



JANUARY 2016

Surrey County Council Highway Consultations Protocol

The Town and Country Planning (Development Management Procedure)(England) Order 2015 sets out the consultation requirement of a local planning authority. It refers to the type of development which requires consultation with the local highway authority as *being development which is likely to result in a material increase or change in the use of the highway*. The GDPO parameters for consultation are as follows:

Development requiring consultation	Appropriate Consultee
Development likely to result in a material increase in the volume or a material change in the character of traffic entering or leaving a classified road or proposed highway.	The local highway authority concerned.
Development likely to prejudice the improvement or construction of a classified road or proposed highway	The local highway authority concerned.
Development involving: - <ul style="list-style-type: none"> The formation, laying out or alteration of any means of access to a highway (other than a trunk road); or The construction of a highway or private means of access to premises affording access to a road in relation to which a toll order is in force 	The local highway authority concerned. The local highway authority concerned, and in the case of a road subject to a concession, the concessionaire.
Development which consists of or includes the laying out or construction of a new street.	The local highway authority.

Source: Town and Country Planning (Development Management Procedure) (England) Order 2015, Schedule 4: Consultations before the grant of permission (Page 56)

No Observations

The County Highway Authority does not require consultation from the Local Planning Authority on any planning application which meets the criteria mentioned below.

In these cases, please use the following No Observations wording as a standard response:

As it is not considered that the likely net additional traffic generation, access arrangements and parking would have a material impact on the safety and operation of the public highway, the highway authority was not consulted on this application.

Householder Applications		
Proposed Development	Do NOT consult SCC on:	Do consult SCC when:
Householder	ALL conservatories	
	ALL side or rear extension	
	ALL loft extensions/conversions	
	Alterations to fenestration on a private road	
	Front extension on a private road	
Commercial	Small extensions (less than 30sqm GFA)	
Other	ALL Trees	
	Fences fronting a private road	Fences at the junction of a private road with a public highway
	Gates fronting a private road	Gates at the junction of a private road with a public highway
	Telecom Masts on a private road	
	Appeals	
Enforcement Action		Anything that may have a highway impact (i.e. intensification of use)

All other planning applications, which are not mentioned above should be sent to the County Highway Authority for consultation.

Rights of Way

Consult SCC Rights of Way Team on any application that affects Bridleways/Byways/Footpaths but is not on Standard Footway on general roads. The team includes the following:

Steve Mitchell – Team Manager	steve.mitchell@surreycc.gov.uk
Claire Saunders – Senior Countryside Access Officer	claire.saunders@surreycc.gov.uk
Mary-Ann Edwards (Tan/ R&B)	maryann.edwards@surreycc.gov.uk
Luke Dawson (Gui/SH/Run/Spel)	luke.dawson@surreycc.gov.uk
James Browne (Wav/Wok)	james.browne@surreycc.gov.uk
Hannah Gutteridge (MV/Elm/E&E)	hannah.gutteridge@surreycc.gov.uk
Barry Wildish	barry.wildish@surreycc.gov.uk
Nicky Scott	nicky.scott@surreycc.gov.uk

Please contact the relevant Transport Development Planning officer for advice if clarification is needed.

The TDP officer for each District or Borough can be contacted on each of the relevant email addresses below:

tdpelmbridge@surreycc.gov.uk
 tdpepsomandewell@surreycc.gov.uk
 tdpguildford@surreycc.gov.uk
 tdpmolevalley@surreycc.gov.uk
 tdpreigateandbanstead@surreycc.gov.uk
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