

# **HIGHWAY NETWORK MANAGEMENT PLAN 2024 - 2029**

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## Introduction

This updated and fully revised Highway Network Management Plan (HNMP) sets out the framework for the management of the highway network and describes how Nottinghamshire County Council, acting as the Highway Authority, manages the network and the activities upon it. This document is designed to be agile and can be adapted to encompass change and future challenges and opportunities.

## Nottinghamshire's Highway Network

In Nottinghamshire, the highway network plays many roles: it is an enabler for growth, providing a platform for connection, and most importantly, it is an integral part of daily life, facilitating people's movement.

Highway network management has become increasingly important as the demands placed upon the highway network change, emphasis is now towards active sustainable travel, whether it be by foot, by bicycle, by car or by passenger transport

An effectively managed highway network is essential both for the residents of Nottinghamshire and for those who travel through and around it. For Nottinghamshire County Council, it is crucial that the highway network meets the needs and aspirations of present and future generations. Having a well-managed highway network is essential to Nottinghamshire's environmental ambitions to decrease carbon emissions, improve resilience and sustainability, as well as improving residents' well-being, opportunities, and quality of life.

## Nottinghamshire's Network Management Plan

Nottinghamshire County Council has been applying the principles of a formalised approach to highway network management for many years and has continued to review this approach as legislation has been updated. Although the production of a HNMP is not a statutory requirement, government does encourage highway authorities to prepare one.

The HNMP recognises that the council can take on several roles when managing the network working to manage congestion, highways infrastructure, street works and parking.

Nottinghamshire's highway network management activities are described within this HNMP document, including how the network's operation, performance, and development are managed in practice and how the council manages:

- demand and the use of the network and encourages a sustainable travel approach.
- the development of the network and the impact of growth.
- planned events (such as road works and street parties) and unplanned events (such as road traffic collisions and severe weather events).

With the development of the HNMP, the highway network will be managed to achieve fitness for purpose now and in the future, helping to achieve both national and local objectives regarding the environment, economy, and health.

This document does not cover highway maintenance, the Highway Infrastructure Asset Management Policy, Strategy, and Plan details Nottinghamshire County Council's approach to maintaining and improving highway assets.

## SECTION 1

## Context

This HNMP describes at a more detailed level the work we do improving the highway network, managing its use, its development and the activities taking place on it, consequently key to development of this plan is that it also considers other strategic documents that have an influence on the highway network.

Nottinghamshire's HNMP is an operational plan that illustrates how highway network management aligns and supports the council's strategic goals and ambitions, which are set out within a key set of documents (Figure 1).

### The Nottinghamshire Plan 2021 – 31

The overarching strategic document is the Nottinghamshire Plan 2021 – 31 which sets out Nottinghamshire County Council's ambitions, values, and priorities, this HNMP helps to support the nine strategic ambitions.

1. Helping our people live healthier and more independent lives.
2. Supporting communities and families.
3. Keeping children, vulnerable adults, and communities safe.
4. Building skills that help people get good jobs.
5. Strengthening businesses and creating more good-quality jobs.
6. Making Nottinghamshire somewhere people love to live, work and visit.
7. Attracting investment in infrastructure, the economy and green growth.
8. Improving transport and digital connections.
9. Protecting the environment and reducing our carbon footprint.



Figure 1: Key Documents

## The Traffic Management Act

The legislation that relates to the management of the highway network, is covered primarily by the Traffic Management Act 2004 (TMA). In July 2004, the TMA received Royal Assent, providing the basis for proactive management of the national and local highway network to provide better road conditions for all road users.

As the traffic authority Nottinghamshire County Council uses the powers and duties contained within the TMA to provide a well-managed highway network for all those who use it, specifically the following parts of the TMA:

- Part 2 Network Management on Local Roads.
- Part 3 Permit Schemes.
- Part 4 Street Works.
- Part 6 Civil Enforcement and Traffic Contraventions.

### TMA Part 2 Network Management on Local Roads

This part of the TMA places a Network Management Duty on all local traffic authorities to manage their highway network with a view to achieving, as far as may be reasonably practicable, “securing the expeditious movement of traffic.” Also set out within this part is a requirement to co-operate with other traffic authority’s such as National Highways and neighbouring authorities.

The duty requires Nottinghamshire County Council, as the local Highway Authority, to consider the wider obligations, policies, and objectives and to do all that we can to keep traffic moving on the highway network in an effective manner. The statutory duty reflects the importance placed on making best use of existing road space for the benefit of all road users, which includes pedestrians and cyclists. The overall aim of the expeditious movement of traffic is that Nottinghamshire County Council has a network that works efficiently without unnecessary delay to those travelling on it.

#### Traffic Manager

Local transport authorities, such as Nottinghamshire County Council, are required to appoint a Traffic Manager as part of the Network Management duty. The Traffic Manager is seen as a focal point in the authority, in that they are responsible for *‘championing the need to consider the duty in all areas of work.’*

To accomplish the Network Management duty, Nottinghamshire County Council exercises all those functions that affect traffic flows in a co-ordinated way with the precise duties and responsibilities of the TMA forming part of the remit of the Traffic Manager.

### TMA Part 3 Permit Schemes

Permit schemes allow Nottinghamshire County Council, as the permit authority, to authorise and control street works and road works, we first introduced the Permit Scheme on 1<sup>st</sup> April 2020.

The Council, as a Highway Authority, has a regulatory duty to manage and control the increasing demand on the highway network from both road users and those individuals and organisations who need to maintain the roads and essential services located underneath or on the road itself.

The primary aim of the permit scheme is to minimise disruption from street works and road works that are unnecessary or poorly controlled. The permit scheme legally obliges anyone who wishes to perform or carry out an activity (as defined by the permit scheme) on the highway network to obtain a permit before they start that activity.

As well as providing a more effective control over road works, and reducing congestion and damage caused to the road caused by road works. The implementation of the permit scheme is also beneficial to the authority in several ways, including improving:

- information available on works, including advanced warning and duration.
- safety for those undertaking works and travelling through works.

- journey times and reliability for all road users.

Permit applications are processed through an electronic service and relevant staff, who can either grant, refuse or require addition of conditions to a permit.

Further details about the permit scheme and its regular evaluation can be found on Nottinghamshire County Council's web page [‘Streetworks Permit Scheme’](#).

A Lane Rental scheme is currently being formulated and a consultation will be carried out in 2024 with the expectation of implementing the scheme in 2025.

## **TMA Part 4 Street Works**

Part 4 of the TMA improves the existing regulatory framework provided by the New Roads and Street Works Act 1991 (NRSWA) to minimise disruption for highway users, through the introduction of a range of measures:

- Stronger powers to
  - direct when works are carried out
  - where apparatus is placed.
- Apply fixed penalty notices.
- Apply overrun charges.

Nottinghamshire County Council has the power to restrict certain works to avoid a road being dug up repeatedly, to mitigate disruption and inconvenience to road users, residents, and businesses. The power to restrict certain works means that the council can prevent works in all or part of a street following substantial road or street works following the serving of a notice. The period of restriction, from six months and up to five years, depends on the level of work that was carried out. There are some exceptions to this, for example in the case of emergencies.

Parity is a key principle of the TMA; authorities must apply the same standards to their own activities as they do to utility companies. Although fixed penalty notices cannot be issued for works carried out for road purposes, failures by the Highway Authority to meet the requirements of the NRSWA and the TMA must be recorded.

As part of the TMA, a more effective inspection regime can be developed in order to target poor performance and make improvements to improve quality and decrease the amount of remedial work (and unnecessary disruption).

## **TMA Part 6 Civil Enforcement and Traffic Contraventions**

Part 6 of the TMA introduced the consolidation of civil enforcement powers and some moving traffic offences for highway authorities to enforce. Nottinghamshire county council is in the process of applying for the powers to enforce moving traffic offences in line with DfT [statutory guidance](#), a consultation will be carried out in 2024 with the expectation of implementing the powers in 2025.

These offences can currently only be enforced by the police under criminal law.

Nottinghamshire County Council policies will ensure that they will have particular regard to:

- managing the traffic network to ensure expeditious movement of traffic, (including pedestrians and cyclists), as required under the Network Management Duty.
- improving road safety.
- improving the local environment, especially carbon reduction.
- improving the quality and accessibility of public transport and managing and reconciling the competing demands for road space.
- and in this, should consider all sections of the community, including disabled people.



## Network Management Duty

TMA Part 2 Network Management on Local Roads places a 'Network Management Duty' on all local highway authorities.

The duty identifies:

- The importance of managing and operating the highway network.
- The importance of optimising benefits for all road users.
- The needs of those who maintain the infrastructure (both of the network itself and of the services within it).

The scope of the Network Management Duty is detailed within the Department for Transport (DfT) document [Network Management Duty Guidance](#) (published November 2004).

The Government has set out in its publication ['The Plan for Drivers'](#) (October 2023) 30 new steps that it will take to help drivers through: -

- Smoother journeys.
- Stopping unfair enforcement.
- Easier parking.
- Cracking down on inconsiderate driving.
- Helping the transition to zero emission driving.



## Monitoring and Evaluation

To ensure that the highway network is managed effectively, the effectiveness of processes and strategies is monitored and assessed. The aim is to improve network performance by:

- NCC have developed several indicators to analyse the performance of Via in managing street works and they have produced annual reports from 2020 detailing this. Key Performance Indicators linked to Service Credits will commence in 2024 to assess coordination, inspections, and enforcement.
- Monitoring the highway network sufficiently to identify where there are causes of disruption that have an effect on the movement of large numbers of pedestrians and cyclists in a locality or at a particular time.
- Reviewing the organisational structures and decision-making processes put in place to meet the duty (to establish how well placed an authority is to respond to future needs).

## Other Legislation

In fulfilling the Network Management Duty, the council acknowledges the need to balance the demands of the TMA with that of other legislation, local objectives, and constraints. In the development of this HNMP consideration has been given to:

- Highways Act 1980
- New Roads and Street Works Act 1991
- Road Traffic Regulation Act 1984
- Transport Act 2000
- The Road Traffic Act 1988
- The Road Traffic Act 1991
- Environment Act 2021
- Environmental Protection Act 1990
- The Town and Country Planning Act 1990
- The Town Police Clauses Act 1847
- Public Health Acts Amendment Act 1890
- Public Health Act 1925
- Local Government (Miscellaneous Provisions) Act 1953

- Local Government (Miscellaneous Provisions) Act 1982
- Traffic Sign Regulations and General Directions 2016, as amended
- Civil Contingencies Act 1984
- Control of Pollution Act 1974
- Equality Act 2010
- Flood and Water Management Act 2010

## National Context

The way in which we manage the highway network is influenced by national factors such as government legislation, plans and priorities, guidance, best practice, funding, and innovation. These include:

- [Manual for Streets 2007](#) and [Manual for Streets 2 2010](#)
- [Well-managed Highway Infrastructure: A Code of Practice 2016](#)
- [Clean Air Strategy 2019](#)
- [Local Transport Notes](#)
  - Bus User Priority (LTN 1/24)
  - Cycle infrastructure design (LTN 1/20)
  - Using railings to make roads safer for pedestrians (LTN 2/09)
  - Signal controlled roundabouts (LTN 1/09)
  - How to develop safe streets for mixed use (LTN 3/08)
  - Traffic management and streetscape (LTN 1/08)
  - Traffic calming (LTN 1/07)
  - Design and use of directional traffic signs (LTN 1/94)
- [National Planning Policy Framework 2021](#)
- [Transport Decarbonisation Plan 2021](#)
- [The second cycling and walking investment strategy \(CWIS2\) 2022](#)
- [Department for Transport Circular 01/2013 Setting Local Speed Limits](#)
- [Traffic Sign Regulations and General Directions 2016, as amended](#)
- [Gear Change: A Bold Vision for Cycling and Walking 2020](#)
- [Plan for Drivers](#)

## Local Context

The following documents are published by the County Council (and other Partners) and form an intrinsic part of the Highway Network Management Plan. These include:

- Advertising boards and displays of goods on the highway in Nottinghamshire
- Advertising and Sponsorship Policy
- Bus Service Improvement Plans
- Carbon Reduction Plan for Nottinghamshire County Council 2022-2032
- Charges for Highway Services
- Good Practice Protocol – Managing Unauthorised Encampments on Nottinghamshire County Council Land
- Highway Design Guide
- Highway Infrastructure Asset Management Plan (HIAMP)
- Highway Inspection & Risk Manual (HIRM)
- Local Resilience Forum and Council's Emergency Plans
- Local Transport Plan 2011-2026
- Nottinghamshire County Council Permit Scheme
- Nottinghamshire Plan 2021-2031
- Operational guidance for the issuing and processing of PCNs in Nottinghamshire
- Rights of Way Management Plan 2018-2026
- Street Lighting Code of Practice
- Traffic Calming Design Guide
- Winter Service Operational Plan

## Nottinghamshire's Highway Network

The ability to manage Nottinghamshire County Council's duties under the TMA and comply with the Act are influenced by the understanding of the highway network, how it is used, and how it may continue to grow in the future. This knowledge is essential to the efficient and effective management of the highway network.

### Transport Links

Nottinghamshire County Council is situated in the East Midlands region, bordering South Yorkshire to the north-west, Lincolnshire to the east, Leicestershire to the south, and Derbyshire to the west.

Nottinghamshire is part of the East Midlands Combined Country Authority (EMCCA) along with the local authority areas of Nottingham, Derbyshire and Derby.

The County has excellent connectivity to the national road and rail networks, and to international airports.

### Road network

The strategic and primary road network links are vital to business, freight movement and residents' ability to access jobs and amenities.

The primary road network in Nottinghamshire links the major towns of Mansfield, Newark, Worksop, Retford and Eastwood

The strategic routes through Nottinghamshire also have a vital role as part of the Midlands Connect sub-national transport body (STB) area.

Data collected for Nottinghamshire during the 2021 Census reflects a period of transition post coronavirus pandemic, measures in place at that time have affected the travel to work figures. The 2021 Census indicates that many people in the County were, during this period, still working at or from home (27%) and those who continued to travel, driving by car or van was the predominant mode of transport (54%).

Traffic levels have, however, now risen back to pre-pandemic levels.

### Rail Network

The main railway in the county is the Midland Main Line, which links London to Sheffield via Nottingham. The Robin Hood Line between Nottingham and Worksop serves several villages in the county. The East Coast Main Line from London to Doncaster, Leeds, York, Newcastle upon Tyne, and Scotland serves the eastern county towns of Newark and Retford.

### Bus Network

Nottinghamshire County Council has in place two different [Bus Service Improvement Plans](#) (BSIP) for Nottinghamshire:

- Bus Improvement Plan for the Greater Nottinghamshire (Robin Hood) area
- Bus Improvement Plan for Nottinghamshire.



Figure 2: Nottinghamshire

The plan for the Greater Nottingham (Robin Hood) area has been developed in partnership with Nottingham City Council and covers the Nottingham Conurbation, while the Bus Improvement Plan for Nottinghamshire covers the rest of the county outside of the Greater Nottinghamshire area.

The aim of the BSIPs is “To build a sustainable, efficient, and growing bus network that meets peoples travel needs and expectations”.

The DfT has published guidance ([Local Transport Note 1/24: Bus User Priority](#)) which focuses on improving bus services, and its possible impacts on other road users. This guidance delivers the commitment to make sure bus services help rather than hinder traffic.

## Tram Network

The Tram Network is predominately within the Greater Nottingham Area, with sections connecting the adjoining County districts, to park and ride sites and to the rail network.

## Network Hierarchies

Nottinghamshire County Council’s highway network is comprised of several network tiers many of which overlap but each has a specific function. Defining network hierarchies and defining specific classifications is crucial for the highway network, it enables the council to have a better understanding and drives better decision making.

## Strategic Road Network

The Strategic Road Network (SRN) comprises motorways and trunk roads, which are managed National Highways, in Nottinghamshire these are the M1, A1(M), A1, A52, A46 and A453.

Nottinghamshire County Council maintains a close relationship with National Highways so that there is an understanding of how activities, actions and events affect each other’s roads, which is also a requirement of the network management duty.

## Key Route Network

Key Route Network (KRN) is a network of some of the most important roads in a combined authority for which a Mayoral Combined Authorities (MCA) and its constituent authorities both hold powers. KRN’s are typically the busiest main roads; side streets do not, and some other main roads may not, form part of the KRN. The KRN landscape is complex with a mixture of arrangements across the country. A KRN for the whole of the East Midlands Combined County Authority (EMCCA) is being developed by the EMCCA and its constituent highway authorities.

## Major Road Network

The UK government has a desire to ensure that the transition to and from the SRN provides a seamless experience for road users making strategic journeys. To that end it has proposed the development of an additional tier the Major Road Network (MRN).

When established the MRN will comprise of a network of roads that are important in terms of connecting regional economies and supporting growth.

## Local Road Network

The Local Road Network (LRN) is formed from over 4,456 km (2,769 miles) of highway network. The management of this network is complex, the LRN is categorised in a variety of different ways, according to different needs and is also driven by different and varying legislation and purposes.

In Nottinghamshire, sections of the LRN may be defined as one or several of the following categories:

| Category       | LRN Sections   |
|----------------|--|
| Classification | <ul style="list-style-type: none"> <li>▪ A Class Roads</li> <li>▪ B Class Roads</li> </ul> |

| Category   | LRN Sections  |
|--|---|
|  | <ul style="list-style-type: none"> <li>▪ C Class Roads</li> <li>▪ Unclassified Roads</li> </ul>   |
| Hierarchy  | <ul style="list-style-type: none"> <li>▪ Based on Well-managed Highway Infrastructure: A Code of Practice 2016 (WMH)</li> </ul>   |
| Resilient Network  | <ul style="list-style-type: none"> <li>▪ Contains the most critical routes and highway assets</li> <li>▪ Maintained to plan for a range of highly disruptive events</li> </ul>  |
| Winter Service Network   | <ul style="list-style-type: none"> <li>▪ Main Routes - Precautionary salting when ice on roads forecast</li> <li>▪ Severe weather routes - Other important roads, salted when snow or periods of prolonged freezing forecast</li> <li>▪ Footway Network - The treatment of footways and cycle tracks shall reflect their importance for the safe movement of highway users</li> </ul> |
| Streets subject to Special Controls<br>(Designated in accordance with the NRSWA) | <ul style="list-style-type: none"> <li>▪ Protected Streets</li> <li>▪ Traffic Sensitive Streets</li> <li>▪ Special Engineering Difficulty</li> </ul>  |

## Road User Hierarchy

The Highway Code has introduced new regulations for 2022 'The Hierarchy of Road Users'. The objective is to encourage those who can do the greatest harm to others to reduce the danger or threat they pose. The road user hierarchy is intended to alter motorists' behaviour behind the wheel, so they are more aware of the disparity in risk, and potential to suffer injury, between different road users in the event of a collision.

## Demand

Nottinghamshire County Council has ambitious plans to secure greater investment in the County, building upon the already thriving economy, to secure greater investment in Nottinghamshire through a devolution deal and major infrastructure projects like the East Midlands Freeport.

## Growth

As the county grows and flourishes the demands on the highway network increases, there are already several challenges with the highway network facing the council, particularly where there is the greatest competition for limited road space.

Population growth, higher levels of car ownership together with changing vehicle types, the move to plug-in vehicles, and increasing traffic volumes all have an impact on the way in which the highway network is managed to meet residents' expectations.

## Population

The latest estimate of the County's resident population is 824,800 (ONS Census 2021), an increase of 39,000 since the 2011 Census. The increase between the Census in 2011 and 2021 is lower than the overall increase for England (6.6%) and the East Midlands (7.7%).

Nottinghamshire County Council's boroughs saw varying increases with Rushcliffe seeing the largest growth in population between 2011 and 2021 of 7.1%, with Broxtowe seeing the smallest growth of 1.3%. This compares to an overall increase of 5% for Nottinghamshire overall.

The population is projected to rise by 344,200 in 2028 and by 356,100 in 2043.

## Traffic Surveys and Information Management

It is essential that the scale of future traffic growth is understood and where the impact is likely to occur so that the impact of future traffic growth on the highway network can be proactively managed. Nottinghamshire County Council collects a range of traffic data to monitor performance and inform future management of its highway networks. It also uses a range of different types of transport models, at strategic and more local levels, enabling forecasting of network usage and performance at different scales and levels of detail, appropriate to the specific circumstances and requirements.

The information generated is used to help develop strategies to mitigate existing congestion and manage future demand. The volume of traffic using the highway network in the county has, except for during the pandemic, grown over the last 29 years and is now almost at pre-pandemic levels.

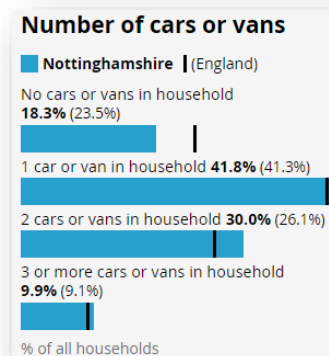


Figure 3: ONS Census 2021

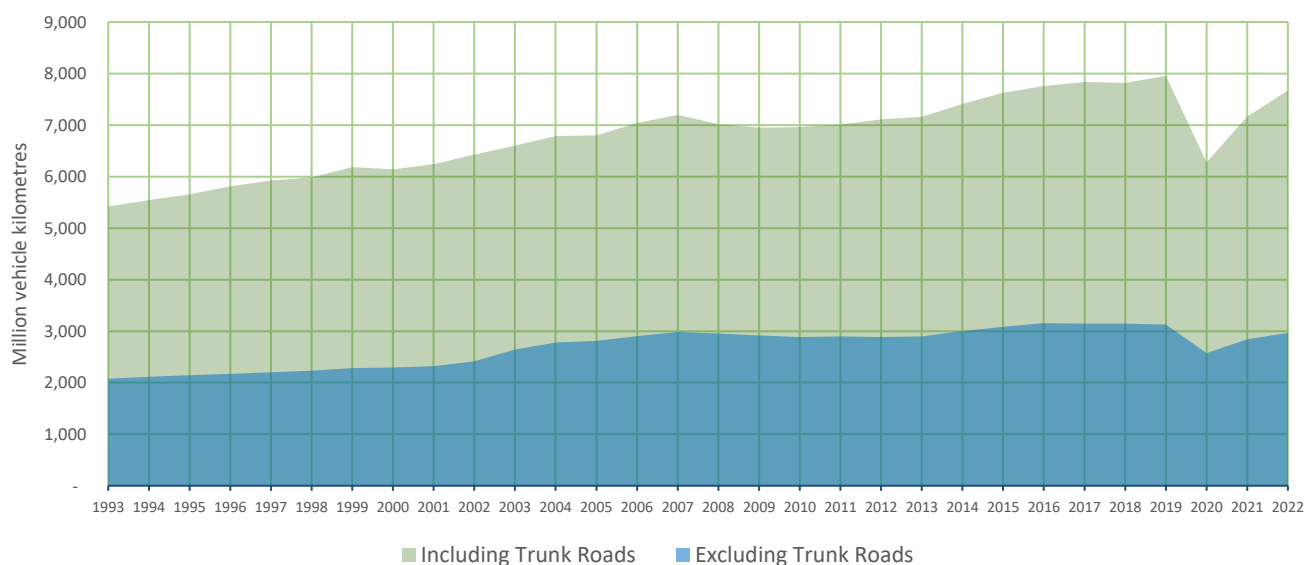


Figure 4: DfT Motor vehicle traffic (vehicle kilometres) for Nottinghamshire County Council



Information concerning existing traffic and transport models that cover areas of Nottinghamshire are contained in the Nottinghamshire County Council document [Transport Modelling](#).

## Congestion

The Traffic Management Act (TMA) places a statutory obligation on Nottinghamshire County Council, as the Highway Authority, to manage the traffic on the highway network and to reduce the effects of congestion.

There are many definitions of congestion but essentially it is the hindrance to the free flow of traffic on the part of the network resulting in the capacity being exceeded by demand. This may be the result of:

- Inadequate network capacity.
- Inappropriate and out of date traffic signal timings.
- Poor, ineffective or inadequate signing.
- Road traffic collisions.
- Road works.
- Obstructions.
- Parking and loading operations.
- Weather conditions.
- Other events taking place on the highway.

Congestion on local networks may arise because of extraneous circumstances, such as adverse weather events, road works, collisions or closures on the strategic road network. Such events often cause significant disruption and delays to local communities and for transport users. The council, through this HNMP, will seek to enhance the resilience of the local transport networks so that they are able to operate efficiently in most circumstances.

Some parts of the highway network are subject to daily congestion due to inadequate capacity at morning and evening peak times while at other locations the network capacity can be constrained because of the road layout and traffic control measures.

It is the responsibility of the Traffic Manager to periodically review measures put in place where congestion regularly occurs. The review will involve a critical appraisal of the effectiveness of those measures and recommendations for achieving effective and efficient traffic flow. This review will also include contingency planning particularly where unavoidable maintenance works are programmed, or where major events (such as major sporting events) are planned, and which could have a significant effect upon the efficient operation of the highway network.

Nottinghamshire County Council is committed to introducing improved systems for informing road users in advance of the potential for increased traffic congestion on the highway network. This currently includes radio and television publicity as well as web-based information.

## Accessibility

Maintaining a safe and accessible network encourages people of all ages and abilities to develop healthy lifestyle activities, like cycling and walking, as well as contributing to physical and mental well-being.

Accessibility is about enabling people to get to the services and facilities that they need with relative ease, in good time, and at an affordable cost. This may be achieved by being able to travel to services or by having services being conveniently available when required. Poor accessibility can reduce quality of life and lead to social exclusion.

Where appropriate and viable Nottinghamshire will look to enhance accessibility for vulnerable users, mobility and sensory disability, pedestrians, cyclists, and equestrians removing barriers to usage, providing safer crossing places, improving surface condition, and providing wider corridors thereby expanding travel choice.

## Highways Development Control

New residential and industrial developments are to be designed in accordance with the standards and guidelines contained within Nottinghamshire's Highway Design Guide, which sets out the general



principles and minimum standards for the layout and dimensions of roads and paved areas in residential and industrial developments.

The aim of the document is to achieve low speed neighbourhoods that are safe, particularly for young children, which encourage a modal shift away from the private car, and in doing so, promote a healthy lifestyle by encouraging walking and cycling.

Transport issues are considered at the earliest stage of development proposals, so that the potential impact on Nottinghamshire's transport networks can be understood and addressed, whilst balancing the demands of national and local policy context.

## **Adoption of Highways**

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

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

Existing private roads will not normally be adopted by Nottinghamshire County Council unless there is a benefit to the public and that the road is constructed and maintained to a specification that meets the Council's requirements. Any costs required for works or legal activities that may be necessary to enable a private road to be adopted will be the responsibility of the owners of the private road to meet.

Nottinghamshire County Council is not responsible for maintaining unadopted highways. However, under Section 130 of the Highways Act 1980, as the Highway Authority, Nottinghamshire County Council has a duty to assert and protect the rights of the public to use and enjoy a highway; and under 230 of the same Act, Nottinghamshire 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 Nottinghamshire County Council's Legal Services.

## **Challenges / Opportunities**

### **Climate Change**

Nottinghamshire County Council approved its Corporate Environment Policy Statement and Corporate Environment Strategy in March 2020. Refer to the County Council's web site ['Climate Change'](#) for further information.

### **Network Resilience**

The network resilient is considered essential for economic activity and for key services in the event of extreme weather events, major incidents, industrial action, and other disruption. The network should be maintained and managed that makes it more resilient to failure and allows it to recover promptly from the effects of these events.

Nottinghamshire County Council is committed to ensuring that its road network is as resilient as possible.

Highway maintenance involves undertaking programmed and reactive works to ensure that the road network remains as safe, serviceable, and resilient as is reasonably practicable.

### **Environment & Biodiversity**

In recent years, local government authorities have faced increasingly complex challenges, such as meeting the Government's tough, but important, climate change targets. Environmental concerns including the climate emergency, zero carbon, and biodiversity, are a priority for both Nottinghamshire County Council and national government. Nottinghamshire County Council has declared a climate emergency and is committed to becoming carbon neutral for council activities by 2030, achieving a net zero County Council by 2050, in line with the national target.

Nottinghamshire County Council recognises that climate change is beginning to have a big impact on the highways service, including how the highway network may operate in the future. Ensuring efficient traffic flow, as required by the network management duty, can help mitigate the environmental impacts of travel.

Where appropriate an environmental assessment should be carried out to identify, assess and mitigate impacts on the environment. Examples include Strategic Environmental Assessment, Environmental Impact Assessment, and/or a Habitats Regulations Assessment.

Nottinghamshire's environment can be improved through reducing the need of people to drive, encouraging the use of sustainable transportation, influencing how people travel, and introducing improvements to combat congestion.

There is also a responsibility placed upon Nottinghamshire County Council to make sure environmental risks and opportunities are managed positively and to consider the impact of council's actions to identify where it is feasible to reduce or mitigate these impacts to ideally have a positive impact on biodiversity.

### Conservation

**Wherever possible adverse effects on landscape and nature conservation will be identified, considered and minimised following consultation with Nottinghamshire County Council.**

Highway management will be delivered with the aim of minimising effects on the environment and delivering enhancements where possible. Therefore, and as far as practicable, adverse effects arising from highway management on landscape and nature conservation will be identified, considered and avoided or reduced following consultation with the Conservation Team - Nature (NCC) or other appropriate bodies.

Particular consideration will be given to potential impacts on designated sites (such as Sites of Special Scientific Interest, Local Wildlife Sites and Notified Road Verges), important habitats (such as species-rich grassland), protected species (such as bats and reptiles) and other notable species which may use highway land (such as breeding birds). Consideration will also be given to potential indirect impacts to designated sites or important habitats, such as may arising through changes to drainage.

Where potential adverse impacts are identified, amendments to management techniques, programme of works and materials used will be considered to avoid causing damage and disturbance or minimise it as far as possible.

Works affecting Sites of Special Scientific Interest (SSSI), or any other statutorily designated sites will be preceded by consultation with Natural England.

### Protected Species

To prevent the disturbance, or destruction of protected species, or their habitats, through the proposed work to be carried out, assessments and surveys must be undertaken by a suitably qualified ecologist at the earliest opportunity to identify them to assess what the potential impact could be.

If necessary, species licences including, but not limited to, badgers, bats, water voles, great crested newts, must be applied for and any required mitigation carried out.

Works affecting Sites of Special Scientific Interest (SSSI), or any other statutorily designated sites will be preceded by consultation with Natural England.

### Historic Environment

Any adverse effect on the historic environment will be identified at an early stage, assessed in terms of any direct or indirect impact, and minimised following consultation with the Conservation Team - Heritage at the County Council.

Highway management will be delivered with the aim of minimising adverse effects on the historic environment and where possible delivering enhancements. Potential harm to the historic environment or its setting arising from highway management will be identified at an early stage, assessed in relation to

the significance of the heritage asset(s) affected, and avoided or mitigated following consultation with the Conservation Team at the County Council and where necessary Historic England.

To inform design at an early-stage Historic Environment Record (HER) data will be obtained from the Conservation Team – Heritage (NCC) through submission of a GIS site boundary to [heritage@nottscc.gov.uk](mailto:heritage@nottscc.gov.uk)

Particular consideration will be given to potential impacts on:

- Designated Heritage Assets (DHAs) such as: Scheduled Monuments, Listed Buildings, Conservation Areas and Registered Parks & Gardens.
- Non-designated Heritage Assets (NDHAs) such as: archaeological sites, buildings, structures and parks & gardens identified on the Nottinghamshire HER, Local Lists, or NDHAs that are identified during consultations with the Conservation Team.
- The Setting of all DHAs and where appropriate the setting of NDHAs including views to and from these Heritage Assets.

Where potential adverse impacts are identified, amendments to management techniques, programme of works and materials used will be considered to avoid causing harm to the historic environment and its setting. Schemes such as the following, for example:

- New and replacement double yellow lining and coloured surfacing in conservation areas, where narrow-primrose lining and traditional 'black-top' would be preferred to maintain historic character.
- New and replacement signage and infrastructure in conservation areas, where careful design, colour choice etc could mitigate potential increases in 'highway cluttering'.
- Footpath and road drainage maintenance and improvements in conservation areas and adjacent to historic buildings and structures, where moisture ingress impacts may be considered and addressed as part of the scheme.
- Intrusive ground works within Historic Cores or 500m buffers of Scheduled Monuments.
- Works affecting Scheduled Monuments, Grade I Listed Buildings and Grade II\* Listed Buildings will be assessed in consultation with Historic England. Works affecting Grade II Listed Buildings, Conservation Areas and NDHAs will be assessed in consultation with the Conservation Team and the relevant District Conservation Officer.

## Decarbonisation

Sitting at the heart of the East Midlands, Nottinghamshire County Council has great transport links, by road, rail and air these however also bring with them carbon emissions. In support of the council's ambition to be carbon neutral by 2030 sustainable and healthy travel will continue to be encouraged through focusing on

- Public transport provision.
- Promoting and facilitating active, healthy travel.
- Road safety improvements.
- Community safety improvements.
- Promote greener travel.

Refer to the document ['Carbon Reduction Plan for Nottinghamshire County Council 2022-2032'](#).

## Noise

Quality of life can be adversely affected by noise, including noise related to transportation. Several factors affect noise levels, such as traffic speed, the number of heavy goods vehicles on the road, the condition of the road surface, type of road surface, street furniture (including manhole covers), layout of the land, and infrastructure.

Measures that can be implemented that help to minimise traffic related noise include:

- Managing the highway network, so that it operates as efficiently and effectively as possible.
- Establishing a freight route network.

- Introducing improvements to tackle congestion.
- Managing vehicle speeds.
- Maintaining the road surface.
- Using low noise surfacing.
- Encouraging sustainable development.
- Introducing noise barriers.

## Air Quality

Improving air quality is fundamental to help protect Nottinghamshire's environment. There are many factors that affect air quality, including the layout of the land, of infrastructure, the weather and diverse sources of emissions. Nottinghamshire's residents and road users alike are concerned about the environmental impact of congestion, which impacts their quality of life. Air quality is often raised as an issue where congestion occurs creates emissions, particularly nitrogen dioxide (NO<sub>2</sub>), from vehicles using the highway network. This is already being recognised as a serious public health issue.

Where objectives set for air quality are unlikely to be met, District/Borough Councils must issue orders designating these areas as Air Quality Management Areas (AQMAs), and are required to draw up action plans to ensure air quality objectives are met.

Air Quality Management Areas (AQMAs) in Nottinghamshire:

|            |  |
|------------|--|
| Broxtowe   | Next to the M1 motorway in Trowell*  |
| Gedling    | Land adjacent to the A60 Mansfield Road  |
| Rushcliffe | An area encompassing the vicinity between A60 / Wilford Lane junction to Lay Bay Bridge (including land south of Trent Bridge) in West Bridgford |
| Rushcliffe | Land adjacent to the A52 at Stragglethorpe*  |

\* National Highways Strategic Road Network.

Refer to the document [‘Nottinghamshire Air Quality Strategy 2019-2028’](#).

## Electric Charging Infrastructure

Nottinghamshire County Council recognises that to support the increase in low emission vehicles there needs to be an expansion of publicly accessible EV charge points to create an area-wide network across the County. Charge points have been installed at key off-street locations near major roads, park and ride sites, council-owned car parks and retail outlets.

The County Council successfully secured Pilot Local Electric Vehicle Infrastructure (LEVI) funding to help fund trials of electric vehicle (EV) cable channels in the county. The trial enables eligible households with no off-street parking provision to charge their vehicle outside their property utilising a cable channel.

Nottinghamshire County Council has also been allocated indicative Local Electric Vehicle Infrastructure (LEVI) Fund funding from the Government, subject to a successful bid and when contracts with charge point providers are finalised following their procurement, to increase the number of public electric vehicle charge points in the county. The County Council has submitted a bid for the LEVI funding as a consortium with Midlands Connect and several other local authorities across the East Midlands and are currently awaiting the outcome of the bid.

Refer to the Nottinghamshire County Council's web site [‘Electric vehicle \(EV\) charging in and around Nottinghamshire’](#).

## Connected and Autonomous Vehicles

Nottinghamshire County Council is mindful of developments and innovations particularly in the types of vehicles using the network and are aware of the Government's vision for connected and autonomous vehicles and the potential benefits of using such vehicles.

The anticipated benefits include improving ways in which people and goods are moved around the highways network, better integrating rural communities, and reducing isolation for people with disabilities or older people, helping to deliver essential goods and improving access to education, work, and leisure. Nottinghamshire's network management approach will be adapted as these technologies develop.

## Active Travel

Active Travel means walking, wheeling and cycling as an alternative to motorised transport for the purpose of making 'everyday' journeys, such as getting to work, going to the shops or to visit friends. It does not cover walking and cycling purely for pleasure, for health reasons, or for simply walking the dog. Active travel can be for a complete journey or a part of a journey.

Active travel can:

- Improve health.
- Save money.
- Reduce traffic congestion.
- Increase levels of physical activity.
- Improve air quality.

Active travel can be an attractive and realistic choice for short journeys by developing and promoting accessible, safer, and well-planned active travel opportunities.

As part of Nottinghamshire's drive to increase walking and cycling provision, and in line with government guidance '[Gear Change – A bold vision for cycling and walking](#)' road space has been reallocated, and changes made to road layouts to give more space to pedestrians and cyclists

Refer to Nottinghamshire County Council's web page '[Active Travel Fund](#)' for information about the implementation of long-term measures to benefit walking and cycling.

## Local Cycling & Walking Infrastructure Plans (LCWIP's)

The Government published its first '[Cycling and Walking Investment Strategy \(CWIS\)](#)' in 2017, which the Department for Transport (DfT) encouraged all highway authorities to develop a Local Cycling and Walking Infrastructure Plan (LCWIP). Following this the second '[Cycling and Walking Investment Strategy \(CWIS2\)](#)' was published in 2022, with an update in 2023.

Nottinghamshire County Council, working in partnership with Derby City Council, Derbyshire County Council and Nottingham City Council, has developed a D2N2 Local Cycling and Walking Infrastructure Plan.

The D2N2 LCWIP is a long-term approach to developing comprehensive local cycling and walking networks across the D2N2 area. The plan identifies a prioritised list of cycling and walking improvements for future delivery in the short, medium, and long term (up to 15 years). The D2N2 LCWIP will become the responsibility of the EMCCA once established.

For more information refer to the web site '[D2N2 Local Cycling and Walking Infrastructure Plan \(LCWIP\)](#)'.

## SECTION 2



## Highway Network Management in Nottinghamshire

The importance of good network management is highlighted by the way in which the corporate transport vision and objectives are developing to concentrate on 'minimising congestion' and 'improving reliability' as well as continuing to focus on maintaining and making the best use of Nottinghamshire County Council's transport assets.

Nottinghamshire County Council works in partnership with a Teckal Company Via East Midlands Ltd (ViaEM). ViaEM are the primary delivery organisation in the county for the management, maintenance, design, and construction of a range of highways related functions.

### Network Management

To carry out the Network Management Duty effectively, Nottinghamshire County Council has in place a structure that can deliver on different levels. These levels range from daily operation and management issues to longer term planning and the higher-level network management duty as required by the Network Management Duty guidance. The council undertakes to:

- Ensure that Nottinghamshire County Council complies with the TMA.
- Develop a set of performance indicators to monitor the effect of the work being carried out under the Network Management Duty.
- Encourage a county wide approach to network management throughout not only the Place Department but across the rest of the Council.
- Ensure that the Council works with stakeholders to minimise the impact of all works, events, decisions and policies on Nottinghamshire County Council's highway network and those of neighbouring authorities.
- Develop the HNMP and ensure that sufficient resources are in place to deliver and maintain the plan.
- Pursue the principle of parity in respect of all highway works.

Arrangements have been specifically designed to ensure that the Traffic Manager can influence the importance of network management at a corporate level.

Under the NRSWA, as the street authority, the Nottinghamshire County Council is responsible for monitoring the performance of the statutory undertakers, (water, gas, etc.), the council is empowered to charge for inspections carried out on a sample basis; where there is a defect, or where it is believed that the undertaker has not complied with the requirements of the Act.

In addition, as the street authority the council may conduct investigations into reports of defective work and / or non-compliance raised by the highway inspectors, the Police, or members of the public. Where a defect is identified because of these inspections, as the street authority the council can make a charge (fine) against the undertaker.

Nottinghamshire County Council, as the permit authority, authorises and controls street works and road works on its highway network.

Any additional income derived from the imposition of fines for inappropriately conducted street works activities will be assigned to the continued development of Nottinghamshire's transport network, including the improvement of systems to ensure performance is optimised.

### Cross Boundary Working

Having a smooth transition between neighbouring highway authorities will allow people and goods to move freely around the country as well as between county highway authorities and the strategic highway network, which is maintained by National Highways.

To avoid potential conflicts with neighbouring highway authorities the Highways Act 1980 makes a number of provisions that, by agreement, allows highway authorities to carry out works on the highway network of other highway authorities.

An agreement under Section 4 of the Act enables National Highways to undertake work on a local authority's roads and is usually where the local authority's road is affected by construction or improvement works on an adjacent trunk road. Provision is also included for the local authority to contribute towards National Highways costs.

Section 5 is basically the opposite of Section 4 and allows the local Highway Authority to carry out construction or maintenance works on a road for which National Highways is the Highway Authority.

Section 8 gives adjoining highway authorities the power to enter into agreements with each other in respect of the construction, reconstruction, alterations, improvement, or maintenance of the highway for which any party to the agreement are the Highway Authority. It enables a Highway Authority to carry out the functions of another Highway Authority and have the same powers, rights, and liabilities of that authority. This section is most commonly used for cross boundary salting operations.

Section 3 provides that where a bridge carrying a highway is situated partly in the area of one authority, and partly in the area of another, these authorities are to agree which of them is to be the Highway Authority for the whole bridge, including the approaches to the bridge. The bridge owner would be the Highway Authority for the 100 yards of highway either side of the bridge, as required by the Act, but by agreement, each county would look after its own highway maintenance beyond the parapets.

Nottinghamshire County Council will liaise and co-operate with adjoining authorities and National Highways over its activities which are expected to extend over boundaries or to have an effect outside of its area of jurisdiction. This will include:

- The co-ordination of planned events, street works and road works where they are likely to have an effect outside Nottinghamshire.
- The provision of the winter service.
- The development of diversionary routes and abnormal load routes.
- Emergency plans. Local Resilience Forum including co-ordination between different authorities in relationship to incidents that effect across their boundaries, such as flooding, network resilience or bridge closures.
- Joint working on construction/improvement schemes undertaken at authority boundaries.
- The general sharing of information.

## Highway Boundaries

**Nottinghamshire County Council will only address alleged encroachments onto the highway where there is a clear benefit to users of the highway.**

The legal presumption is that the highway extends between boundaries, (such as fences, hedges, or walls) unless there is evidence to the contrary. This presumption only applies where it can be shown that the fences, hedges, or walls were erected to separate the adjoining land from the highway.

There is a clear distinction between land ownership and the presence of highway rights for users. Land ownership is not often challenged as Nottinghamshire County Council does not normally hold title to the land beneath the highway. The great majority of highways have been created by dedication, usually many years ago. Ownership of the soil beneath the highway remains with the landowner who originally dedicated it and their successors in title. The legal presumption is that the adjoining landowner has ownership of the land to the middle of a road unless there is evidence to the contrary, but they must do nothing to obstruct or interfere with the highway rights over it.

Where highway boundary disputes are raised, an opinion of the boundary position based on available evidence may be provided following consultation with Nottinghamshire County Council's Legal Services. All discussions or actions relating to disputes should be recorded in writing.

It should be noted that the Highway Authority cannot define the boundary legally as this is a matter for the Courts.



## Consultation with Parish and Town Councils

### Nottinghamshire County Council will consult with relevant Parish and Town Councils

Parish and Town councils should be consulted on the following issues:

- Major highway improvement works.
- Traffic management schemes, including the introduction of new speed limits, weight restrictions, limiting vehicle movements or parking restrictions.
- Traffic calming schemes.
- Local safety schemes.
- Active Travel schemes.
- Significant bridge works.
- Significant new street lighting provision.
- School crossing patrols.

The local Parish or Town Council should be provided with an appropriate plan and description of the works and asked for comments in writing within a 4-week consultation period or a time agreed.

These Councils have a valuable role in providing feedback about local conditions and service provision and their views should be actively encouraged.

## Highway Regulations

### Highway Licences

While most works that are undertaken within the highway are permitted under statute, i.e., works on behalf of Nottinghamshire County Council as the Highway Authority and those carried out by the statutory undertakers, there are other activities that require the issue of a licence, permit, or consent by the Council as Highway Authority. These include skips, scaffolds, dropped kerbs, etc., and in some cases, these may require the payment of a fee to the Council.

The issue of the licence, permit, or consent will be granted providing that the activity concerned will not create a hazard or difficulties for other highway users and should follow the procedures contained in the County Council document 'Licensing, Legal Orders (Temporary and Permanent), Serving Notice and Enforcement, and Granting Consent'.

There may be occasions where it is necessary to refuse an application.

The Highways Act 1980 identifies several actions that may be carried out on the highway that are unlawful and the party carrying out these actions would be committing an offence under the Act. Examples are the placing of unauthorised signs and objects on the highway, damaging the surface of the highway, enclosing part of the highway and gaining vehicular access to a property without the benefit of a properly constructed verge or footway crossing.

Applications will be charged for at the current rates as detailed in Nottinghamshire County Council's Charges for Highway and Transport Services.

### Vehicle Crossings

**Vehicular access to premises should be by means of a purpose-built access which is constructed to protect the highway asset and utility apparatus and to facilitate safe access and egress to premises.**

**All new vehicle crossings will be constructed to current standards as determined by the Highway Authority.**

**New crossings can be constructed by private contractors under a licencing system.**

#### General

Anyone who regularly drives a vehicle over a footway or highway verge to gain access to their property must by law have a properly constructed vehicular crossing, which is governed by Section 184 of the Highways Act 1980. These vehicle accesses commonly include dropped kerbs and may be constructed as part of a highway scheme, at the request of a property owner / occupier or as a result of enforcement action.

#### Highway schemes

Relevant frontages 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, in order that customer requirements can be incorporated into the works.

#### Customer applications

In the absence of a highway scheme owners and occupiers of properties may apply for permission to have a vehicle crossing constructed in accordance with Nottinghamshire County Council's web page '[Request a dropped kerb](#)'. If the proposed position of the access is obstructed by a road sign, or lamp post, or tree etc. the location should be altered to avoid the obstacle. If this is not feasible the item should be removed or relocated with the applicant paying the full cost. If it is not possible to remove or relocate this item, the application for the vehicle crossing will be refused. Further the application will be refused if it involves felling of a highway tree.

## **Fitness for purpose**

Vehicle crossings may only be approved where they will be fit for purpose and their use will not compromise other highway users. Frontage areas associated with vehicle crossings must be of appropriate dimensions and configuration to ensure that a parked vehicle does not overhang the highway.

## **Existing crossings**

Crossings which have previously been constructed lawfully may be extended or modified in accordance with this section.

## **Planning or other permissions**

It is the responsibility of the property owner / occupier / applicant to ensure that all permissions are obtained.

Vehicle crossings constitute development, as do driveways, hardstanding and paving of gardens and are therefore subject to planning requirements. There may be special considerations for vehicle crossings within a Conservation Area whilst, under certain circumstances, some of this development including vehicle crossings to premises on unclassified roads may be exempt from the requirement to obtain planning permission. The property owner / occupier / applicant should contact the Local Planning Authority prior to applications being considered for any new crossing or alteration to an existing crossing.

Consent from the Highway Authority for the construction of a vehicle crossing does not imply or expressly give approval to the construction of a hardstanding, driveway, garaging or other development within the curtilage.

The property owner / occupier / applicant may require land drainage consents, including where crossings affect a watercourse such as a ditch.

## **Enforcement action**

It is recognised that there is a right of access to property and that the physical act of driving a vehicle directly over a footway or verge in a safe and responsible manner is not in itself an offence.

However, where a vehicle is habitually driven over a footway or verge the Highway Authority may serve notice on the owner and occupier of the premises for the purpose of constructing a formal access. The Highway Authority will exercise this power where there is actual or likely damage to the fabric of the highway, utility services or street furniture or there is a danger to other users of the highway, including as a consequence of being unable to affect a smooth transition between the carriageway and premises.

Crossings constructed prior to 1971 which consist of, as a minimum, an area of rubble hardcore which is level and in satisfactory condition, are deemed to be formal crossings.

Any crossing constructed after the implementation of the 1971 Highways Act without Highway Authority consent will not constitute a formal access. In such circumstances the County Council may direct that steps are taken to establish the nature of the construction, its suitability for use as a vehicle crossing and its impact on road safety. Damage caused due to inappropriate use, such as the driving of a heavy vehicle over a domestic crossing, will be treated as a lack of formal crossing.

Where crossings have been constructed without permission, the Highway Authority may take steps to establish the construction details of such works and may require further works to be undertaken or the highway to be restored to its former condition at the property owner / occupier expense.

On satisfactory completion of all investigations and remedial works to complete a formal crossing a retrospective licence will be granted on payment of the current fee.

## **Applications**

Applications for vehicle crossings may be made on Nottinghamshire County Council's web site '[Request a dropped kerb](#)'.

## Control of Skips on the Highway

### **Skips on the highway will be controlled to ensure adequate protection and signing.**

Under section 139 of the Highways Act 1980, skips may only be deposited with the permission of the Highway Authority through the issue of a skip permit and will be subject to the supplying company paying the current fee.

Skips will be required to be signed, coned, and lit at night in accordance with the conditions stated on the permit.

The suitability of the proposed site will be assessed, and the Highway Authority may impose conditions on the placing of the skip as necessary. This may involve restrictions as to location, timing, or a refusal to grant permission if a hazard would be created.

Local arrangements will be in place for dealing with the removal of unauthorised skips.

Information is contained on Nottinghamshire County Council's web site '[Apply for a skip permit](#)'.

## Scaffolding or Hoarding on the Highway

### **Scaffolding or hoarding installed on the highway will be licensed by the Highway Authority.**

Under section 169 of the Highways Act 1980, scaffolding or hoarding may only be installed with the permission of the Highway Authority through the issue of a scaffolding/hoarding licence and the applicant will be required to pay the current fee.

The Highway Authority will assess the suitability of the proposed site and structure and may impose conditions accordingly. This may involve restrictions as to location, timing, or a refusal to grant permission if a hazard would be created. Conditions will be stipulated in the interest of safety and minimising inconvenience to road users including pedestrians.

Information is contained on Nottinghamshire County Council's web site '[Apply for a licence for scaffolding, hoarding, cranes, mobile platforms and storage of materials on the highway](#)'.

## Materials Storage on the Highway

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

Prior to placing any materials on the highway, the contractor or individual must obtain consent under Section 171 of the Highways Act 1980 from the Highway Authority. All materials will be cleared from the highway at the termination of the works. The highway will be left in a clean and tidy condition. Any damage caused to the footway or carriageway will be made good to the satisfaction of the Highway Authority.

Information is contained on Nottinghamshire County Council's web site '[Apply for a licence for scaffolding, hoarding, cranes, mobile platforms and storage of materials on the highway](#)'.

## Temporary Excavation in the Highway

### **Temporary excavation in the highway will only be allowed in exceptional circumstances and subject to the prior approval of the Highway Authority.**

Where an individual or company does not have a statutory right to excavate in the highway consent under Section 171 of the Highways Act 1980 must be obtained from the Highway Authority.

Information is contained on Nottinghamshire County Council's web site '[Temporary activities in the highway](#)'.

## Seasonal Decorations, Hanging Baskets and the like on the Highway

### **The authority licenses the installation of decorations, and hanging baskets to street lighting equipment under section 178 of the Highway Act 1980**

For safety reasons licences will only be granted on columns which have undergone structural testing to prove suitability. In certain cases, this testing will be funded by the licensee.

This includes CCTV and ANPR equipment belonging to a third party, installed on a temporary basis, attached to a street lighting column within the highway.

The policy and guidance on this are contained on Nottinghamshire County Council's web site at: [‘Seasonal decorations and other adornments on and over the public highway’](#).

Further guidance on attachments to lighting columns is given in the Nottinghamshire County Council publication – ‘Street Lighting Code of Practice’. This reflects national practices published by the Institution of Lighting Engineers ‘Code of Practice for the Installation, Operation and Removal of Seasonal Decorations’.

## Banners on the Highway

### **Banners on the highway will require the specific consent in accordance with Section 178 of the Highways Act 1980 and will only be permitted in exceptional circumstances.**

Banners, bunting and similar signs on the highway create a cluttered environment and provide potential distraction for highway users. Permission may be given under exceptional circumstances, subject to a suitable risk assessment having been carried out by the promoter and appropriately agreed and may be subject to Planning Approval from the local Planning Authority.

Banners will only be permitted on lighting columns that are in good condition. Any column testing required will be organised by ViaEM, on behalf of Nottinghamshire County Council, as Highway Authority, and paid for by the applicant. The lighting column should have no other existing attachments and the loading should not be greater than that experienced from the mounting of a solid sign not exceeding 0.3 square metres or hanging basket. The promoter will be required to provide structural calculations to demonstrate this.

The minimum clearance over a carriageway should be 5.3m, over a footway and over a cycleway 3m.

Banners and flyposting on street furniture are not permitted.

The Highway Authority reserves the right to install signage and banners that is in exception to this policy. Further guidance is on Nottinghamshire County Council's web site at: [‘Seasonal decorations and other adornments on and over the public highway’](#).

## Crane Licence

A licence under Section 178 of the Highways Act 1980 is required to operate any type of crane, scissor lift or any other lifting / raising device including cherry pickers or elevating platforms on the highway, or if any part of the crane or its load over-sails the highway at any time during the lift.

The licence relates to oversailing the highway only and does not infer consent in any way to oversailing any private property.

Information is contained on Nottinghamshire County Council's web site [‘Apply for a licence for scaffolding, hoarding, cranes, mobile platforms and storage of materials on the highway’](#).

## Building Projection over the Highway

The construction or alteration of buildings which overhang the highway on a permanent basis require a licence under Section 177 of the Highways Act. This also includes canopies, balconies, and other apparatus such as air conditioning units.

Further details are contained within Nottinghamshire County Council's Highway Design Guide [‘Headroom, clearances, structures and obstacles on, in, and over the highway’](#).

## Traffic Survey Licence

A licence is required to place traffic counting and surveying equipment on the highway by a third party.

Nottinghamshire County Council (or their appointed agent) may remove any unauthorised traffic counting and surveying equipment. Information is contained on Nottinghamshire County Council's web site ['Make a new highways request'](#).

Traffic counting and surveying equipment must not be attached to street lighting columns without written approval from Nottinghamshire County Council, which must be included with the licence application.

Any equipment, apparatus, structure, or other item placed in or on the highway must be properly secured and must not represent a danger to the users of the highway, an obstruction, a nuisance, or other interference with the use of the highway, and shall cause no damage to the highway or its infrastructure.

## Section 50 Street Works Licence

Individuals or companies who have no statutory right to install apparatus in (including under, over, across, along or upon) the highway, must apply for a licence under Section 50 of the NRSWA from Nottinghamshire County Council, as the street authority, to allow them to place or maintain such apparatus within the highway.

This includes free standing CCTV and ANPR equipment belonging to a third party, installed on a temporary or permanent basis, in the highway.

Information is contained on Nottinghamshire County Council's web site ['Temporary activities in the highway.'](#)

## Electric Charging Infrastructure Licence

Providing on-street EV charging infrastructure encourages and accelerates the uptake on electric vehicles in the county. There are still practical and policy issues surrounding implementing on-street EV charging infrastructure to be resolved.

EV chargepoint operators (CPOs) who do not have a statutory right to carry out street works must apply for a licence, under Section 50 of the NRSWA from Nottinghamshire County Council, for the installation of EV charging apparatus on the public road network.

Nottinghamshire County Council does not permit any cable to be laid across the public highway; as it represents a health and safety hazard, and an impediment to the safe use of the highway.

Under the Highways Act 1980 action may be taken to remove cables that are deemed unsuitable or unsafe. This method of on-street EV charging is therefore not considered a suitable approach for residents without off-street parking provision to charge their EV on-street.

The County Council is, however, trialling first step in providing EV charging solutions for residents without off-street parking is to pilot cable channels cut into the footway to help enable households without off-street parking charge their vehicle on the highway using a safe conduit, subject to issuing of a Section 50 licence. Further details of eligibility for the trial can be found on Nottinghamshire County Council's website [Electric vehicle cable channel \(EVCC\) pilot programme](#)

## Pavement Café Licence

**Licences to operate a Pavement Café on the highway may be obtained from the local District/Borough Council - subject to terms and conditions.**

The Levelling Up and Regeneration Act 2023 has made permanent the pavement licensing regime set out in the Business and Planning Act 2020, with several changes. The Levelling Up and Regeneration Act introduces a standard fee cap for both new and renewals of licences as well as increased consultation and determination periods, lengthens the maximum duration of licences and provides District/Borough Councils with new powers to remove unlicensed furniture. Nottinghamshire County Council as the Highway Authority must be consulted on as part of the application process.



## Cultivation Licence

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

These are allowed under Section 142 of the Highways Act 1980 and are issued to the occupier, or owner of premises adjoining the highway to plant and maintain trees, shrubs, plants or grass within the highway, subject to a licence being issued by the highway Authority.

There are conditions relating to the issue of a licence as follows:

- The area must be maintained in perpetuity, or returned to its original, or other agreed condition.
- Any costs incurred by the Authority shall be reimbursed by the license holder.
- The proposals must not affect the safety of other highway users or traffic sight lines.
- The proposal must be approved by the County Council as the Highway Authority.
- The area must not be within a designated nature conservation site, or other area of significant ecological value. The Conservation Team - Nature (NCC) hold information on the location of these sites and should be consulted where necessary.
- No structures, walls or fences to be installed.
- Persons authorised by the Highway Authority, or any utility company may enter the licenced area at any time without notice to the Licensee to carry out works for the purpose of the highway or the utility.

The licensee must also agree to meet the legal and administration costs associated with preparing the agreement.

The Highway Authority may serve notice on the licence holder to revoke the licence in certain situations, for instance where the area is not being maintained satisfactorily or where the area is required for highway or street works. Relevant notice periods are contained within Section 142 of the Highways Act 1980.

A parish, town or district council may plant trees and flower beds in the highway subject to a licence being obtained under Section 96 Highways Act 1980.

## Roadside Trading

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

The following criteria should be adopted for requests for permission to trade on the highway:

1. If the request is located on a 'Consent Street' designated by the local District or Borough Council under the provisions of the Local Government (Miscellaneous Provisions) Act 1982, then the application should be referred to the District or Borough Council with highway related comments provided by Nottinghamshire County Council, as the Highway Authority.
2. If the request is not located on a 'Consent Street' or 'Prohibited Street', Nottinghamshire County Council, as Highway Authority, will give non-disapproval provided that:
  - No road safety hazard or danger is caused.
  - The highway is not damaged.
  - The District or Borough Council does not object on planning, environmental health, or other grounds.
  - Police approval is granted.
  - The trader holds £5 million public liability insurance cover, and Nottinghamshire County Council are formally indemnified.
  - All litter is removed.
  - Any signs placed on the highway comply with current guidance (refer to the advertising boards and displays guidance leaflet).
  - The facility is removed completely at the end of each day and in no way forms a permanent fixture.

- Only one facility is allowed at an individual location.
- No nuisance is caused to neighbours or adjacent landowners.
- There is sufficient space remaining in the lay-by or other location for safe and adequate parking of other vehicles. This includes allowances for additional traffic likely to be generated by the facility.
- Any site-specific criterion required is complied with.
- The trader should be informed that the Highway Authority may require the removal of the facility at any time and without notice.
- The trader should also be informed that the Highway Authority may order the closure of the lay-by or carriageway for maintenance or other purposes and no liability will be held for loss of trade or earnings.

Roadside trading is technically wilful obstruction of the highway unless permission is granted by the local District Council, however, in complying with the above conditions a facility will be allowed to operate without formal licensing. Notwithstanding this if the facility provides food or drink for people to consume on a regular basis, it is a legally requirement to register as a food business with the local District Council.

### **Parish, Town, and District Councils Items Placed in the Highway**

**Highway Authority approval in advance is needed for Parish, Town and District Council items to be placed in the highway.**

This policy is intended to include items such as seats, notice boards, commemorative features, monuments, pieces of art or planters placed in the highway a Parish, Town, or District Council where the Highway Authority is required to approve and license their installation.

Approval for the placing of seats or planters may be subject to terms relating to maintenance of the items including the payment of a commuted sum where this falls to the Highway Authority and in such cases the seat or planter must be of an approved design. Where a non-approved design is used the promoter retains ownership and responsibility for future maintenance and removal/reinstatement costs, subject to the issuing of the appropriate licence.

The inspection and maintenance of these items will be carried out routinely in accordance with current County Council standards with privately owned features being identified on the Highway Asset Management System along with the owner/promoter's contact details.

The item should not affect traffic sight lines or cause obstruction to highway users.

The placing of certain items may be subject:

- to agreement of any adjoining landowner,
- to planning consent obtained from the local Planning Authority,
- or under a Section 278 Agreement.

### **Memorials Placed in the Highway**

Nottinghamshire County Council as the Highway Authority extend the deepest sympathy to all those affected and accept that in certain circumstances there is a need for a memorial to be placed on the Highway. We take road safety very seriously and this policy seeks to find an appropriate balance between this and the needs of the wider community.

Clearly there is no ideal solution to this issue but, in offering a balanced response that caters for not only the needs of the victim's family and friends but also road users, it is hoped that the guidelines will be seen as fair and reasonable.

Contact with bereaved families will at all times be made through the Police Family Liaison Officer who will be responsible for the liaison between the highway authority, police colleagues and the bereaved families.

**Highway Authority approval in advance is needed for all memorials to be placed in the highway.**



The Highway Authority will permit the installation of memorials in the highway verge on a non-disapproval basis and will not require proof of public liability insurance. These memorials are normally requested by relatives after a fatal road traffic collision. The following criteria will apply to their installation:

- The memorial must not exceed 600mm in height or 600mm in width and must be reasonably removable.
- The memorial may have an engraved plaque.
- The memorial should not affect traffic sight lines or cause obstruction (whether physical, visual or as a distraction) to highway users.
- Floral tributes should be removed after a limited period of time.
- The Highway Authority cannot accept responsibility for the maintenance or liability of the memorial.
- The applicant should be informed that the memorial may be removed at a future date if required by the Highway Authority

The placing of the memorial may also require planning consent obtained from the local Planning Authority.

### Planting and Sponsorship of Traffic Islands

**Private sponsorship of traffic islands and similar areas for the purposes of planting will be permitted through Nottinghamshire County Council's approved scheme which is managed on their behalf by CP Media Ltd (NCC).**

The following criteria will be applied to the sponsoring of traffic islands or similar areas:

- Sponsorship should be for a minimum period of one year and the cost / fee must cover:
  - the provision, installation and maintenance of the planting and acknowledgement plaques
  - accidental damage
  - returning the area to its original or other agreed condition
  - payment should be made monthly to CP Media Ltd.
- Only suitable shrubs and flowers are to be used.
- Traffic sight lines or safety must not be detrimentally affected by either the planting or the plaques.
- The maximum size of each acknowledgement plaque is 0.6 square metres. Planning approval must be obtained under the Town & Country Planning (Control of Advertisements) Regulations 2007 for signs exceeding 0.3 square metres in area from the relevant Planning Authority.
- Acknowledgement plaques neither shall be retro-reflective nor illuminated. They should contain only the following information in an approved layout –
  - "Sponsored by –" followed by the recognised name/logo of the company
  - core but minimal messages from the sponsors
  - sponsors contact details web site address and phone number and/or email address
  - Nottinghamshire County Council's corporate branding applied at the bottom of each sign.
- Approval for each site must be given by the Highway Authority.
- The installation and maintenance (which includes watering and replacement) of the planting or plaques shall be carried out only by approved contractors having requisite experience and insurance etc.
- Sponsorship must be in accordance with Nottinghamshire County Council's ["Advertising and Sponsorship Policy"](#).

Acknowledgement plaques may be installed on a traffic island to face each approach leg. Where sponsorship is for an area such as a roadside verge a maximum of 2 acknowledgement plaques may be included.

## Tree and Hedge Responsibilities

**The responsibility for maintaining trees within the highway rests with the Highway Authority where an owner cannot be determined.**

Owners of land containing trees (privately owned) that could cause a hazard to the adjacent highway will be instructed to take appropriate action. The landowner will be advised of the nature of the problem and given notice to undertake any remedial actions considered necessary. Section 154 of the Highways Act 1980 outlines the procedure for Highways Authorities to deal with hedges, trees and shrubs growing on adjacent land that presents a danger or obstruction to the highway. If no action by the landowner is taken following a notice being served the Highway Authority can carry out the required works and recharge any reasonable costs incurred.

The Highway Authority has a duty to consult with members of the public before felling a tree (or trees) on an urban unclassified road, within the highway, in accordance with section 96A of the Highways Act. The duty to consult has been introduced to ensure local people can express their views over the proposed management of street trees in their locality. The duty will ensure the decision-making process is more transparent and considers the views of local people. Section 96A(3) itemises the circumstances where this duty does not apply. The full guidance document is [‘Duty to Consult on Felling Street Trees’](#).

Trees felled within the limits of the highway should be replaced, wherever possible, with a tree of the same species unless there are arboricultural or engineering reasons to the contrary. Trees are not necessarily replaced at the same location as removal, depending on local conditions and replacements will be selected to suit the environment.

All works carried out in the vicinity of trees will be done with regard to-

- National Joint Utilities Group (NJUG) publication [‘Volume 4: Guidelines for the planning, installation and maintenance of utility services in proximity to trees’](#) (dated 2007) and
- BS5837:2012 ‘Trees in relation to design, demolition, and construction - Recommendations’ and
- Nottinghamshire County Council document [‘Tree Conservation and Maintenance Policy’](#).

Most hedges that form the highway boundary are the responsibility of the adjoining landowner. Lengths of highway hedge may only be removed following approval by the Highway Authority. Any works requiring the removal of hedgerows must be referred at least 6 weeks in advance. Reference must also be made to the requirements of the Hedgerow Regulations 1997 and Nottinghamshire County Council’s website [‘Trees and Hedges’](#).

Works to trees and hedges should be carried out in accordance with the requirements of the Wildlife and Countryside Act 1981. This particularly relates to the protection of nesting birds and bat roosts. It should be noted that it is an offence under the above Act to disturb any nesting wild birds. Hedge cutting and other vegetation management works such as tree felling should be programmed to take place outside the bird nesting season, unless there are overriding highway safety concern.

## Public Spaces Protection Orders

**Powers to create Public Spaces Protection Orders (PSPOs) came into force by means of the Anti-social Behaviour, Crime and Policing Act 2014 in October 2014. As well as enabling local authorities to address a range of different issues, the Orders replace Designated Public Place Orders (DPPOs), Gating Orders and Dog Control Orders.**

Existing DPPOs, Gating Orders and Dog Control Orders automatically became PSPOs (as of 20th October 2017).

To restrict a highway by gating will require a Public Spaces Protection Order (PSPO), which is made by the local District or Borough Council, which should be for an initial period of 12 months, there is a maximum of 3 years, after this date the gates would have to be removed and the footpath / alleyway opened up again, or a further PSPO made.

In deciding whether to restrict access in its entirety through making a PSPO the local District or Borough Council should consider whether residents and members of the public who use the relevant highway

would be inappropriately inconvenienced by its closure and gating, and whether alternative access routes exist. However, this should not prevent the gating of highways on which activities are so dangerous that gating it is in the best interest of all concerned. Note that the gated footpath / alleyway remains highway and the responsibility of the Highway Authority to maintain.

### Unauthorised Encampments on the Highway

**If encampments are reported, or otherwise identified, details of the location, number and nature of units involved, to the Highway Authority (NCC), if appropriate, will commission the Communities Team (NCC) to carry out welfare assessments on a case-by-case basis.**

Nottinghamshire County Council will follow its ['Good Practice Protocol – Managing Unauthorised Encampments on Nottinghamshire County Council Land'](#) which strikes a balance between the needs of all parties involved.

The protocol will take full account of the Government report issued by the Department for Communities and Local Government, "Guidance on Managing Unauthorised Encampments", and will enable Nottinghamshire County Council to:

- Manage the Unauthorised Encampment in an efficient and effective manner taking account of the nature of the site of the Unauthorised Encampment, the potential level of nuisance for local residents, the Council and partners together with the rights and responsibilities of Gypsies and Travellers.
- Consider the full range of powers and legislation available and utilise these as appropriate.
- Consider and balance the rights and needs of resident communities together with those of Gypsies and Travellers.
- Take account of any welfare concerns of any members of the Unauthorised Encampment.

Details of damage caused to the highway should be referred to Nottinghamshire County Council's Legal Services for advice as to whether the situation would be covered by insurance or whether litigation should be commenced.

Where the encampment is on private land, but causes nuisance or obstruction to the highway, and the owner cannot be identified or contacted, Legal Services should also be consulted as to determine whether action may be taken to secure eviction from the site.

## Road Works

It is inevitable that where road works (including street works) have to be carried out there is likely to be some disruption and delay to traffic movements. It is Nottinghamshire County Council's policy to keep such disruption and delay to an absolute minimum while at the same time ensuring that operatives working in the environment of active highways are given the maximum protection.

To achieve these aims Nottinghamshire County Council will, where possible, only authorise works on traffic sensitive streets during periods of reduced traffic flow, e.g., during school holidays and avoiding peak traffic times. Extensive and comprehensive publicity and, in the case of road closures or advisory routes, clear diversion signing, will be employed with regular updates to the local media and motoring organisations of any changes during the course of the works.

Regular and frequent Road Works Reports will be sent to the local media, emergency services, travel services and public transport operators giving details of all road works, including street works, to enable road users to plan the route and timing of their journey to avoid possible delays and make a more efficient use of the highway network.

The purpose of temporary traffic management at road works, is to ensure that the road works can be carried out safely, to protect the workforce and the travelling public. The Council's policy is to minimise disruption caused by road works; however, there has to be a balance between providing the works promoter (or their contractor) with sufficient space to carry out the works efficiently and safely and minimising delays to road users.

This applies to Nottinghamshire County Council's contractors and agents; statutory undertakers and their contractors and any other contractor or organisation undertaking works on the highway.

- All road works will be carried out in accordance with both Chapter 8 of the Traffic Signs Manual and Safety at Street Works and Road Works a Code of Practice.
- Where existing footways are interrupted by the works, temporary facilities to be provided to ensure the safe and convenient passage of pedestrians and those with disabilities.
- All works on the highway will be carried out as quickly as possible to reduce inconvenience, delay and danger to users of both roads and footways.
- All materials, plant, equipment, etc., that it is necessary to store on the highway during the course of the works shall be adequately protected and signed.
- On strategic and main distributor roads, two sets of temporary traffic signals should not be used within 1.0 km of each other without the written approval of the Highway Authority which will only be granted following consideration of issues of congestion and road safety.
- Whenever temporary traffic signals are employed, the Highway Authority, must be notified. Where works are to be carried out at a site which contains a junction, or for the operation of 3-way or 4-way temporary traffic signals, the Highway Authority written approval must be obtained, and may specify operating conditions and controller settings appropriate to the site.
- Stop/go boards should be kept on site for use in the event of the failure of temporary traffic signals.
- Signs giving details of emergency/out of hours telephone numbers should be displayed on site.
- Additional consideration needs to be given when carrying out road works, and the use of temporary traffic signals, within the vicinity of tram and railway level crossings.

## Co-ordination of Street Works and Works for Road Purposes

With the ever-increasing demand placed on the highway network it is inevitable that streets will from time to time be occupied by the Highway Authority or statutory undertakers carrying out maintenance, renewal works or the installation of new equipment. On heavily trafficked routes, particularly in urban areas, the consequences of this will be disruption and delay for road users. While these works may be unavoidable, it is the responsibility of the street authority to balance the statutory rights of highway authorities and statutory undertakers to carry out works with the right of road users to expect the minimum of disruption from the works.

Section 59 of the NRSWA places a general duty on a street authority to co-ordinate works as follows –

“A street authority shall use their best endeavours to co-ordinate the execution of works of all kinds, (including works for road purposes), in the streets for which they are responsible –

- a) in the interests of safety
- b) to minimise the inconvenience to persons using the street, (having regards, in particular, to the needs of people with a disability), and
- c) to protect the structure of the street and the integrity of apparatus in it”

This duty also extends to co-ordination with other street authorities where works in a street for which one authority is responsible affects streets for which other street authorities are responsible, e.g., adjoining counties where works are close to another street authority’s boundary.

It will be noted that this duty of co-ordination also applies to works for road purposes, (such as a street authority’s own works), as it is a principle of the Network Management Duty for the authority to demonstrate parity between its own works and those of undertakers.

Section 60 of the NRSWA places a corresponding general duty on statutory undertakers to co-operate with the co-ordination process. To assist the street authority in meeting this duty, the Permit Scheme provides information in respect of proposed works and time scales and then legislation gives the street authority the power to co-ordinate works by directing the timing date and location of the works as well as restricting further works following substantial road or street works, such as a resurfacing scheme or major sewer works. This power is discharged effectively by the street authority by liaising closely with authorities and statutory undertakers and convening regular co-ordination meetings at a local level as well as being represented at regional level.

### **Traffic Sensitive Streets**

Road works will be prohibited wherever possible during traffic sensitive periods on traffic sensitive streets unless specifically approved by the Head of Traffic Management (ViaEM).

Under its Traffic Management Duty, Nottinghamshire County Council will manage activities on the highway to ensure that disruption is kept to a minimum. To achieve this, a number of strategic and major roads have been designated as being “Traffic Sensitive” and on these roads, works will not be permitted during peak hours when traffic flows are at their heaviest. Exceptions to this rule are where the works are of such a nature that it is not possible to close them down and reopen the road for the peak period, for instance, where major road reconstruction work is being carried out. This is to minimise inconvenience to all road users and allow for predictable journey times during peak travel times.

Traffic sensitive street designations are provided for under the NRSWA.

Weekday peak hours are generally regarded as 07:30 hrs to 09:30 hrs and 15:30 hrs to 18:30 hrs. Restrictions may apply to roads for 5, 6 or 7 days of the week.

The Head of Traffic Management (ViaEM) is responsible for updating these details as required and arranging for further designations to be made.

### **Streets Subject to Special Controls**

#### **Section 58 and 58A New Roads and Street Works Act 1991**

Wherever possible, Nottinghamshire County Council will avoid a road being dug up repeatedly by different organisations in order to mitigate disruption and inconvenience to road users and residents. The New Roads and Street Works Act 1991, (NRSWA), includes a provision for the serving of notices to restrict the carrying out of further works following the completion of substantial road works.

There are exemptions to these restrictions such as in the case of emergencies, also permission for new customer connections should not reasonably be withheld.

The TMA gives Nottinghamshire County Council additional powers to authorise restrictions to prevent future road or street works being carried out following substantial street works. All Section 58 restrictions are be listed on Nottinghamshire County Council’s web site [Section 58 Notices](#) and identified on [one.network](#) web site.



## Streets with Special Engineering Difficulty

Once a street has been designated with “Special Engineering Difficulties” (SED) in accordance with the NRSWA, the activities of statutory undertakers and the Highway Authority must be carefully planned and executed to avoid damage to or failure of the street or the associated structure. Promoters of street works in a street designated with SED must have plans and sections of the proposed works approved by each authority with an interest in the structure concerned.

A street will be designated with SED where there are concerns over bridges and other structures, cuttings and embankments, pipelines, etc. In respect of cellars that may in part be under the highway, it is the responsibility of the owner of the cellar to notify the street authority which in turn will notify promoters before work commences. However, in view of the extra requirements that are placed on promoters of street works, streets will only be designated with SED where it is absolutely necessary, and reviews of designations will be undertaken periodically so that any that are considered to be unnecessary can be withdrawn.

## Protected Streets

While there is a need to accommodate statutory undertakers’ apparatus within the highway, there is also a need to minimise delay and inconvenience to road users whilst protecting the integrity of the street and any apparatus in it. This can be achieved through provisions in the NRSWA which provides for Protected Streets.

All special roads, as defined in the Highways Act 1980, (i.e., motorways), are designated as protected streets. In addition, a street authority may designate other protected streets that meet the criteria set down in the regulations. In this respect, streets may only be designated as protected if they serve, or will serve, a specific strategic need, with high and constant traffic flows, and there is a reasonable alternative route in which statutory undertakers can place their apparatus.

Once a street has been designated as protected, the activities of statutory undertakers and the Highway Authority will be severely restricted and for this reason, streets will only be designated as protected when it is essential to do so. Other than for renewal, a statutory undertaker will require the consent of the street authority to place apparatus in the street although normally lateral crossings should be allowed. Where the street authority gives consent, a fee may be charged in respect of the legal and other expenses incurred in granting the consent together with an annual fee for administering the consent.

## Road Works Report

**A system for reporting all appropriate works or events on the highway is operated by Nottinghamshire County Council and makes use of local publicity, press notices, radio broadcasts, social media and the internet.**

This is to minimise inconvenience to the public by making this information widely available. Suitable events include organised gatherings and competitions on the highway of which Nottinghamshire County Council has received prior notice.

Road works reports are issued to the media, emergency services and other organisations, such as bus operators, with an interest in traffic and travel issues daily, as well as being published on Nottinghamshire County Council’s web site via a link to [‘one.network.’](#)

## Events

Events on the highway network fall into two broad categories, planned events such as carnivals or street parties, and unplanned events, such as road closures due to road traffic incidents, flooding or utility apparatus failure. Major incidents also fall into this latter category.

### Management of Planned Events

Street functions are one way in which local communities may wish to celebrate national or local events such as a carnival or a street party. However, in organising street functions, care must be taken to protect residents and minimise inconvenience to other users of the highway.

Advice and guidance are contained, with the relevant online application form, is on the Council's web page ['Inform us about an event on or affecting a public road'](#). Guidance for closing a road for an event is detailed on the Council's web site ['Temporary activities in the highway'](#).

### Management of Unplanned Events

**Nottinghamshire County Council provides full time emergency contact and response services.**

Emergencies can occur on the highway at any time and accordingly procedures and arrangements shall be in place to provide 24/7/365 contact and response facilities. ViaEM undertake this service on behalf of Nottinghamshire County Council to ensure highway incidents are managed.

Major emergency response is covered by the ['Council's Emergency Plans'](#) and supported by ViaEM's Emergency Response Business Continuity Plan.

Other emergencies can involve reports of dangerous defects to the highway, such as extreme surface failures, road traffic collisions, obstructions, vandalism or the effects of adverse weather conditions.

In connection with flooding more information is contained in the HNMP section 'Flooding' under Severe Weather.

### Emergency Road Closures and Diversions

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

Diversion routes should, where possible, be on the same classification of road to that which is closed.

Where Nottinghamshire County Council, or its representative, are involved in a road closure the road should only be re-opened following a safety inspection.

The inspection frequency and criteria for any diversion route, while in place, should be the same as that of the closed road.

### Hazardous Materials Spillage

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

Incidents involving the spillage of hazardous materials will be controlled by the Fire and Rescue Service who will appoint an Incident Commander. Once declared safe by the Incident Commander the spillage to be treated either by its removal or by installing warning signs, barriers and lighting.

Unknown materials will not be handled until either positively identified or expert advice has been obtained regarding the safe movement of the material and the appropriate level of protective equipment has been obtained.

Any hazardous spillages in the vicinity of trees or shrubs should be reported to the Conservation Team – Nature (NCC) and in the instance where the drainage system or a watercourse is affected these will be reported to the Environment Agency for action.

Any hazardous spillages should be reported to the Conservation Team – Heritage (NCC) to identify any impacts on heritage. Methods of cleaning and remediation should be discussed and where this affects

Scheduled Monuments, or Grade I or Grade II\* Listed Buildings, this shall include consultation with Historic England.

### Road Traffic Collisions

**After a Road Traffic Collision (RTC) the highway will be inspected and made safe for the travelling public to pass freely as soon as possible in liaison with the emergency services attending the incident.**

Collision damage will be repaired according to assessment of need on a priority basis. A full assessment of the damage should be carried out by a competent individual and the appropriate remedial works identified.

Action taken should depend on the hazard created by the damage and its potential impact to highway and its users.

Those responsible for causing the damage will be charged for the cost of repair recovered including associated administrative charges.

### Accident Damage and Vandalism

**The cost of accident and vandalism repairs will be recovered where-ever possible and where it is cost effective for Nottinghamshire County Council to do so.**

Incidents of damage or vandalism causing a danger to highway users will be repaired or made safe within 24 hours. If sites of persistent vandalism or damage are identified, consideration should be given to the removal of the item or replacement with a design or product which is vandal resistant.

### Mud on the Highway

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

There are a range of powers available to the police and the Highway Authority, most of the powers are laid out in the Highways Act 1980.

Section 148 of the act makes it an offence to deposit mud and other materials on the highway that would interrupt other users of the highway. If the deposit constitutes a nuisance, action can be taken under Section 149 to remove the deposit.

Section 161(4) of the Highways Act 1980 creates an offence of allowing any filth, dirt, lime, or other offensive matter to run or flow onto the highway from adjoining premises for which an offender may be summonsed to appear before a Magistrates Court.

Mud or similar materials creates both a hazard and inconvenience to road users and steps should be taken to prevent such deposit on the highway and to promptly deal with any that is deposited.

- At locations where mud or dung is deposited on the highway by animals and constitutes a hazard to highway users, the affected area will be cleaned as necessary by the Highway Authority following inspection.
- Where this is a regular occurrence consideration should be given to the installation of signage, warning that the road may be slippery and, where possible, the owners of animals be required to take steps to mitigate the effect.
- Where mud or debris is deposited on the highway by a person using plant or machinery which constitutes a hazard to highway users, the person responsible should be instructed to clear the hazard as soon as possible. The person should also be instructed to make arrangement to remedy the cause of the mud or debris if this is likely to reoccur.

If large amounts of mud or debris are present on the highway and if the person responsible cannot organise clearance within a reasonable timescale or if they are not on site, arrangements should be made by the Highway Authority for the area to be swept.



The person responsible should then be given early advance notice of being recharged the cost of the cleaning operation in writing.

The involvement of the Police is recommended in such situations as this can assist in the subsequent recharging of costs, aids any future prosecution and assist in responding to enquiries from the public.

## Temporary Traffic Regulation Orders and Notices

It is often necessary to introduce Temporary Traffic Regulation Orders, (TTRO's), or Temporary Traffic Regulation Notices (TTRN's), for the duration, or part duration, of road works. These orders or notices may be for road closures, speed restrictions, amenity weight restrictions, prohibition of turning movements, and prohibition of parking. The cost of preparing and implementing an order or notice is borne by the scheme promoter.

In the case where it is considered that a restriction or prohibition should come into force with immediate effect due to a likelihood of danger to life or property, an emergency TTRN can be obtained, which can continue in force for up to 21 days. Where proposed works are required to be carried out without delay, but are not considered to be an emergency, a proposed restriction or prohibition can come into force following obtaining a TTRN, which can continue in force for up to 5 days, with no extension.

Refer to Nottinghamshire County Council's web site ['Temporary activities in the highway'](#).

### In connection with Events

For events on the highway orders are issued under section 16A of the Road Traffic Regulation Act 1984 as amended by the Road Traffic Regulation (Special Events) Act 1994.

Section 16A provides the power for the traffic authority to restrict or prohibit traffic (including bicycles, equestrian and pedestrians) on the highway on a temporary basis to:

- Facilitating the holding of a relevant event.
- Enabling members of the public to watch a relevant event.
- Reduce the disruption of traffic likely caused by a relevant event.

A relevant event is defined as any sporting, social event or entertainment that is held on a road.

The regulation is mostly commonly used to:

- Restrict or prohibit traffic on a section of highway.
- Restrict the speed of vehicles.
- Prohibit or restrict the waiting, loading and unloading of vehicles.
- Restrict parking provision.

Limitations relating to a Section 16A TTRO:

- Can only be used once on a length of road in one calendar year, except where prior permission has been obtained from the Secretary of State.
- Can only be in place for a maximum of three days, except where prior permission of the Secretary of State for the Department for Transport (DfT) or the traffic authority if the extension is requested while the order is in force.
- Can only be used for cycle races on the highway where the approval of the police and other relevant authorities has been obtained in accordance with section 31(2) and (3) of the Road Traffic Act 1988 (RTA 1988) and the consultation requirements have been satisfied in accordance with section 195(2) RTA 1988.
- Traffic Regulation Order or other statutory provision which is currently in force in the road(s) to be closed will remain in force during the closure unless specified to the contrary on the Statutory Notice.

## Traffic Regulation Orders

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

Traffic Regulation Orders (TRO's) are used to control or restrict the speed, movement, and parking of vehicles on the highway network, to provide the following benefits:

- Safer passage for all road users in Nottinghamshire.
- To direct traffic and limit the use of roads by unsuitable traffic.
- To prevent serious damage to roads and bridges.
- Reduced congestion and delays due to fewer obstructions on the highway.
- Improved access for emergency vehicles and public transport due to a reduction in illegally parked vehicles.
- Higher turnover of vehicles in parking spaces.
- Reduced pollution as a consequence of reduced congestion and circulating traffic.

While the introduction of restrictions may appear to be the solution to a particular problem, this is not always the case and there are occasions where such action may have an adverse effect, such as transferring the problem to elsewhere on the highway network. Therefore, prior to the introduction of any TRO, a full consultation is undertaken with interested parties, the emergency services and, the public at large via advertisements and notices.

Examples of TRO's are:

- Waiting and loading restrictions.
- One-way streets.
- Prohibition of turning movements.
- Environmental weight restrictions.
- Structural weight restrictions.
- Speed restrictions.
- Prohibition of types of vehicles.
- Experimental Orders.

## Waiting and Loading Restrictions

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

- Where a road safety problem has been identified by collision studies and it is clear that an actual reduction in collisions would follow from the introduction of such an order.
- Where obstruction of the highway or of visibility at junctions occurs on a frequent and extremely severe basis, particularly where public transport and emergency service vehicles are affected.
- Where commerce and industry are seriously affected by the presence of parked vehicles.
- Where the installation of traffic regulation orders is essential to provide the maximum benefit from capital investment.

Waiting restrictions are a traffic management measure which provides a means of ensuring safe and effective use of road space.

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

Waiting restrictions will not be introduced if these would cause significant problems in adjacent streets. The hours of operation of any restrictions will be standardised as far as possible, particularly in adjoining streets or areas.

Where urban roads are heavily trafficked and there is a need to control parking to maintain the free flow of vehicles, it is normally sufficient to prohibit waiting and loading at specific times of day, however, this does not prevent vehicles stopping for the purpose of picking up and setting down passengers, which itself can contribute to traffic congestion on very busy roads. An alternative type of control to “no waiting” and “no loading” is a red route, which prohibits stopping.

Red routes are intended to be used strategically to deal with traffic problems assessed on a whole-route basis. Provision can be made for parking and loading at certain times. A licensed taxi can stop to pick up or set down passengers and the driver of a vehicle displaying a blue badge can stop to pick up or set down a disabled person. Other vehicles should not be permitted to stop for any purpose other than in an emergency.

## Pedestrianisation

**Nottinghamshire County Council will normally support economic development proposals to pedestrianise shopping areas where they do not negatively impact on specific types of road uses (eg bus users, or cyclists) or negatively impact vulnerable road users such as the elderly or disabled.**

**Pedestrianisation schemes will normally be funded from non-highways/transport funding sources unless they offer significant strategic highway/transport benefits.**

Pedestrianisation is undertaken to improve the pedestrian environment.

Nottinghamshire County Council will issue Special Access Permits (SAP) to allow access to fully pedestrianised areas and similar areas where SAP schemes operate for those who have mobility needs meeting the criteria set out on Nottinghamshire County Council’s web site [‘Special Access Permit’](#).

## Access Only Orders

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

These orders are difficult to enforce and are not generally successful in reducing traffic on the proposed route.

## One-way Streets

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

- Creates increased traffic speeds.
- Significant access difficulties would be created.
- Transferred traffic would cause problems elsewhere.

Consideration may also be given to the provision of contra-flow systems for buses and cycles.

One-way streets can be a means of reducing conflict and improving traffic flows, but can also lead to increased speeds, safety concerns, access difficulties and a diversion of traffic onto unsuitable roads.

## Environmental Weight Restrictions

**Environmental Weight Restrictions will be considered to overcome problems of the use of unsuitable roads by heavy goods vehicles provided that:**

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

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

To improve the environment and safety on minor roads, HGVs will be controlled by means of Environmental Weight Restrictions (and Structural Weight Restrictions) and encouraged to use roads that are better suited to their size and weight. Environmental Weight Restrictions are subject to funding priorities established in the annual highways programme.

An assessment for a potential Environmental Weight Restriction (EWR) will not be considered for roads defined as part of the Resilient Network in Nottinghamshire County Council's Highway Infrastructure Asset Management Plan - Network Hierarchy. Under exceptional circumstances, a road defined as a Main Distributor (H1) may be considered otherwise only roads defined within Categories H2 to H6 inclusive –will be assessed for suitability. The assessment would determine:

- volumes of HGVs using the road.
- identification of suitable alternative HGV routes and the impacts of each route (i.e., whether the route would compromise safety or negatively impact on business costs or the residents along the new route).
- whether a proposed scheme would significantly reduce the number of HGVs legally using the route.

Where there are proposals for significant redevelopment that may have an influence on the effectiveness of an EWR in the future, consideration of the EWR may be deferred until details of the redevelopment are fully known. Similarly, where it is considered that traffic is rerouting due to works being undertaken on the highway (and a temporary EWR is not appropriate) consideration of the EWR may be deferred until the works have been completed and sufficient time has passed to enable traffic patterns to settle.

Problems of HGV parking will be investigated and appropriate action taken if necessary.

Where environmental weight restrictions are not proposed, voluntary agreement with operators may be sought to overcome routing problems.

In pedestrianised areas, consideration will be given to time segregated loading restrictions to avoid conflict at times of maximum pedestrian activity.

Legal agreements will be sought in connection with planning applications where possible adverse effects of HGVs on the environment are anticipated.

### Structural Weight Restrictions

Substandard bridges are protected by structural weight restrictions to ensure no damage is caused to them by vehicles travelling over them. A structural weight limit (a round sign with a weight limit only) is a mandatory limit meaning vehicles whose plated weight is over the limit must not be driven over the bridge. These are based on plated vehicle weights and the vehicle is banned even if empty.

Unlike environmental weight restrictions, a structural weight restriction will not include an exemption for access as the structure may fail should it be overloaded.

Highways are frequently supported by bridges owned by third parties, other than the highway authority. These bridges may be owned by: -

- National Highways.
- Network Rail.
- National Highways Historical Railways Estate.
- Canal and River Trust.
- Environment Agency.
- other public authorities.
- or private owners.

These bodies are responsible for their maintenance. They can be subject to a structural weight restriction, if the bridge is classed as substandard, which the highway authority can impose the appropriate TRO to protect the public using the highway over that bridge.

## Stopping up of the Highway

There will be a presumption against the permanent closure of any highway. The use of Highway Authority powers (Section 116 of the Highways Act 1980) for this purpose will only be considered if the highway is deemed to be 'unnecessary' for public use and surplus to highway requirements.

The rights of the public to use the highway are established and cannot be removed by the unlawful enclosure or encroachment of any part of the highway, regardless of how long such enclosure or encroachment exists. The law of adverse possession applies to land ownership but does not apply to highway rights over it. However, it may be necessary to close parts of the highway to support development and formalise an unlawful enclosure or encroachment. To carry out this action and for other cases like it, a formal application must be made to Nottinghamshire County Council, as the highway authority, for a stopping up order under Section 116 of the Highways Act 1980.

- The applicant to fund the County Council's costs.
- All statutory undertakers will need to be contracted to determine if they have any objections.
- The application will need to be posted on site, in the local newspaper and the London Gazette.
- An application would then need to be made to the local magistrate's court.

## Parking

Nottinghamshire County Council's Parking Strategy has been designed to balance demands for parking in ways which maintain the economic viability and attractiveness of the town/district centres, whilst helping to reduce congestion and encourage sustainable travel, as set out in the [Local Transport Plan](#).

### Parking Enforcement

In May 2008 the responsibility for parking enforcement was transferred from the Police to Nottinghamshire County Council. The Notts Parking Partnership was formed to ensure that parking enforcement is provided consistently and fairly across the County. The partnership consists of Nottinghamshire County Council and the seven district and borough councils in Nottinghamshire.

The Notts Parking Partnership uses Civil Enforcement Officers (formerly known as Traffic Wardens) to enforce parking restrictions both on the highway and in Council owned car parks in the county. In addition, it also uses mobile and fixed ANPR cameras to enforce school keep clear markings, bus stops and bus lanes.

Nottinghamshire County Council operates a Penalty Charge Notice (parking fine) processing centre which ensures that all correspondence relating to Penalty Charge Notices is fairly and consistently responded to within set timescales. All PCNs issued in the County are administered from this one centre.

Further information on how enforcement is undertaken can be found in the [‘Operational guidance for the issuing and processing of PCNs in Nottinghamshire’](#). In addition, also refer to Nottinghamshire County Council's web site [‘Parking enforcement’](#).

### Residents' Parking Scheme

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

Residents' Parking Schemes (RPS) can be introduced to provide on-street parking for residents in locations where significant levels of non-residential parking occur. They are subject to meeting the criteria set out below and funding priorities established in the annual highway programme.

A RPS will only be introduced where there is an identified problem caused by a local trip attractor such as a retail centre or a workplace that generates high levels of non-resident parking on a specific road. On streets where the residents have off-street parking they will not normally be considered although other waiting restrictions may be appropriate.

Residents within a RPS will be liable to pay for permits to cover the costs associated with the administration of the scheme. Exemptions apply for Blue Badge holders and those over 75. The charge will be determined annually for the forthcoming financial year.

New schemes will normally only be considered where all the following criteria are satisfied:

1. There have been significant levels of requests from residents concerning non-resident intrusive parking.
2. The majority of affected properties do not have off street parking.
3. The residents demonstrate sufficient support for the introduction of a scheme, the criteria being that, at the preliminary round of consultation, at least 35% of all directly affected properties respond to the consultation and of these, at least 65% are in favour of a scheme.
4. Introduction of a permit scheme would not detrimentally affect the local transport objectives.
5. There is insufficient capacity to accommodate the non-resident parking without displacing resident parking.

Where the above factors have been met, requests will be considered against other schemes for inclusion in a highways programme and will be introduced subject to prevailing funding priorities.

Schemes may also be implemented adjacent to development sites as part of a planning condition.



The introduction of a RPS requires a Traffic Regulation Order (TRO) to be implemented for it to be legally enforceable. The statutory process offers an opportunity for all highway users, including non-residents, to comment on proposals. If objections are received and cannot be resolved, this will be considered by the Council in line with agreed procedures.

Residents' permits will normally only be issued to residents owning or keeping vehicles and who live within the residents' parking scheme zone. Proof of residency and vehicle ownership or responsibility will be required on application.

Where a RPS has been installed and residents either no longer consider them appropriate, or want them modified, they will be considered for review where the following criteria are satisfied:

1. There must be clear evidence of dissatisfaction with the existing scheme, including high levels of complaints from residents
2. The circumstances regarding the initial implementation of the scheme have changed, i.e. a trip-attractor which causes non-resident intrusive parking no longer exists, or there is evidence of other changes in parking patterns, and
3. The preliminary round of consultation with the directly affected properties has resulted in at least 35% of the households returning the survey and, of those, 65% of the households state that they are in favour of the proposed change or removal of the scheme, and
4. removal or modification of the scheme will only be undertaken when it is not detrimental to the vitality of the local centre or other local transport objectives.

In addition, schemes may also be considered for review where the emergency services or other service providers have highlighted operational problems with the scheme such as access issues.

### **Blocked Dropped Crossings**

Nottinghamshire County Council may issue penalty charge notices to vehicles that are obstructing pedestrian crossing points including where there are no road markings, except where the vehicle is parked in a designated parking bay, or the vehicle is loading or unloading to premises.

Refer to Nottinghamshire County Council's web page Parking restrictions under '[Parking enforcement](#)'.

### **Pavement and Verge Parking**

It is not an offence in law to park a motor vehicle, other than a heavy goods vehicle, (HGV) (Section 19 of the Road Traffic Act 1988), on a highway pavement or verge unless: -

- it causes an unnecessary obstruction or
- a Traffic Regulation Order, (TRO) prohibiting is in place or
- local byelaw is in force prohibiting it.

However, it is an offence to drive a vehicle on a footway unless accessing an adjacent property.

Pavement and verge parking on verges can cause many problems, which are enforceable by the police, including:

- Reducing visibility at junctions.
- Causing damage and appear unsightly, particularly during adverse weather.
- Obstructing road users entering and leaving properties.
- Obstructing vulnerable highway users with a sight or mobility impairment, particularly for wheelchair users.
- Obstructing those using a buggy or pram.



## Public Transport

### Bus Stops and Shelters

#### **Bus stop lay-bys shall not normally be permitted.**

On carriageway stops will be the accepted standard. However, if an in-carriageway 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 statutory consultees and affected frontages.

Where there is a formal bus stop road marking a bus stop clearway should be installed, a Traffic Regulation Order is not required although consultation may be required over the times of operation of the proposed restrictions. It should be noted that taxis are permitted to stop in a bus stop clearway to pick up or set down passengers.

The provision of bus stop and shelters is detailed in the 'Policy for the provision of Bus Stop Infrastructure in Nottinghamshire.' ['Provision of Bus Stops and Bus Shelters'](#).

The visual impact of signage, street furniture and equipment should be considered in all maintenance and improvement activities. The presence of such can create a 'cluttered' environment and steps should be taken to minimise this.

### Bus Stop Clearway Enforcement

Cameras and CCTV-mounted camera cars are used to enforce vehicles parking and stopping in bus stop clearways (bus stops marked with a broad yellow line against the kerb together with an associated traffic sign).

### Bus Lanes and Bus Priority

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

Commitment to maintaining and enhancing the quality and reliability of the bus network is fundamental to the local transport strategy and central to public transport provision for delivering reduced congestion on the highway network. Bus lanes or bus gateways can improve the reliability and effectiveness of bus services by giving priority to buses over other vehicles on congested parts of the highway network, although there are times when some bus lanes have encountered challenges by way of infringements by private cars.

Additionally, cross-boundary consistency for the use of bus lanes is particularly important and appropriate consultation with the relevant Highway Authority should take place.

### Bus Lane Enforcement

The Council has bus lane enforcement ANPR cameras at various bus lane locations across Nottinghamshire. The camera enforcement purpose is to make sure that the lanes are kept free of motorists using them and to allow bus services to run on time. Five static ANPR cameras will be used on a rotational basis at bus stops that are frequently blocked by other vehicles.

All new bus lanes introduced across the county will also be installed with camera enforcement from the start to ensure they are used properly.

Further information on PCNs, including Bus Lane Camera Enforcement, is contained on the Council's web site ['Bus lane fines'](#).

## Traffic Signs and Road Markings

### Road Markings and Studs

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

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

The provision of clear, well maintained road markings is an important contribution to highway safety giving drivers information to enable them to safely travel the County's highway network.

#### Road Markings

Carriageway markings are provided to convey information and requirements to highway users regarding restrictions and directions in order to encourage safety and aid traffic flow.

#### Road Studs

The minimum width of carriageway for retro reflective road stud installation is 5.5 metres. The choice of type of road stud used will be dependent on the location.

### Advanced Stop Lines for Cyclists

Sites considered for the installation of Advanced Stop Lines (ASL) for cyclists will be assessed for their suitability based on traffic flows and expected usage in line with current guidance.

ASL's are to be installed as prescribed in the Traffic Signs and General Directions. Design guidance is contained in [Chapter 6 of the Traffic Signs Manual](#) and the Local Transport Note 1/20 '[Cycle Infrastructure Design](#)'. They should include a single signal head and coloured reservoir area which is to be red.

Consideration will also be given to converting existing ASL's of differing layouts to the new standard to ensure consistency throughout the County when the road on which they are located is resurfaced and/or road markings are renewed.

ASL's may not be used at level crossings or standalone signal-controlled crossings (for pedestrians, cyclists, or equestrians).

### Advisory H-bar Markings

**Advisory H-bar markings may be installed at the Highway Authority's discretion subject to current conditions.**

Advisory H-bar markings are used to deter obstruction by other vehicles of an existing driveway access. Approvals to install markings will be made by the Highway Authority subject to the following conditions:

- There must be evidence that the resident experiences access problems on a regular basis.
- If the occupant requires the services of an Ambulance on a frequent and regular basis, then markings may be considered.
- If formal waiting restrictions already apply, then these take precedence, and a marking should not be provided.
- Residents are informed that markings are not enforceable.
- Where markings are approved, they are generally limited to one per household or business.
- Markings will only be placed where a formal dropped property crossing already exists, except if the occupant requires the services of an Ambulance on a frequent and regular basis, with the markings reflecting the width of the crossing; and
- Markings will only be placed outside the requested property, not on the opposite side of the road.

Advisory H-bar markings should be in accordance with the Traffic Signs Regulations and General Directions.

## Advisory Road Markings for Disabled Parking Bays

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

Applications for the provision of advisory road markings will be considered by the Highway Authority against the following criteria:

- The extent of the marking is to be restricted to the property where a marking is requested; where no off-street parking facility exists, or could exist, and where access problems are frequently experienced.
- Applications will be refused where the provision of off-street parking is a practical alternative. The applicant must be in possession of either a blue badge or a Special Access Permit to be eligible for this facility for further details refer to Nottinghamshire County Council's web site's ['Blue Badge'](#) or ['Special Access Permit'](#).
- An application will also be considered where it relates to a need for the services of an Ambulance on a regular basis. In such cases, written evidence of the frequency of Ambulance visits will be required.
- Markings are only provided outside the applicant's property and must not interfere with the normal parking practices on the road.
- The application will be refused if mandatory waiting/parking restrictions already apply outside the property.
- Requests for more than one marked space at an individual property will be refused.
- To manage effectively the use of the highway, the Highway Authority may limit the number of advisory road markings on any length of road based on local knowledge.

Successful applicants must be informed that this is an advisory marking (i.e., non-enforceable) and that there is therefore no obligation from Nottinghamshire County Council, District Council or the Police to enforce it.

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 size of parking bays should conform to that stated in the Department for Transport's publication ['Inclusive Mobility A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure'](#).

## Other Carriageway Markings

**Other carriageway markings will be permitted providing current Department for Transport (DfT) and Highway Authority's criteria are met and should be applied in accordance with the requirements and guidance set out in the Traffic Signs Regulations and General Directions.**

Examples of other permitted carriageway markings are as follows:

- Double white centre lines will only be laid where the minimum carriageway width is 6.1 metres and following a forward visibility survey at the appropriate 85th percentile speed for that section of road. At hazardous locations and where road width permits, the solid lines may be separated to a maximum of 1.2 metres with hatched markings between.
- Give way markings will be laid on any road if recommended following a collision study. 'Give way' triangle markings will be laid in conjunction with give way signs on the approach to strategic and distributor roads and at other locations where their use is recommended following a collision study or road safety audit.
- At appropriate sites the word 'SLOW' will be used as a collision prevention measure in conjunction with a relevant warning sign indicating the particular hazard.
- Yellow bar markings will be provided at approaches to roundabouts on high-speed dual carriageways where required.

- 'SCHOOL KEEP CLEAR' entrance markings will be provided outside all school entrances used by pupils unless inappropriate to do so and in conjunction with the relevant signs advising of the time they are in operation. An accompanying Traffic Regulation Order is also required that is subject to statutory consultation and consideration of any objections received.
- Yellow box junction markings will be used only at junctions where persistent congestion occurs causing delays to other traffic movements. The implementation of a Traffic Regulation Order is not required to enforce this marking.
- Lane arrows, route numbers or destinations will be used where it is desirable to advise on lane discipline to achieve optimum utilisation and flexibility in the use of road space.
- Warning messages such as 'KEEP CLEAR' shall be used only 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 clearway markings will be provided where necessary in consultation with the statutory consultees and affected frontages, at locations where indiscriminate use of the carriageway for loading or waiting causes problems for bus operation. The markings should be laid in conjunction with relevant signs advising of the time they are in operation. The implementation of a Traffic Regulation Order is not required to enforce this marking, but it is strongly recommended that those likely to be affected should be consulted over the location and times of operation of the proposed restrictions. It should be noted that taxis are permitted to stop in a bus stop clearway to pick up or set down passengers.
- Road markings for cyclists will be provided where a cycle track or segregated cycle track and footway is provided.

## Coloured Surfacing

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

Coloured surfaces are not considered as signs or road markings and therefore have no legal status. The policy of Nottinghamshire 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.

Coloured surfacing may be used in the following situations:

### Bus lanes and bus stops

- In association with start and repeater lane markings. The overall length of coloured surfacing associated with each marking should be no more than the marking length plus 3 metres.
- On a 24-hour bus lane, which has a permanent traffic order, full lane coloured surfacing is permitted.

### Cycle lanes

- In association with start and repeater lane markings. The overall length of coloured surfacing associated with each marking should be no more than the marking length plus 3 metres.
- Full lane coloured surfacing is permitted on a cycle lane where significant conflict with other vehicular traffic is likely to occur.
- Advanced Stop Lines (ASL) for cyclists 'reservoirs'.

### Village Gateways

The use of coloured surfacing should comply with the current Nottinghamshire County Council ['Traffic Calming Design guide'](#).

### Traffic Calming

Use of coloured surfacing on traffic calming schemes; including Safer Routes to School schemes is contained in the current Nottinghamshire County Council ['Traffic Calming Design guide'](#).

## Collision reduction

On schemes implemented on the grounds of collision reduction use of red coloured surfacing is permitted in association with signing and road markings for the particular hazard to be identified.

### General

When coloured surface treatments are used in a Conservation Area or in the vicinity of designated heritage asset, the type of treatment, the material being used, the colour and visual aspect should also be considered to ensure a consistency of character. In all such cases the Conservation Team – Heritage (NCC) should be consulted.

Further guidance on the use of coloured surfacing on traffic calming schemes is also contained in Nottinghamshire County Council [‘Traffic Calming Design Guide’](#) document.

Where coloured surfacing is installed in excess of 25 square metres in area, a plan should be forwarded to the Asset Management Team to allow updating of the highway inventory.

## Traffic Signs

**Road traffic signs will be provided, installed and maintained in accordance with the requirements and guidance set out in the Traffic Signs Regulations and General Directions, which prescribes the designs and conditions of use of traffic signs to be lawfully placed within the highway.**

### General Signing

- Warning signs will be used to provide drivers with advance information of hazards on the highway.
- 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 conforms to the Traffic Signs Regulations and General Directions.
- New signs will only be provided where absolutely necessary and any redundant signs and posts will be promptly removed.
- It is important to get the scale of signing correct and appropriate to the environment in which they are placed. Consequently, signs in conservation areas and those that are of a local nature will be to a smaller scale than those used for major routes. All signs must, however, comply with the national legislation and regulations.
- The visual impact of signage, street furniture and equipment should be considered in all maintenance and improvement activities. The presence of such can create a ‘cluttered’ environment and steps should be taken to minimise this. Refer to the DfT Traffic Advisory Leaflet 01/13 [‘Reducing Sign Clutter’](#).
- No signs should be attached to traffic signal posts unless approved by the Traffic Signal team and related to the operation of the signals.
- Signs of area greater than 0.3 square metres must not be attached to street lighting columns. Further guidance on attachments to lighting columns is given in Nottinghamshire County Council publication ‘Street Lighting Code of Practice.’
- Sympathetic consideration will be given to requests from Parish Councils to install signs at their expense on or near footpaths or bridleways to warn of miscellaneous dangers such as ‘deep quarry’ or to provide information such as a public notice board.

### Concealed access signs

There are no authorised traffic signs available to warn driver of the presence of the junction of a private access with a public highway.

Signs warning of a concealed access will only be provided in exceptional circumstances subject to approval. The implementation is subject to approval of the use of a non-standard traffic sign from the DfT. 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. If a sign is granted approval, it is also subject to agreement by the applicant to meet the costs of installation including a commuted sum for maintenance.

## Boundary signs

County boundary signs will be provided on strategic routes, main distributor roads and on other roads as appropriate. Town signs, which may incorporate the name of the District Council and/or a twin town name, will be allowed at urban area boundaries only.

Village nameplates will be provided by Nottinghamshire County Council, as Highway Authority, on the entry to the built-up area of the village or adjacent to speed restriction signs if appropriate to aid in reducing vehicle speeds.

Signs displaying the name of a twin town or village will be permitted. They must be an integral part of the village or town nameplate and will be provided only at the cost of the applicant.

Signs displaying 'Please drive carefully/slowly' or 'Thank you for driving carefully' may be incorporated into village nameplates at the request of the Parish Council and at their expense. No other form of permanent supplementary plate or sign will be permitted.

Further details regarding the provision of village nameplates are contained in Nottinghamshire County Council's ['Traffic Calming Design Guide'](#) – Section 2 'Village Gateways'.

District, Parish, or Town Councils may have boundary signs installed at their expense subject to approval.

## Direction signs

Direction signs on the highway will be provided in accordance with the Traffic Signs and General Directions Regulations and the Traffic Signs Manual.

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 in excess of 100 persons daily on a permanent basis, the majority of which will arrive by private vehicle and be unfamiliar with the highway network; and
- 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.

Where traditional vehicular finger post signs exist, they shall be retained and maintained in their original condition as far as possible. In the event of a traditional finger post being lost due to vehicle damage, vandalism, etc., a replacement sign to a similar design or a modern equivalent in character with the old style shall be provided. Refer to the DfT Traffic Advisory Leaflet 6/05 ['Traditional Direction Signs'](#).

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 the network 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 should be used.

The provision of signs to tourist and other commercial destinations should comply with the current County Council policy on tourism signing as detailed in relevant section in this document.



### **Ice warning signs**

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

However, where the above criteria are not met the signs may be erected in the following circumstances:

- 2 injury collisions, if supported by the County Council.
- 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 a site inspection must identify that the signs are an appropriate remedial measure.

The sign must 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.

### **Flood warning signs**

The “Flood” sign may be displayed only for as long as the hazard continues to exist or is expected to recur in the near future. The sign may be accompanied by a distance plate with or without an arrow as appropriate and should be followed, beyond the flooded length of road, by a “Try your brakes” sign.

### **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.

### **Neighbourhood Watch and No Cold Calling signs**

Neighbourhood Watch, or other Watch schemes, or No Cold Calling signs will only be permitted on street lighting columns which are in good condition and where they present no safety risk to highway users.

A sign must not be greater than 0.3 square metres 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). Further guidance on attachments to lighting columns is given in Nottinghamshire County Council publication ‘Street Lighting Code of Practice.’

The District Highways Manager must approve the position of the signs within the highway, which may only be installed by this Authority. The local planning authority must be informed 14 days before the sign is installed.

Neighbourhood Watch signs remain the property and maintenance responsibility of the Police, District Council or local neighbourhood watch group. The costs of installing Neighbourhood Watch signs will be paid for by the Police or the District Council.

No Cold Calling Signs remain the property of Nottinghamshire County Council. The costs of provision, installation/removal and maintenance will be paid for by Nottinghamshire County Council’s Trading Standards Team.

### **Mobility signing**

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

The ‘Shopmobility’ symbol will be added to appropriate local direction signs to indicate the local centre. This signing is provided to convey to the highway user appropriate and consistent information to aid mobility.

### **Pedestrian signs**

Pedestrian signs will be provided as follows:



- To indicate destinations not directly accessible by a 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, or
- To indicate routes to places and facilities from bus and railway stations.

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.

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

Such signs may frequently share posts and other sign types with other local destinations defined by the local District, Borough, Town, or Parish Council. In such circumstances, cost sharing may be appropriate.

### **Vehicle-activated Interactive Signs**

Only signs approved by the County Council will be approved for use on the highway. Refer to the DfT Traffic Advisory Leaflet 1/03 [‘Vehicles Activated Signs’](#) which gives advice on the use of such signs.

### **Permanent Interactive Speed Limit**

Site specific traffic speed and flow data shall be used to produce a ranked list of potential sites where the installation of a vehicle-activated interactive speed sign will be considered as and when funding is available.

Signs may only be installed, in addition to regulatory signs, as a response to excessive speed on roads subject to a 20mph, 30mph or 40 mph speed limit and in accordance with the following criteria:

- the 85<sup>th</sup> percentile speed of traffic must exceed the stated speed limit by 10% + 2mph or more (i.e., in a 30mph zone 35mph or more) and that traffic flows are high (over 250 in the peak hours), or
- That traffic flows are not high but the 85<sup>th</sup> percentile speed of through traffic exceeds the stated speed limit by 10% + 2mph or more (i.e., in a 30mph zone 35mph or more).

Sites which meet the first two criteria will be prioritised over sites which meet the first and third criteria. Vehicle speeds are measured using 85<sup>th</sup> percentile speed over a 12-hour period (07:30 hrs to 19:00 hrs), based on an average reading over a five-day period (Monday - Friday). Additionally, the traffic volume measure used is the highest of the three peak hours, (8:00 hrs - 9:00 hrs, 16:00 hrs – 17:00 hrs and 17:00 hrs – 18:00 hrs). This provides the most statistically robust reading of speed and flow and is applied universally throughout the County, to ensure a balanced and consistent approach to assessing requests.

In locations where both directions meet the criteria for the provision of an interactive speed sign it would be inequitable to introduce a sign in each direction when there are other sites with no sign at all. Therefore, at such locations, a sign will normally only be introduced in one direction.

Provision of multiple signs on long lengths of road continuously meeting the criteria will be considered on an individual basis.

### **Interactive Hazard Warning**

Signs may be used as a means of addressing a specific road traffic collision or speeding problem in the following circumstances:

- The site has been identified as having a pattern of reported accidents, such as loss of control at a bend, or recurring collisions at a crossroads.
- The pattern is considered appropriate for treatment by a suitable interactive sign, and the proposal must achieve at least a 200% estimated first year rate of return.

Alternative solutions may also be considered such as geometric improvements, conventional signing and lining treatments, surface treatments or improved street lighting.

### **Mobile / Temporary Interactive Speed Limit**

Mobile / temporary signs will be deployed at the discretion of the District Highways Manager at sites where there have been concerns raised about speeding.

Mobile interactive speed signs may also be used for a limited period at locations following the introduction of a revised speed limit to help make drivers aware of the new speed limit, by the highway authority.

An appropriate Speed Indicator Device (SID), which is a temporary vehicle activated illuminated sign, may be employed by a local community to display vehicle speeds. SID's help to raise driver awareness of local speed limits and are proven to reduce traffic speeds at appropriate locations. SIDs can only be set up at locations approved and assessed by Nottinghamshire County Council who also need to approve the make and model of the SID.

Consideration will be given to siting interactive speed signs or altering existing locations as part of future road speed limit reviews.

### **Non-County Council Funded Interactive Speed Signs**

Private funding for permanent interactive signs will be accepted subject to payment of a sum, determined by Nottinghamshire County Council, which reflects the purchase, installation, maintenance and running costs, based on a 10-year lifespan of a sign. The signs will be supplied by the highway authority and sited at mutually agreed locations.

Third parties (such as parish councils) are able to fund the purchase, installation, and maintenance of permanent and/or temporary interactive signs, even when the site does not meet the criteria detailed above. The installation of signs will be subject to highway authority approval, feasibility, and payment by the third party of a sum (determined by the County Council) which reflects the purchase, installation, maintenance and running costs, based on a 10-year lifespan of a sign. The signs must be supplied by the County Council and sited at mutually agreed locations. At the end of the lifetime of a privately funded interactive speed sign, the sign will be removed unless the location now meets the criteria for the provision of such a sign, or a new sign is privately funded.

Deployment of mobile/temporary interactive signs by local councils or other bodies will be allowed subject to prior agreement by the highway authority of suitable equipment, public liability insurance, locations for deployment and appropriate training of those involved.

### **Sign Backing Boards**

**Grey or yellow backing boards can be used to improve conspicuity against complex or dark background. The use of backing boards is prescribed in The Traffic Signs Regulations and General Directions and must conform to the Traffic Signs Manual.**

**Yellow coloured backing boards shall only be used on schemes or sites approved by the Safer Highways Team. These sites will generally be where a positive rate of return on collision savings can be justified or at recognised problem sites. Yellow backing boards must be rectangular, or square, in shape (except when a speed limit terminal sign is mounted with a town or village boundary sign).**

**Nottinghamshire County Council will have due consideration to the impact of the use of yellow coloured backing boards in conservation areas or in the vicinity of designated heritage assets.**

The use of backing boards has become more prevalent as the Highway Authority receives more and more requests from Parish Councils and road safety groups for their installation. There are, however, disadvantages to the use of backing boards. Backing boards can deprive triangular and circular signs of their distinctive silhouettes. Yellow backing boards can be environmentally intrusive, and their 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 main purposes of backing boards are:

- To make a neater assembly, for example when a sign requires a supplementary plate, combine a number of smaller signs that would otherwise have been separate and eliminates the risk of signs becoming misaligned to separate the sign from its background.
- To enhance the presence of a sign to create a higher driver awareness of a hazard.

The policy is therefore intended to standardise practice and preserve the impact and effectiveness of backing boards. The following list highlights some of the common issues to be considered in considering the use of backing boards:

- History of complaints.
- Regular damage to property or infrastructure.
- Excessive speed through site.
- Conspicuity problem relating to hazard.

The highway authority does not permit the private funding of sign backing boards.

## **Tourist Signs**

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

Nottinghamshire County Council supports and encourages tourism within the County as a means to encourage economic growth and improve the health and wellbeing of its residents.

### **General Principles**

- Brown tourism signs will be approved to direct visitors to tourist destinations as defined from time to time by national guidance.
- Applicants will pay the cost of a sign and its siting unless those costs can be offered by the Council.
- If National Highways approval is needed for the signage, the costs for National Highways must be met by the Applicant.
- Applications will be presumed to be granted, if they met the appropriate criteria, unless there are substantial reasons for refusal. Such reasons will include the needs of traffic management, including proximity to the strategic road network and visibility from classified A roads. Any refusals will require Committee approval.

### **Timescales**

All applications will be processed, and signs installed or refused within 6 months of the original application. Whilst many applications will be processed significantly quicker, 6 months will allow all necessary consultations with other agencies or councils to be completed.

### **Costs**

The applicant will pay the cost of the sign, its siting and for all future maintenance costs. Payment will be required in advance of any work being undertaken but after approval has been given. Applications for tourism signs will be charged for at the current rates as detailed in Nottinghamshire County Council's Charges for Highway Services.

## Traffic Mirrors

**Traffic mirrors will not be permitted on the highway except in very exceptional circumstances.**

It is permitted for persons to install traffic mirrors on private land adjacent to the highway providing that the sponsor obtains permission from the landowner.

No costs or maintenance liability will be accepted by Nottinghamshire County Council, as the Highway Authority.

Any traffic mirrors installed must not interfere with highway users for example by dazzling of drivers due to reflection of light.

Any unauthorised mirrors installed on the highway or attached to any street furniture will be removed by the Highway Authority and the owners may be charged for any reasonable costs thereby incurred.

Highway authority approval is required prior to the installation of a traffic mirror on the highway.

## Unauthorised Signs and Obstructions

**All signage on the highway must be in accordance with the Traffic Signs Regulations and General Directions, or where non-standard, have specific approval. Any other signs, or objects, may form a distraction to drivers and constitute an unlawful obstruction.**

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

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

The management of items on the highway reduces their impact on the environment and remove potential safety hazards to all road users.

The removal of obstructions from the highway is essential for the safety of highway users and in maintaining the free movement of traffic and pedestrians over the whole of the highway.

This is a statutory duty of Nottinghamshire County Council.

Any unauthorised signs on street furniture will be removed by the highway authority.

Notwithstanding the above, Nottinghamshire County Council recognises the contribution that some items make to the environment and economy, and, in appropriate contexts, action will not be taken on a non-disapproval basis to remove items which are appropriate and do not present an evident hazard to the public.

It is also recognised that many traders place advertising boards or displays of goods on the highway to publicise their business and that is historic practice which can enhance the street scene. When this is done carefully, in sympathy with the surrounding highway and does not create a hazard, removal will not be required.

Nottinghamshire County Council has issued a guidance note [‘Advertising Boards and Displays of Goods on the Highway in Nottinghamshire’](#). This note is intended to assist the local District Highways Manager in deciding whether a particular sign or display is reasonable, in which case the Highway Authority, or its representative, will give non-disapproval and take no immediate action to cause its removal but will monitor the situation and act subsequently if necessary. The guide has been produced in consultation with the Nottinghamshire Chamber of Commerce.

The installation of private road safety signs either on or off the highway will not be encouraged by Nottinghamshire County Council. However, each incident will be considered on its own merits.

## Temporary Signs

Temporary advance advisory signs such as 'Work starts here' should be installed at least 2 weeks before commencement of work on site. These should be removed on commencement of works and replaced with a scheme sign showing contractors name and emergency contact details.

Signs installed to warn of permanent changes to the highway layout should be removed no later than 3 months after completion of the works, in accordance with national guidance. To assist in this, a removal date should be fixed to the back face of the sign in the bottom left-hand corner. These letters should be approximately 2 cm high.

In addition, temporary signs must conform with the following requirements: -

### Types of signs

Signs required to convey messages to road users need to conform to the Traffic Signs Regulations and General Directions. Some alternative forms of signs may be authorised where these are intended only for participants during the course of an event. These will be supplementary to other information (such as direction arrows indicating a route to be followed during a cycle event).

### Location of signs

Signage used for traffic control will usually need to be free standing and therefore mounted on frames. Direction signs may make limited use of permanent street furniture e.g., lamp columns. Care is needed in the latter case to ensure that signs do not distract drivers from permanent signs or obstruct the passage of vehicles, pedestrians, cyclists and equestrians. Visibility between road users must not be obstructed and particular care taken to protect sight lines for pedestrians. The size, weight and construction of signs need to be considered to determine the suitability of fixing. When fixing signs, ladders must not be leant against posts and columns.

### Headroom / clearance

Where signs are located over footways the lower edge should be no less than 2.1m above ground level, preferably 2.3m. This mounting height should be increased where other modes of transport are permitted including 2.4m over cycleways, preferably 2.7m. There should be a minimum clearance of 450mm from carriageway to the edge of the sign.

### Restrictions

Street furniture should not be used where this supports safety critical signage (such as mandatory signs) or has the greatest potential to obstruct pedestrian visibility including Stop, Give Way, Speed limit entry, other zone entry (e.g. weight limits), white on blue arrows, illuminated bollards, traffic islands and refuges, traffic signal poles, crossing or refuge beacons, chevrons.

### After the event

Immediately after the event all temporary signs and fixings must be removed.

### Housing Development Signs

Signs to new housing developments immediately adjacent to the site and shall be of a design in accordance with Traffic Signs and General Directions Regulations.

- Signs will generally only be permitted for sites with more than 30 bedrooms and will be located within one kilometre or two junctions from the site.
- Signs may be installed as soon as work commences on site and must be removed 6 months after the development is completed.
- Additional signs may be permitted if the site is difficult to find, and traffic problems may result if no signs are installed. The District Highway Manager will make this decision.
- All costs relating to the supply and installation of the signs will be borne by the developer, including Nottinghamshire County Council's reasonable administration and supervision costs.

## Special / Major Events Signage

**Temporary signs for occasional major functions / events may be installed with the consent of the Highway Authority.**

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

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

- Signs must be temporary and removed as soon as possible after the event.
- Arrangements must be in place to repair or replace signs quickly following theft or vandalism.
- A sponsor acknowledgement is permitted subject to it being no more than 10% of the total sign area.
- Payment for service received in advance in accordance with the current Nottinghamshire County Council's Charges for Highway and Transport Services.
- If the event is commercial then Nottinghamshire County Council's reasonable administration, supervision or other costs must be recharged to the organisers. They should also be approached to make a contribution towards infrastructure or other improvements in the area, for example provision of parking.
- If the event is charitable then no charges will be made by Nottinghamshire County Council and,
- If the event involves the armed forces Nottinghamshire County Council will not make any charges.

Approvals are subject to consideration of the following:

- Suitability of the event.
- Suitable highway clearances (minimum 5.3m).
- Suitability of fixings (signs no greater than 0.3 square metres to be placed on street lighting columns).
- Suitability of location (no distractions should be allowed across or adjacent unrestricted roads).
- Proposed sign locations must not cause an obstruction of the highway or any hazard to highway users.
- Planning permission may be required.
- Possession of at least £5 million third party public liability insurance.

Signs will only be permitted on lighting columns and posts that are in good condition. Any column testing required will be organised by Nottinghamshire County Council. The lighting column should have no other existing attachments and the loading should not be greater than that experienced from the mounting of a solid sign not exceeding 0.3 square metres or hanging basket. The promoter will be required to provide structural calculations to demonstrate this if deemed necessary.

This policy is intended to relate to major events only and is not intended to include retail openings or other promotions for which permission to install temporary signs will be refused.

Examples of suitable events include major international & national sporting events.

Approval of the Traffic Manager (NCC) should be sought by the organisers in writing prior to signs being installed.

Further guidance on attachments to street lighting columns is given in Nottinghamshire County Council's publication 'Street Lighting Code of Practice'.

Special event signing is commonly provided by motoring organisations such as the AA or RAC, proposed signing should be agreed by District Highway Manager / Traffic Manager (NCC) including legends to be used and sign locations.

Refer to DfT Traffic Advisory Leaflet 04/11 ["Temporary Traffic Signs for Special Events"](#).



## Intelligent Transport Systems

Intelligent Transport Systems (ITS) comprise a range of information technologies that can help reduce congestion, improve road safety, and provide information that makes passenger transport easier to use.

### Traffic Signals & Urban Traffic Control

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

The Council utilises modern, cost-effective junction and crossing control systems that are set to balance the needs of and minimise delays to all road users, including pedestrians and cyclists. Where appropriate they will also be set to encourage the use of the primary road network and to benefit public transport.

CCTV Cameras are located throughout the County at strategic locations and monitored to assist with traffic flow and incident control.

The traffic signals & CCTV on the A453 & A52 are subject to a continuing service agreement with National Highways.

The provision of this monitoring and the maintenance service from the urban traffic control centre ensures a consistent approach throughout the County to ensure efficient and effective operation of the traffic signal network. The systems are maintained and controlled autonomously in conjunction with The City of Nottingham Council.

### Controlled Crossings

**The selection of crossing type will depend on various factors including traffic flow, vehicle speeds, pedestrian demand and cycle routes.**

Controlled crossings may be considered:

- if installed as part of a local safety scheme
- safer routes to school scheme
- activity travel scheme
- as part of collision reduction measures
- strategic grounds to increase walking, cycling, etc.
- to help vulnerable road users
- where there is constant pedestrian activity throughout the day
- County Councillor request

and are subject to funding priorities established in the annual highways programme.

Examples of Controlled Crossings are:

- Zebra
- Parallel - also referred to as Tiger crossings
- Pelican – no longer being installed
- Puffin
- Toucan
- Pegasus

Where road humps are used as a traffic calming feature, a controlled crossing may be incorporated with the road hump if the site satisfies the requirement for the provision of the crossing.

Where significant demand exists at a junction, crossing facilities shall normally be incorporated within any new or upgraded signal-controlled junction layout or at a separate but linked signalised crossing.



The needs of visually impaired pedestrians will be recognised by the introduction of either audible or tactile signals wherever pedestrian facilities are provided. In addition, tactile paving will be provided at the crossing point.

Where significant pedestrian / cycle demand exists at a junction, but it is not feasible to incorporate signalised pedestrian / cycle facilities, then every effort will be made to provide the safest pedestrian / cyclist route by the provision of refuges, dropped kerbing, pedestrian barriers or plateaux.

## Specific Needs for Mobility Impaired Persons

### Pedestrian Crossing Facilities

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

Pedestrian crossing facilities are provided to ensure ease of use for all pedestrians and to increase road safety.

Action plans for developing new crossing facilities will be decided in consultation with local disability groups, where applicable.

The provision of tactile paving will conform to the guidance given in the current DfT's publication [‘Guidance on the Use of Tactile Paving Surfaces’](#).

Pedestrian crossing facilities should conform to the DfT's publication [‘Inclusive Mobility A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure’](#).

### Tactile Paving

**Tactile paving will be provided at all controlled crossings.**

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

Tactile paving in the footway indicates the presence of a crossing facility and is provided particularly to assist visually impaired persons. The layout of the paving shall be in accordance with the current DfT document [‘Guidance on the Use of Tactile Paving Surfaces’](#).

Guidance on the provision of tactile paving on cycletracks is contained in the DfT [‘Local Transport Note 1/20 – Cycle Infrastructure Design’](#).

### Access to Buildings from Public Highways

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

There shall be a presumption against such ramps being located within the highway.

All disabled access requirements should preferably be contained either within the confines of the building or its curtilage. Where this is not possible, then re-profiling the adjacent footway should be considered.

Where a ramped access is to be allowed within the highway the following conditions shall apply:

- In accordance with the requirements of the DfT's publication [‘Inclusive Mobility A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure’](#).
- The structure will be of minimum size commensurate with being fit for purpose.
- Such structures will be formally licensed and will remain for maintenance and all other purposes the responsibility of the property owner and not of the Highway Authority. Formal licensing will be granted under Section 115E of the Highways Act. This is issued in consultation with Nottinghamshire County Council's Legal Services section.
- The scheme promoter will bear the costs of licensing.
- The scheme promoter must check that statutory undertakers are satisfied that the proposal does not affect their apparatus and provide evidence of this. Any diversion of apparatus, or their protection, the scheme promoter will bear the costs.

- The scheme promoter must liaise with the Local Planning Authority and confirm whether formal planning permission is required.
- Works should be carried out by ViaEM. If not, a separate Section 278 agreement must be made.
- The property owner must maintain third party liability insurance of £5 million.

## Walking, Cycling and Horse-riding Assessment

**To ensure that the needs of pedestrians, cyclists and equestrians are considered a quality audit as defined in Nottinghamshire's Highway Design Guide should be undertaken.**

This is to ensure a consistent high standard of approach to all user needs and ensure compliance with special needs requirements and the Equality Act 2010 and the DfT's publication ['Inclusive Mobility A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure'](#).

## Road Safety

### Road Safety Audits

**All improvement schemes having estimated value over £5,000 or has an impact on road user behaviour that involves permanent change to the highway will be subject to the Road Safety Audit process. This does not include maintenance schemes which involve 'like for like' replacement or refurbishment of existing highway features. It does not include temporary traffic management schemes.**

Road Safety Audits apply operational casualty reduction experience to the design and construction of new highways, and highway improvement projects. The aim is to reduce the risk of road collisions that might occur after construction.

### Safety Cameras

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

The aim of introducing these cameras will be to reduce casualties and improve road safety. New fixed speed and traffic light cameras will be considered for introduction on County roads in line with guidance set down by the DfT. Proposed camera sites will then be agreed in liaison with the Police and the performance of these cameras will be monitored.

Speed camera and traffic light violation information signs and speed limit repeater signs where appropriate, will be installed in accordance with DfT guidance.

### School Crossing Patrols

**School crossing patrols may be considered where an identified need satisfies the current County Council criteria.**

School crossing patrols are provided to increase the safety of children crossing the highway to school. They are intended to encourage walking to school.

Sites where patrols are allocated primarily according to traffic and child pedestrian flows.

The normal criteria for sites to be established is where the PV<sup>2</sup> value is 1.3 million or greater.

## Speed Management

### Speed Limits

On all strategic routes and main distributor roads, and adjoining roads, speed limits will be reviewed in line with national guidance.

On all other roads speed limits will be considered where one of the following is satisfied:

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

Speed limits are introduced to aid traffic management. They may be used to reduce vehicular speeds in the interests of safety or to allow the faster movement of vehicles in appropriate circumstances and are subject to funding priorities.

DfT guidance states that any speed limit order should be made under Section 84 of the Road Traffic Regulation Act 1984. The Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 require local authorities to consult when making a speed limit order under Section 84. DfT advice is that a full consultation exercise is carried out whenever a speed limit is proposed.

Further guidance on speed limits is contained in the DfT guidance [‘Setting Local Speed Limits’](#).

### Abnormal Load Management

**Abnormal loads will be routed on defined routes wherever possible.**

Notification of an abnormal load made by a haulage company will be received and considered by ViaEM on behalf of Nottinghamshire County Council.

The notification will be assessed for its effect on the highway network, particularly structures and whether the route is affected by planned long term road works or road closures. Information regarding activities on the highway network is available at [‘one.network’](#) and hauliers are encouraged to check this prior to submitting a notification.

The routes used have been identified to minimise inconvenience to other highway users and to avoid damage to the highway structure and street furniture.

Where an abnormal load passes through a road works site the additional costs involved in suspending work and altering the traffic management layout may be recharged to the haulage company.

An abnormal load must be indivisible. If it can be broken down into smaller loads that are within the permitted size and weight covered by the Construction and Use Regulations, then this must be done.

Loads over 150 tonnes, 6.1 metres wide or 27.4 metres long require Special Orders from the DfT.

Refer to the criteria described in the governments published information ‘Using abnormally large or heavy vehicles on the road’. This is available at:

<https://www.gov.uk/government/publications/special-types-enforcement-guide/special-types-enforcement-guide>

## Traffic Calming

**Traffic calming will be introduced in urban areas in appropriate circumstances as a measure to reduce road collision casualties.**

**In exceptional circumstance it may also be used to address community concerns arising from inappropriate speed or through traffic.**

Traffic calming is proved to enhance the environment by reducing vehicle speeds and increasing safety in predominantly residential areas.

Traffic calming will not be installed on roads defined as part of the Resilient Network in Nottinghamshire County Council's '[Highway Infrastructure Asset Management Plan](#)' - Network Hierarchy. Traffic calming will be permitted on Category H1 to H6 roads of the network hierarchy.

All traffic calming schemes will be subject to consultation during the design stage. The consultation will normally include a questionnaire style survey delivered to directly affected properties.

Traffic calming schemes should be designed in accordance with the current County Council '[Traffic Calming Design Guide](#)'. This document also contains design guidance on Village Gateway treatments.

The future maintenance requirements of any features installed should be a consideration in the design and implementation of any traffic calming scheme.

## Severe Weather

### Severe Weather Warnings

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

These warnings may include the threat of flooding, heavy snow, high winds, or extreme heat.

Detailed information on Nottinghamshire County Council's approach to planning for and dealing with civil and severe weather emergencies can be found on the authority's web site at the following link:

['Emergencies and disruption'](#)

### Winter Service

**Nottinghamshire County Council's overall Winter Plan is available on the public web site along with the current gritting routes.**

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

Section 41(1) of the Highways Act 1980 (added by virtue of Section 111 of the Railways and Transport Safety Act 2003) places a duty of care upon Highway Authorities "to ensure, as far as reasonably practicable, that safe passage along a highway is not endangered by snow or ice". In addition, Section 150 of the Highways Act 1980 states that it is a duty to remove accumulations of snow from the highway.

Priorities for treating roads throughout the County have been established in accordance with the road hierarchy and other factors and described in detail as part of the 'Winter Service Operational Plan'.

Details of the current Highways Winter Service are contained in the annual update available at: ['Highways Winter Service'](#)

Priorities for treating footpaths and cycleways have also been established and are defined in the Plan.

To minimise adverse effects on the environment, the amount of salt spread on the highway will be the minimum possible consistent with achieving adequate results in response to weather forecasts or apparent conditions. Wherever possible, salt heaps or bins will not be placed next to trees or hedges or within a distance equal to the height of the tree or hedge. Wherever possible consistent with safety, salt will not be spread immediately adjacent to the base of a tree. These measures are intended to reduce

the pollution effects of salt on the environment and avoid the loss of trees and hedges due to the application of salt.

Given the scale of financial and other resources involved in delivering the Winter Service, including difficulties in maintaining high levels of plant and equipment, it is not practically possible to provide the service to all parts of the highway at all times, nor to ensure that running surfaces are kept free of snow or ice at all times even on treated parts of the network.

Details of winter service and associated gritting routes is available on Nottinghamshire County Council's web page [Gritting](#)

## Flooding

**Highway users will be made aware of flooded roads by appropriate means including the media, NCC social media channels, and signing and diversion routes will be set up if necessary.**

**A risk-based approach will be taken to both the prioritisation of the investigation of the cause of flooding and also to undertaking any mitigating actions.**

Localised impacts may occur when flooding is the result of surface water not being able to enter the ground or a drainage system. Both widespread and localised flooding can cause disruption and congestion and have a negative impact on the economy and local communities.

As the lead local flood authority, guidance is contained on Nottinghamshire County Council's web page [Flooding help and advice](#). Refer to Nottinghamshire County Council's ['Local Flood Risk Management Strategy 2021-2027'](#).

In some communities trained Flood Signage Wardens are empowered to close roads on Nottinghamshire County Council's behalf. Flood Signage Wardens may only close roads once the thresholds specified in their respective 'Community Flood Signage Scheme' policy have been reached and they have notified the Emergency Planning Duty Officer. Refer to Nottinghamshire County Council's web page [Schemes to help reduce flooding](#).

The Emergency Planning Duty Officer shall advise the Highways Duty Officer that Flood Signage Wardens are deploying signs and to seek their approval. Any issues identified by Highways will be fed back to the Flood Signage Wardens via emergency planning.

Requests for sandbags should be considered in accordance with the procedure on Nottinghamshire County Council's web page [Preparing for a flood](#) under the heading 'Sandbag eligibility'.

Minor highway flooding should be investigated as soon as possible after being reported and either the cause of flooding addressed, or the area closed off or highlighted using warning signs and barriers.

After the flooding incident the road must be inspected to assess if any damage has been caused and if the road is fit for the public to use it safely. Refer to Nottinghamshire County Council's web page ['After a flood'](#).

## Extreme Heat

Nottinghamshire County Council's highway network is susceptible to extreme ranges in temperature, high temperatures can cause as much damage as extreme cold, hotter weather may cause road surfaces to deteriorate, and deform. The result can be disruption, congestion, and emergency repairs on the road network.

## Extreme Winds

Storm events, particularly those that have extreme winds can cause severe disruption and danger to road users on the highway network. There are in place processes and procedures for dealing with the impact caused by high winds to damage road signs, trees and gantries.

## Review of the Plan

This document is designed to be agile and can be adapted to encompass change and future challenges and opportunities. Therefore, this HNMP will be reviewed annually. The review will assess the need for changes to reflect amendments to legislation, and / or updates or changes to corporate priorities.

A formal review of the HNMP is planned for 2029.

## Appendix 1: Highway Network Management Plan Change Log

As set out in the ‘Review of the Plan’ section the HNMP will need regular update. Table A1 below sets out the nature of the changes made as a record of how the document has evolved.

| Version Number | Summary of Amendment | Date Complete |
|----------------|----------------------|---------------|
|                |                      |               |
|                |                      |               |
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|                |                      |               |

Table A1: Change Log



## Appendix 2: Glossary of Terms and Acronyms

| Term or Acronym         | Explanation   |
|-------------------------|---|
| <b>ADEPT</b>            | <b>Association of Directors of Environment, Economy, Planning and Transport</b> – An organisation that represent ‘place based’ service directors. This group is instrumental in informing national policy and developments in service delivery.   |
| <b>ANPR</b>             | Automatic Number Plate Recognition.   |
| <b>APSE</b>             | <b>Association for Public Sector Excellence</b> – An organisation which facilitates the sharing of best practice, benchmarking, and information amongst member local authorities.   |
| <b>AQMA</b>             | Air Quality Management Areas.   |
| <b>ASL</b>              | Advanced Stop Lines are road markings for cyclists at signalised road junctions.  |
| <b>Asset Management</b> | A holistic approach to managing all aspects of the highway infrastructure. This is the delivery vehicle for the strategic, operational, and tactical objectives of the service and ultimately is a key contributor to improving service outcomes.   |
| <b>BSIP</b>             | <b>Bus Service Improvement Plan</b> – sets out an ambitious vision to dramatically improve bus services through greater local leadership, to reverse the recent shift in journeys away from public transport and encourage passengers back to bus.  |
| <b>CCTV</b>             | Closed-circuit television.  |
| <b>CPU</b>              | Nottinghamshire County Council’s Central Processing Unit which undertakes Penalty Charge Notice (PCN) processing in connection with Civil Parking Enforcement.  |
| <b>Customer</b>         | All users of the public highway in the county are customers of the service.   |
| <b>D2N2</b>             | A collaboration of Nottinghamshire County Council, Nottingham City, Derbyshire, and Derby City Councils.  |
| <b>DfT</b>              | <b>Department for Transport</b> – The central government department that oversees transport systems in England. They provide policy, guidance, and funding to local authorities to maintain the local road network.   |
| <b>DHA</b>              | Designated Heritage Assets.   |
| <b>EMCCA</b>            | East Midlands Combined County Authority.  |
| <b>GIS</b>              | <b>Geographic Information System</b> – These are information technology systems that can be manipulated to process, analyse and display data relating to eh asset. This might be inventory or condition data and is used widely with high levels of compatibility across systems which makes it a valuable platform for data sharing. |
| <b>HER</b>              | Historic Environment Record.  |
| <b>HIAM Plan</b>        | <b>Highways Infrastructure Asset Management Plan</b> – The plan that details the delivery of the HIAMS and the Policy.  |

| Term or Acronym      | Explanation   |
|----------------------|---|
| <b>HIAM Strategy</b> | <b>Highways Infrastructure Asset Management Strategy</b> – The strategic objectives of asset management delivery in the county.   |
| <b>Hierarchy</b>     | A series of hierarchies that describe the highway infrastructure assets and consider expected use, resilience, economic support, and social factors such as access to education or healthcare.  |
| <b>HNMP</b>          | Highway Network Management Plan.  |
| <b>KRN</b>           | <b>Key Route Network</b> – Is a network of some of the most important roads in a combined authority.  |
| <b>LCWIP</b>         | <b>Local Cycling, Walking and Infrastructure Plan</b> – A long term plan which is intended to guide the development of walking and cycling infrastructure. In Nottinghamshire this is being developed across the D2N2 area.   |
| <b>LLFA</b>          | <b>Lead Local Flood Authority</b> – Has responsibilities under the Flood and Water Management Act (2010) to conduct investigations, including liaising with water management bodies, following flood events.  |
| <b>LRN</b>           | <b>Local Road Network</b> - Is that portion of the Road Network for which a Local Authority is responsible for.   |
| <b>LSG</b>           | <b>Local Street Gazetteer</b> – A centrally developed register of the attributes of streets in an authority area. The LSG includes private streets, although maintenance status is recorded in the gazetteer. The system is managed by Geo-Place and authorities are measured on the data quality in the LSG. |
| <b>LTN</b>           | <b>Local Transport Note</b> – Published by the DfT which summarise the latest and most important ideas about traffic management issues and provide guidance for local authorities.  |
| <b>LTP</b>           | <b>Local Transport Plan</b> – The local strategic document that sets out the direction of all aspects of transport delivery for the county. This includes both the maintenance and operation of the infrastructure and the use of the network alongside initiatives to change behaviours.                     |
| <b>MHA +</b>         | <b>Midlands Highway Alliance Plus</b> – A regional service improvement group which has a number of subgroups which assist authorities share information, benchmark performance, and liaise as required. The group also sets out regional resources which member authorities can access.                       |
| <b>MRN</b>           | <b>Major Road Network</b> - Forms a middle tier of the country's busiest and most economically important local authority 'A' roads, sitting between the national Strategic Road Network (SRN) and the rest of the local road network (LRN).   |
| <b>NCC</b>           | Nottinghamshire County Council.   |
| <b>NDHA</b>          | Non-designated Heritage Assets.   |
| <b>NHT</b>           | <b>National Highway and Transport Network</b>   |

| Term or Acronym                  | Explanation  |
|----------------------------------|--|
|                                  | – A performance improvement organisation which assists members in measuring and comparing their performance to improve.  |
| <b>NI</b>                        | <b>National Indicator</b> – National reporting on performance of key metrics relating to a range of local and national services. Specific to the highways and transport functions there are primary measures of network condition and use.   |
| <b>NJUG</b>                      | National Joint Utilities Group.  |
| <b>NMRU</b>                      | Non-Motorised Road User Audits.  |
| <b>Nottinghamshire Plan</b>      | The overarching county wide strategic document that sets out commitments over a 10-year period.  |
| <b>NRSA</b>                      | <b>New Roads and Street Works Act</b> – The legislation that controls and manages all works within the highway extent from a traffic management and permissions perspective.   |
| <b>NSL</b>                       | NSL is the company employed to enforce parking restrictions by using Civil Enforcement Officers.   |
| <b>One.network</b>               | UK's single source for information about traffic disruptions, displaying comprehensive information about current and planned roadworks, public events and traffic management interventions such as road closures and diversion routes.   |
| <b>ONS</b>                       | Office for National Statistics.  |
| <b>PCN</b>                       | <b>Penalty Charge Notice</b> - Is a penalty that is issued for the violation of parking restrictions and some moving traffic offences.   |
| <b>PROW</b>                      | <b>Public Rights of Way</b> – This network is a significant part of the overall highway network that includes Footpaths, Bridleways, Byways Open to All Traffic and Restricted Byways. These are managed differently to the assets described in this document and specific PROW documents should be reviewed for more details on how this network is managed.                  |
| <b>PSPO</b>                      | <b>Public Spaces Protection Orders</b> – Are orders under the Anti-Social Behaviour, Crime and Policing Act 2014 which ban specific acts in a designated geographical area as set out in the act.  |
| <b>Resilient Network</b>         | Recommended as part of the 2014 DfT 'Transport Resilience Review' document this designation is intended to highlight the most important routes to maintain movement in the county. This designation attracts the prioritisation of funds and interventions to maintain the required resilience.  |
| <b>Riparian Responsibilities</b> | The owner of land or property that adjoins a watercourse, such as a roadside ditch, is known as the riparian owner. The Highway Authority is responsible for the highway, but not the subsoil in most cases. The owner of the land or property adjoining the highway is normally the sole riparian owner. Both sides of hedges are also the responsibility of riparian owners. |
| <b>RPS</b>                       | Residents' Parking Scheme.   |

| Term or Acronym  | Explanation  |
|--|--|
| <b>RTC</b>   | Road Traffic Collision.  |
| <b>RTI</b>   | <b>Real Time Information</b> – These systems are installed at public transport stops and hubs to relay the expected arrival time of services.  |
| <b>SAP</b>   | Special Access Permits.  |
| <b>SoST</b>  | Secretary of State for Transport.  |
| <b>Specification</b>   | The highways service has a number of specifications that are relevant, the primary specification is that which delivers works to the network. This is important to ensure service life and performance attributes are delivered. In addition, specifications can exist for supporting aspects of the service such as data and information. |
| <b>Stakeholder</b>   | Stakeholders can be statutory or non-statutory bodies who have an interest in the way that the network is managed. Examples are the Police Service or Environment Agency.  |
| <b>SRN</b>   | <b>Strategic Road Network</b> - comprises motorways and trunk roads, which are managed by National Highways.   |
| <b>SSSI</b>  | Sites of Special Scientific Interest.  |
| <b>STB</b>   | Nottinghamshire is part of the Midlands Connect sub-national transport body (STB) area.  |
| <b>TMA</b>   | Traffic Management Act 2004.   |
| <b>Traffic Manager</b>   | The TMA requires a Traffic Manager to be appointed to perform tasks that the authority considers necessary to meet network management duty.  |
| <b>TRO</b>   | Traffic Regulation Order.  |
| <b>TTRO</b>  | Temporary Traffic Regulation Order.  |
| <b>TRRN</b>  | Temporary Traffic Regulation Notice.   |
| <b>UTC</b>   | <b>Urban Traffic Control</b> – this is a system of co-ordinating the flow of traffic through urban areas.  |
| <b>Via East Midlands Ltd</b>                                   | Nottinghamshire County Council's Teckal Company. The primary delivery organisation in Nottinghamshire for the management, maintenance, design, and construction of a range of highways related functions.  |
| <b>Well Managed Highway Infrastructure: A Code of Practice</b> | The Code of Practice was published in 2016 and authorities had until 2018 to adopt the recommendations in the code. The thread that runs through the document requires authorities to have a risk-based approach to managing the asset.  |

Table A2: Glossary of Terms and Acronyms