**A speed limit sign on a road

Description automatically generated**

**Guidance for Parish, Town, and Community Councils**

**Community Speedwatch Signs**

Keith Wheeler / V1 / January 2024

**Introduction**

**We have put this document together for parish, town, and community councils to provide guidance on how to safely install, display and maintain of post-mounted Community Speedwatch signs.**

Thames Valley Police encourage all schemes that are considering using these signs to ensure that they have the permission of the local highway authority before mounting these signs to existing poles or other street furniture. In the Milton Keynes Borough, the highway authority is Milton Keynes City Council (MKCC).

**Our policy**

MK City Council will, at their discretion, allow post-mounted signs in certain locations. However, where we consider post-mounted signs to be inappropriate, we will only allow temporary pavement signs to be used while schemes are conducting speed checks. This is to allow accessibility on the footway.

In the first instance (and preferably before you purchase any), parishes should contact the MKCC Road Safety Officer for approval to use post-mounted signs by email, road.safety@milton-keynes.gov.uk

The Road Safety Officer will then assess the request, considering road safety and other factors. They will then email you with their decision and to provide further guidance if necessary.

Once approved, post-mounted signs can be left up indefinitely, at our discretion. Should they become loose or damaged, we will expect the parish council to make them safe as soon as possible and any costs must be covered by the parish.

If a scheme stops operating for an extended period, we will ask for signs to be removed. Our Road Safety Officer has overview of all schemes operating in the MKCC area and will see when a scheme stops conducting speed checks.

**Accessories for post-mounting of signs**

There are variety of suppliers for Community Speedwatch signs.

Many suppliers also offer mounting hardware (e.g., brackets) which can be purchased when you place the order for signs.

Once you have permission to mount signs on MKCC property, you should also purchase the appropriate mounting hardware to go with your signs. The Road Safety Officer may be able to advise on this.

**Provision of suitable posts**

Parishes will be expected to pay the costs of MKCC supplying and installing new posts where there are none suitable for CSW signs. Only in exceptional circumstances will MKCC consider funding new posts.

If any CSW scheme ceases to operate permanently, parishes will be liable for the costs of removal of posts that were provided specifically for these signs.

**Safety while installing and maintaining signs.**

When installing and maintaining signs, parishes should consider risk factors and should act appropriately to reduce the risk of incidents. Please consider,

* Moving traffic
* Working at height / use of ladders
* Being visible while working
* Use of tools and equipment
* Ground and weather conditions

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You can call us on 01908 691691.

Our customer service team are available 9.00am to 5.15pm Monday, Tuesday, Thursday and Friday and 10.00am to 5.15pm on Wednesday.

Our website is always available,

www.milton-keynes.gov.uk