



Wednesday, 17 April 2013

TRANSPORT WORKING PARTY

A meeting of **Transport Working Party** will be held on

Thursday, 25 April 2013

commencing at **4.00 pm**

The meeting will be held in the Meadfoot Room, Town Hall, Castle Circus,
Torquay, TQ1 3DR

Members of the Committee

Councillor Hill (Chairman)

Councillor Amil

Councillor Addis

Councillor Cowell

Councillor Brooksbank

Councillor Doggett

Councillor Pountney

Working for a healthy, prosperous and happy Bay

For information relating to this meeting or to request a copy in another format or language please contact:

**Patrick Carney, Town Hall, Castle Circus, Torquay, TQ1 3DR
(01803) 207710**

Email: governance.support@torbay.gov.uk



TRANSPORT WORKING PARTY AGENDA

1. **Apologies for absence**
2. **Minutes from meeting held on 14th March 2013** (Pages 1 - 3)
3. **Consideration of Petition relating to Coach Parking in St Annes Road, Babbacombe**
4. **Consideration of Petition relating to Uncontrolled Pedestrian Crossing, Dartmouth Road, Paignton**
5. **Cockington Cycle Route (Verbal Update - Dominic Acland)**
6. **Regional Rail Update (Presentation)**
7. **Torbay Council Highways Design Guide for New Developments** (Pages 4 - 142)
8. **Road Safety Strategy 2013 - 2020** (Pages 143 - 209)
9. **LSTF - Bus Stop Provision to serve the Frequent Ferry Service** (Pages 210 - 218)
10. **Cockington - Residents Parking** (Pages 219 - 222)
11. **Better Bus Area - verbal update**
12. **On Street Pay & Display Tariffs - Report to be presented at the meeting**
13. **Planning Update - Verbal**
14. **Any Other Business**
15. **Date of Next Meeting**
6th June 2013 (Provisional date)



Minutes of the Transport Working Party

14 March 2013

-: Present :-

Councillor Ray Hill, Councillor Ian Doggett, Councillor Pete Addis, Councillor Stephen Brooksbank, Councillor Mark Pountney and Councillor Michael Hytche

(Also in attendance: Patrick Carney, Sally Farley, William Prendergast and Councillor Robert Excell)

66. Apologies for absence

Cllr Amil (Cllr Hytche in attendance as substitute), Cllr Cowell.

67. Minutes from meeting held on 31st January 2013

- Amendment Page 3: Councillor Brooksbank raised concern regarding all day parking outside small shopping areas.
Proposed:- Cllr Addis; Seconded:- Cllr Hill.

68. LSTF Update (Verbal)

- Sally Farley outlined the progress on the LSTF project and highlighted that the initial tender for a ferry service did not attract any bidders. Sally Farley highlighted that a second tender process is hoped to attract a bidder and a revised specification would be more attractive to local bidders. The pontoons are due to be constructed in the Spring.

69. Torquay Harbour Loading Facilities

- PC presented the report to the Working Party outlining that no feedback had been received to the consultation.

Recommendation:-

That no changes are made to the existing traffic regulation order.

Proposed: Cllr Hytche; Seconded: Cllr Pountney.

All in favour.

70. Proposed Environmental Weight Limit - Bascombe Road and Copythorne Road, Churston

- PC presented the report to the Working Party.
- Mr Billings spoke in support of option 6.2 in the report.
- Cllr Pritchard spoke in support of Option 6.2 in the report.

- Cllr Hytche proposed the option outlined in section 6.2 of the report. This was not seconded.

Recommendation:-

That the option outlined in Section 6.1 of the report is progressed if funding is identified.

Proposed:- Cllr Brooksbank; Seconded:- Cllr Addis

2 in favour, 1 against.

71. Dartmouth Road, Paignton - Pedestrian crossing at 'Waterside'

- PC presented the report to the Working Party and outlined that the traffic order being considered would provide additional parking.

Recommendation:-

That the Traffic Regulation Order is implemented as advertised.

Proposed:- Cllr Addis; Seconded:- Cllr Doggett.

All in favour.

72. Provision of Increased Parking - Belgrave Road, Torquay

- PC presented the report to the Working Party and outlined the background to the proposals.

Recommendation:-

To advertise the creation of one parking space as outlined in Section 6.2 of the report and if no objections are received, implement.

Proposed:- Cllr Addis; Seconded:- Cllr Doggett.

All in favour.

73. Provision of Increased Parking - Edginswell Business Park, Torquay

- PC presented the report to the Working Party.
- Mr Dunnage spoke in favour of Option 6.1 in the report.
- Mr Brown spoke in favour of removing all the yellow lines on one side of the road.
- Mr Collins spoke in favour of Option 6.1 in the report.
- Cllr Kingscote and Cllr Hernandez spoke in support of the residents and businesses and asked for a suspension of all parking restrictions on the site.
- Members discussed the need for restrictions and the effect of parking meters.

Recommendation:-

That unrestricted parking as outlined in Section 6.1 of the report is implemented if funded by the businesses.

Proposed:- Cllr Doggett; Seconded:- Cllr Addis.

All in favour.

74. Parking Restrictions - Oak Hill Road, Torquay

- PC presented the report to the Working Party and outlined the problems that parked vehicles are causing.
- Cllr Excell spoke in favour of parking restrictions being used to manage the situation.

Recommendation:-

That the proposals outlined in Section 6.1 be advertised if no objections received, implement.

Proposed:- Cllr Hytche; Seconded:- Cllr Brooksbank.

All in favour.

75. Parking Restrictions Various

- PC presented the report of the Working Party.
- Mr Smith spoke to ask for additional parking restrictions on Cudhill Road.

Recommendations:-

Cudhill

- That additional lines will be advertised for restrictions opposite The Paddock.

Proposed:- Cllr Addis; Seconded:- Cllr Doggett.

All in favour.

Burridge Road

- Cllr Pountney recommended a revised layout to the Burridge Road junction.

Proposed:- Cllr Pountney; Seconded:- Cllr Hytche.

All in favour.

Sherwell Rise South

- Councillor Pountney recommended that no changes are made to Sherwell Rise South.

Proposed:- Cllr Pountney; Seconded:- Cllr Addis.

All in favour.

All other locations

- As recommended within the report.

Proposed:- Cllr Doggett; Seconded:- Cllr Brooksbank.

All in favour.

76. Any Other Business

- Patrick Carney issued a summary of the actions completed in relation to the issues that had been considered by the Working Party in 2012.

77. Date of Next Meeting

25th April 2013, 4pm, Meadfoot Room.

Agenda Item 7



Meeting: Transport Working Party

Date: 25th April 2013

Wards Affected: All Wards in Torbay

Report Title: Torbay Council Highways Design Guide for New Developments

Executive Lead Contact Details: Sue Cheriton, Executive Head – Residents & Visitor Services

Supporting Officer Contact Details: Barry Johnson 01803 207715

1. Purpose

Torbay Council has produced this Design Guide to aid Developers, Designers and other professionals, and to consider how their proposals will affect the highways and transportation infrastructure.

2. Proposed Decision

- 2.1 That the Torbay Design Guide in **Appendix1** to this report is approved and adopted for all future planning applications to be followed for adoption of future infrastructure.

3. Action Needed

- 3.1 The approved policy will be actioned and put on Torbay Council's website for Developers to view and include in planning applications where there is an involvement with existing and new adoptable Highway.

4. Summary

- 4.1 Torbay Council requires its own Highways Design guide to reflect its Unitary Authority status
- 4.2 The Torbay Design Guide will be an, updated document unique to Torbay replacing the use of Devon County Council's Design Guide.
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Supporting Information

5. Position

- 5.1 Torbay Council has continued to use The Devon County Council Design Guide for new adopted Developments, since becoming a Unitary Authority. The Devon

Design Guide does not reflect Torbay's environment and is not updated to reflect the recent guidance documents, Manual for Streets 1 & 2 published by The Department of Transport.

- 5.2 Legislation, policies and specification also require updating. Since Torbay Council has become a Unitary Authority it requires its own Design Guide which will have its own unique identity reflecting the three historic seaside towns and outlying villages. The change of guidance, should ensure consistency, include updated specifications and updated policies.
- 5.3 The new document will be a live document on the Internet which will continue to be updated to reflect any future changes to guidance and legislation.
- 5.4 Torbay Council has produced this Design Guide to aid Developers, Designers and other professionals, and to consider how their proposals will affect the highways and transportation infrastructure. It explains the Design Philosophies, Criteria, and Council requirements, and sets out the procedures for application and processes to be followed for adoption of the infrastructure.

It also sets out the requirements for compliance with Legislation, Health and Safety, Environmental and Public Protection.

6. **Possibilities and Options**

- 6.1 The Authority may carry on using Devon County Council's Design Guide, which is out of date and does not comply fully with current policies and standards.
- 6.2 The Authority may consider each Development on its own merits, using current guidance where appropriate.

7. **Preferred Solution/Option**

- 7.1 To adopt Torbay Council's own design guide as current policy and standards and to suit the Bay's characteristics and ensure consistency.

8. **Consultation**

- 8.1 Inform Developers at Pre Application Stage of the Torbay Design Guide.
- 8.2 The Planning Department has been consulted, and their comments are included in the document.

9. **Risks**

- 9.1 If no Design Guide is in place, Highways may have difficulty to object to some Developments resulting in sub standard applications with a danger of an adverse affect on the Highway network.
- 9.2 If no Design Guide is in place, then there is an increased risk that Highways in new Developments may become a future maintenance liability.

Appendices:

Appendix 1

Policy Document: **Torbay Council Highways Design Guide For new Developments**

Additional Information:

None

Documents available in Members' Rooms:

None

Background Papers:

Manual for streets 1 & 2 published by the Department for Transport

Design Manual for Roads and Bridges published by the Department for Transport

Devon Design Guide

TORBAY COUNCIL

HIGHWAYS DESIGN GUIDE

FOR NEW DEVELOPMENTS



Contents

DESIGN CRITERIA

New Development Highway Types

Footways.

Single Private Drives

Cycle tracks

Shared Private Drives

Shared Surfaces

Minor Access Roads

Major Access Roads

Local Distributor Roads

Home Zones

Industrial and Commercial Access Roads

Vertical Alignment

Headroom

Visibility

Sightlines

Vertical Visibility Envelope

Junction Visibility

X Dimensions

Y Dimensions

Forward Visibility

Turning Heads

Landscaping

Street Lighting

Drainage

General Requirements

Adoption Requirements

Outfalls and Watercourses

Drainage Design

Soakaways

Sustainable Urban Drainage (SUDS)

Structures

Adoption of Structures by the Council

Approval of Structures not to be adopted by the Council

Assessment of Existing Structures

Approval submissions

Design and Construction Certificates (see Appendix C)

Bridge Maintenance Manual/Health and Safety File

Statutory and Other Services

**SPECIFICATION FOR ESTATE
ROADS - CONSTRUCTION AND
MATERIALS**

General Items

Site Clearance

Drainage and Service Ducts

Earthworks

Road Pavements – General

Road Pavements - Unbound Materials

Road Pavements - Bituminous Bound Materials

Road Pavements - Concrete and Cement Bound Materials

Kerbs, Footways and Paved Areas

Traffic Signs

Street Lighting

Materials

Appendices

Standard Construction Details

Location of Services

Recommended Trees and Shrubs

Carriageway Construction Design Principles

List of Documents Referred to in the Guide to the Specification

Note: the Section numbers follow the pattern of Highways Agency's Specification for Highway Works Volume 1. However, within each Section the clause numbering departs from the above document.

Adoption procedures

Purpose and status of the guide

The planning framework

Highways eligible for adoption

Statutory provision for the adoption of streets

Section 38 Agreements

Inspection and Adoption without Agreements

Highway Alteration, Stopping Up and Diversion Agreements

Technical Approval of Structures

Appendices

The Person to contact for discussion on Planning Permission or Section 38 Agreement

A simplified flow chart showing adoption procedures for a Section 38 Agreement

Checklist to assist in design

Documentation required for Section 38 Agreements

Section 38 Agreement inspection and adoption procedures

**(Technical Approval of Structures (and
(Design Check Certificates.**

Introduction

In recent years the approach to the design of the space between buildings has evolved away from the traditional dominance of the engineered carriageway. There is now a recognition that the public realm has many wider functions than just the movement of vehicles. This has been recognised in the national launch of the planning policy and guidance, PPS3, and its companion guide 'Better places to live by design and Manual for Streets 1 and 2 by the Department for Transport and the Department for Communities and Local Government. The manual can be found on the [Department for Transport website](#).

Torbay Council has produced this Design Guide to aid Developers, Designers and other professionals, and to consider how their proposals will affect the highways and transportation infrastructure. It explains the Design Philosophies, Criteria, and Council Policies, and sets out the procedures for application and processes to be followed for adoption of the infrastructure.

It also sets out the Council's requirements for compliance with Legislation, Health and Safety, Environmental and Public Protection.

To include:

Road and personal safety: To achieve developments that:
are safe for all users; promote road safety; and reduce personal safety risks (whether real or imagined).

Accessibility: To achieve developments accessible to all road users (vehicles, cyclists, pedestrians, including those with sensory and mobility impairments. providing socially-necessary local bus services, publishing bus and bus information strategies and promoting high-quality rural and urban services that encourage greater use of public transport

Sustainability: To promote sustainable, high-quality alternatives to the private car, it introduces the key issues of sustainable travel (public transport, cycling and walking), and to encourage using sustainable materials wherever possible.

The impact on highways and transportation infrastructure: To ensure the highways and transportation infrastructure is not adversely affected by developments, including safety and congestion, and impact on people and the environment is minimised.

- **Design quality and future maintenance:** To achieve highway and transportation infrastructure that: contributes to high-quality developments that can be properly and efficiently maintained, and encourages development layouts to be adopted, wherever possible, to safeguard homeowner's interest.
- Developments with more individuality and less of a 'one size fits all' approach;
- Developments that better reflect and respect local character, for example in terms of layout and architecture;
- Developments that better provide for local needs, for example in terms of the shopping or play facilities that they provide;
- Higher-quality developments that enhance their surroundings and provide a safe, accessible and attractive environment in which to live, work and play.

DRAFT

Design Criteria

The guidance contained in this part is intended to help you design development layouts that provide for the safe and free movement of all road users, including, cars, lorries, pedestrians, cyclists and public transport. You should select and assemble appropriate design elements to:

provide road layouts which meet the needs of all users and restrain vehicle dominance;

create an environment that is safe for all road users and in which people are encouraged to walk, cycle and use public transport and feel safe doing so; and

help create quality developments in which to live, work and play.

We believe that such an approach, coupled with the flexibility that our guidance allows, already reflects many key themes of the Manual for Streets ,MfS2. Also, we have revised certain aspects of Torbay's design guide to reflect specific MfS2 guidance, particularly with regard to visibility splays. descriptions and guidance. To seeking residential development layouts that recognise that roads have a wider role to play in creating a sense of place and community as opposed to simply having a functional transport role.

Where this cannot be achieved by development layouts that are explicitly covered by this guidance, we are prepared to be flexible. Where development proposals do not align with either the principles or guidance set out in this document it is likely that we will seek to resist those proposals in the interest of the users of the highway network and its primary role in providing safe and effective transport for all. However if the proposals are significantly out of line with the principles and guidance the Council may recommend a refusal.

NEW DEVELOPMENT HIGHWAY TYPES

Design criteria for the following categories of new roads are specifically dealt with in this section of the guide.

The following hierarchy applies;

- **Footways** (adoptable)
- **Cycle Tracks** (adoptable)
- **Single Private Drives** (not adoptable)
- **Shared Private Drives** (not adoptable) where more than 5 properties served.
- **Shared Surfaces** (adoptable)
- **Home Zones** (adoptable)
- **Minor Access Roads** (adoptable)
- **Major Access Roads** (adoptable)
- **Local Distributor Roads** (adoptable)
- **Industrial and Commercial Access Roads** (may be considered for adoption)

FOOTWAYS

The layout and design of footways should aim to provide safe, reasonably direct, secure and visually attractive routes for pedestrians. The provision of convenient and easy to use car parking facilities will be a significant factor in discouraging indiscriminate parking on pedestrian routes.

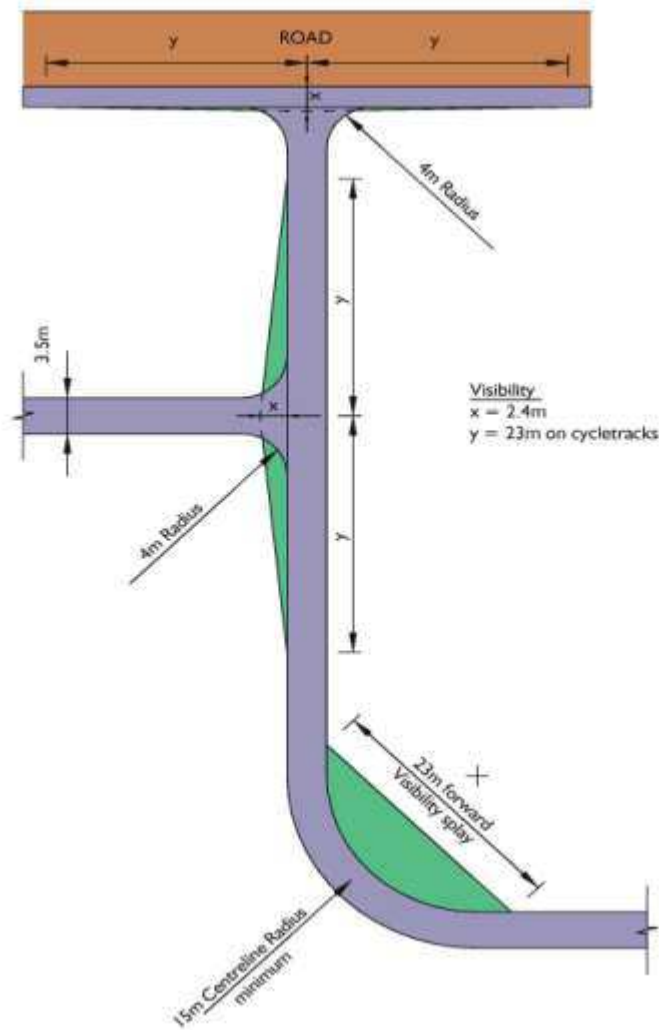
Whenever footways interconnect with carriageways at pedestrian crossing points, dropped crossing kerbs should be installed to assist wheelchair users and those with prams or pushchairs. The gradient should be no more than 1:12 and the kerb should be flush with the carriageway (refer to Specification for allowable tolerances). Tactile paving should be provided at dropped kerbs to assist blind and partially sighted people, unless instructed otherwise by highway officers.

- Footways should be designed to take account of:
- The type and function of adjacent carriageways
- The location of apparatus for statutory and other services
- The types of pedestrian movement

- The number of pedestrian movement including
- In the vicinity of schools, play areas shops or other community buildings there may be a need for variations in design compared to those adjacent to dwellings.
- Requirements of pedestrians where the nature of the development includes a high proportion of the very young or people with disabilities.
- The space occupied by street furniture such as street lighting columns, traffic signs etc
- The provision of access to dwellings for the emergency services; appropriate car parking can help save such access without obstructing footways.
- Methods for reducing the damage to footways resulting from over running or parking of vehicles, particularly at junctions.
- Footways should always be provided where the use of shared surfaces would not be appropriate. Footway widths should normally be 2m, shared footway/cycleway surfaces should be 3.5 m plus.
- Linking footways between cul-de-sacs will need to be carefully designed so that the security of the users and adjacent dwellings is not adversely affected. The designer will also need to include design features that may reduce nuisance to the adjoining householders from inconsiderate users of this type of footway.

CYCLETRACKS

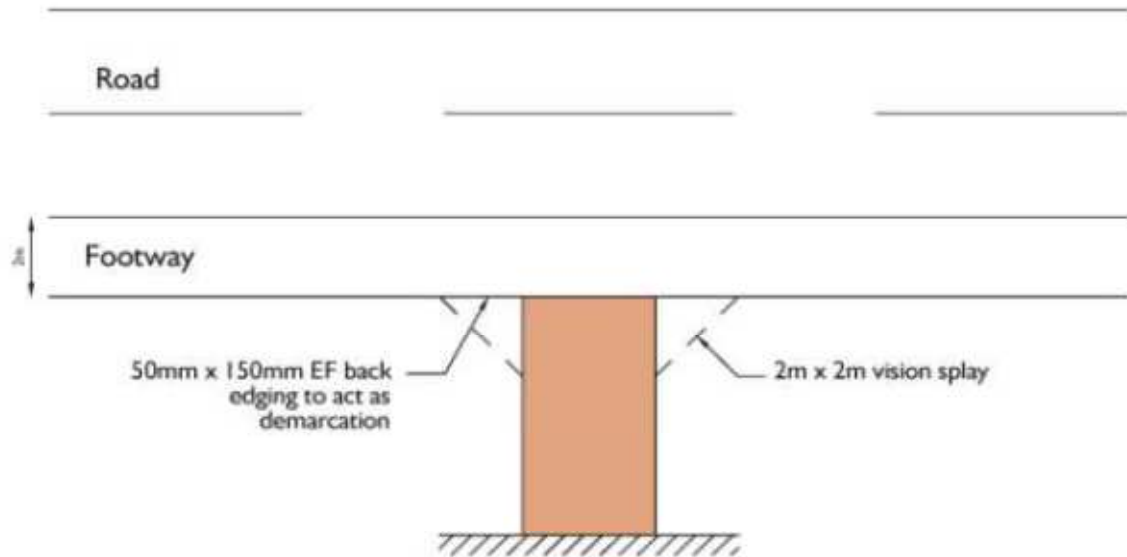
- Design speed - 15mph
- 3.0m minimum width for shared facility with pedestrians
- 2.5m wide for segregated facility with additional 1.5m for pedestrians
- Visibility at junctions with roads
- Signs and lines to be provided in accordance with Traffic Signs Manual
- Residential roads may form part of local cycle advisory routes and networks



SINGLE PRIVATE DRIVES

- Will not be adopted as public highway
- Water from driveways must not be allowed to discharge onto the highway
- Driveway to be surfaced with self draining bound materials (loose material not allowed)
- The connection to the priority road shall be laid out as a dropped crossing to be set out at 90 degrees to road where possible
- Installed gates must be set back 6m from the highway boundary and open inwards
- Turning Area to be provided where deemed necessary by the highway authority

- Visibility splay in accordance with Manual for streets and Design Manual for roads and Bridges.



Driveway width 3.2 Min

Driveway Length 6.0m Min

Longitudinal fall to Driveway Max 1:12 towards the carriageway, max 1:15 away from the carriageway.

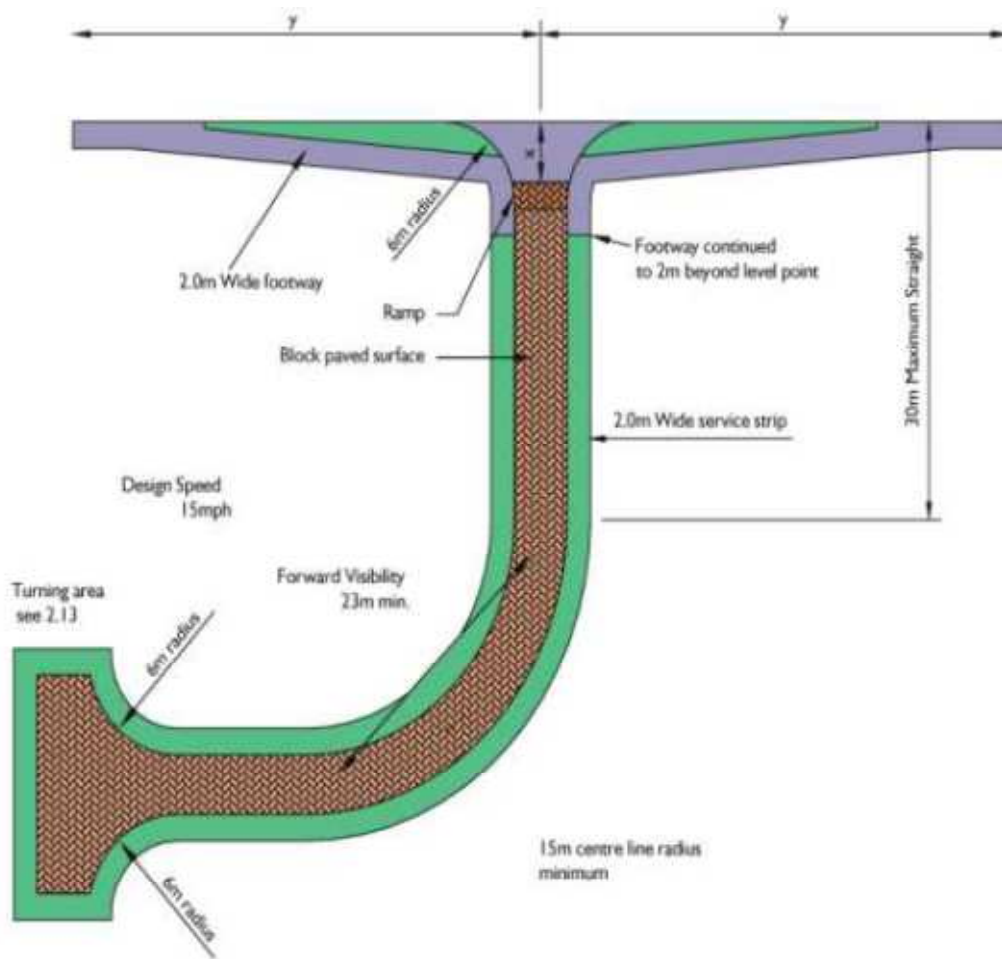
SHARED PRIVATE DRIVES

- A shared surface which forms a cul-de-sac or courtyard serving a maximum of 5 houses
- Will not be adopted as public highway (unless over 5 properties served)
- Design speed 10mph
- Turning area to be provided for cars where length is less than 25m
- Where length exceeds 25m a turning area for refuse vehicles and passing bays should be provided

- 2m x 2m vision splays to be provided at the rear of the footway minimum width of 3.5m
- Junction spacing to be 30m on the same side where shared drive is on a major access road
- To be set out at 90 degrees to the road where possible
- Visibility splay in accordance with Manual for streets and Design Manual for roads and Bridges.
- Maximum gradient 1:8

SHARED SURFACES

- Serving up to 25 dwellings (max 50 dwellings with two access points to higher category roads)
- Design speed 15mph
- Minimum carriageway width 4.8m
- Footways not required beyond entrance ramp
- Turning areas in accordance with Manual for streets
- Visibility splays in accordance with Manual for streets and Design Manual for roads and Bridges.
- A single hard surface for use by pedestrians and vehicles without segregation
- Service strip 2m wide where provided
- Surface to be block paved or imprinted coloured Bituminous Material Design mix at the Engineers Specification
- Forward Visibility splay in accordance with Manual for streets.



MINOR ACCESS ROADS

Serving up to 100 dwellings

Design speed 20mph

Standard carriageway width 5.5m, may be reduced to 4.8m where less than 50 houses are served

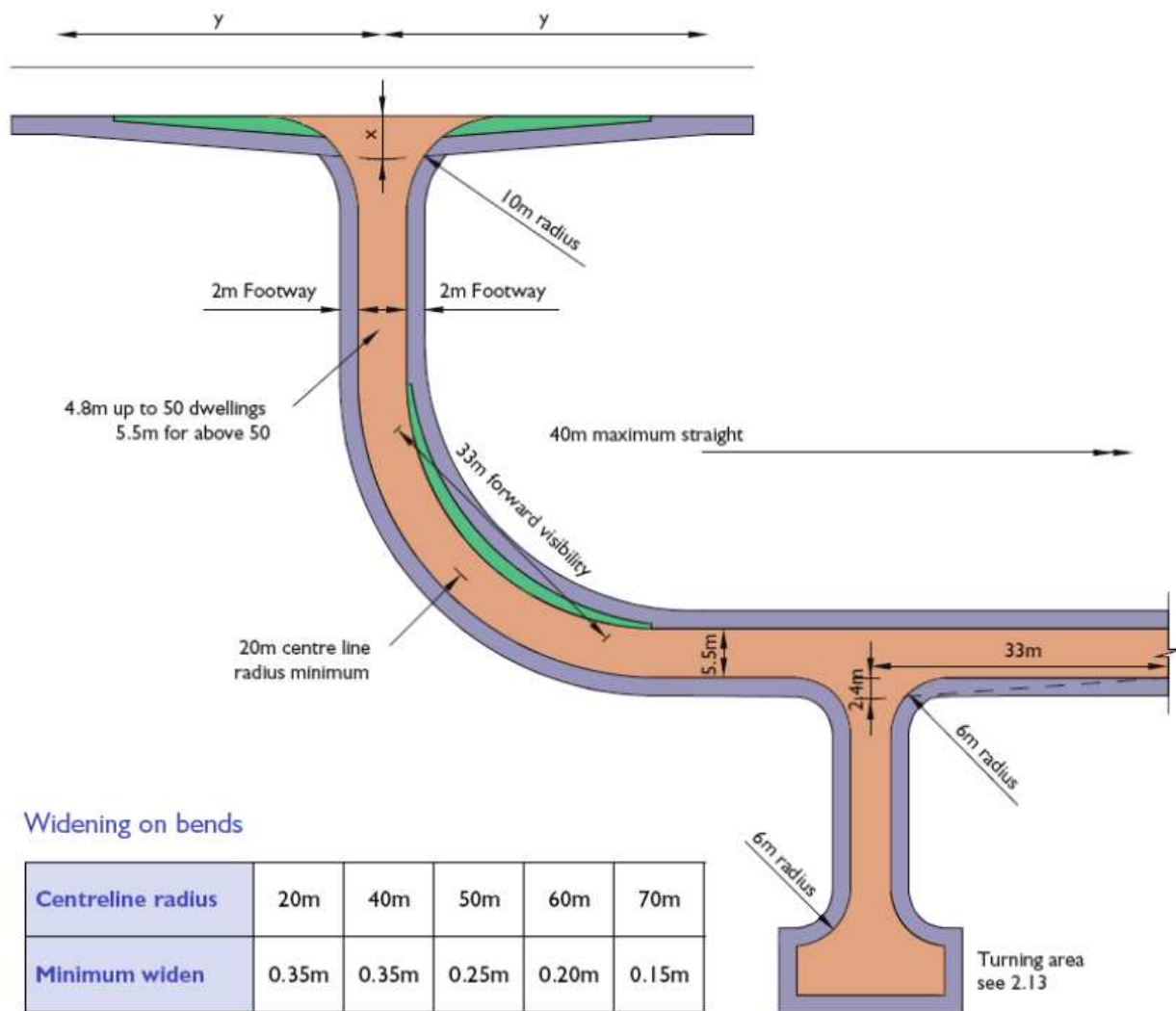
2m wide footways to be provided on each side where dwellings have direct access

Turning areas in accordance with diagram 2.13

Visibility splays in accordance with Manual for streets, (Design Manual for roads and Bridges to be used when joining strategic routes).

Shared use may be considered providing designated parking provision is provided.

Consideration of connecting footways/cycle ways to adjacent access roads.



Entry Radii

With major access road

With higher category road

Junction Spacing

6m minimum Same Side Not restricted

10m minimum Opposite side Not restricted

MAJOR ACCESS ROADS

Serving between 100 and 300 dwellings

If a cul-de-sac then max 200 dwellings + emergency link required

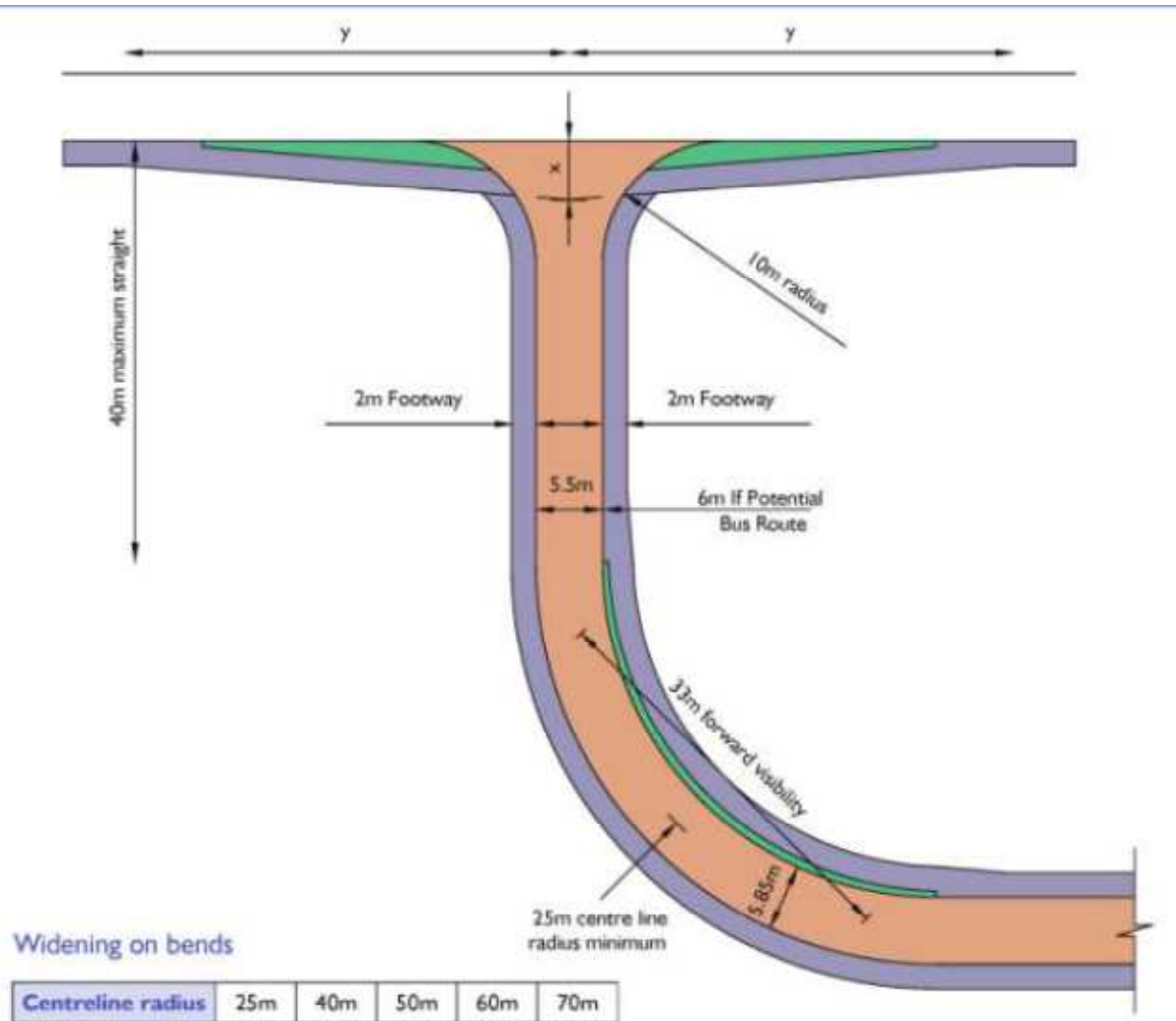
Design speed 20mph

5.5m wide carriageway, 6m if possible bus route

2m wide footways on both sides ,3m wide if shared pedestrian /cycleway.

Turning areas in accordance with Manual for streets

Visibility splays in accordance with Manual for streets 1and 2 (Design Manual for roads and Bridges when joining strategic routes).



Entry Radii

With higher category road 10m minimum

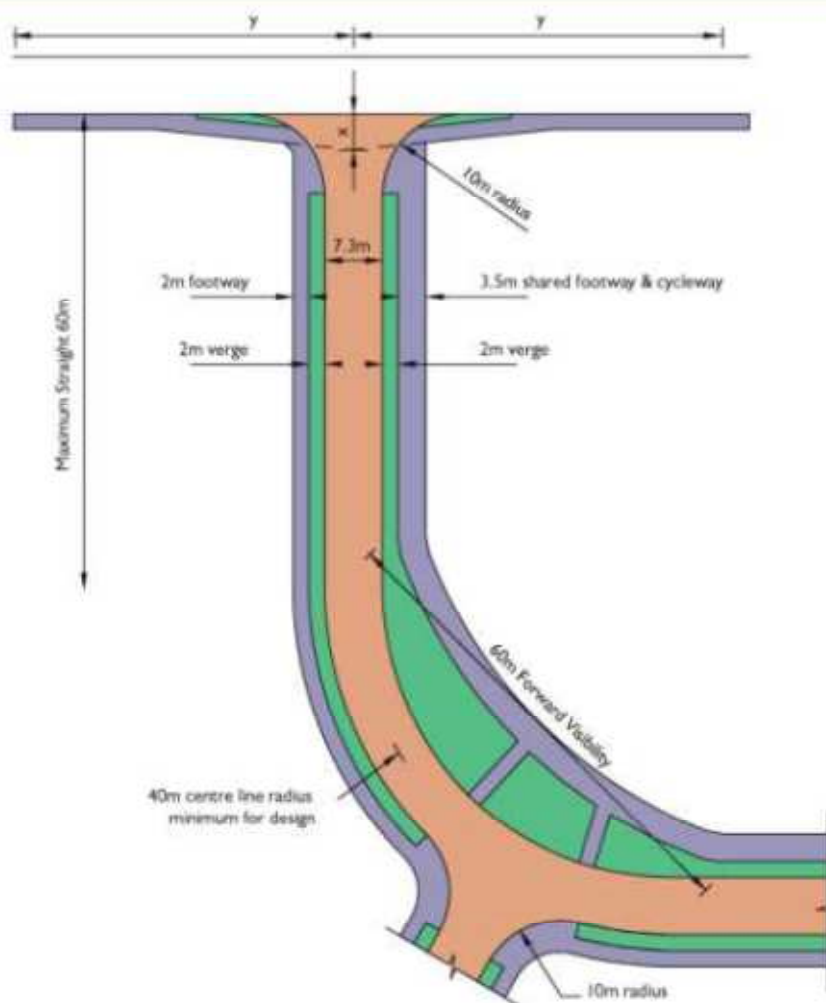
Junction Spacing

Same Side 30m

Opposite side 15m

LOCAL DISTRIBUTOR ROADS

- Design speed 30mph
- Road Width 7.3m
- Minimum centre line radius 40m
- Forward visibility 60m
- Individual Private access only in exceptional circumstances
- Minimum of two access to existing highway network
- 3.5m shared pedestrian/cycleway
- Visibility in accordance with Manual for streets 1 and 2 (Design Manual for roads and Bridges when joining a major access roads and strategic routes).



Entry Radii

Junction Spacing

With higher category road Designed in Accordance with HA TD 42/95

Same Side 100m

Opposite side 50m

HOME ZONES

A Home Zone is essentially a shared surface road but laid out so pedestrians and other users have equal priority with vehicle users. In essence, the Home Zone should make motorists feel they are guests in a pedestrian environment, and should drive accordingly. Although the introduction of a Home Zone can contribute to road safety, the main benefit to local people is a change in how the street can be used. Home zones may consist of shared surfaces, indirect traffic routes, areas of planting, and features to encourage the use of the street, such as seating. Gateways and signing will be needed to mark the limits of the zone. The key benefit of a Home Zone is that it turns a residential street into valued public space, and not just a place for movement.

A speed retarder ramp and/or pinch point will be required to define the zone limits together with relevant signage and design features to create a sense of identity. Home Zones must be designed to meet the needs of all members of the community. Disabled people will have particular requirements, which must be taken into account. Shared surfaces cause problems for blind and partially sighted pedestrians and this is highlighted in Manual for Streets.

Vehicle speeds shall be kept to substantially less than 10mph by means of design layout, specifically substantial changes in direction of the traffic route. The minimum forward visibility splay shall be 12m. Swept path analysis will be required to demonstrate that highway design, and speed restricting alignments can adequately accommodate appropriate vehicles, including large refuse freighters and emergency services vehicles.

Road Safety Audits and Risk Assessments will be required for Home Zones.

Properties adjoining the highway must comply with CDM regs. to ensure safe access for property maintenance is provided.

Home zones will only be considered on roads which meet the criteria for shared surface roads in this guide.

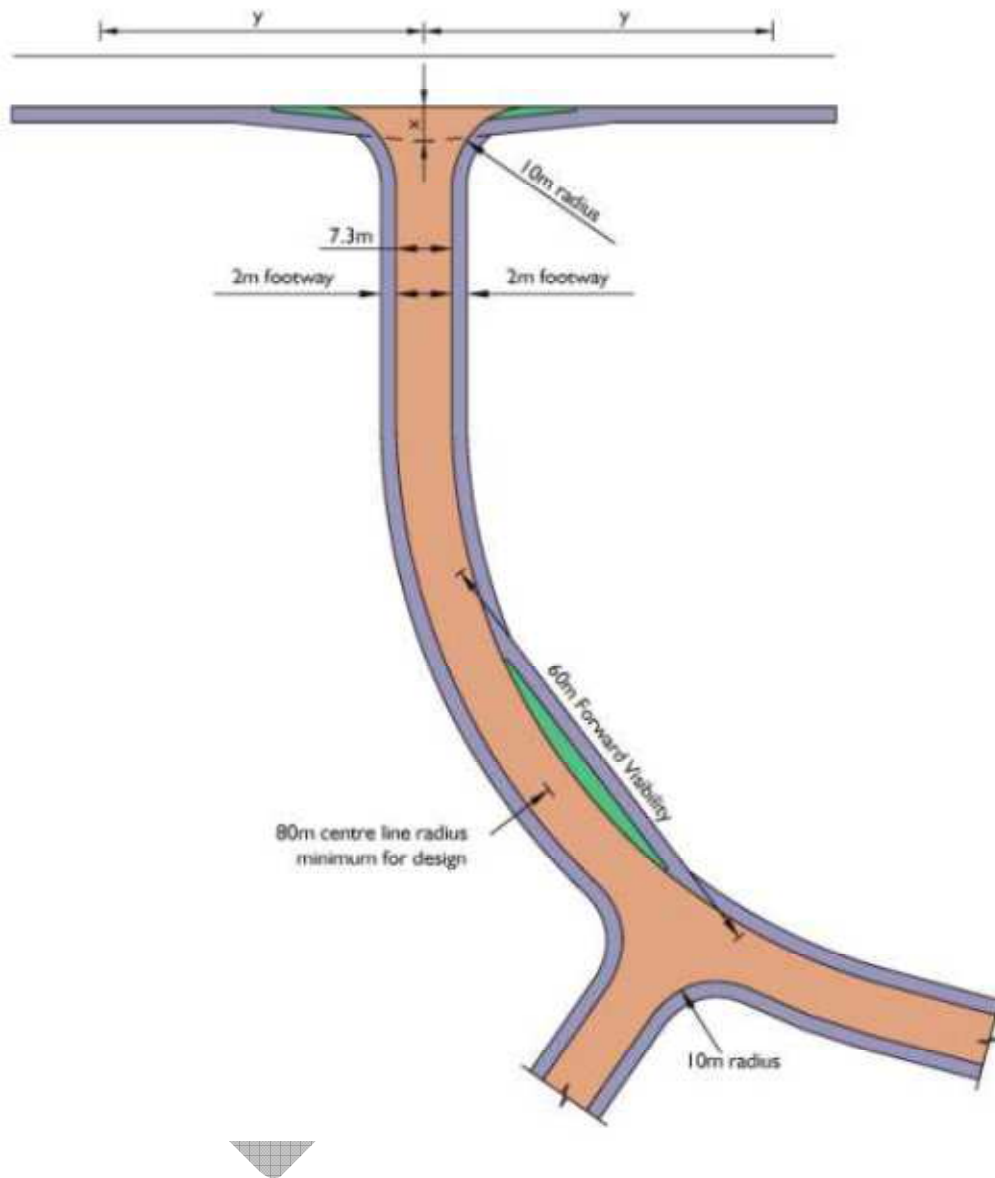
INDUSTRIAL AND COMMERCIAL ACCESS ROADS

- Design speed 30mph
- Carriageway width 6.7m, increased to 7.3m if large no. of HGV's served
- 2m wide footways on both sides

3m wide shared pedestrian/cycleway

Turning areas in accordance with diagram 2.13

Visibility splays in accordance with Manual for streets (Design Manual for roads and Bridges).



Entry Radii Spacing

With higher category roads
 Designed in accordance with HA TD 42/95

Junction Spacing

Within the industrial estate

- 30m on same side
- 15m on opposite side
- 100m on same side

VERTICAL ALIGNMENT

The Developer must consider the following when designing vertical curves on new developments. Generally, the maximum and minimum gradients allowable on new developments will be as detailed within the table below:

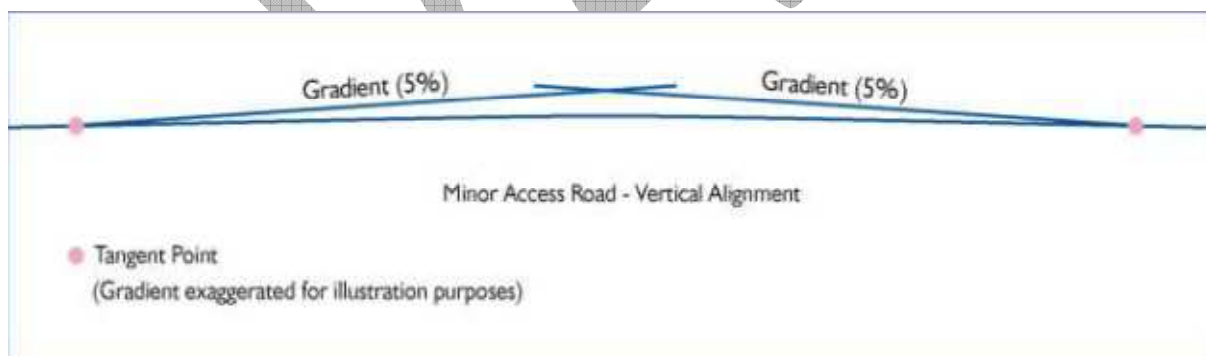
Category	Maximum Gradient	Minimum Gradient
All road categories	1:20 (5%) desirable but consideration may be given to gradients up to 1:10 (10%)	1:150 (0.67%)
Cycle tracks and footways	1:15	1:150 (0.67%)

Additionally, the Developer must consider the curvature of the new highway. The design curve length will be a function of the algebraic change of gradient, expressed as a percentage, multiplied by the „K“ value. „K“ values are provided in the table below:

Category	Minimum 'K' value
Major access and above + Minor access and below	6
Cycle track	2

Example, Minor Access Road - Vertical Alignment:

The example below has been included to assist Developers in designing vertical curves.



The Developer should note that side road gradients into junctions should be set at a maximum of 1:20 (5%) for the first 10m. Additionally, the minimum vertical curve length of any section of road should be not less than 20m.

In the above example, assuming it is a Minor Access Road, and the curve length will be 20m

The „K“ Value is given by:

$$\text{Design curve length} / \text{Algebraic change of gradient} = 20\text{m} / 10 = 2$$

Therefore the above example falls within the design criteria and would be acceptable.

HEADROOM

Additionally, the Developer must also consider in the design that the minimum allowable headroom for all new highways intended for adoption shall be as follows;

Category	Minimum Headroom
All Roads	5.3m
Cycleway	2.7m
Footway	2.7m

VISIBILITY

JUNCTIONS AND ACCESSES

The provision of adequate visibility at junctions is vital for the safety of all road users. The table below gives the basic dimensions required for the different road types.

	Major Road Type															
	Strategic Routes					Roads Within Residential Estates										
Major Road																
Design Speed Kph	100	85	70	60	48	16	20	24	25	30	32	40	45	48	50	60
Mph	62	53	44	37	30	10	12	15	16	19	20	25	28	30	31	37
X Distance (m) (1)	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4
Y Distance (m) (2)	215	160	120	90	70	11	14	17	18	23	25	33	39	43	45	59

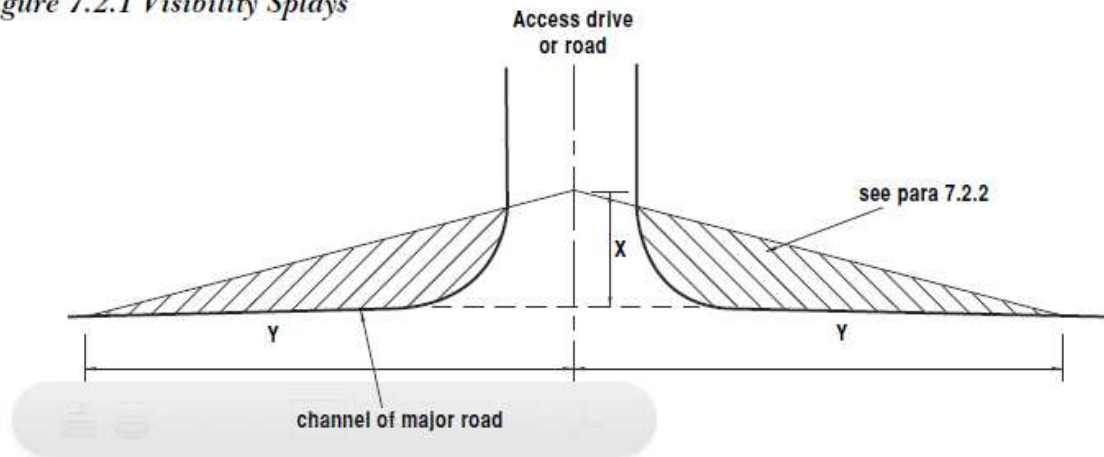
Notes

(1) The X distance will be increased in special circumstances as required by the Engineer e. g. where greater capacity is required or specific safety issues are apparent etc.

(2) Speed readings can determine the requirements for 85th percentile speeds therefore the Y distance can be reduced if lower speeds can be proven .

For higher speed roads and strategic routes, i.e. with an 85th percentile speed over 40mph, it may be appropriate to use longer SSDs, (Y Distance) as set out in the (*Design Manual for Roads and Bridges*).

Figure 7.2.1 Visibility Splays



Clearance of Obstructions

Visibility Splays should be clear of any obstructions that are higher than 300mm above the channel level over the hatched area of the figure above. This will then allow any planting to grow a further 300mm, but in any case the overall height should never exceed 600mm at any time of year. Vertical obstructions to visibility such as lamp columns and trees will be accepted provided that in combination they do not create a solid visual barrier.

SPEED

Influence of geometry on speed

Research carried out in the preparation of MfS considered the influence of geometry on vehicle speed and casualties in 20 residential and mixed-use areas in the UK. Two highway geometric factors stand out as influencing driving speed, all other things being equal.

They are:

- forward visibility; and
- carriageway width.

Improved visibility and/or increased carriageway width were found to correlate with increased vehicle speeds. Increased width for a given visibility, or vice versa, were found to increase speed. These data are summarised in Fig. 7.16.

The relationship between visibility, highway width and driver speed identified on links was also found to apply at junctions. A full description of the research findings is available in TRL Report 661.¹⁵

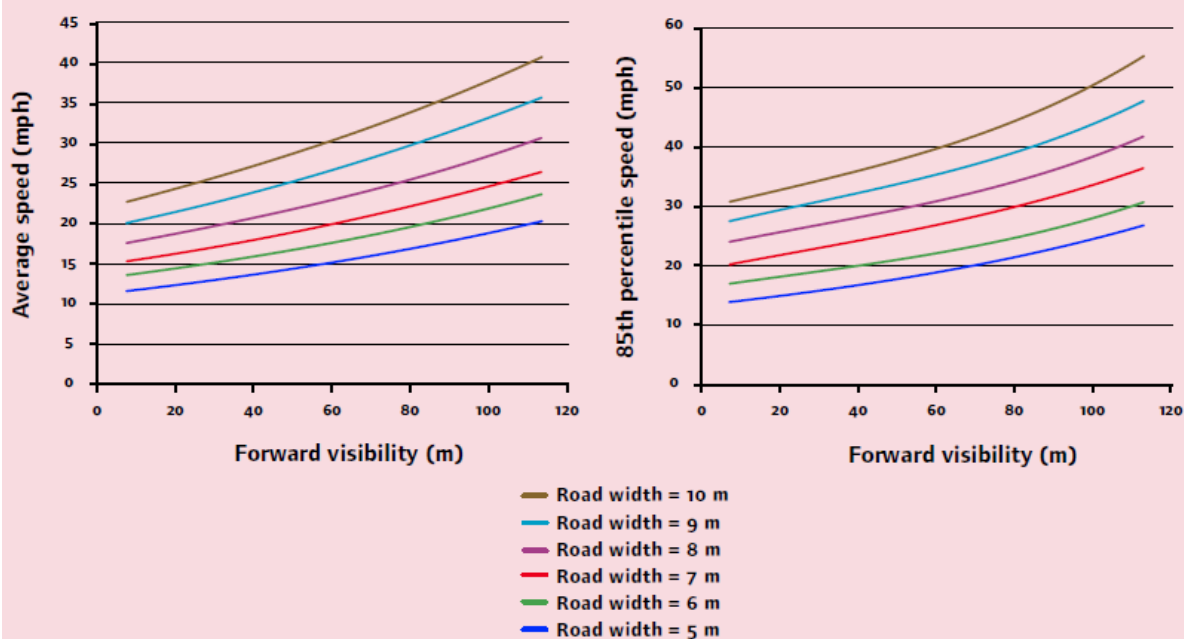


Figure 7.16 Correlation between visibility and carriageway width and vehicle speeds (a) average speeds and (b) 85th percentile speeds. These graphs can be used to give an indication of the speed at which traffic will travel for a given carriageway width/forward visibility combination.

Speed limits for residential areas are normally 30 mph, but 20 mph limits are becoming more common. If the road is lit, a 30 mph limit is signed only where it begins – repeater signs are not applicable. All other speed limits have to be signed where they start and be accompanied by repeater signs.

A street with a 20 mph limit is not the same as a 20 mph zone. To create a 20 mph zone, it is a legal requirement that traffic calming measures are installed to ensure that low speeds are maintained throughout. In such cases, the limit is signed only on entering the zone, and no repeater signs are necessary.

Any speed limits below 30 mph, other than 20 mph limits or 20 mph zones, require individual consent from the Secretary of State for Transport. Designers should note that such approval is unlikely to be given. A speed limit is not an indication of the appropriate speed to drive at. It is the responsibility of drivers to travel within the speed limit at a speed suited to the conditions.

However, for new streets, or where existing streets are being modified, and the design speed is below the speed limit, it will be necessary to include measures that reduce traffic speeds accordingly.

Difficulties may be encountered where a new development connects to an existing road. If the junction geometry cannot be made to conform to the requirements for prevailing traffic speeds, the installation of traffic-calming measures on the approach will allow the use of a lower design speed to be used for the new junction.

This section provides guidance on stopping sight distances (SSDs) for streets where 85th percentile speeds are up to 60 km/h. At speeds above this, the recommended SSDs in the *Design Manual for Roads and Bridges* **16** may be more appropriate. This information can be found in Volume 6 section 2, TD 42/9s Table 7/1.

Stopping sight distance

The stopping sight distance (SSD) is the distance within which drivers need to be able to see ahead and stop from a given speed. It is calculated from the speed of the vehicle, the time required for a driver to identify a hazard and then begin to brake (the perception–reaction time), and the vehicle’s rate of deceleration. For new streets, the design speed is set by the designer. For existing streets, the 85th percentile wet-weather speed is used.

The basic formula for calculating SSD (in metres) is: $SSD = vt + v^2/2d$ where:

v = speed (m/s) t = driver perception–reaction time (seconds) d = deceleration (m/s²)

The desirable minimum SSDs used in the *Design Manual for Roads and Bridges* are based on a driver perception–reaction time of 2 seconds and a deceleration rate of 2.45 m/s² (equivalent to 0.25g where g is acceleration due to gravity (9.81 m/s²)).

Design Bulletin 3217 adopted these values.

Drivers are normally able to stop much more quickly than this in response to an emergency. The stopping distances given in the Highway Code assume a driver reaction time of 0.67 seconds, and a deceleration rate of 6.57 m/s².

While it is not appropriate to design street geometry based on braking in an emergency, there is scope for using lower SSDs than those used in *Design Bulletin 32*. This is based upon the following: a review of practice in other countries has shown that *Design Bulletin 32* values are much more conservative than those used elsewhere; **18** research which shows that the 90th percentile reaction time for drivers confronted with a side-road hazard in a driving simulator is 0.9 seconds (see TRL Report 33219); carriageway surfaces are normally able to develop a skidding resistance of at least 0.45g in wet weather conditions.

Deceleration rates of 0.25g (the previously assumed value) are more typically associated with snow-covered roads; and of the sites studied in the preparation of this manual, no relationship was found between SSDs and casualties, regardless of whether the sites complied with *Design*

Table 7.1 Derived SSDs for streets (figures rounded).

Speed	Kilometres per hour	16	20	24	25	30	32	40	45	48	50	60
	Miles per hour	10	12	15	16	19	20	25	28	30	31	37
SSD (metres)		9	12	15	16	20	22	31	36	40	43	56
SSD adjusted for bonnet length. See 7.6.4		11	14	17	18	23	25	33	39	43	45	59

Additional features will be needed to achieve low speeds

The SSD values used in MfS are based on a perception–reaction time of 1.5 seconds and a deceleration rate of 0.45g (4.41 m/s²). Table 7.1 uses these values to show the effect of speed on SSD.

Below around 20 m, shorter SSDs themselves will not achieve low vehicle speeds: speed-reducing features will be needed. For higher speed roads and strategic routes, i.e. with an 85th percentile speed over 60 km/h, it may be appropriate to use longer SSDs, as set out in the *Design Manual for Roads and Bridges*.

Gradients affect stopping distances.

The deceleration rate of 0.45g used to calculate the figures in Table 7.1 is for a level road. A 10% gradient will increase (or decrease) the rate by around 0.1g.

Visibility requirements

Visibility should be checked at junctions and along the street. Visibility is measured horizontally and vertically.

Using plan views of proposed layouts, checks for visibility in the horizontal plane ensure that views are not obscured by vertical obstructions.

Checking visibility in the vertical plane is then carried out to ensure that views in the horizontal plane are not compromised by obstructions such as the crest of a hill, or a bridge at a dip in the road ahead. It also takes into account the variation in driver eye height and the height range of obstructions. Eye height is assumed to range from 1.05 m (for car drivers) to 2 m (for lorry drivers). Drivers need to be able to see obstructions 2 m high down to a point 600 mm above the carriageway. The latter dimension is used to ensure small children can be seen (Fig. 7.17).

7.6.4 The SSD figure relates to the position of the driver. However, the distance between the driver and the front of the vehicle is typically up to 2.4 m, which is a significant proportion of shorter stopping distances. It is therefore recommended that an allowance is made by adding 2.4 m to the SSD.

Visibility splays at junctions

The visibility splay at a junction ensures there is adequate inter-visibility between vehicles on the major and minor arms

The distance back along the minor arm from which visibility is measured is known as the X distance. It is generally measured back from the 'give way' line (or an imaginary 'give way' line if no such markings are provided).

This distance is normally measured along the centreline of the minor arm for simplicity, but in some circumstances (for example where there is a wide splitter island on the minor arm) it will be more appropriate to measure it from the actual position of the driver.

The Y distance represents the distance that a driver who is about to exit from the minor arm can see to his left and right along the main alignment. For simplicity it is measured along the nearside kerb line of the main arm, although vehicles will normally be travelling a distance from the kerb line. The measurement is taken from the point where this line intersects the centreline of the minor arm (unless, as above, there is a splitter island in the minor arm).

When the main alignment is curved and the minor arm joins on the outside of a bend, another check is necessary to make sure that an approaching vehicle on the main arm is visible over the whole of the Y distance. This is done by drawing an additional sight line which meets the kerb line at a tangent.

Some circumstances make it unlikely that vehicles approaching from the left on the main arm will cross the centreline of the main arm – opposing flows may be physically segregated at that point, for example. If so, the visibility splay to the left can be measured to the centreline of the main arm.

X distance

An X distance of 2.4 m should normally be used in most built-up situations, as this represents a reasonable maximum distance between the front of the car and the driver's eye.

A minimum figure of 2 m may be considered for private drives and in some very lightly-trafficked and slow-speed situations, but using this value will mean that the front of some vehicles will protrude slightly into the running carriageway of the major arm. The ability of drivers and cyclists to see this overhang from a reasonable distance, and to manoeuvre around it without undue difficulty, should be considered. Using an X distance in excess of 2.4 m is not generally required in built-up areas. Longer X distances enable drivers to look for gaps as they approach the junction. This increases junction capacity for the minor arm, and so may be justified in some circumstances, but it also increases the possibility that drivers on the minor approach will fail to take account of other road users, particularly pedestrians and cyclists. Longer X distances may also result in more shunt accidents on the minor arm. TRL Report No. 18420 found that accident risk increased with greater minor-road sight distance.

Y distance

The Y distance should be based on values for SSD (Table 7.1).

Speed readings can determine the requirements for 85th percentile speeds therefore the Y distance can be reduced if lower speeds can be proven .

For higher speed roads and strategic routes, i.e. with an 85th percentile speed over 40mph, it may be appropriate to use longer SSDs, as set out in the (*Design Manual for Roads and Bridges*).

Sightlines

These are required to enable drivers to see a potential hazard in time to slow down or stop comfortably before reaching it. It is necessary to consider the driver's line of vision, in both vertical and horizontal planes, and the stopping distance of the vehicle.

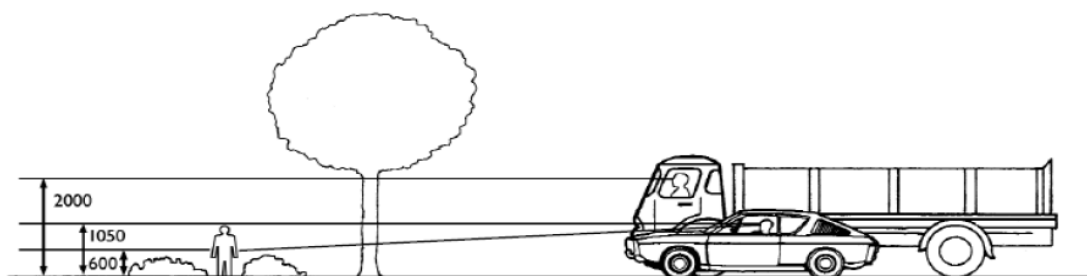
The design of sightlines is discussed in detail in both Manual for streets and DMRB. This section draws together the advice in both documents.

The guidance given here needs to be assessed in the circumstances of each case. Sightlines should never be reduced to a dangerous level.

The diagrams and commentary given here describe the most salient points involved using both Manual for streets and DMRB.

Vertical Visibility Envelope

The required vertical visibility envelope is defined below:



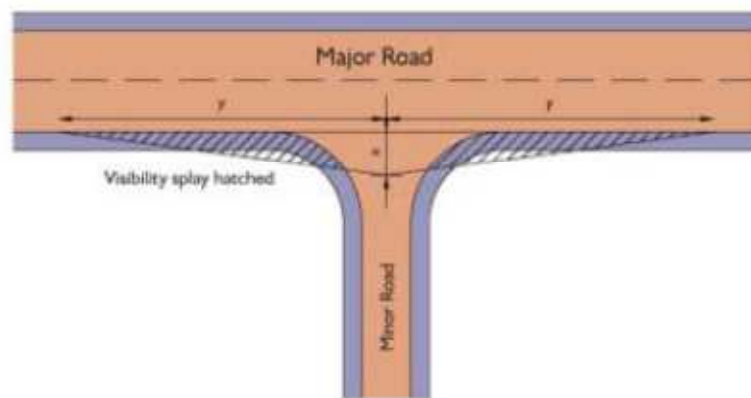
To enable drivers to see a potential hazard in time to slow down or stop comfortably before reaching it, it is necessary to consider the driver's line of vision, in both the vertical and horizontal planes, and the stopping distance of the vehicle.

As general guidance, it is suggested that a height of 600mm be taken as the point above which unobstructed visibility should be provided wherever the potential exists for conflicts between motorists and young children. This will apply along all sections of residential roads and is especially important where shared surface roads are used.

Junction Visibility

To ensure that drivers preparing to exit a minor road can see and be seen by traffic proceeding along the major road, clear visibility is required to both sides of the major road as shown below. Any junction must be constructed and maintained so that nothing is placed, installed or planted that will obstruct the visibility splay. Where possible, visibility splays should be defined with footways to the rear of the splay to clearly define the splay and to prevent misuse.

The following junction diagram and tables indicate the X and Y dimensions to be calculated for junction visibilities.



X Dimensions

To be measured along the centreline of the side road, from the channel of the priority road.

- | | |
|------|--|
| 9m | Only to be used at major new junctions at the discretion of the Engineer |
| 4.5m | The standard required for major new road junctions, for junctions of busy access roads, and for busy strategic routes. |
| 2.4m | The minimum necessary for junctions within development to enable a driver who has stopped at a junction to see down the major road without encroaching onto it.
To be used on cycle track junctions |
| 2m | For single dwellings or small groups of up to 6 dwellings |

Less than 2m only in exceptional circumstances will a distance of less than 2m be Considered

TURNING HEADS

Turning Heads are to be provided at the ends of all culs de sac and at other relevant places required by the Engineer. Informal shapes are encouraged, provided that minimum standards are maintained.

Careful design of turning heads in relation to house layout can often minimise excess highway space while ensuring adequate access by service vehicles. If private drives etc. are appropriately positioned parking in turning heads can be curtailed. Entrances to communal parking areas etc. can often provide an effective opportunity for vehicles to turn.

Where a footway or adoptable verge surrounds the turning head, the dimensions can be reduced, refuse vehicles etc. can be assumed to overhang these adopted areas. Therefore, no street furniture (lighting columns etc) should not be placed in the shaded areas, nor should there be the possibility that cars will be parked within them.

Irregular shapes are acceptable, provided that a standard turning head can be accommodated within them.

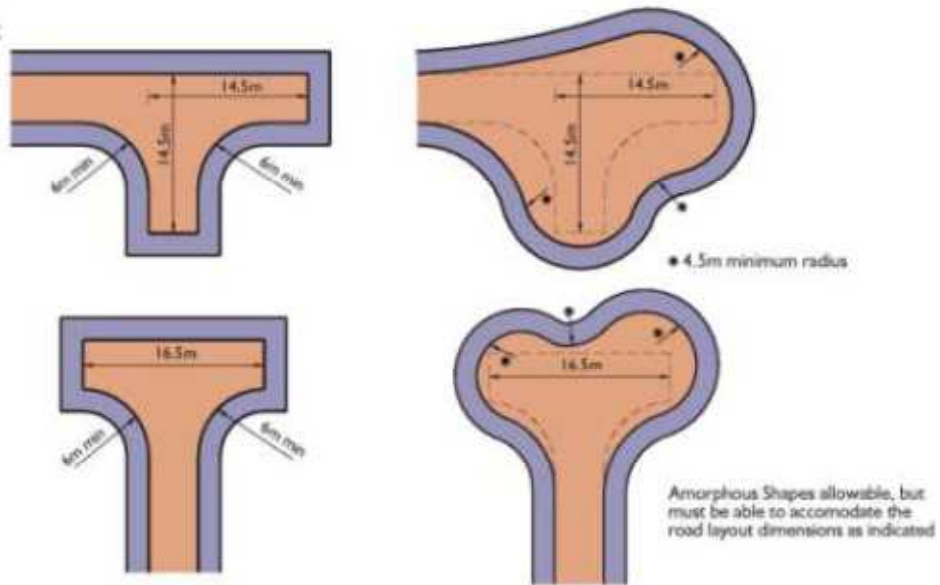
Area of overhang over verge or footway, to be kept clear of obstruction

The layout of turning spaces should be designed to:

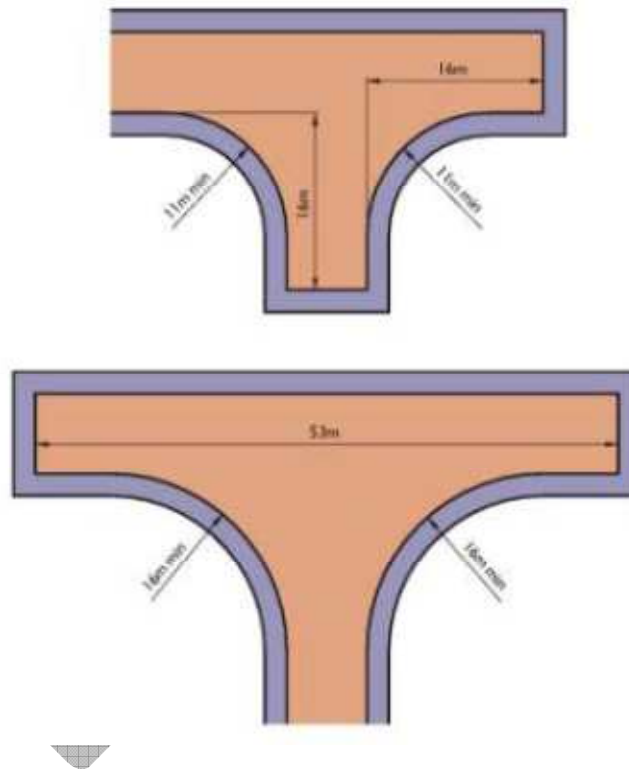
Allow for refuse vehicles to turn when they would otherwise have to reverse more than 40m.

Provide an area that will be easily maintained by a mechanical sweeper.

Residential Roads:



Industrial Roads:



LANDSCAPING

A general presumption exists for the retention, wherever practically possible, of existing landscape features of value. Potential benefits may range from simple aesthetics that enhance the visual landscape through to important environmental or cultural associations.

Any potential for the feature/s to provide wildlife enhancements should be considered such as its role as a present or future wildlife corridor, provision of habitats and so on. Therefore the preliminary design of residential access roads, cycleways and footpaths to serve the development should as far as possible be

sympathetic to the Authorities wishes and be in accordance wherever possible of any pre-application guidance obtained and be relevant to the emerging Local Plan.

So, for example, if a tree of value was situated within the visibility splay, all attempts should be made to reposition the access if this can be done safely. In residential areas the Highway Authority will normally only adopt the paved surfaces and verges which are key to the functioning of the highway. Small areas of grass must be avoided, as they are likely to produce future maintenance problems.

Trees must not be planted near structures or services unless due consideration is given for future root growth, final crown size and the species potential to cast shade.

Existing trees, which will become maintainable at public expense, shall be the subject of a pre adoption condition survey to ascertain their health, the results of which should be forwarded to the Engineer who may wish to seek guidance from the Natural Environment Services prior to acceptance. Commuted sum payments are likely to be required to cover their future maintenance costs.

Newly planted trees should be produced, installed and maintained in accordance with the following British Standards.

- B.S.3936 Specifications for trees and shrubs
- B.S.4043 Recommendations for Transplanting root balled trees
- B.S.4428 Code of Practice for general landscape operations

Highway landscape features should be maintained by the developer for a period of 5 Years, which may be controlled by way of planning conditions if applicable.

Thorned species will not be accepted immediately adjacent to footways and cycletracks. If existing hedges contain thorned species, cycle tracks shall be positioned at least 3 metres from the extremities of the hedge to prevent problems with hedge-cutting debris. Existing hedges adjacent to the existing highway shall be transferred to frontages for maintenance.

Any new carriageway should be outside the canopy (or reduced canopy if reduction is deemed suitable) of any existing tree to prevent damage to the new construction by the tree roots. Any work under the canopy of deciduous trees or within a radius of half of the height of coniferous species shall comply with BS 5837: 2012 Trees in relation to design, demolition and construction - Recommendations

DRAINAGE

General Requirements

In general, drainage systems shall be designed in accordance with the current edition of Sewers for Adoption and with the Specification accompanying this Design Guide.

All pipes that only carry surface water from the adoptable highway are prospectively

maintainable by the Highway Authority. Their design and construction shall comply with the standards required in this document.

Pipes that carry surface water from the adoptable highway as well as other areas such as roofs, private drives etc must be adopted by the water authority and must comply with their requirements.

Lateral connections into public sewers will remain private but shall be designed and constructed to adoptable standards. All such connections shall run approximately at right angles to the centreline of the road to minimise their length.

Adoption Requirements

Where foul or surface water sewers are to be laid under the adoptable highway or where the highway drainage is to be connected into a surface water sewer, written assurance must be obtained beforehand that the water authority will adopt the sewers, subject to compliance with their adoption procedure.

The Highway Authority will normally decline to adopt any highway covered by a Section 38 agreement until the water authority has confirmed the adoption of all sewers within the highway. This also includes any other sewers not within the adoptable highway but which carry water from it.

All drains that are intended to be adopted as highway drains shall discharge to a pipe or watercourse at a point approved by the Highway Authority. Evidence will be required that the developer has right to discharge, free of any liability which may be binding upon the Highway Authority when the drain is adopted.

Private drains will not normally be permitted within the adoptable highway.

All prospectively maintainable highway drains shall be located within land that is to be adopted by the Highway Authority. Only in exceptional circumstances will they be permitted in land that is to remain private. Where such circumstances do arise the land owner at the time of completing a Section 38 Agreement will be required to give a grant of easement keeping 3m each side of the pipe clear of all obstructions, which will be binding on successors in title. The developer is strongly advised not to sell any land that will contain a highway drain before completion of such an Agreement. The Highway Authority will not accept any different form of undertaking, which dilutes the rights conferred on it.

Outfalls and Watercourses

Where the outfall is into a ditch or watercourse the approval of the Environment Agency must be obtained in writing.

Where the outfall is proposed to be through an existing highway drain the developer will be required to prove its capacity and condition before approval for the connection can be given. This will include a CCTV survey of the drain and the carrying out of any improvement works found to be necessary.

Where the highway drain discharges into a watercourse, calculations shall take into account the possibility that the watercourse may be flooded.

Drainage Design

Gully spacing shall be determined using the recommendations of HA 102/00, Spacing of Road Gullies. Gullies will be required immediately upstream of block pavements, pedestrian crossing points and road junctions, and shall never be located on a crossing point. It is the developer's responsibility to demonstrate and ensure that the number and positioning of gullies is adequate to drain the highway.

The proposed drainage system is to be designed using „Micro Drainage“ or similar approved. A disc containing the input data and the output must be submitted to the Engineer for checking prior to any works taking place.

The parameters to be used during the drainage design are as listed below:

Rainfall average return period	2 Years
Rainfall average return period (risk of flooding)	10 Years
Time of entry	4 Minutes
Design flow velocities	0.75m/s (Min), 7.5m/s (Max)
Minimum gradient	1:150
Design maximum rainfall	50mm/hour
Minimum pipe diameter	225mm Highway drain 150mm Gully connection

The Council may consider the use of combined kerb and drainage systems depending on the situation and design submitted for approval.

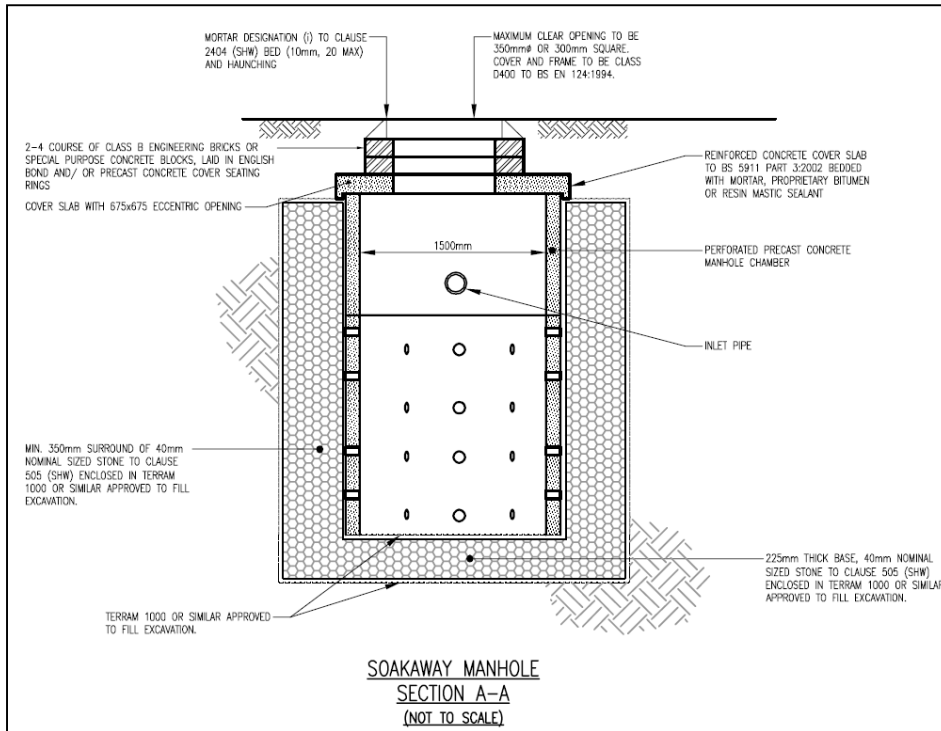
In certain cases the Council may require the provision of a larger capacity drain than would normally be needed in order to accommodate the drainage of adjoining land and/or future development.

Soakaways

Where soakaways are to be considered it will be at the discretion and approval of the Engineer and will be considered as a last resort only (refer to Specification, Section). The Developer is to note that a commuted sum of £5000 may be charged for each soakaway installed. The minimum diameter shall be 1500mm.

If more than one soakaway is planned, they are to be linked by a 225mm diameter pipe.

The soakaways are to be surrounded by Terram or similar, laid between the chamber and the filter material. The appropriate filter material to be used will vary according to prevalent ground conditions. Where possible, the soakaway is to incorporate an overflow link (minimum diameter 225mm) to an existing highway drain/outfall system which may include a sum for the replacement if appropriate. Percolation tests will be required to determine capacity.



SD25

NOTES

1.0 GENERAL

1.1 All dimensions in millimetres

1.2 Clause numbers refer to clauses in the Department for Transport Specification for Highway works.

2.0 MATERIALS

2.1 Infill around precast segments to be free draining granular material to Clause 505 Type B.

2.2 Precast soakaway sections to comply with BS 5911.

2.3 Cover and frame to be D400 150mm deep, 675x675mm

3.0 CONSTRUCTION

3.1 Excavation for soakaway to be square and 300mm wider than the outside diameter of the precast section being used.

Last Revised		
Revision	Date	By

	HIGHWAYS MANGEMENT	SCHEME TITLE	DRAINAGE	PRECAST CONCRETE SOAKAWAY	05k
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TYPICAL SOAKAWAY DETAILS

SUSTAINABLE URBAN DRAINAGE (SUDS)

PPG 25 makes clear the need for measures to control surface water run-off and prevent flooding. While issues exist as to the acceptance of SUDS by various bodies,

Torbay Council expects developers to incorporate storage, attenuation and filtration measures in accordance with „SUDS- A Guide for Developers“ by the Environment Agency and „SUDS - A Design Manual for England and Wales“ by CIRIA.

Torbay Council will examine all proposals for SUDS and judge them on their merits. Permeability tests and hydrology surveys will be required to verify the suitability of the designs and commuted sums will be required for ongoing maintenance of the systems. The amount of the commuted sums will be calculated by the Council and will reflect the special maintenance requirements of the proposed system. Which may include a sum for total replacement if appropriate.

The SUDS proposals for a development shall be submitted along with geology and hydrology information, at planning application stage. Any proposals for outfalls into existing watercourses or ponds shall be accompanied by an environmental impact report and obviously such outfalls will need Consent to Discharge from the Environment Agency.

STRUCTURES

Structures which are to be built under or adjacent to the highway will require structural Approval in Principle by the Highway Authority, Torbay Council.

Adoption of Structures by the Council

The Council may adopt certain structures adjacent to, under or over the highway. In normal circumstances, the only structures that will be considered for adoption are those upon which the Highway relies for support and are constructed on Highway land.

All structures to be adopted should have received Structural approval in principal in accordance with the procedures below and through BD 2/12.

Approval of Structures not to be adopted by the Council

The following structures although not necessarily to be adopted by the Council require Structural Approval in accordance with the procedure of BD 2/12.

Any wall or basement constructed on private land by an individual or developer that affects the support of the highway;

Bridges crossing the Highway where there is no public access to the bridge;

Retaining walls where any part of the retaining wall is 1.5 m above the boundary of the highway nearest that point; and Structures over 0.9m span (diameter) carrying sewage plus others as per BD/12.

Assessment of Existing Structures

Any existing structure to be modified for the purposes of the development or to be subjected to increased magnitude or frequency of loading shall be assessed according to BD21/01.

Approval submissions

General arrangement showing location and extent of all structures and in the

case of walls detailing lengths to be adopted and/or over 1.5 m high if applicable;
Designers Risk Assessment typically;
Sufficient to determine wall heights, giving ground levels, behind and in front of wall and any features affecting loadings such as cover to culverts;
Clearances to deck soffit and piers/abutments shall be submitted for bridges;
Site investigation details and geotechnical assumptions on which the design has been based. This must be given in sufficient detail on the drawing to allow the designers assumptions to be compared with the conditions actually found on site by those responsible for construction;
Construction details and material specifications;
Design calculations with full reference to the design standards used; and For structures that are to be adopted or for structures upon which the Highway relies for support: Design and Construction Certificates and „As Built“ Drawings for the CDM Health and Safety File otherwise as per BD2/12.

An Introduction to BD 2/12

This Chapter describes specific TA requirements for bridges and other highway structures and must be read in conjunction with Chapters 1 and 2. The TA requirements must be applied without limitation to:

- (a) Design and execution of new structures.
- (b) Assessment and related construction work, whether refurbishment, maintenance or strengthening, that affects structural integrity.
- (c) Assessment relating to loading beyond that or which a structure has been designed or previously assessed.
- (d) Assessment relating to loading for which a structure has been designed or previously assessed but the condition of the critical structural elements has subsequently deteriorated to the extent that a reassessment is required.

Scope

The procedures described In this Chapter must be applied to the following highway structures:

- (a) Bridge, buried structure, subway, underpass, culvert and any other structure supporting the highway with clear span or internal diameter greater than 0.9m.
- (b) Overhead crossing carrying conveyor or utility service.
- (c) Moveable inspection access gantry, gantry rail and gantry support system.
- (d) Earth retaining structure where the effective retained height, i.e. the level of the fill at the back of the structure above the finished ground level in front of the structure, is greater than 1.5m .

- (e) Reinforced/strengthened soil/fill which is an integral part of another highway structure.
- (f) Portal and cantilever sign and/or signal gantry.
- (g) Cantilever mast for traffic signal and/or speed camera.
- (h) Lighting column.
- (i) High mast of more than 20m in height i.e. the vertical distance from top of post to bottom of flange plate, for lighting.
- (j) Mast for camera, radio and telecommunication transmission equipment.
- (k) Cantenary lighting support system.
- (l) Environmental barrier.
- (m) Proprietary manufactured structure or product.
- (n) Traffic sign/signal posts of more than 7m in height, i.e. the vertical distance from top of post to bottom of flange plate or top of foundation whichever is the lesser.

Design and Construction Certificates

Design and Construction Certificates are required if the structure is to be adopted or for structures upon which the Highway relies for support. These certificates must be in the form given in these notes and must be submitted at the appropriate stage. The positions in the organisation of the signatories and their qualifications must be stated. If a section of the work is to be undertaken by another party, such as a precast concrete supplier, then it would be appropriate for that party to take responsibility for their section of the work and complete a separate Certificate.

Bridge Maintenance Manual/Health and Safety File

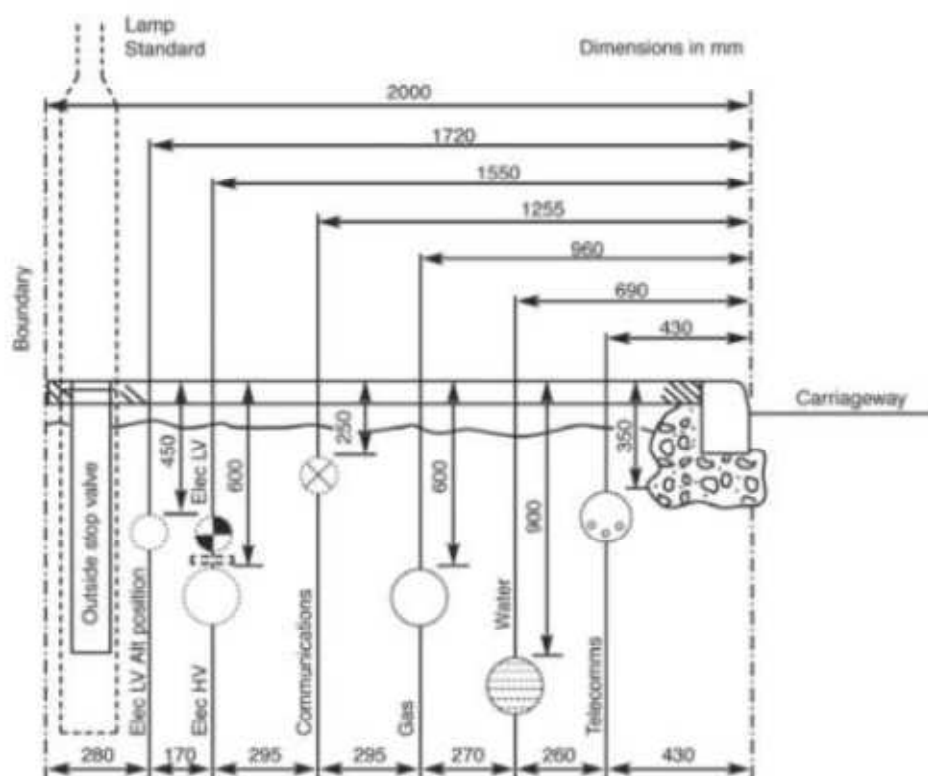
On completion of the work the Developer must provide a Bridge Maintenance Manual containing:

- Details of the materials used in construction and the supplier;
- Requirements for future maintenance;
- Any survey and geotechnical details undertaken on the site of the Structure;
- Details of problems encountered during construction that may have a long-term effect on the structure;
- Any access arrangements for future maintenance;
- As built drawings as electronic AutoCAD files;
- Design calculations; and Special arrangements required for demolition.

The above information will comprise the documentation you have to legally provide under the CDM Regulations.

STATUTORY AND OTHER SERVICES

New estate roads should be designed to accommodate services and liaison with all statutory undertakers and communications providers should be done at the earliest stage possible to ensure that their equipment is installed in an efficient manner and as much as possible to comply with the recommendations of the National Joint Utilities Group.



Although this idea is not always possible it is important to ensure that services do not conflict.

All categories of estate road should have either footways or service strips in which services will be located. The Highway Authority will not adopt land the sole purpose of which is to contain services. Any land must have a justifiable connection with the highway and be clearly adoptable as highway.

The laying of apparatus within the carriageway will not generally be permitted although at junctions and in the case of public sewers exceptions are clearly unavoidable.

Service strips shall be dedicated to the Highway Authority as part of the public highway.

The Highway Authority will not object to the adjoining householder maintaining the service strip provided they do not erect walls, fences or structures or plant deep-rooted plants or any plant, which can exceed a height of 600mm.

The Developer shall ensure that service strips are clear of trees, walls and hedges. Any trees shall be located so that their root systems when mature will neither damage apparatus, nor be damaged during the laying and maintenance of apparatus. Root deflection barriers should be used. Developers should consult the

Local Planning Authority regarding any Tree Preservation Orders and should act in accordance with BS 5837: 1991 during construction works.

Service strips shall be delineated from private property by Highway Boundary concrete marker blocks.

When selecting routes for services, dual mains installations should be the norm to prevent carriageway crossings weakening the road structure and preventing the need to dig up the carriageway.

PARKING CRITERIA

Parking is an important consideration in the planning and design of highway networks, particularly in urban areas. General guidance on the development of parking strategies is given in the IHT publication 'Parking Strategies and Management' (2005)⁶⁹ and the document 'Car Parking, what works where'⁷⁰ provides a comprehensive analysis of the design of parking in residential and mixed-use areas.

On-street car parking can be a vital component of highways, particularly where routes pass through town centres and commercial areas. The decision whether or not to provide on-street car parking should take into account its positive and negative effects, as summarised in MfS1:

Positive Effects

- A common resource, catering for residents', visitors' and service vehicles in an efficient manner.
- Able to cater for peak demands from various users at different times of the day, for example people at work or residents.
- Adds activity to the street if short stay and turnover promoted.
- Typically well overlooked, providing improved security.
- Popular and likely to be well-used.
- Can provide a useful buffer between pedestrians and traffic.

Negative Effects

- If there are few places for pedestrians to cross with adequate visibility it can introduce a road safety problem, particularly if traffic speeds are above 20mph.
- Can be visually dominant within a street scene and can undermine the established character.
- May lead to footway parking, unless the street is properly designed to accommodate parked vehicles.
- Vehicles parked indiscriminately can block vehicular accesses to premises and emergency services.
- Cars parked on-street can be more vulnerable to opportunistic crime than off-street spaces.
- Providing parking bays potentially reduces footway space, which could also be used for cycle parking.

Where car parking is provided, a good solution is to break it into discrete groups of spaces with build outs that provide opportunities for pedestrians to cross with good visibility.

Well-integrated on-street parking.

On-Street Parking and Servicing

Car parking alongside carriageways can be longitudinal, echelon or at right angles to the kerb.

Longitudinal parking will be more appropriate where traffic speeds and volumes are higher, since vehicles entering and exiting the spaces cause less interruption to traffic flow. In town centres and other locations where speeds are low, echelon and right angled parking may be the best solution, since it is more efficient and creates a stronger statement that the area is for 'place' activities as well as for movement.

Echelon parking may be more difficult for pedestrians to pass through than longitudinal and right angled parking, depending on the spacing of parked vehicles, and can provide a greater barrier to crossing the street. This can be solved by leaving regular gaps between parked vehicles, however. It is easier for vehicles to enter and exit echelon than right angle spaces and so the former have less impact on through traffic.

With echelon and right angle parking, care has to be taken that overhanging vehicles do not have an adverse impact on the available footway width. This can be addressed by providing generous footways, or using street furniture or wheel stops, in the form of dished channels, to prevent vehicles from encroaching too far.

On-street servicing bays are often required in urban centres where commercial premises can only be accessed from the front. Where they are designed as laybys, they can be difficult to keep clear of parked cars and take space away from pedestrians that is empty for much of the time. Some authorities are placing loading areas on strengthened areas of the footway, which makes it much less likely that space will be used for parking, and allows pedestrians to use the space when there are no vehicles present.

This approach has been used in numerous locations in London in recent years.

The minimum widths required to manoeuvre to/from 2.4m wide parking spaces are as follows:

- 90° - 6m
- 60° - 4.2m
- 45° - 3.6m
- 30° - 3.6m

Where parking is provided on street, this manoeuvring width will generally be provided by the carriageway.

For echelon and right angle parking, manoeuvring space can be reduced by providing wider spaces.

SPECIFICATION FOR ESTATE ROADS - CONSTRUCTION AND MATERIALS

CONTENTS

Section

Introduction

General Items

Site Clearance

Drainage and Service Ducts

Earthworks

Road Pavements - General

Road Pavements - Unbound Materials

Road Pavements - Bituminous Bound Materials

Road Pavements - Concrete and Cement Bound Materials

Kerbs, Footways and Paved Areas

Traffic Signs

Street Lighting

Materials

Appendices

Standard Construction Details

Location of Services

Recommended Trees and Shrubs

Carriageway Construction Design Principles

List of Documents Referred to in the Guide to the Specification

Note: the Section numbers follow the pattern of Highways Agency's Specification for Highway Works Volume 1. However, within each Section the clause numbering departs from the above document.

DRAFT

SECTION 0

INTRODUCTION

0.1 This Part of the Design Guide for Highways in Residential and Commercial Estates specifies how Developers can construct roads, footpaths etc. in such a manner that they can be adopted as highways maintainable at public expense. It should be considered in conjunction with Parts 1, 2 and 3 of this Guide, which covers highway design and layout.

0.2

PURPOSE AND STATUS OF THIS DOCUMENT

0.2.1 Whether Developers carry out the works themselves, or employ a contractor to undertake the works, they must prepare a statement of specification which shall be considered an integral part of the Section 38 Agreement.

The "SHW"

0.2.2 The specification applicable to a particular Agreement should be prepared on the basis of this Part of the Guide and as further enlarged upon by the Highways Agency's Manual Of Contract Documents For Highway Works Volume 1 Specification For Highway Works (hereafter referred to the SHW). The SHW can be viewed here:
www.standardsforhighways.co.uk/mchw/index.htm

This Specification is a general parent specification that covers the provision of all anticipated works.

This Specification and the "SHW"

0.2.3 This Part of the Guide gives the requirements for the vast majority of cases. Where a matter is not covered herein, however, the current Specification for Highway Works applies and is to be consulted.

0.2.4 The specification prepared by the Developer shall cover all carriageway, footway, margin, verge, footpath, cycleway, surface water drainage system, service provisions and street lighting being constructed or installed as part of a development and which the Highway Authority will adopt as a highway maintainable at public expense.

Definition of “Engineer” and “Developer” 0.2.5 In this Part of the Document the term Engineer shall mean the Authority’s Service Manager with responsibility for Highways Management or his representative. The term Developer means the principal of the Section 38 Agreement with whom all negotiations are transacted; where the Developer employs a contractor neither are absolved from the requirements of this Specification.

0.2.6 It is strongly advised that copies of the relevant parts of this specification is made available to groundworks and surfacing works contractors and also forms part of any contract review process.

0.3 GROUND INVESTIGATION BEFORE START OF WORKS

0.3.1 For the purposes of determining the required highway structure the Developer shall be required to commission the Devon County Council’s UKAS accredited Materials Laboratory, Exeter (tel. 01392 386500, e-mail: materials.laboratory@devon.gov.uk) to undertake a ground investigation. Adequate notice shall be given to enable the investigation to be scheduled and the resultant report produced and issued or any accredited UKAS materials laboratory.

0.3.2 Ground investigation will also include, but not be limited to, determination of permeability where a SuDS system is proposed, and corrosivity to any buried steel structures. The developer will render any assistance required in conducting these tests, e.g., provision of water bowser and soakaway medium.

0.3.3 A choice to use maximum construction thickness does not obviate the need for trial pit or borehole investigation where there is a potential for deeper lying problems, e.g., soft spots, caused by peat, limestone cavities etc

0.3.4 Where the site is underlain by deep deposits of made ground, peat etc. special consideration may need to be given in relation to the investigation and any measures required for the construction of the highway.

SECTION 1

GENERAL ITEMS

1.1

NOTICE FOR INSPECTION

1.1.1 The Developer shall give the Engineer 14 clear days notice in writing of the date upon which roadworks will start, and then two days notice for any covering up of works during the course of the development. This will enable the Engineer to arrange the inspection of the stages of road construction without delay. No work shall be covered up without the Engineers approval. Where work is covered up without the Engineers approval, it is at the Developers risk, and the Developer will bear any costs in demonstrating that the work is satisfactory.

1.1.2 It is the Developers responsibility to ensure that all work is carried out in accordance with the Specification or with supplementary advice given by the Engineer. All work shall be carried out strictly in accordance with the approved plans. (See also Part 3, Appendices 3D and 3E).

1.2 WORK ON PUBLIC HIGHWAYS

1.2.1 If, in the development of an estate, it is necessary to carry out works affecting an existing public highway (including carriageway, footway, footpath, verge or public right of way), the Developer shall make a written application to the Engineer for permission to carry out these works, which, unless covered by a Section 38 Agreement for the estate road works, will require a separate Agreement with Torbay Council as Highway Authority. Plans of the proposed work will be required by the Engineer and the Developer shall give an appropriate indemnity to Torbay Council in respect of the proposed work, together with an inspection fee. Notice to open up excavations in a public highway may need to be given, in accordance with the New Roads and Streetworks Act 1991.

Torbay Council has Embargo periods on its Highway network which Developers /Contractors must strictly adhere to when commencing there works. To view the Embargo Periods please use the link Torbay.gov.uk

- 1.2.2 Before undertaking any works that may affect apparatus belonging to a Statutory Undertaker the Developer must give at least 28 days notice to the appropriate body. If permission is refused, the Engineer may carry out the works at the Developers expense. An estimate of the cost of work will be sent to the Developer prior to the commencement of work and confirmation shall be given by the Developer of his agreement to bear the cost of the work.
- 1.2.3 No work on the public highway shall be commenced before these requirements have been met. The Developer shall also ensure that at all times adequate access is maintained to all land and premises. If at any time it is found necessary to close any existing means of access, the Developer shall, at the Developers own expense, provide adequate temporary means of access.
- 1.2.4 Road closures require a minimum of 3 months notification to the Engineer, and the Developer is to supply, erect and maintain diversionary signing at the Developers own expense.
- 1.2.5 Work on the public highway is to be carried out expeditiously and in such a manner as to cause no unnecessary inconvenience to the public.
- 1.2.6 The developer shall comply with the street works and works for road purposes Communications Policy.

1.4 SAFETY

- Traffic Safety 1.4.1 Where work has to be carried out on or adjacent to an existing public highway or a highway to which the public have access, the Developer shall comply in all respects with the recommendations contained in Chapter 8 Traffic Safety Measures for Roadworks of the Traffic Signs Manual (HMSO May 1991). Traffic signs, lamps, barriers and traffic control signals shall be in accordance with the current editions of the Traffic Signs Regulations and General Directions. The Engineer may require additional measures in certain instances to safeguard the highway user.
- Temporary Traffic Signals 1.4.2 Temporary Traffic Signals may be used with the permission of the Engineer, with a minimum of 14 days notice. Diesel or petrol generators are not to be used outside the hours of 8am to 6pm in residential areas.
- Use of Explosives 1.4.3 The use of explosives will be subject to Regulation 19 of the Construction (General Provisions) Regulations 1961. The use of explosives within the highway will not be permitted except with the written consent of the Engineer, and then it will be subject to any conditions that he imposes. In all cases where this permission is given, the Developer shall carry out all blasting operations in compliance with the relevant requirements of the Police and the Home Office. The Developer shall be responsible for all costs resulting from accidents or damage due to the use of explosives. If, in the Engineer's opinion, the operations are being carried out in a dangerous or unsatisfactory manner, the Engineer may withdraw permission.
- Danger to Children on Construction Sites 1.4.4 Developers should take account of the serious dangers to children on construction sites particularly when the site is vacated after working hours. Developers should therefore ensure that all reasonably practical precautions are taken. This relates in particular to:-
- (a) liaison with school heads and publicity visits to schools
 - (b) exclusion of all children from the site during working hours, except for properly supervised educational visits

- (c) provision of perimeter fencing to the site
- (d) guarding to edges of excavations
- (e) safe stacking of materials, e.g., pipes, topsoil etc.
- (f) removal of access to elevated areas
- (g) isolation of electricity and other energy sources
- (h) correct storage of hazardous materials.

1.5 POLLUTION & NUISANCE

- 1.5.1 The Developer is to carry out work in such a manner that avoids pollution, nuisance or danger to adjacent occupiers or users of the public highway.
- 1.5.2 Measures shall be taken to prevent the generation of excessive dust or noise during construction operations. Guidance on measures to reduce dust & noise during construction can be found in BRE Report 456 & BS 5228 respectively.
- 1.5.3 Under the Control of Pollution Act 1974, the District Council can impose maximum noise levels permissible during the construction of works and can enforce them; the District Council can also restrict working hours in sensitive areas. The Developer should contact Torbay Council Environmental Protection before work starts to ascertain the permissible noise levels.
- 1.5.4 Measures to prevent degradation of local air quality shall include measures such as ensuring that all plant, both static & mobile are regularly serviced and where possible comply with the most recent Euro standard.

1.5.5 For works within designated Air Quality Management Areas it is recommended that advice is sought from the Environmental Health Department of Torbay Council

1.5.6 Measures shall be taken to prevent the generation of excessive mud on to the Highway network by use of a wheel wash when exiting the site. The Council has powers to enforce this through The Highways Act 1980.

1.6 SERVICES

1.6.1 The procedures adopted for the excavation and reinstatement of trenches must be in accordance with the normal safe practices for such work and subsequent appropriate sections of this document.

Laying Mains 1.6.2 The Developer shall be responsible for contacting the Statutory Undertakers at the commencement of works to determine what mains, cables and services exist and are proposed, and he shall be responsible for ensuring that such cables, mains and services are completed before commencing any construction work that may be affected. Appendix 4B shows the standard detail indicating the relative location of services.

Protection of Mains 1.6.3 The Developer shall comply with the requirements of the New Roads and Streetworks Act 1991 and shall take all reasonable measures required by a Statutory Authority for the full protection of its mains, pipes, cables or any apparatus during the progress of the works (see also paragraph 5.8.3). Where privately owned services pass through the site and are affected by the works the Developer shall provide an alternative service to the satisfaction of the owner of the service and the Engineer.

Coordination of Works 1.6.4 The Developer shall be responsible for the co-ordination of all Statutory Authorities works related to the development.

1.7 STANDARDS OF MATERIALS AND SAMPLES

- Submission of Samples and Test Certificates
- 1.7.1 Unless otherwise specified, all materials shall comply with the current edition of the appropriate British Standard or British Standard Code of Practice (BS), European Standard (EN) or Harmonised European Standard Specification that supersedes the relevant BS.
- 1.7.2 All materials shall be transported, stored and used in accordance with the requirements or recommendations of that Specification. Where available and unless otherwise specified, materials and articles produced under a Sector Scheme for Quality Management in Highway Works, KiteMark or Safety Mark, Highways Authorities Product Approval Scheme (HAPAS) or other accredited third part certified scheme shall be used.
- 1.7.4 Samples of construction materials will be taken as considered necessary by the Engineer. The Developer will provide all necessary assistance. The names of the suppliers shall be submitted for approval in advance of materials being ordered, and no source of supply shall be changed without the Engineer's consent prior approval. Bituminous materials may only be obtained from plants accredited to the National Sector Scheme for Asphalt Production (Sector Scheme No. 14). When any material or article is required to comply with a European or British Standard such material or article or its container shall bear the stamp of the UKAS registered certification trademark. Alternatively, the Contractor shall submit test certificates furnished by the supplier or manufacturer of the material or article indicating compliance with the relevant British Standard. The test certificates should be from a UKAS laboratory accredited for the particular test. A UKAS testing service is available from the Devon County Council Materials Laboratory. Subbase shall be from a DCC-approved source that has been assessed as capable of supplying compliant material under an appropriate quality control regime. Certificates of compliance for frost heave and required aggregate properties from a UKAS accredited laboratory shall represent the current production quality and be no more than 12 months old.
- Storage of Materials
- 1.7.5 All materials liable to deterioration or damage shall be stored in such a way that they shall be in accordance with the Specification at the time of use.

1.8 DEVELOPER'S RESPONSIBILITIES

- | | | |
|--|-------|--|
| Damage to Highways | 1.8.1 | The Developer shall be responsible for any damage to existing roads, footways, verges, drains and Statutory Undertakers property, whether forming part of the works or not, which have arisen from the works, the transport of men, materials and plant to or from the works, or because of the diversion of normal or extraordinary traffic from their customary routes due to the construction of the works. The Developer shall repair and make good all damage to the satisfaction of the Engineer, or shall pay for the repairs to be carried out by the Engineer. The Developer shall be responsible for arranging with the Engineer for any necessary joint survey. |
| Mud, Materials or Equipment on Highway | 1.8.2 | Materials are not to be stored on the public highway, nor is equipment to be deposited on the highway so as to damage or obstruct it. The Developer shall keep adjacent carriageways, footways and footpaths, drains and ditches near the works free from mud, debris or dust arising from the works. Surface water from the works shall not be permitted to flow on to any existing public highway. |
| Clear up on Completion | 1.8.3 | The whole of the works shall be left in a neat and tidy condition on completion, free from refuse, litter and debris of all kinds. |
| Maintenance Period | 1.8.4 | For a period of at least 12 months after completion of the works the Developer will be required to fully maintain the new road (including sweeping, gully emptying, grass cutting, shrub beds etc.), and repair any defects to any part of the works that may arise. Such repairs shall be carried out to the Engineer's satisfaction. |

1.9 Recycled Materials, Secondary Aggregates & Energy Minimisation

- 1.9.1 Torbay Council encourages the use of recycled materials and secondary aggregates within highway construction. Wherever possible and practicable consideration should be given to maximise the use of these materials when it can be shown that there will be no detriment to the durability and serviceability of the highway. Approval has already been given for many more sustainable materials. These include bituminous materials that contain a percentage of reclaimed aggregates, glass and concrete. These materials are readily available from many quarries within & bordering Devon. Where any doubt exists, guidance can be sought from Devon County Council Materials Laboratory.
- 1.9.2 It is widely recognised that minimising our use of energy, particularly from the so called fossil fuels is an essential element in society's drive for greater sustainability. This specification, although containing no specific element of energy minimisation, seeks to achieve the most durable construction, which in itself should minimise both materials demand and energy usage over the whole life of the highway. One example of how energy usage can be reduced is by obtaining materials from local sources. If the Developer wishes to propose any further ways in which overall energy demand can be reduced whilst still achieving the required level of durability this will be considered.

SECTION 2

SITE CLEARANCE

2.1 UNDERGROUND OBSTRUCTIONS

- 2.1.1 Underground structures and chambers shall be demolished, properly cleaned out, filled with acceptable material and compacted in compliance with paragraph 6.3.2. Disused foul and surface water drains within 1.0m of formation level shall be removed and trenches backfilled in accordance with paragraph 5.4.5. Other disused drains shall be effectively stopped up.

2.2 EXISTING MATURE TREES, STUMPS AND ROOTS

- 2.2.1 No existing trees shall be felled in contravention of a Tree Preservation Order. Any trees that are to be felled must be with the full written consent of the Planning Authority. Where shown on drawings approved by the Planning Authority trees shall be uprooted or cut down as near to ground level as possible. All felled timber shall be removed from the site.
- 2.2.2 Stumps and tree roots within the vicinity of roadworks shall, unless otherwise agreed with the Engineer, be totally removed and disposed of. Holes left by the stumps or roots shall be filled with acceptable material and compacted in compliance with paragraph 6.3.2.

SECTION3 NOT USED

SECTION4 NOT USED

SECTION 5

DRAINAGE AND SERVICE DUCTS

NOTE: If roof water or water from any source other than the highway is to be carried by a surface water drain, then the drain will be defined as a sewer which will be the responsibility of South West Water or its agents to whom reference should be made for its requirements. The requirements of this Section, therefore, apply to

- a) the excavation of surface water drains carrying highway water
- b) the laying of pipes etc. of surface water drains carrying highway water, and
- c) the backfilling of all trenches whether they contain highway surface water sewers, other surface water sewers, or foul sewers, where they lie within the carriageway, together with their associated manholes, catchpits etc.

5.1 PIPES FOR DRAINAGE

- 5.1.1 The class of pipe should be calculated in accordance with Simplified Tables of External Loads on Buried Pipelines (HMSO). The internal surfaces of all pipes and fittings shall be subject to the approval of the Engineer in respect of smoothness. Surface water drainage pipes shall have a minimum diameter of 150mm.
- Acceptable materials for sewers
- 5.1.2 Pipes for drainage shall be selected from the following alternatives, and as more fully described in Table 5/1 of the Specification for Highway Works:
- a) Vitrified clay pipes shall be normal or surface water pipes as defined in BS65. They shall have Type 1 flexible joints unless otherwise approved by the Engineer and be of the strength stated on the approved drawings.
 - b) Concrete pipes (with Portland cement or sulphate resisting cement when necessary) shall comply with BS5911 – 3:2010, have flexible joints and be of the strength class shown on the approved drawings.
 - c) Unplasticised polyvinyl-chloride (UPVC) solid wall concentric external rib-reinforced pipes shall comply with BS4660 or BS EN 1401-1:2009 and with the relevant provisions of WIS (Water Industry Specification No 4-31-05).
 - d) Cast iron or ductile iron pipes shall be Class B, have spigot and socket flexible joints, shall comply with BS437 or BS EN 545 and shall be used where agreed with the Engineer.
- 5.1.3 Pipes and fittings other than those included in Table 5/1 may be used with the approval of the Engineer provided that they hold a current British Board of Agrément Roads and Bridges Certificate stating that they are a suitable alternative for the usage specified in Table 5/1. Rigid jointed pipes are not normally permissible.
- 5.1.4 Pipes for land drainage, including French Drains, shall comply with the paragraph 5.1.2 above and SHW clause 501.3 and Table 5/1 of the Specification for Highway Works.

5.2 EXCAVATION FOR PIPES AND CHAMBERS

- Trenches
- 5.2.1 Excavation in trenches and pits within the boundaries of highways to be adopted shall have vertical sides unless the specific approval of the Engineer is obtained to batter them. The sides of trenches and pits shall be adequately supported at all times so as to maintain the stability of the adjacent ground. Trenches and pits shall be kept free of water at all times, and shall remain open only for the minimum period necessary before backfilling.
- 5.2.2 Widths of pipe trenches shall be either
a *maximum* of external pipe width plus 600mm, or
a *minimum* of the external pipe width plus 300mm,
unless otherwise required by the Engineer.
- Overbreak
- 5.2.3 In the event of an overbreak, slip, or if the Developer allows the bottom of trenches or pits to become unsuitable, the loose or unsuitable material shall be removed, the bottom of sides trimmed horizontally and vertically and the excess excavation treated as follows:-
- i. In the bottom of the trench or pit the excess excavation shall be filled with concrete Mix ST2 to BS 8500-2 and BS EN 206-1 or granular material for which specific written approval has been obtained
 - ii. Where the pipe or manhole is designed to have a concrete protection, the excess width of excavation shall be filled with extra concrete of the quality of the proposed protection.
 - iii. Where the pipe or manhole is not designed to have a concrete protection, the excess width of excavation shall be filled with the pipe surround material shown on the drawings i.e. pipe bedding material or selected fill, as agreed with the Engineer.

5.3 SUB-SOIL DRAINS

- When Required
- 5.3.1 An adequate system of sub-soil drainage is to be constructed where:-
- i. the winter height of the water table is within 600mm of formation, or
 - ii. the sub-soil is unstable because it is waterlogged, or
 - iii. springs, drains or watercourses are encountered, or
 - iv. there is likelihood of water running off or out of adjacent ground.
- 5.3.2 Sub-soil drains shall be accurately laid in trenches to suitable alignments and gradients. The gradients shall be sufficient to produce a self-cleansing velocity of 0.75m per second. Pipelines shall be properly linked with junction pipes, discharge into catchpits or manholes and outfall into the surface water drainage system.
- 5.3.3 Sub-soil drains shall consist of perforated earthenware, concrete or open jointed pipes complying with the appropriate British Standard and Section 5.1 below. Sub-soil drains shall be surrounded with a free-draining filter material as Type A, as shown in Table 1. French drains shall be surrounded with filter material Type B and shall be filled with this material up to ground level. Standard Construction Details are shown in Appendix 4A.
- 5.3.4 Additionally, the filter material Type A or Type B shall, where more than 2% of the material passes a 425µm test sieve, be non-plastic. The material shall have a soaked 10% fines value of not less than 50kN, and have a water soluble sulphate content of less than 1.9 grammes per litre.
- Land Drains
- 5.3.5 Existing land drains and springs severed by the work shall be connected into the surface water drainage system.

Table 1

Table 1: Grading and geometrical requirements for filter drain material		
	Type A	Type B
Standard	BS EN 13285	BS EN 13242
Size, mm	0/20	20/40
Grading and oversize categories	G _F (with an additional sieve)	G _C 80-20
Oversize category	OC ₈₀	-
Category for tolerances at mid-size sieves	-	GT _{NR} (no requirement)
Category for maximum fines	UF ₃	F _{NR} (no requirement)
Summary grading requirements		
Sieve size, mm	Percentage by mass passing	
80	-	100
63	-	98 – 100
40	100	80 – 99
20	80 – 99	0-20
10	50 – 90	0 – 5
4	30 -75	-
2	15 – 60	-
0.500	0 – 35	-
0.125	0 – 4	-
0.063	0 – 3	-
% in size fraction		
4/10	5 – 35	-
2/4	5 – 35	-

Pipe Bedding Material	5.4.1	To prevent the intrusion of fine-graded soils such as clays, silts or fine sands into the bedding or the pipe of sub soil and French drains, especially under wet conditions, a permeable geotextiles material, approved by the Engineer, shall be used as a separator.
Pipelaying	5.4.2	All pipe laying shall commence at the outfall unless agreed with the Engineer, and pipes shall be laid true to line and level as shown on the approved drawings. Pipes should be laid as soon as possible after excavation of the trench.
Concrete Protection	5.4.3	Concrete surround shall be provided to pipes having less than 1.2m cover unless otherwise agreed with the Engineer. Where concrete surround is required, it shall be concrete Mix ST2 to BS 8500-2 and BS EN 206-1 with separation at the joints of expanded polystyrene or other approved material as agreed with the Engineer. After inspection and testing the pipeline the concrete shall be placed in compacted layers to a height of 150mm above the pipe. In the case of flexible pipes, an alternative method is to protect the pipe by a bridging slab, minimum thickness 150mm, formed from concrete class C20P.
Backfilling of Trenches	5.4.4	The fill material to be used up to carriageway formation level shall, in the absence of quantifiably suitable on-site material, be suitable imported recycled or secondary material, or Type 1 granular sub-base material to SHW clause 803, and shall be deposited and compacted in compliance with SHW clause 505.
Upon Completion	5.4.5	On completion of the works all manholes and pipes shall be rodded or flushed from end to end with water and left clean and free from obstructions, witnessed by the Engineer. In certain cases, video inspection may be required e.g. where the whole drainage system is to be adopted by the Highway Authority. All testing or inspection is to be at the Developers expense.

5.5 MANHOLES AND INSPECTION CHAMBERS

Manholes and Inspection Chambers

5.5.1 Manholes and inspection chambers shall be constructed as specified below and in accordance with the standard details shown in Appendix 4A. Manholes may be constructed of precast concrete ring sections, to the requirements of BS5911, or brick-work, and must be to the Engineers satisfaction and watertight on completion. All manholes on sewers of 600 mm diameter or greater must be provided with safety chains (galvanised wrought iron close link 10mm) on the downstream side. Benching shall be at least 335mm wide on one side. Step irons for manholes shall be galvanised malleable cast iron complying with BSEN 13101.

5.6 MANHOLE COVERS AND FRAMES

Covers and Frames

5.6.1 Manhole covers and frames in carriageways shall

- comply with the requirements of EN124 ref D400 and be Kitemarked
- be of ductile iron or other approved material
- be square in plan
- have clear opening of 675mm
- have a polished Skid Resistance Value (SRV) of >45 (for guidance on covers that meet this requirement please contact the Materials Laboratory on 01392 386500)

In footways and verges the requirements are similar except that the covers may be to EN124 ref B125 as agreed with the Engineer.

5.6.2 Manhole covers and frames are to be bedded on an approved polyester resin or proprietary cementitious high strength mortar, used in accordance with the manufacturer's instructions, on at least two and not

more than four courses of 225mm Class B Engineering brickwork and shall be fixed so as to be flush with adjacent surfaces. For the treatment of manhole covers in block paving see paragraph 11.8.3.

5.7 GULLIES

- | | | |
|-----------------------------|-------|--|
| Gully pots for Carriageways | 5.7.1 | Gullies shall be trapped as described in clause 508 of the Specification for Highway Works and be in accordance with the standard details shown in Appendix 4A. Where in-situ gullies are formed with permanent shuttering such as plastic, such shuttering is to have a current British Board of Agrément Roads and Bridges Certificate. |
| Gully pots for footways | 5.7.2 | Gully pots for footways shall be:- <ul style="list-style-type: none">• salt glazed ware to BS65 round street gully with rodding eye, stopper and chain and trap, 300mm diameter x 600mm deep with 150mm diameter outlet, or• concrete to BS5911 Part 2 unreinforced street gully with rodding eye, stopper and chain and trap, 300mm diameter x 600mm deep with 150mm diameter outlet, or• in-situ concrete formed with permanent shuttering (e.g. plastic gullies) such shuttering to have a current British Board of Agrément Roads and Bridges Certificate. |
| Gully Connections | 5.7.3 | Gully connections shall be of pipe complying with the requirements of paragraphs 5.1.2. or 5.1.3. and be of a minimum of 150mm diameter. The pipes including collars shall be bedded and surrounded, unless otherwise agreed with the Engineer, with concrete Mix ST2 to BS 8500-2 and BS EN 206-1 to a minimum thickness 150mm, over the full length of the connection, in accordance with paragraph 5.4.4. |
| Gully Gratings and Frames | 5.7.4 | Gully gratings and frames in residential estate roads shall <ul style="list-style-type: none">• be certified as complying with the requirements of EN124 ref C250 |

- be of ductile iron
- have dimensions to be agreed with the Engineer
- be hinged and/or lockable where required by the Engineer
- have flanges on three sides only (except where agreed with the Engineer) so that they can be placed immediately adjacent to the kerb face.

5.7.5 Gully gratings and frames in commercial estate roads shall

- be certified as complying with the requirements of EN124 ref D400 or C250 as agreed with the Engineer
- be of ductile iron
- be double triangular 450mm x 450mm.

5.7.7 Gully gratings and frames shall be so fixed as to be 3 mm below the surface of the road channels, carriageway or footway surface.

5.7.8 Double gullies shall be provided at low points.

Connections to Existing Drainage 5.7.9 Existing sewers, drains and culverts shall be properly connected to the new system as construction proceeds. (See also the requirements of paragraph 1.2.2). When ironwork has to be reset on trafficked roads, it shall be bedded on an approved polyester resin.

5.8 SERVICE DUCTS

5.8.1 All service ducts shall be constructed in accordance with the requirements of the Statutory Undertaker concerned.

- 5.8.2 Service ducts shall have smooth internal bore and be constructed of:-
- unplasticised polyvinyl chloride pipes complying with Class B or C. of BS 3506, or BS 4660, or BS EN 1401-1, bedded on, and surrounded with concrete Mix ST2, or
 - steel pipes and joints complying with BSEN 10311, BSEN 10224, or
 - internally glazed vitrified clay ducts with plastic flexible sleeve joints. When tested in accordance with Appendix B of BS 65 the ducts shall conform with the extra strength requirements of that British Standard, or
 - glazed earthenware pipes with Type 1 sockets with flexible joints, manufactured in accordance with the extra strength requirements of BS 65

5.8.3 Inspection pits for Statutory Undertakers apparatus shall be consistent with those authorities' requirements. Covers for all pits, including draw pits, shall be capable of sustaining vehicle loading, and shall not be constructed in plastic.

5.8.4 All Statutory Undertakers and the Highway Authority must be advised at least 7 days in advance of any proposed and approved works taking place. When excavating within a highway, highway drains, sewers or statutory undertakers apparatus must be located in advance of machine excavation. If any apparatus is encountered during excavation, the Highway Authority or Statutory Undertaker must be notified immediately and no pipe or cable shall be disturbed without their approval. (Some Statutory Authorities have free phone numbers for use in determining the location of their services.)

5.9 SOAKAWAYS & SUSTAINABLE DRAINAGE SYSTEMS

5.9.1 Soakaways for highway surface water drainage shall, where permitted by the Engineer, be designed in Accordance with Building Research Establishment Guidance in BRE Digest 365. Alternative designs based on CIRIA guidance or Environment Agency recommendations may also be considered.

- 5.9.2 In the absence of any additional allowance for Climate Change impacts being made in national guidance a capacity factor of +20% will be applied.
- 5.9.3 Guidance on acceptable forms of SuDS can be found in Part 3 of this design guide.

SECTION 6

EARTHWORKS

Note: The classification and confirmation of acceptability of earthworks materials shall be carried out by the Engineer based on soils information to be provided in accordance with paragraph 0.3.1. If pre-construction testing was undertaken during design, a reassessment of the CBR and moisture content of soils may be necessary at the commencement of works, and any changes to construction thicknesses etc. are to be made where required.

The references to the Highways Agency's Specification for Highway Works in this section can be found here:

www.standardsforhighways.co.uk/mchw/vol1/pdfs/series_0600.pdf

6.1 CLASSIFICATION AND USE OF EARTHWORK MATERIALS

- | | | |
|--------------------------|-------|--|
| Unacceptable
Material | 6.1.1 | Unacceptable material shall not be used in the Permanent Works. Unacceptable material includes:- |
|--------------------------|-------|--|

- a) peat, material from swamps, marshes and bogs
- b) logs, stumps and perishable material
- c) material in a frozen condition
- d) clay having a liquid limit determined in accordance with BS1377: Part 2, exceeding 90 or plasticity index determined in accordance with BS1377: Part 2, exceeding 65
- e) material susceptible to spontaneous combustion
- f) non-hazardous materials other than those permitted in Table 6/1 of the Specification for Highway Works
- g) material having hazardous chemical or physical properties requiring special measures for its excavation, handling, storing, transportation, deposition and disposal.

Acceptable Material	6.1.2	Acceptable material is material excavated from within the site or imported onto the site, which meets the requirements of Table 6/1 in the Specification for Highway Works for acceptability for use in the Permanent Works.
Stripping Topsoil	6.1.3	Turf and topsoil shall be stripped from the whole area of the road works and stored in stockpiles of height not exceeding 2 metres unless otherwise agreed with the Engineer.
Corrosion Potential	6.14	All earth works materials including capping and fills within 500mm of metallic items (including lighting columns and sign posts) shall be quantified as non aggressive if the following conditions are met: (all tests in accordance with Series 600 of the Specification for Highway Works)

pH Value: 6 minimum 9 maximum

Chloride ion content: 0.025% maximum

Water soluble sulphate content: 0.25g/l maximum

Resistivity: 5000ohms.cm minimum

Redox Potential: 0.43volts minimum.

6.2 EXCAVATION

6.2.1 Excavation shall be carried out to the widths and depths shown on the approved plans and cross section or to such other dimensions as may be considered necessary by the Engineer to secure an adequate foundation.

6.2.2 If the correct depth of excavation is exceeded the levels shall be made up with approved granular material to SHW clause 803 or other material approved by the Engineer. If any soft areas are encountered within the area of the formation or the formation becomes puddled or soft, the affected material shall be removed and replaced with acceptable material, which shall be deposited and compacted as specified for the formation of embankments. The low spots shall be suitably drained by land drains where required by Engineer.

6.2.3 Construction plant shall not run on the formation unless the Developer maintains the level of the bottom surface at least 300mm above formation level. Any damage to the subgrade shall be made good by the Developer as specified in paragraph 6.2.2.

Trimming
Side Slopes

6.2.4 The side slopes of cuttings and embankments shall be trimmed to the slope shown on the Approved Drawings or to such other gradually changing slopes that the Engineer may direct. Should the slopes of any cuttings be excavated beyond the widths shown on the Drawings, the Developer shall make good each affected area in a manner satisfactory to the Engineer.

6.3 FORMING OF EMBANKMENTS AND FILLS

6.3.1 Embankments and other areas of fill shall be formed of material defined as acceptable material in paragraphs 6.1.2. Where embankments traverse areas subject to flooding they should be constructed in granular material up to 300mm above anticipated maximum flood level.

6.3.2 Embankments shall be built up evenly over the full width and shall be maintained at all times with a sufficient camber and a surface sufficiently even to enable surface water to drain readily from them. During the construction of embankments the Developer shall control and direct construction traffic uniformly over their full width. Damage to compacted layers by constructional traffic shall be made good by the Developer.

6.3.3 It is not good practice to allow road embankments to remain unfinished or unprotected for any length of time. Weather protection should be provided by placing 300mm minimum compacted thickness above formation level. The material should be of the same type as that used in the sub-formation.

6.3.4 A method statement for the transportation, storage, handling, placement & compaction of fill materials shall be provided for approval prior to commencing any such works.

6.4 PERMEABLE BACKING TO EARTH RETAINING STRUCTURES

6.4.1 Permeable backing to earth retaining structures shall consist of one of the following materials:-

i. granular material 4/20 Gc 90/15 in accordance with BS EN 12620:2002 , to a minimum thickness of 300mm, or

ii. precast porous concrete blocks laid in stretcher bond with dry joints in 225mm thick walling.

6.5 COMPACTION OF EMBANKMENTS AND FILLS

- 6.5.1 Fill shall be acceptable excavated material or granular filling as described Section 6.1. It shall be spread and compacted as soon as practicable after deposition in layers in accordance with Table 2 below.
- 6.5.2 The developer shall supply a documented procedure for the formation and compaction of embankments and/or fill. This is to include details of site control procedures for the materials and their placement together with measures to verify that the required results have been obtained at all stages in the works. Such measures should include the use of SPT or similar methods for quantifying that adequate levels of compaction have been achieved.
- 6.5.3 The Engineer may at any time carry out comparative field density tests in accordance with BS1377: Part 9: 1990 Clause 2.1/2.2 on material which he considers has been inadequately compacted. If the test results, when compared with the results of similar tests made on adjacent approved work in similar materials show the state of compaction to be inadequate the Developer shall carry out such further work as the Engineer may decide is required, and the costs of testing reimbursed to the Engineer.
- 6.5.4 The Developer shall, not less than 72 hours before he proposes to carry out compaction processes, apply to the Engineer for permission in order that the Engineer may make proper provision for the supervision of compaction in the permanent work.
- 6.5.5 Where materials of widely divergent characteristics are used in embankments and fill areas they shall be spread and compacted in separate clearly defined areas.

6.6 CAPPING LAYER

- Capping Layers
- 6.6.1 In cases where the CBR value of the sub-grade soil is less than 5%, a capping layer of material complying with SHW Types 6F2, 6F3 or 6F4 may be provided. This shall comprise non-argillaceous material and, where the material size permits, shall have a CBR value of at least 15% when tested in accordance with BS1377: Part 4:7 at the in-situ moisture content following compaction. Appropriate thicknesses of capping layer are given in section 7.1.
- 6.6.2 If the capping layer is within 350mm of the road surface it shall be non-frost susceptible. This requirement shall be deemed to be met if the material after compaction, when wet sieved, produces 8% or less passing the 63 μ m sieve.

6.7 PREPARATION OF FORMATION

- 6.7.1 Immediately prior to laying the sub-base the formation shall be prepared as follows:-
- i. All surfaces shall be cleaned and any wet materials, mud, slurry, unsound or unstable material removed.
 - ii. The surface shall be brought to the formation level shown on the approved drawings by the addition of fill material or by grading-off high spots.
 - iii. The formation shall then be compacted in accordance with Table 2.
 - iv. The surface shall be regulated and trimmed to within a tolerance of plus 20mm or minus 30mm of true level and given one further pass with the roller.
- 6.7.2 Where the formation is not immediately covered with sub-base or base course material, it may be protected by a membrane of 125 μ m thick impermeable plastic sheeting with 300mm laps set to prohibit ingress of moisture. If the Developer allows the moisture content of accepted

compacted material to reach a value above the maximum permitted for the material for compaction the Developer shall allow the material to revert to an acceptable moisture content and if directed by the Engineer, make good the surface by re-compaction before laying the subbase in accordance with 6.7.1(i) to (iv) inclusive.

6.8 EARTHWORKS TO BE KEPT FREE OF WATER

6.8.1 The Developer shall arrange for the rapid dispersal of any water shed on to earthworks or completed formation or which enters the earthworks from any source. Where practicable, the water shall be discharged to the permanent outfall for the piped drainage system.

6.8.2 The Developer shall provide where necessary temporary water courses, ditches, drains, pumping or other means of maintaining the earthworks free from water. Adequate means for trapping silt shall be provided before any water from the site is discharged into permanent drainage systems.

6.9 VERGES

Preparation 6.9.1 Verges which are to seeded shall be carefully prepared by being thoroughly dug over or ploughed one spit deep, levelled and thoroughly cleared of existing turf, weeds, rubbish, large stones etc. ready to receive topsoil. The top 100mm shall be approved topsoil lightly compacted and then the top 25mm worked to a fine tilth.

6.9.2 Immediately prior to seeding or turfing, fertiliser shall be applied to the prepared verge at a rate of not less than 75g per square metre. The fertiliser shall consist of a compound containing not less than 10% nitrogen, 15% phosphoric acid and 10% potash and shall be submitted for the Engineers approval.

Seeding 6.9.3 Grass seed as specified below shall be evenly sown at the rate of not less than 1kg to 30 square metres and lightly raked into the soil. In case of failure the sowing shall be repeated until the grass is established. The seeded area is to be maintained, including mowing, until the road is adopted.

Turfing 6.9.4 The grass seed shall be a tested mixture from an approved source; certificates of purity and germination shall be provided at the request of the Engineer. Unless otherwise agreed with the Engineer, the following mixture shall be used.

Chewings Fescue (<i>Festuca Rubra Commutata</i>)	24%
Smooth Stalked Meadow Grass (<i>Poa Pratensis</i>)	24%
Hard Fescue (<i>Festuca Rubra</i>)	24%
Brown Top (<i>Agrostis Tenuis</i>)	8%
Perennial Ryegrass (<i>Lolium Perenne</i>) Ranger	20%

6.9.5 Where the area is to be turfed, turves shall be clean and strong and shall comply with BS3969. The turfs shall be well bonded and tamped into the prepared topsoil bed. Where turfs are required to be laid on side slopes they shall be laid diagonally and pegged as necessary using wooden pegs left flush with the surface.

6.9.6 All turfs shall be laid within 1 week of cutting during the period 1st April to 31st August or within two weeks of cutting during the remainder of the year. Laid turfs shall be maintained and may require additional watering until the road is adopted.

Trees 6.9.7 Trees planted in verges shall be nursery grown Standard trees and shall be planted within seven days of being taken up from the nursery during the months of October to March inclusive. A list of recommended trees and shrubs is given in Appendix 4C.

6.9.8 The trees shall be planted in prepared holes at least 1.0m x 1.0m x 0.5m deep with the bottom broken up to a further 0.3m depth. The tree roots should be properly spread out in the hole and topsoil backfilled in layers

gently trodden in with the foot. Trees shall be staked, fastened and protected as necessary.

- 6.9.9 The position of the trees is to be as shown on the Drawings or as agreed with Engineer.

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SECTION 7

ROAD PAVEMENTS - GENERAL

Construction 7.1.1 The required **minimum** depth of construction for each type of Residential and Commercial Roads is given below in Tables 3 and 4.

Thicknesses

Construction Thicknesses in New Development Highway Types Residential

Table 3:

	Block Paved Shared Surfaces Home Zones	Minor Access Roads	Major Access Road	Distributor Roads	Design Mix Heavy Traffic Junctions to Prevent Rutting at Engineers Discretion
	0.1 m.s.a.	0.1 m.s.a.	0.2 m.s.a.	up to 1.5 m.s.a	
Surface Course	80mm block pavers	40mm of 0/6mm SMA	40mm of 0/10mm SMA	40mm of 0/10mm SMA	Depths to manufacturers design

Binder Course	-	60	60	60	[4] See below
Sand Bedding Course	25 [2]	-	-	-	
Base (Roadbase)	50 [1]	80	85	100	
Foundation thickness for all types of road					
CBR of subgrade:	Sub-base alone [3]	Sub-base plus Capping Layer		Geotextile required	
1% or less	not permitted	Special conditions apply with the Engineer		To be agreed	
less than 2% but greater than 1%	not permitted	150 + 600		Yes	
2%	not permitted	150 + 450		Yes	
3%	not permitted	150 + 350		Yes	
4%	not permitted	150 + 300			
5%	240(350)	150 + 250			
6%	220(290)				
7%	200(250)				
8%)	190(225)				
10%	170(225)				
15%	150(225)				
Notes:	* Where the block paving is integral to any SuDS system this will be subject to a design provided by the block manufacturer & approved by the Engineer.				
[1]	A 50mm of dense asphalt concrete binder course is required when the sub-base is to carry construction traffic in which case the depth of the sub-base may be reduced by 50mm.				

[2] Thickness of sand is given in paragraph 11.8.5.

[3] (220) - for figures in brackets, see para. 7.1.2.

[4] Torbay Council will require a Premier bituminous design mix at the Engineers discretion at stressful areas such as bends, bus bays and junctions where rutting will occur at the developers costs

Table 4: Construction Thicknesses in Commercial Estate Roads

	Area of Development			
	acres	under 15	15 to 70	70 to 120
	hectares	over 6	6 to 28	28 to 48
Surface Course		40mm of 10mm SMA	40mm of 10mm SMA	40mm of 0/14mm SMA
Binder Course		60	60	60
Base (Roadbase)		150	155	200

7.1.2 The water table should not rise to within 600 mm of the formation; subsoil drainage or raising the embankment may prevent this, but if neither of these are practicable the construction thicknesses shown in brackets in Tables 3 and 4 are to be used.

Surface Levels and Surface Regularity of Pavement Courses

7.1.3 The level of any point on the constructed surface of the pavement courses shall be the design level subject to the following tolerances:

Surface Course	+ or - 6mm
Binder course	+ or - 6mm
Base	+ or - 15mm
Sub-base	+ 10mm to - 30mm

7.1.4 Notwithstanding the tolerances permitted in surface levels of pavement courses, the cumulative tolerance shall not result in a reduction in thickness of the pavement, excluding the sub-base, by more than 12mm from the specified thickness.

7.1.5 The surface course thickness stated is the minimum acceptable, i.e., there is no lower tolerance . It is therefore advisable to ensure that the target thickness of the surface course in the laying operation takes this into account.

Checking of Longitudinal Surfaces

7.1.6 A straight edge 3 metres long shall be used to check longitudinal surface regularity and the maximum allowable difference between the surface and the underside of the straight edge, when placed parallel with, or at right-angles to, the centre line of the road at points decided by the Engineer shall be:

for pavement surfaces	3mm
for binder courses	6mm

On lengths of surface course in excess of 75 metres, a calibrated rolling straight edge will be used. Tolerances are:

Length Tested	Maximum number of irregularities		
	4mm	7mm	Greater than 10mm
75m	9	1	0
300m	20	2	0

Surface Irregularities out of Specification	7.1.7	Where surface levels or irregularities do not comply with the above the Developer will be required to rectify the matter to the satisfaction of the Engineer. The minimum area the Engineer would except would be 15m x lane width .
Use of Surfaces by Traffic and Construction Plant	7.1.8	Where the Developer proposes to use the sub-base for construction plant he shall improve the sub-base to accommodate the method of construction and the type of plant and vehicles which he proposes to use, in order to avoid damage to the sub-base, any capping and the subgrade. Any permanent thickening shall be across the whole width of the pavement, unless otherwise agreed with the Engineer. Temporary thickening shall not impede drainage of the subbase or the sub-grade.
Order of Work	7.1.9	All drainage and sewerage works, statutory undertakers mains and services, street lighting cabling and ducting etc., shall be installed and the trenches properly reinstated before carriageway binder course is laid.
Traffic Calming Features	7.1.10	Where ramps, plateaux and other sections where texture changes are required in estate roads, the sub-base and upper bituminous layer shall be laid to provide a smooth running temporary surface for construction traffic and afterwards shall be carefully removed over the necessary area and to the required depth in order to construct the ramp, table etc.
Weather conditions for laying bituminous materials	7.1.11	Laying of road pavement materials containing bitumen binders may proceed during light precipitation provided that both the surface to be covered and the air temperature are above 0°C, except where otherwise specified in this Clause. Responsibility for working methods shall remain with the Contractor including all necessary adjustments to suit changes in weather conditions.

7.1.12 Laying of road pavement materials containing bitumen binders may proceed provided that the temperature of the surface to be covered is 0°C or more, the air temperature is at or above - 1°C and rising and the surface to be covered is dry, unfrozen and free from ice, snow, salt and grit, except where otherwise specified in this Clause

Wind Speed 7.1.13 Wind speed shall be measured by anemometer positioned near the laying site to accurately reflect conditions at the laying site. The anemometer shall be fitted with a digital accumulative device. Although compaction will be assessed by means of the air voids test it is strongly recommended that the acceptable laying conditions given in the following charts are adhered to. In the case of handlay work additional allowance may need to be made to achieve the specified level of air voids, i.e., higher ambient temperature and/or lower wind speed.

FIGURE 7/1: Wind Speed and Air Temperature Laying Restraints for up to 35mm Thickness of SMA Surface Course

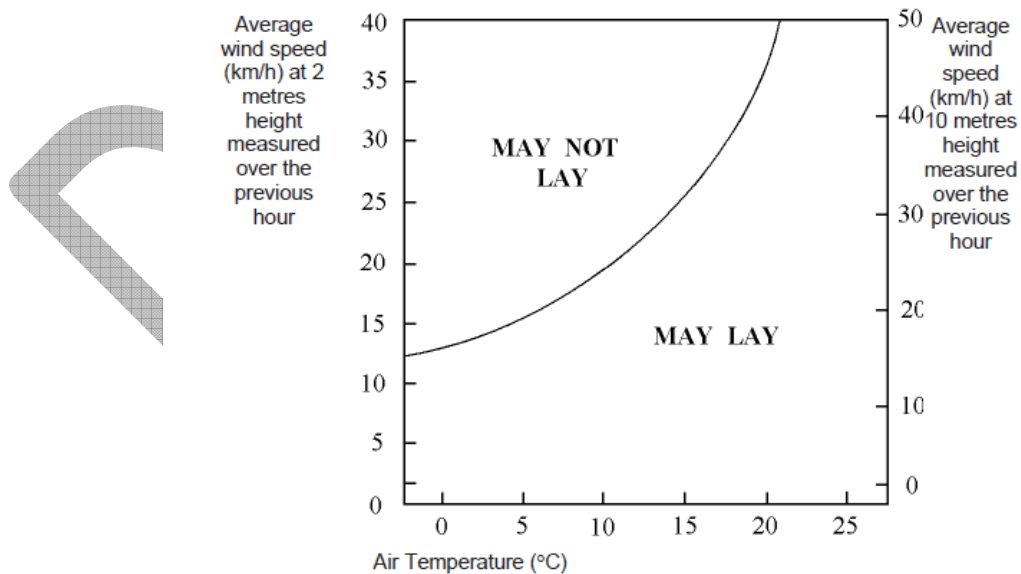
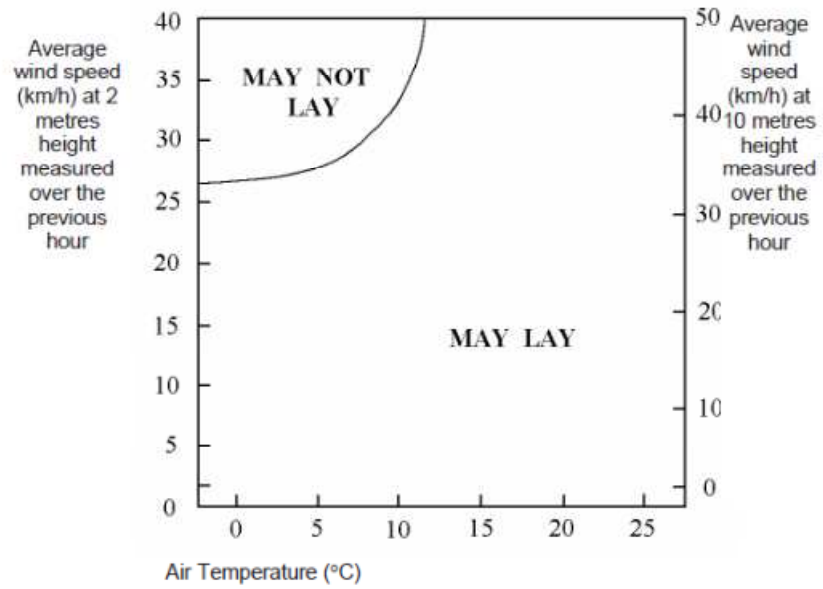


FIGURE 7/2:

Wind Speed and Air Temperature Laying Restraints for Dense Concrete Asphalt Surface Course or Binder Course



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SECTION 8

ROAD PAVEMENTS – UNBOUND MATERIALS

The Sub-base	8.1.1	<p>The Sub-base shall be granular material Type 1 to SHW clause 803. If the material is to be placed within 350mm of the surface a certificate of frost heave compliance shall be provided. The test will have been carried out no longer than 12 months prior to supply.</p> <p>Other subbase materials will be considered on a site-specific basis. Details of such alternatives shall be notified to the Engineer at least 2 weeks prior to intended use.</p>
	8.1.2	<p>The material shall be transported, handled and laid without drying out or segregation. It shall be spread evenly in layers to the required shape and total thickness shown on the approved drawings either by hand or machine, and compacted as shown in Table 5 below.</p>
Sub-base Protection for Block Paved Roads	8.1.3	<p>Where carriageways are constructed in concrete or clay pavements, if the sub-base is to be used as a running surface by construction traffic, a layer of 0/20mm nominal size dense bitumen base-course macadam shall be laid to a minimum thickness of 50mm. Any damage or deformation to the carriageway shall be made good to the Engineers satisfaction and the bituminous layer shall have holes (between 100mm and 150mm diameter) drilled at the rate of one per square metre and filled with 2,8/6,3mm clean chippings prior to laying paving blocks.</p>

Table 5 (table 8/1 of the Specification for Highway Works

Compaction Requirements for Granular Materials

Type of compaction	Category	Number of passes for layers not greater than		
		110mm	150mm	225mm
Smooth-wheeled roller (or vibratory roller operating without vibration)	Mass per metre width of roll :			
	over 2700kg up to 5400kg	16	Unsuitable	Unsuitable
	over 5400kg	8	16	Unsuitable
Pneumatic-tyred roller	Mass per wheel:			
	over 4000kg up to 6000kg	12	Unsuitable	Unsuitable
	over 6000kg up to 8000kg	12	Unsuitable	Unsuitable
	over 8000kg up to 12000kg	10	16	Unsuitable
	over 12000kg	8	12	Unsuitable
Vibratory roller	Mass per metre width of vibrating roll			
	over 700kg up to 1300kg	16	Unsuitable	Unsuitable
	over 1300kg up to 1800kg	6	16	Unsuitable
	over 1800kg up to 2300kg	4	6	10

	over 2300kg up to 2900kg	3	5	9
	over 2900kg up to 3600kg	3	5	8
	over 3600kg up to 4300kg	2	4	7
	over 4300kg up to 5000kg	2	4	6
	over 5000kg	2	3	5
Vibrating plate compactor	Mass per unit area of base-plate			
	1400kg up to 1800kg	8	Unsuitable	Unsuitable
	over 1800kg up to 2100kg	5	8	Unsuitable
	over 2100kg	3	6	10
Vibro-tamper	Mass			
	over 50kg up to 65kg	4	8	Unsuitable
	over 65kg up to 75kg	3	6	10
	over 75kg	2	4	8
Power rammer	Mass			
	100kg up to 500kg	5	8	Unsuitable
	over 500kg	5	8	12
During the compaction the surface profile shall be trimmed so that the finished surface levels are within plus 10mm and minus 30mm of those shown on the approved plan.				

SECTION 9

ROAD PAVEMENTS - BITUMINOUS BOUND MATERIALS

9.1 OVERALL REQUIREMENTS

From April 1st 2008 all bituminous surfacing shall be carried out by companies certificated to National Highways Sector Scheme 16 for the Laying of Asphalt Mixes. Details are available here:

www.ukas.com/Library/downloads/publications/NHSS%2016.pdf

Only materials supplied by a manufacturer certificated as complying with the Quality Assurance Sector Scheme No. 14 for the manufacture of asphalt (bituminous materials) will be acceptable. All delivery tickets will be made available to the Engineer when required.

The surfacing contractor shall only use material supplied by coating plants that have a current Q level (as defined in the National Sector Scheme for the Production of Asphalt Mixes) no worse than Q4 provided that the plant has maintained a Q level of Q3 or better in two of the previous four weeks.

9.1.1 Details of any non complying material notified by the supplier to the surfacing contractor shall be passed on to the County Council's Materials Laboratory immediately. No material shall be accepted under the supplier's concession arrangements in respect of any non-compliance with the required specification.

Transporting of Bituminous Materials	9.1.2	Bituminous materials shall be transported in clean vehicles that have fully insulated bodies and shall be double sheeted or quilted when in transit or awaiting tipping (an Easysheet-type system is also acceptable). The use of dust, coated dust, or water on the interior of the vehicles to facilitate discharge of the mixed materials is permissible but the amount shall be kept to a minimum by tipping or brushing prior to loading. Under no circumstances is diesel to be used.
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Laying of Bituminous Materials	9.1.3	Bituminous materials shall be spread, levelled and tamped by approved self-propelled pavers. The materials shall as soon as possible after arrival at the site be supplied continuously to the paver and laid without delay. The rate of delivery of material to the paver shall be so regulated as to enable the paver to be operated continuously and it shall be so operated whenever practicable. The rate of travel of the paver and its method of operation shall be adjusted to ensure an even and uniform flow of material across the full laying width, freedom from dragging, tearing and segregation of the material. Diesel is not to be used for lubrication or cleaning of any part of the paver that may come into contact with the bituminous material, e.g., the screed mechanism or hopper.
Hand Laid Work	9.1.4	<p>Hand laying of any bituminous materials will be permitted only in the following circumstances:-</p> <ul style="list-style-type: none"> i. laying regulation courses of irregular shape and varying thickness ii. in confined spaces where it is impracticable for a for a minipaver to operate to operate iii. in footways
	9.1.6	Compaction of bituminous materials should commence as soon as the uncompacted material will bear the effects of the rollers without undue displacement or surface cracking. Compaction should be substantially completed before the temperature falls below the minimum rolling temperatures. Rolling shall continue until all roller marks have been removed from the surface.
	9.1.7	Compaction shall be carried out preferably using self propelled vibratory rollers operated in accordance with the manufacturer's instructions (particularly in respect of amplitude and frequency of vibration) or by using 8-10 tonnes dead weight smoothwheeled rollers having a width of roll of not less than 450mm, or a combination of these rollers.
	9.1.8	Vibratory rollers should be capable of achieving at least the standard of compaction of an 8-tonnes deadweight roller.
Adequacy of Compaction	9.1.9	The adequacy of compaction of bituminous materials will be determined by the Engineer from the attained air void content of the laid material using the

of Bituminous
Materials

method specified in BS598: part 104 except that 100mm diameter cores shall be used. The Engineer will take samples in accordance with the following:-

- i. pairs of 100mm diameter cores shall be taken when the new material has attained ambient temperature
- ii. for sites exceeding 1000 sq. m in area, three core pairs per 1000 sq.m
- iii. for sites of less than 1000 sq. m, three core pairs for the complete site.

The air void content of each of the individual layers will be determined and shall not exceed the limits given in Table 6.

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Table 6

Material	Mean of 6 cores		Mean of any pair	
	Min%	Max%	Min%	Max%
Dense macadam base (asphalt concrete) (BS4987-1 Clause 5.2)	2	7	1.5	9
Dense macadam binder course (asphalt concrete) (BS4987-1 Clause 6.5)	2	6	1.5	8
Stone Mastic Asphalt (SMA) 14mm nominal size	2	6	1.5	7
Stone Mastic Asphalt (SMA) 10mm nominal size	2	8	1.5	9
Stone Mastic Asphalt (SMA) 6mm nominal size	2	10	1.5	11
Dense macadam and close (asphalt concrete) graded macadam surface courses- Machine laid (BS4987 Clause 7.5)	2	9	1.5	11

Notes:

1. The maximum permissible air void content given in Table 6 may be increased by 1% for hand laid materials in accordance with paragraph 9.1.4.
2. Air voids results will be rounded to the nearest whole number for the purpose of assessing compliance over a core pair and to the nearest 0.5% for single core pair compliance.
3. The measured mix density will be used in the calculation. This figure is based on data from laboratory analysis of the mix density. The figure used will be the most recent mix density measured for the same material type from the supplying quarry. For referee purposes a 200mm diameter core may be extracted for subsequent analysis of mix density.

Making of Joints 9.1.10 Where joints between laying widths or transverse joints have to be made in surface courses, the material shall be fully compacted and the joints made flush by cutting back the exposed joints to a distance of not less than the specified thickness. This cutting back shall result in the removal of any visually segregated material. All loosened material shall be discarded and the vertical face so formed shall be coated completely and evenly with a suitable bitumen-based product immediately prior to the abutting part of the layer is placed. A cold thixotropic bitumen can be used as per BS4987:Part 2.

All joints shall be offset at least 300mm from parallel joints in the layer beneath.

Delivery Temperatures 9.1.11 The delivery temperatures for bituminous bound materials shall comply with the recommendations of BS4987, as summarised in Table 7 below. A calibrated thermometer suitable for checking the above-specified temperatures shall be provided by the Developer and kept available for use by the Engineer. The calibration will have been carried out within the previous 12 months and will provide clear evidence of traceability to National Standards e.g. via a UKAS certificate.

Table 7

Delivery Temperatures			
Material	Maximum Temperature on Delivery	Minimum Temperature of mixture immediately prior to laying	Minimum Temperature immediately prior to rolling
	°C	°C	°C
85 pen SMA	190	140	130
125 pen SMA	185	140	125
125 pen DBM (concrete asphalt) (laid by machine)	160	120	95
125 pen DBM (concrete asphalt) (laid by hand)	150	120	95

9.1.12 The carriageway shall not be used as a haul road for heavy construction loads until the binder course has been laid, but before the surface course is laid. Any damage or deformation to the carriageway shall be made good to the Engineer's satisfaction prior to the laying of the surface course.

9.1.13 A bituminous tack coat emulsion of K1-40 or K1-60 to BS434 shall be applied to the clean, dry or barely damp surface immediately prior to laying successive courses of (concrete asphalt) bituminous materials, i.e., between base and binder course and before any regulating layer. It shall be applied at a metered rate in accordance with the following tables.

K1-70 emulsion, formulated with bitumen having a maximum penetration value of 220dmm and less than 1% w/w of added volatile flux oil may also be used.

Table 8 — Recommended Tack coat application target rates in kg/m² of residual bitumen for Newly laid asphalt – New construction.

Binder content upper layer	Binder content lower layer		
	≤ 4%	4.1 – 5.0%	≥ 5.1%
≥ 5.1%	0.15	0.15	0.15
4.1 – 5.0%	0.20	0.15	0.15
≤ 4%	0.25	0.20	0.15

Table 9 — Recommended Tack coat application target rates in kg/m² of residual bitumen for trafficked surfaces.

Binder content upper layer	Nature of lower layer/existing surface (see Note below)		
	Fretted/ binder lean	Planed asphalt	Binder rich
≥ 5.1%	0.20	0.15	0.15
4.1 – 5.0%	0.25	0.20	0.15
≤ 4%	0.25	0.25	0.20

NOTE: Application rates in this standard are quoted in kg/m² of residual bitumen. This differs from previous standards, which quoted rates in l/m² of total emulsion. For example, the rate 0.15 kg/m² residual bitumen would approximately equate to 0.35l/m² of K1-40 or 0.25l/m² of K1-60 emulsion.

If the surface is contaminated the carriageway shall be thoroughly washed to effectively remove the detritus. The bitumen emulsion spray shall be applied evenly and no puddles shall be allowed to form. The emulsion shall be allowed to break (turn from brown to black) before the next course is laid. For all areas of machine laid surfacing this tack coat shall be applied by mechanical means fitted with a spraybar certificated as complying with the requirements of BS 1707. A certificate to this effect will be available for inspection when required. Calibration is to be carried out at least annually using a K1-40 or K1-60 grade of bitumen emulsion.

9.1.14 A polymer-modified bond coat applied in accordance with the manufacturer's instructions will be required to be applied immediately prior to laying the SMA surface course. The bond coat shall be applied in accordance with the manufacturer's recommendations. Bond coats shall be applied by a calibrated sprayer in accordance with 9.1.13.

9.2 THE BASE (Roadbase)

- 9.2.1 Before laying base (Roadbase) material the sub-base surface shall be clean and free from standing water.
- 9.2.2 Base material shall consist of 0/32mm size asphalt concrete to BSEN 13108
- 9.2.3 The binder shall be 125 pen to BSEN 12591. For Commercial Estate Roads the grade shall be 50 pen.

9.3 THE BINDER COURSE

- 9.3.1 Binder Course material shall be asphalt concrete binder course to BSEN 13108 with 0/20mm nominal size crushed rock aggregate. The material shall be spread evenly to the correct profile and compacted.
- 9.3.2 If the binder course is used as a temporary running surface or if laying of the surface course does not take place within three days, the surface of the binder course shall be thoroughly cleaned and a bond coat applied before the surface course is laid. An aggregate of PSV >50 will be required in the upper layer of the binder course if it is trafficked for longer than 28 days. The Engineer shall be consulted on the actual PSV requirements.
- 9.3.3 The binder shall be 100/150 grade (125 pen). For Commercial Estate Roads the grade shall be 40/60 grade (50 pen).

9.4 THE SURFACE COURSE

- Residential Estates 9.4.1 Surface course material shall be as shown in Table 3. The penetration grade of the bitumen shall be 85pen. Guidance on an appropriate material can be obtained by contacting Devon County Council's Materials Laboratory.
- 9.4.2 Hand-raking of surface course material which has been laid by a paver and the addition of such material by hand-spreading to the paved area for adjustment of level will be permitted only at the edges of the layers of material and at gullies and manholes, or where otherwise agreed with the Engineer. Segregation is to be avoided in all cases.
- Gritting of SMA 9.4.3 On all carriageways and any bridleways where SMA is used this shall be gritted using clean 3mm crushed quartzite or approved 3mm steel slag complying with the grading requirements in Table 8. This shall be applied evenly during the initial rolling at a metered rate of 0.6 - 1.0kg per square metre. The excess will be thoroughly removed on the completion of final rolling and before opening to traffic.

TABLE 8: Grading of Grit for Surface

Application to SMA	
BS test sieve:	% passing
6.3mm	100
5.0mm	95 - 100
3.35mm	66 - 90
1.18mm	0 - 20
600µm	0 - 8
75µm	0 - 1.5

PSV of Aggregate 9.4.4 The Polished Stone Value (PSV) concrete asphalt for bituminous materials to be used as a surface course shall be at least that stated in Table 9.

9.4.5 The risk rating of the site is defined as either:

Potentially High Risk

Includes:

Traffic signals, pedestrian crossings, railway level crossings – including 50 m approaches

Roundabouts and their exits – including 50 m approaches

Bends < 100 m radius where the speed limit > 40 mph (65 kph) – including 50 m approaches

Downhill gradients > 10% for more than 50 m (single or dual carriageway)

Uphill gradients > 10% for more than 50 m (single carriageway only)

or Average or Low Risk

All other situations on single and dual carriageways, including:

Generally straight sections of carriageway

Approaches to and across major/minor road junctions

Bends of 100 m radius or greater, at any speed limit

Downhill/Uphill sections of 10% gradient or less

TABLE 9: PSV Requirements for surface course materials		
Road Type	Potentially High Risk	Average or Low Risk
Distributor Road	68	60
Major Access Road	65	55
Minor Access Road	60	50
Cycleways	55	50
Footways	55	50

Commercial
Estates

9.4.6 Surface course material shall be as above except that 50 open grade bitumen with natural latex modification (0.2 – 0.3% by mass of the total mix) shall be used or an alternative modified binder may be submitted to the Engineer for approval.

9.4.7 Where frequent turning movements by heavy goods vehicles is likely an Premium Bituminous Design mix at the Engineers discretion will be required. Guidance on an appropriate material can be obtained by contacting Devon County Council's Materials Laboratory.

SECTION 10

ROAD PAVEMENTS - CONCRETE AND CEMENT BOUND MATERIALS

10.1 CONCRETE CARRIAGEWAY

- 10.1.1 Concrete carriageway construction shall comply with the provisions of the Department of Transport's Specification for Highway Works and requires written agreement of the Engineer.

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SECTION 11

KERBS, FOOTWAYS AND PAVED AREAS

11.1 PRECAST CONCRETE KERBS, CHANNELS, EDGINGS AND QUADRANTS

- 11.1.1 Precast concrete kerbs, channels, edgings and quadrants that are to be handled by specialist machinery or handling devices shall be hydraulically pressed and shall comply with the requirements of BS EN 1340. Tapered kerbs, quadrants and some of the less popular sizes of radius kerbs may not be manufactured in pressed form and in these cases only, hammer compacted products will be accepted, provided that they too comply with the requirements of BS EN 1340. Such machine handled kerbs shall also comply with clause 11.1.2.

11.2 NATURAL OR SIMULATED STONE KERBS

- Natural Stone Kerbs 11.2.1 Stone kerbs shall be of granite or sandstone, or other approved stone, clean and of regular shape, sound and free from cracks, weathering or faults. They shall be laid in a manner similar to precast concrete kerbs.
- Reconstituted Stone Kerbs 11.2.2 Reconstituted stone kerbs may be used in Residential Estates subject to the approval of the Engineer. The County Kerb produced by Redland, the Conservation Kerb produced by Marshalls and the Countryside Kerb CSK2 and CSK3 produced by Charcon are typical products. Radii, quadrants and dropping kerbs are to be used where necessary.

11.3 LAYING KERBS

- 11.3.1 Kerb and edging bases shall be constructed in concrete Grade ST2 to BS 8500-2 AND BS EN 206-1 to paragraph 14.1.3 properly compacted by tamping. For light weight kerbs refer to 11.1.3. Kerbs may be laid direct on to the wet concrete base or on a mortar bed 10mm to 40mm thick laid on previously constructed base. The concrete should not be used if more than two hours have elapsed since the mix was batched.
- 11.3.2 Edging shall be laid in a minimum 125 mm base of homogeneous concrete and must be bedded in the wet concrete.
- 11.3.3 After laying, the line of the kerbs is to be approved by the Engineer, and then shall be backed and/or haunched with concrete Grade ST2 to BS 8500-2 AND BS EN 206-1.
- 11.3.4 Precast concrete kerbs shall be laid butt jointed, without the use of mortar infill.

11.4 FOOTWAYS AND PAVED AREAS - GENERAL

- 11.4.1 All drainage work, statutory undertakers mains and services and street lighting cabling which runs along the footways or footpaths must be installed and properly backfilled and compacted before footway or footpath construction commences.
- Preparation of Formation 11.4.2 The formation shall be prepared by removing all vegetation growth, water, mud, slurry and unsound or unstable material and the surface brought to formation level by the addition of acceptable granular material and rolled with a smooth wheel roller weighing not less than 2.5 tonnes or by an equivalent vibrating plate or roller. The level of the approved formation shall be within plus or minus 20mm of levels shown on the approved drawings.

Foundation	11.4.3	The foundation material shall be granular sub-base material to SHW clause 803 spread evenly and without drying out or segregation to the required profile in one layer of 125mm compacted thickness.
	11.4.4	Compaction shall be achieved by rolling with a smooth wheel roller weighing at least 2.5 tonnes or by an equivalent vibrating roller until no further compaction can be achieved.
	11.4.5	The level of the foundation material shall be within plus 10mm or minus 30mm of the levels shown on the approved drawings.
Application of Weed-killer	11.4.6	The application of weed-killer is required prior to footway construction and prior to final surfacing works. The chemical weed-killer is intended as a weed growth preventant and shall be Dichlobenil. It shall not be applied during or before weather conditions that would render their use ineffective or result in the contamination of surrounding areas.
	11.4.7	The chemical is to be applied by an approved method by the Engineer using purpose built plant or applicators. The Contractor shall ensure that a good treatment technique is adopted and that contamination of surrounding areas, plantings, grass, watercourses is avoided.
	11.4.8	The Contractor shall only undertake chemical weed-killing using operatives who are certified as being competent by an authorised organisation or body for the purposes of Conditions 6 and 7 of the consent in use of pesticides given by Ministers on the 6th October 1986 in exercise of the power in the Control of Pesticides Regulations 1986. Operators Certificate of Competence must be available for inspection at the request of the Engineer.
	11.4.9	The use of chemical weed-killer shall be strictly in accordance with the manufacturers recommendations, recommendations issued by DEFRA, The Control of Pesticides Regulations 1986, and any amendments thereof. Chemical weed-killers shall be of an approved type licensed for the appropriate use by the Ministry of Agriculture, Fisheries and Food and be non-corrosive, of low toxicity to humans, animals, fish and bees, and non-flammable.

11.4.10 The Contractor's attention is drawn to the requirement to state the type, product trade name and active ingredients of the weed-killer(s) he proposes to use for the Engineer's approval. The Contractor shall also submit full details and specifications of the product, including Health and Safety Data sheets. The Contractor shall state whether "full" or "provisional" approval has been given to the product under the Control of Pesticides Regulations. All the above is to be submitted to the Engineer at least three days before the weed-killer is to be used.

11.4.11 The use of chemical weed-killers containing any of the following shall not be permitted:

- (i) 2 - 4 - 5T
- (ii) Aldrin
- (iii) Substances from the triazine group
- (iv) or any other nationally banned substance.

Surface
Course

11.5.2 On Residential Estates the surface course shall be 0/6mm SMA. The grade of bitumen used for surface course shall be 100/150 grade (125pen). On Commercial Estates the surface course shall be SMA of 6mm nominal size. The grade of bitumen used for surface course shall be 70/100 grade (85pen).

The material shall be spread and compacted to the required profile and to a finished layer thickness of not less than 20mm by means of a vibratory roller delivering the appropriate compactive effort (recommended to be at least a 3 tonne deadweight roller).

The finished surface shall be within plus or minus 6mm from the surface level as shown on the approved drawings and flush with adjacent kerbs, covers etc.

Limestone surface course will not be acceptable. No area of segregated material will be permitted.

The air voids limits for the compacted layer are given in Table 6.

Tack/Bond coat	11.5.3	Tack coat is required where existing surfaces are to be overlaid irrespective of how newly laid. Older and visually contaminated surfaces will require thorough cleaning e.g., water jetting prior to the application of tack/bond coat. Bond coat is required beneath all SMA surfaces laid on carriageways.
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11.6 FOOTWAYS AND PAVED AREAS - PRECAST CONCRETE PAVING SLABS, PAVIOURS OR SETTS

General Requirements	11.6.0	All materials used in the footways shall be capable of maintaining a minimum in-service slip resistance of 40SRV (45 on gradients of 10% or greater) when measured using a standard slider and pendulum-type skid resistance meter on a sample of the paving that has been subject to an approved accelerated polishing regime.
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Precast Concrete Paving Slabs	11.6.1	Precast concrete paving slabs shall be hydraulically pressed and shall comply with the requirements of BS EN 1339:2003. The slabs shall be a minimum of 60mm thick and shall be a maximum size of 400mm x 400mm square or 450mm x 300mm rectangular. They shall be laid on an all over bed of 35mm uncompacted thickness of sand complying with Table 10a. Limestone coarse aggregate or fines shall not be used unless evidence of satisfactory in-service slip resistance can be provided. Joints shall be butt-jointed and sealed with dry sand brushed in.
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Concrete Paving Blocks	11.6.2	Concrete paving blocks for footways shall be in accordance with paragraph 11.9.1 except that the blocks shall not be less than 65mm thickness. They shall also generally conform to the requirements of paragraphs in the series 11.8 and 11.9.
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Bricks or Clay Paviours	11.6.3	Clay and calcium silicate pavers shall conform to BS7533-3. Paviours shall be rectangular in shape and not less than 50mm thickness, and shall be laid in accordance the above Standard. The thickness of sand bedding material to be
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used when clay and calcium silicate pavers are the surface course shall be in accordance with BS 7533 and shall be not less than 50mm. The Engineer will require Polished Paver Values (PPVs) for any clay paver before approval for use is given.

11.7 STEPS AND RAMPS

Steps

- 11.7.1 Steps shall be constructed of either precast or in-situ concrete Grade C30P or of approved natural stone. All materials used in their construction shall be capable of maintaining a minimum in-service slip resistance of no less than 45SRV when measured using a standard slider and pendulum-type skid resistance meter. For in-situ concrete the formwork shall provide adequate support to the wet concrete to prevent deformation. A252 mesh reinforcement shall be placed parallel to the ground and positioned to have 40mm of cover.
- 11.7.2 The steps shall normally be 1.8 metres wide. Landings shall be of the same width as the steps and have minimum length of 2m. A flight of steps shall consist of not more than 12 risers of 150mm, and where there are 4 or more risers a handrail shall be provided. Where the width exceeds 2 metres a central bollard and handrail shall be erected. The treads should have a going of 300mm and have 6mm head fall, shall have a non-slip finish to the surface and the nosings shall have arrises of 10mm radius. The minimum throat dimension (i.e. the minimum thickness of the slab) shall be 150mm.
- 11.7.3 Walls flanking the steps, bollards, free standing handrails and handrails attached to walls are to be to a design approved by the Engineer.
- 11.7.4 Adequate drainage and lighting shall be provided to steps, ramps, landings and approach paths.

11.8 PAVIOURS IN CARRIAGEWAY – OVERALL REQUIREMENTS

- 11.8.1 All materials used in the carriageway shall be capable of maintaining a minimum in-service skid resistance of 40 SRV (45 on gradients of 10% or

greater) when measured using a standard slider and pendulum-type skid resistance meter. The Engineer may specify a higher level of skid resistance where a particular risk rating requires it.

11.8.2 Paving blocks are to be laid in accordance of the Code of Practice for Laying Precast Concrete Block Pavements, published jointly by the Cement and Concrete Association, the County Surveyors Society and the Interlocking Paving Association (Interpave). The blocks are to be laid to a 45-degree herringbone pattern and have sufficient edge restraint to be provided to prevent outward migration of the blocks.

11.8.3 In cases where purpose made edge blocks cannot be used, soldier courses laid at edges (including those adjoining manholes, gullies. etc.) are to be in accordance with the above Code of Practice, and as illustrated in the Appendix 4A. Blocks shall be cut so that no individual block shall be less than half of a block in length. To satisfy this requirement the last two courses adjacent to the edge of the carriageway or other obstruction shall be adjusted as necessary, e.g. where the gap is, say, 1/4 block in length, cut two 5/8 blocks. Alternatively, some manufacturers produce a block that is one and a half times the size of a normal block, which can assist in forming such edges.

11.8.4 Paviours will have nibs which run the full height of the block/brick.

11.8.5 Paving blocks shall be bedded on sand in accordance with the following grading thicknesses as shown in Tables 10a and 10b below:

Table 10a

Grading of Bedding Sand for Paviours	
Sieve (mm)	Percentage Passing
6.3	100
5	90 - 100
2.36	75 - 100
1.18	55 - 90
0.600	35 - 75
0.300	8 - 35
0.150	0 - 10
0.075	0 - 0.5

Table 10b

Thickness of Bedding Sand		
	Max	Min
Blocks laid on:	Thickness (mm)	
Asphalt concrete DBM Binder course	25	25
Sub-base	25	55

The material shall be naturally occurring silica sand, free of deleterious salts and contaminants, with particles of a rounded or sub-rounded shape. Advice on suitable sources of approved sand can be obtained from the Engineer.

11.8.6 All joints shall be sealed with a proprietary joint sealing material approved by the Engineer. Care shall be taken to ensure that the sealant does not contaminate the surface of the blocks/bricks so as to cause discoloration or reduction in skid resistance.

Fin Drains 11.8.7 Fin drains to the approval of the Engineer shall be incorporated to ensure drainage of the sand bed at all low channels etc. where water could pond in the sand, and the surface of the subbase or bituminous under layer shall be graded to ensure that no local ponding will occur.

11.9 PAVIOURS IN CARRIAGEWAY – CONCRETE PAVING BLOCKS (AS ABOVE)

11.10 PAVIOURS IN CARRIAGEWAYS – CLAY PAVIOURS AND ENGINEERING BRICKS

11.10.1 Clay paviours shall be laid only where approved by the Engineer. When permitted, clay paviours shall be capable of achieving a minimum in-service Skid Resistance Value (SRV) of 45 after 2 years trafficking or, on gradients of 10% or steeper, a minimum in-service SRV of 50 after 2 years trafficking. The Engineer may specify a higher level of skid resistance where a particular risk rating requires it. The paviours shall be not less than 65mm thick and shall be laid in accordance with the provisions of the appropriate part of BS 7533. The Engineer will require Polished Paver Values (PPVs) for any clay paver before approval for use is given.

Engineering
Bricks

11.10.2 Prior to work commencing, the Engineers approval in writing shall be obtained to the type of brick to be used. Bricks used for this purpose should not contain frogs or holes. Engineering bricks shall be class A or B of BS3921 and shall be laid on edge and in a similar manner to concrete block paving.

11.11 VEHICLE CROSSINGS OF FOOTWAY OR VERGE

11.11.1 Construction thicknesses for light and heavy duty crossings are shown in Table 11.

11.11.2 Where paving blocks are to be laid directly on to Type 1 subbase the surface shall be blinded using a dry limestone “3mm to dust” and vibrated using a plate compactor to produce a void-free surface. Additional blinding and vibratory compaction may be required dependant upon the nature of the subbase surface so as to achieve complete filling of any surface voids.

Table 11

Vehicular Crossing of Footways and Verges	
Residential Roads	
Bituminous Crossing	Minimum of 30mm of 6mm SMA*. Binder penetration grade 85pen (May – September) & 125pen (October – April). Aggregate minimum PSV 50. 60mm thick 0/20mm DBM binder course*. Binder grade 125 pen.
Block Pavers	150mm thick Type 1 sub-base** 80mm thick block pavers# 25mm sand#
Concrete	150mm thick Type 1 sub-base** 100mm pavement quality air entrained concrete Grade C30/37 Waterproof membrane 100mm thick Type 1 sub-base**
Where it is likely that vehicular crossings will be used by commercial vehicles of over 1.5 tonnes unladen weight, the crossing shall be constructed to the same specification as the carriageway and in the case of concrete to the specification for Commercial roads (see below).	
Commercial Roads	
Concrete	235mm pavement quality air entrained concrete Grade C30/37 with A193 mesh reinforcement to BS4483 in top and bottom of slab Waterproof membrane 265 thick Type 1 sub-base**

SECTION 12

TRAFFIC SIGNS

12.1 TRAFFIC SIGNS

- 12.1.1 Traffic signs are to be provided where directed by the Engineer, and shall conform with the Specification for Highway Works Series 1200. Any electrical connections shall be made at the same time as those for street lighting.

12.2 STREET NAMEPLATES

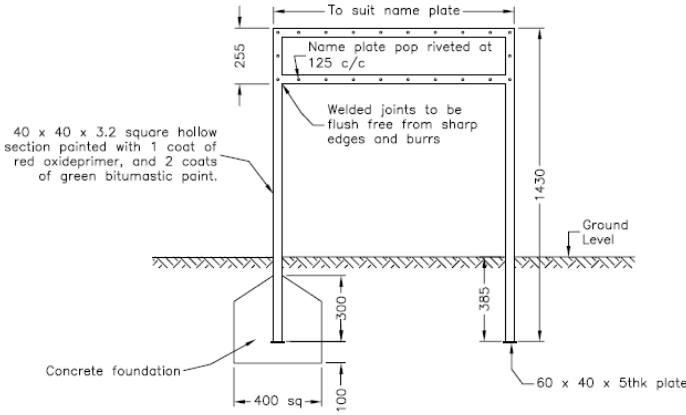
- 12.2.1 Street nameplates shall be of a design and material approved by Torbay Council. Nameplates shall be provided by the Developer and erected before any premises in the street are occupied. The nameplates shall be fixed to the satisfaction of Torbay Council and the Engineer.

- 12.2.2 Where appropriate, the street nameplate shall incorporate a “No Through Road” sign.

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NOTES

- 1. GENERAL
 - 1.1 All dimensions are in mm unless otherwise stated.
 - 1.2 Clause numbers refer to clauses in the Department of Transport Specification for Highway Works.
- 2. MATERIALS
 - 2.1 Concrete foundation to be type A, mix ST4 in accordance with clause 2602.
- 3. CONSTRUCTION
 - 3.1 Over excavation to be filled with concrete.



Last Revised		
Revision	Date	By
-	30/07/03	RDS

	HIGHWAYS MANAGEMENT	SCHEME TITLE	TRAFFIC SIGNS AND ROAD MARKINGS	STREET NAME PLATE FRAME	12h
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Typical Street Name Plate Detail

12.3 ROAD MARKINGS

12.3.1 Roadmarkings shall be provided where directed by the Engineer, and Deep Cream (to BSEN 1436) lines 50mm wide where an on-street parking order has been imposed. The markings shall be Thermoplastic or Acrylic material and be certificated as capable of meeting the performance criteria outlined in 12.3.3. Certificates to this effect will be considered as acceptable if produced by a UKAS accredited laboratory with those tests in their schedule.

12.3.2 All road marking shall be carried out by a contractor certificated to the National Highways Sector Scheme No. 7.

- 12.3.3 All white roadmarking shall meet the following requirements from BSEN 1436. The minimum period for maintaining these levels is 24 months from the time of application or notification of the Engineer whichever is the greater. Measurement shall be in accordance with BS EN 1436.
- 12.3.4 Deep Cream marking shall have a minimum skid resistance of S1 in accordance with BS EN 1436.

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SECTION 14

MATERIALS

14.1 CONCRETE

General Requirements	14.1.0	Ready mixed concrete shall be supplied by a company certificated for the design and supply of the relevant mixes, e.g., the Quality Scheme for Ready Mixed Concrete (QSRMC). Delivery tickets and mix design information will be made available to the Engineer upon request.
Concrete Grade C30P	14.1.1	Concrete grade C30P shall be an ordinary prescribed mix complying with BS 8500-2 AND BS EN 206-1. The nominal maximum size of aggregate shall be 20mm and the mix shall have medium workability. In accordance with Table 1 of BS 8500-2 AND BS EN 206-1 the mix shall contain 460kg of dry aggregate per 100kg of cement.
Concrete Grade C20P and ST4	14.1.2	Concrete grade C20P and ST4 shall be an ordinary prescribed mix complying with BS 8500-2 AND BS EN 206-1. The nominal maximum size of aggregate shall be 20mm and the mix shall have medium workability. In accordance with Table 1 of BS 8500-2 AND BS EN 206-1 the mix shall contain 600kg of dry aggregate per 100kg of cement.
ST2	14.1.3	Concrete grade ST2 shall be an ordinary prescribed mix complying with BS 8500-2 AND BS EN 206-1. The nominal maximum size of aggregate shall be 20mm and the mix shall have medium workability. In accordance with Table 1 of BS 8500-2 AND BS EN 206-1 the mix shall contain 900kg of dry aggregate per 100kg of cement.

Water for Concrete	14.1.5	Water for concrete shall be obtained from a mains supply or otherwise comply with EN 1008.
		No additional water shall be added to ready mix concrete after the initial plant batching.
Aggregates	14.1.6	Unless otherwise specified or agreed with the Engineer, aggregates shall comply with EN 12620 Aggregates for concrete or EN 13055-1 Light-weight aggregates for concrete.:-
Admixtures	14.1.7	Unless agreed with the Engineer neither admixtures nor cements containing additives shall be used.
Ready Mixed Concrete	14.1.8	Ready mix concrete shall comply with the requirements of BS 8500-2 AND BS EN 206-1.
Curing of Concrete	14.1.9	Immediately after compaction and for 7 days thereafter, concrete shall be protected against harmful effects of weather, including rain, rapid temperature changes, frost and from drying out. The methods of protection used shall be subject to the approval of the Engineer. The method of curing used shall minimise the loss of moisture for the concrete. On concrete surfaces that are to be waterproofed, curing membranes shall not be used. Details for all curing methods to be used shall be subject to the approval of the Engineer.
Cold Weather Working	14.1.10	Concreting shall not be continued when a descending air temperature in the shade falls below 3°C, nor shall it be resumed until an ascending air temperature in the shade reaches 3°C

14.2 REINFORCEMENT

General	14.2.1	Steel reinforcement shall be stored in clean conditions. It shall be clean and free from loose rust and loose mill scale at the time of fixing in position and subsequent concreting. Only reinforcement supplied by a manufacturer/fabricator registered with the CARES quality scheme shall used.
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Bending of Reinforcement	14.2.2	Reinforcement shall be bent to the dimensions given in the Bar Schedules. All reinforcement shall be bent at temperatures in the range of 5°C to 100°C.
Placing of Reinforcement	14.2.3	Reinforcement shall be placed and maintained in the position shown in the Contract. Unless otherwise permitted by the Engineer, all bar intersections shall be tied together and the ends of the tying wires shall be turned into the main body of the concrete. 1.2mm diameter stainless steel wire shall be used for in-situ members having exposed soffits. 1.6mm diameter soft annealed iron wire shall be used elsewhere.
Cover Block	14.2.4	Concrete cover blocks to ensure that the reinforcement is correctly positioned shall be as small as possible consistent with their purpose, of a shape acceptable to the Engineer, and designed so that they will not overturn when the concrete is placed. They shall be made of concrete with 10mm maximum aggregate size. Tying wire shall be cast in the block for the purpose of tying them to the reinforcement.

14.3 BRICKWORK

Bricks	14.3.1	Bricks shall be of a type approved by the Engineer for the purpose for which they are required, and shall comply with the particular requirements of BSEN772. Bricks for the construction of manholes, inspection chambers, catchpits, public utility boxes etc., shall, unless otherwise approved by the Engineer, be clay engineering bricks conforming the requirements of BSEN771 for Class B bricks.
Mortar	14.3.2	Cement mortar used shall be composed of 3 parts sand to 1 part cement and all joints shall be flushed up solid. Sand for mortar shall be a natural sand or crushed natural stone or a combination of both, as specified in BS1200.

14.4 MISCELLANEOUS MATERIALS

Re-constructed
stone

14.4.1 Reconstructed stone shall conform to the requirements of BSEN 771-5

Timber
Preservation

14.4.3 All timber shall comply with the 300 Series of the SHW. Copies of all treatment certificates shall be forwarded to the Engineer. Preservative treated timber will only be accepted from sources certificated as complying with National Quality Assurance Sector Scheme 4: "The Natural and Conferred Durability of Timber."

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APPENDICES

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APPENDIX 4A

STANDARD CONSTRUCTION DETAILS

The following standard drawings are included, being the most commonly needed details in highway construction. Other details can be obtained from the Department of Transport's publication Highway Construction Details, or specific details from Torbay Council on request from the developer

Figure Description

- 4A-1 Precast Concrete Manhole - depth to soffit 1.35m to 3.0m
- 4A-2 Precast Concrete Manhole - depth to soffit 3.0m to 6.0m
- 4A-3 Brick Manhole - depth to soffit not exceeding 1.0m, pipe diameter not exceeding 450mm
- 4A-4 Brick Manhole - depth to soffit not exceeding 1.0m, pipe diameter 450mm to 900mm
- 4A-5 Typical Vertical Backdrop Detail
- 4A-6 Subsoil Drain and French Drain Gully
- 4A-7 Block Paving Details
- 4A-8 Block Paving Details (showing fin drain)

APPENDIX 4B

Location of Services in Straight Routes on Estates

NOTES:

1. The layout of mains is in accordance with the Recommended Positioning of Utilities Mains and Plant for New Works (1986) published by the National Joint Utilities Group.
2. The dimensions shown represent the preferred arrangement in straight routes on residential and commercial estates. Variations may be necessary at curves and changes of gradient.
3. The space allocated is considered to be the absolute minimum and in certain circumstances e.g. where both high voltage and low voltage cables are laid the low voltage cable will be laid in the alternative position and additional width may be required.
4. Where buildings are to be connected to gas mains, a minimum instance of 2.0m is required between the building and the centre line of the main.
5. The prior approval of each of the utilities with plant present is required before the dimensions shown are varied to suit wider footways or verges which may be present in some estate layouts.

APPENDIX 4C

RECOMMENDED TREES AND SHRUBS

TREES		Location Suitability		Design Factors			Soil Suitability				
Botanical Name	English Name	Local distributor R1, G1 R2, R31, R32, C2 R33 Shared Surface Private Drive		Slope Mass or Screen Group Specimen	Rapid growth Height (m)	Deciduous Evergreen Coastal Margin	Moist soils Clay soils Chalk soils Light acid soils				
<i>Acer campestre</i>	Field Maple	•		• • •	14	•	• • •				
<i>Acer platanoides</i>	Norway Maple	• •		• • •	20	•	• • •				
<i>Acer pseudoplatanus</i>	Sycamore	•		• • •	25	• •	• • • •				
<i>Acer rubrum</i>	Red Maple	• •		• • •	20	•	• • •				
<i>Aesculus indica</i>	Horse Chestnut	•		• • •	25	•	• • • •				
<i>Ailanthus altissima</i>	Tree of Heaven	• •		• • •	22	•	• • •				
<i>Alnus cordata</i>	Italian Alder	• • •		• • •	16	• •	• • •				
<i>Alnus incana</i>	Grey Alder	• • •		• • •	13	• •	• • • •				
<i>Arbutus unedo</i>	Strawberry Tree	• • • •		• • • •	10	• •	• • • •				
<i>Betula pendula</i>	Common Silver Birch	• • • • •		• • •	15	•	• • •				
<i>Betula pubescens</i>	White Birch	• • • • •		• • •	13	•	• • •				
<i>Carpinus betulus</i>	Common Hornbeam	• • •		• • •	16	•	• • •				
<i>Castanea sativa</i>	Sweet Chestnut	•		• • •	25	• •	• • •				
<i>Cotoneaster frigidus</i>	Himalayan Tree-cotoneaster	• • • •		• • • •	6	• •	• • • •				
<i>Crataegus crus-galli</i>	Cockspur Thorn	• • • • •		• • • •	6	• •	• • • •				
<i>Crataegus prunifolia</i>	Broad-leaved Cockspur Thorn	• • • • •		• • •	5	• •	• • • •				
<i>Fagus sylvatica</i>	Common Beech	•		• • • •	27	•	• • •				
<i>Fraxinus excelsior</i>	Common Ash	• •		• • •	30	• •	• • • •				
<i>Fraxinus ornus</i>	Manna Ash	• •		• • •	22	•	• • •				
<i>Gleditsia triacanthos</i>	Honey Locust	• • • •		• • • •	24	•	• • • •				
<i>Ilex aquifolium</i>	Common Holly	• • • •		• • • •	12	•	• • •				
<i>Juglans nigra</i>	Black Walnut	•		• • •	20	•	• • •				

<i>Koelreuteria paniculata</i>	Pride of India	• • • •	•	12	•	• •
<i>Larix decidula</i>	European Larch	• • •	• • • •	• 25	•	• • • •
<i>Larix Kaempferi</i>	Japanese Larch	• • •	• • •	• 25	•	• • • •
<i>Ligustrum lucidum</i>	Chinese Privet	• • • •	• • • •	• 14	• •	• • • •
<i>Liriodendron tulipifera</i>	Tulip Tree	• •	• • •	28	•	• • • •
<i>Malus hupehensis</i>	Hupeh Crab	• • • •	• •	7	• •	• • • •
<i>Malus sylvestris</i>	Crab Apple	• • • •	• •	8	•	• • • •
<i>Morus nigra</i>	Black Mulberry	• • •	• • •	7	•	• • • •
<i>Pinus nigra var maritima</i>	Corsican Pine	• •	• •	• 25	• •	• • • •
<i>Pinus radiata</i>	Monterrey Pine	• •	• •	• 27	• •	• • • •
<i>Pinus sylvestris</i>	Scots Pine	• • •	• • • •	• 25	• •	• • • •
<i>Platanus x hispanica</i>	London Plane	• •	• •	• 30	• •	• • • •
<i>Prunus avium</i>	Wild Cherry	• •	• •	• 20	•	• • • •
<i>Prunus padus</i>	Bird Cherry	• •	• •	15	•	• • • •
<i>Pterocarya fraxinifolia</i>	Caucasian Wing-nut	• •	• •	• 22	•	• • • •
<i>Quercus carris</i>	Turkey Oak	• •	• •	30	• •	• • • •
<i>Quercus ilex</i>	Holm Oak	• •	• •	30	• •	• • • •
<i>Quercus palustris</i>	Pin Oak	• •	• •	20	•	• • • •
<i>Quercus petraea</i>	Sessile Oak	• •	• •	30	• •	• • • •
<i>Quercus robur</i>	English Oak	• •	• •	30	• •	• • • •
<i>Quercus ruba</i>	Red Oak	• •	• •	• 25	•	• • • •
<i>Robinia pseudoacacia</i>	False Acacia	• • •	• • •	• 22	• •	• • • •
<i>Salix alba in var</i>	White Willow	• •	• •	• 20	• •	• • • •
<i>Salix pentandra</i>	Bay Willow	• •	• •	• 22	• •	• • • •
<i>Sorbus aria</i>	Whitebeam	• • • •	• • • •	6	• •	• • • •
<i>Sorbus aucuparia</i>	Rowan	• • • •	• • • •	7	• •	• • • •
<i>Sorbus terminalis</i>	Wild Service Tree	• • • •	• • • •	• 10	•	• • • •
<i>Taxus baccata</i>	English Yew	• •	• •	10	•	• • • •
<i>Tilia cordata</i>	Small-leaved Lime	• •	• •	• 23	•	• • • •
<i>Tilia euchlora</i>	Caucasian Lime	• •	• •	• 18	•	• • • •
<i>Tilia petiolaris</i>	Silver Pendent Lime	• •	• •	• 28	•	• • • •
<i>Tilia platyphyllos "tubra"</i>	Red-twiggid Lime	• •	• •	• 30	•	• • • •

APPENDIX 4C

RECOMMENDED TREES AND SHRUBS (cont)

SHRUBS	Design Factors							Soil Suitability										
Botanical Name	Visual screen	Barrier Hedge	Formal hedge	Informal Hedge	Ground cover	Climbers	Coastal margin	Vandal Tolerant	Dominance	Height	Spacing	Maintenance	Deciduous	Evergreen	Moist soils	Clay soils	Chalk soils	Shade tolerant
Acer ginnala	•								•	4.00	4.00	•			•			
Amelanchier lamarckii	•								•	4.00	3.00	•			•	•		•
Aralia alata										3.00	3.00				•	•		•
Aucuba japonica	•	•								2.00	1.50			•	•	•		•
Berberis candidula		•	•	•				•		1.00	0.50			•	•	•	•	
Berberis darwinii		•	•	•	•			•		2.50	2.50			•	•	•	•	
Berberis julianae		•	•	•				•		2.50	1.00			•	•	•	•	
Berberis panlanensia		•	•					•		1.50	3.00			•	•	•	•	
Berberis X stenophylla		•	•	•				•		2.50	2.00			•	•	•	•	
Berberis thunbergii		•	•					•		2.00	2.00			•	•	•	•	
Berberis wilsoniae		•						•		1.00	1.00			•	•	•	•	
Betula nana					•					1.00	0.50			•	•			•
Buddleia davidii	•		•					•		0.50	2.50	•	•		•	•	•	
Buxus sempervirens	•	•	•						•	2.50	4.00	•		•	•	•	•	•
Calluna in var					•					0.50	0.40			•		•		
Carpinus betulus	•	•							•	2.50	0.30			•	•	•	•	•
Chaenomeles japonica		•	•					•		1.50	1.50			•	•			
Choisya ternata		•	•				•			2.00	1.50			•	•			
Cornus alba		•						•		2.00	2.00	•	•		•	•	•	
Cornus sanguinea		•						•		2.00	2.00			•	•			
Cornus stolonifera		•						•		2.00	2.00			•	•	•		
Corylus avellana	•								•	3.00	0.40	•	•		•	•	•	•

<i>Corylus maxima</i>	•			•	3.00	3.00	•	•	•
<i>Cotinus coggyria</i>	•	•		•	•	2.50	2.50	•	•
<i>Cotoneaster horizontalis</i>			•	•	0.50	1.50	•	•	•
<i>Cotoneaster lacteus</i>	•	•		•	4.00	2.00	•	•	•
<i>Cotoneaster simonsii</i>	•	•		•	3.50	2.00	•	•	•
<i>Cotoneaster 'Skogholm'</i>			•	•	0.50	1.00	•	•	•
<i>Crataegus monogyna/oxycantha</i>	•	•	•	•	•	3.00	0.30	•	•
<i>Eleagnus X ebbingei</i>	•	•	•	•	•	2.00	3.00	•	•
<i>Eleagnus pungens</i>	•	•		•	1.50	2.50	•	•	•
<i>Erica var</i>			•		0.50	0.40	•	•	
<i>Escallonia macrantha</i>	•	•		•	•	2.00	2.50	•	•
<i>Euonymus alatus</i>	•				2.00	2.50	•	•	•
<i>Euonymus fortunei radicans</i>			•	•	0.30	0.40	•	•	•
<i>Euonymus japonicus</i>	•	•	•	•	•	2.50	1.00	•	•
<i>Fagus sylvatica</i>	•	•			2.50	0.30	•	•	•
<i>Garrya elliptica</i>	•	•		•	1.50	1.00	•	•	•
<i>Genista hispanica</i>	•	•		•	0.50	1.00	•	•	•
<i>Hebe brachysiphon</i>			•	•	1.00	0.50		•	•
<i>Hebe cupressoides</i>			•	•	0.50	0.50		•	•
<i>Hebe pinguifolia 'Pagei'</i>			•	•	0.50	0.50		•	•
<i>Hedera canariensis</i>			•	•		1.00		•	•
<i>Hedera colchia</i>			•	•		0.50		•	•
<i>Hedera helix 'Hibernica'</i>			•	•		0.50		•	•
<i>Hippophae rhamnoides</i>	•	•	•	•	•	4.00	2.50	•	•
<i>Hydrangea 'Bluewave'</i>				•	1.00	1.00	•	•	•
<i>Hydrangea petiolaris</i>			•		1.00	1.00	•	•	•
<i>Hydrangea paniculata</i>				•	1.00	3.00	•	•	•
<i>Hydrangea 'Whitewave'</i>				•	1.00	1.00	•	•	•
<i>Hypericum calycinum</i>			•	•	0.5	0.50	•	•	•
<i>Hypericum 'Hidcote'</i>			•	•	0.50	0.50	•	•	•

APPENDIX 4C

RECOMMENDED TREES AND SHRUBS (cont)

SHRUBS	Design Factors										Soil Suitability							
	Visual screen	Barrier Hedge	Formal hedge	Informal Hedge	Ground cover	Climbers	Coastal margin	Vandal Tolerant	Dominance	Height	Spacing	Maintenance	Deciduous	Evergreen	Moist soils	Clay soils	Chalk soils	Shade tolerant
Ilex aquifolium	•	•	•	•			•	•	•	3.00	0.60	•	•	•	•	•	•	•
Laurus nobilis	•		•				•	•	•	3.00	0.40	•	•	•	•	•	•	•
Lavatera olbia							•			1.00	0.50		•	•	•	•		
Lavendula spica 'Hidcote'							•	•		0.50	0.30		•	•	•			
Lonicera nitida		•	•				•	•	•	2.00	0.50	•	•	•	•	•	•	•
Lonicera pileata					•		•	•		0.50	0.50		•	•	•	•	•	•
Mahonia aquifolium		•	•					•		1.50	1.00		•	•	•	•	•	•
Mahonia 'Charity'		•	•					•		1.50	1.00		•	•	•	•	•	•
Parthenocissus quinquefolia							•				4.00		•		•	•	•	
Parthenocissus tricuspidata							•				4.00		•	•	•	•	•	
Polygonum baldschuanicum							•				5.00		•		•	•	•	
Potentilla arbuscula					•		•			1.00	1.00	•		•	•	•		
Potentilla fruticose in var		•						•		1.00	1.00	•	•		•	•	•	
Prunus cerasifera	•	•	•	•					•	2.50	0.30	•	•		•	•	•	
Prunus laurocerasus	•		•	•					•	3.50	0.50	•		•	•	•	•	•
Prunus lusitanica	•	•	•					•	•	3.00	1.00	•	•		•	•	•	•
Prunus spinosa	•	•	•					•	•	2.50	0.30	•	•		•	•	•	•
Pyracantha 'Orange Glow'				•				•	•	2.50	0.50	•	•		•	•	•	
Pyracantha rogersiana		•	•					•	•	2.50	0.50	•	•		•	•	•	

Rhamnus cathartica	•	•	•	3.00	2.50	•	•	•
Rhododendron ponticum	•	•	•	4.00	1.00	•	•	•
Rhus typhina				4.00	2.50	•	•	•
Rosa canina		•	•	1.50	1.00	•	•	•
Rosa pimpinellifolia		•		1.50	1.00	•	•	•
Rosa rubrifolia		•	•	1.50	1.00	•	•	•
Rosa rugosa		•		1.50	1.00	•	•	•
Rosmarinus officinalis		•		1.50	1.00	•	•	•
Rubus cockburnialis	•	•	•	2.00	1.00	•	•	•
Rubus tricolor		•	•	0.50	1.00	•	•	•
Salix caprea	•	•	•	4.00	2.00	•	•	•
Salix daphnoides	•	•	•	5.00	3.00	•	•	•
Salix purpurea	•	•	•	4.00	2.00	•	•	•
Salix viminalis	•	•	•	5.00	3.00	•	•	•
Sambucus nigra		•	•	4.00	2.00	•	•	•
Sambucus racemosa		•	•	2.50	1.50	•	•	•
Senecio greyii		•	•	1.00	1.00	•	•	•
Spirea X arguta	•	•	•	1.50	1.50	•	•	•
Spirea X bumalda		•	•	0.50	0.50	•	•	•
Symphoricarpus X chenaultii 'Hancock'		•	•	0.30	0.50	•	•	•
Viburnum davidii		•	•	0.50	1.00	•	•	•
Viburnum lantana	•	•	•	2.00	1.00	•	•	•
Viburnum opulus	•	•		2.00	1.00	•	•	•
Viburnum rhytidophyllum			•	3.50	2.00	•	•	•
Viburnum tinus	•	•	•	2.00	1.00	•	•	•
Vinca major/minor		•	•	0.30	0.50	•	•	•
Villis cognetti		•			4.00	•	•	•

APPENDIX 4D

CARRIAGEWAY CONSTRUCTION DESIGN PRINCIPLES

D.2.1 Carriageway design is based on the principles in the Highways Agency's Design Manual for Roads and Bridges, Volume 7 Pavement Design and Maintenance.

Road Pavement: The total depth of construction of all layers supported by the sub-grade. It distributes the traffic loads over the sub-grade and protects it from the weather.

Sub-grade: The in-situ ground surface or top of fill which, together with the sub-base, forms the foundation for the pavement.

Formation: The surface of the sub-grade or capping layer prepared to receive the pavement.

Sub-base: A second part of the foundation of the road, which also serves as, a frost protective layer of material placed directly on the formation.

Base (Roadbase): The principal load carrying layer of material which distributes the applied traffic loading and which supports the surfacing in a flexible pavement

Surfacing: The top load-carrying and water-proofing layer(s) of a flexible pavement which enables a good ride quality to be achieved; it comprises:-

- (a) **surface course** - the layer which carries the traffic, and gives appropriate levels of safety, e.g., resistance to skidding etc.

(b) **binder course** - the layer immediately beneath the surface course.

D.2.2 Design is based on two main factors:

- 1) the quality of the sub-grade, expressed in terms of the California Bearing Ratio (CBR) etc.
- 2) the total number of commercial vehicles (i.e. exceeding 1500 kg unladen weight) expected to run on it throughout its design life, expressed in million standard axles.

For convenience, acceptable construction thicknesses are set out in a table in Section 7.

D.2.3 To ascertain the subgrade conditions the Developer shall request the County Materials Laboratory to carry out a site investigation. An assessment should also be made of the frost susceptibility of the sub-grade. No material within 350 mm of the road surface should be frost susceptible.

D.2.4 If a preliminary investigation is made during the design process, the assessment of the CBR value etc. is also to be confirmed at the time of excavation.

D.2.5 The water table is to be prevented from rising to within 600mm of the formation level by either using sub-soil drainage or raising the formation by embankment whenever practicable. If neither is practicable the appropriate construction thicknesses shown in brackets tables 4 and 5 must be used.

D.2.6 In summary, the design process is as follows:-

- i. Establish the mechanical, physical & chemical properties (including hydraulic properties where appropriate) of the subgrade.

- ii. Obtain the thicknesses of sub-base, base and surfacing appropriate to the type of road from relevant guidance, including Tables 3 and 4 in Section 7.
- iii. Check that if the sub-grade is frost susceptible at least 350mm of pavement thickness is provided by increasing the sub-base thickness as necessary.
- iv. Determine the appropriate PSV of the aggregate for the surface course or the performance capabilities of the paving bricks or blocks where appropriate.

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APPENDIX 4E

List of Documents Referred to in the Guide to the Specification

Highways Agency Manual of Contract Documents for Highway Works Volume 1, Specification for Highway Works 1998 with any subsequent amendments

BRE Reports 365 & 436

Control of Pollution Act 1974

Chapter 8 of the Traffic Sign Manual Traffic Safety Measures for Roadworks, published May 1991.

The Construction (General Provisions) Regulations 1961

Guidance Note GS7 (Revised 1989) issued by the Health and Safety Executive

The New Roads and Street Works Act 1991

British Standard Specifications (BS)

European Specifications (EN)

Simplified Tables of External Loads on Buried Pipelines

Code of Practice for Laying Precast Concrete Block Pavements, published jointly by the Cement and Concrete Association, the County Surveyors Society and the Interlocking Paving Association (Interpave).

Recommended Positioning of Utilities Mains and Plant for New Works (1986)

Highways Agency Design Manual for Roads and Bridges, Volume 7 "Pavement Design and Maintenance".

When publications referred to in this document are revised or replaced, the current editions or replacement documents shall apply unless otherwise agreed with the Engineer.

Developers' attention is drawn to all current legislation relative to construction sites. Nothing stated in this document shall be taken to relieve Developers or their agents of responsibility in this respect

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HIGHWAY ADOPTION PROCEDURES

INTRODUCTION

This Part of the Design Guide describes how a developer can advance his proposals in order to achieve an adoptable road. (An adoptable road is one which by its function, condition, layout and specification is suitable for the Council to adopt and maintain at public expense.) It sets out the purpose and status of this Guide, the planning framework within which proposals are considered, what roads are eligible for adoption, and how such adoption is achieved. All developers are strongly advised to complete a Section 38 Agreement for the adoption of estate roads before work commences on them.

PURPOSE AND STATUS OF THE GUIDE

This Design Guide is a policy document approved by Torbay Council. It replaces the previous documents entitled “Residential Estates Design Guide - Highways and Footpaths” and “Residential Estates - Specification” published in April, 1989. It details the hierarchy, layout and specification for highways that would be eligible in principle for adoption and sets out the procedures that should be followed to achieve a highway adoption Agreement.

Torbay Council is the Local Highway Authority for all the publicly maintained highways in Torbay and, as such, is responsible for the adoption of these new highways in Torbay.

A highway consists of all vehicular and pedestrian thoroughfares that are available for public use; it may thus include roads, footpaths, footways, cycleways, alleyways, courtyards, and their related verges, visibility splays and service margins.

The purpose of the document is to set out the principles and philosophies to be considered in the design of estate highway layouts and to provide advice on appropriate dimensions. It sets out the Council’s requirement for compliance with legislation regarding Health and Safety Environment Protection and Mobility impaired users. Developers and estate designers are encouraged to interpret this advice so as to achieve a pleasant environment and to provide safe and adequate pedestrian, vehicle and cycle access to the residential or commercial premises.

The principal pedestrian, cycle and vehicular access routes to residential and commercial premises should be eligible for adoption to safeguard their future maintenance, drainage and lighting. The current legislation as contained in the Highways Act 1980 enables new streets to be adopted by an Agreement between the developer and the Local Highway Authority; this procedure means that the Advance Payments Code does not apply. (How this code is applied is covered in Section 1.7.)

This Guide takes into account the advice from circulars and technical memoranda provided and aims to reflect the Government's planning policy PP53 and its companion guides Manual for Streets 1 and 2.

Throughout the guide various links will appear to direct the user to sites containing relevant information and further reading these are shown in blue.

THE PLANNING FRAMEWORK

Planning applications for new estate development are determined by Torbay Council's Planning Authority.

Developers and their agents are encouraged to meet the representatives of the Planning Authority and the Highway Authority to discuss their proposed estate layout in advance of the submission of a planning application.

Determination by the Planning Authority of any planning application is governed by the Development Plans, namely the Torbay Structure Plan and the relevant Local plan. Also, there may well be a Development Brief, which sets out how the development is to be integrated into the surrounding area.

The Structure Plan is prepared by Torbay Council and is a written statement of broad policy for up to 15 years ahead. It sets out policies and proposals for major land uses that include residential and industrial land, and for highways and their relationship to development.

The Structure Plan also defines the Road Network, which consists of a Major and Minor Road Network. The Major Road Network comprises the National Routes and Primary and Secondary County Routes, while the Minor Road Network comprises Local Distributor, Collector and all other

roads. The design of the junctions of residential roads with existing roads is dependent on a number of factors, including their classification in the Road Network, traffic flows and existing road width.

The Local Planning Authority is responsible for preparing Local Plans for this area. The Local Plan makes detailed proposals for the future pattern of development by interpreting the general proposals of the Structure Plan. Structure Plans, are statutory documents and are of prime importance in the determination of any planning application or appeal.

HIGHWAYS IN RESIDENTIAL AND COMMERCIAL ESTATES - DESIGN GUIDE

Developers are urged to establish at an early stage from these Plans and other local policies whether there are any constraints on access to the site or specific requirements for roads, footpaths and cycleways. For instance, developments in Conservation Areas will need special consideration in order not to prejudice their singular character.

It is recommended that a Design Brief is prepared for residential estates larger than 50 dwellings and for commercial developments of more than 1.2 hectares (3 acres). This Brief may be prepared by the Planning

Authority, in consultation with the Highway Authority, and where appropriate with the developer. The preparation of the Design Brief could include these factors:-

- site characteristics and features
- connections with existing highways
- pedestrian and cyclist desire lines
- relationship to off site facilities
- penetration by public transport
- existing private street APC liability
- any proposed highway schemes
- any existing new street orders, building lines
- access visibility
- access and site gradients - i.e. whether a road alignment is feasible
- surface water disposal
- off site highway works
- highway stopping up or diversion orders

- general highway characteristics in the locality

(speed restriction zones etc).

Much of Torbay's landscape is of exceptional quality; It makes the Bay attractive to both visitors and residents; The development should contribute to the quality of the environment rather than detract from it. The design of new housing and commercial estates in such environmentally sensitive areas should respect and complement the character and scale of the landscape or townscape that provides the setting for the site.

The layout of the street and the use of materials in constructing it are an important and integral element of design, and are just as significant as choice of materials in the buildings or their elevation in detail in

contributing to the sense of local distinctiveness.

As soon as the Planning Authority has granted full planning permission and approved all the reserved matters regarding an estate road layout, it is recommended that the developer makes an application

to the Authority for a Section 38 Agreement so that the estate roads and footpaths will be adopted.

(The details of the prospective highways that are agreed with the Local Planning Authority and Local Highway Authority should be consistent with those necessary for the Section 38 Agreement.

Therefore, Section 38 Agreement discussions should commence at this stage). It should be noted that there are several steps after the granting of any necessary planning permission. Sustainable development attached here.

HIGHWAYS ELIGIBLE FOR ADOPTION

Engineer refers to the Service Manager or Streetscene and Place or his representative.

Carriageways are parts of the highway which are intended for use by vehicles.

Footways are parts of the estate highways which are intended for use by pedestrians and which generally are parallel with the carriageway and only separated by a kerb or verge.

Footpaths are pedestrian routes which are located away from carriageways.

Verges are grassed or ground cover planted parts of the highway that are provided for highway visibility, vehicle overhang and statutory undertakers' mains and apparatus routes.

Cycleways are routes particularly identified for cycles and may be part of a carriageway, adjacent to a footway or footpath, or otherwise separate.

The roads and footways that are eligible for adoption are those that

- (i) serve more than a single commercial property, or more than five individual dwellings
- (ii) provide a principal means of access for pedestrians, vehicles and cycles

(iii) are laid out in accordance with the principles of this Design Guide, and

(iv) conform to the current construction specification of the Council.

At the detailed planning approval stage those areas that could be adopted should be identified and agreed with the Engineer.

The Highway Authority will expect all visibility areas to be offered for adoption. Other verges and planted areas are eligible for adoption if:

(a) the verges are adjacent to Local Distributor Roads

(b) the verges are adjacent to Residential Access Roads or Ways and which are provided in the place of footways as a vehicle overhang margin or to accommodate the statutory undertakers' mains and apparatus and other services

(c) landscaped areas are within the highway envelope, e.g. at traffic calming features

(d) landscaped areas are slightly in excess of what is required for visibility etc., in order to achieve a more satisfactory layout.

Small areas of privately maintained ground sandwiched between publicly maintained areas are unacceptable.

An agreed commuted sum for maintenance may be required for any soft landscaping within the adopted highway, following which the County Council will make arrangements for the long-term maintenance of any

landscaped areas.

Footpaths and cycleways will be adopted if they are the primary means of access to a group of five or more dwellings or a number of commercial units or if they provide desirable and/or essential links within the estates.

Normally, car parking areas outside the highway envelope, specifically allocated to individual dwellings or to which access is gained separately from the carriageway (e.g. garage courts), will not be adopted. Furthermore, communal areas of parking, for instance in Housing Courts, are to be outside the highway envelope and will not be adopted. Structures - i.e. embankments and retaining walls - that support the

highway, whether it be carriageway, footpath, footway or verge, may be adopted by the Council.

Structures that support land above the highway will not be adopted; however, calculations and details of these will normally be required to ensure that there is no possibility of an adverse effect on the highway.

They will also be subject to inspection, and therefore the estimate of the construction cost of the wall will be included in the calculation of the inspection fee. To insure against the developer being in default of the Agreement and the Highway Authority having to complete the works including the

construction of retaining walls above or below the carriageway, the estimated cost of these retaining walls will be included in the Bond calculated by the Engineer.

Lighting of streets and footpaths will be adopted.

Street names and numbering are the responsibility of the Council and there is a charge for each dwelling and each new road. Details should be agreed with the Council, and the developer should provide street nameplates in accordance with that Authority's specification. Any scheme for the provision of new highways outside a residential or commercial estate, or the alteration of existing highways, is to be subject to a Highway Safety Audit, both during the design process and when the works are completed. The developer is responsible for any alterations as a result.

The Highway Authority will normally be responsible only for those drains

carrying surface water from the highway. If roof water or water from any other source is introduced, the drain will then become a surface water sewer to be adopted and maintained by South West Water. In such circumstances the developer must enter into a separate agreement with South West Water for its adoption. Only the gullies and their connections will be adopted by the Highway Authority where a surface water sewer carries anything other than highway water. (The Council will complete a Section 38 Agreement only when a Section 104 of the Water Industry Act 1991 or similar agreement has already been made with the Water Authority). Furthermore, outfalls require the consent of the Environment Agency and South West Water, for which a fee may be payable.

Before the new highway is adopted by the Council all service pipes or cables etc. must be approved and adopted by the appropriate statutory authority. Developers may be required to provide written evidence of acceptance by these authorities before the works can be approved before the commencement of the maintenance period.

STATUTORY PROVISION FOR THE ADOPTION OF STREETS

The Highways Act 1980 requires that a Highway Authority should protect the owners of residential and commercial premises from the ultimate liability of private street works charges; the two provisions within the Act that are relevant are:

- (a) the Advance Payments Code under Sections 219 - 225
- (b) a Highway Adoption Agreement under Section 38.

The Advance Payments Code (APC) of the Highways Act 1980 has been adopted by the Council as Highway Authority. Consequently, once building regulation approval is obtained and building works commence, a developer is obliged to deposit or secure to the satisfaction of the County Council a sum of money representing the estimated future liability for street works charges within the proposed development.

At the discretion of Torbay Council it may utilize the above provisions.

A schedule of exemptions is detailed in Section 219 of the Act; one of the exemptions is the completion of a Section 38 Agreement for the ultimate adoption of the street.

A Section 38 Agreement is a voluntary Agreement between the Highway Authority and the owner of the street for its ultimate adoption, and is the normal method of ensuring that works are carried out to an adoptable standard. The Council has adopted the Model Agreement produced by the Association of Metropolitan Authorities in 1988 on behalf of the Local Authority Associations and the House Builders Federation.

ALL DEVELOPERS ARE STRONGLY ADVISED TO COMPLETE A SECTION 38 AGREEMENT FOR THE ADOPTION OF NEW STREETS BEFORE ANY WORK COMMENCES ON THEM.

SECTION 38 AGREEMENTS (DETAILED REQUIREMENTS)

A Bond to cover the cost of the works necessary to achieve an adopted highway and the associated administration costs for each Section 38 Agreement, as estimated by the Engineer, must be provided by a member of the British Insurance Association or one of the Joint Stock Clearing Banks. The purpose of the Bond is to ensure that the Highway Authority can complete the highway works if the developer defaults for any reason.

An Inspection Fee is also payable, currently 6% of the Engineer's estimate of the cost of the works. (See also Appendix 3D, paragraph 2.3).

Developers proposing to enter into a Section 38 Agreement should make early contact with the appropriate area office of the Highway Authority for the following reasons:

- (a) early discussion with the Highway Authority can avoid unnecessary and abortive design work
- (b) if the developer has begun work on site and a Section 38 Agreement is still being pursued but has not been completed, then the APC deposit must be paid in the interim period; (APC deposits will be repaid to developers upon the signing of a Section 38 Agreement); the Highway Authority will not discuss Section 38 matters unless and until such APC sums have been deposited
- (c) early completion of the Section 38 Agreement will avoid difficulty with the eventual adoption of the works due to absence of inspection.

In advance of the initial discussion with the Highway Authority, the developer may well wish to consider the Design Brief for the development, and those factors outlined in section 1.3 for smaller sites and those not having a design brief.

There are some useful Appendices at the end of this Part of the Design Guide, as follows:-

Appendix 3C: A check list that may prove helpful in ensuring a layout includes sufficient detail

Appendix 3D: Information on documentation required for a Section 38 Agreement

Appendix 3E: Information on procedures for inspection and adoption of the works

Committed sums for the future maintenance of landscaping may be required by the Highway Authority, as outlined in paragraph 1.4.3.

CONSTRUCTION OF NEW STREETS

WITHOUT A SECTION 38 AGREEMENT.

If a developer constructs a private street, that is, a street not maintainable at public expense, the Advance Payments Code contained in the Highways Act 1980 applies (clauses 219 to 225). This Code protects future frontagers of any street constructed by a developer that is not maintainable at public expense. Firstly, it requires that before new buildings are erected in private streets (i.e. a road or street not maintainable at public expense) the sum likely to be needed for street works shall be paid to the local authority, or security given for it.

Secondly, it provides that when development has reached a certain stage frontagers are able to require the carrying out of street works and the adoption of the street.

Therefore, where a development involves the construction of new estate roads it is common for developers to enter into a Section 38 Agreement with the Highway Authority under which the developer constructs the street to the satisfaction of the authority. Where such an agreement is entered into the Advance Payments Code has no application.

However, if the developer is unable or unwilling to enter into a Section 38 Agreement, the provisions of the Advance Payments Code will be fully applied, thus normally requiring the payment of a deposit to the Council representing the liability estimated by the Engineer for street works charges on each property in the development.

As a consequence, the new roads will not be inspected by the Engineer during the construction period; if subsequently the developer decides that he wishes the new roads to be adopted, he must then enter into a Section 38 Agreement, with agreed drawings, and he will be required to i) prove the quality of the works to the satisfaction of the Engineer; (in order to do this, it will normally be necessary to complete a series of inspections, boreholes, drainage tests and camera survey as required by the Engineer, at the developer's cost) ii) the developer will then be required to undertake any necessary remedial or reconstruction works.

Only after this can the maintenance period commence (the minimum length of which would be twelve months).

Even under the above circumstances where the new street or road is not offered for adoption, it will still be necessary for a developer to agree with the Engineer the works required to the existing highway in order to complete the connection to the existing road network and mains services.

The developer is not permitted to proceed with any works within, or that affect the highway, until these verge crossings and road opening procedures have been completed, together with any necessary notices to the Statutory Undertakers.

HIGHWAY ALTERATION, STOPPING UP AND DIVERSION AGREEMENTS

Off-site highway works may be necessary to achieve a satisfactory development e.g. alterations to an existing road, or the resurfacing of adjacent roads or footpaths. Contributions may be required for off-site

works where damage may be caused to the existing highway network as a result of construction traffic. In such cases a separate legal agreement with Torbay Council as Local Highway Authority is required before any of these works commence, as it is an offence to carry out works in a public highway without legal authority.

If the development involves the diversion or stopping up of an existing public highway, footpath, bridleway or County Road, then an Order under the Town and Country Planning Act 1990 has to be obtained from the Department of Transport before the part of the development that is dependent upon the diversion or stopping up of the existing highway is commenced.

The Agreements for the highway works will normally provide consent for opening of the existing highways or crossings within a verge or footway. Reinstatements are to be carried out in accordance with the procedures outlined in the New Roads and Street Works Act 1991.

Private sewers or drains in the proposed or existing highway may well require a licence.

On certain identified traffic sensitive routes, (normally the principal traffic routes), there are embargo periods when works that affect the highway will not be permitted. Details of these periods and the affected routes can be obtained from the Torquay Town Hall or Torbay Councils Website

SUSTAINABLE DEVELOPMENT

The latest Government guidance places sustainability in development, transport and drainage at the core of design practice. Provision for the car shall take second place compared to peoples' and communities' needs for a pleasant and safe living environment. The Council through its joint Local Transport Plan with Devon County Council 2011 to 2026 is committed to developing an integrated, sustainable transport system for Torbay, as a means to reduce traffic congestion, pollution and promote healthier forms of travel.

An Integrated Passenger Transport Strategy has been specifically developed in Torbay. This strategy aims to meet all journey needs, including work, education, health and leisure within Torbay.

Public Transport should adequately support all developments and where none exists, contributions may be sought from developers for its provision.

Permeability is the key to successful sustainable transport and essentially means the ease with which pedestrians and cyclists can move through the built environment and take the shortest and most pleasant routes to their destination.

It must be ensured that adjacent roads have similar levels of access for all users with safe footways and cycleways, crossing points, low traffic speeds and easily reached quality bus stops allowing permeability for non-motorised traffic through the development. In designing cycle facilities initial consideration should be given to making links with the strategic network of routes defined by the Council. It is considered appropriate for cyclists to share a network of streets where the 85%ile speed of vehicles does not exceed 20mph and/or where there will be less than 100 dwelling units.

Most development proposals will trigger the need for extra facilities for the needs of the development (e.g. public transport links, pedestrian crossings etc) or to mitigate the impact of development upon existing community facilities. These facilities, either developer funded and/or provided shall be secured by agreement under Section 106 of the Town and Country Planning Act 1990.

Torbay Council will pursue Sustainable Drainage Systems (SDS) as required and in compliance with the Floods and Water Act.

DRAFT



Meeting: Transport Working Party

Date: 25th April 2013

Wards Affected: All

Report Title: Road Safety Strategy 2013 - 2020

Executive Lead Contact Details: Sue Cheriton

Supporting Officer Contact Details: John Clewer

1. Purpose

- 1.1 Torbay Council will continue to improve the safety of all road users and as a priority those who are the most vulnerable i.e. pedestrians, cyclists, and powered two wheelers. This is reflected by the proposals contained within this Road Safety Strategy and one of Torbay Council's key priorities to 'Make Torbay a Safer Place'.

This will be achieved by the implementation of safety schemes, through education, training and publicity and working closely with our partners; the Police, Health Authority and other road user groups, including the voluntary and private sectors.

The journey to and from school will continue to feature heavily in a variety of awareness campaigns, as will training and engineering measures to further reduce child injury collisions.

2. Proposed Decision

- 2.1 It is recommended that members approve the proposals outlined under option 6.1 in this Issues Paper, to adopt and approve the publication of the Road Safety Strategy Report 2013-2020 .

3. Action Needed

- 3.1 That members adopt and approve the publication of the Road Safety Strategy Report 2013-2020.

4. Summary

- 4.1 Road Safety affects the whole community and our quality of life and it is through the involvement and actions of us all that we can achieve the targets set out in this Road Safety Strategy report.

Supporting Information

5. Position

- 5.1 Torbay Council became a Unitary Authority in April 1998 and assumed responsibility as a Highway Authority, which also encompassed the provision of the road safety service.

Road Safety in Great Britain is a statutory responsibility for local Highway Authorities within section 39 of the 1988 Road Traffic Act.

Section 39 places a responsibility on Torbay Council to:-

- Carry out studies into collisions arising out of the use of vehicles on roads or parts of roads within their area.
- Take such measures, in the light of the results of those studies, as deemed appropriate to present such, including the dissemination of information and advice relating to the use of roads, the giving of practical training to road users or any class or description of road users, the construction, improvement, maintenance or repair of roads for which they are the Highway Authority and other measures taken in the exercise of their powers for controlling protecting or assisting the movement of traffic on roads.
- Constructing new roads, taking such measures as appear to the Authority to be appropriate to reduce the possibilities of such collisions when the roads come into use.

- 5.2 The role of Road Safety forms an integral part of the Traffic and Development Team that operates within the Resident and Visitor Services unit.

Torbay Road Safety Team aims to maintain and improve Road Safety throughout Torbay through the structured delivery of focused programmes of Education, Training and Publicity and this Road Safety Strategy document, sets out the Council's response to national government policies and the needs of the local community.

- 5.3 The Road Safety Strategy identifies the means by which the Council intends to carry out its responsibilities. Road safety is a concern for the whole community and as such we are all responsible for the reduction of road traffic incidents.

Torbay Council through its elected representatives, its partnerships with other organisations and agencies plays a vital role in co-ordinating the activities of a wide range of groups within a shared set of aims and objectives.

6 Possibilities and Options

- 6.1 It is recommended that members adopt and approve for publication the Road Safety Strategy Report 2013-2020.

- 6.2 Do not approve the draft Road Safety Strategy Report 2011-2020.

7 Preferred Solution/Option

Members are recommended that the option in 6.1 above would be the most appropriate option.

8 Consultation

Following initial presentation to the Transport Working Party on 13th September 2013 further consultation with stakeholders including the Police, Fire Service and Community Safety has been undertaken and amendments made to the document.

9 Risks

Road Safety affects the whole community and our quality of life and it is through the involvement and actions of us all that we can achieve the targets set out in this Road Safety Strategy report. To not approve the Road Safety Strategy Report 2013 – 2020 for further consultation, may affect the safety of all residents within the bay area.

Appendices:

None

Additional Information:

None

Documents available in Members' Rooms:

None

Background Papers:

Governments strategic framework for Road Safety (May 2011).



Torbay Council

DRAFT

Road Safety Strategy 2013 – 2020



Contents

Foreword4

Executive Summary5

Setting the Scene6

Background 6

What is a Road Safety Strategy 7

Torbay Council’s Roles and Responsibilities? 7

Where we are Now?8

Casualty and Collision Data 8

Our Challenges 13

Who is Getting Killed or Seriously Injured? 13

Figures 6 and 7 show that the figure for the three-year average casualties for children..... 14

0–17 years in Torbay is considerably lower at 23% compared to the national average of 38%...... 14

However, whilst the figures for adults 18-59 is slightly higher at 62% compared to the national average of 54%, the figure for 60 and over is nearly twice the national average at 15% compared to 8%. 14

Why are Some Groups More at Risk?..... 15

How are Road Traffic Collisions Occurring?..... 18

Where We Want to Be20

Targets.....21

How We Will Get There..... 24

 1. *Smarter Working*..... 24

 2. *Smarter Data Analysis*..... 25

 3. *Behaviour Change*..... 25

 4. *School Travel Plans* 26

 5. *Speed Management*..... 26

 6. *Enforcement*..... 27

 7. *Making our Roads Safer*..... 28

 8. *Safety Audits* 29

 9. *Monitoring and Evaluation* 29

Funding Delivery of Road Safety Services 30

Partnerships 30

 1. *Learn 2 Live* 31

Brixham * Paignton * Torquay

2.	<i>The Peninsular Motorcycle Forum</i>	31
3.	<i>Road Safety G.B</i>	32
Current Road Safety Activities		33
1.	<i>The Road Safety Team</i>	33
2.	<i>Bikeability</i>	33
3.	<i>Adult Cycle Training</i>	34
4.	<i>Driver Training</i>	34
4.1	<i>Benefits for Employers</i>	34
4.2	<i>Benefits to the employee are as follows:</i>	34
5.	<i>Walking Bus</i>	35
6.	<i>Junior Road Safety Officers</i>	35
7.	<i>School Crossing Patrols</i>	36
7.1	<i>Patrol Responsibilities</i>	36
7.2	<i>School Crossing Sites</i>	36
Road Safety Action Plan		39
Appendix 1 - Torbay Road Safety Audit Policy		51
Appendix 2: Learn 2 Live		56
Appendix 3 - School Crossing Patrol sites		57
Appendix 4 - Torbay Council Road Safety Team Campaigns		58
Appendix 5 – Peninsular Road Safety Partnership (formerly the Devon and Cornwall Safety Camera Partnership)		59
http://www.dcsafetycameras.org/cameraWatch		60
Appendix 6 - Useful Contacts		61
Appendix 7 - Road Safety – References and Contacts		63
Appendix 8 - Glossary		64

Foreword

Torbay Council will continue to improve the safety of all road users and, as a priority, those who are the most vulnerable. i.e pedestrians, cyclists and powered two wheelers.

This is reflected in the 4 corporate priorities as part of Torbay Council's Community Plan.

- **Developing our economy, improving job prospects and responding to the recession**

Torbay Road Safety will continue to work with new road user groups giving advice on training required improving job prospects for example with young drivers/riders and cyclists.

- **Opportunities for older people and the challenges of providing services for an ageing population**

Torbay Council Road Safety will continue to work with our ageing population aiming to keep older drivers driving safely for longer, in addition helping to keep our elderly pedestrian population better informed and improving skills.

- **Climate Change – reducing our carbon footprint and the increased risk of flooding**

Torbay Council Road Safety will continue to work with our schools to encourage more walking busses and reduce the carbon footprint around our schools. Road Safety Officers will also promote cycling to and from workplaces and schools, together with appropriate training encouraging a modal shift, including Bikeability and adult cycle training.

- **Improving quality of life for the least well off in our society**

Torbay Road Safety will continue to work with Children/Adults and Schools in the most deprived areas as it is recognised that across all child age groups (ages 0 -15) it is shown that children resident in the most deprived areas are 4.8 times more likely to be injured as a pedestrian in a road collision than those resident in the most affluent areas.

Driving behaviour continues to be the main cause of road collisions and traditional engineering solutions will become more difficult to identify, more expensive and less effective in reducing casualties.

However the reduction in public sector funding from central government presents a challenge for all those involved in the delivery of public services. Delivering value for money through effective partnership working is essential if we are to achieve our vision in this challenging environment.

Executive Summary

The Road Safety Strategy is a document, which sets out the Council's response to the government's strategic framework for Road Safety (May 2011) which provides freedom to act locally, but to also increase local accountability on delivery.

There are no national casualty reduction targets, but there are key indicators to 2030, against which all local authorities will be compared.

Torbay Council has had consistent success in meeting its road safety targets. This has been the result of a wide range of measures, including engineering measures, road safety education and working with enforcement agencies to deal with identified issues.

The Council starts from a very low baseline when trying to reduce its casualties, however benchmarking indicates that Torbay has some of the safest roads within the South West.

In order to maintain this record, the implementation of the Road Safety Strategy will be based around four key areas:

- Education
- Engineering
- Enforcement
- Encouragement

Setting the Scene

Background

Torbay Council became a Unitary Authority in April 1998 and assumed responsibility as the Highway Authority. In Great Britain, local highway authorities are responsible for road safety on all roads except the motorway and trunk road network.

The Road Traffic Act was revised in 1988 and gave local authorities the duty to carry out a programme of measures designed to promote road safety, including the dissemination of information and advice relating to the road user and providing practical training to road users.

Road Safety in Great Britain is a statutory responsibility for local Highway Authorities with section 39 of the 1988 Road Traffic Act (9) placing a requirement to prepare and carry out a programme of measures designed to improve road safety for all road users.

The role of Road Safety forms an integral part of the Highway Safety and Development Traffic Team, that operates within the Residents and Visitor Business Unit.

Torbay Road Safety Team aims to maintain and improve Road Safety throughout Torbay, through the structured delivery of focussed programmes of Education, Training, and Publicity.

What is a Road Safety Strategy

A Road Safety Strategy is a document, which sets out the Council's response to national government policies and the needs of the local community. This is done by identifying the means by which the Council intends to carry out these responsibilities.

Road safety is a concern of the whole community and as such, we are all responsible for the reduction of road traffic incidents.

Torbay Council's Roles and Responsibilities?

Torbay Council, through its elected representatives, its partnerships with other organisations and agencies plays a vital role in co-ordinating the activities of a wide range of groups within a shared set of aims and objectives.

In its active role as a Highway Authority, Torbay Council is responsible for

- Carrying out studies into collisions arising out of the use of vehicles on roads or parts of roads within their area;
- Taking such measures, in the light of the results of those studies, as deemed appropriate to present such, including the dissemination of information and advice relating to the use of roads, the giving of practical training to road users or any class or description of road users, the construction, improvement, maintenance or repair of roads for which they are the Highway Authority and other measures taken in the exercise of their powers for controlling protecting or assisting the movement of road users;
- When constructing new roads, taking such measures as appear to the Authority to be appropriate to reduce the possibilities of such collisions when the roads come into use;
- The preparation and delivery of a programme of measures designed to promote road safety and seek contributions towards the cost of measures for promoting road safety taken by other authorities or bodies.

Where we are Now?

In March 2000 the Government announced new targets for reducing casualties nationally. The targets were the percentage reductions to be achieved by 2010 compared with the average results for the base years, 1994 – 1998. The targets set by the Government were as follows:

- 40% reduction in the number of people killed or seriously injured in road crashes/collisions;
- 50% reduction in the number of children killed or seriously injured;
- 10% reduction in the slight casualty rate, expressed as the number of people slightly injured.

Casualty and Collision Data

The graphs below outline the road casualty and collision data for the years 1998 to 2011 compared against the government targets (where applicable), which are validated each year by the Department for Transport. This data only includes collisions that have been reported to / recorded by Devon and Cornwall Police.

The Department for Transport's definition of a collision recorded by the Police is as follows:

[A collision that] involves personal injury occurring on the public highway (including footways) in which at least one road vehicle or a vehicle in collision with a pedestrian is involved and which becomes known to the police within 30 days of its occurrence. One collision may give rise to several casualties. Please note "Damage-only" collisions are not included in this publication.

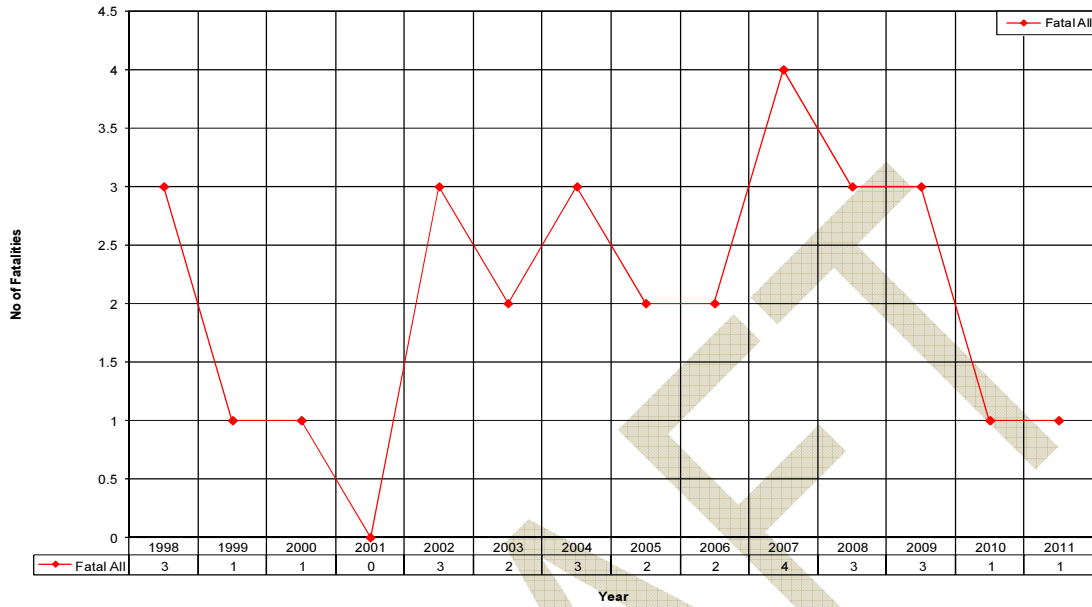
Department for Transport Definitions:

- *Fatal collision*: A collision in which at least one person is *killed*.
- *Serious injury*: An injury for which a person is detained in hospital as an "in-patient", or any of the following injuries whether or not they are detained in hospital: fractures, concussion, internal injuries, crushings, burns (excluding friction burns), severe cuts, severe general shock requiring medical treatment and injuries causing death 30 or more days after the *accident*.
- *Slight injury*: An injury of a minor character such as a sprain (including neck whiplash injury), bruise or cut which are not judged to be severe, or slight shock requiring roadside attention. This definition includes injuries not requiring medical treatment.

Fatalities

Fig 1 shows the number of fatalities that have occurred within Torbay

Figure 1 - Fatalities (all ages)

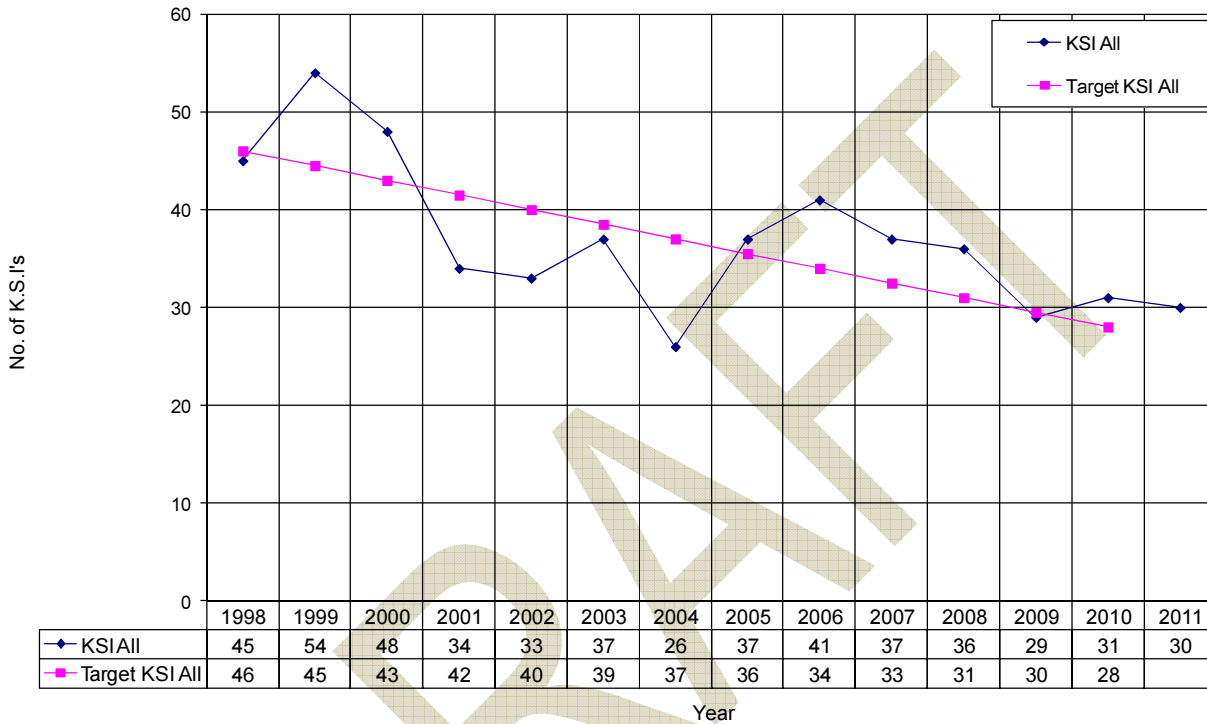


The average figures remain at a consistent overall level, since the 1998 to 2010 targets were introduced. Torbay continues to have one of the safest road networks within the South West. Torbay Council benchmarks with other highway authorities and the number of road traffic casualties expressed as a percentage of the population is amongst the lowest in the south west.

Killed and Seriously Injured (KSI's) (all age groups)

Fig 2 shows the number of people killed or seriously injured within Torbay.

Figure 2 - Killed and seriously injured (K.S.I.) (all ages)



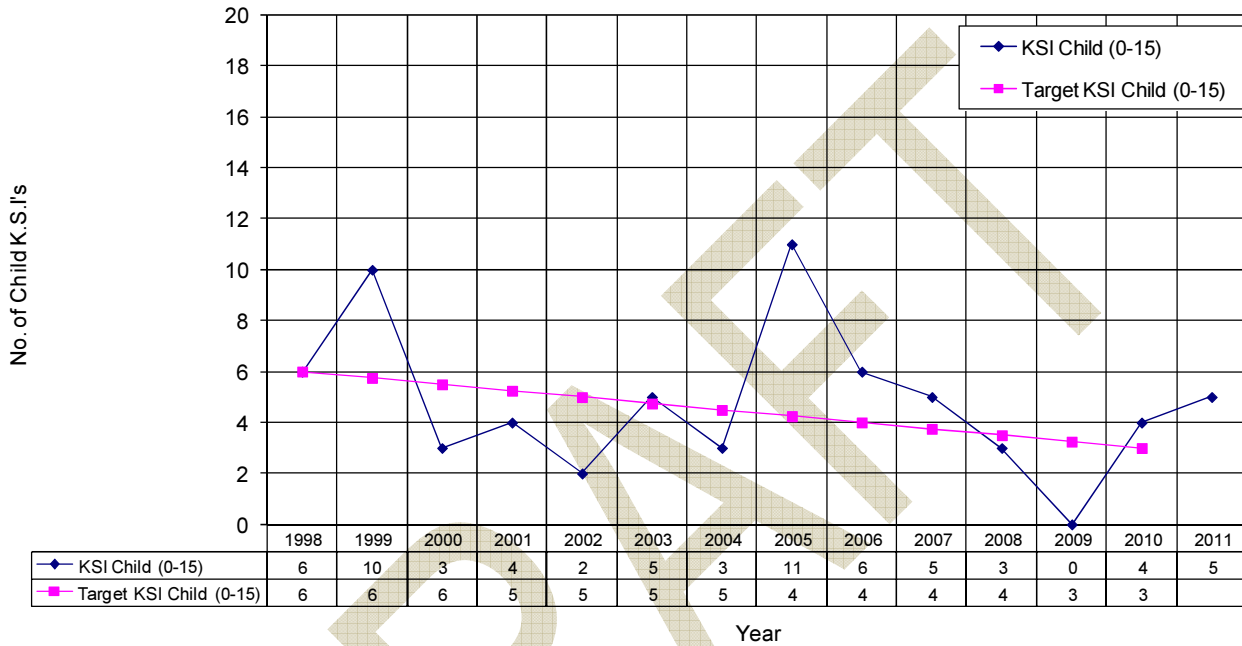
Whilst the Council finished the Department for Transport (DfT) monitoring period just above the 10 year target with a 33% reduction, it continues to show a general downward trend from the 1998 baseline.

Torbay Council continues to work from very low base figures and significant reductions can be very hard to identify. Collision data is investigated every year as part of our cluster review, where we carry out a study of all the road traffic collisions that have resulted in a person being injured and all known collision hot spots across the bay area. This information is reported annually to members as part of the Road Safety initiatives Report. See Making Our Roads Safer page 28.

Killed and seriously injured (0 – 15 age group)

Fig 3 shows the number of 0-15's killed or seriously injured within Torbay.

**Figure 3 - Killed and seriously injured (K.S.I.)
(0 - 15 year age group)**



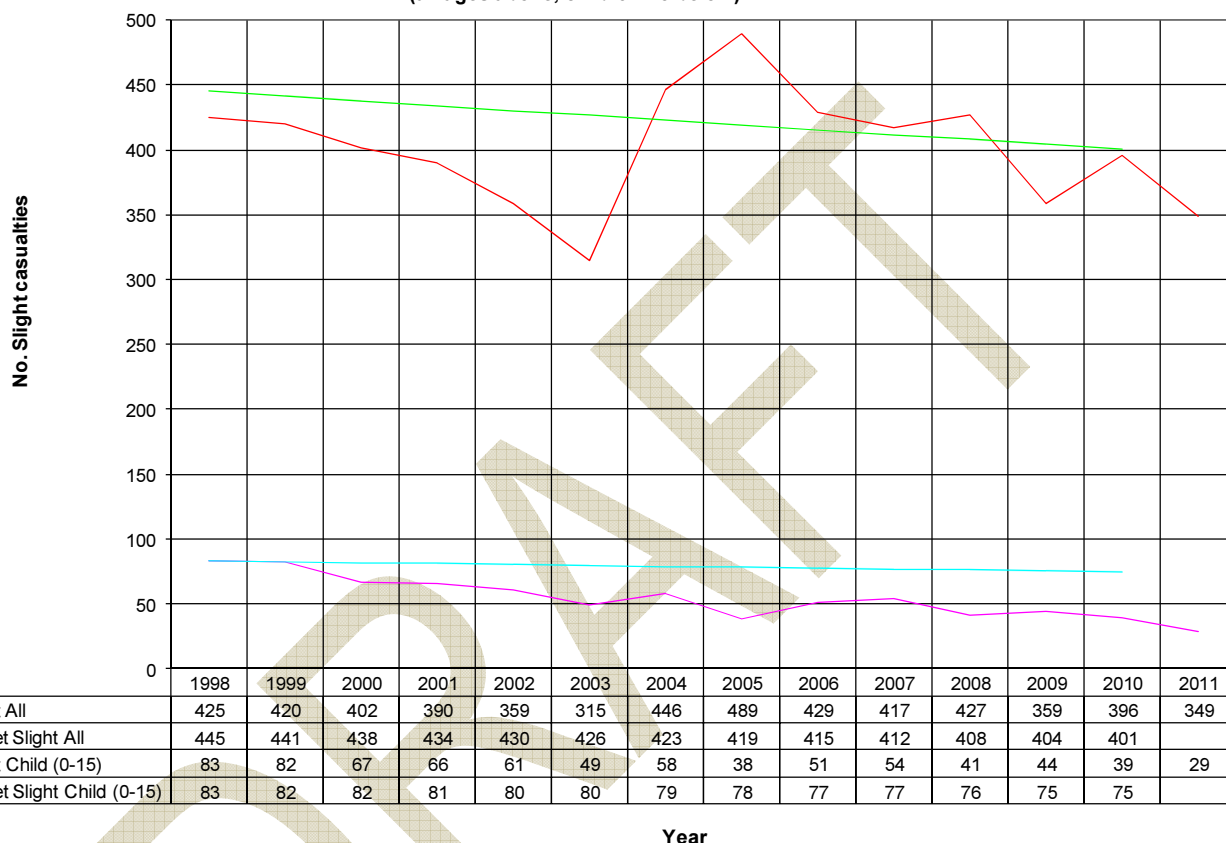
Whilst the Council finished the Department for Transport (DfT) monitoring period just above the ten year target, the figures for this age group fluctuate from 11 in 2005 to zero in 2009.

Torbay Council continues to work from very low base figures and significant reductions can be very hard to identify. Collision data is investigated every year as part of our cluster review, where we carry out a study of all the road traffic collisions that have resulted in a person being injured and all known collision hot spots across the bay area. This information is reported annually to members as part of the Road Safety initiatives Report. See Making Our Roads Safer page 28.

Slight Injuries

Fig 4 shows the slight injuries for all ages and the 0-15's within Torbay

**Figure 4 - Slight injury accidents
(all ages above, child 0 - 15 below)**



All ages

The Council's figures finished the Department for Transport (DfT) monitoring period in 2010 just below the 12 year target. However we continue to show a general downward trend from the 1988 baseline, with a current reduction of 22%.

Children (0-15 age group)

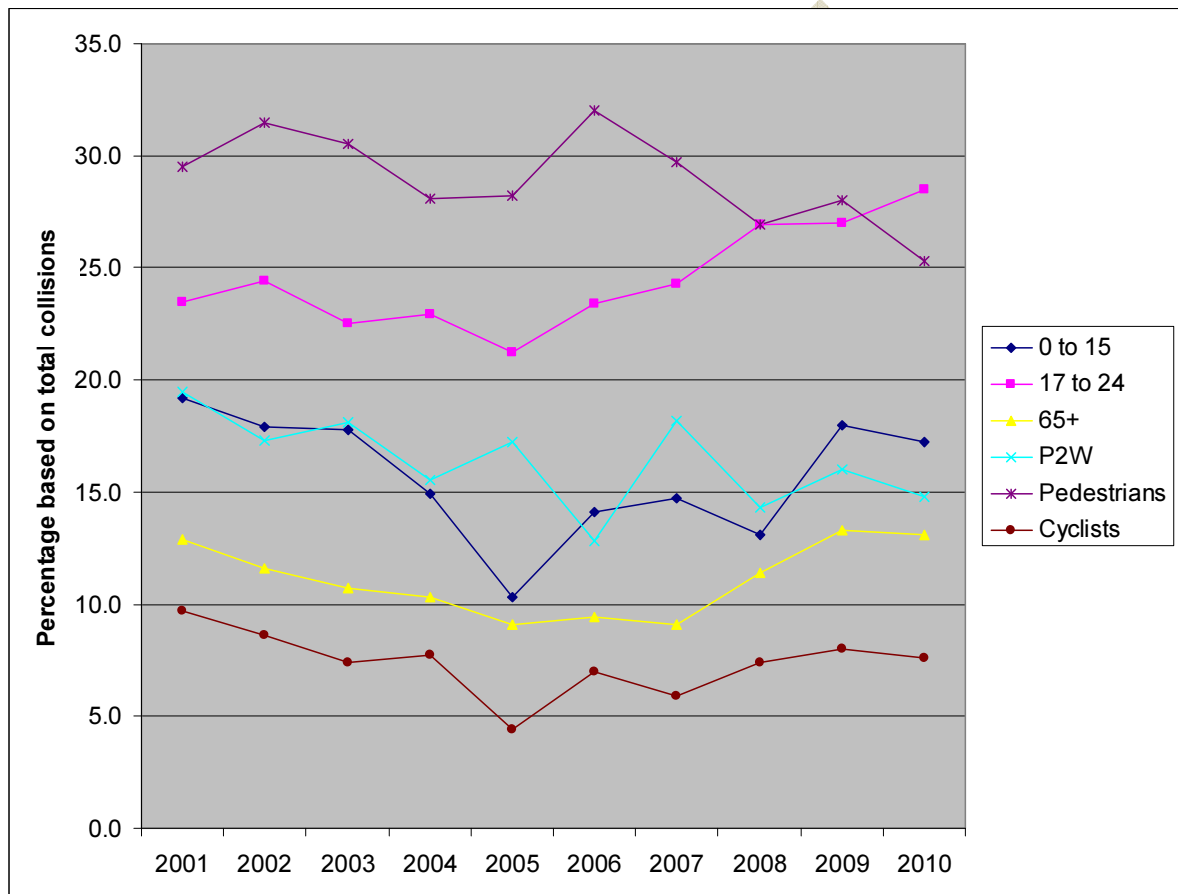
The Council figures finished the Department for Transport (DfT) monitoring period well below the 12 year target.

These figures can be explained by an improved data processing regime and successful road safety education campaigns, e.g. the number of rear seat passenger casualties reduced by 75% in 2011.

Our Challenges

Who is Getting Killed or Seriously Injured?

Fig 5: Shows collisions in Torbay for the last ten years, displayed by age and category. This shows that whilst collisions involving pedestrians are falling, those involving the 17 - 24 year-old age groups are on the increase.



Car drivers aged 16–19 have the highest risk of being killed with drivers aged 60–69 having the lowest risk.

Older drivers risk of being killed has reduced more than for all other age groups nationally, however in Torbay the casualty figure is nearly twice the national average as shown in figs 6 and 7.

Young drivers risk of being killed has fluctuated, while the risk has reduced for all other age groups of drivers.

Nationally, 95% of pedestrian injuries occur on urban roads, with children being disproportionately at risk, 22% of killed and seriously injured pedestrians are between 8

Brixham * Paignton * Torquay

and 15 years old. National evidence also shows that children in deprived areas have an elevated risk of injury and death compared with children in more affluent areas.

The risk of older pedestrians being killed is much higher than for other age groups because of age-related frailty; however their fatality rate has reduced more than other age groups.

Fig 6

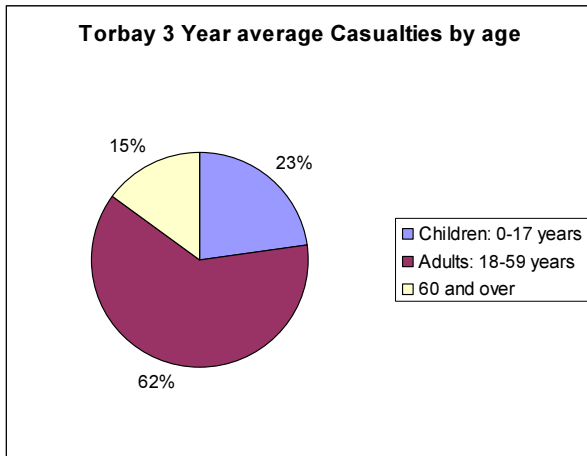
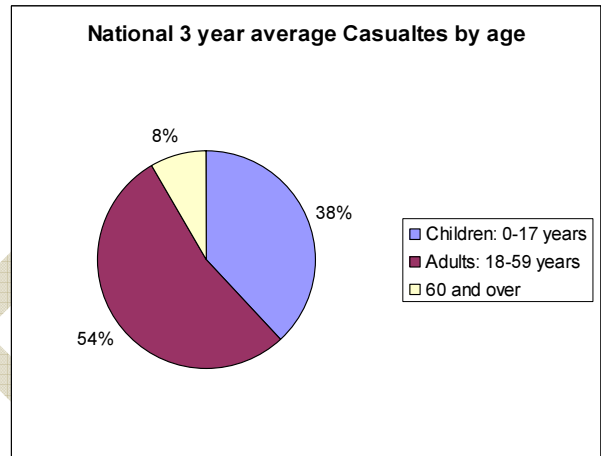


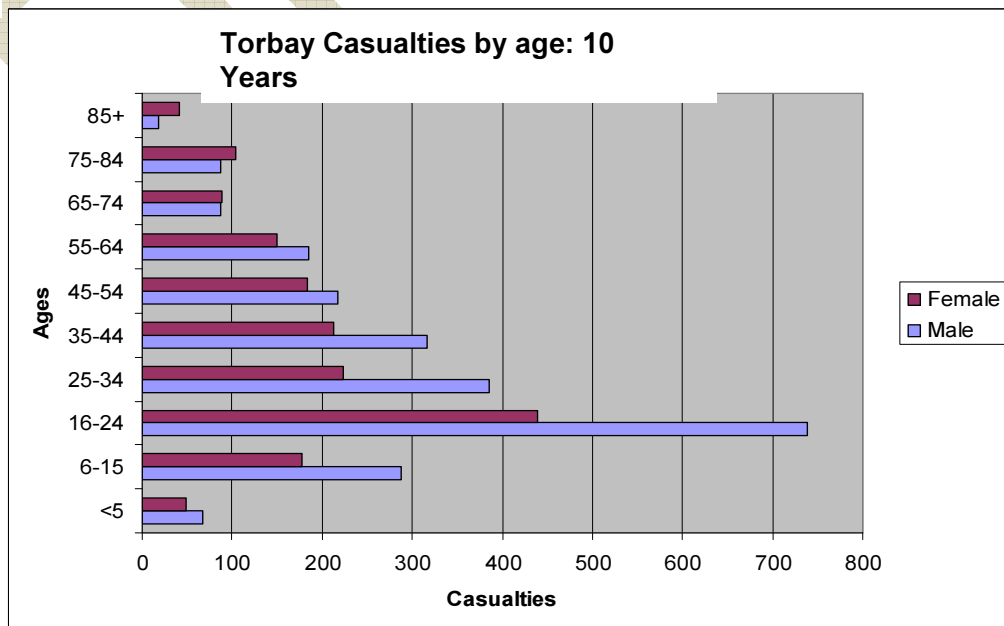
Fig 7



Figures 6 and 7 show that the figure for the three-year average casualties for children 0–17 years in Torbay is considerably lower at 23% compared to the national average of 38%.

However, whilst the figures for adults 18-59 is slightly higher at 62% compared to the national average of 54%, the figure for 60 and over is nearly twice the national average at 15% compared to 8%.

Fig 8

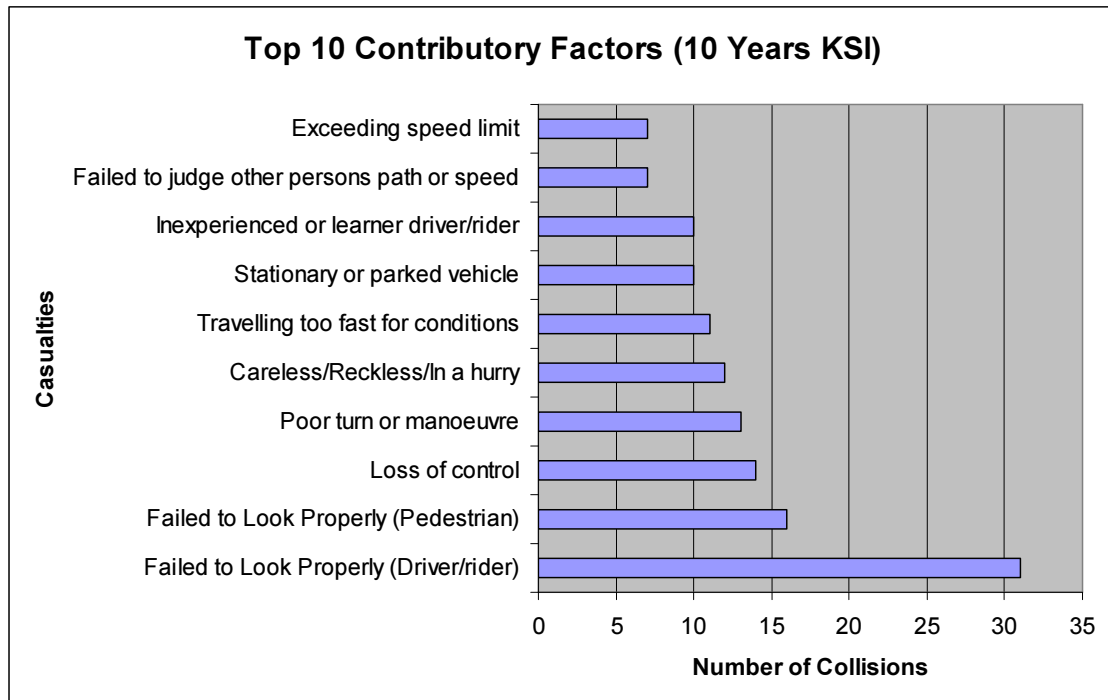


Brixham * Paignton * Torquay

A ten year survey of casualties by age, shows that across the Torbay area the largest number are in the 16-24 age group, with male casualties outnumbering females 63% to 37%.

This is the largest discrepancy between the genders which, as the casualty ages increase, narrow and run nearly 50 / 50 over the age of 45.

Fig 9



A ten year survey of collisions across the Torbay area, which resulted in killed or seriously injured casualties, shows that the most common contributory factor recorded by the Police is 'failed to look properly' for driver, rider or pedestrian related collisions. However this may be due to the way officers record collisions, as there may be little difference between 'failed to look properly' or 'poor turn or manoeuvre'.

Why are Some Groups More at Risk?

National research suggests that in every collision involving a fatality, there is around a 50% chance the driver responsible for the collision had a criminal record (DfT 2011). Furthermore, recent analysis of 2001–04 UK road traffic collisions shows a link between the low socio-economic status of car occupants and the fatality risk at both an individual area level (individual socio-economic classification) and area level (using area-based deprivation scores and police data).

Overall, it shows that car occupants from lower socio-economic groups are overrepresented in fatalities; while three times as many people are classified in the top

Brixham * Paignton * Torquay

two social groups as are in the lowest social group (40% compared with 13%), they each account for a similar proportion of fatalities (22% and 20%, respectively).

The analysis also raised a number of key issues which may affect an increase in collisions/injuries in areas of social deprivation, these are as follows:-

- Speed
- Impairment (alcohol and drugs)
- Sea belt wearing
- Licence violations
- Insurance violations

Torbay, like some other seaside resorts has areas of deprivation – poverty, poor housing and health are worse than the national average with 15,000 residents living in conditions similar to the worst 10 per cent in England in terms of poverty, housing and health. Torbay is ranked the 71st most deprived area out of 354 in England.

More data analysis and investigations will need to be undertaken in an effort to understand the current problems within the deprived areas of the bay and to develop a method of connecting with and passing on the road safety message to this vulnerable group.

Older People

Torbay is home to more old people than average and these numbers are increasing at both ends of the social spectrum.

Older people from more deprived backgrounds are less likely to have access to a car, thereby increasing their reliance on walking and public transport. However, there are large numbers of the elderly population who wish to demonstrate their independence by continuing to drive and unfortunately this is reflected in the collision figures. It is for this reason that highways, in conjunction with their partners, have developed the 'Drive Safer For Longer' project.

Unemployment and the number of people who claim housing benefits is high. The local economy relies on tourism for many jobs and this contributes to seasonal employment and low wages.

More people in these areas smoke and drink too much and have poorer physical and mental health. There is more crime, particularly violence in the home and for a variety of reasons; people from poorer areas attend hospitals for treatment more often.

There is also evidence that children living in disadvantaged areas are more likely to live in households headed by single parents (where parental age, education and literacy levels are typically low), with a parent with a long term health condition / disability (including a mental health condition) or in overcrowded accommodation with a greater than average number of siblings.

Brixham * Paignton * Torquay

Although there is no current robust evidence to 'prove' the case, it seems likely that these factors may influence to contribute to the injury risk faced by children in these areas in a number of ways.

For example, parents/carers may be less able to supervise their children, less aware of the risks and less able or disposed to access information and services to address these risks.

In addition, the lack of play space within the house may mean that children need to play out in the streets more than in other types of household or in other areas (*Towner et al., 2005*).

More data analysis and investigations will need to be undertaken in an effort to understand the current problems within the deprived areas of the bay and to develop a method of connecting with and passing on the road safety message to this vulnerable group.

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- **Older People** – Torbay is home to more old people than average and these numbers are increasing at both ends of the social spectrum.

While there is some evidence nationally of higher rates of pedestrian injuries (*Lyons et al., 2003*) among older people in disadvantaged areas, large gaps in knowledge exist that need to be addressed to enable proper programme planning and intervention to understand and address this.

It is thought that there may be a socio-economic factor in travel patterns which may account for at least some of the differences in risk, in that older people from more deprived backgrounds are less likely to have access to a car, thereby increasing their reliance on walking and public transport (*Davis, 1998; Watt et al., 1994*).

However, there are large numbers of the elderly population who wish to demonstrate their independence by continuing to drive and unfortunately this is reflected in the collision figures. It is for this reason that highways, in conjunction with their partners, have developed the 'Drive Safer For longer' project.

How are Road Traffic Collisions Occurring?

Government campaigns would appear to suggest that speed is the number one causation factor in collisions. However when drivers exceed the limit this accounts for only 13.9 per cent of fatal accidents. Whilst a larger causation factor 15.9 per cent is going too fast for the circumstances .

The largest causation of road accidents in the UK today is driver error or reaction in more than 65 per cent of fatal crashes with. The most common causation factor is failing to look properly (the SMIDSY factor – "Sorry mate, I didn't see you", is relevant in 20.5 per cent of fatalities involving driver error), closely followed by "loss of control".

Second largest causation of fatal road traffic collision is going too fast for the circumstances 31 per cent.

Historical national programmes have concentrated on speed as a primary causation factor and speed data over a number of years has shown that average speeds, especially within the urban (30mph) areas are coming down, indicating that the measures taken are having some positive effects. Speed continues to be a primary causal and secondary contributory factor to both numbers and severities of collisions, albeit with an improved trend.

Third largest causation is behaviour or inexperience (28 per cent) which includes careless, reckless, or inexperienced driving.

The fourth main category is "impairment or distraction" (to blame for 19.6 per cent of fatal accidents) covering "alcohol" (a factor in 9.6 per cent of fatal accidents) and "distraction in vehicle" (2.6 per cent).

Brixham * Paignton * Torquay

Pedestrian only, casualty or injury collisions account for more than 18 per cent of collisions, with 10 per cent "failing to look properly".

Age is a factor. Older drivers more frequently fail to look properly while younger road users are more likely to be going too fast, either for the limit, or the conditions.

Time of day is equally important; between 7pm-7am 'loss of control' is the key factor while at other times, it is the 'failed to look properly'. Motorists are more likely to be 'distracted or impaired' at weekends

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Where We Want to Be

In 2012 and for the years ahead, it is the intention for the development and implementation of local road safety strategies to enhance delivery by focussing on casualty reduction with objectives and targets to support that aim and programmes planned to achieve that and thus improve casualty reduction.

The development of a local road safety strategy is included within the current Local Transport Plan 3 (2011 – 2026), to ensure greater reductions in road casualties locally by:

- Encouraging better and co-ordinated working between local authorities and their partners;
- Enabling local authorities to consider their future priorities;
- Involving and informing the public.

Road Safety is of paramount importance to both the Council and the residents it serves. Road safety issues are wide ranging and sometimes complex, but the Council has a good record in improving road safety for all transport users. A mixture of education, encouragement, enforcement and engineering alongside evaluation will be used to further improve the safety of all road users at a time at a time when numbers of vulnerable road users are increasing in line with other corporate aims to promote sustainable development.

An evidence based approach to road safety education and engineering will be used in Torbay, where the population varies so much between the summer and winter periods, to identify and target investment where it is most needed. This will be led by the new Road Safety Strategy

This Road Safety Strategy will reflect local road safety requirements, taking into account the most up-to-date Government recommendations, guidance, targets and strategies. Unlike the period up to 2010, the Department for Transport (DfT) have not set any targets for us to compare our results against which to compare.

However the DfT have published their Strategic Framework for Road Safety (May 2011) designed to help Government, local organisations and citizens monitor progress in improving road safety..

The DfT have identified 6 key indicators which relate to road fatalities and will measure the key outcomes of the strategy at national level. These are:

- Number of road deaths (and rate per billion vehicle miles)
- Rate of motorcyclist deaths per billion vehicle miles
- Rate of car occupant deaths per billion vehicle miles
- Rate of pedal cyclist deaths per billion vehicle miles
- Rate of pedestrian deaths per billion miles walked
- Number of deaths resulting from collisions involving drivers under 25.

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At local level in Torbay, the number of road deaths is small and subject to fluctuation. For this reason the DfT propose the following as key indicators:

- Number of killed or seriously injured casualties
- Rate of killed or seriously injured casualties per million people
- Rate of killed or seriously injured casualties per billion vehicle miles

The progress will be reported annually, with details published in 'Reported Road Casualties Great Britain'. The form of presentation has yet to be decided but it is likely that this will include, where appropriate, use of rolling averages and percentage changes to monitor progress.

- Enabling local authorities to consider their future priorities;
- Involving and informing the public.

At local level, here in Torbay, the Council will also to continue to report casualty figures for the following categories each year as part of the Road Casualty Reduction Report.

- Fatal
- Killed and seriously injured
- Killed and seriously injured (0 – 15 years-old)
- Slightly injured
- Slightly injured (0 – 15 years old)

Six key areas have been identified as priorities for Torbay.

- Pedestrian casualties
- Increased education for learner and young drivers
- Motorcycle casualties in particular young scooter riders and riders on larger sports bikes.
- Careless or dangerous road user behaviour
- Illegal and inappropriate use of speed.
- Vulnerable Young Females

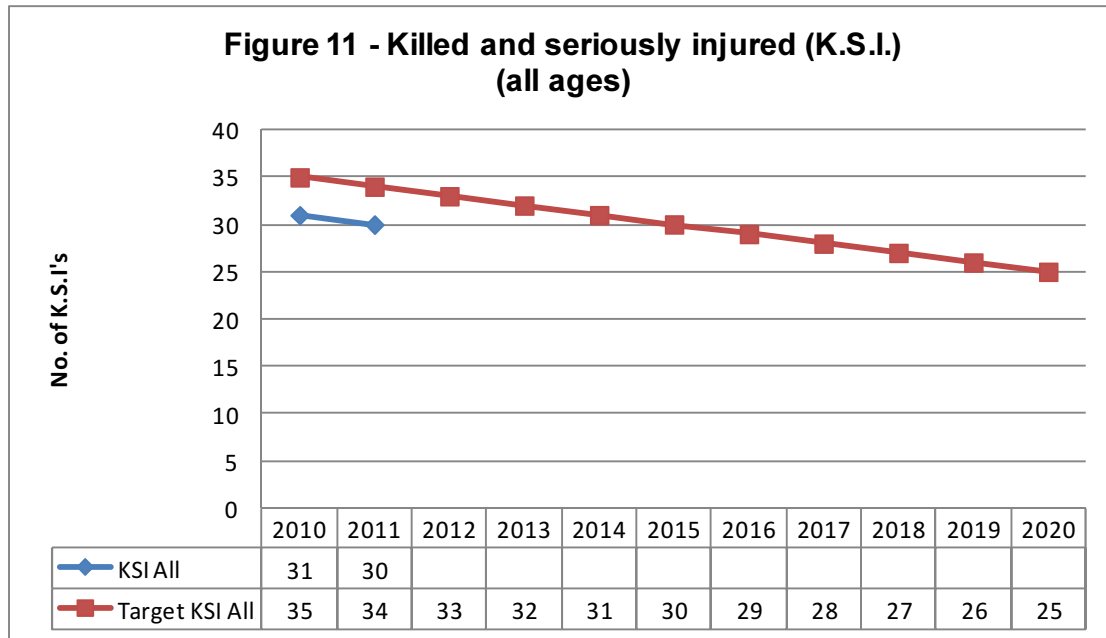
Driving behaviour continues to be the main cause of road collisions and traditional engineering solutions will become more difficult to identify, more expensive and less effective in reducing casualties.

Targets

In the next 10 years Torbay Council intend to make reductions of:

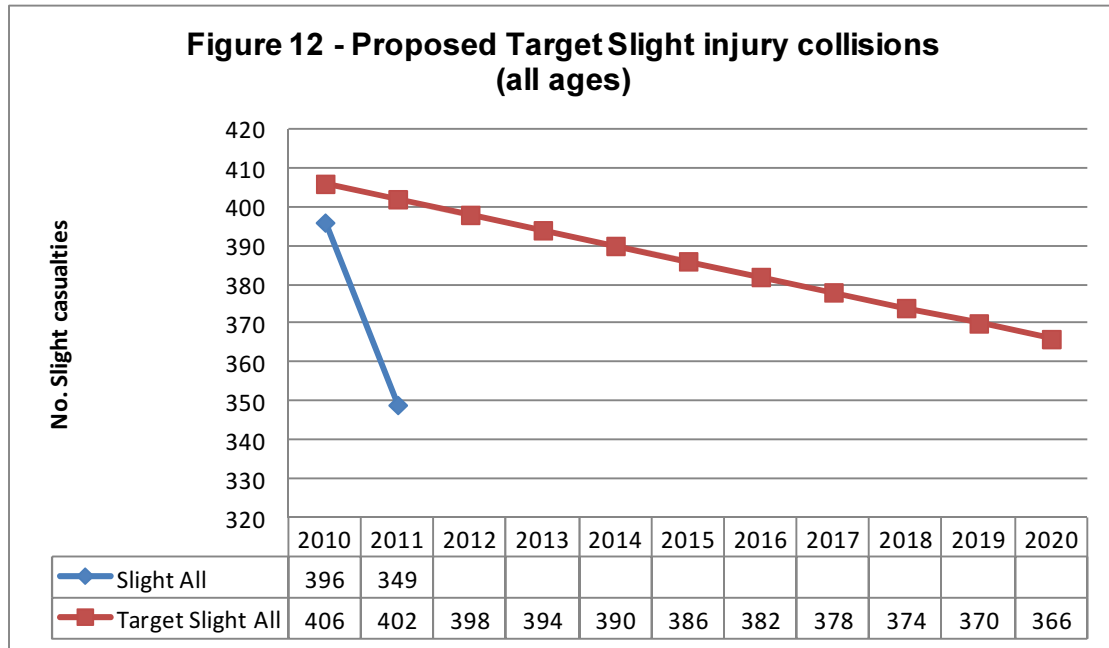
- 25% to all KSI casualties
- 33% to collision casualties which are fatal, permanently disabled as a result, or where major medical care is required to prevent permanent disability or death.
- 10% to collisions resulting in Slight injuries
- 25% to collisions involving pedestrians
- 25% to casualties resulting from Powered Two Wheelers (PTW). The figures will take into account changes to levels of ownership of LA Registered PTW.
- 25% to all casualties resulting from collisions involving drivers/riders aged 17 to 24.

Proposed Target



The target is to reduce all killed and seriously injured (KSI) casualties by 25% in the next 10 years, using a 20120 baseline average of 2006 – 2010.

Figure 12 - Proposed Target Slight injury collisions (all ages)



The target is to reduce all slight injury collisions by 10% in the next 10 years, using a 2010 baseline average of 2006 – 2010.

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How We Will Get There

Most collision clusters and challenging stretches of road have been improved and the safety return on engineering interventions and vehicle safety systems is beginning to flatten out. To continue to deliver road safety reductions road safety officers need to use new approaches and focus needs to encompass both engineering works (to make the roads safer) and education (to make people use them more safely).

To do this Torbay Council will develop:

1. Smarter data analysis making use of new databases to understand what groups are most at risk and also how socio-demographic and lifestyle factors contribute.
2. More targeted educational programmes.
3. Education and training programmes that draw on behavioural change expertise.
4. Better co-ordination of educational work undertaken by the police, fire, Health service and Devon, Plymouth and Cornwall local authorities.
5. Monitoring and evaluation of road safety interventions to establish which activities produce the greatest benefits.
6. Road safety audit policies that minimise the likelihood of new road safety risks inadvertently arising from the building of new roads or highway improvements.
7. Stronger links with schools to develop their travel plans and hence their accountability and ownership in tackling school parking issues and encourage safe active travel to school.
8. Strategies with the police that tackle enforcement against the small minority of motorists who deliberately choose to drive dangerously.
9. Links with local businesses to deliver the benefits of work related road safety.
10. Better and more co-ordinated working between the local authority and its partners to maintain and enhance the targeting of resources.
11. Local performance aims that align with regional and national aims.
12. Programmes to meet our performance aims will be updated annually to review progress towards achieving our aims.

1. Smarter Working

Key to the success of this strategy is strengthening existing partnership working with other departments within Torbay Council to ensure road safety is integrated with other objectives contributing to wider local priorities including health, sustainability and antisocial behaviour.

The Council recognise that there are work streams within the partnerships with complimentary aims and objectives, where resources could be shared and programmes pulled together to achieve joint outcomes.

At a more localised level, the road safety engineering and education teams work closely together. The aim is to draw together the various work streams of road safety education, training and publicity, travel plan interventions, and other road safety engineering interventions to ensure that they are consistent and complementary.

The Council recognise that pedestrian training is most effective at schools with active travel plans, where it complements walking to school initiatives and can make a genuine contribution to reducing congestion. Meanwhile road safety engineering is aligned with works that have key objectives such as sustainable travel, road maintenance, and highway improvements.

Torbay Council are part of the Peninsular Road Safety Partnership in which road safety officers collaborate with other South West partnerships in delivering a programme of widespread publicity on safer driving, focusing on themes including speed, drink and drugs, use of mobile phones and wearing of seatbelts.

Whilst the Government's autumn 2010 spending review led to a reduction in resources, Torbay Council Road Safety will continue to work with partners across the South West to establish if there are opportunities for sharing more resources and programmes to achieve joint outcomes in a more efficient way.

2. Smarter Data Analysis

Effective road safety planning depends on reliable evidence of the real problems, along with the identification of both long and short term trends. Therefore road safety officers need to understand when and where collisions occur, who is involved and what the consequences are. The Council are developing a more sophisticated approach, using new databases. This will enable us to understand which groups are most at risk and also how socio-demographic and lifestyle factors contribute.

Torbay Council will use MAST, an innovative web based data analysis tool for road safety professionals to gain an insight into collisions and the people involved with them.

Mast draws data from two main sources:

- National road collision and casualty information from the Police and Department for Transport.
- Socio-demographic insights into the communities most at risk of becoming involved in crashes using 'Mosaic Public Sector', a database which focuses on the needs of citizens, which provides a detailed and accurate understanding of each citizen's location, their demographics, lifestyles and behaviours.

We will carry out an annual data review to ensure that resources are appropriately targeted making us more responsive to shifting trends and allowing us to refocus quickly.

3. Behaviour Change

The Department for Transport forecast diminishing casualty reduction returns from engineering interventions, so education and enforcement measures will need to be stepped up to respond to the need for behaviour change.

In addition to the traditional road safety aspects of engineering, education and enforcement, Torbay also uses encouragement in the quest to reduce road traffic casualties. By encouraging more people to walk or cycle instead of driving, this makes

the promotion of safety for more vulnerable road users as well as the responsible and considerate behaviour of drivers, even more important.

Road safety publicity campaigns raise public awareness that road traffic collisions do not just happen, rather they are caused. Public awareness campaigns can help to influence the attitudes and behaviours that cause collisions. They also create public acceptance for safety engineering and police enforcement and they give national focus and context for local initiatives aimed at making the roads safer.

In the case of children and young people, we are trying to influence the formation of habits, whereas with adults we are trying to persuade people, mainly drivers, to change often deeply entrenched habits.

However, issues such as drink-driving and speeding need to be kept firmly in the public consciousness to remind people of the possible consequences of reckless driving and how simple steps can improve safety.

We intend to investigate how we can make best use of behavioural change science to develop the most effective educational programmes and target those groups that have been identified as most at risk.

We will work closely with our partner organisations, to ensure we incorporate all opportunities to effect behaviour change and produce high quality education and promotional activities.

4. School Travel Plans

The 1998 Road Safety Strategy advocated travel plans to promote the use of sustainable modes of travel to school and by April 2010 every Torbay school had plans in place.

The Road Safety Team will work with schools to monitor these plans on an annual basis focussing on the measures outlined to remove barriers in cycling and walking to school and help to reduce the road safety risks, perceived and actual.

Education, including Bikeability and pedestrian training is integral to travel plans.

5. Speed Management

Research shows a strong link between speed and road casualties. Much of this evidence has been demonstrated by studying the average speed of traffic. Studies show how each 1mph reduction in average speed can reduce the number of collisions by 5 %. The three most important issues to tackle are: -

- Speeding in urban areas where there are high numbers of vulnerable road users.
- Speeding in rural areas where the problem is often inappropriate speed, rather than one of exceeding the speed limit.
- The most extreme speeds when the speed limits are exceeded by a considerable margin.

There is a wide range of speed reduction measures available, including active management, using a range of measures including engineering and enforcement approaches. As well as the targeted efforts acting on the basis of collision data, speed has both a direct and indirect impact on the health of communities and the fear of harm can have negative health consequences for residents, even if injury collisions have not occurred.

For this reason some safety camera activity is directed to more extreme areas of violation, but residents are also able to participate in volunteer programmes such as 'Community Speedwatch' which provide a valuable educational intervention and further intelligence.

6. Enforcement

The Department for Transport's strategic framework for road safety recognises that more than half of road deaths are associated with one or more of drink driving, driving whilst impaired by drugs, speeding and careless driving (including dangerous driving, driving with a distraction and not wearing seatbelts). The Framework also states that driving without insurance or a licence is also associated with a disproportionate level of death and injury.

The Government's intention is to target enforcement and sanctions better, with an increased focus on educational courses for low level offences.

The authority will tackle those locations where traffic speed is a problem through the most appropriate of the following interventions:

- Careless driving, dangerous driving
- Speeding
- Driving while distracted (e.g. use of mobile phones to talk or text)
- Not wearing a seat belt
- Driving unlicensed/uninsured

Devon and Cornwall Police continue to be the main enforcement agency for driving offences. However, since the decriminalisation of parking in 2004, the authority have been able to take action against most parking offences including parking on yellow lines and stopping on "School Keep Clear" markings. We will also continue to use other powers which impact on road safety, such as those to cut back overhanging trees and bushes, the removal of illegal signs and abandoned vehicles.

The authority will tackle the locations where the speed of traffic is a problem through the most appropriate of the following interventions.

- The Peninsular Road Safety Partnership (formerly the Devon and Cornwall Safety Camera Partnership)
- Fixed and mobile safety cameras
- Speed awareness campaigns using posters / signs, temporary electronic signs and targeted enforcement
- Physical traffic calming measures or other engineering solutions
- Permanent vehicle activated signs

- Community Speed Watch
- 20mph speed limits where appropriate
- Road safety advertising campaigns using the local media (both radio and printed)

6.1 The Peninsula Road Safety Partnership

Safety Camera operation in Torbay is operated through the Peninsular Road Safety partnership, which is made up of the following organisations:

- Devon and Cornwall Constabulary
- Devon County Council
- Cornwall Council
- Devon & Somerset Fire and Rescue
- Highways Agency
- Her Majesty's Courts Service
- Plymouth City Council
- Torbay Council

The purpose of safety cameras is to change driver behaviour - they are only used when people break speed limits. When this happens a camera detects the offence and provides evidence for a fixed penalty notice. Drivers who choose to exceed the legal speed limits will incur a minimum penalty of £60 and three penalty points on their driving license. Alternatively drivers detected at lower speeds may be offered the opportunity to attend a speed awareness course.

It has been proved nationally that safety cameras can reduce the number of road collisions and protect road users by encouraging people to drive more slowly.

Enforcement is undertaken using a variety of systems including Fixed Camera Sites and Mobile Safety Camera Units

6.2 Camera Data

On 27th June 2011 the Road Safety Minister wrote to Chief Executives of local authorities instructing them to publish data relating to fixed speed camera enforcement sites and to identify a website location where information on annual 'crash and casualty data' will be published.

Collision and speed data on individual sites has always been made available by the Partnership on request, where the cost of collation has not been excessive. However data is now accessible via the internet, with site specific data available when the user clicks on the "camera watch" map at the following link.

<http://www.dcsafetycameras.org/cameraWatch/index.aspx>

7. Making our Roads Safer

When identifying local safety schemes, Torbay will continue to ensure that budgets are targeted to achieve the maximum reduction in road traffic casualties. To help us establish those schemes, every 12 months we continue to carry out a study of all the

road traffic collisions that have resulted in a person being injured and recorded by the Police and all known collision hot spots in the Bay. As a result, the difficult task of prioritising the locations for safety improvement projects is determined.

The local safety scheme programme has three main elements:

- **Single sites** – A single location, for example: a junction of two roads or a place where pedestrians cross.
- **Routes** – Collision data for key routes across the borough is looked at to highlight those roads or sections of road which experience a higher than expected number of collisions and casualties.
- **Areas** – At times, the single site and route studies may indicate that a local area or a network of roads could be investigated as a whole.

To achieve a greater overall reduction in collisions and casualties it may be appropriate to consider one area-wide scheme rather than one or more smaller schemes.

8. Safety Audits

Road safety audits are undertaken on highway schemes at various stages of their design and construction to ensure that they will not create future highway safety problems. The road safety audit process is used to help achieve this by scrutinising changes to the road network within the borough, to ensure that they are as safe as possible. Post completion audits are also undertaken on some schemes to check that a completed scheme does not create any safety hazards.

However, the Institution of Highways and Transportation Guidelines allows scope for individual highway authorities to adopt their own policies to set the level of audit they undertake locally, provided that they have a clear policy in place. The likelihood of a scheme having the potential to create future collisions is linked to the size and complexity of the scheme and we need to prioritise our resources to ensure they are being used effectively. Torbay have developed our own safety audit policy in line with the advice from the Institution of Highways and Transportation. (See Appendix 1)

9. Monitoring and Evaluation

Monitoring and evaluating our projects will help us assess how well we are doing and aid continuous improvement. It is about asking what has happened, what has worked and what has not worked. To monitor the impact of programmes our evaluation will include changes in behaviour, attitudes, knowledge and/or skills. The knowledge we gain will enable us to create more effective programmes in the future and spend budgets in the best way. Monitoring the progress and effectiveness of road safety programmes, whether engineering or education measures, will be an integral part of a scheme or project.

Whilst costs and outputs are relatively straightforward to monitor, the monitoring and evaluation of the impacts of individual programmes can be more difficult. For instance, a particular campaign targeting local young drivers may have a measureable impact if this

was the sole intervention, but in practise there will be a number of other influences all taking place at the same time.

To help in our monitoring and evaluation of our education, training and publicity activities we will make use of the Royal Society for the Prevention of Collisions and the Department for Transport websites. At the heart of the road safety evaluation is E-valu-it - an interactive tool that helps road safety officers define exactly what they are doing and why, allows them to design and carry out their evaluation, and promotes the publication and sharing of results. The site was developed after it was found that while evaluation of road safety engineering was already an established discipline, road safety practitioners faced difficulties in evaluating their education, training and publicity (ETP) activities.

Funding Delivery of Road Safety Services

The outcome of the Government's 2010 autumn spending review led to a reduction in the funding made available to local authorities, the fire service and the police. This has provided Torbay with increased challenges and the need for more focused ways of working.

Throughout this strategy we have identified proposals which we believe will provide more efficient ways of working:

- Smarter partnership working, drawing together the various work streams of enforcement, road safety engineering, education, training and publicity.
- Better co-ordination of work programmes
- Smarter data analysis which will allow more targeted road safety educational and training programmes.
- Improved evaluation and monitoring in order that we gain knowledge to create more effective programmes in the future.

We will also, when appropriate, require developers to contribute through section 106 agreements and direct works on the Highway through Section 278 agreements to include or contribute towards road safety improvements.

In addition, there are occasional opportunities, to submit bids for funding to the Department for Transport and other organisations for specific projects and initiatives.

Partnerships

Torbay Council continues to work with the following partnership organisations:

- Devon and Cornwall Police
- Devon and Somerset Fire and Rescue Service(DSFRS)
- Health Authority
- Learn 2 live young driver/rider partnership project
- Peninsular Roads Safety Partnership (formerly the Devon and Cornwall Safety Camera Partnership)
- Road Safety G.B- Local Authorities Road Safety Officers Association.
- The Peninsular Motorcycle forum

As well as the other local authorities within the South Western peninsula:

- Cornwall County Council
- Devon County Council
- Plymouth City Council

1. Learn 2 Live

Learn2Live is a partnership of Local authorities and Emergency services:-

- Devon County Council
- Torbay Council
- Devon and Somerset Fire and Rescue service
- Devon and Cornwall Constabulary
- Highways Agency
- South western Ambulance Service Trust

Learn2Live began in October 2007. It was based on a road safety presentation by South Yorkshire Fire Brigade. The first local event took place on 12th March 2008 at the Riviera International Centre in Torquay, over 25,000 students and service personnel have now seen this theatre based, real story, education project across Devon and Cornwall.

The Presentation

The Learn 2 live presentation is based on a short video, depicting the scene of a group of friends going out for a night, having a collision, the emergency services arrive, one of the friends is taken to hospital, where they pass away, and finally the family are informed.

As the different emergency services arrive, the video is paused and a member of that emergency service comes out on stage to tell of a collision they have attended. The stories they tell are real and told from their own personal point of view.

The final speakers are all (extra) ordinary people, who have had a member of their family killed or seriously injured in a collision. They speak of the collision and also of the effect it has had on them and their family.

The final speaker is someone who has been the driver in a fatal collision.

2. The Peninsular Motorcycle Forum

The Peninsular Motorcycle Forum (PMF) comprises of key representatives from the Devon and Cornwall Constabulary, the Highways Agency, Local Authorities and the Devon and Cornwall Safety Camera Partnership.

The PMF meets on at least two occasions within a 12 month period (at the beginning of the motorcycle season normally prior to the Easter Bank Holiday and after the season).

Aims and Objectives of the Motorcycle Forum

Motorcycling within Devon and Cornwall offers a number of benefits for riders. Riding a motorcycle, scooter or moped can be an affordable alternative to the car. Motorcycling can provide independence, mobility and widening employment opportunities, especially in the many parts of our rural community where public transport is limited. Motorcycling can also offer efficient and environmentally friendly transport within our congested conurbations. Finally, many riders just enjoy motorcycling for the pleasure it gives them. We are blessed in Devon and Cornwall with some of the finest road networks in the country.

However, we must recognise that motorcyclists are amongst our most vulnerable road users. The aim is to focus collaboration between authorities to make motorcycling a safe and enjoyable experience for those who choose that mode. This requires co-ordination between partners when taking account of the needs of motorcyclists. As a forum we will promote safety measures and mainstreaming of motorcycling so that its needs are considered as fully as any other transport mode in the development of transport policy.

The safety of motorcyclists must be seen as a first priority for the Forum. At this time, although motorcyclists make up less than 2% of our road transport, they make up approaching 30% of fatalities. Again, for this situation to be reversed there needs to be focus, collaboration and partnership co-ordination in a local context.

The PMF will be integrated into the PRSP initiatives and as such the aims of the group are likely to be updated.

3. Road Safety G.B

Road Safety GB (formerly LARSOA) is a national road safety organisation that represents local government road safety teams across the UK.

Road Safety GB supports Road Safety Officers (RSO's) in fulfilling their statutory role - to reduce the number and severity of road accidents through education, training, publicity, policies and programmes. Road Safety GB seeks to influence National debate - government policy and action, and public opinion - and works with other organisations to achieve common goals.

These goals include:

- Advising government and contributing to consultation on road safety policy, and identification of achievable national targets.
- Providing members with information on national and international road issues.
- Seeking national recognition for road safety issues, particularly where there may be conflict with current/projected policies and programmes.
- Encouraging the adoption of common policies and promotion of best practice.
- Providing opportunities for working in partnership with the private sector to achieve best value for money, particularly in commissioning and producing resources.
- Encouraging commerce and industry to address accident reduction through work based policies and initiatives for employees.

- Commissioning and contributing to research into the behavioural aspects of road accidents.
- Working with the media to provide expert knowledge and advice.
- Publishing documents that identify and promote good practice.
- Providing a forum for sharing ideas and programmes.
- Working with government to develop national road safety campaigns

Current Road Safety Activities

1. The Road Safety Team

The aim is to promote the three main areas within Road Safety, namely, Education, Training and Publicity.

Torbay Council's Road Safety Team work hard to promote Road Safety education and implement safety programmes in Torbay that benefit the whole community, giving everybody the opportunity to have access to information, training and guidance in all matters relating to Road Safety for all road users.

The mode of travel chosen for a child's journey to school is recognised as having an impact not only on their safety but their health and personal development and of course the environment in which they live.

The Government has empowered Local Authorities to assist schools in developing School Travel Plans and Safer Routes to School programs. Together we can make a difference to the journey children make to get to and from school by making it safer, healthier, sustainable and more interesting.

2. Bikeability

Bikeability is Cycling Proficiency for the 21st century, designed to give the next generation the skills and confidence to cycle on today's roads.

There are three different levels of Bikeability training:

- Level 1. Teaches basic bike handling skills in an off-road environment and is ideally suited to children aged between 7-9 years old.
- Level 2. Is covered on quiet roads with real traffic conditions and is available to children aged 10 and older.
- Level 3. Is carried out on busier roads with more complex road junctions and is suited to secondary aged school children and adults.

Each Bikeability level builds on the skills and experience gained from the previous level and real-life cycling away from the training area.

Torbay Council is pleased to be working in nearly all primary schools in Torbay to give as many young people the opportunity to gain this important life skill. Bikeability is currently subject to funding by the DfT.

3. Adult Cycle Training

Torbay Council is also able to offer adult cycle training on a 1:1 basis for anyone wishing to get back to cycling or those who are looking to update their skills to the demands of busier roads and complex junctions or roundabouts. We tailor the training to suit the individual.

4. Driver Training

We aim to promote the benefits of a proactive approach to injury and crash reduction through the availability of driver education programs that suit both recreational and professional drivers.

We support the work of advanced driving groups such as the Institute of Advanced Motorists and RoSPA. Advice on driver training is available to all local organisations who wish to improve the driving standards of their employees.

4.1 Benefits for Employers

Benefits of driver training for the employer include both tangible and non-tangible elements such as:

- Reduced crash and injury rates for employees
- Potential reduction in insurance premiums
- Reduced down time
- Savings in fleet running costs including maintenance and fuel
- Reduced environmental impact upon the local and wider community leading to improved quality of life for all
- Enhanced environmental profile
- Reduced health and safety problems
- Fulfilling health and safety obligations
- Dissemination of information beyond the immediate client base
- Benefits for Employees

4.2 Benefits to the employee are as follows:

- Reduced risk
- Increased confidence
- Reduced stress levels
- Reduced conflict
- Dissemination of information to family and friends
- Greater awareness of the individual's responsibility with regard to other road users and health and safety issues
- Raised awareness concerning the issue of responsibility rather than the current blame culture
- Improved personal fuel economy
- Reduced insurance claims

5. Walking Bus

A Walking Bus is an initiative to encourage more children, accompanied by adults, to walk to school and by doing so reduce traffic and congestion outside schools.

Walking as a group and using an agreed route the children are under the supervision of at least 2 responsible adults - a 'driver' and 'conductor' - who are known to the school. Any volunteers involved with a Walking Bus have to complete a police criminal background check.

Some walking buses operate every school day while others operate one or two days a week - this depends on the number of adult volunteers involved.

The Council's Road Safety staff will risk assess routes and provide necessary training for all volunteers. Children and adults involved in a Walking Bus must wear reflective tabards which are supplied free of charge by the Road Safety Office. Walking buses have a positive effect on attendance and punctuality as well as reducing the number of cars arriving at school.

6. Junior Road Safety Officers

The aim of a Junior Road Safety Officer (JRSO) scheme is to empower children to highlight road safety issues within their school. This can be done through raising awareness amongst other pupils, teachers and the community, while maintaining links with their Road Safety Officer (RSO). Schools are encouraged to appoint two senior pupils to become JRSOs for a one year period. Their role is to maintain a road safety noticeboard, deliver presentations to classes or assemblies, and run road safety.

7. School Crossing Patrols

School Crossing Patrol Officers operate at certain places where it can be hazardous or difficult to cross the road. This is a discretionary service and it remains the responsibility of parents to ensure the safety of children travelling to and from school.

The law requires drivers to stop when the Stop sign is held upright. It is an offence under the Road Traffic Regulation Act 1984 if a driver does not stop when signaled to do so by a School Crossing Patrol. The penalties for not stopping include:

- a fine of up to £1000;
- three penalty points on your driving licence.

The Transport Act 2000 states that a patrol can stop traffic for any pedestrians and not just for school children or those accompanying a school child.

7.1 Patrol Responsibilities

School Crossing Patrol Officers, sometimes known as “Lollipop People”, work on school days for approximately 40 minutes each morning and afternoon.

If a patrol officer is unable to work, we attempt to provide cover using a mobile relief patrol. Our priority is to provide cover for the first day of absence. In these circumstances we inform schools that the regular patrol officer is unable to attend and that the site is likely to be unstaffed.

7.2 School Crossing Sites

Torbay Council have 26 approved sites in the Bay. Torbay Road Safety Team re-assess each site when it becomes vacant, to ensure there is still a need for the school crossing patrol. In addition the Road Safety Team carry out new assessments of locations where pupils have difficulty in crossing.



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Torbay Council has implemented Traffic Regulation Orders on all the zigzag “Keep Clear” markings at all the Schools in the Bay. In conjunction with this scheme, Torbay Road Safety Team has designed a leaflet and stickers that can be distributed to all schools in order to support this service.



School Keep Clear Markings



No Stopping Signage Outside School

7.3 School Crossing Patrols and Education

Educational materials are available together with a School Crossing Patrol Pack for all new pupil intakes at all primary schools. These include items such as a School Crossing Patrol Code, stickers and bookmark.

Learning to cross the road with the School Crossing Patrol is also an important issue and should be encouraged throughout a child's time at Primary School. This is

Brixham * Paignton * Torquay

encouraged by issuing Reward Cards for children, specifically for when they cross well with the Patrol.

Educational resources are available for use by nurseries, preschool groups, voluntary agencies and youth groups.

DRAFT

Road Safety Action Plan

<p style="text-align: center;">TARGET GROUP Parents/Carers/child minders of Pre-School Children</p>
<p>Objectives</p> <ul style="list-style-type: none">• To provide parents/carers/childminders with current and up to date Road Safety information• To reduce the number of casualties to pre-school children
<p>Action</p> <ul style="list-style-type: none">• Parents of pre-school children will be provided with the latest Government campaign literature, and information for distribution through the pre-schools and childminders. Such information will include:-• Tales of the Road – Young Persons Guide to the Highway Code• together with information on Child Restraints• Provide in-car safety advice and child restraint checks for Childminders/parents/carers
<p>Responsibility</p> <ul style="list-style-type: none">• Road Safety Officer
<p>Timescale</p> <ul style="list-style-type: none">• Each academic year
<p>Performance Indicators</p> <ul style="list-style-type: none">• Under 16's KSI

TARGET GROUP
Pre-School Children

Objectives

- To provide each pre-school child with road safety education
- To reduce the number of casualties for pre-school children

Action

- Pre-school groups and nurseries will have access to road safety teaching resources together with topic ideas and links to the National Curriculum. This will enable pre-school co-ordinators and supervisors to provide Road Safety Education throughout the year. Pre-school groups and nurseries will also have a list of road safety resources available on loan to them from Torbay Road Safety.

Responsibility

- Road Safety Officer

Timescale

- Each academic year

Performance Indicators

- Annual review of resources available
- Under 16's KSI

TARGET GROUP
Key Stage 1 Children – Age 5 to 7 Years

Objectives

- To provide each child with road safety education and information
- Raise awareness of safer journeys to school programme

Action

- Road Safety information packs are provided for all children starting school and include the latest government publications, for example: - Highway Code for Young Road Users.
- Key Stage 1 Activity Workbook. Staying Alive poster, and Be Safe Be Seen information on reflective and fluorescent materials
- All schools in Torbay receive a letter from the Road Safety Officer inviting them to take part in the National and International Walk to School weeks in May and October of each year
- All Schools will be provided with a list of road safety teaching resources available from Torbay Road Safety for loan to schools
- Safer Routes to School
- Monitor travel plans

Responsibility

- Road Safety Officer

Timescale

- Annually

Performance Indicators

- The analysis of data collected and modal shifts monitored
- Evaluation of Road Safety Teaching resources
- Under 16 KSI's
- School travel plan updates

TARGET GROUP
Key Stage 2 Children Age 8 to 11 Years

Objectives

- To promote safer journeys to school
- To provide access to Bikeability training
- To promote the correct use of safety clothing
- To provide training in road safety hazard awareness
- To provide road safety lifeskills to every child in year 6
- To provide the schools the opportunity to have Junior Road Safety Officers.

Action

- To raise awareness of safer journeys to school programme
- To provide children with hazard awareness skills through child pedestrian training
- Bikeability Training
- Encourage Participation in DfT Campaigns
- All schools in Torbay will be invited to take part in National and International Walk to School weeks in May and October each year
- All schools will be provided with a list of teaching resources available from Torbay Road Safety for loan to schools
- Monitor school travel plans

Responsibility

- Road Safety Officer

Timescale

- Annually

TARGET GROUP
Key Stage 3 & 4 Children Age 12 to 16 Years

Objectives

- To promote safer journeys to school programme
- Encourage sustainable transport
- To provide education on the safe use of Public Transport
- To provide education on the safe use of School Transport
- To improve seat belt wearing
- To improve cycle helmet wearing

Action

- Raise awareness of school travel plans
- Encourage schools to ask for road safety education materials
- To provide each child starting secondary school with a road safety information pack on key road safety issues
- To provide each secondary school with a list of current teaching materials available from the Road Safety Office for loan to schools

Responsibility

- Road Safety Officer

Timescale

- Annually/ongoing

Performance Indicators

- Data collection and analysis of modal shift
- school travel plans
- Evaluation of current road safety teaching materials

TARGET GROUP
Young Driver / Rider

Objectives

- To improve safety and to raise awareness of young drivers and driver education
- To promote young driver education programmes Learn 2 Live
- To promote speed and casualty reduction programmes

Action

- Introduce pre-driver education in all schools
- Participation in DfT awareness campaigns
- To provide advanced driving instructors with resources available for loan

Responsibility

- Road Safety Officer
- Advanced driving instructors
- Police

Timescale

- Annually

Performance Indicators

- National Performance indicator for KSI's and slights

TARGET GROUP
Older drivers

Objectives

- To improve knowledge, skills and safety awareness older drivers

Action

- Provide annual Driving safer for longer awareness day
- Provide information and education for older drivers
- To promote public awareness of medical fitness to drive

Responsibility

- Road Safety Officer

Timescale

- Annually and ongoing

Performance Indicators

- Review and ensure public awareness maintained and current DfT literature available
- Review of crash/collision statistics

TARGET GROUP
All Drivers

Objectives

- To raise awareness of Road Safety and Driving

Action

- Support DfT Road Safety Campaigns
- Seat Belt/Child restraints, driver fatigue, mobile phones

Responsibility

- Road Safety Officer
- Police

Timescale

- On Going

Performance Indicators

- Media coverage on local issues
- Provide Drivers with information /access to Driver Training

TARGET GROUP
Motorcyclists

Objectives

- Increase awareness of motorcyclists
- Provide information on motorcyclist training
- To promote Bike Safe/Max Rider Education programmes/initiatives

Action

- Work in partnership with motorcycle retailers
- To make sure Road Safety information is easily available to motorcyclists and motorcycle retailers
- To attend Paignton Bike Night and provide motorcyclists with access to motorcycle education and training
- To promote Bike Safe in partnership with Devon and Cornwall Constabulary
- Provide education at key stage 3 and 4 in all secondary schools in Torbay in partnership with local motorcycle dealers and other relevant partners.
- Monitor data specific to motorcyclists

Responsibility

- Road Safety Officer

Timescale

- Ongoing

TARGET GROUP
Cyclists

Objectives

- Increase awareness of cyclists
- Provide cycle training information to all cyclists
- To promote Torbay's cycling strategy
- Promote Bikeability to all primary schools in Torbay.

Action

- To work with schools, Police and private sector to raise the profile benefits and opportunities for cyclists
- Encourage cyclists to obey the highway code
- Promote the use of cycle helmets
- Provide all schools with information on Bikeability training together with cycle good practice resources
- Run joint programmes with Police to encourage good practice and awareness of both cyclists and car drivers

Responsibility

- Road Safety Officer
- Bikeability Officer

Timescale

- Ongoing

TARGET GROUP
Pedestrians

Objectives

- To reduce the number of pedestrian casualties
- To improve accessibility and reduce conflict between road users

Action

- Implement pedestrian facilities in town centres and district centres
- Improve links to public transport
- Child Pedestrian Training
- Work with language schools to increase awareness

Responsibility

- Road Safety Officer
- Police

Timescale

- Ongoing

Performance Indicators

- Pedestrian casualty targets

TARGET GROUP
Special Needs Children and Adults

Objectives

- Particular attention will be made to providing special needs persons with the materials and teaching resources required to encourage road safety training and education. The special needs of persons requiring road safety training and education will be taken into consideration and the appropriate resources provided. This will include special educational needs for persons with physical and mental difficulties, and will often include help from other professional organisations and agencies. Many Road Safety resources can already be produced in Rebus or Makaton by contacting the Road Safety Officer directly
- To provide all persons with special needs road safety education
- Offer training and support for persons with special needs
- Work in partnership with the Police and other agencies
- Support special needs schools in the teaching of road safety

Action

- Provide all DfT information and literature to special needs groups
- To research appropriate resources for persons with special needs
- To encourage a closer working relationship with professional organisations and agencies working with special needs groups
- Offer Bikeability training where appropriate.

Responsibility

- Road Safety Officer
- Education Department
- Bikeability Officer

Timescale

- Each academic year
- On going

Performance Indicators

- Improved awareness for special needs persons

Appendix 1 - Torbay Road Safety Audit Policy

1. Introduction

This document contains guidelines on the Road Safety Audit process to be undertaken within Torbay. These are guidelines and may be relaxed or tightened at the discretion of the Highways Client Officer.

2. Background

A Road Safety Audit (RSA) is a formal, systematic, independent assessment of the potential road safety problems associated with a new road or road improvement scheme. Audits must consider those aspects of a design that have an adverse effect on safety. An audit is **not** a check of compliance with design standards.

HD19/03 Road Safety Audit (DMRB Volume 5, Section 2, Part 2) sets out the procedures required to implement Road Safety Audits on Highway Improvement Schemes on trunk roads including motorways.

Highway Improvement Schemes are audited at Stages 1, 2, 3 and 4.

- Stage 1 audits are undertaken at the completion of a preliminary design;
- Stage 2 audits are concerned with the more detailed aspects of the scheme, and are undertaken at completion of detailed design. Where a Stage 1 audit has not been undertaken, or for a smaller scheme, audit Stages 1 and 2 can be combined into a Stage 1/2 Audit;
- Stage 3 audits are undertaken at completion of construction, and preferably before the works are opened to road users. The scheme site is examined during daylight and during the hours of darkness so that hazards particular to day and night operation can be identified;
- Stage 4 audits are monitoring reports using 12 and 36 month collision data.

It is a fundamental principle that the Audit Team is independent of the Design Team. HD19/03 requires an Audit Leader and at least one Audit Team Member. The Highway Client Officer must be satisfied with the experience and qualifications of the proposed team. Acceptable training, skills and experience are laid out in HD19/03.

Adherence to HD19/03 is mandatory for trunk roads. RSAs are not mandatory on local roads, although the principles are commended to, and adopted by many local authorities. HD19/03 sets a high standard for carrying out audits which can prove challenging for some local highways authorities, given the resources available and the number and scales of highway schemes that most authorities have to consider. As a result, the CIHT 'Road Safety Audit' document (2008) advises that a more flexible approach could be taken.

This Policy defines the process for RSAs in Torbay, using the principles of HD19/03 and adapting to provide a more reasonable framework for the area.

3. Road Safety Audit Levels

All schemes have the potential to influence future collisions, however it is accepted that the level of audit should be relevant and proportional to the scheme. For this reason, four grades of audit are being adopted by Torbay Council which will provide the basis for the level of safety assessment that is required for each scheme. The level of audit recommended for each type of scheme is detailed in Section 4 (Table 2).

Road Safety Audit - Grade A

Grade A schemes will require a full Road Safety Audit, completed to HD19/03 standards.

Whilst there are no motorways or trunk roads within the Torbay boundary, Grade A may be applicable on Torbay's strategic network at the discretion of the Highway Client Officer.

Grade A schemes will be audited by an external party to Torbay Council. The Audit team should be conducted in accordance with HD19/03, and the requirements for auditors training and experience are as set out in HD19/03.

Road Safety Audit - Grade B

Grade B schemes will adopt the principles of HD19/03. However, full compliance is not considered necessary due to the location, road type and/or scheme. Compliance to HD19/03 will be relaxed in the following ways:

- Training requirements of all team members – only one team member to be HD19/03 approved
- Requirement for a Stage 4 Audit is omitted

A RSA will normally be applicable to schemes with works costs in excess of £40k. The audit team should be fully independent from the design process.

When requesting an audit, the proposed design drawings to a suitable scale along with a background to the scheme should be provided to the Audit Team. At least 36 months collision data should also be supplied.

Stage 1/2 Audits will take place at detailed design stage. Stage 3 audits are expected to take place as soon after completion of construction as possible.

Guidance on templates is available in HD19/03.

Road Safety Review

A Safety Review is considered acceptable for smaller schemes, generally with a works cost between £10k and £40k. See Section 4 (Table 2) for detail of scheme types suitable for a Road Safety Review.

One auditor independent from the design team is satisfactory to carry out the review; however it may be preferable for a road safety engineer or officer from Torbay Council to assist. This decision will be made by the scheme Highway Client Officer. The auditor

should be HD19/03 approved, or be experienced in road safety engineering or similar professional training.

A Safety Review is essentially a 'light touch' Road Safety Audit. The categories listed in HD19/03 Annex A/B/C should be used as a reference when a problem is identified. The problem should be recorded, stating the potential risk and the type of collision that may occur. A recommendation must be included. This should be proportionate and viable to the proposed scheme. Recommendations to 'consider' should be avoided.

A Safety Review Template is attached in Appendix A.

Self Audit

A Self Audit by the design team is generally considered acceptable for schemes with a works cost under £10k. Reference should be made to Table 2 for schemes suitable for Self Audit.

The Self Audit shall comprise a Safety Checklist to ensure that the design team have identified potential risks to all road users and provided suitable mitigation where necessary.

The audit should be undertaken by a team member independent of the design with suitable road safety engineering experience as deemed appropriate by the Highways Client Officer.

The following aspects should be considered when completing a Self Audit:

- Visibility for each road user group
- Potential conflicts between vehicles; or between vehicles and vulnerable road users
- Type of collision that may occur

A template for the Self Audit is attached in Appendix B.

Summary

A summary of the requirements for each Audit Level are included in Table 1.

Table 1: Audit Level Summary Requirements

Audit Level	Description	Training / Competency*	Internal / External	Number of auditors	Site Visit Required	Stage
A – RSA	RSA to HD19/03 standards	HD19/03 approved	External	2+	Yes	1 – 4
B – RSA	RSA to the principles of HD19/03	One team member to be HD19/03 approved	External***	2+	Yes	1 – 3

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Safety Review	Safety Review based upon a scaled down audit	Road Safety Audit trained or HD19/03 approved**	External***	1+ (scheme dependent)	Yes	Design and Opening
Self Audit	Internal review of design to guidelines of Self Audit following the checklist	Safety design experience. Team member independent of design	Internal***	1+	Optional	Design and Opening

* The Highways Client Officer may request an auditors CV prior to the audit taking place to confirm suitability

** 1 team member to be trained as a Safety Auditor or be experienced in road safety engineering or similar professional training

*** Internal/External may also refer to internally/externally to the design team within Torbay Council

4. Scheme Types

Table 2 displays the level of audit that is recommended for each type of scheme. This guidance can be amended at the discretion of the Highway Client Officer. The codes correspond to the audit level, as described in Section 3 of this Policy.

Departures may be permitted at the discretion of the Highways Client Officer.

Table 2: Audit Level by Scheme

Scheme Type	<10k	10k-40k	>40k
Major Highway Improvements	N/A	N/A	RSA (A/B)*
Minor Highway Improvements (General)	SA	SR	RSA (B)
Maintenance (Other)	SA	SA	SA
Changes to Pedestrian Flow	SA	RSA (B)	RSA (B)
Controlled crossings and changes	RSA (B)	RSA (B)	RSA (B)
Change of priorities	RSA (B)	RSA (B)	RSA (B)
Shared space areas	RSA (B)	RSA (B)	RSA (B)
Cycling schemes on strategic roads	RSA (B)	RSA (B)	RSA (B)
Visibility Improvements	SA	SR	SR
Bus Stop Improvements	SA	SR	SR
Pedestrian Guardrail	SA	SR	SR
Gateways and Speed bars	SA	SR	RSA (B)
High Friction Surfacing	SA	SR	SR
Street Lighting (relocation of columns)	SA	SR	SR
Signing and Lining	SA	SR	SR
Road Surface Maintenance	SA	SA	SA
Pedestrian Mobility	SA	SR	RSA (B)
20mph speed limit	SA	SR	SR
Parking bays	SA	SR	SR
Cycle parking	SA	SA	SR

Brixham * Paignton * Torquay

Safety fence	SR	RSA (B)	RSA (B)
Cycle schemes on minor roads	SR	SR	RSA (B)
Signalised junction replacements	SR	SR	RSA (B)
New signalised junction or junction improvements	SR	RSA (B)	RSA (B)

RSA (A) – Road Safety Audit, Grade A

RSA (B) – Road Safety Audit, Grade B

SR – Safety Review

SA – Self Audit

* RSA (A) at the specific request of the Highways Client Officer

5. Developer Designs

For any schemes that are put forward by an external developer, not appointed by Torbay, a RSA should be carried out. The RSA will be a condition of Section 278 and Section 38 agreements.

The RSA will be completed by an audit team independent to the development or design/consultant. The developer will fund the full cost of the RSA.

The audit team is expected to be fully competent and accredited to HD19/03.

It is accepted that not all Section 278 schemes may require the RSA process. However, departures from the process should be requested by the developer.

All Section 38 schemes will require the RSA process. These will predominately be up to RSA Stage 3. However, in some instances, for example the construction of a junction onto a major road, a full 4 stage audit will be required.

In the event that a Stage 3 or Stage 4 audit identifies safety improvement works, these shall be funded by the developer to the satisfaction of the Highways Client Officer, unless the identified works are considered unnecessary. The Highways Client Officer should confirm this to the developer in writing.

References

HD19/03 Road Safety Audit - Design Manual for Roads and Bridges: Volume 5, Section 2, Part 2

Chartered Institute of Highways and Transport, Road Safety Audit Guidelines (2008)

Appendices

Appendix A – Safety Review Summary Template

Appendix B – Self Audit Form

Appendix 2: Learn 2 Live

Feedback and Comments

We receive very favourable comments from the audiences that have seen our presentation. Below are just a few received following events.

"The impact on students (and staff) was greater than any other event that our students have attended. It was certainly hard hitting and emotionally challenging, and resulted in lively and pertinent discussion in our follow up activity with students."

Staff Member

Churston Grammar School

"The event was the talk of Westlands the next day. Our staff were involved in very in-depth conversation with students., who had great admiration for all the speakers. May I say we have never had such positive comments following an event as we did with 'learn2live', from students and staff, who thought the event was brilliant!"

Staff Member

Westlands School

"Today most certainly hit home. One thing I didn't think I'd do today is cry. Not only is it the fact that people die out there, but how the families have to live with it for the rest of their lives and suffer. Thank you for a real "eye opener". Great Presentation."

Student

Made me think, what if it was my best mate or a family member. Thank you people. Really made me think about driving and that and what a great presentation. Well done to everyone who spoke, you guys and girls are amazing :) xxx

Student

Appendix 3 - School Crossing Patrol sites

	School	Location
1	Eden Park Primary	Drew Street
2	Brixham C of E	Higher Ranscombe Road
3	Hayes School	Totnes Road
4	Kings Ash Primary	Smallcombe Rd
5	Sherwell Valley	Hawkins Avenue
6	Shiphay School	Exehill
7	Queensway	Queensway
8	Barton School	Barton Hill Road
9	St Marychurch Primary	Teignmouth Rd
10	St Marychurch Primary	Hartop Rd
11	All Saints Babbacombe C of E Primary	Quinta/Reddenhill
12	Ellacombe Primary	Ellacombe Church Road
13	Cockington Primary	Avenue Road
14	Cockington Primary	Old Mill Road
15	Oldway Primary	Oldway Road
16	Oldway Primary	Southfield Road
17	Sacred Heart	Cecil Road
18	Curledge Street	Dartmouth Road
19	Curledge Street	Curledge Street
20	Upton St James	Upton Hill / Forest Rd
21	Preston Primary	Old Paignton Rd
22	Homelands Primary	Westhill Road,
23	Warberry Primary	Cedars Road
24	Ilsham Primary	Ilsham Road
25	PCC	
26		Marldon Rd / Upper Cockington Lane

Appendix 4 - Torbay Council Road Safety Team Campaigns

Campaign
Increased Recruitment of JRSO's by 50%
Learn 2 Live for my girlfriend Young Drivers
Speed
Older Drivers Week
Motorcycles
Child Car Seat Checks
Seatbelts and Mobile Phones
Driver Fatigue
Vehicle maintenance for long journeys
Summer Drink Drive
Junior Lifeskills
Tyre safety
Be Safe Be Seen Campaign
National Road Safety Week
Drink Drive Campaign

Appendix 5 – Peninsular Road Safety Partnership (formerly the Devon and Cornwall Safety Camera Partnership)

Red Light Safety Cameras

South Street/East Street	U	Red Light Camera	30	Seafront
Newton Road/Shiphay Lane	A380	Red Light Camera	30	Newton Abbot
Lawes Bridge/Riviera Way	U/C	Red Light Camera	30	Onto A3022
Torre Station/Avenue Road	A3022	Red Light Camera	30	Seafront
Kings Drive/Torbay Road	A3022	Red Light Camera	30	Torbay Road
Dartmouth Road/Sands Road	A379	Red Light Camera	30	Paignton

Safety Camera Locations

Torquay

Location	Road	Type	Speed	Direction of
Torbay Road, Livermead	A3022	Speed Camera	30	Paignton
Barton Hill Road	U/C	Speed Camera	30	Town Centre
Babbacombe Road	A379	Speed Camera	30	Town Centre

Paignton

Location	Road	Type	Speed	Direction of
Dartmouth Road	A379	Speed Camera	30	Brixham
Collaton St Mary	A385	Speed Camera	30	Paignton
Brixham Road, Whiterock	A3022	Speed Camera	40	Brixham

Brixham * Paignton * Torquay

Mobile sites

Torquay

Location	Road	Speed
Babbacombe Road	A379	30mph
Hellevoetsluis Way (Southbound)	A380	70mph
Hellevoetsluis Way (Northbound)	A380	70mph
Newton Road	A3022	30mph
Teignmouth Road (Sladnor Park)	A379	30mph
Teignmouth Road	B3199	30mph
Torbay Road (Livermead)	A3022	30mph

Paignton

Location	Road	Speed
Dartmouth Road	A379	30mph
Kings Ash Road	A380	30mph
Long Road	-	30mph
Penwill Way	-	30mph
Preston Down Road	-	30mph
Roselands Drive	-	30mph
Southfield Avenue	-	30mph
Totnes Road, Collaton St Mary	A385	30mph
Totnes Road, St Michaels	A3022	30mph

Safety camera information collated from:

<http://www.dcsafetycameras.org/cameraWatch>

Appendix 6 - Useful Contacts

Torbay Council Road Safety Officer

Tel. 01803 207677

Email Highways@torbay.gov.uk

Torbay Council Assistant Road Safety Officer

Tel 01803 207678

Email Highways@torbay.gov.uk

Senior Traffic Engineer

Tel 01803 207765

E mail Highways@torbay.gov.uk

Environmental Health

Tel 01803 208112

Email Environmental.Protection@torbay.gov.uk

Torbay Council Trading Standards Officer

Tel 01803 208030

Email Trading.Standards@torbay.gov.uk

Transport Planning Officer

Tel 01803 208821

Email Transportation@torbay.gov.uk

Police Road Casualty Reduction Officer

MPC David Carne

Tel 01803 841295

Email david.carne@devonandcornwallpnn.police.uk

A.A

Head Office, Farnum House Basingview Basingstoke RG21

Website www.theaa.com

R.A.C.

PO Box 700 Bristol BS99 1RB

Website www.rac.co.uk

Devon and Cornwall Constabulary

Website www.devon-cornwall.police.uk

I.A.M

Institute of Advanced Motorists, IAM House, 359 Chiswick High Road, London W4 4HS
Website www.iam.org.uk

RoSPA

Edgebaston Park. 353 Bristol Road Birmingham B5 7ST
Website www.rospa.co.uk

Sustrans

35 Kings Street Bristol BS1 4DS
Website www.sustrans.org.uk

The Driving Standards Agency

The Agency's aim is to promote road safety through improving Driving Standards
Website www.dsa.gov.uk

Highways Agency

The Highway Agency maintains, operates the network of trunk roads in England on behalf of the Secretary of State for Transport, and Local Government
Website www.highways.gov.uk

Peninsular Road Safety Partnership

(formerly Devon and Cornwall Safety Camera Partnership
www.prsp.org.uk

Appendix 7 - Road Safety – References and Contacts

References

Local Transport Plan 2011 – 2026	Torbay Council
Road Safety Initiatives Report 2011 - 2012	Torbay Council
Road Casualty Reduction Report 2010	Torbay Council
Peninsular Roads Safety Partnership (formerly Devon and Cornwall Safety Camera Partnership)	
The Government's Road Safety Strategy and Casualty Reduction Targets for 2010	

DRAFT

Appendix 8 - Glossary

DfT	Department for Transport
KSI	Killed and Seriously Injured
RoSPA	The Royal Society for the Prevention of Accidents
SCPs	School Crossing Patrols
LTP	Local Transport Plan
RSO	Road Safety Officer
RSP	Road Safety Plan
STP	School Travel Plan
RSGB	Road Safety Great Britain

Title: **LSTF - Bus Stop Provision to serve the Frequent Ferry Service**

Public Agenda Item: **Yes**

Reason for Report to be Exempt:

Wards **Tormohun, Berry Head with Furzeham**
Affected:

To: **Transport Working Party** On: **25/04/2013**

Key Decision: **No** How soon does the decision need to be implemented: **Sept 2013**

Change to Budget: **No** Change to Policy Framework: **No**
Contact Officer: **Ian Jones**

☎ Telephone: **01803 207835**

✉ E.mail: lan.jones@torbay.gov.uk

1. What we are trying to achieve and the impact on our customers

1.1. The Bid for the Local Sustainable Transport Fund, as agreed by members at the 5th January 2012 meeting of the Transport Working Party has now been agreed by the Department for Transport. The Highways group have been considering options for the provision of appropriate bus stops near to Torquay and Brixham Harbours to enable suitable public transport links to the Ferry Service.

2. Recommendation(s) for decision

2.1 That members approve progression of the proposed bus stop arrangement to serve the Brixham Harbour Ferry Service as shown in **Appendix 1**, subject to consultation with affected businesses and stakeholders and that associated amendments to traffic regulation orders are advertised and implemented if no objections are received, and.

2.2 That members approve the progression and implementation of the Proposed bus stop to serve Torquay Harbour Ferry Service as shown in **Appendix 4**.

3. Key points and reasons for recommendations

- 3.1 The implementation of the frequent ferry service as part of the successful Local Sustainable Transport bid (LSTF) requires that the service has direct links to Torbay's public transport network.
- 3.2 The Harbour areas of both Torquay and Brixham have limited space and as such locations for bus stops to serve the proposed services will be required in locations as close as possible to the ferry terminus locations.

For more detailed information on this proposal please refer to the supporting information attached.

**Patrick Carney
Service Manager – Street Scene Services**

Supporting information

A1. Introduction and history

- A1.1 The recent bid for Department for Transport (Dft) Local Sustainable Transport Funding (LSTF) bid has been successful and officers are now progressing the implementation of the frequent ferry service along with the associated sustainable transport links.
- A1.2 As a requirement of the bid application, a public transport link is to be provided to serve the ferry terminus points at Torquay and Brixham to connect the Town Centres, Hospital and other amenities.
- A1.3 Provision of facilities near to the Brixham Harbour Ferry terminus has been investigated by highways and harbours officers. The only available location is to the northern end of 'The Quay'.

An existing bus stop is already in place to the seaward side of The Quay, approximately 210m from the ferry terminus, which could be utilised. A location on the opposite side is also required to provide the required services, however this area is currently used for limited waiting car and coach parking and will require some physical alterations to accommodate a bus stop. Three options for this location are proposed in this report as follows:

- a. An extension to the existing pedestrian build out in The Quay to provide provision for a bus boarding area. The bus would prevent use of the uncontrolled crossing whilst loading, however this should have little impact on pedestrian safety there would however be an obstruction to through traffic whilst the bus is loading. The proposal would also result in the loss of one limited waiting parking space. This proposal is detailed in **Appendix 1**.
- b. An extension of the existing pedestrian build out as in 'a' above but allowing the uncontrolled pedestrian crossing to be used and resulting in the loss of two limited waiting parking spaces. Whilst the availability of the pedestrian crossing point may be deemed preferable, there would be visibility issues when a bus is loading. This proposal is detailed in **Appendix 2**.
- c. The provision of a bus stop clearway within the area of existing coach and vehicle parking on The Quay. This would be the simplest and cheapest option, however this would result in the loss of one of the existing daytime coach waiting bays, which are also evening parking areas. This proposal is detailed in **Appendix 3**.

All the above options will require consultation with affected businesses and stakeholders prior to implementation. If issues are raised as a result of the consultation then these will be presented to a future Working Party for a recommendation prior to implementation.

- A1.3 Whilst it has been accepted that a bus stop on Torquay Harbourside is desirable, tests carried out with an appropriate sized vehicle has shown that space is very limited and is not deemed to be acceptable on logistical or safety grounds. A location on the seaward side of Victoria Parade, within land managed by the Harbour Authority has been identified as suitable by both

highways and harbours officers and is indicated in **Appendix 4**. The bus stop would be approximately 180m from the ferry terminus.

The nearest available existing bus stops are currently located on Torquay's Strand, which is approximately 435m from the ferry terminus.

- A1.5 The proposal for Torquay Harbour will require some further discussions with harbour business operators to establish a location for a pedestrian shelter which can accommodate passenger journey time information systems. The construction of the bus bay does not however affect any operators or businesses in the harbour area.
- A1.6 It is anticipated that the proposals for Brixham Harbour will also benefit from the addition of a pedestrian shelter with journey time information. The available space is however very limited and the erection of a shelter would require further consultation with affected businesses.
- A1.7 Following initial consultation, any affected traffic regulation orders may be advertised, for which any objections received will need to be presented to a future Working Party for a recommendation on implementation.

A2. Risk assessment of preferred option

A2.1 Outline of significant key risks

A2.1.1 If the bus stop facilities are not implemented there may be a detrimental impact to the delivery of the LSTF bid and this may not satisfy the Dft's requirements for the provision of funding.

A2.1.2 If the bus stop facilities are not implemented then this may have a detrimental effect to the promotion of sustainable transport options in Torbay and may deter investment into the ferry and bus services required to facilitate the scheme.

A2.2 Remaining risks

A2.2.1 If the bus facilities are implemented there may be detrimental impacts to other highway users.

A3. Other Options

A3.1 That the proposed bus stop facilities are not implemented.

A3.2 That the proposals for Brixham shown in either Appendix 2 or Appendix 3 are implemented as alternatives.

A3.3 That existing bus stops further from the ferry termini are utilised.

A4. Summary of resource implications

A4.1 Implementation of any of the proposed Cycle routes will be carried out by officers in the Streetscene and Place business unit.

A4.2 Funding for the scheme will be through the Dft's LSTF funding grant with matched funding from the Council's Integrated Transport Capital Allocation and associated Section 106 planning contributions.

A5. What impact will there be on equalities, environmental sustainability and crime and disorder?

A5.1 The implementation of improved public transport links in Torbay will promote the use of sustainable transport options and assist in promoting modal shift.

A6. Consultation and Customer Focus

A6.1 The proposals for The Quay in Brixham will require consultation with affected businesses and other stakeholders prior to implementation.

A6.2 The provision of pedestrian shelters will require consultation with affected businesses in both Brixham and Torquay.

A6.3 Proposed changes to Traffic Regulation Orders will be advertised and any objections received will be presented to future Transport Working Party meetings for consideration.

A7. Are there any implications for other Business Units?

A7.1 Amendments to the existing Traffic Regulation Orders will require legal orders which have to be sealed by the Legal Services team.

Appendices

Appendix 1 Brixham Harbour Bus Stop Proposal 1

Appendix 2 Brixham Harbour Bus Stop Proposal 2

Appendix 3 Brixham Harbour Bus Stop Proposal 3

Appendix 4 Torquay Harbour Bus Stop Proposal

Documents available in members' rooms

None

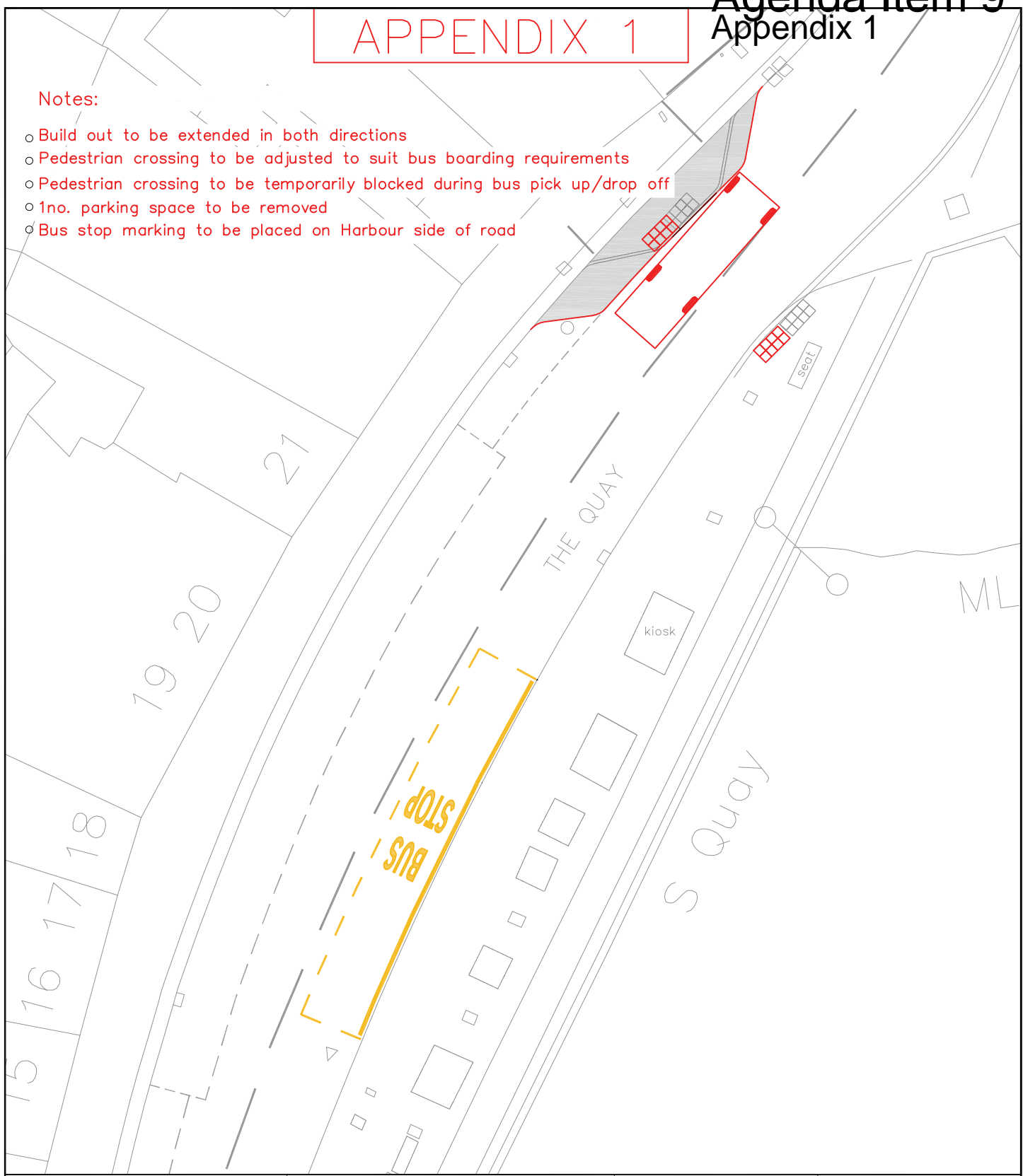
Background Papers

LSTF Frequent Ferry Bid Application.

APPENDIX 1

Notes:

- Build out to be extended in both directions
- Pedestrian crossing to be adjusted to suit bus boarding requirements
- Pedestrian crossing to be temporarily blocked during bus pick up/drop off
- 1no. parking space to be removed
- Bus stop marking to be placed on Harbour side of road



SUE CHERITON
EXECUTIVE HEAD,
RESIDENTS & VISITOR SERVICES,
LOWER GROUND FLOOR,
TOWN HALL,
TORQUAY.
TQ1 3DR

NOTES		REVISIONS		
no.	details	no.	date	details

SCHEME TITLE	Proposed Torquay-Brixham Fast Ferry Service	drawn	LS	scale(s)	1:250
DRAWING TITLE	Proposed Bus Bay Layout Brixham Quay (Option 1)	checked	PW	date	09/04/2014
Page 215					drawing number * / * / * **
					rev. -

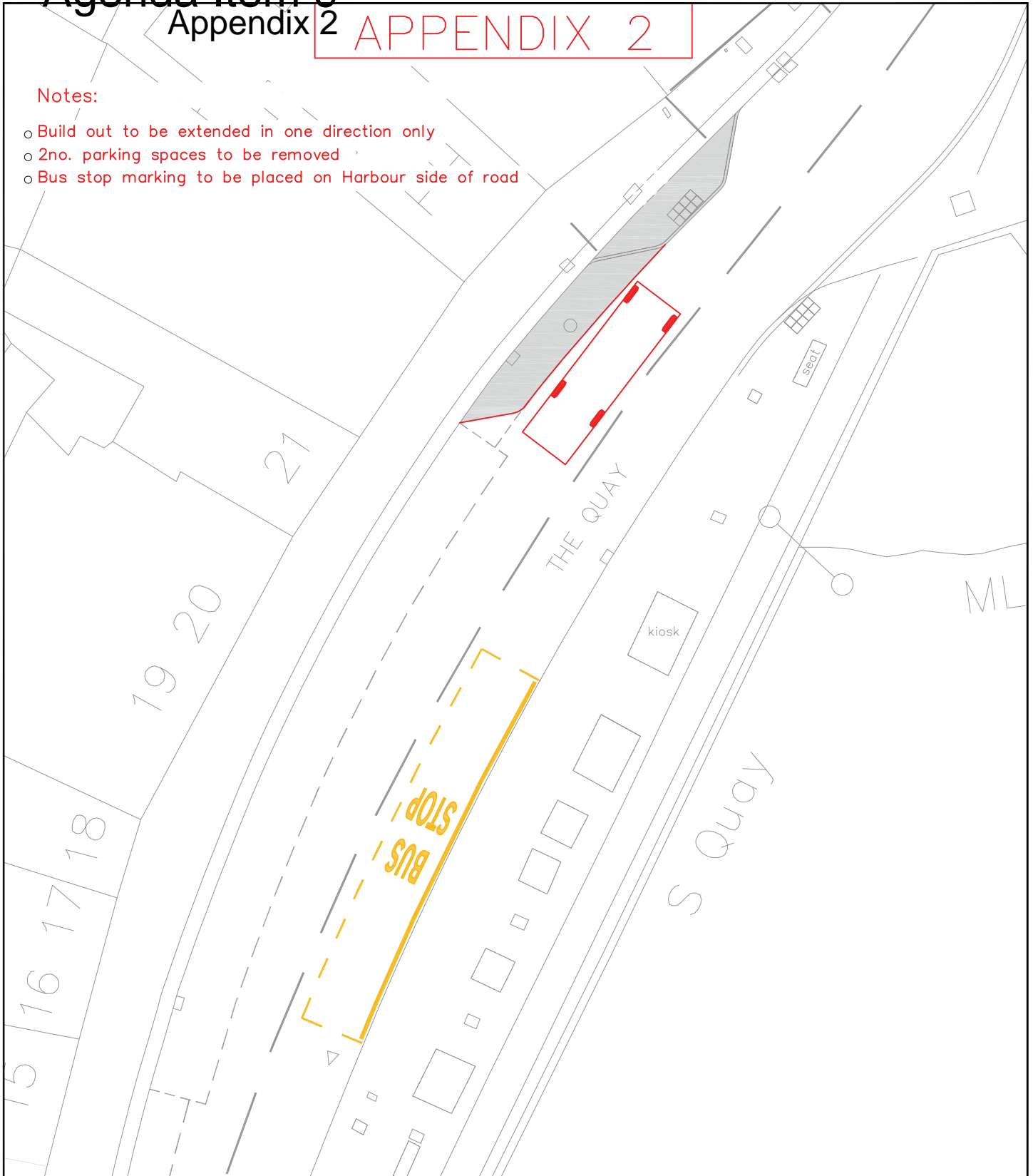
Agenda Item 9

Appendix 2

APPENDIX 2

Notes:

- o Build out to be extended in one direction only
- o 2no. parking spaces to be removed
- o Bus stop marking to be placed on Harbour side of road



SUE CHERITON
EXECUTIVE HEAD,
RESIDENTS & VISITOR SERVICES,
LOWER GROUND FLOOR,
TOWN HALL,
TORQUAY.
TQ1 3DR

NOTES

NOTES		REVISIONS		
no.	details	no.	date	details

SCHEME TITLE
Proposed Torquay-Brixham Fast Ferry Service

drawn
LS

scale(s)
1:250

DRAWING TITLE
**Proposed Bus Bay Layout Brixham Quay
(Option 2)**

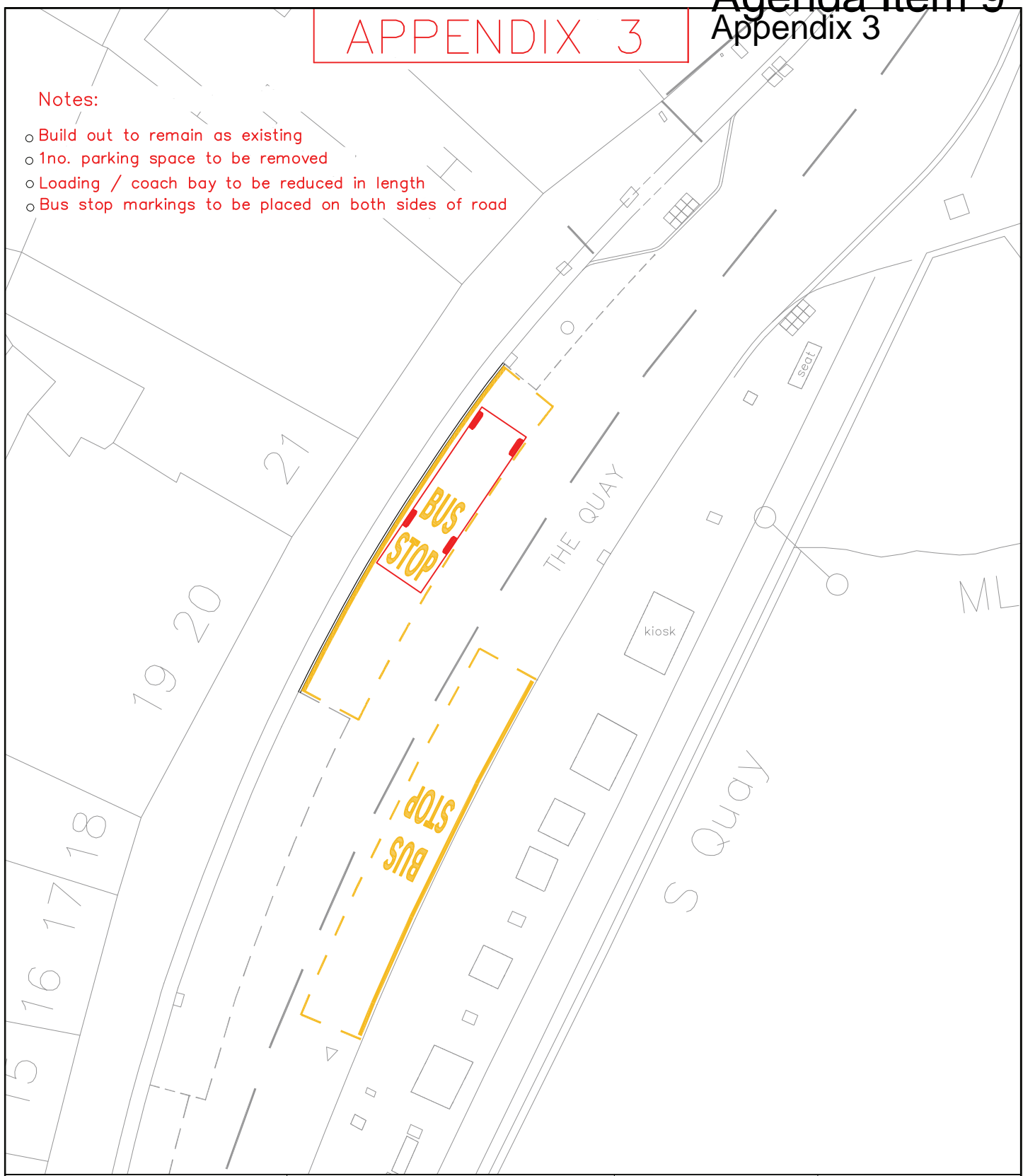
checked
PW

date
09/04/2014

APPENDIX 3

Notes:

- o Build out to remain as existing
- o 1no. parking space to be removed
- o Loading / coach bay to be reduced in length
- o Bus stop markings to be placed on both sides of road



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NOTES		REVISIONS		
no.	details	no.	date	details

SCHEME TITLE	Proposed Torquay-Brixham Fast Ferry Service	drawn	LS	scale(s)	1:250
DRAWING TITLE	Proposed Bus Bay Layout Brixham Quay (Option 3)	checked	PW	date	09/04/2014
Page 217					drawing number * / * / * **
					rev. -

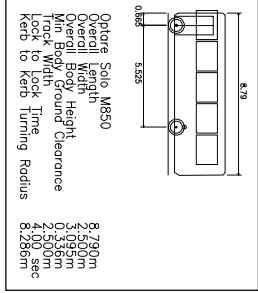
Agenda Item 9 Appendix 4

NOTE
Swept path shown is representative of trial carried out on 12.10.12 using similar vehicle.

Kerbs to be excavated and removed to Contractor's tip and replaced with granite kerbs. Kerbs to be upstand of 100mm to match existing.

Carriageway markings shown due to be removed.

New bus bay and parking restriction markings shown yellow.

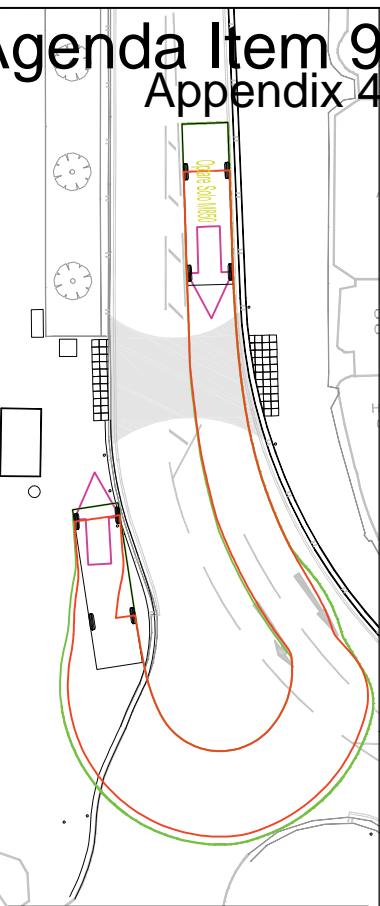


VEHICLE DETAILS

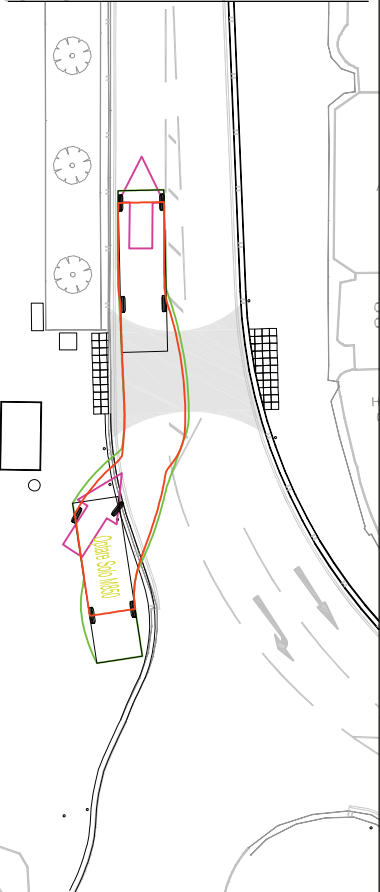
SIGN	DESCRIPTION	FIX TO:	QUANTITY
①	Sign 1 - Sticker Diagram 638 (RH arrow) 20mm x-height	Bollard	1

SIGN SCHEDULE

VEHICLE TRACK - BUS ENTERING BAY



VEHICLE TRACK - BUS EXITING BAY



Area of footway/bus bay behind new kerbing to be regraded. Full footway construction Type F2 as SD 11b, with 150mm of CL 803 sub base material.

2no. planters to be relocated. Possibly one either side of entrance to South Pier.

2no. bollards to be removed.

Sign 1 to be mounted to remaining bollard.

Approximate location of replacement bollard. Can be reused from elsewhere on site if condition is acceptable.

New hatching to define area required for bus turning manoeuvre.

Existing bollard to be removed.

REVISIONS			
No.	Date	By	Details
1.			This drawing to be read in conjunction with all other scheme drawings and standard details.
2.			The vehicle shown is representative of a 25 seater with 20 standing plus wheelchair bay.

NOTES

- This drawing to be read in conjunction with all other scheme drawings and standard details.
- The vehicle shown is representative of a 25 seater with 20 standing plus wheelchair bay.



SITE CHIEFTON
EXECUTIVE HEAD,
HIGHWAYS AND TRANSPORT SERVICES,
LOWER GROUND FLOOR,
TOWN HALL,
TORQUAY,
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PROPOSED
TORQUAY - BRIXHAM
FAST FERRY SERVICE

DRAWING TITLE
PROPOSED
BUS BAY LAYOUT
(Victoria Parade)

Drawing number: 9/7/39_004



Meeting: Transport Working Party

Date: 25th April 2013

Wards Affected: Cockington with Chelston

Report Title: Cockington – Residents Parking

Executive Lead Contact Details: Sue Cheriton

Supporting Officer Contact Details: John Clewer

1. Purpose

- 1.1 This report is in response to correspondence received from residents of Cockington Lane and from comments made at the meeting of the Cockington Forum (4th December 2012) to introduce a section of residents parking on Cockington Lane, to the North side of the village centre.

2. Proposed Decision

- 2.1 It is recommended that members approve the proposals outlined under option 6.1 in this Issues Paper, to amend the existing Traffic Regulation Orders.

3. Action Needed

- 3.1 It is recommended that members approve the proposals outlined under option 6.1 in this Issues Paper for the implementation of amendments to the existing Traffic Regulation Orders and the advertising of the amended Traffic Regulation Order and implementation should no objections be forthcoming. Any objections will be referred to a forthcoming meeting of the Transport Working Party.

4. Summary

- 4.1 Due to the nature of the Cockington village environment it has always been agreed that the implementation of carriageway markings would not be appropriate and therefore the current level of signing parking restrictions has always been subject to Department for Transport approval.
- 4.2 In an effort to reduce the number of street signs currently in place, the members of the Cockington Forum have agreed that carriageway markings are acceptable on the approach to and exit from the village centre.
- 4.3 The Cockington Forum also supported the idea of an area of Residents Parking to the North of the village centre which, with the relaxation of restrictions on carriageway markings, may be implemented without seeking Department for Transport approval.

- 4.4 It should be noted that there is currently no budget for these works and therefore residents would have to pay an increased fee for the first couple of years to cover the capital costs of the scheme, expected to be in the region of £1,000, before the permit fee would reduce to the current fee of £30 per year.

Supporting Information

5. Position

- 5.1 This report is in response to correspondence received from residents of Cockington Lane requesting better facilities for on-road parking and from comments made at the meeting of the Cockington Forum (4th December 2012) to introduce a section of residents parking on Cockington Lane.
- 5.2 The Cockington Forum supports the idea of implementing an area of Residents Parking to the North of the village centre and Highways have subsequently carried out a written consultation with sixteen properties, located in the area of Meadow Farm Stables and Rosery Grange. Seven replies were received, of which four were in favour of the implementation of a residents parking zone. This was a response rate of 44%, with 57% of those replying in favour, which is greater than the figures of 40% and 50% specified in the Parking Policy for the introduction of Controlled Parking Zones.
- 5.3 Highways agree that these changes would be appropriate and this report is to gain the support of members for the introduction of residents parking in Cockington Lane as detailed below and any objections to be referred to a future meeting of the Transport Working Party.

- Introduce a section of residents parking on Cockington Lane

Create 6 no. residents only parking bays in the vicinity of Rosery Grange. These bays, for which a permit will have to be paid for, will be available for use by the properties shown in **Appendix 1, Plan1**.

6 Possibilities and Options

The Working Party are requested to consider whether they wish to support amendments to traffic regulation orders in the area as detailed above in 5.6

- 6.1 Advertise and implement, should no objections be forthcoming, the proposed changes to the Traffic Regulation Orders, as per 5.6 above. Any objections will be referred to a future meeting of the Transport Working Party.
- 6.2 Members may wish to recommend that no changes are considered at the present time.

7 Preferred Solution/Option

Members are recommended that the option in 6.1 above would be the most appropriate option.

8 Consultation

Consultation letters were sent out to sixteen properties regarding the possibility of a residents parking zone in the area of Cockington Lane, located in the area of Meadow Farm Stables and Rosery Grange. Seven replies were received, of which four were in favour of the implementation of a residents parking zone.

9 Risks

If these changes to the existing Traffic Regulation Orders are not approved due to objections, there will be a greater risk of residents parking inappropriately causing delays to other road users due to the possibility of carriageway width and visibility being restricted by inconsiderate parking.

Appendices:

Appendix 1 – Plan 1 showing the proposals to alter the existing Traffic Regulation Orders.

Additional Information:

None

Documents available in Members' Rooms:

None

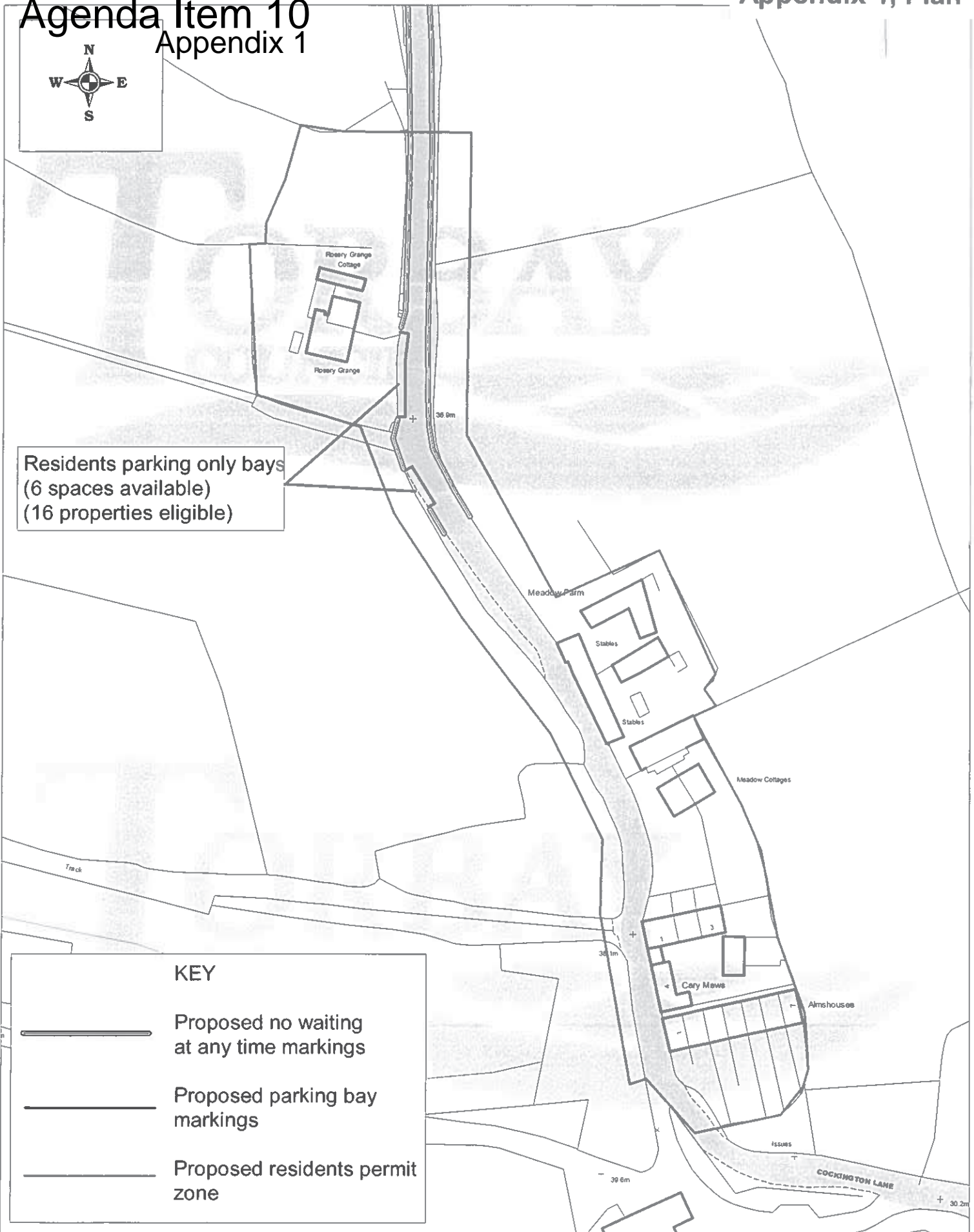
Background Papers:

Torbay Council Parking Policy 2012 - 2015

None

Agenda Item 10

Appendix 1



1:1250 scale

Proposed permit parking zone
- Cockington - Torquay

