



Department for Transport

DEPARTMENT FOR TRANSPORT
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To: Highway Authority Chief Executives
currently developing permit schemes

DIVISIONAL ENQUIRIES: 0300 330 3000
Web Site: www.dft.gov.uk

cc: Joint Chairs of HAUC
HAUC Secretariat

Our Ref: STW1/2/2/2014CE01
Your Ref:

17 March 2014

Dear Chief Executive,

Local Highway Authority Permit Scheme assessment

Changes are being made to the way that permit schemes are assessed, and from Spring 2015 the Secretary of State for Transport will no longer approve schemes. I am writing to update you on our process for assessing permit schemes between now and 2015.

We will continue to consider applications if they are full and complete and are emailed before the 1st August 2014. After then schemes can still be progressed and approved, but by using your authorities own powers, and can be implemented after spring 2015.

We will be making some regulatory changes when the Secretary of State no longer approves schemes, and will be consulting on these shortly. Schemes that local authorities introduce after spring 2015 will need to conform to the regulations that are in place at the time, and so I encourage you to consider and to respond to the consultation. The changes we are considering include:

- **Transitional arrangements** to provide that all schemes (existing and those approved after 2015) will be as though they had been approved by an authority's own powers. This will remove any sense of there being a 'two tier' approval for schemes.
- **Consultation** – we propose that the regulations reflect the need to undertake proportionate consultation, not only when developing schemes, but also when schemes are to be varied or revoked.
- **Conditions** – we propose that schemes will need to use the Highway Authority and Utility Committee (UK) (HAUC (UK)) model wording for conditions. These have been issued as a result of a formal development and consultation process as a HAUC advice note (2013/01 - <http://www.hauc-uk.org.uk/category/2/>).

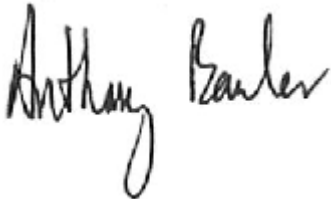
- **Traffic Sensitivity** – we propose that a lower fee will be applied to works taking place on traffic-sensitive streets where those works take place outside of traffic-sensitive times. This is to ensure that fees are used to underpin the purpose of making designations for streets at specified times.

In order that forthcoming schemes will be compliant with the intentions of the 2015 regulations, we strongly recommend that the above proposals on conditions and traffic-sensitivity are incorporated into the schemes that you are working on.

We understand that some schemes in development will already have undertaken consultation. We consider that the changes we are proposing will not require additional consultation. The HAUC (UK) model conditions have already been subject to a consultation process within the sector, and we will work with each authority as we assess schemes to reflect any changes in fee structure to reflect traffic sensitivity.

Where schemes seek to join an existing 'common scheme' they will still be able to do so. However, we will expect that they will operate using the model conditions, and that when others in the common scheme vary their scheme they too will have to adopt the HAUC conditions. Existing schemes that local authorities vary after spring 2015 will need to conform to the regulations that are in place at the time.

If you have any questions relating to the above please send them to the policy lead for permit schemes in my team, Ann Morley at Ann.Morley@dft.gsi.gov.uk .



Anthony Boucher
Head of Traffic Division
Department for Transport