

Road Space Booking guidance notes

Please ensure the application for a road space booking is submitted within the required timeframes prior to the proposed start date:

- 10 working days in advance for works lasting 1-10 days
- 3 months in advance for works lasting more than 10 days, or any works requiring a Temporary Traffic Regulation Order e.g. road closure

No works or traffic management can be placed on the adopted highway until you have received formal approval for your proposed start date from the Streetworks Team.

If works are in relation to development works e.g. S184, S278, please ensure you have formal agreement to carry out the works from our Development Management Team.

If your works require an extension past the approved the end date then please contact streetworks@telford.gov.uk to discuss your extension including your proposed new end date and reasoning for the extension.

Standard Conditions

1. A drawing to a scale of not less than 1:500 must be provided, detailing the position of each traffic signal head, controller position and associated cable layout. The signal heads are to be identified to a point within two metres of that intended to be used on site, when scaled from this drawing.
2. The size, type and location of all temporary signs are to be detailed in accordance with advice given in Chapter 8 of the Traffic Signs Manual and Traffic Signs Regulations and General Directions 1994 (as amended).
3. Proposed traffic signal stage timings, minimum and maximum green times and either the intergreen or the all read time period between each stage to be stated. Any request for fixed time should be attached to this application.
4. Temporary traffic signals must operate in the vehicle-activated mode at all times unless otherwise agreed by the Local Authority. The controller should be capable of working either in fixed time or all red modes.
5. If the site is unattended at any time and/or the temporary traffic signals will be operative before 8.00am or after 8.00pm a suitable mains electricity supply must be used to power the signal equipment. Alternatively a supply switching to 'silent' battery operating must be capable of supplying continuous power for at least 12 hours.
6. Cable protectors must be fitted where traffic is travelling over cabling and these must be sited away from turning traffic or where braking/accelerating is likely to occur.
7. If there are any existing 'Give Way' or 'Stop Signs (including duplicate or advanced signs)' and/or markings they must be temporarily covered over.

8. A 'beck and call' maintenance system for the temporary traffic signal equipment is required. The maintenance provision must be such that a suitably trained technician (also NRSWA Accredited) will arrive on site within two hours of notification during the hours 7.30am to 5.30pm, Monday to Friday, and within three hours at all other times. The equipment must be returned to working condition within 30 minutes of arrival on site and the appropriate spare parts will, therefore, need to be carried in their vehicle.
9. 'Stop and Go' boards (Diagram 7023 & 7024) must be available on site to control traffic in the event of temporary traffic signal failure.
10. A log of all faults must be kept detailing time reported, time repaired, time on site, nature of fault etc. and the log submitted to the Streetworks Team when the temporary traffic signals are removed from site.
11. A representative from the Local Authority may be on site when the temporary signals are being installed
12. The controller unit must be secured by key or padlock during out of hours use.
13. Equipment must be of a type approved by the Secretary of State and in full working order including all switches and LED's