ROADS Service

Roads Service Policy & Procedure Guide: RSPPG_E018

Title: Public Information Signs

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Classification

Procedure Category :	Engineering
Business Area:	Transportation
Business Function :	Traffic Policy
Business Activity :	Traffic Management

Notes

Development of this RSPPG was completed before the new format and procedures for the Roads Service Manual were implemented. The policy has, however, been set out in the new format.

Certification

This document complies with Roads Service policy and practice, and is to be implemented with effect from the date of issue.

(Signed) V Crawford Director: Engineering
Date: 19th May 2000

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1 Introduction

1.1 Purpose

This Policy & Procedure Guide (RSPPG): -

a) Is aimed at Roads Service staff engaged in the processing of requests and/or applications for public information signs from the RUC and District Councils.

b) Covers the policy that shall apply only to applications from the RUC and District Councils for the erection on roads of information signs to advise of District Council ByeLaws and policing schemes.

1.2 Definitions

1.2.1 District Councils: For the purpose of this RSPPG, District Councils shall be taken to include all Local Government districts ie; District, Borough and City Councils.

1.3 Background

1.3.1 In recent years Roads Service has given approval for the erection, by the RUC and some District Councils, of various information signs to advise of District Council Byelaws and policing schemes. These have included:

- prohibition on alcohol use in public places;
- dog fouling;
- Neighbourhood Watch schemes; and
- Police CCTV camera operation.

1.3.2 Signs of this nature do not generally fall into the category of traffic signs and will not, therefore, be either prescribed in regulations or authorised by the Department. Roads Service has no objections in principle to the erection on the road of signs of this nature and will look favourably on reasonable requests provided they are considered to be in the public interest. This RSPPG sets out the policy that shall apply when considering requests for signing proposals of this type.

1.4 Implementation

1.4.1 This RSPPG is to be implemented with effect from: ***26th May 2000***.

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1.5 Costs and Benefits

1.5.1 With a view to making due allowance in their forward estimates, project managers will wish to take account of the cost implications of applying the policy and/or procedures in this RSPPG. They may also wish to be aware of the anticipated benefits deriving from the policy and/or procedures contained in the RSPPG.

1.5.2 The anticipated costs arising from the implementation of this RSPPG are:-

1.5.2.1 Staff direct running costs.

1.5.3 The anticipated benefits deriving from the implementation of this RSPPG are:-

1.5.3.1 Clarification of the criteria to be followed when dealing with applications from the RUC and District Councils, for the erection of public information signs. This will result in such applications being dealt with in a more efficient manner.

1.5.3.2 Consistency of application throughout Northern Ireland.

1.5.3.3 An improvement to the quality of customer service.

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2 Policy & Procedures

2.1 Sign Siting

2.1.1 Signing shall be subject to considerations of safety, amenity and the needs of traffic management.

2.1.2 Signs shall not normally be permitted on poles or street lighting columns used to carry traffic signs or other equipment used to control, warn or inform motorists. If there are no suitable alternatives signs may, at the discretion of the Division, be mounted on poles or street lighting columns which carry traffic signs. The erection of such signs on traffic signal poles shall not be permitted. This exemption shall only be made where Division is content that there is no possibility of sign conflict and as a last resort to avoid a proliferation of poles.

2.1.3 Unless otherwise approved by the Divisional Street Lighting section, signs mounted on street lighting columns shall not have a *combined* area greater than $0.3m^2$.

2.1.4 As the proposed signs are not for the guidance or information of vehicular traffic, they should be mounted parallel to the direction of traffic. Signs should preferably be mounted at the backs of footways.

2.1.5 All signs on footways or where pedestrians are likely to walk shall be at a minimum height of 2.1m above ground level.

2.2 Sign Design and Construction

2.2.1 As these signs are not meant to be read by passing traffic, text equivalent to a 20 to 40mm 'x height' should be sufficient. Individual signs should not normally exceed an area of $0.1m^2$.

2.2.2 The Department of Environment Transport and the Regions (DETR) owns the copyright for the logos and symbols used on prescribed traffic signs. These shall not be used on signs other than traffic signs without the permission of DETR. This will also assist in avoiding confusion with traffic signs.

2.2.3 In an effort to ensure uniformity of design of public order type signing, the police should be encouraged to consult with the Home Office to whom other requests would normally be forwarded by DETR. District Councils should also be encouraged to adopt a consistent approach to signing schemes that are similar in nature.

2.2.4 Divisions shall maintain an inventory of all public information signing.

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2.2.5 Signs shall conform to a construction specification similar to that used for traffic signs. Particular attention shall be given to the method of mounting on lighting columns and sign poles to avoid damaging protective coatings. Staining of lighting columns from corroding brackets shall not be acceptable.

2.2.6 Signs shall not be reflectorised.

2.3 Maintenance

2.3.1 Applicants shall enter into a maintenance undertaking as part of any request for approval. This shall include the cost of all future maintenance associated with the sign. Roads Service shall bear no responsibility for lost or damaged signs.

2.4 Sign Erection

2.4.1 If acceptable to both parties, sign erection may be arranged by Roads Service subject to recovery of the full cost. Where Roads Service requires to replace columns or posts on which such signs are erected, all costs incurred in replacing/repositioning the signs shall be met by the applicant.

2.5 Planning Approval

2.5.1 Applicants shall be advised that planning approval may be required for this type of sign under the Control of Advertisement Regulations.

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Document History

Version	Date	Author	Authorised by Document Control Panel Members Name : Signature
1	27/4/00	P Morrison	

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Overall Reasons For This Version

Version	Reasons
1	**First issue of this RSPPG**

Revision Details

Version	Amendments