

Yorkshire Common Permit Scheme For Road Works and Street Works



Traffic Management Act 2004

Early Start Processes – prior to making a Permit application

Yorkshire Common Permit Scheme: Advice Note No. Seven

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Related Documents:		

Background:

The YCPS scheme document (6.10.12) states that:

“A promoter may request an early start before or after applying for a PAA or a permit application as appropriate. Where this is agreed after the original permit application is made, the promoter shall submit a variation to the application”.

This statement clearly states the appropriate action where an early start is required once a permit application has been approved, i.e. that the promoter should make a variation application and that a variation charge would apply in such instances. However, the process for early start requests prior to a permit application being made is open to interpretation. This Advice Note sets out two options for works promoters to request an early start before a permit application has been made.

Advice:

The two options are outlined below:

Option 1

1. An application is received with the start date reflecting the correct notice period.
2. A comment is sent requesting an early start.
3. The authority sends a return comment advising if the early start has been granted, including an agreement reference if appropriate.
4. If the early start has been granted a modified or varied application is sent with the early start dates and reference.
5. The modified or varied application is then assessed.

Option 2

1. An application is received containing an early start request and dates.
2. The application is then assessed including the early start

Permit authorities use the options as follows:

Option 1: Sheffield.

Option 2: Barnsley, Bradford, Calderdale, Doncaster, Kirklees, Leeds, Rotherham, and Wakefield.

NB: These options apply to permit applications only. Early start requests for NRASWA notices should continue to follow agreed processes.

End of Doc

Yorkshire Common Permit Scheme Authorities