Network Management Plan

A strategy for managing the use of the road network in West Berkshire

Highways and Transport Service
West Berkshire Council

April 2011   Version 1

West Berkshire
COUNCIL

Executive Summary

This Network Management Plan is a key document showing how West Berkshire Council is managing the way traffic moves around its highway network and sets out how the Council intends to fulfil its network management duty.

West Berkshire Council makes up over half of the geographical area of the county of Berkshire – covering an area of 272 square miles.

The district of West Berkshire lies on the western fringe of the South East region. It is centrally located, at a crossroads where the South East meets the South West and where the south coast comes up to meet the southern Midlands. As such, the district lies at the convergence of two key road arteries in the south – the M4 and the A34. Both provide direct road links in all directions, with all the key urban centres in southern England (London, Reading, Southampton, Bristol, and Oxford) within an hour's drive.

The district has good rail connections with access via Reading to all the mainline routes throughout the country. The area also has very good links to international transport hubs: Heathrow and Southampton airport are 40 miles away, as are the ferry terminals in Southampton and Portsmouth, providing links with the continent.

The districts position in central southern England and its good links to the transport network have been key factors in West Berkshire's success at attracting businesses to the area. Consequently the area has experienced continued economic and population growth, which has resulted in more journeys being made.

A major challenge for West Berkshire will be accepting the substantial movement of people and freight through, and within, the area and to capitalise on the economic benefits that major transportation interchanges offer whilst balancing social and environmental factors.

In the 2009 place survey, 40% of people responding considered that the level of traffic congestion in West Berkshire needed improving.

Against this backdrop it is imperative that West Berkshire Council protects the ability for residents and visitors alike, to move around the road network and enjoy what the area has to offer. It is equally important that businesses, including public transport operators, are able to operate efficiently without congestion impacting on their operations. Consequently the Council is committed to reducing congestion and managing the road network more efficiently resulting in minimum disruption and delay.

It is recognised that the way to tackle congestion lies with both the optimisation of the road network and the encouragement of non-car modes of travel, such as cycling, walking and use of public transport. By promoting this approach to Network Management, West Berkshire Council is working towards its vision of delivering effective transport solutions for all by increasing choice and minimising congestion.

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Chapter 1 - Introduction

Part 2 of the Traffic Management Act was introduced in January 2005. This placed a Network Management Duty on all local transport authorities to manage their highway network, with a view to ensuring the safe and effective movement of traffic, including cyclists and pedestrians, and to co-operate with other authorities to the same end.

This duty clearly supports West Berkshire Council's strategic objective of maintaining and making the best use of West Berkshire's transport assets for all modes of travel. This focuses resources on maintaining the transport networks and managing the use of them efficiently.

In response to this, West Berkshire Council has produced this Network Management Plan showing how the Council has put in place systems and procedures to manage current and potential congestion levels effectively as well as optimising use of available road space.

This Plan introduces the teams and key individuals responsible for managing the highway network. It shows how network management is aligned with the Local Transport Plan and also how performance management is used to evaluate the continuous improvement of network management in West Berkshire.

The main outcome from the plan is contained within Annex A and B, the Assessment of Current Practice and the resulting Action Plan. These sections provide full details of how West Berkshire Council is currently managing its road network and identifies work that is needed to further improve network performance.

This plan has been compiled in consultation with officers from across the Council. Governance of the process has been provided by the Council's Transport Policy Task Group, chaired by Councillor Paul Bryant.

This plan was adopted as Council Policy on 10 June 2010 by Councillor David Betts, Executive Member for Highways, Transport (operational) and ICT, under the Individual Decision process.

Mark Edwards
Head of Highways and Transport
West Berkshire Council
21 June 2010

Chapter 2 – The Traffic Management Act

2.1 Traffic Management Act

The Traffic Management Act received Royal Assent in July 2004 and is intended to provide the basis for better conditions for all road users through the proactive management of the national and local highway network.

The powers and duties contained within the Act are being implemented in West Berkshire. This will ensure that the Council has the necessary tools to fulfil its obligations under the Act thus enabling the Council to provide a well managed highway network for all those who use it.

The Traffic Management Act is arranged into seven parts of which the following are applicable to West Berkshire Council:

2.1.1 Network Management on Local Roads

Part 2 of the Traffic Management Act places a Network Management Duty on all local transport authorities to manage its highway network with a view to 'securing the expeditious movement of traffic'. There is also a requirement to co-operate with other authorities such as the Highways Agency and neighbouring authorities.

On this latter point a working agreement has been developed with the Highways Agency. It forms the Detailed Local Operating Agreement (DLOA) referred to within the Local Traffic Authority National Guidance Framework 2007.

2.1.2 Permit Schemes

Part 3 of the Traffic Management Act provided for the creation of permit schemes under which utility companies, and others, needing to excavate in the highway would have to apply for permission to carry out their works. Those authorities given permission to operate such a scheme would be able to attach conditions to the granting of a permit, such as dates when the work must be carried out.

At present it is not the Councils intention to adopt this power but will instead continue to work in co-operation with utility companies under the New Roads and Street Works Act 1991.

2.1.3 Street Works

Part 4 of the Traffic Management Act seeks to improve the existing regulatory framework provided by the New Roads and Street Works Act 1991 under which utility companies are permitted to excavate in the highway. The Act extends that framework to cover the Highway Authority's own works with the aim of minimising disruption for highway users.

Currently, authorities can place an embargo on more works taking place on a road on which major highway improvements have just been carried out. There are some exceptions to this, for example in the case of a utility emergency. The Act allows authorities to apply similar embargoes after major utility works, and has changed the maximum length of the embargoes that may be applied.

The principle of 'Parity' is introduced in this section of the Act. It is expected that Authorities will lead by example, applying the same standards to their own activities as they do to utility companies. Every effort is made in West Berkshire to ensure that this principal is upheld.

The Act allows for a more effective inspection regime to be developed with the aim of targeting poor performance so as to improve the quality of works and hence reduce the amount of remedial works (and unnecessary disruption) required.

To further these objectives the Act introduces the opportunity to issue Fixed Penalty Notices for contravention of the rules on notification, by either highway authority or utility company.

2.1.4 Civil Enforcement and Traffic Contraventions

Part 6 of the Traffic Management Act enables the consolidation, by the making of regulations, of civil traffic enforcement legislation covering parking, and some moving traffic offences. The Act enables authorities outside London to issue penalty charge notices by post.

West Berkshire Council has used this legislation to initiate its 'Clear Streets' project which saw the Council take over parking enforcement powers from the Police in April 2009.

Chapter 3 - The Network Management Duty

3.1 Network Management Duty Guidance

The scope of this duty is set out in the Network Management Duty Guidance (published by the Department for Transport November 2004). It is helpful to reproduce the considerations and responsibilities below.

(a) The Local Traffic Authority (LTA) has to consider the needs of all road users, including utilities, when carrying out its network management duty. The LTA has to manage the road space for everyone and make decisions about trade-offs between competing demands according to its policies and the particular circumstances of the part of the network being considered.

(b) The duty to identify current and future causes of congestion and disruption, and to plan and take action accordingly, will mean that authorities will need to have access to the information needed to do this. The needs of utilities (and the authorities themselves) to work on roads, and the wide range of road users can all affect network capacity. So it is important that LTAs promote pro-active co-ordination of the network, adopt a planned, evidence-led approach to known events and develop contingencies for the unforeseen.

(c) This will mean putting arrangements in place to gather accurate information about planned works or events, consider how to organise them to minimise their impact, and agree (or stipulate) their timing to best effect.

(d) Some situations, such as unforeseen weather conditions, security alerts and other incidents are outside a local authority's control. But again, in meeting the duty the LTA must establish contingency plans for dealing with these promptly and effectively, as far as is reasonably practicable. It is the LTA's responsibility to ensure that all parties involved in making these arrangements work are fully consulted during their development, and have the information they need to put them into practice quickly.

(e) With increasing pressure on road networks LTAs will also need to identify trends in traffic growth on specific routes and put in place policies for managing incremental change.

(f) The duty on an LTA does not stop at its borders. Each is required to facilitate the expeditious flow of traffic on the networks of others. In practice, for an LTA this will mean identifying those authorities that could be affected by their actions and making arrangements for managing this, even though they may not be immediately adjacent authorities. These would include consultation on initiatives, the sharing of information needed to meet the duty, and processes for ensuring that policies are consistent.

(g) In order that traffic can move as freely as possible across administrative boundaries and in order to minimise impacts on traffic wherever they occur, it is important that all of those traffic authorities with an interest agree joint working arrangements.

(h) Nothing in the Act requires authorities to disregard considerations of value for money and the proportionality of any given response. Section 17(4) explicitly excludes anything that appears to have an insignificant effect on the movement of traffic. And the concept of practicability would include affordability.

(i)   Safety and environmental considerations remain important as does the operation, maintenance, repair and provision of services. The duty takes account of this. For example, measures to secure the expeditious movement of traffic should always be safe for all road users, particularly pedestrians, cyclists and motorcyclists. Clearly in meeting their duty LTAs also need to consider their other responsibilities such as those under environmental protection legislation, the Disability Discrimination Act, Health and Safety and planning legislation.

(j)   Historic trends suggest that pressure on road networks, and in many cases, traffic congestion is likely to grow each year as the country becomes more prosperous and more people can afford to own cars. Car usage has also increased as motorists travel further to work and for leisure purposes. LTAs will need to consider the best ways to deal with any prospective rise in demand.

(k)   Government and local authorities have been looking at ways of reducing the demand so as to moderate or stem traffic growth even when the economy is growing. This has resulted in changes to land use plans, the establishment of school to workplace travel plans, and the promotion of tele-working amongst other things. More directly this has led to the desire to make cycling and walking safer and more attractive and the encouragement of public transport through ticketing schemes or better information, bus priority and quality initiatives, and congestion charging. These can all help to secure the more efficient use of the road network and successful measures can have an impact on its operation. They should not be seen as being in conflict with the principals of the duty and it is for the LTA to decide on the most appropriate approach for managing demand on their own network.

(l)   Primarily, the network management duty is about dealing efficiently with the traffic presented on the network – both now and in the future – and the various activities that are causing or have the potential to cause congestion or disruption to the movement of traffic. There is a degree of overlap in that some of the measures suggested above to reduce demand involve traffic management action, e.g. parking restraint, but they are largely complementary and should appear alongside network management arrangements in LTPs.

3.2   The Traffic Manager

The Traffic Management Act requires that *'arrangements must include provision for the appointment of a person (to be known as the Traffic Manager) to perform such tasks as the authority considers will assist them to perform their Network Management Duty'.*

The Traffic Manager is seen as a focal point in the authority responsible for *'championing the need to consider the duty in all areas of work'.*

In West Berkshire the role of Traffic Manager is undertaken by the Head of Highways and Transport as prescribed in the Council's Constitution.

3.3   Intervention Powers

The Traffic Management Act allows for intervention by the Secretary of State and provides the ultimate sanction of appointing a Traffic Director. The activities of an appointed Traffic Director would be at the local traffic authority's expense.

The intervention criteria, whereby a Traffic Director could be appointed by the Secretary of State, were published in 2006 and are set out in eight broad categories as listed below:

- Consider the needs of all road users
- Co-ordinate and plan works and known events
- Gather information and provide information needs
- Manage incidents and contingency planning
- Deal with traffic growth
- Work with all stakeholders, both internal and external
- Ensure parity with others
- Provide evidence of network management

Each of these general headings are supplemented by a number of key questions to determine whether authorities are meeting the duty and whether intervention is required.

3.4 Monitoring and Evaluation

Local traffic authorities are required to monitor the effectiveness of their processes and assess the implementation of procedures and strategies in managing the road network. The aim is to improve network performance by:

- Identifying indicators that demonstrate network performance and are relevant to the network
- Monitoring the road network sufficiently to identify where there are causes of disruption that have an effect on the movement of large numbers of pedestrians and cyclists in a locality or at a particular time
- Reviewing the organisational structures and decision-making processes put in place to meet the duty (to establish how well placed an authority is to respond to future needs)

3.5 Other Legislation

In undertaking its Network Management Duty, West Berkshire Council recognises the need to balance the demands of the Traffic Management Act with that of other legislation, local objectives and constraints. Other legislation to be considered includes:

- Highways Act 1980
- New Roads and Street Works Act 1991
- The Town and Country Planning Act 1990
- The Town Police Clauses Act 1847
- Transport Act 2000
- The Disability Discrimination Act 1995
- The Road Traffic Act 1991
- Road Traffic Regulation Act 1984
- Construction (Design and Management) Regulations 2007
- Control of Pollution Act 1974
- Traffic Sign Regulations and General Directions 2002
- Environmental Protection Act 1990

Chapter 4 - Network Management in West Berkshire

4.1   Overview

In order to carry out the Network Management Duty effectively, the Highways and Transport Service has put in place a structure that can deliver on different levels. These can range from daily operation and management issues to longer term planning and the higher level network management duty as required by the guidance.

As many of the functions under the 'umbrella' of network management were already being successfully delivered, West Berkshire Council did not feel that it was necessary or appropriate to implement wholesale restructuring of the various teams and individuals involved in highway management in order to meet the requirements of the Network Management Duty. However the opportunity was taken to provide a fully integrated Transport Services Team by bringing together home to school transport, public transport, community care transport and fleet management from various Council departments to form a new team under the Transport Services Manager reporting directly to the Head of Highways and Transport (and who fulfils the role of Traffic Manager).

The organisation chart for the Highways and Transport Service including a brief description of roles and services provided is shown at Fig 1.
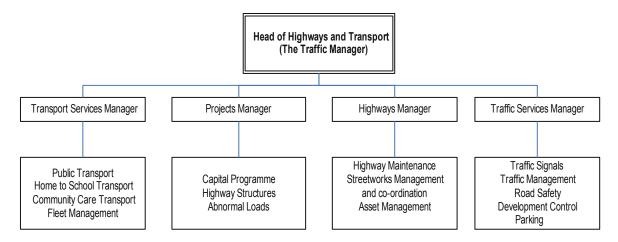

Fig. 1 The Highways and Transport Service

The Council's Senior Management organisational structure detailing the roles of the Chief Executive and Corporate Directors is shown at Fig 2.
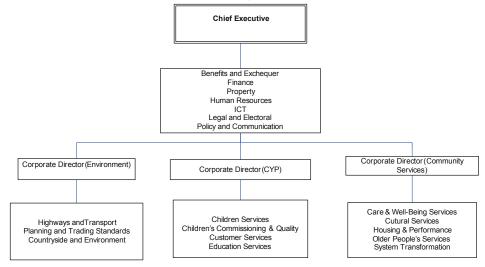

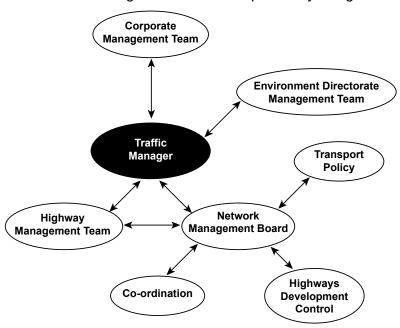*Figure 2 West Berkshire Council Senior Management Structure (2010)*

4.2 Network Management Board

To ensure that the Council's Network Management Duty is being progressed adequately and that a formal monitoring system is in place, a Network Management Board was established in 2009. Prior to that Network Management was a standing item on the agenda of the monthly Highways and Transport senior management team meetings. However it was felt that to provide a greater focus on the duty a separate quarterly meeting should be held and so the Network Management Board was formed.

In summary, the role of the Network Management Board, which comprises the Head of Service (the Traffic Manager), the four senior managers shown in Fig 1 and Senior Officers representing Transport Policy, Highways Development Control and Streetworks, is as follows:

- To ensure that West Berkshire Council complies with the Traffic Management Act
- To develop a set of performance indicators to monitor the effect of the work being carried out under the Network Management Duty
- To encourage a district wide approach to network management throughout not only the Highways and Transport Service but across the rest of the Council
- To ensure that the Council works with stakeholders to minimise the impact of all works, events, decisions and policies on the West Berkshire highway network and those of our neighbours
- To develop the Network Management Plan and ensure that sufficient resources are in place to deliver and maintain the plan
- To pursue the principle of parity in respect of all highway works

The Network Management Board fits into the Council's corporate structure as shown in figure 3 below. This arrangement has been specifically designed to ensure that the Traffic Manager can influence debate around the importance of network management at a corporate level. The Corporate Management Team comprises all 18 West Berkshire Council Heads of Service and so presents an ideal forum for such discussion and policy shaping.

As a member of the Environment Directorate Management Team, Highways Management Team and Network Management Board the Traffic Manager is in a sufficiently senior position to encourage and influence decision making in respect of use of the West Berkshire Highway network.

Figure 3 Role of Traffic Manager and Network Management Board

Objective: To ensure that the Network Management Duty is progressed and the outcomes are monitored effectively.

4.3   Network and Streetworks Co-ordination

The streetworks management team sits within the Highway team as shown in Fig 1. The team is made up of three Technicians/Inspectors and a Co-ordination Technician all under the management of the Principal Streetworks Engineer.

The team co-ordinates all activities on the public highway including works by the Council, and utility companies as well as other third parties needing to undertake works on the highway. Their aim is to minimise impact on the travelling public by ensuring that all works are recorded on the 'Mayrise' electronic register in order that they can be effectively co-ordinated. A founding principle of this process is parity as previously mentioned. The departments own highway works all require a formal notice to be served and they are not accorded priority over any other applicant. Highway Technicians undertake sample inspections of utility works in accordance with NRSWA legislation.

A revised Code of Practice for the Co-ordination of Streetworks came into force on 31 March 2008 imposing further pressures on this small team. The Code of Practice introduced new systems of fixed penalty notices/permits aimed at improving the authority's ability to manage streetworks more effectively and to further minimise unnecessary disruption on the highway network.

The Council operates using the full range of current Codes of Practice and legislative powers to control the activities of utility companies (and their contractors) works on the highway, including the application of charges for undue or unreasonably prolonged occupation of the highway. The implications of evolving legislation, including NRSWA and the Traffic Management Act 2004, will be evaluated and introduced to the benefit of the travelling public and all those with reliance upon the local road network.

Any additional income derived from the imposition of fines for inappropriately conducted street works activities will be assigned to the continued development of the West Berkshire transport network, including the improvement of systems to ensure performance is optimised.

The Code of Practice for the 'Co-ordination of Street Works and Works for Road Purposes and Related Matters' states that Key Parity Measures (KPM's) are being developed using information available from existing notice management systems. Using this as guidance, West Berkshire Council is working with the South East Highway Authorities and Utilities Committee (SEHAUC) to develop effective benchmarking and identify examples of best practice.

To ensure that all local authority activities on the highway are registered and co-ordinated, a monthly co-ordination meeting is held, chaired by the Principal Engineer (Streetworks). The meeting is attended by officers from various Council teams including Bridges, Street lighting, Drainage, Development Control, Waste Management, Countryside and Public Transport together with representation from the Council's highway contractor Volker Highways.

Objective: To minimise disruption by effectively co-ordinating all activities on the West Berkshire Highway network.

4.4.   Congestion

National Indicator 167 has been established to measure congestion. The requirement is to measure journey times during the morning peak. West Berkshire Council is classified as a Type 3 authority under the guidance notes accompanying the National Indicators which means that traffic data is collected by the DfT annually on behalf of the Council. Once the 2009/10 baseline data has been collected, it will be possible to establish targets as outlined in the following definition.

Congestion could be simply defined as unwanted journey time. On this basis there exists a comparison ratio between that which is acceptable to that which is unacceptable, in terms of journey times. Congestion represents the point at which the ratio of theoretical free flow to saturated travel conditions reaches an unacceptable level. It is possible therefore to calculate a numerical value for congestion regarding flow on key network routes and compare this with actual flow. In urban areas most congestion is directly attributable to inadequate junction capacity and in this instance individual junction modelling is necessary to determine peak hour flows.

Fortunately, congestion is not currently a widespread issue in West Berkshire, although in the more urban areas such as Newbury, Thatcham and east of the district, 'hotspots' of congestion have been identified at key junctions, particularly at peak times. This situation will worsen if measures are not implemented, either at policy level or from an engineering improvement perspective. To this end, a programme of traffic management improvements are included in the Council's Capital programme for the period 2010/11 – 2014/15.

The Traffic Manager will ensure that, subject to funding and Member approval, schemes aimed at reducing congestion remain a high priority for the Council. The potential for funding secured through S106 agreements will also be maximised and used towards congestion reduction.

It is the responsibility of the Traffic Manager to periodically review measures put in place where congestion regularly occurs. The review will involve a critical appraisal of the effectiveness of those measures and recommendations for achieving effective and efficient traffic flow. The review will also include contingency planning particularly where unavoidable maintenance works are programmed, or where major events (such as Royal County of Berkshire Show) are planned and which could have a significant effect upon the efficient operation of the road network. This work is included in the Action Plan and will be monitored by the Network Management Board.

The Council is committed to introducing improved systems for informing road users in advance of the potential for increased traffic congestion on key routes in West Berkshire. This currently includes radio and television publicity as well as web based information but will be extended in future to the use of strategically placed Variable Message Signing (VMS).

Objective: To minimise congestion at known 'hotspots' through the implementation of demand management measures and engineering improvements.

4.5. Traffic Sensitive Streets

One of the most important elements of the New Roads and Street Works Act 1991 is the duty on street authorities such as West Berkshire Council, to co– ordinate all works in the highway. This has been latterly amended by the Traffic Management Act 2004 to include any other relevant activities.

One of the three main pillars of the co–ordination framework is the inclusion of streets subject to special controls which provide a mechanism to enable attention to be focussed on particularly sensitive streets. These traffic sensitive streets have been designated as such since the inception of the NRSWA in Berkshire in 1993

Traffic sensitive streets are those on which road works, activities or events are most likely to cause traffic disruption. As such they require singularly more stringent measures to be imposed by the street authority to ensure disruption from such operations is minimised. These measures primarily include extended minimum notice periods; most works require a minimum of one months notice to be sent to the street authority prior to works taking place on such streets. This facilitates the

Traffic Sensitive Streets

31 Jan 2008

1:166526

West Berkshire

Legend

Sensitive EVENT
BOTH
NEWBURY RACES
NEWBURY SHOW
Sensitive PEAK

Reproduced from the Ordnance Survey Map with the permission of the Controller of Her Majesty's Stationery Office. (c) Crown Copyright 2008 - West Berkshire District Council 100024151
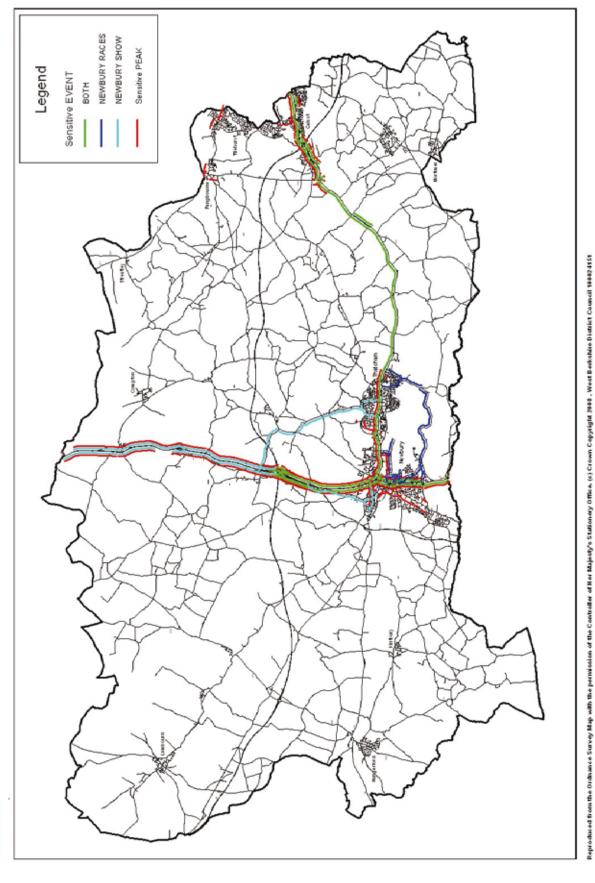
Figure 4 Traffic Sensitive streets in West Berkshire

full co-ordination of the works, activities or events with other possibly conflicting items. This also allows the street works team the time to stipulate that the works, activities or events take place outside of peak traffic periods and to ensure the works promoters carry out the works using traffic management measures which cause the minimum disruption to road users.

The TMA enhances these powers by enabling the street authority to designate additional streets as traffic sensitive; for instance streets already classed as salting routes can now be included as traffic sensitive and this therefore broadens the street authorities influence over a wider part of the network.

It may also be appropriate to consider including streets that fall under an Air Quality Management Area (AQMA) or where the levels of air pollution have been identified as approaching levels where an AQMA might be necessary.

Figure 4 indicates those streets in West Berkshire that have been categorised as traffic sensitive. It should be noted that this schedule is due to be reviewed in 2011/12.

Objective: To ensure that all streets where any highway event is likely to result in unacceptable disruption are clearly identified and registered.

4.6   Traffic Signals

Traffic signals in West Berkshire are currently managed under a contract with neighbours, Reading Borough Council. Historically the former Berkshire County Council managed the County's network of traffic signals, however following the introduction of six successor Unitary Authorities to replace the County Council in 1998, this function was transferred to Reading Borough Council.

The contract is 'cliented' by the Traffic Services Manager who monitors Reading's performance in terms of fault response times and network congestion. It is recognised that this arrangement needs reviewing and is included as an item in the Action Plan.

Objective: To ensure that optimum effectiveness of traffic signals in the district is achieved through an appropriate arrangement which delivers value for money.

4.7   Traffic Surveys and Information Management

Data relating to the movement of motorised traffic and cyclists is collected regularly across the district. Monitoring is important in planning transport schemes and understanding the need for and success of improvements to existing infrastructure or new infrastructure.

There are 33 automatic traffic counters (ATCs) located across the district. These are positioned on key routes in both urban and rural areas and gather information about the volume of traffic across the district. The data helps to identify the level of traffic growth and highlight areas of particular concern.

In addition to the ongoing monitoring at the static sites, other surveys are carried out in order to understand the impact of any changes in the management of the network or assess a particular issue not covered by the ATC locations.

Cycle monitoring is carried out at 17 sites across West Berkshire focusing on the main urban areas and the rural service centres of Hungerford and Theale. Surveys take place three times a year and the information is reported through the West Berkshire Cycle Forum.

Other monitoring that helps to inform and measure improvements to the network includes annual travel to school surveys across all schools in West Berkshire. The results of this are reported through the Member Transport Policy Task Group annually.

West Berkshire Council are users of the Electronic Local Government Information system (ELGIN) which provides web access for members of the public to road works and other traffic information.

Objective: To ensure that schemes to reduce congestion are informed by up to date information and that the success of schemes can be appropriately measured.

4.8   Parking Enforcement

After three years of careful planning the authority launched its 'Clear Streets' initiative in April 2009. In effect this is the transfer of civil parking enforcement from the Police to West Berkshire Council. The enforcement operation is run in-house although there is a requirement to review this arrangement after the first three years of operation.

Objective: To keep traffic flowing by making the most efficient use of the road network though effective parking controls.

4.9   Special Events

Events on the highway network fall into two broad categories, planned events such as carnivals or street parties, and unplanned events, such as road closures due to road traffic incidents, flooding or utility apparatus failure. Major incidents also fall into this category.

In relation to planned events, the Council has produced an Events Information Pack, which has been distributed to all West Berkshire Parish and Town Councils as well as other known event organisers including the British Legion and Round Table. The pack includes guidance to ensure that the event is well publicised and the correct traffic regulations are implemented.

Unplanned events are, by their very nature, much more difficult to deal with. Possibly the most disruptive event is when the Highways Agency (HA) have to close either the M4 or A34 Newbury Bypass, diverting large volumes of traffic on to the West Berkshire road network. In conjunction with the HA, procedures are being developed to minimise the impact of this unplanned event.

Further details of how major incidents are dealt with in West Berkshire are provided in the Major Incident Plan.

Objective: To minimise congestion by effectively managing special events.

4.10 Freight Strategy

The management of HGV movements in and around the district has been recognised as a significant issue for West Berkshire residents and highway users. Accordingly, a Freight Strategy was developed and incorporated, as Annex F in the Council's second Local Transport Plan.

The action with the highest priority in the strategy was the development of a Freight Routing Network (FRN). Consultation on this commenced in Summer 2007 and the FRN was adopted in February 2009, providing an agreed hierarchy of key routes for HGVs in West Berkshire.

Publicising the preferred routes among freight operators and ensuring appropriate signage is in place is an important part of implementing the strategy.

An agreed process for dealing with individual freight issues provides consistency in approach and helps to focus on the preferred routes identified in the FRN. Restrictions to limit HGV movements are used in some areas where justified but the proactive encouragement of appropriate routes is the preferred approach.

Objective: To minimise congestion and improve safety by ensuring that large freight vehicles are guided to use the designated network.

4.11 Traffic Management and Road Safety

Traffic management and road safety are key areas in relation to how traffic moves around the road network. The team responsible for delivering this area of activity (see Fig. 1) manage the implementation of Traffic Regulation Orders, Events on the highway and traffic signals as well as delivering traffic management and road safety improvements to the highway network. Road Safety Education also plays a key role by operating a comprehensive programme of education and training for vulnerable highway users. This work has been a significant factor in reducing the number of injury accidents on the West Berkshire road network as shown in the following diagram.
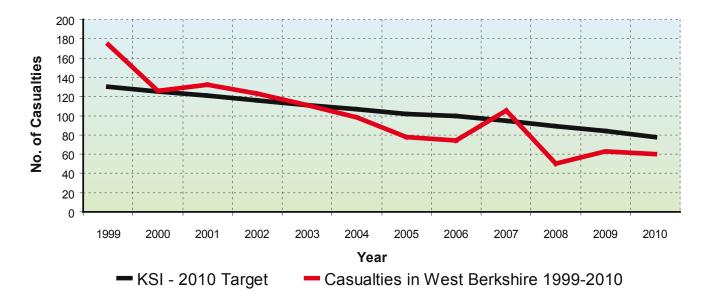

Fig. 4 Killed and seriously injured statistics

Speeding continues to be an issue of concern for many communities in West Berkshire. The Traffic Management and Road Safety Team seek to address these concerns through a 6 monthly Speed Limit Task Group which comprises Elected Members, Thames Valley Police and Council Officers. This Task Group reviews all requests for amendments to existing speed limits.

In conjunction with this, the team have installed approximately 60 Vehicle Activated Signs on the network at locations where speeding has been an issue and/or where there have been a higher than average number of road traffic accidents.

Objective: To safely manage all forms of traffic using the highway network resulting in less accidents.

4.12 Highway Maintenance

A well maintained highway network supports improved mobility and accessibility, and contributes to the wider objectives of a viable economy and inclusive society.

As the Highway Authority, the Council has a statutory duty under the Highways Act 1980 to maintain the highway network in West Berkshire, with the exception of the M4 and the A34 including the Newbury By-pass, which are the responsibility of the Highways Agency. The management and maintenance of the highway network is the responsibility of the Highways and Transport Service which is located in the Environment Directorate and based at Faraday Road, Newbury.

The Council maintains a highway network of approximately 1255km, increasing annually by about 5km due to new adoptions, mainly in residential developments. To ensure that the network functions efficiently throughout the year maintenance is undertaken on the various components of the highway which include carriageways, footways, verges, drainage systems, lighting, signs and road markings. There are also approximately 1000 bridges and other highway structures (including those on the public rights of way network) such as retaining walls and culverts to manage.

The Council also has additional responsibility for managing an extensive public rights of way network totalling about 1200km. The maintenance of the public rights of way network is the responsibility of the Countryside and Environment Service.

There is increasing pressure on the Highways and Transport Service as engineers attempt to mitigate the effects of damage caused by climate change, increased traffic flows, heavier and larger vehicles and works by public utilities, whilst at the same time seeking to improve the overall condition of the road network for its many users.

Details of the methodology for effective maintenance of the road network will be provided in the Highway Asset Management Plan.

Road condition performance is measured using two national indicators, NI 168 (Principal Roads) and 169 (Classified non-principal roads)

Objective: To provide an effective highway maintenance service with the minimum amount of disruption for highway users.

4.13 Adverse Weather and Winter Gritting

Gritting of roads is a highway maintenance function, which is covered above. However, given the severity of the 2009/2010 winter and the impact on the UK road network it is worth mentioning as a separate issue. For many years West Berkshire Council has operated a winter service plan in accordance with the Code of Practice for Highway Maintenance Management entitled 'Well Maintained Highways'. This ensures that all key routes through the district are routinely treated when a frost is forecast. The Winter Service Plan sets out the council's standards for gritting including provision of grit bins and snow ploughing..

Objective: To provide as far as is reasonably practicable safe travelling conditions on the primary precautionary salting network.

Chapter 5 – The Local Transport Plan

5.1   Overview

The Local Transport Plan covers the period from the 1st April 2011 through to 2026. The plan sets out how transport in the district will develop over the next 15 years and is accompanied by an Implementation Plan outlining the projects and schemes that will be delivered as part of the LTP.

5.2   Local Transport Plan 2011 - 2026

The new LTP has been developed over the past two years, including two periods of consultation with stakeholders. The first consultation (held November 2009 / January 2010) covered the LTP's vision statement, goals and key issues. The second consultation focused on the draft LTP (held October / November 2010); this included transport visions for the four spatial areas of the district (Newbury & Thatcham, Eastern Area, East Kennet Valley and the AONB), a set of key policies with supporting policies, details on the plan's delivery and how performance is to be monitored and managed. Following these periods of consultation the final version of the plan was formally approved at the Full Council meeting on 3rd March 2011 and has now been forwarded to the Department for Transport.

5.3   The Implementation Plan

Alongside the LTP is an Implementation Plan that covers the schemes and projects planned to help deliver the LTP and supporting strategies. The Implementation Plan covers the whole LTP, but provides greater detail regarding the next three years and will be reviewed annually to provide a detailed three year rolling programme of works and measures to deliver the LTP. Following consultation (August / September 2011) the Implementation Plan is now available.

5.4   LTP Supporting Strategies

The LTP is accompanied by a number of supporting strategies which outline in more detail the policies included within the main LTP.

These strategies are to be developed over the first few years of the LTP, and will be consulted on individually. These strategies are detailed in figure 5.

5.5   How network management fits in with the LTP

Network management plays an important part in the current LTP. When the Council's second LTP (2006-2011) was being developed, the Traffic Management Act 2004 and its
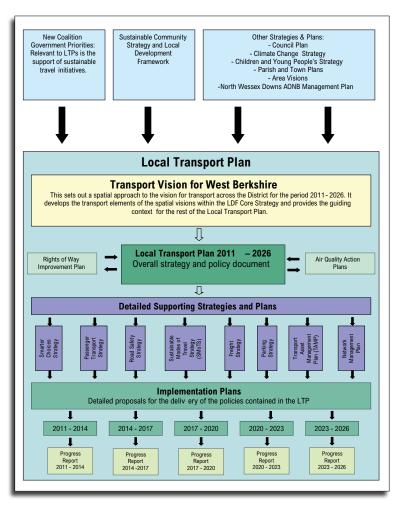

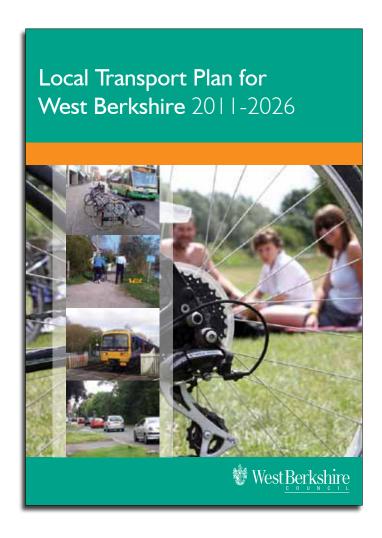*Fig. 5 Overview of the Local Transport Plan*

requirements were still relatively new. Throughout the course of the plan the way in which West Berkshire carries out its duties under the act and the role of the Traffic Manager have become more established. As the LTP3 has developed it is clear that, over these first few years, the Traffic Management Act and the principles of Network Management are fully embedded within the organisation and its systems and processes.

The importance of good network management is highlighted by the way in which the transport vision and the objectives are developing as West Berkshire moves from one plan period to another. The changes concentrate on incorporating 'minimising congestion' and 'improving reliability' as well as continuing to focus on maintaining and making the best use of West Berkshire's transport assets. These are all highlighted as areas of importance within this Network Management Plan.

5.6   Links with the Local Development Framework

The LTP will link closely with the Local Development Framework which will set out the way in which the district will develop through to 2026. This includes allocating strategic housing sites of 500 dwellings or more. The LTP will consider and demonstrate how the proposed development will be delivered in terms of transport and travel arrangements.

Assessing the networks and planning for improvements that will enable their future effectiveness, alongside providing for housing and other key developments, will be an important issue for LTP3 and this Network Management Plan.

Chapter 6 – Performance Management

6.1 Overview

In order to assess the Council's performance in managing the West Berkshire highway network and review the effectiveness of its arrangements, the Network Management Board will monitor the situation by suing suitable performance indicators. This evaluation will contribute to the continuous improvement of network performance.

In setting the performance indicators, the Network Management Board considered the set of indicators that the Council is already committed to through the National Indicators set, the second Local Transport Plan (LTP 2) and its own Council Plan. It is recognised that for performance indicators to be useful, they need to be practical and easily measured and understood. With this in mind the Network Management Board has adopted the indicators described in the following sections. These set out the rationale in the choice of indicators including, where applicable, the results from current indicators and studies.

The indicators are also presented in tabular form in Annex C.

6.2 Targets

Targets are shown where these have previously been set for indicators. Where appropriate, targets for new indicators will be developed once a full year of base data has been collected.

In some cases however, it may not be appropriate to set targets. This might be where an indicator is providing useful background information on trends, but with no associated actions required to influence the performance of the indicator.

6.2.1 Accessibility

A1 Access to services and facilities by public transport, walking and cycling (NI 175)

Improving accessibility brings travel choices to a wider community creating the potential for less reliance on the private car, a contributor to congestion.

Improving accessibility is one of the five objectives set out in the Council's Second Local Transport Plan. Consequently, indicators already exist and are monitored as part of the LTP2 process.

This indicator measures access to major centres of all households in the district and also looks at access for households without a car. A target for this indicator (based on all households) is included in the Local Area Agreement. The baseline is 84.4% of households with access to major centres within 30 minutes (using public transport / walking). The target is to improve this to achieve 87% by 2010/11.

This indicator is influenced by the location of new housing development and changes in public transport routes, services and timetables.

6.2.2 Bus Services

West Berkshire Council is working in partnership with bus operators to improve bus services across the district. It is recognised that providing regular bus services in rural areas is difficult and expensive. With this in mind, the Council has introduced a number of in-house operated 'Village Community Bus' services linking the more rural villages with Hungerford, Newbury and Reading.

Although passenger numbers are relatively low, initiatives such as this will contribute to an improvement in performance. Other contributory factors will include:

> • Implementation of Real Time Passenger Information (introduced in Thatcham in 2009, to be followed by the A4 corridor east of Newbury and then finally in Newbury itself in 2010/11).
> • Dedicated public transport route in Newbury town centre with possible camera enforcement from 2011.

B1 Local bus passenger journeys originating in West Berkshire (NI 177)

National Indicator 177 recognises increased patronage on local bus services as good performance and can be used as a good indication of the level of accessibility to services. Clearly it also plays a significant part in reducing congestion.

Bus Patronage	2005/06	2006/07	2007/08	2008/09	2009/10
	2,098,229	2,160,961	2,307,387	2,364,329	tba

B2 Bus Services running on time (NI 178)

This indicator has been adopted for inclusion in West Berkshire Council's Local Area Agreement and is therefore a priority indicator for the Council. It is an important measure of reliability and good performance should result in an improved and efficient service for bus passengers.

As with B1 this is a new national indicator which combines the start point and intermediate timing points to produce a single percentage figure. Prior to the introduction of the new National Indicators, the Council had already been collecting data for a local indicator included in LTP2. The table below shows the results of punctuality monitoring undertaken so far during the LTP2 period.

Bus services running on time	2006/07	2007/08	2008/09	2009/10
	79.5%	Baseline 83%	86%	86.2% April-July 2009

B3 Satisfaction with local bus services (BVPI 104)

Measurements of satisfaction are key to informing the Council whether progress being made is being recognised by the customer. The established BVPI 104 for bus satisfaction was measured from the Council's Annual Satisfaction survey as part of the LTP2 process. The percentages shown in the table below are disappointing and do not reflect the increasing passenger numbers and improvements in punctuality. This is an ongoing problem reflecting that many residents responding to the survey are not bus users. It is planned to undertake targeted surveys of actual bus users in the near future.

BVPI 104 percentage of public satisfied with local bus services	2006/07	2007/08	2008/09	2009/10
	52%	45%	51%	tba

B4 Satisfaction with local public transport information (BVPI 103)

As is the case with the satisfaction of the actual bus services, the percentages shown for public transport information is again disappointing. This is especially so given the introduction of Real

BVPI 103 percentage of public satisfied with local public transport information	2006/07	2007/08	2008/09	2009/10
	54%	70%	36%	tba

Time Passenger Information and our Transport Guides and Timetables being rated as excellent for presentation and clarity by the independently assessed "Best Timetables of the British Isles". The rural nature of the District has a major influence on residents opinions with 56% in the East of District being very/fairly satisfied and only 20% in the most rural areas.

6.2.3 Congestion

As mentioned previously the 2009 Place Survey revealed that a significant number of people considered that congestion needed improving. It is accepted that although congestion is not a major issue across the district there are several local 'hotspots' such as the A4/A339 Robin Hood roundabout in Newbury and the area around Junction 12 of the M4 motorway in the east of the district.

An improvement scheme at the Robin Hood roundabout was completed in Summer 2009 which has improved lane discipline and traffic flow through the junction.

NI 167 Average journey time per mile in morning peak	2009/10	2010/11	2011/12
	tbc	tbc	tbc

C1 Average journey time per mile in the morning peak (7.30-9.30) (NI 167)

This is a new National Indicator and so consequently the Council does not have any historic data to utilise. As a Level 3 authority (under the National Indicator definition) data for this indicator will be provided by the DfT in February 2010 and will form the base for future target setting.

C2 Traffic Growth – change in area wide road traffic mileage

The previous LTP included an indicator that looked at traffic growth. This information is supplied by the DfT who carry out monitoring at specific points nationally and provide an assessment to Highway Authorities on the road traffic mileage for their area.

There is a target within the LTP that this growth should not exceed a 1% increase in any given year.

The base data for 2004 was 2915 million vehicle kilometres and the limit set for 2010 is not to exceed 3094 million vehicle kilometres.

C3 Children travelling to school – mode of transport usually used (NI 198)

Mode of travel to school has been monitored across West Berkshire since 2001. There is an excellent 'hands up' travel survey that has been consistently undertaken. The results are moving in the right direction to reduce congestion and ease the pressure on the network during the morning peak in particular. Car use is reducing and is being replaced mainly by an increase in walking to school but also some increases in some areas in cycling. There has been a particular sustained improvement with the introduction of School Travel Plans and the proactive work that the Council undertakes with schools including cycle training and incentive schemes for pupils who walk or cycle to school.

C4 Cycle Monitoring

NI198 Mode of travel to school (based on hands up survey)	2006/07	2007/08	2008/09	2009/10
Walking	42.5%	44.5%	44.9%	48.8%
Cycling	3.3%	4.0%	3.6%	4.1%
Car Use	41.9%	39.8%	39.5%	36.9%
Bus	10.7%	10.4%	11.3%	10.4%
Train/Taxi	0.9%	1.0%	1.2%	1.2%

Increases in cycling help to address congestion if they are trips that would otherwise have been undertaken in the car. Cycle monitoring has been carried out across West Berkshire since June 2005. Initially 12 sites were monitored, with an additional 5 sites added in October 2006, giving a total of 17 sites across West Berkshire. The results show an increase in the number of cyclists counted each year.

Number of cyclists	2005/06	2006/07	2007/08	2008/9
	2287	2694	2928	3234

During 2010 the Network Management Board will consider the introduction of additional performance management measures such as percentage of network with congestion, traffic signal faults and cycling levels.

6.2.4 Parking

In April 2009 the Council took on responsibility for on-street parking enforcement from the Police as part of a project called 'Clear Streets'. The operation is managed in-house although there is a requirement to review this after three years of operation. From the start the intention has always been to lead this project from a network management viewpoint, hence the name 'Clear Streets'.

No specific performance targets have been set but the Network Management Board will look at this during the first 2 years of operation.

6.2.5 Street Works

Both the network management guidance and the co-ordination code of practice highlight 'parity' as an important principle in exercising the Network Management Duty. Key Performance Measures (KPM's) are being developed and West Berkshire Council are working with the South East Traffic Managers Group to this end. Other local performance indicators will be considered by the Network

Management Board covering areas such as percentage of Section 58 Notices issued on major highway authority schemes and quality of utility trench reinstatement (non compliance will result in further roadworks to rectify the fault and hence more disruption).

6.2.6 Public Perception

The Council recently participated in the 2009 and 2010 National Highway and Transport survey's and the results are being used to set some targets for improvement, not only in the area of network management but across several other key areas.

In addition the Highway and Transport Service has for a number of years undertaken customer satisfaction surveys following completion of highway improvement and maintenance schemes. This data has been used to set targets for improvement using 2004 data as the base year. The 2008/09 Council Plan set a target of 3% improvement over the 2004 base year, which was achieved and a target of 5% improvement for 2010/11.

Public Perception	2004/05	2008/09	2010/11
	64.5%	68.5%	tbc

Annex A - Network Management Duty Assessment of current practice

Introduction

This assessment has been compiled in the form of 8 tables, one for each of the intervention criteria described in Section 3.3 of this plan.

In each table and under each heading, the assessment identifies the relevant working practice and appropriate projects managed by the Highways and Transport Service.

The assessment has been carried out in full consultation with officers from across the service. The key below shows the teams (or individual officers) that were consulted and the abbreviations have been used in the tables to identify the team leading each activity.

The tables have been cross referenced against the Network Management Guidance to ensure that the full breadth of the Network Management Duty has been covered.

The assessment has adopted a Red/Amber/Green status to each of the actions as follows:

R   No clear plan of action

A   Work in progress

G   Either completed or currently being delivered

Key to team/officer abbreviations

TM	Traffic Manager	TM/RS	Traffic Management and Road Safety Team
HM	Highways Manager		
PM	Projects Manager	HMT	Highways Management Team
TST	Transport Services Team	CCM	Civil Contingencies Manager
TSM	Traffic Services Manager	EHT	Environmental Health Team
TPT	Transport Policy Team	HDC	Highways Development Control Team
SWT	Streetworks Team		

A1   Consider the needs of all road users

Ref	Intervention Criteria	How WBC is addressing this criteria	Lead	Status
A1	**Considering the needs of all road users**			
A1.1	How do an authority manage the road space for everyone?	Through implementation of second Local Transport Plan and development of strategies to tackle the five shared priorities.	TPT	G
A1.2	Has the authority set out a clear understanding of the problems facing the different parts of the network?	Addressed in LTP3	TPT	G
A1.3	Are they aware of the needs of different road users?	Through membership of Cycle Forum and other user groups and widespread consultation on policy development. Scheme specific consultation to understand and assess needs of local communities and different user groups, specifically vulnerable road users.	TPT	G
A1.4	Have they balanced policies for addressing these problems and needs?			

A1.5	Have the local authority identified and grouped roads according to their location and the activities on them?	Yes, see Highway Asset Management Plan and Highway Maintenance Plan	HM	G
A1.6	How have the authority shown that they have balanced competing demands while continuing to manage their network efficiently?	Through capital programme process and work programme for Transport Policy Task Group.	TM	G
A1.7	In reaching decisions on competing demands, have they taken account of their policies and the particular circumstances of the part of the network being considered?	Yes, numerous examples including innovative use of road space of St Johns roundabout, Newbury regarding cycle lanes and pedestrianisation of Newbury Town Centre	TM	G
A1.8	Are the authority working together with local businesses, retailers, representatives of the freight and road haulage industry, public transport operators and statutory undertakers?	Yes. The Council is represented on the Newbury Town Centre Partnership alongside businesses and other organisations. The Council works with local communities to develop Parish Plans and vision documents. Development of the Freight Strategy involves working closely with the freight and road haulage industry.	TM	G
A1.9	Are they developing means for ensuring economic and efficient servicing of premises and deliveries, whilst mitigating adverse problems?	Yes. Pedestrianisation of Newbury Town Centre involved close working with businesses to ensure premises could be efficiently serviced. Further major development in Newbury including Parkway and a new Cinema will continue to present fresh challenges in this respect.	TM	G
A2	**Co-ordinate and Plan works and known events**			
A2.1	To what extent have the authority promoted pro-active coordination of activities on the network?	Establishment of streetworks co-ordination team and monthly co-ordination meetings with other Council service areas. Establishment of quarterly co-ordination meetings with Highways Agency and Berkshire Highway Authorities and Utilities Committee (BHAUC) Meetings held with utility companies, transport operators and other affected parties prior to works being carried out. Publication of streetworks and event data on the web via ELGIN.	SWT SWT SWT SWT	G G G G
A2.2	To what degree have they adopted a planned, evidence-led approach to known events?	Regular meetings held with major event organisers (e.g. Royal County of Berkshire Show). Production of guide for event organisers. Attendance at Safety Advisory Group meetings.	TM/RS TM/RS TM/RS	G G G
A2.3	Have they developed, or are they developing, contingency plans for unforeseen events?	Development of tactical diversion routes with Highway Agency. Development of Major Incident Plan. Key Highway personnel are designated in the MIP to ensure appropriate traffic management arrangements are in place for major incidents.	SWT HM	G G

A3	Gather information and provide information needs			
A3.1	How effective are the arrangements the authority have in place to gather accurate information about planned works and events?	All works are registered on the Mayrise system. All highway works are notified to the streetworks team to ensure parity and effective co-ordination. Planned events are managed by the traffic management and road safety team using a single annual traffic regulation order and co-ordinated by the Streetworks team	SWT HMT TM/RS	G G G
A3.2	How do the authority organise planned works and events to minimise their impact and agree or stipulate their timing to best effect?	Through careful co-ordination using Mayrise streetworks register and discussion at BHAUC Events Information Pack. Regular liaison with key events organisers.	SWT TM/RS TM/RS	G G G
A3.3	Do the authority provide access on demand to information, from the authority's systems for recording and coordinating utilities' works and road works, to utility companies, contractors and adjoining authorities?	Streetworks register data is provided via the ELGIN portal available through the WBC website. Events diary to be developed.	SMT TM/RS	G G
A3.4	Do the authority have, or aim to have, a good and timely source of travel information for road users and the community?	Some traffic information is available on the WBC website. Method of communicating Traffic information for new local radio station Newbury Sound currently being considered. Real Time Passenger Information (RTPI) system established along A4 corridor in 2009. To be extended to Newbury in 2011. During winter period gritting information is provided to media outlets, Thames Valley Police and motoring organisations. Variable message signing to be introduced in Newbury in 2011. Walking/cycling maps produced by Transport Policy Team.	SWT TM TST HM TSM TPT	A A A G A G
A3.5	Does this allow road users to choose a different route or mode of travel or to delay or defer their proposed journey?	The winter service information would certainly achieve this objective. Development of this would depend on outcome of discussions with Newbury Sound and Radio Berkshire. If road users have web access and can see the ELGIN information then it is possible for them to choose a different route.	HM TM SWT	G R G
A3.6	Do the authority work with a variety of travel information providers and do they communicate through a wide range of channels?	As 3.5 above		
A3.7	What evidence has been provided to show how well the authority are providing information to other street authorities and meeting existing statutory obligations such as their duty to keep a street works register?	The gazetteer is updated monthly.	SWT	G

A4	**Manage incidents and contingency planning**			
A4.1	Have the authority established contingency plans for dealing with situations outside the authority's control promptly and effectively, as far as is reasonably practicable?	Major Incident Plan maintained by Civil Contingencies Manager. Winter Service Plan in operation from November to March and includes contingency arrangements regarding salt availability. Tactical Diversion Routes agreed with the HA together with Detailed Local Operating Agreement (DELOA). Appropriate messages to be considered for variable message signs in Newbury from 2011. Effective arrangement in place for management of abnormal loads.	CCM HM SWT TSM PM	G G G A G
A4.2	Have the authority provided evidence to demonstrate that they have ensured that all parties involved in making these contingency arrangements work, have been, or are, fully consulted during their development?	All stakeholders consulted regarding development of Major Incident Plan and Winter Service Plan.	CCM/ HM	G
A4.3	Have these parties the information they need to put the plans into practice quickly?	Yes. All stakeholders have copies of the relevant plans.	TM	G
A5	**Deal with traffic growth**			
A5.1	What evidence has been given to show that an authority have identified trends in traffic growth on specific routes?	Development of a Newbury Traffic Model. Other route data being developed	TPT TPT	G A
A5.2	What policies have been put in place for managing incremental change?	Second Local Transport Plan. A4 Corridor Study. Ongoing development of the 2026 Transport Plan for West Berkshire. Being developed in conjunction with the LDF. Traffic growth issues on other routes may need further work. Every school to have a Travel Plan by 2010. Transport assessments required for all significant developments. Clear Streets Policy. Air Quality Management	TPT PM TPT TPT TPT TSM TSM EHT	G G A R A G G G
A6	**Work with all stakeholders**			
A6.1	What evidence is there to show that those responsible within the authority for exercising any power to regulate or coordinate the uses made of any road or part of a road in the road network are aware of, and act upon, the authority's responsibilities arising in relation to the network management duty?	Appointment of Head of Highways and Transport as Traffic Manager (2007). Network Management Board established to ensure broader ownership of duties (2009). Network Management Plan established (2009). Regular discussions at Directorate and Service Management team level.	TM TM TM TM	G G G G
A6.2	Do authorities that are in two-tier areas liaise with all the relevant departments in the second tier organisations whose work affects the road network?	Not applicable at West Berkshire.		

A6.3	Do authorities ensure that other bodies (e.g. planning authorities) are aware of the duty and their impact on the movement of traffic?	Yes, a planning informative is provided by Highway authority.	HDC	G
A6.4	What evidence is there to show that the authority take actions that include consultation on initiatives, the sharing of information needed to meet the duty, processes for ensuring that policies are consistent and agreeing joint working arrangements, including particularly with the Secretary of State and Transport for London?	Public Consultation takes place on all capital projects where traffic flow is likely to be affected. The Clear Streets Project was widely publicised following consultation and discussion at the Transport Policy Task Group and ultimately at The Executive (2007). The Traffic Manager is a Member of the South East Traffic Managers Group where best practice is shared. All policies are discussed at the Transport Policy Task Group prior to adoption by the appropriate process. DELOA in place with Highway Agency. Traffic Management Act issues are fully addressed in the term contract with Volker Highways.	PM TSM TM TPT TM TM HM	G G G G G G G
A6.5	Have the authority involved the police, statutory undertakers, Passenger Transport Executives, bus operators, the Traffic Commissioners, residents, local businesses and different road users where appropriate in decision-making processes?	Yes. Numerous examples. Thames Valley Police are members of the Speed Limit Task Group. As mentioned previously Ward Members, Town and Parish Councils and local residents are all consulted when new traffic management arrangements are being planned. Post construction surveys are also completed following road improvement schemes. However this needs to be widened to ensure all appropriate schemes are covered.	TSM PM TM	G G G
A7	**Ensure Parity with others**			
A7.1	Do the authority apply the same standards and approaches to their own activities as they do to those of others and do they provide evidence of this, particularly in relation to utilities' street works and developers' works?	Yes. All works are registered with the streetworks team and co-ordinated appropriately. No one organisation takes priority. Many examples have been documented and details are available.	SWT	G
A7.2	Do they use locally determined indicators and where relevant any centrally developed key performance indicators?	Yes. A suite of indicators are being developed within the Network Management Plan. At an appropriate time Key Parity Indicators will be adopted.	TM TM	G A
A8	**Providing evidence to demonstrate network management.**			
A8.1	Have the arrangements established by an authority for performing the duty been reflected in their LTP, LIP or any other interim monitoring report?	Will be included in LTP3	TPT	A
A8.2	Do reports about the duty performed by an authority provide clear evidence to demonstrate how they manage their road network?	Quarterly reports to South-East Traffic Managers meeting. Action Plan to Transport Policy Task Group. Regular performance reports to Members. Service Plan Action Plan	TM TM TM TM	G R G G

Annex B -   Action Plan

Following the self assessment in Annex A, the following actions have been identified in order for West Berkshire to strengthen its approach to network management.

The Action Plan will be a 'live' document and will be reviewed by the Network Management Board on a quarterly basis.

	Action required	Lead	Progress to date	Deadline	Comments
1.	Form Network Management Board	TM	First meeting held 9.12.09	January 2010	see NMB minutes
2.	Develop key Performance Indicators	NMB	Some completed – work to do on journey times and traffic growth.	April 2010	Delayed due to deletion of NI's
3.	Agree Tactical Diversion Routes with Highway Agency	TM	M4 completed. A34 outstanding.	April 2010	To be agreed by end 2010/11
4.	Seek adoption of NMP by Executive	TM	Consideration by TPTG in Jan 2010.	April 2010	Adopted June 2010
5.	Add Technology Section to NMP	TM	No action yet.	July 2010	tbc
6.	Improve availability of traffic and travel information	TM	Some information already on WBC website.	July 2010	tbc
7.	All schools to have a Travel Plan	TPT	99% complete	July 2010	100% at March 2010
8.	Review adverse weather and winter service plan	HM	Considered by OSMC and further guidance issued December 2009	October 2010	completed
9.	Ensure Network Management Duty is adequately covered in LTP3	TM	No action yet	December 2010	completed
10.	Introduction of Real Time Passenger Information (RTPI)	TST	Commenced in Thatcham.	April 2011	in progress
11.	Introduction of variable message signing (VMS) in Newbury	TSM	Consultant employed to assist with design.	October 2011	in progress
12.	Review traffic signal contract with Reading Bourough Council	TSM	Meeting held 24 February 2010	April 2011	in progress
13.	Review Traffic Sensitive Streets	SWT	No action yet	April 2011	in progress
14.	Monitor progress of Permit Schemes in operation in other authorities	TM	Kent's scheme discussed at SETMG	Ongoing	under review

Annex C - Performance Indicators Template

Ref	Indicator Description	Status	2008/09	2009/10 Q1	Q2	Q3	Q4	Target	Notes
Accessibility									
A1	Access to services and facilities by public transport, walking and cycling	NI 175	84.4%					87% by 2010/11	The baseline is 84.4% of households with access to major centres within 30 minutes using public transport or walking.
Bus Services									
B1	Local bus passenger journeys originating in West Berkshire	NI 177	2,364,329					Yearly increase	Increased patronage is recognised as good performance.
B2	Bus services running on time	NI 178	86%					83%	On target.
B3	Satisfaction with local bus services	BVPI 104	51%					None set	Improved from 45% in 2007/08 but still lower than 2006/07.
B4	Satisfaction with local public transport information	BVPI 103	36%					None set	Disappointing result for 2008/09 as 70% achieved in 2007/08.
Congestion									
C1	Average journey time per mile during the -0730-0930 morning peak	NI 167	tbc						New National Indicator. Data to be provided by DfT.
C2	Traffic Growth							Less than 1% increase per year.	The base data for 2004 was 2915 million vehicle kilometres and the limit set for 2010 is not to exceed 3094 million vehicle kilometres.
C3	Children travelling to school – mode of transport usually used	NI 198	See 6.2.3 of NMP						
C4	Cycle monitoring		3234					tbc	The results show an increase in the number of cyclists counted each year.
Parking									
P1	tbc								
P2	tbc								
Street Works									
S1	tbc								
S2	tbc								
Public Perception									
PP1	tbc								
PP2	tbc								

If you require this information in an alternative format or translation, please contact Mark Edwards on Telephone 01635 519208.

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