



County Offices
Newland
Lincoln
LN1 1YL

27 February 2015

Highways and Transport Scrutiny Committee

A meeting of the Highways and Transport Scrutiny Committee will be held on **Monday, 9 March 2015 at 10.00 am in Committee Room One, County Offices, Newland, Lincoln LN1 1YL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in black ink, appearing to be "T McArdle", written over a horizontal line.

Tony McArdle
Chief Executive

Membership of the Highways and Transport Scrutiny Committee
(11 Members of the Council)

Councillors M Brookes (Chairman), A G Hagues (Vice-Chairman), M G Allan, D Brailsford, K J Clarke, R J Hunter-Clarke, J R Marriott, R A H McAuley, N M Murray, Mrs A M Newton and A H Turner MBE JP

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE AGENDA
MONDAY, 9 MARCH 2015**

Item	Title	Pages
1	Apologies for Absence/Replacement Members	
2	Declaration of Members Interests	
3	Minutes of the meeting held on 19 January 2015	5 - 12
4	Announcements by the Executive Councillor for Highways, Transport and IT and the Chief Operating Officer	
5	Winter Maintenance Update	Verbal Report
6	Major Schemes Update	Verbal Report
7	Quarter 3 Performance - 1 October - 31 December 2014 <i>(To receive a report which provides key performance information that is relevant to the work of the Highways and Transport Scrutiny Committee)</i>	13 - 22
8	Temporary Closure of Level Crossings by Network Rail <i>(To receive a report which sets out the legal framework and procedures for the temporary closure of Level Crossings by Network Rail to undertake maintenance or improvement works)</i>	23 - 26
9	Speed Management in Lincolnshire Revised Speed Limit Policy <i>(To receive a report which invites the Highways and Transport Scrutiny Committee to consider the draft revised Speed Limit Policy as part of the Speed Management in Lincolnshire Review)</i>	27 - 46
10	Civil Parking Enforcement - Mid Year Update 2014/15 <i>(To receive a report which contains a mid-year update for statistical information and developments related to Civil Parking Enforcement from 1 April 2014 to 31 January 2015)</i>	47 - 70
11	Highways and Transport Scrutiny Committee Work Programme <i>(To receive a report which enables the Committee to consider and comment on the content of its work programme for the coming year)</i>	71 - 74

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Please note: for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

All papers for council meetings are available on:
www.lincolnshire.gov.uk/committeerecords



HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE 19 JANUARY 2015

PRESENT: COUNCILLOR M BROOKES (CHAIRMAN)

Councillors A G Hagues (Vice-Chairman), M G Allan, D Brailsford, K J Clarke, R J Hunter-Clarke, J R Marriott, R A H McAuley, Mrs A M Newton, A H Turner MBE JP and G J Ellis

Councillors: R L Foulkes, S F Kinch and R A Renshaw attended the meeting as observers

Officers in attendance:-

David Davies (Principal Maintenance Engineer), Andy Gutherson (County Commissioner for Economy and Place), Paul Rusted (Infrastructure Commissioner), Dave Simpson (Technical and Development Finance Manager), Louise Tyers (Scrutiny Officer), Steve Willis (Chief Operating Officer) and Rachel Wilson (Democratic Services Officer)

45 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor N M Murray.

The Chief Executive reported that under the Local Government (Committees and Political Groups) Regulations 1990, he had appointed Councillors G J Ellis to the Committee, in place of Councillor N M Murray, for this meeting only.

46 DECLARATIONS OF COUNCILLORS' INTERESTS

There were no declarations of interest at this point in the meeting.

47 MINUTES OF THE MEETING HELD ON 15 DECEMBER 2014

RESOLVED

That the minutes of the meeting held on 15 December 2014 be signed by the Chairman as a correct record subject to the last bullet point of minute 41 being amended to read:

'A Councillor commented that the majority of people living in the Glebe area did not want a road bridge over Hawthorn road, and were happy with the existing plans for an NMU bridge. It was also commented by another councillor that at the meeting which took place recently in relation to this issue in Cherry Willingham, a lot of the people present were supportive of the NMU bridge plans, and that there was a

relatively small but very vocal group of residents driving the campaign against the NMU bridge.'

Councillor I G Fleetwood was in attendance and was permitted to speak in relation to the comments made relating to the Lincoln Eastern Bypass. He commented that whilst he disagreed with the statements which were made in relation to Hawthorn Road and the meeting in Cherry Willingham, after speaking to the Democratic Services Officer he was satisfied that the comments made at the meeting held on 15 December 2014 had been accurately minuted, and he was happy with the proposed amendment to minute number 41.

48 ANNOUNCEMENTS BY THE EXECUTIVE COUNCILLOR FOR HIGHWAYS, TRANSPORT AND IT AND THE CHIEF OPERATING OFFICER

There were no announcements from the Executive Councillor for Highways, Transport and IT or the Chief Operating Officer.

49 WINTER MAINTENANCE UPDATE

The Committee received an update from the Principal Maintenance Engineer in relation to winter maintenance. It was reported that so far it had been an average winter, and the authority still had 26,000 tonnes of salt available. Salt was being very quickly transferred from the stocks in Southampton. In response to a question, Members were advised that between 200-400 tonnes of salt would be used on each gritting run. This translated to having approximately 40 days of salt.

It was noted that if there was an urgent need for more salt to be delivered from the stock in Southampton it would arrive the day after requesting the salt.

It was commented by a member of the Committee that it had been a pleasure to drive on the A46 that morning after it had been gritted and it had felt very safe.

50 MAJOR SCHEMES UPDATE

The Committee received updates in relations to the following major schemes:

Lincoln Eastern Bypass – the Department for Transport (DfT) had confirmed that a further public inquiry was required, and discussions were taking place with the DfT to identify a Planning Inspector and then finding a suitable date. It was expected that this date would be in May 2015.

Lincoln East – West Link – work had commenced, and the contractor, Balfour Beatty, had been on site since November 2014. There had been some difficulty in removing the final tenant from one of the properties, but this had been resolved. Progress with the scheme was good.

Canwick Road – work on this scheme had now commenced, and Eurovia, the contractor, was now on site. The carriageway works had commenced earlier this

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month following an extensive publicity campaign. Members were advised that the disruption had been less than it could have been, and good progress was being made. The expected completion date was still May 2015.

Footbridges, Lincoln – work was expected to commence on the High Street bridge on 9 March 2015. The Brayford bridge was still undergoing a redesign.

Grantham Southern Relief Road – in relation to the King 31 aspect of the scheme, this was progressing well and discussions with the landowner were underway. The authority was ready to progress with this element of the scheme.

Skegness Business Park – planning permission for this scheme was expected to be considered in February 2015.

Members were provided with the opportunity to ask questions to the officers present in relation to the information provided and some of the points raised during discussion included the following:

- A member thanked officers for the speedy completion of the work on Station Road, North Hykeham, as the work was originally due to be completed in March 2015;
- It was queried whether the relief road project was still going ahead in Boston, and it was agreed that an update on this project would be included in future major scheme updates;
- It was queried whether the public inquiry for the Lincoln Eastern Bypass would be specifically examining the objections received in relation to the Hawthorn Road closure. Members were advised that the conduct of the inquiry would be a matter for the Inspector, and it would consider the objections to the side roads orders and compulsory purchase orders. It was expected that a pre-inquiry meeting would be held which would make clear to all participants how the inquiry would proceed. It was noted that the inspector's report from the previous inquiry would be a key part of the considerations for the new inquiry;
- The authority would be presenting a case for why the scheme in its entirety was an effective scheme and met the required objectives;
- The current planning permission did not allow for a dual carriageway, therefore the Lincoln Eastern Bypass would remain as a single carriageway scheme at this stage;
- It was commented that the Central Lincolnshire Plan was dependent on the Lincoln Eastern Bypass scheme going ahead as it would unlock development land, and any delays to this scheme could have an impact on the Central Lincolnshire Plan;
- In relation to the closure of level crossings on the East Coast Main Line, particularly the one at Tallington, it was commented that meetings had been taking place between Network Rail and residents, and there was a perceived assumption that Lincolnshire County Council was going to link up the highway to a new road bridge. It was thought that there was a need for the authority to be involved in these meetings as these highway schemes were likely to involve a great cost to the County Council. Members were advised that the County Council did attend these meetings, when it was invited to do so, but it

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had tried to establish better links with Network Rail and meetings were taking place;

- It was noted that the Executive Councillor for Highways, Transport and IT and the County Commissioner for Economy and Place had attended meetings with residents and Network Rail regarding level crossing closures and it was important to manage the aspirations of the local community. However, there was currently no financial obligation for the County Council at this time;
- In relation to the traffic delays being caused by the Canwick Road improvement works, it was noted that officers were not aware of any patterns which had developed in relation to times or lengths of delays. It was also reported that no particular issues had arisen in relation to the alternative routes that people were being asked to use.

RESOLVED

That the update be noted.

51 REVENUE AND CAPITAL BUDGET PROPOSALS 2015/16

Consideration was given to a report which described the Councils budget proposals arising from the Local Government Finance Settlement which was announced on 18 December 2014, and the implications for the Highways and Transport services.

The Committee received a presentation on the budget proposals which provided more detailed information in relation to the following areas:

- Current Budget Strategy;
- Priorities Consultation;
- Autumn Statement 2014;
- Provisional Local Authority Finance Settlement;
- Reduction in Government Funding;
- Spending Power Explained;
- Provisional Revenue Budget for 2015/16;
- Revenue Budget – Service Area Impact;
- Council Tax;
- Capital programme – 2015/16
- Consultations;
- Proposed Highways and Transport Revenue Budget 2015/16;
- Proposed Highways and Transport Capital Budget;

Members of the Committee were provided with the opportunity to ask questions to the officers present in relation to the information contained in the report and presentation and some of the points raised during discussion included the following:

- It was queried why there had been 3 public consultations with only North Kesteven District Council, and Members were informed that NKDC had invited the County Council to carry out these consultations in the district;
- It was confirmed that if the Council had chosen to increase council tax by 2% for the past three years instead of accepting the government council tax freeze grant the county council would have gained an additional £12m in income;

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- It was not known for certain how many other county councils were in the process of putting up their council tax instead of taking the Freeze Grant. A survey was being carried out by the Association of County Treasurers which should provide this information at a later date;
- It was commented that the level of the proposed council tax rise should be affordable to most families. It was noted that the proposed 2% rise equated to an increase of £20.25 for a Band D property (or 39p per week);
- Members were advised that there had been 66 responses to the consultation on priorities through the Citizens Panel and 80 responses online;
- It was reported that the LEP received half of the allocation for the integrated transport fund. It was noted that the LEP would create its own priorities, and decide how it wished to use the funding;
- It was noted that there was a proposed reduction of £470,000 to the Area Maintenance Teams (AMT). Concerns were raised regarding the reduction of the Area Management Teams however, there would still be quick response teams in place. It was noted that officers would try to make efficiencies within the Area Maintenance Teams. Members were also advised that a review of the Area Maintenance Teams would be carried out by two network managers;
- It was commented that if a problem was reported, there could be a risk of injury if it was not fixed immediately. Officers acknowledged that this was a risk, and work would be undertaken to minimise this risk;
- The Committee was informed that the authority had performed well recently in relation to successfully bidding for additional grants and funding from central government such as the additional funding for repairing pot holes;
- The DfT was looking into how it could incentivise local authorities to be more innovative and effective. However, there was a need to have the staff in order to produce these bids. It was thought that the building blocks were in place for the authority to make good bids;
- In relation to the Challenge Fund, officers were expecting to submit bids by 9 February 2015;
- The additional £9m that the authority had been allocated for Highways Asset Protection was the second highest allocation in the country, even though Lincolnshire did not have the second longest network;
- In relation to the pooling of business rates with six of the district councils, it was noted that South Holland was the only district not to be involved. Members were advised that there were still issues to be clarified before South Holland could be included in this arrangement;
- It was confirmed that concessionary fares accounted for half of the transportation budget, and funding was protected. Members were advised that this was approximately £7m;
- It was noted that the authority paid just over £1m per year for third party insurance. Members were advised that the premium was linked to the highways maintenance plan, and the amount of planned preventative work which was carried out rather than reactive work;
- Members were advised that there was a 1.4% reduction in the budget for Highways and Transport and that this would have an impact somewhere within these services;

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- It was noted that there had been a move to a two divisional model – the south and west divisions had merged and the north and east divisions had also merged;
- Growth should encourage investment;
- Schemes could bid for funding from the £15m capital development fund. This would be open for bids from all areas of the authority;

RESOLVED

1. That the contents of the report and presentation be noted;
2. That concerns regarding the proposed reduction of funding to the Area Maintenance Teams be passed on to the Executive prior to its meeting on 3 February 2015.

52 LINCOLNSHIRE HIGHWAYS ALLIANCE UPDATE REPORT - JANUARY 2015

The Committee received a report which provided an update on progress with the Lincolnshire Highways Alliance, an Alliance between the County Council, Imtech, Mouchel and Kier. The Alliance delivered the majority of highway services through the Traffic Signals Term Contract, the Professional Services Contract and the Highway Works Term Contract. The Lincolnshire Highways Alliance was now in the fifth year of a potential contractual duration of 10 years.

Members of the Committee were guided through the report by the Infrastructure Commissioner and some of the points highlighted included the following:

- Overall performance of the Highway Works Term Contract had declined from 84.3 to 78.5, but this was still considered to be acceptable performance;
- It was noted that performance for the Traffic Signals Term Contract and Client performance had both increased;
- The Highways Maintenance Efficiency Plan Peer Review which had been planned for October 2014 had been rescheduled for 3- 5 March 2015;
- The Alliance continued to work with Cranfield University to follow up the Strategic Value for Money Assessment as part of the Future Highways Project;
- Work was underway on a joint Alliance Project to upgrade the existing BT private wire circuits to ADSL broadband at the 100 Urban Traffic Control (SCOOT) installations in Lincoln, Boston and Grantham;
- A number of major schemes were progressing towards the construction phase. Lincoln East-West Link and Canwick Hill had started, and a tender to start the construction of an element of the Grantham Southern Relief Road;
- The design of Phase 1 of Spalding Western Relief Road was now complete and the detail design of Grantham Southern Relief Road was progressing well;

The Committee was provided with the opportunity to ask questions to the officers present in relation to the information contained within the report and some of the points raised during discussion included the following:

- It was noted that the 30,000 square metres of patching which had been carried out included resurfacing work;

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- It was difficult to convert the amount of patching into miles, as it depended on the size of the pot hole, the width of the road etc.. Officers agreed to try and provide some averages for the next report;
- In relation to site safety assessments, it was noted that the performance was a concern as it had reduced from 100% last quarter to 86.96% in the current quarter. Members were advised that the inspections were carried out by Mouchel, but they would be transferred back in house to the County Council when the contract with Mouchel ended on 31 March 2015. The inspections were carried out independently through the corporate contract, and there had been some issues around resource availability which had led to the reduced number of visits which had been carried out;
- Following the submission of a petition to the Council meeting on 19 December 2014 regarding the noise resulting from the surface dressing used on the A158 at Burgh le Marsh, Members were advised that a request had been made for noise surveys to be carried out. However, this was a nationally recognised treatment and had been used in a number of other locations in the County. It was acknowledged that a complaint in relation to one other site had been received;
- A key element of the Asset Management Plan was demonstrating a move towards preventative maintenance, and so far approximately 2.5million square metres of surface dressing had been carried out in the County each year.

RESOLVED

That the comments made in relation to the report be noted.

53 HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE WORK
PROGRAMME

Consideration was given to a report which provided the Committee with an opportunity to consider and comment on the content of its work programme for the coming year.

The Scrutiny Officer advised that there were no changes to work programme at this time.

It was clarified that the Draft Speed Limit Policy update was a follow up on the review carried out by the Task and Finish Group in 2014.

RESOLVED

That the work programme be noted.

The meeting closed at 11.47 am

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Open Report on behalf of Steve Willis, Chief Operating Officer

Report to:	Highways and Transport Scrutiny Committee
Date:	9 March 2015
Subject:	Quarter 3 Performance – 1 October to 31 December 2014

Summary:

The accompanying appendices to this report provide key performance information that is relevant to the work of the Highways and Transport Scrutiny Committee.

Actions Required:

The Committee is invited to consider and comment on the performance information contained in the appendices to the report.

1. Background

The appendices to the report provide key performance information relating to Highways and Transportation, which is aligned to the relevant priorities and performance indicators set out in the Council's Business Plan.

Council Business Plan and Council Priority Activity Performance

Appendix A highlights performance relevant to this committee against the following:

- **Council Business Plan Performance Indicators:** There are a number of indicators in the Council Business Plan that are within the remit of this scrutiny committee. Appendix A contains any of these that are worse than target (red) or better than target (green).
- **Council Priority Activities:** Corporate Management Board have identified a number of Council Priority Activities, these are the key projects and programmes that will deliver the most significant changes and new commitments as detailed in the 2012-2015 Council Business Plan and Organisational Strategy, as well as the Executive Director's objectives. There are currently 33 priority projects and programmes, four of which are in the remit of this scrutiny committee.
- **Council Priority Activities Exception Highlight Reports:** Where a Council Priority Activity is reporting significant issues (red) a project highlight report has been included to provide further information.

Appendix B contains a summary of performance information.

Appendix C is a breakdown of customer satisfaction information.

2. Conclusion

The Committee is asked to consider the content of the appendices of this report.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Council Business Plan and Council Priority Activity Performance
Appendix B	Performance Summary
Appendix C	Customer Satisfaction Information

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Steve Willis, who can be contacted on 01522 554848 or steve.willis@lincolnshire.gov.uk.

Date created: 14-Jan-15

Position as at 31-Dec-14

Symbol Key				
Green - No Issues	Blue - No significant concerns	Red - Significant issue(s)	Not yet started	Missing information

Activity Name	Overall Summary		Comment
	Nov 2014	Dec 2014	
Highways and Transport Scrutiny Committee			
Project			
Grantham Southern Relief Road			Judicial Review rejected by the Court, but Larkfleet have appealed further. Design was accelerated on King31-Ph1 and project is ready for tender; could be on site March April 2015. Design now continues on SQLR. Viability of King31 is still an unresolved issue and has become critical; could prevent tendering and hence start on site. Discussion still active with National Rail on ransom and technical design. Discussion still active with Highways Agency over connection to A1.
			Scrutiny Comments: Progress was reported as part of the Quarter 2 performance item at the 15 December 2014 Committee. The Committee noted that the Judicial Review had not yet been resolved but work was progressing on the King31 element of the project.
Lincoln East West Link Road Phase_1			Project is on time and on budget.
			Scrutiny Comments: Progress was reported as part of the Quarter 2 Performance item at the 15 December 2014 Committee. The Committee were pleased that preliminary works had now started.

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Activity Name	Overall Summary		Comment
	Nov 2014	Dec 2014	
Lincoln Eastern Bypass	♦	♦	Secretary of State failed to confirm CPO and SRO which delays programme and puts central government funding at risk. Planning consent granted for relocated non motorised user (NMU) bridge. Orders republished in October 2014, over 500 objections received. DfT have indicated Inquiry to be held in June 2015.
			Scrutiny Comments: Progress was reported as part of the Quarter 2 Performance item at the 15 December 2014 Committee. The Committee noted that a large number of objections had been received to the Compulsory Purchase and Side Road Orders. The Committee were advised at their meeting on 19 January 2015 that the Department for Transport had now decided to hold another Public Inquiry, which was likely to be held in the Spring.
Spalding Western Relief Road	●	●	No significant progress on Phase 1. Further design work to commence shortly for Phases 2 and 3. Spalding Transport Strategy gained Executive endorsement.
			Scrutiny Comments: Progress was reported as part of the Quarter 2 Performance item at the 15 December 2014 Committee.

Performance Indicators

Reported Quarterly

The following 2 indicators are reported quarterly and by calendar year with a 3 month data lag, therefore data reported at Quarter 3 is from 30th September 2014.

Good Connections CBP Indicators 2014/15 (calendar year) – 3 month lag							
Indicator Name	Target 30/09/2013	Actual 31/09/2013		Target 30/09/2014	Actual 30/09/2014		Target 31/12/2014
GC:LRSP:03 Number of people KSI in road traffic collisions	328	310	●	320	285	+	427
The actual number of 285 persons killed or Seriously Injured for the first nine months of 2014 is lower than the target of 320, and the projected year end figure of 390 is below the year-end target of 427.							
GC:LRSP:04 Number of children KSI in road traffic collisions	20	15	+	20	18	●	26
The number of Children killed or seriously injured in road collisions of 18 for the first nine months of 2014 is lower than the target of 20. We are projecting a year end figure of 24 which is just below the year-end target of 26.							

Reported annually

The following indicators are reported on an annual basis at Quarter 4 2014/15:

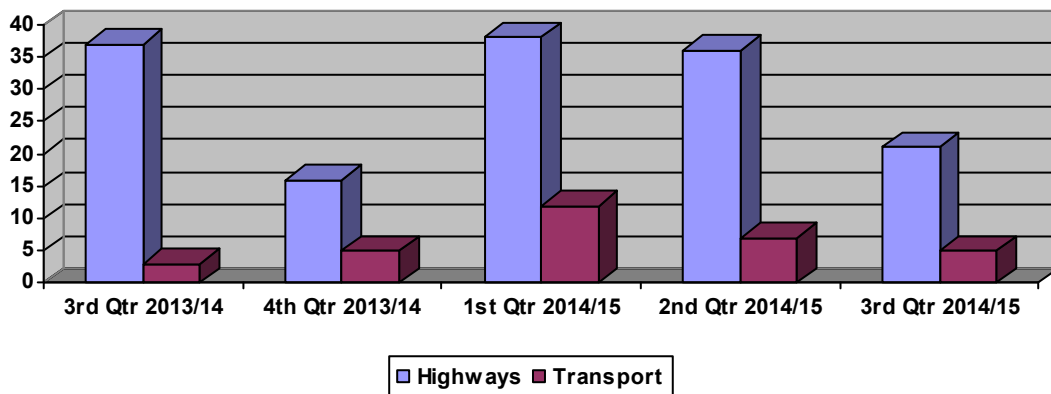
CBP Indicators 2014/15 (financial year)									
Indicator Name	Reporting Frequency	Owner	Target 2012/13	Actual 2012/13		Target 2013/14	Actual 2013/14		Target 2014/15
NI168 Principal roads where maintenance should be considered	Annual 31/03	Paul Rusted	4%	3%	+	4%	3%	+	4%
NI169 Non-principal classified roads where maintenance should be considered	Annual 31/03	Paul Rusted	8%	12%	◆	12%	13%	◆	12%
HT:01 Unclassified Roads that require maintenance	Annual 31/03	Paul Rusted	25%	28.60%	◆	30%	29%	+	30%
HT:03 % Network treated in advance of ice and frost forming	Annual 31/03	Paul Rusted	34%	34%	●	34%	34%	●	34%
Other Key Indicator 2014/15 (financial year)									
NI178i Bus services running on time - % non-frequent services on time	Annual 31/03	Andrew Addo-Smith	79%	74.3%	◆	80%	75%	◆	79%

Customer Satisfaction Information – Scrutiny Committees

Highways and Transport Scrutiny Committee		
Date Range for Report	1 st October – 31 st December 2014 (1 st July – 30 th September 2014)	
Total number of complaints received across all LCC service area.	127 (145) * individual school complaints not included.	
Total number of complaints relating to <u>Highways and Transport Scrutiny Committee</u>	26 (43)	
Total number of compliments relating to <u>Highways and Transport Scrutiny Committee</u>	24 (30)	
Total Service Area Complaints	Highways	21 (36)
	Transport	5 (7)
Highways Complaint Reasons	Age	0 (0)
	Breach of confidence	0 (0)
	Conduct/Attitude/Rudeness of staff	1 (1)
	Delayed Assessment of Service Request	1 (1)
	Disability	0 (0)
	Disagree with Policy	0 (0)
	Disagree with Procedure	2 (5)
	Gender	0 (0)
	Insufficient Information Provided	1 (3)
	Lack Of Choice	0 (0)
	Other	0 (1)
	Procedural – Other	0 (8)
	Procedure Not Followed	12 (9)
	Professional - Other	2 (6)
	Service Delay	2 (2)
Transport Complaint Reasons	Age	0 (0)
	Assessment of a service request	0 (0)
	Breach of confidence	0 (0)
	Conduct/Attitude/Rudeness of staff	1 (0)
	Disability	0 (0)
	Disagree with Policy	0 (1)
	Disagree with Procedure	1 (3)
	Geographic Location	0 (0)
	Insufficient Information Provided	0 (0)

	Lack of Choice	0 (0)
	Other	0 (0)
	Policy of LCC not to provide service	0 (0)
	Procedural – Other	1 (0)
	Procedure not followed	1 (1)
	Professional - Other	1 (2)
	Service Delay	0 (0)
Service Area Compliments	Highways	24 (25)
	Transport	0 (5)
How many LCC complaints have not been resolved within service standard		5 (11)
Number of LCC complaints referred to Ombudsman		9 (11)

Total Complaint Receipts by Quarter



Summary

LCC Overview of Complaints

The total number of LCC complaints received for this quarter (Q3) shows a 12% decrease on the previous quarter (Q2). When comparing this quarter with Q3 2013/14 there is a 24% decrease.

Overall Highways Complaints

Complaint receipts for Highways show a 42% decrease from last quarter where they received 36 complaints. This is a 43% decrease from quarter 3 of 2013/14 when 37 were received.

The outcome of the 21 complaints received was:

- 2 complaints were upheld.
- 12 complaints were partially upheld.
- 7 complaints were not upheld.

The 2 complaints that were upheld were regarding:

- Delay in repair works on Outgang Road, Langtoft Fen.
- Delay in repairing an illuminated bollard.

This quarter there were 3 complaints received regarding the works on Station Road.

Overall Transport Complaints

Complaint receipts for Transport show a decrease of 2 complaints this quarter compared to the 7 they received in the previous quarter.

The outcome of the 5 complaints received was:

- 1 complaint was upheld.
- 3 complaints were partially upheld.
- 1 complaint was not upheld.

The 1 complaint that was upheld was regarding:

- Unreliable transport provided through the Wheels 2 Work scheme.

Overall Compliments

The overall compliments received for Highways and Transport shows a decrease of 20% this Quarter, with 24 compliments being received compared to 30 received last quarter.

Highway Compliments

Highways received 24 compliments in Quarter 3, this an increase of 3 compared to the 21 compliments they received from the previous Quarter. The compliments are:

- 24 compliments regarding maintenance work that has been carried out.

Transport Compliments

Transport received no compliments this quarter.

Ombudsman Complaints

In Quarter 3 of 2014/15, 9 LCC complaints were registered with the ombudsman. 3 of these complaints were recorded against Highways and Transport. 2 of these were recorded against Highways and 1 against Transport.

Further in-depth analysis, if required, is available by contacting the Quality and Performance team on 01522 782037 (ext 0037).

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Open Report on behalf of Richard Wills, Executive Director for Environment and Economy

Report to:	Highways and Transport Scrutiny Committee
Date:	09 March 2015
Subject:	Temporary Closure of Level Crossings by Network Rail

Summary:

Following a request at a previous meeting of the Committee, this report sets out the legal framework and procedures for the temporary closure of Level Crossings by Network Rail to undertake maintenance or improvement works.

Actions Required:

The Committee is invited to consider and comment on the report.

1. Background

- 1.1 The law applying to level crossings is vast, complex and has evolved over the last 160 years. Currently laws primarily relating to railways and health and safety also apply.
- 1.2 Network Rail is responsible for the operation, maintenance and renewal of all level crossings on its network and must ensure that crossings work correctly and are safe to use. Under the Health and Safety at Work Act 1974, they have a duty to secure the health, safety and welfare of employees, as well as protecting the general public against risks arising out of work activities.
- 1.3 The County Council are responsible for the maintenance of any public highways on the approach to crossings. Local authorities may also have a duty on specific crossings via an Order made by the Secretary of State for Transport under the Level Crossings Act 1983, usually associated with the provision of appropriate signage.
- 1.4 During 2014, approximately 500 temporary closures were dealt with, the vast majority of which were short term for 1-2 days although some longer term closures were also processed owing to the current upgrading of the Joint Line to take freight traffic from the East Coast Mainline.

- 1.5 The procedure currently used for dealing with temporary level crossings closures is as follows:
- (a) Network Rail (through Centurion Traffic Management Services) send a circular detailing the works, etc., to the Traffic Orders Section.
 - (b) The circular is passed to the relevant Divisional Highways Office for their observations and recording on the Road Space Booking system. If a conflict with other roadworks or closures is highlighted on the affected road or diversion route, then this is discussed with Centurion to reach a compromise. However, Network Rail has the right to close a level crossing irrespective of any comments or objections by the County Council.
 - (c) If the closure is agreed, a circular letter is sent by the Traffic Orders Section to various affected organisations such as District and Parish Councils, Emergency Services and Bus Companies as soon as practicable. Local County Councillors are also sent the details for their information via email.
 - (d) Centurion Traffic Management Services are informed of the Council's agreement and are sent a standard circular detailing the alternative route for affected traffic and highlighting the requirement to erect advanced notice signs at least one week before the closure is implemented. They are also required to sign the closure and alternative route in accordance with the Statutory Regulations.
 - (e) Emergency closure requests are dealt with by directly contacting the Emergency Services only owing to the urgency of the works.
 - (f) Following completion of the works, Network Rail is charged a fee for processing the request (£175 for closures up to five days or £500 for closures over five days).
 - (g) All closures are recorded on the roadworks.org/Elgin website (approximately three months prior to the closure for planned works) when the relevant streetworks notices are submitted to the County Council so future and closures are available for the public to view.
- 1.6 The Council does not process a Temporary Traffic Restriction Order or advertise the closure in local newspapers (as with other types of closures/roadworks) since the works are carried out under Network Rail's powers to close crossings for maintenance/improvement.

2. Conclusion

- 2.1 It is recommended that the existing protocol for dealing with Temporary Level Crossing Closures as set out above is noted.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report

This report was written by David Clark, who can be contacted on 01522 553066 or david.clark@lincolnshire.gov.uk

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Open Report on behalf of Richard Wills, Executive Director for Environment and Economy

Report to:	Highways and Transport Scrutiny Committee
Date:	09 March 2015
Subject:	Speed Management in Lincolnshire Revised Speed Limit Policy

Summary:

This report invites the Highways and Transport Scrutiny Committee to consider the draft revised Speed Limit Policy as part of the Speed Management in Lincolnshire Review. Subject to the agreement of the Committee, the report will be submitted to the Portfolio Holder for Highways, Transport and IT for his consideration and approval.

Actions Required:

1. To approve, or to approve with amendment, the attached draft revised Speed Limit Policy as part of the Speed Management in Lincolnshire Review.
2. To agree that the revised policy should be submitted to the Portfolio Holder for Highways, Transport and IT for his approval prior to public consultation.
3. To agree that a policy relating to School Safety Issues be considered at the next meeting, and that subsequently, it be consulted upon in conjunction with the draft Speed Limit Policy as part of the overall Speed Management Review.

1. Background

On 15 December 2014, the Highways and Transport Scrutiny Committee approved the Speed Management in Lincolnshire Scrutiny Review relating to Borderline Cases.

Councillors will recall that it was recommended to support a relaxation in the Borderline Cases to +/- 3 mph and that this be included in the new revised Speed Limit Policy.

This has now been included as part of the draft Policy, attached as Appendix A. The opportunity has been taken to review the format of the policy document along with other changes to bring it up to date and more user friendly.

The conclusion below provides a summary of the changes from the existing speed limit policy and Councillors are asked to review this and make any necessary comments.

2. Conclusion

The summary below shows the proposed changes that have been made and the Committee is asked to consider each of these items and to agree or comment on them for inclusion into the final Policy prior to consideration by the Portfolio Holder for Highways, Transportation and IT and public consultation process.

- i) As previously agreed, the Borderline Case criteria has been relaxed to +/- 3mph with respect to Developed Areas.
- ii) In addition and for consistency, the opportunity has been taken to amend the rural section of the policy to include a relaxation of the Borderline Cases criteria also to +/- 3mph. To achieve this, the graph in the current policy has been replaced by a Mean Speed Table similar to that in the Developed section.
- iii) As a result of (ii) above and following investigations into Rural Accident sites as identified by the Task and Finish Group, a further discretionary element is proposed where engineering measures have not been successful in reducing the number of accidents at these sites. In these circumstances a further review will be conducted and a report will be submitted to Planning & Regulation Committee for consideration of a possible reduction of the existing speed limit by one level.
- iv) The opportunity has also been taken to re-format the policy document in an effort to make it more user friendly for officers and other interested parties. The phraseology has been updated and it has also been subdivided into relevant sections dependant on the type of road under review and this has been done to make it easier to follow the assessment process. The document now includes a short Introduction and General Guidelines which assists officers in the implementation of speed limits.

It is intended to carry out the consultation of the revised Speed Limit Policy as part of the Speed Management Review and this Committee is asked to consider whether this should be done in conjunction with a new policy relating to School Safety Issues outside schools. As these two documents will form part of the Speed Management Review strategy for Lincolnshire it may be beneficial that these two documents are put out to public consultation at the same time.

In view of the above, and if agreed, a further report will be presented to the next meeting of this Committee outlining proposals for a policy on School Safety Issues for consideration.

3. Consultation

a) Policy Proofing Actions Required

Not applicable

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Draft Revised Speed Limit Policy

5. Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Report on Speed Management Borderline Cases - 15 December 2014	County Offices Newland Lincoln
Current Speed Limit Policy - July 2008	County Offices Newland Lincoln

This report was written by Graeme Butler and Andy Wharff, who can be contacted on 01522 550445/555738 or graeme.butler@lincolnshire.gov.uk and andy.wharff@lincolnshire.gov.uk.

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Lincolnshire Speed Limit Policy

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INTRODUCTION

This speed limit policy is based on the general national principles outlined below and the January 2013 Department for Transport (DfT) guidelines but modified to reflect local conditions within our County.

The introduction of a speed limit should take into account the nature of Lincolnshire's rural road network and the need to balance our rural environment/community against the needs of our economy and strategic importance and accessibility of our network

The National Speed Limit framework set by central government is as follows:

- 30 mph streets with a system of street lighting
- National speed limit 60mph on single carriageways
- National speed limit 70mph on dual carriageways and motorways

In the circumstances where the above national speed limits are not appropriate the Road Traffic Regulation Act 1984 provides Lincolnshire County Council, as Traffic Authority, with the legal process to promote and introduce appropriate speed limits (local speed limits).

The policy outlined in this document should be followed in order to determine the appropriate level of speed limit for all circumstances and locations across Lincolnshire.



GENERAL GUIDELINES

For the purposes of implementing this policy the following guidelines must be applied:

Street Lighting

- (i) When three or more lamps are installed spaced less than 183 metres apart on a highway without an existing Speed Limit Order the installation automatically introduces a 30mph speed limit. If this is not at the appropriate level, a Speed Limit Order will need to be promoted to set the limit at a level that is more appropriate and in accordance with this policy.

Using Mean Speed Data instead of 85th Percentile

- (i) Following issue of the DfT guidance 01/06 "Setting Local Speed Limits", mean speeds, rather than 85th percentile, are to be used when determining local speed limits. The use of mean speeds reflects what the majority of drivers perceive as an appropriate speed to be driven along a road. The mean (average) speed at which all vehicles travel is a more recognised term for road users and local highway authorities.

Development Schemes

- (i) Lincolnshire County Council will only accept proposed Development Schemes on existing roads where they comply with this policy and subject to the Speed Limit Order Process. Development Management Schemes on new roads must also be in accordance with this policy.

Signing of Speed Limits

- (i) The general principles of signing a speed limit must be in accordance with the current Traffic Signs Regulations and General Directions (TSR&GD), and should be considered before the consultation process is undertaken and the Order made. The speed limit sign locations must match the description of the start and finish of the limit given in the Order and be visible to the driver. Consideration should be given to the potential impact vegetation may have on obscuring the terminal signs and any repeater signs.

- (ii) It is a requirement that on all 'A' classified roads that terminal signs must be yellow backed, when entering a lower speed limit only. It is not a requirement when leaving the lower speed limit. These signs must be designed in accordance with the current TSR&GD. This is to ensure a higher level of visibility and aid increased compliance.
- (iii) In Developed areas the speed limit order and associated terminal signs may be located up to 50 metres in advance of adjacent dwellings in order to overcome site constraints and local circumstances to ensure that there is adequate forward visibility at locations such as steep gradients, sharp bends, hump-backed bridges or other hazards.
- (iv) In Rural locations the speed limit order and associated terminal signs may be located up to 50 metres in advance of the first recorded injury accident which has been included as part of the assessment process and to ensure that there is adequate forward visibility as described in the paragraph above.
- (v) The current TSR&GD does not permit the use of repeater signs in street-lit 30mph speed limits. Chapter 3 of the current Traffic Signs Manual – Regulatory Signs, gives guidance on the appropriate size and frequency of repeater signs for each standard speed restriction and the distances given should be considered to be the maximum distance for use with repeater signs.

Illumination

- (i) The current TSR&GD provides details of illumination standards for all signs that require lighting.

Painted Roundels

- (i) In accordance with the current TSR&GD, roundels painted on the carriageway may be placed in conjunction with an upright terminal or repeater sign and may not therefore be used in a street-lit 30mph speed limit.

1. SPEED LIMIT ASSESSMENTS FOR TOWNS AND VILLAGES

- 1.1 The relevant District Council's local plans and their development boundaries for towns and villages should be used as the initial basis when identifying a town/village. However consideration should be given to including development which is immediately adjacent to these boundaries. This is to ensure that all areas of development are considered as part of the assessment process.
- 1.2 A Town/Village Speed Limit is to be determined as follows:
- 1.2.1 On 'C' and Unclassified roads there must be a minimum length of at least 300 metres of development. Within this length there must be at least 24 development units, including key buildings, in accordance with Development Units Table 1 in paragraph 3.5.
 - 1.2.2 On 'C' and Unclassified roads the level of speed limit is to be set in accordance with the Mean Speed Table 3 in paragraph 3.7 with no section having a speed limit greater than 40mph.
 - 1.2.3 On 'A' and 'B' roads there must be a minimum length of at least 300 metres of development. The density of development can frequently change along the length of the road. To reflect these changes the road needs to be reviewed in terms of the changing characteristics of the types of development. This may be where development is confined to one side of the road or where properties are set back and spread out and there is a clear change in vehicle speeds.
 - 1.2.4 The development criterion for 'A' and 'B' roads is to be in accordance with Development Units Table 1 and Density of Development Table 2 in paragraphs 3.5 and 3.6 respectively.
 - 1.2.5 On 'A' and 'B' roads the level of any speed limit is to be set in accordance with the Mean Speed Table 3 in paragraph 3.7 with no section having a speed limit greater than 50mph.



2. SPEED LIMIT ASSESSMENTS FOR PARTIAL DEVELOPMENT (NOT DEFINED AS A TOWN OR VILLAGE)

- 2.1 These are areas of development/settlement fronting the road under review (that does not include a town/village centre), where there is ribbon development with no focal point. In these cases the activity levels are likely to be lower than in a town/village location.
- 2.2 The development criterion for these roads is to be in accordance with Development Units Table 1 and Density of Development Table 2 in paragraphs 3.5 and 3.6 respectively.
- 2.3 The level of speed limit is to be set in accordance with the Mean Speed Table 3 in paragraph 3.7 but with no section having a speed limit greater than 50mph.
- 2.4 Consideration will be given to where there are areas of development/settlement and rural lengths, (as covered in Section 5), that are adjacent and where both meet their respective criterion in terms of setting the speed limit level. This is to ensure that there are consistent speed limits in force along a route. In such cases the lowest assessed level should be implemented to cover both sections of road.

3. SPEED LIMIT ASSESSMENT PROCESS

- 3.1 When considering and investigating a proposed speed limit, Tables 1 and 2 below should be followed as well as considering the following factors:
 - Density of development
 - Length of proposed limit
 - Gaps within development
 - Proposed level of speed limit
 - Side roads criterion
 - Location of speed limit terminal signs
 - Speed limits outside schools
- 3.2 The following process should be followed for any request received for a speed limit to be introduced or reviewed. Where the criteria is not met then consideration should be given as to whether it can be classed as a Borderline Case as outlined in Section 4.
- 3.3 It is a requirement that to enable effective enforcement by the Police the absolute minimum length of any speed limit must be 300 metres.
- 3.4 The density of development is to be calculated based on the average number of development units fronting (but not necessarily having direct vehicular access), the section of road under review. This must be at least 4 units per 100 metres, when calculated over the whole length of the proposed speed limit and there must be a minimum of 2 units in any 100 metres anywhere within the proposed limit.

Development Units

3.5 In calculating the number of units fronting the road under review, the development units are to be weighted according to the type and level of activity in accordance with Table 1 below:

Table 1

Development	Activity	Units
Private residence		1
Shop, village hall, farm, church, business premises, playing fields, playground, play areas, etc.	Low	3
	High	5
Schools	Low	6
	High	10
Junction with:		
Hierarchy 1 Road		6
Hierarchy 2 Road		5
Hierarchy 3 Road		4
Hierarchy 4 Road		3
Hierarchy 5 Road		2

NB: In the above table the determination of low or high levels of activity is made on the basis of the relative impact of the development on the local community.

Density of Development

3.6 When assessing lengths of speed limit, the density of development criterion is to be incrementally increased as shown in Table 2 below:

Table 2

Length of Limit	Density
600 metres or greater	4 Units/100 metres
500 – 600 metres	5 Units/100 metres
400 – 500 metres	6 Units/100 metres
300 – 400 metres	8 Units/100 metres

Mean Speeds

3.7 The level of any speed limit is to be set in accordance with the Mean Speed Table 3 below:

Table 3

Mean Speed	Limit
< 33 mph	30 mph
33 – 43 mph	40 mph
>43 mph	50 mph

Gaps within Development

- 3.8 For gaps up to 300 metres in length within continuous development an extension of the adjacent and/or highest speed limit will be applied.
- 3.9 For gaps over 300 metres and up to 500 metres, a speed limit set at one level above the limit prevailing in the adjacent developed area will be applied.

Side Roads Criteria

- 3.10 The following criteria should be applied when assessing speed limits for side roads:
 - 3.10.1 Where the length of development, irrespective of density, is less than 300 metres, the limit is to be set at the same level as the main road under review.
 - 3.10.2 If however the length of development is greater than 300 metres, this may be subject to a separate assessment to determine the density and level of limit.
 - 3.10.3 Where there is no development on a side road, terminal signs may be placed up to 50 metres in advance of the main road junction. This would reduce clutter and improve visibility of the signs.
 - 3.10.4 Where the side road is a residential cul-de-sac the speed limit is to be set at 30 mph.

- 3.11 In exceptional circumstances where the above criteria has not been met, it may be appropriate to set the speed limit at the relevant mean speed level which reflects the nature and alignment regardless of density of development and length criteria.

4. BORDERLINE CASES (Development)

- 4.1 During the assessment process, at locations where the length and number of development units fronting the road under review is within 20% of that required, then this is classed as a Borderline Case.
- 4.2 At locations where the mean speed data falls within +/- 3mph of Table 3 (Mean Speeds), in paragraph 3.7 above, then this is classed as a Borderline Case.
- 4.3 In either of the above cases a paper is to be submitted to Planning and Regulation Committee that includes all the following information:
- nature and length of the development, including key buildings
 - assessment of collision data
 - detailed mean speed data taken at a number of locations along the length under review
 - informal comments from the Town/Parish Council, Lincolnshire Road Safety Partnership and local County Councillor
- 4.4 Where the above thresholds are exceeded these cannot be classed as a Borderline Case and therefore the request for a speed limit cannot be proceeded with and the applicant should be advised accordingly.

5. SPEED LIMIT ASSESSMENTS FOR RURAL LOCATIONS

- 5.1 In these locations where the development density, in Sections 1 to 3 above, is not met, and there is an Accident Rate greater than 35 injury accidents per 100 million vehicle kilometres, the road will be assessed for a rural speed limit. The road function, characteristic and environment are to be taken into account in this consideration.
- 5.2 An assessment of the collision data for the section of road under review is required in all cases when considering a new speed limit within this section. The collision data is to be considered for the previous 5 year period.
- 5.3 If within the previous 5 year period other road improvements have been implemented, such as Accident Reduction Schemes by Lincolnshire Road Safety Partnership which has not included a reduction in the speed limit, the collision data needs to be considered in greater detail to assess whether the scheme is reducing the number of collisions without the need for a reduction in the speed limit.

- 5.4 Where a reduction in the speed limit has been previously implemented as part of an Accident Reduction Scheme, careful consideration is to be given to any future review of that speed limit. In such cases, and where the collision rate has shown a reduction, the speed limit will remain unchanged irrespective of the outcome of the new assessment.
- 5.5 If, as part of an Accident Reduction Scheme, the Lincolnshire Road Safety Partnership suggests a reduction in the current speed limit as part of a package of measures, then, in the first instance, this will be assessed in accordance with this policy.
- 5.6 If the proposal for the road under review is not in accordance with this policy then a paper will be submitted to Planning & Regulation Committee for consideration, with a firm recommendation.
- 5.7 Where there are a number of collisions which are grouped around a particular isolated hazard (e.g. junction), this policy is not to be used to address these specific situations. These will need to be considered separately in terms of possible engineering solutions.
- 5.8 In assessing lengths of rural road, appropriate links between villages/towns or settlements need to be identified. These may be lengths of road between villages/towns, settlements and major junctions that incorporate physical changes to the driving behaviour (e.g. roundabouts, traffic signals or junctions).
- 5.9 There may also be locations where the nature and characteristics of the road alignment changes significantly resulting in lengths of road with a higher collision rate that need to be considered (e.g. a series of bends or changes in vertical alignment).
- 5.10 As outlined in paragraph 2.4, consideration will be given to where there are areas of development/settlement, (as covered in Sections 1 to 3), and rural lengths that are adjacent and where both meet their respective criterion in terms of setting the speed limit level. This is to ensure that there are consistent speed limits in force along a route. In such cases the lowest assessed level should be implemented to cover both sections of road.

Mean Speeds

- 5.11 The level of any speed limit is to be set in accordance with the Mean Speed Table 4 below:

Table 4

Mean Speed	Limit
< 33 mph	30 mph
33 – 43 mph	40 mph
44 – 53 mph	50 mph
> 53 mph	60 mph

- 5.12 There may be situations where the Accident Rate is in excess of 35 injury accidents per on 100 million vehicle kilometres but the assessed mean speed is greater than 56 mph and therefore cannot be considered as a Borderline Case. Under these circumstances other road safety/engineering measures should initially be considered to address the likely causes of the collisions. Any measures proposed need to be discussed with the Lincolnshire Road Safety Partnership before implementation.
- 5.13 Any measures introduced under paragraph 5.12 above shall be re-assessed periodically to establish whether there is evidence to show that those measures introduced are being successful in reducing the number of collisions. If this is not being achieved then consideration should be given to presenting a paper to Planning and Regulation Committee together with all supporting information as detailed in paragraph 6.2 below, for consideration of a 50 mph speed limit in these exceptional circumstances

6. BORDERLINE CASES (Rural)

- 6.1 At locations where the mean speed data falls within +/- 3mph of the Mean Speed Table 4, in paragraph 5.11 above, then this is classed as a Borderline Case.
- 6.2 In this case a paper is to be submitted to Planning and Regulation Committee that includes all the following information:
- function, characteristic and environment of length under review
 - detailed assessment of collision data and traffic flow
 - detailed mean speed data taken at a number of locations along the length under review
 - informal comments from the Town/Parish Council, Lincolnshire Road Safety Partnership and local County Councillor
- 6.3 Where the above thresholds are exceeded these cannot be classed as a Borderline Case and paragraphs 5.12 and 5.13 should be considered, otherwise the request for a speed limit cannot be proceeded with and the applicant should be advised accordingly.

7. 20 MPH SPEED LIMITS

- 7.1 20mph speed limits may be introduced but are currently only considered and applied if appropriate to Accident Investigation and Prevention (AIP) schemes which meet the necessary AIP funding criteria.
- 7.2 They may also be considered as part of an Integrated Transport Scheme identified as high priority in the capital programme.

- 7.3 However it is intended to review this section as part of the County Council's Speed Management Strategy and produce a separate policy, at which time this section will be revoked.

8. SPEED LIMITS OUTSIDE SCHOOLS

- 8.1 At all statutory age schools a maximum speed limit of 30 mph is to be in place for a distance of 150m to 250m either side of the main pedestrian entrance and with discretion at secondary accesses.
- 8.2 It is intended to develop a separate policy relating to speed management and parking issues outside schools as part of the County Council's Speed Management Strategy.
- 8.3 All advisory 20 mph School Safety Zones will remain in place until a new School Safety Policy is introduced as outlined in paragraph 8.2 above.

9. SPEED LIMIT ORDER PROCESS

- 9.1 Subject to conditions on site being in accordance with this Policy, the Traffic Regulation Order process for speed limits will be as follows unless the assessment has determined that it is a Borderline Case. In these situations the process outlined in Sections 4 and 6 above will be followed.
- 9.1.1 Consult with the local County Councillor, allowing 21 days for comment.
- 9.1.2 Consult with Parish/Town Council, District Council, Lincolnshire Road Safety Partnership (Chief Constable), Freight Transport Association, Road Haulage Association, and any bus company using the roads as part of a service, allowing a minimum of 21 days for comments.
- 9.1.3 In addition to 9.1.2 above, consultations may also take place with any organisation representing persons who use the road i.e. – RAC, AA, British Drivers Association.
- 9.1.4 Any adverse comments received at consultation stage must be reported to the Planning and Regulation Committee before the proposed Orders are publicly advertised.
- 9.1.5 Publicly advertise the proposals, for a minimum of 21 days, both in local newspapers and, where appropriate, street notices on the length of highway affected.
- 9.1.6 Any objections received as a result of the public advertisement must be reported to the Planning & Regulation Committee.

- 9.1.7 Advise any objectors that their comments will be considered by Planning & Regulation Committee and following the meeting they will be informed of the Committee's decision.
- 9.1.8 Make Traffic Regulation Order operative within 2 years of the date of the public advertisement.
- 9.2 If no adverse comments are received from either the consultation or public advertisement, then the proposed speed limit can be implemented without reference to Planning and Regulation Committee.
- 9.3 The Chief Operating Officer or relevant Network Manager may, in consultation with the Chair of Planning and Regulation Committee, decide if it is more appropriate to advertise and consult concurrently to enable the Committee to consider all responses at the same time.

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This document is issued by:

Lincolnshire County Council, Environment and Economy

How to contact us:

If you wish to apply for a road to be assessed for a speed limit you can contact us in the following ways:

By Post:

At the relevant Highways Division address shown in the link below:
<http://www.lincolnshire.gov.uk/full-contact-details-for-development-divisions/35318.article>

By telephone:

01522 782070

By email:

customer_services@lincolnshire.gov.uk

Visit our website:

lincolnshire.gov.uk

The information in this document can be translated and/or made available in alternative formats, on request.

Published (2015)

(Investors in people logo)

Open Report on behalf of Richard Wills, Executive Director for Environment and Economy

Report to:	Highways and Transport Scrutiny Committee
Date:	09 March 2015
Subject:	Civil Parking Enforcement – Mid Year Report 2014/15

Summary:

This report contains a mid-year update for statistical information and developments related to Civil Parking Enforcement from 1 April 2014 to 31 January 2015.

Actions Required:

That the Committee considers and comments on the contents of the report.

1. Background

Whilst the annual parking report will cover the period from 1 April 2014 to 31 March 2015 it is useful to be able to update the current year activities and developments to allow a more informed debate for parking matters. The report will also contain statistical information relating to penalty charges and appeals.

APCOA Parking UK - Enforcement Team

APCOA currently employ 24 enforcement officers, 4 supervisors, 1 manager and 2 office staff in Lincolnshire. APCOA are currently recruiting staff for enforcement officer positions to bring the total number to 30. This increase in the number of enforcement officers is a result of continued demand from the public relating to ongoing inconsiderate parking issues in their communities.

Management Action

Close cooperation between the Council's Parking Services team and APCOA management has led to the development of new methods of delivery for the service. These changes are now delivering true efficiencies for the contractor and better enforcement coverage for the Council. A "before and after" snapshot of service delivery can be seen in Appendix A.

By utilising more efficient travel plans, detailed patrol routes coupled with a systemic review of manpower resources and patrol requirements, the Council has been able to deliver more patrol hours and increased visits to all areas of the County without incurring extra costs.

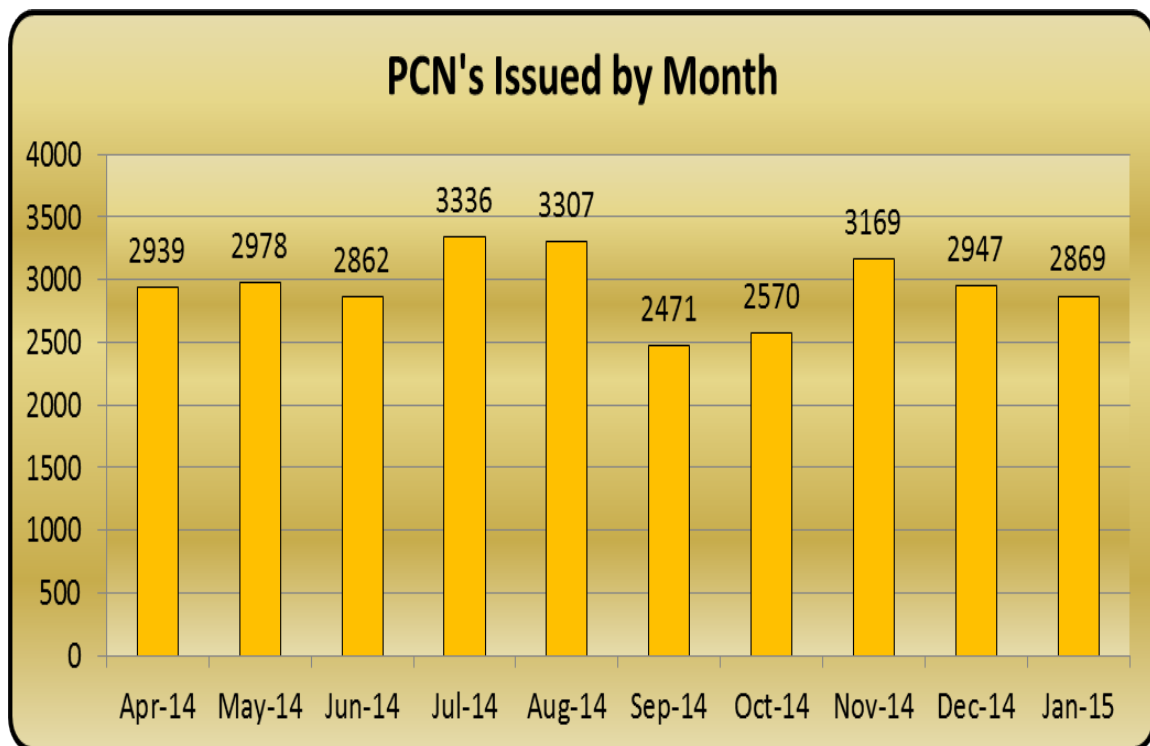
The Council and APCOA have been selected as finalists for the 2015 British Parking Awards in the Parking Partnership category. The entry is attached to the report as Appendix C.

Financial Situation

One of the tasks of Parking Services is to ensure the service provided by the contractors is as efficient as possible. By working with the contractors to improve efficiencies, and thus reduce costs, the service is expecting a surplus of circa £100,000 over and above the operating costs for financial year 2014/2015.

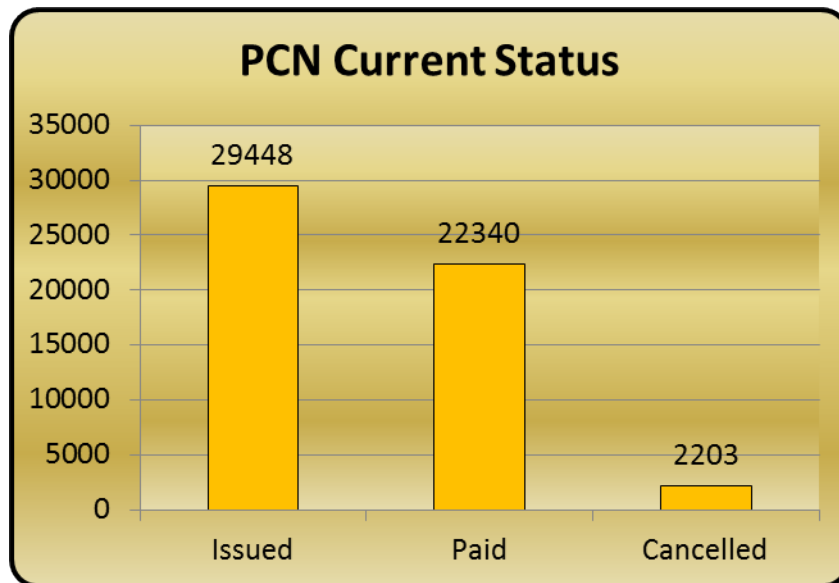
This projection is based on past performance and enforcement experience to date and is only a broad indicative figure which will be subject to change.

Penalty Charge Notices Issued On Street



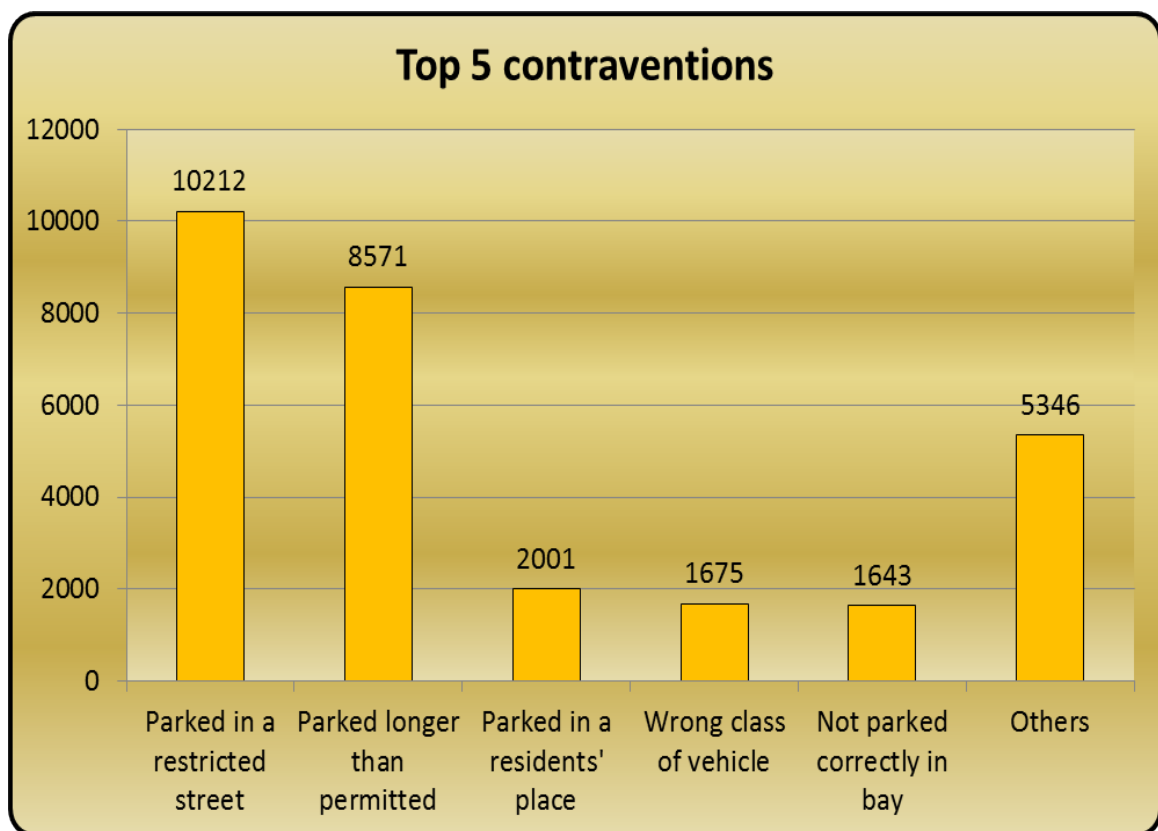
A total of 29488 PCN's have been issued from the 1 April 2014 to 31 January 2015 for on street contraventions in Lincolnshire. Variations between months are due to a combination of staff levels or seasonal effects caused by tourism.

Appeals and Outcomes



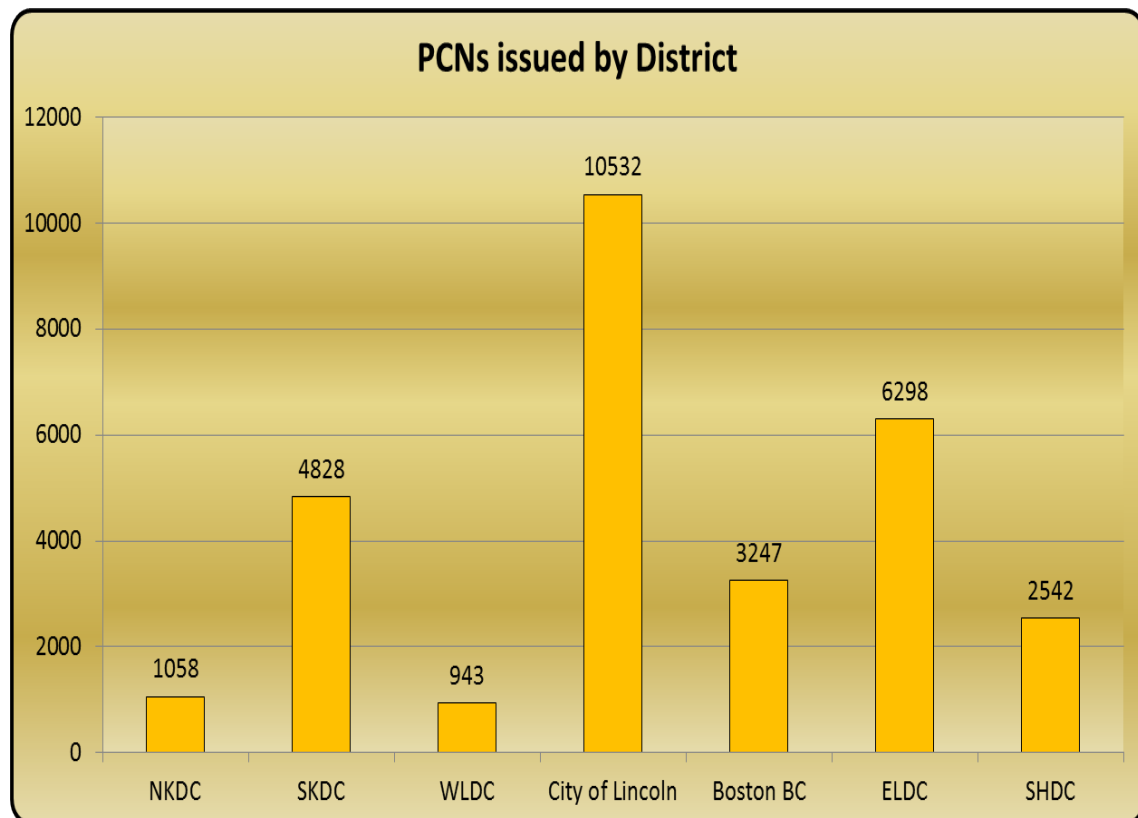
Cancellation rates remain relatively stable since the inception of CPE. Recent changes to legislation has resulted in a wider level of discretion being shown for Blue Badge users, especially around observation times for dropping off or picking up passengers.

Contraventions



Parking on single and double yellow lines continues to be the most common reason for issuing a penalty charge.

Penalty Charge Notices Issued On Street by District Area



Lincoln accounts for approximately 1/3 of all penalty charges issued.

Village Enforcement

One of the major changes brought about by the review of parking operations was to expand the coverage to patrol villages throughout the County on a more frequent basis than originally envisaged in the contract. The results of the changes made by the Council and APCOA can be seen in the table showing the number of patrols in Appendix B and the improved coverage as seen in Appendix A. Patrols of villages will be reviewed on a regular basis and adjusted as required.

As a result of the successful implementation of the new methods of service delivery, changes of a similar nature have been rolled out to the smaller market towns and are currently being trialled in the larger towns and the City of Lincoln.

Central Processing Unit

The ongoing partnership between the Nottinghamshire County Council's Central Processing Unit, Lincolnshire County Council Parking Services and APCOA continues to provide an efficient service with controlled costs, delivering true value for money. Ongoing operational meetings continue to improve service delivery.

2. Conclusion

The Committee is asked to consider and comment on the contents of this report.

3. Consultation

a) Policy Proofing Actions Required

N/A

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Patrols – Sites Attended
Appendix B	Breakdown of Visits
Appendix C	Entry to British Parking Awards

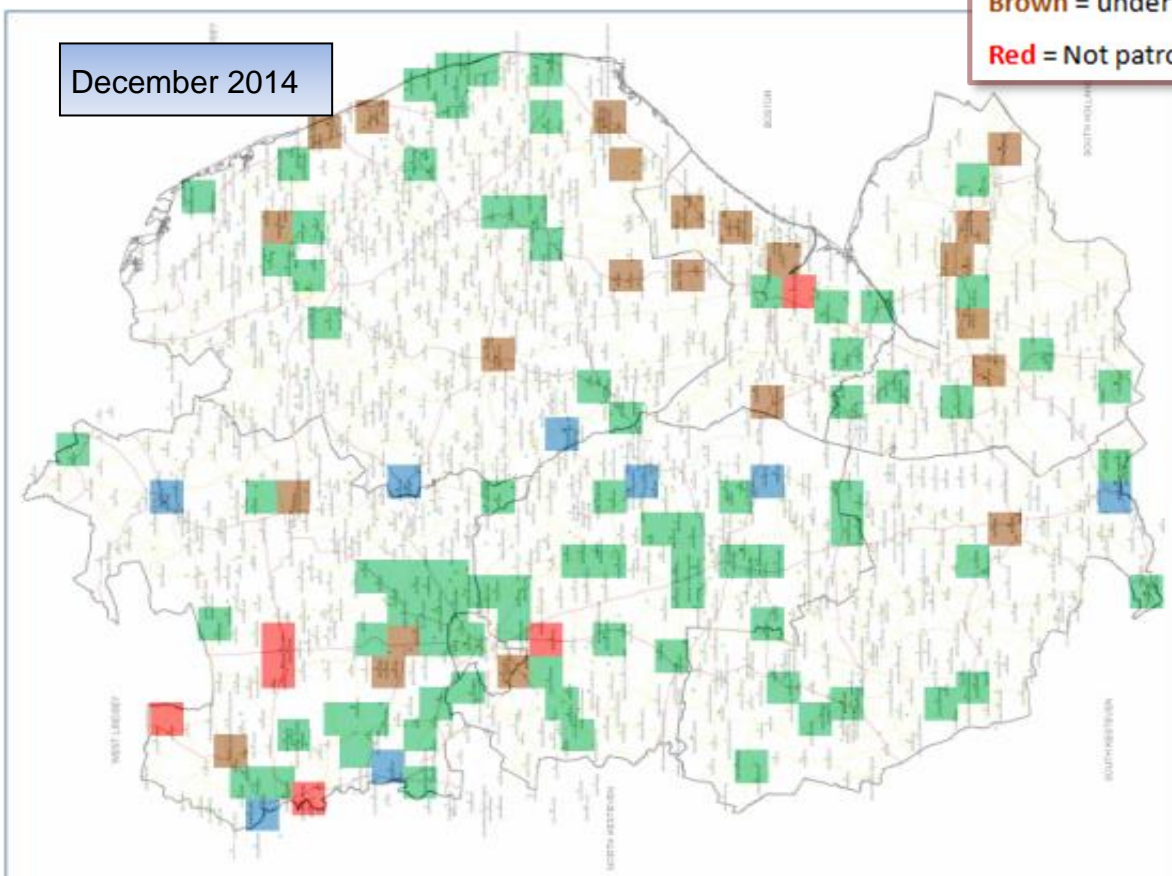
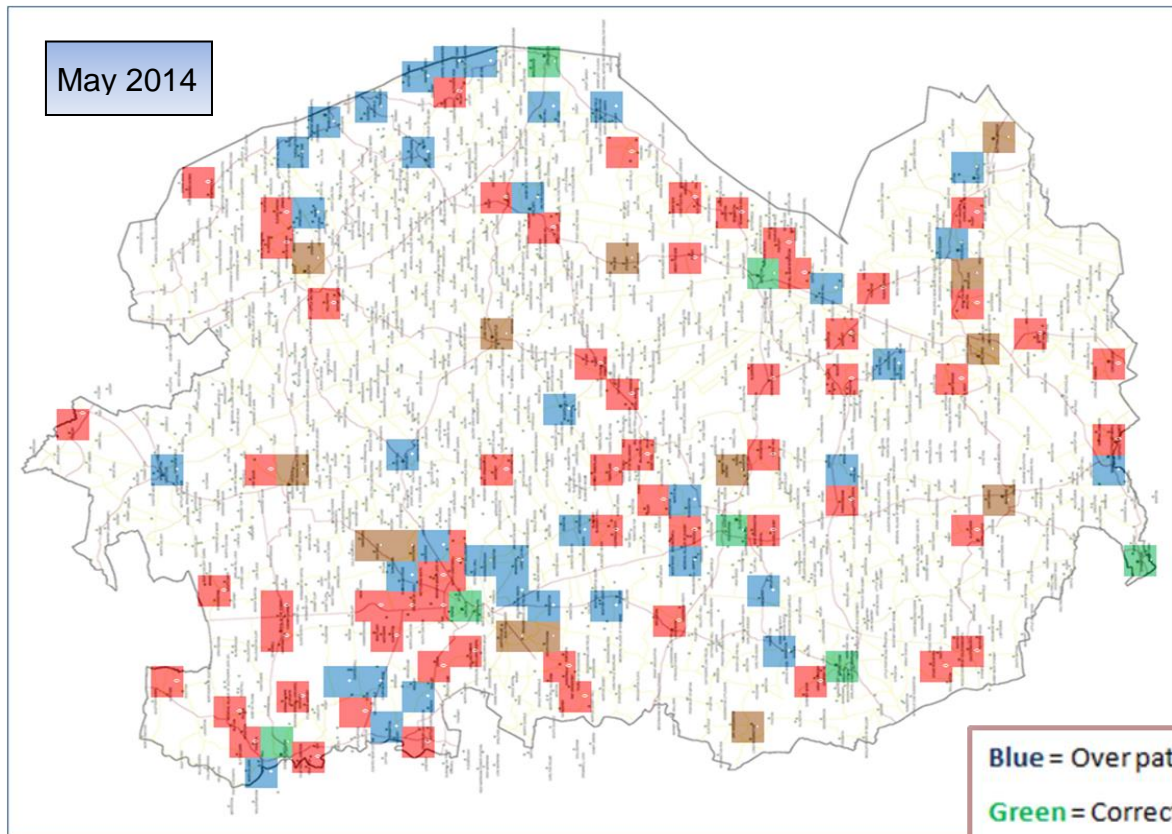
5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

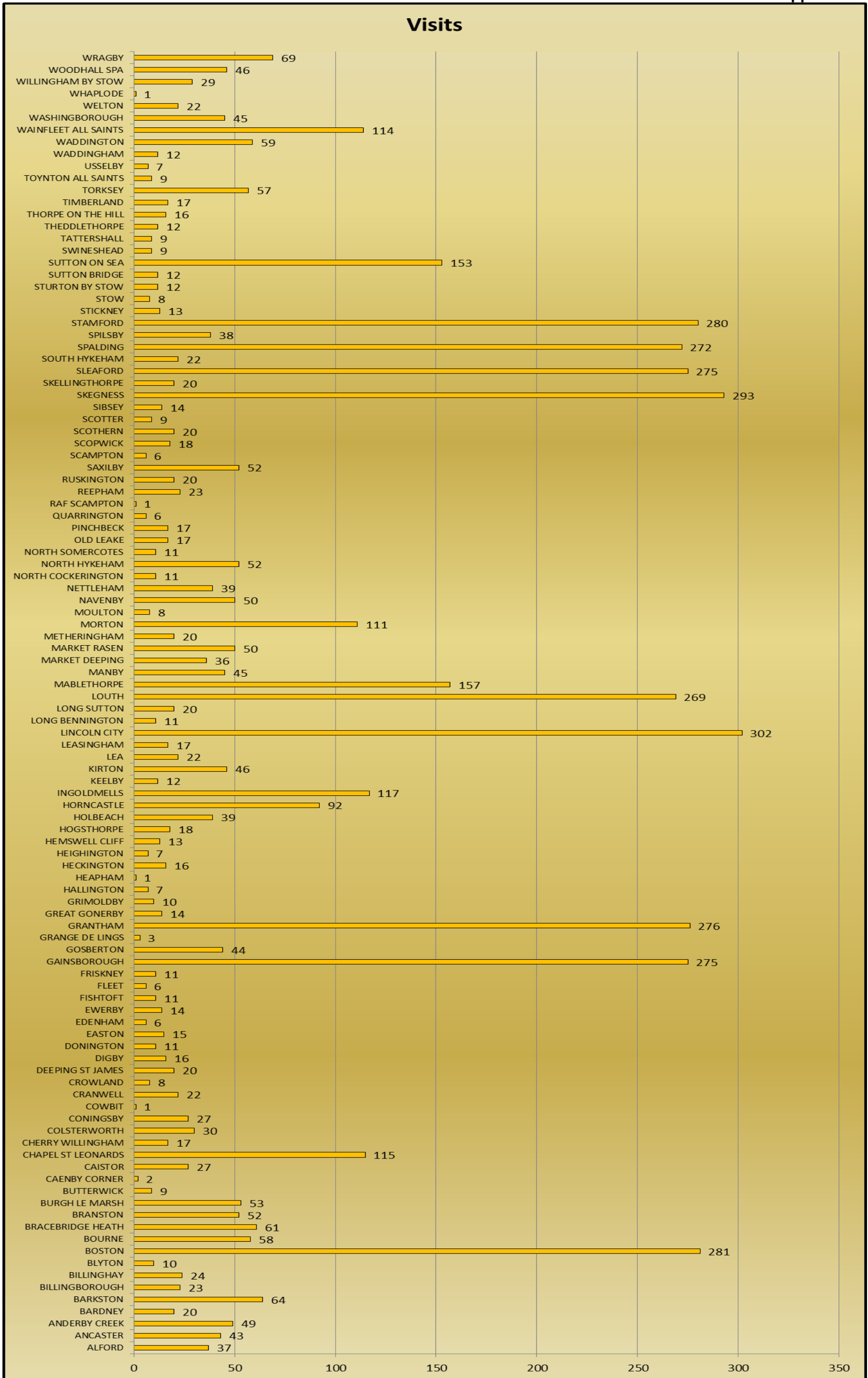
This report was written by Mick Phoenix, who can be contacted on 01522 552105 or mick.phoenix@lincolnshire.gov.uk

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Patrols – Sites Attended



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Appendix C

The Lincolnshire County Council Parking Services and APCOA entry for the British Parking Association's annual parking awards 2015, in the category for Parking Partnerships.

The entry was assessed in January by a panel of industry professionals and has been put forward as a finalist for this year's award. A copy of the entry is appended, below.



Parking Enforcement in Large Counties

Mick Phoenix

Parking Services Manager

Lincolnshire County Council

&

Phillip Richardson-Wood

Contract Manager –Lincolnshire

APCOA Parking UK

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Background

The ongoing spending reviews across the local government sector has brought into focus the challenges faced when providing parking enforcement, especially in large rural Counties.

Service managers are faced with a dilemma, how to provide open, honest and fair enforcement in line with their council's ethos, responsive to customer requests but needs to be delivered in a cost efficient manner.

It is possible to provide a sustainable service across a large area without compromising the council's parking policies. Lincolnshire County Council Parking Services has worked very closely in partnership with APCOA Parking UK to redesign how patrols are organized, to match resources and manpower, to reduce service costs whilst increasing enforcement coverage. [Appendix A](#) shows the challenges faced by the Council and APCOA.

Parking enforcement delivery

The following topics need to be considered to ensure successful service delivery on a day to day basis.

The parking geography and service delivery

Lincolnshire is diverse county. Parking enforcement is required in 1 city, 7 large towns, 6 medium size towns and 106 smaller villages.

Distance

The 120 enforcement locations are spread out over a highway network of 9000km. Some locations are isolated; others are more closely grouped albeit separated by up to 10km.

Speed

Whilst 50mph may be achievable on A class roads in the county, the transit speed on B and C class roads is approximately 30mph between destinations.

Time

Many restrictions are often limited in nature, usually starting and finishing around the same times (typically 0800-1800) or require multiple visits, such as limited waiting. Some areas, such as the east coast tourist resorts, restrictions are often seasonal in nature.

CEO errors

If the CEO is under a constant time pressure he could rush a task and mistakenly issue a penalty charge. Mistakes chip away at the foundations of the public's trust in the service leading to a detrimental opinion of both the council and the contractor.

Transport requirements and costs

For a contractor tasked with moving patrols around a large rural area, the cost can be exacerbated due to extra vehicle requirements, fuel costs, fleet costs and lost man hours.

These considerations can be addressed at both the macro and micro scale, where decisions made about overall service provision, enshrined within the contract specification, helping to formulate solutions for daily operational delivery.

Parking enforcement - considerations

The challenges that can be seen in delivering the service should be used to formulate policy and contract considerations.

The contract – partnership built in

The Council want efficient and proportionate enforcement that contributes to the aims of the Local Transport Plan. APCOA wants to provide the service that the Council desires but has to do so within a business model that allows for a profit to be made. Both need to work together to provide the key knowledge required to make informed decisions and this approach is enshrined within the agreement.

We believe 2 further requirements are essential. Utilising a series of well-developed key performance indicators and linking payment to actual patrol man-hours encourages a more efficient provision of service for both parties, with operational costs placed at the centre of the decision processes for service delivery.

Priorities for enforcement operations

Within Lincolnshire the decision was made to prioritise locations into 3 categories. The highest category, A, was reserved for large towns and the city of Lincoln, category B for medium sized market towns and tourist locations and category C for all other locations.

Each category was then allocated a patrol frequency, category A must be patrolled every day, category B twice a week and category C every fortnight.

Category C patrols needed further refinement, especially around geographical location and the type of restrictions involved.

Patrol routes

Having identified the individual category C locations these can be formed into patrol areas. [Appendix B](#) shows a map of the county (produced in PowerPoint™) and a close up of the patrol area.

Clicking on the URL (the [R5-3](#) designation) opens the patrol document. This shows the route, the restrictions as a map and a written list showing any limited waiting or times or other variations, along with the overall patrol length and time required (in minutes), including return visits to limited waiting bays.

The patrol document is produced in a booklet form using MS Publisher™ and a partial example is shown at [appendix C](#).

The document gives a CEO who is unfamiliar with the patrol route the guidance necessary to ensure enforcement is correctly carried out.

Travel costs are kept to the minimum by ensuring that the route used is efficient, taking into account the requirement to return for any revisits.

Monitoring performance

Feedback from the CEO's and examination of the patrol logs is used to ensure that performance matches expectations. Creating spreadsheets to sort data into presentable formats provides the overview that helps identify the level of performance. Using the more advanced elements of MS Excel™ the data can be shown as a heat map.

Results

Implementation of the changes detailed above showed an immediate improvement for service delivery. Enforcement coverage for October 2014 is shown on the heat map at [appendix D](#), 2 months after implementation, with May 2014 as a comparison.

Similar data extraction and display methods have also been used for monitoring patrol hours at a location to ensure revisits are correctly carried out. The results were conclusive, more patrol hours were delivered across the county by APCOA, providing increased enforcement coverage, within a sustainable financial envelope. This has resulted in a 60% uplift in available patrolling hours with a similar enhancement of APCOA's financial bottom line.

Conclusion

It is clear that change is required in the way Councils carry out parking enforcement duties. Parking is no more immune from budgetary pressures than any other service and reducing operating deficits within the guidance laid down by the Secretary of State should be a top priority.

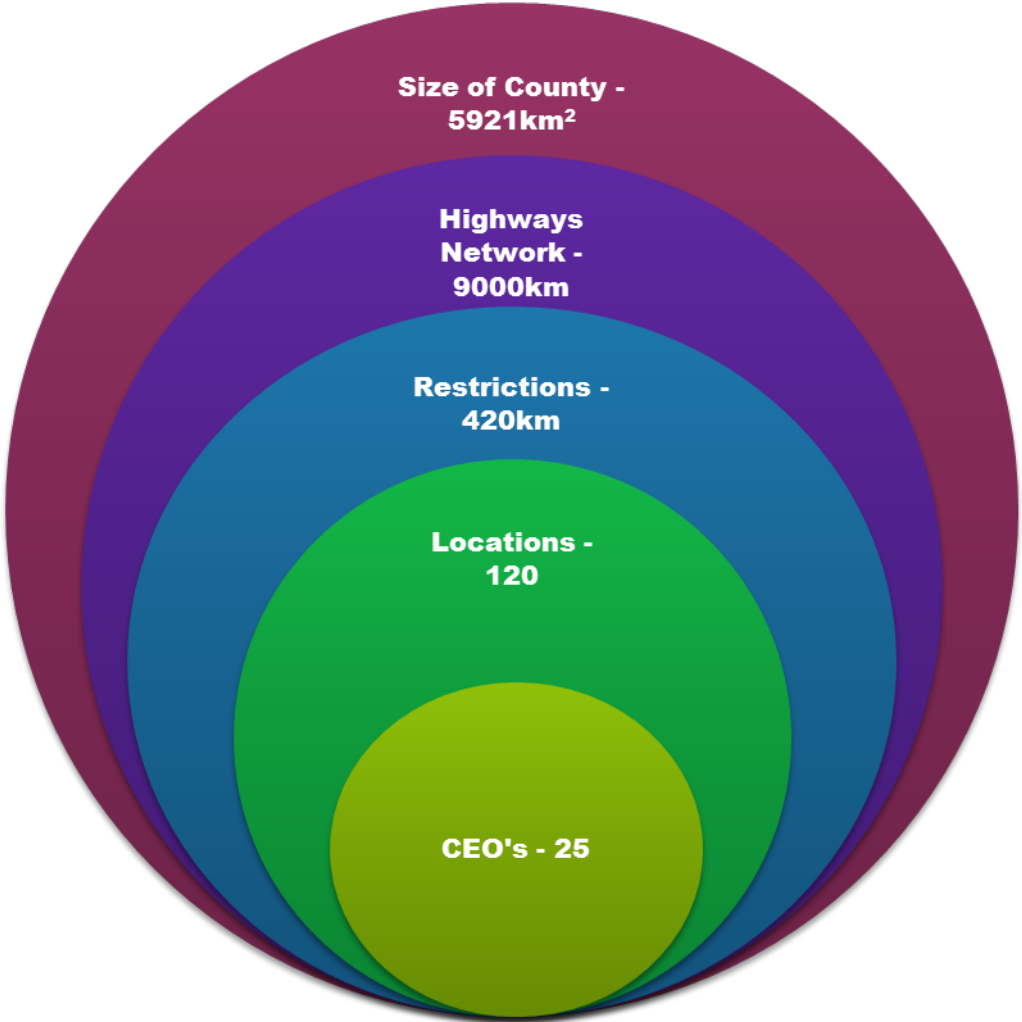
Efficiency does not mean a reduction in service availability or staffing levels. Analysis of the methods used to plan patrols can show where changes should be made that improve service delivery, meet the client requirements and reduce costs for the service provider.

Planning patrol routes requires looking at the whole of the area of responsibility, breaking down the area into manageable routes that reduce transport costs and enhance the availability of chargeable hours for the service provider. All parking restrictions are identified and timetabled to ensure that re-visits are feasible, without placing undue time constraints on the enforcement officer. This ensures that the council policy for consistent enforcement throughout the county is carried out in a fair and proportionate manner and delivered at best value levels.

Throughout this exercise APCOA's employees have enthusiastically adopted the ideas and principles behind the new delivery methods, carrying out trial runs and reporting back

with suggestions for further improvement. The benefits are clear, more efficient delivery of service, higher patrol hours and better coverage of a large rural area, carried out in a financially sustainable manner.

Successful delivery has now opened the way to implementing similar changes in the city and towns across the county, with the potential to realise future efficiencies and benefits for the partnership.



Patrol Route

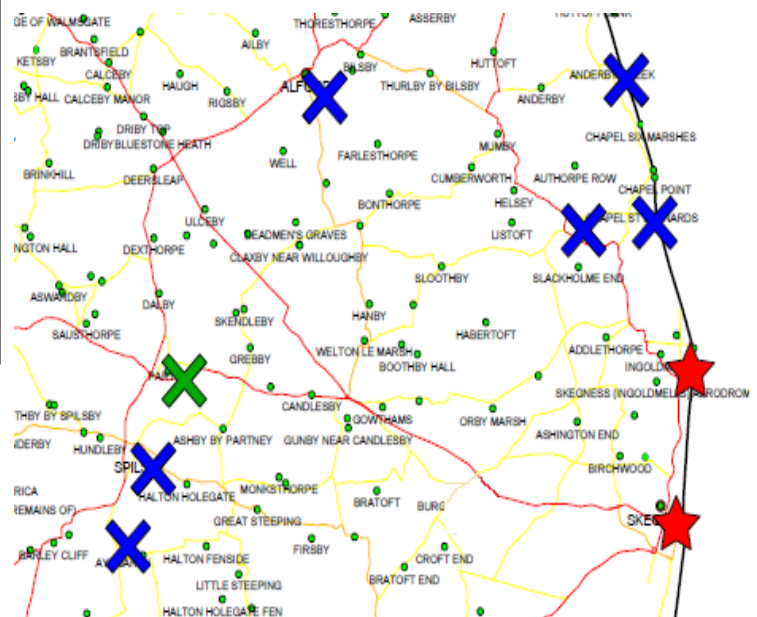
Skegness- Chapel St Leonards	10
Chapels St Leonards Patrol	10
Chapel St Leonards - Ingoldmells	4
Ingoldmells - Patrol	30
Ingoldmells - Hogsthorpe	5
Hogsthorpe Patrol	10
Hogsthorpe - Anderby Creek	7
Anderby Creek Patrol	10
Anderby Creek - Chapel St Leonards	5
Chapels St Leonards Patrol	10
Chapel St Leonards - Alford	14
Alford Patrol	60
Alford - Spilsby	13
Spilsby Patrol	60
Spilsby - Toynton All Saints	2
Toynton All Saints Patrol	10
Toynton All Saints - Skegness	20

280

R5-1East Lindsey Patrol Beat 3

Skegness Loop

- Chapel St Leonards
- Ingoldmells
- Hogsthorpe
- Anderby Creek
- Alford
- Spilsby
- Toynton All Saints
- Partney—Request Stop Only

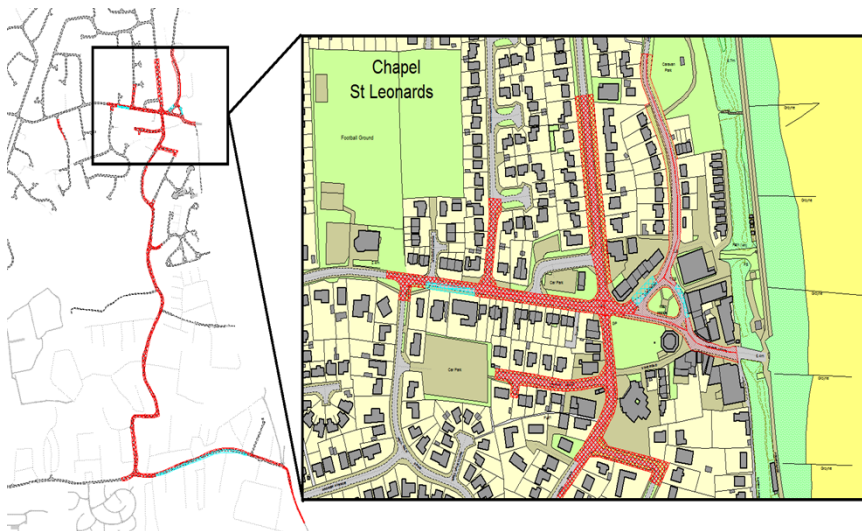
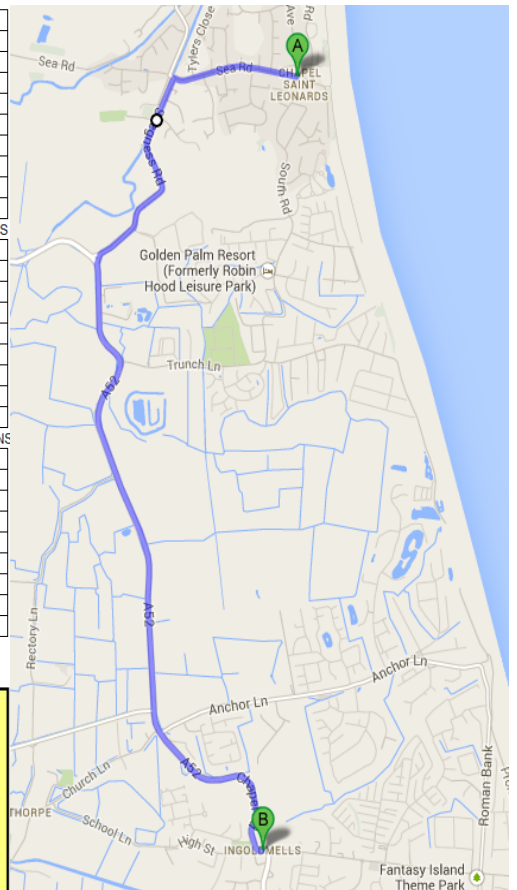


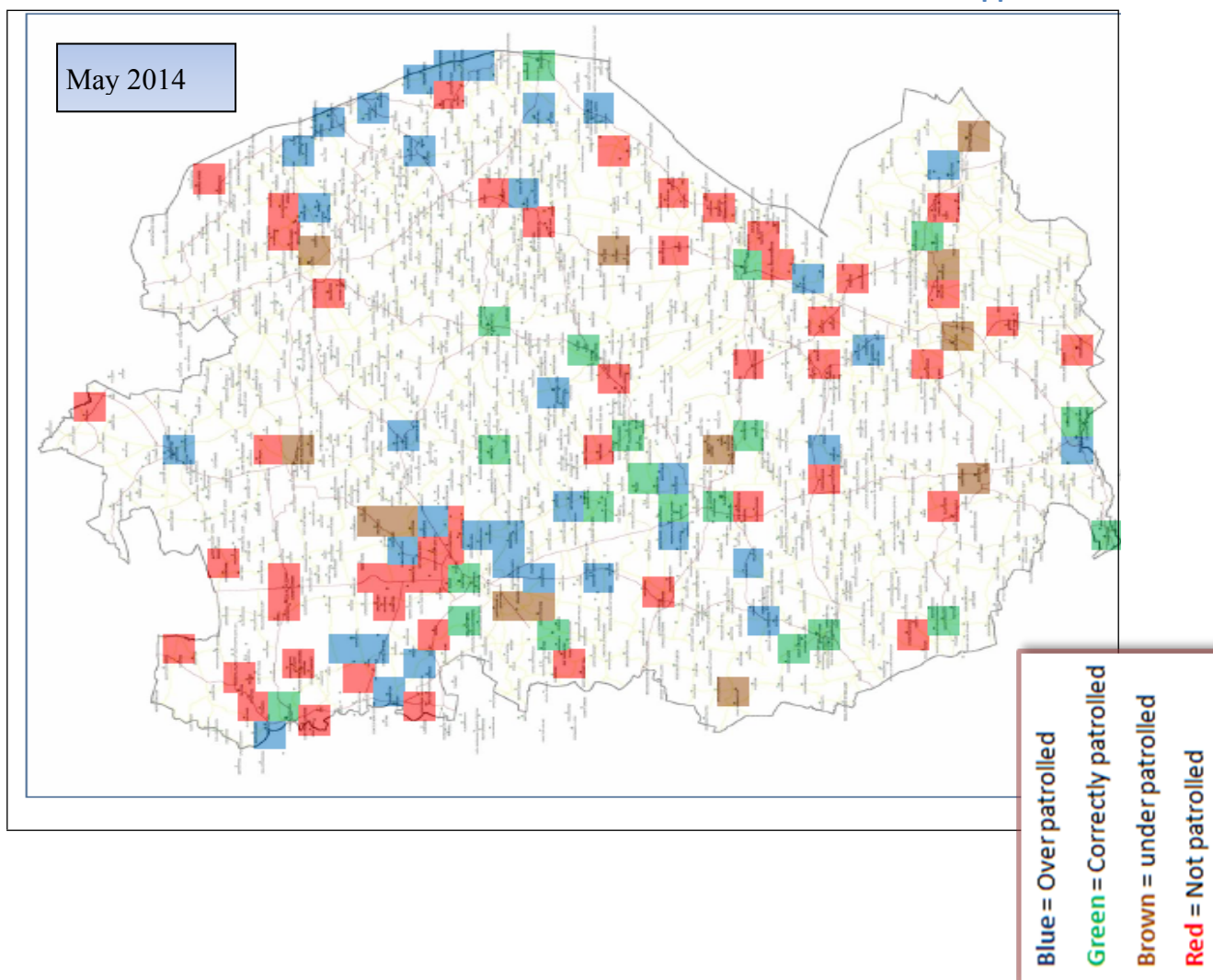
n.b. The patrol times are a minimum period of time

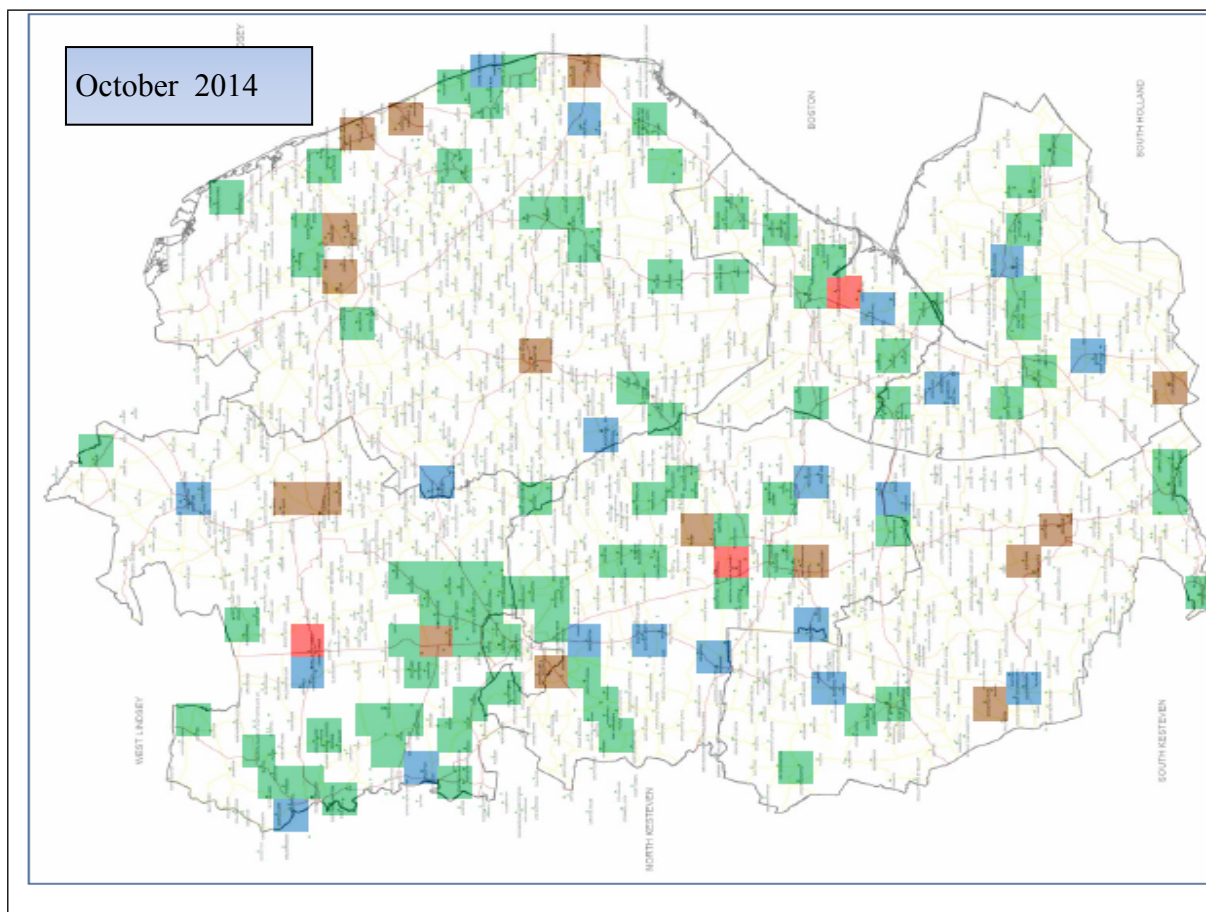
Restrictions in Chapel St Leonards (R5)

Chapel St Leonards— Ingoldmells

AREA_NAME	LOCATION_NAME	MAX_STAY_TIME	DESCRIPTION
CHAPEL ST LEONARDS	AMERY WAY		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	ANCASTER AVENUE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	BUCKINGHAM DRIVE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	BUCKINGHAM DRIVE		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	CHAPEL CLOSE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	EAST VIEW ROAD		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	LANDEER ROAD		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	LINDUM GROVE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	SEA BANK ROAD/THE GREEN		NO WAITING 1 MAY - 30 SEPTEMBER 10 AM - 7 PM
CHAPEL ST LEONARDS	SEA ROAD	30	1 MAY - 30 SEPT 8 AM - 6 PM 30 MINS NO RETURN WITHIN 30 MINS
CHAPEL ST LEONARDS	SEA ROAD		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	SEA ROAD		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	SEA ROAD		TAXI RANK 24 HOURS NO STOPPING EXCEPT FOR TAXIS
CHAPEL ST LEONARDS	SOUTH ROAD		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	SOUTH ROAD		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	ST LEONARDS DRIVE		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	ST LEONARDS DRIVE SERVICE ROAD		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	ST. LEONARDS DRIVE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	SUNNINGDALE DRIVE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	THE GREEN	30	MAY - 30 SEPT 10 AM - 7 PM 30 MINS NO RETURN WITHIN 30 MINS
CHAPEL ST LEONARDS	THE GREEN		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	THE GREEN		NO WAITING 1 MAY - 30 SEPTEMBER 10 AM - 7 PM
CHAPEL ST LEONARDS	THE GREEN/SEA BANK ROAD		NO WAITING 1 MAY - 30 SEPTEMBER 10 AM - 7 PM
CHAPEL ST LEONARDS	THE PULLOVER		NO WAITING 1 MAY - 30 SEPTEMBER 10 AM - 7 PM
CHAPEL ST LEONARDS	TRUNCH LANE	60	1 HOUR NO RETURN WITHIN 1 HOUR
CHAPEL ST LEONARDS	TRUNCH LANE		1 MAY - 30 SEPT NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	TRUNCH LANE		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	TRUNCH ROAD		NO WAITING AT ANY TIME
CHAPEL ST LEONARDS	WELL VALE LANE		NO WAITING AT ANY TIME







Appendix E



Testimonial

From the outset, the key driver to the success of our contract with Lincolnshire County Council is the continued and strengthening partnership working approach, where, collaboratively, both APCOA and LCC staff have worked together to meet the challenges of enforcing such a large and diverse geographical area.

This openness between contractor and client has allowed us to share experiences, challenge ideas and arrive at the right solution, which addresses the issues in a way that draws on the input of both organisations. Our shared enforcement approach has a prescriptive foundation to ensure that the requirements of such a large enforcement area are met with the limited resource available. However, it needs to be fluid enough to enable us to react to the ever-present daily variations that parking enforcement typically demands.

Being able to jointly manage the operation in such an open and honest manner has greatly benefited both organisations; ultimately maximising efficiencies to the council, whilst enhancing APCOA's bottom line. As a year-on-year comparison, the improved management of the enforcement routes, the categorising of enforcement areas and the provision of detailed deployment plans has resulted in a 60% increase in the number of deployable hours provided to the council in 2014 against 2013, with commensurate improvements to APCOA's bottom line.

Yours sincerely,

Russell Peacock
Park and Guard Regional Operations Manager
South & Midlands
APCOA Parking UK

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Policy and Scrutiny

Open Report on behalf of Richard Wills, Director responsible for Democratic Services

Report to:	Highways and Transport Scrutiny Committee
Date:	9 March 2015
Subject:	Highways and Transport Scrutiny Committee Work Programme

Summary:

This item enables the Committee to consider and comment on the content of its work programme for the coming year.

Actions Required:

To consider and comment on the work programme as set out in Appendix A to this report.

1. Background

The Committee's work programme for the coming year is attached at Appendix A to this report. The Committee is invited to consider and comment on the content of the work programme.

Work Programme Definitions

Set out below are the definitions used to describe the types of scrutiny, relating to the items on the Work Programme:

Budget Scrutiny - The Committee is scrutinising the previous year's budget, or the current year's budget or proposals for the future year's budget.

Pre-Decision Scrutiny - The Committee is scrutinising a proposal, prior to a decision on the proposal by the Executive, the Executive Councillor or a senior officer.

Performance Scrutiny - The Committee is scrutinising periodic performance, issue specific performance or external inspection reports.

Policy Development - The Committee is involved in the development of policy, usually at an early stage, where a range of options are being considered.

Consultation - The Committee is responding to (or making arrangements to) respond to a consultation, either formally or informally. This includes pre-consultation engagement.

Status Report - The Committee is considering a topic for the first time where a specific issue has been raised or members wish to gain a greater understanding.

Update Report - The Committee is scrutinising an item following earlier consideration.

Scrutiny Review Activity - This includes discussion on possible scrutiny review items; finalising the scoping for the review; monitoring or interim reports; approval of the final report; and the response to the report.

2. Conclusion

To consider and comment on the Work Programme.

3. Consultation

a) Policy Proofing Actions Required

This report does not require policy proofing.

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Highways and Transport Scrutiny Committee Work Programme

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Louise Tyers, who can be contacted on 01522 552102 or louise.tyers@lincolnshire.gov.uk

HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE

Chairman: Cllr Michael Brookes
 Vice Chairman: Cllr Andrew Hagues

20 April 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report
Lincolnshire Highways Alliance	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Future Service Delivery	Steve Willis, Chief Operating Officer and Paul Rusted, Infrastructure Commissioner	Status Report
Highways Maintenance Plan	Paul Rusted, Infrastructure Commissioner	Update Report
Schools Safety Issues Policy	Graeme Butler, Projects Manager and Andy Wharff, Area Highways Manager	Update Report

1 June 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Quarter 4 Performance Report – 1 January to 31 March 2015	Steve Willis, Chief Operating Officer	Performance Scrutiny
Road Surface Dressing	Paul Rusted, Infrastructure Commissioner	Status Report

13 July 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Winter Maintenance Roundup 2014/15	David Davies, Principal Maintenance Engineer	Update Report
Lincolnshire Highways Alliance	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Civil Parking Enforcement Annual Report 2014/15	Mick Phoenix, Parking Services Manager	Update Report

14 September 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Quarter 1 Performance Report – 1 April to 30 June 2015	Steve Willis, Chief Operating Officer	Performance Scrutiny
Winter Maintenance – Preparations for Winter 2015/16	David Davies, Principal Maintenance Engineer	Update Report

To be scheduled

- Grantham Southern Quadrant Link Road Side Road and Compulsory Purchase Orders – Approval to Proceed
- Pedestrian Crossings
- Traffic Regulation Order Policy

For more information about the work of the Highways and Transport Scrutiny Committee please contact Louise Tyers, Scrutiny Officer, on 01522 552102 or by e-mail at louise.tyers@lincolnshire.gov.uk