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NORTH LANARKSHIRE COUNCIL
Environmental Assets

ROADS (SCOTLAND) ACT 1984, SECTION 56

APPLICATION TO EXECUTE WORKS IN A PUBLIC ROAD (ROAD OPENING)

APPLICANT DETAILS	
Name:	
Address:	
Post code:	
Telephone no:	

I / We apply for consent to open		(name of road)	
Location:			
Nature of Work:			
Work Planned:	Date From:	Date To:	
Traffic Management Type: <i>Check box</i>	Portable Traffic Lights <input type="checkbox"/>	Give and Take Traffic Control <input type="checkbox"/>	
	Road Closure <input type="checkbox"/>	No Obstruction on Carriageway or Footway <input type="checkbox"/>	

Once approved dates cannot be changed and a new permit application/fee will be required.

- I / We undertake to
- (i) Comply with the conditions and specification made by North Lanarkshire Council.
 - (ii) Maintain the reinstatement in good condition during the maintenance period of 12 months from the date of completion of the works is notified to the office issuing this permit.
 - (iii) Relieve North Lanarkshire Council of all liability for any loss, injury or damage to my / our operations, either during the opening or during the period of maintenance.

Signature Date

Please check the following prior to submission

Appropriate Current Public Liability	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Location Plan Enclosed	Yes <input type="checkbox"/>	No <input type="checkbox"/>
All fields complete	Yes <input type="checkbox"/>	No <input type="checkbox"/>

ROP (S) 26/18

Completed Form and supporting documents should be returned to:-

North Lanarkshire Council, Environmental Assets, 8th Floor Fleming House, 2 Tryst Road, Cumbernauld, G67 1JW
RoadsPermits@northlan.gov.uk

Guidance Notes on Road Opening Permit Application for Applicants.

These guidance notes are to be used in conjunction with the application for a Road Opening Permit.

- Under Section 56 of the Roads (Scotland) Act 1984, any person, other than a Roads Authority or body covered by the New Roads & Street Works Act 1991, must, before commencing works on a Public Road, obtain the consent of the road's authority. It should be noted that the term "Road" encompasses the carriageway, footway or verges of any road and includes public footpaths and cycle tracks.
- It should be noted that it is an offence to carry out any works within a public road without permission, and that North Lanarkshire Council is empowered, where no permission exists, to remove or fill in any works executed or excavations made, and recover such expenses as are reasonably incurred in so doing from the person responsible.
- The applicant should contact all Statutory Undertakers for details of their apparatus before any excavations are carried out. Guidance should also be sought from North Lanarkshire Council on the location of street lighting or traffic signal ducts.
- This permission if granted does not carry with it any right to interfere with any apparatus in or above the street or pavement, and consequently before the commencement of work, the position of any such apparatus should be determined by contacting 'Dial Before You Dig' on 08000 231 251.
- No openings shall be permitted on bridges nor shall any tunnelling be allowed unless special detailed application is made and approved.
- It should be noted that a Minor Roadworks Consent from this Service only signifies the Roads Authority's approval and does not exempt the applicant from obtaining any other permissions which may be required; e.g. under the Town and Country Planning (Scotland) Acts.
- The applicant shall indemnify the Roads Authority from and against all actions, claims, demands, costs, charges, damages, losses and expenses of whatever kind or nature which may be brought or made against them or incurred by them in respect of the negligence, omission or default of the holder of the consent or those for whom the holder is responsible arising in respect of any operation authorised by his/her consent unless due to the negligence or other breach of legal duty on the part of the Roads Authority or of any person for whom the Roads Authority is responsible.
- All works must comply with the requirement of the Specification for the Reinstatement of Openings in Roads in accordance with the New Roads and Street Works Act 1991 and related Regulations. Further information and related documents can be found at the website of the Office of the Scottish Road Works Commissioner (<https://roadworks.scot/home>).
- The works shall, where appropriate, be signed in accordance with the Code of Practice - Safety at Street Works and Road Works & Chapter 8 of the Traffic Signs Manual.
- Traffic Management should be one of the following
 - Portable Traffic Lights
 - Give and Take Traffic Control
 - Road Closure
 - No Obstruction on Carriageway or Footway

- All permanent reinstatements will be subject to a 12-month maintenance period, any defects which occur within the maintenance period shall be rectified at the applicant's expense.
- The completed application form must be submitted with a copy of a large scale plan which is not less than 1:1,250 to North Lanarkshire Council, Environmental Assets, Fleming House, 2 Tryst Road, Cumbernauld, G67 1JW. If you are submitting the form by e-mail, please send your application to roadspermits@northlan.gov.uk and ensure that you attach an electronic copy of the location plan to your e-mail. The completed application form must be submitted at least 10 working days in advance of the required start date (one month notice is required in traffic sensitive situations as per the Transport (Scotland) Act 2005) in order to ensure that you have obtained the necessary permissions prior to the Road being occupied. If the traffic management is a road closure then a minimum 10 weeks notice is required. Please note that approval will not be given for the requested date if there is a potential conflict with another proposed works within the same location.
- Incomplete forms or missing documentation will result in delays processing your application.
- Charges are based on a 7 day period with subsequent charges for each 7 day period thereafter. Once approved, dates cannot be changed and a new permit application with the required fee must be submitted. Please note that where an extension is required when works extend beyond the agreed period as stated on the Permit, a new application must be submitted with the payment of a new charge.
- The fees charged for a Road Opening Permit are published on the Council website at:
<https://www.northlanarkshire.gov.uk/CHttpHandler.ashx?id=5821&p=0>