



Nottinghamshire
County Council

Policy Summary

Highway Network Management Plan



NOTTINGHAMSHIRE COUNTY COUNCIL

HIGHWAY NETWORK MANAGEMENT PLAN

POLICY SUMMARY

March 2009

(Based on the master document November 2003)

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Director of Environment**

HIGHWAY NETWORK MANAGEMENT PLAN Amendments

The following amendments to policies in the original November 2003 edition of the HNMP have been issued in the editions listed below. The effective date for an amended section is usually the 1st of the month following the month shown in brackets; however, there are occasional ones that are issued on specific dates.

Issued March 2004 -

- 5.3.4 Coloured surfacing (March 2004)
- 5.3.5 Footway reconstruction (March 2004)
- 5.3.6 High skid resistance surfacing (March 2004)
- 5.8.2 Advisory road markings for the visually impaired (March 2004)
- 5.8.5 Footways (March 2004)
- 5.11.11 Abnormal load routes (March 2004)
- 5.11.15 Traffic light violation and speed cameras (March 2004)
- 5.12.12 Drainage March (2004)
- 5.12.22 Private items or memorials placed on the highway (March 2004)

Issued May 2005 -

- 5.12.17 Highway inspections (May 2005)

Issued 1st October 2005 -

- 5.3.10 Skidding resistance policy (August 2005)

Issued 1st January 2006 -

- 5.6.5 Footway markings (November 2005)
- 5.4.8 Winter maintenance (December 2005)
- 5.11.14 Traffic calming (December 2005)
- 5.7.13 Vehicle-activated interactive road signs (December 2005)
- 5.12.20 Mud or dung on the highway (December 2005)

Issued 1st April 2006 -

- 5.8.3 Non-motorised road user audit (March 2006)
- 5.7.13 Vehicle-activated interactive road signs (March 2006)

Issued 1st May 2006 -

- 5.3.6 High Skid Resistance Surfacing (March 2006)
- 5.3.10 Skidding resistance (SCRIM) policy (March 2006)

Issued w.e.f. 26th July 2006 -

- 5.3.12 Vehicle crossings (26th July 2006)

Issued 1st August 2006 –

- 4.1 Network Hierarchy (June 2006)
- 5.8.2 Advisory road markings (parking bays) for the mobility impaired (June 2006)
- 5.7.1 Bollards (June 2006)
- 5.7.3 General signing (June 2006)
- 5.3.13 Early life skidding resistance (July 2006)
- 5.11.3 Environmental Weight Restrictions (July 2006)

Minor changes to the following policies or guidance to reflect the Nottinghamshire Highways Partnership arrangements and the current Environment Department structure
1.0; 5.1.1, 2, 3, 7 & 9; 5.3.2, 5 & 12; 5.4.1, 2, 4 & 8; 5.5.1, 2 & 3; 5.6.4 & 5; 5.7.3, 12 & 13; 5.8.1 & 3; 5.11.3, 4, 12, 13 & 16; 5.12.5, 7 & 19

Issued w.e.f. 3rd August 2006

5.7.13 Vehicle-activated interactive signs (3rd August 2006)

Issued 1st January 2007

5.12.12 Drainage (October 2006)

Minor changes to the following policies or guidance to reflect the changes from the Environment Department structure to the Communities Department structure

Title page; 1.0; 3.0; 5.1.1, 4 & 7; 5.3.2 & 6; 5.4.1; 5.6.1; 5.7.1 & 9; 5.10.3; 5.11.6 & 9; 5.12.2 & 15; Appendices 4 & 5 (December 2006)

5.3.12 Vehicle crossings (December 2006)

5.11.19 Permanent closure or diversion of rights of way on crime reduction grounds (new section) (December 2006)

5.11.20 Gating Orders (new section) (December 2006)

Issued 1st April 2007

5.12.27 Road Safety Audits (February 2007)

Issued 1st July 2007

5.2.2 Other fences, barriers and cattle grids (June 2007)

5.7.5 New highway signs (June 2007)

Issued w.e.f. 12th November 2007

5.4.8 Winter maintenance policy (Appendix 13) (12th November 2007)

Issued 1st January 2008

5.11.3 Environmental Weight Restrictions (August 2007)

5.9.2 Christmas lights and decorations on the highway (September 2007)

5.1.6 Planting and sponsorship of traffic islands (November 2007)

5.5.4 Bus lanes and bus priority (November 2007)

5.7.3 General signing (December 2007)

5.7.13 Vehicle-activated interactive speed signs (December 2007)

Issued 1st October 2008

5.3.9 Service strips (September 2008)

5.7.14 Banners on the highway (September 2008)

5.12.2 Adoption of highways (September 2008)

5.12.28 Departures from Standards (September 2008)

Issued 1st January 2009

5.12.29 CCTV equipment on the highway (December 2008)

INTRODUCTION

This document contains all County Council Policy statements relating to the maintenance of the highway network and is extracted from Section 5 of the full Highway Network Management Plan.

This section in the full Plan gives details of the policies, standards and procedures and guidance on implementation under the following headings:

- 5.1 Amenity
- 5.2 Barriers and Fencing
- 5.3 Carriageways and Footways
- 5.4 Emergencies and Adverse Weather Conditions
- 5.5 Public Transport
- 5.6 Road Marking and Studs
- 5.7 Signs and Street Furniture
- 5.8 Specific Needs for Mobility Impaired Persons
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Policies, standards and procedures operate within the level of expenditure set. Highway works will be prioritised within the available resources.

Policies of the County Council are stated at the beginning of each subsection and heading and are printed in **bold** type for clarity.

This information can be made available in other languages and formats on request. For further information please contact the Transportation Division's Network Management Section on (0115) 9774229

This document is also available to download from our website on www.nottinghamshire.gov.uk.

HIGHWAY NETWORK MANAGEMENT PLAN

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5.1 AMENITY

5.1.1 Conservation

Wherever possible adverse effects on landscape and nature conservation will be identified, considered and minimised following consultation with the Planning & Sustainability Division of the Communities Department.

5.1.2 Cultivation licences

Planting in the highway by private individuals will be permitted where a cultivation licence has been just issued.

5.1.3 Edge cutting back (siding)

Edge cutting back (or siding) will be carried out on carriageways, footways and cycle tracks.

5.1.4 Grass cutting

Grass will be cut to ensure that growth does not present a road safety hazard to any class of road user. In areas of particular nature conservation interest or Sites of Special Scientific Interest, specific and individual standards of maintenance will be agreed with the Planning & Sustainability Division of the Communities Department.

5.1.5 Maintenance of soft landscaped areas

Soft landscaped areas within the highway will be maintained to ensure a neat and tidy appearance.

5.1.6 Planting and sponsorship of traffic islands

Private sponsorship of traffic islands and similar areas for the purposes of planting will be permitted.

5.1.7 Tree and hedge maintenance

Trees within the highway will be maintained in a safe and healthy condition.

Trees that cause obstructions to signs, street lighting, free movement of vehicles or are likely to cause damage to the highway or vehicles will be managed by tree surgery or removal.

Owners of land containing trees that could cause a hazard to the

adjacent highway will be instructed to take appropriate action. County Council staff will provide advice if requested.

Organisations working close to trees will be instructed to take special care to avoid damage and advised on appropriate measures to maintain trees in a safe and healthy condition.

Where cutting of hedges is necessary, this shall be undertaken in sympathy with the environment (e.g. outside of the bird-nesting season) bearing in mind highway safety.

Highway hedges will be maintained and cut to ensure growth does not present a hazard to road users.

Requests from frontages to finance privately the pruning of highway trees will be considered.

5.1.8 **Tree planting**

Tree and shrub planting will be carried out where appropriate to enhance the landscape, nature conservation and local amenity.

Felled trees will be replaced whenever possible.

Planting schemes will be designed so as not to obstruct visibility, interfere with highway users, create surface irregularity, affect statutory undertaker's plant and equipment or damage adjoining structures.

Wherever possible, suitable native species will be used except in urban areas where a wide range of species and sizes may be used to create a high quality streetscape.

Consideration will be given to the issuing of licences to other parties who wish to plant and maintain trees within the highway.

5.1.9 **Verge Maintenance**

Verges will be maintained in a safe condition and priority will be given to ensuring that visibility is not impaired.

All verges will be maintained in an appropriate environmental manner with priority given to verges of nature conservation value.

Where suitable sites exist consideration will be given to the

establishment of roadside nature reserves.

Ragwort will be removed from the highway where the County Council is notified of its existence adjacent to fields containing horses.

5.1.10 Weed Treatment

Weed growth will be controlled in kerbs, footways, cycleways, hardened verges and central reserves as required following inspections and in accordance with policies on green issues and environmental legislation.

5.2 BARRIERS AND FENCING

5.2.1 Safety fencing

Central reserve barriers will be installed on all new build and existing dual carriageways where the criterion is met.

5.2.2 Other fences and barriers

Pedestrian fences and barriers are provided for the protection of the travelling public, both pedestrian and vehicular.

Barriers on non-vehicular routes will only be provided where there are compelling reasons to do so.

Decorative pedestrian barriers such as those installed as part of an environmental improvement scheme will be replaced like for like in the event of damage.

5.3 CARRIAGEWAYS AND FOOTWAYS

5.3.1 Carriageway patching and minor repairs

Patching and minor repairs will be undertaken to ensure that all highways are maintained in a safe condition and to arrest deterioration to a standard relative to the hierarchy of the road.

5.3.2 Carriageway resurfacing, overlay and reconstruction

In areas where patching or surface treatment is not appropriate, resurfacing or overlay will be used to strengthen the carriageway, reduce surface irregularity or to improve skidding resistance.

Resurfacing or full reconstruction of the carriageway will be carried out where it would be uneconomic and/or unacceptably inconvenient to the road user to undertake repeated repairs to the carriageway.

All materials and techniques used in carriageway resurfacing, overlay or reconstruction will comply with the guidance contained within the County Materials Policy document.

5.3.3 Carriageway surface treatment

Surface treatment will be carried out to prevent water penetration, arrest surface deterioration and to reduce the likelihood of accidents caused by lack of adequate skidding resistance.

5.3.4 Coloured surfacing

Red coloured surfacing is permitted for use in conjunction with conventional road signs, markings, physical measures and on designated traffic lanes in line with current criteria.

5.3.5 Footway reconstruction

Where complete reconstruction of an existing footway is undertaken, bituminous surfacing materials will normally be used unless the area is environmentally sensitive, for example in a paved town centre or as part of an Environmental Improvement Scheme or similar where such treatment would be inappropriate.

5.3.6 High skid resistance surfacing

On A and B Classified Roads, High Skid Resistance Surfacing must be provided at the approaches to all traffic signals, formal pedestrian crossing facilities and roundabouts, and other locations defined by the County Council's appropriate Investigatory Level.

High Skid Resistance Surfacing shall be considered, on A and B roads, at approaches to formal pedestrian crossing facilities in traffic calmed locations and railway level crossings, and other locations defined by the County Council's appropriate Investigatory Level.

Carriageway Improvements/new schemes on A and B roads will have an Investigatory Level applied to them at the design stage to assess the requirement for High Skid Resistance Surfacing

High Skid Resistance Surfacing may also be applied on C and U Classified Roads at similar site categories and similar locations to those on A and B Classified Roads. Investigatory Levels are not routinely set for C and U Classified Roads, however, equivalent Investigatory Levels should be determined in consultation with the Accident Investigation Unit using, as a guide, the same criteria as for the A and B Classified Roads above.

Other sites for consideration of the provision of High Skid Resistance Surfacing, on any classification of road, will be identified through accident studies.

5.3.7 Kerb heights

Kerb heights will comply with the specifications given in the County Council 'Standard Detail Drawings' document.

5.3.8 Pedestrianisation

The County Council will support the pedestrianisation of main shopping areas where appropriate in urban centres to improve and enhance the shopping environment or where other benefits will be achieved by the removal of vehicular traffic.

District and Borough Councils will be encouraged to contribute to the environmental enhancements offered by schemes.

5.3.9 Service strips

Where service strips exist utility companies should be instructed to use them for the placing of apparatus.

The relative location of utility apparatus within the footway or service strip shall be as detailed in NJUG publication “Volume 1: NJUG Guidelines on the positioning and colour coding of underground utilities’ apparatus (Issue3)” dated 2007.

5.3.10 **Skidding resistance policy**

Skidding resistance surveys will be carried out on all A and B Classified roads on a 3-year rolling programme.

Skidding resistance surveys will be carried out on C Classified and Unclassified roads where accident statistics dictate.

The County Council will apply investigatory levels for skidding resistance based on the Design Manual for Roads and Bridges Volume 7 HD28/04, table 4.1.

5.3.11 **Tactile paving**

Tactile paving will be provided at all controlled pedestrian crossings.

Uncontrolled pedestrian crossing points shall be provided with tactile paving on all highway schemes and new developments.

5.3.12 **Vehicle crossings**

Full charges will be applied for domestic vehicle crossings unless the property immediately abuts a highway where a relevant highway works scheme is taking place or planned/programmed to take place.

Standard vehicle crossings will be provided at nil charge to residents of properties that are immediately fronting a highway where a relevant highway works scheme is taking place or planned/programmed to take place subject to being carried out concurrently with the main works. Charges may be made for the extra-over cost of vehicle crossings involving more work than the standard vehicle crossing.

For vehicle crossings associated with commercial enterprises, the full cost of works will be recharged on all occasions.

All new vehicle crossings will be constructed to current standards as determined by the County Council.

5.3.13 Early Life Skidding Resistance

New bituminous carriageway surfacing will be risk assessed at the design stage to determine the actions to be taken to reduce and effectively manage the potential problems associated with early life skidding resistance.

5.4 EMERGENCIES AND ADVERSE WEATHER CONDITIONS

5.4.1 Emergencies

Nottinghamshire County Council will provide a full time emergency contact service.

5.4.2 Emergency road closures and diversions

Where roads are closed in consultation with the Police as the result of an emergency, diversionary routes will be established as soon as possible taking the needs of both through traffic and local communities into account.

5.4.3 Flooding

Highway users will be made aware of flooded roads by appropriate signing and diversion routes will be set up if necessary.

The cause of the flooding will be investigated and preventative action taken where possible.

5.4.4 Hazardous materials spillage

Assistance will be provided to the Emergency Services under their direction in the event of spillage of a hazardous material.

5.4.5 Hazards on the highway

Hazards on the highway will be made safe either by removal or by erecting warning signs, barriers and lighting.

5.4.6 Road traffic accidents

After a road traffic accident, the highway will be made safe for traffic to pass freely as soon as possible in consultation with the emergency services.

5.4.7 Severe weather warnings

When severe weather warnings are received appropriate resources will be mobilised in readiness to ensure a prompt and efficient response is achieved.

5.4.8 Winter maintenance

All policies and procedures relating to the winter maintenance service are contained within the County Council 'Winter Service Operational Plan'. This document is reviewed annually to take into account of changes in policies, gritting routes and practices.

5.5 PUBLIC TRANSPORT

5.5.1 Bus stops and boarders

Bus boarder kerbs will be provided at all bus stop locations where highway works are to be carried out.

5.5.2 Bus lay-bys

Bus stop lay-bys shall not normally be permitted.

5.5.3 Bus shelters

The County Council will aim to provide bus shelters at all suitable bus stop locations.

5.5.4 Bus lanes and bus priority

Bus lanes and traffic signal priority measures will be considered at suitable locations to improve bus services.

The use of bus lanes by motorcycles (or other vehicles) will only be considered where there is sufficient road width to allow for a minimum bus lane width of 4.0m and other safety issues are satisfied.

5.6 ROAD MARKING AND STUDS

5.6.1 Advanced stop lines for cyclists

Sites considered for the installation of advanced stop lines for cyclists will be assessed for their suitability based on traffic flows and expected usage in line with current guidance.

5.6.2 Carriageway markings and studs

Road markings will be applied in accordance with the requirements and guidance set out in the Traffic Signs Regulations and General Directions 2002.

Carriageway markings and studs will be provided and maintained in a condition to ensure that they provide clearly visible guidance to road users at all times.

Every attempt will be made to minimise the environmental intrusion caused by carriageway markings in conservation areas.

5.6.3 H-bar markings

H bar markings may be installed at the County Council's discretion subject to current conditions.

5.6.4 Other carriageway markings

Other carriageway markings will be permitted providing current Department for Transport (DfT) and County Council criteria are met.

5.6.5 Footway Markings

Footway markings may be installed at the County Council's discretion subject to relevant conditions and shall require the specific approval of the Area Highway Testing Manager.

Footway markings, where provided, shall be maintainable at the expense of the provider/promoter, as required by the County Council, in a fit state to ensure that they provide clear visible guidance to footway users at all times.

Footway markings will not be permitted in environmentally sensitive areas unless suitable measures have been taken to minimise environmental intrusion.

5.7 SIGNS AND STREET FURNITURE

5.7.1 Bollards

Non-illuminated bollards shall be erected to a minimum height of 1.0 metre and be of a contrasting colour to their surroundings.

Bollards or other street furniture (such as barriers etc.) may be provided specifically for the protection of premises following approval by the Area Highway Manager

The use of automated collapsing bollards will only be permitted on the highway under exceptional circumstances following the approval of the Assistant Director Transportation.

5.7.2 Demountable traffic sign posts and street furniture

The use of specialist foundations for the installation of demountable traffic signs, signal heads and street furniture will be permitted for new or replacement items on defined abnormal load routes where these features cannot be removed or repositioned.

5.7.3 General signing

Road signs will be provided and installed in accordance with the requirements and guidance set out in the Traffic Signs Regulations and General Directions 2002.

Non-mandatory road signs and street furniture containing an element of signing such as keep left bollards and reflective marker posts will be provided where investigations have shown that road safety benefits would result. Signs connected with Police initiatives and erected by them will generally be allowed.

All signs will be maintained to ensure that the information on them is easily read by road users.

Warning signs will be used to provide drivers with advance information of hazards on the highway.

Sympathetic consideration will be given to requests from Parish Councils to erect signs at their expense on or near footpaths or bridleways to warn of miscellaneous dangers such as 'deep quarry' or to provide information such as a public notice board.

Care will be taken in the positioning, design size and mounting of signs to ensure that their safety and environmental impact is kept to a minimum consistent with road safety and traffic management needs.

New signs will only be provided where absolutely necessary and any redundant signs and posts will be promptly removed.

5.7.4 **Maintenance of street furniture**

Street furniture will be maintained in a safe condition and in a manner appropriate to its use and location.

5.7.5 **New highway signs**

New traffic signs will normally only be provided where absolutely necessary and under the following circumstances:

- i. where specifically recommended after an accident study.
- ii. in conjunction with improvements or alterations to the road network.
- iii. where existing signs are misleading and there is evidence of causing confusion to motorists.
- iv. where the alterations to signing would be a positive benefit to commerce, industry or tourism.

When providing new signs, consideration will be given to –

- i. combining or making use of existing supports or street furniture including lighting columns
- ii. the removal of any redundant signs in the vicinity

5.7.6 **Sign backing boards**

Yellow coloured backing boards shall only be used on schemes or sites approved by the Accident Investigation Unit. These sites will generally be where a positive rate of return on accident savings can be justified or at recognised problem sites.

Grey coloured backing boards may be used at the local Highways Managers discretion after consideration of the advantages and maintenance implications.

Light Green coloured backing boards shall only be used on the entrance signing to a School Zone as part of Safe Routes to School Scheme.

The County Council will consult with the local Planning Authority before yellow or light green coloured backing boards are used in conservation or similar areas.

5.7.7 **Sign face material**

Where the statutory requirement for illumination of a permanent traffic sign is that it should be retro-reflective the following standards of material should be used:

- Urban areas or Category 1-3 roads – Class 1 reflective
- Rural areas or Category 4 roads – Class 2 reflective or Super Engineering Grade

5.7.8 **Special/major events signings**

Temporary signs for occasional functions/events may be erected with the consent of the County Council.

Diversion routes will be signed where delays are expected to be caused by works on the highway or other events.

Temporary signs and banners will be permitted for major events that bring prestige to the County subject to the following conditions:

- i. Signs must be temporary and removed as soon as possible after the event.
- ii. Arrangements must be in place to repair or replace signs quickly following theft or vandalism.
- iii. An advertising slogan or sponsor acknowledgement is permitted subject to it being no more than 10% of the total sign area.
- iv. If the event is commercial then the County Council's reasonable administration, supervision or other costs must be recharged to the organisers. They should also be approached to make a contribution towards infrastructure or other improvements in the area, for example provision of parking.
- v. If the event is charitable then no charges will be made by the County Council.

5.7.9 **Temporary signs**

Advance notice boards will be erected for all County Council funded major carriageway works.

5.7.10 Tourism signing

Tourism signing will be considered to bona-fide tourist attractions and facilities.

5.7.11 Traffic mirrors

Traffic mirrors will not be permitted on the highway except in very exceptional circumstances and subject to special authorisation from the Department for Transport (DfT).

5.7.12 Unauthorised signs and obstructions

Illegal and wilful obstructions that are a safety hazard will be removed immediately.

Where obstructions are wilfully placed on the highway in such a way as to prevent or obstruct public use of the highway then the Highway Authority may serve notice that the objects should be removed. If the offence persists the Authority may seek a Magistrates Order for the removal and disposal of the objects.

5.7.13 Vehicle-activated interactive road signs

1) **Permanent Interactive Speed Limit** signs may only be erected in addition to regulatory signs as a response to excessive speed and in accordance with all of the following criteria:

- i. they should normally only be used on roads subject to a 30mph speed limit.
- ii. the one-way traffic flow through the site must exceed 400 vehicles in the worst 1-hour peak period (8.00am to 9.00am or 4.30pm to 5.30pm assessed over a minimum of 5 consecutive days or other times as may be appropriate to the site, taking account of specific conditions, events or seasonal variations).
And
- iii. the 85th percentile speed of through traffic must exceed the stated speed limit by 20% or more.

2) **Permanent Interactive Speed Limit** signs may be installed as part of Safer Routes to School scheme provided that the criteria in 1) above are met and with the approval of the Team Manager Road Safety.

3) **Interactive Hazard Warning** signs may only be used to highlight hazards where all of the following criteria apply:

- i. the site must have a history of reported injury accidents to include at least one serious injury or fatal injury in a 3-year period.
- ii. at least one of these serious injury or fatal injury accidents must have 'Going to fast for conditions' or 'Exceeding the speed limit' as a contributory factor on the accident report completed by the Police.
- iii. the accident type at the site must include a treatable pattern, such as loss of control or recurring accident at crossroads.
- iv. the proposal must achieve at least a 250% estimated first year rate of return.

In all cases, alternative solutions should always be considered such as geometric improvements, conventional signing and lining treatments, resurfacing or improved street lighting.

4) Short-stay and Mobile Interactive Speed Limit signs may be erected where all of the following criteria apply :

- i. the one-way traffic flow through the site must exceed 250 vehicles in the worst 1-hour peak period (8.00am to 9.00am or 4.30pm to 5.30pm assessed over a minimum of 5 consecutive days or other times as may be appropriate to the site, taking account of specific conditions, events or seasonal variations).
- ii. the 85th percentile speed of through traffic must exceed the stated speed limit and the Association of Chief Police Officers (ACPO) threshold which is 10%+2mph over the speed limit
- iii. a maximum of three installations per District will be allowed at any one time
- iv. the maximum time any sign can be displayed at one location is 3 months and no return will be allowed within 12 months.

5.7.14 Banners on the highway

Banners on the highway will require the specific approval of the Highway Manager and will only be permitted in exceptional circumstances

5.8 SPECIFIC NEEDS FOR MOBILITY IMPAIRED PERSONS

5.8.1 Access to buildings from public highways

Ramped accesses to properties will only be permitted in the highway in exceptional circumstances.

5.8.2 Advisory road markings for the mobility impaired

Advisory road markings (parking bays) may be provided to allow persons with severe impairment to park a vehicle adjacent to their property.

5.8.3 Non-motorised road user audit

An audit check procedure will be used to ensure that the needs of vulnerable road users such as pedestrians, cyclists and people with mobility/visual impairments are met and that compliance with relevant policies and standards are included in all highway works.

5.8.4 Development control

New developments will be assessed at the application stage in accordance with the requirements of the current Highway Authority policies.

5.8.5 Footways

New footways will be designed to ensure freedom of passage and ease of use by disabled people in accordance with appropriate design standards.

Where there are slopes with a crossfall greater than 1 in 2 or a drop exceeding 250mm immediately at the rear of footways in urban areas a 100mm kerb (or similar) upstand will be provided, and a handrail or post and rail fence in a contrasting colour will also be considered in such locations.

Action plans for installing new dropped kerbs will be developed in consultation with local District, Borough, Town or Parish Councils and local disability groups.

At side roads where vision lines permit, the dropped kerbs will be located on the side road out of the direct line of the footway of the main road but as close as possible to the desired line for pedestrians crossing.

On new schemes provision will be made for a complementary ramped route where a flight of steps is included in a footway or footpath scheme.

Where practical on maintenance schemes a ramped route will be provided at existing flights of steps on footways and footpaths.

Handrails will be provided on both sides of a flight of steps and be designed to facilitate use by people with impaired grip.

An area of texture and colour change at the top and bottom of a flight of steps will be provided to alert blind and partially sighted people to its presence.

All new street furniture will be located to minimise the potential obstruction to people with disabilities.

The location of existing street furniture will be reviewed in association with all improvement or maintenance schemes involving alterations to footways or footpaths incorporating any reasonable means to emphasise the presence of obstructions.

The presence of scaffolding or other temporary structures will be made clear to partially sighted people in accordance with the terms of the scaffold licence.

The priority for routine maintenance of footways will take into account and give special attention to routes known to be used by people with mobility handicaps.

5.8.6 Highway improvement schemes

Major schemes involving alteration to the highway fabric in areas of high pedestrian activity will be examined in consultation with local disability groups, and access and mobility officers to identify any economic and effective improvements for people with disabilities which could be incorporated as part of the scheme.

5.8.7 Pedestrian crossing facilities

Dropped kerbs will be provided at all pedestrian crossing points where footway or kerbing works are being carried out inclusive of the corresponding crossing on the opposite side of the road.

Tactile paving will be provided at all traffic signal controlled pedestrian crossings, zebra crossings and all pedestrian crossing points.

5.8.8 **Road safety**

The special needs of people with disabilities will be taken into account in all education, training and publicity initiatives undertaken as part of road safety training.

5.8.9 **Signing**

The international wheelchair symbols will be added to appropriate local direction signs. The wheelchair sign will only be used if all the basic amenities of a facility being signed are fully accessible to people in wheelchairs.

Where routes of special convenience to people with disabilities follow a separate path to the normally signed pedestrian routes special signed routes will be considered in consultation with the appropriate disability groups.

This signing is provided to convey to the highway user appropriate and consistent information to aid mobility.

5.8.10 **Works on the highway**

The safety and convenience of people with special mobility needs will be considered when works are being carried out on the highway.

5.9 STREET LIGHTING

5.9.1 Street lighting

Details of all policies, standards and procedures relating to the provision of street lighting, illuminated bollards and illuminated traffic signs are contained in the current County Council publication 'A Guide / Code of Practice for Street Lighting (July 2001)'.

5.9.2 Christmas lights and decorations on the highway

The policy and guidance on this are contained within the NCC publication 'A Guide/Code of Practice for Street lighting (July 2001)'.

5.9.3 Energy conservation

Energy consumption in street lighting, traffic signals, illuminated signs and illuminated bollards will be minimised by the use of the most efficient electrical equipment available consistent with effective illumination, road safety and crime and disorder implications.

5.10 STRUCTURES

5.10.1 Bridges and other structures

Maintenance of bridges and other structures will be carried out by the Highway Authority to prevent deterioration of structural fabric, to maintain the stock of structures in a safe condition and to strengthen or reconstruct where necessary.

5.10.2 Footbridges and subways

Footbridges and subways will only be provided in exceptional circumstances as part of new highway construction schemes where they form an essential part of a specifically designed segregated pedestrian or shared cyclist/pedestrian route.

Where subways or footbridges are provided they will incorporate the following features as necessary:

- i. An appropriate level of lighting.
- ii. Clear entrances and exits.
- iii. Clear visibility between entrance and exit.
- iv. Use of anti-vandal materials.
- v. Ability to be used by those with impairments.
- vi. Ability to be used by cyclists.

5.10.3 Maintenance of monuments and historic structures in the highway

The County Council will conserve all monuments and historic structures within the highway whether in its ownership or where maintenance responsibility cannot be established.

Particular care will be taken when excavating adjacent to known historic sites.

5.11 TRAFFIC MANAGEMENT

5.11.1 Abnormal load routes

Abnormal loads will be routed on defined routes wherever possible.

5.11.2 Access only orders

Access only orders will not generally be considered unless introduced as part of accident reduction measures.

5.11.3 Environmental Weight Restrictions

Environmental weight restrictions will be considered to overcome problems of the use of unsuitable roads by heavy goods vehicles provided that:

- i. A restricted area can be defined which does not transfer the problem from one community to another.
- ii. A suitable alternative route exists which does not create such a major increase in route mileage for operators such that their economic viability would be seriously affected, does not result in increased highway maintenance costs and does not increase safety risks.

Advisory signing of suitable lorry routes and of unsuitable routes will be provided where appropriate.

5.11.4 Media roadworks report

A system for reporting all appropriate works or events on the highway will be operated by the County Council and will make use of local publicity, press notices, radio broadcasts and the internet.

5.11.5 One-way streets

In urban areas one way streets may be considered where significant improvements can be achieved in safety or network capacity without creating access or safety problems.

In rural areas one way streets will only be considered for safety reasons where there is evidence of an injury accident problem that could be resolved by one way traffic flow.

One way streets will not be considered in any area where:

- i. Increased traffic speeds may generate accidents.

- ii. Significant access difficulties would be created.
- iii. Transferred traffic would cause problems elsewhere.

5.11.6 **Peak hours working restrictions**

Roadworks will be prohibited wherever possible during traffic sensitive periods on traffic sensitive streets unless specifically approved by the local Highways Manager.

5.11.7 **Pedestrian controlled crossings**

Controlled pedestrian crossings will normally only be considered current Department for Transport (DfT) guidance is met.

5.11.8 **Pedestrian refuges, road narrowing and link footways**

Before central refuges are provided on any road where there is no street lighting careful consideration will be given to any possible problems or danger caused.

Road narrowing will be considered where there is a need to reduce vehicle speeds, improve visibility at junctions or reduce the crossing width for pedestrians.

Link footways will be provided at locations where demand is identified and provision is justified.

5.11.9 **Residents parking schemes**

Residents parking schemes will be considered in residential areas which are severely affected by non-residents parking.

5.11.10 **School crossing patrols**

School crossing patrols will be provided where an identified need satisfies the current County Council criteria irrespective of a controlled crossing facility.

Where sites do not meet the criteria, but would otherwise be safe to operate, a patrol can be provided subject to private financing.

5.11.11 **Speed limits**

On all strategic routes and main distributor roads speed limits will only be considered where the full requirements of the current Department for Transport (DfT) criteria are met.

On secondary distributor roads speed limits will be introduced where one of the following is satisfied:

- i. The full DfT criteria is met.
- ii. The speed limit is considered by the Chief Constable to be both appropriate and enforceable.
- iii. A speed limit extension would provide consistency following development in the area or would improve the visibility and effectiveness of the terminal signs.

5.11.12 **Traffic regulation orders**

These will be made where appropriate to maintain traffic flows where delays may be caused otherwise or for the safety of the public and highway operatives.

Temporary traffic orders will be implemented at the expense of the promoter for all works other than those being carried out by the County Council or its Agents or for charitable events.

The provision of permanent Traffic Regulation Orders will follow the procedures contained in the County Council document 'Traffic Regulation Order Manual'.

5.11.13 **Temporary traffic signals**

The Highway Authority must be notified and will provide written approval prior to the installation of any temporary traffic signals on the highway.

Signals should be removed at the end of the working day whenever possible.

5.11.14 **Traffic calming**

Traffic calming will be introduced in urban areas in appropriate circumstances as a response to an actual problem on the highway network resulting in environmental concerns in communities arising from inappropriate speed or through traffic and/or as a measure to assist accident reduction and with due regard to the principles contained within the County Council's Road Safety Service Plan.

The following steps should be followed sequentially to all proposed traffic calming schemes:

STEP 1 –

Scheme Selection Principles –

Only schemes that satisfy either of the following principles will progress to Step 2 –

Accident Reduction Traffic Calming Schemes:

Schemes will be identified by investigating accident statistics.

Environmental Traffic Calming Schemes:

Schemes will be identified through consultation with L.S.Ps as part of the Mobility Management Action Areas processes with priority given to those in deprived or conservation areas in the County.

STEP 2 –

Scheme Selection Criteria –

Only schemes that satisfy either of the following sets of criteria will progress to Step 3 –

Accident Reduction Traffic Calming –

- i. Traffic calming will not be installed on Category 1 roads according to the County Council Structure Plan hierarchy.
- ii. Traffic calming will be permitted on Category 2, 3 or 4 roads according to the County Council Structure Plan hierarchy. However any vertical deflections or road narrowing on Category 2 or 3 roads will need the specific approval of the Cabinet Member for Environment.
- iii. A 200% rate of return on first year investment must be obtained.

Environmental Traffic Calming –

- i. Will only be considered on Category 4 roads according to the County Council Structure Plan hierarchy.
- ii. More than 250 vehicles travel through the affected length during a morning or afternoon peak hour and the 85th percentile speed of the daily traffic flow must exceed the stated speed limit by 20% or more.
- iii. Where at least 50% of the affected road frontage comprises residential premises.

STEP 3 -

Consultation –

All traffic calming schemes will be subject to consultation at the conceptual and finalised design stage. The criteria for both stages will be:

A minimum of 35% of the delivered questionnaires must be returned, and of these, a minimum of 65% must be in favour of the proposal for the scheme to proceed to implementation. If a scheme is promoted on accident reduction grounds and fails to achieve a 35% return of questionnaires or a 65% majority in favour, the report to EPPM must specifically state this and include a request for a decision by the

Cabinet Member for the scheme to proceed further.
Any departure from criteria requires the specific approval of the Cabinet Member for Environment.

Scheme Selection –

Accident Reduction Traffic Calming Schemes:

Schemes will be identified by investigating accident statistics.

Environmental Traffic Calming Schemes:

Schemes will be identified through consultation with L.S.Ps as part of the Mobility Management Action Areas processes and be actively considering deprived and conservation areas in the County.

5.11.15 Traffic light violation and speed cameras

The County Council is a member of the Nottinghamshire Safety Camera Partnership.

5.11.16 Traffic management at road works

Signing for all roadworks is to be in accordance with Chapter 8 of the Traffic Signs Manual 1991 and any subsequent amendments wherever possible.

Where site conditions necessitate, temporary Traffic Regulation Orders will be implemented by agreement with the Highway Authority.

5.11.17 Traffic signals and urban traffic control

Traffic signal installations will be provided where it is appropriate to minimise congestion and delays and in some cases to manage traffic flow and make provision for pedestrians, cyclists or equestrians. They will also be introduced where a need is identified by an accident reduction study or where a new development requires controlled access to the highway network on safety or capacity grounds.

Within the requirements of safe operation traffic signals will be set to balance the needs of and minimise delays to all road users, including pedestrians and cyclists. Where appropriate they will also be set to encourage the use of the primary road network and to benefit public transport.

5.11.18 Waiting restrictions

New waiting restrictions and other similar traffic regulation orders will normally only be considered in the following circumstances:

i. Where a road safety problem has been identified by accident studies and it is clear that an actual reduction in accidents would follow from the introduction of such an order.

- ii. Where obstruction of the highway or of visibility at junctions occurs on a frequent and extremely severe basis, particularly where public transport and emergency service vehicles are affected.
- iii. Where commerce and industry is seriously affected by the presence of parked vehicles.
- iv. Where the installation of traffic regulation orders is essential to provide the maximum benefit from capital investment.

On strategic routes and major distributors, appropriate waiting and loading restrictions will be used to ensure that adequate road space is available for moving traffic.

5.11.19 Permanent closure or diversion of rights of way on crime reduction grounds (new section)

The County Council will consider the permanent closure or diversion of rights of way on crime reduction grounds where this is promoted via the District Crime & Disorder Reduction Partnership or District Council and where the proposals meet with the requirements of relevant legislation and County Council criteria.

5.11.20 Gating Orders

A Gating Order may be made in respect of a highway that is facilitating high and persistent levels of crime and/or anti-social behaviour, which is adversely affecting local residents or businesses.

Gating Orders shall be made in accordance with the Clean Neighbourhoods and Environment Act 2005, Section 2, and the Highways Act 1980 (Gating Orders)(England) Regulations 2006.

A register must be maintained containing copies of all Gating Orders together with copies of all Notices proposing the making, variation or revocation thereof. The register must be available for public inspection during normal business hours.

5.12 NETWORK (GENERAL)

5.12.1 Accident damage and vandalism

Safety standards will be maintained by rapid attention to hazardous obstructions and damage.

The cost of accident and vandalism repairs will be recovered where possible and this is cost effective to the County Council.

5.12.2 Adoption of highways

New roads, footways or cycleways (together with relevant land and structures etc) may be adopted as public highway by the County Council at the end of the relevant maintenance period, or otherwise as soon as practicable, provided they have been laid out and constructed to the required standard.

Landscaped areas, structures, soakaways, complex paving schemes, remote footways with complex lighting schemes or any other unusual highway layout or use of materials will only be adopted upon payment of a commuted sum to cover additional future maintenance costs.

5.12.3 Audit check

An environmental audit check procedure will be used to ensure compliance with environmental issues contained within the policies and standards in all new highway works.

5.12.4 Ball games on the highway

The County Council may take appropriate action where ball games on the highway cause annoyance to highway users

5.12.5 Builders skip on the highway

Builder's skips on the highway will be controlled to ensure adequate protection and signing.

5.12.6 Charging for services

The County Council will charge for services as permitted under current legislation.

5.12.7 **Chipping storage areas for surface dressing**

Chipping storage areas on strategic routes and main distributor roads will be placed in appropriate locations clear of the carriageway.

Storage areas will be so provided to minimise spillage of materials onto adjacent verges and hedges.

Sites will be chosen, established and maintained to cause minimum intrusion into the local environment and ensure safe operation. Access routes will be considered to minimise nuisance to residents.

5.12.8 **Consultation with Parish and Town Councils**

The County Council will consult with relevant Parish and Town Councils.

5.12.9 **Cycling**

Details of all policies, standards and procedures relating to the provision of cycling facilities and infrastructure are contained in the County Council Cycling Policy document.

5.12.10 **Design for new residential and industrial developments**

New residential and industrial developments will be designed in accordance with the standards and guidelines contained within the current County Council publication 'The Highway Design Guide'.

5.12.11 **Dogs fouling the highway**

The local District or Borough Council has responsibility for the removal of dog faeces on the highway and also operates the dog warden service for problems relating to stray or nuisance dogs.

5.12.12 **Drainage**

Highway drainage systems will be provided and maintained to ensure that flooding or standing water does not cause a serious safety hazard on the highway and wherever possible does not remain within the road foundation or on carriageways, footways and cycleways.

Positive drainage will be encouraged for new highway schemes.

The use of soakaways will only be permitted where no other system is feasible and ground conditions are favourable.

5.12.13 **Earthworks**

Highway embankments and cuttings will be maintained in a stable condition.

5.12.14 **Graffiti**

Graffiti will be removed where appropriate to protect County's historic and architectural structures, maintain the environment and prevent offence to highway users.

5.12.15 **Health and Safety**

The County Council's Health and Safety Officer will be made aware of all Health and Safety related incidents, discussions and negotiations and all matters which involve the Health and Safety Executive.

5.12.16 **Highway boundaries**

The County Council will address alleged encroachments onto the public highway.

5.12.17 **Highway inspections**

All features of the Highway, including carriageway, footways and cycleways will be inspected at regular intervals depending on the road hierarchy and the type of inspection being carried out.

5.12.18 **Materials**

The disposal of surplus materials from roadworks sites will be controlled to encourage recycling and to reduce landfill requirements.

To facilitate re-use of materials contract specifications will be written to require the incorporation of recycled material where feasible and economic.

Wherever possible traditional materials will be re-used on site or stored for re-use elsewhere.

The selection of materials to be used in all highway works especially in conservation and pedestrian areas will take into consideration the adjacent buildings and surrounding environment.

The use of products which are known to be harmful to the environment will be minimised.

Products containing peat will not be used.

5.12.19 **Materials storage or excavation in the highway**

Materials storage on the highway will only be allowed in exceptional circumstances and subject to the prior approval of the Highway Authority.

5.12.20 **Mud or dung on the highway**

The presence of mud or dung on the highway shall be risk assessed to determine the appropriate action, including clearing the hazard as soon as possible.

5.12.21 **Park and ride sites**

Advertising at Park and Ride sites will be permitted.

5.12.22 **Private items or memorials placed on the highway**

1. Highway Authority approval in advance is needed for all private items placed in the highway.
2. The County Council will permit the erection of memorials on the highway verge.

5.12.23 **Roadside trading**

The County Council will not object to, or act to remove roadside traders provided certain criteria are met.

5.12.24 **Scaffolding**

Scaffolding or hoarding erected in the highway will be licensed by the County Council.

5.12.25 **Unauthorised encampments on the highway**

(Policy being developed)

5.12.26 **Use of the highway for other purposes**

Consideration will be given to applications for the use of the highway for other purposes.

5.12.27 Road Safety Audits

All improvement schemes having an estimated value over £5000 which involve permanent change to the highway will be subject to the Road Safety Audit process. This does not include maintenance schemes which involve 'like for like' replacement or refurbishment of existing highway features. It does not include temporary traffic management schemes.

A Road Safety Audit will be carried out at each of the following stages by the County Council's Accident Investigation Unit (AIU) –

Stage 1 Audit-Preliminary Design - Scheme concept phase

Stage 2 Audit-Contract Drawings - Completion of detailed design

Stage 3 Audit-Post Construction - Completion of construction

On completion of each road safety audit stage, the AIU shall submit a report to the Project Manager for the individual project. The Project Manager shall then provide a formal written response to the AIU.

5.12.28 Departures from Standards

Requests for departures from standards shall be considered by the Departures Team and dealt with in accordance with the relevant approved procedures.

A record of all decisions will be maintained by the Policies and Standards Team.

5.12.29 CCTV Equipment on the Highway

For the purposes of targeting crime and anti-social behaviour, CCTV equipment may be installed on a permanent or temporary basis subject to the approval of the Highway Authority.