CITY OF YORK COUNCIL

Network Management
West Offices, Station Rise, York
YO1 6GA

Tel: 01904 551475
Email: highway.regulation@york.gov.uk

Application
number:
(office use)

APPLICATION FOR A SCAFFOLD TOWER LICENCE
PERSUANT TO SECTION 169(1) HIGHWAYS ACT 1980

Please note: You are required to have a licence to place a scaffold tower on any part of the highway within the jurisdiction of the City of York Council. All applications for a licence must be made on this form at least **five** working days beforehand.
The licence will be sent to the applicant within three working days of receipt.

1	**Applicant details** **Name and address:**
	Post code:
	Telephone number:
	Email address:

2	**Address/location where scaffold tower is to be erected:**
	State reason: Building work /alteration of building / demolition work (delete as appropriate)

4	**For this location state:**	* delete to suit
	width of footway	metres
	width of verge (if any)	metres
	width of carriageway	metres
	Is it a bus route?	Yes / No *
	Is it a footstreet?	Yes / No *

5	**Is it intended that pedestrians will have free movement through the scaffold?**
	Yes / No (delete as appropriate)

Please turn over

6	**State scaffold dimensions:**	
	Overall length	metres
	Overall width	metres

7	**State the sole position of the scaffold tower:**
	footway Yes / No (delete as appropriate)
	carriageway Yes / No (delete as appropriate)

8	**Start date:**

9	**Duration:**

10	**Payment:**

- The fee for the licence is £193 for 28 days permission and each additional month or part thereof is £98 – this charge is not subject to VAT.
- Late notification fee £59 (less than 5 working days)
- An invoice for the fee will be raised at the end of the calendar month within which the start date for the licence falls
- Charges will be applied for failure to comply with the terms of the licence (£117 and for dealing with any unlicensed scaffolding (£384)

11	**Declaration**

I confirm to my best knowledge and belief, the information given above is correct and accurate, and as such will be used by City of York Council in conditioning any licence they issue. It will be my/our responsibility to make any scheme amendments required by council officers based on later inspections which shows the above information to be incorrect. I have read the terms and conditions relating to Scaffolding on the Highway (available on the website).

Signature of applicant:

Name (please print):

Date: