



Guide to measuring highway defects



To show the nature and severity of a defect on the highway or other public place, we must have photographs which detail the measurements of that defect.



When to take them

Photographs should be taken ASAP to secure evidence before a repair takes place. If the repairs are completed before evidence of the defect is obtained, the evidence is lost and the case might fail.

It is important that photographs are taken in good light.



How to Prepare

A spirit level or long, straight edge should be placed across the top of the defect. This will enable visibility of the gradient of the road and make it easier to measure the depth. Then, using a ruler/tape measure, measure down into the defect itself with the ruler/tape measure being pressed flush against the side of the spirit level or straight edge.



How to take them

The photograph demonstrating the size should be taken from the ground level as photographs taken from standing would not show the true measurement of the depth. Try to put your camera or phone on the ground or as near to the ground as you can.





Further measurements- Length/Width

Further photographs showing the length and width of the defect should also be taken.



Further measurements- Distance

Photographs from a distance showing buildings and distinguishing features in the background will enable the exact location to be identified.



Helpful Information

If possible, make a note of the number of the nearest house or number on the lighting column/lamppost/post box close by.



The photographs should be annotated with the direction of travel using an arrow and also with an "X" marking the exact point of contact with the trip edge.

If the road is in a general state of disrepair, take photographs of other nearby potholes but ensure that you make it clear which defect caused the incident.

