

# Yorkshire Common Permit Scheme Annual Report

## Year 2 (2013 – 14)

### Yorkshire Common Permit Scheme For Road Works and Street Works



Traffic Management Act 2004

## Document Contents

| <b>Ref:</b> | <b>Section Content</b>  | <b>Page:</b> |
|-------------|---|--------------|
| <b>1.</b>   | <b>Executive Summary</b>  | <b>5</b>     |
| <b>2.</b>   | <b>Introduction</b>   | <b>6</b>     |
|             | Permit Scheme Coverage and Objectives                             | 6            |
|             | Governance Arrangements   | 7            |
|             | <i>Strategic Board</i>  | 7            |
|             | <i>Permit Performance Group</i>                                   | 8            |
|             | <i>Operational Group</i>  | 8            |
| <b>3.</b>   | <b>Methodology</b>  | <b>10</b>    |
|             | Methodology Introduction  | 10           |
|             | Evaluation Period   | 10           |
|             | <i>Scheme Implementation Date</i>                                 | 10           |
|             | <i>Full Operational Start Date</i>                                | 10           |
|             | <i>Pre YCPS Data Collection Start Date</i>                        | 10           |
|             | <i>Post YCPS Data Collection End Date</i>                         | 11           |
|             | <i>Exceptions</i>   | 11           |
|             | Data Sources  | 11           |
|             | Performance Reporting   | 11           |
|             | <i>Key Parity Measures (KPM's)</i>                                | 11           |
|             | <i>Key Success Measures (KSM's)</i>                               | 12           |
|             | <i>Intangible Benefits</i>  | 13           |
| <b>4.</b>   | <b>The Performance of the Yorkshire Common Permit Scheme</b>      | <b>14</b>    |
|             | Key Parity Measures   | 14           |
|             | Key Success Measures  | 19           |
| <b>5.</b>   | <b>Conclusions</b>  | <b>27</b>    |
| <b>6.</b>   | <b>Recommendations and Goals from the 2012-2013 Annual Report</b> | <b>29</b>    |
| <b>7.</b>   | <b>Recommendations</b>  | <b>31</b>    |

## Document Contents Continued:

| <b>Ref:</b> | <b>Section Content</b>                                  | <b>Page:</b> |
|-------------|---|--------------|
| <b>8.</b>   | <b>Appendices</b>                                       | <b>32</b>    |
|             | A - Barnsley Individual Permit Scheme Feedback          | 32           |
|             | B - Doncaster Individual Permit Scheme Feedback         | 39           |
|             | C - Kirklees Individual Permit Scheme Feedback          | 44           |
|             | D - Leeds Individual Permit Scheme Feedback             | 50           |
|             | E - Rotherham Individual Permit Scheme Feedback         | 57           |
|             | F - Sheffield Individual Permit Scheme Feedback         | 63           |
| <b>9.</b>   | <b>List of Charts</b>                                   |              |
|             | Chart 4.1 – KPM1 Summary                                | 15           |
|             | Chart 4.2 – Percentage Refusals                         | 16           |
|             | Chart 4.3 – Permit Conditions Applied                   | 17           |
|             | Chart 4.4 – Permit Applications Abandoned               | 18           |
|             | Chart 4.5 – Average Duration of all Works by Category   | 20           |
|             | Chart 4.6 – Average Duration of all Works               | 21           |
|             | Chart 4.7 – Number of Remedial Works Undertaken         | 22           |
|             | Chart 4.8 – Accuracy of Actual Start Date               | 24           |
|             | Chart 4.9 – Category A Inspection Compliance            | 25           |
| <b>10.</b>  | <b>List of Tables</b>                                   |              |
|             | Table 4.1 – Permit Applications and Decision Percentage | 15           |
|             | Table 4.2 – Summary of Permit Applications Abandoned    | 19           |
|             | Table 4.3 – Average Duration of all Works               | 20           |
|             | Table 4.4 – Total Number of Works                       | 21           |
| <b>11.</b>  | <b>List of Figures</b>                                  |              |
|             | Figure 2.1 – YCPS Governance Arrangements               | 7            |

## Glossary

|       |  |
|-------|--|
| DfT   | Department for Transport                                 |
| EToN  | Electronic Transfer of Notices                           |
| FPN   | Fixed Penalty Notice                                     |
| KPI   | Key Performance Information                              |
| KPM   | Key Parity Measure                                       |
| KSM   | Key Success Measure                                      |
| NCT   | National Condition Text                                  |
| NPF   | National Permits Forum                                   |
| NRSWA | New Roads and Streetworks Act 1991                       |
| PA    | Permit Application                                       |
| PAA   | Provisional Advance Authorisation                        |
| PAMR  | Permit Application Modification Request                  |
| TMA   | Traffic Management Act 2004                              |
| TPI   | TMA Performance Indicator                                |
| YCPS  | Yorkshire Common Permit Scheme                           |
| YHAUC | Yorkshire Highway Authorities and Utilities Committee    |
| YP3G  | Yorkshire Common Permits Performance Practitioners Group |
| YPOG  | Yorkshire Permits Operational Group                      |
| YPPG  | Yorkshire Permit Planning Group                          |
| YPSB  | Yorkshire Permits Strategic Board                        |

## 1. Executive Summary

The Yorkshire Common Permit Scheme (YCPS) commenced operation on the 12<sup>th</sup> June 2012 in six authority areas, Barnsley, Doncaster, Kirklees, Leeds, Rotherham and Sheffield. Three further authorities, Bradford, Calderdale, and Wakefield (Tranche 2) commenced operation of the scheme on 31<sup>st</sup> March 2015. These authorities will provide a separate evaluation report.

The scheme focuses attention on the strategically sensitive highway networks and the New Roads and Street Works Act noticing rules apply on the rest of the highway network.

This is the second annual evaluation of the Tranche 1 YCPS authorities covering the period from October 2013 until the end of September 2014. Data in the report has been combined across all six participating members and individual authority data is supplied in the appendices.

The report evaluates the progress of the permit scheme in meeting both the stated objectives and parity of treatment of both works for road purposes and utility street works. In both respects the scheme is already demonstrating successful outcomes.

- Over 48,000 permit applications and variations were checked and co-ordinated, with 71% being granted and 29% refused.
- There has been a reduction in the average number of days of occupation of works from 5.14 (2012-13) to 4.84 days (2013-14), compared with 6.10 days pre-permit scheme. When combined with the reduction in numbers of works this equates to a reduction in the overall days of highway occupation of 34,672 days when compared to the pre-permit scheme baseline.
- The number of works that have gone ahead as planned without cancellation has increased and a high number of works have continued to commence on the planned start date and together these provide a beneficial impact on co-ordinating works more effectively.

The second annual report has highlighted some areas where further development of the scheme is required to evaluate and maximise the scheme benefits. With the introduction of EToN 6, permit authorities have now been able to extract more meaningful data but further work on refusals and modifications is still being carried out by YPOG. By continuing to work with all stakeholders to achieve these goals, then the continued success achieved in the first and second year evaluation period should continue.

## **2. Introduction**

Following approval by the Secretary of State, the Yorkshire Common Permit Scheme (YCPS) came into effect on 12 June 2012 in six local authority areas (Barnsley, Doncaster, Kirklees, Leeds, Rotherham, Sheffield) in Yorkshire.

This report gives an overview of the operation of the YCPS for the period October 2013 to September 2014, providing an examination of the available data regarding street and road work activities.

### **2.1 Permit Scheme Coverage and Objectives**

Under the YCPS, registerable activities on roads that are reinstatement category 0, 1 or 2, or on category 3 or 4 streets that are traffic-sensitive, require a permit; activities on other streets continue to follow the NRSWA 'notification system' and are outside of the scope of the YCPS.

The objectives of the YCPS are:

2.1.1 Key Objective: Minimising delay and reducing disruption to road users arising from road and street works activity.

2.1.2 Parity Objective: Ensuring parity between promoters of street works and works for road purposes.

Supplementary Objectives:

2.1.3 To protect the structure of the street and the integrity of apparatus in it.

2.1.4 To encourage proactive, rather than reactive, attitudes to activities by promoters. The change in culture should result in the supply of more information to permit authorities, which will better enable them to manage their network, coordinate activities within their area and across adjacent authorities' areas, and reduce disruption to users of the highway. Information on roadworks and street works is provided to the general public enabling informed journey choices.

2.1.5 To ensure safety for those using, living or working on the street, including those engaged in activities controlled by the Permit Scheme.

2.1.6 To improve activity planning by all promoters.

2.1.7 An aid to help public transport efficiencies.

In addition, the YCPS was also designed to meet and support the following transport objectives:

2.1.8 To make substantial progress towards a low-carbon transport system.

2.1.9 To improve connectivity to support economic activity and economic growth.

2.1.10 To enhance the quality of life of people in the region’s diverse communities, and visitors and commuters to the region (including health, safety, equality, air quality, noise and the natural environment).

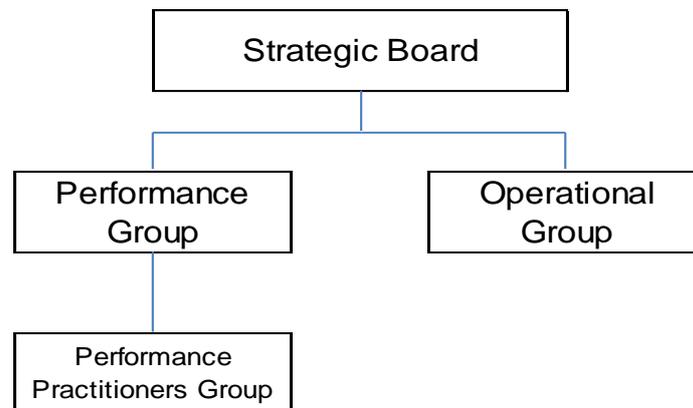
Any activity carried out in the street has the potential to cause disruption. The YCPS provides an opportunity to realise a number of benefits to road users, local residents and businesses in the Yorkshire area through better control, planning and coordination of works, and a more robust framework for checking and challenging activities on the highway to reduce the total number of highway occupancy days, and ensure that the conditions in the permit promote the expeditious movement of traffic through works, reducing disruption and promoting safety at works sites.

## 2.2 Governance Arrangements

The governance arrangements for the YCPS continue to reflect the intention of permit authorities to (a) make the operation of the Scheme transparent and (b) to engage from the outset with works promoters.

Figure 2.1 below shows the governance arrangements currently in place.

Fig. 2.1: YCPS - Governance Arrangements



### 2.2.1 Strategic Board

The YCPS is overseen by the Yorkshire Permits Strategic Board (YPSB), which comprises a representative from each of the permit authorities operating the scheme, and the joint chairs – one utility company and one permit authority – of the operational group (see below). The remit of the YPSB includes being the custodian of the Scheme, ensuring the monitoring and reporting of scheme objectives, ensuring parity of treatment between all promoters, ratifying all decisions about the Scheme, including advice notes, and establishing working groups as required and receiving reports.

During the current reporting period, the workload of the YPSB has included considering feedback from the first-year evaluation report, reviewing national issues relating to permits and their implications for the operation of the

YCPS, introducing a permit authority-specific questionnaire in order to obtain feedback from promoters.

In addition, three more local authority areas (Bradford, Calderdale, Wakefield) have applied to the Secretary of State for approval to operate the YCPS. These authorities, known as the 'Tranche 2' authorities, have started sending representatives to YPSB meetings as they prepare for the Implementation of the permit scheme in their areas.

## **2.2.2 Permit Performance Group**

The Yorkshire Permits Performance Group (YPPG) is a sub-group of the YPSB, tasked with the preparation of reports on the performance of the Scheme, and comprises a representative from each of the permit authorities.

### **2.2.2.1 Permit Performance Practitioners Group**

In order to ensure consistency between the individual permit authorities in reporting performance, and taking into account the two different notice management software systems currently in use by authorities, the Yorkshire Permit Performance Practitioners Group (YP3G) was established. YP3G comprises representatives from each of the permit authorities, and makes recommendations to the Performance Group regarding the data to be extracted from notice management systems, and how data can be formulated for performance reporting purposes.

One of the tasks for the Group in this reporting period has been incorporating changes brought about by the implementation EToN6 into the reporting framework that was established under EToN5. Minor changes include the reporting new notification types, e.g. the Permit Application Modification Request (PAMR). A more major change, which allows conditions to be added to works in progress via the Works Data Variation, means that the Group has been able to start looking at reporting performance against KPM3 (the proportion of approved extensions.)

## **2.2.3 Operational Group**

The Yorkshire Permits Operation Group (YPOG) deals with issues relating to the operation of the YCPS. YPOG comprises a representative from each of the permit authorities, along with a representative from utility and transport authority promoters. YPOG has two joint chairs, one permit authority and one utility promoter, who also attend the YPSB.

YPOG has been meeting since September 2011, nine months before the YCPS came into effect, providing authorities and promoters with a forum in which to discuss specific and general issues relating to operation of the Scheme.

During the period covered by this report YPOG has discussed a number of issues, including: permit performance, the implementation of the EToN6 functionality relating to permits, establishing a protocol for dealing with IT

system outages, introducing standard codes for refusals and modification requests, reviewing local advice notes, and considering national issues such as the National Condition Text (NCT) advice note.

The consideration given to the NCT advice note provides an example of the shared approach taken by YPOG, supported by the Strategic Board, in operating the permit scheme. A workshop was held, attended by permit authorities (including authorities with applications pending to operate the YCPS in 2015) and utility promoters, to compare the potential usage of NCT with the use of the current conditions. Outcomes from the workshop highlighted the similarity of use by permit authorities and promoters of the current YCPS conditions and proposed NCT.

### **3 Methodology**

#### **3.1 Methodology Introduction**

The on-going development of reasonable and reliable triggers for evaluating the performance of the YCPS both success and parity were used to demonstrate:

- Success in terms of road occupations and reduction in vehicle delay.
- Parity fairness in its application amongst all works promoters.

Key to analysing the schemes performance was defining an appropriate evaluation period, establishing a robust data set and reporting structure that allowed the YSPB to compare performance in terms of key parity and key success measures.

#### **3.2 Evaluation Period**

In order to capture sufficient data to allow for quality statistical analysis that demonstrates the performance of the YCPS, four key dates were identified:

##### **3.2.1 Scheme Implementation Date**

YCPS was implemented on the 12<sup>th</sup> June 2012 and signalled the switch over from the noticing regime to the operation of a permit scheme.

##### **3.2.2 Full Operational Start Date**

Due to the transition period between the old noticing regime and the new permit scheme a clear starting point for data collection highlighting pre and post-performance was not available until the scheme had been in operation for the life span of the transitional period. The 12<sup>th</sup> September 2012 being three months after the scheme commencement was selected to end the transition period and signify the start of the new scheme in respect of performance reporting.

##### **3.2.3 Pre YCPS Data Collection Start Date**

To signify the start of the data evaluation period and establish an “as was” bench mark that’s relevant to each type of measure two dates were established.

For Key Parity Measures (KPM’s) which mainly measure the application of the scheme across both utility and highway authority works promoters the data comparisons are only required on a yearly basis to demonstrate that the scheme is applied fairly therefore the 1<sup>st</sup> October 2013 was selected as the full start date for parity comparison.

For Key Success Measures (KSM’s) it was possible to use more historic data to compare against the changes that the YCPS had implemented

therefore a date of the 1<sup>st</sup> July 2011 was selected to provide a more robust sample of data while still keeping the data realistic in terms of recent notice quality and improvements.

#### 3.2.4 Post YCPS Data Collection End Date

To specify the end of the data evaluation period the 30<sup>th</sup> September 2014 is the nearest end of quarter date, two years after the YCPS full operational start date. This report covers the second year of evaluation from the 1<sup>st</sup> October 2013 to the 30<sup>th</sup> September 2014.

A review of the reporting criteria has been undertaken across all 6 participating authorities. The exercise has produced slightly amended data (less than 0.4% variance) in the previously reported 2012-13 figures. The figures used in this report reflect this change.

#### 3.2.5 Exceptions

There are a few exceptions to the reporting date range rule due to a lack of data prior to the commencement of the scheme, e.g. Permit Refusal Condition Reasons this was not collected before the scheme commenced as it was not possible to refuse a notice.

### 3.3 Data Sources

Two highway management systems are used by the participating Yorkshire Highway Authorities: Symology Insight by Barnsley, Doncaster, Leeds, Rotherham and Sheffield as well as Mayrise which is used by Kirklees.

All data is stored within the street works register of the respective authorities, each participating highway authority is responsible for its own street works register as well as the quality and consistency of data for any reports or statistics produced.

To measure the performance of the scheme, data sets from each authority were collated in separate strands that identified the scheme's success in relation to performance and the application of parity across all works promoters.

### 3.4 Performance Reporting

The YCPS contains Key Parity Measures (KPM's) and Key Success Measures (KSM's). Detailed information and analysis on the KPM's and KSM's are set out in section 4 of this report.

#### 3.4.1 Key Parity Measures (KPM's)

In the YCPS, permit authorities are also the highway authority, and the highway authority is a promoter of its own maintenance and other highway and traffic activities. Permit authorities need to separate these functions

within their organisations, and must demonstrate parity of treatment for all activity promoters, particularly between statutory undertakers and the highway authorities' own promoters. The aim of the KPM's is to ensure that permit authorities apply a consistent approach to all activities and activity promoters.

KPM's are drawn from Chapter 20 of the "Code of Practice for Permits", which sets out seven Key Performance Indicators (KPI's) that permit authorities can use to demonstrate parity of treatment. KPI's 1 and 2 are mandatory within all permit schemes, and then permit authorities must select at least two more KPI's on which to report.

There are five KPMs in the YCPS:

**KPM1** – The number of permit and permit variations applications received, the number granted and the number refused.

**KPM2** – The number of conditions applied by condition type

**KPM3** – The proportion of approved extensions

**KPM4** – The number of agreements to work in Section 58 and Section 58A restrictions

**KPM5** – The percentage of PAA, permits and applications cancelled

#### 3.4.2 Key Success Measures (KSM's)

Any activity carried out in the street has the potential to cause disruption. The introduction of the YCPS provides an opportunity to realise a number of benefits to road users, local residents and businesses in the permit areas through better control.

Permit authorities have established a series of measures that link to the scheme objectives and that are designed to track delivery of these anticipated benefits.

There are five measured KSM areas in the YCPS:

**KSM1** – Minimising delay and reducing disruption to road users arising from street and road works activity

**KSM2** – Reduction in remedial measures

**KSM3** – Better information for road users

**KSM4** – Improved compliance with the "Safety at Street Works and Road Works Code of Practice"

**KSM5** – Improved activity planning

### 3.4.3 Intangible Benefits

In addition to the measured benefits, the YCPS also anticipated a number of intangible, unmeasured benefits, including:

- The need to book road space and undertake the activity within a specified time period would focus attention on improved planning and activity scheduling by works promoters.
- Administrative improvements through more consistent consideration of factors relating to proposed activities would lead to improved certainty that the activity would take place as planned. Also, appropriate and correct information exchange would take place first time.
- Improved standards of information between activity promoters and permit authorities would lead to improved relationships, cooperative working and mutual support.
- Improved public perception of the way in which activities were planned and undertaken.

Achieving these benefits will be part of the on-going work of permit authorities and promoters through YPSB and YPOG.

## **4 The Performance of the Yorkshire Common Permit Scheme**

### **4.1 Key Parity Measures**

- 4.1.1 KPM 1 - The number of permit and permit variation applications received, the number granted and the number refused.

The indicator is one of the two mandatory key parity indicators. It is measured by promoter and shown as the total number of permit, PAA and permit variation applications received, excluding any applications that are subsequently withdrawn; the number granted as a percentage of the total applications made and the number refused as a percentage of the total applications made.

The introduction of EToN 6 in October 2013 has also introduced a new category where the permit authority has instigated a permit application modification request (PAMR).

The report is produced based on decision notices sent out by the Permit Authority and therefore does not include any applications that have not yet received a decision, or were superseded by a subsequent revised application before a decision was made. It shows the number of each notice type (PAA grant, PA grant, Variation grant, PAMR, Refusal) as a percentage of the total number. The report includes any permits, either granted or refused, which are subsequently cancelled by the works promoter

## Results

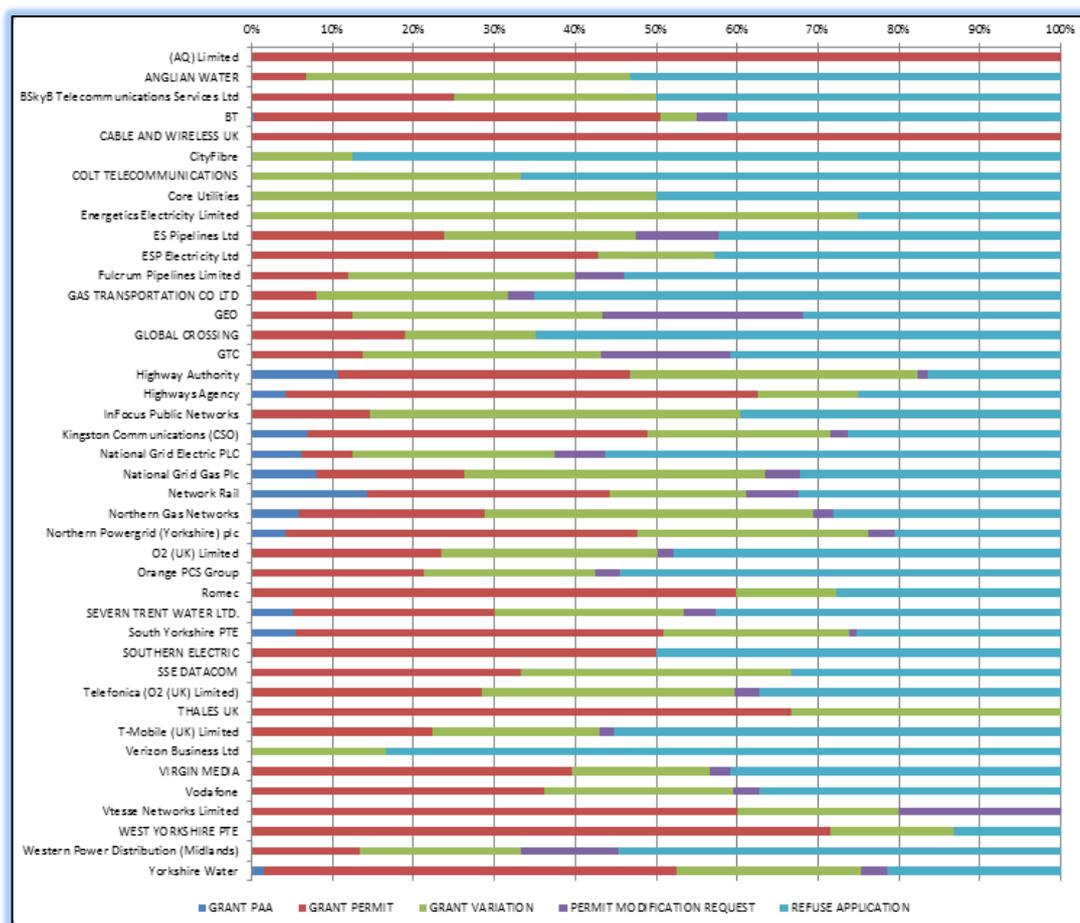


Chart 4.1 – KPM1 Summary

| Description                        | Highway Authority |               | Utility      |               |
|------------------------------------|-------------------|---------------|--------------|---------------|
|                                    | Number            | %age of total | Number       | %age of total |
| Permits/variations granted         | 11091             | 82.39         | 23639        | 66.85         |
| Permits/variations refused or PAMR | 2371              | 17.61         | 11724        | 33.15         |
| <b>Total</b>                       | <b>13462</b>      |               | <b>35363</b> |               |

Table 4.1 – Permit Application and Decision Percentage

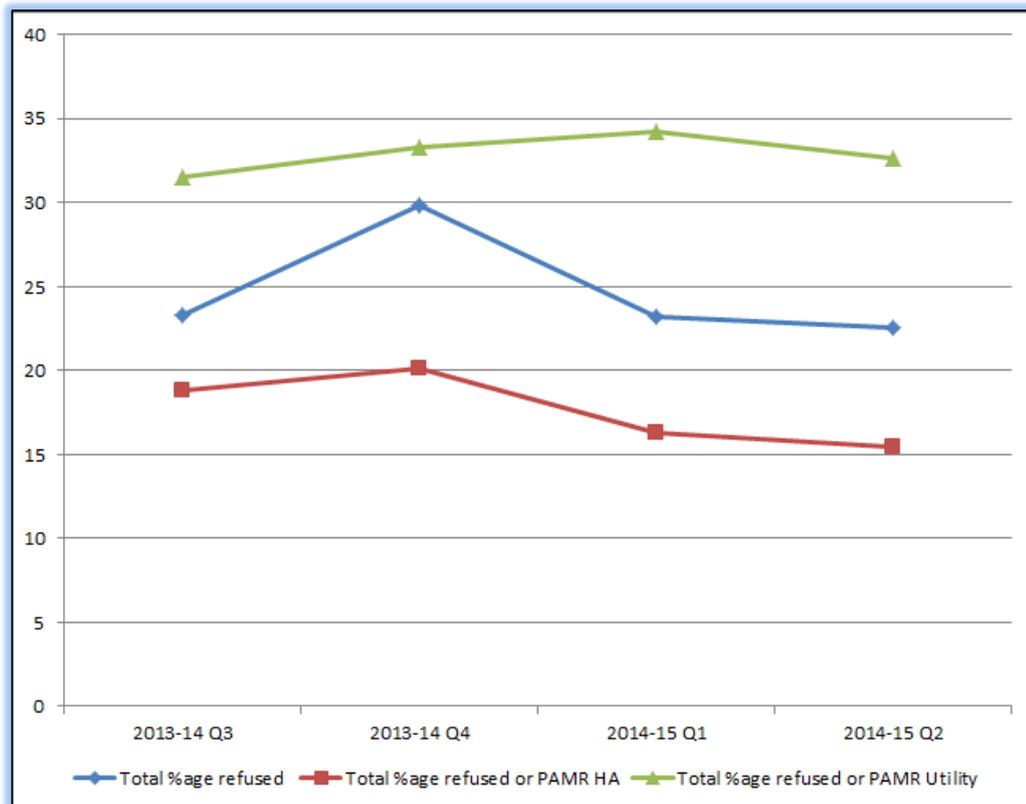


Chart 4.2 – Percentage Refusals

### Interpretation of Results

Total number of permit applications. Table 4.1 shows that a total of 13,462 permit applications have been received for highway authority works and 35,363 for utility promoters. This equates to a split of 28% highway authority and 72% utility promoters. The total number of applications has increased from last year by 4.2% for utility and 3.6% for highway authority works.

Percentage refusals. Table 4.1 shows that a higher percentage of utility works applications 33% are refused or modified in comparison with highway authority works 18%. The trend in chart 4.2 shows little change in the refusal percentage after the initial falls from the first year of operation.

There remains a large variance in the refusal rates of the individual utility companies.

The refusal data continues to be analysed and discussed at YPOG to try and reduce the rates.

#### 4.1.2 KPM 2 – The number of conditions applied by condition type

This is the second of the two mandatory key parity indicators. It is measured by promoter and shown as the number of permits issued and the number of conditions applied, broken down into condition types. The number of each type being shown as a percentage of the total permits issued.

The KPM report is produced based on granted decision notices (PAA, PA and variation) sent out by the Permit Authority. It shows the total number of uses of each condition type as a percentage of the total number of granted applications. The most recent version of the conditions is used. The report also includes any permits subsequently cancelled by the works promoter.

## Results

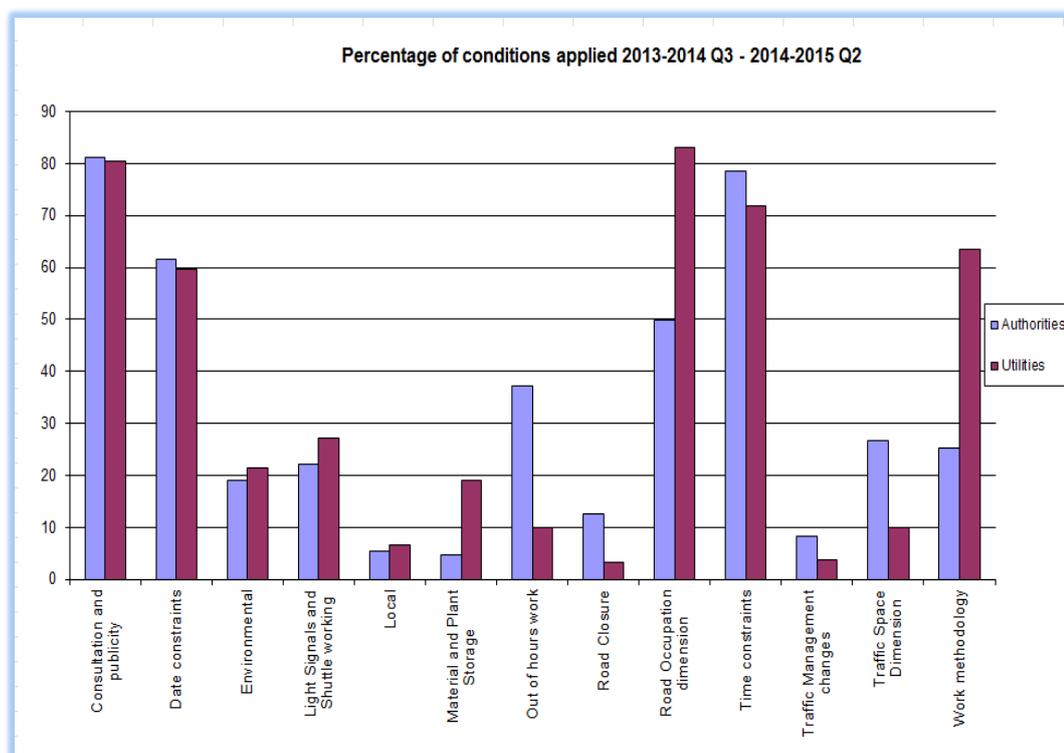


Chart 4.3 – Permit Condition Types Applied

## Interpretation of Results

Overall the results obtained are comparable with the first years report. A similar amount of conditions are applied to both highway authority works and utility works. This shows that a consistent level of scrutiny and intervention is being undertaken by the permit authorities on both types of works.

It should also be noted that the data for this indicator is obtained from information supplied by the work promoter and may not totally relate to the actual conditions specified in a free text field. Work has continued at YPOG to try and ensure that these separate data areas are consistent. An example of this is the consultation and publicity condition type, where conditions are included in almost all applications yet the data in the table is approximately 80% for both utility and highway work promoters works. This highlights the potential disconnect between the condition type and condition text.

#### 4.1.3 KPM3 - The proportion of approved extensions

#### 4.1.4 KPM4 - The number of agreements to work in Section 58 and Section 58A restrictions

Due to the continuing limitations of the street works register it is still not possible to extract accurate information on both of these indicators.

#### 4.1.5 KPM5 - The percentage of PAA, permits and applications cancelled

This parity indicator is measured by promoter and based on the total number of approved cancelled permits shown as a percentage of the total number of approved permits in the same period.

The volume of cancelled works phases is being reported as it indicates the quality of works programming that is undertaken by works promoters. It indicates the level of fees that are paid through approved permit applications that are subsequently not used due to cancellation of the works.

### Results

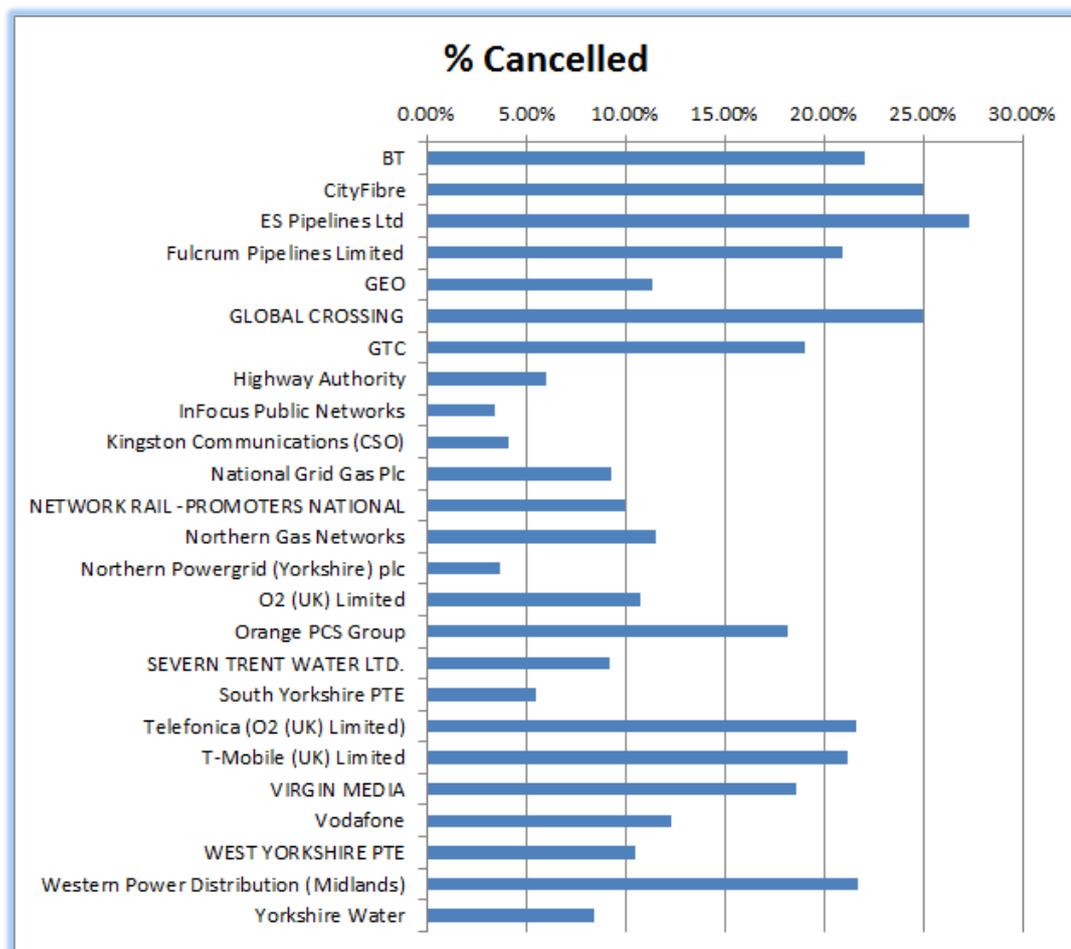


Chart 4.4 – Permit Applications Cancelled

|                  | Total No. Cancelled | % Cancelled |
|------------------|---------------------|-------------|
| Highway Promoter | 547                 | 6.01%       |
| Utility Promoter | 2111                | 10.94%      |

Table 4.2 – Summary of Permit Applications Cancelled

## Interpretation of Results

One of the parity concerns highlighted during the design of the scheme was that participating highway authority promoters may issue speculative permit applications which were subsequently cancelled because they were not subject to permit fees.

The results in Chart 4.5 demonstrate that this has not been the case as the rate of highway authority cancellations 6% is lower than the average figure for all utility companies of 11%. These figures also compare favourably with last year's report of 12% and 16% respectively.

The YCPS authorities continue to try and assist work promoters in responding to unforeseen changes by dealing with requests for early starts as flexibly and quickly as possible.

## 4.2 Key Success Measures

### 4.2.1 KSM1 - Minimising delay and reducing disruption to road users arising from street and road works activity.

A series of measures have been developed to demonstrate the effectiveness of the scheme against the scheme objectives that were set out. This first measure has been designed to show how the scheme has performed in minimising delay and reducing disruption to road users as a result of street and road works activity.

A practical measure of occupancy has been used whereby the average duration of all works has been calculated from the data contained in the street works register.

The report has been produced based on average durations on permit streets pre and post permit scheme introduction. These are displayed quarterly and plotted on a line graph. The report is produced from works stop notices served in the required period and is based on calendar days, not working days. Any works duration over 50 days has been excluded from the report to avoid any long running works skewing the data.

## Results

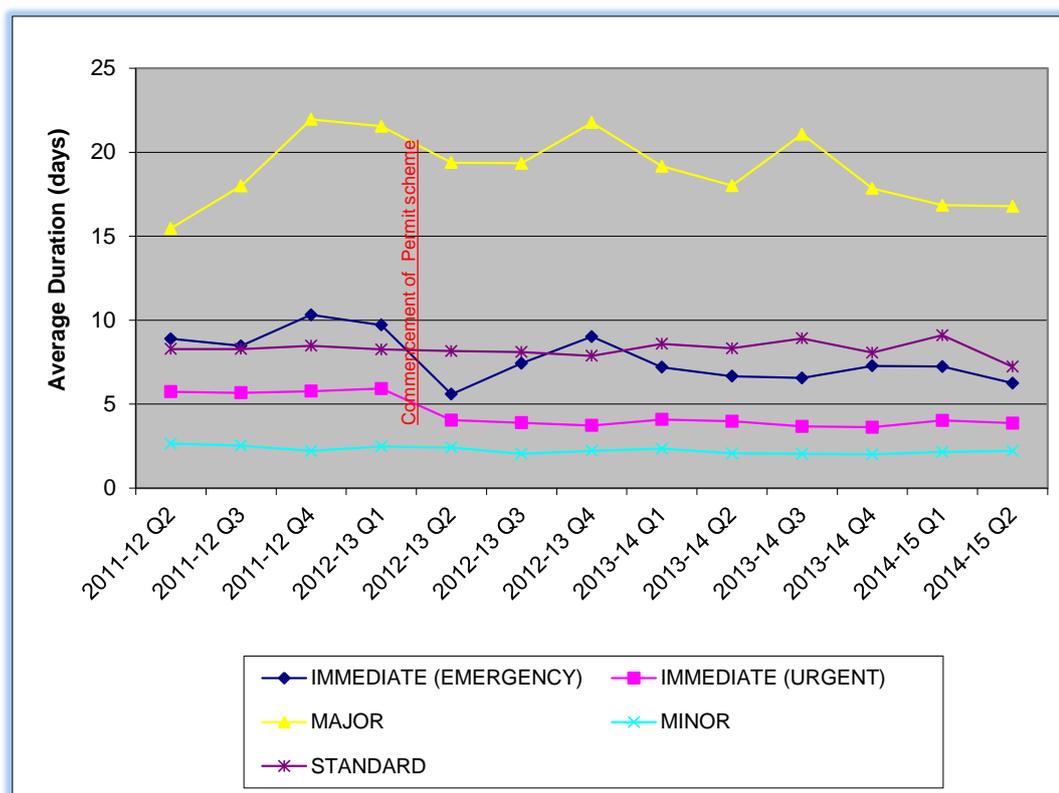


Chart 4.5 – Average Duration of all Works by Category

| Quarter    | IMMEDIATE (EMER) | IMMEDIATE (UR) | MAJOR | MINOR | STANDARD |
|------------|------------------|----------------|-------|-------|----------|
| 2011-12 Q2 | 3.35             | 21.79          | 12.48 | 41.86 | 20.52    |
| 2011-12 Q3 | 5.48             | 25.42          | 6.56  | 39.31 | 23.24    |
| 2011-12 Q4 | 5.81             | 23.87          | 5.36  | 44.41 | 20.55    |
| 2012-13 Q1 | 5.77             | 25.00          | 5.88  | 41.37 | 21.98    |
| 2012-13 Q2 | 6.87             | 21.17          | 8.91  | 43.51 | 19.54    |
| 2012-13 Q3 | 6.13             | 19.16          | 6.74  | 48.37 | 19.60    |
| 2012-13 Q4 | 5.94             | 23.90          | 6.12  | 50.16 | 13.87    |
| 2013-14 Q1 | 4.70             | 31.41          | 6.35  | 44.36 | 13.19    |
| 2013-14 Q2 | 4.80             | 27.99          | 7.41  | 47.85 | 11.94    |
| 2013-14 Q3 | 5.46             | 26.24          | 7.42  | 49.94 | 10.94    |
| 2013-14 Q4 | 6.14             | 25.81          | 6.97  | 50.70 | 10.38    |
| 2014-15 Q1 | 5.33             | 23.29          | 9.21  | 47.50 | 14.67    |
| 2014-15 Q2 | 5.61             | 23.50          | 9.33  | 46.87 | 14.69    |

Table 4.3 – Average Duration of all Works by Category

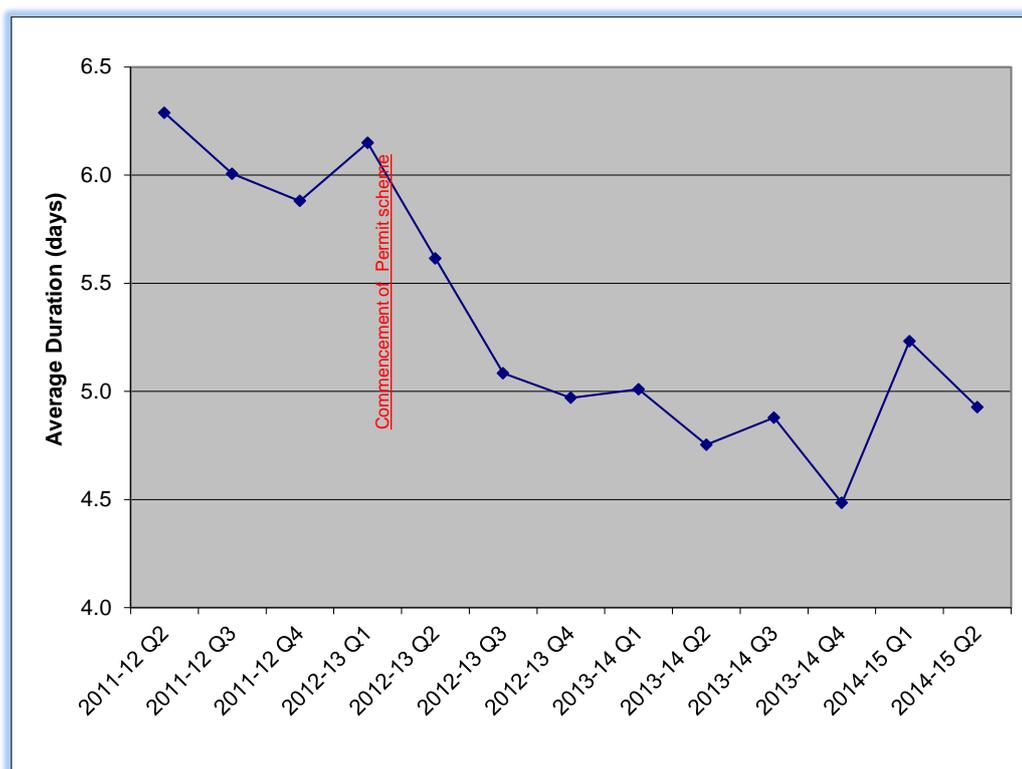


Chart 4.6 – Average Duration of all Works

| Quarter     | IMMEDIATE (EMERGENCY) | IMMEDIATE (URGENT) | MAJOR | MINOR | STANDARD | Grand Total |
|-------------|-----------------------|--------------------|-------|-------|----------|-------------|
| 2011-12 Q2  | 287                   | 1866               | 1069  | 3585  | 1757     | 8564        |
| 2011-12 Q3  | 385                   | 1786               | 461   | 2762  | 1633     | 7027        |
| 2011-12 Q4  | 446                   | 1833               | 412   | 3411  | 1578     | 7680        |
| 2012-13 Q1  | 334                   | 1447               | 340   | 2394  | 1272     | 5787        |
| 2012-13 Q2  | 356                   | 1097               | 462   | 2255  | 1013     | 5183        |
| 2012-13 Q3  | 345                   | 1078               | 379   | 2722  | 1103     | 5627        |
| 2012-13 Q4  | 359                   | 1444               | 370   | 3030  | 838      | 6041        |
| 2013-14 Q1  | 406                   | 2715               | 549   | 3835  | 1140     | 8645        |
| 2013-14 Q2  | 333                   | 1941               | 514   | 3318  | 828      | 6934        |
| 2013-14 Q3  | 383                   | 1841               | 521   | 3504  | 768      | 7017        |
| 2013-14 Q4  | 416                   | 1748               | 472   | 3434  | 703      | 6773        |
| 2014-15 Q1  | 362                   | 1582               | 626   | 3227  | 997      | 6794        |
| 2014-15 Q2  | 282                   | 1181               | 469   | 2355  | 738      | 5025        |
| Grand Total | 4694                  | 21559              | 6644  | 39832 | 14368    | 87097       |

Table 4.4 – Total Number of all Works

### Interpretation of results

Prior to the implementation of the permit scheme, from July 2011 to June 2012, 29,121 works were undertaken. The total duration of these works was 177,767 days, and the average duration was **6.10** days

After the introduction of the scheme from July 2012 to June 2013 25,496 works were undertaken. The total duration of works was 131,049 days. The average duration was **5.14** days. In this latest evaluation period July 2013 to June 2014 27,518 works were undertaken, the total duration of works was 133,118 days. The average duration was **4.84** days.

This gives a saving of **44,649** days compared with the 12 months pre-permit scheme baseline data.

Alternatively, allowing for the reduction in the number of works (29,121-27,518), the reduction in average duration of 1.26 days (6.10-4.84) when multiplied by the total number of works during the second year of operation gives a total of **34,672** days of disruption saved across the six participating authorities during the current reporting period.

#### 4.2.2 KSM2 – Reduction in remedial measures

Two separate measures were proposed originally to demonstrate that the improved planning promoted by the permit scheme would result in a reduction in the number of remedial measures required as a result of the works activity.

The first measure was to compare the number of apparatus damages reported to asset owners before and after the permit scheme operational date. Unfortunately sufficient data has not been supplied by the asset owners to allow a reliable comparison to be published at this stage.

The second measure was to compare the number of remedial works undertaken by work promoters in comparison with the non-permit route network

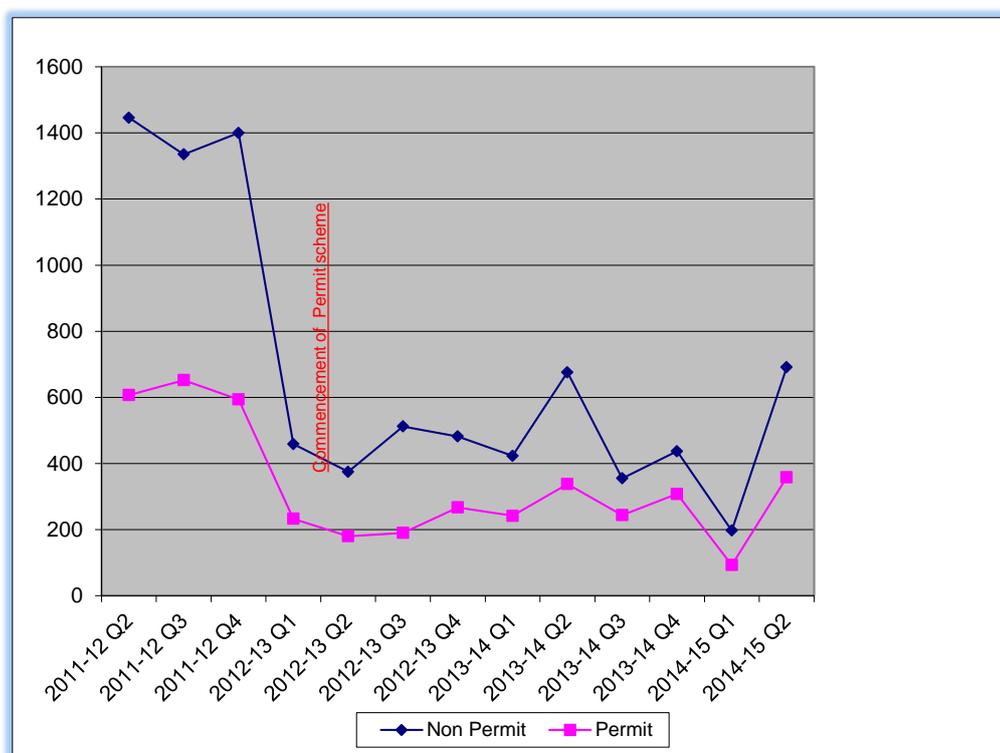


Chart 4.7 – Number of Remedial Works Undertaken

## Interpretation of results

The high number of remedial works before the commencement of the scheme, possibly caused by a large volume of work associated with the South Yorkshire Digital Region project was reported last year.

During the operation of the scheme the number of remedial works undertaken on both the permit and non-permit route networks has fluctuated. As previously reported, due to the duration of reinstatement guarantee periods i.e. the data still contains a legacy of pre-permit scheme reinstatements, this indicator is intended as a long term indicator and will need to be monitored in future evaluation reports. As the impact of the scheme is analysed interventions may be required to help meet the objective to protect the structure of the street and the integrity of the apparatus in it.

The data may also be affected by other NRSWA related activities outside the scope of the permit scheme, such as the recent introduction of coring programmes for reinstatements. Activities such as this have a far greater effect on the number of remedial works than the impact of the permit scheme could have.

### 4.2.3 KSM 3 – Better information for road users

One of the objectives of the scheme was that additional and reliable data provided by work promoters would lead to better information for road users. Measurement of this has focussed in three areas;

- Accurate location of works
- Reliable start and end dates of the works
- Good quality information about the potential disruptive effect of the works

The measure used to examine inaccuracies in works plotting has been left out of this year's report because the current street works systems could not separate out the permit and non-permit scheme route network.

The second measure (chart 4.8) compares the proposed start dates provided by the work promoter on the NRSWA S55 notice or permit application and the subsequent actual start date provided. Where the two dates match this is displayed as a percentage of the overall works. The report includes data from both before and after the permit scheme operational date and is displayed graphically to provide a trend analysis.

In last year's report the third measure, required each permit authority to choose an investigatory random sample of 40 works (20 using road closures and 20 using temporary traffic control) over the same period (pre and post

permit scheme operation), to compare the traffic management type identified on the notice or permit against application records served separately. Following a review of the relevance of this data, a similar exercise has not been carried out for this year's report, but consideration of alternative reporting measures will be made for future evaluation, in conjunction with the expected national guidance and TPI reporting protocols. It is hoped that these reports will be EToN system generated on a national specification, rather than attempting a local solution.

## Results

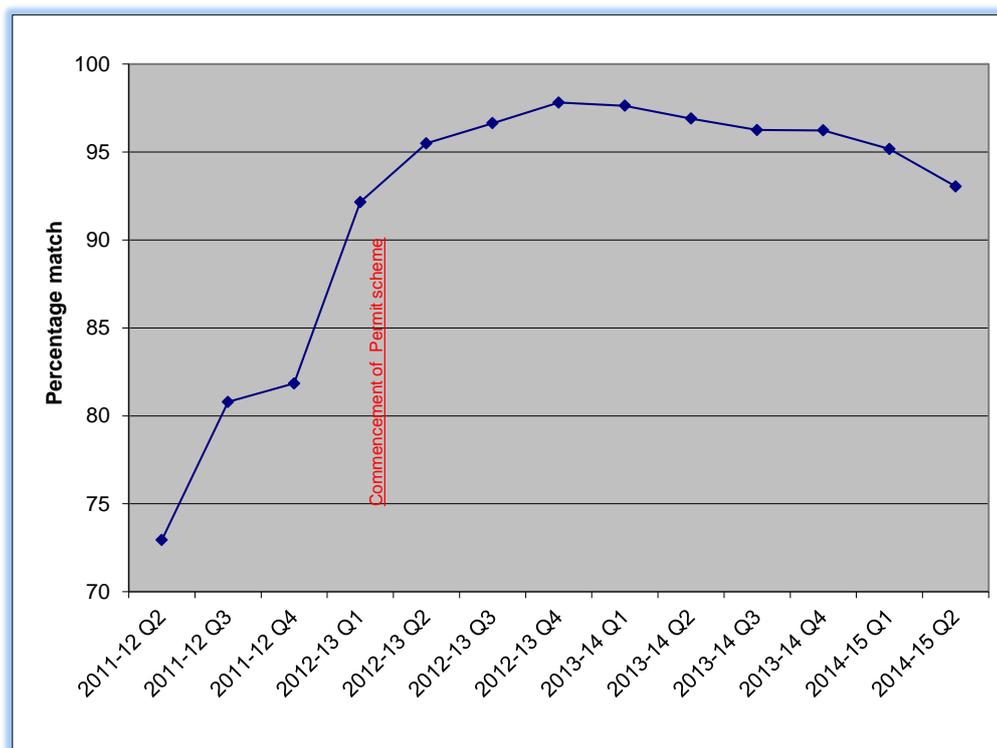


Chart 4.8 – Accuracy of Actual Start Date

### Interpretation of results

The accuracy of start dates in Chart 4.8 shows a slight decline in the performance achieved. Until the final quarter over 95% of all works start dates were reliable. This high level of reliability which was not available prior to the scheme commencement means that the permit authorities have a high degree of confidence in providing this information to road users to allow them to make informed journey choices. The slight decrease in performance needs to be reviewed, to see if any interventions are required.

All YCPS authorities continue to provide data from their street works registers on the roadworks.org website and are promoting this to all relevant stakeholders. Roadworks.org continues to be developed and recognised as a reliable source of accurate information about road works and events.

#### 4.2.4 KSM4 - Improved compliance with the 'Safety at Street Works and Road Works Code of Practice'

Inspections of works in progress (Category A) have been recorded by all the permit authorities before and after the permit scheme operational date for street works only. These inspections demonstrate the level of compliance with the code of practice.

The report shows graphically the quarterly percentage of Category A inspections compliant with the code of practice. The report is split between the permit street network and the non-permit street network.

#### Results

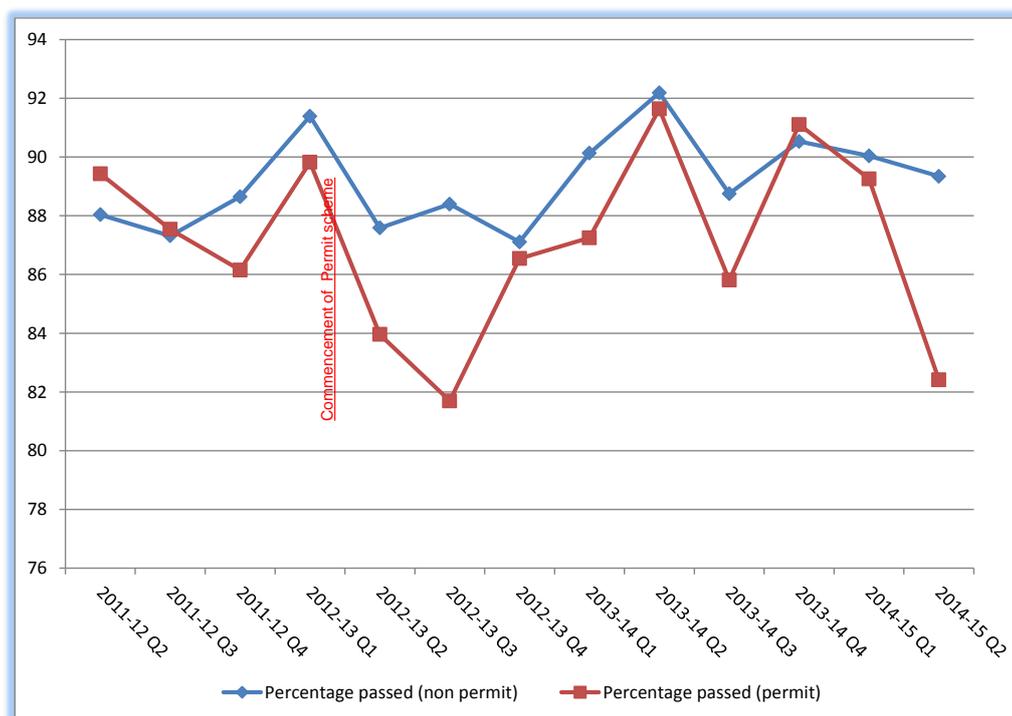


Chart 4.9 – Category A Inspection Compliance

#### Interpretation of Results

The YCPS authorities proposed this objective with the intention that the increased planning and scrutiny of works by both work promoters and the permit authorities would lead to an improvement in the quality of signing and guarding at road and street works sites.

The results for the permit street network show a high degree of variance from one quarter to the next, and it is therefore difficult to draw any meaningful conclusions from this.

Introduction of the new Safety Code of Practice has potentially caused a decrease in the rate of compliance, but much work is being undertaken at

YHAUC and between individual permit authorities and work promoters to improve this compliance rate.

#### 4.2.5 KSM 5 – Improved activity planning

This indicator was intended to provide a measure of the use by work promoters of information about the affected street which is contained in the additional street data (ASD) in the street gazetteer.

Prior to the permit scheme operation, there was an opportunity for permit authorities to add to the information held in the ASD to try and assist work promoters in planning their works. This information included items such as bus lane operation, parking bays, and traffic signals.

The intention was to report on the number of instances where a permit had to be rejected because adequate details had not been provided with respect to any relevant ASD information.

During the operation of the scheme it became apparent that production of performance data was difficult to extract automatically from the street works system as it was held within free text fields.

A standardisation of refusal reasons has been developed through YPOG but unfortunately it appears that this has not enabled the link between refusal rates and inadequate planning from work promoters to be reported accurately.

## 5 Conclusions

The main objectives of the Scheme were to minimise delay and reduce disruption arising from works on the highway, and to demonstrate parity of treatment amongst all works promoters.

Taking the reporting year as a whole, the reduction in works duration from the commencement of the permit scheme has been maintained. The overall number of days of occupation (down by 44,649), and there has been reduction in the average number of days of occupation (down from an average of 6.10 days to 4.84 days per works.) This demonstrates that the Scheme is achieving one of its key objectives in minimising delay and reducing disruption.

The information obtained from KPM1 continues to demonstrate that all works promoters are engaging with the process to obtain permits, and that permit authorities have demonstrated parity of treatment for its own authority works as well as for other works promoters. There remains a wide range of refusal rates, and work is still being carried out through YPOG to examine the rate and reasons for refusals or modifications. YPSB are also cooperating with works being undertaken nationally on response codes. The data extracted for this year's report demonstrate that further work is required to make the connection between condition text and condition type more robust. Work has already commenced, for example, through the YPOG condition workshop.

Since the introduction of EToN6, permit authorities are now able to look at areas where it was not previously possible to extract meaningful data. Positive operational benefits through the introduction of EToN6, for example, where traffic management drawings / plans and applications for temporary traffic regulation orders and applications for the use of portable traffic light signals have been submitted as attachments via EToN.

The number of works that have gone ahead as planned without cancellation (KPM5) has further increased. A high number of works have continued to commence on the planned start date (KSM3). Together these provide a beneficial impact on permit authorities' ability to coordinate work effectively and provide useful, accurate information for the public. This is against the background of an 8% increase in the number of works compared with the previous reporting period.

Other supplementary objectives in the Scheme were to protect the structure of the street and integrity of the apparatus in it, and to ensure the safety at works for people living, using and working on the street.

The data for both KSM2 and KSM4 has been affected by other issues outside the scope and influence of the permit scheme. For example some authorities are undertaking a coring programme, there remains a legacy of

pre permit scheme reinstatements, the implications of the South Yorkshire Digital Region, and the introduction of the revised Safety at Street Works and Road Works Code of Practice.

The performance of the Scheme during its second full year of operation has maintained a direction of travel towards minimising delay and disruption as well as improving coordination and communication between permit authorities and activity promoters, resulting in the improved provision of high quality information to residents, businesses, public transport and the travelling public.

## 6 Recommendations and Goals from the 2012-2013 Annual Report

In the Annual Report for 2012-2013 a number of recommendations were made and goals set. This section sets out how these objectives were addressed.

It was recommended that:

- 6.1 The YCPS continue to operate using the current arrangements.

**Update:** The Scheme continued to operate in 2013-2014 in the same manner as in 2012-2013. The Conclusions section of this year's Report sets out the continued progress made in delivering the Scheme objectives of reducing disruption and minimising the delay arising out street works and road works activities.

- 6.2 It is recommended that the governance arrangements (see section 2.3 above) continue to operate as currently constituted.

**Update:** In 2014 the 'Tranche 2' authorities (Bradford, Calderdale, and Wakefield) became members of the YPSB, in preparation for them starting to operate the YCPS from March 2015.

- 6.3 It is recommended that the YCPS continues to be represented at the National Permits Forum.

**Update:** YCPS representatives attended National Permit Forum/Permit Forum England meetings, sharing information from the Forum with YCPS members, and contributing feedback to the Forum on issues such as national advice notes.

- 6.4 Permit authorities continue to work with utility and highway authority promoters.

**Update:** YPOG continues to meet, and details of its contribution to the Scheme are set out above in section 2.2.3.

The goals set out in the 2012-2013 Report were to:

- 6.5 Review performance measures to take account of improvements in data collection and data availability, particularly in light of developments provided by the introduction of the new EToN6 technical specification.

**Update:** Scheme performance and performance measures were reviewed as part of preparing the 2013-2014 Annual Report. Work was done by permit authorities to identify and resolve any consistency issues arising from the

2012-2013 Report. Each of the performance measures was reviewed to assess its relevance to assessing the performance of the Scheme.

6.6 Implement the EToN6 technical specification.

**Update:** The introduction of EToN6 across YCPS members generally went well and was done by the specified deadline. Permit authorities have started looking at how EToN6 might enable them to report against performance measures where previously, under EToN5, it had not been possible to report.

6.7 Reduce the number of permit refusals.

**Update:** Work was done by permit authorities and through YPOG to incorporate the use of the new 'Permit Application Modification Request' (PAMR) notification type. Changes have been made to the format for reporting KPM1, in order to include information about the number of PAMRs used, as well as agreeing standard modification request codes to assist authorities and promoters in identifying performance issues.

6.8 Increase awareness of Roadworks.org as an information and coordination resource.

**Update:** At the request of the Yorkshire & Humberside Traffic Managers Group, a template was developed for use by authorities in the rollout of Roadworks.org. Sessions to raise awareness of the website have been held at YPOG and YHAUC.

6.9 Fee review.

**Update:** Permit authorities carried out a fee review for the period 12 June 2012 to 31 December 2013. The outcome was that fees would remain unchanged.

6.10 Review of standard conditions.

**Update:** The review of the YCPS conditions was put on hold, pending the outcome of a national review of permit conditions. YCPS members provided feedback on the draft national advice note. The YPBS agreed that, with the 'Tranche 2' authorities being required to operate under the National Conditions Text advice note, early work should be done between YCPS permit authorities and activity promoters, with a view to ensuring consistency in the use of conditions across the Scheme.

## 7 Recommendations

It is recommended that:

- 7.1 The YCPS continues to operate using the current arrangements in order to build on achievement in meeting the Scheme's key objective to minimise delay and reduce disruption to road users arising from road and street works activities.
- 7.2 The governance arrangements (see section 2.3 above) continue to operate as currently constituted. An authority that obtains or makes an order to operate a permit scheme, and is a member of YHAUC, may opt to use the YCPS. In such cases the authority will be integrated into the current governance arrangements. The same recommendation applies to any new activity promoters who commence operations in the YCPS area.
- 7.3 The YCPS continues to be represented at the National Permits Forum, in order to share and disseminate information and good practice relating to the operation of permit schemes.
- 7.4 YCPS permit authorities and activity promoters continue to work together in order to ensure the continued effective and efficient operation of the Scheme, and to continue to deliver the required culture change.

Goals over the next year are to:

- 7.5 Undertake work to comply with the amended permit scheme regulations.
- 7.6 Incorporate the 'Tranche 2' authorities (Bradford, Calderdale, and Wakefield) into operating, and reporting performance under, the YCPS.
- 7.7 Review national guidance (when it becomes available) on performance measures, reporting, and response codes, and integrate into operational procedures to deliver consistency locally across YCPS and nationally.
- 7.8 Continue work to reduce the number of permit refusals/modification requests. Work to facilitate this is being done through YPOG.
- 7.9 Undertake a fee review for the 12 month period from 1 January 2014, to ensure that a balance is maintained between permit fee income and costs incurred in dealing with utility promoter permits.

## 8 Appendices

### A – Barnsley Individual Permit Scheme Feedback

KPM1 – The number of permit and permit variations received, the number granted and the number refused

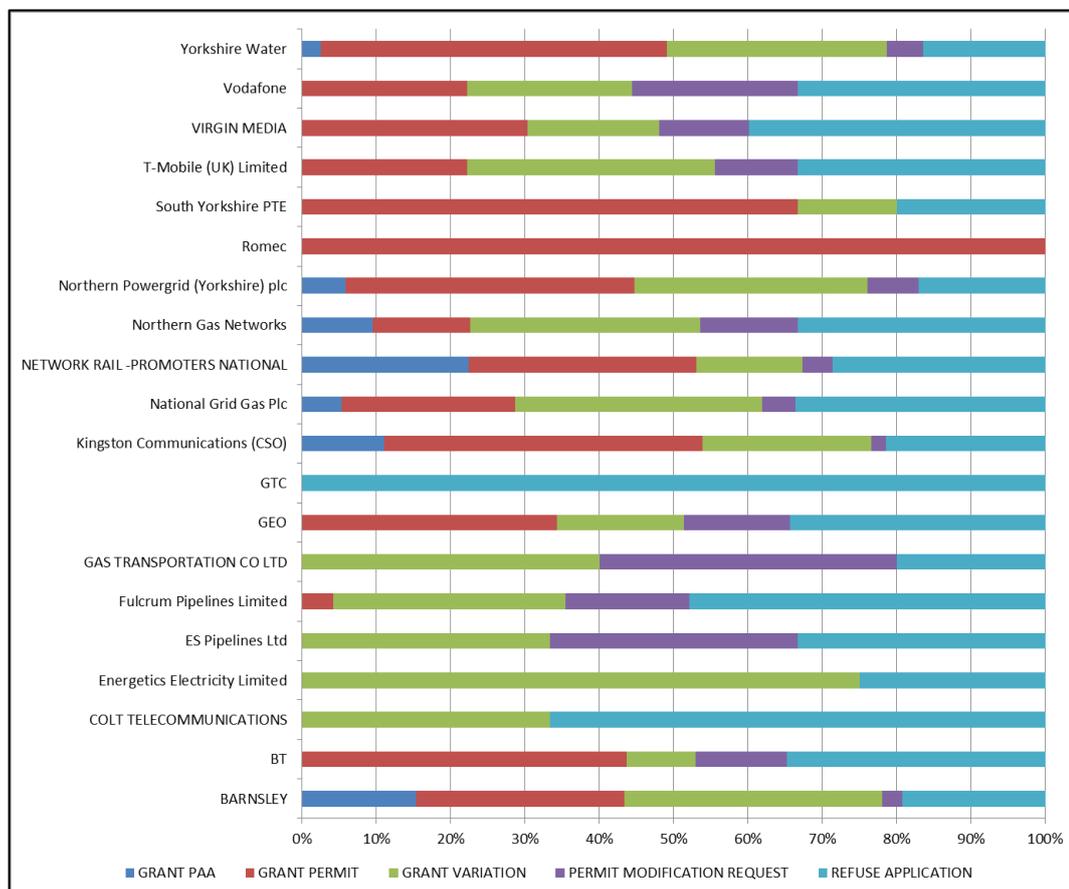


Chart A4.1 – KPM Summary

| Description                        | Highway Authority |               | Utilities |               |
|------------------------------------|-------------------|---------------|-----------|---------------|
|                                    | Number            | %age of total | Number    | %age of total |
| Permits/variations granted         | 463               | 78.08         | 1802      | 67.39         |
| Permits/variations refused + PAMRs | 130               | 21.92         | 872       | 32.61         |
| Total                              | 593               | 100           | 2674      | 100.00        |

Table A4.1 – Permit Applications and Decision Percentages

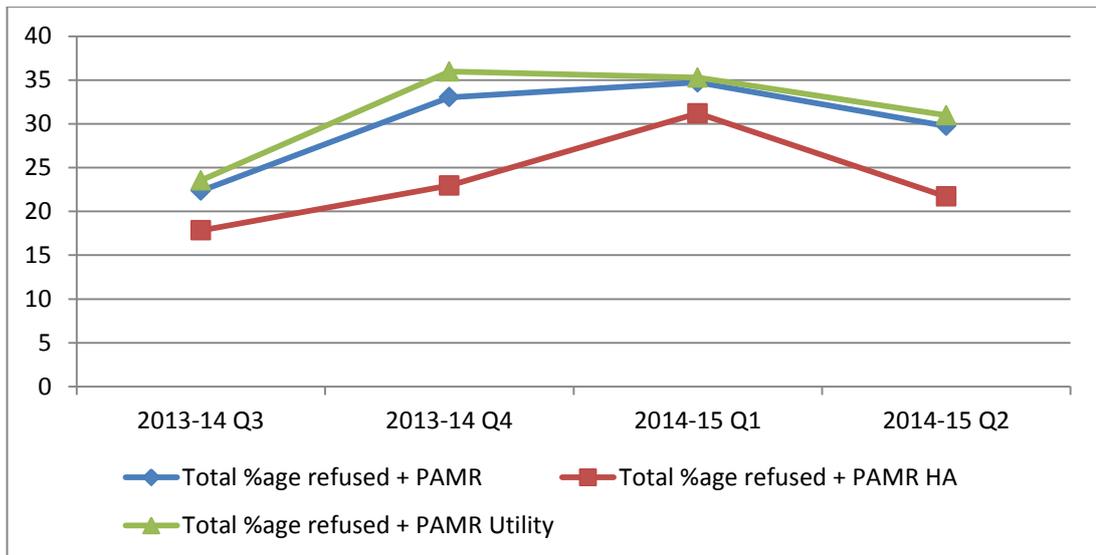


Chart A4.2 – Percentage Refusals

KPM2 – The number of conditions applied by condition type

No data for 2013-14 due to ICT issues

KPM5 – The percentage of PAA, permits and applications cancelled

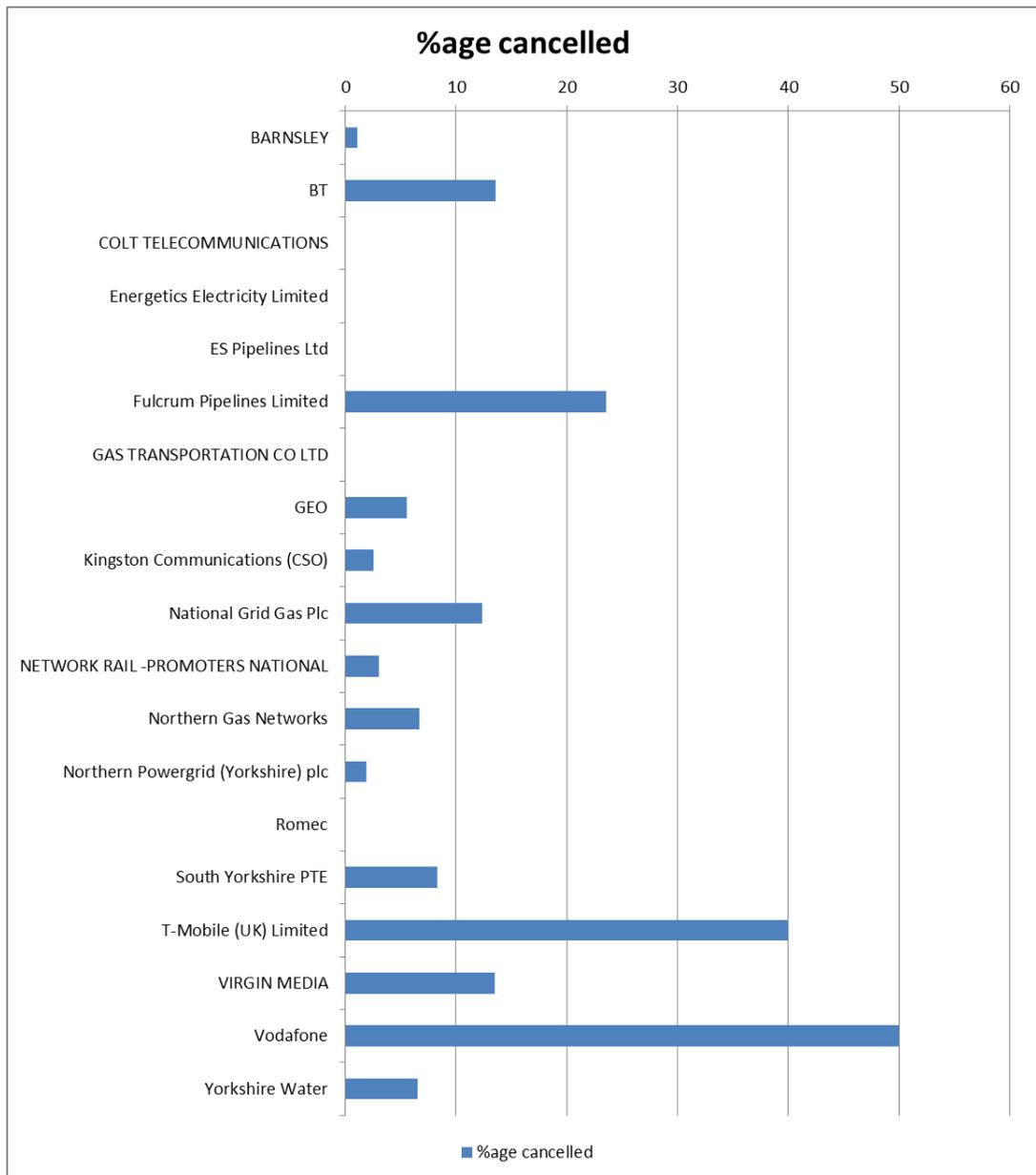


Chart A4.4 – Permit applications Cancelled

|              | Cancelled | %age cancelled |
|--------------|-----------|----------------|
| Barnsley MBC | 5         | 1.08           |
| Utilities    | 131       | 7.27           |

Table A4.2 – Summary of permit applications Cancelled

KSM1 – Minimising delay and reducing disruption to road users arising from street and road works activity

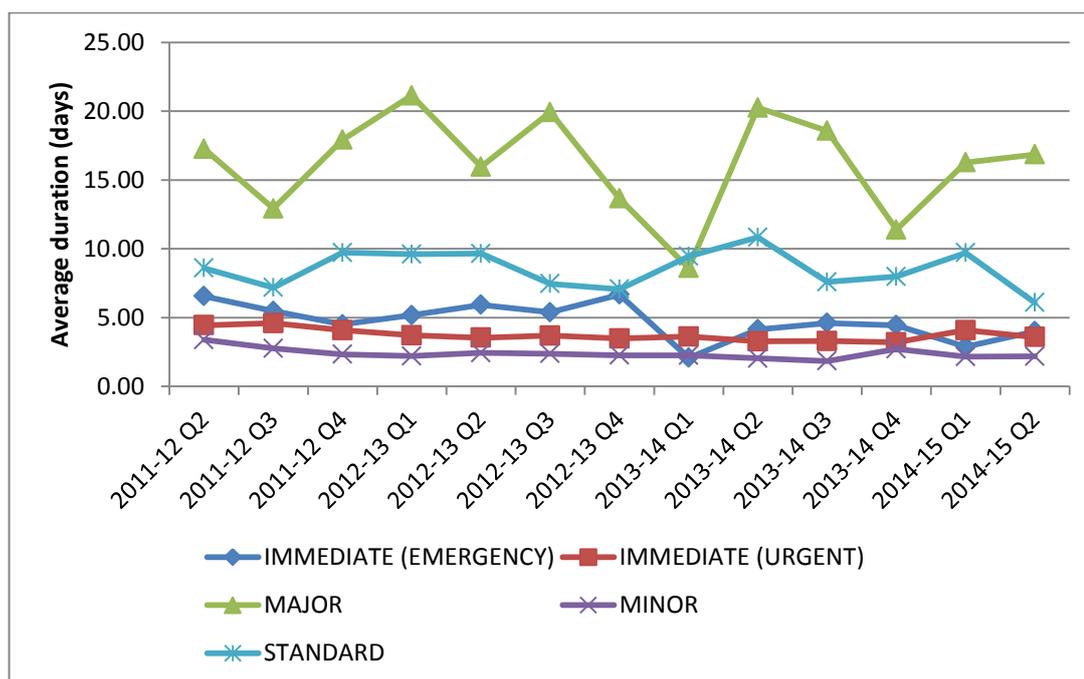


Chart A4.5 – Average Durations of all Works by Category

| Quarter     | IMMEDIATE (EMERGENCY) | IMMEDIATE (URGENT) | MAJOR | MINOR | STANDARD | Combined |
|-------------|-----------------------|--------------------|-------|-------|----------|----------|
| 2011-12 Q2  | 6.55                  | 4.44               | 17.26 | 3.39  | 8.59     | 6.11     |
| 2011-12 Q3  | 5.47                  | 4.59               | 12.92 | 2.75  | 7.18     | 5.36     |
| 2011-12 Q4  | 4.50                  | 4.08               | 17.92 | 2.33  | 9.71     | 4.75     |
| 2012-13 Q1  | 5.17                  | 3.70               | 21.13 | 2.20  | 9.61     | 5.78     |
| 2012-13 Q2  | 5.93                  | 3.53               | 15.96 | 2.44  | 9.65     | 5.25     |
| 2012-13 Q3  | 5.38                  | 3.68               | 19.93 | 2.37  | 7.46     | 5.10     |
| 2012-13 Q4  | 6.67                  | 3.47               | 13.65 | 2.26  | 7.07     | 4.38     |
| 2013-14 Q1  | 2.07                  | 3.61               | 8.60  | 2.24  | 9.45     | 4.67     |
| 2013-14 Q2  | 4.13                  | 3.27               | 20.25 | 2.04  | 10.83    | 4.82     |
| 2013-14 Q3  | 4.60                  | 3.29               | 18.57 | 1.84  | 7.58     | 5.15     |
| 2013-14 Q4  | 4.44                  | 3.20               | 11.39 | 2.71  | 7.98     | 4.30     |
| 2014-15 Q1  | 2.89                  | 4.08               | 16.27 | 2.16  | 9.70     | 5.10     |
| 2014-15 Q2  | 4.00                  | 3.58               | 16.85 | 2.17  | 6.08     | 5.01     |
| Grand Total | 5.40                  | 3.97               | 16.68 | 2.67  | 8.73     | 5.56     |

Table A4.3 – Average Duration of all Works by Category

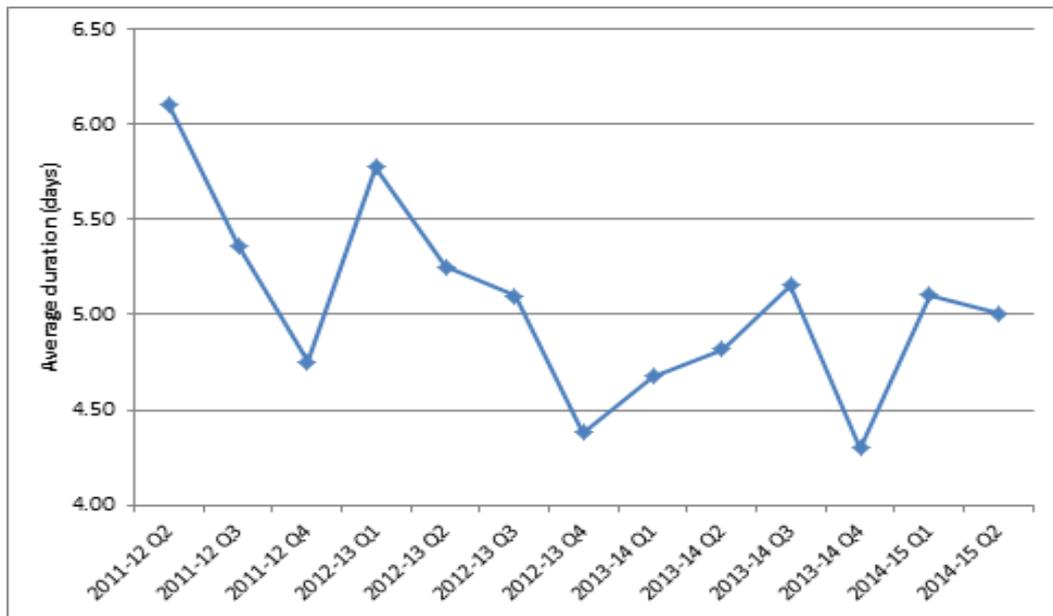


Chart A4.6 – Average Duration of all Works

| Quarter            | IMMEDIATE (EMERGENCY) | IMMEDIATE (URGENT) | MAJOR      | MINOR       | STANDARD    | Grand Total |
|--------------------|-----------------------|--------------------|------------|-------------|-------------|-------------|
| 2011-12 Q2         | 22                    | 142                | 42         | 284         | 215         | 705         |
| 2011-12 Q3         | 47                    | 140                | 38         | 194         | 177         | 596         |
| 2011-12 Q4         | 32                    | 158                | 26         | 286         | 94          | 596         |
| 2012-13 Q1         | 24                    | 108                | 30         | 138         | 71          | 371         |
| 2012-13 Q2         | 27                    | 85                 | 26         | 128         | 48          | 314         |
| 2012-13 Q3         | 24                    | 88                 | 29         | 158         | 50          | 349         |
| 2012-13 Q4         | 18                    | 135                | 26         | 152         | 61          | 392         |
| 2013-14 Q1         | 14                    | 126                | 72         | 156         | 56          | 424         |
| 2013-14 Q2         | 30                    | 96                 | 16         | 132         | 48          | 322         |
| 2013-14 Q3         | 15                    | 102                | 44         | 171         | 72          | 404         |
| 2013-14 Q4         | 18                    | 120                | 36         | 182         | 44          | 400         |
| 2014-15 Q1         | 9                     | 87                 | 26         | 146         | 54          | 322         |
| 2014-15 Q2         | 17                    | 99                 | 41         | 152         | 98          | 407         |
| <b>Grand Total</b> | <b>446</b>            | <b>2026</b>        | <b>678</b> | <b>3313</b> | <b>1672</b> | <b>8135</b> |

Table A4.4 – Total Number of Works

## KSM2 – Reduction in remedial measures

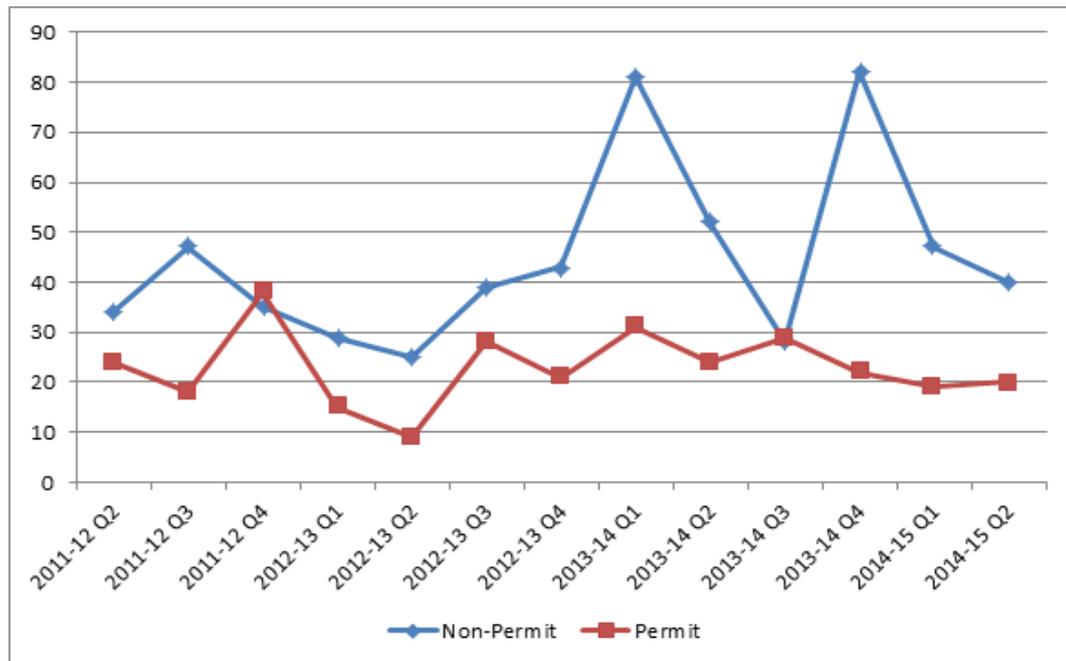


Chart A4.7 – Number of Remedial Works Undertaken

## KSM3 – Better information for road users

Accuracy of actual start date – cannot currently produce to ICT issues

KSM4 – Improved compliance with the ‘Safety at Street Works and Road Works Code of Practice’

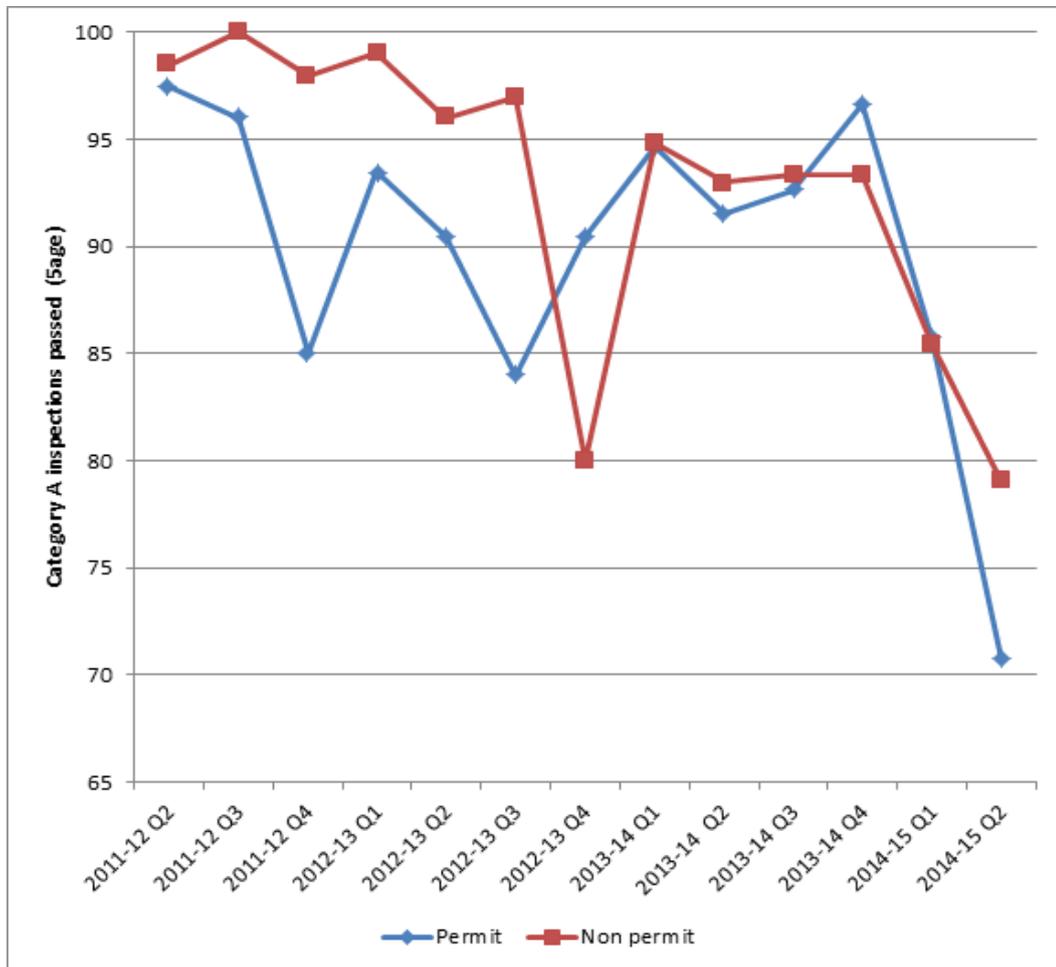


Chart A4.9 – Category A Inspection Compliance

## B – Doncaster Individual Permit Scheme Feedback

KPM1 – The number of permit and permit variation applications received, the number granted and the number refused

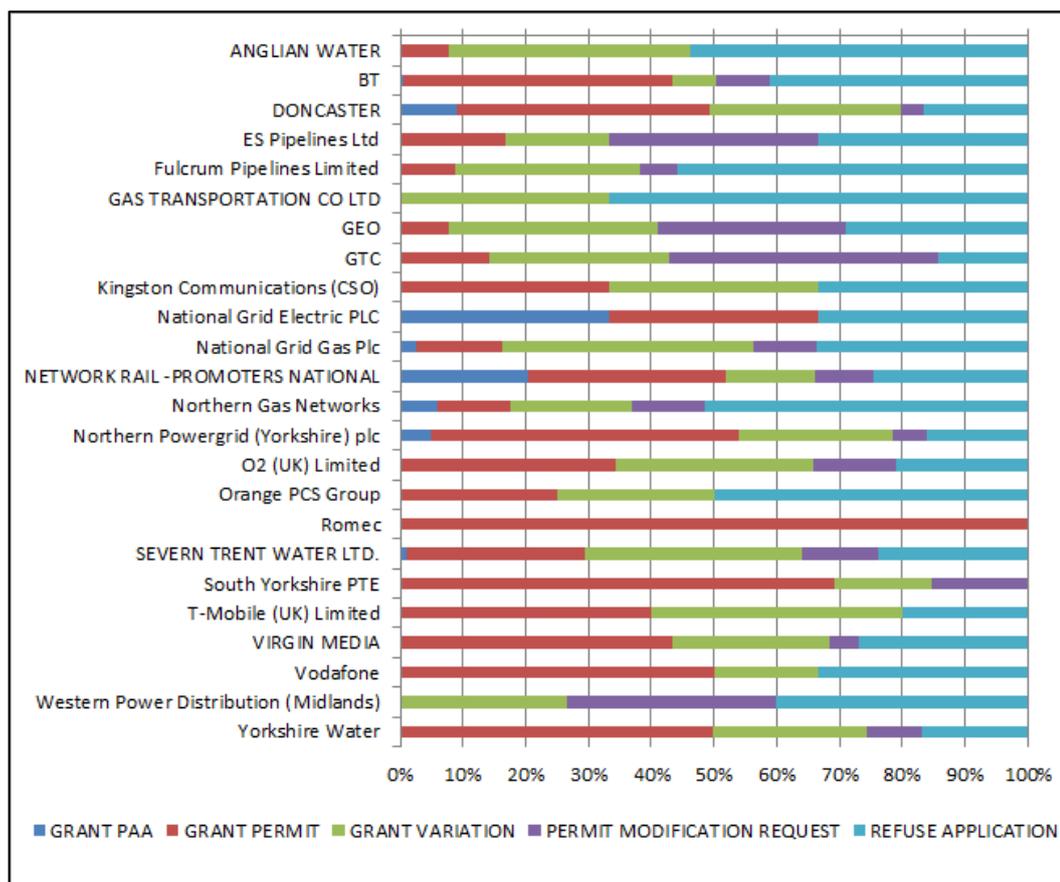


Chart B4.1- KPM1 Summary

| Description                         | Highway Authority |               | Utility |               |
|-------------------------------------|-------------------|---------------|---------|---------------|
|                                     | Number            | %age of total | Number  | %age of total |
| Permits/variati ons granted         | 817               | 79.86         | 1904    | 63.55         |
| Permits/variati ons refused or PAMR | 206               | 20.14         | 1092    | 36.45         |
| Total                               | 1023              | 100.00        | 2996    | 100.00        |

Table B4.1- Permit Decision Percentage

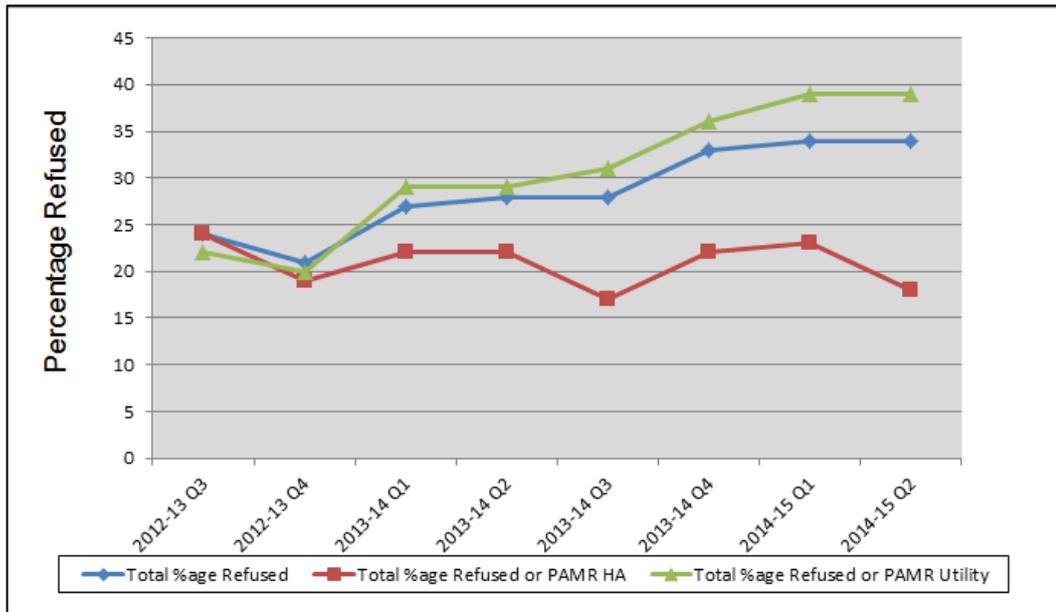


Chart B4.2 – Percentage Refusals

KPM2 - The number of conditions applied by condition type – Unable to produce due to ICT constraints

Chart B.3 - Use of conditions – Unable to produce due to ICT constraints

KPM5 - The percentage of PAA, permits and applications cancelled

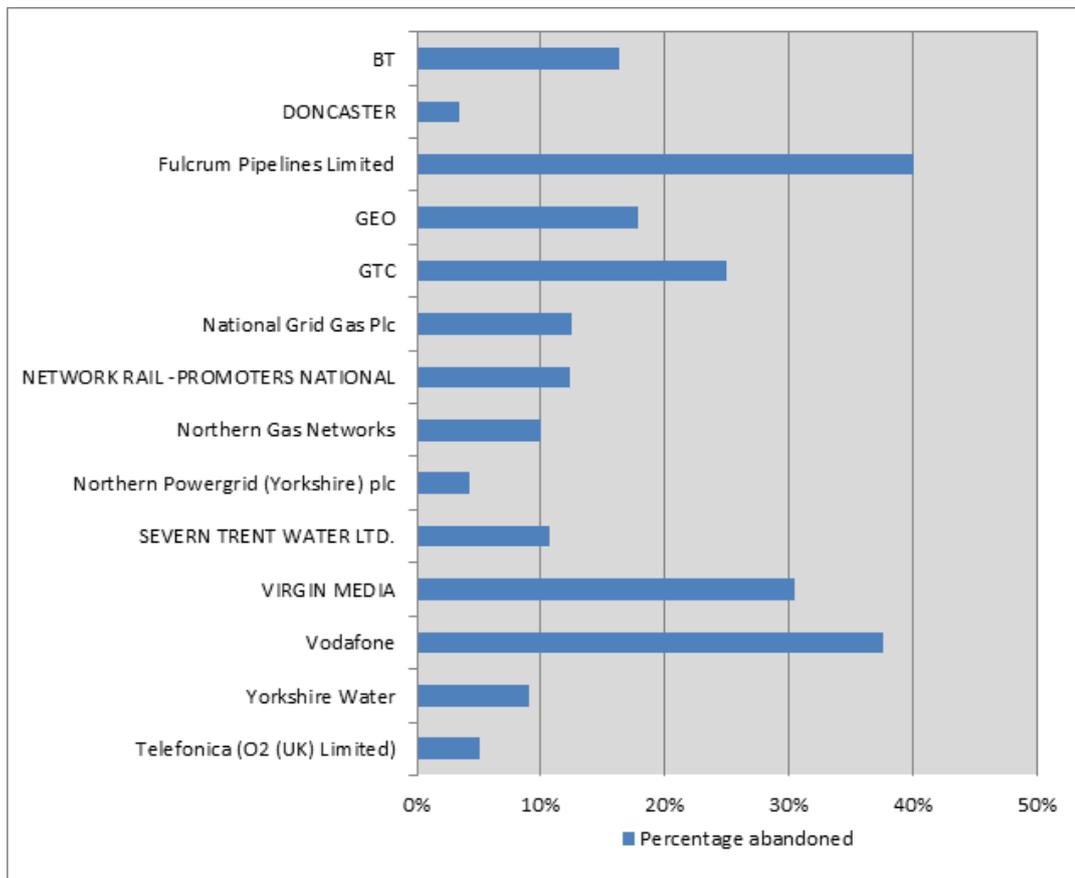


Chart B4.4– Permit Applications Abandoned

|                  | Total number abandoned | Percentage abandoned |
|------------------|------------------------|----------------------|
| Highway Promoter | 19                     | 3.40                 |
| Utility Promoter | 175                    | 11.04                |

Table B4.2 - Summary of Permit Applications Abandoned

KSM1 -Minimising delay and reducing disruption to road users arising from street and road works activity.

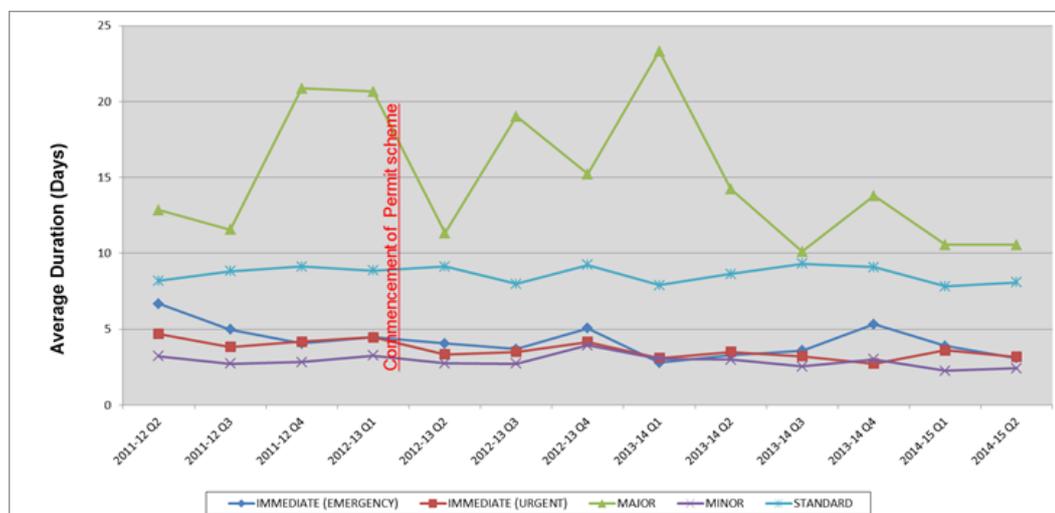


Chart B4.5 – Average Durations of all Works by Category

| Quarter    | IMMEDIATE (EMERGENCY) | IMMEDIATE (URGENT) | MAJOR | MINOR | STANDARD | Combined |
|------------|-----------------------|--------------------|-------|-------|----------|----------|
| 2011-12 Q2 | 6.67                  | 4.68               | 12.85 | 3.21  | 8.18     | 6.58     |
| 2011-12 Q3 | 4.97                  | 3.83               | 11.56 | 2.73  | 8.82     | 5.27     |
| 2011-12 Q4 | 4.05                  | 4.18               | 20.87 | 2.83  | 9.13     | 5.24     |
| 2012-13 Q1 | 4.46                  | 4.45               | 20.66 | 3.25  | 8.85     | 5.35     |
| 2012-13 Q2 | 4.06                  | 3.33               | 11.33 | 2.74  | 9.12     | 4.40     |
| 2012-13 Q3 | 3.69                  | 3.50               | 19.02 | 2.72  | 7.97     | 5.32     |
| 2012-13 Q4 | 5.05                  | 4.16               | 15.23 | 3.93  | 9.24     | 5.59     |
| 2013-14 Q1 | 2.79                  | 3.09               | 23.32 | 3.06  | 7.91     | 4.86     |
| 2013-14 Q2 | 3.29                  | 3.50               | 14.23 | 3.00  | 8.63     | 5.03     |
| 2013-14 Q3 | 3.59                  | 3.22               | 10.11 | 2.54  | 9.31     | 4.09     |
| 2013-14 Q4 | 5.31                  | 2.72               | 13.78 | 3.02  | 9.09     | 5.15     |
| 2014-15 Q1 | 3.89                  | 3.61               | 10.55 | 2.25  | 7.81     | 4.18     |
| 2014-15 Q2 | 3.10                  | 3.18               | 10.55 | 2.41  | 8.09     | 3.89     |

Table B4.3 – Average duration of all Works by Category

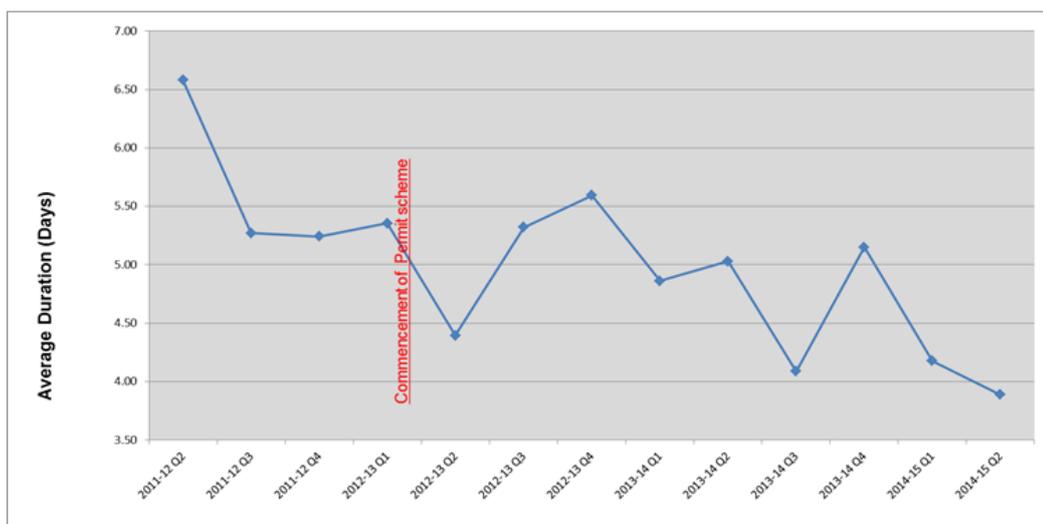


Chart B4.6 – Average duration of all Works

| Quarter    | IMMEDIATE (EMERGENCY) | IMMEDIATE (URGENT) | MAJOR | MINOR | STANDARD | Combined |
|------------|-----------------------|--------------------|-------|-------|----------|----------|
| 2011-12 Q2 | 24                    | 166                | 171   | 300   | 157      | 818      |
| 2011-12 Q3 | 30                    | 132                | 90    | 350   | 147      | 749      |
| 2011-12 Q4 | 58                    | 118                | 45    | 398   | 116      | 735      |
| 2012-13 Q1 | 28                    | 110                | 29    | 263   | 67       | 497      |
| 2012-13 Q2 | 34                    | 106                | 40    | 258   | 58       | 496      |
| 2012-13 Q3 | 35                    | 134                | 54    | 247   | 77       | 547      |
| 2012-13 Q4 | 20                    | 109                | 31    | 245   | 76       | 481      |
| 2013-14 Q1 | 19                    | 129                | 31    | 261   | 54       | 494      |
| 2013-14 Q2 | 34                    | 135                | 61    | 273   | 72       | 575      |
| 2013-14 Q3 | 46                    | 145                | 27    | 219   | 62       | 499      |
| 2013-14 Q4 | 35                    | 101                | 50    | 197   | 58       | 441      |
| 2014-15 Q1 | 27                    | 76                 | 40    | 223   | 62       | 428      |
| 2014-15 Q2 | 21                    | 108                | 56    | 350   | 56       | 591      |

Table B4.4 – Total number of Works (add totals line)

### KSM2 – Reduction in remedial measure

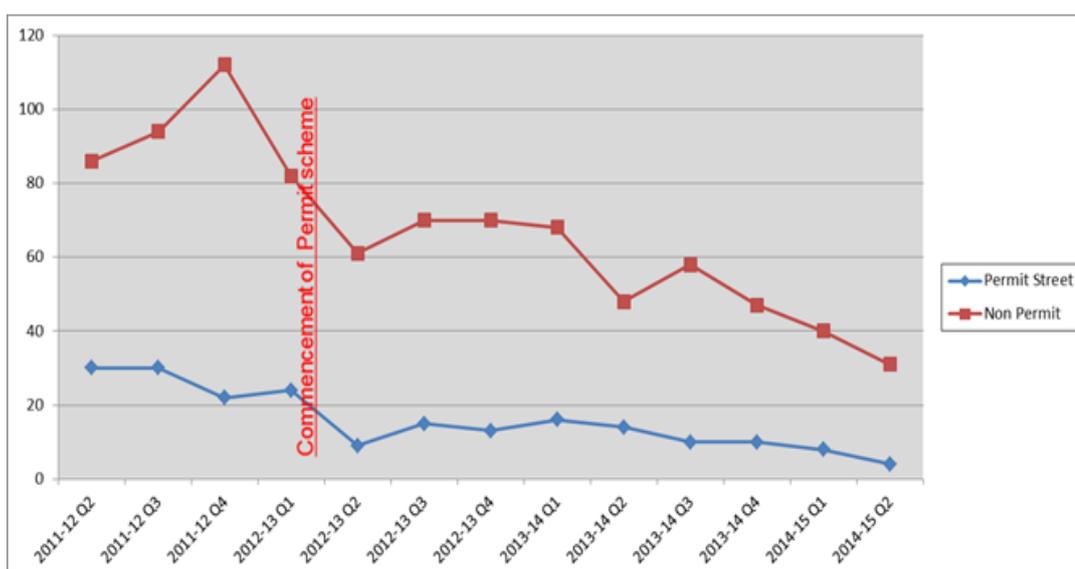


Chart B4.7 – Number of Remedial Works Undertaken

KSM 3 – Better information for road user – Unable to produce at this time

Chart B4.8 – Accuracy of actual start date – Unable to produce due to ICT constraints

KSM 4 – Improved compliance with the 'Safety at Street Works and Road Works Code of Practice'

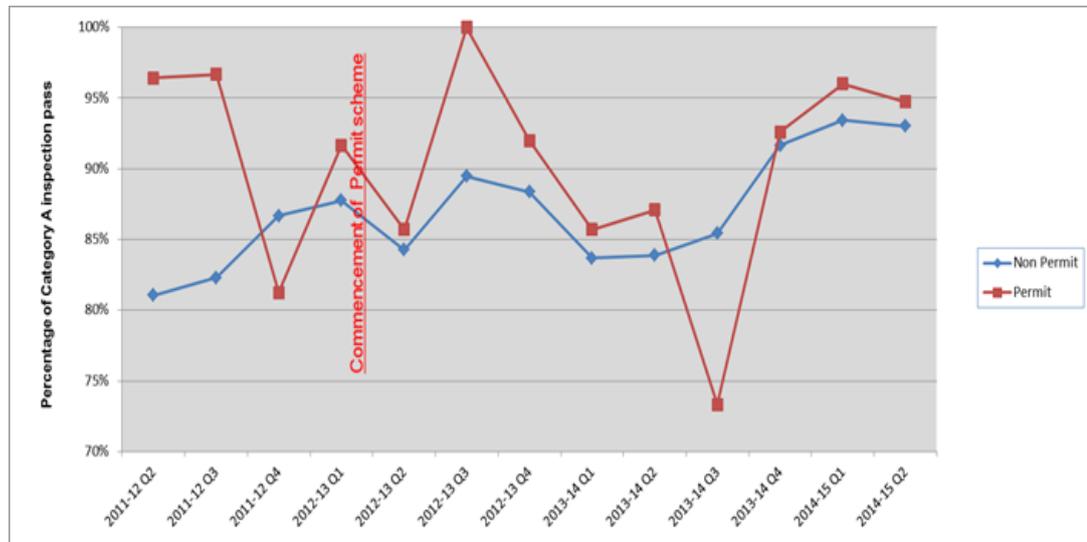


Chart B4.9 – Category A Inspection Compliance

## C – Kirklees Individual Permit Scheme Feedback

KPM1 – The number of permit and permit variation applications received, the number granted and the number refused

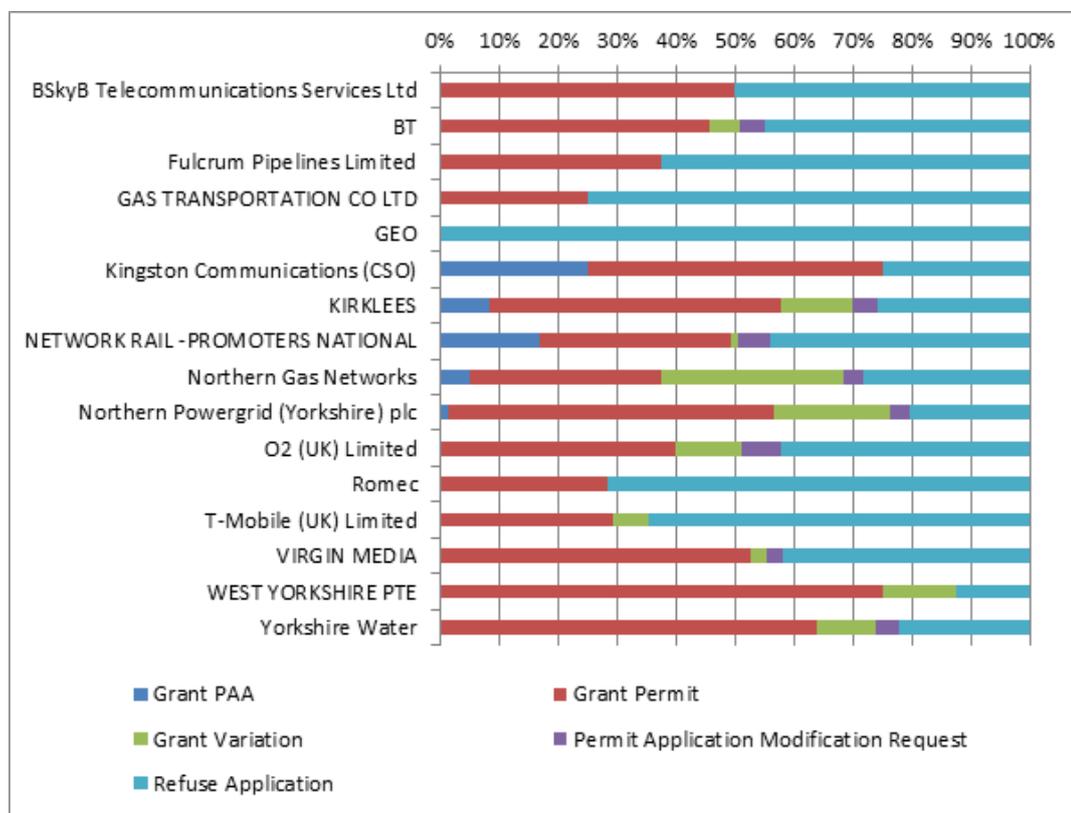


Chart C4.1 – KPM1 Summary

| Description                  | Highway Authority |             | Utility     |             |
|------------------------------|-------------------|-------------|-------------|-------------|
|                              | Totals            | % of Totals | Totals      | % of Totals |
| Permits Variations / Granted | 652               | 69.96       | 4207        | 64.84       |
| Permits Variations / Refused | 280               | 30.04       | 2281        | 35.16       |
| <b>Totals</b>                | <b>932</b>        |             | <b>6488</b> |             |

Table C4.1 – Permit Applications and Decisions Percentage

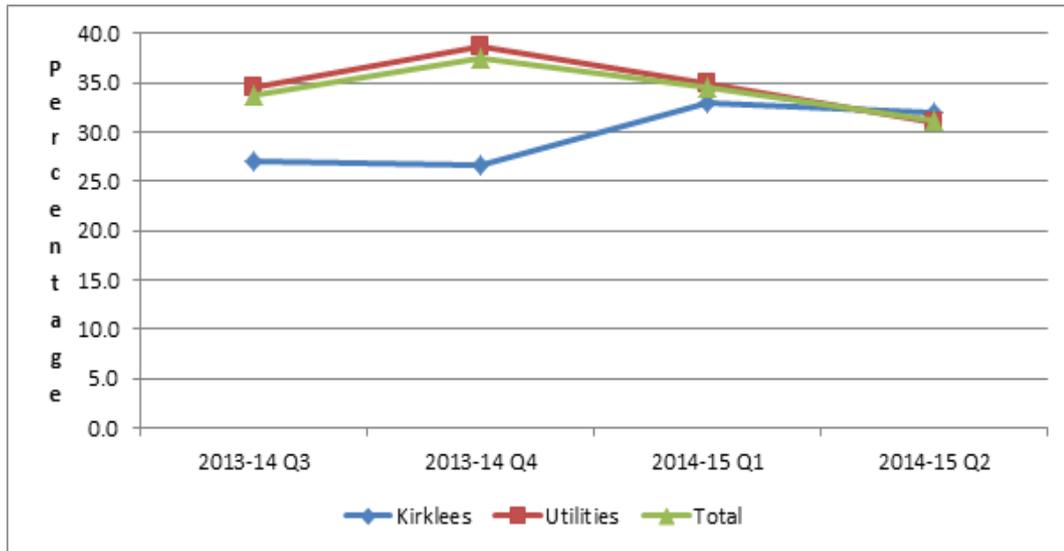


Chart C4.2 – Percentage Refusals

KPM2 – The number of conditions applied by condition type

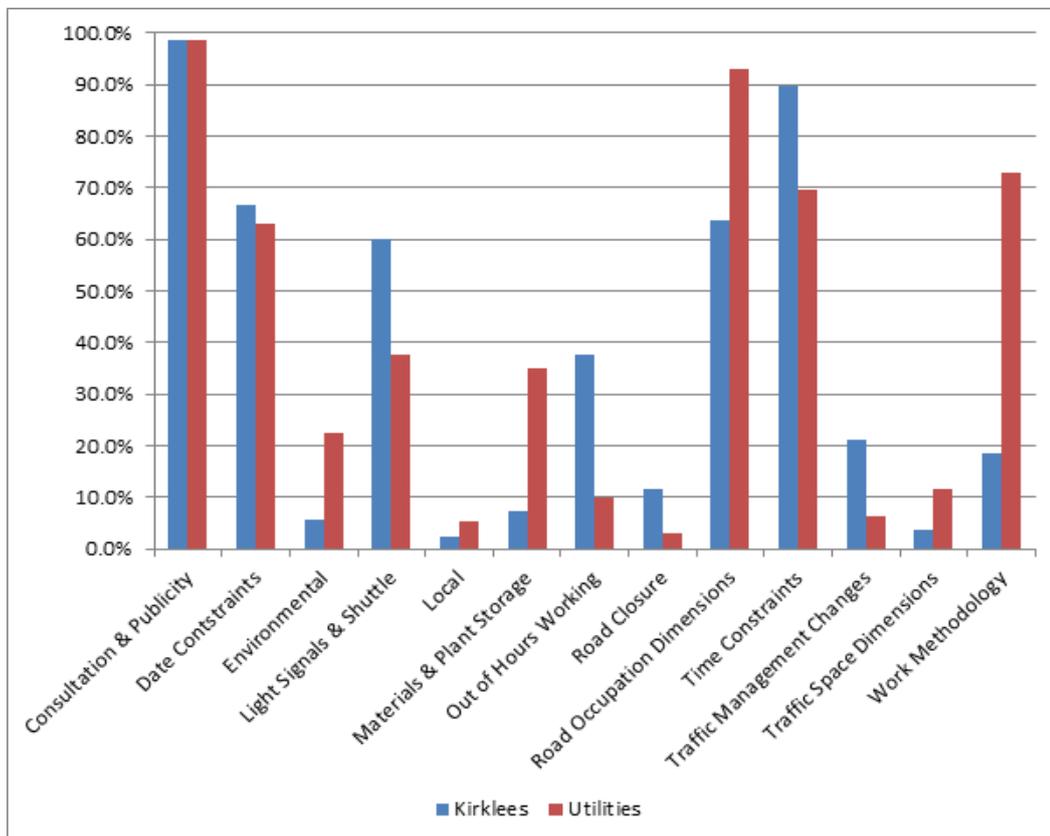


Chart C4.3 – Permit Condition Types Applied

## KPM5 – The percentage of PAA, permits and applications cancelled

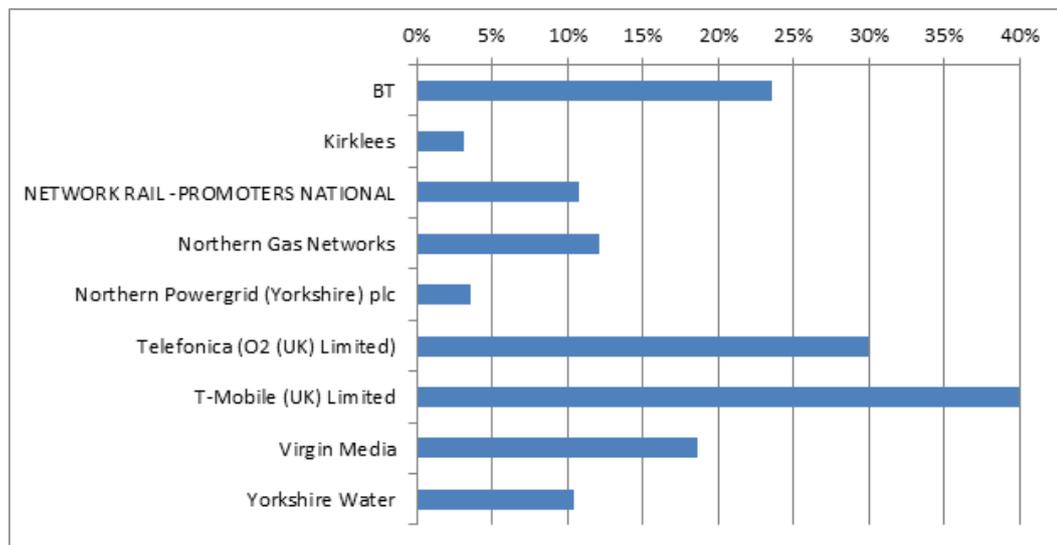


Chart C4.4 – Permit Applications Cancelled

|                  | Total No. Cancelled | % Cancelled |
|------------------|---------------------|-------------|
| Highway Promoter | 15                  | 3.18%       |
| Utility Promoter | 422                 | 13.71%      |

Table C4.2 – Summary of Permit Applications Cancelled

KSM1 - Minimising delay and reducing disruption to road users arising from street and road works activity.

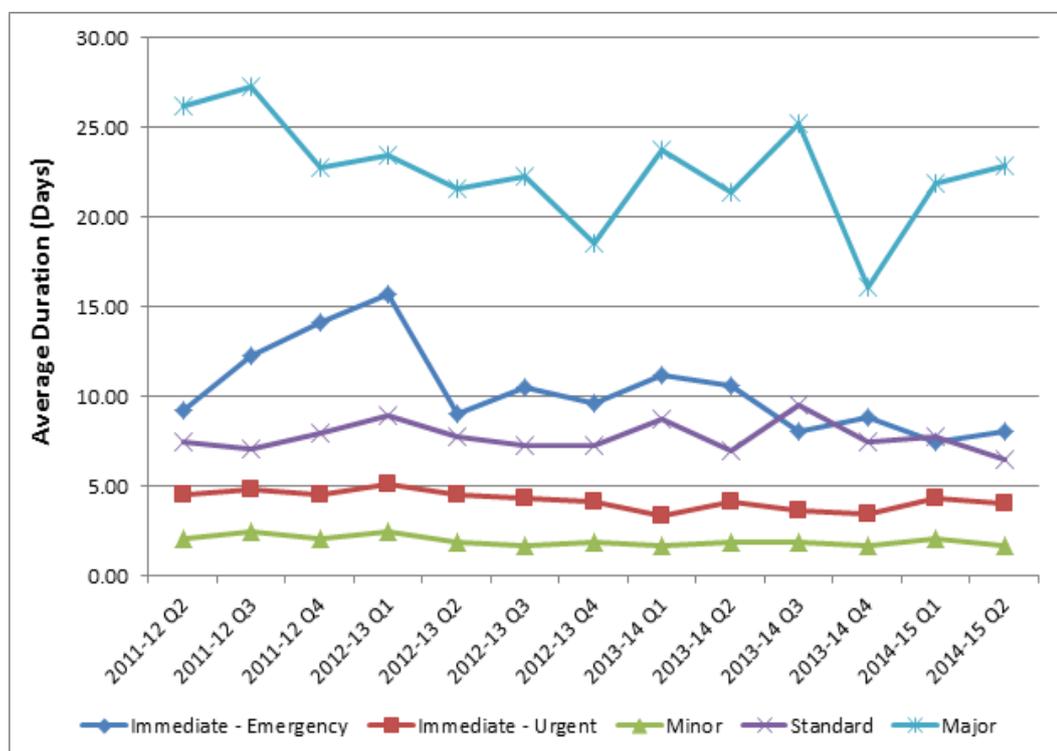


Chart C4.5 – Average duration of All Works by Category

|            | Emergency | Urgent | Minor | Standard | Major | Combined Totals |
|------------|-----------|--------|-------|----------|-------|-----------------|
| 2011-12 Q2 | 9.20      | 4.51   | 2.08  | 7.46     | 26.20 | 4.89            |
| 2011-12 Q3 | 12.30     | 4.85   | 2.43  | 7.10     | 27.25 | 5.36            |
| 2011-12 Q4 | 14.10     | 4.55   | 2.07  | 7.91     | 22.79 | 5.13            |
| 2012-13 Q1 | 15.68     | 5.13   | 2.44  | 8.92     | 23.48 | 6.06            |
| 2012-13 Q2 | 9.06      | 4.47   | 1.84  | 7.72     | 21.57 | 4.96            |
| 2012-13 Q3 | 10.47     | 4.34   | 1.64  | 7.26     | 22.31 | 5.00            |
| 2012-13 Q4 | 9.65      | 4.14   | 1.83  | 7.22     | 18.58 | 4.60            |
| 2013-14 Q1 | 11.18     | 3.34   | 1.70  | 8.75     | 23.70 | 4.63            |
| 2013-14 Q2 | 10.55     | 4.16   | 1.86  | 6.98     | 21.43 | 5.18            |
| 2013-14 Q3 | 8.00      | 3.64   | 1.87  | 9.53     | 25.27 | 4.93            |
| 2013-14 Q4 | 8.82      | 3.48   | 1.66  | 7.45     | 16.07 | 3.74            |
| 2014-15 Q1 | 7.44      | 4.30   | 2.03  | 7.70     | 21.85 | 4.71            |
| 2014-15 Q2 | 8.07      | 4.04   | 1.66  | 6.48     | 22.83 | 4.99            |

Table C4.3 – Average Duration of All Works by Category

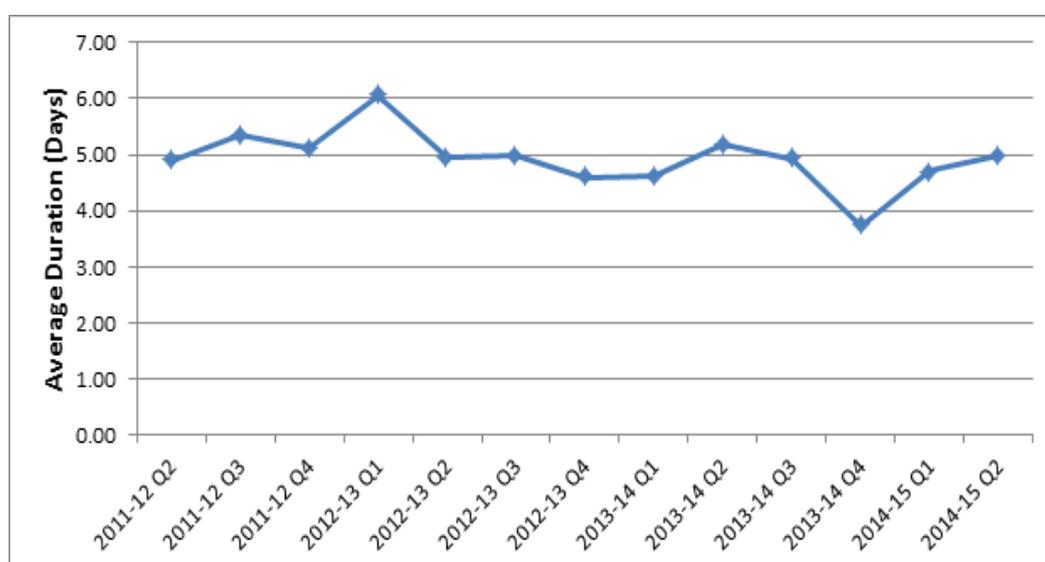


Chart C4.6 – Average Duration of All Works

|            | Emergency | Urgent | Minor | Standard | Major | Combined Totals |
|------------|-----------|--------|-------|----------|-------|-----------------|
| 2011-12 Q2 | 46        | 238    | 441   | 149      | 35    | 909             |
| 2011-12 Q3 | 71        | 235    | 318   | 118      | 16    | 758             |
| 2011-12 Q4 | 79        | 270    | 464   | 128      | 29    | 970             |
| 2012-13 Q1 | 44        | 215    | 299   | 159      | 23    | 740             |
| 2012-13 Q2 | 62        | 172    | 394   | 78       | 51    | 757             |
| 2012-13 Q3 | 49        | 154    | 343   | 91       | 45    | 682             |
| 2012-13 Q4 | 65        | 192    | 350   | 103      | 33    | 743             |
| 2013-14 Q1 | 55        | 177    | 425   | 99       | 37    | 793             |
| 2013-14 Q2 | 49        | 205    | 369   | 81       | 63    | 767             |
| 2013-14 Q3 | 64        | 204    | 356   | 119      | 30    | 773             |
| 2013-14 Q4 | 76        | 212    | 575   | 98       | 41    | 1002            |
| 2014-15 Q1 | 57        | 202    | 353   | 67       | 39    | 718             |
| 2014-15 Q2 | 70        | 161    | 347   | 88       | 54    | 720             |

Table C4.4 – Total Number of Works

### KSM2 – Reduction in remedial measures

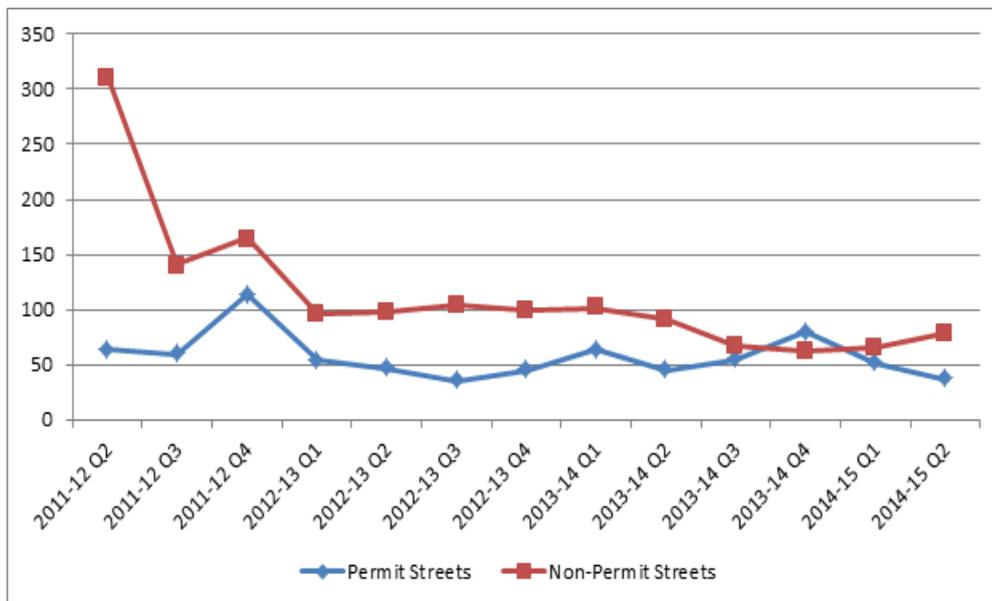


Chart C4.7 – Number of Remedial Works Undertaken

### KSM3 – Better information for road users

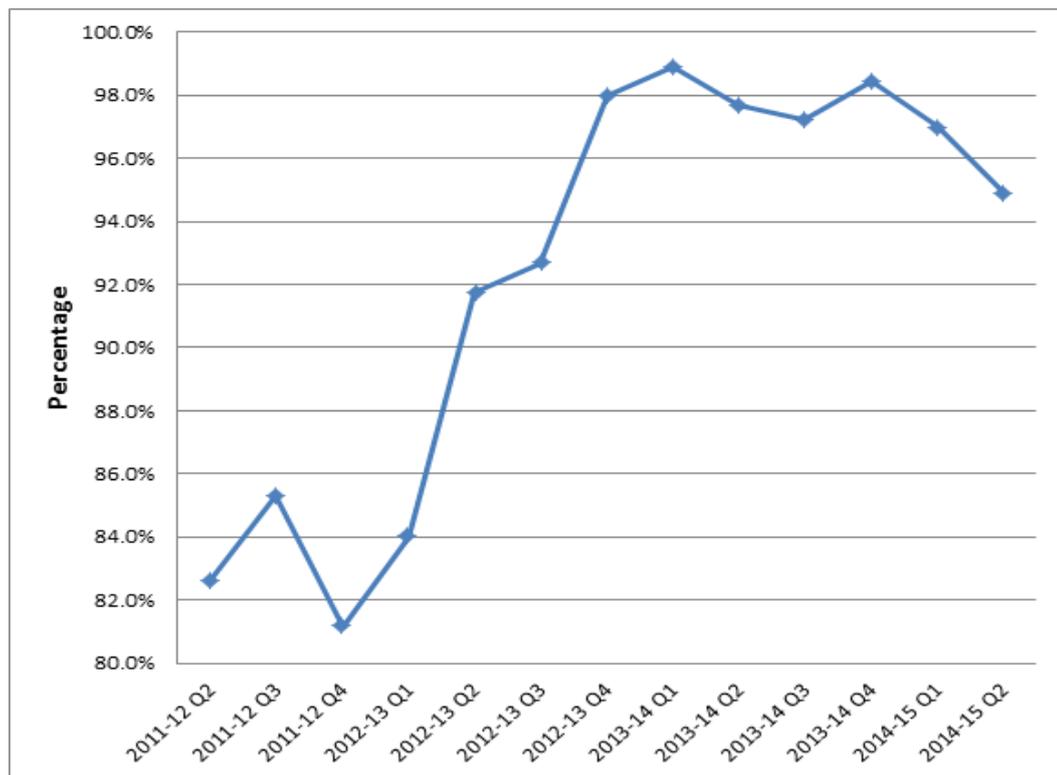


Chart C4.8 – Accuracy of Actual Start Date

### KSM4 – Improved Compliance with the ‘Safety at Street Works and Road Works Code of Practice’

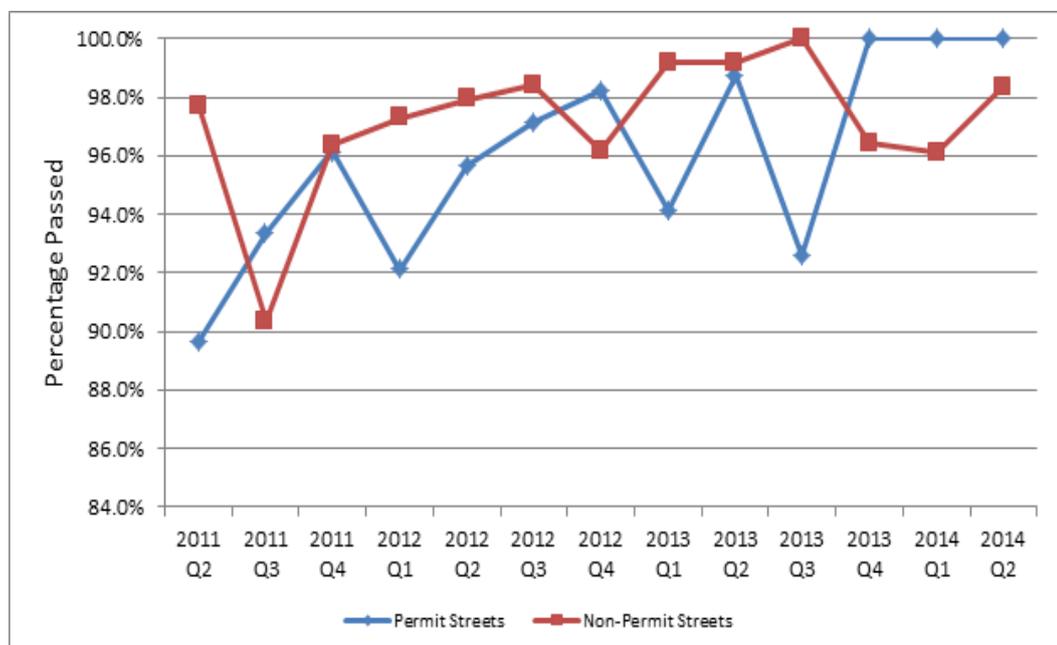


Chart C4.9 – Category A Inspection Compliance

## D – Leeds Individual Permit Scheme Feedback

KPM1 – The number of permit and permit variation applications received, the number granted and the number refused.

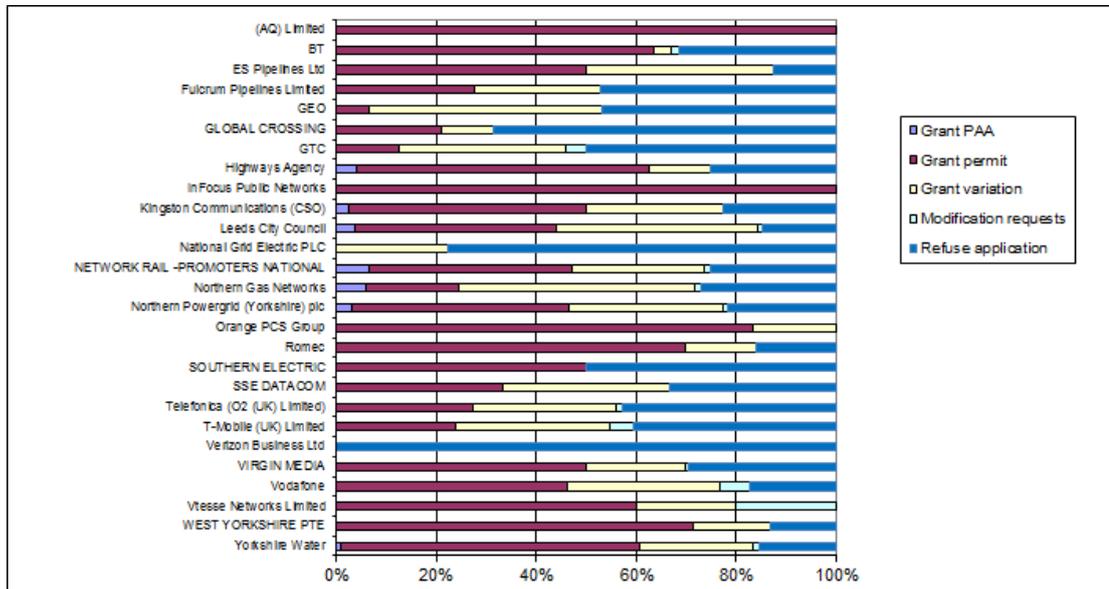


Chart D 4.1 KPM1 Summary

| Description                        | Highway Authority |            | Utilities   |            |
|------------------------------------|-------------------|------------|-------------|------------|
|                                    | Number            | % of Total | Number      | % of Total |
| Permits/Variations granted         | 2724              | 84         | 7349        | 74         |
| Permits/Variations refused or PAMR | 506               | 16         | 2575        | 26         |
| <b>Total</b>                       | <b>3230</b>       |            | <b>9924</b> |            |

Table D 4.1 Permit Applications and Decision Percentage

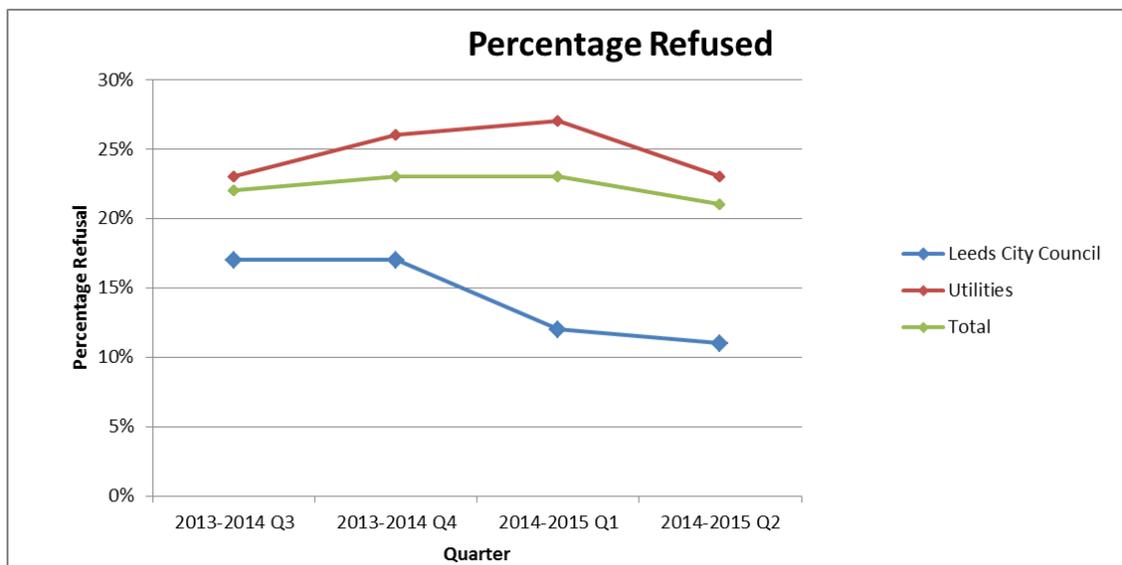
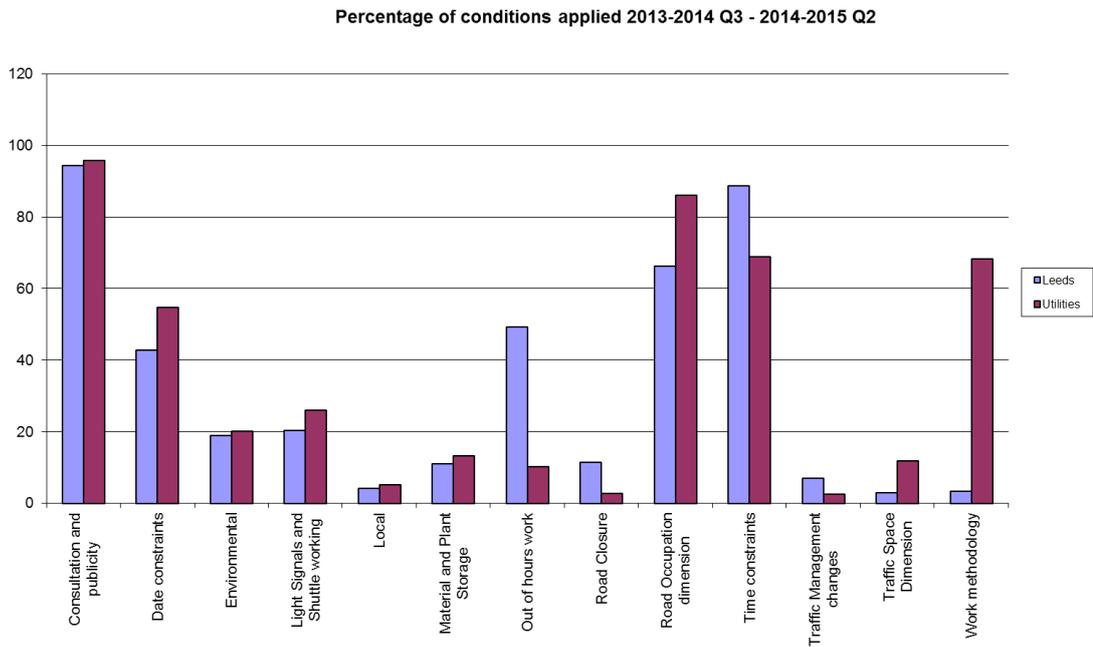


Chart D 4.2 – Percentage refusals

## KPM2 – The number of conditions applied by condition type



**Chart D 4.3 Permit Condition Types Applied**

KPM5 – The percentage of PAA, permits and applications cancelled

|                  | Total Number Abandoned | Percentage Abandoned |
|------------------|------------------------|----------------------|
| Highway Promoter | 173                    | 9.24%                |
| Utility Promoter | 781                    | 13.74%               |

Table D 4.2 Summary of Permit Applications Cancelled

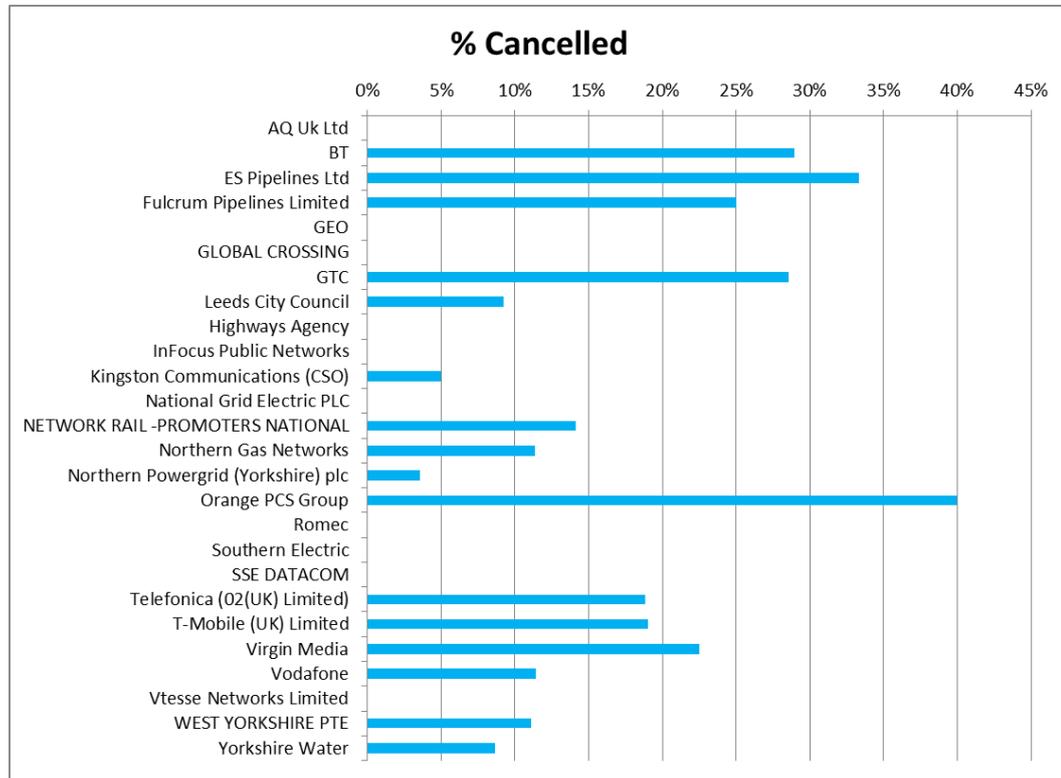


Chart D 4.4 Permit Applications Cancelled

## KSM1 – Minimising delay and reducing disruption

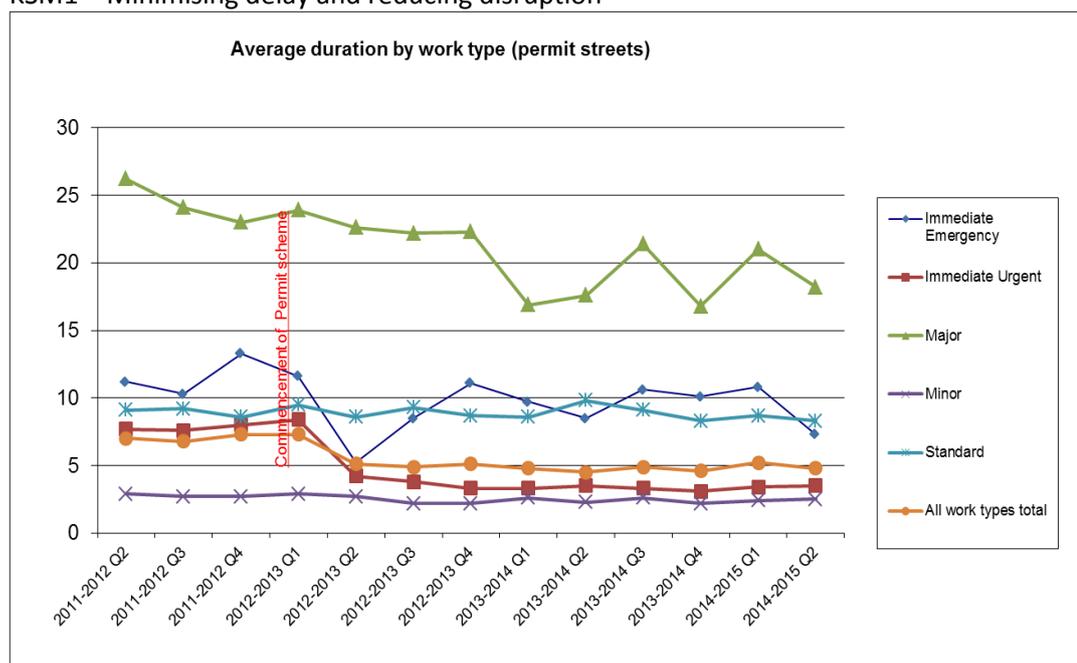


Chart D.4.5 Average Duration of All Works by Category

|                      | 2011-2012 Q2 | 2011-2012 Q3 | 2011-2012 Q4 | 2012-2013 Q1 | 2012-2013 Q2 | 2012-2013 Q3 | 2012-2013 Q4 | 2013-2014 Q1 | 2013-2014 Q2 | 2013-2014 Q3 | 2013-2014 Q4 | 2014-2015 Q1 | 2014-2015 Q2 |
|----------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Immediate Emergency  | 11.2         | 10.3         | 13.3         | 11.6         | 5.2          | 8.5          | 11.1         | 9.7          | 8.5          | 10.6         | 10.1         | 10.8         | 7.3          |
| Immediate Urgent     | 7.7          | 7.6          | 8.0          | 8.4          | 4.2          | 3.8          | 3.3          | 3.3          | 3.5          | 3.3          | 3.1          | 3.4          | 3.5          |
| Major                | 26.2         | 24.1         | 23.0         | 23.9         | 22.6         | 22.2         | 22.3         | 16.9         | 17.6         | 21.4         | 16.8         | 21.0         | 18.2         |
| Minor                | 2.9          | 2.7          | 2.7          | 2.9          | 2.7          | 2.2          | 2.2          | 2.6          | 2.3          | 2.6          | 2.2          | 2.4          | 2.5          |
| Standard             | 9.1          | 9.2          | 8.6          | 9.5          | 8.6          | 9.3          | 8.7          | 8.6          | 9.8          | 9.1          | 8.3          | 8.7          | 8.3          |
| All work types total | 7.0          | 6.8          | 7.3          | 7.3          | 5.1          | 4.9          | 5.1          | 4.8          | 4.5          | 4.9          | 4.6          | 5.2          | 4.8          |

Table D.4.3 Average duration of works in calendar days

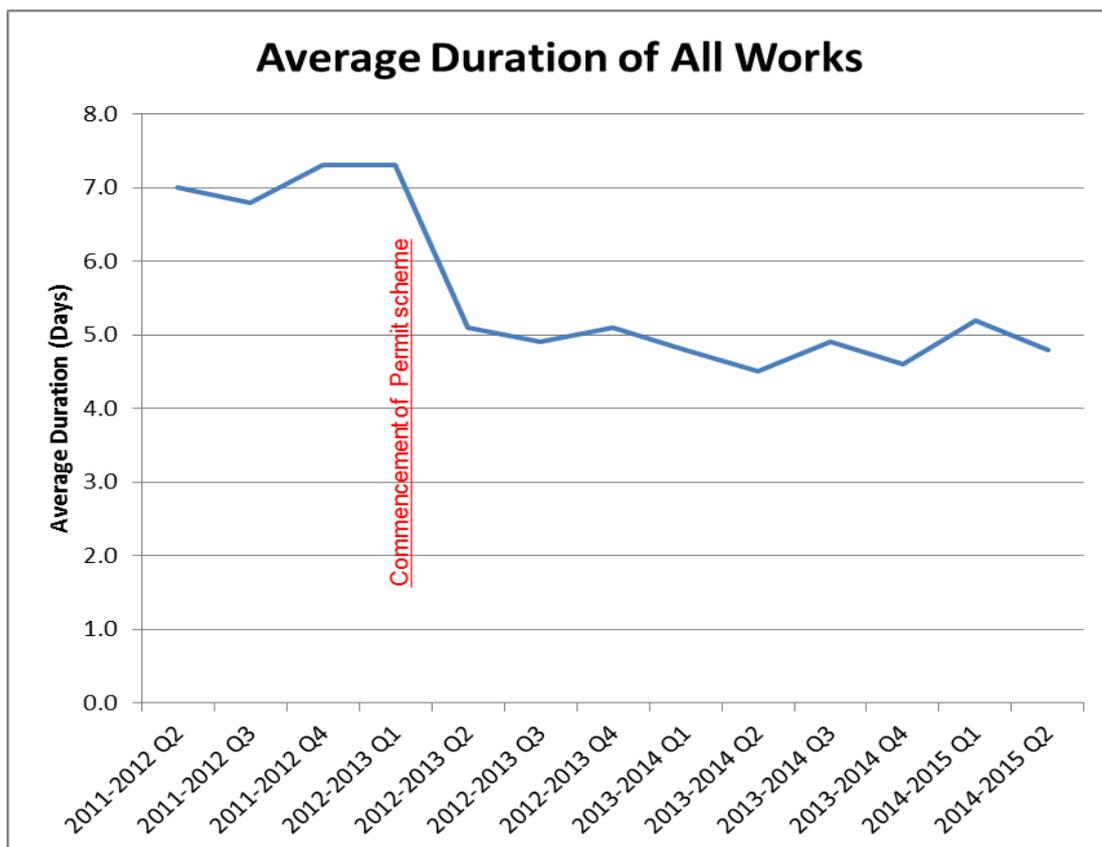


Chart D.4.6 Average Duration of all Works

|                     | 2011-2012 Q2 | 2011-2012 Q3 | 2011-2012 Q4 | 2012-2013 Q1 | 2012-2013 Q2 | 2012-2013 Q3 | 2012-2013 Q4 | 2013-2014 Q1 | 2013-2014 Q2 | 2013-2014 Q3 | 2013-2014 Q4 | 2014-2015 Q1 | 2014-2015 Q2 |
|---------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Immediate Emergency | 131          | 161          | 190          | 162          | 176          | 153          | 169          | 144          | 105          | 101          | 132          | 134          | 94           |
| Immediate Urgent    | 685          | 729          | 715          | 512          | 371          | 354          | 424          | 434          | 411          | 423          | 376          | 334          | 332          |
| Major               | 84           | 50           | 64           | 52           | 67           | 52           | 52           | 61           | 65           | 70           | 66           | 83           | 89           |
| Minor               | 776          | 680          | 677          | 644          | 664          | 733          | 683          | 810          | 909          | 835          | 743          | 838          | 776          |
| Standard            | 266          | 292          | 361          | 321          | 221          | 202          | 209          | 256          | 218          | 197          | 202          | 262          | 223          |

Table D.4.4 Total Numbers of Works

## KSM 2 – Reduction in Remedial Measures

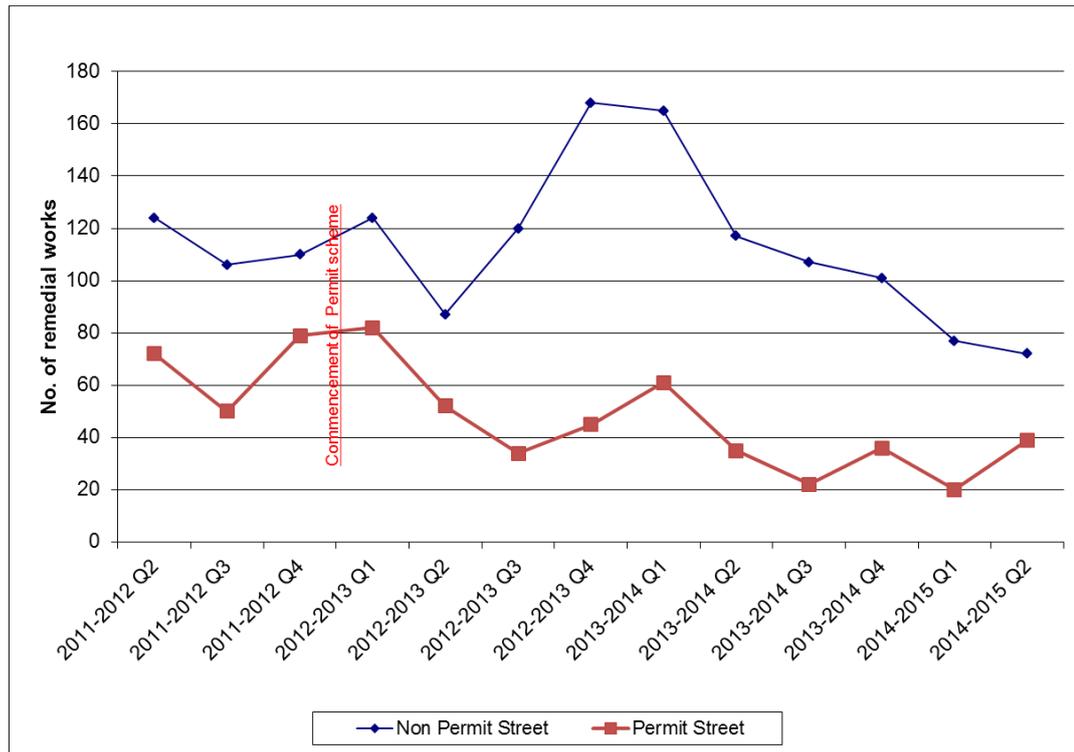


Chart D 4.7 Numbers of Remedial Works Undertaken

KSM 3 – Better information for road users

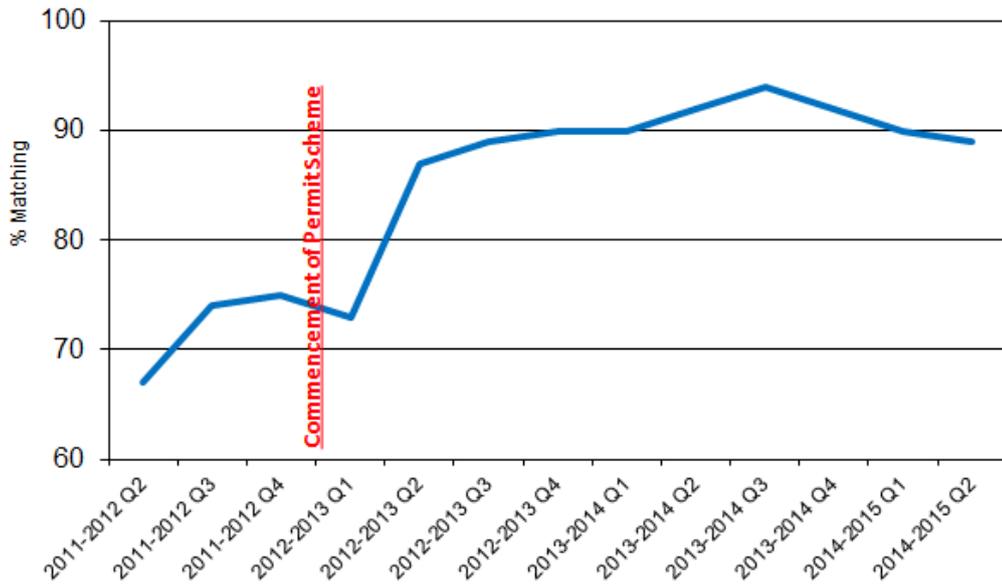


Chart D 4.8 Accuracy of actual start date

KSM4 – Improved compliance with the ‘Safety at Street Works and Road Works Code of Practice’

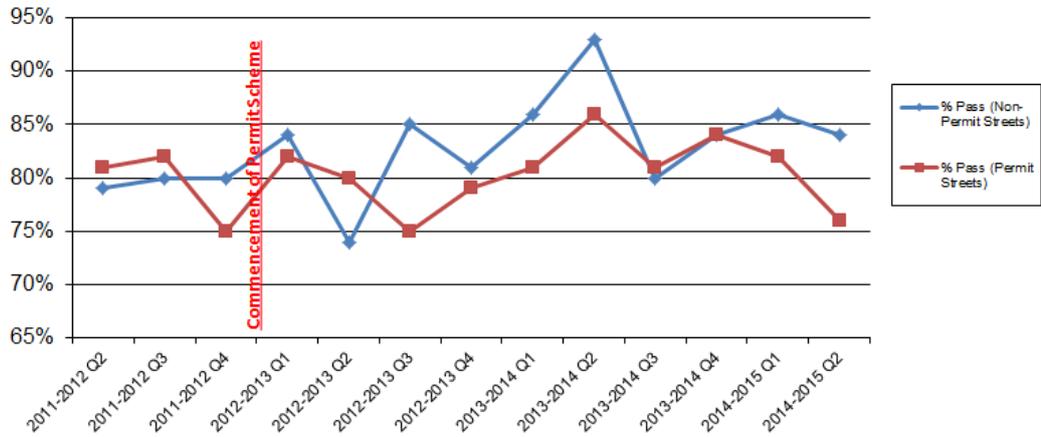


Chart D 4.9 Category A Inspection Compliance

## E – Rotherham Individual Permit Scheme Feedback

KPM1 - The number of permit and permit variation applications received, the number granted and the number refused.

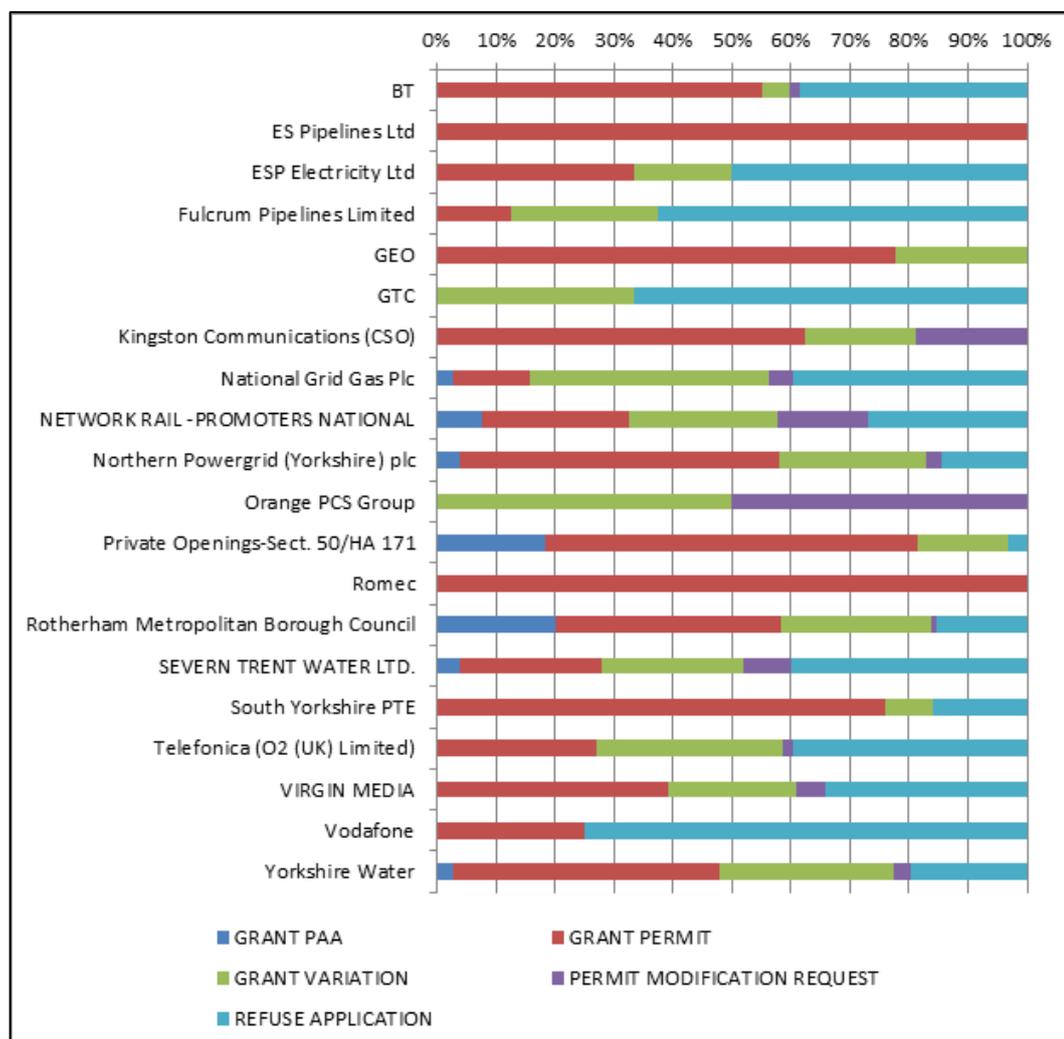


Chart E4.1 – KMP1 Summary

| Description                      | Highway Authority |               | Utility |               |
|----------------------------------|-------------------|---------------|---------|---------------|
|                                  | Number            | %age of total | Number  | %age of total |
| Permits / Variations granted     | 683               | 83.70%        | 1711    | 70.27%        |
| Permits / Variations refused/PMR | 133               | 16.30%        | 724     | 29.73%        |
| Total                            | 816               |               | 2435    | 3251          |

Table E4.1 – Permit Application and Decision Percentage

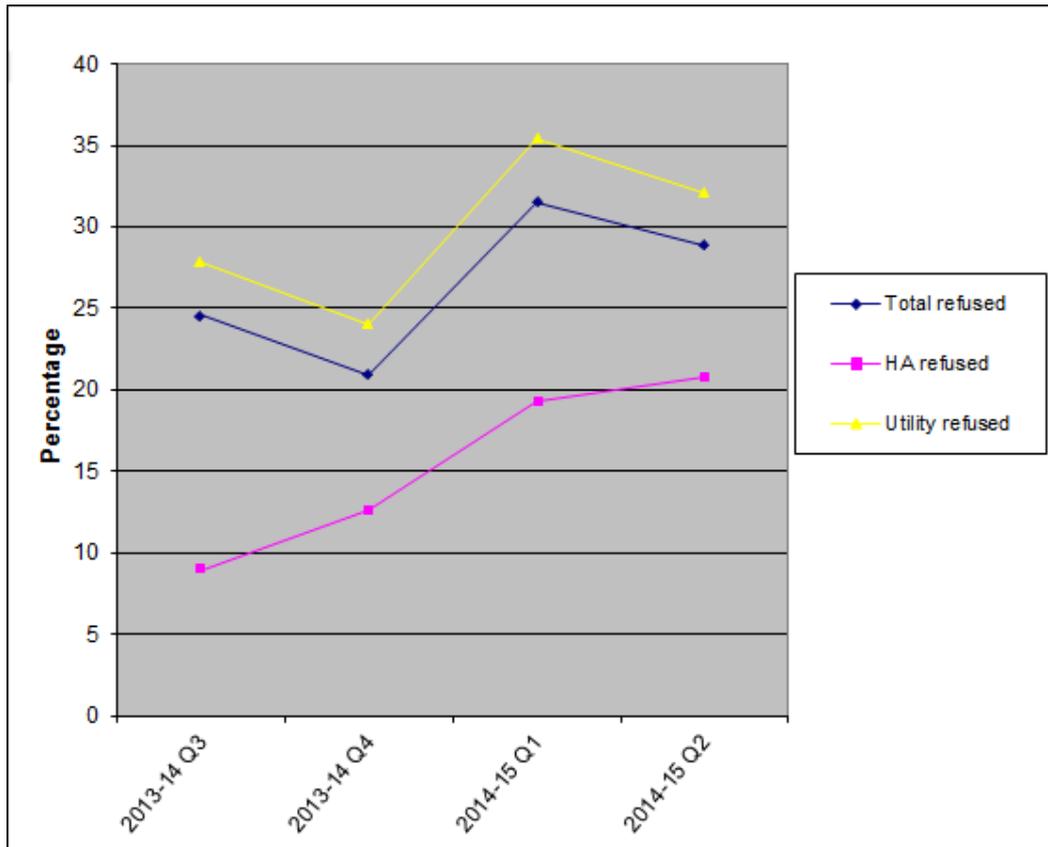


Chart E4.2 – Percentage Refusals

KPM 2 – The number of conditions applied by condition type

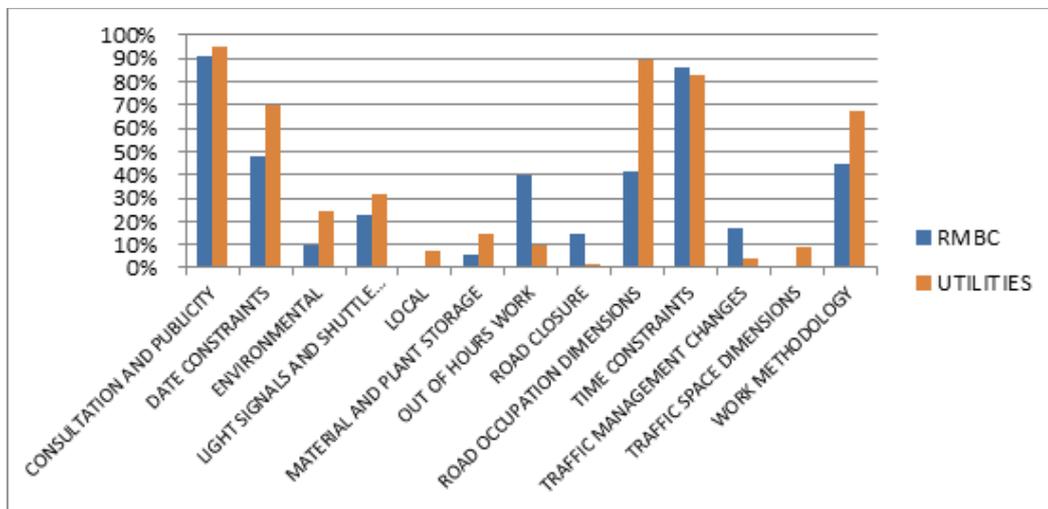


Chart E4.3 – Permit Condition Types Applied

## KPM5 - The percentage of PAA, permits and applications cancelled

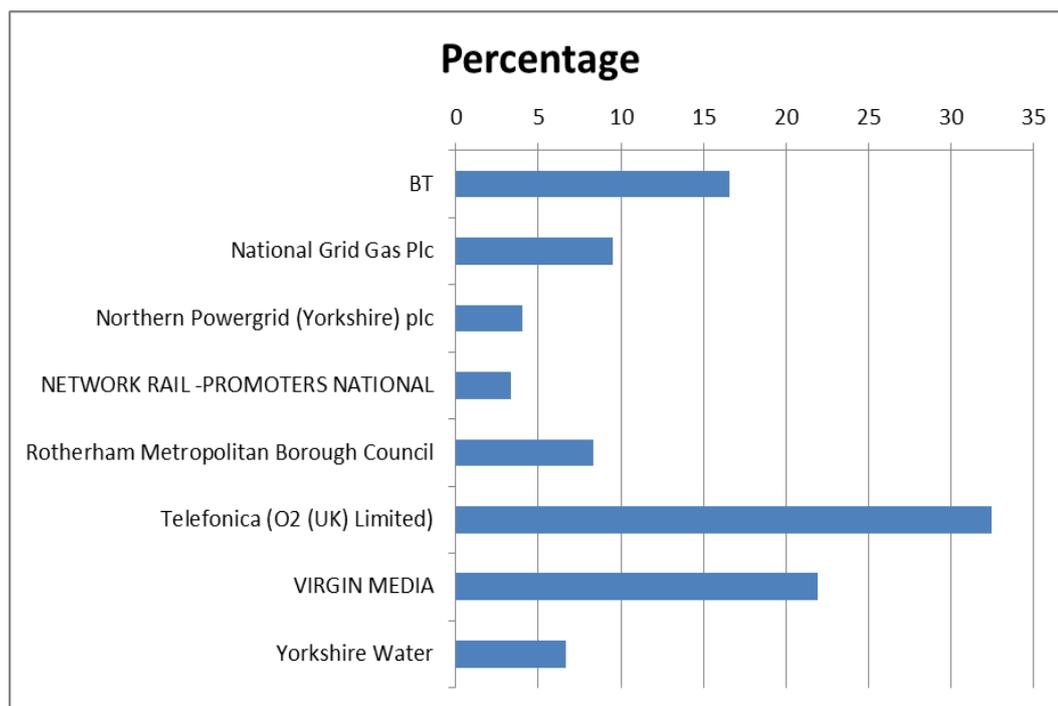


Chart E4.4 – Permit Applications Cancelled

|                  | Total Number Abandoned | Percentage Abandoned |
|------------------|------------------------|----------------------|
| Highway Promoter | 57                     | 8.34                 |
| Utility Promoter | 148                    | 8.98                 |

Table E4.2 – Summary of Permit Applications Abandoned

## KSM1 - Minimising delay and reducing disruption to road users arising from street and road works activity.

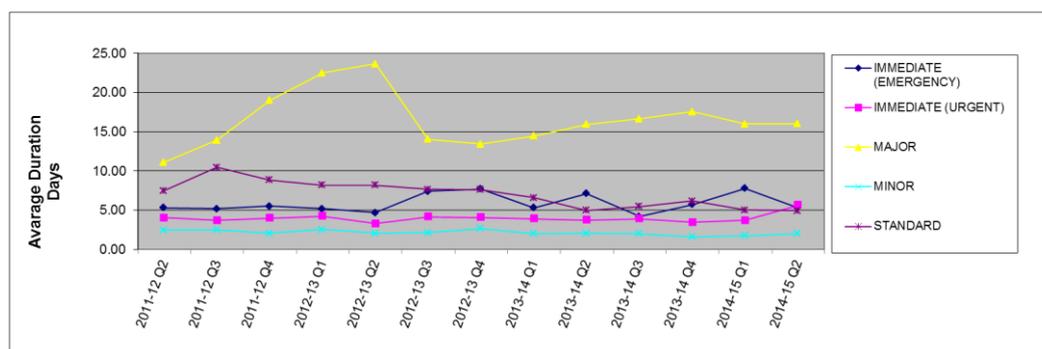


Chart E4.5 – Average Duration of all Works by Category

| Quarter    | Immediate (EM) | Immediate (UR) | Major | Minor | Standard | Combined |
|------------|----------------|----------------|-------|-------|----------|----------|
| 2011-12 Q2 | 5.30           | 4.02           | 11.12 | 2.46  | 7.51     | 5.27     |
| 2011-12 Q3 | 5.19           | 3.71           | 13.94 | 2.51  | 10.46    | 5.82     |
| 2011-12 Q4 | 5.51           | 3.99           | 19.00 | 2.04  | 8.86     | 4.55     |
| 2012-13 Q1 | 5.17           | 4.26           | 22.48 | 2.53  | 8.21     | 6.46     |
| 2012-13 Q2 | 4.68           | 3.31           | 23.67 | 2.07  | 8.19     | 5.74     |
| 2012-13 Q3 | 7.43           | 4.16           | 14.06 | 2.14  | 7.68     | 4.87     |
| 2012-13 Q4 | 7.71           | 4.08           | 13.45 | 2.67  | 7.62     | 6        |
| 2013-14 Q1 | 5.31           | 3.91           | 14.47 | 2.03  | 6.59     | 4.72     |
| 2013-14 Q2 | 7.11           | 3.75           | 15.96 | 2.07  | 5        | 4.34     |
| 2013-14 Q3 | 4.21           | 3.91           | 16.66 | 2.01  | 5.46     | 4.87     |
| 2013-14 Q4 | 5.72           | 3.44           | 17.56 | 1.62  | 6.17     | 4.14     |
| 2014-15 Q1 | 7.79           | 3.7            | 16    | 1.75  | 5.02     | 4.66     |
| 2014-15 Q2 | 5.29           | 5.63           | 16.04 | 2.03  | 4.93     | 5.77     |

Table E4.3 – Average Duration of all Works by Category

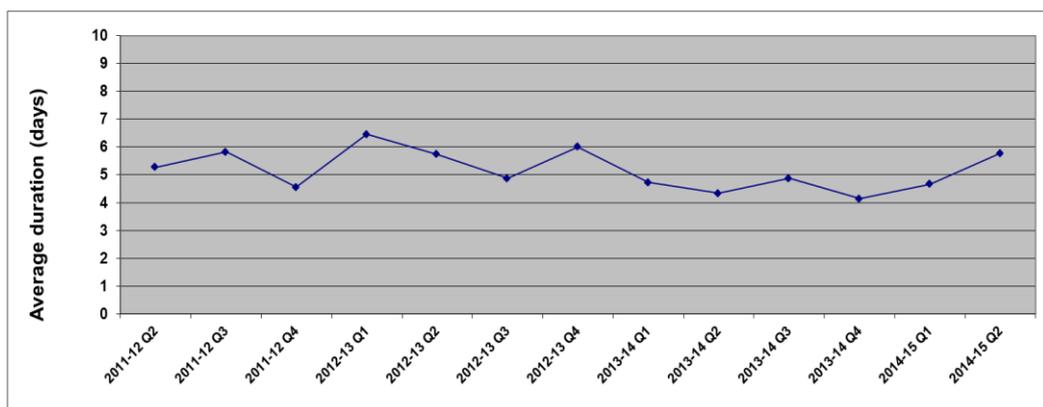


Chart E4.6 – Average Duration of all Works

| Quarter    | Immediate (EM) | Immediate (UR) | Major | Minor | Standard | Combined |
|------------|----------------|----------------|-------|-------|----------|----------|
| 2011-12 Q2 | 23             | 161            | 39    | 334   | 165      | 722      |
| 2011-12 Q3 | 26             | 150            | 32    | 218   | 170      | 596      |
| 2011-12 Q4 | 41             | 152            | 26    | 248   | 69       | 536      |
| 2012-13 Q1 | 35             | 126            | 27    | 241   | 76       | 505      |
| 2012-13 Q2 | 19             | 96             | 45    | 204   | 59       | 423      |
| 2012-13 Q3 | 28             | 98             | 34    | 214   | 63       | 437      |
| 2012-13 Q4 | 14             | 87             | 22    | 165   | 91       | 379      |
| 2013-14 Q1 | 16             | 122            | 32    | 164   | 111      | 445      |
| 2013-14 Q2 | 19             | 107            | 34    | 177   | 91       | 428      |
| 2013-14 Q3 | 19             | 121            | 44    | 146   | 48       | 378      |
| 2013-14 Q4 | 29             | 137            | 25    | 165   | 63       | 419      |
| 2014-15 Q1 | 19             | 99             | 28    | 111   | 62       | 319      |
| 2014-15 Q2 | 34             | 92             | 53    | 121   | 87       | 387      |

Table E4.4 – Total number of all Works

## KSM2 – Reduction in remedial measures

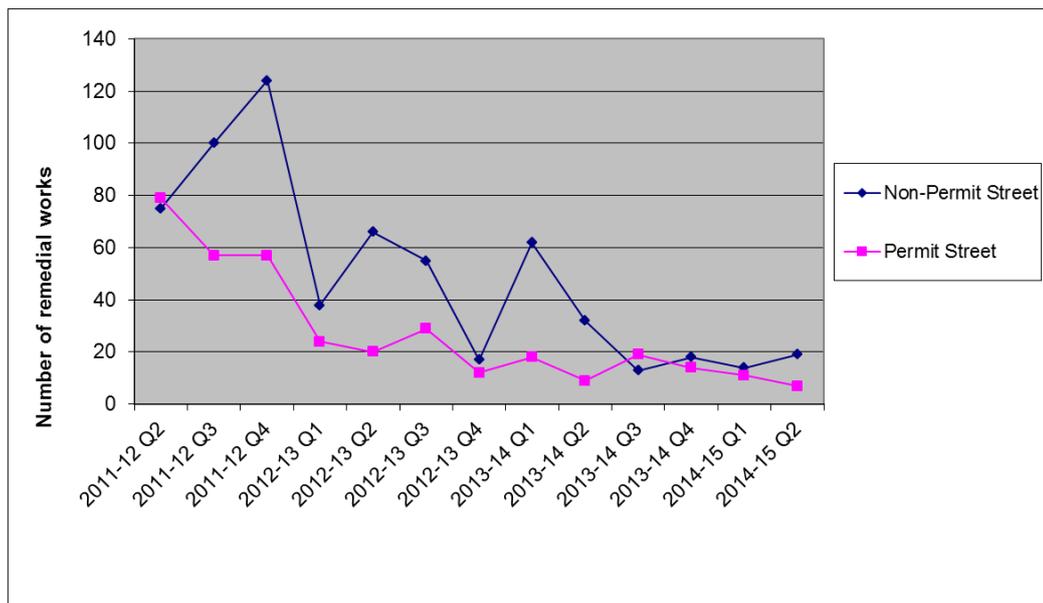


Chart E4.7 – Number of Remedial Works Undertaken

## KSM 3 – Better information for road users

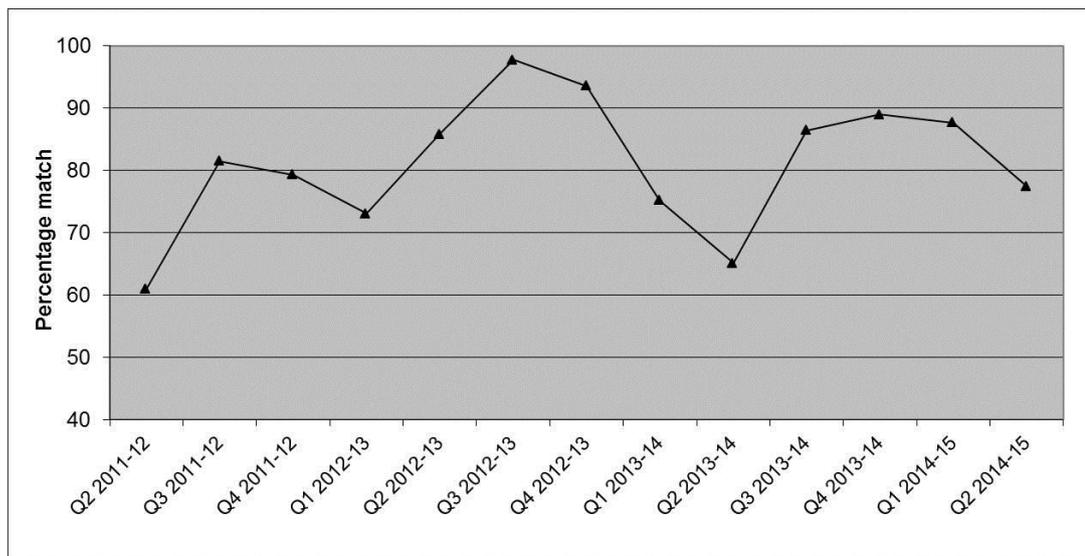


Chart E4.8 – Accuracy of Actual Start Date

## KSM 4 – Improved compliance with the ‘Safety at Street Works and Road Works Code of Practice’

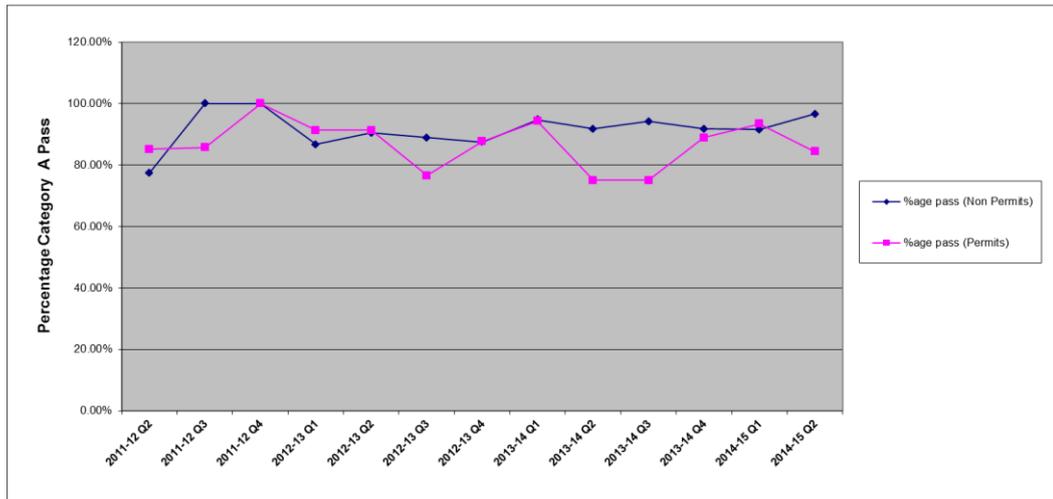


Chart E4.9 – Category A Inspection Compliance

## F - Sheffield Individual Permit Scheme Feedback

KPM 1 – The number of permit and permit variation applications received, the number granted and the number refused.

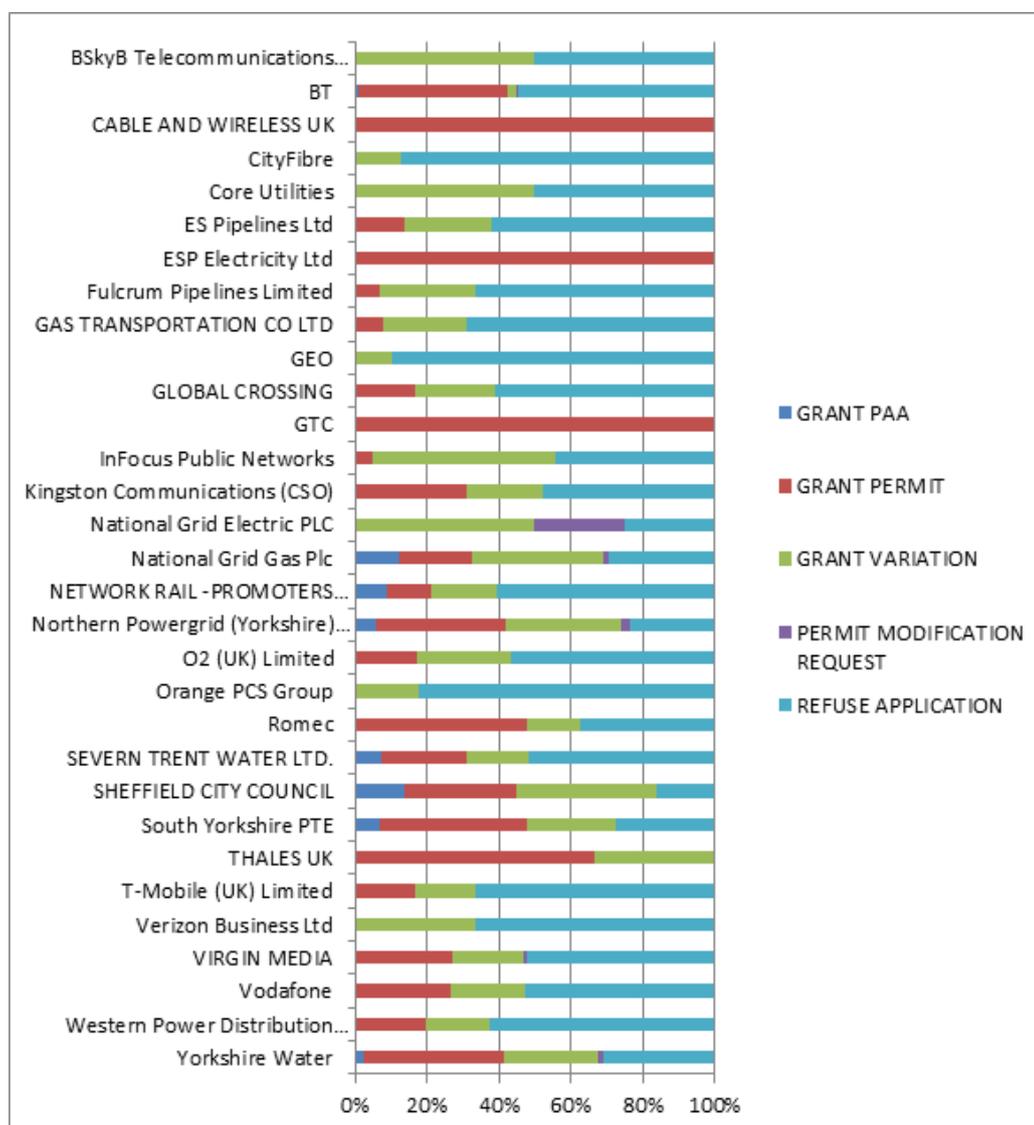


Chart F4.1 – KPM1 Summary

| Description                  | Highway Authority | %age of Total | Utility     | %age of Total |
|------------------------------|-------------------|---------------|-------------|---------------|
|                              | Number            |               | Number      |               |
| Permits / Variations Granted | 5416              | 83.79%        | 6062        | 61.63%        |
| Permits / Variations Refused | 1048              | 16.21%        | 3774        | 38.37%        |
| <b>Total</b>                 | <b>6464</b>       |               | <b>9836</b> |               |

Table F4.1 – Permit Application and Decision Percentage

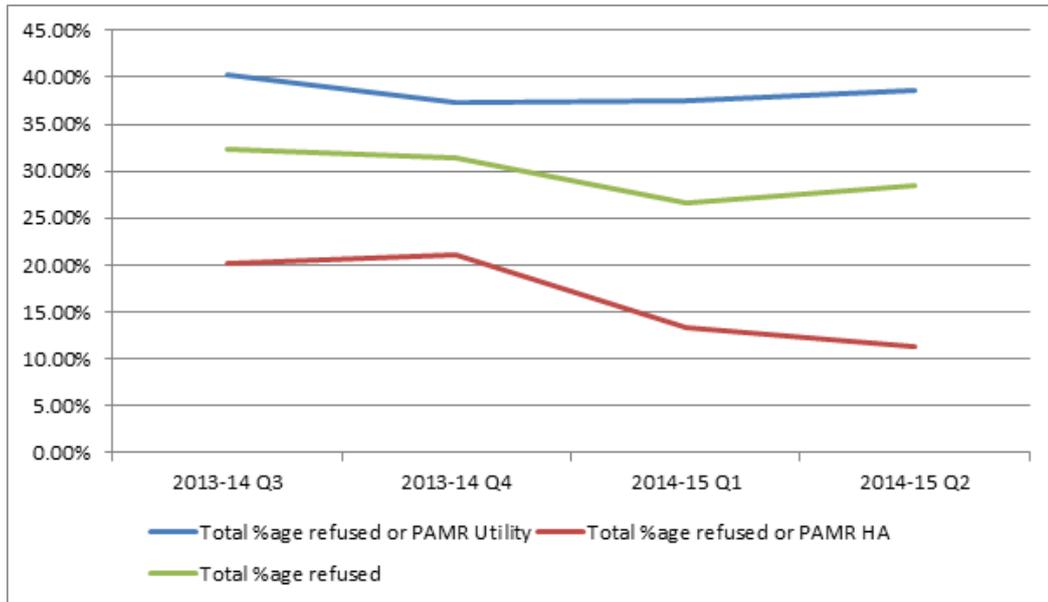


Chart F4.2 – Percentage Refusals

KPM 2 – The number of conditions applied by conditions type

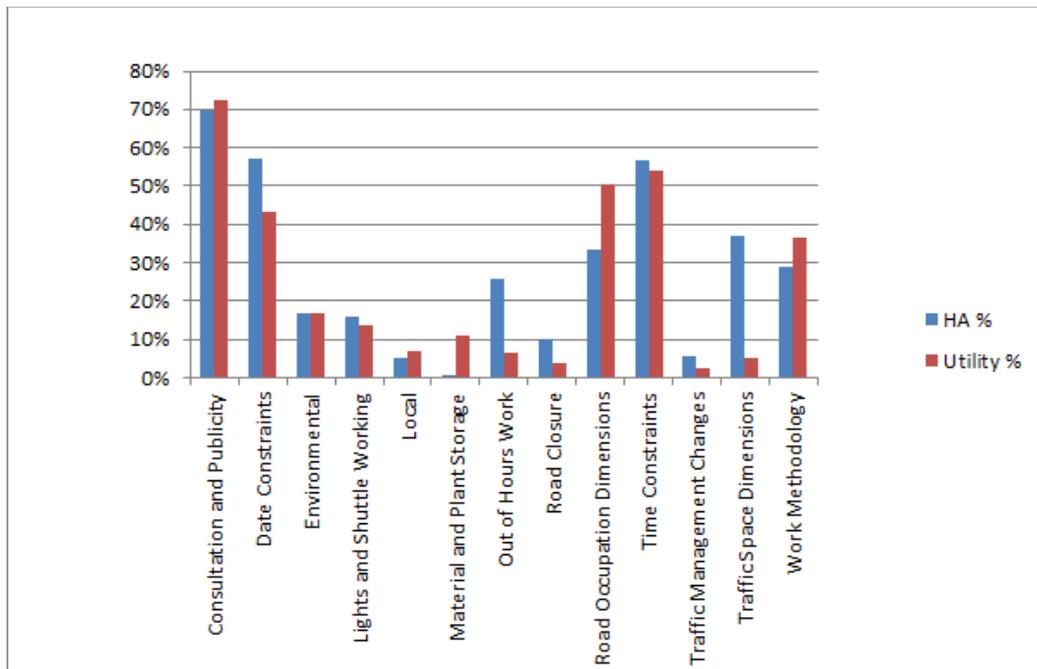


Chart F4.3 – Permit Condition Types Applied

## KPM 5 – The percentage of PAA, permits and applications cancelled

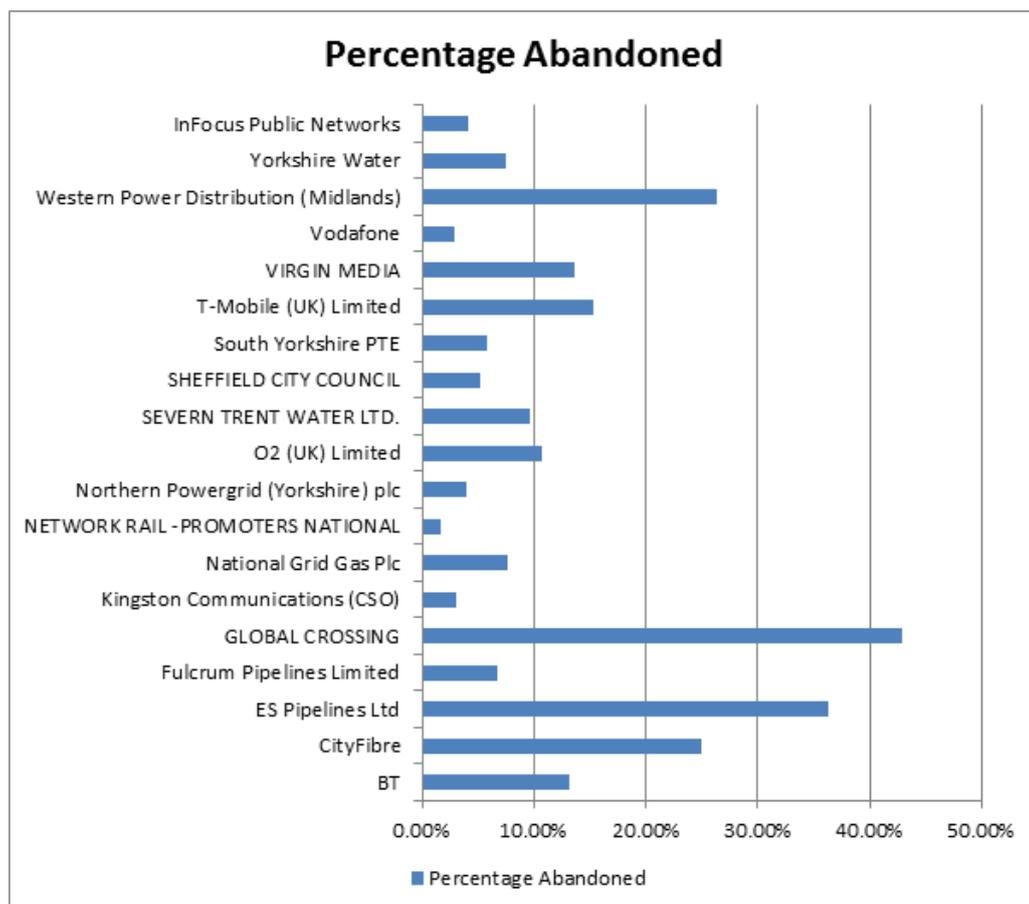


Chart F4.4 – Permit Applications Cancelled

| Promoter     | Total No Cancelled | % Cancelled |
|--------------|--------------------|-------------|
| Sheffield CC | 278                | 5.13%       |
| Utility      | 454                | 7.49%       |

Table F4.2 – Summary of Permit Applications Cancelled

KSM 1 – Minimising delay and reducing disruption to road users arising from street and road works activity

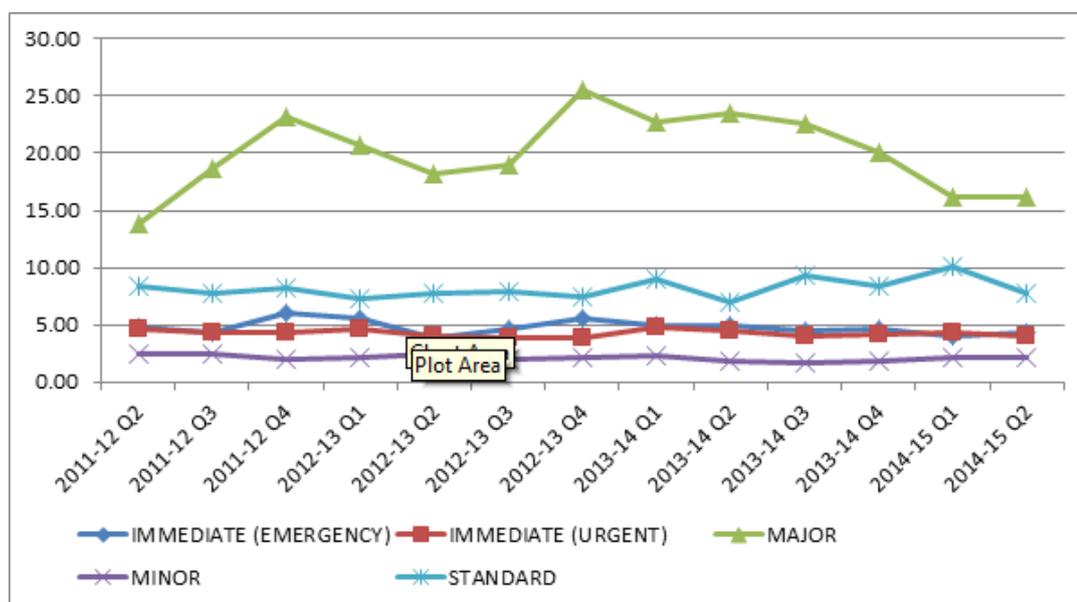


Chart F4.5 – Average Duration of all Works by Category

| Quarter    | Emergency | Urgent | Minor | Standard | Major | Combined |
|------------|-----------|--------|-------|----------|-------|----------|
| 2011-12 Q2 | 4.86      | 4.64   | 13.84 | 2.52     | 8.43  | 6.59     |
| 2011-12 Q3 | 4.31      | 4.26   | 18.71 | 2.41     | 7.84  | 5.93     |
| 2011-12 Q4 | 6.12      | 4.38   | 23.16 | 2.02     | 8.24  | 5.73     |
| 2012-13 Q1 | 5.64      | 4.66   | 20.71 | 2.15     | 7.29  | 5.76     |
| 2012-13 Q2 | 3.87      | 4.10   | 18.23 | 2.53     | 7.77  | 6.40     |
| 2012-13 Q3 | 4.58      | 3.81   | 19.01 | 2.02     | 7.98  | 5.38     |
| 2012-13 Q4 | 5.62      | 3.84   | 25.51 | 2.15     | 7.41  | 5.15     |
| 2013-14 Q1 | 5.03      | 4.75   | 22.69 | 2.26     | 9.06  | 5.51     |
| 2013-14 Q2 | 4.93      | 4.53   | 23.43 | 1.77     | 7.01  | 5.10     |
| 2013-14 Q3 | 4.45      | 3.98   | 22.56 | 1.75     | 9.39  | 4.95     |
| 2013-14 Q4 | 4.71      | 4.12   | 20.14 | 1.87     | 8.43  | 4.67     |
| 2014-15 Q1 | 4.02      | 4.32   | 16.24 | 2.08     | 10.09 | 5.57     |
| 2014-15 Q2 | 4.37      | 3.99   | 16.21 | 2.14     | 7.76  | 5.25     |

Table F4.3 Average duration of all Works by Category

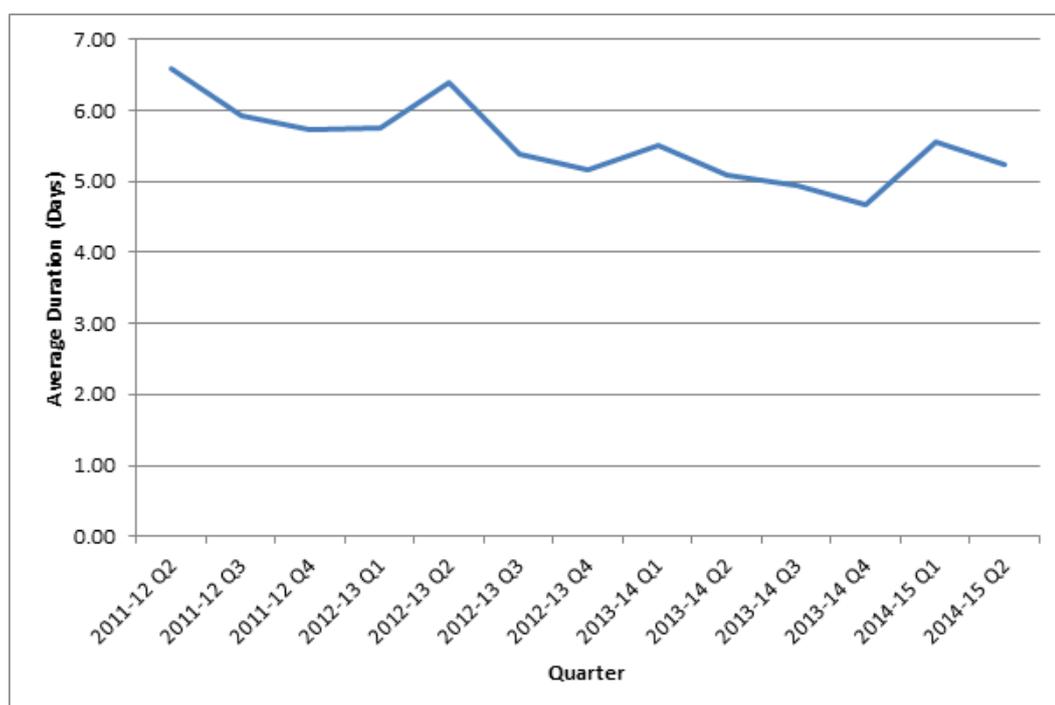


Chart F4.6 Average Duration of all Works

| Quarter    | Emergency | Urgent | Minor | Standard | Major | Combined |
|------------|-----------|--------|-------|----------|-------|----------|
| 2011-12 Q2 | 43        | 528    | 770   | 1491     | 854   | 3686     |
| 2011-12 Q3 | 68        | 482    | 287   | 1223     | 814   | 2874     |
| 2011-12 Q4 | 73        | 501    | 249   | 1586     | 875   | 3284     |
| 2012-13 Q1 | 56        | 447    | 197   | 939      | 623   | 2262     |
| 2012-13 Q2 | 55        | 328    | 257   | 761      | 586   | 1987     |
| 2012-13 Q3 | 79        | 333    | 205   | 1175     | 668   | 2460     |
| 2012-13 Q4 | 73        | 497    | 210   | 1442     | 298   | 2520     |
| 2013-14 Q1 | 106       | 1192   | 262   | 1478     | 351   | 3389     |
| 2013-14 Q2 | 46        | 424    | 169   | 930      | 135   | 1704     |
| 2013-14 Q3 | 69        | 423    | 153   | 890      | 135   | 1670     |
| 2013-14 Q4 | 63        | 401    | 127   | 786      | 119   | 1496     |
| 2014-15 Q1 | 58        | 392    | 205   | 779      | 245   | 1679     |
| 2014-15 Q2 | 46        | 389    | 178   | 609      | 186   | 1408     |

Table F4.4 – Total Number of all Works

## KSM 2 – Reduction in remedial measures

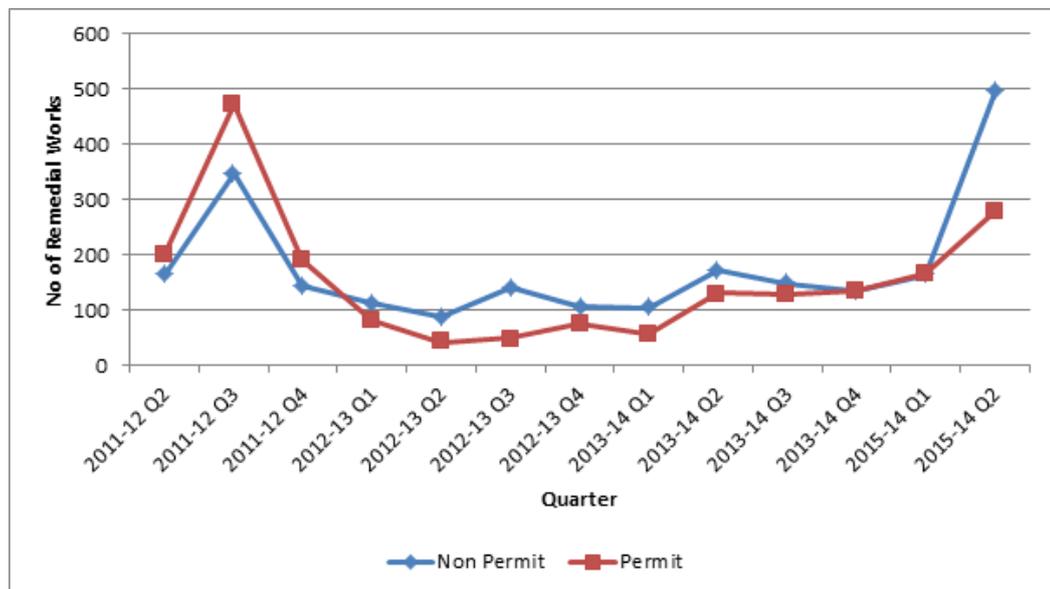


Chart F4.7 – Number of Remedial Works Undertaken

## KSM 3 – Better Information for Road Users

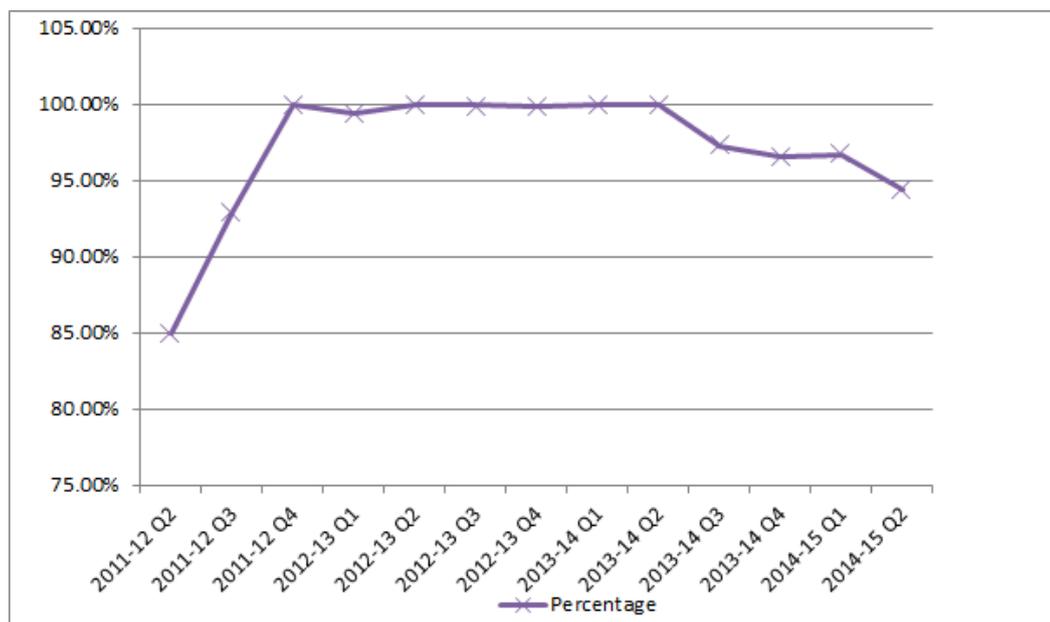


Chart F4.8 – Accuracy of Actual Start Date

KSM 4 – Improved compliance with the ‘Safety at Street Works and Road Works Code of Practice’

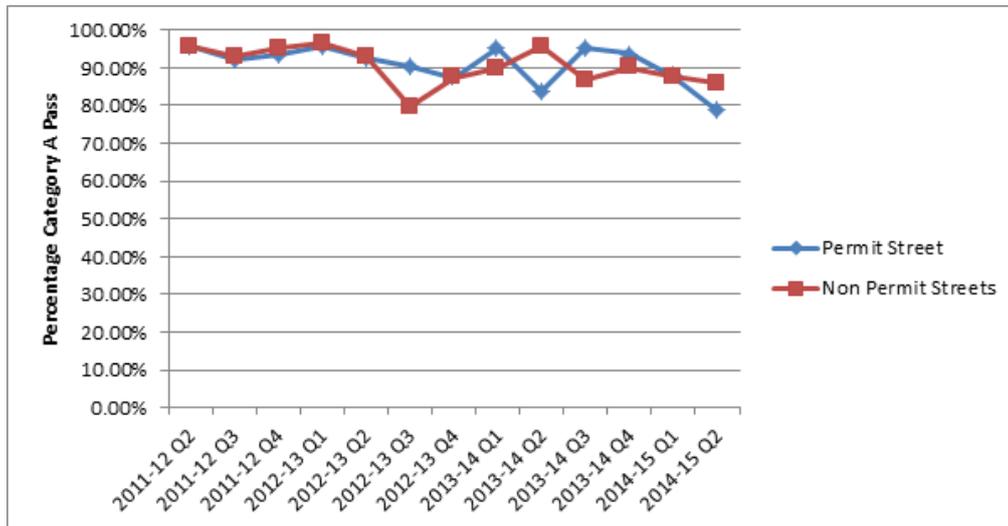


Chart F4.9 – Category A Inspection Compliance