

Wiltshire Council

Environment Select Committee

14 January 2025

Speed Limit Assessment Task Group Update on recommendations

Purpose of report

1. To provide an update on progress of implementing the recommendations of the Speed Limit Assessment Task Group.

Background

2. The Speed Limit Assessment Task Groups findings were reported to this committee on the 18th July 2024 and members resolved to make a number of recommendations for change to the existing process to the Cabinet Member for Highways, Street Scene and Flooding. After due consideration the Cabinet Member accepted all the recommendations, and this was formally advised to this Committee in September 2024.

Main considerations for the committee

3. Work to review and action the 8 accepted recommendations has been ongoing and the current status is summarised in the updated Executive response included at **Appendix A**.
4. A revised speed limit policy has been prepared addressing each of the points listed and is included at **Appendix B**. This is currently in draft format and comment and feedback is welcomed prior to a final version being formally presented to the Cabinet Member for adoption.

Conclusion

5. Good progress has been made on 7 of the 8 accepted recommendations.
6. A Draft Speed Limit Policy document and supporting information has been prepared.
7. Comments and feedback received on the draft Policy will be used to inform the final adopted Policy.
8. Work on recommendation 8 is still required but is still within the agreed timeline.

Background papers

The following unpublished documents have been relied on in the preparation of this report:

None

Appendices

Appendix A – Updated Executive Response

Appendix B – DRAFT Speed Limit Policy

APPENDIX A

Recommendation 1	Develops a publicly available policy statement covering speed assessments, including: a) The purpose of speed assessments b) Alternatives to a full assessment c) How to initiate an assessment d) The criteria and guidance used to make an assessment e) The assessment process (data collection, analysis, feasibility, consultation, implementation, and monitoring) f) The decision-making procedure		
Executive response	August 2024	Accept	
Action		Success criteria	
A policy will be developed.		Adoption of new policy	
Target date		Implementation date	
January 2025		January 2025	
Current Status			
A revised speed limit policy has been drafted addressing each of the points listed and is provided as an appendix.			

Recommendation 2	Provides guidance on the types of information to be submitted with a speed assessment request.		
Executive response	August 2024	Accept	
Action		Success criteria	
A policy will be developed. An appendix will be included which details the expected information to be included within the request.		Adoption of new policy.	
Target date		Implementation date	
January 2025		January 2025	
Current Status			
The revised policy document sets out the information that is required and includes a specific proforma for speed limit assessment requests to guide the parish/town councils as to what information to provide.			

Recommendation 3	Ensures that the ‘Local concerns’ section and an analysis of all DfT assessment criteria of the speed assessment report is always published with the final assessment reports and is completed fully.		
Executive response	August 2024	Accept	
Action		Success criteria	
The current version of recommendation reports already includes this and will continue to be included. The provision of Recommendation 2 will assist with the report detailing a response to “Local Concerns”.			
Target date		Implementation date	
Aug 2024		Aug 2024	
Current Status			
A template for the reporting of speed limit assessment outcomes has been developed and is included as an appendix to the revised speed limit policy. This template includes a section to be completed outlining and addressing local concerns.			

Recommendation 4	Provides the full traffic survey data with each speed assessment report.		
Executive response	August 2024	Accept	
Action		Success criteria	
The recommendations report will be amended to incorporate the publication of data collected during the assessment process			
Target date		Implementation date	
September 2024		September 2024	
Current Status			
A template for the reporting of speed limit assessment outcomes has been developed and is included as an appendix to the revised speed limit policy. Data collected is addressed within each report with full data included as an appendix to each recommendation report.			

Recommendation 5	Issues guidance to LHFIGs regarding alternatives to undertaking a speed assessment.		
Executive response	Aug 2024	Accept	
Action		Success criteria	
A policy will be developed. An appendix will be included which details the expected information to be included within the request.			
Target date		Implementation date	
January 2025		January 2025	
Current Status			
The revised speed limit policy sets out the alternatives to a speed limit assessment and situations whereby measures other than speed limit reduction should be considered.			

Recommendation 6	Creates an open, evidence-based appeals process for challenging speed assessment outcomes.		
Executive response	Aug 24	Accept	
Action		Success criteria	
To discuss with Cabinet Member for Highways, Streetscene & Flooding the process by which appeals can be considered. Determination of appeals will need to be undertaken by the Cabinet Member. The process will be included in the updated Policy as an Appendix.			
Target date		Implementation date	
January 2025		January 2025	
Current Status			
The revised policy document sets out the appeal process and provides a proforma for the submission of appeals.			

Recommendation 7	Reports on progress with implementing the recommendations to the Environment Select Committee in January 2025.		
Executive response	Aug 24	Accept	
Action		Success criteria	
A report on progress will be provided to the Environmental Select Committee in January 2025.			
Target date		Implementation date	
January 2025		January 2025	
Current Status			
Report provided for ESC in Jan 2025.			

Recommendation 8	Completed speed assessments are mapped/collated and published		
Executive response	Aug 2024	Partially Accept	
Action		Success criteria	
The methodology by which this recommendation is actioned requires further consideration by officers to determine the feasibility of the request.			
Target date		Implementation date	
August 2025		August 2025	
Current Status			
Not yet started.			

Speed Limit Policy

Xxxxx 2025



Document Control Sheet

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Report Title: Speed Limit Policy

Revision: Version 1

Status: Draft

Date: December 2024

Record of issue

Issue	Status	Author	Date	Check	Date	Authorised	Date
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1. Introduction

- 1.1 As set out in its adopted 'Wiltshire Local Transport Plan 2011-2026 Road Safety Strategy', Wiltshire Council is committed to maintaining safety on Wiltshire's highways and reducing casualties from road traffic accidents.
- 1.2 The council's casualty reduction strategy is founded on gathering smarter intelligence and collision investigation to understand the local and national trends. This enables the council to identify road safety targets, the high priority areas, themes and locations for casualty reduction, and to develop suitable interventions to give the greatest benefit to reducing casualties.
- 1.3 The casualty reduction interventions are developed following the approach of the 3E's: Education, Enforcement and Engineering as identified in the Audit Commission report 'Changing Lanes' (2007). Depending upon the desired outcome, any combination of the 3E's can be used and this blended approach maximises the potential benefits in achieving the road safety targets.
- 1.4 Speed management through enforcement of existing speed limits and setting speed limits at appropriate levels are a key part of the Council's Road Safety Strategy.
- 1.5 A partnership approach is taken with the Wiltshire and Swindon Road Safety Partnership having developed a speed management strategy setting out evidence-based intervention levels, including Community Speed Watch, Speed Indicator Devices, engineering measures and police enforcement. The Police lead on enforcement of road traffic law including speed limit enforcement.
- 1.6 Setting appropriate speed limits with the aim of achieving safe driving speeds plays a key role in making the public highway safer and reducing the risk of harm to all users. Lower driven speeds may also encourage greater uptake of walking, cycling and wheeling.
- 1.7 The Department for Transport Circular 01/13 Setting Local Speed Limits sets out guidance for traffic authorities in setting local speed limits. Speed limits should be evidence-led and self-explaining while seeking to reinforce people's assessment of what is a safe speed to travel.

- 1.8 Speed limits should not be used to attempt to solve the problem of isolated hazards, such as a single road junction, reduced forward visibility or difficulties in crossing the road. In these circumstances, engineering measures should be considered with the aim of mitigating these issues.

- 1.9 The principal aim in determining appropriate speed limits should be to provide a consistent message between appropriate travel speed and the road's environment. Changes in speed limit need to be reflective of changes in the road layout and characteristics. This approach will provide consistency across the country for drivers.

- 1.10 Experience has shown that introducing lower speed limits as a standalone measure is not always effective in reducing driven speeds to comply with the lower limit, particularly where existing mean speeds are much higher than the proposed lower limit.

2. Speed Limit Assessments

2.1 The purpose of a speed limit assessment is to undertake a technical review of a route or road network against the criteria set by the Department for Transport Circular 01/13 'Setting Local Speed Limits' whilst considering any local concerns raised as part of the assessment request process.

2.2 The application of the speed limit assessment process is to ensure consistency in setting speed limits throughout the County and to align with wider national policy to ensure consistency across authority boundaries.

2.3 In England, there are three default speed limits applicable to the highway network. These are:

- The 30mph speed limit on roads with a system of street lighting (referred to as Restricted Roads)
- The national speed limit of 60mph on single carriageway roads
- The national speed limit of 70mph on dual carriageways and motorways.

2.4 These limits are not appropriate for all roads and as such the authority may seek to introduce 20mph, 40mph or 50mph speed limits in accordance with the advice and guidance set out in the aforementioned circular. The authority to make changes to speed limits is granted through the Road Traffic Regulations Act (1984) and communicated to road users in accordance with the Traffic Signs Regulations and General Directions (TSRGD).

Alternatives to a full assessment

2.5 There are several instances where a speed limit assessment may not be the most appropriate initial step when concerns are raised regarding vehicle speeds. In the following instances, alternative approaches may be more effective at resolving the issues raised rather than a review of the existing speed limit.

Vehicles exceeding the existing speed limit

2.6 Where incidences of vehicles exceeding the speed limit are raised as a concern, enforcement measures may be considered the most appropriate course of action. The enforcement measures taken will vary depending upon the severity and frequency at which the speed limit is being exceeded and

may range from locally delivered measures such as Community Speed Watch and / or use of Speed Indication Devices, or through targeted enforcement by the Police.

- 2.7 To determine the extent at which vehicles are exceeding a speed limit and identify the appropriate course of action, a traffic survey should be requested.
- 2.8 Traffic surveys differ from a speed limit assessment in that they provide traffic speed and volume data at one location, providing a 'spot check'. The criteria in Table 1 is used to identify, based on recorded 85th percentile speeds, the appropriate intervention level.

	No Further Action	CSW & SID
20 mph limit	85%ile speed up to 23.9 mph	85%ile speed 24.0 mph and over
30 mph limit	85%ile speed up to 34.9 mph	85%ile speed 35.0 mph and over
40 mph limit	85%ile speed up to 45.9 mph	85%ile speed 46.0 mph and over

Table 1: CSW and SID criteria

- 2.9 Further information regarding CSW and SID deployment can be found in the Wiltshire and Swindon Road Safety Partnership practice note '*Community Speedwatch, Temporary Speed Indicator Devices, & Civilian Deployed ANPR Cameras - Site Eligibility and Deployment Criteria*'.
- 2.10 Traffic survey requests can be made to Wiltshire Council by Town and Parish Councils using the 'Traffic Survey Request' form and guidance document provided here: <https://www.wiltshire.gov.uk/article/6149/Local-Highway-and-Footway-Improvement-Groups>.

Identified hazards

- 2.11 In accordance with the adopted Road Safety Strategy, resources are prioritised to focus on sites with the highest casualty risk as determined by monitoring the injury collisions that occur on Wiltshire's roads to establish the cluster sites, and A and B classification roads with an above typical collision rate. The cluster sites are the locations where three or more injury accidents have occurred in the last three-year period. The collision data is subject to detailed analysis to establish characteristics, causes and to identify treatable action. Regular liaison takes place with the Police on collision sites.

2.12 Annually, Wiltshire Council identifies the collision sites from the cluster list and sections of roads with above typical collision rates to be treated in the forthcoming year with the funds allocated for local safety schemes.

2.13 The key areas of work are to:

- identify accident problem sites
- improve traffic signing and road markings
- review speed limits
- improve skidding resistance at problem sites
- improve junction layouts
- improve road surfaces and crossing facilities for pedestrians and cyclists
- introduce traffic calming
- use permanent vehicle activated road signs (VAS)
- use new materials such as coloured surfacing to enhance safety measures
- use new technology to collect traffic data
- consider the application of new equipment for keeping roads safer in winter conditions

2.14 Local communities may have concerns relating to road safety and identified hazards at locations that do not meet the above cluster site criteria. Where concerns are raised relating to the impact of vehicle speeds and identified hazards, such as side road junctions, accesses, narrow roads or bends, consideration must be given to engineering solutions. Engineering measures may include signs and road markings, minor physical alterations or larger scale engineering measures such as junction alignment changes or signalisation.

2.15 These concerns should be raised in the first instance through the Local Highway and Footway Improvement Groups. Members of the public can use the Highway Improvement Request form (see Appendix 1) to outline their concerns and submit them to their local Town or Parish Council in the first instance.

Vulnerable road users

2.16 It is recognised that both perceived and actual vehicle speeds can be a concern to vulnerable road users, particularly those walking, wheeling or

cycling and that vehicle speeds and volumes influence the uptake of sustainable transport modes for shorter journeys.

- 2.17 In situations where large numbers of vulnerable users can be impacted by interactions with vehicles, for example outside of schools, in town centre environments or on key active travel routes, or where vulnerable users experience severance within their local community by the highway network, it is important that the concerns raised are considered holistically. This means investigating not only vehicle volumes and speeds, but also addressing the problems faced – e.g. lack of safe crossing point, narrow or no footway provision.
- 2.18 Where communities have concerns such as those outlined above, it may be appropriate to request investigation through the Local Highway and Footway Improvement Groups (LHFIG) by completing the Highway Improvement Request form (see Appendix 1).
- 2.19 For school related road safety concerns, the council's Taking Action on School Journeys Fund offers schools with an up-to-date travel plan, the opportunity to apply for an engineering review to identify and implement measures to mitigate those concerns. Schools can access more information through the 'Right Choice' portal or on the council website <https://www.wiltshire.gov.uk/schools-learning-transport-cycling-walking>.

How are speed limit assessments initiated?

2.20 Requests for speed limit changes are made using the established Local Highway and Footway Improvement Group process. The initial requestor must complete a Highway Improvement Request (HIR) form (found in Appendix 1 and at <https://www.wiltshire.gov.uk/article/6149/Local-Highway-and-Footway-Improvement-Groups>) and submit this to their Town or Parish Council in the first instance.

2.21 It is important that the request includes sufficient detail to allow the Town or Parish Council to fully understand the concerns raised and to determine if they support this request. This information will also be used by engineers undertaking the speed limit assessment to gain an understanding of local concerns. An addendum to the HIR specifically for speed limit assessment requests provides space for this and requestors should include the following information where possible:

- What are the issues faced?
- Where are these issues occurring?
- When do these issues occur?
- Who is affected?
- What has previously been done to address concerns?

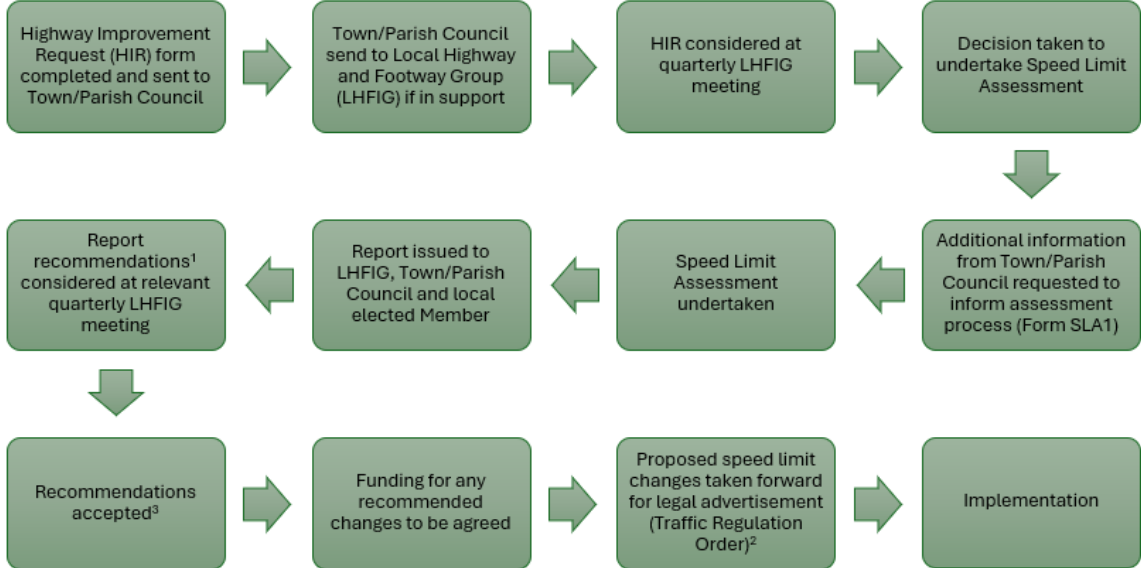
2.22 An example of a completed form can be found in Appendix 2.

2.23 Once the form is received by the Town or Parish Council, they should consider whether they agree with the concerns raised and support the request. If this is the case, then they should refer the request to the Local Highway and Footway Improvement Group (LHFIG) for further consideration.

2.24 LHFIG's are sub-groups of the Area Boards, of which there is one for each Community area in the County and have a discretionary budget for delivering local highway related priorities. The terms of reference for the groups and more information about their role can be found here <https://www.wiltshire.gov.uk/article/6149/Local-Highway-and-Footway-Improvement-Groups>.

2.25 The LHFIG considers all requests put forward by Town and Parish Councils to determine if the requests are supported. In the case of speed limit assessments, if supported a funding allocation from the LHFIG and contribution from the Town or Parish Council will be required to fund the

assessment process. The assessment can then be taken forward by Highways Officers either using internal Wiltshire Council resources or using the Council’s term consultant.



1. The outcome of an assessment may recommend no changes be made
2. Objections to the TRO will require a Cabinet Member decision to be made as to whether to proceed to implementation
3. Where recommendations are not accepted, Town/Parish Councils may appeal. See section 5 of the Speed Limit Policy document for details on process.

Figure 1: Speed Limit Assessment Request Process

3. The Speed Limit Assessment Process

3.1. In Wiltshire, assessing a road to determine an appropriate speed limit includes taking the following factors into account:

- Functional hierarchy of the route
- The length of the route to be subject to the speed limit
- Collision history
- Existing traffic speeds
- Composition of road users
- Road geometry
- Road environment
- Local concerns
- Other means of intervention to improve road safety

Functional hierarchy of the route

3.2. The functional hierarchy of a route is set out by the adopted Wiltshire Council Road Network Hierarchy which aligns with the 'Code of Practice for Maintenance Management' DETR 2001. The descriptors are shown in Table 2.

Hierarchy Description	Type of Road / General description	Detailed Description
Motorway	Limited access motorway regulations apply.	Routes for fast moving long distance traffic. Fully grade separated and restrictions on use.
Strategic Route Category 2	Trunk and some Principal "A" roads between Primary Destinations.	Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.
Main Distributor Category 3A	Major Urban Network and Inter-Primary Links. Short-medium distance traffic.	Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40 mph or less, parking is restricted at peak times and there are positive measures for pedestrian safety.
Secondary Distributor Category 3B	Classified Road (B and C class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions	In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built up areas these roads have 30 mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On street parking is generally unrestricted except for safety reasons
Link Road Category 4A	Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions.	In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two-way traffic. In urban areas they are residential or industrial inter-connecting roads with 30 mph speed limits random pedestrian movements and uncontrolled parking.
Local Access Road Category 4B	Roads serving limited numbers of properties carrying only access traffic	In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGV. In urban areas they are often residential loop roads or cul de sac

Table 1: Road Function Hierarchy

- 3.3. Functional hierarchy relates to how a road is being used and the likely mix of vulnerable road users and motorized vehicles.
- 3.4. In many cases, particularly in the case of 20mph speed restriction requests, the functional hierarchy will be a primary determinant in the speed limit assessment. More information on the application of various speed limits is addressed further in this document.

Length of route to be assessed

- 3.5. When setting speed limits, it is important to achieve a balance between providing reasonable consistency of speed limits along a route and the need to encourage awareness, understanding and compliance. Lengthy sections of speed limit that do not align with the functional hierarchy, environmental triggers or frequent changes resulting in short sections of speed limit along a route should be avoided.

- 3.6. The recommended minimum length of a speed limit is 600m (Circular 01/13). In some circumstances, such as compact village environments, exceptions can be made to reduce this to 400m. An absolute minimum of 300m is permitted by Department for Transport but should be avoided unless deemed absolutely necessary
- 3.7. On the basis of above, any speed limit assessments undertaken in Wiltshire must be over a minimum length of 600m.
- 3.8. Circular 01/13 recognises that there may be instances where it would be appropriate to introduce a short section of 40mph or 50mph speed limit as a transition from a higher to lower limit, however the use of these transitional limits, or buffers, should be restricted and only used where immediate speed reduction may introduce additional safety risks or is less likely to be effective.

Traffic Data

- 3.9. The speed limit assessment process requires the calculation of time over distance to establish an average speed for each section of road being reviewed in free-flowing conditions i.e. not adversely influenced by peaks in traffic, rather than the use of localised point data collected by an individual traffic survey. As a minimum, a total of seven journeys are made for each 600m length of road under review and an average speed calculated from this analysis. The method of journey time analysis is considered a more robust analysis of vehicle speeds over the full length of each section to determine average speeds throughout the route rather than to rely on the use of point speeds which only offer a reading for vehicle speed at a single point of the route.
- 3.10. Single point traffic surveys will be used as part of the data collection process to provide vehicle volume and classification data which will also inform the assessment process. The location and frequency of survey points along a route will be determined on a case-by-case basis.
- 3.11. These single point traffic surveys will also provide 85th percentile speeds. 85th percentile speeds are used to identify the speed distribution and is the speed at which 85% of vehicles are travelling at or below. It is this measurement of speed that is used to determine whether enforcement of a limit is necessary.
- 3.12. 85th percentile speeds which are close to the mean speed typically indicate that the distribution of vehicle speeds are consistent, this can be due to the volume of traffic or the surrounding environment. A significant difference

between the two numbers would indicate that other factors are influencing vehicles speeds. Typically this is associated with factors such as congestion, whereby large numbers of slow moving vehicles will result in lower speeds being recorded and the average speed recorded being affected as a result and not reflective of higher vehicle speeds when traffic is free flowing. It may also indicate that drivers have difficulty determining the appropriate speed for the road suggesting a better match between speed limit and road design is needed.

Collision Data

3.13. As specified in the Department for Transport Circular 01/13 Setting Local Speed Limits, the measurement of collisions is undertaken by considering recorded personal injury collisions. Damage only and unrecorded incidents are not a material consideration. Collision data covering a 6-year period is used for assessment purposes and is sourced from the Police STATS19 database.

3.14. The use of personal injury collisions is universal across the United Kingdom not only in the assessment of speed limits but also in identifying schemes to improve highway safety. This accords with the principles set out in the Road Safety Code of Good Practice. (A Road Safety Good Practice Guide for Highway Authorities, 2006).

Road Geometry and Environment

3.15. The road geometry will be taken into consideration as part of the speed limit assessment process. This will consider the physical road layout features that may impact driver behaviour, vehicle speeds and road safety such as gradient, carriageway width, curvature etc as well as features that highlight the character of the route to drivers such as frontage development, local amenities and adjacent landscape.

20mph speed restriction criteria

3.16. Where a request is made for the introduction of a 20mph speed restriction, specific eligibility criteria is considered in addition to the other criterion set out in this policy.

3.17. There are two types of mandatory 20mph speed restrictions that may be introduced where criteria allows. 20mph speed limits are 'sign only' whereas 20mph zones require the introduction of other traffic calming features. In both cases, it is expected that the restrictions be self-enforcing therefore the criteria set out below must be adhered to.

3.18. 20mph limits can be considered:

- Where mean 'before' speeds are at or below 24mph and in those locations where the mean speeds are just above 24mph and the use of lighter touch engineering measures such as road markings and signing are likely to result in 'after' mean speeds below 24mph.
- On roads that do not have a strategic function or where the movement of motor vehicles is not the primary function and in those areas where significant pedestrian and cycle movements are demonstrated to take place. 20mph speed restrictions are not to be used where through movement of vehicles is the predominant function of a route.
- In those areas set out in paragraph 84 and 97 of Circular 01/13
- In rural areas where the location, in addition to the above conditions, also meets the definition of a village as set out in Traffic Advisory Leaflet '01/04 - Village Speed Limits'

Typically, 20mph speed limits are suitable for roads that are classified as '4B – Local Access' in the road function hierarchy set out in Table 2.

3.19. 20mph zones can be considered:

- On roads subject to an existing 30mph speed restriction.
- Where there is a proven history of road user conflict with vulnerable road users i.e. child pedestrians.
- In new residential housing developments.
- Where a suitable alternative route exists to enable drivers to avoid the zone.
- In those areas set out in paragraph 84 of Circular 01/13
- Where the use of traffic calming features is supported by the emergency services.

3.20. Appendix 5 includes a number of frequently asked questions relating to 20mph speed restrictions.

3.21. In addition to the mandatory restrictions, the introduction of advisory 20mph speed limits outside of schools is permitted. Denoted by amber flashing lights and in operation during school drop off and pick up times, these advisory limits may be considered for introduction outside of Wiltshire schools. The request for consideration must be submitted by the school in question

through the Taking Action on School Journeys (TAOSJ) process and the school must have an up-to-date travel plan. More information on TAOSJ and school travel plans can be found here: <https://www.wiltshire.gov.uk/schools-learning-transport-cycling-walking>.

3.22. It should be noted that advisory limits cannot be introduced in close proximity to traffic signal junctions or crossings, Zebra or Parallel crossings due to Department for Transport rules regarding the siting of flashing amber lights.

3.23. The Cabinet Member decision paper HT-04-16 'Speed limits outside schools in Wiltshire' sets out the background to the adoption of advisory 20mph limits and can be found here:

<https://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?Id=1091>

Local Concerns

3.24. The road safety issues raised by users of the route, local residents and elected councillors will be considered as part of the speed limit assessment process. In addition to considering how the speed limit and any changes to it may impact upon the concerns raised, engineers will also consider any engineering measures that may address these concerns and mitigate the difficulties faced. These measures may range from the introduction of warning signs and road markings to influence driver behaviour, alterations to improve visibility at junctions or more significant infrastructure changes such as new footway or pedestrian crossing facilities.

Such concerns may include, but are not limited to:

- Community severance as a result of difficulty crossing a road
- Poor visibility when exiting junctions
- Lack of footway provision requiring pedestrians to walk in the verge or carriageway
- Lack of pedestrian/cycle provision on routes to key facilities – doctors surgery, village hall, school, bus stops etc.
- Inadequate footway provision – i.e. narrow footway unable to accommodate wheelchair users etc

Outcome of assessment reporting

3.25. The outcome of each speed limit assessment will be presented in a formal report that addresses the considerations outlined in this policy and the application of the guidance found in Circular 01/13 'Setting Local Speed

Limits'. The report will set out recommendations as to whether any speed limit changes and/or engineering measures are considered to be appropriate.

3.26. It is important to note that there must be a legal basis for any speed limit change, and all required legal processes followed correctly. Promoting a speed limit that does not meet the required criteria is likely to result in objection from the Police as enforcement authority and from members of the public. Substantive objections will result in the proposed changes being abandoned however costs will still be incurred to cover the legal process.

3.27. Should the legal processes not be followed correctly, this can open the authority to legal challenge.

3.28. The report will follow an adopted template which can be found in Appendix 3

4. The decision-making procedure

4.1 The final report will be circulated to the relevant LHFIG, Parish/Town Council and elected Wiltshire Council members for consideration. Where recommendations have been made for speed limit changes to take place, acceptance of the proposed changes from those parties will be sought. Should the recommendations be accepted, the LHFIG and Parish/Town Council will need to agree funding for the legal advertisement and implementation of the proposed speed limit changes. The estimated costs will be set out in the report alongside the recommendations.

4.2 The implementation of any new or change to an existing speed limit must follow the legal procedure to introduce a Traffic Regulation Order (TRO). This process requires formal advertisement and consultation providing members of the public and statutory consultees with an opportunity to comment on the proposal. The enforcement authority for speed limits currently resides with the Police, therefore agreement and support must be sought before any changes are implemented.

4.3 Where recommendations for engineering measures are made, implementation will again be subject to acceptance by the above parties with funding agreement required. In some circumstances, engineering measures may reach the threshold required to allow a Substantive LHFIG Scheme Funding bid to be made.

4.4 If the recommendations set out in the report are disputed, Parish/Town Councils may pursue an appeal following the process set out in this policy.

Any dispute will only be considered valid where there are technical arguments. Disputes on the basis that the recommendations don't meet the local aspirations will not be eligible for an appeal submission.

5. Appeal Process

5.1 The flowchart below outlines the appeal process, which requires the Appeal Proforma (SLA2) in Appendix 4 of this document to be submitted. The appeal must have the support of the LHFIG before being submitted to the Cabinet Member for Highways Street Scene and Flooding.

5.2 Any changes to speed limit resulting from a Cabinet Member decision during the appeal process will be subject to the Traffic Regulation Order process. Funding for this process and any subsequent implementation will be the responsibility of the LHFIG and Town/Parish Councils.

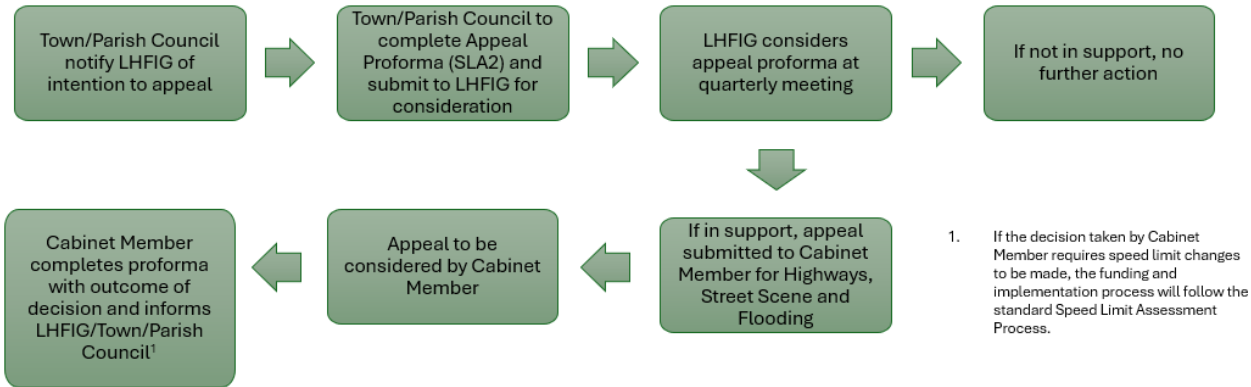


Figure 2: Speed Limit Assessment Appeal Process

Highways Improvement Request Form

Contact Details

Name:		Date:	Click here to enter a date.
Address:			
Telephone No:			
Email Address:			

Issue Details

Location of Issue:	
Community Area:	Choose an item.
Parish or Town Council:	
Nature of Issue. If requesting a speed limit change, please also complete the 'Speed Limit Assessment Request' form to be submitted alongside this one.	
How long has it been an issue?	
What would you like done to resolve this issue?	
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	Choose an item.

This form needs to be completed and e-mailed or sent to your local Town or Parish Council.

Town and Parish contact details are available via the link below:

<https://cms.wiltshire.gov.uk/mqParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only)
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Speed Limit Assessment Request – Additional Information

Please refer to Wiltshire Council's adopted Speed Limit Policy 2024 (provide link) when completing this form.

Contact Details

Name:		Date:	Click here to enter a date.
Address:			
Telephone No:			
Email Address:			

Issue Details

Location of Issue:	
Community Area:	Choose an item.
Parish or Town Council:	
<p>Why is a change of speed limit being requested?</p> <p> <input type="checkbox"/> Vehicles exceeding the speed limit <input type="checkbox"/> Inappropriate speeds <input type="checkbox"/> Concerns for vulnerable road users (e.g. cyclists, equestrians, pedestrians) <input type="checkbox"/> Concerns relating to a specific junction or access <input type="checkbox"/> Concerns relating to road traffic collisions </p>	
<p>Please provide additional details outlining the current impact of vehicle speeds on this route. You should include information about the specific issues faced, who is impacted by these issues and the frequency of occurrence.</p>	

Do you have existing traffic speed and volume data?	Yes/No (if yes, please include this with your submission)
Is CSW operational on this route?	Yes / No (if yes, please provide location details and frequency of operation)
Is a SID in use on this route?	Yes / No (if yes, please provide location details and frequency of operation)
Please outline any projects that have been undertaken in the past 10 years to address the issues outlined above	
Are any of the following present within the request area?	<input type="checkbox"/> School <input type="checkbox"/> Doctors Surgery <input type="checkbox"/> Care Home <input type="checkbox"/> Hospital <input type="checkbox"/> Children’s Nursery <input type="checkbox"/> Village Hall <input type="checkbox"/> Recreation Ground <input type="checkbox"/> Sports Centre <input type="checkbox"/> Retail outlet <input type="checkbox"/> Bus stop <input type="checkbox"/> Right of Way (e.g footpath, bridleway, byway etc) <input type="checkbox"/> Cycle route (e.g. part of local or national cycle network) <input type="checkbox"/> Other – please provide details

TRAFFIC & NETWORK MANAGEMENT

[Site Photo]

**[Road Name, Town]
Speed Limit Assessment**

Document Control Sheet

Project Title: Road name, Town

Report Title: Speed Limit Assessment

Revision: Version 1

Status: Final

Date: month / year

Record of issue

Issue	Status	Author	Date	Check	Date	Authorised	Date
1	Final						

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1.0 Introduction and background

This assessment has been undertaken at the request of [area] Local Highways and Footways Improvement Group following concerns raised by [Town/Parish] Council.

[Area] Town Council fully supports the request for a speed limit assessment on [road name]. [further introduction information about the location to be added here]

The Department for Transport Circular 01/13 Setting Local Speed Limits sets out guidance as a basis for assessments of local speed limits, traffic authorities set local speed limits in situations where local needs and conditions suggest a speed limit which is lower than the national speed limit. Speed limits should be evidence-led and self-explaining and seek to reinforce people's assessment of what is a safe speed to travel. Speed limits should be seen by drivers as the maximum rather than a target speed.

Speed limits should not be used to attempt to solve the problem of isolated hazards, such as a single road junction or reduced forward visibility. The principal aim in determining appropriate speed limits should be to provide a consistent message between speed limits and what the road environments looks like, therefore, changes in speed limit need to be reflective of changes in the road layout and characteristics. This approach will provide consistency across the country for drivers.

The underlying aim should be to achieve a 'safe' distribution of speeds. The key factors that should be considered in any decisions on local speed limits are:

- History of collisions;
- Road geometry and engineering;
- Road function;
- Composition of road users;
- Existing traffic speeds; and
- Road environment.

While these factors need to be considered for all road types, they may be weighted differently in urban or rural areas. The impact on community and environmental outcomes should also be considered.

Circular 01/2013 Setting Local Speed Limits states that whilst traffic authorities should continue to routinely collect and assess both mean and 85th percentile speeds, mean averages should be used as the basis for determining local speed limits.

For clarity, the distinction between the mean and 85th percentile value is:

- Mean speeds are the average speeds that vehicles travel at
- 85th percentile speeds are the speeds at or below which 85% of vehicles are observed to travel under free-flowing conditions. This is a nationally recognised method of assessing traffic speeds. (Setting local speed limits, 2013).

What is a village?

The criterion for a 30mph limit is detailed in the Department for Transport Traffic Advisory Leaflet 01/04; Village Speed Limits, and is based on the amount of frontage development, with a requirement for 20 or more houses over a minimum length of 600 metres. This length may be reduced to 400 metres when the level of development density over this shorter length exceeds the 20 or more houses criterion and in exceptional circumstances a reduction to 300 metres is permissible. If there are just fewer than 20 houses, then the Highway Authority can make extra allowance for key buildings, such as a church, shop or school. The measurement of frontage development is based only on those houses that front onto the main road. It does not include groups of houses that access the main road from a side road. Frontage development density has to achieve an average of three houses per 100 metres throughout the length but particularly at the entrances to the limit. This ensures appropriate reinforcement of a village environment to the motorist. Please refer to Figure 1 below for an example. (DfT Traffic Advisory Leaflet 01/04 Village Speed Limits, 2004)

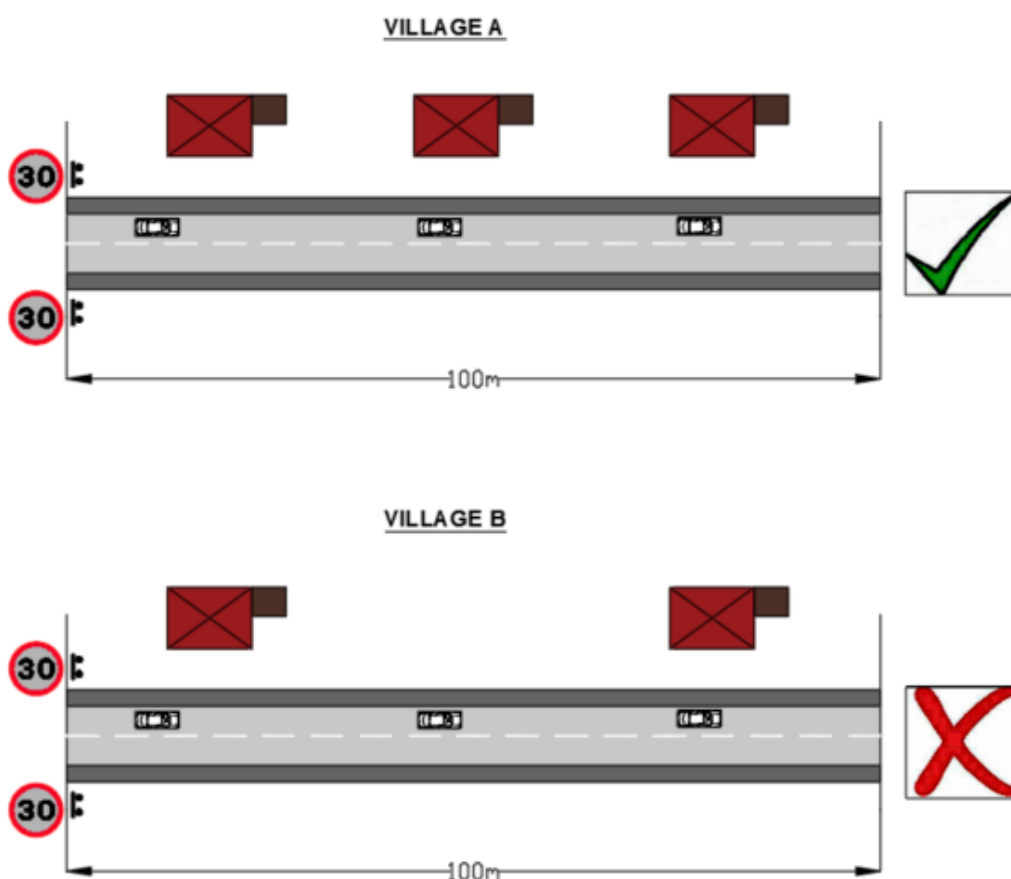


Figure 1 example of measure of density

Method of Analysis

The speed limit assessment process requires the calculation of time over distance to establish an average speed for each section of road being reviewed rather than the use of point speed data at a single location as would be collected by a metro count survey.

Generally, a total of seven journeys are made for each section of road under review and an average speed calculated from this analysis. The method of journey time analysis is considered a more robust analysis of vehicle speeds over the full length of each section to determine average speeds throughout the route rather than to rely on the use of point speeds which only offer a reading for vehicle speed at a single point of the route.

Collision Data

As specified in the Department for Transport Circular 01/13 Setting Local Speed Limits Speed Limit Appraisal Tool, the measurement of collisions is undertaken by establishing the number of recorded collisions that have taken place that have resulted in personal injury. Damage only and unrecorded incidents are not a material consideration. Collision data covering a 6-year period is used for assessment purposes, which is sourced from the police database and updated as and when resource permits. (DfT The Speed Limit Appraisal Tool: User Guide, 2013)

The use of personal injury collisions is universal across the United Kingdom not only in the assessment of speed limits but also in identifying schemes to improve highway safety. This accords with the principles set out in the Road Safety Code of Good Practice. (A Road Safety Good Practice Guide for Highway Authorities, 2006)

Legal Traffic Regulation Order Process

There must be a legal basis for any speed limit change, it must meet the required criteria otherwise the restriction can be challenged in court. The enforcement authority for speed limits currently resides with the Police, therefore agreement and support must be sort before any changes are implemented.

The implementation of any new or change to an existing speed limit requires the legal procedure to introduce a Traffic Regulation Order (TRO). This process requires formal advertisement and consultation providing members of the public with an opportunity to comment on the proposal. The associated costs with conducting this legal process are in the region of £3,000 (current cost as at October 2022) and it can take between twelve to eighteen months to complete.

2.0 Data Collection

2.1 *Site observations*

2.2 *Local Concerns*

2.3 *Journey time analysis*

[insert table of results]

2.4 *Traffic speeds and volumes*

[insert table of results]

2.5 *Collision data*

An interrogation of the Police collision database indicates there has been [reported personal injury collisions] in the 72 months preceding this report.

[if required produce a table of results]

3.0 Analysis

Examples:

A journey time section survey was carried out on Monday 16th May 2022 am. The route was split into 7 sections and each section was driven 8 times at the existing free flowing speed to obtain an average journey time. The free flowing speed is where an individual vehicle is followed along the route keeping a set distance back from it. It is repeated 8 times to achieve a representative average speed

Collision data between 1st October 2015 and 30th September 2021 at the junction and the 4 approaches have been reviewed. A total of 8 accidents were recorded. 7 of the accidents were classified as 'slight' and 1 was classified as 'serious'. The majority of the accidents involved vehicles coming out of the minor road from C20 Worton Road and failing to give way at the crossroad to traffic travelling on the A360. As 7 out of the 8 accidents were 'slight', this would indicate that speed may not be an issue.

The assessed speed limit was calculated based on the journey times, collision data and traffic counts in accordance with Traffic Advisory Leaflet (TAL) 2-06 - Speed Assessment Framework and Dft Circular 01/13 – Setting Local Speed Limits. The assessment proposed that the existing speed limit for all sections are appropriate except for section 7 (C20 between A360 Black Dog Crossroads to 60/40mph speed limit change at Broadway) where the assessed speed limit is 40mph whilst the existing speed limit is national speed limit. This would suggest that a reduced speed limit may be appropriate for this section. When considering the collision data, assessed speeds and character of this route, a reduction to 50mph is deemed appropriate. This brings consistency to the speed limits approaching the crossroads.

4.0 Recommendation and Costs

Outline recommendations using DfT criteria and analysis from above to determine outcome.

<u>Description</u>	<u>Cost</u>
Traffic Regulation Order (TRO)	£3,000
Temporary Traffic Management	
Signing	
Associated electrical costs	
Road Markings	

5.0 References

GOV.UK. 2013. *Setting local speed limits*. [online] Available at: <<https://www.gov.uk/government/publications/setting-local-speed-limits/setting-local-speed-limits>> [Accessed 3 August 2022].

Webarchive.nationalarchives.gov.uk. 2004. *DfT Traffic Advisory Leaflet 01/04 Village Speed Limits*. [online] Available at: <<https://webarchive.nationalarchives.gov.uk/ukgwa/20120606202850/http://assets.dft.gov.uk/publications/tal-1-04/tal-1-04.pdf>> [Accessed 3 August 2022].

Assets.publishing.service.gov.uk. 2013. *DfT The Speed Limit Appraisal Tool: User Guide*. [online] Available at: <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/50262/user-guidance.pdf> [Accessed 3 August 2022].

Masseguridadvial.com. 2006. *A Road Safety Good Practice Guide for Highway Authorities*. [online] Available at: <https://masseguridadvial.com/FILES/Complete_Guidance_EN.pdf> [Accessed 3 August 2022].

6.0 Appendix A – Speed limit assessment extent plan

Speed Limit Assessment – Appeal Proforma

Please refer to Wiltshire Council's adopted Speed Limit Policy (provide link) when completing this form.

Contact Details

Name:		Date:	Click here to enter a date.
Address:			
Telephone No:			
Email Address:			

Assessment Details

Location of Assessment:	
Community Area:	Choose an item.
Parish or Town Council:	
<p>What is the basis of this appeal?</p> <p><input type="checkbox"/> The adopted process set out in the 'Speed Limit Policy' has not been followed</p> <p><input type="checkbox"/> The data collected is incorrect</p> <p><input type="checkbox"/> The recommendations do not align with the guidance set out in 'Circular 01/13 Setting Local Speed Limits'</p>	
<p>Evidence must be provided to support the appeal, relevant to the above reasons. Please outline your case here. Additional supporting information may be appended to this document.</p>	
<p>As Cabinet Member for Highways, Street Scene and Flooding, I have reviewed the appeal submission and have made the following decision:</p> <p><input type="checkbox"/> Appeal to be upheld</p> <p><input type="checkbox"/> Appeal dismissed</p> <p>Additional comments:</p>	

Any funding implications resulting from the outcome of this appeal process are the responsibility of the relevant Local Highway and Footway Improvement Group and Parish/Town Council.

20mph speed restrictions - Frequently Asked Questions

Q1. How effective are 20mph speed limits in reducing actual vehicle speeds?

A1. *Results from area wide 20mph speed limits introduced in Portsmouth and other areas have shown an average reduction in speed of 1 to 2mph where 'before' speeds were already low. Where before speeds were higher (greater than 25mph) speed reduction is greater but the resultant reduced speeds remain above 24mph and overall compliance remains low. The Wiltshire village trials resulted in an overall reduction in mean speed of 1.6mph which supports the advice given by the DfT. (para 95 and 96 of Circular 01/13)*

Q2. Why is a mean speed of 24mph used as the threshold level?

A2. *All speed limits are set where it can be expected that overall compliance with the limit can be expected. As demonstrated above where mean speeds are greater than 24mph the overall compliance is low and it can be considered that the limit is then ineffective. A mean speed of 24mph is considered to be the statistical level where the limit remains effective.*

Q3. What are the benefits of 20mph limits?

A3. *There is some early evidence from the sign only 20mph pilot schemes that whilst speed reduction is small there are quality of life and community benefits that can be accrued. (para 83 Circular 01/13).*

Q4. Will 20mph limits reduce the numbers of road casualties?

A4. *Whilst it is accepted and there is substantial evidence to show that reduced traffic speeds result in reductions in collisions and casualty severity (para 82 Circular 01/13) there is no clear long term evidence that 20mph limits on their own result in a reduction in road casualties. The results from pilot area wide urban 20mph in other parts of the country have proved inconclusive with reductions on some roads and increases on others. Longer term monitoring is required before definitive conclusions can be made.*

Q5. Will 20mph limits mean the introduction of road humps or other forms of traffic calming?

A5. *No. The basis of 20mph limits is that they should be self enforcing negating the need for traditional traffic calming features such as horizontal and vertical deflections. However lighter touch measures, such as carriageway roundels, are permitted at locations where speeds remain of concern.*

Q6. Will 20mph limits result in an increase in the number of signs?

A6. *Yes. There is a requirement that repeater signs are provided at regular intervals throughout the length of road subject to a 20mph limit.*

Q7. Why won't you be implementing 20mph limits on rural main roads? - this is where the problem is.

A7. *The DfT guidance is clear in that 20mph limits in rural villages should not be provided where the primary function of the road is that of through vehicle movement. (para 132 Circular 01/13). It is highly likely that in rural areas where roads are subject to significant through vehicle movements that 'mean' speeds would not be of a level that a 20mph limit can be considered.*

Q8. Is Wiltshire Council implementing blanket 20mph limits in large residential areas like some other local authorities?

A8. *Area wide limits will be considered as part of the adopted process.*

Q9. Will a 20mph limit / zone be enforced by the Police?

A9. *Up until recently ACPO have said that all 20mph restrictions should be self enforcing and as such they will not receive routine enforcement. However the Police have confirmed that targeted enforcement can be undertaken based on local intelligence.*

Q10. Can Community Speed Watch (CSW) operate in areas covered by 20mph limits?

A10. *Yes, CSW can operate in 20mph speed limits.*

Q11. Can the temporary Speed Indication Device (SID) be deployed in a 20mph limit / zone?

A11. *Yes. As an addition to support CSW activities.*

Q12. Will existing 20mph limit / zones be reviewed to find out if they meet the criteria? Will action be taken to make changes to those that do not?

A12. *No, however if concerns are raised locally through the Area Board issues system and supported by the Community Area Transport group a reassessment could be considered.*

Q13. How much do 20mph speed limits and zones cost?

A13. *20mph zones and limits vary considerably in size and nature. As such it is difficult to provide definitive costs at this stage. Typically the on ground delivery cost of a 20mph limit covering a village is in the order of £10,000 to £15,000. A typical area wide 20mph zone with physical calming features would cost in the region of £80,000 to £250,000. These estimates exclude the upfront assessment and design costs.*

Q14. How can you tell if a newly implemented 20mph limit has been successful?

A14. *We will undertake ongoing monitoring.*

Q15. Will 20mph simply lead to increased delays to traffic and driver frustration?

A15. *By carefully choosing the areas for 20mph restrictions additional delays to motorists are not anticipated.*

Q16. You are only allowing 20mph limits in streets where average speeds are already below 24mph – what's the point?

A16. *Whilst further speed reduction is likely to be small, the presence of the limit is likely to bring about an overall change in driver attitude and introduce positive community benefits.*

Q17. I do not want a 20mph limit / zone to be implemented where I live – how do I object?

A17. *Any change in the speed limit will be subject to a formal traffic order advertisement at which time objection can be made.*