



## Guidance Note

### Community Highways Improvement Programme 2026-2029

#### 1. Introduction

- 1.1. Since 2018, Community Area Partnerships - CAPs (and their predecessors Community Network Panels - CNPs) have each received a share of £1m per annum of Local Transport Plan funding to deliver local highway improvement schemes.
- 1.2. To date the programme has successfully delivered over 800 local schemes which help to meet the Local Transport Plan objectives.
- 1.3. The Portfolio Holder for Transport has reviewed this programme and this updated guidance sets out the budget and procedures for the programme for 2026-2029.

#### 2. Budget

- 2.1. The funding of £1m per year for the period 1 April 2026 to 31 March 2029 has been distributed across CAPs using a formula which takes into consideration both the population of the area and the road length. The annual allocation to each CAP area is shown in the table below.

Community Area Partnership	Annual Allocation 2026/27 to 2028/29
Camel Valley	£97,538
China Clay Area and Luxulyan	£47,320
Cornwall South	£75,189
Falmouth and Penryn	£60,176
North Cornwall	£65,805
North Kerrier and East Penwith	£104,022
Penwith	£82,779
Roseland and Truro	£89,296
Saints Coast	£85,734
South East Cornwall	£134,659
South Kerrier	£67,684
Tamar to Moor	£89,798
<b>TOTAL</b>	<b>£1,000,000</b>

- 2.2. A further £50,000 per year has been set aside to cover the cost of assessing expressions of interest and any other unexpected costs.
- 2.3. CAPs can offer up match funding to increase the funding available (e.g. Town/Parish Councils may wish to make contributions to local schemes). The budget can be split between multiple schemes within a CAP or amalgamated towards a larger scheme.
- 2.4. Allocations should be spent within the financial year, unless approval has been granted by Cornwall Council's Highway Asset Manager to roll forward or bring forward future funding. This is to ensure that the programme is deliverable within the capacity of the Highways team. Where funding for multiple years is combined, it should be noted that delivery may not be possible until later in the programme period.
- 2.5. Cornwall Council can recover VAT on purchases; this includes highways improvements. Scheme costs are therefore net of VAT.

### 3. Eligible schemes

- 3.1. The funding is top sliced from Local Transport Plan (LTP) funding allocated to Cornwall Council by central government. Local authorities have a statutory duty to prepare and implement a Local Transport Plan (LTP) under the Transport Act 2000. The funding should therefore be used to deliver the goals of the [Cornwall Transport Plan](#) (latest version approved by full Council in April 2022):
  - **Tackle Climate Change** - *Respond to the challenges of climate change by ensuring we have a resilient, carbon neutral transport network, and we support communities to live locally.*  
This can include schemes that support walking, cycling and public transport, reducing the need to travel or switching to electric or cleaner fuels.
  - **Support economic prosperity** *by improving sustainable transport links for business and access to employment, education and training.*  
Suitable schemes include those that improve sustainable transport access to shops, education, tourism and business activities. This can be for customers or deliveries.
  - **Respect and enhance the beautiful natural and historic environment** *through the way in which we travel and deliver transport.*  
Suitable schemes include those that deliver a town and village street scene that respects our Cornwall heritage and culture, provides a safe, accessible, and attractive place for residents whilst substantially reducing environmental harm from vehicle operations including air pollution. Transport schemes that support nature recovery can be included.
  - **Support healthy active lifestyles and wellbeing** *by providing the right facilities and environment for walking and cycling to become the natural choice for local trips*  
Improvements to make walking and cycling easier and safer will be supported. Measures identified in the [Healthy Streets tool](#) can be considered. Schemes that improve access to the environment for more people, especially those who

currently have limited access e.g., children, people with disabilities, can also be considered.

- **Support community and road safety** - *Ensure our communities are safer and more enjoyable places to live by reducing the negative impacts of transport.*  
Suitable schemes include those that reduce speeds or traffic volumes (e.g. village gateways or vehicle activated signs -see [guidance note](#) for more information) or reduce anti-social behaviour and the fear of crime whilst travelling. Physical measures to support existing 20mph routes may be considered.
- **Provide equal opportunities for everyone**, *regardless of age, postcode, income level or ability; to access the services they need and to have a say on transport solutions in their communities.*  
Suitable schemes include those which particularly benefit people with limited transport options due to geography, disability, age or affordability.

3.2. **Extent:** Improvements to any part of the highway network (e.g. carriageway, verge, footway) qualify (i.e., A, B, C and Uclass roads, excluding trunk roads). Improvements to public rights of way (PROW) may be considered where the proposal improves everyday access and connectivity linked to the goals listed above.

3.3. Funding **cannot** be used for the following:

- **Schemes involving purchase of third party land** as these have resulted in significant delay and cost in previous programmes.
- **Schemes including on-street parking restrictions (often yellow lines) in isolation.** On-street parking restrictions work best when they free up road space to improve access for public transport or visibility for pedestrians crossing or vehicles at junctions. It should be noted that parked cars can help keep vehicles speeds down and removing them may make a road less safe for vulnerable users. Yellow lines are best delivered as part of a wider package rather than for small changes such as protecting access to individual properties, as they can be expensive in isolation, due to legal costs for the required Traffic Regulation Order (TRO).
- **Schemes which significantly harm nature.** To support delivery of the Nature Recovery Strategy, schemes should be designed to avoid harm to nature, enhance biodiversity, and contribute positively to nature recovery by integrating green infrastructure, protecting habitats, and supporting ecological connectivity.
- **Feasibility studies**, as these do not always offer value for money; option appraisals will be considered however, if they can clearly define the problem and location.
- **Residents' Parking schemes (and related feasibility studies)** are not eligible due to the need for these schemes to be considered on a strategic rather than local basis. These schemes are often complex in nature, cost more than the available budget and can result in delay in the delivery of the programme.
- **Off Street Parking** (as this is not on the Highway)

- **Drainage improvements** – these are included within the Council’s capital maintenance programme
- **Relining of white or yellow lines** - this is funded from the Highways maintenance budget. Areas of concern should be identified by reporting this online [Report a problem with a road or pavement - Cornwall Council](#) or via the Highways & Environment Manager.

3.4. Examples of good practice from previous programmes are attached as Appendix 1.

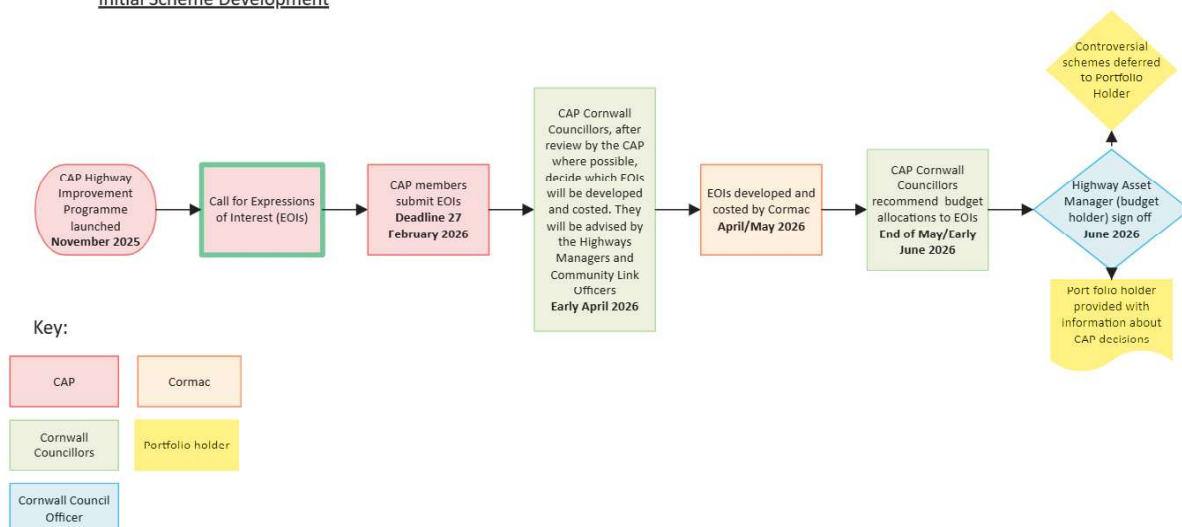
3.5. A wider Local Transport Plan programme delivers a mixture of strategic programmes and larger schemes, which are prioritised against the LTP goals. Community Area Partnership (CAPs) can nominate schemes for this programme and they will be assessed against the prioritisation criteria set out in the LTP, although need always exceeds funding so there is a long list of unfunded schemes. More significant, strategic schemes are often funded via separate government funds.

3.6. The Council also has a separate government funded highway maintenance programme, so Community Highways Improvement Programme funding cannot be used to meet this need.

#### 4. Scheme identification, prioritisation and approval process

4.1. The process to request schemes to be included in the programme is set out in the diagram below. Dates are included for the first round of EOIs. Further rounds of EOIs will be launched in early autumn 2026 and 2027. The CAPs will generate ideas for and bring forward Eols. The Cornwall Councillors in each CAP will make the final decision on which Eols will be developed and costed. Once this has taken place, they will make a final recommendation on the allocation of funding to schemes, for final sign-off by Cornwall Council.

Community Highway Improvement Programme -  
Initial Scheme Development



- 4.2. **Expressions of Interest (EOIs):** Scheme nominations must be submitted by the deadline through an online Expression of Interest form available on the Council's [Local Transport Plan webpage](#). *These forms should reflect the issue/problem affecting the community not the proposed solution.* Technical advice will be available from Cormac's Highways Managers, supported by Cormac's Designers, about potential solutions which reflect the concepts of the LTP and resolve the issues communicated. Only **one** EOI per Cornwall Councillor and **one** per parish/town council may be submitted per round of funding.
- 4.3. Cornwall Councillors are encouraged to reach a consensus view at all stages where they are involved. Where the Chair/Vice-Chair of the CAP is a town/parish councillor, Cornwall Councillors are encouraged to invite them to their discussions on the EOIs. Cornwall Councillors will have the final decision on which schemes are recommended to proceed.
- 4.4. **Consultations**
- 4.4.1. The level of consultation will be dependent upon the impact the scheme may have on the highway network. Those requiring a Traffic Regulation Order (TRO) will have to follow the agreed statutory process. Please see Appendix 2 note on TROs for more detail. However, with the Cornwall Councillor and CAP both being aware of the agreed proposals at the outset this should shorten the time frame for the informal consultation and before formal consultation commences.
- 4.4.2. Schemes will vary in complexity and as such their consultation phase may vary in length. It is therefore intended that clear timelines are agreed for each scheme upon commission and where these timelines are affected by increased complexity at consultation stage this is to be made clear as soon as possible to the Cornwall Councillor and CAP.
- 4.4.3. For efficiency, where possible, approved schemes will be in one package per CAP, per EOI round, for the TRO procedures. This will enable economies of scale but could increase delivery times. Where a scheme within a TRO package increases in complexity, causing delay; so as not to prejudice the package delivery in a timely manner, the Highway Asset Manager will mitigate these circumstances by moving such schemes into the following year's list of schemes.
- 4.5. **Design and delivery** of schemes will be managed by Cormac on behalf of Cornwall Council. Value for money will be achieved by undertaking a single TRO consultation per CAP and packaging the schemes together. Cormac will also ensure that, where possible, synergies with other programmes such as planned maintenance are factored into construction programme leading to cost savings in areas such as Traffic

Management by combining schemes. This will also have the benefit of reducing local disruption for communities affected by the works through effective programme management. The findings of an independent report on Cormac were generally positive and showed that core business areas of Cormac are performing adequately and delivering value for money. The overall conclusion for the highway maintenance service is that Cormac are delivering good performance in national benchmarking and surveys but there is a need to improve local public perception

- 4.6. **Timescale for delivery:** Implementation of works on the highway causes disruption to traffic flow. Therefore, the aim is to maximise efficiency and minimise disruption. Implementation will be linked to maintenance regimes if practicable. Timescales will therefore be variable but the aim is to complete delivery within 12 months of the completed project brief.
- 4.7. A **monitoring report** will be submitted to CAPs each month setting out progress from formal consultation to scheme completion.

## 5. Notes:

- 5.1. This note and particularly any timescales are for guidance only and adjustments may need to be made to the programme as it is progressed. The deadlines introduced for the rounds of Community Highways Improvement Programme funding are to ensure that resource issues within Cormac can be planned to avoid, as far as possible, foreseeable time delays. Phasing over three years is therefore proposed. Early delivery of EOIs and decisions on budget allocations (within the timescale protocol) will significantly assist the delivery teams in programming the specialist resources available to these tasks.
- 5.2. TRO enforcement can only commence once the necessary lines and signs are in place and the legal order is in place. If an area of new parking restriction falls into an existing priority enforcement route, it will be included in regular patrols by Civil Enforcement Officers. However, if the restrictions are in a location that is patrolled on an ad-hoc basis or in an area that does not have visits, it is very unlikely the area would receive regular patrols at present. Speed limits and other moving restrictions are enforced by the police and are prioritised on the basis of risk.