The 6Cs Design Guide

Appendix I: Other procedures

PARKING MANAGEMENT TEAM

TRAFFIC REGULATION ORDERS:

A Guide for Developers and Consultants

The management of traffic can be achieved through a variety of measures. Some of these will require the making of a TRAFFIC REGULATION ORDER (TRO).

What is a Traffic Regulation Order?

Examples of TROs are:

- waiting restrictions
- speed limits
- one-way streets
- prohibitions of vehicles
- weight limits
- residents preference parking schemes

These forms of traffic management require a legal process of consultation & advertisement so that the views of all interested parties and the needs of different users can be taken into consideration.

Below is a step by step guide to the TRO procedure.

Costs

Typical costs involved in a TRO are:

- £3,000 Traffic Management staffing costs for processing the TRO
- £500 County Solicitor's staffing costs
- £300 for each public notice in a local newspaper (minimum of 2 notices)
- Legal fees will be invoiced separately
- Cost of works on site (the signs and lines required to enforce the Order): each scheme is unique and therefore there is no "typical" figure. As an indication, costs per scheme in recent years have ranged from £100 to £18,000
- Design time and site supervision costs will also normally be recharged to applicants.

These figures are a guide only. If costs are on a rechargeable basis then the actual costs will be charged.

How long does the TRO process take?

TROs are very time-consuming & labour-intensive.

- Simple and non-controversial proposals which receive no objections still take about 15 – 18 months to process.
- Controversial schemes have been known to take 3 – 4 years.
- It is the County Council's aim to introduce 75% of TROs within 18 months of starting the consultations.
- In Leicester City, simple proposals are likely to take about 12 months to process, more complicated proposals are likely to take 12 - 24 months.
- Any designs, approvals and agreements should take into account that, even once the procedures have begun, there is no guarantee that a TRO will be implemented.
- All schemes, including minor ones, are still subject to the same lengthy legal procedures.

The requirement for and planning of a TRO needs to be considered at an early stage of a scheme. It should not be left until construction has started on site.

TRO Priorities

Only a limited number of TROs can be processed each year. Those schemes which are likely to give the most benefit will be prioritised. Some of the factors considered in the priority system are:

- Potential for accident reduction
- Likely effect on traffic speeds
- Potential benefits to vulnerable road users, the environment, public transport, emergency vehicles, and schools.

TRAFFIC REGULATION ORDER PROCEDURES

The way that Local Authorities must process TROs is laid down in law. Here is how Leicestershire County Council processes Traffic Management TROs:

1. Following receipt of a request, the site is investigated.
2. If a TRO is thought to be the best solution then an initial proposal is drawn up.
3. In some cases, initial consultations may be carried out with, say, the Police and local Councillors.
4. Full consultations are always carried out with the Police (who must enforce the Order), the local County Councillor, the Parish or Town Council, the District Council and hauliers' organisations. Other groups consulted, depending on the type of Order, include the emergency services, cycling clubs, business organisations, local disability groups, motoring organisations, utility companies and walking groups.
5. Depending on the results of these consultations, approval from County Council Members to publicly advertise the proposal is required. For simple, non-controversial schemes the approval of the local County Councillor will be sought. For complex or sensitive schemes the approval of a Member level meeting may be required. Alternatively, due to the comments received, it may be decided not to proceed any further, or to change the scheme and carry out further consultations.
6. If it is decided to go ahead, details of the proposal are drawn up and passed to the County Solicitor so that they can undertake the legal work of publicly advertising the proposal, including placing notices in the local press and on site.
7. If any objections are received during the public advertisement period then we try to resolve them. If they can't be resolved then this is reported to County Council

Members for consideration about whether to proceed, amend or abandon the proposal.

8. If the decision is to proceed, details of works on site are drawn up (road signs, yellow lines etc) and a date is agreed for the County Solicitor to arrange for the Order to come into effect and for the scheme to be completed. This date will be confirmed through a notice in the local press.
9. Works are carried out on site ready for the Order to come into effect and so that the Police can enforce it.

For further information about general Transportation issues contact:

Leicestershire County Council

Environment and Transport Department

County Hall

Glenfield

Leicester

LE3 8RJ

Tel: 0116 305 7127

Email: htwm@leics.gov.uk

Fax: 0116 305 7014

Mimicom: 0116 305 7334

For Developer Related Parking Management issues contact:

North (North West Leics, Charnwood and Melton):

Martin O'Connor 0116 305 8130

EMAIL martin.oconnor@leics.gov.uk

South (Hinckley & Bosworth, Harborough, Blaby and Oadby & Wigston):

Ian Vears 0116 305 8130

EMAIL ian.vears@leics.gov.uk

You can also write at the address shown above or fax on 0116 305 7327

Communities Department

The 6Cs Design Guide

IMPROVEMENTS TEAM

Nottinghamshire County Council

TRAFFIC REGULATION ORDERS:

A Guide for Developers and Consultants

The management of traffic can be achieved through a variety of measures. Some of these will require the making of a TRAFFIC REGULATION ORDER (TRO).

What is a Traffic Regulation Order?

Examples of TROs are:

- waiting restrictions
- speed limits
- one-way streets
- prohibitions of vehicles
- weight limits
- residents preference parking schemes

These forms of traffic management require a legal process of consultation & advertisement so that the views of all interested parties and the needs of different users can be taken into consideration.

Below is a step by step guide to the TRO procedure.

Costs

Typical costs involved in a TRO are:

- £3,000 Traffic Management staffing costs for processing the TRO
- £500 County Solicitor's staffing costs
- £300 for each public notice in a local newspaper (minimum of 2 notices)
- Legal fees will be invoiced separately
- Cost of works on site (the signs and lines required to enforce the Order): each scheme is unique and therefore there is no "typical" figure. As an indication, costs per scheme in recent years have ranged from £100 to £18,000
- Design time and site supervision costs will also normally be recharged to applicants.

These figures are a guide only. If costs are on a rechargeable basis the actual costs will be charged.

How long does the TRO process take?

TROs are very time-consuming & labour-intensive.

- Simple and non-controversial proposals which receive no objections still take about 10 – 12 months to process.
- Controversial schemes have been known to take 2 – 3 years.
- It is the County Council's aim to introduce 75% of TROs within 12 months of starting the consultations.
- Any designs, approvals and agreements should take into account that, even once the procedures have begun, there is no guarantee that a TRO will be implemented.
- All schemes, including minor ones, are still subject to the same lengthy legal procedures.

The requirement for, and planning of, a TRO needs to be considered at an early stage of a scheme. It should not be left until construction has started on site.

TRO Priorities

Only a limited number of TROs can be processed each year. Those schemes which are likely to give the most benefit will be prioritised. Some of the factors considered in the priority system are:

- Potential for accident reduction
- Likely effect on traffic speeds
- Potential benefits to vulnerable road users, the environment, public transport, emergency vehicles, and schools.

TRAFFIC REGULATION ORDER PROCEDURES

The way that Local Authorities must process TROs is laid down in law. Here is how Nottinghamshire County Council processes Traffic Management TROs:

1. Following receipt of a request, the site is investigated.
2. If a TRO is thought to be the best solution then an initial proposal is drawn up.
3. In some cases, initial consultations may be carried out with, say, the Police and local Councillors.
4. Full consultations are always carried out with the Police, the local County Councillor, the Parish or Town Council, the District Council and hauliers' organisations. Other groups consulted, depending on the type of Order, include the emergency services, cycling clubs, business organisations, local disability groups, motoring organisations, utility companies and walking groups.
5. Depending on the results of these consultations, approval from County Council Members to publicly advertise the proposal is required. For simple, non-controversial schemes the approval of the local County Councillor and a panel of Council Members will be sought. For complex or sensitive schemes the approval of a Member level meeting may be required. Alternatively, due to the comments received, it may be decided not to proceed any further, or to change the scheme and carry out further consultations.
6. If it is decided to go ahead, details of the proposal are drawn up and passed to the County Solicitor so that they can undertake the legal work of publicly advertising the proposal, including arranging for the notices to be published in the local press and placed on site.
7. If any objections are received during the public advertisement period then we try to resolve them. If they can't be resolved then this is reported to County Council

Members for consideration about whether to proceed, amend or abandon the proposal.

8. If the decision is to proceed, details of works on site are drawn up (road signs, yellow lines etc) and a date is agreed for the County Solicitor to arrange for the Order to come into effect and for the scheme to be completed. This date will be confirmed through a notice in the local press.
9. Works are carried out on site ready for the Order to come into effect and so that enforcement can be undertake.

For further information about general Transportation issues contact:

Nottinghamshire County Council

Communities Department

Trent Bridge House

Fox Road

West Bridgford

Nottingham

NG2 6BJ

TEL: 08449 808080

E-MAIL: enquiries@nottscc.gov.uk

For Developer related Traffic Regulation Orders including Parking Management issues contact:

North (Bassetlaw and Mansfield):

Paul Riley

TEL 01623 520719

E-MAIL paul.riley@nottscc.gov.uk

North (Newark and Ashfield):

Don Gray

TEL 01623 520714

E-MAIL don.gray@nottscc.gov.uk

South (Broxtowe, Gedling and Rushcliffe):

Karen Nurse

TEL 0115 8786028

E-MAIL karen.nurse@nottscc.gov.uk

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You can also write at the address shown above