

Application for Permission to Erect Scaffolding or Access Platform on the Public Highway



The Highways Act 1980 Section 169
The Local Authorities (Transport Charges) Regulations 1998

Highways & Engineering Division, 3rd Floor, Paderborn House, Civic Centre, Bolton, BL1 1UA
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TO BE COMPLETED BY THE SCAFFOLDING / PLATFORM COMPANY ONLY

Please read the conditions of this licence set out overleaf before completing this application form. Complete the following information in block capitals and return the form to the address above.

Company Details	Proposed Location of Scaffolding / Platform
Name <input style="width: 100%;" type="text"/> Address <input style="width: 100%;" type="text"/> Postcode <input style="width: 100%;" type="text"/> Phone (Day) <input style="width: 100%;" type="text"/> Phone (Night) <input style="width: 100%;" type="text"/> Email <input style="width: 100%;" type="text"/>	Property Number / Name <input style="width: 100%;" type="text"/> Address <input style="width: 100%;" type="text"/> Postcode <input style="width: 100%;" type="text"/> Location <i>(please tick)</i> Front <input type="checkbox"/> Side <input type="checkbox"/> Rear <input type="checkbox"/>

Scaffolding / Platform Details			
1. Licence Requested For:	Start Date <input style="width: 100%;" type="text"/>	End Date <input style="width: 100%;" type="text"/>	Duration <input style="width: 100%;" type="text"/>
2. Location of Scaffolding: <i>(please tick)</i> Footway <input type="checkbox"/> Carriageway <input type="checkbox"/> Carriageway / Footway <input type="checkbox"/> Verge <input type="checkbox"/>	3. Purpose: <i>(please tick)</i> Demolition <input type="checkbox"/> Painting <input type="checkbox"/> Cleaning <input type="checkbox"/> General Maint' <input type="checkbox"/> Building Works <input type="checkbox"/>	4. Type of Structure: <i>(please tick)</i> General Access <input type="checkbox"/> Static Tower <input type="checkbox"/> Mobile Tower <input type="checkbox"/> Suspended <input type="checkbox"/>	5. Size of Structure: <i>(state in metres)</i> Width <input style="width: 100%;" type="text"/> Length <input style="width: 100%;" type="text"/> Height <input style="width: 100%;" type="text"/>
6. Will materials be stored on the scaffolding? <i>(please tick)</i>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
7. Special Conditions: <i>(please tick appropriate box or boxes)</i>	Walkway Through Scaffolding <input type="checkbox"/>	Walkway Adjacent Scaffolding <input type="checkbox"/>	Protective Barriers In Carriageway <input type="checkbox"/>
	Sole Boards / Plates (compulsory) <input type="checkbox"/>	Fans <input type="checkbox"/>	Boarding / Netting / Sheeting <input type="checkbox"/>
8. If the scaffolding is to be erected within 0.45m of the carriageway (kerb edge) what action is proposed to protect the structure from potential vehicular impacts. Please state proposed action below:			

Declaration		
I/We hereby apply to Bolton Council for permission to erect a scaffolding on the public highway at the location stated above, and hereby agree to comply with the requirements of Section 169 of The Highways Act 1980 and the terms and conditions set out overleaf, which I/We have acknowledged to have carefully read.		
Signed <input style="width: 100%;" type="text"/>	Print Name <input style="width: 100%;" type="text"/>	Date <input style="width: 100%;" type="text"/>

General Terms & Conditions

1. General.

In accordance with Section 169 of The Highways Act 1980, a scaffolding cannot be erected on the public highway without the permission of the highway authority, in this case Bolton Council. If permission is granted to erect scaffolding or hoarding on the highway, it will be given on the understanding that the scaffolding company fully complies with the requirements of Section 169 of The Highways Act 1980, along with the conditions set out below.

2. The name of the scaffolding company, daytime and out of hour's telephone numbers are to be clearly displayed on the scaffolding throughout the licence period.
3. First lift standards are to be highly visible (painted white or inserted through coloured sleeves).
4. Will require illumination during the hours of darkness unless no part of the structure is less than 0.45m from a carriageway (kerb edge).
5. For demolition purposes tubular scaffold must be erected to the full height of the building where it abutts a public highway.
6. Toe boards and handrails to be fitted to platforms over 2m in height.
7. During the erection or dismantling period, a safe working area at ground level is required to be provided for pedestrians at all times, this means that in Town Centres, this work can only be undertaken outside normal working hours.
8. A pedestrian walkway, of not less than 1.2m, is to be maintained around the structure. If this cannot be arranged then the scaffolding should be designed to allow access under and through the scaffold safely, a minimum clear height of 2.5m will be required.
9. There should be no trip hazards, no projecting tubes or fittings and the scaffold should be covered adequately to provide a working platform and prevent materials or debris falling through onto the pedestrian walkway.
10. Where provided pedestrian walkways shall be maintained and regularly inspected by the Contractor.
11. The scaffolding company, to whom the Licence was granted, shall ensure that the public highway is restored to its original condition on the removal of the structure.
12. If the structure is to be erected within 0.5m of the carriageway (kerb edge), an approved protective barrier system shall be installed in the carriageway and shall be a minimum of 0.5m from the edge of the structure. Where the footway is closed off and or the carriageway width is reduced, the appropriate traffic management shall be introduced. Any traffic management arrangements, including warning signs etc, shall be agreed by Bolton Council prior to the Licence being granted.

13. Public Liability Insurance.

The applicant intending to erect the scaffolding must be covered by Public Liability Insurance which should be available for inspection, minimum cover to be £3 million. Such insurance must indemnify the Highway Authority from and against all actions, claims, losses and expenses whatsoever in respect of personal injury or damage to property, however caused, arising out of or in anyway attributed to the presence of the applicants scaffolding.

14. Public Utilities Apparatus.

Reasonable access to equipment operated by the public utility companies (i.e. gas, water, electricity, telecommunications etc) must be given when requested. The location of such apparatus can be obtained from the relevant public utility.

15. Charges.

A charge will be made by Bolton Council at the time of issue of a scaffolding licence, for the consideration of the application in accordance with The Local Authorities (Transport Charges) Regulations 1998.