

DERBYSHIRE COUNTY COUNCIL

**CABINET MEMBER MEETING – HIGHWAYS, TRANSPORT AND
INFRASTRUCTURE**

18 April 2019

Report of the Strategic Director – Economy, Transport and Environment

**CODE OF PRACTICE FOR WELL-MANAGED HIGHWAY
INFRASTRUCTURE - APPROVAL OF HIGHWAY NETWORK
MANAGEMENT PLAN**

(1) **Purpose of Report** On 26 July 2018, Cabinet agreed to receive further reports to approve documents pertaining to the New Code of Practice for Well-Managed Highway Infrastructure once they had been finalised (Minute No.186/18 refers). This report seeks approval for the Highway Network Management Plan (HNMP).

(2) **Information and Analysis** On 26 July 2018, a number of documents were approved, these included a Highway Infrastructure Asset Management Policy, a Highway Infrastructure Asset Management Strategy and Plan, a Network Hierarchy Plan, a Resilient Network Plan, a Data Management Strategy, a Highway Infrastructure Assets Safety Inspection Manual and a Highways Communication Strategy. Since then, work has been underway to implement these documents and develop the supporting documentation, principles and processes. As a result of this work, the need to review and update the HNMP was evident.

In addition, there were other sections of the existing document which now sat better in a Traffic Management Duty Plan, which is currently being prepared by the Strategic Director – Economy, Transport and Environment.

The HNMP was drawn up following review of existing policies and procedures to reflect the change to the risk based approach, as well as changes to materials and techniques within the industry; relevant legislation and current environmental guidance and practice.

(3) **Financial Considerations** The delivery of the relevant policies in the HNMP will remain subject to budgetary availability.

(4) **Legal Considerations** The HNMP will enable the continued compliance with the Highway Authority's duty under Section 41 of the Highways Act 1980 to maintain the highway in addition to the other legal duties and associated powers referred to in the document.

- (5) **Equality and Diversity Considerations** The implementation of the HNMP plan will not have any negative impacts on equality and promotes mobility for all.
- (6) **Human Resources Considerations** The implementation of these policies can be accommodated within the existing staff resource.
- (7) **Environmental Considerations** The Council's Environmental Management System and associated environmental legislation has been borne in mind in the creation of this document.
- (8) **Social Value Considerations** The implementation of the policies contained in this document will enable businesses, residents and visitors of Derbyshire to benefit from a safe and reliable network.
- (9) **Transport Considerations** The Council's approach to the management of the various modes of transport on the Highway is contained within the document.

Other Considerations

In preparing this report the relevance of the following factors has also been considered: prevention of crime and disorder, health and property considerations.

- (10) **Key Decision** No.
- (11) **Call-In** Is it required that call-in be waived in respect of the decisions proposed in the report? No.
- (12) **Background Papers** Held on file within the Economy, Transport and Environment Department. Officer contact details - Paul Beckett, extension 38585.
- (13) **OFFICER'S RECOMMENDATIONS** That the Cabinet Member:
- 13.1 Approves the policies set out in the Highway Network Management Plan as part of the Highway Infrastructure Asset Management suite of documents.
- 13.2 Delegates the responsibility for the approval and development of the remaining Technical Annexes referred to in this document to the Strategic Director – Economy, Transport and Environment

Mike Ashworth
Strategic Director – Economy, Transport and Environment

HIGHWAY NETWORK MANAGEMENT PLAN

April 2019

Document Information

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INTRODUCTION

The intention of this Highway Network Management Plan (HNMP) is to set the criteria by which we manage the network (and make any changes to it). It does not set out how we maintain the network and the highway infrastructure assets, as this is covered by the highway infrastructure asset management suite of documents.

This plan, when complemented by other policy documents referred to, establishes principles for management of highway infrastructure assets for:

- Highways including carriageways, footways and public rights of way
- Structures
- Street Lighting
- Street Furniture
- Electronic Traffic Management Equipment
- Traffic Regulations

This plan does not cover trunk roads or motorways, which are the responsibility of the Highways England, or roads within the city of Derby which are either the responsibility of Derby City Council or Highways England.

It is intended that this HNMP is updated annually and reviewed on a three-year cycle in a format that enables regular updates to be issued in a controlled way. This will enable the HNMP to respond to changes in standards and legislation and to continual improvement in technology, techniques and procedures.

NETWORK MANAGEMENT

Duty of care, powers and duties, related powers and duties and duty of best value for highway maintenance

The Highway Authority has a duty to maintain highways that are maintainable at public expense as laid down in Section 41 of the Highways Act 1980.

In managing the highway network, the County Council has many powers and duties relating to this function. The relevant legislation is included in the 'County Council Applicable Legislation Register' on the link below:

<https://www.derbyshire.gov.uk/site-elements/documents/pdf/working-for-us/data/iso-accreditation-2013/applicable-legislation-register.pdf>

Other legislation and guidance may be applicable in some cases and these will be referenced in the document.

In addition, the scheme of delegation for powers and duties are contained in Appendix TA02 – Highway Network Scheme of Delegation & Duties 2019 which contains more detail of relevant Acts and sections

In the absence of specific duties and powers, the County Council has a general duty of care to network users and the community to maintain the highway in a condition fit for its purpose. This principle is applied to all decisions affecting policy, priority, programming and implementation of highway maintenance works.

SUSTAINABILITY AND ENVIRONMENTAL

Environmental management system (EMS) - ISO 14001

Highway management work can result in various environmental impacts if steps are not taken to control them. These include the risk of air, land or water pollution; noise, vibration, odour, smoke, dust, light pollution and traffic congestion; damage to wildlife and historic buildings, structures, sites and their settings; inefficient use of natural resources; and incorrect disposal of waste.

The Economy, Transport and Environment Department has developed an Environmental Management System (EMS) certified to the international standard ISO 14001. The EMS provides a structured way to ensure that the Department conforms to the Corporate Environment Policy, including its commitment to continual improvement in environmental performance and the prevention of pollution. Relevant policies, procedures and guidance are sign-posted within the EMS, for example: Well-Managed Highway Infrastructure – UK Roads Liaison Group (UKRLG).

Good environmental management can also lead to cost savings in addition to helping to protect and enhance the environment. For example, by reducing the amount of waste that is produced and energy that is used and making better use of resources.

Pollution control and reduction

A number of maintenance operations have the potential to cause either noise, air or water pollution. These particular operations need to take account of statutory requirements; consequently, advice will be sought from the relevant authority, agency or department as necessary.

Where there are risks of environmental impacts, the County Council will seek to ensure that these are mitigated and, as a minimum, all legislation is complied with by planning, phasing and scheduling of works to avoid sensitive periods and potentially difficult weather conditions.

The Corporate Environment Policy includes a commitment to minimise and, where possible, eliminate the release of any pollutant which may cause a damage to health or the environment.

The EMS includes operational controls and toolbox talks on the subject of spill control. Where operations are proposed near to sensitive features, such as surface waters or protected sites, it may be necessary to adopt specific controls to prevent damage to the environment.

Highway construction and maintenance operations have the potential to result in the creation of significant quantities of waste, both non-hazardous and hazardous in nature. The Corporate Environment Policy includes a commitment to minimising wastes by the best practicable environmental option by eliminating, reducing, reusing, composting and recycling. In addition, the policy states that the County Council will manage unavoidable wastes in accordance with the County Council's duty of care obligations and relevant legislation.

Link: <https://www.derbyshire.gov.uk/council/policies-plans/environment-policy/environment-policy.aspx>

Conservation of historic and natural environments

Highway design and maintenance should protect, conserve and enhance landscape character and natural environments, promoting biodiversity and local distinctiveness.

All works carried out by the Highway Authority will give consideration of the need to conserve biodiversity to ensure the delivery of no net loss, and ideally a net gain, for biodiversity as far as practicable. (Natural Environment and Rural Communities Act 2006)

When undertaking works on the highway, likely effects on the historic environment, landscape and nature conservation will be taken into account and consent will be sought from the appropriate regulatory body before work commences where any protected site or species may be affected.

The following legal requirements, policies and good practice guidance relate to:

- Scheduled ancient monuments
- The Peak District National Park
- Listed buildings and structures
- Sites of Special Scientific Interest
- Conservation areas
- Sites of Importance for Nature Conservation
- Registered parks and gardens
- Protected Species
- The Derwent Valley Mills World Heritage Site
- Landscape Character

No works may be carried out to scheduled ancient monuments without scheduled monument consent from Historic England. This includes works of repair and maintenance unless for urgent safety reasons. (Ancient Monuments and Archaeological Areas Act 1979)

No works may be carried out to listed buildings, which affect their special interest without listed building consent. (Planning [Listed Buildings and Conservation Areas] Act 1990)

Before trees in conservation areas above a certain size (75mm diameter 1.5m above ground) may be felled, six weeks' notice needs to be given to the local planning authority. (Town and Country Planning Act 1990)

Works in the Derwent Valley Mills World Heritage Site (DVMWHS) need to accord with its latest Management Plan to ensure its continued outstanding universal value to all humanity as inscribed by the United Nations Educational Scientific and Cultural Organisation (UNESCO).

Sites of Special Scientific Interest (SSSIs) are sites considered to be amongst the best in the country for the wildlife, habitats or geological interest found there. Prior to permitting or carrying out any operation that is likely to damage the special interest of any SSSI, written notice must be given to Natural England. Also in undertaking any operations directly or indirectly e.g. road maintenance, the County Council has a duty to take reasonable steps to further the conservation and enhancement of SSSIs.

Certain SSSIs have been identified as contributing to the international network of designated sites and habitats and have been additionally designated as Special Areas of Conservation (SACs) or Special Protection Areas (SPAs) and such sites will be subject to additional legislation and protection. (Conservation of Habitats and Species Regulations 2017 and the Wildlife and Countryside Act 1981 as amended by Countryside and Rights of Way Act 2000)

In addition to SSSIs, other sites are recognised for their nature conservation value and their importance for the natural environment. These include non-statutory ecological designations such as Local Wildlife Sites, Local Geological Sites (formally known as Regionally Important

Geological Sites – RIGS), Local Nature Reserves, Road Verge Reserves and Ancient Woodlands. Prior to works being carried out an ecologist will be consulted to assist in the identification of reasonable options and opportunities to avoid ecological harm as far as practicable to ensure no net loss of biodiversity.

Prior to permitting or carrying out any operation that is likely to adversely affect bats, otter, great crested newt, or badger, a licence must be obtained. (The Conservation [Natural Habitats &c] Regulations 1994) and (The Protection of Badgers Act 1992)

Prior to permitting or carrying out any operation that is likely to kill or injure water vole, slow worm, grass snake, adder or white-clawed crayfish, or any wild bird, or damage or destroy its nest (or other species specified) consideration must be given to mitigating impact. (Wildlife and Countryside Act 1981)

Local policies on the following are held in existing and emerging Local Plans developed by the relevant district or borough council. All highway works will accord as far as practicable with the relevant local plans:

- Landscape Character
- Special Landscape Areas
- Conservation Areas
- Historic Buildings
- Historic Parks and Gardens
- Archaeological and Other Heritage Features
- World Heritage Sites
- Sites and Features of Nature Conservation Importance
- Habitats

Whilst these policies have been framed to guide development proposals, many will be relevant, in terms of guidance, to highway works which, as 'permitted development', fall outside planning control.

The following principles apply to new highway proposals or maintenance work, which affect the categories of site or location listed above.

The Highway Authority will permit the reduction of normal standards, or a non-standardised approach to highway design in environmentally sensitive areas, provided that the environmental benefit achieved is commensurate with the safety of the highway user.

Visual effects of highway works on Derbyshire's landscapes

In undertaking its highway management duties, the County Council will endeavour to minimise any negative impact on the visual quality of an area once a scheme has been completed. To assist in correctly assessing impacts and producing designs, the following documents should be referred to:

- The Landscape Character of Derbyshire
- The County Council's Environmental Code of Practice – Highway Signs
- The County Council's Traffic Calming and Visual Amenity Environmental Code of Practice – Traffic Calming

Any queries regarding the visual impacts or sensitivity of a scheme's context should be discussed with colleagues in the Conservation, Heritage and Design Service.

Re-use and recycling of materials

To facilitate reduction in the use of finite virgin materials, contract specifications will be amended where feasible to require the incorporation of recycled material. Traditional materials will be re-used in-situ or taken up and reset or stored for re-use elsewhere. Where for any reason, this proves not to be possible or practicable, traditional materials will be sold to a recycling trader.

Existing historic cross footway channels and drains, etc, that are in an acceptable condition and encountered during maintenance works, will be reused whenever possible. New materials will only be used when the existing materials are not serviceable and the extra-over costs may be recovered from the owner.

A checklist of traditional materials is being developed and will be contained in the Technical Annexes.

Control of surplus materials

Within the briefing and design of schemes, consideration should be given to encourage reduction, re-use and recycling of materials and minimise landfill requirements.

Restrictions on various products

The use of products considered to be harmful to the environment will be minimised and, if use is unavoidable, all relevant control measures will be implemented in accordance with the Corporate Environmental Policy.

Materials sympathetic to the environment

The selection of materials to be used in highway works in Conservation Areas and the World Heritage Site will take into consideration the quality and local distinctiveness of adjacent buildings and surrounding environment.

Guidance notes have been prepared to assist in ensuring that maintenance works are carried out in sympathy with the character of the surrounding area, particularly Conservation Areas. These will be included in the Technical Annexes.

AMENITY

Cultivation Licences

Any planting and maintenance thereof carried out by a third party shall be subject to a cultivation licence under Section 142 of the Highways Act 1980, issued by the County Council.

Edge clearance

Edge clearing (siding out) may be carried out on carriageways, footways and cycleways to maintain their usable width.

Verge Maintenance

Verges are maintained in a safe condition and priority is given to ensure that visibility is not impaired.

Cutting for amenity in urban areas is promoted by the district/borough council and accommodated where possible.

All verges are maintained in an appropriate environmental manner. The maintenance approach is based upon the following principles:

- Appropriate mowing required (depending on flora/ fauna present)
- No unnecessary inputs (herbicides etc.)
- No flailing of roadside hedges or verges (unless for safety reasons) during spring nesting and summer months
- The treatment and management of grips (a shallow channel dug into a roadside verge to drain water off the carriageway), ditches and gullies should be sympathetic to the wildlife volume of the verge (see section above)

Highway safety is of 'paramount importance' but account should also be taken of the likely effect on landscape character and nature conservation.

Any SSSIs within the Highway will be managed according to an agreed management plan, which should be drawn up in liaison with the adjacent landowner (as necessary) and English Nature. The damaging operations' notification procedure will be strictly adhered to.

In the case of verges identified as County Wildlife Sites and/or Roadside Nature Reserves, management plans have been developed in liaison with an ecologist and/or the Derbyshire Wildlife Trust.

The use of plastic artificial grass will not be permitted on Highway verges and service strips due to the negative effects on biodiversity this loss of habitat would cause.

Some verges, in particular in urban areas, are prone to vehicle overrun and the subsequent damage to them can cause significant problems for residents. In most cases there is little the County Council can do to prevent this happening, but will:

- Reinstate the verge to remove any danger
- Encourage off-street parking
- Raise awareness of the opportunity for residents to improve the appearance of verges by applying for a cultivation licence
- In exceptional circumstances we will consider hardening verges as part of adjacent footway reconstruction works

Maintenance of soft landscaped areas

We maintain soft landscaped areas for safety. High value amenity standards are promoted by the district/borough council and accommodated where possible including sponsorship by third parties where appropriate.

Environmental sponsorship of roundabouts and highway verges

Enhancing the appearance of key locations on the highway network contributes to the County Council's aim of protecting and improving the environment. Sponsorship to the approved policy and standards, as shown in the Technical Annexes, can assist in achieving this aim and enable roundabouts and verges to be maintained to a higher standard.

The County Council supports the concept of roundabouts and highway verges being enhanced by means of a sponsorship agreement with a third party (local business, parish/town council's etc.), if the agreement is in accordance with the guidelines outlined in the County Council's sponsorship of roundabouts and highway verges procedure.

District/borough councils carry out the maintenance of landscaped areas within the highway under agency agreements and it will be the responsibility of the appropriate district/borough council to arrange and enter into any sponsorship agreements. Any planting and maintenance

thereof carried out by a third party shall be subject to a cultivation licence, issued by the County Council.

Sponsorship signs will require consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.

Tree and hedge maintenance

Overall responsibility for all trees growing in the highway rests with the Highway Authority. The Highway Authority acknowledges the wider community and environmental benefits of mature tree cover. It will therefore consider any potential threats to trees in carrying out its duties and seek to avoid or minimise damage to trees wherever possible, in particular trees of high amenity, historic or ecological value.

The Highway Authority will only carry out work where there is a foreseeable risk to safety or structures and limited essential work within available budgets and with regard to the care and protection of the tree. It will, therefore, not routinely respond to requests for tree work for private benefits including:

- Natural seasonal events such as leaf fall, honeydew or other deposits
- Shade to neighbouring land or solar panels
- Overhanging branches
- Improving or allowing CCTV coverage
- Loss of satellite or TV signal
- Preventing damage to overhead cables – Statutory undertakers are required to meet the costs of such works, and are empowered to undertake them.

These issues may be addressed through the tree management programme in certain instances but will be weighed against other priorities, timescales and available budgets.

Routine works to trees should be carried out with regard to the Wildlife and Countryside Act 1981. This particularly relates to the protection of nesting birds and bat roosts. The bird nesting season is normally considered to be from mid–February to late August. It should be noted that it is an offence under the above Act to disturb any nesting wild birds.

Where trees are planted in the highway by a third party, with the consent of the Highway Authority, the County Council will seek an indemnity against any claims in respect of injury, damage or loss arising out of the planting or presence of the tree in the highway.

When given due notice of any such works to be undertaken, the Highway Authority will actively advise and seek the co-operation of Statutory Undertakers, designers and contractors in respect of their obligations as defined in the current revision of the National Joint Utilities Group publication: Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees.

Local Planning Authorities and the County Council are empowered under the Town and Country Planning Act 1990, to make Tree Preservation Orders (TPOs) for the protection of trees and woodlands in the interests of amenity.

Conservation Areas, designated by Local Planning Authorities, are areas of special architectural or historical interest, the character or appearance of which it is desirable to preserve or enhance. The Town and Country Planning Act 1990 makes special provision for trees in Conservation Areas that are not the subject of TPOs, which is effectively a blanket TPO, applied to all such trees.

County Council officers concerned with authorising highway maintenance works will liaise with the appropriate Local Planning Authority to determine the designation of the tree(s) or Conservation Area concerned. On confirmation of a Conservation Area or TPO, the relevant Local Planning Authority must be notified of any necessary works to trees. Where trees are protected by a TPO, an application to carry out work will be made to the relevant Authority where exemptions are not applicable. In some instances, works can be carried out to comply with Highway Authority statutory obligations under the Town and Country Planning (Tree Preservation) (England) Regulations 2012, Section 14, exceptions using written notice procedures.

Any works to trees in Conservation Areas or covered by TPOs will be carried out in accordance with site specific procedures.

The Highway Authority will seek co-operation from landowners in dealing with trees and hedges that overhang the highway and impede visibility and safe passage of traffic and/or pedestrians.

The Authority or appropriate agent will write to the landowner requesting the removal of the obstruction, giving clear guidelines with regard to clearance requirements as necessary.

In the event of non-co-operation, enforcement may be considered via a statutory notice under Section 154(1) of the Highways Act 1980.

Where trees on private property are thought likely to cause danger by falling on the highway, the Highway Authority will advise the owner of its concern and consider serving notice under Section 154 (2) of the Highways Act 1980.

If the owner refuses or neglects to take action, the Highway Authority may carry out the works under Section 154 (4) of the Highways Act 1980.

Careful positioning of signs and street lights in relation to existing trees and making allowances for signs and street lights when designing landscape schemes can help reduce the necessity for maintenance work.

The EMS includes operational controls and guidance on the subject of tree and hedge maintenance.

Procedures are in place for dealing with claims for damage by trees. It is the responsibility of the claimant to prove that any damage is attributable to the relevant tree by submitting technical evidence from an appropriately qualified expert. An appropriate expert may be a Chartered Arboriculturist and/or a Chartered Surveyor. The level of evidence required will depend on the severity of the damage, complexity of the site and the asset value of the tree(s) concerned.

Tree planting

Guidance for New Tree Planting within the Public Highway approved 29 November 2007, contains the following text:

General Guidance

“Planting should be integrated into street design wherever possible. Planting, particularly street trees, helps to soften the street scene while creating visual interest, improving microclimate and providing valuable habitats for wildlife.” (Manual for Streets, Department for Transport, 2007).

Specification

1. All planting shall be in accordance with the Trees in Hard Landscapes – A guide for delivery (Trees & Design Action Group), the relevant provisions of the Highways Act 1980 and best arboricultural practice.
2. Comprehensive details of all planting shall be supplied to and approved by the Highway Authority before works commence and such details shall provide information on which public body will be responsible for the maintenance of the tree during its life.
3. It must not be assumed that the Highway Authority will take over the responsibility for the future maintenance of the trees from the relevant public body. Where a Parish Council (relevant public body) etc, does not exist, then another ‘approved’ body may be considered. In the event that the Highway Authority assumes responsibility for a tree, a commuted sum for its long term management and maintenance will be applicable per tree or licence as appropriate.
4. The Council will require an indemnity from the applicant against any claim arising out of the planting or presence in the highway of the tree or trees under licence.
5. A tree planting scheme must be designed as part of the overall street scene and should take account of the requirements of drivers and pedestrians (especially persons with impaired mobility, visual impairment and those with pushchairs, wheelchairs and mobility scooters), traffic signs and signals, road lighting and crime reduction, as well as the services of the utilities and any future maintenance requirements such as grass cutting.
6. Tree species shall be appropriate to the location and character of the surrounding landscape / townscape, as approved by the Highway Authority.
7. To assist in preventing a tree from becoming a road safety hazard when it is planted, reference should be made to the Design Manual for Roads and Bridges – TD19/06, which gives guidance on minimum offsets, from the edge of the carriageway, for objects in or on the highway relative to the speed limit of the respective highway.
8. Where applicable, root barriers and root trainers will be required to direct and manage the growth of roots. The type shall be approved by the Highway Authority and installed in accordance with the manufacturer’s instructions.
9. Depending upon its position, the Highway Authority may require a tree grill or other detail, approved by the Highway Authority that will allow for the ingress of water and gaseous exchange.

Notes:

- A.** These guidelines do not remove the requirements of the Highway Authority to seek permission from the Local Planning Authority to remove trees or hedgerows protected by a statutory designation or to replace trees protected by a statutory designation, e.g. TPO, within a Conservation Area or “Important Hedgerows” covered by the Hedgerow Regulations 1997.
- B.** The County Council may, in the event of urgent works, prune, trim or remove a tree at any time without notice should this be necessary for highway safety purposes. Normally, notification will apply under Section 154 of the Highways Act 1980.

Weed treatment

Kerbs, footways and cycleways, hardened verges and central reserves may be treated for weeds as required following inspections. Non-residual weedkillers will be used (Glyphosate as agreed by the Highways and Transport Committee Delegation Sub-Committee on 26 February 1992 and as recommended by the water companies and Environment Agency).

Injurious Weeds

There are five injurious weeds covered in the provisions of The Weeds Act 1959. These are:

- Common ragwort (*Senecio jacobaea*)
- Broad leaved dock (*Rumex obtusifolius*)
- Curled dock (*Rumex crispus*)
- Creeping or field thistle (*Cirsium arvense*)
- Spear thistle (*Cirsium vulgare*)

Although we are not obliged to control these species, often the presence of these species can contribute to biodiversity by supporting many invertebrates. The County Council is a responsible neighbour and we will work with adjacent landowners to prevent the spread of these species upon written confirmation from the adjoining landowner that all such noxious weeds have been, or will be, eradicated from the adjoining non-highway land.

The Department of Environment, Food and Rural Affairs (DEFRA) may serve notice on a landowner, including a local authority, requiring them to remove injurious weeds.

Invasive & Non-Native Species

Whilst the Weeds Act 1959 covers a small number of native weed species that are considered to pose a threat to agricultural productivity, there is a variety of other invasive, non-native species (INNS) that pose a threat to the environment, people and property. These include:

- Japanese Knotweed - a highly invasive species which grows in dense thickets and outcompetes native plants that would be found there. Japanese Knotweed spreads rapidly via its roots (rhizomes), and grows vigorously enough to cause structural damage to buildings and hard surfaces. Japanese Knotweed can also be easily spread from fragments of the plant or its roots, and works on site can risk moving this species from one place to another.
- Himalayan Balsam - a tall plant with pink-purple flowers often found on river and stream banks or in damp woodland. The dense growth of this plant causes it to out-compete native plant species, but when it dies back in winter it can leave river banks vulnerable to erosion. This plant spreads rapidly through its explosive seed heads which release large numbers of seeds into the environment, and which can easily be spread from one site to another, especially during works.
- Giant Hogweed - a very tall (up to 5m), vigorously growing plant that can resemble the native hogweed – but typically larger. The plant contains sap which can cause the skin to blister painfully when exposed to sunlight.

These species and a number of others are listed under Schedule 9 to the Wildlife and Countryside Act 1981 with respect to England, Wales and Scotland. As such, it is an offence to plant or otherwise cause these species to grow in the wild, and care must always be taken to prevent their spread. Under the Environmental Protection Act 1990, Japanese Knotweed is classified as controlled waste.

Where Japanese Knotweed is known to occur within Highways land, consideration will be given to the potential control of this species, with a view to its eradication from site. Where Himalayan balsam is identified, care will need to be taken to prevent the spread of this species, particularly through the movement of seed in contaminated soil. Where Giant Hogweed is identified, care must be taken to protect staff and the public from the harmful effects of this plant.

The EMS includes guidance on the identification and treatment of invasive non-native species in the form of identification sheets, guidance on their eradication and suitable methods to prevent their spread. This is both desirable from a biodiversity point of view and a legal obligation under the Wildlife and Countryside Act 1981.

BARRIERS AND FENCING

Safety fences, barriers and guardrails, etc

Safety fences, barriers and guardrails, etc, may be added to the highway:

- Where major maintenance work is being carried out to the carriageway and the criteria for central reserve barriers are met
- Where, as a result of a detailed collision investigation study, a central reserve barrier can be shown to achieve sufficient rates of return in accident savings to form part of the Collision Reduction Programme
- Where there is a need to protect drivers and or pedestrians either by segregation and the channelling of pedestrians to a safe crossing point or by deflecting vehicles back onto the carriageway
- Where there is a need to protect Railways
- Where there is a need to protect Street Furniture
- Where there is a need to define the edge of a carriageway and/or footway
- Where there is a steep slope or drop at the rear of a footway

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

Safety fences and barriers will be maintained in a sound structural condition to fulfil their purpose and not in themselves constitute a danger to users or pedestrians.

For standards and guidelines for installation refer to the guidance in TD19/06 - Requirements for Road Restraint Systems.

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.

The policy attempts to strike a reasonable balance between the often-conflicting need to prevent collisions and deter anti-social behaviour with the need to ensure access to the mobility impaired and other legitimate road users.

It is important to ascertain the status of any route before any decision is made to erect a barrier. The County Council may still have an interest in the route, though the route may not be shown on highway adoption records.

When considering the provision of barriers on footways, the following criteria and guidance should be used:

- Barriers should not be installed where access by emergency service vehicles to nearby premises is materially compromised

- Barriers should only be installed where there is a proven collision problem or a history of relevant problems known to the Police or other Crime Reduction Partners, or the Police recommend barriers should be installed to combat certain anti-social behaviour
- Compliance with the Equality Act 2010 is essential and the installation of barriers should recognise the needs of the mobility impaired and satisfy them as far as practicable. Local relevant disability groups should be consulted
- The approval of the Countryside Access Team is required where the path is a Public Right of Way (PRoW)
- The condition of the path should be assessed so that any imminently required maintenance works are carried out prior to the installation of any barriers
- The design criteria should have due regard to the national cycle guidance, which provides good practice advice whether the path is a cycleway or not

Other fences, walls and cattle grids

Highway boundary fences and boundary walls are assumed to be the responsibility of the adjoining landowner unless there is evidence to the contrary.

Cattle grids are provided under Section 82 of the Highways Act 1980 and maintained by the Highway Authority under Section 84 of the Highways Act 1980.

Where a cattle grid is no longer required, it will be removed after consultation with the owners and/or occupiers of the adjacent land under Section 83 of the Highways Act 1980, to prevent ongoing maintenance liability.

HIGHWAYS

Carriageways

Carriageways will be maintained taking into account the usage (type and volume), hierarchy, surroundings and connectivity based on the policies in the Highways Infrastructure Asset Management suite of documents.

Carriageways are usually made up of a bituminous construction, concrete or a combination of concrete and bituminous (known as a composite carriageway).

Where a third party promotes the use of a non-standard or higher quality surfacing material, this must be approved by the County Council and may attract a commuted sum to cover future maintenance need.

Maintaining for noise reduction

Carriageways will not be specifically constructed with 'lower noise' surfacing materials.

Where carriageways have been previously routinely resurfaced using negatively textured materials, which can exhibit lower noise in some situations, these will not automatically have a similar material reinstated when resurfacing is required. The County Council seeks to reduce the amount of finite virgin aggregate used and it is accepted that negatively textured materials contain proportionally higher amounts of finite high quality stone than alternative surfacing materials and treatments.

Surface Dressing & Micro-Asphalt

Surface Dressing & Micro-Asphalt are preventative surface treatments that prolong the life of a carriageway or footway by sealing it against the ingress of water and oxygen. They have the benefits of increasing skid resistance and also provide a uniform surface appearance. Timely

intervention by surface dressing or micro-asphalt will prevent deterioration of the existing carriageway or footway surface and avoid the expensive resurfacing works this would cause.

Chipping storage areas for surface dressing

Chipping storage areas may be located within the highway boundary adjacent to the carriageway.

The minimum number of chipping storage areas, consistent with economic highway maintenance contracts, are utilised to minimise contamination of land and water and spillage of materials onto adjacent verges and into hedgerows.

Sites are chosen, established and maintained to cause minimum intrusion into the local environment and access routes are considered to minimise nuisance to residents.

Coloured Surfacing

Coloured surfaces are not considered as signs or road markings and therefore have no legal status. The policy of the County Council is intended to gain safety benefits from the use of coloured surfacing and focus its use to specific situations to prevent a deterioration of its effectiveness and reduce ongoing maintenance costs. The need to protect and enhance the local environment will be taken into account when specifying types of historic surfaces and choice of surface to complement landscape character.

Coloured surfacing may be used in the following situations:

Cycle lanes:

- In association with start and repeater lane markings as per the diagrams in Traffic Signs Regulations and General Directions 2016 (TSRGD)
- Full lane coloured surfacing will only be permitted on a cycle lane where significant conflict with other vehicular traffic has occurred
- Advance cycle stop lines 'reservoirs'

Hatched Areas:

In exceptional circumstances and as part of a collision remedial scheme, coloured surfacing may be considered in hatched areas or other locations. Its continued retention will be considered as part of the routine maintenance process.

Footway Reconstruction

Footways will be maintained taking account of usage (type and volume), hierarchy, surroundings and connectivity.

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.

High quality paving materials promoted by a third party must be approved by the County Council and may attract a commuted sum and/or the setting aside of materials to cover future maintenance need.

Where footway reconstruction is required due to persistent vehicle over-run, a heavy-duty bituminous construction should be considered. In environmentally sensitive areas, the use of

small element paving may be appropriate. In conjunction with such treatments, consideration should also be given to measures aimed at preventing or minimising the over-run.

This policy is aimed at carrying out work appropriate to the local environment and reducing maintenance costs.

Crossfall on footways is necessary to provide good drainage, a crossfall of 1:40 (2.5%) being the optimum although this is not always achievable due to site specific circumstances.

High Friction Surfacing

High Friction Surface Treatments (HFST) using buff coloured aggregates should be used on the approaches to zebra crossings to act as an alerting mechanism of the facility/hazard. Charcoal HFST can be used on the approach to traffic signal junctions, puffin, toucan, and pegasus crossings, mini roundabouts and roundabouts, road junctions, steep gradients and bends.

On the approach to traffic signals, signalised pedestrian and zebra crossings, the length of HFST should be:

30mph Speed Limit = 23m (9m thinking distance, 14m Braking Distance)

40mph Speed Limit = 36m (12m thinking distance, 24m Braking Distance)

50mph Speed Limit = 53m (15m thinking distance, 38m Braking Distance)

National Speed limit (single carriageway) = 73m (18m thinking distance, 55m breaking Distance)

National Speed Limit (dual carriageway) = 96m (21m thinking Distance, 75m breaking distance)

Kerbing

The main purpose of installing kerbs is to define and provide support to the edge of the carriageway, to control surface water run-off and, where adjacent to footways, to protect pedestrians by discouraging vehicles over-running onto the footway.

When decisions to replace kerbs adjacent to footways are made, then the needs of users with impaired mobility will be considered by providing, where appropriate, easier access e.g. for wheelchairs/mobility scooters.

Schemes including the provision of kerbs for the first time on rural roads in the Peak National Park and Conservation Areas shall not be undertaken without prior consultation with the Peak District National Park Authority and / or the Conservation and Design Section of the Economy, Transport and Environment Department.

Kerbs will normally be standard precast concrete units which, due to their weight, will require measures to control the manual handling risk during their installation. High quality kerb units promoted by a third party must be approved by the County Council and may attract a commuted sum and/or the setting aside of materials to cover future maintenance need.

Service Strips

Service strips are constructed, and adopted, as part of the public highway to accommodate existing and future utility apparatus. Utility companies will be instructed to lay new apparatus in the service strips where possible to avoid disturbing the adjacent carriageway surface. Service strips can be of varying construction (usually grass, block paving or flexible) and may not be easily identifiable as part of the public highway. Service strips should be kept

clear of obstructions and notice may be served under section 143 of the Highways Act 1980 where those areas are obstructed.

Skidding resistance

The monitoring of skidding resistance is covered in the County Council's Skidding Resistance Guidance.

Tactile Paving

Tactile paving in the footway indicates the presence of a facility and/or hazard and is provided particularly to assist visually impaired persons. The layout of the paving shall be in accordance with the current Department for Transport (DfT) document Guidance on the Use of Tactile Paving.

In Conservation and/or Environmentally sensitive areas, tactile paving should not usually be laid in a contrasting colour and may be laid in a configuration which varies from standard layouts. Advice should be sought from the County Council's Conservation Officer in these cases.

Vehicle Crossings

All new or extended vehicle crossings will be constructed to current standards as determined by the County Council. This is also the case where vehicle crossings are being removed.

These works will usually be constructed by private contractors under a licencing system in accordance with Section 184 of the Highways Act 1980.

General

Relevant frontagers shall be notified of a planned/programmed highway works scheme as soon as possible and offered the opportunity to apply for a vehicle crossing or an amendment to an existing crossing.

The construction, or removal, of a vehicular crossing can only be carried out by the County Council, a private contractor who is undertaking highway works under contract to them, or a private contractor working directly for the frontage, subject to the grant of a licence from the County Council.

Crossings may also be constructed by private contractors as part of a new development with planning consent under a Section 38 or Section 278 Agreement of the Highways Act 1980 or Section 106 of The Town and Country Planning Act 1990 or under licence.

An applicant may need to obtain planning permission or other approvals.

Drainage considerations

Every effort shall be made to prevent surface water running onto the highway from land that does not form part of the highway. Similarly, every effort shall be made to prevent surface water running from the highway onto adjacent non-highway land unless by specific agreement, licence or notice. Applicants should be made aware that they may be required to carry out appropriate works at their expense to prevent surface water from running onto or damaging the highway. Any such required works shall be satisfactorily commenced before work takes place on the vehicle crossing, otherwise the application may be refused or rendered invalid.

Utility apparatus, street furniture and street lighting

The Applicant will obtain details of the nature and position of utility apparatus. The full costs of any alteration, diversion or protection of utility apparatus necessitated by the construction of a vehicle crossing will be borne by the applicant.

If a street light or other street furniture requires repositioning prior to the installation of a domestic vehicle crossing, the Applicant will meet the full cost of the relocation as required.

Planning or other permissions

The Applicant will be required to obtain the necessary clearance from all relevant planning authorities or statutory undertakers.

Vehicle crossings on a classified road are likely to require planning consent from the Local Planning Authority and this may also apply to unclassified roads in some situations. Planning permission should be obtained by the resident prior to applications being considered by the County Council for any new crossing or alteration to an existing crossing.

There may be special considerations for vehicle crossings within a Conservation Area and these should be discussed by the Applicant with the Local Planning Authority.

Street nameplates are the responsibility of the district/borough council and permission to reposition or replace them should be obtained by the resident. Bus shelters are the responsibility of various owners and the Applicant should obtain appropriate permission to reposition or replace them.

Consent from the Highway Authority for the construction, or amendment, of a vehicular crossing does not imply or expressly give approval to the construction of a hardstanding, driveway or garaging within the curtilage. In addition to the possibility that planning approval may be required to form or amend an access from the highway, Applicants may also need to consult the Local Planning Authority regarding works within the curtilage. In the case of rented property, the Applicant may need to obtain the permission of the property owner and owner occupiers may need to consult their property deeds for specific conditions or covenants.

Charges:

If the Highway Authority carries out the works as part of a planned highways scheme:

The full cost of any additional works shall be charged to the resident. Where charges are made, no work to construct or amend a vehicle crossing will be commenced until full payment has been received. Non-payment in whole or in part may render the application invalid.

Private Contractors

The Applicant will be responsible for the licence application and payment for such if a private contractor is appointed.

Enforcement action

The physical act of driving a vehicle over a footway or verge in a safe and responsible manner is not illegal. Under common law there is a right of access to property and therefore a driver reasonably exercising their right commits no offence in doing so.

However, the County Council may choose to take enforcement action against a frontager where damage to the fabric of the highway is being caused or there is a danger to other users of the highway as a result of an unlicensed or substandard vehicular crossing.

The County Council's Legal Section will be consulted where there is any prosecution or intended prosecution in respect of any enforcement action.

Lay-by Policy

Lay-bys on strategic and main distributor roads are needed and used by the public as essential rest facilities. Lay-bys on other roads are not required to the same extent as there are far fewer motorists requiring this facility on this class of road.

Encouraging motorists to use surfaced lay-bys is important for safety reasons and the lay-bys should therefore be kept in a condition that will encourage use. The Highway Authority is responsible for verge maintenance. District/borough councils are responsible for litter bins, litter clearance and cleansing under the Environmental Protection Act 1990.

Unofficial lay-bys that the Highway Authority considers dangerous may be removed by reinstating them to a surface that is appropriate to their surroundings. It is not the policy to maintain unofficial (unsurfaced) lay-bys.

PUBLIC TRANSPORT

Technical and Design Guidance for Bus Stops: Standard Procedures for the Provision of Bus Stops & Shelters in Derbyshire April 2008, covers bus stop audits, consultation, bus stop drawings, shelters, shelter types, structure, selecting a shelter, seating, luminaires, electric and wiring, control isolation and protection equipment, wiring systems, electrical installation certificate, constructing of bus boarders (including kerbs, laybys, build-outs, ramps on footways, litter bins, posts, signs and lines, bases, etc), real time information provision, statutory undertakers.

Bus stops and boarders

Bus boarder kerbs will be considered at all bus stop locations where practicable. Where improvements can be made these will be included as part of programmed footway or carriageway resurfacing works.

These works are to include any kerbing, accessibility improvements (including dropped pedestrian crossing points with tactile paving as appropriate), footway resurfacing or carriageway resurfacing or reconstruction.

This is subject to the following:

- Public Transport Unit to confirm that the bus stop is in use and at its preferred location
- Consideration is given to any special circumstances such as differences in levels, lack of kerbing in the area, edgings being present or poor adjacent footway condition

The principles and layouts of bus boarders is contained in the County Council's Technical and Design Guidance for Bus Stops.

Requests for these features should be referred to the County Council's Public Transport Unit Section for consideration.

Bus laybys

Bus stop lay-bys shall not normally be permitted.

Online carriageway bus stops will be the accepted standard. However, if an online bus stop causes severe impacts on safety or traffic problems, particularly in rural areas, then

consideration will be given to the provision of a lay-by. This should be done in consultation with the Public Transport Unit and bus operators.

Consultation should also be made with Public Transport Unit where any highway works occur which involve a bus lay-by location to ascertain that it is still required or whether closure should be considered.

Bus stop & shelter Improvement

Consideration will be given to the replacement or installation of new bus stops and shelters on requests from local Members, other local authorities, members of the public, bus companies, etc.

The Government and the County Council recognise that bus services will be the main mode for encouraging people to move away from the private car, providing access to work, training, health, leisure and shopping. To achieve this we need to ensure that services, stops and shelters are appropriate and of high standards to meet these needs.

In most cases, the bus shelter is the property of the relevant local authority (district, borough or parish, town councils) and, as such, they are responsible for meeting any requirement for public engagement.

The County Council, working in partnership with Bus Operators, Local Members, district/borough and parish/town councils, is committed to raising the quality and profile of bus travel for current and potential users and ensuring this is matched with high quality bus stops and bus shelters. The document Technical and Design Guidance for Bus Stops sets out the criteria for standards at sites.

In conjunction with bus stop accessibility improvements, bus stop markings will be provided. The use of these markings creates a clearway and is enforceable.

Legislation

The County Council has no legal obligation to consult local people to install bus stops and bus shelters on the highway. The local authorities are responsible for public engagement regarding new or replacement bus shelters.

Cleaning and Maintenance

All County Council owned shelters will be cleaned and maintained as necessary.

New Developments

Under Section 106 Agreements, developers may be required to provide new bus stops and bus shelters as part of the planning condition. This can refer to either the upgrade of existing infrastructure or the provision of brand new facilities. For major developments, the County Council will seek the provision of a package of high quality bus stops, shelters and services.

Bus lanes and bus priority

Maintaining and enhancing the quality and reliability of the bus network is central to delivering reduced delays on the highway network. Bus lanes or bus priority can improve the reliability and effectiveness of bus services by giving priority to buses over other vehicles on busy sections of the road network.

Pedal cycles will normally be allowed to use bus lanes for safety reasons. In addition the use of bus lanes by motorcycles (or other vehicles) will be considered on a case by case basis.

ROAD MARKINGS AND ROAD STUDS

It is important to maintain, in good condition, carriageway markings and road studs so that users can be encouraged and helped to use the carriageway safely by day and night. They have an important function in conveying information and requirements to drivers regarding restrictions and directions, which might not otherwise be possible by roadside signs.

Carriageway markings and studs will be provided and maintained in accordance with the requirements and guidance in the TSRGD and relevant technical design notes. Normally, no centre line markings will be provided on roads with a carriageway width of less than 5.5 metres.

Every attempt will be made to minimise the environmental intrusion caused by carriageway markings and as part of the design process, the existing lining scheme will be re-evaluated to see if asset reduction can be achieved.

In Conservation Areas and areas of special sensitivity, e.g. the Peak District National Park and Special Landscape Areas, the minimum extent of markings required by the Traffic Regulations will be employed, and the alternative width and colour of lines for waiting restrictions used as appropriate.

Where the existing lining arrangement is to be retained after resurfacing/surface dressing works, the replacement of lining should be carried out in the following order of priority:

- Stop lines, zebra crossings and signal controlled crossings
- Junction markings
- Double line systems
- Hazard centre lines
- Centre lines and edge of carriageway markings
- Yellow lines

Advanced stop lines for cyclists

Advanced stop lines and other measures to assist cyclists to take advantage of the existing highway will be provided in accordance with TSRGD 2016 when all traffic signal installation and refurbishment schemes are carried out. In addition, the opportunity to install advanced stop lines as part of carriageway resurfacing works will also be considered.

Protective Entrance Markings

The County Council no longer installs new Protective Entrance Markings for private accesses. The County Council will continue to install these to highlight dropped kerb areas provided for pedestrians to counteract problems caused by obstructive parking.

In both cases, the County Council's Civil Enforcement Officers may issue a penalty charge notice if vehicles are parked across such dropped kerb areas causing an obstruction.

Double centre lines

Double white centre lines (indicating no overtaking) will be provided in accordance with the DfT criteria on all strategic routes and main distributor roads and certain secondary distributors when appropriate.

They shall only be laid on complete routes and where the carriageway is a minimum of 6.1m wide.

At particularly hazardous locations and where the road width permits, the solid lines may be separated to 1.2 metres maximum width with hatched markings between them.

Lane warning markings

On all strategic routes and main distributor roads (and certain secondary distributors when appropriate) reflectorised lane and warning lines will be used in accordance with DfT standards and advice.

Where overtaking is hazardous, but does not justify solid lines, warning lines may be split and separated with hatched markings between them.

On roads lower in the hierarchy, warning lines will only be provided at potentially hazardous locations or where their use is recommended following a collision investigation study. Lane lines will not be provided.

Normally no centre line lane markings will be provided on roads with a width of less than 5.5 metres.

Edge of carriageway markings

Edge of carriageway markings will be provided on rural strategic routes and main distributor (and secondary distributor when appropriate) routes when there is a night time visibility problem, whether or not the carriageway is kerbed.

Edge lines will also be used where required as a collision prevention or reduction measure.

Ribbed edge of carriageway markings may be considered on all strategic and main distributor roads when improvements and structural maintenance are carried out, except when the road is subject to a 40 mph limit or less. They should be provided on the offside of all dual carriageway roads and only on the nearside of dual carriageway roads where there is a hard strip of minimum width 1m. They can also be provided on single carriageway roads where the minimum width of hard strip is 1m or at sites for a collision prevention or remedial measure.

Edge lines will be provided where the centre line is a lane marker, has a double line system, a warning line or a right turn lane.

Stop lines

Stop lines will be laid where a stop sign is provided and where the DfT's lack of visibility criterion is met.

Stop lines will be laid at all traffic signal controlled junctions, level crossings and signal controlled pedestrian and cyclist crossings.

Give way markings

Give way lines will be laid at all junctions where no other marking is provided on strategic routes and some distributor roads or local roads at their junctions with secondary distributors.

They will be provided on any carriageway if their use is recommended following a collision investigation.

Give way triangle markings will be laid in conjunction with give way signs, on the approach to strategic routes and some main distributor roads and at other locations where their use is recommended following a collision investigation.

Continued provision of give way triangle markings and signs will be considered on a case by case basis as part of the asset reduction programme.

Speed limit roundel carriageway markings

These are elongated circles laid in white thermoplastic on the road surface with the speed limit in the centre. They are designed to add emphasis or improve the impact of speed limit signing, to improve driver awareness and encourage compliance with a change to a lower speed limit, which can be a particular concern in villages where there may be a large difference between the speed limit inside and that outside the village.

At speed limit terminal points, speed limit roundel carriageway markings may be considered where:

- The speed limit reduces instantaneously from the national speed limit, or by an amount greater than 10 mph
- The forward visibility of both the speed limit terminal signs is less than 100 metres
- The measured 85th percentile speed of vehicles at or within a point 100 metres from the speed limit terminal point is in excess of the posted speed limit by > 20%
- Other traffic management measures have been implemented to address the identified speed problem mentioned in the second point above and where no other conventional traffic management measure is considered appropriate
- There is some evidence that recorded collisions could/may have been prevented, or at least reduced in severity, by a reduction in the speed of traffic
- The site is a classified road
- The site is a classified road and it does not meet any other of the above guidelines, but where the markings are considered to be appropriate for consistency within the settlement

There may be locations where speed limit roundels exist that do not meet the above criteria. Continued retention of these will be considered when future resurfacing or surface dressing works take place.

Other carriageway markings

SLOW markings

At appropriate sites, the word 'SLOW' will be used as a collision prevention measure and in conjunction with the relevant warning sign indicating the particular hazard.

Yellow bar markings

Yellow bar markings will be provided on high-speed dual carriageways in accordance with the regulations and advice laid down by the DfT.

School entrance markings

School entrance markings may be provided outside school entrances used by pupils unless it is clearly inappropriate to do so.

Box junction markings

Box junction markings will be used only at junctions where persistent congestion occurs causing delays to other traffic movements.

Lane arrows & destinations

Lane arrows and destinations will be used where it is essential to advise on lane discipline to achieve optimum utilisation and to achieve maximum flexibility in the use of road space.

KEEP CLEAR markings

Warning messages such as 'KEEP CLEAR' will only be used in exceptional circumstances to prevent a queue of vehicles blocking the path to an essential access, such as fire or ambulance stations. They must not be used to prevent parking across private accesses.

Bus Stop markings

Bus stop markings will be provided where necessary where indiscriminate use of the carriageway for loading or waiting causes problems for bus operation. The use of these markings creates a clearway and is enforceable.

Route numbers

Route numbers and/or destinations can be marked on the carriageway in conjunction with the lane arrows on through routes.

Cycle markings

Road markings for cyclists will be provided wherever a cycle lane is provided within the carriageway or where a cycle track or segregated cycle track footpath is provided.

Road studs

Reflecting road studs (approved by the DfT's type-approval system) will be provided with centre lines when appropriate on strategic routes, main distributor roads and certain secondary distributor roads. They will be provided at all locations where double white line systems are used or at sites for collision prevention reasons. Also, they will be provided where there are no street lights or a short length of street lighting, a coloured stud system will be provided where appropriate to indicate the edge of carriageways and lanes.

On dual carriageways where there is no highway lighting, reflectorised road studs (approved by the DfT's type-approval system) will be located on the driver's side of the white line edge markings.

The continued retention of road studs at particular sites will be reviewed on a site by site basis as part of the asset reduction process.

SIGNS AND STREET FURNITURE***Signs – General***

Road signs will be provided and installed in accordance with the requirements and guidance set out in the TSRGD 2016.

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.

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.

New signs will only be provided where necessary and any redundant signs and posts will be promptly removed as part of the asset reduction process.

No permanent signs (other than those specified in the TSRGD, plus amendments, DfT circulars, publications and advice) will be erected in the County unless special authorisation has been obtained from the DfT. They will be considered if they are necessary to bring bylaws into effect or they are Neighbourhood Watch signs.

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 and the County Council's Highway Signs: Environmental Code of Practice document (see the Technical Annexes) will inform this process when signs are designed and erected to minimise visual damage to the environment.

Direction Signing

Direction signs on the highway will be provided in accordance with current TSRGD and County Council standards and policies.

Signs and bollards

Signs will be provided to important traffic destinations. These are defined as:

- Primary destinations as defined by the DfT
- Large towns
- Villages and hamlets exceeding ten dwellings in rural areas
- Public buildings or destinations attracting large number of people daily on a permanent basis, the majority of which will arrive by private vehicle and be unfamiliar with the highway network
- Public amenity and industrial/business areas

Signing will be provided to important traffic destinations along main roads to ensure that drivers unfamiliar with the highway network have consistent information when travelling within or through the County.

Destinations will generally only be signed from the nearest strategic route or distributor road.

In order to encourage drivers to use strategic routes and main distributor roads, direction signs will direct all traffic along these routes. Existing signs on other routes will only be renewed where they are to local destinations not accessible from main or distributor roads or where they are finger post type signs to local destinations.

Traditional finger post type signs will be maintained and repaired when necessary.

Direction signs to local centres in urban areas will generally not be provided.

The provision of new signs will take into account existing signs on site and where excess clutter or confusion would result from the addition of a further sign, consideration will be given to the replacement of the entire assembly.

To enable drivers to appreciate complicated junction layouts, map type signs may be used.

The provision of signs to tourist and other commercial destinations should comply with the current County Council policy on tourism signing.

Redundant signs and posts will be removed.

Neighbourhood Watch Signs

There are restrictions on the design and siting of Neighbourhood Watch signs. These will only be permitted on street lighting columns which are in good condition and where they present no safety risk to the travelling public. They may not be applied to any other signs.

A sign must not be greater than 0.3 square metre in area and the street lighting column is to have no other existing attachments (i.e. no more than one sign at any one time).

Neighbourhood Watch signs remain the property and maintenance responsibility of the Police, district/borough council or local neighbourhood watch group. The costs of erecting and removal of Neighbourhood Watch signs will be paid for by the Applicant.

Non-illuminated bollards

These 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 Highway Authority. However, bollards specifically provided for the protection of premises will be installed at the applicant/promoter's expense, which shall involve all associated relevant costs including supervision, etc.

Siting and specification of bollards will conform to all current County Council standards. This is to avoid the creation of a hazard and to ensure that their presence is noticed by the mobility impaired and other highway users.

Reflective material must be incorporated on bollards erected in or immediately adjacent to the carriageway, for example on traffic calming chicanes, build-outs or refuges.

Provision of bollards –

When considering the provision of bollards on footways, the following criteria and guidance should be used:

- Bollards should not be installed where access by emergency service vehicles to nearby premises is materially compromised. This is particularly relevant for some “court” layouts where the path could form the primary source of access for emergency services
- Bollards should only be installed where there is a proven collision problem or a history of relevant problems known to the Police or a history of damage to the highway
- Compliance with the Equality Act 2010 is essential and the installation of bollards should recognise the needs of the mobility impaired and satisfy them as far as practicable. Local relevant disability groups should be consulted
- The approval of the PRow section is required where the path is a PRow
- The condition of the footway should be assessed so that any required maintenance works are carried out prior to the installation of any bollard
- Bollards should not be installed solely to prevent verge parking as this usually transfers the problems elsewhere and it is not possible, nor practical, for the Highway Authority to erect bollards on every grass verge that gets damaged by parked vehicles

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.

These foundations will also be permitted for features which are subject to regular damage and which cannot be removed or repositioned.

Concealed access signs

Signs warning of a concealed access will only be provided in exceptional circumstances. It must be demonstrated that there is a high volume of emerging traffic from the premises which creates a persistent and significant hazard to other highway users.

The erection of these signs must have approval of the DfT and is subject to agreement by the applicant to meet the costs of erection including a commuted sum for maintenance.

Prior to seeking the approval of the DfT for the erection of a sign, the submission must also have the approval of the County Council.

Roundabout signing

All roundabouts and central islands will be considered for landscape and surface treatment by other agencies. The County Council will consider where constraints of visibility requirements allow.

Boundary signs

County boundary signs will be provided on strategic routes and main distributors and on other roads as appropriate.

District/borough and parish/town signs, which may incorporate the name, will be permitted at urban area boundaries only.

The County Council will provide village signs for villages on strategic routes and main distributor roads and certain secondary distributor when appropriate.

A village is generally defined as having a 'minimum of 20 houses and if less than 20, by the existence of a key building, such as a Church, Shop or School' but signs may be provided at other sites if appropriate.

Wherever possible, village name signs will be placed alongside speed restriction signs as this will emphasise the built up nature of the route and should aid in reducing vehicle speeds. Replacement of "Clock Style" combined name/speed limit signs will be considered on a case by case basis as part of the asset reduction programme.

District, borough, parish or town councils may erect and maintain boundary signs at their expense, subject to approval by the County Council.

Please Drive Slowly signs

A road safety slogan (e.g. Please Drive Carefully/ Watch Your Speed/ Please Drive With Care) will normally be an integral part of a village name sign and not on a separate plate. However, where the village nameplate is in good condition, then the parish/town council can pay for a supplementary sign.

Other forms of supplementary plate or sign aimed at a similar objective to 'Please Drive Slowly' will be permitted, in accordance with the Traffic Signs Regulations and General Directions 2016.

Approved road safety messages may be added to the back of village name signs as you leave a village.

Twinning signs

Signs displaying the name of a twin town or village will be permitted. They will be an integral part of the village or town name sign. Twinning signs and their maintenance will be at the cost to the district/borough/parish/town council.

The sign design will be as for 'Please Drive Slowly' signs.

Ice warning signs

Ice warning signs will be considered where icy conditions have been a significant factor in 3 or more reported personal injury collisions within a 500 metres length over a 3 year period.

This figure may be reduced to 2 personal injury collisions if a site is identified and is supported by the Highway Authority.

In all cases, a site inspection must identify that the signs are an appropriate remedial safety measure.

However, there are exceptions where these signs may be provided, for example:

- Approaches/exits from fords
- Repeated damage to property following non-injury traffic collisions
- Areas of standing water in the carriageway due to drainage problems

In all cases, the signs should be in accordance with the current regulations and may incorporate a flap to allow the sign to be covered outside the winter period. These signs may be used on any length of road irrespective of whether it is located on a salted route.

Pedestrian signs

Pedestrian signs may be provided as follows:

- To indicate destinations not directly accessible by vehicle from the highway network
- Where a destination has been signed from the nearest car park due to lack of parking facilities at the destination
- To indicate places or facilities within town centres that are dependent on the use of town centre car parks

The number of signs and locations will be related to the size and number of visitors generated in relation to other signed pedestrian destinations and will incorporate signing on the pedestrian network.

Such signs may frequently share posts and other sign types with other local destinations defined by the local district, borough, parish or town council. In such circumstances, cost sharing may be appropriate.

Uneven road signs: Uneven road signs will only be used where the undulating surface of a road is considered a serious hazard to road users.

These signs are intended to be a short-term solution pending permanent repairs. The decision to erect these signs should be made by the Highway Authority.

New Highway Signs

New traffic signs either funded by the Highway Authority or a third party will normally only be provided where absolutely necessary and under the following circumstances:

- To convey information to highway users and/or to assist traffic flows
- Where specifically recommended after a collision study
- In conjunction with improvements or alterations to the road network
- Where existing signs are misleading and there is evidence of causing confusion to motorists
- Where the alterations to signing would be a positive benefit to commerce, industry or tourism

When providing new signs, consideration will be given to combining or making use of existing supports or street furniture, including lighting columns and removing any redundant signs in the vicinity. This policy is aimed at reducing the intrusive nature of such signs on the environment.

New signs of area greater than 0.3 square metre must not be attached to street lighting columns.

No signs should be attached to traffic signal posts.

In siting new signs, consideration should be given to the proximity of vegetation that is likely to grow and lead to problems with sign visibility and require ongoing maintenance.

Sign Backing Boards

‘Highway Signs: Environmental Code of Practice’ states that backing boards should not be used.

There are two exceptions:

- Where two signs of different sizes are placed back to back and this would cause driver confusion
- Where collision analysis concludes that this measure will provide a cost benefit in collision savings

The use of backing boards has become more prevalent as the Highway Authority receives more and more requests from parish/town councils and road safety groups for their erection. However, over use will lead to a reduction in effectiveness. Studies have shown that coloured backing boards in isolation do not contribute to any long term speed reduction.

The policy is therefore intended to standardise practise and preserve the impact and effectiveness of backing boards.

Private funding should not be used for backing boards.

Traffic mirrors

New installation and replacement of unauthorised traffic mirrors will not be permitted on the public highway except in exceptional circumstances where visibility criteria defined by the DfT is met, and where approval of the Secretary of State is given.

Passively safe signposts

All new highway sign installations are designed to be passively safe which will reduce the risk of serious injury to drivers. This will be achieved through the correct use of post design, passively safe posts or the introduction of safety fencing. Each location will be decided on a case by case basis. See Technical Annex.

Vehicle Activated interactive road signs

To reduce speeds, road traffic collisions and to assist compliance, the County Council approved the Derby and Derbyshire Road Safety Partnership Speed Management Protocol Engineering Technical Annex. The provision of Vehicle Activated Signs (VAS) is one method of speed control.

Permanent and Temporary VAS - Inclusion in County Council Programmes

- a) VAS should be considered at sites that have a collision history associated with inappropriate speed, or a hazard, that has not been satisfactorily remedied by standard signing. Other signing means must have been tried and have failed; the site must have been subject to a recent speed survey to determine justification for a VAS installation
- b) VAS displaying a speed limit should be located at sites which have a history of a minimum of 6 injury collisions within 1km over the previous 3 years, and where speed has been a factor in all or some
- c) VAS displaying a speed limit should be located at sites where the results of traffic surveys show the 85th percentile¹ speed is at least 10% over limit +2mph measured over 7 days
- d) Hazard warning VAS should be located at sites which have a history of a minimum of 6 injury collisions within 1km over the previous 3 years, and where the hazard has been the cause
- e) Requests for VAS that meet these criteria should be prioritised on the basis of a calculated estimate of casualty reduction benefits
- f) The flexibility of temporary VAS means they are the preferred option but the decision on which type of VAS to be used should be made on a case by case basis. To retain effectiveness, temporary VAS should remain on site for no longer than 3 months, and should not be redeployed at the same site within 6 months

Permanent and Temporary VAS - Funding by Borough, District or Parish/Town Councils

Where a local council has requested a VAS which meets the criteria for inclusion in the County Council's programmes but is a low priority for installation at the County Council's expense, then the local council may fund the installation. It must undertake to be responsible for all costs, including long-term maintenance for the life of the installation, and removal if required. All selection, installation and monitoring criteria above will apply except:

- e) Requests for VAS that meet these criteria should be prioritised on the basis of a calculated estimate of casualty reduction benefits. See Technical Annex

SPECIFIC NEEDS FOR MOBILITY IMPAIRED PERSONS (DISABILITY DISCRIMINATION ACT 1995)

For further advice and guidance, reference should be made to the complementary DfT publication Inclusive Mobility – A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure and the Disability Discrimination Act 1995.

¹ 85th percentile is the speed at which up to 85 per cent of the traffic is travelling.

Personal mobility

An impaired mobility can involve a significant degree of extra effort, stress and pain in getting about, on roads and in various modes of transport.

To improve access to and encourage people to use public transport, the County Council will have due regard to the relevant provisions contained in sections of the Equality Act 2010 which are relevant to the provision of public transport services and infrastructure.

In addition, it will support the DfT aims covered in the 2018 document, The Inclusive Transport Strategy: Achieving Equal Access for Disabled People.

Access to buildings from public highways

All disabled access requirements should preferably be contained either within the confines of the building or its curtilage.

Ramped accesses to properties will only be permitted in the highway in exceptional circumstances. There shall be a presumption against such ramps being located in the highway.

Where this is not possible, consideration may be given to facilitating access by re-profiling the adjacent footway under licence under Section 115E of the Highways Act 1980 as amended by the Miscellaneous Provisions Act 1982, subject to any relevant planning approvals by the local district/borough council.

The dimensions of any ramp should be based on the guidance in the DfT publication Inclusive Mobility – A guide to best practice on access to pedestrian and transport infrastructure. Any design shall be approved by the County Council and an agreement under Section 278 of the Highways Act 1980 shall be made if constructed by an external Contractor and a £5 million public liability insurance must be maintained by the adjacent property owner.

Advisory road markings (parking bays) for the mobility impaired

We can provide the bay subject to it not contravening any of the following:

- Existing waiting restrictions that are applied to the carriageway
- Within 10 metres of a road junction
- It is not in a location that would create a danger or obstruction
- In a dedicated vehicular turning area
- Where the provision of off-street parking is a practical alternative

We will only provide disabled parking bays, as long as the applicant meets the following criteria:

- The driver of the vehicle is registered disabled and is a Blue Badge holder
- The Applicant must be the vehicle owner and main driver and live permanently at the property where the bay is located
- An occupational therapist or other health professional confirms the mobility of the driver
- The Applicant does not have access to off-street parking provision, such as a driveway or a garage
- The Applicant lives on the type of street where parking issues exist on an all day and everyday basis

If the Applicant meets all of the criteria they should firstly contact their local adult care office for an assessment of their request to be carried out. Or contact Call Derbyshire tel: 01629 533190 to find out where their local office is.

It is important to note that markings are laid in an advisory capacity and is open to use by any blue badge holder but carries no legal weighting with respect to either civil enforcement through the Highway Authority or other enforcement via the Police.

Sometimes it can be difficult to provide a bay in residential streets where on-street parking is at a premium because the bay may encroach over a neighbour's property. If this is the case we will write to the neighbouring property to explain our intentions.

Most disabled bays are located directly fronting the applicant's property, they are not located outside flats or other multiple occupancy buildings. Only in exceptional cases would the bay be located away from the applicant's property

The parking bay is available for use by all legitimate users and should not be regarded as a personally reserved space.

If the marking is continuously ignored, ineffective, and problematic or if the circumstances of the applicant change, then the marking may be removed.

The introduction of a bay can, in some cases, take up to 6 months to process.

If the bay is no longer required please contact Call Derbyshire, tel: 01629 533190 for removal of the marking.

Personal Mobility

To integrate provision for personal mobility needs, any scheme that involves alteration to the highway fabric in areas of pedestrian use will be examined to identify any economically effective improvements for people with impaired mobility that could be incorporated as part of the scheme.

Consultation with representatives of local mobility groups should take place at the planning stage of new projects.

Very often the needs of those with impaired mobility can be accommodated at little cost if they are designed into the initial stages of a scheme.

The design of new street layouts will be aimed to minimise the likelihood of footway parking.

Parking spaces specifically for the use of blue badge holders may be designated by the promotion of Traffic Regulation Orders under the Road Traffic Regulation Act 1984, and marked in accordance with the TSRGD.

Dropped vehicular crossings shall have minimum 25mm upstands.

Footways

The County Council will continue to encourage personal mobility by making the pedestrian environment convenient and comfortable to use by the provision of tactile surfacing at appropriate crossing points, continuing with the dropped kerb programme and maintaining footways to an adequate standard.

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

Where there are steep slopes or drops adjacent to footways, an upstand to the back edging of the footway and a handrail or post and rail fence will be considered to prevent wheelchair users running over the edge or blind or partially sighted people walking over it.

Action plans for installing new dropped kerbs may be developed in consultation with local impaired mobility groups and/or district and borough councils.

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

Where practical, a ramped route may be provided at existing flights of steps on footways and footpaths in association with other maintenance works.

Tactile paving at the top and bottom of a flight of steps will be provided to alert blind and partially sighted people to its presence in accordance with DfT document Guidance on the use of tactile paving surfaces.

Handrails will be designed in accordance with the DfT's Inclusive Mobility standards to ensure they can be used effectively by people with arthritic hands.

All new street furniture will be located to minimise the potential obstruction to people with impaired mobility. The location of existing street furniture should be reviewed in association with all improvement or maintenance schemes involving alterations to footways or footpaths to incorporate any reasonable means to emphasise the presence of obstructions.

Special design features may be considered to emphasise the presence of certain items of street furniture, for example - a tree pit can have a textural difference on the ground around it.

The status of historic areas should not preclude proper access arrangements for people with impaired mobility. However, a flexible approach may be required if a solution to both access and conservation criteria is to be found.

Pedestrian crossing facilities

Dropped kerbs will be provided at all identified pedestrian crossing points where works are being carried out and at other crossing points when a need has been identified and a budget is available.

All crossings shall be constructed in accordance with the DfT's Inclusive Mobility publication. Crossings will only be provided with provision of a corresponding crossing on the opposite side of the road.

Coloured tactile paving will be provided at all new signal controlled crossing points and zebra crossings, and all junctions with new positive pedestrian control by traffic signals.

In Conservation Areas, careful consideration will be given for special arrangements in consultation with Local Access Groups.

Provide tactile surfacing at crossing points and continue the dropped kerb programme, to meet the needs of people with specific needs.

Road safety advice and training

Road safety education and training is the responsibility of the Road Safety Team. It will deliver appropriate road safety education and training to all road users. Prioritising the delivery based on road safety risk and also "Lessons for life" to equip road users with the essential skills to use the road safely.

The Road Safety Team works as part of the Derby and Derbyshire Road Safety Partnership to deliver road safety interventions to reduce road traffic casualties, for example, the annual summer leisure motorcycle campaign.

Signing

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

Where routes of special convenience to people with impaired mobility follow a separate path to the commonly signed pedestrian routes, special signed routes for people with impaired mobility will be considered in consultation with the appropriate impaired mobility groups.

DEVELOPMENT CONTROL

Highways development control

Highways Development Control is a regulatory service of the County Council dealing with planning and consultations and the construction and adoption of new streets and development related highway improvement. In all cases, developers will need to demonstrate that a safe and satisfactory means of access onto the highway network can be established. From a planning perspective, the national planning policy framework (NPPF) forms the overarching guidelines for considering development related highway impact.

Transport Assessment

The NPPF requires that all proposed developments that generate significant amounts of movement should, where appropriate, be supported by a Transport Statement or Transport Assessment so that the likely impacts of the proposal can be assessed.

The purpose of the Transport Assessment is to examine the likely effects of development related traffic on the surrounding highway network in terms of safety, highway capacity and sustainability. Normally, the Transport Assessment would include capacity assessment of the means of access together with any offsite junctions adjacent to the site in question. The capacity assessment usually considers one or more peak periods when the road network is likely to be busiest. This is normally determined by observed traffic data typically observed continuously over several hours during the peak period(s) usually in 15 minute segments.

The Transport Assessment would normally be commissioned by the applicant as it is expected to be impartial. It would be undertaken by a suitably qualified professional and be produced in such a way so that both professional practitioners and non-practitioners readily understand it. In all cases developers will need to demonstrate that a safe and satisfactory means of access onto the highway network can be established. The required detail and method of assessment applicable will depend on the type and scale of the development and the likely impact on the highway network and the surrounding environment, taking into account the cumulative impacts of committed development. Significant development proposals should initially be assessed by way of a Scoping Study, by the developer, which should be agreed prior to the preparation of the Transport Assessment and the submission of the Planning Application.

The County Council, as Local Highway Authority, is a Statutory Consultee in the planning process. The Highway Authority, when consulted about any planning proposal, would normally provide the relevant Local Planning Authority with impartial advice regarding the highways and transportation implications of proposed development. In assessing planning applications, the Highway Authority will use all of the appropriate technical criteria including the Design Manual

for Roads and Bridges, Manual for Streets I and II and the DfT's Transportation Assessment Guidance which, although withdrawn autumn 2014, nevertheless Guidance on Transportation Assessments is regarded by the County Council to constitute 'good practice'.

New roads connected with development

Where they are of sufficient public utility and meet the required standards and legal obligations of the Highways Act 1980 (such as the advanced payments code) new estate streets serving development can be adopted as publicly maintainable highway by Agreement with the County Council under Section 38 of the Highways Act 1980.

Link to Development Control website: <https://www.derbyshire.gov.uk/transport-roads/roads-traffic/development-control/highways-development-control.aspx>

Prospectively adoptable new streets shall be laid out in accordance with the County Council's design guidance Delivering Streets & Places and the 6C's Design Guide (based on national guidance Manual for Streets and Manual for Streets II) and constructed in accordance with the County Council's specification for new development roads. See the Technical Annexes for details.

The developer will normally be responsible for all works until adoption takes place. This will usually be after the successful completion of the contract maintenance period unless other factors make this inappropriate.

New highway constructed by the County Council is adopted when it is formally open to traffic.

Development Related Highway Improvements

Improvements to existing highways undertaken as part of new development shall be subject to an Agreement under Section 278 of the Highways Act 1980. Where third parties undertake the improvement works on behalf of the County Council, they will take on the responsibilities of the Highway Authority as their agents in respect of the New Roads and Street Works Act 1991. Improvement works to the existing highway normally have to comply with the criteria contained in the Design Manual for Roads and Bridges and other appropriate National design guidance.

For either Section 278 or Section 38 Agreements, landscaped areas, structures (bridges, retaining walls, embankments, culverts, etc.), soakaways, sustainable urban drainage systems (SUDS), complex paving schemes, remote footways, complex or non-standard 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.

The Highway Authority seeks to recover its reasonable costs in association with highway works agreements for both technical, administrative and legal activity in accordance with its schedule of fees. All agreements also require the developer to lodge financial security in the form of a cash deposit or bond to enable the County Council to complete works in the event that the developer fails to do so.

New street works or highway improvement works under Sections 38 and Section 278 of the Highways Act 1980 may be subject to road safety audit requirements as described in the County Councils safety audit guidance document.

Creation of new or modified vehicular accesses or the removal and reinstatement of existing vehicular accesses will be subject to the provisions of Section 184 of the Highways Act 1980

and Section 86(4) of the New Roads and Street Works Act 1991. See vehicular accesses section for further information.

The County Council is not responsible for maintaining Private Streets (a street that is not adopted by the Highway Authority as publicly maintainable highway and responsibility for maintenance usually rests with the frontaging owners). However, under Section 130 of the Highways Act 1980, the County Council has a duty to assert and protect the rights of the public to use and enjoy a highway; and under Section 230 of the same Act, the County Council may serve notice on frontages to carry out repairs to remove danger to traffic or clear obstructions, such as bollards or gates. Any action taken in respect of these must be in consultation with the County Council's Legal Services.

New access points onto Derbyshire's strategic routes

Development control and national policy and standards govern access onto the highway. These are currently outlined in the two main documents Manual for Streets and Manual for Streets II. The Network Hierarchy does not seek to alter the current County Council Highway Planning Policy or criteria. However, there is a desire to control access onto the more strategic elements of the network hierarchy, as junctions are critical in determining the capacity of these roads. Current national policy does not make any provision for local highway authorities to control access points on to the highway providing that they meet current design standards.

The County Council has limited authority to introduce a meaningful policy against restricting new access points onto the Regional Strategic Routes. However, it would seek to reduce the likely need for new access points onto the strategic network by influencing the location of land use development sites promoted in future Local Plans and to encourage access to the strategic network from new development via existing junctions and roads where reasonably possible.

Residential roads and footpaths, layout considerations

The County Council will give guidance to assist developers designing new residential streets. Local Planning Authorities will be advised that road, footpath and cycleway access to all developments should be safe, convenient to use and sustainable and will take account of the needs of more vulnerable road users, particularly less mobile pedestrians.

Design criteria such as Manual for Streets and Manual for Streets II and the County Council's Delivering Streets & Places and the 6C's Design Guide all encourage the suppression of vehicle speed in new residential areas by careful design of the highway.

The County Council will seek to develop and expand its residential guidance in conjunction with Local Planning Authorities with emphasis on social inclusion and catering for people with mobility impairment.

New structures - Footbridges and Subways

Highways footbridges and subways will only be provided in exceptional circumstances where they form an essential part of a specifically designed segregated pedestrian or shared cyclist/pedestrian route.

Where subways are provided, they will incorporate the following features:

- An appropriate level of lighting
- Clear entrance and exits incorporating as much open space as possible
- Anti-vandal materials

- Ability to be used by disabled people
- Ability to accommodate cyclists and horse riders where appropriate

STREET LIGHTING

Road lighting fulfils a number of purposes, including assisting mobility during hours of darkness for pedestrians, cyclists and vehicle drivers and reducing crime and fear of crime.

Street lighting provision is relevant to hierarchy and the guidance in BS5489. No new street lighting will be provided unless there is a night time casualty record, evidence of night time anti-social behaviour or if justified as part of a new development.

Investigation in to the adaptation of some street lighting units to accommodate future needs for on-street electrical vehicle charging points is ongoing.

The County Council is responsible for the energy and maintenance of lighting systems on highways that are adopted and some streets that are un-adopted through inheritance. Wherever possible, the County Council will seek to transfer the lighting on un-adopted or private streets or housing estate lighting to the appropriate owners.

Lighting on car parks and certain housing estate lighting is usually maintained by the district and borough councils.

New housing or industrial developments that are to be adopted will always be lit to highway lighting standards, unless there is little or no other existing lighting in the vicinity and after consultation with the local parish/town council.

Where new lighting is provided by a developer, they will be responsible for the energy, maintenance, and all other liabilities associated with street lighting and any illuminated signs on the development until the streets and footways, have been adopted by the County Council.

On all new roads and road improvement schemes which include a roundabout, lighting will be provided on the roundabout and all lead-in roads to it.

Where appropriate, extension lighting will be provided to extend the existing lighting on a road to cover a new access or junction, however, speed limit issues need to be considered.

Where accident investigation reveals that safety at a site can be improved by the provision or improvement of road lighting, it will be considered as an element of the collision reduction scheme. The connection between improved lighting and the reduction of accidents in such cases is widely accepted.

Provision or improvement to road lighting may be considered, where appropriate, for crime prevention purposes. However, the local Community Safety Partnership based in each district or borough will have to be consulted first.

The local Community Safety Partnerships include local authorities, crime prevention groups and the Police, and they consider areas where crime or the perceived fear of crime may be reduced by providing new or additional road lighting.

The provision of new or replacement of road lighting in the World Heritage Site and other Conservation Areas will take into account the effect upon the historic character and appearance of the area.

To minimise any increase in light pollution, road lighting will not normally be extended into underdeveloped land and lamp units will be chosen with a view to minimise leakage of light into the atmosphere.

Passive Safety – Street Lighting

The Council is committed to safe and well maintained roads and recognises the potential hazard that lighting columns may pose, to both motorised and non-motorised road users, and will consider the installation of passively safe lighting columns and illuminated sign posts in accordance with BS EN 12767.

The requirement for passive safe equipment is different for each individual site and type of road. Each new and replacement lighting installation will be subject to a risk based assessment to determine the need for passive safe equipment.

Passive safe equipment shall be considered in relation to the network hierarchy and roads identified as the resilient network classes 1 to 3 with an Average Annual Daily Traffic (AADT) flow greater than 5,000 vehicles and speed limit is greater than 40mph.

All other roads shall be subject of a site specific risk assessment in accordance with the Institution of Lighting Professionals (ILP) Technical Report 30, Passive Safety, Guidance on the Implementation of Passively Safe Lighting Columns and Signposts.

The designer or maintenance engineer is, however, recommended to consider any site they feel may be vulnerable and to seek guidance in accordance with BS EN 12767. See Technical Annex for further details.

Seasonal decorations, hanging baskets, banners and the like on the highway (Attachments to lighting columns)

Consideration may be given to external requests for attachments that are for crime prevention purposes, community based, and/or approved by the County Council respective Traffic and Safety Engineer, in accordance with the County Council's document Guidance Notes for the Erection of Permanent or Temporary Attachments onto Highway Lighting Columns 9 February 2016.

The County Council will only consider requests for attachments to steel lighting columns.

Attachments like flower baskets and seasonal decorations will be permitted in appropriate locations. Seasonal decorations are covered in the Code of Practice issued by the Institution of Lighting Engineers/County Surveyors Society titled Code of Practice for the installation, Operation and Removal of Seasonal Decorations.

Attachments which do not comply with the above stated requirements will be classed as non-approved. The County Council has powers under the Highways Act 1980 to enforce the removal of non-approved signs or other attachments or take the appropriate action in the interests of public safety.

Litter bins and dog excrement receptacles will not be permitted on lighting columns; consequently, they may be removed without prior notice.

For safety reasons to ensure that the column is suitable, a specialist structural engineer may be required to carry out a structural inspection of each respective column. The County Council will not finance structural inspections. The engineer's completed and signed documentation must be provided before proceeding with any attachment as it may pose a risk to the Authority.

Only authorised bodies, such as borough, district and parish, town councils or organisations provided with authority confirmation may fix appropriate attachments. It is a legal duty that anyone hired to attach permanent or temporary decorations to a street lighting column is competent to do so and that risk assessments and method statements are in place before works commence. A permit to work on the highway will need to be obtained.

It is mandatory that a contractor registered under the Highways Electrical Registration Scheme (HERS), which is a requirement of the National Highways Sector Scheme 8 (NHSS8) carries out the work. These contractors will have the appropriate competencies to carry out works on street lighting equipment.

The Applicant will need evidence that the person carrying out the work is competent to use the equipment needed to install, maintain and remove the attachment, whether or not access to equipment inside the lighting column is needed.

All attachments requiring an electrical supply must be electrically inspected and tested before being commissioned and the electrical test documentation submitted within five working days.

The electricity powering street lights is unmetered. Therefore, equipment that needs an electrical connection to a street light column, for example Christmas lights, will need an unmetered load certificate with the local electricity company and then register the certificate with the chosen electricity supplier. The Applicant must make payment directly to their chosen supplier for the electricity used - failure to do this may result in prosecution for theft of electricity by the supplier.

Electrical energy conservation

Energy consumption in street lighting, traffic signals, bus passenger shelters, illuminated signs and bollards will be minimised by the use of the most effective electrical equipment available consistent with effective illumination, environmental considerations and legal requirements. To reduce energy consumption, the part night switch-off or dimming of lighting between certain hours at some locations will be considered.

In Conservation Areas and the DVMWHS, where improved colour rendition is desirable, the adoption of LED equipment will provide a light source that will assist in this objective.

Renewable energy

To further the County Council's commitment to promote the use of sustainable and renewable energy sources and to reduce energy and maintenance costs, the installation of high quality renewable energy solutions to new highway installations (such as illuminated traffic signs, illuminated bus passenger shelters, parking meters, weather collecting stations, road lighting and any other highway applications) should be considered and implemented where appropriate, practical or economically viable.

NETWORK (GENERAL)

Environmental Audit check

The Economy, Transport and Environment Department has developed an EMS certified to the international standard ISO 14001. The EMS provides a structured way to ensure that the Department conforms to the Corporate Environment Policy. Regular internal and external audits are carried out to ensure continued compliance with the standard.

Charging for services

The County Council will charge for services as permitted under current legislation. A List of these charges is included in the appendices. These charges are reviewed annually.

Cycling

The County Council has developed The Derbyshire Cycling Plan 2016 – 2030.

It is developing a D2N2 (Derby, Derbyshire, Nottingham and Nottinghamshire) Local Enterprise Partnership (LEP) wide Local Cycling & Walking Infrastructure Plan (LCWIP) based around the contents of the Derbyshire Cycling Plan. This includes the development of a key cycle network (KCN) for the county.

Work is underway investigating the KCN and popular gradient descents to integrate these with highway maintenance risk based inspections.

Link to Derbyshire Cycling Plan: <https://www.activederbyshire.org.uk/uploads/the-derbyshire-cycling-plan-2016---2030.pdf>

Earthworks

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

The collapse of even short sections of earthworks can have very serious implications for public safety, disruption of travel and underground utility services.

There are no standards for remedial earthworks and each problem must be assessed separately using appropriate specialist geotechnical advice where necessary.

Earthworks do not normally deteriorate in a predictable manner and, for this reason, failures and instabilities will be dealt with as they occur.

If instability of highway earthworks has affected land outside the highway, it may be necessary to acquire such land or take licence over it in order to provide a solution. Advice from Legal Services will be required in this instance and the procedure prescribed by them in this regard should be followed.

Graffiti

Graffiti on a Highways asset will be removed as soon as possible where it is offensive or creates a danger to road users.

Road safety audits

The County Council's document Road Safety Audit Policy and Guidance informs when road safety audits should be carried out following the construction of new schemes.

Departures from standards

The County Council has a general presumption against departures from standards. However, in exceptional circumstances, consideration may be given to requests for them, particularly in environmentally sensitive areas, provided that the environmental benefit achieved is commensurate with the safety of the highway user.

School crossing patrols

Where new or existing sites for school crossing patrols are located, the Highway Authority will investigate measures required to support this function.

Low Emission Vehicle Infrastructure (LEVI)

The County Council is developing a LEVI Strategy and Action Plan which will require Cabinet approval. This will include new and innovative technologies, such as street lighting column and kerbside charging locations.

DISTRICT/BOROUGH COUNCIL FUNCTIONS

Network cleaning

Under the Environmental Protection Act 1990, district and borough councils are responsible for the cleanliness of the highway including the removal of litter and detritus.

Dogs fouling the highway

The district and borough councils have the responsibility for the removal of dog faeces on the highway under the Environmental Protection Act 1990. All enquiries regarding dog fouling should be referred to the relevant district or borough council.

TECHNICAL APPENDICES**TA01 – Charges (currently under review)**

| Category | Publication, Information or Service | Charge (2019/20) | VAT Chargeable Note | Comments |
|-----------------|---|-------------------------|----------------------------|---|
| Documents | Street Lighting Guide/Code of Practice | | | |
| | Local Transport Plan | | | |
| Data | Paper copies of plans | | | |
| | Traffic counts | | | |
| | Traffic counts – copy of raw data | | | |
| | Information to map producers | | | |
| | Traffic control and UTC information | | | |
| | Road structure condition data | | | |
| | Accident data | | | Cannot charge as the Police undertake this function |
| Services | Highway searches – highway schemes | | | |
| | Highway searches – adoption questions | | | |
| | District searches – adoption questions and highway schemes | | | |
| | Property searches – search for right of way | | | |
| | Property searches – search of the greens and common registers | | | |
| | NRSWA – sample inspection | | | |
| | NRSWA – defect inspection | | | |
| | NRSWA – investigatory inspection (3 rd party) | | | |
| | NRSWA – investigatory works | | | |
| | NRSWA – remedial works | | | |
| | NRSWA – improvement plan inspections | | | |
| | NRSWA – section 50 streetworks licence | | | |
| | NRSWA – section 50 consent | | | |
| | Signal switch offs | | | |
| | Construction of domestic vehicle crossings by DCC | | | |
| | Construction of domestic vehicle crossings – approval when applicants have their own contractor | | | |
| | Supply set of statutory undertakers plans | | | |
| | Tourism signing (brown) | | | |
| | Section 38, 278 agreements | | | |
| | 106 agreements | | | |

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|--|--|--|--|--|
| | Charging developers for advice (min 4 hours) | | | |
| | Making up private streets | | | |
| | Traffic calming schemes | | | |
| | Rechargeable works orders | | | |
| | H Bar markings | | | |
| | Seasonal decorations application fee (eg Christmas decorations, hanging baskets) | | | |
| | CCTV installations (temporary) | | | |
| | Residents parking permit | | | |
| | Blue badges | | | |
| Local Authorities (Transport Charges) Regulations 1998 | Skip licence | | | |
| | Access scaffold less than 5 metres in length – initial licence for 2 week period | | | |
| | Access scaffold less than 5 metres in length – additional 1 week period | | | |
| | Access scaffold over 5 but less than 10 metres in length – initial licence for 2 weeks period | | | |
| | Access scaffold over 5 but less than 10 metres in length – additional 1 week period | | | |
| | Access scaffold over 10 but less than 20 metres in length – initial licence for 2 weeks period | | | |
| | Access scaffold over 10 but less than 20 metres in length – additional 1 week period | | | |
| | Additional lengths of access scaffold up to 20 metres in length – initial licence for 2 week period | | | |
| | Additional lengths of access scaffold up to 20 metres in length – additional 1 week period | | | |
| | Remedial works final inspection for scaffolds up to 20 metres in length (where necessary) | | | |
| | Remedial works final inspection for each additional length of scaffold up to 20 metres in length (where necessary) | | | |
| | Mobile tower scaffold – initial licence for 1 day period | | | |
| | Mobile tower scaffold – additional 1 day period | | | |
| | Remedial works final inspection for mobile tower scaffold (where necessary) | | | |

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| | Mobile access platform – initial licence for 1 day period | | | |
| | Mobile access platform – additional 1 day period | | | |
| | Remedial works final inspection for mobile access platform (where necessary) | | | |
| | Crane – initial licence for 1 day period | | | |
| | Crane – additional 1 day period | | | |
| | Remedial works final inspection for a crane (where necessary) | | | |
| | Hoarding/fencing up to 20 metres in length – initial licence for 2 week period | | | |
| | Hoarding/fencing up to 20 metres in length – additional 1 week period | | | |
| | Additional lengths of hoarding/fencing up to 20 metres in length – initial licence for 2 week period | | | |
| | Additional lengths of hoarding/fencing up to 20 metres in length – additional 1 week period | | | |
| | Remedial works final inspection for hoarding/fencing up to 20 metres in length (where necessary) | | | |
| | Remedial works final inspection for each additional length of hoarding/fencing up to 20 metres in length (where necessary) | | | |
| | Temporary excavations in the highway – initial licence for 2 weeks | | | |
| | Temporary excavations in the highway- each extra week, based on one inspection per week | | | |
| | Remedial works final inspection of temporary excavations in the highway (where necessary) | | | |
| | Materials stored on the highway – initial licence for 2 week period | | | |
| | Materials stored on the highway – 1 week period | | | |
| | Remedial works final inspection following storage of materials on the highway (where necessary) | | | |
| | Licence to construct cellar under highway | | | |

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|--------------------------------|---|--|--|--|
| | Licence to construct cellar opening in highway | | | |
| | Licence to construct cellar light in highway | | | |
| | Response to emergency on the highway | | | |
| | TROs various in accordance with regulations Temporary order Temporary notice | | | |
| | New signs – licence to allow additional signs on the highway eg providing direction to private land or premises | | | |
| | As above – placing of signs by DCC | | | |
| | Pavement café licenses | | | |
| | Sponsorship of planting in the highway | | | |
| Flood and Water Management Act | Water course consents | | | |
| | Sustainable drainage scheme approval | | | |

Notes: all charges are based on payment being received by cash, cheque or credit/debit card. Where invoices are requested for the charges marked, an additional amount of £7 will be required to cover administration costs.

VAT is chargeable on non-statutory work or service (if unsure whether to apply VAT.....)

No pro-rata rates. One licence fee payable for each activity per locations (highest). All Traffic Management costs are the responsibility of the promoter.

TA02 - Scheme of Delegation

TA03 – Passive Safety – Signs Posts & Road Lighting Installations

Passively safe signposts (Lattice style and Fibre Reinforced Polymer (FRP) which conform to BS EN 12767)

Large roadside signs are important for providing network users with journey and road condition information. A collision with a road sign can cause serious injury to drivers and their passengers, as well as considerable damage to vehicles. These signs are usually protected by safety fences; however, recent investigations have been undertaken as to how to lessen the impact on network users and vehicles when there is a collision. New styles of signs are being introduced that bend or break when hit. These have been extensively safety tested and the results show that less damage is caused to vehicles than safety barriers and help protect drivers and their passengers from serious injuries. These are known as Passively Safe Signposts.

Tubular steel or aluminium posts of equal or less than 89mm nominal diameter and 3.2mm nominal wall thickness are deemed to satisfy BS EN 12767. Tubular posts with a larger nominal diameter than 89mm and wall thickness of 3.2mm are classed as 'larger posts'. It is not anticipated that larger posts of steel or concrete (with a greater moment capacity than a steel post of 89mm with 3.2mm wall thickness circular hollow section) would meet the testing requirements of BS EN 12767 and such should also be viewed as 'larger posts' and provided with a safety barrier as necessary. Consequently, as passively safe signposts are potentially safer than safety barriers, they can be used where safety barriers cannot be installed and are more easily replaced after a collision. They will be considered at sites where 'larger posts' would need to be used.

The requirement for passive safe equipment is different for each individual site and type of road. Each new and replacement road sign post, traffic signal poles or street furniture will be subject to the following risk based assessment to determine the need for passive safe equipment.

1. Passive safe equipment shall be considered in relation to the network hierarchy and roads identified as the resilient network classes 1 to 3 with an Average Annual Daily Traffic (AADT) flow greater than 5,000 vehicles and speed limit is greater than 40 mph.
2. At other sites where there is a history of vehicles leaving the carriageway, particular those with an injury related collision rate of 3 or more incidents in the preceding 5 year period.
3. The designer or maintenance engineer is, however, recommended to consider any site they feel may be vulnerable and to seek guidance in accordance with BS EN 12767.
4. Power supplies, cabling systems and methods of safe isolation to any passive safe infrastructure must meet electrical safety requirements of BS EN 12767 or be subject to a separate individual risk assessment process.

Passive Safety – Street Lighting

The County Council is committed to safe and well maintained roads and recognises the potential hazard that lighting columns may pose, to both motorised and non-motorised road users, and will consider the installation of passively safe lighting columns and illuminated sign posts in accordance with BS EN 12767.

The requirement for passive safe equipment is different for each individual site and type of road. Each new and replacement lighting installation will be subject to a risk based assessment to determine the need for passive safe equipment.

Passive safe equipment shall be considered in relation to the network hierarchy and roads identified as the resilient network classes 1 to 3 with an Average Annual Daily Traffic (AADT) flow greater than 5,000 vehicles and speed limit is greater than 40mph.

All other roads shall be subject of a site specific risk assessment in accordance with the Institution of Lighting Professionals (ILP) Technical Report 30, Passive Safety, Guidance on the Implementation of Passively Safe Lighting Columns and Signposts.

The designer or maintenance engineer is however recommended to consider any site they feel may be vulnerable and to seek guidance in accordance with BS EN 12767.

Power supplies, cabling systems and methods of safe isolation to any passive safe infrastructure must meet electrical safety requirements of BS EN 12767 or be subject to a separate individual risk assessment process.

In addition to the ILP Technical Report TR30, the design of new and replacement lighting installations shall also take into consideration the following documents relating to passively safe installations.

National Annex – BS EN 12767 – Passive safety of support structures for road equipment, requirements classification and test methods.

Transport Research Laboratory (TRL) – SL 04/07 Use of Passively Safe Signposts and Lighting Columns

Passive Safety UK – Guidelines for Specification and Use of Passively Safe Street Furniture on the UK Road Network.

TA04 – Vehicle Activated Signs (VAS)

To reduce speeds, road traffic collisions and to assist compliance, the County Council approved the Derby and Derbyshire Road Safety Partnership Speed Management Protocol Engineering Technical Annex. The provision of Vehicle Activated Signs (VAS) is one method of speed control.

Permanent and Temporary VAS - Inclusion in County Council Programmes

- g) VAS should be considered at sites that have a collision history associated with inappropriate speed, or a hazard, that has not been satisfactorily remedied by standard signing. Other signing means must have been tried and have failed; the site must have been subject to a recent speed survey to determine justification for a VAS installation.
- h) VAS displaying a speed limit should be located at sites which have a history of a minimum of 6 injury collisions within 1km over the previous 3 years, and where speed has been a factor in all or some.
- i) VAS displaying a speed limit should be located at sites where the results of traffic surveys show the 85th percentile² speed is at least 10% over limit +2mph measured over 7 days.
- j) Hazard warning VAS should be located at sites which have a history of a minimum of 6 injury collisions within 1km over the previous 3 years, and where the hazard has been the cause.
- k) Requests for VAS that meet these criteria should be prioritised on the basis of a calculated estimate of casualty reduction benefits.
- l) The flexibility of temporary VAS means they are the preferred option but the decision on which type of VAS to be used should be made on a case by case basis. To retain effectiveness, temporary VAS should remain on site for no longer than 3 months, and should not be redeployed at the same site within 6 months.

Installation and Monitoring Criteria

- a) VAS warning of a hazard should be set to operate at the 50th percentile³ speed measured before installation. However, discretion may be used to change this depending on the road conditions.
- b) VAS displaying a speed limit should normally be set to operate at the speed limit +2mph. However, discretion may be used to change this depending on the road conditions.
- c) The section of road in advance of the VAS must be straight over a reasonable distance to maximise visibility to the sign.
- d) There should be little or no vegetation or street furniture that will block the view of the sign or affect the working of the radar equipment.
- e) There must be sufficient footway or roadside verge to install the sign. There must be reasonable access to a power supply.
- f) The sign should, wherever possible, not be intrusive to nearby residential properties and early consultation should be sought to establish residents' views. If the sign is proposed within the Peak District National Park, early consultation with the National Park Authority should be sought.
- g) VAS displaying a speed limit should be located between 100 metres and 200 metres beyond the start of the posted speed limit sign, except in urban areas with street lighting where a 30mph speed limit operates and where repeater signs are not allowed.

² 85th percentile is the speed at which up to 85 per cent of the traffic is travelling.

³ 50th percentile is the speed at which up to 50 per cent of the traffic is travelling.

- h) VAS warning of a hazard should be located between 50 metres and 100 metres in advance of that hazard.
- i) Permanent VAS should be routinely inspected every six months and provided with regular maintenance, such as cleaning the sign face, removing any obstructing foliage and ensuring that the vehicle detection system is functioning correctly.
- j) All VAS installations should be monitored for effectiveness by regular analysis of speed data and collision records. Any that are considered ineffective should be removed.

TA05 - DCC's Environmental Code of Practice – Highway Signs

TA06 - DCC's Traffic Calming and Visual Amenity Environmental Code of Practice

TA07 – Checklist of Traditional Materials & Guidance for Sympathetic Use (Currently under development)

TA08 - Technical and Design Guidance for Bus Stops: Standard Procedures for the Provision of Bus Stops & Shelters in Derbyshire April 2008

TA09 - Delivering Streets & Places

Link: <https://www.nottinghaminsight.org.uk/Document-Library/Document-Library/197452>

TA10 – Environmental Sponsorship of Roundabouts:

Link: <https://www.derbyshire.gov.uk/site-elements/documents/pdf/transport-roads/roads-traffic/highway-network-management-plan/sponsorship-of-roundabouts-and-verges-guidance-notes.pdf>

TA11 – The Landscape Character of Derbyshire:

Link: <https://www.derbyshire.gov.uk/environment/conservation/landscapecharacter/landscape-character.aspx>

TA12 – Road Safety Audit Policy & Guidance

TA13 - Guidance Notes for the Erection of Permanent or Temporary Attachments onto Highway Lighting Columns (09/02/2016)

Link: <https://www.derbyshire.gov.uk/transport-roads/roads-traffic/street-lighting/decorations/attachments-to-street-lights.aspx>

TA14 – Skid Resistance Policy

TA15 – Speed Management Protocol Engineering Technical Annex

Link: <https://www.derbyshire.gov.uk/site-elements/documents/pdf/council/meetings-decisions/meetings/cabinet/2017-11-16-speed-management-plan.pdf>