

## **Proposed KCC Permit Scheme**

A report by the Head of Network Management to the Highways Advisory Board on 8<sup>TH</sup> May 2008

### **Introduction**

1. Under the Traffic Management Act, Local Highway Authorities (LHAs) have been given the option to operate a permit scheme in accordance with Part 3 of the Act. Permit schemes are designed to give the local authority further control over all works on the highway. It is intended that LHAs will have powers to direct all roadworks with regard to where, when and how they may be carried out.
2. KCC have made a strategic and political decision to introduce and operate a permit scheme at the earliest possible opportunity. We have been working in partnership with the DfT on developing a KCC Permit Scheme and at the present time we are the first County to implement a scheme.
3. KHS believes that a permit scheme is the right option for KCC for the following reasons:
  - meets requirements under TMA Network Management Duty
  - assists towards improving the use of road space by proactively managing roadworks
  - satisfies the public desire for KHS to improve the control of roadworks
  - improves the ability to minimise disruption from roadworks
  - increases KCC's powers to direct and control activities on the highway
  - improves co-ordination and planning of activities on the highway
  - increases the scope for collaborative working arrangements and best practice.
4. This report provides an update on the progress of the proposed KCC Permit Scheme and the consultation process. Also a summary of the key issues within the scheme are detailed in the report.

### **KCC Permit Scheme – An Overview**

#### **Permit Application Timeline**

5. KHS have decided to introduce a structured timeline for **all** works promoters to adhere to when applying for a permit to ensure that they have sufficient time to review all applications. The proposed timeline forces works promoters to apply to work on the highway up to three months in advanced of the start date.

#### **Permit Fees**

6. KHS propose to charge the following Permit Fees:

<b>Works Type</b>	<b>0, 1, 2 roads (incl. TSS)</b>	<b>3, 4 roads</b>
Provisional Advanced Permit (PAP)	£ 87	£ 74
Major (> 10 day incl. TROs)	£ 240	£ 148
Standard (4 – 10 days)	£ 130	£ 74
Minor (< 4 days)	£ 65	£ 45
Immediate	£ 53	£ 39

7. KHS propose to introduce reductions in permit fees to encourage best practice amongst works promoters. These fee reductions are:
  - 30% discount for shared sites
  - 30% discount for guaranteed extending working hours (e.g. 24 hour working)
  - 5% discount for Considerate Contractor Scheme Members who meet site safety standards

## Proposed KCC Permit Scheme

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8. DfT has stipulated that any permit scheme must be designed to run as 'cost neutral'. The income must be ring fenced to offset the ongoing operating costs for the scheme (e.g. staff, systems).

### Permit Offences

9. KHS have decided to introduce fines for certain offences. These are as follows:
- Working without a permit (£500)
  - Contravening the permit condition (£120)
  - No information board or permit displayed on site (£120)
  - Overrun charges (up to £2500 per day)

### Related Matters

10. KHS are proposing to increase the application period for a Temporary Traffic Regulation Order (road closure) from 6 weeks to 12 weeks. This extension will allow public transport operators the statutory 56 days to inform the Traffic Commissioner of a change of route.

### Restrictions Following Substantial Roadworks

11. KHS are proposing to introduce restrictions to activities in the highway following substantial roadworks such as resurfacing of up to 5 years. Certain activities will be exempt from these restrictions such as emergency works, service connections, etc.

### Key Performance Indicators

12. From the KPIs proposed by the DfT, KHS have decided to introduce four that reflect our approach. These are as follows:
- KPI 1. The number of permit and permit variation applications received, granted and refused.
  - KPI 2. The number of conditions applied by condition type.
  - KPI 3. The number of approved extensions.
  - KPI 4. The number of inspections carried out to monitor conditions.

Additional performance indicators are being developed within Network Management so that the impact of the permit scheme can be evaluated in qualitative and quantitative terms

### Scheme Consultation

13. Under Permit Scheme Regulation 13, DfT requires that all prospective permit scheme authorities must consult externally for a period of 12 weeks. KHS commenced the external consultation on 12th February 2008 and decided to run this process until 25th April 2008. The consultation has consisted of a consultation seminar held on 10th March 2008 and a consultation questionnaire that consists of 24 key questions related specifically to parts of the scheme where KHS have made decisions.
14. The consultees have been carefully chosen to ensure that we are consulting as wide an audience as possible. These include the Emergency Services, Utilities, Transport Operators, Councillors, etc.
15. All comments received through the consultation process have been published on the KHS website along with KHS responses. So far, we have received positive support for the proposed scheme, the consultation process and for the general way in which KHS are dealing with the scheme.

## Proposed KCC Permit Scheme

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### Proposed Implementation Timeline

16. KHS have decided to introduce a Permit Scheme at the earliest possible time. The earliest a Permit Scheme can be introduced is 1<sup>st</sup> October 2008. KHS plans to implement the permit scheme in three stages. Stage 1 will be introducing permits on KHS works, phase 2 will be permitting utility works on 0, 1, 2 roads and stage 3 will be introducing permits on all works on all roads. There will be a 3 month gap between each stage to ensure that we use the time to improve systems and processes.
17. In early May, KHS will be submitting a final KHS Permit Scheme to the DfT along with an application to operate such a scheme. The DfT will then be given up to 4 months to review the application and if successful KHS will be given an Order from the Secretary of State to run the Permit Scheme.

### Conclusion

18. The HAB are asked to give their support to the Permit Scheme.
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