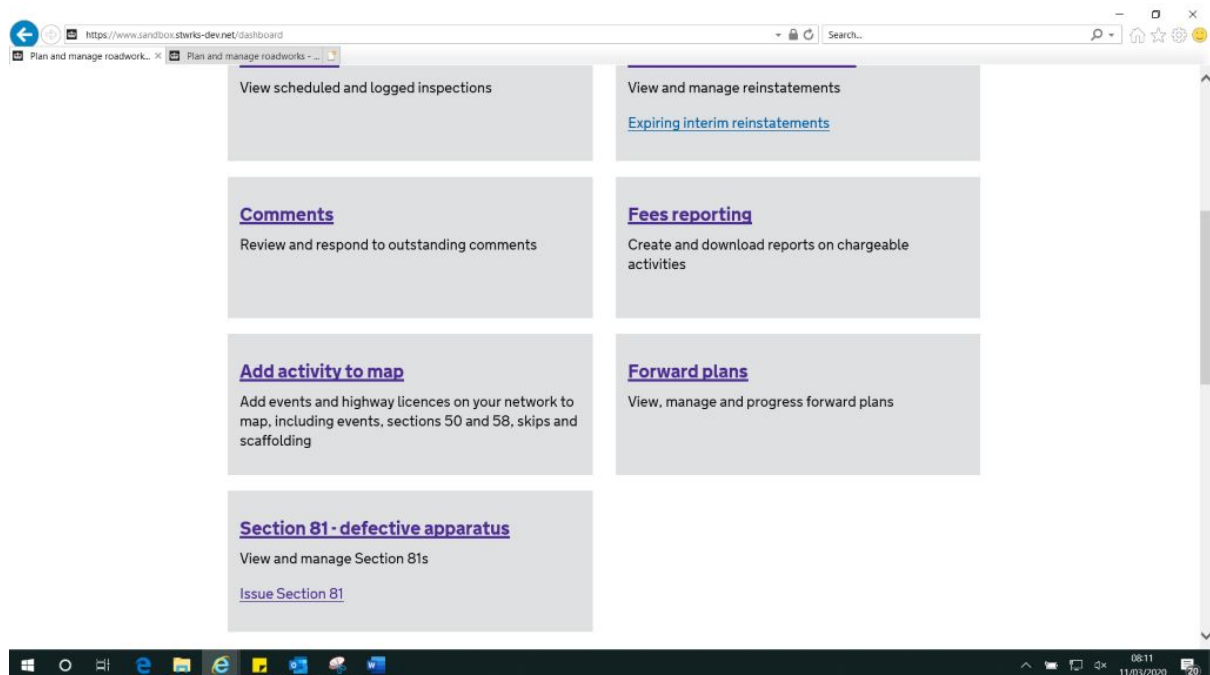


Street Manager Tips & Tricks: Adding an Activity

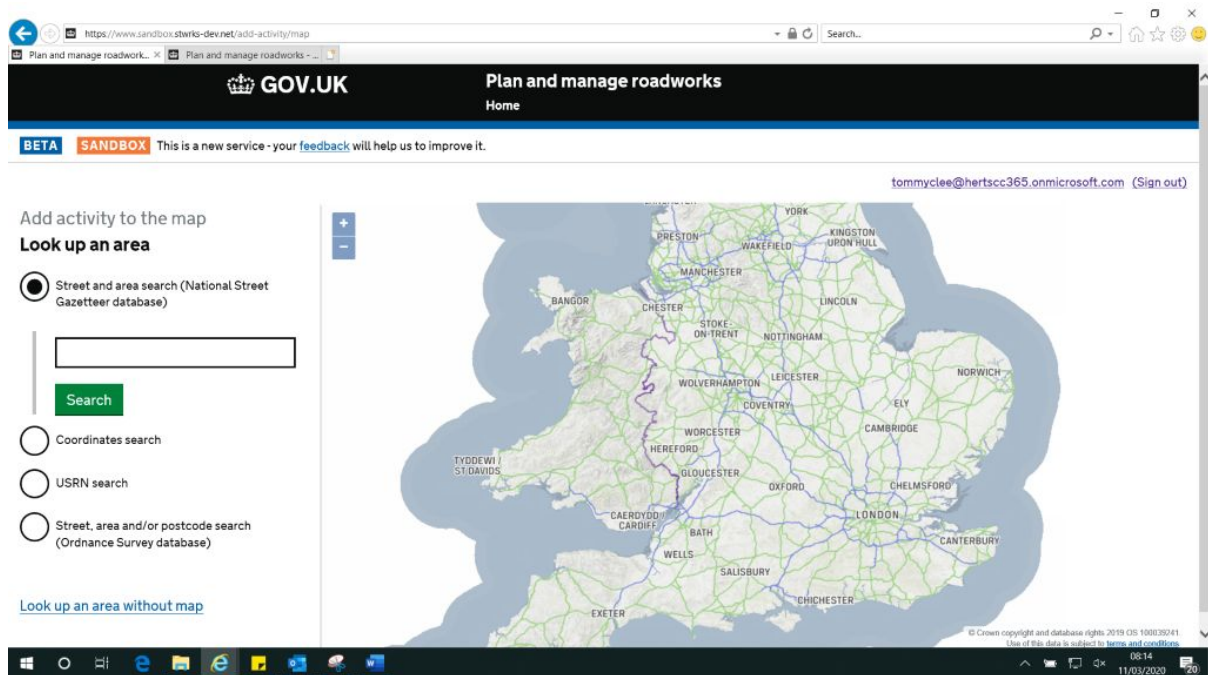
This functionality is to be used by a Highway Authority to add other activities to the map that do not require a permit i.e. licenses and events, and will aid in greater coordination of all activities on the street.

This process is also to be utilised when adding Section 58 restrictions

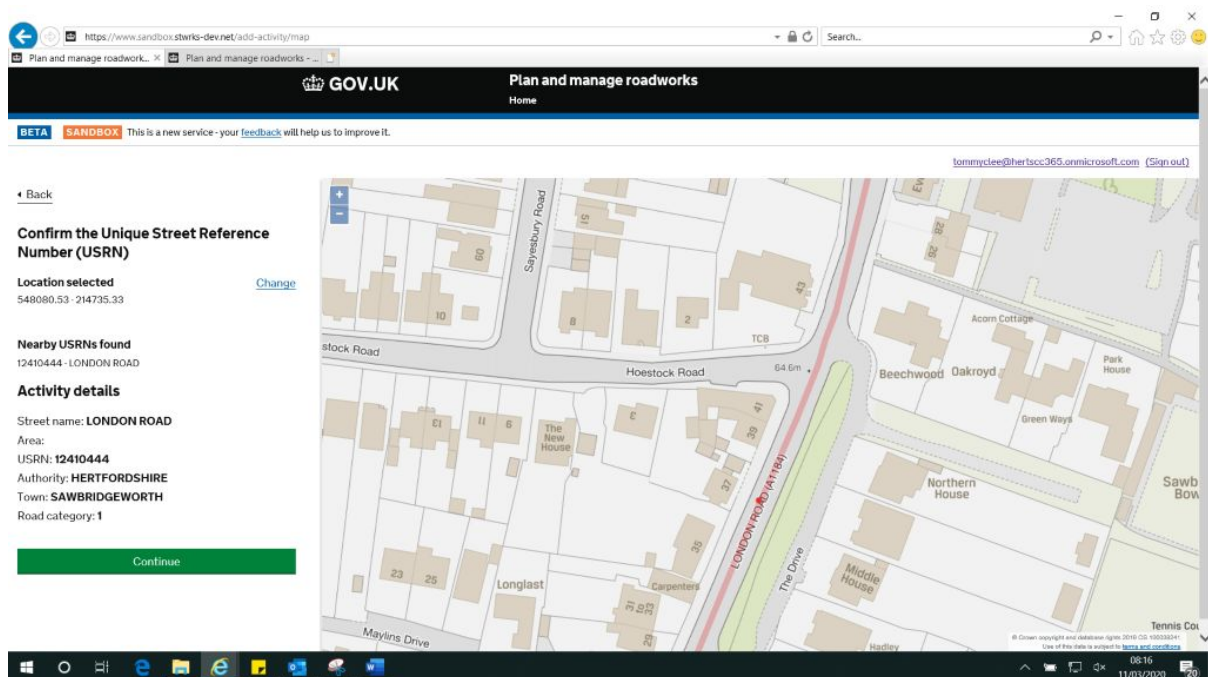
1. From the homepage navigate and click on the **Add activity to the map**



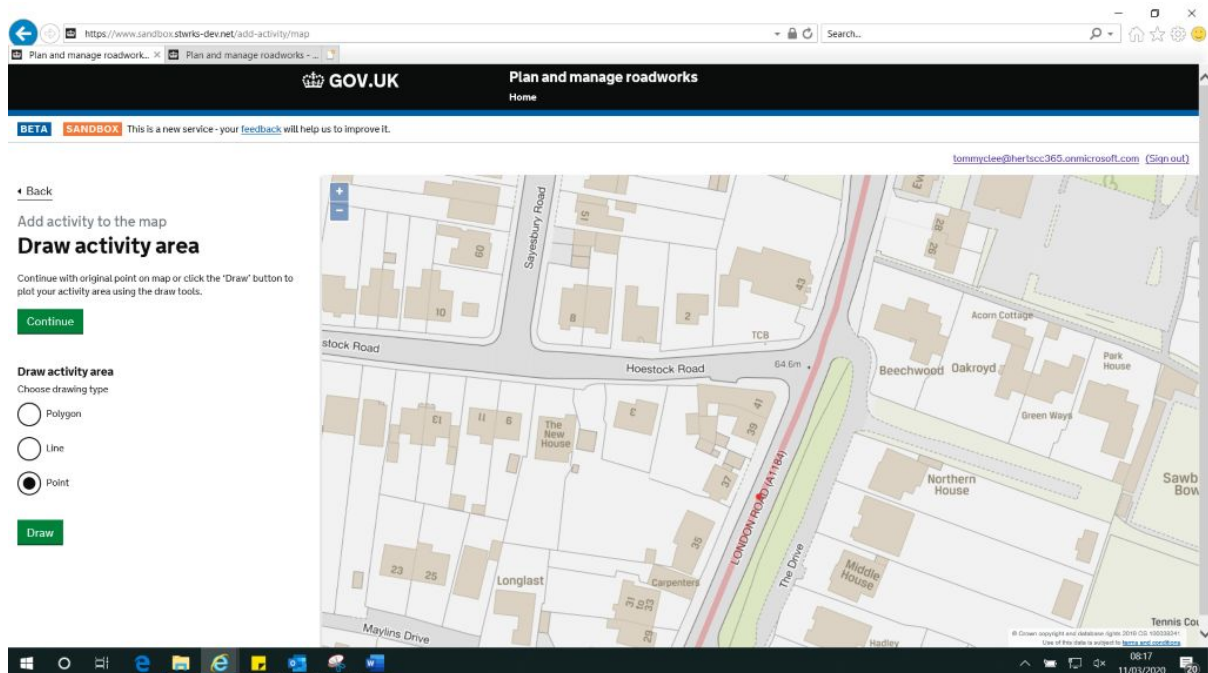
- You can look up an area by street name, coordinate, USRN or Postcode search.



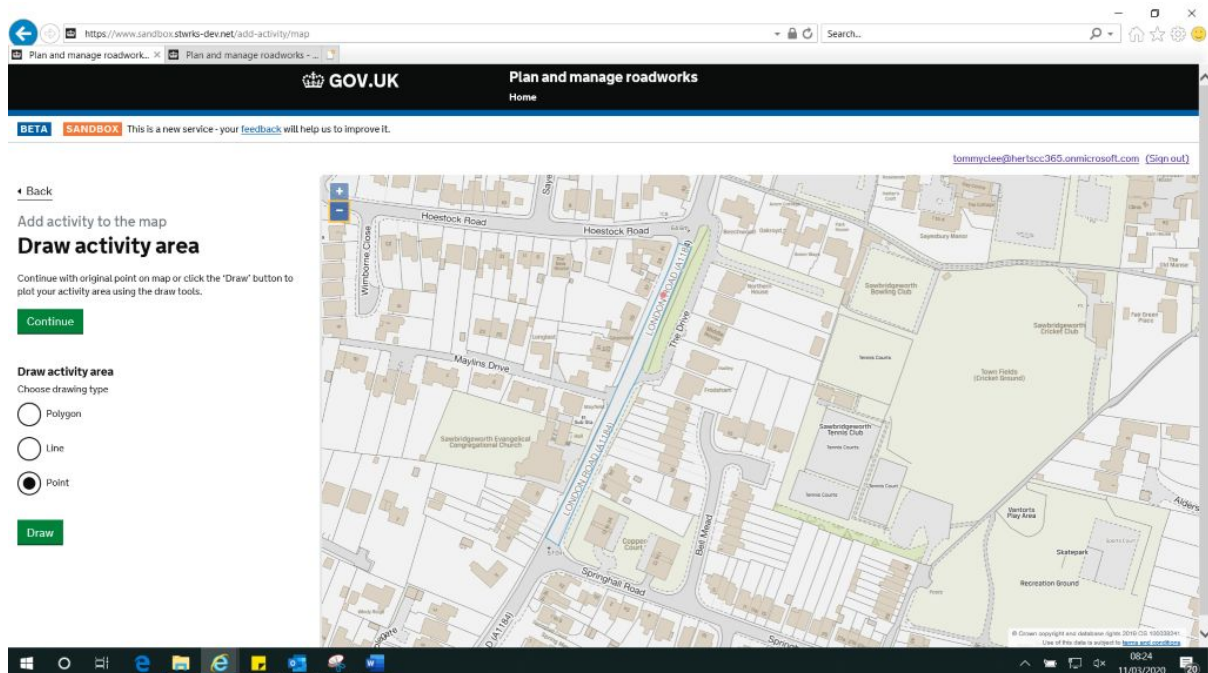
- Once you have selected the street, drop pin on street and click **Continue**



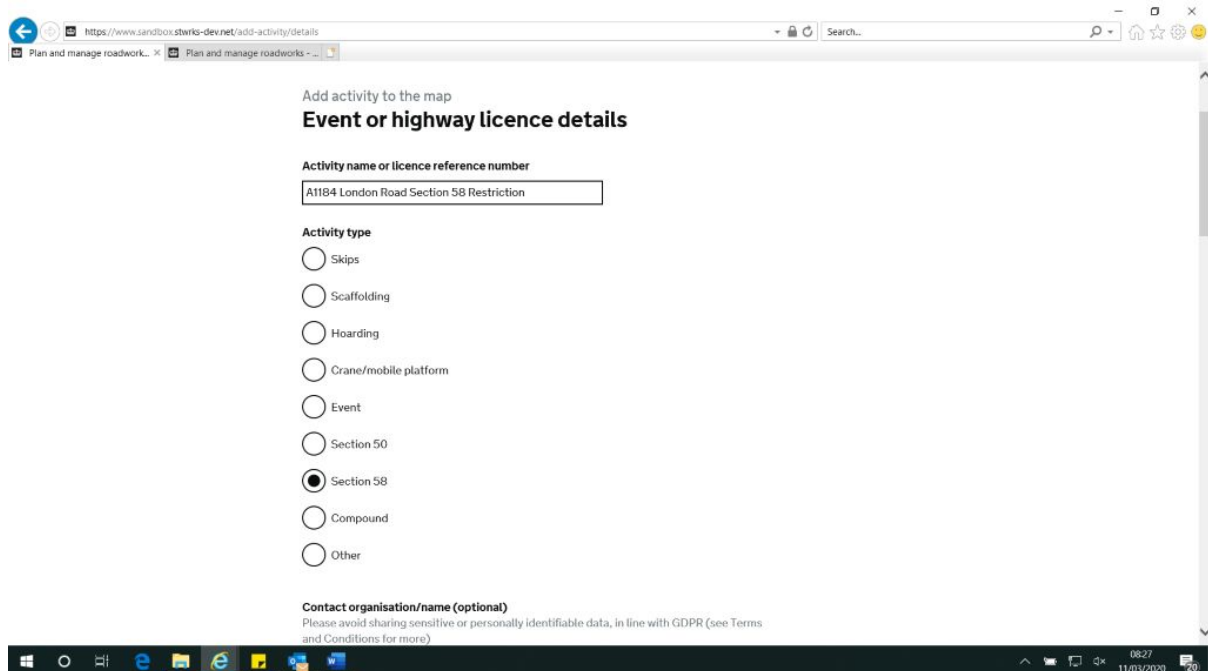
- You will be prompted to draw the activity area, if the pin drop from the previous screen is the same location where you would draw a point, you can click continue without having to redraw the point on the map.



When using this functionality to add a Section 58 restriction the activity area should be drawn as a polygon, the polygon will be displayed via a blue outline on the map



- Complete the event or license details with the relevant information and choose the appropriate activity type, in this example we are adding a Section 58 restriction.



https://www.sandbox.starko-dev.net/add-activity/details

Plan and manage roadwork... Plan and manage roadworks...

Add activity to the map

Event or highway licence details

Activity name or licence reference number

A1184 London Road Section 58 Restriction

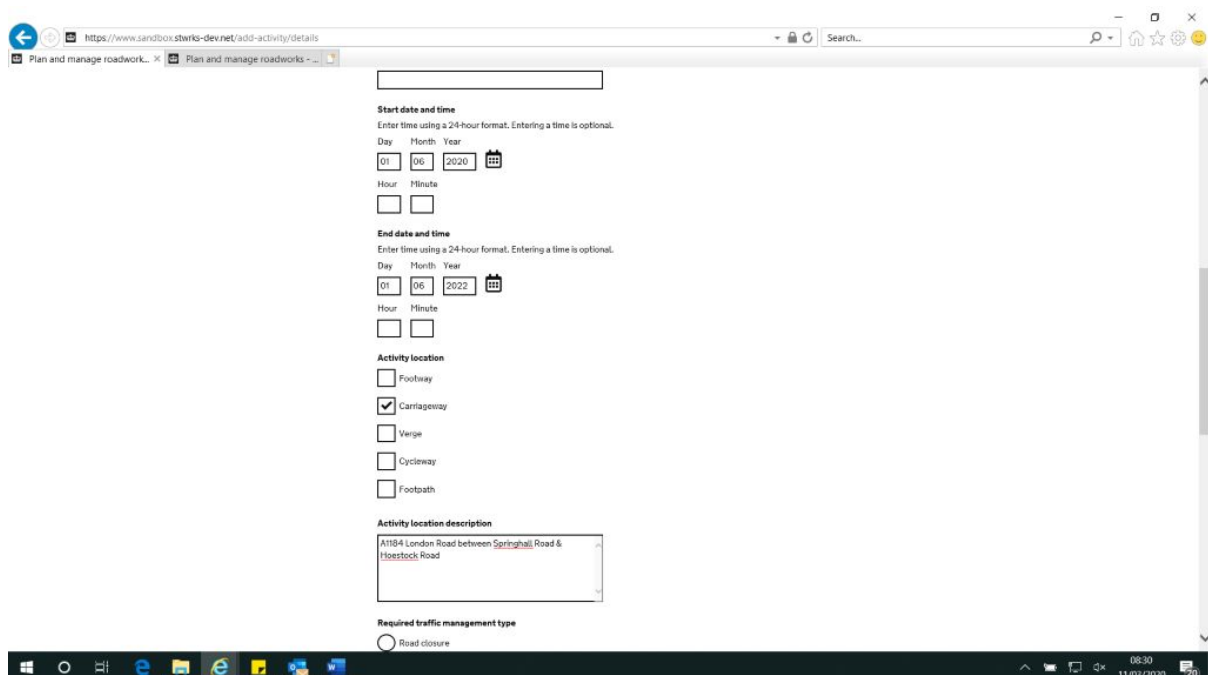
Activity type

- ☐ Skips
- ☐ Scaffolding
- ☐ Hoarding
- ☐ Crane/mobile platform
- ☐ Event
- ☐ Section 50
- ☒ Section 58
- ☐ Compound
- ☐ Other

Contact organisation/name (optional)

Please avoid sharing sensitive or personally identifiable data, in line with GDPR (see Terms and Conditions for more)

- Populate the start date and end dates of the activity – when adding a Section 58 this will be the period the restriction is in force. Complete the other fields and click **Continue**



https://www.sandbox.starko-dev.net/add-activity/details

Plan and manage roadwork... Plan and manage roadworks...

Start date and time

Enter time using a 24-hour format. Entering a time is optional.

Day Month Year

01 06 2020

Hour Minute

End date and time

Enter time using a 24-hour format. Entering a time is optional.

Day Month Year

01 06 2022

Hour Minute

Activity location

- ☐ Footway
- ☒ Carriageway
- ☐ Verge
- ☐ Cycleway
- ☐ Footpath

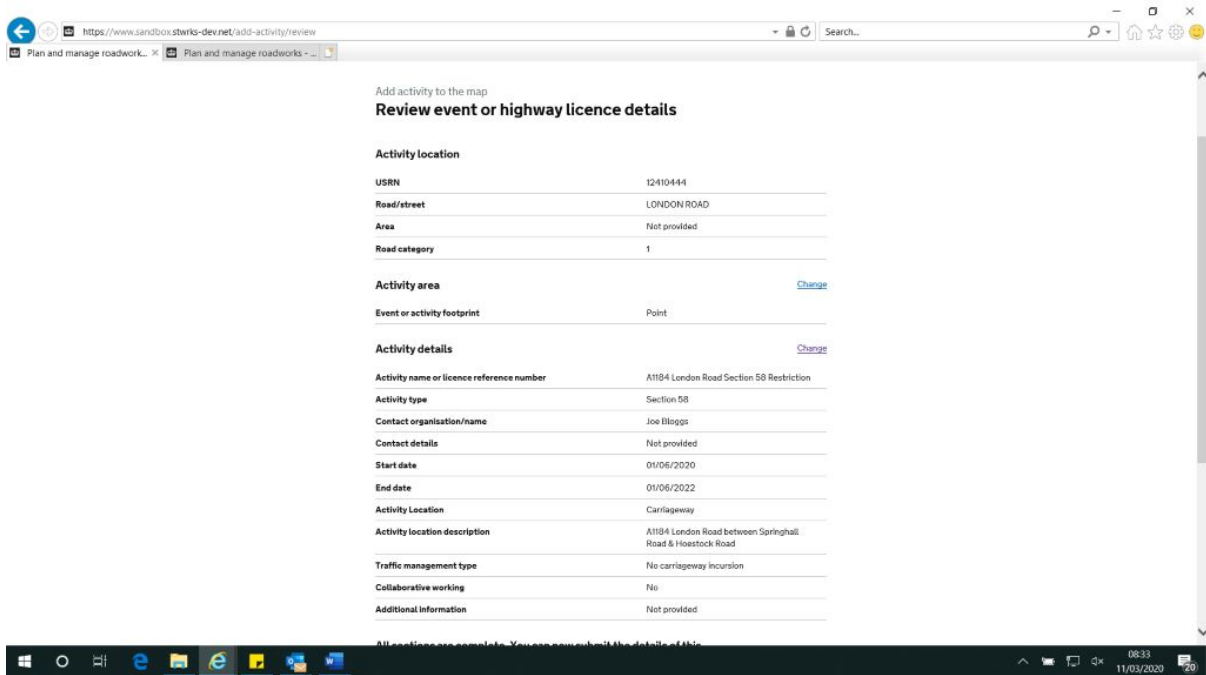
Activity location description

A1184 London Road between Springhall Road & Hoestock Road

Required traffic management type

- ☐ Road closure

- You can check the information you have populated at the Review event or highway license details page before adding the activity to the map. All sections are now complete, click **add activity**.



https://www.sandbox.starts-dev.net/add-activity/review

Plan and manage roadwork... Plan and manage roadworks - ...

Add activity to the map

Review event or highway licence details

Activity location

USRN	12410444
Road/street	LONDON ROAD
Area	Not provided
Road category	1

Activity area [Change](#)

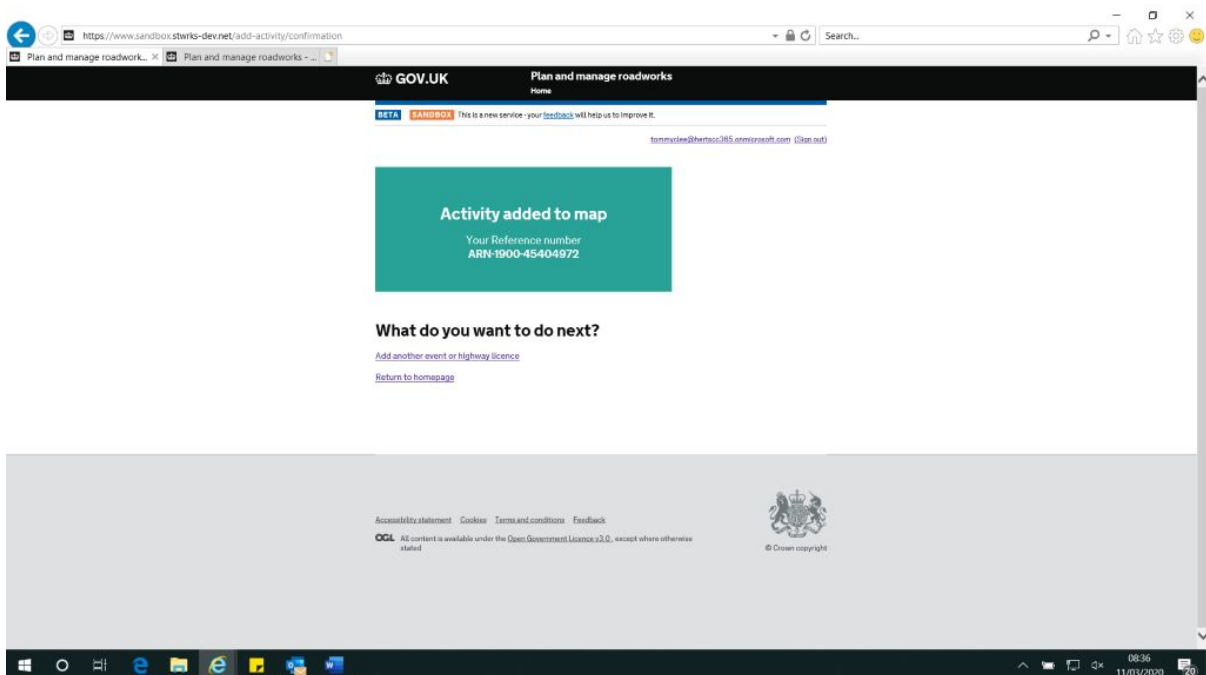
Event or activity footprint	Point
-----------------------------	-------

Activity details [Change](#)

Activity name or licence reference number	A1184 London Road Section 58 Restriction
Activity type	Section 58
Contact organisation/name	Joe Bloggs
Contact details	Not provided
Start date	01/06/2020
End date	01/06/2022
Activity Location	Carriageway
Activity location description	A1184 London Road between Springhall Road & Hoestock Road
Traffic management type	No carriageway incursion
Collaborative working	No
Additional information	Not provided

All sections are complete. You can now click the **add activity** button.

- Confirmation screen will display activity reference number



https://www.sandbox.starts-dev.net/add-activity/confirmation

Plan and manage roadwork... Plan and manage roadworks - ...

GOV.UK

Plan and manage roadworks

Home

BETA

Sandbox

This is a new service - your feedback will help us to improve it.

tommydew@hertsmcc365.ac.uk

[Sign out](#)

Activity added to map

Your Reference number
ARN-1900-45404972

What do you want to do next?

[Add another event or highway licence](#)

[Return to homepage](#)

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Until such time as an exportable list view of activities becomes available in Streetmanager it is strongly recommended Highway Authorities send details of Section 58 restrictions to utility companies via email and are discussed at local coordination meetings.

Please note: Section 58 is currently available as an 'activity type' when raising a permit. It is highly recommended not to use the permit journey to raise Section 58's as this activity type will be removed from the list in the near future.