Leicestershire County Council

THE HIGHWAYS ACT 1980

SECTION 184

ADVICE FOR DEVELOPERS

Leicestershire County Council
Environment and Transport Department
County Hall
Glenfield, Leicestershire LE3 8RJ

http://www.leics.gov.uk/index/6csdg.htm

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THE HIGHWAYS ACT 1980 – SECTION 184
ADVICE LEAFLET FOR DEVELOPERS

Section 184 of the Highways Act 1980 deals with the formation of vehicle crossings over footways and verges.

Applications for alterations to an existing access or formation of a new access serving a single domestic dwelling will be dealt with by the Area Office (a 'minor' s184 application). Further information, including application forms, can be found at the following:
http://www.leics.gov.uk/index/highways/road_pathway_maintenance/dropped_kerbs.htm
or by contacting the Customer Service Centre on 0116 305 0001.

Applications for alterations to an existing access or formation of a new access serving more than one domestic dwelling, a commercial or industrial development will be dealt with by the Infrastructure Planning Team at County Hall (a 'major' s184 application). For further information/submissions please email: road.adoptions@leics.gov.uk.

The reason for this is to provide a consistent approach throughout the County and to ensure fees are imposed which cover the time spent on the applications. We will ensure accesses are constructed so that they are fit for purpose and meet the requirements of any relevant planning conditions.

What needs to be done before any works commence?

- The cost of the works should be secured in the form of a bond, or a cash deposit.
- Our inspection fee of £1000 paid on submission of application. **Note that this fee will increase to £1500 from 1 April 2016.**
- Detailed engineering plans are submitted to and technically approved by a highways officer.
- Following technical approval a S184 permit is issued.
- Statutory undertakers should be contacted to locate any issues with existing services (Form VA5).
- You must indemnify us (protect us from legal responsibility) against any claims by third parties arising from the highway works. Before we will approve your contractor they must provide us with written evidence that they have, as a minimum, £5 million public liability insurance with no limit on the number of claims.
- A pre-start meeting should be arranged with the relevant area inspector (details will be provided with notification of technical approval). At least five working days' notice should be given before any works commence.

You will need to contact the Highway Authority Area Manager in order to get the works inspected. This can be done by contacting the Customer Service Centre on 0116 305 0001.

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How can I get the S184 deposit/bond returned quickly?
The process of reaching technical approval of the plans should be completed well before any works commence. The works should be constructed to our standard and inspected by the relevant member of the area office. When the Inspector, on behalf of the Highway Authority, is satisfied that the access has been constructed fit for purpose a provisional certificate of completion will be issued and the deposit/bond will be reduced to £1000 or 10% (whichever is greater). The remainder will be returned after a 1 year maintenance period.

Can I have my bond reduced if I carry out partial construction of the works?
No. A provisional certificate that will enable reduction of the bond will only be issued if all the works are completed to the satisfaction of the relevant inspector.

What is a satisfactory construction standard?
For the design requirements see the Leicestershire design guide 'The 6C's Design Guide' available at: http://www.leics.gov.uk/index/6csdg.htm

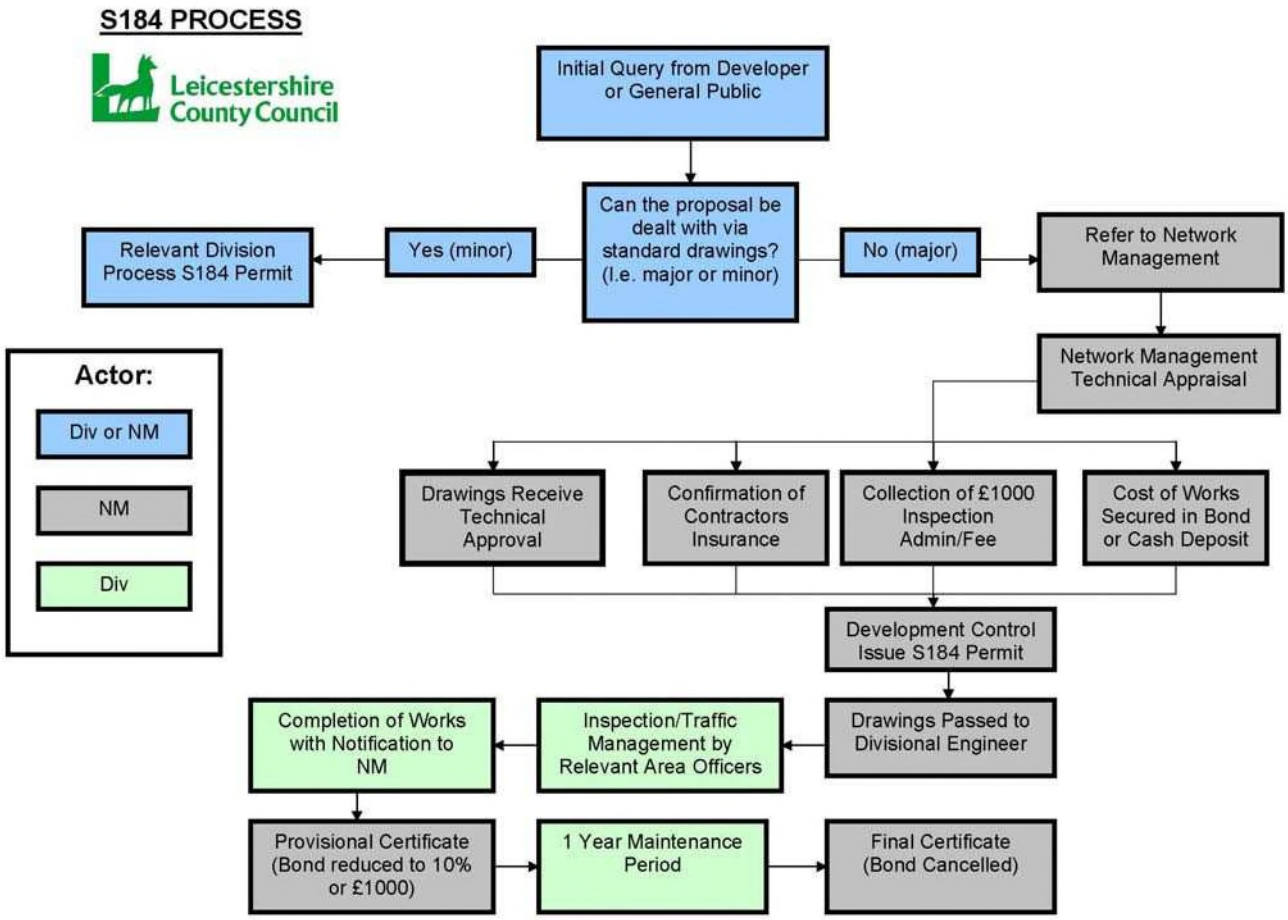
We will also ask for the private access drive and any turning space to be surfaced with tarmacadam, concrete or similar hard bound material (not loose aggregate) for a distance and depth, dependent on the use, behind the highway boundary. This is to reduce the possibility of deleterious material being deposited in the highway (loose stones etc.).

How do I get Technical Approval for my access?
You will be required to submit plans showing the following items:

- Details of access onto the highway including gradients (generally 1:10 max.).
- Details of surface water such that it does not run onto the public highway.
- Clearly defined delineation details showing extent of public highway.
- Prominently located signs/street nameplates with the words "Unadopted Private Drive"
- Standard construction details to Leicestershire County Councils specifications.
- Any additional site specific details & requirements of the planning permission.

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