

Lincolnshire Network Management Plan

April 2018

Lincolnshire County Council Network Management Plan

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Lincolnshire County Council Network Management Plan

1 Introduction

The Network Management Plan is Lincolnshire County Council's Plan for managing the highway network and related highway services.

It outlines the standards used to manage the highway network and sets out the County Council's proposals for managing and improving the operation of the highway network over future years.

Further copies of the Lincolnshire Network Management Plan are available to download from the Lincolnshire County Council Web Site at:

www.lincolnshire.gov.uk/lnmp

The Objectives of the Network Management Plan for Lincolnshire

The Traffic Management Act 2004 (TMA) requires that a Network Management Plan (NMP) is prepared detailing how the County Council will manage its highway network.

The NMP is both a long-term plan and a commitment to improve the management of road works and the expeditious movement of traffic. The County Council aims to build on and improve its existing services along with implementing new actions to improve the reliability of journey times across Lincolnshire and into adjoining local authority networks.

As with many other highway authorities the current national economic situation and local authority expenditure constraints will have an impact on highway services and the resources available to improve and maintain the highway network.

The proposals contained in this plan are affordable and deliverable from existing budget allocations as they are known at the present time.

The key aim of the NMP is to deliver against the Government's priorities for transport: ***'tackling congestion and disruption on the highway network enabling the expeditious movement of traffic, delivering accessibility; offering improved transport choices and reliable journey times; better air quality and improved alternative transport.'***

From an operational perspective, the TMA has required the County Council to make changes in how the highway network is managed, moving from a maintenance culture towards a network management culture.

As a key output from the NMP, the County Council will ensure that the effective and efficient use of the current highway network provides improved traffic flow and reduced congestion for residents, businesses and visitors.

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Key Aims

The County Council's Key Aims to facilitate the objectives of the Network Management Plan are:

- Safeguarding the quality and effectiveness of highways as the major transport network
- Developing a consistent and appropriate implementation of regulations. Fairly balancing the legitimate needs of road users and works promoters of all types
- Identifying and promoting good practice to all aspects of traffic and works co-ordination
- Maintaining an attitude of co-operation and pursuit of efficiency of operation of works, whilst remaining mindful of regulatory responsibilities
- Managing the road network and maintaining quality with reduced budgets through use of innovative partnerships
- Contribute to minimising carbon emissions from transport across the county
- Investing in Infrastructure and Provision of Services
 - Implementing the Local Broadband Plan Phase 3
 - Prioritised resources for winter maintenance at a time when other budgets are reducing
 - Maximised capital investment in highways by successfully bidding for external funds in partnership with District Councils and Local Enterprise Partnerships

2 National Legislation and Guidance

The County Council has a range of powers and duties under which it maintains and improves the network. It also has powers to manage activities taking place on the network. These powers derive from national legislation which includes the Highways Act 1980, covering the structure of the network. The New Roads and Street Works Act 1991 (NRSWA) covers public utility street works, whilst the Road Traffic Regulations Act 1984 regulates the activities of road users. The Traffic Management Act 2004 builds upon these existing powers in managing the network more effectively. A summary of this key legislation and national guidance is given below:-

Highways Act 1980

The 1980 Act covers the management and operation of the highway in England and Wales. It includes agreements between the relevant authorities as well as the creation, management and improvement of the highways. It further encompasses the protection, lawful and unlawful interference of highways; provision of special facilities; closure; street byelaws; acquisition, vesting and transfer of land. It provides many of the powers and duties required by the authority for highway maintenance. This comprehensive legal document forms a keystone for any important highway decisions/processes.

Road Traffic Regulation Act 1984

The Road Traffic Regulation Act consolidates the Road Traffic Regulation Act 1967 and subsequent related Acts and statutory instruments. It provides powers to the relevant authority to regulate or restrict traffic on the highway. There are ten parts to the Act, which covers road closures, traffic restrictions, crossings, parking provision, traffic signs, speed limits, bollards and control and enforcement.

The New Roads and Street Works Act 1991

The New Roads and Street Works Act (NRSWA) 1991 came into force on the 1st January 1993 providing a wide range of information on all aspects of works to roads carried out by 'statutory undertakers' (refers mainly to public utility companies). The County has the authority to challenge the duration of the work if considered unreasonable. In return, the County Council is obliged to keep a register of works in their area, including their own highway works. It aims to reduce delays and inconvenience to road users through co-ordination of works on the highway.

Traffic Management Act 2004

The Traffic Management Act provides the basis for better conditions for all road users through the proactive management of the local and national road network. Powers are available to deal with certain moving traffic offences and tighter controls on street works. The Council will, therefore apply these powers to ensure that it fulfils its obligations under the Traffic Management Act and provide a well-managed highway network.

The Act came into force in July 2004 placing a new duty on all Local Transport Authorities (LTAs) to be proactive in managing the highway network whilst also

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providing them with new powers to assist in undertaking this duty. The duties and powers are in addition to the powers that are enforceable under the Highways Act of 1980, the New Roads and Street Works Act of 1991, and the Road Traffic Regulation Act of 1984.

There are six parts of the Act as outlined below:

i) Traffic Management on Trunk Roads

Part 1 of the Act allows some of the functions that the police perform to be carried out by traffic officers. It also empowers the Highways Agency to manage and undertake enforcement of the strategic road network.

ii) Network Management

This requires that all traffic authorities appoint a traffic manager. It may be a stand-alone post or combined with other duties but essentially the post is required to deliver a co-ordinated, planned, and effective response to the network management duty.

iii) Permits

A Highway Authority may apply to the Department for Transport to operate and administer a permit scheme (the Secretary of State's approval is no longer required). A permit scheme requires that permission is sought for works which will affect the highway (for example works undertaken by utility companies or Local Traffic Authorities), by the application of a permit. The permit scheme provides the Highway Authority with control as to when work is being undertaken. Lincolnshire County Council decided in October 2016 to operate a permit scheme covering the whole of the county network. .

iv) Street Works

This includes a range of new measures to control utility companies' street works. It is an extension of duties, to control the statutory works within the highway and to allow for highway authorities to issue Fixed Penalty Notices for certain offences.

v) Highways and Roads

This mainly relates to London but also amends the Highways Act 1980 and allows for lane 'rental' charges for skips, scaffolding, building materials and temporary evacuations of the highway.

vi) Civil Enforcement of Traffic Contraventions

Part 6 allows an extension of the local authorities' powers for the enforcement of parking and road traffic contraventions, which are taken over from the police.

The Traffic Management (Guidance on Intervention Criteria) (England) Order 2007

This Guidance on Intervention Criteria is derived from the Traffic Management Act 2004. It outlines the criteria the Secretary of State proposes to apply when considering intervening upon a local traffic authority. This relates to the performance of the network management duties by the traffic authorities in England. It therefore encourages all authorities to raise their standards for managing the road network.

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3 Plans and Policies

The Lincolnshire Network Management Plan (NMP) has been developed within the guidelines set out in the Traffic Management Act 2004, and the Traffic Management (Guidance on Intervention Criteria) (England) Order 2007.

The Network Management Duty Guidance note (2004) also provides further guidance on how to implement the Act. In addition, the Lincolnshire NMP takes into account guidance contained in a range of other local, regional and national policy documents. Network Management is only one part of a local authority's transport activities, and accordingly its duties must be compliant and consistent with these wider local, regional and national policies.

Local Plans, Policies and Studies

Many of the County Council's main local plans, policies, strategies and transport studies are available to view or download from Lincolnshire's main website: www.lincolnshire.gov.uk/

Lincolnshire 4th Local Transport Plan (LTP)

This is the County Council's key document for planning the direction of the highway and transportation services and improvements programmes. The plan outlines the policies and strategies that are to be adopted over the period of the plan covering the 10 years between 2013/14 and 2022/23. Key objectives include supporting growth within the larger urban areas, improving access to services across the county and providing a well-managed and safe road network.

Transport Strategies

The 4th Lincolnshire Local Transport Plan (LTP4) published in April 2013 sets out the overarching transport strategy for the county. Beneath the LTP sits a set of supporting strategies and plans covering various themes and locations. These include individual transport strategies for the larger urban areas within Lincolnshire. These strategies set out to tackle existing transport problems as well as addressing the future demand for transport and travel brought about by developments proposed within the various Local Plans. They seek to ensure that these important urban areas remain attractive places to live, work and visit. The strategies also set out a list of priorities for transport improvements and ensure that the County Council and its partners are in a strong position to secure funding from regional and national sources as opportunities arise.

Urban areas with Transport Strategies:

- Lincoln
- Grantham
- Boston

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- Spalding
- Sleaford
- Gainsborough

Highway Asset Management Plan

This plan defines the policies and methods for maintenance of the road network. The framework and recommendations are based on the national guidance document "Well Maintained Highways - Code of Practice for Highway Maintenance Management".

The highway assets that make up the Lincolnshire road network are collectively the most valuable community asset under the authority's control, valued at approximately £7 billion in terms of gross replacement cost. Lincolnshire recognises the need to maintain, operate and improve this asset by establishing a maintenance/management strategy.

The Highway Asset Management Plan sets out a long term programme which includes the following aims to:-

- Maintain the asset and safeguard users
- Respond to the needs of highway users and residents and provide achievable levels of service
- Prioritise work on the different parts of the asset
- Promote innovation in asset management
- Promote better life cycle planning of assets and preventative maintenance strategies
- Determine scheme priorities

The Network Management Plan will operate in conjunction with the Highway Asset Management Plan in fulfilling its aims and objectives.

Winter Maintenance Plan

The County Council produces a Winter Maintenance Plan, which is updated annually and complements the Highways Maintenance Plan. It sets out the standards, policy and objectives as well as all the procedures to follow.

The plan excludes all Trunk Roads in the County as these are the responsibility of the Highways Agency.

Web links to the above plans are provided in Appendix D.

Cycling Strategy

The County Council is continuing to develop their cycle strategy. The objectives for the strategy include; increasing the percentage of Lincolnshire's population regularly cycling, improving safety and developing action plans for future infrastructure projects.

Lincolnshire is continuing to operate the Department of Transport's 'Bikeability Plus' scheme through continued funding currently available until March 2020. This delivers

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a series of modules designed to engage children and families with the opportunities, skills, support and guidance to make cycling part of their everyday lives.

Where does the new NMP fit with the other main highways plans?

The NMP is referenced directly from the LTP but is also read in conjunction with the Highway Asset Management Plan and the Winter Maintenance Plan. This delivers a co-ordinated approach to management of the network. All of the plans require good co-ordination and information systems to deliver their outcomes. Maintenance and delivery of the plans require a good quality inventory of highway assets, together with corresponding policies referenced to the appropriate road hierarchy.

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4 Investing in Infrastructure & Provision of Services

Road Classification

There are in general four types of highway in Lincolnshire:

Trunk Roads – there is 62km of Trunk Road in Lincolnshire managed by the Highways Agency. This consists of a section of A1(T) dual carriageway that crosses the south west area of the County, a small section of A52(T) (west of the A1 near Grantham to the county boundary) and the A46(T) (from the county boundary near Newark to the Carholme Roundabout at Lincoln).

County Primary Routes – these link major population centres in the County with other major population centres in neighbouring Counties and the national road network. These are all 'A' class roads.

County Principal Routes – these are the remaining 'A' class roads in Lincolnshire, which together with the County Primary Routes, make up the backbone of the inter-urban road network in the County.

Other routes – these are County roads which do not fall into either of the above categories and comprises the 'B' and 'C' class roads and all unclassified roads. They provide many local accesses throughout the towns and rural areas.

Road Hierarchy

The County Council has examined how roads are classed together with the service role they perform and assigned them to a particular network hierarchy. Type 1 and 2 roads comprise the County's strategic road network whilst Type 3, 4 and 5 correspond to secondary distributor, link and local access roads respectively. The various types, as outlined in the Highways Maintenance Plan, reflect the roles of the different roads being distinguished in the following manner:

- Rural or urban
- Through routes or access links

These classifications have assisted in the development of guidelines in Lincolnshire to help with the maintenance and upgrading of highway facilities. They have also been essential in helping the County Council manage increasing traffic demands in an efficient manner.

Traffic Sensitive Streets

Under the New Roads and Street Works Act 1991 streets may be designated as 'traffic sensitive', where the local authority has identified it as needing special consideration when assessing planned works (e.g. road maintenance and utility works). Such streets are registered on the National Streetworks Gazetteer (NSG) and are recorded in the County Council's Geographical Information System (GIS). Traffic sensitive street information has been issued to the main organisations involved in planning work on the highway network.

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The County Council now has greater powers of direction over when work can take place on traffic sensitive streets. For example, for planned non-emergency work the utility companies may be required to carry out works only outside peak periods, the key period of traffic sensitivity if this is practical and reduces traffic congestion.

Abnormal Loads

The Construction and Use (C&U) Regulations provide the basic legislation over how normal motor vehicles and trailers (up to a maximum of 40 tonnes) are built and operate on the road.

The movement of large or heavy loads and cranes which exceed the dimensions set down in the Regulations are permitted to use the public highway provided they follow the Special Types General Orders (STGO). These are generally referred to as Abnormal Loads.

An abnormal load can potentially use any road provided the haulier complies with the law including weight limits. Some roads are more suitable and used more often such as A Class Roads.

Before a haulier can move an abnormal load he must notify the highway authority and dependant on the type of load (e.g. weight, length or width) they must also notify the Police. In addition, if the gross weight or axle weights exceed those specified on the C&U regulations he must inform the Highway Authority and all bridge owners along the proposed route. (e.g. Network Rail).

Loads over 150 tonnes, 6.1 metres wide or 27.4 metres long require Special Orders from the Department for Transport. The County Council works closely with freight and other organisations to ensure the safe and expedient passage of abnormal loads within the County, as the need arises.

Congestion

Historically, congestion has been described as 'unwanted or wasted' journey time. Whilst delays to journeys can occur at any point on the road network, in most cases they are focussed on the urban areas, where the conflicting demands for limited road space is greatest.

Unreliable journey times can also cause significant frustration for road users making it hard to plan for journeys. Although the total number of trips made nationally over the last 40 years has now decreased, the average trip distance has increased during the last 20 years, with car trips accounting for 62% of trips made in 2016. At the end of 2016 there were 37 million vehicles licensed for use on the road in the UK and road traffic is forecast to increase by some 43% (central estimate) between 2010 and 2040.

(Source: National Travel Survey England 2016 and Vehicle Licencing Statistics 2016)

Some congestion can be caused by factors such as:

- Insufficient junction capacity
- Insufficient carriageway or footway capacity
- Incorrect road signs
- Road markings that require updating or maintenance

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- Inappropriate and out of date traffic signal timings
- Parking and loading bays which have become outdated
- Inadequate levels of enforcement of traffic and parking regulations.
- parking and loading operations
- road works

Guidelines contained in the TMA advise that measures to control congestion only become a statutory requirement in urban areas exceeding more than 250,000 residents. Although Lincolnshire consists of much smaller population centres the County Council recognises that the effects of congestion and the associated disruption to transport is of vital importance to its citizens and should be addressed wherever possible.

The County Council will take appropriate action to address congestion and disruption on the highway network. The County Council will, where practical, work with the general public, partners and stakeholders to ensure that the highway network is managed efficiently and effectively to make the best use of the available asset. The authority will also work closely with its partners to influence the choices that are made by the travelling public, improving alternative transport and ensuring that they have the knowledge and facilities to make informed journey choices at every opportunity.

As part of the changes to managing the highway network the County Council will identify locations experiencing increases in traffic growth. We will then be able to plan ahead and budget resources to assess the individual locations and propose various mitigation options. Schemes may be small enough to be financed by internal budgets but if not the County Council will examine the possibility of obtaining finance from government funding opportunities.

Short-term schemes will include new traffic signs, updating white lining, revising traffic signal controls, traffic regulation orders, parking schemes and new pedestrian crossings. Long-term schemes will include major junction improvements requiring highway redesigns which will include site investigation work, intensive planning and consultation work.

Whilst junction improvements can be used as an attempt to alleviate congestion, other schemes such as High Occupancy Vehicle (HOV) lanes and bus lanes can be considered in appropriate locations. In Lincolnshire the use of such schemes is very limited due to the restricted road widths in many of the towns.

There is potential for junction improvements to be provided, as an aid to movement in the more congested locations, subject to the identification of appropriate funding streams.

The County Council has been successful in the past in bidding for central government grant funding to tackle traffic congestion. Recently the County Council was awarded £6 million in Growth point funding towards the final cost of completing the Lincoln East-West Link road.

An £800,000 improvement scheme is being delivered by Lincolnshire County Council, using part of the £2.7m granted by Central Government (via Department for

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Communities and Local Government) as Growth Point Pump Priming funds to “help unlock growth in Lincoln.

For the future, the council is investing in vital infrastructure projects across the county including (approx. costs including grants):

The Lincoln Eastern Bypass – £99m

The Grantham Southern Relief Road – £81m

The roll-out of the Lincolnshire Broadband Programme – £43.7m

To support economic growth and prosperity in Lincolnshire, the County Council are exploring grant opportunities and development stimulus in preparation for the North Hykeham Relief Road. Work is also being carried out to design a relief road to the west of Spalding that will reduce barriers to business growth and enhance connectivity by supporting and facilitating sustainable population and commercial growth within South Holland.

National Productivity Investment Fund

The County Council have been successful in securing funds from the DfT competition National Productivity Investment Fund for the A46 Dunholme/Welton Roundabout. This will help to ease congestion, provide upgrades on important local routes, as well as facilitating the unlocking of economic and job creation opportunities.

Lincolnshire Broadband Programme

In partnership with BT Openreach, Lincolnshire County Council are implementing their Local Broadband Plan Phase 3 which will provide faster broadband to over 9000 additional premises across the county, of which 97% will be in areas designated ‘Rural’ or ‘Very Rural’. The timescale for Phase 3 is a start date of autumn 2017 and a finish date of December 2019. These timescales align to Government aspirations to achieve Superfast broadband coverage up to 97% of the county.

Diversion Routes

In the case of any closure on the highway network, the travelling public need to be aware of the safest, most efficient and suitable diversion route that can be taken to continue their journey.

The County Council, as part of their Network Management Duty are committed to the provision of established diversion routes. These routes are operated for the Trunk road and the vast majority of A roads in the County. The County Council will monitor and review the diversion routes to ensure their continued suitability.

Network Resilience

The County Council operates a modern fleet of vehicles for salt spreading and snow ploughing and utilises the latest techniques such as the application of pre-wetted salt. The County Council has its own weather monitoring sites and decisions on salt application are based on constantly updated forecasting using data from many

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sources including satellite images. An effective winter service is essential to ensuring the safety of road users, maintaining communications, reducing disruption and congestion and enabling everyday life to continue. It is important to the economic life of the County.

The winter maintenance service is described in the County Council's Winter Maintenance Plan which includes details of the policies for snow clearance and salting. The County does not treat the whole of the highway network and approximately a third of the highway network is covered by planned salting routes.

24hr a Day Service

The County Council operates a 24-hour a day 365 days a year highways service to deal with weather and other emergencies. The service outside of normal working hours is delivered through the combined efforts of staff in Network Resilience, and through the Out of Hours Duty Officers (OHDOs), and the Highway Alliance Partners.

Incident Management

The County Council works closely with its Highway Alliance Partners on incident management procedures ensuring that safety is paramount at all times. Considering the size of Lincolnshire this represents a significant challenge.

Robust procedures have been set up for the more common type of incident that occur on the road network, for instance, adverse weather conditions such as flooding, high winds and snow.

The response to highways incidents is provided by the Highways Alliance who provides resources to deal with incidents 24 hours each day.

Management of Emergencies

The County Council's definition of an emergency is:

Any event (happening without warning) causing or threatening, death or injury, damage to property or the environment, or serious disruption to the community which because of the scale of its effects cannot be dealt with by the emergency services and local authorities as part of their day-to-day activities.

In order to manage serious incidents or other major emergencies, the County Council has established an Emergency Control Centre, to coordinate and plan the necessary actions and measures to deal with the incident in question. The Emergency Control Centre is run by skilled staff from various disciplines within the County Council, plus the police, ambulance service, fire and rescue service, transport specialists and others, who are able to draw in and manage the skills needed to deal with the incident, which could include a major flood, fire, rail, air, road accident, or other major disaster.

The Emergency Control Centre is located at the Lincolnshire Fire and Rescue Headquarters, South Park Avenue, Lincoln and includes the following key parties:-

- **Emergency Planning Unit** - provide, maintain and update emergency plans which identify appropriate local authority resources for the benefit and protection of the public and to ensure the continuation of normal services.

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- **Police Service**- have a duty to protect life and property and have a major role in the co-ordination of emergency services and other organisations.
- **Fire and Rescue Service** - besides the fire and rescue role, the service is equipped to deal with chemical incidents and spillages.
- **Ambulance Service** - ensures that they are staffed by highly trained personnel for the treatment and care of injured people. Determine the priority evacuation of the injured.
- **Other Public Sector Services** – this includes the District Councils, Environment Agency (EA) and Primary Care Trusts.
- **Voluntary Organisations** - work closely with all of the above offering a broad range of services and skills e.g. WRVS, RAYNET and St John's Ambulance.
- **Highways Alliance** - provides local advice, assistance, resources and the management and control of localised emergencies. Senior Managers provide a standby rota to respond to significant incidents affecting the highway network throughout the year.
- **Major Utility Providers** – To assist in the repair of utility infrastructure and provide advice.

Customer Service

The County Council is committed to providing a comprehensive customer service and has established the following with that objective:

- A Customer Service Centre (CSC), offering a point of contact for all advice and information on Council services
- Mechanisms for ensuring Technical Staff update the CSC with regard to individual schemes to allow accurate responses to public enquiries
- Analysis of data collected by CSC on service requests using the Customer Relationship Manager (CRM) system to improve highway services
- Well-developed and maintained website providing both information and a suite of forms and guidance notes related to the functioning of the network
- Established and publicised service levels for highway activities.

Public Consultation

The County Council routinely undertakes consultation with the public in order to seek views on various issues, and to aid decision-making within the County.

Extensive consultation takes place prior to the adoption of planning policies and major schemes.

Early consultation with the public is carried out to gather information on initiatives and schemes to develop options.

In addition, direct consultation with the public by the County Council is undertaken prior to the majority of traffic management schemes that are carried out. These include both basic proposals involving Traffic Regulation Orders (TROs) and more

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complex schemes, such as kerb realignments, pedestrian refuges and traffic calming (e.g. proposals for Community Travel Zones).

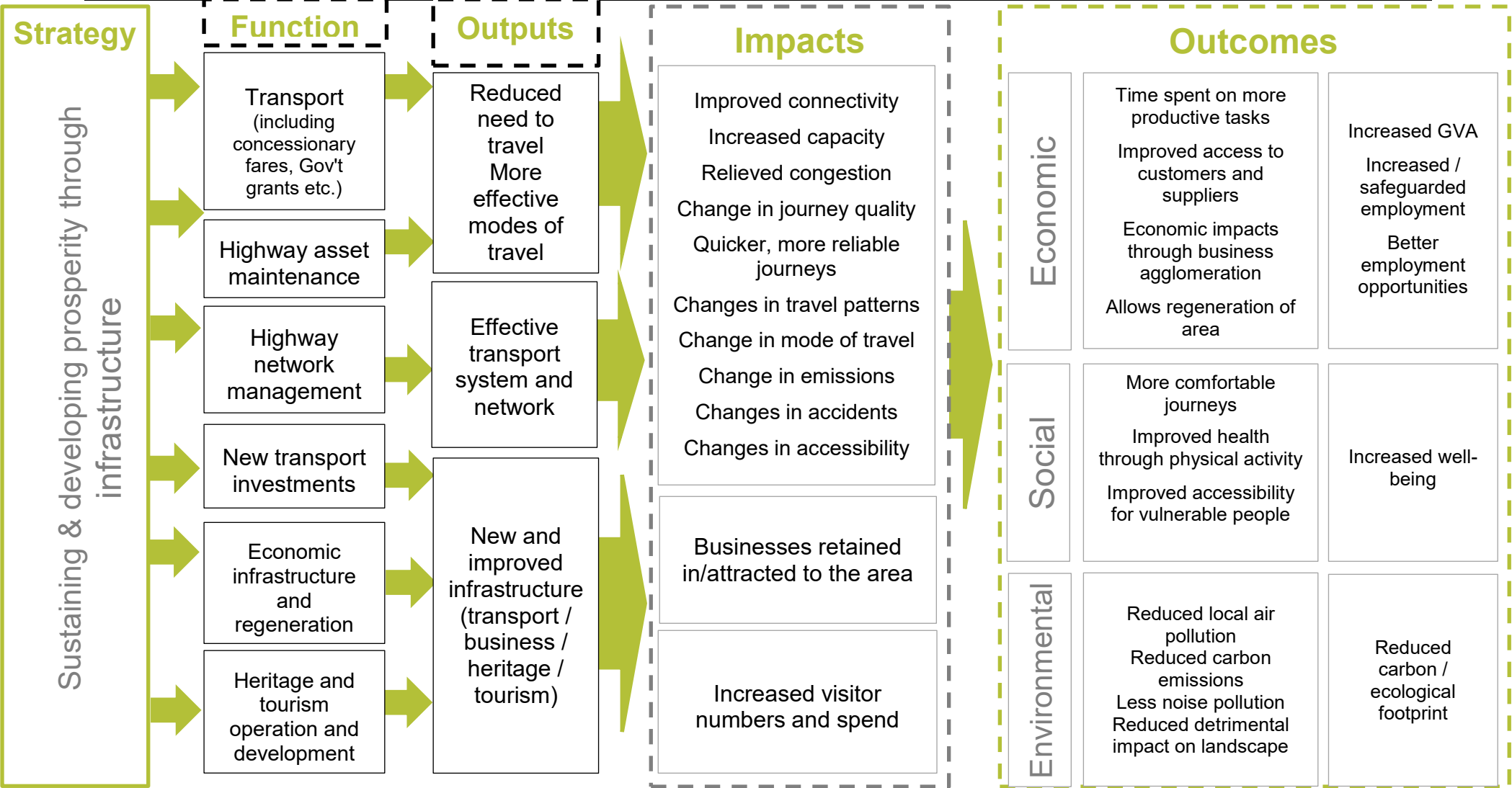
Consultation processes are carried out to inform the general public of the Council's proposals, to obtain valuable feedback on support or objections to proposals and to identify any problems early on in decision making process. Public consultation feedback helps the County Council to plan future development and policies within the County.

National Highways & Transport Survey

The County Council takes part in the annual National Highways and Transport survey which gathers information from the public on their opinion of highway services. The survey data is used to identify areas the public would like to see improved and to indicate those service areas that are working well. The data is useful to benchmark the highways and transportation services with similar services operated by other authorities.

<http://nhtsurvey.econtrack.com/>

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5 Highways Operations

Network Management is just one element of a Local Authority's transport activities and complements other policies and actions.

The Department for Transport (DfT) issued the Network Management Duty Guidance in January 2005 to help authorities to manage their responsibilities under the Traffic Management Act 2004.

The guidance from DfT provides a framework for the duties and powers that have been bestowed upon a Highway Authority in order that they may work toward the expeditious movement of traffic on their roads. For further information regarding the Network Management Duty go to www.dft.gov.uk.

Traffic Manager

Forming part of the Network Management duty, the Act requires that all Local Transport Authorities appoint a Traffic Manager. The authority will exercise all of those functions that have an impact on traffic flows in a co-ordinated way with the precise duties and responsibilities of the Act forming part of the remit of the Traffic Manager.

In the County, the Traffic Manager is the Infrastructure Commissioner who takes overall day to day responsibility for the NMP activities within the County.

At an Area level, the Area Organisation is structured to provide the necessary co-ordination and management required under the Traffic Management Act within the relevant area.

Separation of the County Council's network management function from highway maintenance has been necessary to show transparency in the way the Council operates. Furthermore, the County Council will control its own highway works in the same manner as those of contractors and other third parties in order to ensure parity and compliance with the TMA.

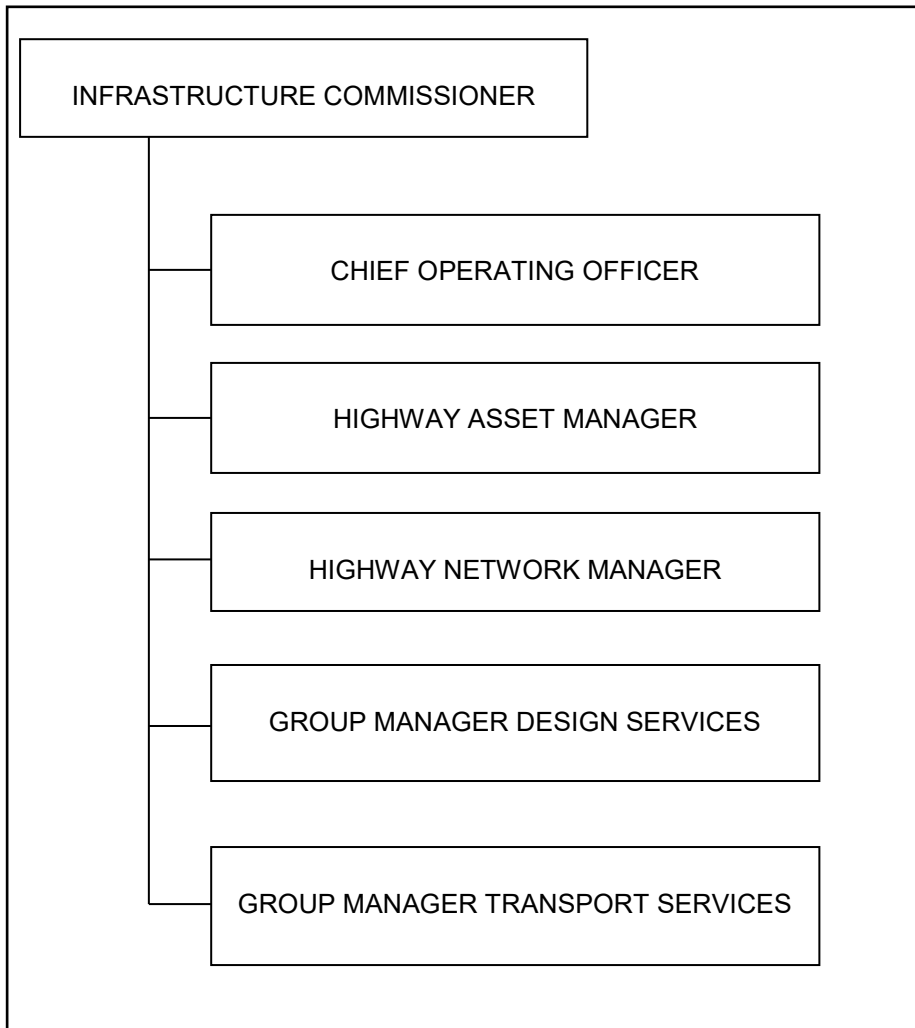
Responsibility for Lincolnshire highways

The highway network management service includes:

- Provision of network improvement schemes
- Asset management and maintenance
- Traffic management and third party access to the network
- Development control advice and planning liaison
- Road safety
- 24 hour emergency response and network resilience cover

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The management of the Lincolnshire Highway Network is structured as follows:



Infrastructure Commissioner

The Infrastructure Commissioner is responsible for: Highways standards and policy, Highways Alliance Management, highway maintenance contract management, project management of major schemes, transport assessments, IT strategy, highway asset management, GIS (development and administration), network regulation compliance, traffic orders, and parking services.

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Chief Operating Officer

The Chief Operating Officer has overall responsibility for the following areas:

The Area Highways Offices

The area highway offices provide the main focus for the day to day management of highway operations in their areas and liaise directly with the public. The managers at the area offices are responsible for:

Highways maintenance, highway improvements, highway inspections, highway enforcement, traffic calming, speed limits, parking and waiting restrictions, weight limits, network co-ordination and network resilience operations.

Design Services

Design Services provides the main highway design service to the County Council and are responsible for the asset management of structures, safety fences, signs, road markings, street lighting, and for the development and design of highway improvement schemes including the major schemes and Traffic Signals.

Public Transport Unit

Responsible for producing, accessibility improvements, business and school travel plans and cycle schemes as well as monitoring of schemes and feedback to the Department for Transport (DfT), local bus network (including infrastructure, organising home to school and special needs transfers).

Highway Management Information Systems

Gathering, holding and using information about the network effectively is of major importance to Lincolnshire. The County Council has developed a Highway Asset Management Systems (HAMS) based on CONFIRM software.

CONFIRM (HAMS) is an integrated system designed to improve the management of asset data and assist the process of planning, coordinating, and managing work and events taking place on the Lincolnshire Highway Network.

Other important information systems used by the County Council for network management include:

- **Roadworks.org** – this web-based system provides an interactive portal for viewing current and planned works on the highway. It encompasses information from participating local authorities as well as from the HA. Information is kept up-to-date by automatic data feeds. Recent system enhancements have included the introduction of a new traffic management module, providing new event management features and a communications module, which allows up-to-date information to be broadcast to the public.

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- **National Streetworks Gazetteer (NSG)** – A referencing system used nationally by both highways authorities and utility companies. It enables utility companies to place notices on the highway network. The County Council updates its records on the national system several times a year. The Gazetteer acts as a single source of up-to-date information on all 'streets' within the UK. It includes descriptions such as carriageway type as well as whether it is designated as 'traffic sensitive' or having 'Special Engineering Difficulty'.
- **MapInfo** – this is the corporate Geographical Information System for managing map based data.
- **Parkmap** – A mapping information system for managing parking restrictions.
- **Location Centre** – Displaying parking restrictions on a map for the public to view
<https://lincs.locationcentre.co.uk/internet/internet.aspx?articleid=YfmDQ6wYrkU~&preview=true>

Working with Other Organisations on the Highway Network

The County Council actively encourages collaborative working to ensure the best possible co-ordination of public services by maintaining an on-going relationship with a wide range of stakeholders and other authorities, including those listed below.

- Lincolnshire Police
- Lincolnshire Fire and Rescue Service
- Lincolnshire Ambulance Service
- Lincolnshire Road Safety Partnership (LRSP).
- National and Regional Traffic Control Centres
- Neighbouring County or Unitary Councils
- Borough and District Councils
- Train Operators
- Passenger Transport Operators/Authorities
- Term/Framework Contractors
- Consultancy partners
- Highways England
- Network Rail
- Utility Companies
- Internal Drainage Boards

Several examples of partnership working within the County are shown below:

Lincolnshire Highways Alliance

The majority of works carried out on the Highway Network by Lincolnshire County Council are delivered through the Lincolnshire Highways Alliance.

The Lincolnshire Highways Alliance came into operation on the 1st April 2010 with the purpose of operating a closely co-ordinated organisation to deliver all of

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highways services. The Alliance is made up of Lincolnshire County Council highways services plus the following contracted services:

- Highway Works Term Contract from Kier Services
- Traffic Signals Term Contract from Dynniq.
- Professional Services Partnership from WSP

All of the above contracts have been arranged with a 5 year initial term extendable in one year increments to a maximum of 10 years. The current contracts are due to reach full term at the end of March 2020.

Highways England

Highways England (HE) has responsibility for managing the nation's trunk road network.

In Lincolnshire there is 62km of Trunk Road managed by the Highways Agency. This consists of a section of A1(T) dual carriageway that crosses the south west area of the County, a small section of A52(T) (west of the A1 near Grantham to the county boundary) and the A46(T) (from the county boundary near Newark to the Carholme Roundabout at Lincoln).

The HE and the County Council work closely together at a senior level at local liaison meetings on a range of transport issues including route management and development control.

The Police Service

Co-ordination between Police and Highways is carried out through regular management meetings and through ad hoc meetings. The key highways related issues that contact and communication is required with the Police include:

- Parking Enforcement
- Highway obstructions
- Traffic control
- Management of traffic accidents and incidents
- Event management
- Traffic and transport related crime

East Midlands Traffic Managers Forum (EMTMF)

The County Council is a member of the EMTMF. This group meets regularly to develop and share good practice in interpreting and operating the Traffic Management Act. This includes setting up protocols for cross boundary issues with neighbouring authorities. All Highway Authorities in the region are represented together with Highways England and the Department for Transport (DfT). The group is represented at the National Traffic Managers Forum.

County Council officers play an active part in the Civil Parking Enforcement, Traffic Engineering and Traffic Signal working groups of the EMTMF

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Lincolnshire Road Safety Partnership (LRSP)

LRSP was formed in June 2000 and now comprises the following organisations:

- Lincolnshire Police/Police & Crime Commissioner
- Lincolnshire County Council
- Highways England
- Lincolnshire Fire & Rescue
- East Midlands Ambulance Service

The partnership was the first of its kind in the Country and co-locates forensic collision investigators and casualty reduction officers from Lincolnshire Police with the County Councils' Accident Investigation and Road Safety teams to form a multi-agency centralised road safety unit. Lincolnshire Fire and Rescue also have staff based with the LRSP, who co-ordinate all fire and rescue road safety related activity. The deployment and maintenance of safety cameras is also managed within the partnership. Consequently, the entire core functions of road safety, namely engineering, education and enforcement are co-ordinated from this centre.

The joint working has proved very successful in improving road safety in Lincolnshire and has received national recognition for its excellent work in promoting road safety and reducing the number of collisions on the County's roads.

Lincolnshire Event Safety Partnership (LESP)

This is made up from representatives from the seven Lincolnshire district councils, the emergency services and the County Council.

LESP meets periodically and has developed guidance documentation to assist those who are organising public events to achieve a safe and well managed event. LESP members attend planning meetings with event organisers and part of their work is to ensure that any events' impact on the highway is kept to a minimum.

A major responsibility is to provide consistent and co-ordinated advice to promote successful and safe events.

Highway Authorities and Utilities Committee (HAUC)

The County Council hosts local HAUC quarterly co-ordination meetings with representatives of the utility companies. These meetings between highway authority staff and the utilities cover the works programmed to be carried out on the highway network and ensure that potential conflicts can be discussed in detail and dealt with before they arise. Agreed actions are recorded for all parties to follow up on. In addition HAUC group meetings take place at regional and national level and form an essential element to the successful co-ordination of street works and transfer of information between parties.

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Passenger Transport Operators

The County Council works closely with train and bus operators throughout the County, which includes regular liaison meetings. Consultation is often required with bus operators as part of the planning process when negotiating with developers for specific schemes (for example new bus services).

Cross Boundary Working

Traffic moves freely across administrative boundaries, therefore in order to meet its duty the County Council works in co-ordination with neighbouring authorities. The organisations having administrative boundaries with Lincolnshire are Norfolk, Cambridgeshire, Peterborough, Rutland, Northamptonshire, Leicestershire, Nottinghamshire, North Lincolnshire and North East Lincolnshire.

This has involved:

- Liaising & co-operating with HE;
- Consulting on any new initiatives for the Council;
- Sharing information;
- Establishing processes for ensuring policies are consistent;
- Ensuring consistency of network categorisation;
- Preparing emergency and contingency plans;
- Provision of abnormal and diversionary routes;
- Co-ordinating planned works and events;
- Co-ordinating management plans; and
- Reactions to unplanned events.

6 Traffic Policy

The County Council generally follows national policy, standards and guidance issued by the Department for Transport and other national bodies.

Local policies are developed as and when required through the process of investigation by officers and approval by elected members.

Some of the work of developing traffic policy is carried out by the Traffic Policy Working Group, a group of officers who report to the Highways and Transportation Management Group.

Current issues being considered are as follows:

Traffic Signs Review

Traffic signs are provided to inform road users with regard to traffic restrictions, traffic regulations, the existence of potential hazards, road works and the direction to important destinations. This information can be in the form of signs on posts and road markings and can be permanent signs or temporary signs erected only for the duration of road works or special events.

The signs used on the highway are regulated by national legislation and guidance issued by the Department for Transport (DfT). The traffic signs policy review began in September 2008. It culminated in the policy paper 'Signing the way' that set out a policy framework which retained national consistency for traffic signing, while allowing flexibility to meet local needs, using this information, this then led to the introduction of the Traffic Signs Regulations and General Directions (TSRGD) 2016.

Signs Policy

The County Council follows national standards and guidance in managing signs on the highway network.

An important aspect of managing road signs is the use of temporary signs for road works or for special events. The County Council's permission is required to erect signs in the public highway and sufficient time should be allowed (at least 3 months) to enable proposals to be checked traffic orders to be raised and to enable co-ordination with other activities planned on the network.

All signs erected for temporary purposes should be removed as soon as is reasonably practicable to avoid giving misleading information to drivers and to reduce street clutter.

Tourism signs are provided for all tourist attractions provided they meet the County Council's requirements and are in accordance national standards.

Interactive Variable Message Signs are used In Lincolnshire and they are mainly used to alert drivers when they are speeding.

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Consideration is being given to car park information and traffic information signs for Lincoln.

The County Council's policy on managing the street scene is provided in the "Every Street Matters" policy document available at:

<http://www.lincolnshire.gov.uk/91118.article>

Speed Limits

The County Council's speed limit policy is based on the Department for Transport (DfT) assessment criteria which takes into account the density of property development along the road under review, traffic flows and accidents.

The County Council completed its review of speed limits on A and B class roads in March 2014.

Following the release of new guidance from the DfT in January 2013 the decision was made to review the County Council's Speed Management policies. An online Speed Management Review survey completed in February 2014 was the first step in gathering the thoughts and views of the community on the way we manage speed and continue to improve the safety for road users on our network in Lincolnshire. The information gathered from the survey responses was examined and recommendations were made from the results of the scrutiny to help to inform a revised policy which was released in December 2015.

Traffic Management for Events

A multi-agency approach is adopted in Lincolnshire with regard to the management of events. Staff attend local Safety Advisory Group (SAGs) meetings and provide advice on highway issues relevant to events. Assistance is provided to staff engaged in event management duties which include an event management policy that promotes consistent processes across the service. A centralised application process is used to assist with co-ordination and planning for events on the highway.

Pedestrian Crossing Policy

The methods used to determine if a crossing facility is required and what type of crossing is to be provided (e.g. pedestrian island, zebra crossing or puffin crossing etc.) has been reviewed to ensure that the policy is being operated effectively and is fit for purpose. The findings have enabled a new QMS procedure to be written, which will be used by all staff.

Traffic Regulation Order Procedures

Traffic Regulation Orders (TRO's) are used to control or restrict the movement of vehicles on the road network, in order to provide the following benefits:-

- Safer passage for all road users in Lincolnshire;
- Reduced congestion due to fewer obstructions on the highway;
- Improved access for emergency vehicles and public transport due to a reduction in illegally parked vehicles;
- Higher turnover of vehicles in parking spaces;

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- Reduced pollution as a consequence of reduced congestion and circulating traffic

The County Council follows a procedure when preparing new TRO's. This involves consultation with various statutory bodies including the Police, Fire Brigade, Ambulance Service, County and Local Councils. Any objections received are reviewed by the County Council, to determine whether or not the objector's concerns can be addressed or not. The final decision regarding the introduction of any TRO where objections have been received rests with the County Council's Planning and Regulation Committee.

The provision of permanent TRO's in Lincolnshire follow procedures outlined in the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. The likely timescale for implementation of successful TRO's is between 26-40 weeks, depending on the level of objections received.

Since the introduction of Civil Parking Enforcement a new internal process for managing TRO's has been developed and it is now also possible to view TRO's online. The underlying Traffweb information is derived from the County Council's Geographical Information System (GIS) with the Traffic Regulation Orders (TROs) overlaid and is available at:

<https://lincs.locationcentre.co.uk/internet/internet.aspx?articleid=YfmDQ6wYrkU~&preview=true>

Response to Bridge Strikes

The railway bridges in Grantham sustain a high level of impacts by road vehicles. The 'Prevention of strikes on bridges over highways: a protocol for highways managers and bridge owners' has been reviewed in partnership with the DfT as part of a continuing effort to raise the awareness of the dangers of bridge strikes amongst all those involved in highway and infrastructure maintenance to reduce the frequency of impacts on bridge structures over public highways.

<https://www.gov.uk/government/publications/prevention-of-bridge-strikes-good-practice-guide>

7 Network Co-ordination

The key activity in providing proactive management of the highway network is good quality forward planning and coordination of works, events and activities that impact on the highway network.

The TMA and associated guidance provide the means for the County Council to take action to ensure any planned activities minimises the impact on the road user.

The Network Regulation Compliance Team reporting to the Network Management Commissioner oversees the co-ordination function for the highway network.

The day to day work to assess and process proposed activities on the network is carried out by teams located in the Highways Area offices.

Utility companies are required to apply for permits to the County Council for work they intend to carry out and provide accurate location, start and finish times.

Under the TMA, the electronic notification system also includes all works carried out by the County Council as highway authority. This ensures that all works planned on the highway can be managed and co-ordinated and that all other operations and events that impact on road users are subjected to similar controls.

Non-compliance with the Traffic Management Act by a utility company (ie: failure to either issue or carry out works in compliance with the permit scheme) will result in enforcement action by the County Council. This takes the form of a fixed penalty notice issued by the County Council as an alternative to court action.

Compliance with the Traffic Management Act notification procedures is also a requirement for the County Council's own highway works, the performance of which will be monitored and reported to demonstrate parity with the utility works. TMA compliance is monitored as a contract requirement in the Highway Alliance contracts.

The County Council has established procedures for coordination of road works through the use of the CONFIRM Highways Asset Management System. Part of this system's function is to receive electronic permits from the utilities and for highways works. The system will alert system operators to potential conflicts to aid with coordination. The CONFIRM database is used in conjunction with the Roadworks.org web site to inform the road user of current and planned work.

Good Practice Guide to Managing Works in the Street (2007)

The Government issued a guidance note called *Working Together: A Good Practice Guide to Managing Works in the Street (2007)*. This was produced to improve co-ordination and management of works by highlighting best practice case studies and showing effective working partnerships.

Local Authorities as well as Utilities have to ensure they provide sufficient notice in advance of any works and these must include accurate information on the works location plus start and finish times. Minimum notice periods are increased for works likely to cause significant disruption.

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Highways and Utilities Collaboration

Lincolnshire County Council is an active member of the East Midlands Highways And Utilities Committee (EMHAUC).

This acts as a regional focus for the national body HAUC England.

EMHAUC provides a forum for discussion, exchange of information and improved professional relationships. In addition the work of the committee promotes co-operation between the utilities, highway authorities and any other parties involved with street works activities, with particular reference to the New Roads and Street Works Act 1991, the Traffic Management Act 2004 and other relevant legislation.

These aims of the forum are to:

- a. Utilise all relevant Codes of Practice and Specifications with a view to working towards a consistent approach.
- b. Identify topics where there will be scope for Best Practice initiatives, leading to implementation and possible promotion to other bodies.
- c. Provide a free flow of information between organisations.
- d. Explore all avenues and options designed to reduce the:
 - (i) Effect of work activities upon highways and highway users.
 - (ii) Incidence of damage and to minimise the risk of injury.
- e. Assist and support local co-ordination meetings by:
 - (i) Providing guidance.
 - (ii) Acting as an advisory forum in case of local disputes where good practices are an issue.
 - (iii) Disseminating information on regional and national issues.
- f. To monitor the performance regionally of Utilities, Transport and Highway Authorities under New Roads and Street Works Act in the interests of best practice.

EMHAUC is supported by Streetworks UK and EMJAG (East Midlands Joint Authorities Group)

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Electronic Transfer of Notices (EToN)

As part of the New Roads and Street Works Act 1991 and to provide an efficient and timely noticing system, a national specification for street works notices was introduced. As street works coordination processes and systems have evolved this

specification has been updated to ensure that utility companies and local transport authorities are working with compatible systems (e.g. ETON 6 format).

Network Regulation Compliance Team

One of the main purposes of the Network Regulation Compliance Team is to develop long term policies and strategies to reduce congestion and improve general network management. This is achieved by ensuring works promoters, utilities and highways authorities adhere to national legislation such as the Traffic Management Act 2004 and the New Roads and Street Works Act 1991. The team provides legislative advice to colleagues on TMA and NRSWA matters; collates and analyses data and implements and reviews performance measures. The team are also responsible for providing Permit Evaluation Reports for the recently introduced Lincolnshire Permit Scheme.

Network Regulation Compliance Data.

The monitoring of the network management processes is essential to ensure that the road works occupancy, coordination, noticing quality, reinstatements and safety issues are being managed effectively in compliance with the Traffic Management Act 2004.

Detailed analysis is required by the Department for Transport to make informed decisions and monitor trends to determine what might qualify as good or bad performance.

The Network Regulation Compliance Team is responsible for the production of statistical information relating to both highway authority and utility noticing in order to develop Best Value Indicators and National Key Performance Indicators, parity measures and reports to elected members.

Department for Transport Quarterly Network Management Scorecard

The quarterly Network Management scorecard is a summary of statistical information relating to both utility and highway authority works.

HAUC (UK) and the EToN Developers Group (EDG) have worked together to agree TMA Performance Indicators (TPI's). These are a range of national indicators for utility companies and local traffic authorities to be used to measure compliance with the TMA and associated requirements.

The Scorecard will act as a benchmark for performance, identifying strengths and weaknesses, monitoring trends overall and providing robust evidence for policy making or intervention.

There are 19 performance indicators categorised by occupancy; coordination and notice quality; reinstatement and safety.

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The Scorecard data will be sent electronically to statisticians at a company called Geoplace, operating on behalf of the DfT, who will validate the data and populate the scorecard template. The Scorecard data will provide some basic reporting over time to help analyse and monitor trends.

The Scorecard data will be summarised to provide totals for each authority, split between works promoters, utility companies and highway works. This will allow users to assess their own performance and the performance of works promoters working within their area.

Permitting

A Permit Scheme was introduced to Lincolnshire on 5th October 2016. The main purpose of the scheme is to minimise disruption from unnecessary or badly controlled road works. There are many additional expected benefits to be achieved through more effective control of road works, which include:

- improving journey times and reliability for all our road users
- reducing the congestion caused by road works
- improving the information available on works, including advanced warning and duration
- increasing the planning and control of works to improve safety and reduce damage to the road

The Scheme applies to the whole of the Lincolnshire road network.

<https://www.lincolnshire.gov.uk/transport-and-roads/licences-and-permits/lincolnshire-permit-scheme/128853.article>

Licences

Applications for highway licences are made for various activities affecting the highway, such as skips, scaffolds, banners across the highway, tables and chairs on the highway, events, Section 50 road opening licences, Section 171 Road Opening Permits and temporary traffic signals.

These licences are available from the County Council website:

<https://www.lincolnshire.gov.uk/transport-and-roads/licences-and-permits/>

These procedures ensure that the County Council is fully aware of all notified road works and events taking place on the highway network and that all such activities are undertaken safely and with minimum disruption and that as much information as possible is made available to the general public. The co-ordination activity ensures that statutory regulations such as signs, lights and necessary traffic management are applied where necessary.

Road Works Information

A web based information system (Roadworks.org) is available to the public and is used to provide information on all planned and live road works in Lincolnshire. The

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information on this system is taken automatically from the CONFIRM Highways Asset Management System and includes the electronic notices issued by the Utility Companies.

The on line system can accessed by following this link: <http://roadworks.org/>

Event Management

The County Council has established management processes for the co-ordination and control of planned events on or off the highway network to minimise their impact on other highway users and ensure effective liaison with promoters of other known road works. This activity is carried out through the Lincolnshire Events and Safety Partnership (LESP).

The County Council works with event organisers, venue owner, and local government organisations within Lincolnshire to establish a calendar of the regular events.

Every event that takes place on the highway within Lincolnshire is required to be registered with the highways authority in order that the traffic management arrangements can be co-ordinated. This will ensure that the event can be held successfully and is not compromised by other planned work on the highway network.

Regular event meetings (Safety Advisory Group meetings) are organised at a district council level and involve local divisional highway officers, the emergency services, district council officers and the event organiser.

Safety Advisory Group meetings assist the event planning process to ensure that events take place safely and at a time and in a manner that has the minimum effect on network operations. In addition, the meetings enable the dissemination of accurate information regarding the events as early as possible to other organizations. For example, it allows the County Council to manage the provision of increased or altered public transport to ensure the safe and efficient passage of visitors to the event.

Further information on event planning is available at the following link:

<https://www.lincolnshire.gov.uk/lincolnshire-prepared/>

Where events occur on a regular basis, the way in which each event is planned and managed is reviewed on completion of the event to ensure that procedures are efficient and up-to-date and that the needs and demands of the travelling public are fully met.

It is recognised that the promotion of all events brings increased commerce and trade to the area and fosters a sense of well-being and community spirit. Therefore the County Council are committed to supporting well planned events held across the County.

There are many annual public events that take place in Lincolnshire. Those which have a significant impact on the road network are summarised below:

- **The Lincoln Christmas Market** occurs at the start of December and involves around 350 stalls partly set in the grounds of Lincoln Castle, Lincoln Cathedral, The Lawn and surrounding streets. It is one of the largest Christmas markets in Europe, attracting up to 300,000 people in a four- day period.

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- **The Lincolnshire Show** occurs during the summer at the Showground at Grange de Lings, a few miles north of Lincoln on the A15. It is one of the largest agricultural shows in the country and is attended by around 70,000 people over two days in June. The Showground is in regular use throughout the year for a wide range of other events and functions.
- **The Stamford Mid-Lent** fair sees showmen converging on the town the week after Mothering Sunday. Fairground rides and sideshows fill Broad Street and the sheep market for a week. The following week sees a similar event in the town of Grantham.
- **Cadwell Park Race Days** especially Super Bike Championship Event
- **Market Rasen Race Days** take place throughout the year
- **Burghley Horse Trials** is an annual three-day event held at Burghley House near Stamford every September. Whilst this event takes place outside of Lincolnshire it has an impact on Lincolnshire roads.
- **Cereals** is the leading technical event for the arable farming industry. Although a yearly event, it takes place biannually in Lincolnshire and attracts over 25000 visitors and features around 500 arable-specific companies

8 Civil Parking Enforcement

One of the key objectives of managing the highway network is to manage traffic congestion. The enforcement of parking restrictions plays an important part in effective traffic management and improving traffic flow.

All road users, residents, businesses and visitors benefit from effective enforcement of parking restrictions and the reduction in the problems caused by incorrectly parked vehicles.

Since December 2012 Lincolnshire County Council has taken over responsibility for on street parking enforcement from the Police. This Civil Parking Enforcement (CPE) scheme includes on street parking and off street parking operated by Lincolnshire District Councils.

To provide consistent enforcement across the county a partnership has been set up between Lincolnshire County Council and all district councils to operate the Civil Parking Enforcement scheme.

Parking Policies

There are two important documents that relate to parking enforcement:

- Lincolnshire Parking Policy – sets out the policy framework and management objectives for parking in Lincolnshire.
- Lincolnshire Civil Parking Enforcement Procedures – provides guidance on the way parking enforcement is carried out in Lincolnshire and explains the processes with regard to parking penalty charges.

Both of these documents together with other useful parking information can be found on the County Council's website.

Enforcement Services

Lincolnshire County Council has outsourced the parking enforcement services as follows:

- APCOA Parking Limited has been awarded the contract for all on street parking enforcement. The contract period is 5 years commencing in October 2016. A further 3 years can be added to the initial contract term
- A shared service agreement has been arranged with Nottinghamshire County Council for the processing and handling of Penalty Charge Notices. This includes assisting with appeals and associated debt recovery activities. The agreement period is for four years commencing in October 2012 and is currently under review for renewal.

The Lincolnshire district councils are responsible for making their own arrangements for enforcement and Penalty Charge Notice processing. The following district council

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has decided to work with the County Council and procure their services from the County Council's enforcement and notice processing service providers:

- North Kesteven District Council

Sharing Information on Parking Enforcement

The County Council produces an annual report on the operation of Civil Parking Enforcement which is required by the Department for Transport.

In addition, up to date statistics with regard to parking enforcement are provided monthly on the County Council's website.

Parking Finances

Funds raised from penalty charges are used in accordance with Section 55 of the Road Traffic and Regulation Act 1984 and Traffic Management Act 2004.

The principle on how this is spent is that the provision of the parking service is the first priority. This includes the enforcement service, the Penalty Charge Processing service and County Council parking management costs. If after such expenditure there is a surplus then the surplus can be applied to:

- Public transport improvements
- Road improvements
- Environmental improvements (includes recreational & scenic improvements)

The County Council does not receive any income from off street car parks or on street pay and display parking locations.

Areas for Development and Improvement

The following issues are seen as a high priority over the next 12 months:

- The CCTV enforcement trial outside schools began in January 2017. The trial has been extended to include 2018. A review will take place to gauge costs of expanding the scheme to other sites.
- East Coast remedial works: An extensive survey of sign / line compliance in coastal areas will be carried out beginning 2018 which will identify any remedial works which may be required.
- County CPE deployment plan is under review in order to ensure resources are utilised in the most efficient manner, visiting areas with known hotspots and non-compliance.

9 Intelligent Transport Systems

Intelligent Transport Systems (ITS) take advantage of advances in transport, computing and communications technologies to improve the efficiency of the road network. It improves decision making by network operators and provides better integrated control of transport systems thereby reducing congestion. ITS is used in Lincolnshire as follows:

- Monitoring of traffic congestion within the network
- Traffic signals monitoring to minimise delays and queues
- Incident management systems which then reduce the effects of incident related congestion
- Facilitation of traffic flow through and around new development construction sites through the deployment of traffic management and incident management systems
- Provision of road user information including network conditions and roadworks accessed in a variety of ways such as internet websites, telephone as well as television and radio
- Camera systems for traffic signals, CCTV coverage and speed enforcement including average speed detection and emergency vehicle priority through traffic signals
- Strategy management plan production to deal with specific events on the highway network

Traffic Signal Systems

Traffic signals play a key role in reducing traffic congestion and overall delay on the road network. The County Council is committed to using available and new technology to improve the efficiency of traffic signal operations.

Traffic signals play a vital safety role at junctions by ensuring proper control of conflicting traffic movements on the highway network.

Controlled pedestrian/cycle crossings can be located at junctions or at other locations where need has been identified, to provide safer crossing points.

Pedestrian facilities can be Pelican, Puffin or Toucan type crossings. Pelican crossings provide controlled crossings for pedestrians only and offer the pedestrian a fixed amount of time to cross the road. Puffin crossings are for pedestrians only and these crossings use pedestrian detection equipment to improve the safety and efficiency of their operation. Toucan crossings generally provide similar facilities to Puffin crossing, but also include provision for cyclists

The Traffic Signals Team is responsible for the day-to-day management of the traffic signal installations and associated computer systems in the County, including the management of the traffic signal term contractors. The Traffic Signals Team operates a manned Traffic Signal Control Room at their offices in Lincoln.

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The control room houses the County Council's SCOOT/UTC system (Split Cycle and Offset Optimisation Technique/Urban Traffic Control) that controls the traffic signals in Boston, Grantham and Lincoln. The SCOOT/UTC system is a dynamic traffic management tool, it measures the traffic flow on the network and adjusts traffic signal timings accordingly to maximise traffic flow through the network.

The operation of the SCOOT/UTC system is controlled by a Strategy Management system (COMET). This automatically starts, varies and ends SCOOT control depending on traffic flows and congestion. In the longer term, proposals are being investigated to upgrade this facility to add further systems e.g. VMS and car park monitoring, to enable the operators to react to incidents and events to reduce congestion and delay to road users.

Traffic signal installations in the County that are not linked to the SCOOT/UTC system operate independently but are connected to a central computer for monitoring purposes. Faults received by the control centre are passed onto the signals contractors, for appropriate action, using a computerised fault management system.

Traffic Control Cameras

The operation of Lincolnshire's SCOOT/UTC system is supplemented by the operation of 35 Traffic Control CCTV cameras located at critical junctions in Boston, Grantham and Lincoln.

A County Council owned fibre optic cable is being used on the East West Link Road to expand CCTV coverage. In addition to this, mobile temporary CCTV cameras are being used to manage traffic as a supplement to the fixed CCTV system during major schemes and events. Dialup fixed view IP based cameras are being rolled out at key remote junctions on the network and provide feedback via broadband connections which are being installed as part of the UTMC system expansion replacing the existing analogue communication systems at remotely monitored junctions.

The County Council will also continue to look to expand the main CCTV system coverage through major and development lead schemes.

Traffic Signal Data

Data from the traffic signal systems is used to obtain traffic flows on the network for performance monitoring and reporting purposes.

Traffic Signal Installation and System Checks

The County Council checks the operation of traffic signal installations and validates its systems at least every three years to ensure safety of signal timings and to check on efficiency of timings compared to observed traffic flows.

Traffic Signal Design

The County Council has produced a Traffic Signal Design Guide. This assists in the design and implementation of traffic signals and seeks to promote consistency and a high standard of work from the design stage through to the commissioning of works on site.

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Design work undertaken is assessed with vehicle flows for both base and future year scenarios before any work is implemented on site. The signal modelling is carried out using industry standard software.

All traffic signal design is carried out within a quality system complying with ISO 9001 and in accordance with national standards, local standards and safety audits.

Temporary Traffic Signals

Temporary traffic signals are often needed when undertaking highways works, whether it is by the highway authority or the utility companies, or needed in the event of an emergency. The use of portable temporary traffic signals can impact on the highway network. They have implications for traffic management procedures required, delays and safety issues. Because of their significance, the highway authority has the statutory duty to authorise their use.

Formal authorisation is required for all works on the highway. This can be achieved either through the requirements of the Lincolnshire Permitting Scheme or by completing the Temporary Traffic Signal application. Forms must be completed to standards and issued along with the relevant drawings within a set time period to allow assessment to be undertaken. The County Council's Traffic Signals Team is often asked to provide assistance in the design and installation of temporary signals.

The County Council is committed to using available technology and assessing new technology as it becomes available to improve the efficiency of temporary traffic signal operations at road works.

Real Time Passenger Information

Lincolnshire County Council's real time passenger information system tracks the operation of four bus operators in Lincolnshire, Brylaine Travel, Centrebus, Stagecoach East Midlands and Stagecoach East.

Passengers can view up to date information on how their bus is running using various sources including on the Traveline website, a text messaging service and some mobile phone apps.

The operation of the RTPi system has been integrated with the traffic signal operations at five locations in Lincoln, two in Boston and one in Grantham, giving priority to late running buses to improve the reliability of bus journey times through these junctions. This facility will be expanded to include the Lincoln East West Link Road junctions in 2018 and will be considered at other locations in future schemes.

Provision of Traffic and Travel information

During peak times in the morning and afternoon, live traffic information is broadcast on BBC Radio Lincolnshire and Lincs FM. This information is obtained from a number of sources, namely, the County Council staff based on CCTV information, an external travel information supplier and public phone-ins. The information is then relayed back to listeners at various time intervals. As well as advising over the air, these radio stations also publicise information on their websites, this can include incident severity.

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Recent enhancements of the roadworks.org service have brought the ability to provide more detail relating to planned and ongoing street works available to residents and the travelling public and the facility for providing alerts via email and social media with regard to live traffic conditions.

Live Traffic Information

The following web links are examples of the publically available live traffic information on web sites operated by external organisations:

Google Maps

<https://maps.google.co.uk/maps?hl=en&tab=w>

Roadworks.org

<http://roadworks.org/>

Tom Tom

http://www.tomtom.com/livetraffic/?WT.Click_Link=top_nav

BBC Live Travel News

<http://www.bbc.co.uk/news/england/lincolnshire>

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10 Implementation Plan

Over the next few years the County Council will be undertaking improvements to network management as shown in the Implementation Plan below:

	Network Management Implementation Plan	Target Completion date (by end of)
	MANAGE AND MAKE USE OF INFORMATION RELATING TO NETWORK MANAGEMENT	
1	Review and improve highway & traffic information on the web	Ongoing
2	Review data from Customer Service Centre to plan services	Ongoing
3	Review traffic sensitive street network	2019
	PLAN AND CO-ORDINATE HIGHWAY WORKS AND UTILITIES WORKS	
4	Monitor TMA compliance using performance data	2019
5	Review operation of Lincolnshire Permitting Scheme	2018
	RESPOND AND DEAL WITH INCIDENTS	
6	Develop traffic incident contingency plans for urban areas	2020
7	Develop traffic control systems and procedures	2020
	TAKE ACTION TO REDUCE CONGESTION	
8	Identify areas of the network experiencing congestion	Ongoing
9	Investigate improvement schemes to reduce congestion	Ongoing
10	Extend the coverage of the traffic control CCTV System	Ongoing
	MANAGE PARKING	
11	Improve condition of parking road markings and signs	Ongoing
	ENGAGE WITH STAKEHOLDERS AND THE PUBLIC	
12	Review public survey results carried out on Highways Services	2019

11 Review Mechanism

The NMP will be treated as a live document and will be monitored and reviewed through an informal consultation process with key contributors on a bi-annual basis.

The County Council has established a Highways Alliance to manage the highway network in accordance with the TMA requirements. The Highways Alliance involves senior highways officers (section heads) with responsibility for service delivery working with managers from the County Council's Term Contractors to deliver the highway services in line with the objectives of the NMP.

The Traffic Manager will take the lead in the Alliance Management therefore providing a 'champion' for leading the development and implementation of the NMP.

The Traffic Manager will ensure that the County Council's network management duties are discharged. This involves benchmarking against the current situation and monitoring future progress in the implementation the plan. Where targets are not met, the Traffic Manager will propose appropriate remedial action to ensure the County maintains progress in meeting its highway network management statutory responsibilities.

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APPENDIX A: NETWORK MANAGEMENT COMPLETED ACTIONS

Completed Major Actions	Date Completed
New Cycling Strategy	2015
Implementation of TSRGD 2016	2016
Implementation of Outcome of Civil Parking deregulation Bill	2016
Speed Management Policy Review	2015
Street Works Permit Scheme	2016
Review and develop enforcement strategy	2015
Introduce second phase employment officer deployment plan	2016

APPENDIX B: PESTLE ANALYSIS

To help guide strategic decision-making and to plan for the future, the County Council needs to understand the wider environment in which it operates. By understanding these environments, it is possible to take the lead in maximising its opportunities and minimising its threats. A PESTLE analysis is a useful tool for understanding risks and growth and decline trends to enable the position, potential and direction of the organisation to be identified.

Issue	Impact on Organisation
Political	
<ul style="list-style-type: none"> • Growing political focus and pressure on highways management • Government looking for local authority savings • Funding and Grant initiatives becoming gradually more difficult to obtain • Local Pressure Groups have conflicting desires 	<ul style="list-style-type: none"> • Expected incident response times are often unrealistic e.g. time taken for repair of potholes • Organisation restructure – cut backs on staff resources • Increased competitive pressure to qualify for funding • Need to balance road improvement schemes and budget spending between local and national needs
Economic	
<ul style="list-style-type: none"> • Global economic crisis • Private companies expanding into public sector market • Third Party Partnerships 	<ul style="list-style-type: none"> • Reduced Public Spending meaning less funding available to maintain and strengthen the highways network • Commissioning of services leads to reduced workforce within the organisation • Reduced control in the management of services and resources
Social/Culture	

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<ul style="list-style-type: none"> • Change in national and local demographics • Lifestyle trends • Customer awareness – changing expectations • Growing media and public activism e.g. harnessing social networking mediums • Local/National Events 	<ul style="list-style-type: none"> • Increasing aging population can effect housing development styles and associated road network requirements • Amplified use of mobility scooters or cycling impacts upon footway/carrageway design and how street works can be carried out • Pressure to provide services within unrealistic timeframes and/or reduced budgets • Better proactive communication and intelligence gathering required • Events enforced nationally but which impact locally can result in demands being placed on staff e.g. newly created laws to deal with Street Parties
<p>Technological</p>	
<ul style="list-style-type: none"> • Communication technologies – social media • Technological legislation • Technological advancements • Associated/dependent technologies • Technological support/maintenance 	<ul style="list-style-type: none"> • Improved proactive use of corporate twitter and facebook accounts needed to encourage public usage • Pressure from government to update or buy new systems to be able to comply with new legislation can impact on resources • Failure to modernise outdated packages causes compatibility issues • Updating one system can trigger issues with linked applications • Outsourcing of IT roles resulting in reduced control of services and resources
<p>Legislation</p>	
<ul style="list-style-type: none"> • Current Legislation – TMA, NRSWA, Highways Acts • Good Practice Guides and Advice Notes • Regulatory bodies • Future legislation – Permits 	<ul style="list-style-type: none"> • Mandatory edicts that dictate the responsibilities of the organisation have to be complied with regardless of resource cost • Advisory processes often conflict with the statutory regulations causing confusion and disagreement over interpretation • National departments acting upon behalf of the government can be preoccupied with issues that are exclusive to London resulting in KPI's that do not enhance the service of more rural organisations • Groups and Committee representatives need to act together to create workable legislation for the future

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Environmental	
<ul style="list-style-type: none"> • Weather/Seasonality issues • Political agenda on environment • Political funding for environment • Housing Market trends • Flooding • Corporate social responsibility awareness and expectations • Public awareness – changing expectations 	<ul style="list-style-type: none"> • Winter Maintenance requirements put pressure on normal services • Resource implications and changes/additions to existing services • Increased revenue to carry out environmental projects • Energy efficiency advances can effect housing development styles and associated road network requirements • Government demands to be more proactive to prevent future flooding impacts on existing resources • Changes to existing service methods e.g. turning off street lights at night or replacing light bulbs with low energy bulbs • Increase in requests for cycle paths and waste management initiatives

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APPENDIX C: STRATEGIC RISK LOG

Description	Probability	Impact	Risk Value	Rank	Actions	Owner
Growing Political focus and pressure on highways management	High	Medium	6	5	Review incident response times e.g. potholes	Highways Network Management Team
Government local authority savings – reduced budgets	High	High	9	1	Organisational Restructure – reduction in staffing levels	Chief Executive Board
Funding & Grant Initiatives more difficult to obtain	High	High	9	2	Bids for funding need to be more robust & competitive	Lead Officer
Local Pressure Groups have conflicting desires	Medium	Medium	6	4	Road improvement schemes & budget spending need to balance between local & national needs	Highways Asset Management Team
Legislation e.g. TMA	High	Medium	6	6	Responsibilities have to be complied with regardless of resource cost	Directorate Management Board
Technology	Low	High	3	7	Ensure existing systems are capable of running new modules	Infrastructure Commissioner

Key:

Probability: Low – Unlikely to happen, but may still be significant (1), Medium – May or may not happen, fairly high likelihood of occurrence (2), High – Can be expected to occur sooner or later (3).
 Impact: Low – Marginal effect, but still requiring some extra work/effort to mitigate (1), Medium – Some impact on project objectives, may be manageable within tolerances (2), High – Significant impact on the ability of the project to meet its objectives (3)
 Risk Value = Probability x Impact.

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APPENDIX D: LIST OF POLICIES AND PLANS

[Local Transport Plan](https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/local-transport-plan/34380.article) – <https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/local-transport-plan/34380.article>

[Transport Asset Management Plan](#) – (internal only)

[Highway Asset Management Plan](https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article) – <https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article>

[Winter Maintenance Plan](https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article) – <https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article>

[Lincolnshire Parking Policy](https://www.lincolnshire.gov.uk/transport-and-roads/parking/) – <https://www.lincolnshire.gov.uk/transport-and-roads/parking/>

[Lincolnshire Parking Procedures](https://www.lincolnshire.gov.uk/transport-and-roads/parking/) – <https://www.lincolnshire.gov.uk/transport-and-roads/parking/>

[Road Safety Strategy](https://www.lincolnshire.gov.uk/lincolnshire-road-safety-partnership/about/120304.article) – <https://www.lincolnshire.gov.uk/lincolnshire-road-safety-partnership/about/120304.article>

[Every Street Matters](http://www.lincolnshire.gov.uk/91118.article) – <http://www.lincolnshire.gov.uk/91118.article>

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APPENDIX E: GLOSSARY

CCTV	Close Circuit Television
C&U	Construction and Use Regulations
CPE	Civil Parking Enforcement
CSC	Customer Service Centre
DfT	Department for Transport
EMTMF	East Midlands Traffic Managers Forum
GIS	Geographical Information System
HE	Highways England
HAUC	Highway Authority and Utilities Committee
HAMS	Highway Asset Management System
HGV	Heavy Goods Vehicle
HOV	High Occupancy Vehicle
ITS	Intelligent Transport Systems
LESP	Lincolnshire Event Safety Partnership
LRSP	Lincolnshire Road Safety Partnership
LTA	Local Traffic Authority
LTP	Local Transport Plan
NHS	National Health Service
NMP	Network Management Plan
NRSA	New Roads and Street Works Act 1991
NSG	National Street Gazetteer
OHDO	Out of Hours Duty Officers
QMS	Quality Management System
RAYNET	Radio Amateurs' Emergency Network
RTPI	Real Time Passenger Information Systems
SCOOT	Split Cycle Offset Optimisation Technique
TMA	Traffic Management Act 2004
TRO	Traffic Regulation Order
TSP	Technical Services Partnership
UTMC	Urban Traffic Management Control
VMS	Variable Message Signs
WRVS	Women's Royal Voluntary Service