

APPENDIX A – Minimum Recording Levels

The table below sets out the Minimum Recording Levels for consideration by the inspector when identifying a defect. Defects which do not satisfy these criteria will not generally be recorded on a safety inspection unless the inspector deems it necessary to do so.

Note: Minimum Recording Levels are provided as a guide only. Should the inspector, following risk assessment, deem it necessary to record any specific defect at a lower level, then they should do so.

Minimum recording levels have been developed over time having withstood challenge in the courts and so are deemed appropriate as evidenced by case law.

Highway Feature	Defect Description	Minimum Recording Level
Carriageways	Potholes/spalling	40mm or over depth and 300mm across in any direction)
	Gap/crack	40mm or over depth, 20mm or over width
	Crowning/depression	50mm or over height/depth
	Any other abrupt level difference in running surface (including ironwork)	40mm or over height/depth
	Dislodged kerbs (no footway)	50mm or over horizontal displacement
	Pedestrian crossing and other road markings significantly worn or faded	Markings worn out by 30% or more over the entire feature.
	Rocking slab/block	40mm or above vertical movement
	Gaps within ironwork framework other than designed by manufacturer	25mm or over width
Cycle Lanes (where on carriageway and specifically marked)	Potholes/spalling	20mm or over depth (300mm across in any direction)
	Gap/crack	20mm or over depth, 20mm or over width
	Crowning/depression	50mm or over height/depth
	Any other abrupt level difference in running surface (including ironwork)	20mm or over height/depth
	Dislodged kerbs	50mm or over horizontal displacement

	Pedestrian crossing and other road markings significantly worn or faded	Markings worn out by 30% or more over the entire feature
	Rocking slab/block	20mm or above vertical movement
	Gaps within ironwork framework other than designed by manufacturer	25mm or over width
Footways, Cycle Tracks and Cycle Trails	Potholes/spalling	20mm or over depth
	Gap/crack	20mm or over depth, 20mm or over width
	Any other abrupt level difference in running surface (including ironwork)	20mm or over height/depth
	Dislodged kerbs	50mm or over horizontal displacement
	Road markings worn or faded	Markings worn out by 30% or more over the entire feature
	Rocking slab/block	20mm or above vertical movement
	Gaps within ironwork framework other than designed by manufacturer	25mm or over width
Edges	Sunken area adjacent to and parallel with carriageway or footway edge	75mm or over (urban areas) 150mm or over (rural areas)
Drainage	Blocked gully	Clearly blocked gully with detritus to the surface or presence of grass or weeds
	Standing water two or more hours after cessation of rainfall	Minimum of 1.5m from edge of carriageway
Overgrowth	Overhanging trees or hedges leading to loss of height clearance over the carriageway, footway or cycleway.	<2.3m over footways <2.4m over cycleways <5.2m over carriageways
	Encroachment onto road or footpath	Leaves insufficient width for safe passage
	Trees	Visibly dangerous damaged trees over or adjacent to the carriageway or footway or with the potential to cause harm

Road Signs	Regulatory road signs (including illuminated signs and bollards)	Missing, illegible or significantly obscured
Graffiti	Offensive graffiti	Where clearly visible from the highway and on highway asset.
Safety Fencing, parapets and Guardrails	Damage and missing	Missing Vehicle Restraint systems posts or rails, missing or significantly damaged pedestrian guard rails.
Boundary Walls and Fences	Damaged or missing	In a dangerous condition.
Traffic Signals and other ITS equipment	Damaged	Lights not working or functioning correctly. Exposed Electricity supply or in a dangerous structural condition or impinging on the carriageway.
Street lights	Damaged	Exposed Electricity supply or in a dangerous structural condition or impinging on the carriageway.