

APPLICATION FOR ERECTION OF BANNER

Roads (Scotland) Act 1984 Section 90

Schedule of Charges: Invoice will be issued - No cheques/cash accepted.

- Erection and Removal of Banner - £213.00.
- On-going inspection fee - £20.00 per week or part thereof.

Applicants Name			
Address			
Post Code			
Tel No			
Mobile No			
E-Mail			
Out of Hours Contact Name			
Out of Hours Contact Number			
Address or Location of Proposed Banner *			
Start Date		End Date	

* Applicants should note that banners can only be sited on the following streets:-

Academy Street, Inverness.
High Street, Nairn.
High Street, Dingwall.
Sir George Square, Thurso.

Church Street, Inverness.
High Street, Tain.
High Street, Fort William.
Bridge Street, Wick.

Applicants should apply at least 28 days prior to date they wish banner to be erected.

Declaration – I confirm that I have read and understood the Guidance Notes and Conditions for Granting of Permission relevant to this application and agree to be bound by these should this application be successful.

Applicants Signature	
Date	

FOR OFFICIAL USE ONLY

Application Received Date		Permit No.		
Permission Granted	Yes		No	
Duration	Start Date		End Date	
Fee Payable	Yes		No	
Receipt No.		Amount Paid		Payment Date



ERECTION OF BANNERS

NOTES FOR GUIDANCE AND CONDITIONS FOR GRANTING OF CONSENT

Consent to place a banner over any part of the adopted road, including the footway, for any purpose is granted by the issue of a permit by the Highland Council as the Roads Authority under Section 90(1) of the Roads (Scotland) Act 1984. Any person who contravenes Section 90(1) of the Act, or the terms or conditions of any consent given thereunder, commits an offence.

The granting of permission under Section 90 of the Act only relates to placing a banner over the road and applicants will need to ensure that they obtain any other necessary permits and permissions. **The granting of other relevant permits/consents should not be taken as an indication that erection of a banner will be permitted.**

Applications for street banners should be lodged with the appropriate Area Lighting Office at least 28 days prior to the date on which the applicant wishes the banner to be erected. For some banners Ward Manager approval may be required and Members may need to be consulted.

Banners will only be permitted at specific sites on the streets listed on the application form. These locations have permanent infrastructure suitable for suspension of a banner. No banners will be permitted at any other location. Banners cannot be suspended from lighting columns, utility poles or any other unsuitable structure.

The banner should be made of strong canvas or reinforced PVC and the maximum size acceptable is 9 metres long by 0.8 metres deep. At certain locations the applicant will also have to provide a quantity of 6mm diameter polypropylene rope and the Area Lighting Office staff will be able to advise whether or not this will be necessary at the time of application.

If the application is successful the banner should be delivered to the appropriate Lighting Depot at least 3 days prior to the date on which it is due to be erected. The banner should be uplifted from the Lighting Depot within 3 days of its removal from site. No responsibility for the safekeeping of the banner will be accepted by the Council after this time.

Relevant fees for erection, inspection and removal of banners are shown on the application form and can be found in the current Schedule of Charges Under Roads Legislation. There is no charge for registered charities and events with a social or economic benefit to the local area. The Council will issue an invoice for the fee, where relevant, and this should be paid prior to erection of the banner. **Cheques and cash cannot be accepted.**

The Council reserve the right to remove a banner, at short notice, should this be required to allow access by the emergency services or statutory undertakers or for any other competent reason. Should removal be required the Council will endeavour to re-erect the banner as soon as practicable and at no cost to the applicant. Should re-erection not be possible a refund of fees will be considered.

Council Area Lighting Offices are located at:-

Unit 7b, Ormlie Industrial Estate, Thurso KW14 7QU

Craig Road Depot, Dingwall IV15 9LE Tel 01349 781513

Diriebught Depot, Diriebught Road, Inverness IV2 3QN Tel 01463 644225

Carrs Corner Depot, Fort William, PH33 6TL Tel 01349 781110
