Cambridgeshire County Council

PLANNING CONSULTATION RESPONSE

To: Hannah Guy Huntingdonshire District Council Pathfinder House St Marys Street Huntingdon PE29 3TN	**Place & Sustainability** **Highway Development Management** Cambridgeshire County Council West Highways Division Huntingdon Highways Depot Stanton Way Huntingdon Cambs PE29 6PY
App Reference: 25/80104/COND Date In: 11/04/25 Date Out: 10/06/25	**Contact**: André Chabot

Application: Discharge of condition 18 (Highway Details) of 20/00161/REM.

Location: Upwood Hill House and part of RAF Upwood, Ramsey Road, Upwood.

Having considered the information provided, additional information would be required to make the submission acceptable in highway terms.

Part i of condition 18 relates to construction and maintenance of roads that are intended to remain private, and I would not therefore look to object to the discharge of the condition in this regard.

Part ii of condition 18 however relates to the management and maintenance of be adoptable surfaces for which the document 'SuDS Maintenance Manual Data Sheet' submitted with this application is considered insufficient as if fails to include matters such a gully cleansing, weed killing/clearance and street lighting.

Please find attached below a copy of Cambridgeshire County Councils 'Maintenance of Private Roads: Guidance Document' which outlines the level of detail expected in this regard. The applicant should be invited to submit a similar document covering the same points, which should include responsible for maintenance, such as by establishment of a Private Management and Maintenance Company.

André Chabot
Highways Development Management Engineer

Cambridgeshire County Council

Maintenance of Private Roads: Guidance Document.

As part of the release of any condition relating to the future management and maintenance of the proposed streets within a development prior to either the signing of a Section 38 Agreement of the Highways Act 1980 or the establishment of a Private Management and Maintenance Company, the Developer should provide the following level of information:

A Plan showing the proposed hard standing types on the proposed development.

A Document stating how the private roads, paths etc., will be maintained in the short and long term. A suggested Maintenance Document is provided below to assist in the creation of the same by the Developer.

Areas to be offered to the Local Highway Authority for adoption under S38 of the Highways Act 1980:

1. In the short term, i.e. prior to the signing of the Section 38 Agreement, the Developer will maintain the roads prior to adoption ensuring a suitable level of maintenance to facilitate future adoption and a safe working site.

2. Should the Section 38 Agreement not be signed or completed, the Developer will maintain the roads prior to site completion and handover to a level which would otherwise be deemed suitable for adoption by the Highways Authority.

3. The site shall be inspected once a year and any failures within the potential adopted public highway shall be repaired to the requirements of the Housing Estate Road Construction Specification current at the time within 28 days of the inspection or within 7 days if the damage is deemed to represent a hazard to the users of the site.

4. Any damage reported to the owner of the road shall be inspected within 5 working days and remedial action in accordance with the above shall be undertaken.

A regular inspection regime shall be implemented in accordance with Table 1 below:

Table 1: Maintenance Schedule for private highways

Maintenance Schedule	Action required	Required frequency
Regular maintenance	Sweeping of carriageways, footways, footpaths and shared surfaces	Three times a year: i. End of winter (March) ii. Mid-summer (July-August) iii. After main autumn leaf fall
	Cleaning of gullies	Annually after main autumn leaf fall
	Lantern inspection	Twice yearly at the end and start of British Summer Time any faulty lanterns will be replaced with in 10 days of the inspection
	Herbicide application	Annually during May
	Monitor inspection chambers and catchpits and clean as required	Annually
	Monitor soakaway chambers and clean as required	Annually

5. Within six months of the site handover, a Management Company will be set up by the Developer to maintain all access roads to an adoptable standard until any adoption by the Local Highway Authority takes place or otherwise for the lifetime of the development. The Management Company will maintain the private roads in accordance with the requirements detailed above in perpetuity.

Maintenance of Private Access Driveways

6. The responsibility for maintaining private access driveways, either permeable or non-porous, will be shared by local homeowners, whose homes the driveways serve. The ownership of the driveways will be shared by said homeowners or by a Management Company set up by the Developer.

7. Individual homeowners will be made aware of their responsibilities for maintenance via the sale deeds for the houses and this will be reinforced by details included in homebuyers' packs produced by the Developer. It will be stated that it is a legal requirement for the necessary maintenance for highways (and other features) to be undertaken. The Management Company set up by the Developer will enforce this aspect during the lifetime of the development.

Maintenance of Private Permeable Paving

8. Areas of private permeable block paving which will be used by a single owner will be conveyed as part of the plot land sale for the relevant dwelling.

9. The maintenance responsibility private permeable paving will be by the individual homeowners who will be made aware of their responsibilities for maintenance via the sale deeds for the houses and reinforced by details included in homebuyers' packs produced by the Developer. It will be stated that it is a legal requirement for the necessary maintenance for driveways (and other features) to be undertaken. The Management Company set up by the Developer will enforce this aspect during the lifetime of the development.

10. All non-porous private access driveways etc., shall be maintained in accordance with the requirements of table 1 and paragraphs 3.and 4 above.

11. The required maintenance regime for all permeable paving is set out in Table 2 below:

Table 2 Maintenance of the private permeable driveways

Maintenance Schedule	Action Required	Frequency
Regular Maintenance	Sweeping and vacuuming.	Three times/year at end of winter (March), mid-summer (July-August), after autumn leaf fall, or as required based on site-specific observations of clogging or manufacturers' recommendations – See Note 1
Occasional Maintenance	Stabilise and mow contributing and adjacent areas.	As required
	Removal of weeds.	As required
Remedial Actions	Remediate any landscaping which, through vegetation, maintenance or soil slip, has been raised to within 50mm of the level of paving.	As required
	Remedial work to any depressions, rutting considered detrimental to the structural performance or a hazard to users.	As required

	Reconstruction of surface and upper sub-structure.	As required (if infiltration performance is reduced as a result of significant clogging).
Monitoring	Initial inspection	Monthly for 3 months after installation
	Inspect for evidence of poor operation and/or weed growth. If required take remedial action	3-montly & 48hrs after any storm that is considered to be a 1:30 year event
	Inspect silt accumulation rates and establish appropriate sweeping frequencies	Annually
	Monitor inspection chambers and catchpits and clean as required	Annually

Note 1:

Pervious surfaces need to be regularly cleaned of silt and other sediments to preserve their infiltration capability. As suggested a minimum of three surface sweepings per year is relevant although Manufacturers' recommendations should always be followed.