



Havering

LONDON BOROUGH

APPLICATION FOR THE USE OF TEMPORARY TRAFFIC SIGNALS

London Borough of Havering: Email: NRSWA@havering.gov.uk
*Minimum 3 days notice required

Statutory Undertaker/Contractor:						
Site Supervisor:				Contact No:		
Traffic Signal Supplier:				Fax. No:		
24hr Emergency Phone Number:				Permit no.		
Type of Works	Standard	Minor	Major	Urgent/Emergency Works.		
Exact Location: *Please provide exact Site Location including house numbers or road junctions, failure to supply these will result in the application & permit being refused*						
Please note: Traffic sensitive road times are 9.30am till 15.00pm only unless agreed by L.A If Traffic Signals are not to be used 24 hours, please state times when they will be operational/required:						
AM		till		PM		
2 way signals		3 way signals		4 way signals		
Start date of works:				End date of works:		
Brief Description of Works to be carried out:						
Note: A Traffic Management plan should be submitted with the application						
Is site located on traffic sensitive road? – if yes contact L.B Havering				Yes	No	
Is the site near existing traffic signals? - if yes contact TfL - ATSswitch@tfl.gov.uk				Yes	No	
Is the site near a pedestrian/zebra/toucan crossing? - if yes contact L.B Havering				Yes	No	
Is there a road junction between the signal heads? - if yes contact L.B Havering				Yes	No	
Is there a Bus Stop near or within the works – if yes contact TfL buses below for suspension application				Yes	No	
Out of hours: In the case of Urgent/ Emergency please inform the following:						
TfL(Buses) Stratford office 020 8555 5353 - email: north.rsm@tfl.gov.uk						
Police: 0208 345 4953						
Ambulance:01708 757740						
Fire: (01708 448975 or 07584 150382) trafficmanagement@london-fire.gov.uk - Steven.Gray@london-fire.gov.uk						
London Borough Of Havering – Call out after hours 01708 433999 – NRSWA@havering.gov.uk						

FOR HIGHWAY AUTHORITY USE ONLY

Authorised:		Not Authorised:		Contact Authority:	
Authority Signature:		Name:		Date:	
Highways Comments:					
Submitted by: (Sign)			Name (print)		Date:

NOTES

Applications relating to Standard / Planned works

Category of Work	Period
Minor Works Traffic Sensitive	10 working days
Minor Works Non-Traffic Sensitive	7 working days
Remedial Works (Non-Dangerous)	10 working days
Standard Works Traffic Sensitive	10 working days
Standard Works Non-Traffic Sensitive	7 working days
Major Works / Projects	20 working days

These applications should be submitted by E-mail to NRSWA@havering.gov.uk or post to:

London Borough Of Havering
NRSWA Section
Town Hall
Main Road
Romford
RM1 3BB

Applications relating to Emergency Works arising during normal working hours

Category of Work	Period
Special Urgent and Remedial Dangerous	Telephone before set-up, plus send form.

Applications relating to Emergency works arising outside normal hours

Category of Work	Period
Emergency	Retrospective process

Please ensure that the Emergency Services and Bus Operators have been contacted for their comments before the application is submitted.

Buses: Stratford office 020 8555 5353 - email: north.rsm@tfl.gov.uk

Police: Mark Deeming – 07768 703273 fax: 0208 345 4953 -

mark.i.deeming@met.police.uk

Email to NRSWA@havering.gov.uk