

Appendix A

Draft Leicestershire Highway Design Guide Refresh Summary Report

October 2024

Leicestershire Highway Design Guide Refresh Project Board Summary Report

Part: About the LHDG

Sections:

- Foreword
- The Purpose of the LHDG (NEW)
- Roles and Responsibilities (NEW)
- Helping the LHA Help You (NEW)
- Quick Guide (NEW)

Key Updates:

- Changes to national and local policy, standards and guidance (National Planning Policy Framework, Local Transport Note and National Design Guide) have shifted the focus towards sustainability.
- The safety and functionality of highway is paramount, but the LHDG has a broadening role in delivering multi-functional highway that prioritises active travel and delivers opportunities for wildlife and sustainable drainage.
- It is the responsibility of all parties involved in the progression of new development to provide information of a high standard in a timely fashion.

Rationale/benefits

- Compliance with policy and legislation.
- Provision of healthy, multi-functional environments for residents.
- Meeting environmental sustainability requirements under highway funding streams.
- Effective facilitation of new development.

Part: The LHDG Principles (NEW)

Sections:

- Working Collaboratively
- Facilitating Safe and Effective Highway
- Creating Road Types for All Users
- Creating Durable and easily Maintained Highway
- Encouraging Active and Sustainable Travel
- Supporting Access for All
- Tackling Climate Change and Protecting the Environment

Key Updates:

- The principles provide the foundation on which LHDG policy and guidance is developed.
- A shift towards facilitating and supporting an appropriate mix of passenger transport services, working with communities, commercial operators and third sector operators, in accordance with LCC's Passenger Transport Policy and Passenger Transport Strategy.
- The principles reflect the significant step change towards sustainable highway in relation to:
 - Active Travel.
 - The council's responsibility to maintain and enhance the environment in accordance with the Environment Act.
 - The move towards carbon net zero.

Rationale/benefits

- Compliance with policy, legislation and standards.
- Provision of healthy, multi-functional environments for residents.
- Meeting environmental sustainability requirements of highway funding streams.
- Supporting the council's move towards net zero.
- Efficient facilitation of new development.

Part: Highway Development ManagementSections:

- Highway Development Management (HDM) Policy
- Preparing Development Proposals
- Data Collection (NEW)
- Transport Modelling (NEW)
- Road Safety Audits (NEW)
- Air Quality Management Areas
- Section 278 Agreements: Information Required at Preliminary Design Stage

Key Updates:**HDM Policy**

- In developing HDM Policy, consideration has been given to the new National Planning Policy Framework, and particularly “Promoting Sustainable Transport” Paragraphs 108 to 117.
- Revised policy reflects the council’s need to maintain safe and effective highway and maximise sustainable travel choices.
- The following HDM Policies have been developed, including how policy will be implemented.

Policy 1 Sustainable Access for All

Development must be accessible for all highway users and maximise the uptake of sustainable travel choices.

Implementing Policy 1

All developments that generate significant amounts (in accordance with “Preparing Development Proposals” section of the LHDG) of movement are required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.

LCC will advise refusal of planning applications where the lack of sustainable travel choices results in an unacceptable impact on highway safety, or a severe residual cumulative impact on the road or transport network.

Policy 2 Access to the Highway Network

LCC will apply a risk-based assessment of proposals for new accesses onto the existing highway network and alterations to existing accesses so that they do not result in unacceptable road safety and operational concerns.

Implementing Policy 2

All developments that generate significant amounts of traffic movement are required to provide a travel plan, and the application should be supported by a transport statement or transport assessment (in accordance with “Preparing Development Proposals” section of the LHDG) so that the likely impacts of the proposal can be assessed. LCC will work with developers to ensure applications do not create unacceptable road safety and operational concerns regarding new accesses or impacts on existing accesses.

Policy 3 Highway Safety

LCC will review relevant road safety information, to ensure the scheme and development proposals do not raise unacceptable safety concerns, and the Road Safety Audit process has been satisfactorily undertaken.

Implementing Policy 3

New highway and transportation proposals must meet the conditions of the LHDG Road Safety Audit Policy. Proposals for new highway schemes and development must not raise unacceptable safety concerns.

Policy 4 Development Impact Policy

Significant operational and road safety impacts of development on the transport network must be mitigated to an acceptable degree.

Implementing Policy 4

All developments that generate significant amounts of traffic movement are required to provide a travel plan, and the application should be supported by a transport statement or transport assessment (in accordance with “Preparing Development Proposals” section of the LHDG) so that the likely impacts of the proposal can be assessed. The LHA will work with developers to ensure that suitable mitigation is proposed where there are significant impacts on capacity, congestion and/or highway safety. Developments which leave significant impacts unmitigated are unlikely to be accepted by the LHA.

Policy 4 Development Impact Policy

Significant operational and road safety impacts of development on the transport network must be mitigated to an acceptable degree.

Implementing Policy 4

All developments that generate significant amounts of traffic movement are required to provide a travel plan, and the application should be supported by a transport statement or transport assessment (in accordance with “Preparing Development Proposals” section of the LHDG) so that the likely impacts of the proposal can be assessed.

The LHA will work with developers to ensure that suitable mitigation is proposed where there are significant impacts on capacity, congestion and/or highway safety. Developments which leave significant impacts unmitigated are unlikely to be accepted by the LHA.

Please refer to Table 1 ‘Normal Minimum Additional Details Required to Support Development Proposals’

Rationale/benefits

- Compliance with National Planning Policy Framework.
- Provision of healthy, multi-functional environments for residents.
- Meeting environmental sustainability requirements under highway funding streams.
- Efficient facilitation of new development.

Preparing Development Proposals

The revised “Preparing Development Proposals” chapter includes:

- A simplified, clearer structure
- Updates to land use classes and when we require developers to provide transport assessments and transport statements.
- Reinforcement that site access proposals must cater for all users, including those with accessibility needs and that promoters must demonstrate the sustainable travel credentials of the development.

Rationale/benefits

- Efficient facilitation of new development.
- Compliance with policy, standards and guidance.

Road Safety Audits

- Updated guidance on when Road Safety Audits (RSA) must be undertaken by developers as part of Section 38 legal agreements, namely where:
 - Development comprises 150 residential dwellings or more throughout current and future phases of the proposed development.
 - the layout contains features that are not explicitly covered by the LHDG
- Road Safety Audits are always required for proposals where the council is being asked to adopt highway through Section 278 agreements.
- New RSA e-templates provided to the developer to ensure the quality of information provided.

Rationale/benefits

- Facilitating safer highway
- Efficient facilitation of new development.
- Compliance with policy, standards and guidance

Part: Highway Design

Sections:

- Introduction
- Road Types
- Development Served by Private Drives and Areas
- Active and Sustainable Travel (NEW)
- Speed Control
- Street Lighting

- Signing and Lining
- Utilities
- Drainage
- Green Infrastructure and the Natural Environment (NEW)
- Retaining Existing Trees and other Natural Assets
- Parking and Electric Vehicle Charging (NEW)

Key Updates:

Road Types

- Provision of illustrative typical layout drawings for each residential road typology:
 - Major Residential Access Road (Primary Streets)
 - Residential Access Road (Secondary & Local Streets)
 - Shared Surface Residential Access (Tertiary Streets)
- Extended guidance on:
 - Designing roads layouts that serve schools
 - Shared surfaces
 - Road widths
 - Inclusive Highway
- Strengthened wording regarding avoiding pavement parking
- Revised guidance on “Junction Design”, limiting acceptable junction types within adoptable developments.
- Whilst Figure 7.9 of Manual for Streets identifies a range of possible junction types, LCC expects junctions designs to be in the form of:
 - a priority T-junction or
 - a staggered priority junction at a 90° angle to the main road.

Rationale/benefits

- Clearer guidance.
- Effective facilitation of applications that meet the council’s standards for road adoption.
- Compliance with policy, standards and guidance.

Developments served by private drives and areas

- Strengthened guidance relating to not allowing private roads to become through routes to adoptable highway.

Rationale/benefits

- Effective facilitation of applications that meet the council's standards for road adoption.
- Avoid future issues relating to complaints from residents regarding the use of private roads for general public use.
- Clear boundaries of responsibility for different road types
- Compliance with policy, standards and guidance.

Active and Sustainable Travel

- Updated to accord with Local Transport Note 1/20's "Cycle Infrastructure Design" (LTN 1/20) and LCC's Cycling and Walking Strategy.
- Emphasise the need for Non-Motorised User Audits and the potential requirement (for large, complex schemes) for a Walking, Cycling & Horse-Riding Assessment & Review during the planning application process.
- The council will facilitate the appropriate inclusion of active travel infrastructure in new highway.
- An Active Travel Matrix has been devised to help developers design the provision of active travel infrastructure against road type and location.

Table 1: Extract from the LHDG Active Travel Matrix

Location	Road Type	Existing infrastructure ¹	Road Speed/Traffic Flows	Lane provision (minimum) None, Shared or Segregated	
Rural	Minor residential	Sustrans or major network infrastructure link (vulnerable resident – schools, health facilities) – future proofing	Speed <30 flows <=3000	Segregated	Cycle lane (on carriageway)
			Speed >=30 flows >3000	Segregated	Stepped Cycle Track
Rural	Residential Shared surface	No existing links /facilities	Speed <=20 flows <=3000	None	Mixed traffic
Urban	Minor residential	Urban – small development, no existing connectivity	Speed <30 flows >3000	Shared	Mixed traffic
			Speed <=30 flows >3000	Segregated	Cycle lane (on carriageway)
Urban	Minor residential	Urban – SUE/ new settlement or larger development of more than xxx dwellings/LCWIP	Speed <30 flows <=3000	Segregated	Stepped cycle track
			Speed <=30 flows >3000	Segregated	Fully kerbed cycle track

- Emphasising the need for gold standard delivery in multi-modal investment plan and Local Cycling and Walking Investment Plan areas
- Updated cycle lane width provision, increased to accord with LTN 1/20

- New paragraphs on Road Crossings and Roundabouts that accord with LTN 1/20 principles of:
 - Safety,
 - Directness,
 - Coherence,
 - Comfort and
 - Attractiveness.
- New chapters on where the council expects the use of signal controlled and uncontrolled crossings. At a local scale, typically the higher the speed and flows of expected motor vehicle traffic in new development the greater the control needed. However, more strategically, controlled crossings might also be installed near to future amenity “destinations” that could attract high levels of active travel use.
- The use of red surfacing is only necessary at potential points of conflict between different highway users (cyclist and pedestrians for example).
- Where traffic volumes and speeds are expected to be high at a new roundabout (typically larger roundabouts), provision of protected space for cycling off the main carriageway is expected, with cycle priority or signal-controlled crossings of the roundabout entries and exits.
- More positive wording regarding the adoption of active travel facilities (including those independent from the road network) that:
 - Offer high quality design that accords with LCC’s guidance and that fully considers the local context including the existing local network and nearby services such as transport hubs, health centres/doctors’ surgeries, schools and other care establishments.
 - Deliver significant additional, strategic community benefit to that which already exists.
 - Considers ease and affordability of maintenance.
- A new chapter on the design and diversion/stopping-up of public rights of way.
- Revised guidance on Passenger Transport, highlighting NPPF’s emphasis on:
 - “...access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use”.
 - Reference to the Passenger Transport Policy and Strategy (PTPS). It reflects that Leicestershire’s bus network is predominantly operated on a commercial basis, with the council considering the

travel needs of residents where those needs are not otherwise met by the commercial sector.

- The PTPS also outlines how the council intends to support commercial operators, including the provision of infrastructure and other related schemes delivered through the Leicestershire Enhanced Partnership. This also extends to exploring opportunities to secure developer funding for passenger transport services or infrastructure.

Rationale/benefits

- Compliance with policy and legislation.
- Ensuring guidance is appropriate within the context of Leicestershire.
- Enabling successful planning applications that meet the criteria for assessment by Active Travel England.
- Meeting environmental sustainability requirements of highway funding streams.
- Minimise maintenance burden by providing clear guidance on surfacing, whilst considering safety.
- Provision of healthy, multi-functional environments for residents.
- Clarity regarding the council's role in managing Public Rights of Way and passenger transport that meets current needs and guidance.

Street Lighting

- Clarification on where additional chargeable services will be required in the approval and inspection of new street lighting.

Rationale/benefits

- Ensure the council's reasonable costs are covered in the assessment and inspection of new highway.

Drainage

- Updated guidance on the types of drainage accepted within adopted highway, including SuDS interventions and under what circumstances commuted sums will be required for their future maintenance.
- The requirement for developers to issue a costed maintenance plan to assist the council in decisions regarding commuted sums and highway adoption.

Rationale/benefits

- Meets national standards and guidance such as Ciria's Manual for SuDS.
- May contribute towards the council's legislative duty to protect and enhance biodiversity.
- Ensuring guidance is appropriate within the context of Leicestershire.

- Reduction of long-term maintenance burden by providing clear guidance that considers availability of resources, including equipment, staff and budget.
- Provision of healthy, multi-functional environments for residents.

Green Infrastructure and the Natural Environment

- Emphasis on the council's legal duty (Environment Act 2021) to maintain and enhance biodiversity.
- Reference to Biodiversity Net Gain and how green infrastructure within new highway might contribute to a developer's BNG requirements for new development.
- The use of the council's Value of Trees toolkit is incentivised via a 10% commuted sum discount.
- The requirement for inclusion of wildlife crossings.
- New green infrastructure will be subject to same scrutiny as any other highway asset, including application of legal clauses in adoption agreements and inspections.
- Verges that contain tree planting should be a minimum of 2m in width.
- Encouraging designers to consider the appropriate use of conservation grade grasses within highway verges.
- Existing green infrastructure should be retained and integrated where possible.
- Stress the requirement for a mitigation sum to be provided to the council where trees that have been assessed as having high amenity value and there is no option but to remove the tree.
- An emphasis on quality over quantity.

Rationale/benefits

- Compliance with legislation, policy, standards and guidance.
- Protection of biodiversity in the county and the resulting inherent and financial value of green infrastructure.
- Ensuring guidance is appropriate within the context of Leicestershire.
- Meeting environmental sustainability requirements of highway funding streams.
- Minimise maintenance burden by giving clear guidance and ensuring developers provide appropriate information on regimes and costs.
- Provision of healthy, multi-functional environments for residents.

Parking and making provision for service vehicles

- Applying minimum standards for the provision of parking in accordance with NPPF.
- Updates to land use classes and guidance in the light of the current NPPF.
- The requirement for designers to consider the requirements for lorry parking in the development.
- New guidance on provision of electric vehicle charging facilities that accord with the emerging EVC Strategy.

Rationale/benefits

- In relation to parking standards NPPF states: *"Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport."*
- Ensures issues relating to problem parking are minimised
- Clear guidance, identifying requirements for Leicestershire that meets national policy, standards and guidance.
- Encouraging provision of cleaner modes of transport and benefits for health and supporting the council's move towards carbon net zero.

Part: Materials and Construction

Sections:

- Introduction
- Materials
- Specification and Standard Drawings
- Site Surveys, Tests and Investigations
- Sampling and Testing Goods and Materials
- Road Pavement
- Speed Control Features
- Highway Structures
- Active Travel Assets and Other Paved Areas (NEW)
- Traffic Signs and Signals, Road Markings and Studs
- Street Lighting
- Street Furniture and Art
- Drainage
- Safety Fencing and Barriers

- Green Infrastructure and the Natural Environment (NEW)
- Noise Barriers and Screening
- Earthworks

Key Updates:

Materials

- A new Surfacing Materials Palettes document, from which developers can select, has been developed which includes two palettes:
 - Standard Materials Palette - materials that are easily available within the local supply chain, have a history of successful use in Leicestershire and are easily maintainable. Standard materials do not usually attract a commuted sum.
 - Enhanced Materials Palette – more bespoke materials that better balance the desire for local distinctiveness with sustainability, performance and on-going maintenance and are likely to attract a commuted sum.
- Now accepted in Manual of Contract Documents for Highway Works Volume 1 Specification for Highway Works, warm mix stone mastic asphalt (SMA) has been included as a standard material. With a typical 8-10% reduction in carbon emissions during production warm mix asphalts offer a more sustainable choice of road surface.
- Materials requested for use that are not covered by the Materials Palettes document will be assessed by the council using the same sustainability criteria.
- Encouraging the use of the Highway Sector Council's toolkit which helps designers and contractors align themselves with PAS 2080 (Carbon Management in Infrastructure).

Rationale/benefits

- Meeting standards and guidance.
- Providing clear guidance regarding acceptable materials and the process for acceptance of new materials to avoid delay to applications for adoption.
- Minimising the burden on maintenance budgets.
- Supporting the council's move towards carbon net zero.

Specification and Standard Drawings

- Complete review and update of standard drawings.

Rationale/benefits

- Compliance with standards and guidance.

Road Pavement

- High friction surfacing is only required on approaches to signal-controlled junctions, roundabouts, and pedestrian crossings where Road Safety Audits identify a need.
- Accordance with the council's "[Carriageway - Skidding Resistance Procedure](#)" is required.

Rationale/benefits

- Compliance with standards and guidance.
- Ensuring the council meets its highway safety obligations.
- Reduce the potential burden on maintenance budgets.

Highway Structures

- Consideration of suicide risk for new structures
- Update to when the council charges a fee for approvals, supervision and inspections.

Rationale/benefits

- Ensure the council's reasonable costs are covered in the assessment and inspection of new highway.

Active Travel Assets and Other Paved Areas

- Strengthened guidance regarding the proposed design of hard paved or grassed areas, which should deter the parking or otherwise accessing of motor vehicles. A request may be made by LCC to reconsider design proposals where potential issues are identified related to unsuitable parking.

Rationale/benefits

- Reducing pavement parking by design, thereby minimising burdens on maintenance budgets through provision of unnecessary infrastructure.
- Minimise pavement parking and its impacts on people with disabilities.

Drainage

- Additional guidance on SuDS design and reference to CIRIA's SuDS Manual.

Rationale/benefits

- Ensure a balance between compliance with guidance and burden on maintenance resource that results in high quality, durable assets.
- Supporting the council's aspirations for Leicestershire to become a net zero County.
- Supports the council's compliance with Environment Act.
- Benefits biodiversity.

Green Infrastructure and the Natural Environment

- The application of the Value of Trees Toolkit is encouraged.
- Additional guidance on invasive and harmful plant species. LCC will not adopt sites that contain invasive or harmful plant species where they are likely to cause problems. Evidence of completion of suitable treatment work will be required prior to adoption.
- Guidance on creation of conservation verges.
- Encourage the sponsorship of green spaces.

Rationale/benefits

- Compliance with guidance and legislation.
- Ensure a balance between compliance with guidance and burden on maintenance resource that results in high quality, durable assets.
- Supporting the council's aspirations for Leicestershire to become a net zero County.
- Supports the council's compliance with Environment Act.
- Ensuring maintenance requirements are fully understood prior to adoption.
- Benefits biodiversity.

Part: Road Adoption

Sections:

- Introduction to Section 38 Agreements
- Road Adoption Policy
- Requirements for preparing a Section 38 agreement
- Advanced Payment Code
- Design and approval of development under Section 38
- Requirements for completing the Section 38 Agreement
- Constructing the S38 works
- Certification and Maintenance of s38 works
- Technical approval of roads to remain private
- S38 Guides and Checklists
- Introduction to Section 278 Agreements
- Requirements for preparing an S278 Agreement
- Design and approval of development under Section 278
- Constructing 278 works
- Certification and Maintenance of s278 works

- The Land Compensation Act
- S78 Guides and Checklists
- Pre planning technical advice service

Road Adoption Policy

- A Section 38/278 Application Form must be submitted prior to consideration of highway for adoption.
- Inclusion of new Road Adoption Policy

LHDG Policy 5 Highway Adoption

- LCC encourages proposals for adoption of new, highway that is designed and constructed in accordance with the relevant policies, guidance and standards, including the Leicestershire Highway Design Guide.

Implementing Policy 5

- LCC will adopt new roads that:
 - directly link to an existing adopted street (we will review proposed Section 38 agreements if they connect to an existing road that is subject to a Section 38 agreement);
 - directly serve/front a minimum of 6 residential dwellings;
 - serve employment and commercial sites with more than one building or a single commercial building with multiple occupancy employment;
 - accord with local and national policy, guidance and standards relating to environmental sustainability of new highway proposals. The Local Highway Authority may consult with planning, forestry and environment services at LCC during the assessment of proposals.
 - meet the requirements of LCC's Materials Palettes document, Specification for Highway Works and Standard Drawings. Proposals for the use of alternative materials to those within the Materials Palettes must be agreed with LCC.
 - have been demonstrably designed and constructed to an adoptable standard, as defined in the LHDG;
 - are not linked by through private roads;
 - have associated legal agreements signed by all relevant parties; and
 - are acceptable in all other highways and transportation respects in accordance with LHDG, other LCC policies and national planning policy and guidance.

Rationale/benefits

- Meeting standards and guidance.
- Effective facilitation of applications that meet the council's standards for road adoption.
- Minimise burdens on maintenance budgets by encouraging high quality design and construction of highway.
- Schemes meet required credentials for best practice asset management and environmental sustainability.

Requirements for preparing a Section 38 agreement

- To facilitate the adoption process, the preparation of the legal agreement can run in parallel to technical approval.

Rational/benefits

- Efficient processing of legal agreement and reducing pressure on staff.
- Promoting positive stakeholder working.

Design and approval of new roads under Section 38

- Technical approvals are to be valid for 12 months from the date of the approval notification. Expiry of the approval will result in the developer incurring additional fees and the recalculation of the bond.

Rationale/benefits

- Ensure approvals meet standards and guidance they were originally evaluated against.
- Ensuring the council's reasonable costs are recovered.

Constructing Section 38 highway works

- Before LCC approves a contractor, written evidence must be provided they hold a minimum of £10 million public liability (increased from £5 million in current LHDG) insurance with no limit on the number of claims.

Rationale/benefits

- Reduced risk to the council.
- Parity with requirements from utility providers and LCC promoted schemes.

Certification and Maintenance of S38 works

- When a provisional certificate is issued the amount of bond excluding the commuted sums element can be reduced to 20% (currently 10%) of the original amount.
- Where Minor Changes to the technically approved plan(s) that form part of the completed s.38 agreement have been proposed by the Developer, these must be approved in writing (email acceptable) by the Relevant Officer within a reasonable time; the approved replacement plan(s) showing any/all

minor variations to areas originally proposed for dedication as public highway, will be inserted within the completed section 38 deed packet.

- The developer's maintenance period has been increased to a minimum of 24 months (from minimum 12 months).

Rationale/benefits

- Aligning bond reduction principles with those of other authorities and reducing financial risk.
- Increasing the efficiency of the legal agreement process by reduction of unnecessary bureaucracy and following a pragmatic approach, whilst ensuring that there is no additional risk to the council.
- Promoting positive stakeholder working.
- Ensuring quality of design and durability of assets and materials in the long term.

Section 278 and Technical Approval

- Technical approvals to be valid for 12 months from the date of the approval notification. Expiry of the approval will result in the developer incurring additional fees and the recalculation of the bond.

Rationale/benefits

- Ensure approvals meet standards and guidance they were originally evaluated against.
- Ensuring the council's reasonable costs are recovered.

Constructing Section 278 highway works

- Written evidence must be provided that a developer's contractor holds a minimum of £10 million (from £5 million in current LHDG) public liability insurance with no limit on the number of claims.

Rationale/benefits

- Reduced risk to the council.
- Parity with requirements from utility providers and LCC promoted schemes.

Certification and Maintenance of 278 works

- When a provisional certificate is issued the amount of bond can be reduced to 20% (increased from 10% in current LHDG) of the original amount.
- Where Minor Changes to the technically approved plan(s) that form part of the completed s.278 agreement have been proposed by the Developer, these must be approved in writing (email acceptable) by the Relevant Officer within a reasonable time; the approved replacement plan(s) showing any/all minor variations to areas originally proposed for dedication as public highway, will be inserted within the completed section 278 deed packet.

- The developer's maintenance period has been increased to a minimum of 24 months (from minimum 12 months).

Rationale/benefits

- Aligning bond reduction principles with those of other authorities and reducing financial risk.
- Increasing the efficiency of the legal agreement process by reduction of unnecessary bureaucracy and following a pragmatic approach, whilst ensuring that there is no additional risk to the council.
- Promoting positive stakeholder working.
- Ensuring quality of design and durability of assets and materials in the long term.

Pre planning technical advice service

- A trial pre-planning technical advice service is proposed that would attract an additional non-refundable fee to ensure that any costs for additional work and risk are recovered.

Rationale/benefits

- Early engagement with developers to help accelerate the technical approval process and bring forward development sooner.

Part: Section 184 Licence

Key Changes:

- Clarity regarding scope of works managed under a Section 184 Licence. Section 184 will solely be used for alterations to an existing access or formation of a new access serving a single domestic dwelling.
- Alterations to existing, and formation of new, vehicular access (dropped kerbs only) that are covered by Leicestershire County Council standard drawings SD/11/10 and SD/11/11 will be categorised as Section 278 works and dealt with by Leicestershire County Council Infrastructure Planning.
- The council will consider managing temporary construction accesses under a Section 184 Licence, where there is a planning condition in place for the access to be reinstated and works are to be superseded by those undertaken under a Section 278 agreement. This must be agreed with others prior to taking any action in relation to these works.

Rationale/benefits

- Clarity regarding when a Section 184 Licence is to be applied for and from whom.

Part: Commuted Sums

Key Changes:

- A new Commuted Sums Policy 6

Policy 6 Commuted Sums

A commuted sum will be requested for the future maintenance of features, materials, drainage or areas that Leicestershire County Council has agreed to adopt but where the primary purpose is not the safe and efficient functioning of the highway.

Implementing Policy 6

Leicestershire County Council will apply a consistent approach to the assessment, calculation and securing of commuted sums for future highway maintenance for all Section 278's and Section 38's agreements in Leicestershire, as set out in this document and in accordance with national guidance.

Payment of the commuted sum must be received in advance of the adoption of new highway by Leicestershire County Council.

- A full review of rates and items under the Commuted Sum Schedule.

Rationale/benefits

- Clarity regarding when commuted sums are recovered for future maintenance of highway assets the council adopts through provision of policy.
- Rates under the Schedule have not been significantly updated for a number of years and do not reflect the latest costs for materials and labour.

Part: Health and Safety (NEW)

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Part: Network Management (NEW)Sections:

- Network Management During Construction (NEW)
- Permanent Traffic Regulation Orders
- Standard Conditions for Highway Works

Key Changes:**Network Management During Construction**

- summary guidance of Network Management requirements for work promoters.

- The requirement for early consultation, particularly for large and/or complex schemes.
- Summary of the Temporary Traffic Regulation and Permit Scheme.

Rationale/benefits

- Promoting positive stakeholder working.
- Ensuring quality design of construction management that minimises impacts on highway users.
- Alignment with the strategic position of the council and proactive communication between Departmental teams.

Part: Fees and Charges

Key Changes:

- Increase in non-refundable initial administration fee for technical approvals from £1,000 to £2,500. Fees have not been reviewed for a significant period and this brings them closer into line with charges of other authorities nationally and better reflects the council's reasonable costs in undertaking this service.
- A trial pre-planning technical advice service is proposed that would attract an additional non-refundable fee to ensure that any costs for additional work and risk are recovered.
- Increase in the administration fee for Section 184 applications from £1,500 to £3,500. Fees have not been reviewed for a significant period and this brings them closer into line with charges of other authorities nationally and better reflects the council's reasonable costs in undertaking this service.
- A chargeable, enhanced service will be provided by the Network Management team to help resolve issues through early engagement. Additionally, where the Network Management team has been required to intervene relating to traffic management issues on site, then time spent in resolving these issues will be recoverable.

Rationale

- Early engagement with developers to help accelerate the technical approval process and bring forward development sooner.
- The council recovers reasonable costs for provision of services.

Strategic Environmental Assessment:

Key Outputs

- Environmental Report
- Assessment Matrix
- Proposed Alternatives

A Strategic Environmental Assessment (SEA) is a legally required process under the SEA Regulations. It informs the decision-making process through the identification and assessment of both the significant and cumulative environmental effects from a strategy, plan, policy or programme, and its reasonable alternatives (i.e., a different way of fulfilling the objectives of the strategy or programme). Significant effects are defined as those that may cause potentially substantial, adverse, or beneficial changes to the baseline.

In this case, it involves assessing the relevant chapters of the LHDG using the SEA Framework - a series of SEA Objectives. A bespoke set of SEA Objectives has been drafted based on obtaining an understanding of the environmental policy context, baseline, and current issues associated with the development/ delivery of the LHDG.

An Environmental Report is the key output of an SEA, which will set out the conclusions of the SEA. It will:

- Provide information on the current condition of the environmental/social topics that the LHDG could affect;
- Outline how the strategies, plans, policies and programmes which have been reviewed could affect the LHDG;
- Provide a commentary on how the SEA has informed the development of the LHDG and how it has influenced it;
- Set out the aspects of the guidance which have been evaluated, and the reasons for the selection of the proposed approach; including a summary of consultation undertaken;
- Set out the environmental effects of the draft LHDG and any other versions of the guidance considered prior to its finalisation;
- Suggest additional mitigation or management actions to further improve the environmental outcomes for guidance; and
- Provide a description of the monitoring framework proposed.

The draft Environmental Report will be presented for consultation alongside the draft LHDG.

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