

HEREFORDSHIRE PUBLIC REALM CONTRACT 2025-26

ANNEX 9 – NETWORK MANAGEMENT



ANNUAL PLAN FINAL APPROVAL

BBLP Lead: Steven Churchill

HC Commissioner: Bruce Evans

SERVICE OVERVIEW

Herefordshire Council's (HC) Network Management Plan sets out the requirements for the safe and efficient movement of people and goods on the network. Delivery of effective network management and regulation of activity will assist HC in meeting this requirement and in discharging their legal duties under the Traffic Management Act 2004 and New Roads and Street Works Act 1991. This will be achieved by effective management of the network through regulation, coordination, licencing and, where appropriate, enforcement activities of our service delivery and that of external third parties (e.g.,

statutory undertakers, neighbouring highway authorities, other HC contractors, developers, and hauliers).

COMMISSIONED WORKS

The annex shall deliver all activities and works as set out in Schedule 4 – Service Information Annex 13 - Service Information Network Management and Traffic Regulation V1.4 and Annex 19 - Service Information Traffic Control Systems V1.6 unless deemed out of scope as detailed below.

THE SERVICE

SERVICE DELIVERY

SERVICE	RESOURCE	DIRECT/ SUBCON TRACT	DELIVERY
Management of New Roads and Streetworks Act (NRSWA) Activities	Streetworks & Licensing Manager (x1) NRSWA Technicians (x2) NRSWA Inspector (x1) & Vehicle. Commercial support.	Direct	Manage & coordinate street works and other activities on Herefordshire highway network to enable the Traffic Manager to comply with the Network Management duty. Programmed and ad hoc inspections of utility works. Maximising revenue opportunities in both NRSWA and Permitting streams. Implementation of appropriate changes in charges to ensure full cost recovery subject to policy approval. Processing of applications and issuing of Temporary Traffic Regulation Orders (TTROs). Approvals for temporary traffic signals.
Abnormal loads	Licencing Officer (x1)	Direct	Maintain register. Identify suitable routing options. Coordinate with applicants ensuring communities and local members are informed as necessary.

SERVICE	RESOURCE	DIRECT/ SUBCON TRACT	DELIVERY
Events & Licensing	(Support from Senior Structures Engineer)	Direct	<p>Coordination and advice for events in the public realm.</p> <p>Coordination of community engagement projects arising from and through events.</p> <p>Issuing of required licence, permits and enforcement activities.</p> <p>Advice and guidance on general traffic solutions including those associated with wider schemes where required.</p> <p>Annual Review of licensing fees with support and approval from Herefordshire Council.</p>
Management of Permitting Activities	<p>Streetworks & Licensing Manager (x1) Senior Permit Compliance Officer (x1)</p> <p>Permit Compliance Officers (x2)</p> <p>Permit Compliance Inspectors (x4) & Vehicles</p>	Direct	<p>Review and processing of Permit Applications, granting, applying condition, or refusing permits as required.</p> <p>Ensuring compliance to the HCPS.</p> <p>Inspecting Streetworks for compliance to permit legislation and conditions applied to site specific permits.</p> <p>Supporting developments and use of Street Manager.</p>

OUT OF SCOPE ACTIVITIES

The following activities or works are out of scope and not commissioned services:

SERVICE	SCOPE
<p>NRSWA and Permitting</p> <ul style="list-style-type: none"> Approval of the siting of undertakers' apparatus in the highway, e.g., BT Cabinets, 5G masts etc. Payment of Annual Street Manager fees to DfT – to be paid by HC. Invoicing and collection of Permit Fees to be recovered by Herefordshire Council. Production of Permit Scheme Review reports and review of Permit Fees. 	

SERVICE	SCOPE
Abnormal Loads <ul style="list-style-type: none"> Costs associated with accommodation works (paid for by haulier) 	Not within the contractual agreement or commissioned services
Licensing <ul style="list-style-type: none"> Legal action (HC legal) Attendance at court as highway authority representative in determination of cases e.g., stopping up orders. Invoicing of costs, and recovery of unpaid costs, from third parties arising from formal enforcement action (HC Client Officer) 	
Events <ul style="list-style-type: none"> Formal approval of Event Management / Health & Safety plans or risk assessments (HC Traffic Manager where appropriate) Management of events (event specific arrangements) 	

APPENDICES

APPENDIX A: POLICY & PROCESSES

- NRSWA Coordination and inspections
- Network Management Incident Escalation Matrix
- Licencing Processes

APPENDIX B: PROGRAMME OF WORKS

Where practicable, programmes will be developed to outline network management activities. However, there are a number of areas where the service maintains a reactive service in response to requests for service, advice and guidance.

- NRSWA Random inspection

Numbers for 2025/26 will be generated in April 2025 based on the number of openings in the previous year and performance based inspections determined by the 'Street Manager' system.
- 2025/26 Events programme

APPENDIX C: BUDGET BREAKDOWN

Refer to budget master.

<u>Revenue</u>	<u>2025-2026</u>
Network Management	£584,879.63
Network Income	-£1,599,184.25
Permitting	£505,374.86
Total	-£508,929.77

APPENDIX D – LIST OF NOMINATED SUBCONTRACTORS