



COUNCIL OF THE ISLES OF SCILLY

Scaffolding Application 2019/20

This form should be completed by anyone who would like to apply for permission to erect scaffolding and/or hoarding on the public highway. Please return the completed form to Infrastructure & Planning at the Town Hall either in hard copy or by email to infrastructure@scilly.gov.uk. You will receive confirmation within 5 working days of your application. Please retain a copy for your records. Please note that this application can take up to 2 months if highway closure is required

Details of Application	Contractors Details
Name	Name
Address	Address
Postcode:	Postcode:
Telephone No.(daytime)	Telephone No.(daytime)
Email Address:	Email Address:

Location Details
Property Name:
Road/Street Name:
Town:

Time Details
Expected Start date of Works:
Expected Start Time of Works:
Expected Completion date of Works:
Expected Completion time of Works:

Scaffolding Details
Length (m):
Width (m):
Depth (m):

Works Details
Please detail the type of works being performed:

Highway Closure:
Will the Work Require the Road to be Closed:
YES <input type="checkbox"/>
NO <input type="checkbox"/>
If YES please state whether it is a FULL or PARTIAL road Closure:
FULL <input type="checkbox"/>
PARTIAL <input type="checkbox"/>

Please note that if a road closure is required (full or partial) a Highway closure form will be required to be submitted along with this application.



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Application Checklist:

The following must be submitted with this application:

Location Plan

Road Closure Form (if applicable)

Insurance Certificate:

Proof of correspondence with Planning department:

Please note that the fee will only be taken if the works are approved. Do not pay pre application.

Fees & Charges:

Please note that fees will only be taken if the works are approved by the Highway Authority.
Do NOT pay pre application.

Applications submitted 10 working days before works commencement date:

Up to 7 Days: £15.00

Subsequent Weeks (7 days): £10.00/7days

Misc. Fees:

Rental of Council's Road Signage: £20.00/day

Highway Road Closure: Please see our website

Signature:

Date:

Declaration: I confirm that the information provided by me on this form is correct. I have read the Terms & Conditions for the use of the Scaffolding on Public Highway and agree to be bound by them. I give consent for the processing of my data.

Data Protection: The information you provide on any Infrastructure Service form is private and confidential for more information on how you information is protected please visit us on scilly.gov.uk/ or contact us on 01720424450 or infrastructure@scilly.gov.uk

Official Use Only	Date	Initial
Location Plan:		
Insurance Certificate		
Approval/Refusal		
Payment made:		
Contacted the Planning department:		