Wiltshire Council
Speed Limit Policy

January 2026



Contents

1 Introduction 4
2 Speed limit assessments 6
Alternatives to a full assessment 6
Vehicles exceeding the existing speed limit 6
Identified hazards 7
Vulnerable road users 8
How are speed limit assessments initiated? 8
3 The speed limit assessment process: 30mph and above 11
Function hierarchy of the route 11
Length of route to be assessed 12
Traffic data 13
Collision data 14
Road geometry and environment 14
Local concerns 14
Outcome of assessment reporting 14
4 The decision-making procedure 16
5 The 20mph speed restriction assessment process 17
20mph speed restriction criteria 17
20mph Limits 18
20mph zones 19
Advisory 20mph speed limits 19
Outcome of assessment reporting 19
6 Appeal process 21
7 Appendices 22
Appendix 1: Highways Improvement Request form 22
Appendix 2: Speed Limit Assessment Request form 22
Appendix 3: Traffic and network management 22
Appendix 4: Speed Limit Assessment Appeal form 22
Appendix 5: 20mph speed restrictions: FAQs 22

Document control

Revision	Purpose Description	Revised	Authorised
1.0	Final		

1 Introduction

1.1 As set out in its adopted Wiltshire Local Transport Plan 2025-2038, Wiltshire Council is committed to maintaining safety on Wiltshire's highways and reducing casualties from road traffic collisions.

1.2 The council's casualty reduction strategy is founded on gathering smarter intelligence and collision investigation to understand the local and national trends. This enables the council to identify road safety targets, the high priority areas, themes and locations for casualty reduction, and to develop suitable interventions to give the greatest benefit to reducing casualties.

1.3 The casualty reduction interventions are developed following the Vision Zero approach and the Safe System 5 pillars. Depending upon the desired outcome, any combination of the pillars can be used, and this blended approach maximises the potential benefits in achieving the road safety targets.

1.4 Speed management through enforcement of existing speed limits and setting speed limits at appropriate levels are a key part of the Council's Road Safety Strategy.

1.5 A partnership approach is taken with the Wiltshire and Swindon Road Safety Partnership having developed a speed management strategy setting out evidence-based intervention levels, including Community Speed Watch, Speed Indicator Devices, engineering measures and police enforcement. The Police lead on enforcement of road traffic law including speed limit enforcement.

1.6 Setting appropriate speed limits with the aim of achieving safe driving speeds plays a key role in making the public highway safer and reducing the risk of harm to all users. Lower driven speeds may also encourage greater uptake of walking, cycling and wheeling.

1.7 The Department for Transport Circular 01/13 Setting Local Speed Limits sets out guidance for traffic authorities in setting local speed limits. Speed limits should be evidence-led and self-explaining while seeking to reinforce people's assessment of what is a safe speed to travel.

1.8 Speed limits should not be used to attempt to solve the problem of isolated hazards, such as a single road junction, reduced forward visibility or difficulties in crossing the road. In these circumstances, engineering measures should be considered with the aim of mitigating these issues.

1.9 The principal aim in determining appropriate speed limits should be to provide a consistent message between appropriate travel speed and the road's environment. Changes in speed limit need to be reflective of changes in the road layout and characteristics. This approach will provide consistency across the country for drivers.

1.10 Experience has shown that introducing lower speed limits as a standalone measure is not always effective in reducing driven speeds to comply with the lower limit, particularly where existing mean speeds are much higher than the proposed lower limit.

1.11 Speed was a factor in 59% of fatal collisions in the UK according to the Reported Road Casualties – Great Britain: Annual Report 2024 see link Reported road casualties Great Britain, annual report: 2024 - GOV.UK

2 Speed limit assessments

2.1 The purpose of a speed limit assessment is to undertake a technical review of a route or road network against the criteria set by the Department for Transport Circular 01/13 'Setting Local Speed Limits' whilst considering any local concerns raised as part of the assessment request process.

2.2 The application of the speed limit assessment process is to ensure consistency in setting speed limits throughout the County and to align with wider national policy to ensure consistency across authority boundaries.

2.3 In England, there are three default speed limits applicable to the highway network. These are:

- the 30mph speed limit on roads with a system of street lighting (referred to as Restricted Roads)
- the national speed limit of 60mph on single carriageway roads
- the national speed limit of 70mph on dual carriageways and motorways.

2.4 These limits are not appropriate for all roads and as such the authority may seek to introduce 20mph, 40mph or 50mph speed limits in accordance with the advice and guidance set out in the Circular. The authority to make changes to speed limits is granted through the Road Traffic Regulations Act (1984) and communicated to road users in accordance with the Traffic Signs Regulations and General Directions (TSRGD).

Alternatives to a full assessment

2.5 There are several instances where a speed limit assessment may not be the most appropriate initial step when concerns are raised regarding vehicle speeds. In the following instances, alternative approaches may be more effective at resolving the issues raised rather than a review of the existing speed limit.

Vehicles exceeding the existing speed limit

2.6 Where incidences of vehicles exceeding the speed limit are raised as a concern, enforcement measures may be considered the most appropriate course of action. The enforcement measures taken will vary depending upon the severity and frequency at which the speed limit is being exceeded and may range from locally delivered measures such as Community Speed Watch and / or use of Speed Indication Devices, or through targeted enforcement by the Police.

2.7 To determine the extent at which vehicles are exceeding a speed limit and identify the appropriate course of action, a traffic survey should be requested.

2.8 Traffic surveys differ from a speed limit assessment in that they provide traffic speed and volume data at one location, providing a 'spot check'. The criteria in Table 1 is

used to identify, based on recorded 85th percentile speeds, the appropriate intervention level.

CSW and SID criteria

	No further action	CSW and SID
20mph limit	85%ile speed up to 23.9 mph	85%ile speed 24.0 mph and over
30mph limit	85%ile speed up to 34.9 mph	85%ile speed 35.0 mph and over
40mph limit	85%ile speed up to 45.9 mph	85%ile speed 46.0 mph and over

2.9 Further information regarding CSW and SID deployment can be found in the Wiltshire and Swindon Road Safety Partnership practice note 'Community Speedwatch, Temporary Speed Indicator Devices, & Civilian Deployed ANPR Cameras - Site Eligibility and Deployment Criteria'.

2.10 Traffic survey requests can be to Wiltshire Council by Town and Parish Councils using the 'Traffic Survey Request' form and guidance document provided here: https://www.wiltshire.gov.uk/traffic-surveys.

Identified hazards

2.11 In accordance with the adopted Road Safety Strategy, resources are prioritised to focus on sites with the highest casualty risk as determined by monitoring the injury collisions that occur on Wiltshire's roads to establish the cluster sites, and A and B classification roads with an above typical collision rate. The cluster sites are the locations where three or more injury accidents have occurred in the last three-year period. The collision data is subject to detailed analysis to establish characteristics, causes and to identify treatable action. Regular liaison takes place with the Police on collision sites.

2.12 Annually, Wiltshire Council identifies the collision sites from the cluster list and sections of roads with above typical collision rates to be treated in the forthcoming year with the funds allocated for local safety schemes.

2.13 The typical outcomes to improve safety may include:

- improvements to traffic signing and road markings
- modifications to speed limits
- improved skidding resistance at junctions
- alternations to the highway geometry to improve safe operation
- improve road surfaces and crossing facilities for pedestrians and cyclists
- introduce traffic calming measures
- use of technology such as permanent vehicle activated road signs (VAS) to sign road hazards

- consider the application of new equipment for keeping roads safer in winter conditions

2.14 Local communities may have concerns relating to road safety and hazards at locations that do not meet the cluster site criteria. Where concerns are raised relating to the impact of vehicle speeds and hazards, such as side road junctions, accesses, narrow roads or bends, consideration must be given to engineering solutions. These concerns should be raised in the first instance through the **Local Highway and Footway Improvement Groups**. Members of the public can use the Highway Improvement Request form (Appendix 1) to outline their concerns and submit to their local Town or Parish Council in the first instance.

Vulnerable road users

2.15 It is recognised that both perceived and actual vehicle speeds can be a concern to vulnerable road users, particularly those walking, wheeling or cycling and that vehicle speeds and volumes influence the uptake of sustainable transport modes for shorter journeys.

2.16 In situations where large numbers of vulnerable users can be impacted by interactions with vehicles, for example outside of schools, in town centre environments or on key active travel routes, or where vulnerable users experience severance within their local community by the highway network, it is important that the concerns raised are considered holistically. This means investigating not only vehicle volumes and speeds, but also addressing the problems faced, e.g. lack of safe crossing point, narrow or no footway provision.

2.17 Where communities have concerns such as those outlined above, it may be appropriate to request investigation through the Local Highway and Footway Improvement Groups (LHFIG) by completing the Highway Improvement Request form (see Appendix 1).

2.18 For school related road safety concerns, the council's Taking Action on School Journeys Fund offers schools with a travel plan, the opportunity to apply for a traffic safety review to identify and implement measures to mitigate those concerns. Schools can access more information through the 'Right Choice' portal or on the council website https://www.wiltshire.gov.uk/schools-learning-transport-cycling-walking.

How are speed limit assessments initiated?

2.19 Requests for speed limit changes are made using the established Local Highway and Footway Improvement Group process. The initial requestor must complete a Highway Improvement Request (HIR) form (found in Appendix 1 and at Local Highway and Footway Improvement Groups - Wiltshire Council and submit this to their Town or Parish Council in the first instance.

2.20 It is important that the request includes sufficient detail to allow the Town or Parish Council to fully understand the concerns raised and to determine if they support this request. This information will also be used by engineers undertaking the speed limit assessment to gain an understanding of local concerns. An addendum to the HIR specifically for speed limit assessment requests provides space for this and requestors should include the following information where possible:

- what are the issues faced?
- where are these issues occurring?
- when do these issues occur?
- who is affected?
- what has previously been done to address concerns?
- an example of the form can be found in Appendix 2

2.21 Once the form is received by the Town or Parish Council, they should consider whether they agree with the concerns raised and support the request. If this is the case, then they should refer the request to LHFIGrequests@wiltshire.gov.uk. Speed limit assessment request for limits of 30mph and above will be referred to the **Local Highway and Footway Improvement Group (LHFIG)** for further consideration. Requests for 20mph speed restrictions will be dealt with directly by the Traffic Engineering Team. (See Section 5)

2.22 LHFIG's are sub-groups of the Area Boards, of which there is one for each Community area in the County and have a discretionary budget for delivering local highway related priorities. The terms of reference for the groups and more information about their role can be found here Local Highway and Footway Improvement Groups - Wiltshire Council

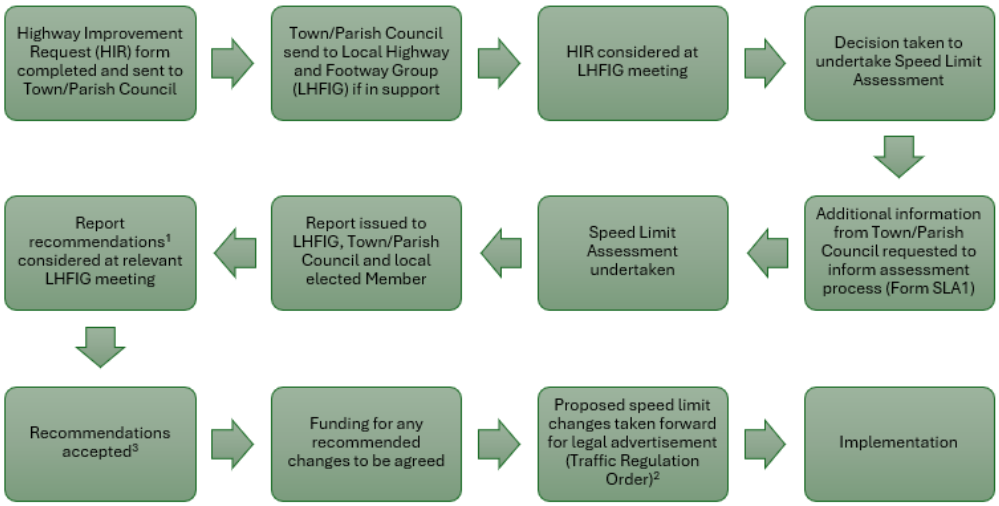
2.23 In the case of speed limit assessments for 30mph and above, if supported a funding allocation from the LHFIG and contribution from the Town or Parish Council will be required to fund the assessment process. The assessment can then be taken forward by Highways Officers (see Figure 1).

Figure 1: Speed Limit assessment request process

The steps of the speed limit assessment request process are as follows:

1. Highway Improvement Request (HIR) form completed and sent to Town/Parish Council
2. Town/Parish Council send to Local Highway and Footway Group (LHFIG) if in support
3. HIR considered at LHFIG meeting
4. decision taken to undertake Speed Limit Assessment
5. additional information from Town/Parish Council requested to inform assessment process (Form SLA1)
6. Speed Limit Assessment undertaken
7. report issued to LHFIG, Town/Parish Council and local elected Member

8. report recommendations considered at relevant LHFIG meeting
    a. the outcome of an assessment may recommend no changes be made
9. recommendations accepted
    a. where recommendations are not accepted, Town/Parish Councils may appeal (see section 5 of the Speed Limit Policy document for details on process).
10. funding for any recommended changes to be agreed
11. proposed speed limit changes taken forward for legal advertisement (Traffic Regulation Order)
    a. objections to the TRO will require a Cabinet Member decision to be made as to whether to proceed to implementation
12. implementation



1. The outcome of an assessment may recommend no changes be made
2. Objections to the TRO will require a Cabinet Member decision to be made as to whether to proceed to implementation
3. Where recommendations are not accepted, Town/Parish Councils may appeal. See section 5 of the Speed Limit Policy document for details on process.

3 The speed limit assessment process: 30mph and above

3.1 In Wiltshire, assessing a road to determine an appropriate speed limit includes taking the following factors into account:

- functional hierarchy of the route
- the length of the route to be subject to the speed limit
- collision history
- existing traffic speeds
- composition of road users
- road geometry
- road environment
- local concerns
- other means of intervention to improve road safety

Function hierarchy of the route

3.2 The functional hierarchy of a route is set out by the adopted Wiltshire Council Road Network Hierarchy which aligns with the 'Well-managed Highway Infrastructure Code of Practice 2016. The descriptors are shown in Figure 2.

Figure 2 - Road function hierarchy

Hierarchy description	Type of road / general description	Detailed description
Motorway	Limited access motorway regulations apply.	Routes for fast-moving, long-distance traffic. Fully grade separated and restrictions on use.
Strategic Route Category 2	Trunk and some Principal "A" roads between Primary Destinations.	Routes for fast-moving, long-distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.
Main Distributor Category 3A	Major Urban Network and Inter–Primary Links. Short – medium distance traffic.	Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40 mph or less, parking is restricted at peak

		times and there are positive measures for pedestrian safety.
Secondary Distributor Category 3B	B and C class road and some unclassified urban routes carrying bus, HGV and local traffic with frontage access and frequent junctions	In residential and other built-up areas these roads have 20 or 30 mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On-street parking is generally unrestricted except for safety reasons. In rural areas these roads link the larger villages, bus routes and HGV generators to the Strategic and Main Distributor Network.
Link Road Category 4A	Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions.	In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two-way traffic. In urban areas they are residential or industrial inter– connecting roads with 30 mph speed limits random pedestrian movements and uncontrolled parking.
Local Access Road Category 4B	Roads serving limited numbers of properties carrying only access traffic	In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGV. In urban areas they are often residential loop roads or cul de sac

3.3 Functional hierarchy relates to how a road is being used and the likely mix of vulnerable road users and motorized vehicles.

3.4 In many cases, particularly in the case of 20mph speed restriction requests, the functional hierarchy will be a primary determinant in the speed limit assessment. More information on the application of various speed limits is addressed further in this document.

Length of route to be assessed

3.5 When setting speed limits, it is important to achieve a balance between providing reasonable consistency of speed limits along a route and the need to encourage awareness, understanding and compliance. Lengthy sections of speed limit that do

not align with the functional hierarchy, environmental triggers or frequent changes resulting in short sections of speed limit along a route should be avoided.

3.6 The recommended minimum length of a speed limit is 600m (Circular 01/13). In some circumstances, such as compact village environments, exceptions can be made to reduce this to 400m. An absolute minimum of 300m is permitted by Department for Transport but should be avoided unless deemed absolutely necessary.

3.7 Circular 01/13 recognises that there may be instances where it would be appropriate to introduce a short section of 40mph or 50mph speed limit as a transition from a higher to lower limit, however the use of these transitional limits, or buffers, should be only be used where immediate speed reduction may introduce additional safety risks or is less likely to be effective.

Traffic data

3.8 The speed limit assessment process requires the calculation of time over distance to establish an average speed for each section of road being reviewed in free-flowing conditions i.e. not adversely influenced by peaks in traffic, rather than the use of localised point data collected by an individual traffic survey. As a minimum, seven journeys are made under free-flowing traffic conditions for each length of road under review and an average speed calculated from this analysis. This method is considered a more robust analysis of vehicle speeds over the full length of each section to determine average speeds throughout the route rather than to rely on the use of point speeds which only offer a reading for vehicle speed at a single point of the route.

3.9 Single point traffic surveys will be used as part of the data collection process to provide vehicle volume and classification data which will also inform the assessment process. The location and frequency of survey points along a route will be determined on a case-by-case basis.

3.10 These single point traffic surveys will also provide 85th percentile speeds. 85th percentile speeds are used to identify the speed distribution and is the speed at which 85% of vehicles are travelling at or below. It is this measurement of speed that is used to determine whether enforcement of a limit is necessary.

3.11 85th percentile speeds which are close to the mean speed typically indicate that the distribution of vehicle speeds are consistent, this can be due to the volume of traffic or the surrounding environment. A significant difference between the two numbers would indicate that other factors are influencing vehicles speeds. Typically, this is associated with factors such as congestion, whereby large numbers of slow-moving vehicles will result in lower speeds being recorded and the average speed recorded being affected as a result and not reflective of higher vehicle speeds when traffic is free flowing. It may also indicate that drivers have difficulty determining the appropriate speed for the road suggesting a better match between speed limit and road design is needed.

Collision data

3.12 As specified in the Department for Transport Circular 01/13 Setting Local Speed Limits, the measurement of collisions is undertaken by considering recorded personal injury collisions. Damage only and unrecorded incidents are not a material consideration. Collision data covering a 6-year period is used for assessment purposes and is sourced from the relevant Police STATS database.

3.13 The use of personal injury collisions is universal across the United Kingdom not only in the assessment of speed limits but also in identifying schemes to improve highway safety. This accords with the principles set out in the Road Safety Code of Good Practice. (A Road Safety Good Practice Guide for Highway Authorities, 2006).

Road geometry and environment

3.14 The road geometry will be taken into consideration as part of the speed limit assessment process. This will consider the physical road layout features that may impact driver behaviour, vehicle speeds and road safety such as gradient, carriageway width, curvature etc as well as features that highlight the character of the route to drivers such as frontage development, local amenities and adjacent landscape.

Local concerns

3.15 The road safety issues raised by users of the route, local residents and elected councillors will be considered as part of the speed limit assessment process. In addition to considering how the speed limit and any changes to it may impact upon the concerns raised, engineers will also consider any engineering measures that may address these concerns and mitigate the difficulties faced. These measures may range from the introduction of warning signs and road markings to influence driver behaviour, alterations to improve visibility at junctions or more significant infrastructure changes such as new footway or pedestrian crossing facilities.

Such concerns may include, but are not limited to:

- community severance as a result of difficulty crossing a road
- poor visibility when exiting junctions
- lack of footway provision requiring pedestrians to walk in the verge or carriageway
- lack of pedestrian/cycle provision on routes to key facilities – doctors' surgery, village hall, school, bus stops etc.
- inadequate footway provision – i.e. narrow footway unable to accommodate wheelchair users etc

Outcome of assessment reporting

3.16 The outcome of each speed limit assessment will be presented in a formal report that addresses the considerations outlined in this policy and the application of the

guidance found in Circular 01/13 ‘Setting Local Speed Limits’. The report will set out recommendations as to whether any speed limit changes and/or engineering measures are considered to be appropriate.

3.17 It is important to note that there must be a legal basis for any speed limit change, and all required legal processes followed correctly. Promoting a speed limit that does not meet the required criteria is likely to result in objection from the Police as enforcement authority and from members of the public. Substantive objections will result in the proposed changes being abandoned however costs will still be incurred to cover the legal process.

3.18 Should the legal processes not be followed correctly, this can open the authority to legal challenge.

3.19 The report will follow an adopted template which can be found in Appendix 3.

4 The decision-making procedure

4.1 The final report will be circulated to the relevant LHFIG, Parish/Town Council and elected Wiltshire Council members for consideration. Where recommendations have been made for speed limit changes to take place, acceptance of the proposed changes from those parties will be sought. Should the recommendations be accepted, the LHFIG and Parish/Town Council will need to agree funding for the legal advertisement and implementation of the proposed speed limit changes. The estimated costs will be set out in the report alongside the recommendations.

4.2 The implementation of any new or change to an existing speed limit must follow the legal procedure to introduce a Traffic Regulation Order (TRO). This process requires formal advertisement and consultation providing members of the public and statutory consultees with an opportunity to comment on the proposal. The enforcement authority for speed limits resides with the Police, therefore agreement and support must be sought before any changes are implemented.

4.3 Where recommendations for engineering measures are made, implementation will again be subject to acceptance by the above parties with funding agreement required. In some circumstances, engineering measures may reach the threshold required to allow a Substantive LHFIG Scheme Funding bid to be made.

4.4 If the recommendations set out in the report are disputed, Parish/Town Councils may pursue an appeal following the process set out in this policy. Any dispute will only be considered valid where there are technical arguments. Disputes on the basis that the recommendations do not meet the local aspirations will not be eligible for an appeal submission.

5 The 20mph speed restriction assessment process

5.1 20mph speed restriction requests will not be referred to the LHFIG but will be directed to the Traffic Engineering Team where the assessment process will be centrally managed.

5.2 The level of assessment required will be determined on a case-by-case basis by the Traffic Engineering Team. Where requests are made for 20mph restrictions in residential areas in urban or village settings, the criteria is likely to be met and additional data collection is unlikely to be needed. However, requests for 20mph restrictions on key urban or rural routes are likely to require additional data to be collected to determine whether the criteria is met.

5.3 The costs associated with any data collection will be met centrally along with the Traffic Regulation Order costs associated with implementation of 20mph speed limits. In order to limit costs, TRO's over a wider area will be preferred. The cost of implementation of the physical speed limit change, for example associated signs and road markings, will need to be borne by the respective Town or Parish Council.

20mph speed restriction criteria

5.4 Where a request is made for the introduction of a 20mph speed restriction, specific eligibility criteria is considered alongside other factors such as local concerns and collision data as with other types of speed limit assessment.

5.5 A 20mph limit is intended for areas with continuous risk exposure, like residential areas, high pedestrian use or near schools. It should not be used as a tool for isolated hazards (e.g. a single junction or a bend); targeted measures (like a traffic-calming feature) are preferred.

5.6 There are two types of mandatory 20mph speed restrictions that may be introduced where criteria allow. 20mph speed limits are 'sign only' whereas 20mph zones require the introduction of other traffic calming features. In both cases, it is expected that the restrictions be self-enforcing therefore the criteria set out below must be adhered to.

5.7 Wiltshire Council aims to ensure that any 20mph schemes have the maximum benefit for the affected communities, such as:

- improving quality of life
- the promotion of healthier lifestyles
- sustainability and environmental benefits
- improvements to the social interaction and economic wellbeing of an area

The above points are important considerations alongside:

- reduction of collisions

- regulation of traffic speeds

5.8 Wiltshire Council will also actively promote the installation of 20mph schemes, where appropriate, on new residential developments. Such developments have long been designed in such a way as to encourage speeds at or below 20mph. Where practical, the extent of a 20mph scheme associated with a new development should look to include any adjoining residential areas to ensure consistency in a residential area.

20mph Limits

5.9 20mph limits can be considered when any one of the following criteria are met:

- where mean 'before' speeds are at or below 24mph
- in locations where the mean speeds are marginally above 24mph and the Traffic Engineering Team consider that the introduction of lighter touch measures such as road markings and/or signing are likely to result in 'after' mean speeds below 24mph
- on roads that are predominantly for local access, where significant pedestrian and cycle movements are demonstrated to take place. This is described in Circular 01/13 as:
  - major streets where there are – or are likely to be – significant numbers of journeys on foot, and/or where pedal cycle movements are an important consideration, and this outweighs the disadvantage of longer journey times for motorised traffic
  - residential streets in cities, towns and villages, particularly where the streets are being used by people on foot and on bicycles, there is community support and the characteristics of the street are suitable
- in rural areas where the location, in addition to the above conditions, also meets the definition of a village as set out in Traffic Advisory Leaflet '01/04 - Village Speed Limits'
- 20mph speed restrictions are not to be used where through movement of vehicles is the predominant function of a route

5.10 20mph limits should not be considered:

- **major through-routes** or roads serving significant strategic or traffic circulation roles. These roads are intended for **faster, uninterrupted traffic flow**, and lower limits may be inappropriate
- roads **outside urban, residential, or built-up environments**, such as rural single-carriageways
- on roads immediately adjoining motorways or trunk roads
- on designated freight routes
- where existing speeds are well under 20 mph already
- to address isolated hazards
- for lengths less 600m

20mph zones

5.11 20mph zones can be considered when the following criteria are met:

- roads subject to an existing 30mph speed restriction.
- where there is a proven history of road user conflict with vulnerable road users i.e. child pedestrians.
- where a suitable alternative route exists to enable drivers to avoid the zone.
- in those areas set out in paragraph 95 of Circular 01/13
- where the use of traffic calming features is supported by the emergency services

5.12 Appendix 5 includes frequently asked questions relating to 20mph speed restrictions

Advisory 20mph speed limits

5.13 In addition to the mandatory restrictions, the introduction of advisory 20mph speed limits outside of schools is permitted. Denoted by amber flashing lights and in operation during school drop off and pick up times, these advisory limits may be considered for introduction outside of Wiltshire schools. The request for consideration must be submitted by the school in question through the Taking Action on School Journeys (TAOSJ) process and the school must have an up-to-date travel plan. More information on TAOSJ and school travel plans can be found here: https://www.wiltshire.gov.uk/schools-learning-transport-cycling-walking.

5.14 It should be noted that advisory limits cannot be introduced in close proximity or on the approach to traffic signal junctions or crossings, Zebra or Parallel crossings due to Department for Transport rules regarding the siting of flashing amber lights.

Outcome of assessment reporting

5.15 In the case of 20mph speed limit requests that do not require additional data collection, a formal report will not be produced. An outline plan setting out the proposed extents of the limit and associated signs and road markings will be issued by the Traffic Engineering Team to the requesting Town or Parish Council alongside a cost estimate for implementation.

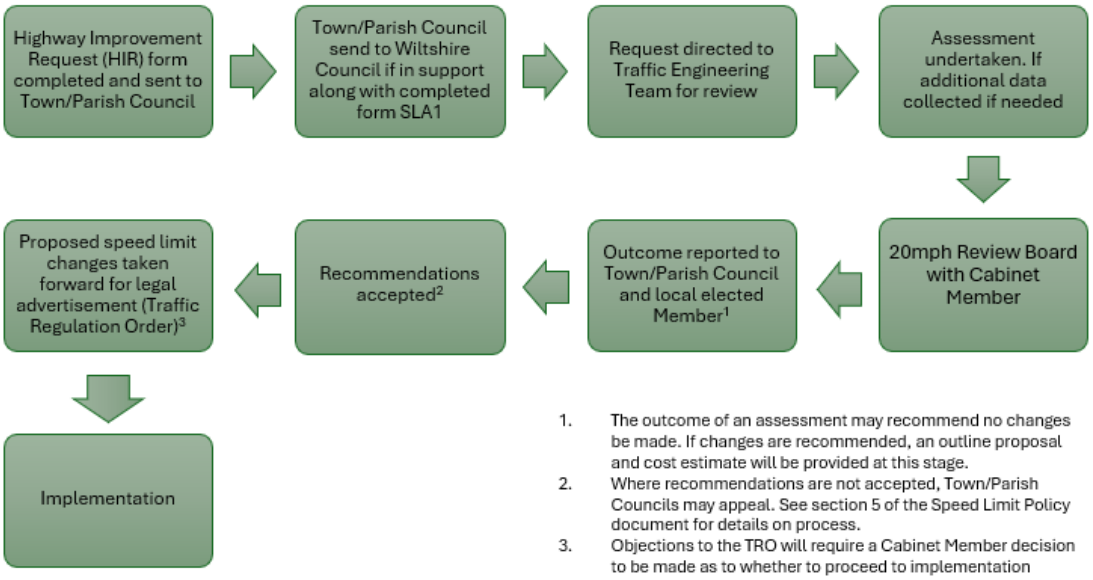
5.16 For requests where additional data collection has been undertaken, a briefing note outlining the data collected, the outcome of the assessment and any implementation proposals will be provided.

Figure 3: the 20mph process flow

Steps of the 20mph process:

1. Highway Improvement Request (HIR) form completed and sent to Town/Parish Council
2. Town/Parish Council send to Wiltshire Council if in support along with completed form SLA1
3. request directed to Traffic Engineering Team for review

4. assessment undertaken. Collect additional data if needed
5. 20mph Review Board with Cabinet Member
6. outcome reported to Town/Parish Council and local elected Member
    a. the outcome of an assessment may recommend no changes be made. If changes are recommended, an outline proposal and cost estimate will be provided at this stage
7. recommendations accepted
    a. where recommendations are not accepted, Town/Parish Councils may appeal. See section 5 of the Speed Limit Policy document for details on process
8. proposed speed limit changes taken forward for legal advertisement (Traffic Regulation Order)
    a. objections to the TRO will require a Cabinet Member decision to be made as to whether to proceed to implementation
9. implementation



6 Appeal process

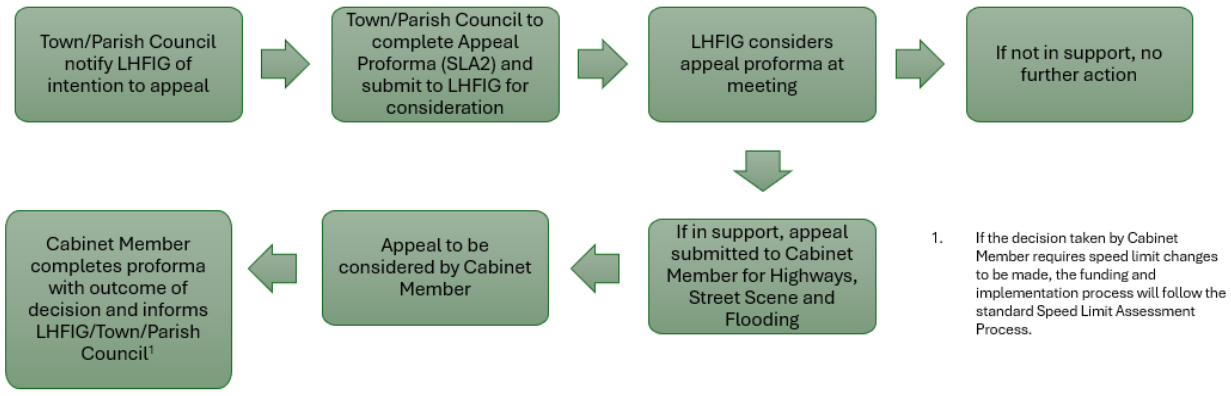
6.1 The flowchart below outlines the appeal process, which requires the Appeal Proforma (SLA2) in Appendix 4 of this document to be submitted. The appeal must have the support of the LHFIG before being submitted to the Cabinet Member for Highways Street Scene and Flooding.

6.2 Any changes to a speed limit resulting from a Cabinet Member decision during the appeal process will be subject to the Traffic Regulation Order process. Funding for this process and any subsequent implementation will be the responsibility of the LHFIG and Town/Parish Councils.

Figure 4: Appeal Process Flow Chart

The steps of the appeal process:

1. Town/Parish Council notify LHFIG of intention to appeal
2. Town/Parish Council to complete Appeal Proforma (SLA2) and submit to LHFIG for consideration
3. LHFIG considers appeal proforma at meeting
4. **if not in support, no further action**. If in support, appeal submitted to Cabinet Member for Highways, Street Scene and Flooding
5. appeal to be considered by Cabinet Member
6. Cabinet Member completes proforma with outcome of decision and informs LHFIG/Town/Parish Council
   a. if the decision taken by Cabinet Member requires speed limit changes to be made, the funding and implementation process will follow the standard Speed Limit Assessment Process



7 Appendices

Appendix 1: Highways Improvement Request form

Highways improvement request form (Word doc, 640 KB)

Highways improvement request form (assistive technology version) (Word doc, 648 KB)

Appendix 2: Speed Limit Assessment Request form

Speed limit assessment request form (Word doc, 643 KB)

Speed limit assessment request form (assistive technology version) (Word doc, 650 KB)

Appendix 3: Traffic and network management

Traffic and Network Management (Word doc, 186 KB)

Appendix 4: Speed Limit Assessment Appeal form

Speed limit assessment appeal form (Word doc, 643 KB)

Speed limit assessment appeal form (assistive technology version) (Word doc, 648 KB)

Appendix 5: 20mph speed restrictions: FAQs

Frequently asked questions about 20mph speed restrictions