

TRAFFIC MANAGEMENT FEES AND CHARGES 2018 – 2019

1. INTRODUCTION

- 1.1 The purpose of this report is to seek approval for revised fees and charges for services undertaken by the Council's Transportation Team and the Enforcement Office in 2018/19, as set out in Appendix 1.

2. BACKGROUND

- 2.1 This Council has a revised Traffic Management Agency Agreement with the Highway Authority, Hampshire County Council (HCC), valid from 1 April 2017. Under the Agency agreement the Council can charge for certain types of applications/requests. These fees, as of 1 April 2017, are based on a full cost recovery basis in order to meet the reduction in funds received from HCC to administer the agency agreement.

3. PROPOSED FEES

Temporary Traffic Regulation Orders

- 3.1 Applications for Temporary Traffic Regulation Orders (TTRO) are predominantly 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. Since 1 April 2017, the County Council has processed their own temporary road closures. However, the remaining applications (mainly from utility companies) for temporary road closures remain with the District Council to process.
- 3.2 In April 2017, the cost of processing a TTRO was set at £1,000, plus the cost of the required advert. In December 2017, HCC revised their price of a TTRO to £1,300 plus the required advert. It is therefore proposed, to bring this Council's charge in line with what other Councils are charging for the same process.
- 3.3 Fees for temporary road closures for sporting events, which require public advertisement and use the provisions of Section 16 (A-C) of the Road Traffic Regulation Act 1984, are proposed to increase by between 2.7% to £385 in line with the Portfolio Holder for Planning and Transportation decision of 13 March 2014.
- 3.4 Fees for road closures for special events carried out using the Town Police Clauses Act are proposed to increase by 2.7% to £154, with no charges for churches, linked national celebrations or events where no on-street trading or non-participation/entry charges are made.
- 3.5 Recommendations for Temporary Traffic Regulation Orders:
- Fees for Temporary Traffic Regulation Orders are increased to £1,300 plus advertisement cost.
 - Fees for Sporting events are increased to £385;

- Fees for Special Events (exemptions for churches, linked national celebrations or events where no on-street trading or nor participation/entry charges made) are increased to £154.

Access Protection Markings (APMs)

- 3.6 Access Protection markings provide an advisory marking across an access to discourage parking. These APMS can be applied for by residents.
- 3.7 The current charge for processing the application and the lining works for these markings is £120; however, it is proposed to increase this by 2.5% to £123 from 1 April 2018. 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.
- 3.8 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.
- 3.9 Recommendations for APMs:
- Charges for APMs are increased to £123.

Speed limit reminders

- 3.10 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.
- 3.11 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.
- 3.12 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. The Council charges 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 properly. 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.
- 3.13 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 and the applicant would be required to pay the full cost of this. This cost will vary at each location.
- 3.14 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.

3.15 Recommendation for Speed Indicator Devices:

- The fee for a weekly rental of a SID/SLR to remain at £200 which will include the full data obtained during that period and an £80 fee for installation.
- Bespoke charging rates can be agreed on a case by case basis should the Council be approached for multiple deployments.

Developer funded Permanent Traffic Regulation Orders

3.16 On occasions an item is included in either a planning consent (via a S106 or S278) or included as an item within the Council's traffic management programme for a TRO funded separately by a developer. Such occasions will arise where it is outside of the scope of the core agency function (i.e. not casualty focussed), but it is felt necessary for either the operation of a business or necessary to make the development acceptable in planning terms.

3.17 When such TROs are required there is a need to ensure that the full cost to the Council is 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.

3.18 As each TRO is different, costs for processing each application will vary and the Council requires its full costs to be covered. In general terms, the total cost of progressing a TRO is between £3,000 and £6,000, and this charge is consistent with what HCC also charge for this process. The applicant will be advised of the likely cost before any works are progressed. As the preparation of a TRO is a legislative process including consultation, a TRO cannot be guaranteed at the start of the process. As much of the work is based on officer time, no refunds will be offered if a TRO is unable to be implemented.

3.19 Recommendation for developer funded TROs:

- The charge for a developer funded permanent TRO be set at £3,000 - £6,000 depending on the complexity of the proposals.

Bay Suspensions

3.20 On a regular basis, utility companies and highway maintenance teams request the suspension of one or, more often, a number of limited waiting bays. Legislation allows the Enforcement Team to suspend limited waiting bays. Signage, approved by the Secretary of State for transport, can be put up which effectively 'cancels' the bay for the duration of the suspension. The costs to the Council include administration, setting up the suspensions and enforcing the suspension for the duration as well as returning the bays to their normal function at the end of the suspension period. There is currently no charge for this. Other local authorities' charges vary from £1.00 per metre of suspension per day (Portsmouth) to an initial daily rate of £40.00 (Winchester) or £60.00 (Test Valley) with additional charges should there be a need to extend the suspension into further days.

3.21 Recommendation for bay suspension charges:

- In order to cover costs a fee of £30.00 for a one day bay suspension is proposed with a suggested additional charge of £20.00 per additional day needed or £100.00 for a full week (Mon to Sun).

Dispensation of Parking Restrictions

3.22 Intermittently a utility company or builder will ask for a dispensation to park on a restricted road or in a limited waiting bay/Permit holder's bay to allow a vehicle to be parked outside a property while work is being undertaken on that property. The Enforcement Team are permitted under the Civil Enforcement regulations to give a dispensation for seven consecutive days. Therefore where it is reasonable the Enforcement Team will issue a letter of dispensation to the applicant to be displayed in their vehicle. The Dispensation is Vehicle specific. The current charge has been £10.70 for a number of years. In comparison, other local authority's charges vary from £16.00 (Test Valley) to £42.00 (Eastleigh). Since this charge was set, the number of dispensation requests has increased such that last year we issued 220 and turned down an additional 25 due to location or the fact that the person requesting the dispensation had not clearly demonstrated a need for the vehicle to be outside the property concerned for the whole day.

3.23 Recommendation for dispensation of parking restriction charges:

- In order to cover costs, a fee of £40.00 for a weekly (Mon to Sun) dispensation is proposed.

4. FINANCIAL IMPLICATIONS

4.1 For 2017/18 HCC reduced the funding of the Traffic Management Agency from £99,184 to £59,511 and in 2018/19 this reduces to circa £40,000. In response, savings have been made through staff reductions and charging fees on a full cost recovery basis.

4.2 The continuation of charging fees on a full cost recovery basis, as set out in this report, will help the Council to meet the funding gap for 2018/19.

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 2018 the revised fees and charges as set out in Appendix 1 be approved and adopted.

9. PORTFOLIO HOLDER DECISION

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

Signed: CLLR E J HERON **Date:** 9 MARCH 2018

Date notice of decision given: 9 MARCH 2018
Last date for call-in: 16 MARCH 2018

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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>

TRANSPORTATION FEES AND CHARGES FOR 2018/19

Category	Charges 2017/18 (inc. VAT)	Proposed Charges 2018/19 (inc. VAT)
Access Protection Marking *	£120	£123
Speed Indicator Device (SID), Speed Limit Reminder Deployments (SLR) and Speed Data Recorders (SDR) <ul style="list-style-type: none"> • Installation of a sleeve for a temporary post • Deployment of SLR** • Deployment of SID including data collection & distribution** 	£80 Plus actual works & material costs	£82 Plus actual works & material costs
	£200 per week (5 day) Plus actual works costs	£200 per week (5 day) 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		
Developer funded Permanent TRO	-	£3,000 - £6,000 depending on the complexity of the scheme
Temporary Road Closures – Road Traffic Regulation Act Temporary Road Closures <ul style="list-style-type: none"> • Legal & Admin work* • Advertising costs* 	£1,000 Actual cost	£1,300 Actual cost
Temporary Road Closures for Sporting Events <ul style="list-style-type: none"> • Legal & Admin work* • Advertising costs* 	£375 Actual cost	£385 Actual cost
Road Closures for Special Events** <ul style="list-style-type: none"> • Legal & Admin work* 	£150	£154
Bay Suspensions <ul style="list-style-type: none"> • Legal and admin work • Site visits and implementation/signage 	N/A	£30.00/day plus £20.00 for each additional day or £100.00/week (Mon to Sun)
Dispensation of Parking Restrictions <ul style="list-style-type: none"> • Legal and admin work • Site visits and implementation/signage 	£16.00	£40.00
** No charge for churches, linked national celebrations or events where no on-street trading or nor participation/entry charges made		
Traffic management Documents and Plans These can be viewed at the relevant NFDC Information Office or on the NFDC website at http://www.newforest.gov.uk/trafficmanagement		

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.