SCAFFOLDING/HOARDING LICENCE APPLICATION FORM

To: Highways Enforcement
    Sustainable Transport
    Room 500
    Hove Town Hall
    Norton Road, Hove
    BN3 3BQ

Tel: 01273 292090
Fax: 01273 292326

U.A.N. No……………

We the undersigned, trading as …………………………………………….……………………………..…
of…………………………………………………………………………………….……………………………………..

hereby give notice that, in pursuance of Section 169/173 of the Highways Act 1980, we intend to erect

(PLEASE INDICATE) SCAFFOLDING/HOARDING at……………………………………………………..

………………………………………………………………………for the purpose of…………………………………

The obstruction will extend for approximately ……………… metres, and project approximately…………… metres from
the face of the building. It is intended to erect the obstruction on (date) ………………………and for it to
remain in position for a period of ……………… week(s). The obstruction is to be erected by:…………………………

……………………………………………………..…of………………………………………………………………
said erector carrying out all works in accordance with current Codes of Practice, all HM’s Health & Safety Executive
Guidelines and being competent to erect the structure in accordance with BS5973.

We confirm that we, the Licensee, carry current Public Liability Insurance cover of not less than ten million pounds and
are able to provide written confirmation of this on demand. We agree to indemnify Brighton & Hove Council, as the
Highways Authority, in respect of any claims for loss or damage to property and death or injury to persons, in whatever
amounts, throughout the period of this Licence and any extensions/renewals thereof.

We agree to comply with all of the Authority’s standard conditions, and any supplementary conditions specified in the
licence. We understand that any failure to abide with the conditions set by the Authority at once invalidates the
permission granted, necessitating reapplication on our part and leaving ourselves open to prosecution under the Highways
Act 1980, and that payment for the processing of this permission is one of those conditions.

We acknowledge that the Authority may charge additional administration, or other fees should lawful remedial or
enforcement action by Council staff prove necessary due to any failure on our part to comply with licence conditions or
the legitimate requests of authorised Council staff.

Signed ………………………………….    Print Name ………………………………………

Telephone No. …………………………….    Fax No. ……………………………………….

24 hr Contact Number …………………………………..
Additional Information:

Client: ................................................... Address: .................................................................

..............................................................................................................................................................................................

Telephone No. .................................................................

Please tick the box and telephone 01273 296662/292450 if a parking suspension is required.

Is the scaffold 12 metres or more in length?

Please tick the boxes if the placement will fail to:

Maintain a minimum 0.45 m. clearance from scaffold to kerb edge. □

Maintain a minimum height above the footway of 2.4 m. □

Maintain a minimum height above the carriageway of 5.5m □

If the hoarding involves the bridging of the Highway, fans, chutes, works around traffic lights, pedestrian crossings or traffic signs, or impinges in anyway upon or above the carriageway please tick this box. □

Note that 3 working days notice are required, from date of receipt of application to erection of the structure, and that separate applications are required for the placing of skips, containers or builders material upon the Highway. Advertisements will not be permitted upon hoardings etc. without the approval of the Planning Authority.

SKETCH PLAN
(USE SEPARATE SHEET IF NECESSARY)

HIGHWAY LICENCE.

Brighton & Hove City Council, in exercise of their powers under Section 169/171 of the Highways Act 1980, hereby grant permission to erect or cause to be erected scaffolding or other structures in accordance with the above application and subject to any conditions set by the council (see att.).

Special Conditions:

Licence Number .............................. Signed ............................................... (Authorised Officer)

Date .............................................. Name, ...........................................................

For the Executive Director, Environment, Development & Housing
Brighton and Hove City Council

Scaffold Licence Application Fee 2013-2014

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Initial 6 weeks</td>
<td>£55</td>
</tr>
<tr>
<td>Renewal subsequent 8 weeks</td>
<td>£55</td>
</tr>
<tr>
<td>Initial 6 weeks for 12m and over length</td>
<td>£170</td>
</tr>
<tr>
<td>Renewal subsequent 8 weeks for 12m and over length</td>
<td>£170</td>
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