## Road Space Application Form

|  |  |
| --- | --- |
| Applicant Details | |
| Applicants name |  |
| Contractors Name and Address **(Must be contractor carrying out the work not Traffic Management Company)** |  |
| Telephone Number |  |
| Email Address |  |
| 24 hour contact number (during works) |  |
| Works Details | |
| Location of Works (Road Name and Parish etc)  **(PLEASE PROVIDE MAP SHOWING EXACT LOCATION OF WORKS , PUBLIC LIABILITY INSURANCE AND NRSW CARDS)** |  |
| Work Details **(For Section 278 works please provide a copy of the fully signed S278 agreement)** |  |
| Proposed Dates |  |
| Traffic Management (stop and go, traffic signals etc) **(Please provide a 24 hour contact number for signals)**  (if you are using temporary traffic signals, you must include signal type (e.g. 2-way) and hours of operation) |  |
| Does this affect any permanent Traffic Signals?  (If yes please contact 01449726330 to arrange a switch off) |  |
| Working Hours |  |
| Any other Comments |  |

**From the 1st April 2024 this application may be subject to a £58.30 administration charge, for further details please contact the Street Works Team on 01480 372444**

**Please note that you must contact the County Council Street Works team:**

* **Before you begin work on site:**
  + **3 working days** in advance for works lasting **1-3 days**
  + **10 working days** in advance for works lasting **4-10 days**
  + **3 months** in advance for works lasting **more than 10 days,** or any works requiring a temporary Traffic Regulation Order
* **When you have made any temporary reinstatement and are leaving the site**
* **When you have made a permanent reinstatement and are leaving the site**

**Failure to contact the Street Works team may result in charges under Section 74 of the new Roads and Street Works Act 1991. Please see overleaf for further details.**

**Please return the completed form to** [street.works@cambridgeshire.gov.uk](mailto:street.works@cambridgeshire.gov.uk) or Street Works Team, Cambridgeshire County Council, Vantage House, Washingley Road, Huntingdon PE29 6SR

# TERMS AND CONDITIONS

The Street works (Charges for Unreasonably Prolonged Occupation of the Highway) Regulations 2001.

Section 74 of the New Roads and Street Works Act 1991 has been implemented in Cambridgeshire, which means charges for unreasonable prolonged occupation of the Highway can be made.

|  |  |  |  |
| --- | --- | --- | --- |
| **Charges in relation to works occupying the carriageway during period of overrun** | | | |
| **Item** | Description of Street | Amount (£) (each of first 3 days) | Amount (£) (each subsequent day) |
| 1 | Traffic -sensitive or protected street not in road categories 2, 3 or 4. | 5,000 | 10,000 |
| 2 | Other streets not in road categories 2, 3 or 4. | 2,500 | 2,500 |
| 3 | Traffic-sensitive or protected street in road category 2. | 3,000 | 8,000 |
| 4 | Other street in road category 2. | 2,000 | 2,000 |
| 5 | Traffic -sensitive or protected street in road category 3 or 4. | 750 | 750 |
| 6 | Other street in road category 3 or 4. | 250 | 250 |
|  | | | |
| **Charges in relation to works outside the carriageway during period of overrun** | | | |
| **Item** | Description of Street | Amount (£) | |
| 1 | Street not in road category 2, 3 or 4. | 2,500 | |
| 2 | Street in road category 2. | 2,000 | |
| 3 | Street in road category 3 or 4. | 250 | |

This means that if a Street works Licence holder does not give the proper notices of starting and ending their works, or if they take longer to complete the works they have given notice for, they will be subject to the following charges:

I hereby declare that I have read and understood the terms and conditions as set out above.

Signed …………………………………. …………..

Authorised Signatory on behalf of **(Contractor not Traffic management Company)**

Company name ……………………………………………………............... Dated ……………………………………………….

**Notice of excavation and reinstatement**

**You must ensure that the following details are provided when the works are complete.**

|  |  |
| --- | --- |
| **Excavation Details** | |
| Planned start date |  |
| Planned completion date |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Reinstatement Details** | | | |
| Reinstatement date |  |  |  |
|  |  |  |  |
| **Dimensions of work** | **Length** | **Width** | **Depth** |
| Carriageway |  |  |  |
| Footway |  |  |  |
| Verge |  |  |  |