

**TRAFFIC MANAGEMENT FEES AND CHARGES 2017 – 2018**

**1. INTRODUCTION**

- 1.1 The purpose of this report is to seek approval for revised fees and charges for 2017/18 for services undertaken by the Council's Transportation Team in 2017/18 as set out in Appendix 1.

**2. BACKGROUND**

- 2.1 Following discussions with Cabinet and Hampshire County Council (HCC), this Council has agreed to sign a revised Traffic Management Agency Agreement from 1 April 2017. Under the Agency agreement the Council can charge for certain types of applications/requests. In the past these costs have always been kept at a relatively low level, however, in light of the reduction of funding from HCC to administer the agency agreement it is necessary to review these fees on a full cost recovery basis in order to meet the reduction in funds received from HCC.

**3. PROPOSED FEES**

**Temporary Traffic Regulation Orders**

- 3.1 Applications for Temporary Traffic Regulation Orders (TTRO) are predominately made by HCC and utility companies when it is necessary to undertake works on the public highway which require traffic management measures, such as road closures or diversions, to be in place. As highlighted in the report to Cabinet in December 2016, a significant change in the agency agreement is that the County Council will now process their own temporary road closures. However, the remaining applications (mainly for utility companies) for temporary road closures will remain with the District Council to process.
- 3.2 The current charge for these types of applications is £368 plus the cost of the required public advertisement. Currently, if an order is made it is valid for a period of 12 months and can be reused multiple times within this period.
- 3.3 Having reviewed the necessary tasks required to process an order, it has been concluded that the true cost of processing a TTRO for NFDC is £1,000. Therefore on a cost-recovery basis, it is recommended that this Council revise its charges for TTRO accordingly. This cost would bring our charges in line with what other Councils are charging for the same process.
- 3.4 In addition to the increase in fee, it is proposed to amend the length of the order from 12 months to 3 months. The reason for this being that whilst a 12 month order can be re-used by the applicant a number of times the Council is still required to carry out certain tasks for which it currently cannot charge separately for. Changing the length of the order would reduce this problem.

- 3.5 HCC have also requested that the District Council process 'emergency road closure' applications. The process for dealing with these applications is the same as that for a standard temporary regulation order and by dealing with these applications it would bring this Council in line with others in Hampshire. The fee to the applicant would therefore be the same as Temporary Traffic Regulation Orders. The team has put processes in place to ensure that a team member trained in the process will always be available during working hours.
- 3.6 Fees for temporary road closures for sporting events and road closures for special events carried out using the Police Town Clauses Act are proposed to increase by between 2% and 3% to £375 and £150 in line with the Portfolio Holder for Planning and Transportation decision of 13 March 2014, with no charges for churches, linked national celebrations or events where no on-street trading or non-participation/entry charges are made.
- 3.7 Recommendations for Temporary Traffic Regulation Orders:
- Fees for Temporary Traffic Regulation Orders are increased to £1,000 plus advertisement cost. Duration of an order will be for a 3 months;
  - The Council accepts and processes applications for Emergency Road Closures;
  - Fees for Sporting events are increased to £375;
  - Fees for Special Events (events for churches, linked national celebrations or events where no on-street trading or non participation/entry charges made) are increased to £150.

#### **Access Protection Markings (APMs)**

- 3.8 Access Protection markings provide an advisory marking across an access to discourage parking. These APMS can be applied for by residents.
- 3.9 The current charge for processing the application and painting the lining for these markings is £92; however, it is proposed to increase this to £120 from 1 April 2017 to bring this charge in line with what HCC and other neighbouring authorities charge for the same process. For this fee Officers will review the location and advise whether or not an APM is suitable as well as advising on the length of the markings.
- 3.10 This fee is only for the life of the lining, should the markings wear away over time then a new application will need to be made for a fresh APM, however, should any resurfacing take place at the location of the APM then a replacement APM will be provided free of charge.
- 3.11 Recommendations for APMs:
- Charges for APMs are increased to £120.

#### **Speed limit reminders**

- 3.12 Speed Indicator Devices (SID) and Speed Limit Reminders (SLR) are devices that can be deployed to help reduce speeding. A SID can be used to gather vehicle speed data that can be used to assess the need for further action, and a SLR can be used to provide a reminder of the speed limit together with a 'SLOW DOWN' message.
- 3.13 The Council owns a number SID and SLR devices which are used for deployments across the District. Currently a programme of deployments is produced based on

where road casualties have occurred over the last 5 years, in consultation with HCC and the police. The Council funds around 46 SID deployments and 20 SLR deployments each year. This number of deployments allows for some capacity for ad hoc requests that are received throughout the year.

- 3.14 Each year the Council receives a number of requests from Parishes and other community groups for the deployment of these devices. There is capacity to hire out our devices when not in use by us. Currently the Council charges a very modest amount for these deployments but this charge does not currently reflect the costs to this Council, including the time required to arrange the deployment itself or the analysis of the data. It is therefore proposed to revise the fee to a weekly rental cost of £200 with an £80 fee for the installation of the device itself. For the rental fee the hirer will receive advice on the best location to install the device and daily downloading of the data which will be provided to the hirer together with routine monitoring of the device to ensure it is working ok. Prior to agreeing to any rental, the Council will consult with both HCC and the Police to ensure that the proposed location is a safe location for a deployment.
- 3.15 Should there not be a suitable post/pillar for the device to be attached to at the location, an additional post may also be required, the applicant would be required to pay the full cost of this. This cost will vary at each location.
- 3.16 Should a Parish / Parishes / community group approach the Council in respect of a number of deployments for the year the Council will consider a bespoke costing based on the specific requirements.
- 3.17 Recommendation for Speed Indicator Devices:
- The fee for a weekly rental of a SID/SLR to be set at £200 which will include the full data obtained during that period;
  - Bespoke charging rates be agreed on a case by case basis should the Council be approached for multiple deployments.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The introduction of the revised fees on a full cost recovery help the Council to meet the funding gap introduced by a reduction in funding by HCC.

#### **5. ENVIRONMENTAL IMPLICATIONS**

- 5.1 Environmental implications will be taken into account in final design work, to ensure the benefits of the proposals out-weigh any concerns about visual impact.

#### **6. CRIME & DISORDER IMPLICATIONS**

- 6.1 None

#### **7. EQUALITY & DIVERSITY IMPLICATIONS**

- 7.1 None

## 8. RECOMMENDATIONS

### 8.1 IT IS RECOMMENDED THAT FROM THE 1 APRIL 2017:

- THE FEES AND PROCESSES FOR TEMPORARY TRAFFIC REGULATION ORDERS AS SET OUT IN PARAGRAPH 3.7 OF THIS REPORT ARE APPROVED;
- THE CHARGE FOR ACCESS PROTECTION MARKINGS AS SET OUT IN PARAGRAPH 3.11 OF THIS REPORT IS APPROVED;
- THE FEE AND PROCESS FOR RENTAL OF SID AND SLR DEVICES AS SET OUT IN PARAGRAPH 3.17 OF THIS REPORT IS APPROVED;
- THE FEE CHARGING SCHEDULE SET OUT IN APPENDIX 1 OF THIS REPORT IS APPROVED

## 9. PORTFOLIO HOLDER DECISION

I agree the recommendations contained within paragraph 8.1 of this report.

**Signed:** E J Heron

**Date:** 6 March 2017

Date on which notice given of this Decision – 6 March 2017

Late date for call-in – 13 March 2017

### For further information contact:

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### Background Papers:

Future Arrangements for Traffic Management  
Agency Dec 2016 Cabinet Report:  
<https://democracy.newforest.gov.uk/documents/s4924/Traffic%20Management%20Agency.pdf>

Report to Cabinet Feb 2009 'traffic management  
agency agreement with Hampshire  
County Council'

<https://democracy.newforest.gov.uk/Data/Cabinet/20090204/Agenda/CDR04606.pdf>

# APPENDIX 1: PROPOSED SCALE OF FEES AND CHARGES FOR 2017/18

## TRANSPORTATION

Pre-Application Enquiry Fees (These fees include VAT) Category	Charges 2016/17  (inc. VAT)	Proposed Charges 2017/18  (inc. VAT)
<b>Access Protection Marking *</b>	£92.00	£120
<b>Speed Indicator Device (SID), Speed Limit Reminder Deployments (SLR) and Speed Data Recorders (SDR)</b> <ul style="list-style-type: none"> <li>Installation of a sleeve for a temporary post</li> <li>Deployment of SLR**</li> <li>Deployment of SID including data collection &amp; distribution**</li> </ul>	£77.00 Plus actual works & material costs	£80 Plus actual works & material costs
	£41.00 Plus actual works costs	£200 per week (5 day) Plus actual works costs
	£68.00 Plus actual works costs	
**Charge may waived or reduced if either site has a poor personal injury accident record or third parties contributed towards cost of installing sleeve. SIDs & SLRs can only be deployed at locations agreed by Police/HCC/NFDC		
<b>SID and traffic counter data</b> Summarised data can be viewed on the NFDC website at <a href="http://www.newforest.gov.uk/article/8172/Speed-Data-including-SID-data">http://www.newforest.gov.uk/article/8172/Speed-Data-including-SID-data</a>		
<b>Temporary Road Closures – Road Traffic Regulation Act</b> Temporary Road Closures <ul style="list-style-type: none"> <li>Legal &amp; Admin work*</li> <li>Advertising costs*</li> </ul>	£368.00 Actual cost	£1,000 Actual cost
<b>Temporary Road Closures for Sporting Events</b> <ul style="list-style-type: none"> <li>Legal &amp; Admin work*</li> <li>Advertising costs*</li> </ul>	£364.00 Actual cost	£375 Actual cost
<b>Road Closures for Special Events**</b> <ul style="list-style-type: none"> <li>Legal &amp; Admin work*</li> </ul>	£147.00	£150
** No charge for churches, linked national celebrations or events where no on-street trading or nor participation/entry charges made		
<b>Traffic management Documents and Plans</b> These can be viewed at the relevant NFDC Information Office or on the NFDC website at <a href="http://www.newforest.gov.uk/trafficmanagement">http://www.newforest.gov.uk/trafficmanagement</a>		

### Note:

VAT - charges are inclusive of 20% VAT unless otherwise shown

Charges which are zero rated or not subject to VAT are marked \* either individually or by service.