

Application for Portable Traffic Control

Temporary Traffic Lights or Stop/Go Boards



THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS 2016 – SCHEDULE 13 & 14

Application for 2-way portable traffic signals

Application for multiphase portable traffic signals

Application for the use of STOP/GO boards

Does the work require a lane closure?

YES

NO

APPLICANT DETAILS

Name

Phone

Company / Organisation

Email

Address

24hr Contact Name

Postcode

24hr Contact Phone

Is the work by or on behalf of a statutory undertaker?

YES

NO

Works Reference

Utility Contractor

Phone

Email

Signals Supplier

Phone

Email

SITE LOCATION AND DETAILS

Street

Location

OS Grid Ref

Easting

Northing

USRN

Description of works

Start date of traffic control

End date of traffic control

Operational times of control

24 HOURS

DAYTIME HOURS

OFF-PEAK PERIODS*

Including weekends?

YES

NO

(Tick one)

* Peak periods are 7.00-9.00am 3.30-6.00pm weekdays

SUBMITTED BY

Signature

Print Name

Date

**Please note the guidance and requirements listed at the end of this document.
A scale plan should be provided with your completed application.**

All applications, plans and queries should be directed to the Street Works team.
Phone: 01204 336627 Email: streetworks@bolton.gov.uk

Highways & Engineering Division
Bolton Council
3rd Floor, Paderborn House
Civic Centre, Bolton BL1 1UA

Please note the minimum notice period required

	Advance notice	Notice of start date
Emergency / urgent works		No later than 2 hrs after work starts
Minor/standard works – Non traffic sensitive	7 days	3 days
Minor/standard works – Traffic sensitive	2 weeks	3 days
Requests for design and approval	4 weeks	3 days
Major projects	4 weeks	3 days
Trunk Roads	6 weeks	3 days

If parking restrictions are in force, you will need to contact parking services on 01204 336352 for a dispensation. There will be a charge for this. Signs must not be removed or obscured.

BOLTON COUNCIL USE ONLY			
Traffic sensitive	YES / NO	Number of Records	
24 hours	YES / NO	Reference Numbers	
BVPI 100	YES / NO	BVPI Recorded	YES / NO
Approved		Date	

www.bolton.gov.uk/highways

Guidance Notes & Requirements

1. You must liaise with and apply for permission from Bolton Council before erecting and/or using temporary traffic signals or controls on the highway. The placement of temporary traffic controls without authority may constitute an offence under the Highways Act 1980.
2. The application form must be returned with a clear scale plan showing the location of the works and the required position of signal heads.
3. The applicant is responsible for all temporary traffic management, planning the work and risk assessments. The applicant must take into account site-specific factors such as schools, zebra crossings, existing traffic signals and commercial and industrial activity when planning the work.
4. The operator of the temporary traffic signals is responsible for adjusting green times at sites that are subject to high traffic flows to minimise delays and balance queues.
5. The provision, operation and maintenance of all signing, lighting and guarding associated with portable signals must be in accordance with the New Roads and Street Works Act 1991, "Safety at Street Works and Road Works - A code of practice" which should be read in conjunction with the Chapter 8 of the "Traffic Signs Manual". The supervisor for the works must be qualified as required under Section 67 of the New Roads and Street Works Act 1991. Operatives responsible for signing, lighting and guarding must also be qualified under Section 67 of the same act.
6. All portable traffic signal equipment must conform to the latest issue of Department for Transport Specification TRO 111.A for traffic controllers and TR2147A for detectors.
7. All items of equipment (controllers, signal heads and microwave detectors) must be fitted with a label as shown in the Department for Transport publication "An Introduction of the Use of Vehicle Actuated Portable Traffic Signals".
8. An emergency 24 hour telephone number of the applicant's representative must be displayed on an information board at every site.
9. For notice periods, see the table at the end of the application form. Applications will be refused and returned if there is insufficient notice or if other required information is not provided.
10. The operator must immediately notify the Council of any changes to their proposals and any change of information originally supplied on the application form.