

Report to: The Economy, Arts, Sports & Public Realm Policy and Accountability Committee

Date: 21/07/2021

Subject: Highway Roadworks Management and Co-ordination

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SUMMARY

This report outlines how roadworks are currently managed and coordinated in the borough using the LBHF permit scheme. It describes the proposed enhancements to the London Permit Scheme, known as the Lane Rental Scheme, which provides additional protection for fifty of the borough's key roads.

RECOMMENDATIONS

1. For the Committee to note and comment on the paper and presentation.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	Managing work on the boroughs roads is key to maintaining economic deliveries. The proposed actions and mitigations seek to manage the disruption from roadworks to a minimum and keep the network free flowing.
Creating a compassionate council	Highways affect all especially disadvantaged groups the most, therefore any measures to better manage the highway conditions as well as any impact defects have been important for protecting the most disadvantaged.

Doing things with residents, not to them	All permits approved are on the condition of engagement with the community and business especially major works with local impacts. Maintaining accessibility is a key part of works management.
Being ruthlessly financially efficient	Managing roadworks is key driver for improving the economy and enforcing the correct behaviours means impact is reduced for local communities and businesses.
Taking pride in H&F	Managed works reduces the impact on the communities.
Rising to the challenge of the climate and ecological emergency	All works must take into consideration the environmental impact. The works co-ordination team will set these in the condition attached to each work permit that they approve.

Background Papers Used in Preparing This Report

DETAILED ANALYSIS

Background on roadworks and their management in H&F

1. Hammersmith and Fulham council (H&F) as the Highway Authority has a statutory duty to manage the highway network and minimise disruption from roadworks and other activities, not only in the borough but neighbouring boroughs. This is set out in both the New Roads and Street Works Act 1991 and the Traffic Management Act 2004.
2. The performance of the highway network affects the lives of everyone who lives in or visits our Borough. The Council has a duty to ensure that its highway network is safe and professionally managed and is committed to complying with the applicable legal and regulatory requirements, as well as adopting national standards and best practices. 'Safety, accessibility, and coordination' are key service drivers.
3. **The Highway network is made up of multiple assets.** These are listed in the table below:

Summary of highway assets in Hammersmith and Fulham (correct as of 01/09/2024)

Asset Type	Asset Group	Quantity	Total
Carriageways	A Road	26.7 km	223.8 km
	B, C & Unclassified Road	197.1 km	
Footways	Category 1, 1a	47.4 km	363.7 km
	Category 2,3,4a	316.3 km	
Highway Structures	All types	8 no.*	*Hammersmith Bridge
Street Lighting	Columns	8,594 no.	
Street Furniture	Pedestrian Guardrail	8.2 km.	
Drainage	Gullies	10,029 no.	
Street Trees	All types	9267 no.	
EV Charging	Lamp columns	2400 No.	

4. The London Permit Scheme was first introduced in 2010 with Hammersmith and Fulham being one of the first boroughs to adopt the scheme. The London Permit Scheme is now in operation in all London Boroughs and on TfL's network with the final boroughs joining in 2013.
5. The aim of the London Permit Scheme to reduce disruption and improve traffic movement. Its key features are:
 - Works promoters, like utility companies, the Highways Authorities, must obtain a works permit before conducting any works on the street. The only exception is emergency works which must have a permit 2 hours after arrival on site.
 - The scheme categorises the roads where work is conducted, ensuring that traffic-sensitive streets receive greater scrutiny and incur higher charges and fines compared to non-traffic-sensitive streets.
 - Utility companies pay a works permit fee that is determined by the type of work being done. On traffic-sensitive streets, the fee starts at £60 for an immediate works permit and goes up to £240 for a major works permit. On non-traffic-sensitive streets, the fee starts at £40 for an immediate works permit and goes up to £150 for a major works permit.
 - Work permits are categorized by durations (with categories being Immediate - 1 day, Minor - 3 days, Standard - 7 days, and Major works - more than 7 days), and each category has specific advance notice requirements except for urgent or emergency works. For example, major works require a 3-month advance notification before any work can begin on site, standard works require 10 days, and minor works require 3 days.
 - Advance notification of the work allows the council's works coordination team to minimize disruption by agreeing on different start dates to avoid clashes and, where possible, bringing promoters together to combine works at the same time, thus reducing the need for a series of works one after the other.

6. On average, the borough receives around 30,000 permit transactions relating to approximately 17,000 works on the roads and footways of the borough. This adds up to around 32,000 days of works on our network each year. In terms of the works undertaken, 60% are by public utilities while the remaining 40% are highway works by the Council and its contractors. The works are for multiple reasons, whether that is laying a new water main, repairing a gas main, or simply adding a new telecommunications connection. For the Council, it can be highway contractors renewing a footway, resurfacing a road, or conducting a repair.
7. Most of the utility apparatus are buried under the highway, including both footways and roads. To access their apparatus, utilities will often need to excavate to conduct work on their assets and then reinstate the area after they have finished. Utilities manage multiple access points, such as maintenance hole covers, which sit within the surface of both footways and roads. Additionally, there are cabinets, payphone boxes, and other utilities assets above ground. Under the law, utilities have a legal right to gain access to their apparatus. Therefore, permits can only be refused on a short-term basis until more suitable times can be found to undertake the works.
8. All works must be coordinated, especially as multiple works often occur at the same locations regularly, particularly with major developments requiring multiple services to be installed. Last year, we managed to drive 22 works into collaboration with other utilities, and our own highway works, saving 267 days of works occupying the roads, generating noise and affecting traffic. Getting collaboration on works is a complicated process because the apparatus is often not located together and the works required vary in time and complexity.
9. Each permit is approved with a series of conditions, these can be times of works, the level of communications, phasing of works, and, most importantly a set duration time based on what works are being done. Every works must have an information board on site, identifying the works promoter, the permit reference and end date of the works. Failure to display these information boards will result in a fine.
10. All road works undergo at least one on-site inspection, with over 20,000 inspections conducted annually by the Inspection team. These inspections resulted in 1,800 Fixed Penalty Notices (FPNs) being issued last year for works that failed to meet the permit criteria, including failing to install the required information boards. Additionally, fines were issued for 360 utility works that overran their scheduled completion time.
11. In terms of work duration, 85% of highway works are completed by the contractor within 24 hours, whereas only 4% of utility works are completed within the same time frame by utilities and their contractors. This reflects both the different nature of the works as well as the planning applied to completing work as soon as possible.
12. The largest percentage of works on the borough's streets are undertaken by Thames Water and Cadent Gas. Events and other one-off activities are part of the highway coordination process that is managed with the work permits.

Environmental Sustainability

13. Whether Highway or Utility contractors the Council requires them to observe good environmental practice and comply with the relevant statutes, codes of practice and industry guidance, as well as supporting the Councils Climate Change Agenda.

Communications

14. All works must have an information board with details of the works including the works promoters' details and end date.
15. For planned works, letters must be sent to all frontages affected by the works.
16. The contractors undertaking the works have a requirement to maintain access to residential and business premises, so a considerable amount of work goes into making sure we have the right contacts and there is a presence on site to deal with any issues. How communication is delivered is a key component of the conditions set on permits that are approved.

H&F future co-ordination the Lane Rental Scheme

17. The council is proposing an enhancement to the permit scheme called the Lane Rental Scheme. This scheme seeks to protect key roads and routes from being saturated with road works by charging a daily fee based on the disruption likely to be caused. It sets a cost for each day worked on these roads from 7 am to 7 pm, with charges varying from £1,000 to £2,500 per day.
18. Several boroughs, supported by TfL, are currently working to apply to run a Lane Rental Scheme in their boroughs. The London Boroughs of Camden, Enfield, Merton, and Lambeth have already applied to operate their schemes, with H&F being in the second phase that is likely to be operational between April-October 2026.
19. Transport for London has operated a Lane Rental Scheme for several years and in the counties Kent, Surrey and West Sussex are also successfully running Lane Rental Schemes.
20. Lane Rental Schemes aim to limit street works on the busiest parts of the network by applying a daily charge for works carried out at specific times on these roads. This in turn leads to different working practices by works promoters, such as:
 - Improved planning, coordination and working methods.
 - Encouraging more collaborative working.
 - Encourage innovation (new materials, working practices)
 - Promote behavioural change to minimise the occupation of the highway at the busiest locations at the busiest times and reduce duration of works, to minimise disruptions to residents.

- To apply the scheme to all work promoters on a consistent basis, not only utility works.
 - Consideration of work scope to minimise the disruption and prevent further visits.
 - More works taking place outside peak periods and reopening the highway to traffic during peak periods (for example plating over excavations) plus making use of evening or weekend working, school holidays where the environmental impact is acceptable.
21. Experience has shown Existing Lane Rental schemes have proven to incentivise positive change and reduce disruption on the roads. The benefits include:
- Less roadworks on the busiest roads with a reduced impact on traffic.
 - Reduction in days roadworks occupy key roads.
 - Improvements to air quality by reducing congestion.
 - Reduction in negative economic impact to local businesses.
 - Improved bus journey times.
 - Utilities contribute to highway maintenance renewals.
22. The borough is in the process of developing its application to the Department of Transport to run a Lane Rental Scheme in 2026 which will seek to protect 50 of the borough's key roads. Another seven London boroughs are also in the process of developing their applications in the same time frame.
23. The programme to implement the Lane Rental Scheme is:
- Consultation during August/September 2025.
 - Review of feedback from stakeholders completed end September 2025
 - Final development of scheme documents and application September 2025.
 - Application to run the scheme submitted to the Department of Transport from the 1st of October 2025.
 - Earliest start date for the scheme would be the 1st April 2026

LIST OF APPENDICES

APPENDIX 1 – LIST OF LANE RENTAL ROADS