

HEREFORDSHIRE PUBLIC REALM CONTRACT 2021/22

ANNEX 09 – NETWORK MANAGEMENT & TRAFFIC REGULATION PART 1



SERVICE OVERVIEW

SERVICE SUMMARY

Herefordshire Council’s (HC) Network Management Plan sets out the requirements for the safe and efficient movement of people and goods on the network. Delivery of effective network management and regulation of activity will assist HC in meeting this requirement and in discharging their legal duties under the Traffic Management Act 2004 and New Roads and Street Works Act 1991.

This will be achieved by effective management of the network through regulation, coordination, licencing and, where appropriate, enforcement activities of our service delivery and that of external third parties (e.g. statutory undertakers, neighbouring highway authorities, developers and hauliers).

SERVICE SUMMARY		
		Output
Capital Activities	Traffic Regulation Orders	Delivery of the TRO Programme (including applicant funded)
	Map Based Scheduling	Rectification of the network
	Speed Indication Device	Deliver TBC or CCM
Revenue Activities	Traffic Management	Advice & guidance, revenue activities associated with TRO
	NRSWA	Street works coordination Network management Preliminary Coring Programme
	Licencing & Enforcement	Event coordination, licencing, highways & open space enforcement issues
	Income	Street works, licencing, SIDS, PROW, Street Lighting etc.
	Permitting	Management of the Herefordshire Council Permit Scheme

Performance Indicators		
	Indicator	Target
OPIs	NRSWA inspections - Percentage of NRSWA inspections completed against schedule	98%
OPIs	OPI 12 Risk Management - Based on the RAG rating for risk where: 1. All Red risks must be reviewed monthly 2. All amber risks every 6 weeks 3. All yellow risks every 2 months	100%

Strategic KPI	Public satisfaction with ‘management of road works’ – measured through NHT survey - forms part of S15 Customer satisfaction	50%
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SERVICE OUTCOMES

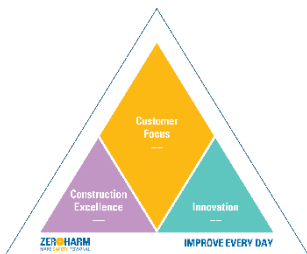
OUTCOMES	HOW WILL THE OUTCOME BE ACHIEVED
Improved access to services	<ul style="list-style-type: none"> • Effective coordination of events in the public realm, licences, permits, including road occupation, abnormal loads and stopping up orders.
Improved network asset	<ul style="list-style-type: none"> • Management of the List of Streets and Street Works Register. Supporting HC in managing the Local Street Gazetteer (LSG). • Minimising impact on the asset and taking appropriate enforcement action. • Introduction of MBS to improve efficient recording and making of TRO’s
Safer network	<ul style="list-style-type: none"> • Effective coordination of road works and ensuring appropriate licenses / permissions in place. • Inspection and enforcement to detect and prevent unsafe activities. • Safer road partnership in line with West Mercia Police
Contribution to the local economy	<ul style="list-style-type: none"> • Ensuring the efficient movement of people and goods on the network. • Coordination of events in the public realm contributing towards a vibrant cultural life.
Sustainable delivery	<ul style="list-style-type: none"> • Effective management of the network to minimise disruption and damage to the asset.
Value for money	<ul style="list-style-type: none"> • Identifying and maximising income opportunities under NRSWA, licencing and enforcement. • Management of the HC Permit Scheme
Satisfied stakeholders	<ul style="list-style-type: none"> • Coordination of activities on the network and public realm minimising congestion and meeting requirements of the New Roads and Street Works Act 1991 and Traffic Management Act 2004.
Engaged Communities	<ul style="list-style-type: none"> • Support for the introduction of a Community Commissioning Model enabling communities to identify and fund key local schemes and enhancements to the public realm. • Supply of Speed Indicator Devices for parishes to use as speed deterrents. • Provision of traffic management advice, services and signage for community events (through community engagement process). • Provision of a ‘fast track’ applicant led and funded Traffic Regulation Order process for benefit of community

ASSUMPTIONS

The delivery of effective Network Management and Traffic Regulation is dependent on the following assumptions:

- Decisions, approvals and information required from Herefordshire Council and others is provided promptly and in line with timescales shown within the processes and protocols.
- Information received in a timely manner, e.g. Utility works, events notification, abnormal load applications, planning requirements etc.
- No alterations in service requirements / standards imposed by legislative change.
- Implementation of the proposed commissioning process – Annex 2

OUR COMMITMENTS FOR 2021



Customer Focus First is our strategy, it is built on three pillars: Customer Focus, Construction Excellence and Innovation, all of which sit within a framework of safety first.

For 2021 we will make the following commitments to deliver tangible, positive outcomes to our customers, local communities, the public and our employees.

Customer Focus Aim: Do the right kind of business, exceed our customers’ expectations, always deliver certainty and ‘Get Left’ through early engagement



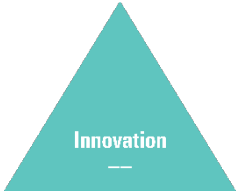
- Review of schemes on the TRO list that are over 5 years old
- Permitting
- Network programme & reviewing orders

Construction Excellence Aim: Create expert teams that deliver exemplar performance, empower our people to drive continuous improvement, be a trusted provider and engage with best in class partners



- Coring Programme
- TRO – Programme reviews & Improvements
- SID- increased road safety awareness

Innovation Aim: Deliver our 20 by 2025 commitments, motivate and upskill our people to use technology and innovate, and use data to inform improved decision making



- Permit Scheme
- MBS Benefit
- SID Review
- Policy improvements

Zero Harm Safety is our license to operate



- Safety Days
- Toolbox Talks
- Increased Near Miss Reporting & Observations

THE SERVICE

SERVICE DELIVERY

	SERVICE	RESOURCE	DELIVERY
Programmed	Traffic Regulation Orders	1 x TRO Team Leader 2 x TRO Officer	<ul style="list-style-type: none"> • Prioritisation and delivery of community led TRO requests which includes an assessment • Delivery of a capital programme to address requests by the making of a TRO and / or appropriate traffic engineering works • Coordination and delivery of developer funded TROs. Scheme related TRO will be managed and budgeted through relevant scheme. • Management and implementation of a 'fast track' applicant led and funded programme through the Community Commissioning Model.

	SIDs, Disabled bays, H Bars, Tourist Signs	Traffic Engineer/ Trainee	<ul style="list-style-type: none"> • Liaison with Parishes to establish programme of SID deployment. • Coordination and management of base installation and deployment programme. • Managing applications for ad hoc signs and lines e.g. tourist signs, H bars and disabled bays. • Maintenance of the SID units.
	New Roads and Street Works Act Management	<p>1 x NRSWA & Licensing Team Leader</p> <p>1x Senior NRSWA Technician</p> <p>2x NRSWA Technicians</p> <p>1x NRSWA Inspector</p>	<ul style="list-style-type: none"> • Management of street works and other activities on Herefordshire highway network to enable the Traffic Manager to comply with the Network Management duty. • Programmed and ad hoc inspections of utility works • Maximising revenue opportunities (only with all 3 Technician role) • Review of existing charges and implementation of appropriate changes in charges to ensure full cost recovery subject to policy approval.
Reactive	Temporary Traffic Management	NRSWA coordinator and technicians	<ul style="list-style-type: none"> • Processing of applications and issuing of Temporary Traffic Regulation Orders (TTROs). • Approvals for temporary traffic signals.
	Abnormal loads	<p>Licensing and Enforcement Officer</p> <p>Senior Structures Engineer</p>	<ul style="list-style-type: none"> • Maintain register. • Identify suitable routing options. • Coordinate with applicants ensuring communities and local members are informed as necessary.
	Licensing & Enforcement	<p>Licensing and Enforcement Officer</p> <p>Senior Structures Engineer & General Traffic Advice to be picked up by Design and Build for duration of MBS project</p>	<ul style="list-style-type: none"> • Coordination and advice for events in the public realm. • Coordination of community engagement projects arising from and through events. • Issuing of required licence, permits and enforcement activities. • Preparation of applications for Stopping Up orders and management of the process

	General Traffic Advice	Licencing and Enforcement Officer Senior Structures Engineer	<ul style="list-style-type: none"> • Advice and guidance on general traffic solutions including those associated with wider schemes where required. • Management of prioritised list of outstanding Traffic Engineering requests for future consideration. • Commissioning of traffic and speed surveys as required. • Supporting delivery of externally funded traffic engineering schemes through the Community Commissioning Model (see Annex 2). • Major Projects
	Parish Safer Villages including Village Gateway schemes.	General Traffic Advice to be picked up by Design and Build for duration of MBS project General Traffic Advice to be picked up by Design and Build for duration of MBS project	<ul style="list-style-type: none"> • Supporting delivery of externally funded Safer Village & Village Gateway schemes through the Community Commissioning Model (see Annex 2).
	Permitting	2 x Permit Compliance Officer 2 x Permit Compliance Inspector	<ul style="list-style-type: none"> • Review and processing of Permit Applications, granting, applying condition or refusing permits as required. Ensuring compliance to the HCPS. • Inspecting Streetworks for compliance to permit legislation and conditions applied to site specific permits.

SERVICE SCOPE

SERVICE	SCOPE
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<p>Traffic Regulation Orders (Permanent)</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Advice and support in line with approved procedures • Maintenance of list of requests • Prioritisation of list annually • Stakeholder liaison • Site survey and feasibility • Prepare draft TRO • Consultation • Preparation of reports with recommendations • Drafting of legal documents • Advertising • Schedule of works • Completion and supervision of works <p>NOT IN SCOPE</p> <ul style="list-style-type: none"> • Making/sealing of order (HC legal) • Approval of draft Orders and notices (HC Traffic Manager) • Decision on submitted reports (HC Traffic Manager) • Delivery of scheme related TRO requirements (for scheme)
<p>Speed Indicator Devices</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Liaison with Parishes • Assessment of proposed base locations • Installation of base • Deployment of SID units between locations • Invoicing of parishes in accordance with agreed policy. • Maintenance of SID units
<p>Invalid TRO</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Review & prioritise known invalid TROs <p>NOT IN SCOPE</p> <ul style="list-style-type: none"> • Resolution of further Invalid TROs beyond the 5 identified for resolution in 2017/18. Note that adoption of the MBS approach should positively impact on the number of outstanding Invalid TROs.

<p>New Roads and Street Works Act Management</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Advice and support to Herefordshire Council Traffic Manager • Escalation of significant issues / incidents to HC Traffic Manager – see Appendix A Processes • Maintain and manage the street works register using the Streetworks module within Confirm • Coordination of all works and activities on the highway • Management of the HCPS ensuring Permits for works are correctly received/served and Granting or Refusing Permit Applications • Applying Permit Conditions to reduce disruption to network • Inspection of site for compliance to permit conditions • Issue early start and other agreements as deemed appropriate • Checking S58 notices are issued where necessary • Carry out random inspections of work promoters’ openings • Continue role out of structured coring programme. • Raise s81 defect notices when advised of defect • Issue FPN and s74 overrun fines as appropriate • The periodic review of streets subject to special controls e.g. traffic sensitivity and special engineering difficulty. • Invoicing of s50, s74, FPN and TTRO fees • Issuing of private street works licences • Reporting on statutory undertakers’ performance • Issuing of improvement notices when necessary • Provision of weekly roadwork reports • Quarterly coordination meetings • Representation at JAG & HAUC meetings <p>NOT IN SCOPE</p> <ul style="list-style-type: none"> • Approval of the siting of undertakers’ apparatus in the highway, eg BT Cabinets (HC Traffic Manager) • Payment of Annual Street Manager fees to DfT – to be paid by HC. • Collection of Permit Fees to be recovered by Herefordshire Council
<p>Abnormal loads</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Standard routes maintained on the Electronic Service Delivery for Abnormal Loads system • Investigate suitability of proposed routes and provide alternatives if required • Liaise with key stakeholders and interested parties • Coordination of any accommodation works • Invoicing of additional costs to hauliers <p>NOT IN SCOPE</p> <p>costs associated with accommodation works (paid for by haulier)</p>

<p>Licensing & Enforcement (activity prioritised based on safety and other risk)</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Issuing of Licences e.g. skips, scaffolds, dropped crossing consents, cultivation licences, benches etc. Liaise with Parish on Cultivation license – allow them chance to voice an opinion that would not influence the outcome. • Invoicing and collection of relevant fees • Enforcement activity arising from deposits on the network e.g. mud • Encroachment e.g. overhanging hedges, • Obstruction on the highway • Failure to maintain ditches • Liaison activities • Issue of enforcement notices etc. • Arranging the delivery of default works where agreed by the client, and the provision of information to the client to enable invoicing and cost recovery; • Preparation of applications for Stopping Up orders and management of the process <p>NOT IN SCOPE</p> <ul style="list-style-type: none"> • Legal action (HC legal) • Attendance at court as highway authority representative in determination of cases e.g. stopping up orders • Invoicing of costs, and recovery of unpaid costs, from third parties arising from formal enforcement action (HC Client Officer)
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<p>Event Coordination</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Coordination of booking of public open space and public realm sites for events • coordination of events on private property which will affect the highway for Network management/ TM purposes, where advised • notification of HC Traffic Manager in accordance with escalation matrix where event is identified as having potential to cause significant impact on the network • providing basic advice and guidance to event organisers, including traffic management • receiving and processing requests for temporary TROs related to events • coordinating traffic management, signage and equipment for events agreed through the community engagement scheme • Maintenance of a “Calendar” of events to aid coordination and planning • logging major events on Elgin to aid coordination and planning • receiving and commenting on event documentation forwarded through the Safety Advisory Group (SAG) at HC, to give advice and guidance • attend SAG meetings as necessary <p>NOT IN SCOPE</p> <ul style="list-style-type: none"> • Formal approval of Event Management / Health & Safety plans or risk assessments (HC Traffic Manager where appropriate) <p>Management of events (event specific arrangements)</p>
<p>Temporary Traffic Management</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Receiving and processing requests for Temporary Traffic signals • Receiving and processing requests for Temporary TROs
<p>General traffic advice</p>	<p>IN SCOPE</p> <ul style="list-style-type: none"> • Advice and support on traffic management issues • Initial assessment to ascertain risk and feasibility • Identification and prioritisation of works required • Management of tracker list • Identification and coordination of high-risk schemes affecting safety for in year implementation • Commissioning and coordination of traffic surveys as necessary
<p>Parish Safer Villages</p>	<ul style="list-style-type: none"> • Externally funded and managed through commissioning process subject to agreement

RISK MANAGEMENT

High level risks will be managed through the Partnership risk management process and listed on the partnership risk register.

	KEY RISK	CAUSE	CONSEQUENCE	MITIGATION
Strategic Risks	Ad hoc requests from stakeholders for Traffic related works impacting on the delivery of the TRO programme	Continuing number of enquires and requests to review traffic engineering options	Non delivery of programme - reputational Financial impact for incorporating additional works	Process in place for commissioning of additional works with clear timescales. Working with stakeholders on identifying forward works to incorporate into forward programme and annual plan to allow for appropriate resource planning
	Increasing number of invalid TROs	The identification of a number of invalid TRO which means enforcement cannot be carried out. Rectification of TRO will have an impact on delivery of the programme	Budget pressures Perceived poor delivery of service - reputational Lack of enforcement	Understanding of extent of issue, review of known issues, identification of budget. Adoption of a Map based schedule approach to TROs should help address existing issues and reduce reoccurrence in the future. Agreed strategy for dealing with current and future invalid TROs
	Implementation of Permits will impact the resource requirements to manage Streetworks and may impact on BBLPs resource requirements to adhere to the Herefordshire Council Permit Scheme & permit legislation	Permits will require active Permit Application Approvals (currently approval is implicit), attachment of conditions, additional inspection requirements and collection of fees. Will also require BBLP to request permits for its own works, which may affect resources and processes.	Insufficient resourcing to correctly manage the HCPS could result in fees being disputed and may impact the levels fees are set at in future years.	HC has completed a CBA with external consultants' guidance and the permit fees set to a level deemed appropriate by HC & BBLP to correctly resource the management of the HCPS.

	Stopping up Orders	S117 Stopping up orders raised from Members of the public	Reduced Delivery of TRO's	Assist throughout the process.
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PART 2

ORGANISATION

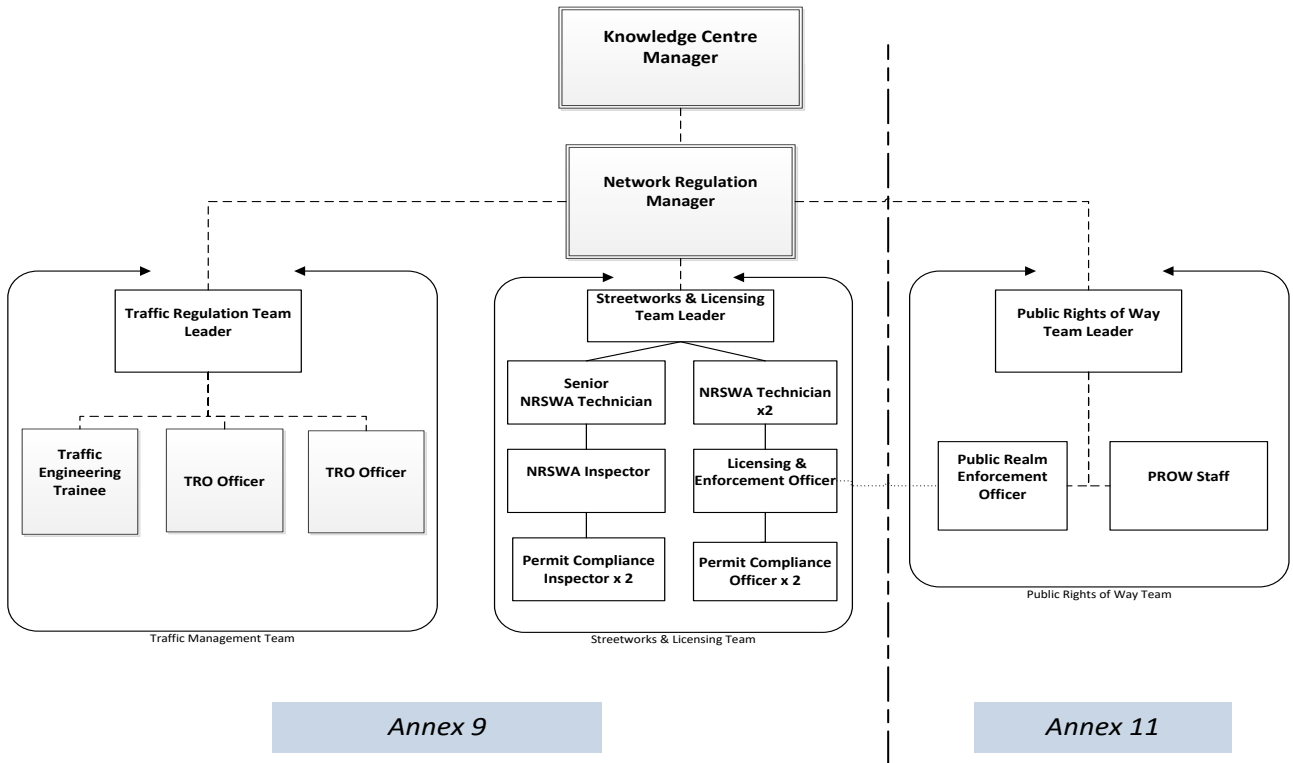
STUCTURE

Network Management and Traffic will be delivered primarily through the Network Regulation team with support from the Locality Stewards for inspection and liaison, and Design and Build team for delivery of agreed traffic engineering solutions.

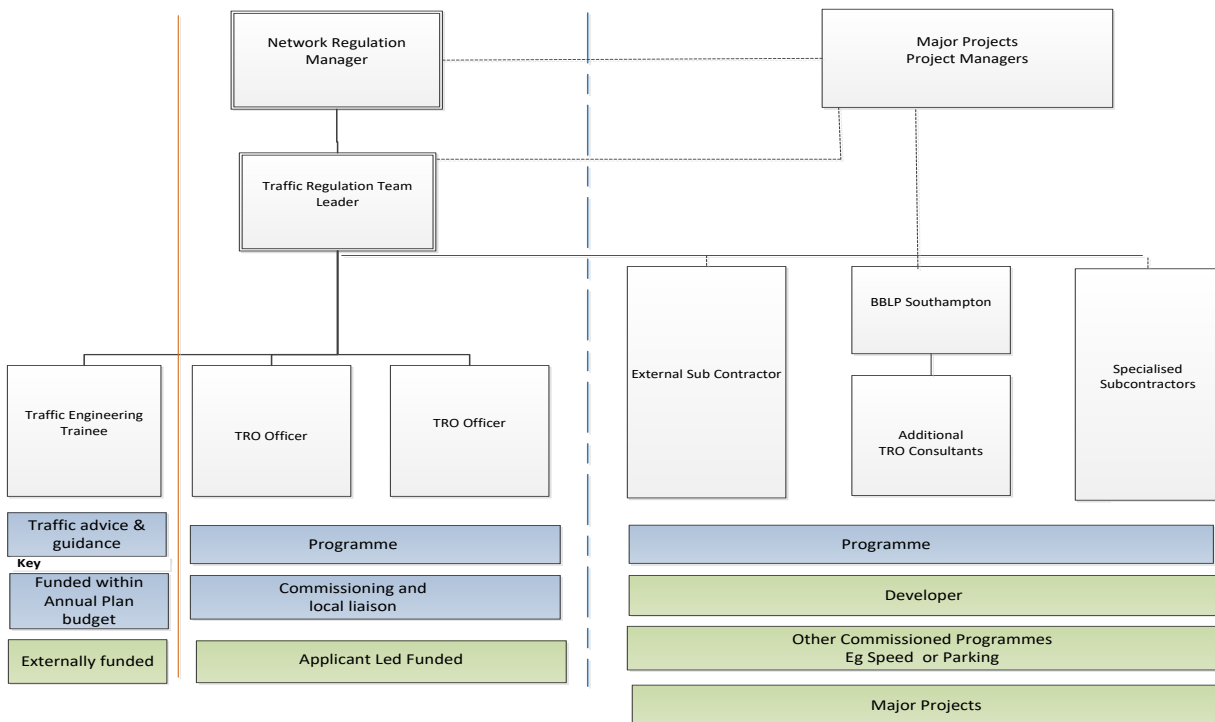
Network Regulation associated with Public Rights of Way is also managed within the Network Regulation team to take advantage of associated synergies (Annex 11 – Public Rights of Way).

For funded projects additional resource can be provided through established relationships and the commissioning process. Capacity has been particularly built around the provision of TRO as follows:

Network Regulation Structure Chart



Traffic Regulation Orders Capacity Plan



ROLES AND RESPONSIBILITIES

Whilst the delivery of all public realm services should be managed to provide the safe and efficient movement of people and goods, the responsibility for management and coordination lies within the Network Regulation team within the Knowledge Centre. The team will also provide the key interface with external parties.

Job Role	Responsibility
Network Regulation Manager	Overall management, review and performance for the regulatory arrangements relating to the public realm (including PROW) and oversees day-to-day delivery of these regulatory functions.
NRWSA Team Leader Senior NRSWA Technician NRSWA Technicians	Coordinates all street works and road works, managing NRSWA inspections, and applications for temporary TROs and traffic lights. They will help ensure the delivery of the Network Management Duty under the Traffic Management Act 2004 and associated legislation (including the Council's Network Management Policy as relevant) is adhered to throughout the areas of responsibility. Maximising income opportunities
NRSWA Inspector	Delivery of core programme of street work inspections (A, B and Cs). Reactive inspections in response to intelligence and requests from staff and the public.
Permit Compliance Inspector	Ensures all sites are being operated in conjunction with conditions applied to the permit by either the utility or permit compliance officers
Permit Compliance Officer	Reviews permit applications with considerations to the timing, duration and impact of the works on the local network. Either granting, refusing or requesting permit modification as required and apply conditions to reduce the overall disruption of the works.
Locality Stewards	Undertaking elements of required street work inspections as part of their public realm inspection function. In addition, they are provided with awareness sessions to act as first point of contact and signposting for traffic engineering related queries from Members and Parishes. (Annex 2)
Traffic Management Team Leader & TRO officers	Assessment of requests from Local Members and Parish Council and advice as to the most suitable solution, a TRO or otherwise. Efficient processing of all TROs and provide advice and guidance relating to the processing of these orders.
Traffic Engineer	Provide general traffic related guidance and advice and identification of engineering solutions into a prioritisation programme. Coordinate the Speed Indicator Device (SID) deployment programme across the County, liaising with the Parish Councils. Commission and coordinate traffic and speed surveys as necessary. Consideration of requests for Tourist Attraction signs, H-bars, disabled parking bays and stopping up orders.
Licencing and Enforcement Officers	Coordination of events, issuing of licences, permits and enforcement relating to the public realm including abnormal load movements. Provide advice, guidance and monitoring for compliance, taking legal action where appropriate.

KEY DELIVERY INTERFACES

	Who are the dependencies	What is their role
Public Realm BBLP Partnership	Knowledge Centre Manager	Strategic guidance on meeting Network Management Duty and fulfilment of TRO and traffic related services.
	Design & Build	Design input to TRO. Specialist advice on abnormal loads including guidance on structures. Traffic engineering support. Temporary cover for TES schemes
	Locality Steward team	Point of contact for Members and Parishes for traffic related queries. First line in enforcement. Feeding back intelligence from Locality.
	Commercial Team	Advice and support in pricing internal and external / commissioned schemes.
	Scheme Delivery teams	Ensuring works are coordinated effectively and notices raised. Delivery and implementation of schemes. Prior notification of Network Alterations.
	PROW	Management of PROW related incidents impacting on asset.
	Asset Management	Understanding the availability and condition of the asset and its capability for movement of goods and pedestrians. Information on new assets. Advice, guidance and inspection / supervision of significant statutory undertaker works.
	Stakeholder Manager	Liaison regarding communication of road closures, works etc.
	Delivery Programme Manager	Understanding scheme timetables/programmes – road-opening requirements.
	Performance & Improvement Manager	On-going feedback/review of service performance.
	Customer call handlers	Provision of first point of contact for public queries.
Communications Team	Media	
HCC	HC Traffic Manager	Agreeing procedures, enforcement actions, adjudications, possible improvement notices etc. Provide strategic input and understanding.

	HC Fastershire Operation Manager	Fastershire Project Management team
	HC Legal Services	Making of Traffic Regulation Orders. Advising on the drafting of licences and notices. Pursing legal enforcement issues.
	Local Members & Parishes	Understanding of policy, advise constituents, consult and seek community approval, making requests in accordance with community support within policy. Identifying opportunities and support with schemes such as SID. Timely responses to consultations, etc.
	HC Waste Management	Coordinating activities on the highway network, so that minimal disruption is created (e.g. timing of waste collection service on major routes).
	HC Transportation	Coordinating activities on the highway network, so that minimal disruption is created (e.g. bus routes, school transport). Coordination of new developments that might require TROs, new highway accesses, etc.
	HC Parking Services	Provide advice / support on TROs and supporting traffic penalty tribunals. To identify anomalies / problems with the enforcement of waiting restriction TROs.
	HC Taxi Licensing	Provide advice / support on TROs and attending taxi liaison meetings. To identify anomalies / problems with the impact on taxis of waiting restriction TROs.
	Statutory Undertakers	Quarterly coordination meetings, ensuring transparency and coordination of road works and street works. Day to day liaison on activities.
External Organisations	Neighbouring local authorities	Coordinating cross boundary works to minimise disruption.
	Bus Companies, Transport Operators	Consultation on TROs.
	Highways England and agents	Coordination with trunk road works in the County. Liaison regarding planned and emergency works and incidents that may impact the highway network in the County.
	Police	Consultation on TROs, abnormal routes, traffic management proposals, major events, safer road partnership.
	Public	Consultation on TROs.

APPENDICES

APPENDIX A: POLICY & PROCESSES

STRATEGY, GUIDANCE & PROTOCOLS

- Traffic Regulation Orders – Procedure and Prioritisation. The current prioritisation criteria and TRO Application Toolkit are attached below.



TRO Prioritisation
Criteria.docx



TRO Application
Toolkit 19.01.17.pdf

- Speed Indicator Devices – Procedure for Parishes to take part in the SIDs Programme is set out in the Toolkit attached below.



SID Application
Tool Kit (2019).pdf

- Traffic enquiries - Prioritisation matrix and tracker list methodology



Traffic Engineering
Tracker List Methodol



Prioritisation Matrix -
Traffic management s

PROCESSES

1. NRSWA Coordination and inspections



NRSWA Coordination & Inspection Process.pdf

2. Network Management Incident Escalation Matrix

Herefordshire Council's Traffic Manager will be notified of all issues / incidents / events where any of the following criteria apply:

Route affected	Duration of closure / significant Traffic Management measures
Streets that are traffic sensitive	> 1 day
All other A & B roads	> 1 week
All other C & U roads	> 2 weeks
Any routes	several closures in an area where there is a significant cumulative effect.

BBLP will use its discretion to escalate issues in other circumstances where it considers it appropriate to do so.

Escalation Process

Escalation will normally be via email within one working day of BBLP becoming aware of issue, to HC Traffic Manager & deputy and Contract Management Team

- Traffic Regulation Orders

Process set out in TRO Toolkit above.

- Enforcement

1. Dangerous Structures
2. Encroachment
3. Unlawful encampment
4. Overhanging trees and hedges
5. Parking on verges
6. Abandoned vehicles
7. Harmful weeds
8. Invasive and non-native plants
9. Fly-tipping
10. Drainage Issues

- Licencing Processes

1. Abnormal Loads
2. Dropped Kerbs / vehicle crossings
3. Scaffold applications
4. Skip applications



Annex 9 Licencing & Enforcement Processes.pdf

APPENDIX B: REFERENCE DOCUMENTS

LEGISLATIVE DOCUMENTATION

- Traffic Management Act 2004
- The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996
- New Roads and Street Works Act 1991 (as amended) (NRSWA)
- NRSWA Code of Practice for the Coordination of Street Works and Works for Road purposes and Related Matters (4th edition, 2012)
- The Street Works (Registers, Notices, Directions and Designations) (England) Regulations 2007 (SI 2007/1951).
- NRSWA Code of Practice for Inspections (2nd Edition 2002)
- Road Traffic Regulation Act 1984 (as amended)
- Highways Act 1980 (as amended)

HEREFORDSHIRE COUNCIL DOCUMENTATION

- Network Management Plan- The Network Management Plan has been reviewed and is now in affect from 2019 is due for a client-led review every 5-years with support and advice from BBLP with an aim to align it more closely to operational aspects.
- Highways Maintenance Plan – reporting/review incidents across the wider network process and management
- Herefordshire Council Permit Scheme – On Herefordshire Council Website

CONTRACT DOCUMENTATION

Annex 13 – Network Management and Traffic Regulation

APPENDIX C: DEFINITIONS

Definitions relating to the annexe

BBLP	Balfour Beatty Living Places
TRO	Traffic Regulation Order
SID	Speed Indicator Device
NRSWA	New Roads and Street Works Act 1991
MBS	Map Based Scheduling

APPENDIX D: PROGRAMME OF WORKS

Where practicable, programmes will be developed to outline network management and traffic regulation activities. However, there are a number of areas where the service maintains a reactive service in response to requests for service, advice and guidance.

- NRSWA Random inspection

Numbers for 2021/22 will be generated in April 2021 based on the number of openings in the previous year.

The inspection levels for 2020/21 were identified as follows:

	Random Inspection Category			Total
	A	B	C	
BT	70	70	70	210
Welsh Water	217	217	217	651
Cadent (Gas)	40	40	40	120
Severn Trent Water	5	5	5	15
Wales and West Utilities	4	4	4	12
Western Power Distribution	37	37	37	111
Gigaclear	79	79	79	237
	452	452	452	1356

- Traffic Regulation Orders Programme and Ranked List of outstanding requests.



V2 Ranked List Jan
2021 - For Annual PI



TRO Programme
2021-22.xlsx

- Traffic engineering schemes

A programme of works will not be allocated for 2019/20 although a priority list will be maintained. It is proposed that in year identified safety critical works will be funded where possible through a small unallocated capital budget. Other identified schemes may be considered as part of the wider capital programme in future years.

- Events – Due to the effects of Covid many events are yet to be confirmed. The 2020 list of events is included as an indicative projection for 2021

Annual Events
Register.xlsx

Events List 2020.xlsx

- Speed indicator devices

The actual deployment of the SIDs is dependent on the acceptance to proceed (and payment) from the participating parishes.

It is likely that requests will be made by parishes throughout the year for deployment and the programme will be updated to accommodate these requests where possible.

APPENDIX E: SUPPORTING DOCUMENTATION

INSERT BUDGET BREAKDOWN

- Method statement

Annex 9 Method
Statement - 20-21.doc

- Risk Register

Risk Register Annex
9 20.21.xlsx

- Performance Indicator definitions

There are no contractual KPI associated with this annex; however, management information will be collated as indicated in Section 1 above

Activity
Schedule.xlsx

- Activity Schedule