Part 1: Introduction

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Section IN1: Document status

1.1 This document was adopted as Leicestershire County Council policy by the December 2007 meeting of the full County Council. It was adopted as Leicester City Council policy with effect from 1st January 2008. Derbyshire County Council has adopted this document as interim guidance with effect from 31st January 2008. Nottinghamshire County Council adopted the guide on the 1st April 2009. Derby City Council adopted the guide in Autumn 2010.

Nottinghamshire County Council

Nottinghamshire County Council is responsible for a range of highways and transport issues including:

- all publicity-maintained highways in the county except for the M1 motorway, and the A1, A46, A453, and A52 which are the responsibility of the Highways England (see Section IN5).
- 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; and
- preparing the Local Transport Plan

Our Place Department deals with those roads we are responsible for. Within that department, issues relating to either transport or planning and how development proposals will affect the highways and transportation infrastructure are dealt with between the Highways and Planning Groups. The former of these largely provides the delivery, whilst the latter provides the strategy and direction. The Planning Group deals with all strategic highways and transportation matters, including:

Highway Development Control

- discussions with developers before they submit planning applications;
- making recommendations on applications (highway observations) to planning authorities;
- adopting works for new development; and
- commuted sums
Transport Planning & Programme Development

- project management of significant and major schemes;
- delivery of environmental improvement schemes;
- partnership working
- transport strategy review;
- production of LTPs and delivery reports;
- development of local transport schemes; and
- travel plans.

The Planning Group works closely with other divisions and departments within then County County and we often work with the City Council on development proposals which will have a major impact on both County and City roads. You should contact the Development Control team if you want to discuss highways and transportation aspects of a development proposal. You can find contact details in Appendix A.

**Section IN3: About this document**

- Background
- Our general approach
- Applying the guidance
- Developing the document

**Background**

1.6 The Nottinghamshire Highway Design Guide

- reflects the Government's most recent planning policy and guidance, particularly PPS3, and its companion guide 'Better places to live by design', and the Manual for Streets (MfS)*, as well as PPG13.
- reflects initiatives that continue to emerge as a result of the publication of research reports 'Paving the Way' and 'Better Streets, Better Places' (a research project that we took part in, see paragraph 1.7).
The 6Cs Design Guide

- reflects the Transport evidence bases in plan making and decision taking published by the Ministry of Housing, Communities & Local Government; and
- is supported by local policies and strategies, including the Local Transport Plan.

1.7 The original document was prepared by Leicestershire County Council after consulting widely with others. This included:

- carrying out initial 'fact-finding' consultations with a wide range of public and private bodies to seek views on 'Highways Requirements for Development' document;
- carrying out a survey of around 2900 Leicestershire households in developments laid out in line with the standards contained in the 'Highway Requirements for Development' document;
- actively taking part in the Office of the Deputy Prime Minister’s research projects ‘PPG3 and Highway Adoption Procedures’ (which resulted in publication of 'Better Streets, Better Places') and on residential parking; and in the Government's national project on commuted sums.
- consultations with other highway authorities in the region, both directly and through the East Midlands Development Control Forum and Midlands Service improvement Group;
- organising regional meetings on commuted sums for future maintenance and on shared-surface roads and Home Zones; and
- holding a six-week consultation covering around 150 public and private bodies, including all Leicestershire planning authorities and many development companies.

1.8 Please see Part 7, appendix B for further details of all the above.

Our general approach

1.11 The County Council's overall polices are designed to encourage economic growth and the Nottinghamshire Highway Design Guide reflects this with allowed flexibility where appropriate and agreeable to the Highway Authority. However, this approach places greater onus on you to demonstrate and evidence to our satisfaction that your proposals will operate safely and satisfactorily and meet our policies and objectives.

1.12 We recognise that you may need to carry out more detailed investigations at the pre-planning application stage. But the guidance and procedures set out in this document are intended to help you to prepare your development proposals. And, if you can agree proposals both with us and the planning authority at the pre-application stage, this should save time taken during the planning application stage, the works’ technical approval stage and the construction stage.

1.13 Figure IN2, below, shows how the various parts of this document relate to the overall development process, from initially considering the site through to completing works. You should follow it so your development proposals progress efficiently.
Figure IN2 Overall development procedure

Read Part 1 of this document. Refer also to the Development Plan covering the area where you propose to build your development.

If your proposal is acceptable, refer to the rest of Part 2.

You are advised to get our and the planning authority's agreement in principle to your development. (Part 2, paragraph 2.5).

If your proposal is not acceptable, we are likely to recommend refusal if you continue with your application.

Do you have to supply supporting details (transport assessment, travel plan, concept proposals)?

YES

Involve us and the planning authority when you prepare your supporting details. Follow the guidance in Part 2 and the 'Transport assessment guidelines' in Part 7, appendix C.

Hold joint discussions with us and the planning authority on the layout of the development and on the possible impact on the highways and transportation infrastructure. Explain measures you will provide to reduce the impact.

Has agreement been reached in principle?

YES

Submit planning application.

NO

We are likely to recommend refusal if you continue with your application.

NO

Prepare the layout, referring to Part 3, Part 4 and Part 7 as appropriate.

Does anything not comply with the guidance - including new or 'innovative' layouts - or are any Home Zones proposed?

YES

Refer to Part 2, paragraph 2.23 onwards.

NO

Does Section 278 works required? If so, follow the guidance in Part 6 and also refer to Part 4 and Part 7.

Will the road or area be adopted under Section 38, to be publicly maintained?

YES

Follow guidance in Part 5 and also refer to Part 4 and Part 7.

NO

Refer to Part 3, paragraph 3.204 onwards.

Construction is fully completed to our satisfaction and roads and areas become maintainable at public expense at the end of the maintenance period following the issue of the final certificate.
Applying the guidance

1.14 The guidance in this document applies to:

- roads (streets) in residential areas or; areas of mixed residential / local facilities as defined in appendix L and roads serving employment and commercial developments
- the overall development concept in terms of site access and highways and transportation impacts;
- areas to be adopted as publicly-maintained highways;
- the safety, ease of access to, and future maintenance responsibilities of areas not for adoption; and
- impacts of new developments on existing highways and transportation infrastructure.

1.15 We recognise that due to conditions at a site it may sometimes be difficult to fully comply with the guidance, particularly on urban, brownfield sites. However if you present an evidenced and acceptable case that fully explains why you are proposing a layout that is not explicitly covered by these guidelines, we will consider it if:

- the proposals meet the overall policies and objectives set out in this document (refer to Section IN4 onwards);
- also meet any other policies and objectives of the relevant highway authority;
- you approach both us and the planning authority for early joint discussions, to make sure that we can consider matters before you prepare any layout proposals; and
- you supply a concept proposal and full supporting details in line with Part 2 of this document, and in particular paragraphs 2.17 onwards.

1.17 You must start thinking about and preparing the required details as soon as possible, and certainly before you submit a planning application. Otherwise, even if the development is granted planning permission, there is no guarantee that we will agree to adopt any roads or areas.

1.18 When you prepare the required details, you should work closely both with us and the planning authority. You are likely to find that planning authorities will not favour developments that lack quality layout and design.
1.24 We will work with developers and planning authorities to make sure new development is only permitted:

- in areas where there is a choice of safe and accessible methods of transport for all road users (including pedestrians and cyclists);
- on roads suitable for the type of development; and
- if the environment is not harmed, including through increased congestion.

1.25 Any highway or transport infrastructure required to support the development must integrate with the existing infrastructure and be built in a way that enhances the quality of a development and does not place a burden on our resources.

1.26 We aim to meet the following specific policy objectives.

- **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 vehicles and people, including those with sensory and mobility impairments.

- **Sustainability**: To promote sustainable, high-quality alternatives to the private car and to encourage using sustainable materials wherever possible.

- **The impact on highways and transportation infrastructure**: To make sure 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 frontagers interests.

  Whole-life costs should be considered when materials and methods of construction are considered.

- **Occupants’ and users’ satisfaction**: To achieve developments that are appreciated by occupants and users and that meet their likely needs. This will
reduce the possibility of future complaints and problems, particularly in residential areas.

We will assess your development proposals against these objectives. Where we consider that your proposals have material implications, we will normally seek to resist your development proposals (for example, by recommending refusal of any planning application).

Section IN5: Our access to the road network policy

- Principles
- Access to A- and B-class roads
- Access to other classified roads and unclassified roads

Principles

1.27 To maintain safety and the free flow of traffic, policy in the past has discouraged new accesses onto A- and B-class roads and avoided increasing the use of existing accesses. For the future, and in line with an integrated transport policy, we will adopt a flexible policy on new connections to the road network. We will severely restrict access to the most important high-standard routes. Elsewhere, particularly in urban locations, in principle we will apply a more flexible approach. Please see paragraph 1.29 onwards for full details.

1.28 Where access is acceptable to us in principle, we will normally expect its layout to comply with the design guidance set out in Part 3. We will recommend refusal of any planning application that raises concerns about road safety. Approval for the access (and any associated development) will also depend on the planning authority where planning permission is required.

Access to A- and B-class roads

1.29 We will normally apply restrictions on new accesses for vehicles and the increased use of existing accesses on:

- roads with a speed limit above 40 mph (that is 50mph, 60mph or 70mph) or where measured vehicle speeds are in excess of 40mph;
- roads with a speed limit of 40mph or less which are essentially rural in nature;
- routes where the access would affect bus-corridor or bus-priority measures being put in place;
- roads that are at or near capacity (cannot carry more traffic); and
- roads where there is an existing problem with road safety.
1.30 Elsewhere, we will not normally restrict new accesses for vehicles, as long as they meet the conditions of paragraph 1.28. Also, where a number of developments are proposed along a section of road, the risk of accidents occurring will be reduced if they are accessed from a service road with a single point of access on the main road.

1.31 If access to a development can be gained off a minor or side road, you should normally consider this option as preferable (with improvements to the junction of the minor side road with the main road as necessary).

Access to other classified roads and unclassified roads

1.32 New accesses for vehicles and the increased use of existing accesses will normally be restricted on:

- routes where there are proposals for bus-priority measures;
- roads where there is an existing problem with road safety;
- roads where there are proposals to establish quiet lanes; and
- other routes that are not suitable to carry the additional traffic and type of traffic from the development.

1.33 Elsewhere, new accesses for vehicles will not normally be restricted, if they meet the conditions of paragraph 1.28. Also, if access to a development can be gained off a minor or side road, you should normally consider this option as preferable.

1.34 In rural areas, new accesses for vehicles and the increased use of existing accesses will not normally be resisted in principle to:

- land allocated for development in the local plan;
- agricultural land (that is remaining in agricultural use); and
- a new, better access to replace an existing one.

1.35 This is subject to the conditions in paragraph 1.28.

IN6: Sustainability Standards for Residential Developments

Principles

1.36 Local Transport Plans (LTPs) set out transport policy for the relevant Highway Authority. Based on extensive evidence LTPs are aligned to national transport and planning policies, which are set out in the National Planning Policy Framework, Circulars and Guidance Notes.

1.37 To help deliver their LTP the Highway Authority will seek to ensure that new development is delivered in suitable locations and where the possibility of home-working is considered. These locations will be accessible by walking, cycling and public transport and will also have good access to key services, thereby reducing reliance on the private car. This is particularly necessary in order to:

- tackle the significant challenges posed by an increasing population
- meet the statutory CO₂ reduction requirements of the Climate Change Act
The 6Cs Design Guide

- tackle the health and social issues posed by a society that is becoming increasingly obese.

1.38 The overall aim of introducing these standards is to reduce the need to travel, particularly by car, and to promote more sustainable patterns of development.

1.39 The relevant Highway Authority will expect applicants, as part of their planning application, to demonstrate that their proposals are consistent with the approach set out in their LTP. As Highway Authorities may adopt different approaches, particularly in urban and rural areas, the guidelines below have been provided to give general guidance only. You are advised to contact the relevant Highway Authority regarding their specific local sustainability standards (see Appendix A). Your attention is also drawn to the guidance in Part 3 (Section DG6: Public Transport).

General standards / guidelines

1.40 The following guidelines for sustainable development have been derived from national guidance and are based on the following assumptions:

- Average walk speed of 1.4m/s or 400m every 5 minutes\(^1\)
- Cycling speeds 12 mph/or 1.6km every 5 minutes\(^2\)

1.41 Applicants should be aware of the following guidelines when submitting planning applications for new development within the Principal Urban Area\(^3\) (PUA) and Sub Regional Centres (SRC)\(^4\):

- Major employment areas should be within 2km (25min) walk or 5 km (15min) cycle ride. For applications involving new employment uses the same standards will apply in respect of major residential areas\(^5\)
- Public transport to a main public transport interchange should be within 800m (10min) walk\(^5\)

1.42 In more rural areas i.e. those outside the PUA and SRC the following will apply:

- Minimum of hourly bus service to SRC within 800m (10min) walk
- PUA / SRC within 5km
- 800m (10min) walk to village centre offering access to key services for example education facilities, local convenience shop/Post Office, public house, community facilities, health services, employment areas

If the location of your proposed development fails to meet these guidelines you should contact the relevant Highway Authority (see Appendix A). This will enable you to discuss your application in more detail before submitting a formal planning application.

Notes

1. ‘Providing Journeys on Foot’, Institute of Highways and Transportation.
3. PUA: Identified in the Regional Spatial Strategy for the East Midlands (RSS8). Although, through the Localism Act, Regional Spatial Strategies are being
abolished the principles of locating development in the PUAs and SRCs is likely to remain the same i.e. significant levels of new development should be concentrated in the PUA.

4. SRC: Identified in the Regional Spatial Strategy for the East Midlands (RSS8). Although, through the Localism Act, Regional Spatial Strategies are being abolished the principles of locating development in the PUAs and SRCs is likely to remain the same i.e. appropriate development of a lesser scale should be located in the SRC.

5. The distances / times quoted above should be viewed as maximums. In assessing them for your particular development proposal, you should take into account such other factors as may be appropriate, for example the availability of pedestrian footways, street lighting, cycle lanes and gradients / terrain.

Section IN7: About the Highways England

1.43 Highways England, which is an agency of the Department for Transport is responsible for the motorway and trunk road network in England. Its stated aim is "safe Roads, Reliable Journeys, Informed Travellers".

1.44 Highways England has its own approach to considering the impacts of development proposals on roads it is responsible for. It also has its own requirements where it is necessary to alter or improve one of its roads to accommodate a development.

1.45 If your development proposals require changes to a road Highways England is responsible for, you will need to complete a legal agreement with the Agency before you can carry out the works. (This is in addition to any agreement that you might need to enter in to with us.)