

Please note that any form of payment made to Plymouth City Council does NOT mean an automatic entitlement to a licence or service that Plymouth Highways provides.



Plymouth Highways
 Windsor House
 Tavistock Road
 Plymouth
 PL6 5UF
 Tel: 01752 668000

Email: networkmanagement@plymouth.gov.uk

Please give a contact name and number in case of queries with the application.

Contact name:

Contact number:

When calling or telephoning please ask for: Terrie Outhwaite/Nikki Neale

My Ref: Section 50-application form for NEW apparatus. Your Ref:

CHECKLIST
Have you enclosed the following?
Please return this checklist with the application.

	Tick
Payment	
Proof of accredited operative	
Proof of accredited supervisor	
Proof of public liability insurance (£5million)	
Scale plan of works	
Completed SWL2/3 signed by licensee	
Method Statement	
SWL6 and copies of all current service drawings:	
BT	
WPD	
SWW (inc. sewers)	
Wales & West	
Virgin Media (Telewest)	
Cable & Wireless	
University of Plymouth (if in vicinity of works)	
CCTV in City Centre	
Plymouth City Airport (if in vicinity of works)	
Version March 2017	
Proof of permissions to connect (if applicable)	

New Roads and Street Works Act 1991**Section 50 Street Works Licence.**

Part 1	Guidance note for applicants.	FORM SWL1
Part 2	Street works licence: application, conditions and authorisation.	FORM SWL2
Part 3	Consent to work on existing apparatus (not included).	FORM SWL3
Part 4	Advance notice of works (not included).	FORM SWL4
Part 5	Registration of works.	FORM SWL5
Part 6	Statutory undertaker's declaration/requirement.	FORM SWL6
Part 7	Controlled waste transfer note (where applicable)	FORM SWL7
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Section 50 Licence for NEW Apparatus

Please note that this licence is only issued for privately owned apparatus.

WHEN SUBMITTING YOUR APPLICATION PLEASE ENSURE THAT YOU HAVE INCLUDED ALL OF THE FOLLOWING.

- If Existing Apparatus – SWL2 form completed & signed by Owner of apparatus.

(Note: If Owner is a company then form must be completed/ signed by Director of that company).

- Plan of works.
- Copies of all current Service Drawings from:
 - BT
 - WPD
 - SWW (including SEWERS)
 - TRANSCO
 - TELEWEST EUROBELL
 - CABLE & WIRELESS
 - UNIVERSITY OF PLYMOUTH (if in vicinity of works)
 - CCTV IN CITY CENTRE
 - PLYMOUTH CITY AIRPORT (if in vicinity of works)
- Declaration Form SWL6 completed by each of the Statutory Undertakers listed above.
- Evidence of Owner's Current Public Liability Insurance (minimum £5 Million)
- Evidence of Contractor's Current Public liability Insurance (minimum of £5 Million)
- Proof of Works Supervisor's & Operatives accreditation in respect of Excavations in the Public Highway.

Failure to submit all of the above information will result in the application being DELAYED or REFUSED.

Payment If your application is approved you will be contacted by telephone or email to make the required payment. Alternatively enclose a cheque made payable to 'Plymouth City Council'.

PART 1

New Roads and Street Works Act 1991**Section 50 Street Works Licence.**

Notes for Guidance for applicants

1. The person granted a Street Works Licence becomes an Undertaker for the purpose of the New Roads and Street Works Act, 1991, and thereafter attracts the relevant duties and responsibilities imposed by the Act and associated Secondary Legislation and Codes of Practice, including the requirement to secure that the work is supervised by an accredited supervisor. (N.B. Those applicants not familiar with the requirements of this legislation must appoint a contractor with appropriate knowledge and accreditation to help complete the application and conduct the works on their behalf).
2. Financial penalties may arise to the licence holder for non-compliance with the relevant statutory duties or licence conditions. Applicants should note that this liability couldn't be delegated to any other person or organisation.
3. The requirements to obtain a Street Works Licence applies to any person or organisation (other than anyone acting under a statutory right) who wishes to place, retain and thereafter inspect, maintain, adjust, repair, alter or renew apparatus or change its position or remove it from the Highway.
4. The term apparatus includes drains, cables, ducts, sewer pipes, water and gas pipes etc. both under, over, across, along or upon it
5. Form SWL2 must be completed by the applicant for authorisation to place and retain apparatus in the highway, and must be submitted to the Street Authority with: -
 - a) A copy of a scale plan at 1/200 or greater of the proposed location and depth of the relevant apparatus marked by a red line
 - b) Proof of Public Liability Insurance. This must provide a minimum £5,000,000 cover and be maintained from commencement of the works on the highway, up to completion and acceptance by the street Authority of the permanent reinstatement.
 - c) Payment in advance of: - (payable to "Plymouth City Council" together with completed form SWL2)
 - i. Total of £405 for the licence – includes £155/Administration Fee, £150/Capitalised fee in lieu of annual charge (new apparatus only), £100.00/Inspection Fee for each 200m length (non-returnable)

- ii. Should works be undertaken without a licence being issued or during works being undertaken, the fee for a licence will be double, £810
 - iii. If you require a license earlier than the 7 working day requirement an additional £60 will be charged to the £405 fee, this fee will also apply to any extension requests that are approved given a valid reason
 - d) Completed Declaration Form (Statutory Undertakers Declaration/Requirements)
6. A Street Works Licence to place apparatus or consent to work on existing apparatus in the highway, Will only be granted to the owner(s) of apparatus or his Successor in Title. Owners should note their statutory duty to secure that the apparatus is properly maintained at all times
7. In order for the Street Works Authority to comply with its statutory duty, all applications must be submitted at least ONE MONTH in advance of commencement of the proposed works. A shorter period may be agreed by the Street Authority in conjunctions with the other undertakers likely to be affected. The application form must be signed by the owner of the existing or proposed apparatus
8. Applicants should note that: -

Special conditions may be imposed by the street Authority: -

- a) In the interest of safety
- b) To minimise the inconvenience to persons using the street, having regard to people with a disability in particular
- c) For Traffic Sensitive Streets, Streets with special Engineering Difficulties and Protected Streets and to protect the structure of the street and the integrity of the apparatus in it

NB. The applicant must strictly adhere to these conditions

9. The Duty of care: Controlled Waste Transfer Note must be completed where any waste from the excavation has to be disposed of. A copy of the completed form must be retained by the Licence Holder with a copy given to the person accepting the waste
10. The: Licensee must give SEVEN DAYS advance notice of the intended starting date to the Street Authority
11. The Licensee must permit the Street Authority to monitor his or his contractor's performance throughout all stages of Street Works.

These are: -

- a) Signing, Guarding and excavation
 - b) Signing, Guarding and reinstatement
 - c) Immediately after permanent reinstatement
 - d) Between 6 and 9 months after permanent reinstatement and,
 - e) During the one month preceding the end of the guarantee period. (This period will begin from the date the Street Authority is notified of the permanent and will be for 2 years for excavations up to 1.5m deep and 3 years for deeper)
12. The Licensee must inform the Street Authority of the completion of the reinstatement by the end of the following working day, stating whether it is interim or permanent.
13. The Licensee must complete and submit Form SWL5 to the street Authority within 7 days of completion of the works and clearing the site.
14. Where the apparatus in respect of which an application for a Street Works Licence is made to the Street Authority is to be placed or retained on a line crossing the street and not along of the street, a person aggrieved by: -
- a) The refusal of the Authority to grant him a licence
 - b) Their refusal to grant a licence except on terms prohibiting its assignment or
 - c) Any terms or conditions of the licence granted to him
15. When submitting Form SWL5, the licensee must provide detailed drawing showing the actual depth of the apparatus and its location measured against fixed objects/structures.
16. Prior to issue of the licence, Form SWL6 must be circulated to all Statutory Undertakers to identify whether their apparatus will be affected by the proposed works. This circulation will be undertaken by the applicant who will provide the divisional surveyor with the undertaker's responses, together with plans at least 1 month before commencement of works.
17. If you are suspending a bus stop, notices should be in place at a minimum of five working days. You will be required to contact the public transport officer directly to find out if a temporary bus stop is required. If required, you must supply and install the temporary bus stop and ensure the bus stop is uncovered and temporary bus stop is removed at the end of the works.

PART 2

Street Works Licence Application for placing NEW Apparatus in the Highway, Section 50, New Roads and Street Works Act 1991.

NB Those applicants not familiar with the requirements of this legislation must appoint a contractor with the appropriate knowledge and accreditation to help complete this application and to conduct the works on their behalf. Non-compliance with any requirement of the New Roads and Street Works Act 1991 may result in severe financial penalties.

Section 1: Owners Apparatus.

Name:

.....

Address:

.....

..... Postcode:

.....

Work Tel: Home Tel:

Section 2: Precise Location of Proposed Work (detailed plan to be submitted with form)

Property Reference/No:

Road/Street: Postcode:

National Grid Ref:

Please tick as necessary:

Category	Traffic Control	Works Details	Hours of Working
Emergency	Stop/Go boards	Estimated length of work in metres	Daylight
Urgent	Temp traffic signals*		24 hours
Minor with excavation	Road closure*	Average depth of excavation:	Night only
Minor without excavation	Priority flow	Up to 1.5m	AM only
Standard works	None	Over 1.5m	PM only
Major project		No excavation	

* Please see guidance notes. These will need to be applied for separately.

Work lies within:

Verge	Footway	Carriageway	All
-------	---------	-------------	-----

Proposed start date:/...../.....

Proposed finish date:/...../.....

Description of works:

Section 3: Details of Person/Company Conducting the Works (proof to be submitted with this form).

Name:

Address:

..... Postcode:

Work Tel: Fax:

Name of accredited operative: SWQR no:

Name of accredited supervisor: SWQR no:

Section 4: Insurance (public liability insurance of a minimum of £2 million must be provided up to the completion of the permanent reinstatement and included with this form).

Company name:

.....

Address:

.....

..... Postcode:

.....

Tel no: Policy no: Expiration:

...../...../.....

Section 5: Declaration by Owner of Apparatus.

I confirm that the foregoing details are correct and acknowledge that the works referred to above must be conducted in accordance with the requirements of the New Road and Street Works Act 1991, associated legislation and code of practise together with any conditions imposed by the Street Authority in the relevant Licence, which includes my duty to secure that the work is supervised by an accredited supervisor.

I also acknowledge the statutory need for me to pay the prescribed inspection fees which will be imposed by the Street Authority, including any defect inspection fees and cost of any necessary remedial works conducted by the Street Authority during the guarantee period.

I also acknowledge that the licence is granted on the condition that I will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:

1. The placing or presence in the street of apparatus to which the licence relates, or
2. The execution by any person of any works authorised by the licence.

I also acknowledge that I have read and understood the Notes for Guidance contained in Part 1, form SWL1.

Signed: Date:
...../...../.....

Print name:
.....

In the capacity of:
.....

Section 6: Conditions.

1. The Street Authority for the Highway mentioned in section two of Form SWL2 (hereinafter called "the Highway") herby grant to the party named in section one of Form SWL2 (hereinafter called "the licensee") with the intent that the same shall benefit and run with the property described in section two of Form SWL2 hereto Licence under Section 50 of the New Road and Street Works Act 1991 to place and leave in the Highway in the position shown by a red broken line on the plan attached hereto the apparatus (hereinafter referred to as "the Apparatus") short particulars of which are set out in section two of form SWL2 hereto and to maintain repair and reinstate the Apparatus and break open and have access to the Highway for those purposed upon the terms and subject to the conditions hereinafter specified and subject also to the relevant conditions and provisions contained in schedule three of the said Act and the Licensee herby accepts the licence upon and subject to the said terms, conditions and provisions.

2. This licence is granted to the owner of apparatus and his Successors in Title and where he proposed to part with his interest in the apparatus, He shall before doing so give at least 6 weeks written notice to the Street Authority of the intention to abandon the apparatus or transfer the licence stating to whom the benefit of the licence is to be transferred, and also give written notice to the Street Authority of the date of transfer.
3. The licensee shall:
 - a. Conduct all the relevant works in accordance with the requirements of the New Road and Street Works Act 1991, and its associated Secondary Legislation and codes of practice.
 - b. Indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:
 - i. The placing or presence in the street of apparatus to which the licence relates, or
 - ii. The execution of any person of any works authorised by the licence.

And the former licensee shall indemnify the Street Authority against any, claim in respect of injury, damage or loss arising out of the execution by the Authority or the Licensee of any works under Paragraph 7.

- c. Give at least 6 weeks written Notice to the Street Authority of his intention to cease using the Apparatus.
4. The Licensee shall pay the Street Authority in connection with the grant of the Licence:
 - a. The sum of £155 in respect of administration expenses (non-refundable).
 - b. The sum of £150 Capitalised fee in lieu of annual charges.
 - c. The sum of £100 inspection fee per 200m lengths.
5. Any licence issued under this procedure by the Street Authority must not be construed as conferring any right for the application to make any connection to a sewer, drain, pipe, cable or other apparatus.
6. The licence hereby granted shall remain in force until withdrawn by the Street Authority under Schedule 3 of the New Road and Street Works Act 1991 or surrendered to the Street Authority by the licensee.
7. The Street Authority may determine this licence at any time:
 - a. On the expiration of such period as may be specified in the Notice being a period of not less than seven working days beginning with the date of service of the Notice on the Licensee if any condition of the licence is contravened by the Licensee or if the Street Authority becomes aware of the fact that the Licensee intends to cease using or has abandoned the apparatus or intends to do so, or

- b. The Licensee has parted with or intends to part with his interest in the apparatus in a case where assignment of the licence is prohibited, or
- c. The Street Authority considers the withdrawal of the licence is necessary for the purpose of the exercise of their function as Street Authority.

NB Under sub paragraph c. not less than three months notice will be given by the Street Authority.

- 8. Where a licence expires or is withdrawn or surrendered the Street Authority:
 - a. May remove the apparatus to which the licence relates or alter it in such a manner as they think fit and reinstate, the street and may recover from the Licensee the expenses incurred by them in doing so.
 - b. If satisfied that the former Licensee can, within such reasonable time as they specify, remove the apparatus or alter it in such a manner as they may require and reinstate the street they may authorise him to do so at his own expense. A further licence will be required for such works,
- 9. The Licence does not confer any right on the Licensee, as against the owner of the land on which the highway is situated to use the land. The Licensee must make his own arrangements with such owners in cases where their consent is needed.
- 10. It is the duty of the Licensee when executing street works involving:
 - a. Breaking up the street, drain, or tunnel under it, or
 - b. Tunnelling or boring under the street.

To secure that the execution of the works is supervised by a person having a prescribed qualification as a supervisor and at least one accredited operative is on site at all times.

- 11. In the Licence the terms:
 - a. "Licensee" shall include the Successor in Title – Personal Representative – Receiver – Liquidator or Trustee of the Licensee.
 - b. "Highways" shall include and apply to each and every Highway. When more than one Highway is specified in the Section two of Form SWL2 hereto.
- 12. The Licensee must permit the Street Authority to monitor his or his contractor performance throughout all stages of street works. These are:
 - a. Signing, guarding and excavation.
 - b. Signing, guarding and reinstatement.
 - c. Immediately after permanent reinstatement.

- d. Between six and nine months after permanent reinstatement, and

- e. During the one month preceding the end of the guarantee period (this period will begin from the date the Street Authority is notified of the permanent reinstatement and will be for two years for excavations up to 1.5m deep and three years for deeper).

Section 7: Authorisation.

Additional Conditions:

.....

.....

Signed: Date:/...../.....

On behalf of Street Authority.

PART 5

**New Road and Street Works Act 1991.
Registration of Works.**

<p>To:</p> <p>Plymouth Highways Windsor House Tavistock Road Plymouth PL6 5UF</p>	<p>From:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
---	---

Description/House name/number:

Street/Road name:

Local area name:

District: Postcode:

National

--	--	--	--	--	--	--	--	--	--	--	--	--	--

 grid ref:

Description of Works (inc. construction methods if known):

.....

.....

.....

.....

.....

.....

.....

Reinstatement		Closing dimensions		Location		Guarantee start date	
Item	Location	Length (m)	Width (m)	CF or V	Deep exc.	Interim	Perm.
1					/...../...../...../.....
2					/...../...../...../.....

As laid record:

Depth of top apparatus in metres:

Sketch of location (including measurements to fixed objects.

PART 6

Statutory Undertaker's Response.

Western Power Distribution:

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

Wales and West:

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

South West Water:

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

British Telecom:

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

Cable and Wireless:

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

Virgin Media:

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

Energies:
.....

Apparatus affected:

Special requirements:

Company stamp: **Date:**/...../.....

PART 7

Duty of Care Waste Transfer Note.

Section A: Description of Waste.

1. Please describe the waste being transferred:

.....

2. How is the waste contained:

Loose Sacks Skip Drum Other

3. What is the quantity of waste (number of sacks etc.):

Section B: Current Holder of Waste (transferor).

Full name and address (BLOCK CAPITALS):

.....

Name and address of company (if applicable):

.....

Which of the following are you (please tick one of more boxes):

Producer of waste	<input type="checkbox"/>	Holder of waste disposal or was management licence	<input type="checkbox"/>	Licence no. issued by:
Importer of waste	<input type="checkbox"/>	Exempt from requirement to have a waste disposal or waste management licence	<input type="checkbox"/>	Give reason:
Waste collection authority	<input type="checkbox"/>	Registered waste carrier	<input type="checkbox"/>	Registration no.:
				Issued:

Section C: Person Collecting the Waster (transferee).

Full name and address (BLOCK CAPITALS):

Name and address of company (if applicable):

.....

Which of the following are you (please tick one of more boxes):

	Authorised for transport purposes		Specify which of those purposes
Waste collection authority	Holder of waste disposal or waste management licence		Licence no:
			Issued by:
	Registered waste carrier		Registration no:
			Issued by:
	Exempt from requirement to register		Give reason:

Section D: The Transfer.

Address of place of transfer/collection point:

.....

Date of transfer:/...../.....

Times of transfer (for multiple consignments)::.....,:.....,:.....,:.....

Name and address of broker who arranged the waste transfer:

.....

Transferor signature:	Transferee signature:
Full name (BLOCK CAPITALS):	Full name (BLOCK CAPITALS):
Representing:	Representing:

NEW ROADS AND STREET WORKS ACT 1991

ADDRESS LIST FOR LETTERS – AMENDMENT NO 39 (24/10/2008)

- | | |
|------------------------------------|--------------------------|
| a) Location of apparatus | a) Location of apparatus |
| b) Granting of Licences | b) Granting of Licenses |
| c) Diversion of plant | c) Diversion of plant |
| Western Power Distribution | Wales & West Utilities |
| Map Response Team, Network Records | Spooner Close |
| Mapping Centre | Celtic Springs |
| Lamby Way | Coedkernew |
| Rumney | NEWPORT NP10 8FZ |
| CARDIFF CF3 2WQ | |

In respect of: -

- a) Location of apparatus (C2 notices) notices
- b) Section 50 Licence
BT NNHC
Postpoint 404
Telecom House
Hanley
STOKE-ON-TRENT ST1 5HD

In respect of: -

- Diversion of plant C3 and C4
- British Telecom
Network Alteration Projects
PP E206R Eastlake House
Eastlake Street
PLYMOUTH PL1 1BQ

C2 notices should be obtained via maps by e-mail in respect of Plymouth City Council Departments

Cable & Wireless
C/o Atkins Telecom
PO BOX 290
THE HUB
500 Park Avenue
Axtec West
BRISTOL BS32 4RZ

South West Water
NRSWA Enquiries
Peninsula House
Rydon Lane
EXETER
DEVON EX2 7HR

University of Plymouth
Drake Circus
PL4 8AA
FAO Mr C Bunce
(In respect of locations shown on
Attached plan in vicinity of Campus only)

Virgin Media
Communications House
Simitar Park
Courtauld Road
Basildon, ESSEX
SS13 1MD

HEAD OF Economic Development & Urban Regeneration
Civic Centre
Plymouth
PL1 2EW FAO Mike Artherton
(in respect of CCTV information)
(City Centre area only)

NB – ALL AMENDMENTS TO BE AUTHORISED BY NIKKI NEALE, (01752 668000)

JE8 – NRSWA ADDRESSES

Appendix "A"

SUGGESTED LEGISLATION TO BE READ BY APPLICANT

1. New Road and Street Works Act 1991 (ISBN 0-10-542291-6)
2. Code of Practice: "Safety at Street Works and Road Works." (ISBN 0-11-551144-X)
3. Code of Practice: "Specification for the Reinstatement of Openings in Highways." (ISBN 0-11-551143-1)
4. "Code of Practice for the Co-ordination of Street Works and Works for Road Purposes and Related Matters." (ISBN 0-11-551162-8)
5. "Code of Practice for Inspections." (ISBN 0-11-11-551184-2)
6. Code of Practice: "Measures Necessary where Apparatus is Affected by Major Works (diversionary works)." (ISBN 0-11-551149-0)
7. "Waste Management, The Duty of Care, A Code of Practice." (ISBN 0-11-753210-X)

Price list for Streetworks.

<u>Works</u>	<u>Price</u>
Access to site:	
Per site – per 28 day period	£ 50.00
Road closures:	
Road closure *	£ 1050.00
Lane closure	n/a
Emergency closure *	£ 450.00
Random sample defects:	
Initial site visit	£ 47.50
Remedial complete	£ 47.50
Scaffolding/Hoarding permits:	
Per 28 day period	£ 80.00
Section 50:	
Existing Apparatus (up to 200m)	£ 230.00
New Apparatus (up to 200m)	£ 380.00
Subsequent 200m sections	£ 75.00
Section 74:	
Reinstatement category 1 & 2 emergency	£ 500.00
1 & 2 minor	£ 500.00
1 & 2 standard	£ 2,000.00
Reinstatement category 3 & 4 emergency	£ 100.00
3 & 4 minor	£ 100.00
3 & 4 standard	£ 250.00
Skip permits:	
Per 28 day period	£ 65.00
* Prices are subject to change by Plymouth Highways	

PART N	NEW ROADS AND STREET WORKS ACT 1991 NOTICE OF WORKS INCLUDING RESPONSES																																									
TO Nikki Neale Tel 01752 306939 Mob 07824 608690			PURPOSE Notice				Follow up Notice																																			
			Street Authority Response				Other Response																																			
			REFERENCE No. RECIPIENT'S CROSS REF No.				Part				of																															
							Part				of																															
REFERENCE No. ORIGINATOR'S CROSS REF No.				Part				of																																		
				Part				of																																		
FROM			DATE OF ISSUE																																							
			TIME OF ISSUE (Emergency & Urgent Only)																																							
			EXPECTED START DATE																																							
			EXPECTED COMPLETION DATE																																							
NOTICE PERIOD		TYPE OF WORKS																																								
		EMER'CY		URGENT (SPECIAL CASES)		URGENT		MINOR (WITH/WITHOUT EXCAV)		STANDARD		MAJOR		REINSTATEMENT																												
								NOTICE S54	ACTUAL START DATE S55/57	NOTICE S54	ACTUAL START DATE S55/57	NOTICE S54	ACTUAL START DATE S55/57	REMEDIAL DANGEROUS	REMEDIAL (OTHER)																											
S S T T R A E U T S	NON TRAFFIC SENSITIVE	WITHIN 2 HOURS OF WORK STARTING		WITHIN 2 HOURS OF WORK STARTING		WITHIN 2 HOURS		Duration (<4 days)		Duration (4-10 days)		Duration (>10 days)		WITHIN 2 HOURS OF WORK STARTING		BY DAILY WHEREABOUTS																										
TRAFFIC SENSITIVE SITUATION	2 HOURS IN ADV.		N/A	3 DAYS	N/A	10 DAYS	3 MONTHS	10 DAYS	3 DAYS		3 DAYS																															
IS SPECIAL ENGINEERING DIFFICULTY INVOLVED?		NO		IF YES		HAS THE RELEVANT AUTHORITY APPROVED THE WORKS?				YES/NO																																
LOCATION DESCRIPTION OR HOUSE NAME OR NUMBER STREET NAME: LOCAL AREA NAME: DISTRICT: POSTCODE <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> NATIONAL GRID REF. <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																																										
DESCRIPTION OF WORKS (INCL. CONSTRUCTION METHODS – IF KNOWN) COMMENTS (TRAFFIC MANAGEMENT OR OTHER)												ESTIMATED INSPECTION UNITS <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																														

**New Road and Streetworks Act 1991
Application Form for use of portable Traffic Signals
Issue 1 Approved by SWHAUC 26/10/2000**

To Nikki Neale Plymouth Highways Senior Highways Streetworks Coordinator	Name
	Organisation
	Address
	Post Code
	Tele No
	Fax No
	Works Ref

Location Details

Road Number		A	B	C	Unclassified	
Location/NSG Ref:						
Grid Reference			Easting		Northing	
Nature of Work						
Work Type	Emergency	Yes	No	Planned	Yes	No
Start Date		Finish Date			Duration (in days only)	
					Yes	No
Are the works in the vicinity of any permanent signals or pedestrian crossing						
If yes please contact Plymouth City Council traffic control 01752 305555						

Timing of Traffic Lights Use – Tick Box or enter details

24 Hr – Weekdays only		24 Hr – Weekends Included	
Restricted	9.30 – 16.00	During Normal Working Hours	
Night Time	19.30 – 7.00	Other	

Signal Details – Circle Details

NB if heads >2 ALL THE FOLLOWING DETAILS MUST BE PROVIDED						
Number of heads	2	3	4	If >2 see notes on portable signals		
Included with this application are:				4 site plans 1:1250	Yes	No
Showing:						
Head controller Positions	Yes	No	Stage Diagram Details	Yes	No	
Proposed Timings	Yes	No	Crown Label Details	Yes	No	
Stop and Go Boards on site					Yes	

Emergency/Out of Hours Contact for Traffic Management

Name	Organisation	Tel
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Declaration

I have completed ALL the above sections, Have read and understood the Notes on Portable Traffic Signals and have provided any additional information as required. I understand that incomplete Applications will be refused and will notify the Street Authority if any change is made to the date or time given on this application		
Name	Signature	Date

Street Authority

Comments		
Name	Signature	Date
Version March 2017		

