



# Roadwork Policies

**V032024**

The following policy on roadwork related matters is to assist with decision making and it is not intended to act as an absolute which prevents an alternative discretionary approach being taken if considered necessary or appropriate in certain circumstances.

### Coordination Policies

- RWC1 Work on coastal routes should be avoided during June, July, and August and in the first part of September during the schools holidays. A map showing these roads can be found in appendix 1.
- RWC2 Where practicable, work near tourist attractions or hotels (listed in appendix 2) should be avoided during June, July, and August and in the first part of September during the school holidays.
- RWC3 Where practicable, work near schools should be carried out during school holidays. A list of roads surrounding each school where it is considered that works taking place during school term time would cause disruption and so should be avoided are listed in appendix 3.
- RWC4 Work on the main shopping streets/roads should be avoided in December. The roads/streets, listed for this purpose, are as follows:
- A) St Peter Port:- Lower Pollet, La Tourgand, North Plantation, Le Pollet, Plaiderie, Smith Street, High Street, The Arcade, Church Square, Quay Street, Market Square and Street, Fountain Street, Bordage, Trinity Square, Mill Street Mansell Street,
  - B) St Sampson's:- The Bridge, Nocq Road, New Road, Southside
  - C) St Martin's:- Grande Rue, Route des Camps, Les Merriennes
- RWC5 Work on the main routes into St Peter Port should be avoided in December. For this purpose, are considered to be as follows:
- Route 1: Weighbridge Roundabout, Gategny Esplanade, Salter Street, St George's Esplanade, Les Banques, Les Bas Courtils,
  - Route 2: North Esplanade, The Quay, South Esplanade, Le Val des Terres.
  - Route 3: St Julian's Avenue, College Street, Grange Road, Les Gravees, De Beauvoir, Rohais.
  - Route 4: Church Hill, Fountain Street, Le Bordage, Rue du Pre, La Charroterie.
  - Route 5: Ann's Place, St James Street, Hirzel Street, Hospital Lane (Hirzel Street – Sir William Place), Sir William Place, Le Truchot and Weighbridge Taxi Rank.

- RWC6 Work on the main routes into the Bridge, St Sampson's should be avoided in December. The main routes, for this purpose, are considered to be as follows:
- Route 1: Rue des Bas Courtils, Bulwer Avenue
  - Route 2: Castle Road, Rue du Chateau, Northside
  - Route 3: Route du Braye, Vale Avenue
  - Route 4: Nocq Road
  - Route 5: New Road
- RWC7 Work on the main routes into St Martin's should be avoided in December. The main routes, for this purpose, are considered to be as follows:
- Route 1: Sausmarez Road, Fort Road, Route des Camps
  - Route 2: Rue Maze
  - Route 3: Les Merriennes, Grande Rue
- RWC8 Not more than one closure should be permitted at the same time in any of the main routes leading into St Peter Port. The routes are listed below:
- Route 1: Weighbridge Roundabout, Gategny Esplanade, Salter Street, St George's Esplanade, Les Banques, Les Bas Courtils
  - Route 2: North Esplanade, The Quay, South Esplanade, Le Val des Terres.
  - Route 3: St Julian's Avenue, College Street, Grange Road, Les Gravees, De Beauvoir, Rohais.
  - Route 4: Church Hill, Fountain Street, Le Bordage, Rue du Pre, La Charroterie.
- RWC9 Not more than two roadwork projects or special events (involving a closure, a one-way system or temporary traffic lights) should be permitted at the same time in the main routes leading into St Peter Port. (as per the list in RWC8)
- RWC10 Permitting roadworks and/or special events (involving a closure, a one-way system or temporary traffic lights) to take place at the same time on more than 7 roads in the top three categories of the Road Hierarchy should be avoided. The roads on Guernsey have been split into four categories:- Inter Harbour Route, Traffic Priority Route, Local Circulation Route and Neighbourhood Roads. A list

(Appendix 4) and a map (Appendix 5) show the designation of roads in the three highest categories.

- RWC11 A roadwork application should not be approved (unless in exceptional circumstances) if the directly adjoining road that is applied for will be closed, will have traffic management works taking place on it or if a special event is scheduled for it.
- RWC12 A roadwork application should not be approved (except in exceptional circumstances) if the road applied for is part of an official diversion route or alternative bus route for another roadworks project or special event.
- RWC13 A roadwork application for the Inter Harbour Route, Traffic Priority Route or Local Circulation Route should not be approved (except in exceptional circumstances) if it would cause official or unofficial alternative routes to overlap.
- RWC14 A roadwork application for the Inter Harbour Route, Traffic Priority Route or Local Circulation Route should not be approved (except in exceptional circumstances) if it would significantly reduce the availability of suitable alternative routes in the vicinity.
- RWC15 When considering roadworks, Traffic and Highway Services needs to take account of the consequential effect on scheduled bus services. Not more than two closures and/or one-ways that will have an effect on the bus service should be permitted to take place on the same scheduled bus route at one time. Liaison, as necessary, must be carried out with the Passenger Transport section and bus operator.
- RWC16 Sunday working, off peak working (9am – 4.30pm) and night-time working may be stipulated by Traffic and Highway Services for specific projects as a condition of approval when granting permission for works. In particular, this will be the case for short duration works, for works at busy road junctions or for works taking place on the Inter Harbour Route (excluding closures – see below) and on heavily trafficked Traffic Priority Routes.
- RWC17 Apart from in exceptional circumstances, Sunday working and night-time working only will be stipulated by Traffic and Highway Services when granting permission for a closure on a section of the Inter Harbour route as a condition of approval. This is because the flow of heavy articulated vehicle movements must be maintained during the daytime and due to their gross weight they are not legally permitted to travel on an alternative route.
- RWC18 If the application involves scaffolding being placed on or above the public highway (road or footpath), then the applicant (property owner/developer or main contractor) requires permission from Traffic and Highway Services. A permit must also be obtained by the scaffolder from the Health and Safety Executive. Traffic and Highway Services' permit will only be valid on condition

that the scaffolder fully complies with the permit from the Health and Safety Executive.

Scaffolding is not permitted in the central areas of St Peter Port (on the areas shown in appendix 6) between 1st May and 15th September, except for an urgent reason or where there are long-term projects where scaffolding will be in place for many months/years where it would be impractical for the scaffolding to be erected/taken down to avoid the embargo period. With an application for the embargo period to be breached, the applicant needs to provide written evidence to Traffic and Highway Services that the works are either urgently required or justify why a long-term project needs to run on into the embargo period. The applicant should provide sufficient evidence by suitably qualified professionals as part of the application to demonstrate this and show that the necessary planning permissions are in place prior to the works taking place. Unless of an emergency nature, long-term applications which could ordinarily be carried out within the 7 ½ month duration of the winter period will not be permitted to commence until after the embargo period has ceased. Applicants permitted to breach the embargo should make every effort to prioritise external works and any other works requiring the retention of scaffolding as a priority and leave internal works to last (thus enabling the scaffolding to come down quicker) and will be expected to 'dress' the scaffolding so as to mitigate the external appearance of the structure.

If an applicant erects or maintains scaffold (ie fails to apply for an extension permit) on the public highway without permission, it could result in prosecution under 'The Public Highways (Coordination of Temporary Road Closures etc.) (Guernsey) Law, 2003

- RWC19      A road works application should not be approved for the same road unless more than three months has elapsed since the last works, unless there are extenuating circumstances.
- RWC20      If temporary traffic lights are installed along the Inter-Harbour Route (i.e. between St Peter Port Harbour and Vale Castle), the lights/signals are to be manually controlled through Monday to Friday between 07:30 – 18:00hrs each day. On Saturday and Sunday, Traffic and Highway Services reserve the right to only permit temporary signals on the Inter-Harbour Route if they are manually controlled between 08:00 – 16:00hrs. Applications for temporary signals at weekends on the Inter-Harbour Route will be determined in relation to potential traffic management issues. Depending on the location, manual control may not be necessary, however Traffic and Highway Services will determine the permit conditions on a case-by-case basis. See Appendix 9.
- RWC21      If the works are of an emergency nature then the coordination policies are waived. For the purpose of roadworks, an emergency is considered to be when there is a serious situation that requires urgent attention to prevent a danger to people or to prevent damage being caused to property/vehicles. It also includes

any failure/loss of a utility service, when the service company considers that maintaining its service is essential.

- RWC22      Permission is not given by Traffic and Highway Services for works to be carried out on a section of road that is under a three-year final surface embargo, unless the contractor has obtained special dispensation from Traffic and Highway Services or if the works are of an emergency nature.
- RWC23      A road works application involving the installation or replacement of a utility network should not be approved for the same road unless more than two years has elapsed since the last works, unless there are extenuating circumstances.

#### Application policies

- RWA1      Applications for road closures on the Inter Harbour, Traffic Priority Routes and Local Circulation Routes on main roads must be received by Traffic and Highway Services a minimum of 4 weeks prior to the start of the closure. \*
- RWA2      Applications for road closures on Neighbourhood roads must be received by Traffic and Highway Services a minimum of 2 weeks prior to the start of the closure. \*
- RWA3      Applications for the use of temporary traffic lights, the introduction of a one-way system, a contra-flow, road humps, a No-Entry, a No-Left Turn, a No-Right turn, closure of a pedestrian walkway, closure of a pavement, closure of a cycle lane or the request for any other traffic management measures, must be received 2 weeks prior to their introduction. \*
- RWA4      Applications for the placement of skips scaffolding or obstructions on roads, pavements or in parking areas (which do not require closures or traffic management measures) must be received 2 working days prior to their introduction. \*
- RWA5      Applications for parking suspensions that will not exceed a week in duration must be received 2 working days prior to their introduction.
- RWA6      Applications for parking suspensions that will exceed a week in duration must be received 4 working days prior to their introduction.

\*The period of notice for works does not include works within the same road being carried out on a rolling programme. Staff will be able to arrange for contractors to move into a new section with 3 days notice, providing permission has already been granted. Nevertheless, this does only include sections with the same road that have been approved and moving from road to road within an area at short notice.

- RWA7      In accordance with Traffic and Highway's Code of Practice, any applications for roadwork projects involving water, gas, electric, telecommunication, drainage or

road repairs must be made by the utility company or States authority concerned. It will not be acceptable for contractors to make this application on their behalf. Applications for other reasons such as for tree felling, removals, scaffolding etc must be made in writing (on the appropriate application form) to Traffic and Highway Services by either the contractor or landowner. These can be posted, faxed, E mailed or brought into the offices at Bulwer Avenue.

- RWA8           Where reasonably practical, all services to a site should be installed during one roadwork period only. However, even if a number of parties are sharing a closure or even sharing a trench, then each party has to apply individually to Traffic and Highway Services. Traffic and Highway Services will then nominate a 'lead' contractor who will be responsible for liaising with Traffic and Highway Services re: signing issues, advising on the completion of works and undertaking the notification process etc. This will normally be the one that will be on site for the longest duration. Any application received for a service to be installed to a site when a period of closure/traffic management measure has been granted within the preceding months for another service to be installed, is likely to be refused. It is the responsibility of the developer to ensure that all services are co-ordinated during the one period.
- RWA9           If the works are of an emergency nature then the application periods of notice are waived. However, permission must still be sought for these works to be undertaken from Traffic and Highway Services during office hours (8.45am – 5pm Monday to Friday) or from the Guernsey Police when the office is closed. A more detailed explanation of these application procedures can be found in appendix 7.
- RWA10          The Parish Constables should be consulted on all road closure applications (except emergency ones) and given 7 calendar days to respond to the applications via the IRIS system. The Constables are not required to be re-consulted if the start of the closure is delayed by less than 1 week. The Constables are only required to be re-consulted if the contractor requests more than a week's extension.
- RWA11          Unless stated on the roadworks permission letter, through pedestrian access and pedestrian access to properties (minimum of 1m in width) must be maintained at all times during the works. In exceptional circumstances Traffic and Highway Services may permit a pedestrian closure, if there are no other practical options available.
- RWA12          For projects exceeding 2 months in duration, the applicant must submit a detailed programme of works with a written explanation justifying the duration requested. The applicant must also confirm that all relevant planning permissions are in place. Applicants should make every effort to prioritise external works and any other works requiring a road closure or traffic management measures and leave internal works to last.

## Notification policies

- RWN1      Advanced warning signs should be placed out by Traffic and Highway Services on all Inter Harbour Routes, Traffic Priority Routes or Local Circulation Routes, that will be closed a week in advance of the start of the works. A sign should be installed at either end of the section to be closed, facing the direction of oncoming traffic. Advanced warning signs are not required for work taking place on a Sunday only, except for on the Inter Harbour route or for other major routes deemed necessary by staff such as Forest Road, the Grange, St Julian's Avenue, Town Quay etc.
- RWN2      Advanced warning signs should be placed out by Traffic and Highway Services on all one-way roads that will be closed (for every type of road in the road hierarchy), a week in advance of the start of the works. A sign should be installed at the entry point of each one-way road, facing the direction of oncoming traffic.
- RWN3      Advanced warning signs should be placed out by Traffic and Highway Services on all roads (for every type of road in the road hierarchy) that will be made temporarily one-way (including all roads being made one-way as part of a diversion) a week in advance of the start of the works. A sign should be installed at either end of the section that will be affected and at every entry point if the section includes a junction.
- RWN4      Advanced warning signs should be placed out by Traffic and Highway Services on all one-way roads (regardless of the type of road hierarchy) that will be made temporarily two-way (excluding ones which will be closed, which will be covered by RWN2) a week in advance of the start of the works. A sign should be installed at the entry point of each one-way road, facing the direction of oncoming traffic.
- RWN5      All businesses within a closed road should be sent a letter of notification by the contractor, a minimum of 1 week in advance of the works, for a closure in duration of 7 days or less and a minimum of 2 weeks in advance of the works, if the closure is scheduled for more than 7 days. A copy of the letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post. Failure to receive a copy of this letter may result in the closure not being signed and a resultant call-out for signs being charged on to the contractor.
- RWN6      All properties within a closed road should be sent a letter of notification by the contractor, a minimum of 1 week in advance of the works, if the closure is



scheduled for between 4 and 7 days (inclusive). Notification letters do not need to be sent for closures of 3 days or less. This is because short term closures are normally for non road work reasons, such as tree felling, scaffolding, crane moves, and removals etc. that are less likely to affect access arrangements and will not cause long-term disruption. A copy of the letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post. Failure to receive a copy of this letter may result in the closure not being signed and a resultant call-out for signs being charged on to the contractor.

- RWN7 All properties within a closed road should be sent a letter of notification by the contractor, a minimum of 2 weeks in advance of the works, if the closure is scheduled for more than 7 days. A copy of the letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post. Failure to receive a copy of this letter may result in the closure not being signed and a resultant call-out for signs being charged on to the contractor.
- RWN8 All road closures, one-way systems, temporarily traffic signals and other forms of traffic management should be listed on the Island's Roadworks Information System (IRIS) in advance of the start of the works. In addition, a weekly list should be issued (on the Thursday beforehand), to emergency services, media, bus companies, hauliers, vehicle escort company and businesses that have requested etc. giving details of the works for the forthcoming week. Should any road works be granted permission to take place for the forthcoming week after the roadworks list has been issued then a notification should be sent to the emergency services, bus company, vehicle escort company and media giving details of the works and any diversions.
- RWN9 Letters must be sent out by the contractor for road closure extensions exceeding 2 days, to apologise for the delay and to explain the reason for the over run. A copy of the letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post.
- RWN10 All businesses and properties within the road that the parking will be suspended (for more than a week in duration) should be sent a letter of notification a minimum of 24 hours in advance of the works by the contractor. (Where the parking suspension is situated within a long road with numerous properties ie Victoria Road, then Traffic and Highway Services will specify a certain number of properties either side of the suspended area that should receive a notification letter ie 10 properties on either side on both sides of the road. This condition will be specified on the permission letter. A copy of the notification letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post. Failure to receive a copy of this letter may result in signs not being placed out for the parking suspension and a resultant call-out for signs being charged on to the contractor.
- RWN11 It is recommended that advanced notification (approximately 2 months in advance) is given to all properties and businesses by the contractor for closures of 3 weeks or more in duration (confirmation should then be issued nearer the commencement of the works in accordance with the above criteria). A copy of

the letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post before the closure commences.

- RWN12 It is recommended that advanced notification be given to businesses in the vicinity of a closure, albeit they may not fall within the closed section. For example, if a section of Route Militaire was closed at the Vale Road end, access to businesses at the Braye Road end would also be affected although they are not directly situated within the closed section. A copy of the letter should be sent to Traffic and Highway Services, either by email to [traffic@gov.gg](mailto:traffic@gov.gg) or by post before the closure commences.
- RWN13 If the works are of an emergency nature then the above advanced notification policies are waived. However, there are number of parties that need to be notified prior to a closure or traffic management measure being introduced for emergency works to be undertaken. During office hours this is carried out by Traffic and Highway Services and out of office hours it is the responsibility of Guernsey Police. A list of the parties that needs to be notified can be found in appendix 7.
- RWN14 The contractor is responsible for ensuring that a printed information board (of a design approved by Traffic and Highway Services and suitably illuminated at night) specifying that they are emergency works and giving a contact telephone number is placed at either end of the works.
- RWN15 Where more than one contractor is working within a road, Traffic and Highway Services will nominate a 'lead' contractor who will be responsible for undertaking the notification process. This will normally be the contractor that has applied for the longest duration. Where more than one contractor has applied for the same duration, then Traffic and Highway Services takes into account previous project and tries to alternate the responsibility for notification.

#### Signing and General policies

- RWS1 It is the responsibility of the contractor to safely and clearly sign, guard and light their works. All roadwork projects should be carried out in accordance with Traffic and Highway Services' Safer Roadworks Booklet. Failure to comply with these guidelines after being advised that the problem needs to be rectified may result in the work being signed by Traffic and Highway Services' contractors and an account sent to the contractor for the work undertaken. However, if the works involve a closure, or a traffic management measure (such as a one-way system, a contra-flow, a No-Entry, a No-Left Turn, a No-Right turn, closure of a pedestrian walkway, closure of a pavement or closure of a cycle lane) then Traffic and Highway Services will sign these works. [There are some experienced utilities/ companies that are authorised to sign some of the above themselves, but Traffic and Highway Services will always notify a company when it expects it to be a self sign project]



- RWS2 It is the responsibility of the contractor to notify Traffic and Highway Services if the works are completed ahead of schedule.
- RWS3 Signs must not be placed on pavements, unless when the sign is in position there is still a clearance of 1m wide.
- RWS4 Contractors must advise Traffic and Highway Services of ALL road markings that will be removed in full or part and of any signs that will need to be removed before the works commence. This is in order that temporary signage can be placed out to advise drivers. Failure to do so may have significant implications for traffic management and road safety.
- Traffic and Highway Services will then organise for the permanent signs and lines to be reinstated. The applicant must allow sufficient time within their period of works for the signs and lines to be replaced.
- RWS5 If the application involves working during the hours 1800 to 0800 on weekdays, or at any time between 1800 on Friday and 0800 on Monday, or on any public or declared holiday, Environmental Health must be consulted by the contractor and any mitigating measures to avoid the creation of noise nuisance advised by the Environmental Health must be adhered to for the duration of the works. If the works are of an emergency nature and will result in work taking place during the above hours, Environmental Health must be consulted as soon as practicable after the commencement of said works.
- RWS6 If you are the lead contractor (or you are the last contractor working in the road and have the permission of the lead contractor to open the road), at the completion of works in a closed road, if the only signs that are involved are 'Road Closed', 'Road Ahead Closed', 'Footpath closed' or 'No-Through Road' signs, these should be turned face in to the wall by the contractor so that the road is open to traffic as soon as possible. These should be left in a safe place, making sure that they will not be a hazard to pedestrians or motorists. If the closure involves other signs such as 'One-Way', 'No-Entry', Diversion or Advanced Warning, a contractor should not remove/turn any signs and they should contact Traffic and Highway Services to arrange for our contractors (SWD) to carry out this work, as removing only some of the signs can cause confusion to drivers and can be dangerous if one-way roads are not fully cleared.
- RWS7 If the application involves a skip being placed on the public highway, the skip must be signed in accordance with the Safer and Roadworks booklet and a wooden board must be placed under the skip, to avoid damage being caused to the road surface. A lamp and an amber reflector must be placed in each of the skip's upper corners. It becomes the responsibility of the hirer of the skip to maintain the signing and lighting, when the skip under the hiring agreement has been in place a period of one month or more. The name and telephone number of the skip company must be clearly visible on each skip.

- RWS8 If the application involves scaffolding being placed on the public highway (road or footpath), then in addition to permission from Traffic and Highway Services, a permit must also be obtained from the Health and Safety Executive. Traffic and Highway Services' permit will only be valid on condition that the scaffolder fully complies with the permit from the Health and Safety Executive. Whilst the scaffolding is in course of erection, the safety of employees and the public rests with the scaffolding company. Once the scaffold is erected and "handed over", the contractor must maintain the appropriate signing, lighting and guarding.
- RWS9 If the application involves the use of STOP/GO boards the applicant must accept full responsibility for any accident occurring on the stretch of road in which the STOP/GO boards are being operated that is found to have been caused directly as a result of the use of STOP/GO boards. The advice outlined in Traffic and Highway Services' STOP/GO boards advice sheet must also be adhered to. A copy can be found in appendix 8.
- RWS10 If the application involves the use of temporary traffic lights, the guidelines outlined in Traffic and Highway Services' Installation of Temporary Traffic Lights conditions of application sheet must be adhered to (appendix 9). STOP/GO boards must be available in case the temporary traffic signals breakdown (refer to RWS10 and appendix 8).
- RWS11 If the application involves an excavation in the Public Highway (Carriageway or Pavement) the works should comply with Traffic and Highway Services Highway Works Document entitled "Requirements and Specification for the Opening and Reinstatement of Works in the Public Highway".
- As part of the application process the contractor will need to give details on the type of opening, form of backfill and size of excavation. If the application involves a drainage connection, then permission from Traffic and Highway Services is conditional on prior approval being obtained from Guernsey Water.
- RWS12 The normal hours of working for Traffic and Highway Services' signing and lining contractors (SWD) are 0430 – 1630 Monday to Thursday, 0430 – 1700 Friday and 0430 - 0830 Saturday, Sunday and Bank Holidays (excluding Christmas Day and New Year's Day). The service for placing out temporary signs during these times is free of charge. The contractor will be charged for signs to be placed out or collected outside of these times.
- RWS13 If Traffic and Highway Services receives complaints about the timings of temporary traffic lights these will be investigated. If it is discerned by Traffic and Highway Services that the timings have been set incorrectly, the necessary alterations will be effected by Traffic and Highway Services. The contractor will be liable in respect of the costs for the time taken by Traffic and Highway Services' member of staff/engineer to rectify the problem.
- RWS14 Road works at or in the vicinity of permanent traffic light junctions, which will necessitate the permanent lights to be switched off/on, should be notified to

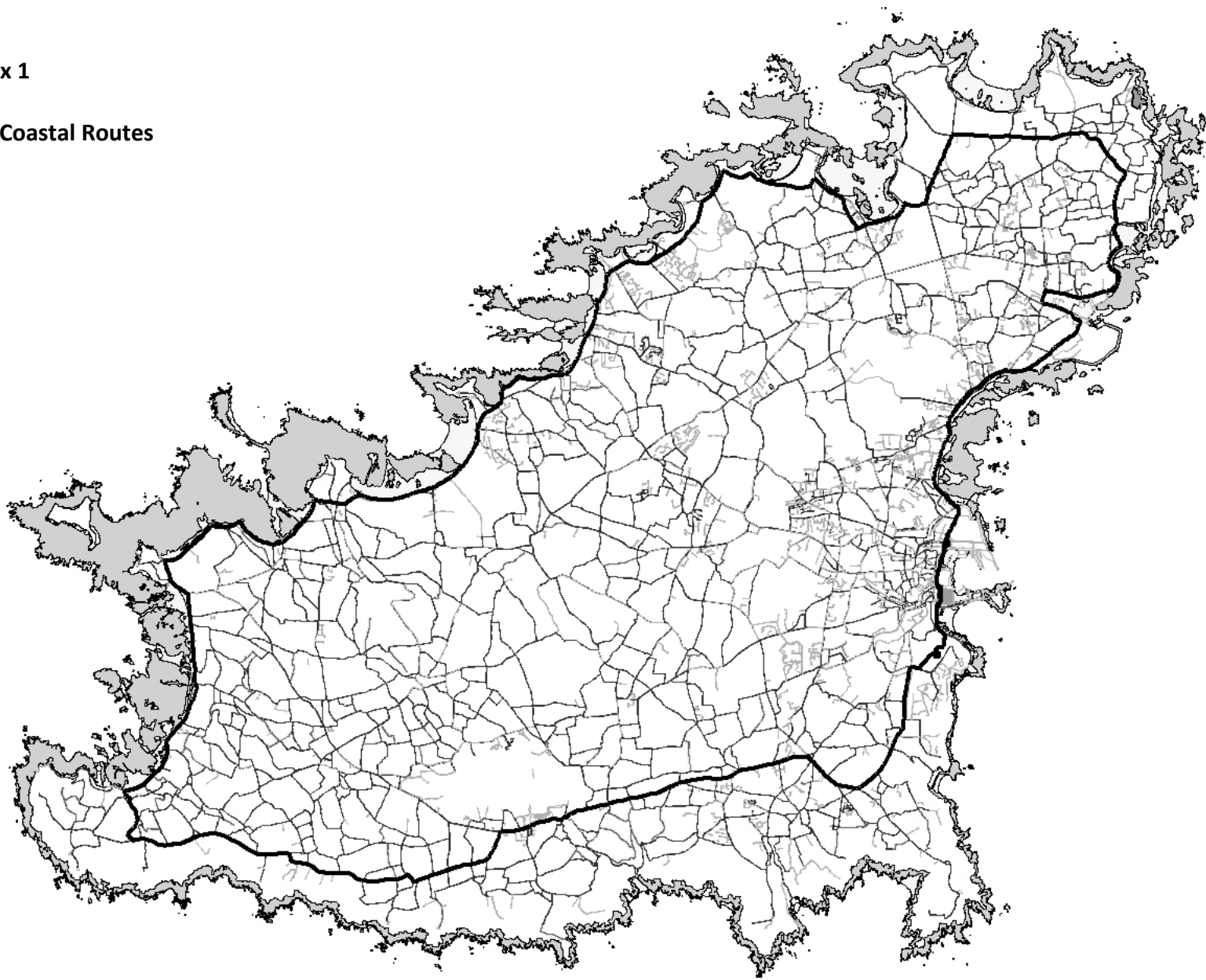
Traffic and Highway Services a minimum of 2 days prior to the work commencing. Traffic and Highway Services will then organise for an engineer to carry this work out. The contractor will have to meet the costs involved.

- RWS15      Damage caused to any of loops associated with permanent traffic lights must be reported immediately to Traffic and Highway Services as this significantly alters timings and subsequently causes traffic delays. The contractor will have to meet the cost of any repairs to the traffic signal loops.
- RWS16      White boards with text should be printed by Traffic and Highway Services' contractor if the roadwork project is scheduled for more than 3 weeks in duration; if less than 3 weeks, the signs should be handwritten.
- RWS17      Access boards giving motorists directions of how to access businesses/tourists attractions/places of interest/community facilities should be placed out by Traffic and Highway Services on white boards or, where appropriate, on large safe base access boards (normally for long-term works on major roads). If there are too many businesses etc to list on a single sign (maximum of 3 on a white board or 5 on a safe base access board) then Traffic and Highway Services should choose businesses (based on size and location with the road) to act as reference points. Alternatively, where appropriate Traffic and Highway Services should choose one business at the furthest point of access and name this one stating "Access as far as ...".
- RWS18      The utilities must provide a quarterly report to Traffic and Highway Services detailing the nature, extent and duration of all works that required closures or traffic management measures.
- RWS19      Official diversions should be installed for closures/one-ways taking place on an Inter Harbour route, Traffic Priority Route or Local Circulation Route. A road being used as the official diversion route should be made temporarily one-way if it is considered not suitable to accommodate the increased volumes/size of traffic. [Road width, number of suitable passing points, lack of pavements, types of vehicles being diverted along it and volumes of traffic being diverted etc should be considered]
- RWS20      A reduced speed limit should be installed on temporary one-way diversions. The speed limit should normally be of 15mph in roads of approx. 4m or less or 20mph where the road width is approx. more than 4m which gives sufficient width to enable vehicles to safely pass pedestrians. In exceptional circumstances, speed limits should be introduced on two-way diversions. The factors which will dictate justification for this is where there is a known accident history, lack of pavements or where traffic will be regularly forced to mount pavements. In these circumstances speed limits of 20mph or 25mph should normally be chosen.

- RWS21      Except in exceptional circumstances, temporary one-way systems or No-Entry signs should be placed out to prevent motorists rat-running through single file roads to avoid the official diversion routes, where the single file lane leads off an official diversion route but only where it is considered that there is a good road safety or traffic management case for doing so.
- RWS22      If the applicant fails to comply with one or more of the conditions of the IRIS approval letter Traffic and Highway Services may, at its discretion, suspend or revoke the permission and take whatever steps are necessary to re-open the public highway and remove any traffic management and recover the costs of doing so from the applicant.
- RWS23      If an applicant carries out works (which includes the placement of skips or erection of scaffold) on the public highway without permission, where required, or maintains works without further permission (ie fails to apply for an extension permit) on the public highway, it could result in prosecution under 'The Public Highways (Coordination of Temporary Road Closures etc.) (Guernsey) Law, 2003.

## Appendix 1

### RWC1 – Coastal Routes



**RWC2 – Hotels and Tourist Attractions****Hotels**

Auberge du Val	La Collinette Hotel
Bella Luce	La Fregate Hotel
Blue Horizon	La Grande Mare Hotel
Captain Cook Hotel	La Piette Hotel
Captains Hotel	La Trelade Hotel
Carlton Inn	La Villette Hotel
Cobo Bay Hotel	Le Chene Hotel
Duke of Normandie Hotel	Le Friquet Hotel
Duke of Richmond Hotel	Les Cotils
Farmhouse Hotel	Les Douvres Hotel
Fermain Valley Hotel	Moore's Hotel
Fleur du Jardin Hotel	Pandora Hotel
Grange Lodge Hotel	Peninsula
Hotel Bon Port	Queens Inn
Hotel de Havelet	Rocquettes Hotel
Hotel Dunchoille	Saints Bay Hotel
Hotel Hougue du Pommier	St Margaret's Lodge Hotel (currently closed)
Hotel Jerbourg	St Pierre Park Hotel
Hotel La Michele	Sunnydene
Imperial Hotel	The Old Government House Hotel & Spa
L'Eree Bay Hotel	Wayside Cheer Hotel
La Atlantique (currently closed)	The Yacht Hotel
La Barbarie Hotel	Ziggurat Hotel (formerly Sunnycroft)
La Chalet (currently closed)	

**Tourist Attractions**

Aquarium	Guernsey Tapestry
Bruce Russell	La Vallette Underground Museum
Candie Gardens and Guernsey Museum	Little Chapel
Castle Cornet	Moulin Huet
Catherine Best	Oatlands Village
Fermain Bay	Petit Bot
Fort Grey Shipwreck Museum	Pleinmont German Observation Tower
Fort Hommet (Gun Emplacements)	Saumarez Park (National Trust Folk Museum and Walled Garden)
German Occupation Museum	Sausmarez Manor
German Underground Hospital	The Freesia Centre
Guernsey Candles	Town Centre
Guernsey Pearl	Victor Hugo House





## RWC3 – Schools

School	Roads
Acorn House	Kings Road
Amherst	Maurepas, Guelles Road
Beachwood	Queens Road
Beaucamp	Les Beaucamps, Ruelle de Deslisles
Blanchelande	Route de St Andre
Capelles	Route de Capelles
Castel	Les Querites, Rue de la Masse, Rue St Germain
College of Further Education – Coutanchez	Havilland Street, Route de Coutanchez, Rue Thomas, La Vrangue, Pitronnerie Road
College of Further Education – St Peter Port	Les Ozouets Road, Collings Road
College of Further Education – St Sampsons	Rue des Monts, Delancey Lane, Rue de Pointues Rocques
Elizabeth College	Upland Road, Grange, College Street, Rue Freres
Forest	Rue des Landes
Grammar	Footes Lane
La Houquette	Route des Paysans
Ladies College	Gravees, Rocquettes Lane
St Sampsons High and Le Murier	Le Murier, Duveaux Road, Baubigny, Le Bordage Road, Les Gigands
La Mare de Carteret	Rue de Galaad
Notre Dame	Little St John Street, Union Street, Le Platon, Burnt Lane,
Notre Dame (La Couperderie)	La Couperderie, Vauvert
St Martins	Rue des Coutures, Les Camps, Grande Rue
St Mary and St Michael	Rue de Monts, Rue de Pointues Rocques
Vale	La Hougue Ricard, Rue L'Ecole, Belval Road
Vauvert	Vauvert



**Road Hierarchy (excluding neighbourhood roads)**

Inter-Harbour Route	IHR
Local Circulation Route	LCR
Traffic Priority Route	TPR

<b>Road</b>	<b>Class</b>	<b>Parish</b>
Bulwer Avenue	IHR	St. Sampson
Gategny Esplanade	IHR	St. Peter Port
Les Banques	IHR	St. Sampson
Les Banques	IHR	St. Peter Port
Les Banques	IHR	St. Peter Port St. Sampson
Les Bas Courtils Road	IHR	St. Sampson
North Side	IHR	Vale
Salter Street	IHR	St. Peter Port
South Quay	IHR	St. Sampson
St. Georges Esplanade	IHR	St. Peter Port
The Bridge	IHR	Vale St. Sampson
The Bridge	IHR	Vale
Weighbridge Roundabout	IHR	St. Peter Port
Baubigny Road	LCR	St. Sampson
Brock Road	LCR	St. Peter Port
Candie Road	LCR	St. Peter Port
Castle Road	LCR	Vale
Colborne Road	LCR	St. Peter Port
Collings Road	LCR	St. Peter Port
Courtil St. Jacques	LCR	St. Peter Port
Duveaux Road	LCR	St. Sampson
Elm Grove	LCR	St. Peter Port
Foote's Lane	LCR	St. Andrew
Foote's Lane	LCR	St. Peter Port
Foote's Lane	LCR	St. Andrew St. Peter Port
Fosse Andre	LCR	St. Peter Port
Grande Rue	LCR	Vale
Guelles Road	LCR	St. Peter Port
King's Mills Road	LCR	Castel
Kings Road	LCR	St. Peter Port
Le Brigade	LCR	St. Andrew
La Croix du Bois	LCR	Vale
La Croix Martin	LCR	St. Saviour
La Grande Rue	LCR	Vale
La Grande Rue	LCR	St. Saviour
La Hougue Anthan	LCR	St. Pierre du Bois
La Hougue Anthan	LCR	Torteval St. Pierre du Bois
La Houquette Road	LCR	Castel
La Maison au Compt	LCR	Vale



Road	Class	Parish
La Mare Road	LCR	Castel
La Moye Road	LCR	Vale
La Rochelle Road	LCR	Vale
La Rocquette	LCR	Castel
La Route du Braye	LCR	Vale
La Rue du Passeur Road	LCR	Vale
La Ville Baudu	LCR	Vale
La Villette Road	LCR	St. Martin
La Villiaze Road	LCR	St. Andrew
La Villiaze Road	LCR	Forest
La Villiaze Road	LCR	St. Saviour
La Villiaze Road	LCR	St. Andrew Forest
La Villiaze Road	LCR	St. Andrew St Saviour
Le Bordage Road	LCR	St. Sampson
Le Murier	LCR	St. Sampson
Le Russel Road	LCR	Forest
Les Camps Collette Nicolle	LCR	St. Peter Port
Les Camps du Moulin	LCR	St. Martin
Les Croutes	LCR	St. Peter Port
Les Effards Road	LCR	St. Sampson
Les Gigands Road	LCR	St. Sampson
Les Grandes Maisons Road	LCR	St. Sampson
Les Grandes Mielles Lane	LCR	Vale
Les Grandes Rocques	LCR	Castel
Les Grands Moulins	LCR	Castel
Les Hougues Magues Road	LCR	St. Sampson
Les Juqueurs	LCR	Vale
Rue du Manior	LCR	Forest
Rue du Manior	LCR	St. Pierre du Bois
Rue du Manior	LCR	St. Pierre du Bois Forest
Rue Sauvage	LCR	St. Sampson
Sohier Road	LCR	Vale
St. Georges Road	LCR	Castel
St. Jacques	LCR	St. Peter Port
Upland Road	LCR	St. Peter Port
Upper St. Jacques	LCR	St. Peter Port
Valnord Lane	LCR	St. Peter Port
Valnord	LCR	St. Peter Port
Victoria Road	LCR	St. Peter Port
York Avenue	LCR	St. Peter Port
Amherst Road	TPR	St. Peter Port
Brock Road	TPR	St. Peter Port
Candie Road	TPR	St. Peter Port
Candie Road	TPR	St. Peter Port
Church Hill	TPR	St. Peter Port

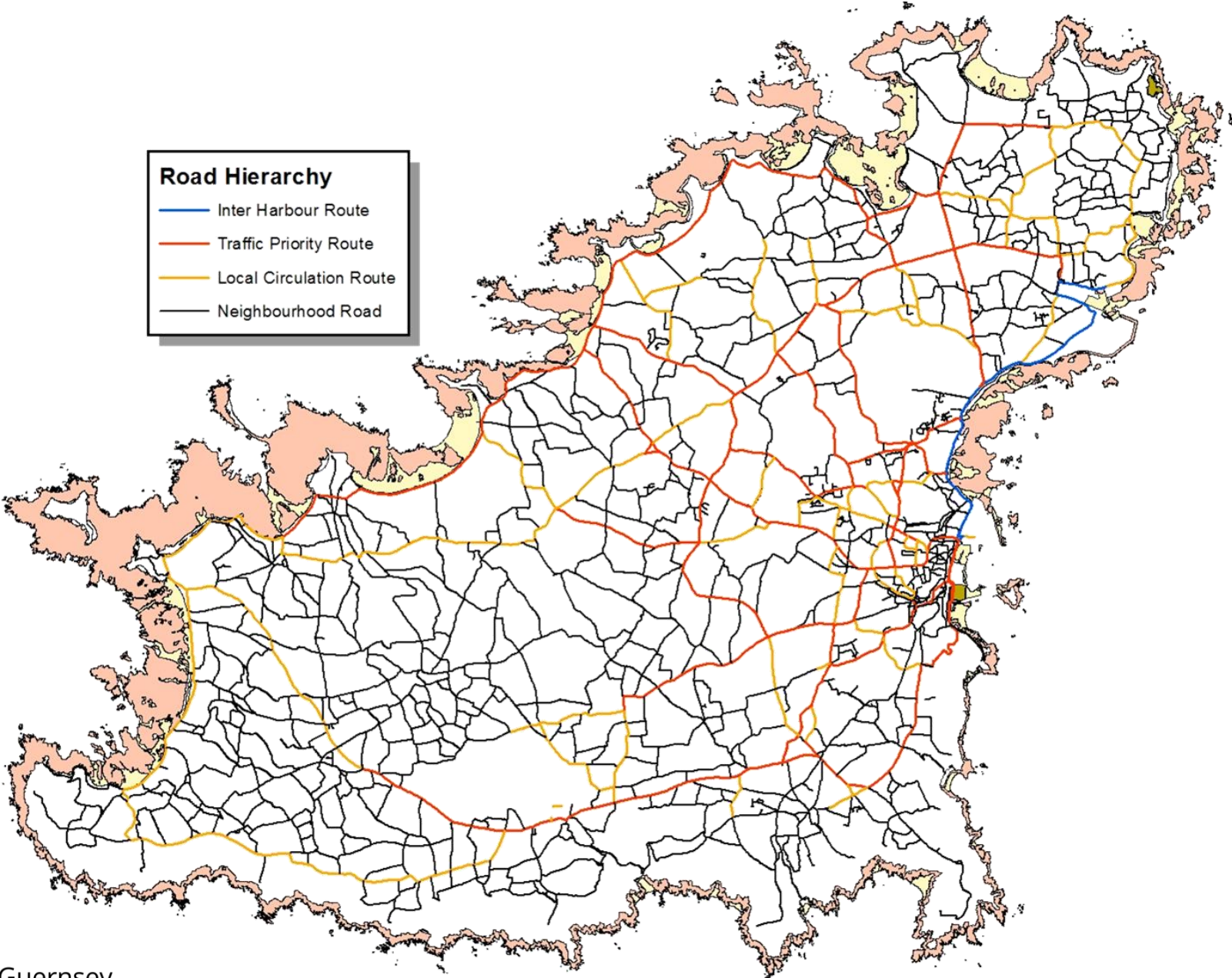


Road	Class	Parish
Cobo Coast Road	TPR	Castel
College Street	TPR	St. Peter Port
Collings Road	TPR	St. Peter Port
De Beauvoir	TPR	St. Peter Port
Doyle Road	TPR	St. Peter Port
Elm Grove	TPR	St. Peter Port
Forest Road	TPR	St. Martin
Forest Road	TPR	Forest
Forest Road	TPR	Forest St. Martin
Fort Road	TPR	St. Peter Port
Fort Road	TPR	St. Martin St. Peter Port
Fosse Andre	TPR	St. Peter Port
Fountain Street	TPR	St. Peter Port
Grange Road	TPR	St. Peter Port
Guelles Road	TPR	St. Peter Port
Le Neuve Rue	TPR	Castel
La Butte	TPR	St. Peter Port
La Charroterie	TPR	St. Peter Port
La Couture	TPR	St. Peter Port
La Grandes Rue	TPR	St. Martin
La Haye du Puits	TPR	Castel
La Route de la Margion	TPR	St. Saviour Castel
La Route de L'Islet	TPR	St. Sampson
La Route de L'Islet	TPR	Vale
La Route de Sausmarez	TPR	St. Martin
La Route des Capelles	TPR	St. Sampson
La Route des Cornus	TPR	St. Martin
La Route du Braye	TPR	Vale
La Route du Braye	TPR	St. Sampson
La Route du Braye	TPR	Vale St. Sampson
La Route Militaire	TPR	Vale
La Route Militaire	TPR	Vale St. Sampson
La Vrangue	TPR	St. Peter Port
La Vrangue Hill	TPR	St. Peter Port
L'Abbaye	TPR	Vale
L'Ancrese Road	TPR	Vale
Landes du Marche	TPR	Vale
L'Aumone	TPR	Castel
Le Bordage	TPR	St. Peter Port
Le Bouet	TPR	St. Peter Port
La Bourg	TPR	Forest
Le Chene	TPR	Forest
Le Grand Bouet	TPR	St. Peter Port
Le Grand Fort Road	TPR	St. Sampson
La Val de Terres	TPR	St. Peter Port



Road	Class	Parish
Le Vauquiedor	TPR	St. Andrew
Le Vauquiedor	TPR	St. Martin St. Peter Port
Les Baissieres	TPR	St. Peter Port
Les Baissieres	TPR	Castel Vale St. Peter Port
Les Banques	TPR	St. Sampson
Les Caches Road	TPR	St. Martin
Rue Maze	TPR	St. Martin
Rue Piette	TPR	Castel
Rue Poudreuse	TPR	St. Martin
Ruettes Brayes	TPR	St. Peter Port
Ruettes Brayes	TPR	St. Martin St. Peter Port
South Esplanade	TPR	St. Peter Port
St. Andrews Road	TPR	St. Andrew
St. Julian's Avenue	TPR	St. Peter Port
The Bridge	TPR	Vale
The Quay	TPR	St. Peter Port
Trinity Square	TPR	St. Peter Port
Vale Avenue	TPR	Vale
Vale Road	TPR	St. Sampson
Valnord Lane	TPR	St. Peter Port
Vazon Road	TPR	Castel
Ville au Roi	TPR	St. Peter Port
Ville au Roi	TPR	St. Martin St. Peter Port

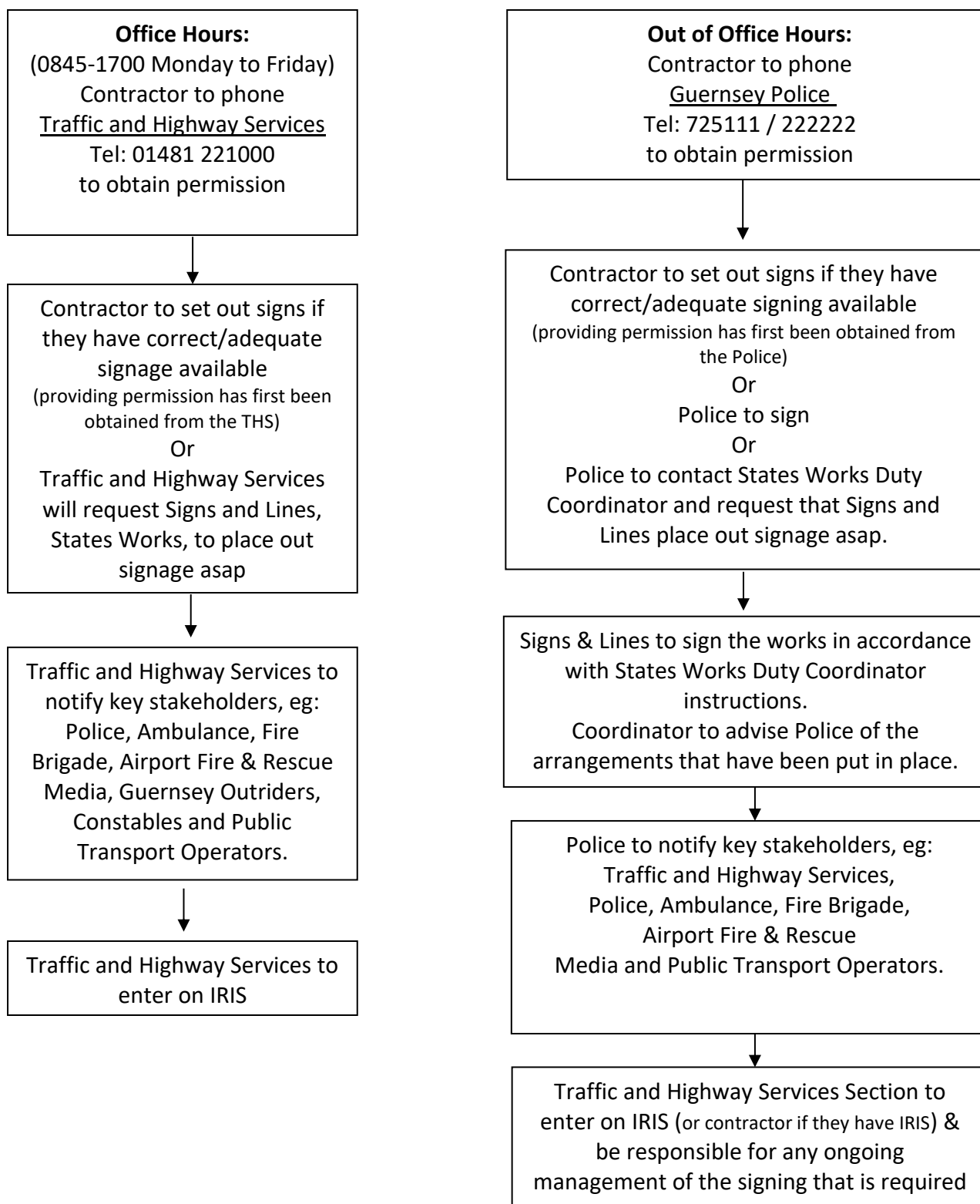
Appendix 5



## RWC18 – Town Scaffolding Embargo Map



## Emergency Roadworks Procedures – Flow Diagram



**NOTE:**

*The Contractor is responsible for placing out emergency information boards at either end of the works to provide contact details for the public*





## Appendix 8

### Stop/Go Boards – Conditions Sheet

Permission for the use of STOP/GO boards must be obtained from Traffic and Highway Services and will only be granted based on the following conditions:

- By signing the Roadworks application form, the applicant accepts full responsibility for any accident occurring on the stretch of road in which the STOP/GO boards are being operated that is found to have been caused directly as a result of the use of STOP/GO boards;
- Operators must be aged 18 years or over;
- Operators must wear high visibility reflective clothing;
- A single STOP/GO board may be used when controlling traffic over a short length of road, normally less than 20 metres, if the board is clearly visible to drivers approaching from both directions;
- Where the distance involved exceeds about 20 metres or the obstruction is situated on or near a bend, separate STOP/GO boards should be operated at both ends. One controller should be nominated in charge and is likely to be the operator at the end from which the greatest traffic flow is expected at any time of the day. The operators must have sight of each other or be in radio contact;
- If using two STOP/GO boards each operator should be positioned approx 10 metres in advance of the obstruction at their end but it will depend on the curvature and the structure of the road;
- STOP/GO boards may not be appropriate if the section of road contains any road junctions;
- When STOP/GO boards are in operation, advanced warning signs should be in operation (these should include men at work, traffic control ahead and road narrows). The obstruction should be suitably coned and with keep left/ keep right signs. Please refer to the Guernsey 'Safer Road Works' booklet for further advice on signing;
- If there are two operators, then the one showing 'GO' to the traffic should be the one to change the direction of the traffic flow by reversing the board to show 'STOP'. Adequate time must be allowed for vehicles to clear before the other board is reversed to show 'GO';
- If STOP/GO boards are used in poor visibility or at night they should be illuminated or reflective to a minimum of BS873: Part 6: 1983 Class 1;
- STOP/GO boards must be available at portable traffic signals in case they breakdown and contractors need to use them to manage traffic.



## Appendix 9

### Installation of Temporary Traffic Lights

Permission for the use of Temporary Traffic Lights/Signals must be obtained from Traffic and Highway Services and will only be granted based on the following conditions:

- Contractors must take care to ensure that the correct duration of each phase of the traffic lights is set in relation to high/low traffic flows and that these are altered to take into account morning and/or evening traffic flows. This is particularly essential on the main routes in/out of St Peter Port, particularly along the coast road between St Peter Port and St Sampson's Harbour.
- If installed along the Inter-Harbour Route (i.e. between St Peter Port Harbour and Vale Castle), the temporary traffic lights/signals are to be manually controlled through Monday to Friday between 07:30 – 18:00hrs each day. On Saturday and Sunday, Traffic and Highway Services reserve the right to only permit temporary signals on the Inter-Harbour Route if they are manually controlled between 08:00 – 16:00hrs. Applications for temporary signals at weekends on the Inter-Harbour Route will be determined in relation to potential traffic management issues. Depending on the location, manual control may not be necessary, however Traffic and Highway Services will determine the permit conditions on a case-by-case basis;
- Traffic and Highway Services will investigate any complaints about the timings of temporary traffic lights. If it is discerned that the timings have been set incorrectly and the contractor is unavailable to make any corrections, then Traffic and Highway Services will call out States Works to make the area safe and, if safe to do so, re-open the road. The contractor will be liable in respect of any costs for the time taken by Traffic and Highway Services and/or States Works to rectify the problem;
- Road works at or in the vicinity of permanent traffic light junctions, which will necessitate the permanent lights to be switched off/on, should be notified to Traffic and Highway Services a minimum of 2 working days **prior** to the work commencing. Traffic and Highway Services will then organise for an engineer to carry this work out. The contractor will be liable for the costs involved;
- Damage caused to any of the loops associated with permanent traffic lights must be reported immediately to Traffic and Highway Services as this significantly alters timings and subsequently causes traffic delays. Contractors will be liable for meeting the cost of any repairs to the traffic signal loops.

Further guidance and advice in relation to the setting out of Temporary Traffic Lights/Signals can be obtained from Traffic and Highway Services on Tel: 221000 or email: [traffic@gov.gg](mailto:traffic@gov.gg).

