Job number	26361	**Note number**	01
Site Address	Land Off Ramsey Road, Warboys, Cambridgeshire		
Date	May 2025	**Prepared by**	L. Clarke
Subject	**Street Management and Maintenance Technical Note**		

1.0 Introduction

1.1 This technical note has been produced to assist with the discharge of planning condition 6 on planning decision notice 23/02505/REM, for the residential development of 24 low-rise houses at Land Off Ramsey Road, Warboys.

1.2 Planning Condition 6 states: *'No development above slab level shall commence until details of the proposed arrangements for future management and maintenance of the proposed streets within the development have been submitted to and approved in writing by the Local Planning Authority. The streets shall thereafter be maintained in accordance with the approved management and maintenance details until such time as an Agreement has been entered into under Section 38 of the Highways Act 1980 or a Private Management and Maintenance Company has been established.'*

1.3 This technical note details the maintenance requirements for the new streets within the development, including roads, footways, shared space areas, street lighting, gullies and other highway drainage elements. This technical note also details the parties responsible for the maintenance, including interim measures which are to be put in place until the streets are adopted by the Local Highway Authority.

1.4 The maintenance requirements detailed for private areas are in accordance with Cambridgeshire County Council's Maintenance of Private Roads guidance document.

2.0 Existing Site

2.1 The development site is located at no. 21 Ramsey Road, Warboys, Cambridgeshire, PE28 2SW.

2.2 The site is approximately 1.0 ha in area and comprises the existing residential building of no. 21 Ramsey Road and the land to the rear.

2.3 Refer to the site location plan in Appendix A.

3.0 Proposed Site

3.1 The drawing in Appendix B, JGA drawing 23015-0102 P11 '*Proposed Site Layout*', shows the new development layout. The development proposals include 24 low-rise houses, new estate roads and footways, private driveways and parking spaces, and landscaped areas including a new detention basin.

3.2 The site is to be accessed off Ramsey Road by a new priority junction.

4.0 Maintenance of areas to be offered for Section 38 adoption

4.1 The majority of the new estate roads and footways within the development are to be offered for adoption to the Local Highway Authority under Section 38 of the Highways Act 1980.

4.2 The drawing in Appendix C, 26361-206 '*Section 38 Layout*', shows the proposed area to be included within the Section 38 adoption.

4.3 In the short term, until the roads are fully adopted by the Local Highway Authority, the Contractor will maintain the roads, ensuring a suitable level of maintenance to allow for future adoption and to provide a safe working site.

4.4 Should the Section 38 Agreement not be signed or completed, the Contractor will maintain the roads prior to site completion and handover to a level suitable for adoption by the Local Highway Authority.

4.5 In accordance with Cambridgeshire County Council's Maintenance of Private Roads guidance document, until the roads are adopted by the Local highway Authority, the site shall be inspected once a year by a Management Company appointed by the Developer. Any failures will be repaired to the requirements of the Cambridgeshire County Council's 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.

4.6 Any damage reported to the Developer will be inspected within 5 working days and remedial action undertaken by the Management Company in accordance with the above.

4.7 Until the roads are adopted by the Local Highway Authority a regular inspection regime will be followed 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: 1. 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 within 10 days of the inspection
	Herbicide application	Annually during May
	Monitor inspection chambers and catchpits and clean as required	Annually

Source: Cambridgeshire County Council Maintenance of Private Roads: Guidance Document

4.8 Following site handover, should road adoption be delayed, the Management Company will be responsible for maintaining all access roads to an adoptable standard in accordance with the requirements of Table 1 above. The Management Company will maintain the roads in accordance with these requirements in perpetuity, or until the Section 38 Agreement is in place and the roads are adopted by the Local Highway Authority.

5.0 Maintenance of Private Access Driveways

5.1 The private areas not included with the extent of Section 38 adoption will be maintained by the Management Company appointed by the Developer.

5.2 Drawing 26361-208 '*Surface Finishes Layout*' in Appendix D shows the type of construction for all hardstanding areas within the development.

5.3 The private areas include permeable block paved roads and driveways. The Management Company will maintain the permeable block paved areas in accordance with the requirements of Table 2 below, for the lifetime of the development.

5.4 Any standard non-permeable areas will be maintained by the Management Company in accordance with the requirements of Table 1 for the lifetime of the development.

Table 2: Maintenance of private permeable driveways

Maintenance Schedule	Action Required	Required frequency
Regular maintenance	Sweeping of carriageways, footways, footpaths and shared surfaces	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-monthly & 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

Source: Cambridgeshire County Council Maintenance of Private Roads: Guidance Document

Appendix A

JGA Drawing 23015 – 0100 – Site Location Plan

Site Location Plan

Scale: 1:1250



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Source File:
23015 Model.pln

Rev	Date	Drawn	Note

Scale (m)

0 10 20 30 40 50 100

N

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STONEWATER

JGA James Garner Architecture
e: hello@jg-a.co.uk t: 01858 437449

Client
Burmor Construction / Stonewater

Project Title
Proposed Residential Development at Ramsey Road, Warboys

Drawing Title
Site Location Plan

Drawing Status
Preliminary

Scale(s): 1:1250
Original Paper Size: A3
Drawn: JKG
Date: 28.11.23
Project Number: **23015**
Drawing Number: **0100**
Revision: **P01**

Appendix B

JGA Drawing 23015-0102 Rev P11 – Proposed Site Plan

Proposed Site Layout

Scale: 1:500



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Source File:
23015 Model.pln

Rev	Date	Drawn	Note
P02	26/09/2023	JKG	Basin moved and layout updated.
P03	08/11/2023	JKG	Attenuation Basin size amended and layout updated (Plots 01-09) to suit.
P04	28/11/2023	JKG	Sheds added for cycle storage.
P05	18/12/2023	JKG	Drawing status updated to 'Planning'.
P06	19/01/2024	JKG	Parking numbers added.
P07	02/04/2024	JKG	Layout amended following feedback from Planning. New Type F added, parking amended, SoA updated. Paving updated.
P08	25/04/2024	JKG	Layout and SoA updated.
P09	07/06/2024	JKG	Parking for Plots 14, 15 & 23 updated.
P10	02/07/2024	JKG	Attenuation Basin and footpath link updated. Updated following comments from Planners / Urban Design.
P11	30/07/2024	JKG	Tree removed adjacent to Plot 14.

Scale (m)

0 10 20 30 40 50

N

schedule of accommodation

housetype	code	area	quantity
2B4P House M4(2)	A	79m²	07 no. units
2B4P House M4(2)	A+	80m²	01 no. units
3B5P House M4(2)	B	93m²	09 no. units
4B6P House M4(2)	C	106m²	01 no. units
1B2P Maisonette M4(3)	D	60m²	01 no. units
1B2P Maisonette M4(2)	D	64m²	01 no. units
2B3P Bungalow M4(3)	E	70m²	02 no. units
3B5P House M4(2)	F	93m²	02 no. units
Total Number of Units			**24 no. units**

approximate site area : 1.03Ha / 2.55 acres
density : 23 dwellings per hectare
parking provision : 4-Beds - 03no. spaces
3-Beds - 02no. spaces
2-Beds - 02no. spaces
1-Beds - 02no. spaces

Key

- Application site boundary
- Proposed Housing
- Existing Surrounding Buildings
- Private Rear Garden Area
- Public Open / Green Space
- Principal Highway / Road
- Private Drive
- Car Parking Spaces
- Pedestrian Footpaths
- Rear patio area (Sheds shown are indicative locations for cycle storage - installation is the responsibility of the owner / tennant)
- Existing Tree Planting
- Existing Root Protection Area
- Existing Tree Planting Removed
- Proposed Tree Planting (indicative only - to be designed and specified by Landscape Architect)
- Proposed Hedge / Shrub Planting (indicative only - to be designed and specified by Landscape Architect)
- Housetypes - Primary Point of Access
- Primary Site Access

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JGA James Garner Architecture

e: hello@jg-a.co.uk t: 01858 437449

Client
Burmor Construction / Stonewater

Project Title
Proposed Residential Development at Ramsey Road, Warboys

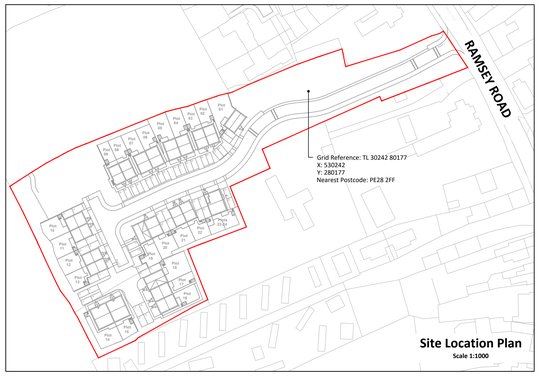
Drawing Title
Proposed Site Layout

Drawing Status
Planning

Scale(s): 1:500
Original Paper Size: A1
Drawn: JKG
Date: 12.07.23
Project Number: 23015
Drawing Number: 0102
Revision: P11

Appendix C

JPP Drawing 26361 – 206 – Section 38 Layout



General notes

1. All dimensions are in meters unless otherwise stated.
2. All levels are in meters.
3. This drawing is to be read in conjunction with all relevant Engineers and Architect's drawings, Specifications, Reports and Engineering Details.
4. Do not scale for construction purposes.

Drawing Key

- Site boundary (taken from reference below)
- Section 38 - Adoptable Bituminous Bound Carriageway
- Section 38 - Adoptable Permeable Block Paved Raised Table
- Section 38 - Adoptable Bituminous Bound Footway
- Section 38 - Adoptable Bituminous Bound Vehicle Crossover
- Section 38 - Adoptable Bituminous Bound Ramp
- Adoptable Section 38 Highway Drainage with manhole reference, invert and cover level, pipe diameter, pipe code, length and gradient
- S38 Trapped road gully
- 2m x 2m Pedestrian visibility splay
- 2.4m x 25m Junction visibility splay
- Adoptable Section 104 foul water sewer with manhole reference, invert and cover level, pipe diameter, pipe code, length and gradient
- Adoptable Section 104 surface water sewer with manhole reference, invert and cover level, pipe diameter, pipe code, length and gradient
- Adoptable S104 headwall
- Existing foul water sewer
- Private surface water lateral
- Private foul water lateral
- Banking
- FFL=29.550 Finished Floor Level
- Tactile paving

Health, safety & the environment

In accordance with the Construction (Design and Management) Regulations 2015, the designs and details on this drawing have been the subject of a Designers Risk Assessment, to identify risks in the construction, use, or demolition of the scheme.

It is not considered necessary for Designers to highlight obvious and/or common risks (such as deep excavations, manual handling and working around heavy plant) which Contractors should be familiar with, and be able to control by good management and site practice.

So far as is reasonably practicable, the risks inherent in the design have been eliminated. Where it has been considered that elimination of a risk (or part of a risk) is not reasonably practicable, it has been reduced.

This drawing has been based/developed using the following external drawings

Type	Company	Drawing date	Drawing title	Date received	Rev
Site Layout	JG-A Architects	30.07.2024	23015 0102 - P11 Proposed Site Layout	30.07.2024	P11
Topographical survey	Carter Jonas	-	J0015544-18-01-18-01_02_2023_Issue3 top with red line boundary	06.07.2023	

Agreement	Approval Granted
S38 (Adoption of on-site roads)	NOT APPROVED
S104 (Adoption of new drainage)	NOT APPROVED
S106 (Connection to existing foul sewer)	NOT APPROVED
S23 (Surface water outfall to existing watercourse)	NOT APPROVED
S278 (Site access works within existing public highway)	NOT APPROVED

HIGHWAY CONSTRUCTION MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH CAMBRIDGESHIRE COUNTY COUNCIL HOUSING ESTATE ROAD CONSTRUCTION SPECIFICATION JANUARY 2023 UNLESS OTHERWISE AGREED WITH THE LOCAL HIGHWAY AUTHORITY. IF THERE IS ANY DISCREPANCY BETWEEN THE SPECIFICATION AND THE APPROVED DRAWINGS, THE SPECIFICATION SHALL TAKE PRECEDENCE.

ALL ADOPTABLE DRAINAGE WORKS TO BE IN ACCORDANCE WITH CODES FOR ADOPTION DESIGN & CONSTRUCTION GUIDANCE

DRAWINGS HAVE NOT BEEN APPROVED, UNTIL THE DRAWINGS ARE APPROVED THE DESIGNS AND DETAILS SHOWN ON THIS DRAWING ARE SUBJECT TO CHANGE. ANY WORKS UNDERTAKEN PRIOR TO TECHNICAL APPROVAL IS ENTIRELY AT THE CONTRACTORS' RISK.

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- Infrastructure Design
- Structural Engineering
- Development Planning
- Professional Advice
- Geotechnical & Environmental
- Surveying

Northampton
Grand Union Works, Whilton Locks, Daventry
Northamptonshire, NN11 2NH
T: 01604 781811
Poole & Milton Keynes
E: mail@jppuk.net W: jppuk.net

Client	Burmor Construction
Project	Ramsey Road Warboys
Title	Section 38 Layout

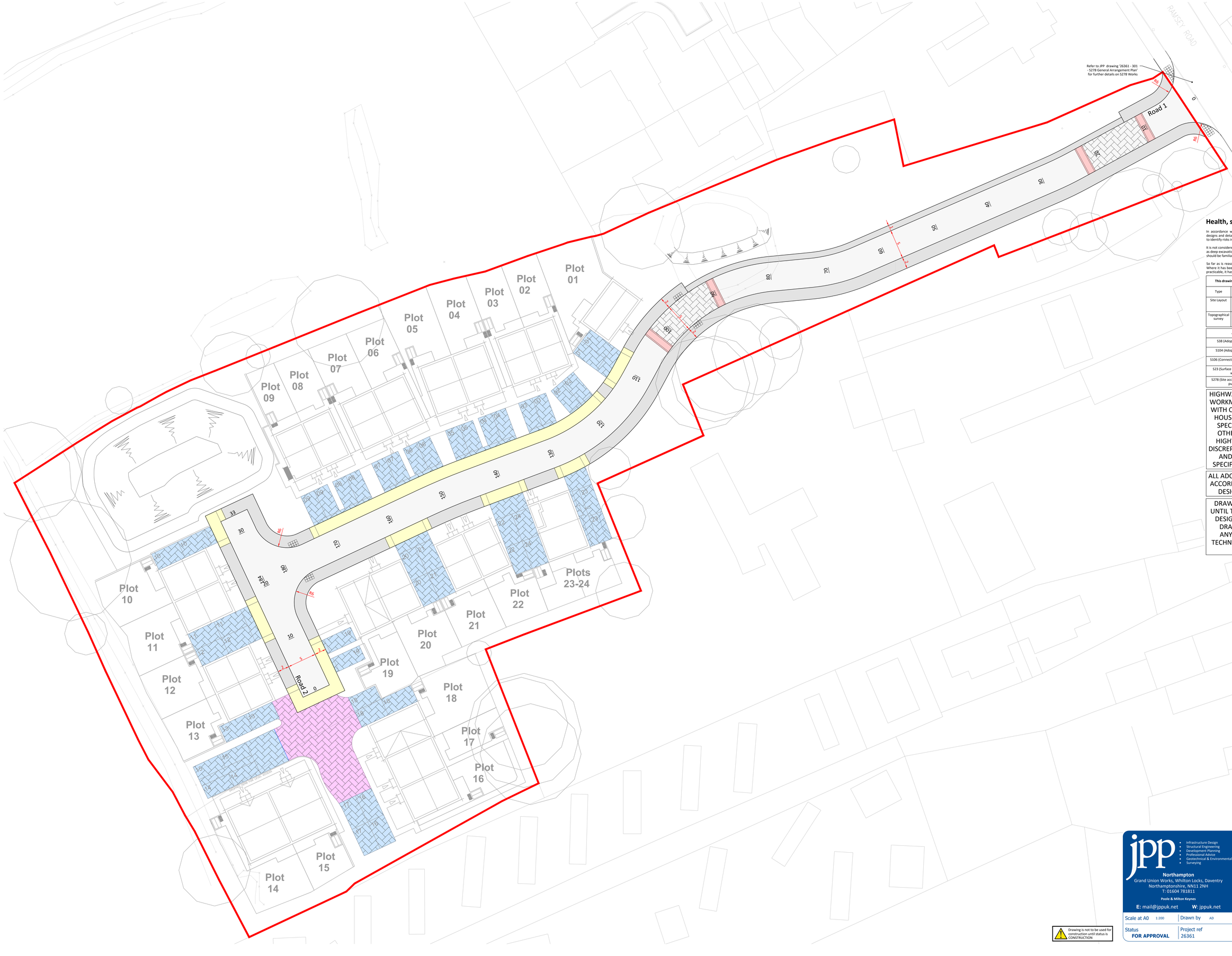
Scale at A0	Drawn by	Checked by	Date
1:200	AD	LC	March 2025

Status	Project ref	Drawing no.	Revision
FOR APPROVAL	26361	206	-

Drawing is not to be used for construction until status is CONSTRUCTION

Appendix D

JPP Drawing 26361 – 208 – Surface Finishes Layout



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Drawing Key

- Site boundary
- Adoptable Bituminous Bound Carriageway
- Adoptable Block Paved Raised Table
- Adoptable Bituminous Bound Footway/Service Margin
- Adoptable Bituminous Bound Vehicular Crossover
- Adoptable Ramp
- Private Permeable Block Paved Shared Driveway (lined with impermeable membrane)
- Private Permeable Block Paved Single Driveway (lined with impermeable membrane)
- Tactile Paving

Health, safety & the environment

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Northampton
Grand Union Works, Whilton Locks, Daventry
Northamptonshire, NN11 2NH
T: 01604 781811
Poole & Milton Keynes
E: mail@jppuk.net **W:** jppuk.net

Client	Burmor Construction
Project	Ramsey Road Warboys
Title	Surface Finishes

Scale at A0	1:200	Drawn by	AD	Checked by	LC	Date	March 2025
Status	FOR APPROVAL	Project ref	26361	Drawing no.	208	Revision	-

Drawing is not to be used for construction until status is CONSTRUCTION