

## **SCAFFOLDING & STAGING**

### **NOTES FOR GUIDANCE AND CONDITIONS FOR GRANTING OF PERMISSION**

Permission to use any part of the adopted road, including the footway, for the erection of scaffolding or staging is granted by the issue of a permit by the Highland Council as the Roads Authority under Section 58 of the Roads (Scotland) Act 1984. Placement of scaffolding or staging over any part of the adopted road or footway without permission constitutes an offence and the Council will take enforcement action in such cases.

The granting of permission under Section 58 of the Act only relates to occupation of the road for the purpose of erecting scaffolding or staging and applicants will need to ensure that they obtain all other necessary permits and permissions eg planning consent, building warrant. Specifically this permission will not carry with it the right to close any public road or footway or deposit building materials or skips on any part of the adopted road. Separate permission must be sought for these activities. The granting of other relevant permits/consents should not be taken as an indication that occupation of the road for scaffolding or staging will be permitted.

The owner of the equipment placed on the public road or footway under this permission must be covered by Public Liability Insurance for a minimum of £5 million which should be available for inspection. Such insurance must indemnify The Highland Council as Roads Authority from and against all actions arising out of or in any way attributable to the presence of the equipment covered by this permission.

All scaffolding etc must be erected and inspected in accordance with current regulations by a competent and qualified person and a copy of the Inspection Report should be submitted to the relevant Community Services Area Office immediately the scaffold has been erected and every 7 days thereafter or otherwise as may be stated under the current regulations. An inspection may be carried out at any time by a representative of Community Services.

Minimum carriageway and footway widths must be maintained as specified by Community Services together with the provision of adequate lighting, barriers and traffic management etc all as per current regulations and to the satisfaction of the Area Community Services Manager or his representative. The permit holder shall ensure that the needs of disabled people are met with the provision of suitable ramps and by giving clear visual warning to partially sighted pedestrians including placing high visibility warning tape or sleeves on corner and end poles.

The carriageway/footpath must be made good to the satisfaction of the Area Community Services Manager or his representative at the end of the works and it is not permitted for any materials, particularly concrete, grout or mortar to be mixed on any part of the road surface.

Applicants must give a minimum of **15 working days** notice prior to commencement of works and a minimum of 48 hours notice for any application to extend the duration of the permission. Every effort should be made to minimise the duration of the occupation and the Area Community Services Manager may restrict the duration of the occupation should he feel it is excessive.

<b>Schedule of Charges: Invoice will be issued – No cheques/cash accepted.</b>
▪ <b>Over 15m long</b> - £169.00 for first week then £128.00 per week or part thereof
▪ <b>Under 15m long</b> - £110.00 for first week then £67.00 per week or part thereof
▪ <b>Mobile Scaffolding:</b> - £110.00 per week or part thereof ( <b>max 1 week duration</b> )

Any additional information which cannot be provided electronically should be forwarded to the relevant Roads Area Office.

The Highland Council, Roads & Transport, Caithness House, Market Place, Wick KW1 4AB. Tel 01955 609584  
email: [Roads.caithness@highland.gov.uk](mailto:Roads.caithness@highland.gov.uk)

The Highland Council, Roads & Transport, Drummuie, Golspie KW10 6TA. Tel 01408 635306  
email: [Roads.sutherland@highland.gov.uk](mailto:Roads.sutherland@highland.gov.uk)

The Highland Council, Roads & Transport, Diriebught Road, Inverness, IV2 3QN. Tel 01463 644188.  
Email: [Roads.inverness@highland.gov.uk](mailto:Roads.inverness@highland.gov.uk)

The Highland Council, Roads & Transport, Unit 4C, Dalfaber Ind Estate, Aviemore, PH22 1 ST. Tel 01463 644698.  
Email: [Roads.LNBS@highland.gov.uk](mailto:Roads.LNBS@highland.gov.uk)

The Highland Council, Roads & Transport, Balblair Road, Nairn, IV12 5LT. Tel 01463 703630.  
Email: [Roads.LNBS@highland.gov.uk](mailto:Roads.LNBS@highland.gov.uk)

The Highland Council, Roads & Transport, Carrs Corner, Fort William, PH33 6TL. Tel 01349 781095.  
Email: [Roads.LNBS@highland.gov.uk](mailto:Roads.LNBS@highland.gov.uk)

The Highland Council, Roads & Transport, Area Office, High Street, Dingwall, IV15 9QN. Tel 01349 868440.  
Email: [Roads.rossandcromarty@highland.gov.uk](mailto:Roads.rossandcromarty@highland.gov.uk)

The Highland Council, Roads & Transport, Area Office, Dunvegan Road, Portree, IV51 9HF. Tel 01463 644724.  
Email: [Roads.skyeandlochalsh@highland.gov.uk](mailto:Roads.skyeandlochalsh@highland.gov.uk)