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[POSTAL ADDRESS]

Our ref: [LETTER REF]  
Your ref: 001

[DATE]

Dear [SALUTATION]

**Subject: Walk-over surveys for Highways England**

I am writing to you from Highways England, the organisation responsible for operating, maintaining and improving England's motorways and major A roads.

Further to the opening of the Manchester smart motorway, we are looking at ways to further relieve pressure on the M60 between junctions 8 and 18 through the Manchester North West Quadrant (MNWQ) project.

The purpose of this letter is to inform landowners that surveyors will be carrying out non-invasive (walk-over) surveys using Public Rights of Way (PRoW) and public highways which may cross over or run adjacent to your land. The surveys are planned to take place over the next year, between October 2018 and October 2019. Enclosed is an information sheet about what is involved in these surveys and a plan showing the location of the PRoW we propose to use.

**Land Interest**

Reference Number	HMLR Title Number	Land Description
[PARCEL REF]	[TITLE NUMBER]	[LAND DESCRIPTION]

If you would like more information about the scheme, our webpage can be found at: <https://highwaysengland.co.uk/projects/manchester-north-west-quadrant/>  
You can email us at [mnwq@highwaysengland.co.uk](mailto:mnwq@highwaysengland.co.uk) or call the Highways England project team on the number at the top of this letter.

We would like to thank you in advance for your assistance in this matter.

Yours sincerely

[SIGNATURE]

**Karen Molloy**  
Senior Project Manager

# Walk-over Survey Information Sheet

## What is the purpose of the surveys?

We are undertaking two surveys to gather information in the local area. One will assess the local wildlife and vegetation and identify any areas of special interest and protected species, the other survey will focus on reviewing the routes used by pedestrians, cyclists and horse riders.

The project is in the very early stages of information gathering, but the surveys will help us to develop options suitable for both the environment and local community for the Manchester North West Quadrant.

## Who will carry out the surveys?

We have appointed Jacobs, a specialist company, who are authorised to carry out the surveys on our behalf. Surveyors will carry written permission from Highways England and identification, which you can ask to see. If you are in any doubt about their identity or want confirmation of the names of the survey staff, please call us on the number provided at the top of the accompanying letter.

Our team of surveyors will only be undertaking surveys during the agreed dates and times. Following the non-invasive walk over surveys, any additional surveys that may be required will be requested in further correspondence.

## When will the surveys take place?

We plan to carry out the surveys from October 2018 to October 2019. The table below shows the timings of the current planned surveys.

Survey type	Frequency	Timing
Ecology (Phase 1 Habitat Walkover Surveys)	On weekdays throughout December via Public Rights of Way only	Between the hours of 8am and 6pm
Walking, Cycling and Horse Riding Assessments	On weekdays throughout December via Public Rights of Way only	Between the hours of 9am and 4pm

## What will the surveys involve?

The survey will require one or two members of staff walking along Public Right of Way in question – no vehicular access will be required.

## Considerations for accessing your land

Surveyors will use Public Rights of Way (PRoW) to carry out the surveys and, out of courtesy we are advising you of our intention to undertake these surveys as the PRoW is on or adjacent to land within your ownership/occupation.

Some photography may be required to form part of the survey reporting, any images taken will be treated in accordance with the General Data Protection Regulations 2018.

