

CONDITIONS WHEN USING A PRIVATE CONTRACTOR TO CONSTRUCT A VEHICLE CROSSING

Any contractor wishing to construct a vehicle crossing on behalf of a private individual must comply with the following requirements laid down under **Section 184 of The Highways Act 1980**. We recommend that you show or provide a copy of these conditions to your chosen contractor.

1. The work must be carried out and completed in accordance with our standard specification and safety requirements, including working restrictions on traffic sensitive roads. The contractor must be trained to the standards set out in Chapter 8 of the Traffic Signs Manual (Traffic Safety Measures and Signs for Road Works and Temporary Situations).
2. All operatives working on the Public Highway must be New Roads and Street Works Act 1991 accredited and holds a valid street works licence, copy to be forwarded to this office before work commences.
3. **Copy of a valid certificate of insurance**, indemnifying Reading Borough Council from all liability in respect of Third-Party claims, minimum value of £10,000,000 for any single claim, and an unlimited number of claims, **must be forwarded to this office before work commences**. The valid certificate of insurance of Public Liability must be held in the name of the applicants contractor.
4. The contractor is to be **VAT registered**, and a document of proof, e.g. the company's letterhead, showing VAT registration number must also be sent to this department before any works start. **If the contractor is NOT VAT registered** as they do not meet the financial requirements, then they must provide a minimum of three relevant references of similar works on the public highway.
5. Before any work commences, a S184 Licence Fee of £625.00 is payable. This is inclusive of the **£475.00 S184 Licence and Administration Fee, and £150.00 mandatory Site Supervision & Quality Control**.
Total amount payable £625.00 must be paid to Reading Borough Council.
6. We must receive notice of **at least 5 working days** prior to work commencing; this is in order for us to arrange supervision and inspection of the works by the Area Highways Inspector. **Please note that weekend working is not permitted without prior approval of the Council including acceptance of any additional fee (to cover overtime costs).**
7. It is essential that you notify the Public Utilities of your intention to excavate in the footway that forms part of the public highway. Your chosen Contractor should be able to assist you in carrying this out. The contractor is to provide confirmation to the Council that this has been completed.
8. **Please forward all the above details prior to any works commencing at the above address marked for my attention. After we have received a copy of all of the documents, you will be issued with a Section 184 Licence authorising works on the public highway. A copy of which will go to both your chosen contractors and yourselves.**

9. Please be aware that all works carried out on the Public Highway by your/third party contractor will have a one year maintenance period responsibility. The property owner/applicant will be responsible for all remedial works and associated costs to rectify any defects during the maintenance period.

Important - Any work that commences without a licence or receipt of the appropriate documentation and £625.00 charge will be deemed illegal works and would constitute an offence under the Highways Act 1980. This could lead to prosecution and/or fines for both you and your contractor and recovery of all Council costs to rectify the illegal works.

It is essential the work carried out on the Public Highway complies with the Council's Specification provided with the estimate.

Please note - The construction of the vehicle crossing must be completed within the timescale stated on the estimate i.e. 28 days. A new application would have to be submitted after 28 days with the appropriate application fee.

Please note - Your chosen contractor must contact the Council's supervisor once the site has been excavated and ready for inspection.

Please note - There is a one year maintenance/defects period for all works carried out on the Public Highway which commences when the contractor completes the installation of the Vehicle Crossing and following the final site inspection by the Highways Supervisor.

Footway Crossing Specification on next page

- Notes:**
1. Refer to General Arrangement Drawings and Appendices 7/1 and 11/1 for locations, sizes and types of footway, verge and vehicular crossover.
 2. All work to be in accordance with Highways Agency Specification for Highway Works Volume 1 and the contract, specific numbered appendices.
 3. Do not scale this drawing.
 4. All dimensions in millimetres unless stated otherwise.
 5. All kerbs to BS 7923.
 6. For cycleway detail see 15975/SD1105.
 7. Kerbing details to be as shown on drawing 15975/SD101 and 15975/SD102 except where modified by this drawing.
 8. Kerb faces: Half batter kerbs - HB2 125
Splay kerbs - SP 100
 9. Crossing points shall be constructed as shown in section B-B. Construction thickness shall be increased at vehicular crossing points, see table 1.
 10. Kerb faces shall be:

Footpath	0	Tolerance	
Traffic paved	+ 6		
Vehicular	+ 6		
	+ or - 6		
 11. Minimum number of bulbosed kerbs at crossing points shall be:

Footpath	2
Vehicular	3
 12. Draper kerbs are required at changes in kerb face at crossing points.
 13. Edging kerbs shall be provided on all free edges of paved areas not confined by a kerb or boundary wall.
 14. An additional 150 Type 1 material to be laid if footway is on embankment / filled ground.
 15. Vertical alignment of back edging shall be maintained at crossing points and the crossing graded from edging to carriageway level, construction.
 16. All soft spots and organic material must be removed before construction.
 17. An approved residual stabiliser which does which does not contain Atrazine or Simazine must be applied to all formations.
 18. Verges areas shall have a 150 covering of topsoil spread 25 above top of kerb or edging to allow for settlement and shall be seeded in accordance with the Specification.
 19. Existing verge adjacent to new kerbing must be regraded and seeded.
 20. Where utility covers are affected it is the responsibility of the applicant to arrange any adjustments with the utility company.

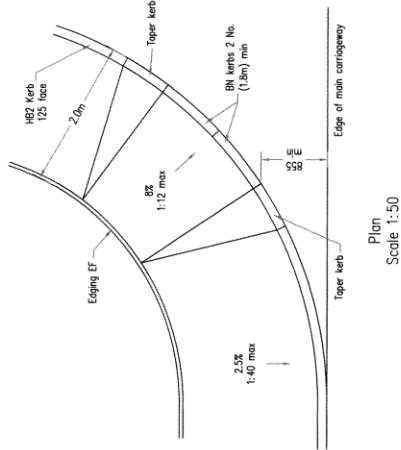


Table 1 - Enhanced Constructions for Vehicular Crossover

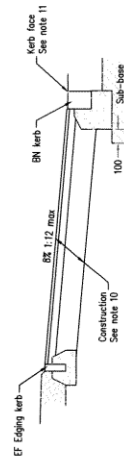
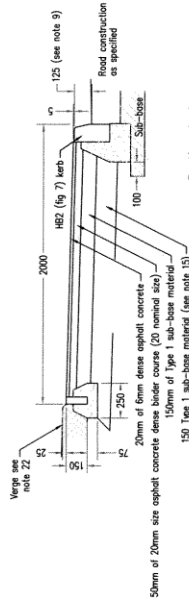
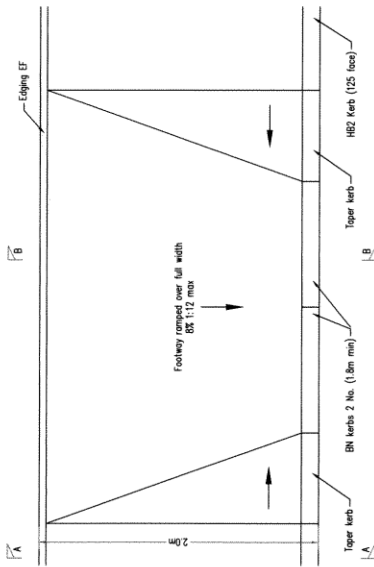
Domestic Vehicular Crossover

- 20mm of 6mm dense asphalt concrete
- 50mm of 20mm size asphalt concrete dense binder course
- 200mm of Lean Mix concrete sub-base material to Cause 10.30

Heavy Duty Crossover

- 20mm of 6mm medium graded surface course
- 50mm of 20mm size asphalt concrete dense binder course
- 100mm of 20mm size asphalt concrete dense base course
- 200mm of Lean Mix concrete sub-base material to Cause 10.30

Utility Covers - See Note 20.



Rev 2 specification updated Sept. 2013.

CAD Drawing Location: SHW/FWC/STD	
scale	1:25
drawn	DM
checked	VN
approved	VN
date	SEPT 2013
drawing no.	RBC/HW/FWC/SD/01/13 Rev 2

Project	FOOTWAYS, VERGES & VEHICLE CROSSOVERS
drawing	STANDARD DETAILS

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