

Portfolio Holder (Environment) Decision Making Session

Agenda

26 November 2009

A **Portfolio Holder (Environment) Decision Making Session** will be held in Committee Room 1 at **SHIRE HALL, WARWICK** on **Thursday 26 November at 9.34 a.m.** or on the rising of the Portfolio Holder Resources and Customers, Workforce and Partnerships Joint Decision Making Session if that is later.

The agenda will be:

1. General

(1) Members' Disclosures of Personal and Prejudicial Interests.

Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room unless one of the exceptions applies.

Membership of a district or borough council is classed as a personal interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

(2) Minutes of previous meeting

To approve the minutes of the meeting held on 16 October 2009 (enclosed).

2. Increase in Charges for Licences to work within the Highway and Multi-Phase Temporary Traffic Signals

Report of the Strategic Director of Environment and Economy enclosed.

3. Any Other Urgent Business

JIM GRAHAM
Chief Executive
Warwickshire County Council
November 2009

Cabinet Portfolio Holder for Environment: Councillor Alan Cockburn

CllrCockburn@warwickshire.gov.uk

General Enquiries: Please contact Janet Purcell, Executive & Member Support Manager
Tel 01926 413716 or email: janetpurcell@warwickshire.gov.uk

**Minutes of Portfolio Holder (Environment) Decision Making Session
held on 16 October 2009**

Present:

Councillor Alan Cockburn (Chair)

Officers: Daniel Caldecote (Environment and Economy Directorate)
Jane Pollard (Democratic Services Manager)

1. General

(1) Members Declarations of Personal and Prejudicial Interests

None.

(2) Minutes of the meeting held on 7 August 2009

Resolved

That the minutes of the meeting held on 7 August 2009 be approved as a correct record

2 Consultation Response to Network Rail's Utilisation Strategies

Councillor Alan Cockburn, the Portfolio Holder (Environment), considered a report of the Strategic Director of Environment and Economy setting out a proposed response to the consultation by Network Rail on the Great Western and East Midlands Route Utilisation Strategies. Councillor Cockburn indicated that he considered the response appropriate

Resolved

That the Portfolio Holder notes the contents of the report and approves the proposed responses of the County Council to Network Rail consultation on the Great Western and East Midlands Route Utilisation Strategies

3. Any other items

None.

.....
Portfolio Holder (Environment)

The meeting rose at 12.10 p.m

AGENDA MANAGEMENT SHEET

Name of Committee Portfolio Holder (Environment) Decision Making Session

Date of Committee 26 November 2009

Report Title Increases in Charges for Licences to Work within the Highway and Authorisations for Multi Phase Temporary Traffic Signals

Summary A review has been carried out into charges for various licences issued by the authority for works and the authorisation of multiphase temporary signals within the highway carried out by a private individual. Current levels of fees do not reflect the costs of issuing the Licences and approvals, therefore increases are proposed.

For further information please contact Keith Davenport
Traffic Manager
Tel. 01926 735673
keithdavenport@warwickshire.gov.uk

Would the recommended decision be contrary to the Budget and Policy Framework? Yes/No

Background Papers None

CONSULTATION ALREADY UNDERTAKEN:- *Details to be specified*

Other Committees

Local Member(s)
(With brief comments, if appropriate)

Other Elected Members Councillor D Bryden } for information
Councillor M Doody }
Councillor R Sweet }
Councillor J Whitehouse }

Cabinet Member Councillor A Cockburn
(Reports to The Cabinet, to be cleared with appropriate Cabinet Member)

- Chief Executive
- Legal I Marriott – agreed.
- Finance
- Other Chief Officers
- District Councils
- Health Authority
- Police
- Other Bodies/Individuals

FINAL DECISION **YES/NO** *(If 'No' complete Suggested Next Steps)*

SUGGESTED NEXT STEPS :

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

**Portfolio Holder (Environment) Decision Making Session –
26 November 2009**

**Increases in Charges for Licences to Work within the
Highway and Authorisations for Multi Phase
Temporary Traffic Signals**

**Report of the Strategic Director for
Environment and Economy**

Recommendation

That the increases in charges for Licences to work within the highway, the authorisation of multiphase temporary signals within the highway and switching off/on existing traffic signal junctions or pedestrian crossings, identified in this report are approved and implemented with immediate effect.

1. Introduction

- 1.1 Only persons with the correct statutory powers or an authorised licence can carry out work within the public highway. Warwickshire County Council authorises a private individual or companies by issuing an applicable licence, for which a charge is levied.
- 1.2 Charges are also made to third parties for:-
 - (i) the authorisation of multiphase temporary signals within the highway, and
 - (ii) switching off/on existing traffic signal junctions or pedestrian crossings for private individual or companies.
- 1.3 Fee levels for investigatory inspections under The Streetworks Inspection Fees Regulations were raised by the Department for Transport (DfT) from £25 to £50 this year. These increased charges are automatically applied to those works carried by Utilities under their statutory powers.
- 1.4 It is now proposed to apply the increased fee level determined by The Streetworks Inspection Fees Regulations to all works carried out within the highway. At the same time the opportunity has been taken to carry out a general review of charges.

2. Licences/Authorisations – Current Arrangements

2.1 The current level of fees for the licences and authorisations are as follows:-

Section 50	For installing new apparatus	£527
	For maintenance of existing apparatus	£265
Section 171	For excavating in the highway	£100
Section 171	For depositing/storing materials or other things on the highway	£100

Works associated with the authorisation of multiphase temporary signals	
More than three weeks notice	£275
Less than three weeks notice	£450
Contractors fees for switching existing traffic signal junctions or controlled crossings off on behalf of the authority :-	
during office hours	£130
outside office hours	£175

3. Licences/Authorisations – Proposed Arrangements

3.1 For licences under Section 50 of NRSWA it is proposed that the licence fees be increased to reflect the increases in fees by the DfT for inspections. As each licence allows for three inspections and each inspection has increased by £25, this will increase the licences by £75.

Therefore the licence fees proposed are as follows:-

Section 50	For installing new apparatus	$£527 + £75 = £602$
	For maintenance of existing apparatus	$£265 + £75 = £340$

3.2 Section 171 covers excavation in the highway and/or depositing/storing materials or other things on the highway.

The current level of charge does not adequately cover the administrative work carried out. It takes on average two and half hours to process a licence, including phone calls, issuing of the licence and processing all necessary payments. The charge would allow for at least one visit to the site with the applicant to agree, a suitable location, working method and temporary traffic management. The administrative cost is estimated to be £100 inclusive of all overheads.

Three inspections are necessary during the licence period, to ensure compliance with conditions, on completion of final reinstatements and/or to ensure all remedial works are carried out and at the end of a two year guarantee period. It

is proposed to apply the nationally agreed inspection charges set by the DfT for these licences.

Therefore the new Section 171 licence fee proposed is as follows:-

Administration		£ 100
Inspections	3 x £50 =	£ 150
Total		£ 250

3.3 It is proposed to increase the fees for the works associated with the authorisation of multiphase temporary signals by £25, this reflects the increase in operational costs in providing this service.

3.4 Warwickshire Traffic Signal Contractor has increased its fees associated with switching the existing traffic signal junctions or controlled crossings off/on on behalf of the authority, the increased costs need to be passed on to the individual or companies who have requested for this work. The increases are as follows:-

During office hours (per site visit)	£45
Outside office hours (per site visit)	£50.

4. Summary

4.1 The review has identified a number of increases in fee for operations carried out by a third party in the highway.

These are as follows:-

Licence/Authorisations	Existing Cost	Proposed Cost
Section 50 for installing new apparatus	£527	£602
Section 50 For maintenance of existing apparatus	£265	£340
Section 171 for excavating in the highway	£100	£250
Section 171 for depositing/storing materials or other things on the highway	£100	£250
Works associated with the authorisation of multiphase temporary signals – more than three weeks notice	£275	£300
Less than three weeks notice	£450	£475
Contractors fees for switching existing traffic signal junctions or controlled crossings off on behalf of the authority :- during office hours (per site visit)	£130	£175
outside office hours (per site visit)	£175	£225

5. Financial Implications

- 5.1 The increase in charges will accurately reflect the cost of work carried out and increase the income to cover these costs. On average in a year, there are 100 Section 50 Licences issued and 50 Section 171's, this would therefore increase income by £15,000. Also on average there are 140 application for multiphase temporary signals 25 of which will requires the permanent signals to be switched off and on. This would increase income for work associated with multiphase temporary signals by £5,000.

PAUL GALLAND
Strategic Director for Environment and Economy
Shire Hall
Warwick

17 November 2009