

## Temporary Signage Standard Conditions

Temporary traffic signs on the public highway are regulated by the Road Traffic Regulation Act 1984 and Traffic Signs Regulations and General Directions 2016.

Temporary directional signage is reserved for instances where the installation of signage will support road users on the Warwickshire network to reach a destination that may otherwise have been inaccessible e.g. if the location does not have an official postcode, or to minimise potential disruption on the network caused by an increase in traffic.

Event organisers and developers should make use of services from professional road sign contractors, to ensure compliance with current legislation and guidance.

## General Requirements

1. All temporary signs shall be designed and made using and comply with The Traffic Signs Regulations and General Directions 2016, or any subsequent issuing or amendments to this publication.
2. Signs may only be applied for and erected by a suitably qualified person and to appropriate industry standards and safety requirements.
3. Where two signs are to be installed as a double-sided sign, they must be of the same size and mounted back-to-back.
4. Signs must not be fixed using cable ties, wire or string, instead proper fixings must be used, and these must not be made from a material that will promote corrosion of the column or post.
5. When mounting on columns or posts, protection e.g. a sleeve, should be employed prior to installation of the fixing to ensure fixings attach the sign securely and do not damage the protective coating of any posts.
6. If signs are to be mounted, they must be installed at a height not less than 2.3m above the ground on a footway or verge and 2.4m for cycle paths. The sign must not be closer than 500mm from the edge of the carriageway.
7. The maximum permissible size of any temporary mounted sign is 0.3m<sup>2</sup>, therefore if a column or post already has an additional attachment e.g. sign, flower basket bracket, CCTV, further attachments will not be permitted.
8. The drilling of posts and columns is not permitted.
9. Under NO CIRCUMSTANCES should signs be fixed to columns or posts which support the following:
  - a. Give Way
  - b. Stop
  - c. No Entry
  - d. Speed Restriction
  - e. Other regulatory signs, where additional signage may cause a risk of confusing/distracting drivers
  - f. Traffic signals
10. The use of wooden stakes, poles or any other form of support shall not be permitted within the highway.
11. Ground-based signs shall not be positioned in such a way that they obstruct access to apparatus or plant in the highway or obstruct visibility for highway users.
12. The maximum permissible size of any temporary ground-based sign is 1m<sup>2</sup>.
13. Any sign which becomes damaged shall be replaced or removed as soon as possible by the applicant (suitably qualified person). If the highway authority is required to attend, costs relating to this will be recharged.
14. When the period of permission ceases all signs and fixings will be removed from the highway by the sign operator. If any damage is found to be caused to the highway or street furniture, this shall be put right by the sign operator and reported to the highway authority. If the highway authority is required to carry out any works to remedy damage, costs relating to this will be recharged.

15. It will be expected that all traffic seeking a development or event will have been given outline instructions on how to locate the site.
16. Applicants will indemnify Warwickshire County Council as the highway authority against any and all actions proceedings, costs, claims or demands arising from the installation of signage; and pay any expenses the Council may incur in respect of repairs to the highway and any apparatus in or on the highway arising from the installation of signage. Public Liability Insurance with a minimum £10 million cover will be held for the duration of any permission.
17. Any sign that remains on the highway network after the expiry of the period of permission will be subject to the County Highways Enforcement Policy.
18. Warwickshire County Council reserves the right to remove any sign(s) from the highway in line with the County Highways Enforcement Policy.

### Signage for New Housing Developments:

19. All signs which receive authorisation will show the name of the site only. No reference will be made to the Developer, type or number of homes.
20. The lorry symbol should be used when signage is in place for construction traffic only or where construction traffic has a separate route from sales. Such signage cannot be installed until works commence on site.
21. The house symbol should be used when signage is in place for sales traffic only or where sales traffic has a separate route from construction. Such signage cannot be installed until a show home is available on site.
22. Where routes are shared i.e. construction and sales traffic, neither the lorry or house symbol should be used. Two signs with different symbols will not be allowed at the same location unless that is a point where the lorry and sales routes go in different directions.
23. Developments must have a minimum of 50 properties before signs will be considered as it is felt that the traffic management case is not great enough to justify signing small sites.
24. Following a successful application, signs can be initially erected for 6 months. Further extensions of 6 months can be applied for until 60% of properties have sold, or signage has been in place for 2 years, whichever is sooner.
25. Temporary signs are not intended as a way to attract passing trade and as such a maximum of 10 signs may be applied for any one development with placement permitted within a 2-mile radius or from the nearest A or B road, depending on location. Each application will be considered individually taking in to account the local road network and the presence of existing signing.
26. A sign must not remain in place after the end of the period of six months that begins with the day the housing development to which the sign refers is complete.

### Signing for Special Events:

27. Signage must not display:
  - a. Telephone numbers, internet addresses or other contact details.
  - b. Names of event sponsors
  - c. Dates and times
28. Temporary signs are not intended as a way to attract passing trade and as such will not be permitted where there are already permanent local direction or tourist signs to the site and as well as being restricted to the nearest A or B road, unless in exceptional circumstances where it is agreed that more extensive signing may be appropriate. Each application will be considered individually taking in to account the local road network and the presence of existing signing.
29. Temporary signs will only be considered for events expected to attract a considerable volume of traffic from outside the local area. Warwickshire County Highways are the final arbiter of the signing appropriate for any event.
30. Signage may be installed not more than 3 days prior to the event and must be removed not more than 2 days after the event's advertised ending.