



**Application Form
For the Control of Scaffolding, Hoarding or Other
Structure(s)
On the Highway
HIGHWAYS ACT 1980, SECTION 169 & 172**

North Tyneside Council

Applicant Contact Details				
Mr. Mrs. Ms	First name		Surname	
Company/ Organisation.....				
Address:.....				
.....Post Code:.....				
Tel No:.....Fax No:.....Email.....				
Emergency contact details				
24 hour Contact Name:.....				
24hr telephone Number:Fax Number:.....				
Email:.....				
Name and Address of property owner/occupier (if different to Applicant)				

I/We hereby apply for permission to erect or retain: (please tick)		
	Over the Highway	On the Highway
A scaffolding		
Other structure*		
*Please be specific		
Dispense with the erection of a hoarding		
Reason for erecting a scaffold/other structure on the highway or dispense with a hoarding		
Brief description of proposed works (e.g. house renovation etc)		
Duration – 10 days notice is required to process this application		
Failure to give 10 days notice may result in the application being returned. Only applications that are considered to be an Emergency will be processed with less than 5 days notice. A license is valid for a maximum of 12 weeks .		
Proposed Start Date.....	Anticipated Finish Date.....	
Please specify if works are to be continuous or carried out in phases. Note: Scaffolds will not be permitted to be retained indefinitely if not specifically required for undertaking work.		



**Application Form
For the Control of Scaffolding, Hoarding or Other
Structure(s)
On the Highway**
HIGHWAYS ACT 1980, SECTION 169 & 172

North Tyneside Council

Location details	
Town/Village
Street Name/Number
Location (outside No 16)
6 Fig Grid ref:

Measurement (m) of scaffolding or other structure:		
Length:	Width:	Height:

Site details:		
Please indicate the following if appropriate:		
Is a rubbish chute to be attached to the structure?	Yes	No
Is it a one way street?	Yes	No
Is it a single or dual carriageway?	Single	Dual
Area there any waiting restrictions?	Yes	No**
Is there street lighting?	Yes	No
Are there permanent traffic signals or pedestrian crossings nearby?	Yes	No
Is there a School crossing patrol in the vicinity	Yes	No
Will the scaffold prevent access to adjoining properties?	Yes	No
Are any road works present in the same street?	Yes	No

**Please be specific
.....
.....

Please provide a sketch plan indicating road/footway/verge width, proximity of road junctions, bends, accesses and any other physical restrictions.
(Failure to provide sufficient information may result in a delay in processing the application)



North Tyneside Council

**Application Form
For the Control of Scaffolding, Hoarding or Other
Structure(s)
On the Highway**
HIGHWAYS ACT 1980, SECTION 169 & 172

Method of delivery and depositing (please indicate with a circle)				
Lorry	Trailer	Demountable Lorry Butt		
What type of traffic management will be used whilst the skip is being deposited?				
None	Give & Take	Stop/Go Boards	Temporary Traffic Lights	Road Closure
What type of traffic management will be used whilst the skip is in-situ?				
None	Give & Take	Stop/Go Boards	Temporary Traffic Lights	Road Closure

Declaration and Payment					
<p>I declare that I will erect the scaffold/hoarding/other structure on the Highway as detailed above and in accordance with the agreed traffic management plan and by qualified operatives. Any temporary traffic lights or road closures have been applied for under a separate application. I understand that I am responsible for the 24 hours signing and guarding and maintenance of the site in accordance with Chapter 8 and the Code of Practice for Safety at Street Works and Road Works. I declare that my public liability insurance is current and operatives erecting any traffic management are Chapter 8 accredited.. I have read and understood the guidance notes provided to me and will adhere to all responsibilities/conditions/duties required by North Tyneside Council.</p>					
<p>I/We, enclose a cheque for:</p> <p>(a) £35 for an application giving 5 or more days notice from receipt of application.*</p> <p>(b) £50 for an application giving less than 5 days notice from receipt of application will only be considered for emergencies.*</p> <p>(c) £35 for an extension to a permit.*</p> <p>Towards the Council's Administration costs in processing this application, and understand that this sum will only be refunded if permission is refused.</p> <p>* Delete which does not apply</p>					
Payment enclosed	<input type="checkbox"/>	Order No	Insurance Cert No
<p>Applicants Name:.....Position:.....</p> <p>Signed:.....Date:.....</p> <p>For and on behalf of.....Owner of scaffolding or other structure</p>					

Note: If the application is incomplete or information provided is inadequate, the application will be rejected prior to processing.

***Emergencies** are defined as "An occurrence involving public safety which demands immediate action"

APPROVAL/REFUSAL
<p>This application is approved/refused for the following reason(s):</p> <p>.....</p> <p>.....</p> <p>Signed.....Name.....on behalf of Highways Officer</p>