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|  | **3 MONTH NOTICE** | | | | | | | | | | | | | |
|  | **Application to Install Private Apparatus in a Publicly Maintainable Highway**  **This form should be submitted at least three months prior to starting work to:**  **Barnsley Metropolitan Borough Council, Environmental Services, PO Box 601, Barnsley S70 9FA.**  **Email:** [**streetworks@barnsley.gov.uk**](mailto:streetworks@barnsley.gov.uk) | | | | | | | | | | | | |
|  | **(NB Those applicants not familiar with the requirements of this legislation are strongly advised to appoint a Contractor with the appropriate knowledge to help complete this application and to conduct the works on their behalf.)** | | | | | | | | | | | | |
|  | **Non-compliance with any requirement of the New Roads and Street Works Act 1991 may result in severe financial penalties.** | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | |
|  | **Name and Address of Applicant**  (Name of person or persons in whose name licence is to be issued)  **Applicant’s Name**  **Address**  **Postcode** | | | | | |  | | | | | |  |
| **Daytime Tel. No.** | | | | | |  |
| **Email** | | | | | |  |
|  | | | | | |  |
|  | **Is correspondence to be sent to the Licensees Agent?** | | | | | | **YES / NO** (delete as appropriate) | | | | | |  |
|  |  | | | | | |  | | | | | |  |
|  | **Name and Address of Person / Company Conducting the Works** | | | | | | | | | | | |  |
|  | **Agent’s Name**  **Company**  **Address**  **Postcode** | | | | | | **Daytime Tel. No.** | | | | | |  |
| **Emergency** (Out of Hours)  **Tel. No.** | | | | | |  |
| **Fax No.** | | | | | |  |
| **Email** | | | | | |  |
|  |  | | | | | | | | | | | |  |
|  | **Work & Apparatus Details** | | | | | | | | | | | |  |
| **National Grid Ref:** | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | | | | | | | | | |  |
|  | **Address of Works:** (if different to Applicants address) | | | | | | | | | | | |  |
|  | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Property Name / Number | **Position** | **Method** | **Length** | **Depth** |  | | Street | Carriageway | Thrust Bore / Open Trench | Metres | Metres |  | | Town | Footway | Thrust Bore / Open Trench | Metres | Metres |  | | Post Code | Verge | Thrust Bore / Open Trench | Metres | Metres |  | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | |  |
|  | **Description of Works:**  **Purpose:**  **Brief Description of Apparatus:**  (including material, diameter / size etc.) | | | | | | | | | | | |  |
|  | **Proposed start date:** | |  | **Proposed finish date:** | | | |  | **Duration of works:** | | |  |  |
|  |  | | | | | | | | | | | | |
|  | **Method of traffic control:** | Stop / Go Boards | | | Temp Traffic Signals | Road Closure | | | | Priority Flow | Not to be Used | |  |
|  |  | | | | | | | | | | | | |
|  | **Hours of working:** | Weekdays | | | Weekends | Off-peak  09.30 -16.00 hrs. | | | | Evening / Night |  | |  |
|  |  | | | | | | | | | | | | |

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|  |  | **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 and Street Works Act 1991 and associated legislation and codes of practice, together with any other conditions imposed by the Street Authority in the relevant licence.  I acknowledge the statutory need for me to pay the prescribed inspection fees which will be imposed by the Street Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Street 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 authorized by the licence. | |
|  |  | It is a requirement of the NRSWA 1991 Section 67. (1) that the execution of the works is supervised by a person having a prescribed qualification as a supervisor and there is on site at all times when such works are in progress at least one person having a prescribed qualification as a trained operative.  In order that a Section 50 Licence may be granted the following information must be submitted with the application: | | |
|  |  | (a) | Photocopy (must clearly show full details including photograph of Supervisor) of front and back of Supervisors Street Works Accreditation registration card. | |
|  |  | (b) | Photocopy (must clearly show full details including photograph of Operator) of front and back of Operators Street Works Accreditation registration card. | |
|  |  | (c) | Photocopy of Public Liability Insurance Certificate showing a minimum of £5 million cover. | |
|  |  | (d) | Cheque for payment of the Administration fee (capitalized fee in lieu of annual charge) and Inspection fee. | |
|  |  | (e) | 1 copy of a scale plan 1:500 of the proposed location of the relevant apparatus marked by a broken red line. The plans should also provide a detailed cross section of the work which indicates the depth of excavation and the type of apparatus. | |
|  |  | (f) | In the case of a sewer connection, a copy of the formal written permission from Yorkshire Water. | |
|  |  | Please provide a licence in accordance with Section 50 of the New Roads and Street Works Act 1991, to install and maintain the apparatus detailed above in the location detail above. | | |
|  |  | I understand that the location of the apparatus may have to be changed subject to the Statutory Enquiries which will be made by the highway Authority. | | |
|  |  | I acknowledge that I have read and understood the relevant Guidance leaflets. | | |
|  |  |  | | |
|  |  | **Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on behalf of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |  |
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| **Form N**  **10 DAY NOTICE** | | | | | |
|  |  | **New Roads and Street Works Act 1991**  **NOTICE OF WORKS** | | | | | | | | | | | | | | | | | | |
|  |  | **This form should be submitted 7 working days prior to starting work to:**  **Barnsley Metropolitan Borough Council, Environmental Services, PO Box 601, Barnsley, S70 9FA.**  **Fax No: 01226 772196.**  **Email:** [**streetworks@barnsley.gov.uk**](mailto:streetworks@barnsley.gov.uk)  **If the works do not start on the specified date another 7 day notice must be sent with a revised date.** | | | | | | | | | | | | | | | | | | |
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|  |  | **From:** | | | | | **Barnsley MBC Ref No.** | | | | | | | | | |  | | |  |
| **Senders Ref:** | | | | | | | | | |  | | |  |
| **Date Notice Issued** | | | | | | | | | |  | | |  |
| **Time of Issue (**Emergency Only**)** | | | | | | | | | |  | | |  |
|  |  | **On behalf of** (Licensee)**:** | | | | | **Start of Works** | | | | | | | | | |  | | |  |
| **Expected End Date of Works** | | | | | | | | | |  | | |  |
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|  |  | **Notice**  **Period**  **Cross out the 2 boxes which do not apply ⇨** | | **Emergency Works** | | | | | **Normal Works** | | | | | | | | **Remedial Works** | | |  |
| **Within 2 Hours of Commencement**  (Only applies where injury or serious damage will result if delayed) | | | | | **10 Working Days**  (Or such other period as may be specified by the Highway Authority) | | | | | | | | **10 Working Days**  (Or such other period as may be specified by the Highway Authority) | | |  |
|  |  |  | | | | | | | | | | | | | | | | | | |
|  |  | **Special Engineering Difficulty**  (If yes, work will need to be discussed with Highway Authority Structures Engineer) | **Yes** | |  | **Traffic Sensitive**  (If yes, hours of work will need to be agreed with Highway Engineer) | | | | **Yes** | |  | | **Temporary Traffic Signals**  (If yes, complete Temporary Traffic Signal Notification/Authorization form) | | | | | **Yes** |  |
| **No** | |  | **No** | | **No** |  |
|  |  |  | | | | | | | | | | | | | | | | | | |
|  |  | **Work & Apparatus Details** | | | | | | | | | | | | | | | | | |  |
|  |  | **National Grid Ref:** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | | | | | | | | | | | | | | | | |  |
|  |  | **Address of Works:** |  | | | | | | | | | | | | | | | | |  |
|  |  | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Property Name / Number | **Position** | **Method** | **Length** | **Depth** | | Street | Carriageway | Thrust Bore / Open Trench | Metres | Metres | | Town | Footway | Thrust Bore / Open Trench | Metres | Metres | | Post Code | Verge | Thrust Bore / Open Trench | Metres | Metres | | | | | | | | | | | | | | | | | | |  |
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|  |  | **Description of works:**  **Purpose:**  **Brief Description of Apparatus:**  (including material, diameter / size etc.) | | | | | | | | |  | | **ATTACHMENT**  **Method of work statement must be included** | | | | | | |  |
| Method of Work statement attached | | | | | | |
| **Yes** | | |  | | **No** | |
|  |  |  | | | | | | | | | | | | | | | | | |  |
|  |  | **Signature of Sender:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | **Phone No:**  **Fax No:**  **Email:** | | | | | | | | | | | |  |
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|  |  | **New Roads and Street Works Act 1991**  **REGISTRATION OF WORKS** | | | | | | | | | | | | **Form R**  **Part R1** | | | | | | | | | |  |
|  |  |  | | | | | | | | | | | | | | | | | | | | | |  |
|  |  | **This form should be submitted on completion of the works (after temporary reinstatement and permanent reinstatement) to:**  **Barnsley Metropolitan Borough Council, Environmental Services, PO Box 601, Barnsley, S70 9FA.**  **Fax No: 01226 772196.**  **Email:** [**streetworks@barnsley.gov.uk**](mailto:streetworks@barnsley.gov.uk) | | | | | | | | | | | | | | | | | | | | | |  |
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|  |  | **From:** | | | | | **Barnsley MBC Ref No.** | | | | | | | | |  | | | | | | | |  |
|  |  | **Senders Ref:** | | | | | | | | |  | | | | | | | |  |
|  |  | **Date this Form Issued** | | | | | | | | |  | | | | | | | |  |
|  |  | **Was Form N submitted for these works** | | | | | | | | | **Yes** | | |  | | **No** | | |  |
|  |  | **On behalf of** (Licensee)**:** | | | | | **Part R2 Give number of continuation sheets** | | | | | | | | |  | | | | | | | |  |
| **All works on this notice complete?** | | | | | | | | | **Yes** | | | |  | | **No** | |
|  |  | **If Yes, actual number of**  **inspection units** | | | | | | | | |  | | | | | | | |  |
|  |  | **Number of barholes/core drills plugged** | | | | | | | | |  | | | | | | | |  |
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|  |  | **Location** | | | | | | | | | | | | | | | | | | | | | |  |
|  |  | **Description or House Name or Number** | | | | | | | | | | | | | | | | | | | | | |  |
|  |  | **Street name** | | | | | | | | | | | | | | | | | | | | | |  |
|  |  | **Local Area Name** | | | | | | | **Post code** | | | | | | | | | | | | | | |  |
|  |  | **National Grid Ref:** | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | | | | | | | | | | | | | | | | | | |  |
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|  |  | **ATTACHMENTS: As laid drawing showing actual position of apparatus** | | | | | | | | | |  | | **Yes** | | | |  | | **No** | | | |  |
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|  |  | **Reinstatement** | | Closing Dimensions | | | | | | | Guarantee Start Date | | | | | | | | | | | | |  |
|  |  | **Item** | **Location** | **Length (m)** | | **Width (m)** | | **C, F or V** | | **Depth (m)** | **Interim** | | | | | | **Permanent** | | | | | | |  |
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|  |  | **New Roads and Street Works Act 1991**  **REGISTRATION OF WORKS** | | | | | | | | | **Form R**  **Part R2** | | | | | |  |
|  |  |  | | | | | | | | | | | | | | |  |
|  |  | **Add Item Numbers as needed to continue from previous sheet(s)** | | | | **Continuation Sheet No.** | | | | | | |  | | | |  |
|  |  | **Barnsley MBC Ref No.** | | | | | | |  | | | |  |
|  |  | **Senders Ref:** | | | | | | |  | | | |  |
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|  |  | **Reinstatement** | | Closing Dimensions | | | | | Guarantee Start Date | | | | | | | |  |
|  |  | **Item** | **Location** | **Length (m)** | **Width (m)** | | **C, F or V** | **Depth (m)** | **Interim** | | | | | **Permanent** | | |  |
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