

SECTION 4 Insurance Public Liability Insurance of a minimum £5 million must be provided up to completion of the permanent reinstatement (proof to be submitted with this form).

Company Name: _____ Address: _____

Tel No: _____ Policy No. _____ Expiry date: _____

SECTION 5 Declaration by owner of apparatus

I confirm that the foregoing details are correct, and acknowledge that the works referred to above must be conducted in accordance with the requirements of the New Roads & Street Works Act 1991 ("NRSWA"), associated legislation and codes of practice, together with any other conditions imposed by the Street Authority in the relevant Licence, which includes my duty to secure that the work is supervised by an accredited supervisor.

I confirm that all reasonably practicable steps have been taken to ensure that other owners of apparatus likely to be affected by these works have been contacted and, where necessary, location of apparatus identified.

NB: it is recommended that the results of any enquiries are no older than 3 months.

I also acknowledge the statutory need for me to pay the prescribed inspection fee which will be imposed by the Street Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Street Authority during the guarantee period.

I also acknowledge that the licence is granted on the condition that I will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:-

the placing or presence in the street of apparatus to which the licence relates, or

the execution by any person of any works authorised by the licence.

I also acknowledge that I have read and understood the Notes for Guidance and Standard Conditions as attached (NB. Further specific conditions may be imposed at the time of granting the licence).

I confirm that any amendments to the details of the works (including dates of commencement and completion) will be notified to the Street Authority as soon as they are known.

Signed: _____ Date: _____

Printed (Name): _____

In the capacity of: _____

SECTION 6 Conditions

1. The Street Authority for the Highway mentioned in Section 2 of Form SWL2 (“the Street Authority”) hereby grant to the party named in Section 1 of Form SWL2 (“the Licensee”) with the intent that the same shall benefit and run with the property described in Section 2 of Form SWL2 hereto Licence under Section 50 of the New Roads & Street Works Act 1991 to place and leave in the Highway in the position shown by a red broken line on the plan attached hereto the apparatus (“the Apparatus”) short particulars of which are set out in the Section 2 of Form SWL2 hereto and to maintain, repair and reinstate the Apparatus and break open and have access to the Highway for those purposes upon the terms and subject to the conditions hereinafter specified and subject also to the relevant conditions and provisions contained in Schedule 3 of the said Act, and the Licensee hereby accepts the Licence upon and subject to the said terms, conditions and provisions.
2. This licence is granted to the owner of the Apparatus and his Successors in Title, and where he proposes to part with his interest in the Apparatus he shall before doing so give 6 weeks notice to the Street Authority, stating to whom the benefit of the licence is to be transferred.
3. The Licensee shall:
 - (a) Conduct all the relevant works in accordance with the requirements of the New Roads & Street Works Act 1991 and its associated Secondary Legislation and Codes of Practice.
 - (b) Indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:
 - (i) the placing or presence in the street of apparatus to which the licence relates, or
 - (ii) the execution by any person of any works authorised by the licence;

and the former licensee shall indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of execution by the Authority or the Licensee of any works under Paragraph 7.
4. The Licensee shall pay the Street Authority in connection with the grant of the licence: **£475** made up of:
 - (a) £165 in respect of administration expenses (non returnable)
 - (b) £160 which the Street Authority will accept as a capitalised payment in lieu of the annual fee for administering the licence, recoverable under Schedule 3 Section 2b of the New Roads & Street Works Act 1991
 - (c) £150 for the chargeable inspection fee, per unit of inspection – **an extra £50 will be payable if the works are to a depth over 1.5m.**
 - (d) works in excess of 200 metres length will be subject to additional Inspection Fees.
5. The licence hereby granted shall remain in force until withdrawn by the Street Authority under Schedule 3 of the New Roads & Street Works Act 1991 or surrendered to the Street Authority by the Licensee.
6. The Street Authority may determine this licence at any time:
 - (a) on the expiration of such period as may be specified in the Notice, being a period of not less than seven working days beginning with the date of service of the Notice on the Licensee, if any condition of this licence is contravened by the Licensee or if the Street Authority becomes aware of the fact that the Licensee intends to cease using or has abandoned the apparatus or intends to do so, or
 - (b) the Licensee has parted with or intends to part with his interest in the apparatus in a case where assignment of the licence is prohibited, or
 - (c) The Street Authority considers the withdrawal of the licence is necessary for the purpose of the exercise of their function as Street Authority.

NB. Under sub paragraph (c) not less than 3 months’ notice will be given by the Street Authority.

7. Where a licence expires or is withdrawn or surrendered the Street Authority:
 - (a) may remove the apparatus to which the licence relates or alter it in such manner as they think fit and reinstate the street, and may recover from the former Licensee the expenses incurred by them in doing so.
 - (b) if satisfied that the former Licensee can, within such reasonable time as they may specify, remove the apparatus or alter it in such a manner as they may require and reinstate the street, they may authorise him to do so at his own expense. A further licence will be required for such works.

PLEASE PRINT THIS APPLICATION, COMPLETE BY HAND, SCAN IN AND RETURN BY EMAIL TO
trafficteam@dorsetcouncil.gov.uk

8. Any licence issued under this procedure by the Street Authority must not be construed as conferring any right for the applicant to make any connection to a sewer, drain, pipe, cable or other apparatus.
9. The Licence does not confer any right on the Licensee, as against the owners of land on which the highway is situated, to use the land. The Licensee must make his own arrangements with such owners in cases where their consent is needed.
10. In this Licence the terms:

"Licensee" shall include the Successor in Title – Personal Representative – Receiver – Liquidator or Trustee of the Licensee.

"Highway" shall include and apply to each and every Highway when more than one highway is specified in Section 2 of Form SWL2 hereto.

SECTION 7 Authorisation

Additional Conditions/Reinstatement Requirements

RECEIPT OF FORM SWL4 BY 7 DAYS BEFORE COMMENCEMENT OF WORKS
RECEIPT OF FORM SWL5 WITHIN 7 DAYS AFTER COMPLETION OF WORKS
IMMEDIATE NOTIFICATION OF ANY CHANGES TO DATES OF WORKS
RESIDENTS AND BUSINESSES AFFECTED BY THE WORKS TO BE CONSULTED BEFOREHAND

Signed: _____ Date: _____

On Behalf of Street Authority

**You will need to print this application and complete it by hand.
Please then scan in and send completed applications to:**

trafficteam@dorsetcouncil.gov.uk

We recommend you pay by credit or debit card if you can, as this is quick and secure.
Cheques made payable to DORSET COUNCIL, may be addressed to Traffic Team, Dorset Highways, Dorset Council, Dorchester, Dorset, DT1 1XJ. Please include company name/location of works on reverse of the cheque.