



## Requirements for A-boards on the public highway

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1. All A-boards placed on the highway should be able to be moved freely and easily. An A-board should not be attached to any sort of object on the highway. Whilst positioned on the highway they should be stable and kept upright, this can include being safely and discretely weighted down if required. The A-board should not be allowed to swing (move back and forth, or from side to side) and must be appropriately fixed.
2. The A-board shall not cause any damage to the highway, be attached or fixed to any highway asset or street lighting apparatus, impede surface water drainage or obstruct access to any premise.
3. A-boards will be the owner's responsibility when placed on the highway, and the highway authority will not be liable for any damage or injury caused to highway users. The owner should hold Public Liability Insurance to indemnify the Kent County Council up to the value of £5 million against any liability, loss or damage, claim or proceeding whatsoever arising under Statute or Common Law in respect of the placing of temporary obstructions on the highway or their removal there from.
4. The A-board should relate to the normal business of the premises. A premise may only place one A-board. If your business has 2 entrances on 2 different streets, you may be able to place one on each street if there is adequate footway space. The A-board should not be placed on the public highway where a private forecourt is available.
5. A-boards may only be displayed directly outside of the business, during business hours. It is to be removed outside these hours and should not be positioned remotely from the property.
6. A-boards must not cause a visual distraction to drivers of road vehicles or obstruction to pedestrians on the highway.
7. A-boards should be easily detectable and noticeable to users who have visual impairments and situated in such a way that they can be negotiated with ease by users with mobility problems. 2m minimum unobstructed footway is required for busy areas and should be aimed for in all cases. For less busy areas, a minimum unobstructed footway width of 1.5m should be maintained at all times. No A-board may be positioned in areas of high pedestrian flow if specified by the highway authority, or where there is not enough remaining footway.
8. The A-board should be between: 0.8m to 1.05m high and 0.45m to 0.7m wide.
9. An A-board should be removed or repositioned with immediate effect if requested by the Highway Authority or member of the emergency services or an officer from a local authority in the interest of access to the highway or to maintain the highway.
10. Planning permission may be required. You should contact your local Borough City or District Council planning authority for further information.
11. Nothing in these guidelines absolves those concerned from their legal responsibilities under the Highways Act 1980 and other relevant legislation, including the content on the A-board from S.5 of the Public Order Act 1986.



## Requirements for A-boards on the public highway

Please complete and return acknowledging these requirements to Kent County Council.

By email:

Dover, Folkestone & Hythe and Thanet – [StreetworksEast@kent.gov.uk](mailto:StreetworksEast@kent.gov.uk)

Ashford, Canterbury and Swale – [StreetworksEastCentral@kent.gov.uk](mailto:StreetworksEastCentral@kent.gov.uk)

Maidstone, Tonbridge & Malling and Tunbridge Wells – [StreetWorksWestCentral@kent.gov.uk](mailto:StreetWorksWestCentral@kent.gov.uk)

Dartford, Gravesham and Sevenoaks – [StreetWorksWest@kent.gov.uk](mailto:StreetWorksWest@kent.gov.uk)

Or by post:

Highway Asset Management Enforcement, Aylesford Highway Depot, St Michaels Close, Aylesford.  
Kent ME20 7BU

I, the undersigned, represent the business detailed below in agreeing to comply with the above requirements when placing an A-Board on the public highway.

Full name:	
Business / Company name:	
Business / Company address:	
Postcode:	
Email Address:	
Phone Number:	
Emergency Number:	

Kent County Council will only use the information provided in relation to with the processing and recording of your acceptance of these requirements to place an A-board on the highway. The information may be shared with the relevant district, borough or city council or statutory regulators for compliance and monitoring purposes as necessary.