

'CONDITIONS FOR THE PLACING OF A HOARDING ON THE HIGHWAY'

GENERAL

1. It is an offence to place a hoarding on the highway without prior approval in writing from the Highway Authority.
2. Applicants should note that special conditions may be imposed by the Highway Authority:
 - a. To minimise the inconvenience to persons using the street, having particular regard to people with a disability.
 - b. For Traffic Sensitive Streets, streets with Special Engineering Difficulties and Protected Streets.
3. The hoarding owner shall:
 - a. Indemnify the Authority against any liability, loss, claim or proceedings whatsoever arising under statute or common law in respect of the placing, and maintaining of hoardings on the highway, or their removal therefrom.
 - b. Provide proof of public liability insurance of a minimum of £5m cover for the period of the Licence.
 - c. Allow at least **FIVE WORKING DAYS** between the date, or receipt, of this application by the Highway Authority and the proposed date on which the Licence is required to commence as a mandatory site visit must be made.
 - d. Only erect and remove the hoarding on the highway between the hours of 0800 and 2000 on all days, except on any Traffic Sensitive Street where erection and removal will not be permitted between 0800 and 0930 or between 1600 and 1800.
 - e. Provide photographic evidence of the condition of the highway immediately prior to erection.
4. Licences will only be granted for up to a maximum of 24 weeks.
5. A person aggrieved by the refusal of consent under Subsection 4 of Section 172 of the Highway Act 1980 may appeal to a Magistrates Court against the refusal.
6. Separate licences are required to excavate the highway, deposit skips and materials, erect scaffolds and operate cranes and access platforms on the highways.

SPECIFICATION OF HOARDINGS

7. The hoarding shall:
 - a. Be of a close boarding design or netted Herris fencing.
 - b. Provide an unobstructed pedestrian walkway around it of at least 1.2 metres.
 - c. Be securely constructed.
 - d. Have its corners marked with broad red fluorescent and white reflecting strips.
 - e. Prominently display an information board with the Owner's Name and 24hr Emergency telephone number
8. The hoarding shall not be fixed to the highway or any street furniture by any means.
9. All access doors, gates etc. shall open inwards and be constrained from opening over the Highway.

POSTION OF HOARDINGS

10. A hoarding shall not:
 - a. Be placed on the highway so as to be within 0.45m of any carriageway or to impede the surface water drainage of the highway or to obstruct access to other premises, fire hydrants, gullies, manholes or any apparatus belonging to a Statutory Undertaker or Highway Authority.
 - b. Partly or wholly obstruct a carriageway without the permission of the Highway Authority. Where such approval is granted, a 1.2-metre-wide pedestrian walkway and 1.0 metre safety zone shall be provided in the carriageway around the hoarding and be maintained in accordance with 'Safety at Street Works. A Code of Practice'.

SIGNING AND GUARDING HOARDINGS

11. During the hours of darkness a road danger lamp shall be attached to each corner of the hoarding. Lamps shall comply with the Traffic Signs Regulations and General Directions 1994, Section 43.
12. Where hoarding materials are temporarily stored on the highway during erection and dismantling appropriate signing and guarding must be provided in accordance with 'Safety at Street Works. A Code of Practice'.

USE OF HOARDINGS

13. No advertisement may be exhibited on the hoarding without written consent from Highway Authority, which will not be given without written evidence of approval from Planning Authority.
14. Shall only be used to protect the users of the highway from work to a buildings or structure. Hoardings will not be permitted to provide the contractor with a convenient working area.
15. The area around the hoarding should be constantly swept and kept clear of any materials that could cause a hazard or nuisance to users of the highway.

REMOVAL OF HOARDINGS

16. No hoarding shall remain on the highway after the expiry of the licence.
17. A hoarding shall be:
 - a. Removed as soon as possible and in any case not later than 2 workings days after it is no longer needed.
 - b. Removed or repositioned if required by the Police or the Highway Authority.
18. On expiry of the Licence, the highway where the hoarding has been positioned must be left in a clear and tidy condition and any damage to the highway repaired to the satisfaction of the Highway Authority.
19. Additional Conditions

PAYMENT FOR THE LICENCE

20. If the payment is to be made by cheque this must be submitted with the licence application.
21. Payment can also be made by credit or debit card. If you wish to pay by credit or debit card, please indicate the telephone number on the application form that our admin team will need to call to take your card details.

ADDITIONAL CONDITIONS

