



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

**Please note:** You are required to have a licence to put scaffolding 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 scaffolding is to be erected:

State reason:

Building work /alteration of building / demolition work \* (\*delete as appropriate)

Registration number of wagon used:

**4**

For this location state:

width of footway

\* delete to suit

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)

**6****State scaffold dimensions:**

Overall length	metres
Distance from building facade in front row of standards	metres
Distance from outside standard to kerb edge with carriageway	metres
Overall width of scaffold at base (between standards)	metres
Width of scaffold from 1 <sup>st</sup> lift upwards (between standards)	metres

**7****State the sole position of the scaffold:**

footway            Yes / No (delete as appropriate)  
 carriageway      Yes / No (delete as appropriate)

It would assist us if a plan/diagram of the proposed scaffolding is attached on a separate sheet.

**8****Start date:****9****Duration:****10****Payment:**

- The fee for the licence is £150 for the initial consent and the first 28 day period, then an additional £75 for each 28 day extension or part thereof – this charge is not subject to VAT
- Late notification fee £45 (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 added for failure to comply with the terms of the licence (£90) and for dealing with any unlicensed scaffolding (£300)

**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:**