently provided by NFDC and HCC should continue at the same level of funding.
- 2.2 The present service to customers is delivered from three locations; the Town Hall, Lympington by NFDC for matters within the "Island" Agency area; Totton by HCC's Area based staff; and Winchester by HCC's Headquarters staff. It is inevitable that the service currently delivered varies depending upon the officers who undertake the work.
- # 2.3 The service to be delivered is set out in the County's "Guide to the Operation of Traffic Management in the County of Hampshire" that is attached to this report as Appendix II. In broad terms the service to be provided covers matters relating to the control or regulation of use of highways by traffic or pedestrians. The District Council will only be able to deal in detail with routine matters and will act as a first point of contact for Members and the public. There are reserved matters, covering all roads, that have to be referred to the County, and County interest roads where all matters have to be referred to the County. Any aspect of traffic regulation affecting motorways or trunk roads is excluded. The service will be delivered in a uniform way across the whole district.

3. RESOURCES

- 3.1 The County have calculated that their current level of expenditure on this element of network management (at 2001/02 levels) is £83,451, inclusive of overheads. The current level of reimbursement by the County for the agency area is £25,400.

- 3.2 The service includes the processing of Temporary Traffic Orders covering works within the highways for which those undertaking the work have to pay. The income for this aspect of the service will be approximately £8,500. This money pays for the time of staff undertaking this work and therefore must be added to the overall expenditure figure for the purpose of costing the staffing element.
- 3.3 In addition to the current level of funding from the County, the Council in the past have enhanced the service by allocating an additional £10,000 to enable traffic regulation orders to be produced more quickly thereby achieving District Council priorities.
- 3.4 The total budget to provide the service will therefore be:

$$£83,451 + £8,500 + £10,000 = £101,951$$

- 3.5 The staff resources required to deliver the service are as follows:

Principal Engineer (part)
2 Assistant Engineers (1 new post, 1 part funded)
1 Technician (part)
1 Admin Assistant (new post)

Of the five posts three or four could be existing staff who otherwise would transfer to the County if service provision is not undertaken by NFDC.

4. **BENEFITS TO NFDC**

- 4.1 By taking on the function Members and the public will be provided with an in-house resource to respond to traffic issues giving a consistent, accessible service. It is intended that in line with current practice within the agency area, regular liaison meetings will be held with Local Members and Town and Parish Councils to discuss relevant issues and plan future work.
- 4.2 The service also complements district activities and fits well with the philosophy of dealing with local issues locally.
- 4.3 In operational terms there will be a benefit to the Council by virtue of the links to other Council services. Staff who would otherwise transfer to the County Council under TUPE undertake some district functions, the principal one being street lighting. In order to continue to deliver this service there would be problems regarding the ability to recruit and retain suitably qualified staff.
- 4.4 In financial terms some of the costs to the Council of the loss of the previous highways agency would be recouped, particularly those relating to salaries, plus there would be a contribution towards overheads.

5. DISBENEFITS TO NFDC

- 5.1 There are two potential disbenefits in providing this service. The first is that it would be delivered as an agent to the County so there will be constraints or a lack of freedom regarding actions and decisions to be made. The second is that the level of service to be provided is fairly basic and higher level activity will have to be referred to the County. This would be off-set to a limited degree by the opportunity to influence, participate and shape decisions and hopefully some items may be delegated back to the District to implement.

6. FINANCIAL IMPLICATIONS

- 6.1 The overall budget available is £101,951. The cost of the additional staff resources identified in paragraph 3.5 to deliver this service is within this figure.
- 6.2 There will also be a reduction in the loss arising from the termination of the Agency, reported to June Cabinet, from £17,000 to £10,000. The bid in the forthcoming expenditure plan process for next year could accordingly be reduced.

7. ENVIRONMENTAL IMPLICATIONS

- 7.1 There are no environmental implications associated with this report.

8. CRIME AND DISORDER IMPLICATIONS

- 8.1 There are no crime and disorder implications associated with this report.

9. EMPLOYEE SIDE COMMENTS

- 9.1 We are pleased to note that thorough consultation is continuing between local management and ourselves and affected employees.
- 9.2 In previous reports on the County "Blueprint" the Employee Side have commented that we think it would be better for local services to be delivered locally (see Para 4.2). In that context, providing the Traffic Management service across the district is a step forwards. We support the recommendations in this report.

10. PORTFOLIO HOLDER COMMENTS

- 10.1 Comments to be reported verbally at the meeting.

11. CONCLUSION

- 11.1 On balance the benefits to the Council and its residents in undertaking this function on behalf of the County outweigh the disbenefits.
- 11.2 In financial terms there will be no subsidy and by taking on the work the loss incurred by the termination of the Agency will also be reduced.

12. **RECOMMENDATIONS**

It is recommended that:

- 12.1 The offer made by the County Surveyor in his letter dated 20 May be accepted subject to the approval of the formal agency agreement.
- 12.2 The expenditure plan bid of £17,000 identified in the Highways Agency report to June Cabinet be reduced to £10,000.

Further Information:

John Rainbow
Head of Consultancy Services
Tel: 023 8028 5901
E-mail: john.rainbow@nfdc.gov.uk

Background Papers:

County Surveyor's letter dated 20 May 2002.

County Surveyor's report to the County Council's Executive Member - Environment - 15 April 2002.

JR/NAS (REPORTS/CMT/TRAFFIC)
30.07.02



**Hampshire
County Council**

County Surveyor's Department
The Castle, Winchester, Hampshire SO23 8UD
Telephone 01962 841841
Fax 01962 847055
Fax (abnormal loads) 01962 854045

Chief Executive
New Forest District Council
Town Hall
Avenue Road
Lymington SO41 9ZG

Enquiries to

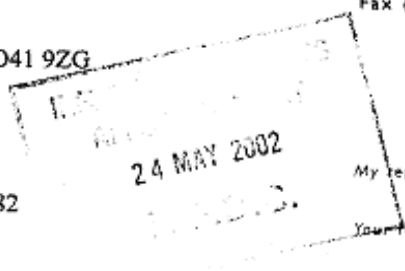
P D Bayless

Direct Line

(01962) 846882

Date

20 May 2002



PDB/PEH/19/4/7

My reference

Your reference

E-mail

Dear Sir

Highways Network Management Agency Review

The County Council's Executive Member – Environment considered a report on 15 April, 2002, and made the following decision:

“That approval be given to implement the new Highways Network Management structure in accordance with the proposals contained in this report, and to enter into agreements, in such form as the Chief Executive may determine, for the delivery of the Traffic Management function, as set out in the report, with those district councils who wish to take up the option”.

A copy of the report is attached for your information. I would particularly draw your attention to Section 11 of the report regarding Traffic Management and to Appendix 3 which sets out the detail of proposed arrangements and guidelines, which are essentially in accordance with the existing arrangements in “full” Agency Districts.

You will note that as a result of the resource analysis which has been undertaken a transfer of 1.4 ftes is proposed if you wish to take up this option, in addition to your existing total of 0.7 ftes, giving a new total of 2.1 ftes. This has been translated into a new total reimbursement (at 2001/02 levels) of £83,451 for Technical and Support Services to undertake the Traffic Management function. This sum includes overheads calculated on the same basis as the existing Agency Technical and Support Services budgets, to cover administrative support, non-employee costs, office accommodation and central department services. The latter is taken to include legal costs associated with processing Traffic Regulation Orders (TROs).

I should be grateful if you would let me know whether your Council wishes to take up this option for the whole of your area to deal with traffic management matters on this

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Dealing with Waste

County Surveyor

John Ekins OBE FRCS FICE PDBNFDC C.E

basis. I would anticipate that should you wish to do so the Technical and Support Services reimbursement would have effect from the date to be agreed for the transfer of other highway management services and a legal agreement would be entered into to formalise the arrangement and give the necessary authority for the Borough Council to make TROs in accordance with the procedures set out in the guidelines.

Yours faithfully


for County Surveyor

A GUIDE TO THE OPERATION OF TRAFFIC MANAGEMENT IN THE COUNTY OF HAMPSHIRE

1. INTRODUCTION

The Agency arrangements with District Councils in Hampshire for the devolution of certain highway functions from the County – as the Highway Authority for Hampshire (except for motorways and trunk roads) – to the Districts have been revised.

These changes have promoted the preparation of this paper as a guide to the arrangements for dealing with traffic management matters in partnership between the District Councils and County Council where District Councils wish to take up this option. These arrangements are in accordance with the guidelines which have been in operation since 1988 for the “full” Agency Districts of Rushmoor, Havant, Gosport, Fareham and Eastleigh where the agency arrangements have covered the whole District.

2. DEFINITIONS

“Traffic Management” shall mean the carrying out of the functions for the control or regulation of the use of highways by traffic or pedestrians which are listed in Schedule 1.

“Traffic Regulation Order” shall mean any formal order made under the Road Traffic Regulation Act 1984 or any other enabling power for the purposes of traffic management.

“County Interest Roads” shall mean those roads within each District coloured red on the plan attached to each individual District Agency agreement.

“Relevant County Member” means the member (or members) of the County Council for the electoral division (or divisions) to which the proposal relates or for any adjoining or adjacent division within the District in which in the opinion of the District Engineer or the County Surveyor the proposal is likely to result in a significant change in the movement or character of traffic on any road.

“A significant traffic management measure” shall be any signing or physical alteration of the layout of a road which would have the effect of altering the existing movements of traffic or pedestrians or the ability of vehicles to obtain access to or park on any land (including any part of the highway) or any other measure on which in the opinion of the District Engineer it would be reasonable to make the appropriate consultations having regard to the intentions of those provisions.

3. **OPERATION OF THE PARTNERSHIP AGREEMENT**

All motorways and trunk roads are excluded from traffic management agency.

There are certain matters and certain roads within a District which are very important in the context of traffic management control policies and therefore these traffic management matters and these roads are "excluded" from the agency in that reference to and consultation with the County Surveyor must be carried out.

The traffic management matters which are to be referred to the County Surveyor on ALL ROADS are called RESERVED MATTERS and are listed in PART 2 of SCHEDULE NO. 1.

The roads upon which the County Surveyor is to be consulted on ALL traffic management matters are called COUNTY INTEREST ROADS and are shown on the plans accompanying the Agency Agreement for the District.

There are, therefore, some traffic management matters which are not "reserved matters" and which do not fall on "County Interest Roads" which the District can deal with without reference to the County except that all decisions and all work should be in accordance with the County and DTLR Policies, Guidelines, Regulations and General Directions. All these matters are set out in PART 1 OF SCHEDULE NO. 1.

4. **CONSULTATIONS BY A DISTRICT WITH THE COUNTY SURVEYOR**

Consultations with or referral to the County Surveyor will take place on all proposed Traffic Regulation Orders or other significant traffic management measures (see definitions) which:

- A. Consist of or include any Reserved Matter
- B. Relate to any road shown as a County Interest Road
- C. While not on a County Interest Road will affect traffic on such a road or any road outside the District
- D. Involve expenditure not in the budget

5. **PROCEDURES**

Promotion by a District Council

When a District Council is considering making a formal Traffic Regulation Order or propose to implement any other significant traffic management measure, which does not require an order, then the relevant County

Member shall be consulted so his or her view can be taken into account and before advertisement.

If the District change the order, then prior to readvertisement/or advertisement (unless it is as a result of what the County Member requires) the County Member must be consulted again.

All consultations (see Section 4) with the County Surveyor are best carried out informally by regular meetings between staff and then formally by way of 14 DAY STOP NOTICE PROCEDURE, prior to advertisement.

The County Council can issue a STOP NOTICE against all consultations set out in Section 4 and the District Council must comply with such a direction. If the STOP NOTICE is given by the County Surveyor on behalf of the County Council then the District can request that the matter is reviewed by the Executive Member of the County Council.

The County Council can promote Traffic Regulation Orders and traffic management measures, within Districts after consultations.

SCHEDULE ONE

TRAFFIC MANAGEMENT

Part 1 Matters which may be dealt with by the District Council without reference to the County Surveyor unless affecting "County Interest" roads or falling within Part 2.

The making, amendment or revocation of Orders for:-

Prohibition and restriction of waiting

One-way streets, prohibition of entry and left or right turns, or other specified movements

Temporary traffic orders for any purpose

Other traffic management measures not involving formal orders:-

Traffic Signs; Road Markings; Rumble Strips;
Guard Rails; Level Crossing Control

Part 2 Reserved matters which are to be referred to the County Surveyor (applicable to ALL ROADS)

Pedestrian Crossings

Speed Limits

Lorry Controls (including parking restrictions)

Bus Lanes

Clearways

Bus Stops

Intelligent Traffic Systems including Traffic Signals

Road Closures (i.e. Prohibition of Driving orders or any procedures whereby the road will cease to be available as a vehicular highway) except temporary traffic orders

Road Humps Chicanes Pinch Points and Build Outs

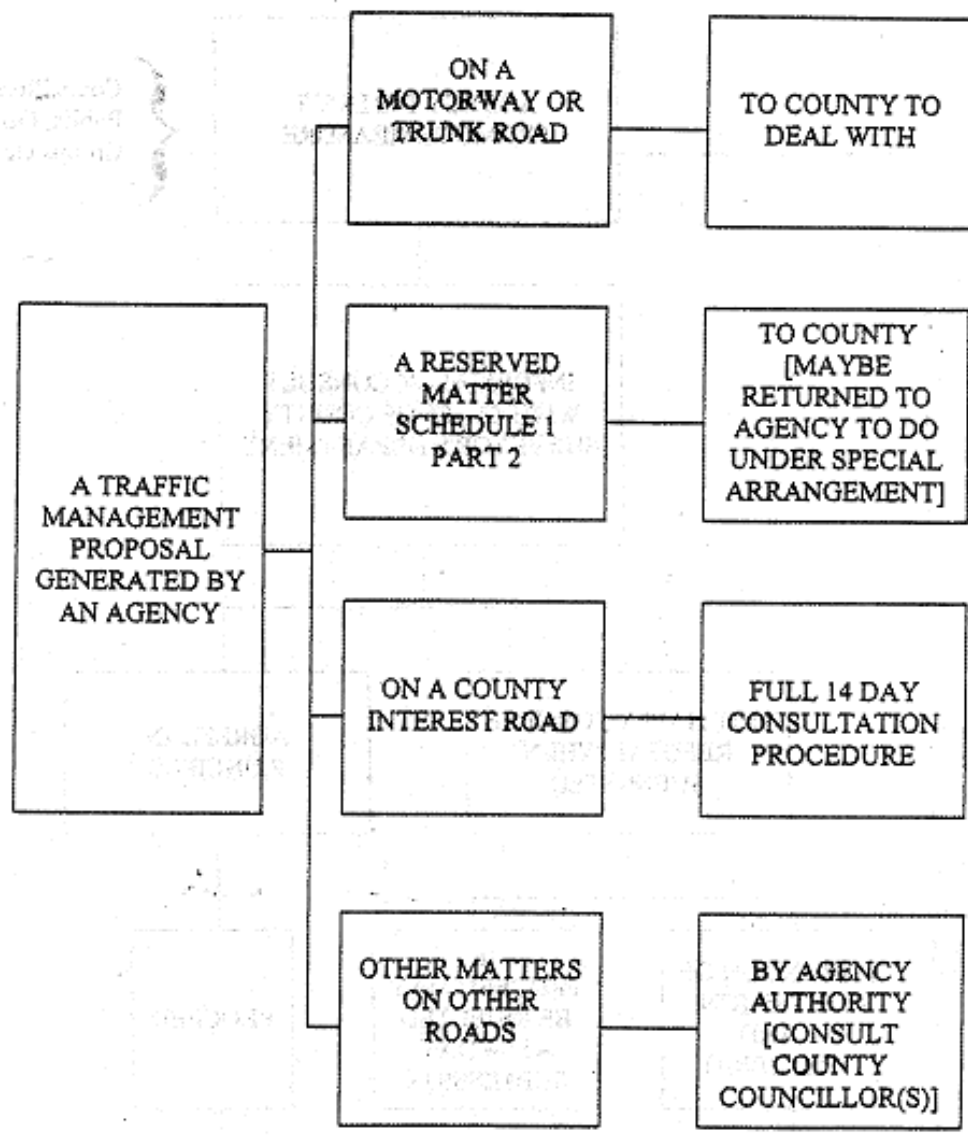
Cycle Routes

On Street Parking where charges will be made

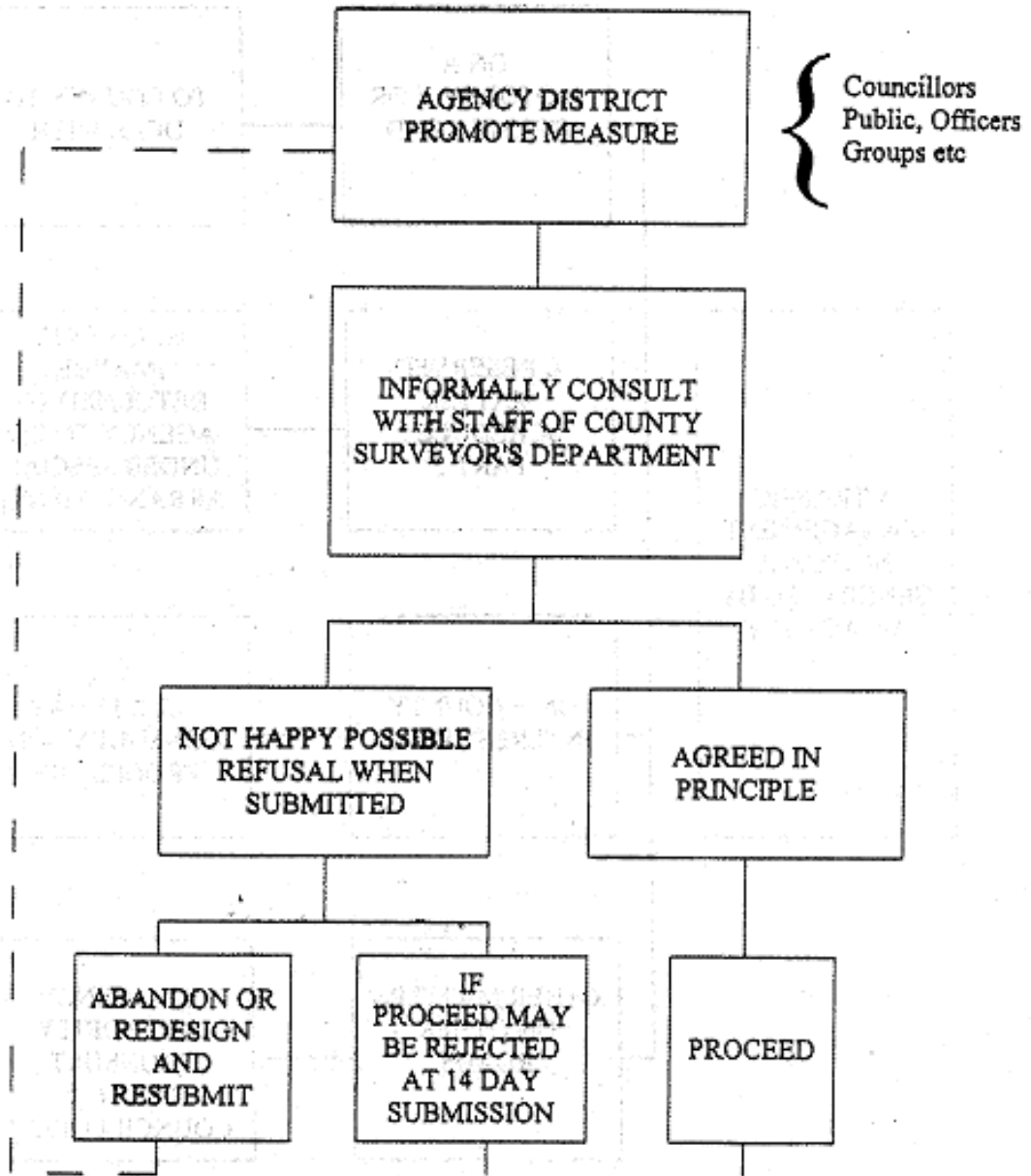
Any other measures for the control or regulation of traffic not specifically listed above or in Part 1.

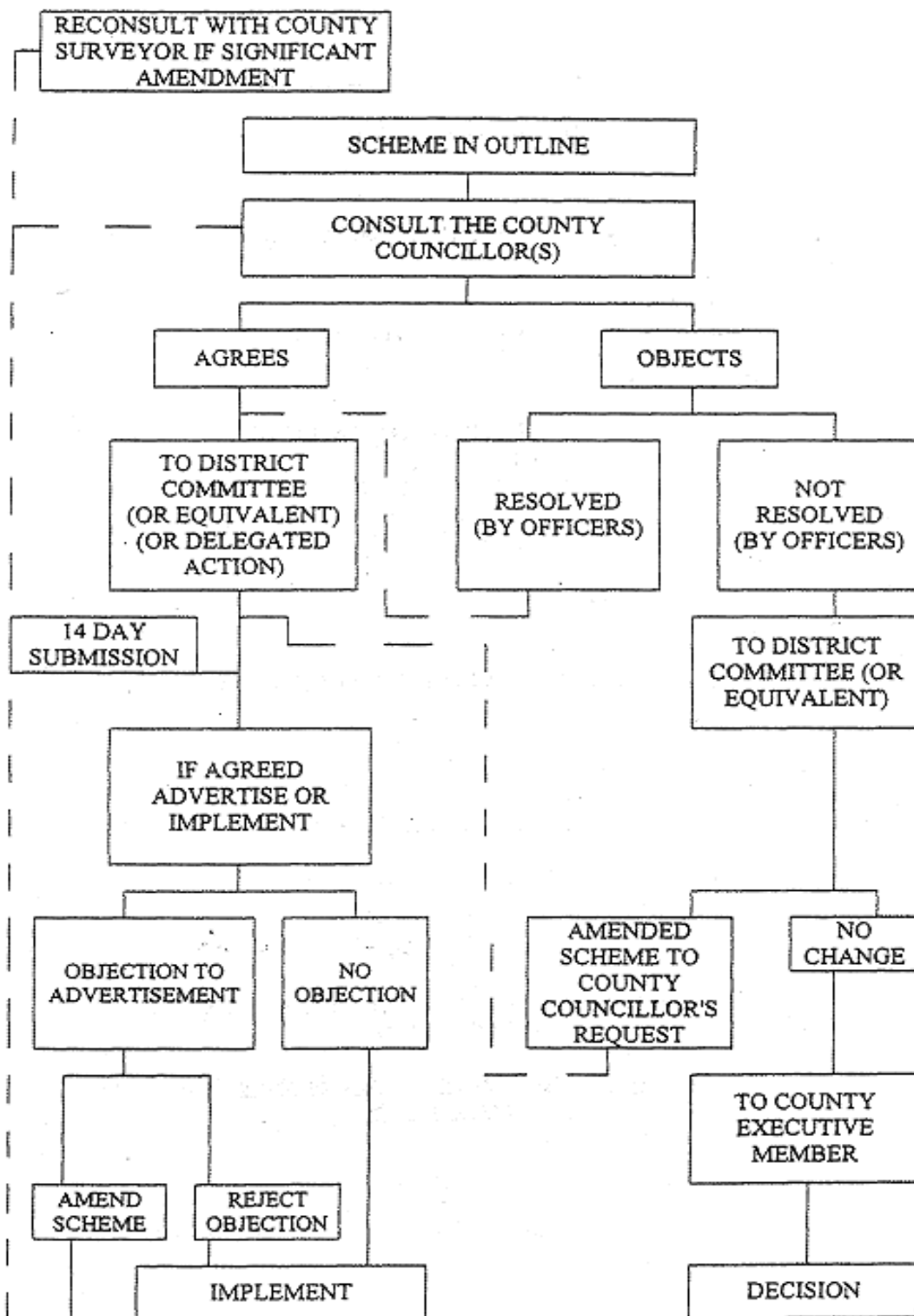
NOTE:

The District Council has certain powers in its own right which may be exercised with the consent of the Highway Authority, e.g. off-street car parks, pedestrianisation, street trading control. These fall outside this Agreement and relevant consents must be obtained from the County Council.



**TRAFFIC MANAGEMENT ON "COUNTY INTEREST"
ROAD AS SHOWN ON MAPS**





SCHEME PROMOTED BY AGENCY

NOT ON : MOTORWAY OR TRUNK ROAD

: COUNTY INTEREST ROAD

: OR A RESERVED MATTER

CONSULT COUNTY COUNCILLOR (S)

THEN PROCEED AS FOR COUNTY INTEREST
ROAD DIAGRAM

**WITHOUT THE 14 DAY NOTICE SUBMISSION
TO COUNTY**

D06140Ms