PLANNED TEMPORARY TRAFFIC MANAGEMENT NOTICE REQUEST FORM (UTILITY WORKS) – SECTION 14.1

\* Must be completed by the applicant

|  |  |  |
| --- | --- | --- |
| Permit Works Reference | \* | |
| Name of Applicant: | \* | |
| Job Title: | \* | |
| Utility/Contractor Company: | \* | |
| Address of Company: | \* | |
| Office Number: | \* | |
| Site Number: | \* | |
| Site Address: | \* | |
| Traffic Impact/Sensitive | \* | |
| Brief description of works to be undertaken CW and FW etc. | \* | |
| BANNED TRAFFIC MOVMENTS, Start Time and Finish Times: | \* | |
| SUSPENSION of EXISTING PROVISIONS, Start Time and Finish Times: | \* | |
| PEDESTRIAN/RESIDENT  ACCESS MAINTAINED? (No notice shall be issued with respect to any road which would have the effect of preventing AT ANY TIME ACCESS for pedestrians to any premises situated on or adjacent to the road or to any other premises accessible for pedestrians from, and only from, the road). | \* | |
| DIVERSION ROUTES | | |
| Regular traffic | | |
| ALTERNATVE ROUTE A: | \* | |
| ALTERNATVE ROUTE B: | \* | |
| Buses/Heavy Goods Vehicles etc. (if different) | | |
| ALTERNATVE ROUTE A: | \* | |
| ALTERNATVE ROUTE B: | \* | |
| START TIME: | \* | |
| COMMENCEMENT DATE: | \* | |
| FINISH TIME: | \* | |
| SCHEDULED COMPLETION DATE: | \* | |
| TRAFFIC MANAGEMENT PLANS: | \* | |
| Traffic Management Type: | \* | |
| TM Company office telephone number | \* | |
| TM Company office email address | \* | |
| Signature of Applicant: | \* | |
|  | Total Fee | £3,536.00 |

Accepted methods of payment

(Each Year 1st of April charges will be subject to change)

|  |  |  |
| --- | --- | --- |
| BACS transfer, please quote fund 2 code ‘140067’ on the transaction and reference  ‘S14(1) Road Name(s)’ [as appropriate] using the details below: - | CREDIT CARD, please make payment using contact number  0208 921 6000 and please quote fund 2 code ‘140067’ on the transactions and reference ‘S14(1) Road Name(s)’ [as appropriate] using the details below: - | CHEQUE, please send this fully completed application together with the cheque made payable to the ROYAL BOROUGH of GREENWICH and please request reference  ‘S14(1) Road Name(s)’ [as appropriate] on the receipt if directly paying in at the council |
| National Westminster Bank Plc  Sort Code: 60-24-26  Account Number: 11464763 | National Westminster Bank Plc  Sort Code: 60-24-26  Account Number: 11464763 |
| BACS Ref: | Credit Card Receipt No.: | Cheque No.: |

A Section 14(1) ‘Full Order’ allows an authority to restrict or prohibit the use of

a road / route for up to 18 months duration (6 months for public rights of way) for planned works. The duration of the Order is not necessarily equivalent to the duration of the closure. The order will remain in force for 18 months to allow, if needed, the reinstatement of the closure for the same works anytime within this period.

The application should be received by the Council at least 6 weeks before the proposed start of the works.

The applicant must submit the following:

A temporary traffic management NOTICE application form.

A traffic management plan, in accordance with Chapter 8 of the Traffic Signs Manual; A method statement of the works to take place.

A risk assessment of the works to take place, A draft letter to residents.

A temporary traffic signals notification form (if necessary);

The specified payment (the preferred method of payment) – see above.

In most cases, a site meeting will be necessary between a Council officer and the applicant’s works manager or representative. If necessary and following the meeting the applicant should submit revised versions of any of the above documents.

In exceptional circumstances, the contractor should contact the Metropolitan Police. The

Council will issue a notice under Section 14(1) and comply with all statutory requirements.

Please note that only one of these fees is payable, depending on whether the restriction is authorized by order (the normal case) or by notice (exceptional cases). These fees are not subject to VAT.

The Council officer will agree the draft or revised letter to residents and the area in which it is to be delivered. The applicant will be responsible for delivering a copy to all affected properties and businesses at least two weeks before the start of work.

The applicant will also be responsible for the following items upon receiving agreement from

the Council, for:

FOOTWAY/PAVEMENT CLOSURE

Footway Closure Signs and Pedestrian Diversion Signs

TOWPATH/FOOTPATH CLOSURE

Advance Warning Signs, Footpath Closure Signs and Pedestrian Diversion Signs

PARKING RESTRICTIONS

No Parking Cones, No Parking Signs and Towing and Relocating Vehicles

ROAD CLOSURE

Advance Warning Signs, Diversion Signs and Road Closure Signs

The Council is able to supply and fix traffic signs at additional cost. If vehicles are parked in contravention of the temporary orders or notices, they may only be removed or relocated by the Council’s specialist contractor, but at the expense of the applicant. Information is available on request. The Council has specific no-waiting sign format. This specified sign must be used in case of parking restrictions.

The Royal Borough of Greenwich Network Management Team

5th Floor

Woolwich Centre

35 Wellington Street

Woolwich SE18 6HQ

Telephone 02089215466, Fax 02088559324

Email: [streetworks@royalgreenwich.gov.uk](mailto:streetworks@royalgreenwich.gov.uk)