

Briefing Note: Sign de-cluttering and requests for Minor Signing Improvements

Sign de-cluttering

Town and Parish Councils are encouraged to consider the impact of traffic signs in their area and to compile lists of signs they would like officers to consider for removal. These lists should be submitted via the CATG for monitoring purposes. Officers will return their findings to the relevant Council via the CATG. Other groups such as Community Area Partnerships can be involved in this process but they must forward their suggestions to the Town or Parish Council for endorsement.

The timescale for officers to consider each application will be determined by demand and will be run on a first come, first serve basis. This work will have to be programmed alongside our key projects such as Route Studies and Local Safety Schemes and other projects prioritised by the Area Boards and CATGs. Schemes to address safety concerns will continue to receive the highest priority.

Funding for this work for 2014 / 15 will be covered by centrally held highways budgets.

Minor signing requests

All future requests for minor signing and road marking improvements will be filtered through the Area Boards Issue System to ensure that they are considered by the CATGs. However, each request must also be endorsed by the Town or Parish Council and a flow chart to help demonstrate this process is attached for information.

It should be noted that this procedure is for requests for new signs only and reports of damaged or missing signs (defects) should continue to be made using the CLARENCE system.

There will be some exceptions to the procedure, for example brown tourism signing, which is covered under Policy and where applications are submitted in the first instance to Visit Wiltshire prior to consideration by highway officers. Details of this procedure can be found at:

<http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/roadsandtraffic/roadmarkingsandsignagetourismsigns.htm>

As with the de-cluttering initiative, the timescale for officers to consider each application will be determined by demand and requests to address safety concerns will receive the highest priority.

Funding

Whilst there is currently a centrally held budget for signing improvements the Highway Authority has for a number of years now sought to recover the cost of providing certain types of signs and this practice will continue under this new procedure.

Signs for which we would normally request payment for include:

Warning Signs

- Animals including horse and rider signs
- Farm Traffic
- Signs to warn of temporary situations such as construction traffic

Direction Signs

- Retail centres
- Health Centres
- Doctors Surgeries
- Village Halls
- Community Centres
- Business parks
- Industrial sites
- Village stores
- Schools
- Trading Estates
- Filling stations / Service areas
- Traditional / wooden Fingerposts
- Bespoke Pedestrian Fingerposts
- Churches
- Veterinary surgeries

Informatory Signs

- Bespoke Town / village nameplates
- Standard nameplates for areas not previously signed

Directional signs will not normally be approved for facilities situated on distributor roads.

There are also a number of facilities for which directional signing is not normally authorised in order to control the number of signs which could potentially appear on the network. These include:

- Fitness clubs
- Pre-school and day nurseries
- Residential homes
- Private member clubs
- Kennels and Catteries
- Takeaway / food outlets
- Garages
- Farm shops

Minor signing requests in-hand

Highways currently have a number of requests in hand, some of which are currently under consideration and others that sit on a waiting list for future consideration. We

have listed these requests per Area Board and we would ask that the relevant local council be consulted on retaining those requests that have yet to be considered.

Both initiatives are due to commence in April, at the start of the new financial year.

Should you have any questions on this please contact Mark Stansby from the Traffic Management team on 01225 713367 or by email mark.stansby@wiltshire.gov.uk.

Distribution:

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