



Traffic Orders - Principles and Good Practice

Overview

Traffic Orders are an essential requirement for just about every enforceable restriction that applies to the highway, and will be required for the construction and operation of many transport infrastructure schemes. This course provides delegates with an understanding of the formal stages involved in making different types of Traffic Order, and will offer valuable insight into the process for creating these legal documents. Delegates coming from Highway and Traffic Engineering, Parking Management, Reps and Appeals Management and Project Management backgrounds will find this course directly relevant to their work and it will also be valuable for people managing teams of these specialists. The format of the course includes group work and case studies covering the format, interpretation and use of traffic orders, and is delivered by a leading Traffic Order practitioner.

Learning outcomes

On completion of the course, delegates will:

- have a clear understanding of what a Traffic Order is
- have a general understanding of the legal powers and legislation that relates to Traffic Orders
- understand why Traffic Orders are necessary and where they are used
- understand the timescales involved in making orders and be able to plan the implementation of Traffic Orders
- be acquainted with the terms and phraseology associated with Traffic Orders
- be capable of interrogating Traffic Orders and interpreting their meaning

Who should attend

The course is suitable for those who have a regular need to request, produce or interpret Traffic Orders, or those who manage teams for whom Traffic Orders play a significant role.

Topics Covered

What are Traffic Orders

Different types of Traffic Order

- Permanent
- Experimental
- Temporary
- Emergency
- Other similar notices

Why are Traffic Orders required

What powers are used in their introduction and application

Where might they be used

- Which design options need them
- Signing and lining - TSRGD 2002

How Traffic Orders relate to other legal powers

- Enforcement - TSRGD 2002 and TMA 2004 (plus some London Local Authority Acts)

Implementation - planning the time line

- Design requirements
- Consultation process
- Dealing with objections
- Making the Order

Traffic Order Formats - Illustrated with examples and case studies

- Written Orders
- Map based Orders

General interpretation and use of Traffic Orders

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Date of course and location		
Title	Forename	Surname
Position		
Department		
Organisation		
Address		
		Postcode
Telephone		
Email		
Please state any special dietary or access requirements		
How did you hear about this course?		

Attendance Fees

Please tick as appropriate:

- Standard rate** Fee (please write in amount) _____ + VAT
- CILT/Local Authority/Charity rate** Fee (please write in amount) _____ + VAT

Method of Payment

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Please attach a copy of your purchase order made payable to PTRC

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Cheque enclosed for £ _____ made payable to PTRC

Signature of Authorisation

I have read and accept the terms and conditions

Signature _____ Date _____

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Please return to: The Events Team, PTRC Education & Research Services Ltd, 22 Greencoat Place, London, SW1P 1PR
T: 020 7348 1970 F: 020 7348 1989 E: info@ptrc-training.co.uk

Terms and Conditions

1 Registration Form

Applications should be made on the official registration form. Photocopies are accepted. One form should be completed for each delegate attending an event. It is important that all sections are completed legibly. Delegates are advised to retain a copy of the registration form for reference before sending.

2 Fees

Fees include attendance at lectures, lecture notes, lunch and all refreshments unless otherwise indicated.

Fees do not include overnight accommodation, breakfast and evening meals unless stated or otherwise indicated.

3 Acknowledgement

Receipt of a registration form will be acknowledged by email, delegates will be sent an invoice and an email of acknowledgement. Joining instructions, including a map, will be sent to each delegate by email approximately two weeks before the start of the event.

4 Payment

Unless otherwise stated payment in full must be made at the time of booking. All prices are exclusive of VAT, unless stated otherwise.

5 Cancellation

All cancellations, or alterations to a booking, must be received in writing. To avoid cancellation penalties, substitutes will be accepted at any time, if notified in writing and in advance of the event. Adjustments in fees will be made if there is any change in fee category. Cancellations received in writing up to 14 days before an event will be subject to an administration fee of £75 + VAT or the event delegate fee, whichever is the lower. Cancellation within 14 days of the event date or a 'no show', will be liable for the full fee.

6 Disclaimer

PTRC reserves the right to vary the programme and to cancel an event if it is under subscribed or for any other reason. In the event of cancellation, where reasonably possible, PTRC aims to give delegates at least two weeks' notice and the fee will be refunded in full. PTRC will not be held liable for any pre-booked travel, accommodation or similar costs incurred under any circumstances whatsoever.

7 Data Protection

Details will be held on a database in accordance with the 1998 Data Protection Act. Information will be used for internal marketing purposes only and will not be shared with any external organisations.

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