

## **E. Site Signage Strategy**

### **Appendices**

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# 1 Special Development Order Requirements

This document has been prepared to address Schedule 2 Part 3 Operation.

- e. Managing traffic associated with the operation of the development, including:
  - i. the management of vehicles moving between the site and the strategic road network (SRN) (being the highways for which National Highways is the highway authority, by virtue of article 2 of the Appointment of a Strategic Highways Company Order 2015(b)), and the provision of signage for their drivers; and
  - ii. preventing vehicles carrying goods specified in paragraph A.4 of Part 1 from having access to, or being stationed on the site

The policy is:

- That the Heavy Goods Vehicles (HGVs) use the signed routes to the site from the SRN
- Within three months of the date of this relevant approval, details of enhanced directional signage to the Sevington Inland Border Facility installed along the strategic highway network (M20 approaches) to the site shall be submitted to the Secretary of State.

## The Management of Vehicles Moving Between the Inland Border Facility and the Strategic Road Network

Overview:

- In response to policy requirements a set of procedures have been developed to ensure that HGVs use the signed routes to the site from the SRN and to minimise the impact of staff travel on the surrounding road network. This includes the production of a **Site Signage Strategy (Appendix H)**, **Traffic Management Plan (Appendix I)**, **Monitoring Plan (Appendix J)** and **Staff Travel Plan (Appendix M)**
- External public highway signage has been agreed with all SRN and Local Road Network (LRN) highway authorities. Sign designs are in accordance with required public highway requirements as defined by the UK Governments Statutory Instrument 'Traffic Signs Regulations & General Directions 2016'. It has been agreed with all highway authorities that signage will commence on the SRN corridor on approach to the site (e.g. M20, A2070). It has been agreed that messaging further upstream is required between J8 and J9 on M20 to address various complaints being received for HGVs running astray on the LRN. Further signs are required from Port of Dover and Eurotunnel Station at Folkestone directing HGVs to the site. The sign design includes adoption of 'white on black' HGV plates using a maximum of 3 words 'Inland Border Facility'; supplemented by the use of 'black X on yellow background' applied on existing signs
- Staff employed on the site will be encouraged to travel to site through a variety of sustainable travel options to minimise reliance on use of private vehicles. These considerations are explored in the dedicated **Staff Travel Plan (Appendix M)**.

Procedures:

- In terms of managing vehicles between the Inland Border Facility and SRN, a **Traffic Management Plan (Appendix I)** and **Site Signage Strategy (Appendix H)** have been produced. Signage will be implemented before the site becomes operational

- This **Site Signage Strategy** includes both the on and off-site signage strategy for the site.
- The on-site signage strategy has been developed to ensure that there is a safe working environment for staff and for the safe movement of vehicles across the site. This includes a number of different types of signs including stop signs, give-way signs and speed limit signs.
- The off-site signage strategy includes the following signs:
  - Traffic signs proposed around the site, on M20 (Junctions 10 & 10a), A2070 and A2042;
  - Traffic signs proposed from Port of Dover and Eurotunnel to M20 (Junction 11) to facilitate directions for HGVs approaching the site for the Border Control Post; and
  - Additional proposed sign before Junction 9 in response to the external requests regarding HGVs using internal roads in Ashford for accessing the site.
- The site will have a clearly signed route to help drivers navigate to the site. On the M20, junction 10a approaches from both northbound and southbound direction there will be white/black signs displaying Inland Border Facilities. On the A2070 approach to Sevington, drivers will be directed to turn left into 'Inland Border Facility'. The sign design includes adoption of 'white on black' HGV plates using a maximum of 3 words 'Inland Border Facility'; supplemented by the use of 'black X on yellow background' applied on existing signs
- Approval for the design of the sign faces and their locations is being discussed and agreed with National Highways and KCC. It is expected that any motorway signs will be erected by a National Highways approved contractor, whilst those on the local highway network will be erected by a KCC approved contractor.

This document includes both the on-site and off-site strategies, however this Site Signage Strategy has been prepared to support the Site Contractor's operations and as such, not all matters are relevant for planning. In this case, only the off-site signage strategy (Section 4) is relevant for planning.

Following this summary, the document is structured as per Table 1.1.

**Table 1.1: Site Signage Strategy Contents**

Section	Contents
3.1	Coverage
3.2	Strategy
3.3	Sign Mounting
3.4	Drawings
4.1	Coverage
4.2	Routes including strategic and local routes
4.3	Signs including mounting and Traffic Regulation Orders
4.4	Process and timescales
4.5	Drawings

## 2 Introduction & Purpose

### 2.1 Introduction

This plan sets out the on-site and off-site signage strategy for the site to assist with the management of vehicles moving both around the site and between the site and the Strategic Road Network (SRN), as required by the Special Development Order (SDO).

Full official copies of this document must be treated as confidential. They are not for public distribution or display and copies should be stored in a secure location. If copied or distributed this would not be a controlled version and may be subject to changes.

Staff who have been issued with this plan must:

- Be familiar with the plan's contents
- Be aware of their role within the plan
- Participate in their required training and any plan exercises
- Actively support and participate in the actions and exercises required of them
- Ensure the plan's safe keeping
- Destroy or return the plan as instructed

All Inland Border Facility (IBF) communications will be handled at the tactical command level by the IBF Bronze; all Border Control Post (BCP) communications will be handled at the tactical command level by the BCP Bronze; and only certain IBF and BCP respective department's press teams personnel will be allowed to make media announcements in relation to their individual sites. All other members of staff are forbidden to make statements to the media for or on behalf of the Contractor(s) or any tenant or other group associated with the site.

This plan is supported by a series of specialist plans which during relevant incidents or emergencies must be consulted for a more definitive managed approach.

### 2.2 Purpose

The Site Signage Strategy includes both an on-site and off-site element.

The on-site signing strategy is designed to provide the site and staff with a safe working environment in relation to Heavy Goods Vehicles (HGVs) attending and traveling across the site. The strategy includes diagrammatical information to provide the site and staff with a safe working environment which is achieved by the use of signs to inform drivers how to access the site and how to traverse the site.

The off-site signage strategy has been designed to assist with the management of vehicles moving between the site and the SRN as required by the SDO.

## 3 On-Site Signage

### 3.1 Coverage

This section covers the on-site signing strategy which includes the whole area between the entry lanes on approach to the site and the site exit. The on-site signage complements road markings to ensure safe operation on the site.

### 3.2 Strategy

Signs have been placed strategically throughout the site at adequate scale and location, so as to ensure legibility by HGV drivers. Where possible and relevant, standard signs from within the Traffic Signs Manual have been used to aid familiarity for HGV drivers from both UK and overseas. These are supplemented by a small number of bespoke signs; however, these have been designed to be consistent with on-site signage at other Inland Border Facilities so that the driver experience at each site is broadly similar.

- Regulatory signs, i.e. signs which drivers are required to obey for the safety of other road users. These include:
  - Stop signs before the entry check points in Entry Lanes
  - Give Way markings at junctions based on priority of movement
  - Speed limit of 10 mph which applies to the whole site, signed using a combination of upright signs and carriageway roundels
  - Movement signs, i.e. signs specifying the direction of movement throughout the site One-way signs or two-way signs as applicable. signed using a combination of upright signs and carriageway roundels
  - Pedestrian crossing locations indicated by striped, black/white carriageway markings
  - Signs for No HGV access at Staff Car Park Entrance.

Parking signs have not been included as part of the on-site Signage Strategy as drivers will be directed to spaces by Traffic Management Marshals.

- Informative signs, i.e. signs providing information to the drivers about:
  - Site name at site entrance
  - Site rules
  - Designated smoking area signs on the smoking shelters and no smoking signs at the entrance to buildings and at intervals around the site
  - Closed-Circuit Television (CCTV) and Automatic Number Plate Recognition (ANPR) systems are in operation
  - Emergency Rendezvous Points (ERvP), Emergency Access Points and Muster Points or Assembly Points
  - Where government guidelines dictate, COVID-19 and social distancing signage (keep 2m apart, wear face masks etc.)
  - Signs displaying contact details for the Site Operator
  - Signs displaying locations of fire extinguisher kits, emergency spill kits and fire alarm call points
  - Way Finding Signs for staff:
    - Towards individual agency offices and staff car park

- Way Finding Signs for drivers:
  - Towards site exit whilst driving HGVs
  - Towards offices, inspection sheds, etc. from various part of the site

### 3.3 Sign Mounting

The majority of signs on-site are either mounted on individual signposts or on lighting columns. All signs mounted on signposts have a minimum mounting height of 1800mm. The signs mounted on lighting columns have a minimum mounting height of 2100mm. The pedestrian signs have been placed on lighting columns wherever possible so as to benefit from illumination.

A few signs have been mounted on gates, or on marshal shelters as appropriate.

### 3.4 Drawings

Appendix A shows the on-site signage diagram for the site:

- On-Site Signage Drawing for drivers (Drawing No: 419419-01-MO-DR-C-1225)
- On-Site Signage Drawing for pedestrians (Drawing No: 419419-01-MO-DR-C-1227)

## 4 Off-Site Signage

### 4.1 Coverage

The off-site signage strategy covers the following approaches to the site:

- M20 approach (both directions) to Junction 10a
- Approach to the site via the A2070

### 4.2 Routes

#### 4.2.1 Strategic Routes to the Site

Most HGVs visiting the site are expected to approach the Ashford area via the M20 exiting at junction 10a and using the A2070 Link Road to enter the site via the main access junction. HGVs will be encouraged to use junction 10a rather than junction 10 by signage and also because the right turn into the main access junction from the eastbound A2070 Link Road (from the direction of junction 10) is not yet available, and therefore drivers will become familiar with using junction 10a.

In small numbers, HGVs travelling from other parts of Kent and the south coast may take the A259, the A28 and A2070 approaching the area via the A2070 Bad Munstereifel Road. HGVs leaving the site will turn right out of the main access junction onto the A2070 Link Road and then use M20 junction 10a.

#### 4.2.2 Local Routes

Local vehicular access from the Westbound A2070 Bad Munstereifel Road is limited and there are a small number of signs from the Westbound direction.

#### 4.2.3 Exiting the Site

Upon leaving the site, drivers seeking the strategic route network (either London-bound or Dover-bound) will be directed to turn right towards M20 J10a. The only destination signed to the left will be the A2070 towards Ashford.

### 4.3 Signs

#### 4.3.1 Fixed Signs

The site will have a clearly signed route to help drivers navigate to the site. Signage on the SRN will use white text on a black background. On the M20 approaches to Junction 10a, Sevington signing strategy will use signs displaying the legend 'Inland Border Facility'. On the A2070 approach to Sevington, drivers will be directed to turn left into 'Inland Border Facility'. Initially temporary black on yellow signs will be installed and these will be replaced by white on black when available. These proposed signs will be supplemented by the use of 'black X on yellow background' applied on existing signs.

#### 4.3.2 Variable Message Signs

There will be occasions where bespoke messages may be required to be communicated to HGV drivers in close proximity to the entrance of the site; the purpose of the signage must in all



instances be by instruction from IBF Bronze and/or BCP Bronze. Plausible reasons for messaging could be for the following but not exhaustive reasons:

- An emergency incident has occurred requiring partial or full closure of the site
- The site is reaching its full capacity and has breached 'Red' status and appropriate messaging may be necessary
- Closure of one or multiple sections within the BCP demise, for instance no animals permitted on site due to an infection.

An appropriate number of mobile Variable Message (VMS) signs are required; but as a minimum 3No are recommended:

- at the site entrance
- for each approach corridor, upstream of a point where a driver bound for the Inland Border Facility could undertake a safe alternative manoeuvre in accordance with the displayed message (e.g. 100m to 250m upstream). The siting of these portable VMS signs is to be by agreement with the respective local highway authority.

Messages on these signs should be limited to a defined criteria to ensure consistency across the region/ nationally.

#### 4.3.3 Sign Mounting

In order to facilitate the programmed opening of the site for use, signs on the M20, A20 and A2070 have initially been mounted on A-frames wherever possible. This will allow time for the approval and installation of the permanent signing.

#### 4.4 Process & Timescales

Approval for the design of the sign faces and their locations will be discussed and agreed with National Highways (M20 motorway signs, A20 signs) and (A2070, Waterbrook Avenue). It is expected that any motorway signs will be erected by a National Highways approved contractor. It should be noted that the A2070 is owned by National Highways but the access areas to the site are maintained by KCC as the local authority.

##### 4.4.1 Key Contacts

Key contact details will be available in the on-site Incident Command Centre.

#### 4.5 Drawings

The proposed signs are classified into to three packages.

- Traffic signs proposed around the site, on M20 (Junctions 10 & 10a), A2070 and A2042
- Traffic signs proposed from Port of Dover and Eurotunnel to M20 (Junction 11) to facilitate directions for HGVs approaching the site for the BCP
- Additional proposed sign before Junction 9 in response to the external requests regarding HGVs using internal roads in Ashford for accessing the site

These drawings are still in draft stage pending approval from National Highways and Kent County Council and will be shared at a later stage.

The condition 13 requirement for approval of Sevington Inland Border Facility OMP 2, dated 23 December 2021 stated that;

*Within three months of the date of this relevant approval, details of enhanced directional signage to the Sevington Inland Border Facility installed along the strategic highway network (M20 approaches) to the site shall be submitted to the Secretary of State.*

For ensuring compliance to this condition, temporary signs have been installed on the ground for directing inbound and outbound HGVs to Sevington IBF. The details for the same is presented in Appendix B to this document.

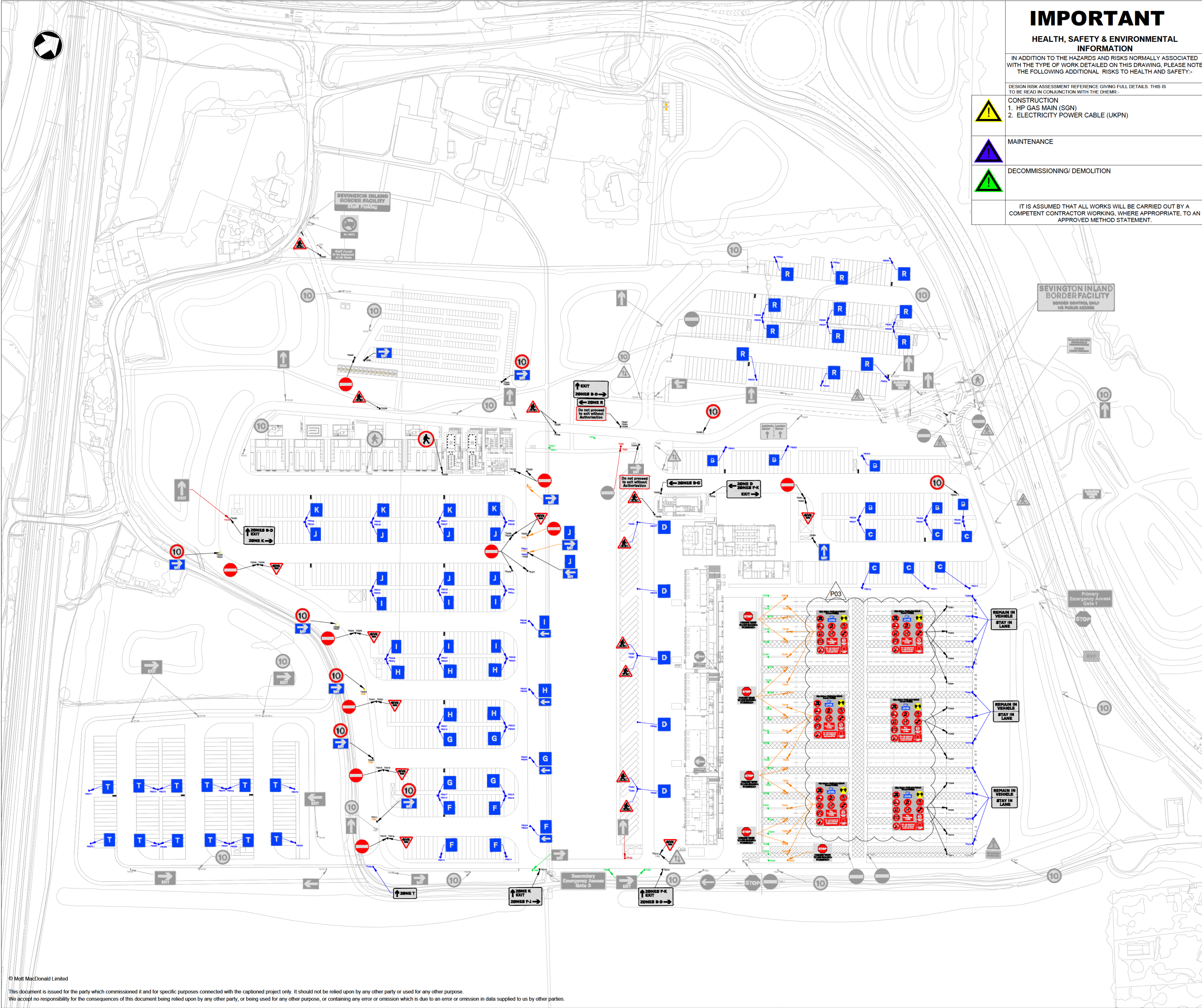
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# I

## A. On-Site Signage Diagram

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# IMPORTANT

## HEALTH, SAFETY & ENVIRONMENTAL INFORMATION

IN ADDITION TO THE HAZARDS AND RISKS NORMALLY ASSOCIATED WITH THE TYPE OF WORK DETAILED ON THIS DRAWING, PLEASE NOTE THE FOLLOWING ADDITIONAL RISKS TO HEALTH AND SAFETY:-

DESIGN RISK ASSESSMENT REFERENCE GIVING FULL DETAILS. THIS IS TO BE READ IN CONJUNCTION WITH THE DHEMR:-

CONSTRUCTION  
1. HP GAS MAIN (SGN)  
2. ELECTRICITY POWER CABLE (UKPN)

MAINTENANCE

DECOMMISSIONING/ DEMOLITION

IT IS ASSUMED THAT ALL WORKS WILL BE CARRIED OUT BY A COMPETENT CONTRACTOR WORKING, WHERE APPROPRIATE, TO AN APPROVED METHOD STATEMENT.

Notes

1. ALL TRAFFIC SIGNS AND ROAD MARKINGS TO TRAFFIC SIGN REGULATIONS AND GENERAL DIRECTION (TSRGD) 2016.

Key to symbols

EXISTING TRAFFIC SIGN

EXISTING DOUBLE FACED TRAFFIC SIGN

EXISTING PEDESTRIAN FINGERPOST

EXISTING DOUBLE FACED PEDESTRIAN FINGERPOST

EXISTING SIGN WITH PERPENDICULAR SIGN FACES

PROPOSED TRAFFIC SIGN

TRAFFIC SIGN TO BE RELOCATED

RELOCATED POSITION OF TRAFFIC SIGN

PROPOSED TRAFFIC SIGN MOUNTED ON PALISADE FENCE

PROPOSED PARKING ZONE SIGN MOUNTED ON LAMP COLUMN

TRAFFIC SIGN TO BE REMOVED

Reference drawings

PRIVATE & CONFIDENTIAL

P01	26/08/21	RB	FIRST ISSUE	CC	KG
P02	15/09/21	RB	NEW SIGNS ADDED	CC	KG
P03	01/10/21	RB	SITE RULES SIGNS AMENDED	CC	KG
Rev	Date	Drawn	Description	Ch'k'd	App'd

Status Stamp

FOR CONSTRUCTION

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Title

FUTURE EU ROADS RELATIONSHIP  
SEVINGTON IBF  
DAY 200 SIGN AMENDMENTS

Sheet 1 of 1

Designed	RB	RB	Eng check	CC	CC
Drawn	RB	RB	Coordination	CC	CC
Dwg check	RB	RB	Approved	KG	KG
MMD Project Number	419419	Scale at A1	AS SHOWN	Security	STD
Suitability Description	Published - BUILD & COMMISSION	Suit. Code	A5		
Drawing Number	419419-MMD-01-MO-DR-C-1255	Revision	P03		

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