

Reference Number: _____

Application Form

Tower Crane Licence



Name of Applicant (including Company Number if applicable):

Applicants contact details:

Address:

Daytime telephone number(s):

E-mail address:

Name of developer(s) (including Company Number if applicable)
if different from the Applicant:

Name of the main contractor (including Company Number if applicable)
if different from the Applicant:

Name of Tower Crane Company:

Proposed location of Tower Crane:

Details of the works/development for which the Tower Crane is required, including planning permission reference:

Start Date:

Finish Date*:

*Please note that any request to extend this date once formal licence has been issued will attract an additional fee of £250.

You must enclose the following documents and payment with this application form.

	Enclosed (please tick)
Method Statement This must be as signed off, drafts are not acceptable. This must cover the transportation, erection and dismantling of the tower crane; times of the works and road closures if required	<input type="checkbox"/>
Scale plan - A3 max and preferable up to date OS This must clearly show only the development site edged red, street names, the footprint location of the base of the crane and the crane arc (full circle).	<input type="checkbox"/>

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Tel: 0191 2777369

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Scale plans - A3 max This must show only supporting vehicle locations for tower crane delivery ,erection dismantling and removal; crane dimensions (overall length and widths); traffic management.	<input type="checkbox"/>
Evidence of current third party public liability and employer insurance This must provide for a minimum of £10 million cover for each and every claim arising in respect of the works for which the crane is to be used, the erection, operation, maintenance, dismantling, transportation and removal of the crane.	<input type="checkbox"/>
Cheque for £1285.21 Please make payable to Newcastle City Council . This payment comprises the Council's legal fees of £1100 and Streetworks fee of £185.21	<input type="checkbox"/>

Additional information may be requested following the review of this application and the documents enclosed with it.

We strongly recommend that you carry out a dilapidation survey.

If Newcastle City Council issues the Applicant with a Tower Crane Licence in addition to the terms and condition in such Licence the standard terms and conditions set out below will also apply.

**Standard Terms and Conditions relating to use of Tower Cranes on the Highway
(Licensed under Section 169 of the Highways Act 1980)**

1. The licensee must inform Newcastle City Council of any requirement stipulated by any statutory authority which may require a breach of the terms or conditions of the Licence, and shall comply with any variation to the Licence required by Newcastle City Council.
2. Any required traffic management must be erected as per the Traffic Signs Manual, Chapter 8, both on the footway and carriageway where applicable.
3. Temporary walkways for pedestrians of at least 1200mm in width are to be provided and maintained at all times.
4. Users of the highway must be protected from falling debris, dust and other pollutants in accordance with British Standards and Health and Safety Legislation.
5. Vehicles/plant must be signed, guarded and illuminated in accordance with the national regulations and any additional special conditions.
6. Such traffic signs as are necessary must be erected prior to commencement of works and maintained at all times in accordance with the regulations and any other publication that is referenced.

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7. If any vehicle/plant is considered a danger to the public, is causing damage to the highway or causing a greater obstruction than is approved in the Licence, it shall on the instructions of the Newcastle City Council or a police officer or the highway authority, be immediately removed by the licensee or such removal procured by them.
8. The licensee is responsible for all reinstatement/damage works as decided upon following a dilapidation survey, which would include photographs of the condition of the highway
9. The licensee is responsible for the repair of all damage to the highway, however caused by the vehicle/ plant. If Newcastle City Council has to repair the highway as a result of damage caused by the vehicle/plant they will recover costs from the licensee.
10. The licensee must indemnify Newcastle City Council against all claims, costs, charges or actions, which arise out of working with the vehicle/plant on or over the highway.
11. The Licensee must provide Newcastle City Council with a copy of the licence to the hire company (if applicable) for their records.
12. A secure working area at ground level must be provided which prevents public access. A pedestrian walkway must be provided around the working area which allows pedestrians, wheelchairs, prams to pass safely.
13. If Newcastle City Council has to arrange any traffic management to avoid a dangerous situation continuing, the costs incurred will be recharged to the licensee.

Please indicate that you have read, understood and accept the terms and conditions above by ticking this box

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Signed for and on behalf of the Applicant

Date:

Application approved for and on behalf of Newcastle City Council
by:

Date:

.....
Signature of the Authorising Officer

.....
Name in BLOCK LETTERS