

Roadworks Permits Team

The role of the Permit Team is as follows:-

To manage and co-ordinate works taking place on the highway through the Authority's Permit Scheme, ensuring that works are appropriately planned, coordinated and controlled to minimise disruption to road users and protect the effective operation of the highway network.

The Department for Transport's current statutory guidance requires highway authorities operating Permit Schemes to follow the national permit framework, including requirements covering permits, conditions, variations, sanctions and fees

Responsibilities

- **Permit management:** Assess applications for works requiring a permit and administer the granting, refusal and variation of permits in accordance with the Permit Scheme.
- **Works co-ordination:** Co-ordinate street and road works to support effective management of the highway network and reduce unnecessary disruption. National guidance specifically covers co-ordination, collaboration and information requirements.
- **Permit conditions:** Apply appropriate conditions to permits where justified. The DfT publishes statutory guidance governing the conditions highway authorities may impose.
- **Managing clashes and disruption:** Consider the timing and interaction of works, particularly where multiple activities affect the same part of the network. This forms part of the national co-ordination framework.
- **Restrictions and special controls:** Take account of requirements relating to protected streets, streets with special engineering difficulties, traffic-sensitive streets and restrictions following substantial works.
- **Compliance and enforcement:** Manage non-compliance with permit requirements, including unauthorised works and breaches of permit conditions, using the sanctions available under the statutory framework.
- **Fees and charges:** Administer applicable permit fees and relevant charging provisions in accordance with the statutory framework.
- **Records and Street Manager:** Support the accurate recording and exchange of works information. The national co-ordination code includes requirements for entering works information on the register and requirements for Street Manager.

Specifically for the recent closures and diversionary works at Treeton:-

- Mobile signs were erected several weeks prior to the road closure.
- Yorkshire Water (YW) wrote to all in Treeton village, including providing details of the temporary bus service.

- The Council's Permit Team monitored the works including weekends to ensure YW worked continuously.
- The same issues will be encountered when the bridge replacement on Treeton Lane, Catcliffe, takes place and this will be over a much longer period. The Permit Team have already started dialogue with SYMCA to make them aware and to look at a more permanent option for buses to serve both Catcliffe and Treeton instead of the shuttle bus service.