



**Highways Act 1980 – Section 171**  
**Licence To Deposit Materials On or Make Excavations in the Highway**

**Applicant Details**

Name:		Telephone no:	
Address:		Mobile no:	
		Email address:	

**Contractor Details (Your Contractor Must Be Accredited)**

Name:		Telephone no:	
Address (enter name and address if different from above):		Mobile no:	
		Email address:	

**Location of Works**

Property Name/No:		Road/Street:	
District/Parish/Ward:		Town/Village:	
Postcode:		National Grid Ref:	/

**Description of Works:**

Description of Works ( <b>must be completed</b> ):	
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Estimate Length of Works (metres)		Excavation Depth of up to 1.5m		Excavation Depth of over 1.5m		Works with No Excavation	
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Proposed Start Date:		Proposed End Date:	
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Work Lies Within:	Verge		Footway		Carriageway	
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Proposed Traffic Control:	No/Some Carriageway Incursion		Give & Take		Stop/Go Boards	
	Temp Traffic Signals		Lane Closure		Road Closure	

**PLEASE NOTE:**

**APPLICANTS MUST SUBMIT THE RELEVANT APPLICATION FORM FOR STOP/GO BOARDS, TEMPORARY TRAFFIC LIGHTS, SWITCH OFF/ON OF PERMANENT SIGNALS AND ROAD CLOSURES (Additional charges may apply)**

**Details of Accredited Supervisor (Scan of NWRSA card required)**

Name:		Card No:	
Address:		Expiry Date:	

**Details of Accredited Operative(s) (Scan of NWRSA card required)**

Name:		Card No:	
Address:		Expiry Date:	



## **Insurance**

Public Liability Insurance of a minimum of £5m must be provided up to completion of the permanent reinstatement. (Proof to be submitted with this form)

Name of Insurer:			
Address:		Tel No:	
Expiry Date:		Policy Number:	

## **Declaration by Applicant**

**Important note:** Your attention is drawn to the Conditions, attached to this form, which will apply if consent is given. Special Conditions may be required in certain circumstances – please read your permit fully – any Special Conditions will be shown.

I/We accept the fee of £300 for Making an Excavation in the Highway (S171 not covered under NRSWA/TMA) or £100 for Storage of Materials on the Highway (up to one week and each subsequent week or part week)

I/We also acknowledge that there may be additional costs if the defect inspection system is implemented.

I/We also acknowledge that the licence is granted on the condition that I/we will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of the execution of the works.

Name:			
Signed:		Date:	



## **Conditions**

In order for Telford & Wrekin Council (Street Authority) to comply with its statutory duty, all applications must be submitted at least 4 weeks or, where the planned works are 11 days or over or where a road closure is required, 12 weeks in advance of commencement of the proposed works.

- a) The Licensee is responsible for recording any UNKNOWN PLANT that he/she may find when executing the said works and for furnishing this information to the Street Authority (Telford & Wrekin Council).
- b) The category for Road Reinstatement for which this License applies will be ROAD Category ..... Specification can be found in the Code of Practice. "Specification for the Reinstatement of Opening in Highways".

## **Checklist**

- Complete all sections of Section 171 application form
- Complete traffic management application form (if applicable)
- Provide a copy of your Public Liability Insurance for £5 million cover (minimum)
- Provide copies of Supervisor/Ganger NRSWA cards
- Provide a comprehensive Traffic/Pedestrian Management Plan complying to Chapter 8 of Highways Act (if applicable)
- Provide a Method Statement if works involve excavation depths of over 1.5m (if applicable)
- Telford & Wrekin Council Development Management team consulted if works are connected to a new development (if applicable)
- Payment has been made (Please call 01952 384000 to make payment)
- Detailed planning approval (if applicable)



## **Section 7 – AUTHORISATION**

**Streetworks Licence No:**

**Payment Amount:**

**Receipt Number: TSHW**

I hereby grant a Licence under Section 171 of the Highways Act 1980:

Name:	
Address:	

Location of Works:	
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Description of Works:	
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Agreed Start Date:		Verge		Footway		Carriageway	
Agreed End Date:		Excavation Depth of up to 1.5m		Excavation Depth of over 1.5m		Works with No Excavation	

No/Some Carriageway Incursion		Give & Take		Stop/Go Boards	
Temp Traffic Signals		Lane Closure		Road Closure	

## **Standard Conditions**

- TWC to be notified of any changes in traffic/pedestrian management
- Traffic Management to comply with Chapter 8 at all times
- Extension requests to be submitted to [streetworks@telford.gov.uk](mailto:streetworks@telford.gov.uk) with new proposed end date and reasoning for extension (additional charges may apply)
- S171 approval licence to be available on site during the works
- Courtesy board on site during the works



## Additional Conditions

**Signed:**

pp Business Unit Manager

**Date:**

**On behalf of Telford & Wrekin Council**

**IMPORTANT**

All communication relating to this Licence should be addressed to:  
Telford & Wrekin Council, Streetworks, Darby House, Telford TF3 4JA / [streetworks@telford.gov.uk](mailto:streetworks@telford.gov.uk) / 01952  
384000

## Privacy Notice under the General Data Protection Regulations

Telford & Wrekin Councils Highways & Neighbourhood Services are collecting your personal data for the purpose of dealing with your recent enquiry/service request under Article 6(b) of the General Data Protection Regulations. The council may need to securely share relevant elements of your data with one of our contractors solely in order for them to deal with your enquiry on our behalf.

**For further details on the council's privacy notice please view the privacy page on the council's [www.telford.gov.uk/terms](http://www.telford.gov.uk/terms).**