

Our ref: CRS 713,047
Your ref:

2nd Floor
Woodlands
Manton Lane
Bedford MK41 7LW

Direct Line: 01234

Via Email

24 November 2014

Dear

FREEDOM OF INFORMATION REQUEST A12 PRIORY WOOD ROUNDABOUT - ROAD SIGNS

Thank you for your email of 30 October requesting information about records kept about the installation and repair of road signs and road signs within the extents of the speed limit covered by the Essex County Council (A120 Priory Wood Roundabout)(50mph Speed Limit) Order 2003.

I am writing to confirm that we have now completed our search for the information and respond to your questions as follows:

1. Could you please explain what records the Highways Agency would normally retain regarding works carried out for the installation or repair of road signs on roads under its remit and for how long such records are normally retained?

Changes to an existing road sign or erection of a new road sign are recorded in the Highways Agency's Pavement Management System (HAPMS). Records are unlikely to be removed from this database and records are usually only changed where signs are replaced. HAPMS does not, however, record what is depicted on a road sign.

We may also retain records in other locations such as our electronic records management system known as SHARE or, before 2009, on paper files. In both cases records are retained in accordance with Departmental Records Management Policy.

The length of time such records are retained, in cases of new or repaired road signs, will depend on the circumstances of their initial erection or repair. If new road signs are installed as part of a major road building scheme the relevant records are usually retained for 25 years. If a road sign is installed as part of a much smaller road improvement then relevant records are retained for 10 years.

2. Could you please provide details of any road signs installed or repaired in the zone covered by The Essex County Council (A120 Priory Wood Roundabout) (50mph speed Limit) Order 2003 since September 2010? Or, alternatively, please confirm that no records are held of any such actions since that time.

Repairs to existing road signs are carried out by our service providers and they retain relevant repair records on our behalf. They have reviewed their records and there were no road signs repaired within the specified location since September 2010. However, following a vehicle collision in December 2013, a sign located on the exit for the A120 eastbound carriageway was replaced.

Additionally, a new advanced direction signs (ADS) replaced two existing ADS as part of a safety scheme on the westbound approach to the Priory Wood Roundabout in October 2012. The new ADS was placed midway between the two removed ADS to provide more information further in advance of the roundabout. Road markings were also improved.

If you have any queries about this letter, please contact me. Please remember to quote reference number 713,047 in any future communications.

If you are unhappy with the way we have handled your request you may ask for an internal review. Our internal review process is available at:

<https://www.gov.uk/government/organisations/highways-agency/about/complaints-procedure>

If you require a print copy, please phone the Highways Agency Information Line on 0300 123 5000; or e-mail ha_info@highways.gsi.gov.uk. You should contact me if you wish to complain.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely

Business Management Team Leader
Network Delivery and Development (East)
Email: