

Notes for Guidance.

On the completion of the SEHAUC portable Traffic Signals form.

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The diagram illustrates the SEHAUC portable Traffic Signals form with the following sections and associated instructions:

- Notification Section:**
 - Tick only one box to identify type of control.
 - Enter notice number.
 - Only tick if applicable.
 - Include once known.
- Contact Details:**
 - Details of HA district that the form is to be sent.
 - Either outside supplier or contractors if in house.
 - Name of company executing the works.
 - Details of Promoter, Utility, HA agent or 3rd party.
 - Details of PTS call out contact.
- Site Location and Details:**
 - Tick to identify if Trunk Road or not.
 - Full and precise details of the location for the signals. If more than one set of lights is used this must be identified in the address.
 - Enter OS grid reference found on the Streetworks Gazetteer.
- Signal Control and Works:**
 - Identify if signals are required on TS road or Times. If outside of TS times this must be included in the description of works.
 - To include either permanent or temporary signals including Level Crossings.
 - Concise description of works to include all relevant details.
- Submission and Dates:**
 - If positive then plans required for intended design, including junctions not under traffic control. Page 60 Safety at street works CoP refers. See example for standard of diagram required.
 - Dates that the signals will be in use.
 - Name & contact details of applicant for consultation if required.
 - Intended times that the signals will be in operation, if these change during execution the HA Must be informed.

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As on page one. To appear on all communications.


Enter decision made relating to Application

Name and contact details of Authoriser

The return MUST be to the submitter identified at the bottom of page 1



THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS 2002. SI NO. 3113. PORTABLE TRAFFIC SIGNALS.



| | | | |
|---|-----------|-----------------------------------|---------------------------------------|
| PROMOTERS WORK REF. | | HA REF. | |
| FOR HIGHWAY AUTHORITY USE | | | |
| APPROVAL (FOR MULTI PHASE SIGNALS ONLY) | | APPROVED <input type="checkbox"/> | NOT APPROVED <input type="checkbox"/> |
| Conditions Required | | | |
| Authorised by | Signature | Print | Date |
| Contact details | Tel | Fax | E-mail |
| <p>Note. If Notification only with no site specific conditions only the HA Reference number is required to be returned. If this form has been submitted as a request for approval, the HA must return both pages to the promoter. If a design was requested, the HA must return this form with the design.</p> | | | |
| Minimum period of notice required | | Advance Notice | |
| Emergency/Urgent | | 2 Hours | |
| 2 Way Portable Signals | | 7 working days | |
| 3 Way Multi Phase* | | 21 working days | |
| All Portable Signals on Trunk Roads | | 21 working days | |
| <p>The Highway Authority will reply within 3 working days of receipt of request. Reply to be sent to the Submitter.</p> <ul style="list-style-type: none"> *Minimum design period is 2 weeks for approval of portable traffic signals. | | | |
| <u>Conditions relating to application.</u> | | | |
| <u>Legality</u> | | | |
| <p>The Traffic Signs Regulations and General Directions 2002 SI 3113 permit the use of portable traffic signals in accordance with regulation 35 provided that:-</p> <ul style="list-style-type: none"> The equipment is type approved The equipment is capable of working vehicle actuated. The site involves simple shuttle working with no junctions in the controlled length. The Highway Authority or Agent Authority is notified when signal control is used. | | | |
| <p>Safety at Street Works and Road Works a code of practice issued under The New Roads and Street works Act Section 65.3</p> | | | |
| <p>All signals to be provided, installed, maintained and removed on site in accordance with Chapter 8, safety at Street works and Road Works CoP and Temporary Traffic Management on High Speed Roads - Good Working Practice document available at www.highways.gov.uk/aboutus/corpdocs/ttm_sept_02/index.htm</p> | | | |

To be included once issued

To include any site specific conditions, reasons for non approval or requests for further information to enable approval, including contact details if different from Authoriser.

Only page one is required to be returned for 2 way shuttle working with no further information required.