



STRONG HERITAGE | STRONG FUTURE
RHONDDA CYNON TAF
TREFTADAETH GADARN | DYFODOL SICR

**SECTION 50 NEW ROADS & STREET WORKS ACT 1991
& SECTION 171 HIGHWAYS ACT 1980**

STREETWORKS LICENCE

APPLICATION PACK

**Rhondda Cynon Taff County Borough Council
Sardis House
Sardis Road
Pontypridd
Rhondda Cynon Taf
CF37 1DU**

Streetworks Department

Telephone: (01443) 494886

E-mail: streetworks@rctcbc.gov.uk

PLEASE NOTE THE FOLLOWING

**FAILURE TO OBSERVE THE RELEVANT SECTIONS OF THE
NEW ROADS AND STREET WORKS ACT 1991 & SECTION 171 OF
HIGHWAYS ACT 1980 MAY RESULT
IN PROSECUTION.**

**THE LICENCEE WILL BE LIABLE ON SUMMARY CONVICTION
TO A FINE NOT EXCEEDING £5000 ON EACH COUNT.**

**FAILURE TO SUPPLY ALL THE REQUIRED INFORMATION
WILL RESULT IN THE APPLICATION BEING RETURNED.**

**THE COUNCIL WILL NOT RETAIN ANY INFORMATION AND
THE APPLICATION WILL NOT BE PROCESSED.**

**THE PERMANENT REINSTATEMENT SHALL BE
GUARANTEED BY THE LICENCEE FOR A PERIOD OF 2
YEARS FROM THE DATE OF THE REINSTATEMENT,
EXCEPT WHERE THE EXCAVATION DEPTH IS OVER 1.5
METRES WHEN THE GUARANTEE PERIOD SHALL BE 3
YEARS.**

**NO WORKS ARE TO BE
UNDERTAKEN IN THE HIGHWAY
BEFORE A LICENCE HAS BEEN
GRANTED.**

CONTENTS

Guidance Notes to assist with completion of the application pack

| | |
|---------------|--------------------------------------|
| Part 1 | Traffic Management Act 2004 |
| Part 2 | Notes for Guidance for Applicants |
| Part 3 | Street Works Licence Application |
| Part 4 | Standard Conditions |
| Part 5 | Advance Notice of Works |
| Part 6 | Registration of Works |
| Part 7 | Statutory Undertakers Plant Enquires |
| Part 8 | Controlled Waste Transfer Note |
| Part 9 | Section 74 |

Forms to be completed and submitted

| | |
|--------------------|---|
| (Form SWL1) | Streetworks Licence Application Form (To include photocopies of both sides of Supervisor & Operatives SWQR cards, insurance certificate and connection approval for installation of new sewer apparatus) |
| (Form SWL2) | Advance Notice of Works |
| (Form SWL3) | Registration of Works (Photocopy of quarry tickets for any material used in the reinstatement) |
| (Form SWL4) | Statutory Undertakers Plant Enquires |
| (Form SWL5) | Controlled Waste Transfer Note |

SECTION 50 -STREETWORKS LICENCE APPLICATION PACK

NEW ROADS AND STREETWORKS ACT 1991

PART 1: TRAFFIC MANAGEMENT ACT 2004

The Traffic Management Act was introduced in 2004 to tackle congestion and disruption on the road network. The Act places a duty on local traffic authorities to ensure the expeditious movement of traffic on their road network and those networks of surrounding authorities. The Act gives authorities additional tools to better manage parking policies, moving traffic enforcement and the coordination of **all activities on the network, including streetworks**.

This Act took effect as of the 1st April 2008 and changed the noticing periods required for street works.

More in-depth information can be found at the Department for Transport Website <http://www.dft.gov.uk/pgr/roads/tpm/tmaportal/>

PART 2: NOTES FOR GUIDANCE FOR APPLICANTS

Any person (other than a Statutory Undertaker) who wishes to place apparatus in the street, retain and thereafter inspect, maintain, adjust, repair, alter it must be in possession of a Street Works Licence. This licence will be granted to the owner of the apparatus.

Applicants not familiar with the requirements of this legislation are strongly advised to appoint a contractor with the appropriate knowledge and accreditation to help complete the application. The works must be carried out by an accredited operative and overseen by an accredited supervisor. Please be advised that we do not allow one person with supervisor and operative accreditation to carry out both roles.

Works must commence within **THREE MONTHS** from the date of the licence being granted. A permanent reinstatement must be completed within **SIX MONTHS** of the completion date of any interim reinstatement. If works are unable to commence within three months it is at the discretion of the Highway Authority whether the licence will be withdrawn (and all monies refunded, less an administration fee) or if a new licence will be granted based on the original application with new work dates.

Applications must be **received** at least **ONE MONTH** in advance of the commencement of the proposed works, signed by the owner of the existing or proposed apparatus. This is to allow Rhondda Cynon Taff County Borough County Council (the Highway Authority) to discharge its duty. However, if the works fall within the major works category **THREE MONTHS** notice is required. **N.B these are minimum notice periods and the Highway Authority may require more time to process the application in certain circumstances. If a road closure is required both applications must be received at least THREE MONTHS in advance of the commencement of the proposed works.**

Before granting a Streetworks Licence to place new apparatus the Highway Authority must give not less than 10 working days notice to statutory authorities and other interested parties.

PART 3: STREETWORKS LICENCE APPLICATION / STANDARD CONDITIONS

The following must be received or the granting of the licence may be delayed:-

- **Completed Form (SWL1)** (Streetworks Licence Application);
- **Licence Fee** (currently £560.90); payment in advance (cheques made payable to **RCTCBC**);
- **A scale plan** (of Ordinance Survey standard) at 1:1250 or greater of the proposed location and depth of the relevant apparatus marked by a red broken line and a grid reference for the excavation site;
- **Proof of Permission to Connect to Network** (For new apparatus).

The following must be submitted in the first instance (copies will be kept on file for future application, whilst still valid):-

- **Proof of Public Liability Insurance** This must provide a minimum of **£10m** cover;
- **Proof of Streetworks Accreditation** (Copy of both sides of Supervisor & Operatives SWQR cards).

An accredited supervisor must supervise the work, and at least one accredited operative must be on site at all times when the works are in progress. **N.B this cannot be the same person.**

Please contact the Streetworks department at Sardis House, Sardis Road, Pontypridd for assistance if Traffic Lights or a Road Closure is required.

The definition of apparatus includes drains, cables, ducts, sewer pipes, water and gas pipes etc. Both under, over, across, along or upon a street.

A Streetworks 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.

The person granted a Streetworks Licence becomes an Undertaker for the purposes of the New Roads and Streetworks Act 1991, and therefore has the duties and responsibilities imposed by the Act and associated Secondary Legislation and Codes of Practice.

Section 74 of the 1991 Act means the Licence holder may be liable to charges raised under this section for unreasonably prolonged occupation of the highway, or if the correct notices are not served in respect of this section (refer to part 9 for further information).

Please note this licence can only be granted to an applicant that will be the owner and be responsible for the apparatus. It can not apply in situations where a third party will own and maintain the installed apparatus.

PART 4: STANDARD CONDITIONS

Conditions of Streetworks Licence Relating to the Placing, Retaining and Maintenance of Apparatus in the Street

(S50 & Schedule 3 of the New Roads & Street Works Act 1991)

1. The Licensee shall not carry out any excavation or other works in the highway, except in accordance with a plan, to be submitted with this application, and approved by the Highway Authority. The works shall be carried out by the Licensee or an agent approved by, and monitored Highway Authority. The Streetworks (Qualifications of Supervisors and Operatives) Regulations 1992 sets out the criteria of qualifications for persons excavating in the highway required by Section 67 of the New Roads and Street Works Act, 1991. For the purposes of carrying out the works, the Licensee or agent shall comply with the relevant Codes of Practice issued under the New Roads & Street Works Act 1991. Specifically the supervisor and operative will be trained and accredited to the requirements of the Codes of Practice. Proof of such accreditation must be provided with this application.
2. The Licensee shall indemnify Rhondda Cynon Taf County Borough Council as the Highway Authority in respect of any Third Party actions claim demands, expenses or proceedings in respect of injury, damage or loss which may arise from his works on the highway. The Licensee shall effect insurance indemnifying the Licensee and the Council, for the duration of the works and until the Council resumes responsibility for maintenance of the highway in accordance with Condition 14. Such insurance shall afford indemnity of not less than £10 million in respect of each and every occurrence or series of occurrences caused by or attributable to any event giving rise to a claim. A copy of the insurance certificate and policy shall be included with this application.
3. The Licensee shall regulate the works so as to minimise obstruction to vehicular and pedestrian traffic and shall guard the works in accordance with Chapter 8 of the Traffic Signs Manual 2006 published by TSO and the Safety at Street Works and Road Works Code of Practice 2001 which gives specific guidelines on the safe signing, lighting and guarding of temporary works on the Highway, as required by Section 65 of the New Roads and Street Works Act, 1991. The works area shall be maintained and kept clean and tidy throughout the duration of the works.
4. The Licensee shall not interfere with any drain, culvert, gully, bridge, wall or other structure without the specific consent of the Highway Authority.
5. Except in accordance with this licence, no part of the highway may be closed, **AT ANY TIME**, without the consent of the Highway Authority.
6. The issue of a licence to make a temporary excavation in the highway does not authorise the Licensee to interfere with apparatus already existing in the street. At all times access must be maintained to any apparatus within the highway.
7. The Highway Authority shall serve notices to the Statutory Undertakers in accordance with the requirements of the New Roads and Streetworks Act 1991 on behalf of the applicant. Except in the case of an emergency, such notices must be made at least twenty-five working days prior to the start of the works. The applicant shall be

responsible for carrying out any works required by a Statutory Undertaker in their response to a notice, or subsequently to protect apparatus. Prior to the commencement of any works the applicant shall determine the precise location of any Statutory Undertakers plant (SWL4). The applicant shall allow for the notification process when programming his works.

8. If there are no objections to the works (including those from Statutory Undertakers), the Highway Authority will issue a licence. (Works shall not commence until this licence is approved and issued). The licence will be valid for three months from the date of issue.
9. Any works necessary by the Highway Authority as a result of the failure of the Licensee to comply with the conditions of the licence shall be chargeable to the applicant. The applicant shall also be liable for any further inspections that may be necessary in the same manner as provided under Section 72 (2) of the New Roads & Street Works Act 1991.
10. In the event of the works being cancelled after the application form has been submitted an administration fee will be charged to the applicant to cover administrative costs.
11. Reinstatement of the works shall be in accordance with the relevant NRSWA Code of Practice (Specification for the Reinstatement of Openings in Highways 2nd Edition 2006). Any excavation shall be at least temporarily reinstated with bitumen macadam before removing any signing and barriers. No trench reinstatement is to be re-opened to highway users without at least a temporary bituminous layer being in place, which is flush with the level of the adjacent highway. Limestone is not permitted in the wearing course. Any temporary reinstatement shall be agreed with the Highway Authority.
12. Once the works are complete the area shall be left in a clean and tidy condition to the satisfaction of the Highway Authority.
13. Within five working days of completion of the works the Licensee shall give written notice to the Highway Authority. This shall be done by way of the '**Registration of Works**' (SWL3) provided in the licence pack.
14. The date and time when the Highway Authority will resume responsibility for maintenance of the highway works, distinct from the apparatus, will normally be two years (three years for excavations greater than 1.5 meters) from the actual date of the completion of the works. Until the Highway Authority assume responsibility for maintenance of the works the Licensee shall be responsible for any claims arising from the work or any necessary maintenance works and associated costs. The Highway Authority shall determine any necessary works.
15. No works are to be undertaken in the highway before a licence has been granted.
16. Additional conditions may be applied to the licence by the Council as deemed necessary.

NOTE

The Highway includes the carriageway, footway and any verge.

If the applicant objects to these conditions or a refusal by the Highway Authority to approve a licence, then an appeal may be made to the Secretary of State.

A criminal offence is committed if Section 51(1) of the NRSWA 1991 is breached.

PART 5: ADVANCE NOTICE OF WORKS

Major Works:

These are works which require a Road Closure or have a planned duration of 10 working days or more. An application must be submitted **THREE MONTHS** in advance of the works commencing date. The Licensee must give **TEN WORKING DAYS** notice of the intended starting date to the Street Authority using Form **(SWL2)**.

Standard Works:

These are works that have a planned duration of 10 working days or less. An application must be submitted **ONE MONTH** in advance of the works commencing date. The Licensee must give **TEN WORKING DAYS** notice of the intended starting date to the Street Authority using Form **(SWL2)**.

Minor Works:

These are works that have a planned duration of 3 working days or less. An application must be submitted **ONE MONTH** in advance of the works commencing date. The Licensee must give **THREE WORKING DAYS** notice of the intended starting date to the Street Authority using Form **(SWL2)**.

Immediate Works:

These are works that could cause serious damage to person or property and must be carried out as soon as possible.

The following must be received:-

- **A scale plan:** (of Ordinance Survey standard) at 1:1250 of the proposed location and depth of the relevant apparatus marked by a red broken line and a grid reference for the excavation site;
- **Proof of Public Liability Insurance:** This must provide a minimum of **£10m** cover;
- **Proof of Streetworks Accreditation:** (Copy of both sides of Supervisor & Operatives SWQR cards).
- Applications for traffic management, if relevant.
- Any other reasonable information the street authority may request.

An accredited supervisor must supervise the work and at least one accredited operative must be on site at all times when the works are in progress. **N.B this cannot be the same person.**

In the case of **Immediate Works** the rest of the application must then be processed retrospectively.

Remedial Works:

These are works to put a site from interim to permanent or to correct a defect. More advanced notice will be required when carrying out remedial works:-

- Minor works (Less than three days in duration) will require **TEN DAYS** notice.
- Major works will require **THREE MONTHS** notice.

Applicants should note that special conditions may be imposed by the Highway Authority and must be strictly adhered to:-

- In the interest of safety;
- To minimise the inconvenience to persons using the street, having regard to people with a disability in particular;
- 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.

The Licensee must permit the Street Authority to monitor his or his contractor's performance through all stages of the streetworks. These stages are: -

- When the works are being carried out;
- During the period of six months starting with the day on which interim or permanent reinstatement is completed;
- During the period of three months immediately preceding the end of the guarantee period (This period will be for 2 years from the date of permanent reinstatement for excavations up to 1.5m deep and 3 years for deeper).

PART 6: REGISTRATION OF WORKS

The Licensee must complete and submit Form **(SWL3)** giving details of any reinstatement to the Street Works Authority within **TEN WORKING DAYS** of the completion of the works and clearing the site.

A **detailed drawing to Scale 1/1250** showing the actual depth of the apparatus, and its locations measured against fixed objects/structures should also be submitted (**Interim reinstatements must be made permanent within 6 months** and during that time must perform to the same standards as a permanent reinstatement).

Please attach a copy of the quarry tickets for any material used in the reinstatement.

PART 7: STATUTORY UNDERTAKERS PLANT ENQUIRIES

In order to comply with Section 69 of the New Roads and Streetworks Act 1991, Form **(SWL6)** must be circulated to all Statutory Undertakers to identify whether the proposed works will affect their apparatus. **The applicant will undertake this circulation.**

Copies of SWL4 forms included are for the main utility companies who have apparatus located across Rhondda Cynon Taff. The applicant should contact any other utilities or relevant authorities they are aware have apparatus in the street.

PART 8: CONTROLLED WASTE TRANSFER NOTICE

The Duty of Care: Controlled Waste Transfer Note Form (**SWL5**) must be completed where any waste from the excavation has to be disposed of.

The Licence Holder must retain a copy of the completed form with a **copy given to the persons accepting the waste.**

PART 9: SECTION 74

If the works take longer to complete than the duration given in the notice, they may be subject to the following charges per day overrun:

| Road Category | |
|---------------|---------------------------|
| Type 0 | Trunk Roads and Motorways |
| Type 1 | A Roads |
| Type 2 | B Roads |
| Type 3 | CIII |
| Type 4 | Unclassified Roads |

| | Road Category (*1) | | Prescribed Period | Reasonable Period |
|------------------------------|--------------------|-------|-------------------|--|
| | 0, 1 & 2 | 3 & 4 | | |
| Works without excavation | N/A | N/A | N/A | N/A |
| Minor works | £500 | £100 | 3 days | Max 3 days including prescribed period |
| Emergency works Urgent works | £500 | £100 | 3 days | By notice details or other agreed period |
| Other works (*2) | £2000 | £250 | 3 days | |

The Reasonable Period must be agreed by the Authority BEFORE commencement of work on site.

Notes:

- *1 As defined under S1.3 Road Categories in the Specification for the Reinstatement of Openings in Highways (Second Edition 2006).
- *2 Any overrun on Remedial Works will be charged at the rate appropriate to the works category of the new works.

| | | |
|--|--|----------------------|
| SWL <i>(Office Use Only)</i> | RHONDDA CYNON TAFF COUNTY BOROUGH COUNCIL | <i>Form SWL1</i> |
| APPLICATION FOR A STREETWORKS LICENCE | | |

Section 1. Owner of Apparatus

Name: _____

Address: _____

Postcode: _____ Work Tel _____ Home Tel _____

E-mail address: _____ Mobile _____

Section 2. Precise Location of Proposed Work (Detailed plan to be submitted with form. A scale plan of Ordinance Survey standard) at 1:1250)

Property Name/Number: _____ Road / Street: _____

City/Town/Village _____ : Post Code: _____

(Tick boxes where necessary)

Placing New Apparatus /Working on Existing Apparatus/Retrospective

Category Major Immediate Minor Works Standard Works

Proposed Hours of Working Day Time Night Time Restricted

Average Depth of excavation Up to 1.5m Over 1.5m No Excavation

Proposed Traffic Control Road Closure* Temp. Traffic Signals* Stop/Go Boards

 Priority Flow None

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

Work lies within: Verge Footway Carriageway All

| | | | |
|---------------------|--|--------------------------|--|
| Expected start date | | Expected completion date | |
|---------------------|--|--------------------------|--|

Description of works (including estimated length and width):

What material will be used as the Surround to Apparatus (sand, stone dust etc.) _____

Section 3. Details of person or company conducting the works

Name: _____

Address: _____

Postcode: _____

Tel: _____ Fax: _____

E-mail address: _____ Mobile _____

Section 3 Continued:

Name of accredited Operative: _____ SWQR No. _____

Name of accredited Supervisor: _____ SWQR No. _____

Photo copies of Street Works accreditation required

EMERGENCY CONTACT DETAILS (24 hour contact number)

Name: _____

Tel: _____

Section 4. Insurance

Public Liability Insurance of a minimum of £10 million must be provided up to the completion of the permanent reinstatement.
Photocopy of insurance certificate required

Company Name: _____

Address: _____

Tel No: _____ Policy No: _____ Date Expires: _____

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 Roads & Streetworks Act 1991 and Traffic Management Act 2004, associated legislation and codes of practice, together with any other conditions imposed by the Highway Authority in the relevant Licence, which includes my duty to secure that the work is supervised by an accredited supervisor.

I confirm that all reasonably practicable steps have been taken to ensure that other owners of apparatus likely to be affected by these works have been contacted and where necessary location of apparatus identified. N.B It is recommended that the results of any enquiry are not older than 1 month.

I acknowledge the statutory need for me to pay the prescribed inspection fees which will be imposed by the Highway Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Highway 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:

- a) The placing or presence in the street of apparatus to which the licence relates, or
- b) The execution by any person of any works authorised by the licence.

I also acknowledge that I have read and understand the Notes for Guidance and Standard Conditions as attached (NB further specific conditions may be imposed at the time of granting the licence).

Signed: _____ Date: _____

Printed (Name): _____

In the capacity of: _____

IMPORTANT

All communications relating to this licence should be addressed to:-

**Rhondda Cynon Taff County Borough Council,
Streetworks Department
Sardis House
Sardis Road
Pontypridd
CF37 1DU**

NEW ROADS AND STREET WORKS ACT 1991

All applicants should check that they have enclosed the following documentation, in order that the approval process is not delayed. *(Please Tick)*

- Application Form (SWL1)

- Advance Notice of Works Form (SWL2)

- Proof of Accreditation

- Proof of Insurance Cover

- Plans of Proposed Installation

- Fee

- Other SU Apparatus Plans

- Connection Approval (New Apparatus Only)

**NEW ROADS AND STREETWORKS ACT 1991
REGISTRATION OF WORKS**

*Form
SWL3*

Reference (Office Use Only)

SWL _____

To **Rhondda Cynon Taff County Borough Council,
Streetworks Department
Sardis House
Sardis Road
Pontypridd
CF37 1DU**

From

Fax

Actual Start Date

Actual Completion Date

LOCATION

**Description or
House Name or Number**

Street Name

Local Area Name

Town

Postcode

| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

**OS Grid
Ref**

| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

DESCRIPTION OF WORKS

**REINSTATEMENT
Location**

Closing Dimensions

**Works Complete
Dates**

| Item | Length (m) | Width (m) | Carriageway / Footway or Verge * | Excavation depth over 1.5m | Interim | | | Permanent | | |
|----------|---------------|--------------|--|----------------------------------|---------|---|---|-----------|---|---|
| | | | | | D | M | Y | D | M | Y |
| 1 | | | | | | | | | | |
| 2 | | | | | | | | | | |
| 3 | | | | | | | | | | |
| 4 | | | | | | | | | | |
| 5 | | | | | | | | | | |
| 6 | | | | | | | | | | |

*If the reinstatement is in more than one part of the highway, please give the dimensions for each part

Sketch of location – Including measurements to fixed objects (use separate sheet if necessary)

PLEASE PROVIDE A COPY OF THE QUARRY TICKETS FOR ANY MATERIAL USED IN THE REINSTATEMENT

Wales and West Utilities,
Planning Department, Floor 1,
Wales and West House,
Spooner Close,
Celtic Springs,
Coedkernew,
Newport,
NP10 8FZ

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| | |
|----------------------|------|
| Special Requirements | |
| Company Stamp | Date |

**NRSA Section,
Mapping Centre,
Western Power Distribution,
Lamby Way,
Rumney, Cardiff.
CF3 2EQ**

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| | |
|----------------------|------|
| Special Requirements | |
| Company Stamp | Date |

**British Telecom
NNHC Office, Telecom House,
PP404B, Trinity Street,
Naley,
Stoke-on-Trent,
Staffordshire.
ST1 5ND**

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| |
|----------------------|
| Special Requirements |
|----------------------|

| | |
|---------------|------|
| Company Stamp | Date |
|---------------|------|

Dŵr Cymru Welsh Water,
Pentwyn Road,
Nelson,
Treharris,
CF46 6LY

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| | |
|----------------------|------|
| Special Requirements | |
| Company Stamp | Date |

**WS Atkins NRSWA Team,
C/O Cable & Wireless,
PO Box 290,
220 Aztec West,
Almondsbury,
Bristol.
BS32 4WE**

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| | |
|----------------------|------|
| Special Requirements | |
| Company Stamp | Date |

**RCT Street Lighting Department,
Sardis House,
Sardis Road,
Pontypridd,
CF37 1DU**

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| | |
|----------------------|------|
| Special Requirements | |
| Company Stamp | Date |

Virgin Media
National Plant Enquiries Team
Scimitar Park
Courtauld Road
Basildon
Essex
SS13 1ND HJ

NEW ROADS AND STREETWORKS ACT 1991

SECTION 50 - STREETWORKS LICENCE

I have applied to Rhondda Cynon Taff County Borough Council for a Street Works Licence to place/maintain apparatus at **please see attached location plan:**

Address.....
.....

Location (e.g. carriageway, footway or verge)..... and, in order to comply with S69 of the Act, would ask you to indicate below whether you have any apparatus at the location which may be affected by these works.

Print name:Date:

Address (if different from above).....
.....

STATUTORY UNDERTAKER'S RESPONSE

Apparatus Affected

| | |
|-----|----|
| YES | NO |
|-----|----|

| | |
|----------------------|------|
| Special Requirements | |
| Company Stamp | Date |

Section A – Description of Waste

1. Please describe the waste being transferred:

2. How is the waste contained?
Loose Sacks Skip Other

3. What is the quantity of waste? (Number of sacks, weight etc):

Section B – Current holder of the waste (Transferor)

1. Full name and address: (BLOCK CAPITALS):

2. Name and address of company (If applicable):

3. Which of the following are you? (Please tick one or more boxes)

| | | | | |
|----------------------------|--------------------------|--|--------------------------|----------------------------|
| Producer of the waste | <input type="checkbox"/> | Holder of waste disposal or waste management licence | <input type="checkbox"/> | Licence number: |
| | | | | Issued By: |
| Importer of the 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 number: |
| | | | | Issued by: |

Section C – Person collecting the waste (Transferee)

1. Full Name (BLOCK CAPITALS):

2. Name and address of Company:

3. Which of the following are you? (Please one or more boxes)

| | | | | |
|----------------------------|--------------------------|---|--------------------------|---|
| | | Authorised for transport purposes | <input type="checkbox"/> | Specify which of those purposes: |
| Waste collection authority | <input type="checkbox"/> | Holder of waste disposal or waste management licence | <input type="checkbox"/> | Licence number: |
| | | | | Issued by: |
| | | Registered waste carrier | <input type="checkbox"/> | Registration number: |
| | | | | Issued by: |
| | | Exempt from requirement to register | <input type="checkbox"/> | Give reason: |

Section D

1. Address of place of transfer/collection point: Site Amenity Licence No:

2. Date of transfer: 3. Time(s) of transfer (for multiple
consignments, give 'between' dates): Name
and address of broker who arranged this waste transfer (if applicable):

4. **Transferor Signature:** **Transferee Signature**

| | |
|--------------------------------------|--------------------------------------|
| Full name (BLOCK CAPITALS): | Full name (BLOCK CAPITALS): |
| Representing | Representing: |

PORTABLE TRAFFIC SIGNALS FORM



THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS 2016

This form must be sent to the Council's Streetworks Department. Please read the notes for guidance on the reverse side or consult the office indicated above.

| | | |
|---|--------------------------|-------------------|
| APPLICATION FOR MULTIPHASE SIGNAL CONTROL | <input type="checkbox"/> | YOUR REF.: |
| NOTIFICATION FOR TWO WAY SIGNAL CONTROL | <input type="checkbox"/> | STREET AUTH. REF: |
| (tick boxes where appropriate) | | |

| | | | | | | | |
|--|-------------------|--------------------------------------|----------|----------------------------------|--------|----------------------|----------|
| FROM: | | | | NAME OF CONTACT: | | | |
| | | | | TEL: | | | |
| | | | | FAX: | | | |
| | | | | OUT OF HOURS CONTACT: | | | |
| CLIENT: | | | | TEL: | | | |
| EMERGENCY/ URGENT - 2 HRS | | MAJOR-1 MONTH | | PLANNED - 7 DAYS | 3 DAYS | 1 DAY | <u>Y</u> |
| START DATE: | | | | FINISH DATE: | | | |
| LOCATION OF WORKS: | | | | | | | |
| | | | | | | | |
| ROAD NO.: | | O. S. GRID REF.: | | DOES SITE CONTAIN A JUNCTION? | | | |
| TRAFFIC SENSITIVE SITUATION?: YES IF YES, PLEASE REFER TO HIGHWAY AUTHORITY | | | | | | | |
| PURPOSE OF WORKS: | | | | | | | |
| | | | | | | | |
| HOURS OPERATION | OF WORKING DAY | OPERATION (I.E. 7.30AM TO 4.30PM) | (I.E. Y) | 24 OPERATION | HOURS | | |
| THE FOLLOWING ADDITIONAL INFORMATION IS REQUIRED FOR MULTIPHASE OPERATION APPROVAL | | | | | | | |
| MULTIPHASE TIMING: – Red secs / Green secs | | | | | | | |
| RESIDUAL ROAD WIDTHS: | | | | | | NO. OF SIGNAL HEADS: | |
| 4 Copies of Site Plans and Location Plans showing position of the signal heads | | | | | | | |
| DECLARATION I/we hereby certify that the portable traffic signal used will be of a type which is currently approved by Department of Transport and the Welsh Assembly Directives: | | | | | | | |
| Signature: | | | | Name: | | | |
| Date: | | | | | | | |

***Minimum design period is 2 weeks for approval of portable traffic signals.**

Conditions relating to application:

The Traffic Signs Regulations and General Directions 2002 SI 3113 permit the use of portable traffic signals in accordance with regulation 35 provided that:-

- The equipment is type approved
- The equipment is capable of working vehicle actuated.
- The site involves simple shuttle working with no junctions in the controlled length.
- The Highway Authority or Agent Authority is notified when signal control is used.
- Safety at Streetworks and Road Works a code of practice issued under The New Roads and Street works Act Section 65.3

All signals to be provided, installed, maintained and removed on site in accordance with Chapter 8, safety at Streetworks and Road Works CoP and Temporary Traffic Management on High Speed Roads.

General Conditions:

Portable traffic signals used to control junctions (i.e. more than simple shuttle working) or heavy plant crossings require that the Highway Authority issues specific site approval.

All signage to conform to Chapter 8 and the safety at Streetworks code of practice.

All portable traffic signals to be operated in accordance with DfT booklet "An Introduction to the use of Vehicle Actuated Portable Traffic Signals". Manual control for fixed time operation shall only be used with the written consent of the Highway Authority.

All Highway users/residents within the area of traffic control will be advised of the intended dates of use of portable traffic signals by the applicant, as parking facilities may be displaced.

Setting up Site:

All appropriate advance warning signs, in accordance with the recommendations of chapter 8 of the Traffic Signs Manual, to be established prior to positioning of the signals.

The maximum distance between portable traffic signals must not exceed 300m. The signals are to be set up to allow working space only and are not to include for parking for non-essential site vehicles.

Portable traffic signals are set up with time settings as a function of site length. The period of use and the controlled shuttle working length to be kept to an absolute minimum. Signals must operate vehicle actuated unless alternative agreed in writing.

When the switching off any permanent signals is required, the promoter must contact the Street Lighting Section of this Authority on 01443 494797, giving at least one week prior notification, so the necessary arrangements can be made. This procedure carries a charge as set out in the Fees and Charges approved by Rhondda Cynon Taff County Borough Council May 2008:- "Switching off/on for Utility and Third Party requirements:-

- Monday – Friday 08.00 – 18.00 - £100 per visit
- Weekend/Bank Holidays - £100 per visit

If the site can not be set out as planned the promoter must immediately contact the Highway Authority to discuss.

Environmental considerations:

In built up or residential areas, connection of signals to mains power supply may be preferable. The Electricity Supplier must be consulted and may levy a charge for supply. Connections to street lighting must be with the permission of the appropriate Authority and by a competent electrician. Any subsequent damage or repair will be a charge on the promoter.

All generators must meet the requirements of the Environmental Protection Act 1990 c43.

Maintenance:

The signal supplier / hirer must provide and display on the equipment on site the call-out number for maintenance. Response to be within two hours.