Dear Sirs

OPENING OF PUBLIC FOOTWAY/CARRIAGEWAY (Temporary Crossing) – Highways Act 1980

SITE / LOCATION:

I refer to your enquiry concerning a footway and or carriageway excavation. I would advise you that your request is being considered based on the following conditions:-

1. The enclosed Indemnity Form is completed, signed and returned to me prior to any work being commenced on the public highway. Permanent reinstatement will be carried out following completion of site works.

2. The temporary excavation shall at all times be maintained by you in a satisfactory condition to ensure that there is no danger to highway users. Failure to do so will result in the withdrawal of approval and reinstatement of the footway and carriageway by this Council.

3. The excavation is to be constructed to the specification given or to any alternative specification proposed by yourself and agreed in writing prior to commencement of construction.

4. The various Statutory Authorities are to be notified in good time prior to commencement of your works and due consideration should be given to their plant and protection requirement. A copy of the Public Utility Companies’ replies must be sent to London Borough of Brent, Transportation Unit, 5th Floor, Brent Civic Centre, Engineers Way, Wembley, HA9 0FH prior to work commencing.

5. Prior to commencement, notification must be given and if required, a joint inspection of the surrounding highway can be arranged, so as to agree the extent to any existing damage to the highway. Failure to arrange this inspection may result in any damage that has occurred to the highway being charged to you when the footway or carriageway is reinstated.

6. The Council reserves the right at anytime to rescind the approval for the footway or carriageway excavation.

Calculation of non-refundable fees

(a) For each month the temporary crossing is required, a non-returnable fee of £500.00 is payable
**Specification**

1. Any reusable materials are to be taken up and stacked on site for re-use during permanent reinstatement, including the kerb line.

2. For works in the footway excavation to the entire area to a minimum of:

   (i) 150mm (6") is required for small developments (residential crossovers) and this is to be replaced with Class A C30 concrete to the levels of the adjacent footway. The surface area is to be provided with a smooth brushed finish.

   (ii) 300mm (12") is required for large developments (industrial crossovers) and this is to be replaced with Class A C30 concrete with 1 layer of A393 steel mesh reinforcement (200mm cover) to the levels of the adjacent footway. The surface area is to be provided with a smooth brushed finish.

3. Works in the carriageway shall have an excavation of 300mm (12") and this is to be replaced with Class A C30 concrete with 1 layer of A393 steel mesh reinforcement (200mm cover) to the levels of the adjacent carriageway. The surface area is to be provided with a smooth brushed finish.

It is pointed out that the specification given is the minimum acceptable to the Council, but if you consider that this construction is insufficient for your needs, you should inform me with your proposed alternative specification.

Yours faithfully

Administration officer
Environmental Improvement.
LONDON BOROUGH OF BRENT
INDEMNITY FORM – Temporary Footway Crossing

In consideration of the Mayor, Alderman and Burgesses of the London Borough of Brent acting by the Council (hereinafter called “The Council”) having granted me (or us) permission to open or make an excavation in the road known

As:

To be completed by applicant:

SIZE OF EXCAVATION: Width: By Length:
From: To:

For the purpose of: EXCAVATING THE FOOTWAY OR CARRIAGEWAY (Temporary Crossing)

Cheque payable to: London Borough of Brent - Environmental Improvement or call 0208 937 536 to make payment by credit card.

(a) For each footway or carriageway excavations, a non-returnable fee of £500 is required for each month
(b) A £2000 deposit is needed for each separate application.

I (or we) undertake to comply so far as may be necessary with each and every provision of the Highways Act 1980 and any other subsequent instruction written by an authorised representative of this authority or any modification or amendment thereof and to indemnify the Council and their Officers in respect of all costs, penalties, claims or charges which may arise by reason of any default on my (or our) part thereunder.

I (or we) further undertake, after filling in the above mentioned excavation, to maintain the road surface in a good and safe condition until such time as such road surfaces shall be permanently reinstated. I (or we) also agree to indemnify the Council in respect of all costs, charges or claims arising through any default of my (or our) part in complying with any of the provisions of this undertaking.

Environmental Improvement must be informed in writing when the works are completed.

Dated this __________________________ day of __________________________ 20

Signature:___________________________________________________________

Full Name:________________________________________________________ ____(Please Print)

Name:
Address:

Tel No:
eMail Address: