

**APPLICATION FOR TEMPORARY TRAFFIC ORDER
UNDER SECTION 16(a) SPECIAL EVENTS ORDER OF
THE ROAD TRAFFIC REGULATION ACT 1984**



PRNM – Network
Management
PO Box 64529
London SE1 5LX
Phone 020 7525 2014

FOR LBS USE ONLY			
TM APPROVED	<input type="checkbox"/>	TMAN APPROVED	<input type="checkbox"/>
CONFLICT CHECK	<input type="checkbox"/>	DB NO	
CONFIRM NO		CHEQUE <input type="checkbox"/>	OR P.O <input type="checkbox"/>

PART A (Temporary Traffic Order Application Special Event)

APPLICANT NAME:	
COMPANY NAME:	
COMPANY:	
CONTACT EMAIL:	
CONTACT TELEPHONE:	
INVOICE ADDRESS (if different from above):	

The NRSWA 1991s.76 obliges utilities to meet in whole all of Southwark’s costs incurred from the production of the traffic order and relating notices. This cost currently stands at the amount of (£2451.00) costs waived only if community event Checking the following box confirms acceptance of the amount and confirms the inclusion of a purchase order/cheque made payable to “The London Borough of Southwark ” with this form for that amount.

I ACCEPT NOT APPLICABLE

Please refer to the accompanying guidance notes on Pg.5 for help in completing the form

1. Location details	
ROAD NAME:	
ROAD NUMBER, AND JUNCTION FROM AND TO:	
LONDON BOROUGH:	SOUTHWARK
OTHER BOROUGH(S) AFFECTED:	

2. Reason for Restriction (Note: It must be within scope of Section 14(1) S16A of Road Traffic Regulation Act 1984)

3. Nature and extent of restrictions/suspensions required on LBS roads. (notes: State terminal points, directions and times of operation. A Traffic Management Plan must be attached)

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4. Nature and extent of restrictions/suspensions required on TFL roads, if applicable. (notes: State terminal points, directions and times of operation. A Traffic Management Plan should be attached)

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5. Access requirements. Is access required:

for construction traffic?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
to properties?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
for any other purpose?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Please state:		

6. Proposed period(s) of Road Restrictions/Suspensions.

Commencing (Date/time)	Ending (Date/time)

7. Description of alternative routes(s)/diversions (Note: Detail on Traffic Management Plan)
Please indicate on plan and in writing

PART B – Traffic Management Act Notification (if applicable)

1. Consultation Summary. Has TfL or an adjoining local authority been made aware of the event? Please list objections / endorsements / comments from the respective London borough(s).	
YES <input type="checkbox"/>	NO <input type="checkbox"/>

2. Other Roads Impacted: Road Name, Borough, Road Type (e.g. Evelyn St, Lewisham, Cat A, B or C) (if applicable).

3. List measures being used to mitigate any impacts

4. Impact on Road Users – Including capacity, buses, pedestrians, disabled, emergency services, cyclists, motorcycles, access, goods vehicles, taxis, parking,

PART C (check and sign)

ATTACHMENT CHECKLIST

A Traffic Management Plan showing the extent of the event, traffic restrictions/suspensions and diversion routes where appropriate.	<input type="checkbox"/>
costs waived for community events, all other events £2451.00	<input type="checkbox"/>
A copy of objections / endorsements / comments given by TfL or the adjacent local authority.	<input type="checkbox"/>

SIGNED:	

DATE:	
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Please return completed forms and attachments to –

*Southwark Council
 Parking & Road Network Management
 Third Floor
 PO Box 64529
 London,
 SE1 5LX*

GUIDANCE NOTES FOR APPLICANTS

PART A – Temporary Traffic Order Application

1. Provide information on the general locality of the works. Please state the road name, road number and London borough in which the event will be executed. If the event is being executed on or in the vicinity of a borough boundary please state those other boroughs affected.
2. Describe the reason why event needs to be executed. For example, this could be fun day, carnival etc.
3. Provide full details of how the event will impact the existing traffic situation on Southwark's roads. This could be banned turn/reduced speed limit/road closure/bus lane suspension/parking bay suspension/one way suspension etc. A traffic management drawing must be attached to the application and should show full detail of restrictions and must also detail all temporary signage in accordance with Chapter 8 Traffic Signs Manual / Traffic Signs Regulations and General Directions 2002. The requested traffic order can not be processed until these details and traffic management have been approved.
4. As above but detailing where event will impact on non LBS roads / local authority roads.
5. Exemptions in the traffic order would need to be made for vehicles requiring access to or through a restricted length of road. State these details here. Note that works can not be carried out if they prevent at any time pedestrian access to properties in or adjacent to the works area.
6. State proposed times and dates of the works. Extra fields are supplied for works that are to be executed in multiple phases.
7. Provide full details of any diversion routes that are required resulting from road closures or restrictions. This should also be illustrated on the Traffic Management plan. If the diversion route includes roads other than those on Southwark's road network then consultation with the respective Traffic and/or Highway authority must be carried out – see **Part B1.** below.

PART B (TMAN) - Traffic Management Act Notification

This additional information is required as part of the Traffic Management Act 2004 and helps London highway/local authorities to further co-ordinate and manage works.

1. Provide details of any consultation undertaken with stakeholders, boroughs, the public, TfL business areas, etc. and the results of this consultation, including objections and endorsements.
2. List all roads impacted, include road name, network and Borough (TLRN, SRN, BRN or Other).
3. Provide details of the measures being used, such as weekend works or advertising, to minimise the impact and disruption to the network.
4. Provide details of how the proposed works will impact the network, road users and modes of traffic.

PART C (Check and sign)

Please ensure that the traffic management plan and purchase order/cheque are attached with the application otherwise it will not be processed. Please also include any endorsements or objections from key stakeholders as this will help to quicken your application process.