

Report to: **Planning Committee**
Date: **8 May 2025**
By: **Director of Planning**
Title of Report: **Community-led Approach to Traffic Solutions Guidance**
Purpose of Report: **To approve the Community-led Approach to Traffic Solutions guidance and Catalogue of Interventions**

Decision

Recommendation:

- 1) To approve the Community-led Approach to Traffic Solutions guidance and Catalogue of Interventions documents (attached at Appendix 1 and 2);**
- 2) To delegate authority to the Director of Planning to make amendments to the wording and costs within the Catalogue of Interventions (attached at Appendix 2) to reflect future changes in estimated costs of intervention schemes and changes in Local Highway Authority policy.**
- 3) To delegate authority to the Director of Planning to make minor amendments to the wording and formatting within the Guidance Document and Catalogue of Interventions prior to publication. Any such amendments shall not alter the meaning of the document.**

1. Summary

- 1.1** This report is seeking approval for the Community-led Approach to Traffic Solutions (CATS) guidance document and Catalogue of Interventions (Attached at Appendix 1 and 2). These set out the process by which the aspirations of 'Roads in the South Downs' guidance (2015) can be delivered by Parish and Town Councils seeking to solve traffic related issues in their communities.

2. Background

- 2.1** In 2018, following several Parish workshops presenting the Roads in the South Downs guidance, it was noted that highway issues were a high priority for Parish and Town councils, and their residents. This ranged from issues with sign and furniture clutter, parking and speeding to concerns around 'rat running', increased traffic from development and the erosion of a distinctive sense of place due to urbanising, standard highway solutions.

- 2.2 While the South Downs National Park Authority (SDNPA) is not responsible for highways, being the purview of the Local Highway Authority (LHAs) for each county, it was highlighted that there may be an avenue to promote more Park appropriate solutions to the problems facing our communities.
- 2.3 While some LHAs have Community Funded Infrastructure (CFI) programs, these were still only offering standard highway solutions, such as yellow backed signage and white plastic furniture. Additionally, they still required funding from the community to implement, and there were an increased number of bids for funding from Community Infrastructure Levy (CIL) funds held by the SDNPA.
- 2.4 In 2020 work began on a suite of guidance documents intended to help Town & Parish councils, and the LHAs themselves, create solutions to their traffic issues that were more suited to communities within a National Park, and would help conserve and enhance the local distinctiveness of each area, while tying them together with a shared identity. This guidance would also serve as a mechanism to apply the principles of the Roads in the South Downs document to traffic solutions within the Park.
- 2.5 The objective was for a Guidance Document that would guide Town & Parish councils through identifying, evidencing, developing, and funding solutions to traffic issues in their communities. This would be supported by a Catalogue of Interventions that would show the individual interventions considered appropriate for the Park, and approved for use on the public highway, and how they should be combined into a scheme to maximise the effectiveness of the component interventions.
- 2.6 A series of workshops were held with the LHAs to discuss the overall design principles of the guidance and to assess the proposed measures in the draft Catalogue of Interventions to confirm their suitability with each LHA. There was agreement from each of them that they would be willing to install, or allow to be installed, the selected measures that were felt to be appropriate to a National Park.
- 2.7 The SDNPA engaged with a consultant (2020 Traffic Solutions, now Ethos) to carry out engagement and assessment work with three parishes as pilot projects to identify their issues, evidence them, devise and implement solutions. They also engaged with the LHAs to inform them of the project, brief them on the design principles and guidelines and get approval in principle for the proposed interventions.
- 2.8 The three Pilot parishes were Cheriton, in Hampshire, Fittleworth in West Sussex and Jevington in East Sussex. These three were chosen as they had already started work on solving some of their traffic issues and represented a spread of different environments including an A-Class road on one section and a link between two A-Class roads.
- 2.9 After an assessment of the pilot locations, a report was generated for each outlining the issues and presenting a series of solutions based on estimated costs, ranging from entry treatments up to shared space placemaking schemes. Traffic surveys were also commissioned at each of the pilot locations to establish baseline data on traffic composition, flows and speeds. All three pilots decided to look at entry treatment schemes as a starting point, with an intention to build upon them going forward.
- 2.10 Fittleworth has completed their scheme using the Pilot funding, Cheriton is currently progressing their scheme with Hampshire County Council and should be installing soon. There are some delays with Jevington as discussions continue with East Sussex County Council. Following the installation of all three pilot schemes there will be a follow up survey to establish any changes in traffic as a result of the installations.
- 2.11 Following receiving the draft Guidance Document and Catalogue of Interventions from Ethos, the LHAs were consulted on their views. This included representatives from their road safety, community funded infrastructure and planning & place teams. Feedback from these discussions was integrated into both the guidance document and the catalogue to

reflect their comments, recommendations and policies.

3. Guidance Document and Catalogue of Interventions

3.1 The Guidance Document (see Appendix 1) sets out how to:

- Identify and evidence traffic issues,
- Assemble a scheme using the Catalogue of Interventions,
- Liaise with the SDNPA, LHAs and the local community,
- Seek routes for funding the interventions,
- Deliver interventions, either via LHAs or nominated third-party contractors,
- Maintain bespoke items and,
- Evaluate effects of the scheme

3.2 The Catalogue of Interventions (Appendix 2) lists the component interventions that are both appropriate for a National Park setting and approved for use by the LHAs (dependent upon individual County policies) which should be used to assemble a scheme intended to address the traffic issues identified in the guidance process.

3.3 The interventions listed within the catalogue are intended to be combined into a package i.e. an entry treatment formed of a gateway sign, on gateway furniture on a road narrowing with centre line road markings removed from that point on.

3.4 Both the Guidance Document and Catalogue of Interventions have been reviewed by Hampshire County Council, West Sussex County Council and East Sussex County Council as the relevant Local Highway Authorities. The documents have been adjusted to reflect their comments as whilst the LHAs within the National Park have indicated their support for the guidance, some specific interventions were highlighted as counter to local policy. To support and manage expectations, a suitability scale based on Local Highway Authority requirements has been produced to assist with further LHA discussions.

3.5 Both Guidance Document and Catalogue of Interventions have been reviewed by the LHAs and have been adjusted to reflect their comments, especially in regard to what interventions will or will not be supported by the various LHAs policies.

3.6 While not indicated as the primary route for funding, it is anticipated that Town/Parish councils following this guidance will apply for CIL funds held by the SDNPA for funding traffic interventions. Through the steps of the guidance, it is expected that if a CIL bid is submitted then it will have sufficient supporting evidence of the traffic issue, a plan showing the indicative locations of any interventions, potential additional funding and an agreement in principle from the LHA that such a scheme is acceptable and viable.

3.7 While the guidance will support the ability of Parish/Town Councils in making applications for CIL to fund interventions, it does undertake some expectation management in regard to the competitive nature of allocating SDNPA CIL funds.

3.8 To keep these documents relevant, it should be inspected and updated on a regular basis to ensure it still complies with both SDNPA and LHA policies and to keep estimated pricing relevant to guide expectations on the overall costs of schemes.

3.9 Both documents will require updating in the future to reflect the changed governance structures of the constituent areas following the Devolution and Local Government Reorganisation process currently underway.

4. Planning Committee Considerations

4.1 This guidance draws and develops from the previously approved Roads in the South Downs.

4.2 Section 245 of the LURA 2023 amends and strengthens the Section 11A (2) duty of the National Parks and Access to the Countryside Act 1949 upon relevant authorities, which includes the National Park Authority itself, to “seek to further the specified purposes of Protected Landscapes”. The guidance document and catalogue of interventions supports Local Highway Authorities in complying with their s245 duty. It seeks to preserve, enhance and reinforce the distinctive identity of the built and natural environment to reconcile traffic movement with the inherent qualities and purposes of the National Park, and therefore seeks to further the National Park’s purposes.

5. Other Implications

Implication	Yes/No
Will further decisions be required by another committee/full authority?	No, delegated authority is sought to update the Catalogue of Intervention to reflect changes in policy or pricing.
Does the proposal raise any Resource implications?	Yes, the proposed guidance and process requires intervention schemes to be reviewed by an officer to provide ‘agreement in principle’, alongside similar demands from the relevant LHA. There is a strong likelihood that the proposed schemes will be submitted to SDNPA CIL for funding, in part or in entirety, however the resourcing of CIL is managed separately.
Has due regard been taken of the South Downs National Park Authority’s equality duty as contained within the Equality Act 2010?	Yes, Additionally, as it feeds into the bidding for CIL due regard has also been had to the Equality duty as bidders are asked to demonstrate how the proposed project considers and addresses the needs of people with protected characteristics, alongside this being highlighted in the text of the guidance.
Are there any Human Rights implications arising from the proposal?	No
Are there any Crime & Disorder implications arising from the proposal?	No
Are there any Health & Safety implications arising from the proposal?	No

6. Risks Associated with the Proposed Decision

6.1 Key risks associated with the Guidance and Catalogue have been identified in the table below.

6.2 In addition, the methodology and recommendations set out above are intended to manage risk through ensuring a robust and fit for purpose process and governance.

Risk	Likelihood	Impact	Mitigation
Failure to approve guidance leaves no defined method of applying the	Unlikely	Moderate	Approval of the document provides guidance for local councils on how to apply the principles of the Roads in the South Downs guidance.

Risk	Likelihood	Impact	Mitigation
principles of Roads in the South Downs.			
Refusal of LHAs to carry out schemes in line with guidance	Moderate	Major	Communication with LHAs regarding the guidance has been completed and it has been outlined how it is intended to assist them in carrying out their S245 duties.
Failure of Town/Parishes to follow guidance	Unlikely	Minor	Rollout of guidance including as part of CIL funding application information 2026. Officers can assist bidders and follow up with queries as required. An outreach program will be developed to introduce the wider Town/Parish councils to the guidance.

Tim Slaney

Director of Planning

South Downs National Park Authority

Contact Officer: Alex Pringle
 Tel: 01730 819367
 Email: Alex.Pringle@southdowns.gov.uk
 Appendices: Appendix 1 – CATS Guidance Document.
 Appendix 2 – CATS Catalogue of Interventions.
 SDNPA Consultees: Major Projects Lead; Director of Planning; Major Planning Projects and Performance Manager
 External Consultees: Hampshire County Council Highways, West Sussex County Council Highways, East Sussex County Council Highways
 Background Documents: This work follows on from the Protocol for the Management of Highways in the South Downs National Park and seeks to implement the principles of Roads in the South Downs which can be viewed at [Roads in the South Downs - South Downs National Park Authority](#). The guidance is also tied to the Design Guide SPD, especially its sections on highway and placemaking, which can be found at [Adopted Design Guide SPD - South Downs National Park Authority](#)

