

Sign Posting and Way Marking

Locating Signposts and waymarks

Signposts are to be erected in accordance with Section 27(2) of the Countryside Act 1968, and Waymarks are to be located in accordance with section 27(4). It is important that paths are signposted and accurately waymarked as this gives users and landowners/occupier increased confidence in the network and its use.

Officers have the discretion not to locate signposts and/or waymarks where the Parish Council/Meeting agree that it is not necessary. The reasons for not installing such a signpost should be recorded. When a report is received concerning inadequate waymarking, the whole length of the path and others connecting with it should be inspected. Consideration may then be given to whether or not to place additional waymarks on the route.

Signposts or waymark posts are to be placed to minimise obstruction to the free passage of people who will be using the route. They should normally be placed at the edge of a path but remain within its boundary or within the boundary of another public highway. Signposts and waymark posts should not be positioned where there is a likelihood they will be hit by farm vehicles. They may be positioned opposite the path entrance where this is more appropriate.

Signposts and waymarks should be visible when approached along the line of the path from any direction.

The exact position of each shall be decided by the officer or someone authorised on his behalf, this may include user groups, P3 groups or other organisations as identified locally and agreed with the Highway Authority.

Alternatives to signposts or waymark posts

Existing structures may provide an alternative to new posts. The officer must obtain the owner of the structure's permission prior to signposting or waymarking. Signposts, lampposts and telegraph and electricity supply poles may offer an alternative position upon which to attach a signpost flag.

Gate posts, stile posts, the parapets of bridges and barriers, and telegraph and electricity supply poles are all suitable for attaching waymark discs.

Trees and any other living vegetation should not be used to attach signs or waymarks.

Installing a signpost or waymark post

HCC has the power to enter any land for the purpose of erecting signposts and waymarks. When installing signposts it is normally only necessary to consult with the owner/occupier of the land or adjacent land where an officer can foresee a problem arising, such as farm access. Where works are to be completed by officers they should ensure the location of underground and overhead services in the vicinity are known prior to any work.

General guidelines for installation

Remove turf. Dig the hole as neatly as possible, with vertical sides, and disturb the surrounding soil as little as possible. Where excavations are to be made in a flagged or paved area, the paving stones shall be carefully lifted and stacked neatly to prevent them being damaged prior to being reinstated. Dig hole to a recommended depth of 0.6m.

- For Signposts: Cross pins to prevent turning of signs can be added for security. The hole for the post should be adjusted in diameter accordingly.
- For Waymarks: A deadman must be added to the bottom of the post for added security. This can take the form of short offcuts fixed using galvanised nails. The hole for the post should be adjusted in diameter accordingly.

Signposts being installed should have 0.5m foundations constructed in concrete. The remainder is to be reinstated with original topsoil and turf.

Flexible footways (tarmac etc) shall be temporarily reinstated to footway level with 40mm thickness of bituminous macadam base course (25mm aggregate) on a 75mm layer of hardcore thoroughly compacted.

Flagged and paved footways shall be reinstated with the original slabs on a bed of 50mm mortar (sand and cement 3:1), thoroughly compacted and reset so that the surface conforms to the adjoining footway. The contractor shall not be responsible for the replacement of any slabs agreed by RoW to be in a damaged or cracked condition prior to lifting or to be incapable of removal or replacement without damage.

The specification for signposts and waymarks is laid out below.

Signposts and waymarks following confirmed Orders

Permanent Orders

Orders having permanent effect, such as a Diversion Order or Reclassification Order, shall be signposted and waymarked according to the route's legal status and its category. Site notices should be maintained on site, from the date of the confirmation of the Order for a maximum of three years.

Temporary Orders

Orders having only a temporary effect will be signposted and waymarked as appropriate. Site notices should be maintained on site, from the date of confirmation of the Order, for the duration of the Order or for a maximum of three years whichever is the shorter.

Site notices will require regular checking, probably on a weekly basis.

Signposts and waymarks on permissive paths

These are not PRoW, but are paths used by the public with the permission of the landowner. HCC has no responsibility to erect signposts or provide waymarks on these routes as they are not PRoW.

The creation of permissive paths should not normally be used as a solution to obstructed or cultivated PRow, which will continue to be signposted and waymarked normally.

Particular care must be made to ensure permissive discs are not used where the path is believed to be public.

The signing and waymarking of permissive paths shall not be achieved using the standard signs. HCC recommend that permissive paths are signposted and waymarked using distinctive markers (which are available from the Rights of Way Service, CMS or P3). It is however the responsibility of the landowner to display such notices, making the route clear to the public, in order to prevent trespass and other problems.

Signpost specification

Signposts satisfying Countryside Act 1968 s27(2) shall be constructed according to the following standards [Traffic Sign Regulation and General Direction Regulations 1994].

Post

Posts shall be tubular cross-section complying with BS1775. They shall be 75mm diameter and a minimum 3m long. All steel posts shall be coated in an approved material and be coloured Conservation Grey (BS4800) 18B29. They should be fitted with the appropriate cap and base plate.

Flag

Aluminium plate approximately 3mm thick, arrow shaped at one end. Attach to pole by strap and secure by drilling and screwing to prevent turning of sign on post. Flag normally to be two-sided, background colour to be Dark Green. Attach the flag such that its lowest edge is a minimum of 2.1m above the ground. The flag should point away from the post, except where the post is inconveniently situated, the flag may be reversed. Two flags may be attached in a similar way. For more than two flags the flags will need to be secured at different heights. The minimum overhead height should be adhered to.

Chevron

The Chevron should follow the colour coding described in the Natural England booklet Waymarking Public Rights of Way (NE 68):

Yellow - Footpath (FP) - Pantone 123c / BS 08 E 51

Blue - Bridleway (BW) - Pantone 292u / BS 20 E51

Victoria Plum - Restricted Byway (RB) - British Standard 02 C 39

Red - Byway Open to All Traffic (BOAT) - Pantone 185c / BS 06 E 55

Lettering

All lettering to be white. To be British Standard typeset. Capital letter height to be minimum 35mm and maximum 70mm.

Information

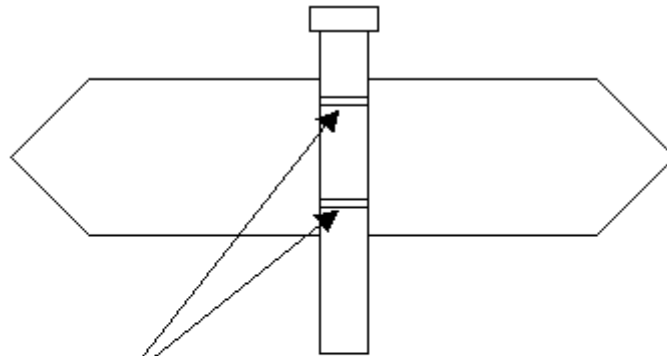
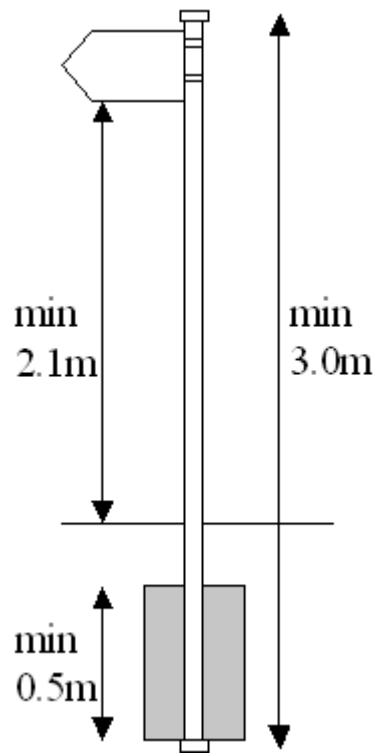
Destination/Distance:

- Distances should be expressed in miles to the nearest mile. Fractions ($\frac{3}{4}$, $\frac{1}{2}$ and $\frac{1}{4}$) should be used for distances less than 3 miles. Distances of less than $\frac{1}{2}$ mile being expressed in yards to the nearest 10 yards [Road Traffic Regulations].
- Specify distance from signpost to feature in middle of destination settlement that is recorded on OS map, which is likely to remain for some time and visible from a distance. E.g. Place of worship with spire, tower minaret or dome.
- Destinations specified on the sign should be found on the 1:25000 OS Explorer Map series or well known locally. Avoid use of local names to help non-local users i.e. our BV178 walker [well equipped with map].
- Usually 1 destination, occasionally 2. Limit size of sign to avoid visual intrusion of street furniture.
- Normally do not state destinations in excess of about 3 miles for footpath signs, & 5 miles for other classes of route. Long distance/promoted routes are exceptions.

Additional:

- Displaying information about visitor attractions/places of interest, National and Regional Routes is permitted. These should be in a contrasting colour, i.e. Heritage information in brown on white.
- In urban areas or areas prone to vandalism a sign showing only path status may be more suitable.
- Path number after status is preferred to help identification i.e. Public Bridleway 35.
- Non-statutory signage can be considered on long PROW to give users indication of where they are. e.g. Use of wooden finger signs on longer routes.
- Inclusion of HCC symbol as per current design.
- Only use the route name if shown on the OS Explorer map.

Specifications for signposts on the rights of way network



Drill and screw
if necessary to
prevent tipping

Waymark specification

Posts

Wooden posts, where used, should have a weathered top and should be between 1.8 and 2.4m in length (0.1x 0.1m). All softwood to be pressure treated conforming to BS4072. Any cuts after treatment shall be treated with a minimum of two coats of external timber preservative as per the manufacturer's instructions.

Waymark discs

Directional markers shall take the form of waymark discs. Waymark discs shall include the universal arrow, to be coloured as follows:



The arrow shall be accompanied by the route status, 'Public Footpath', 'Public Bridleway', 'Restricted Byway' and 'Public Byway', so as to clarify where the standard colours are not understood.

HCC will supply waymark discs to the above standard. The discs will be 75mmx3mm plastic and have Hertfordshire County Council printed on it. Alternatives will be permitted where they comply to the above standard, seek confirmation from RoW.

The discs are to be secured centrally, approximately 0.05m from the top of the post using galvanised fixings (nails or screws).

The number of discs per post will vary as will their position on each side of the post. Care should be made so that the route is clear to the approaching walker or rider and that they are visible from both directions.

The following conventions shall apply to the attachment of waymark discs:

- An arrow positioned at '12 'clock' indicates the path goes straight ahead.
- An arrow positioned at '3 'clock' or '9 'clock' indicates a right angle turn to the right or left respectively.
- Arrows positioned at other angles indicate diagonal paths leading off in the respective direction.

It is important that the angle is as accurate as possible, even when the route is obvious on the ground, as this gives confidence to users at more difficult sites.

At junctions use the minimum number of arrows to avoid any confusion.

The standard arrow may be misleading at some sites. In these situations, it may prove more appropriate that the shaft of the arrow be extended and curved through 45 or 90

degrees to give a clearer picture of the route. The curved arrow should be used with care, and only in situations where the standard arrow is not suitable. These will not be kept as stock items. The preferable solution is to ensure that the route is clear on the ground.

Particular problems occur in large fields where the land rises in the middle so as to obscure the distant boundary. It is essential that the arrow accurately indicates the line of the path from the waymark, although this line direction may subsequently change. A clearly visible gap, gate or stile once the next boundary comes into view will help keep the correct line in use. Only where absolutely necessary will waymark posts be located in the middle of crossfield sections of paths. This is only a practical solution in long term pastoral land. On arable land, maintenance should be sufficient to show clearly the line of the path on the ground and will be enforced according to the Rights of Way Act 1990.

Existing structures

Existing structures may provide an alternative to erecting a new waymark post as long as the owner's permission is given.

- Gate posts and stile posts. The waymark disc should be attached to the latching post or the upper part of the stile post. It is inappropriate to place the waymark on the gate as its position will move.
- In some situations it may be required to place a waymark on the step of a stile, in order that an awkwardly angled path can be clearly marked, but this is not usually recommended.
- Parapets of bridges, steps and barriers or fences. The waymark disc should be attached to a vertical member such that it can be seen when approaching and clearly marks the way.
- Use of existing objects, such as telegraph and electricity supply poles, will require permission from the relevant authorities.

National and regional routes

The waymarking of routes that are part of a wider national or regional network may include additional symbols that are appropriate to that route. Care should be taken so as to avoid confusion with normal waymarks.