

**For: PLANNING AND REGULATION COMMITTEE – 5 SEPTEMBER 2016**

**By: INTERIM DEPUTY DIRECTOR FOR ENVIRONMENT & ECONOMY  
(COMMERCIAL)**

**Development Proposed:**

**New Roads and Street Works Act 1991 Section 50 Licence for  
Headington Heat Pipe application.**

**Division Affected:** Headington and Churchill

**Contact Officer:** Dariusz Seroczynski **Tel:** 01865 815629

**Location:** Various roads in Headington Area

**Applicant:** Vital Energi

**Application No:** N/A

**District Council Area:** Oxford City Council

**Date Received:** N/A

**Consultation Period:** N/A

**Contents:**

Part 1 – Context

Part 2 – Application Facts and Background

Part 3 – Assessment of Section 50 Licence application

Part 4 – Conclusions

**Recommendation:** That the Licence be Granted subject to Conditions

**Part 1 – Context**

1. Following feedback from the Performance Scrutiny Committee the County Council has recently changed its process for approval of Section 50 Licences for installation of apparatus that will have a significant impact on the transport network.
2. The approval to grant the Section 50 Licence for this scale of works is now to be determined by the Planning and Regulation Committee.
3. Whilst statutory undertakers have a legal right to implement plant in the public highway, non-statutory undertakers are legally required to obtain authorisation from the Street Authority (for Oxfordshire this is the County Council).
4. Broadly, non-statutory undertakers (that is those who do not have the benefit of statutory rights) do not have permitted development rights as afforded to statutory utilities, and therefore applicants are also required to secure separate planning consent from the Local Planning Authority.
5. The New Roads and Street Works Act 1991 (NRSWA), associated regulations and codes of practice, establish a legislative framework for the installation of apparatus in streets and associated works in particular the excavation of the street for this purpose. This ensures that consideration is given to balancing requirements to install apparatus and limiting disruption to traffic.
6. The sole purpose of a Section 50 Licence is to grant a licence for the purposes of the statutory street works regime under NRSWA and does not dispense with the need for the licensee to obtain any other consent licence or permission that may be required. This is stated expressly in section 50 (3) NRSWA and additionally is specifically set out within the licence that is issued by the County Council.
7. The terms of the licence are directed at ensuring safety, minimising disruption to traffic and protecting the structure of the street and integrity of apparatus in it.
8. Under the Council's Scheme of Delegation, the granting of a Section 50 Licence is normally a function delegated to officers. Given the significant impact during construction on the locality concerned, it was felt appropriate for reasons of greater public transparency in the decision making, for the Planning & Regulation Committee to determine the granting, or otherwise, of the licence in this case.
9. The Local Authorities, Functions and Responsibilities, Regulations 2000 (England) as amended, means that determining a Section 50 licence under the NRWSA is not a function of the executive. Therefore, the referral here falls to this Committee, as a committee of Council, rather than to Cabinet or a Cabinet Member and the Council's Constitution provides for this.

10. The Council has a statutory duty under Section 59 of the NRSWA to use their best endeavors to co-ordinate the execution of works of all kinds (including works for road purposes) in the streets for which they are responsible.
  - a) in the interests of safety,
  - b) to minimise the inconvenience to persons using the street (having regard, in particular, to the needs of people with a disability), and
  - c) to protect the structure of the street and the integrity of apparatus in it.
11. This statutory 'duty' effectively informs determination of applications for Section 50 Licence and provides a steer that the street authority is to *authorise* street works subject to conditions which secure coordination with particular reference to the specific matters identified in S.59(1) as set out above.
12. This is consistent with the statutory code of practice, the *New Roads and Street Works Act 1991 Code of Practice for the Coordination of Street Works and Works for Road Purposes*, which also focuses on the duty of Street Authorities to coordinate all works on the highway and secure the appropriate mitigations to meet the requirements of Section 59 of the NRSWA through conditions associated with the licence. The Council must have regard to such guidance.
13. In addressing this matter, planning, which is under Oxford City Council's jurisdiction is not material. Similarly, the matters that are contained in, or subject of, separate legislations are not material to planning. Section 50 of the NRSWA also states that the grant of a Section 50 Licence "does not dispense the licensee from obtaining any other consent licence or permission which may be required" Thus it is considered that the factors necessary for determining a Section 50 Licence are entirely separate to private property arrangements. The grant of a Section 50 Licence does not affect in any way private property rights.

Therefore, the appropriate approach for the Committee is to fulfil the statutory duty to use best endeavours to co-ordinate street works by determining the suitability and sufficiency of proposed conditions to be incorporated in the licence for the purposes outlined in paragraph 10.

## **Part 2 – Application Facts and Background**

14. As part of a significant project to reduce energy costs, the Oxford University Hospital Trust (OUHT), are proposing to upgrade their heating and hot water systems at the John Radcliffe and Churchill Hospitals. This innovative scheme seeks to transfer heating via new pipelines along the public highway connecting the two sites.
15. In June this year the County Council received an application from Vital Energi, working for OUHT, for installation of 150 mm diameter district heating pre-insulated pipes on roads between and including the John Radcliffe Hospital and the Churchill Hospital. The application information is included in **Annexes 1-6**.

16. The specific route of the proposed pipe is shown at **Annex 7**. It is approximately 1.5 Km long and runs along (North to South) Woodlands Road, Sandfield Road, A420 London Road, Latimer Road, All Saints Road, Lime Walk, Old Road, and Churchill Drive.
17. Vital Energi will implement the proposal and retain responsibility until completion of the project, when the ownership is then proposed to be transferred to Aviva Investors. Aviva Investors is a global asset management business wholly owned by Aviva plc, a leading UK insurer.
18. Vital Energi have worked with Aviva on a number of projects where they design, build and construct the asset on behalf of Aviva Investors. Then once construction is complete, the ownership of the asset transfers to Aviva.
19. The proposed solution is relatively new technology within the UK but has been commonplace in other parts of Europe for several decades. This is therefore one of the first instances of this technology being installed in the public highway in England. Notwithstanding this, the Council is aware of similar proposals, both in new build and existing developments that are actively being discussed.
20. A planning application for these works has been submitted to the Local Planning Authority (Oxford City Council) and this is currently programmed to be considered on the 7<sup>th</sup> September 2016. The result of the City's Planning Committee decision, or any relevant conditions imposed, will not be known before this Committee. However, recommendations of the relevant report will be reported orally at the meeting.

### **Part 3 – Assessment of Section 50 Licence application by Vital Energi**

21. Officers have engaged with the applicant and assessed various documents included in the application. The focus of the assessment was mainly on the proposed traffic management ensuring that works were planned appropriately and fitting to the disruptive nature of the proposed works.
22. Discussions with the applicant on Traffic Management and its approval are 'in principle and without prejudice' until the decision regarding the Section 50 License and planning permission is made.
23. Officers have met the Applicant on a number of occasions, discussed the proposals and walked through affected sites during which they were able to assess the proposed programme, traffic management and works in detail and are of the view that the works planned are acceptable. This dialogue is continuing and also includes local County and City elected representatives, whose engagement in the process is very welcomed.
24. The nub of the Section 50 matter is that the works will create significant disruption to residents of Headington where local road closures, two or three way traffic signals, or one-way restrictions are being proposed by the applicant. The applicant proposes that these are to be done in stages affecting small lengths of the highway network at any one time. The total

duration of the works is currently estimated to last up to 5 months. Full details of the traffic Management proposals can be found at <http://www.ouh.nhs.uk/about/developments/energy/default.aspx>

25. During the assessment it has been identified that a number of Conditions would need to be attached to the Section 50 Licence, should it be granted, to ensure relevant information and controls are in place. These necessary Conditions, with their respective Reasons, are considered to be as follows:

**CONDITION i**

**All works shall be Noticed to the relevant Street Authority** (namely Oxfordshire County Council, hereinafter in this and following Conditions described as “the Council”) **in accordance with New Roads and Street Works Act 1991 including applying for Section 50 Licence.**

REASON:

It is a statutory requirement that the Street Authority be advised of all works on the public highway by the organisation promoting the works.

INFORMATIVE:

The promotor of the works is required to submit a Notice, to the Council, 3 months in advance of the likely start date to provide the Council the opportunity to coordinate works with any other activity in the area. The promotor is then required to submit a further notice to the Council, 10 days before the works start, to provide an actual start date.

There are several other works taking place within the Headington area at this time, including the works associated with the Council’s own Access to Headington scheme. It is therefore vitally important that the applicant conform to the statutory requirements of Noticing the Council to ensure that these works can be coordinated to mitigate the impact of them as far as practicable.

**CONDITION ii**

**All works shall comply with the Code of Practice for NRSWA, namely Chapter 8 Signing and Guarding, and reinstatements.**

REASON:

Chapter 8 Signing and Guarding is the detail by which traffic management operatives and supervisors safely carry out the placement of signing and guarding materials (for example but not limited to cones and / or barriers) to minimise the risk for the public, ensuring they should be able to see the extent and nature of the obstruction well before they reach it. It also assures appropriate physical protection of the workforce.

INFORMATIVE:

County Council officers will carry out inspections of the traffic management and materials used as the works progress as well as checking the reinstatement meets the Council’s standards once works are complete. Should the applicant fail on this Condition and works are not undertaken to standard the Council will invoke ‘in principle’ sanctions granted under the New Roads and Street Works Act 1991.

**CONDITION iii**

**Traffic Management associated with the proposed work shall be agreed, in advance of the works commencing, with the appropriate County Council officers with special emphasis on minimising disruption and inconvenience to local residents and traffic on local highway network.**

REASON:

Traffic management solutions could have a significant impact on local communities so they need to be agreed with the Council's officers who have excellent local knowledge and understanding of local issues and needs as well as likely impacts of any proposals.

INFORMATIVE:

A Network Supervisor officer of the Council (whose name will be provided to the works promoter) has the responsibility to question the best method of work and traffic management of anyone wishing to work on the highway and in this case the works promoter.

**CONDITION iv**

**Any amendments to agreed Traffic Management measures must be agreed in advance and dialogue on relevant matters must continue with County Council officers once the carriageway is excavated.**

REASON

Any changes to traffic management might impact the wider highway network and therefore changes need to be agreed in advance of works, in order to eliminate or minimise any potential detrimental effects.

INFORMATIVE:

Vital Energi must be in constant touch with the above-mentioned Network Supervisor Officer.

**CONDITION V**

**Any Temporary Traffic Regulation Orders or Temporary Traffic Signals required must be duly applied for in a timely manner.**

REASON:

Publication of Traffic Orders is a statutory requirement that allows all stakeholders to be made aware of and make comments on the proposals affecting their locality.

INFORMATIVE :

TTROs follows a 12-week process.

26. The above conditions are part of standard conditions as set out in the application form for Section 50 Licence and listed in the attached Annex 8.

**Part 4 – Conclusions and Recommendations**

Comments of the Deputy Director (Commercial)

27. In view of the proposals received and the traffic management mitigation measures proposed, in the context on the powers available to and the responsibilities of the County Council as Street Authority, there are no grounds to refuse a NRSWA Section 50 Licence to the applicant Vital Energi.
28. That the conditions (i) to (v), detailed in para 26 and the standard conditions listed in Annex 8, are attached if the Committee is minded to grant a New Roads and Street Works Act 1991 Section 50 Licence to the applicant, Vital Energi.
29. The Committee's consideration of this Licence application is distinct from any decision of the relevant Local Planning Authority (in this case Oxford City Council) to grant or not to grant planning permission for the district heating pipe.

**RECOMMENDATION**

30. It is **RECOMMENDED** that a New Roads and Street Works Act Section 50 Licence, subject to the proposed Conditions and Reasons (i) to (v) as detailed in para 26 and in Annex 8, be granted to the applicant, Vital Energi, for the street works related to installation of a district heating pipe as described in the application made and details thereof attached in Annexes 1-6.

CHRIS MCCARTHY  
Deputy Director for Environment & Economy (Commercial)

August 2016



Form SWL 2

**STREET WORKS LICENCE**  
**Section 50 New Roads and Street Works Act 1991**  
**Application for placing NEW APPARATUS in the Highway**

Those applicants not familiar with the requirements of this legislation are strongly advised to appoint a contractor with the appropriate knowledge to help complete this application and to conduct the works on their behalf.

**Non-compliance with any requirement of the New Roads and Street Works Act 1991 may result in severe financial penalties.**

Oxfordshire County Council Reference Number: S50-

**Section 1: Owner of Apparatus**

**Surname:** [Click here to enter text.](#)

**Forenames:** [Click here to enter text.](#)

**Or Full Registered Name of Company and Company Reg. No.**

Vital Energi Utilities Ltd 4050190

**Contact Name:** Lewis Simpson

**Address:** Century House, Roman Rd, Blackburn

**Postcode:** BB1 2LD                      **Tel. No:** 01254 296000  
**Email Address:** lewis.simpson@vitalenergi.co.uk  
**Fax no:** 01254 296040

**Section 2: Precise Location of Proposed Works (Detailed plans to be submitted with this form)**

**Property Name/Number:** [Click here to enter text](#)      **Road/Street:** All Saints Road

**District/Ward/Locality:** Headington      **City/Town/Village:** Oxford

**Postcode:** OX3 7AU                      **National Grid Reference:** SP 543066

<b>Category of Work</b> (Please tick)	<b>Minor Works</b> <input type="checkbox"/>	<b>Standard Works</b> <input type="checkbox"/>	<b>Major Works</b> <input checked="" type="checkbox"/>
	<hr/>		



Type of Works (e.g. Duct/Pipe/Cable): Pipe, duct & cable

Estimated Length of Work (Metres): 120

Average Depth of Excavations (Metres): 1.2 metres

Proposed Start Date: 13/09/2016 Proposed Finish Date: 16/01/2017

Hours of Working (Please tick)	Daylight <input checked="" type="checkbox"/>	24 Hours <input type="checkbox"/>	Night Time <input type="checkbox"/>	AM Only <input type="checkbox"/>
Work Lies Within (Please tick)	Verge <input type="checkbox"/>	Footway <input type="checkbox"/>	Carriageway <input checked="" type="checkbox"/>	
Traffic Control (Please tick)	Stop/Go Boards <input type="checkbox"/>	Temp. Traffic Signals <input type="checkbox"/>	Road Closure <input checked="" type="checkbox"/>	
	Priority Flow <input type="checkbox"/>	Not to be Used <input type="checkbox"/>		

**Section 3: Details of Person/Company Conducting the Works.**

Copies of New Road and Streetworks cards for Operative and Supervisor (front and back) to be submitted with this form

Contractor's Name: CPC Civils Company Reg. No: 3362396

Tel. No: 0121 766 7019

Address: 112 Cherrywood Road, Bordesley Green, Birmingham, B9 4UH

Supervisor's Name: John Francis O'Boyle Accreditation No: 22173294

Operative's Name: Ronan Cunningham Accreditation No: 25520696  
Operative's Name: Craig Holmes Accreditation No: 25352130

**Section 4: Insurance**

Public Liability Insurance of a minimum of £10 million must be provided up to the completion of the permanent reinstatement (copy of certificate to be submitted with this form)

Insurance Company: QBE Insurance (Europe) Ltd

Address Arthur J Gallagher Insurance Brokers Ltd, 3rd Floor Riverside, Cloister House, New Bailey Street, Manchester M3 5AG

Tel.No: 0161 935 2838 Policy No: Y059492QBE0115A

Expiry Date: 2nd July 2016

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**Section 5: Declaration by apparatus owner**

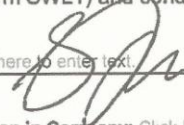
I confirm that the foregoing details are correct and acknowledge that the works referred to above will be conducted in accordance with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice together with any other conditions imposed by the Street Authority.

I also acknowledge the statutory need for me to pay the prescribed inspections fees which will be imposed by the Street Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Street Authority during the guarantee period.

I also acknowledge that the license is granted on the condition that I will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:-

- (a) the placing or presence in the street of apparatus to which the license relates;  
or
- (b) the execution by any person of any works authorised by the license.

I also acknowledge that I have read and understood the Notes for Guidance for Applicants (Form SWL1) and conditions included in section 6 of this application.

**Signature:** Click here to enter text.  **Date:** Click here to enter a date. 13/06/16

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**Name and Position in Company:** Click here to enter text Simon Jones Ops Mgr

**Section 6: Conditions**

Please refer to NRSWA Act 1991 Schedule 3 for details related to this section

1. Oxfordshire County Council accepts no responsibility for damage to installations except for damage or loss which is attributable to misconduct or negligence on the part of the Council as Highway Authority or a person for whom the Council is responsible or a third party, that is, a person for whom neither the Licensee nor the Council as Highway Authority are responsible.
2. Oxfordshire County Council accepts no responsibility for damage to third parties however caused and requires to be indemnified against any third-party claim in this respect.
3. The Licensee shall comply with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice.
4. The Licensee shall indemnify and keep indemnified the County Council in respect of any third-party claims or demands which may arise from the placing or presence in the street of the apparatus or the executing of any works to or in connection with the apparatus.
5. The Licensee shall effect insurance indemnifying the Licensee and the County Council in the terms of the indemnity set out in condition 4 hereof and shall, when required by the County Council or its agents, produce evidence of such insurance to the satisfaction of the County Council or its agents. Such insurance shall afford indemnity of not less than £10 million in respect of each and every claim save that a minimum figure of £2 million shall be substituted where works have been completed and such works have not been along, across, over, or under a carriageway or within one metre of a carriageway provided always that if further works are undertaken then the requirement to ensure the higher level shall be reinstated for the duration of the works.
6. The Licensee shall inform the County Council of the removal or relocation of any apparatus installed under this licence.
7. The Licensee shall undertake to reimburse the County Council for the cost of any inspections occasioned by the works carried out under this licence and shall liaise with the Street Works Manager on this matter.
8. The Licensee shall liaise with the Street Works Team via email (StreetWorks.TrafficManagement@Oxfordshire.gov.uk) as to the timing and execution of the works and shall comply with all notification, co-ordination, reinstatement and safety requirements of the New Roads and Street Works Act 1991.

9. The Licensee shall, upon completion of the work supply the County Council with a plan showing the as-constructed position and depth of the apparatus installed in the highway under this licence.
10. The Licensee shall refer to and comply with the requirements of NJUG Publication Volume 1, "NJUG guidelines on the positioning and colour coding of underground utilities apparatus".
11. The Licensee shall pay to the County Council all Licence, Records and Administration fees associated with this licence.
12. The Licensee shall liaise with any Sewer Authority, Bridge Authority, Transport Authority, Planning Authority or other Undertaker which may be affected by the works proposed under this licence and shall obtain any consent required from these authorities or bodies prior to the commencement of any work under this licence.
13. The Licensee shall ensure that the contractor for the works shall use the relevant accredited personnel and comply with the indemnity requirements outlined in conditions 4 and 5 above.
14. The Licensee shall comply with the requirements of NJUG Publication Number 4 when working near trees.
15. The Licensee shall comply with Schedule 3 of the New Roads and Streetworks Act 1991.
16. On receipt of the Application a relevant County Councils NRSWA Network Supervisor will be allocated to the case with whom any further contacts related to all aspects of the application need to be established and maintained. The applicant will be informed of relevant contact details.
17. The Licensee shall ensure that a Traffic Management Plan is supplied to the relevant County Councils NRSWA Network Supervisor to include dates, times, method of traffic management and reinstatement.
18. The Licensee should adhere to NRSWA Act 1991 Schedule 3 (Streetworks Licencing) conditions and provisions and the Licensee accepts the Licence upon and subject to the said terms, conditions and provisions.
19. A Street Works Licence is granted to the owner/s of the apparatus and his successors in title. Where the licensee proposes to part with the interest in the apparatus, any existing licence must be transferred in the name of the new owner/s. Written notice shall be given to the Street Authority stating that ownership is to be transferred and to whom, whereupon Form XXX (Application for Transfer of Licence Ownership) shall be issued for completion and returned by the new owner/s



Form SWL 2

**STREET WORKS LICENCE**  
**Section 50 New Roads and Street Works Act 1991**  
**Application for placing NEW APPARATUS in the Highway**

Those applicants not familiar with the requirements of this legislation are strongly advised to appoint a contractor with the appropriate knowledge to help complete this application and to conduct the works on their behalf.

**Non-compliance with any requirement of the New Roads and Street Works Act 1991 may result in severe financial penalties.**

Oxfordshire County Council Reference Number:           S50-          

**Section 1: Owner of Apparatus**

**Surname:** [Click here to enter text.](#)  
**Forenames:** [Click here to enter text.](#)

**Or Full Registered Name of Company and Company Reg. No.**

Vital Energi Utilities Ltd 4050190

**Contact Name:** Lewis Simpson

**Address:** Century House, Roman Rd, Blackburn

**Postcode:** BB1 2LD                      **Tel. No:** 01254 296000  
**Email Address:** lewis.simpson@vitalenergi.co.uk  
**Fax no:** 01254 296040

**Section 2: Precise Location of Proposed Works (Detailed plans to be submitted with this form)**

**Property Name/Number:** [Click here to enter text.](#)      **Road/Street:** Latimer Road

**District/Ward/Locality:** Headington      **City/Town/Village:** Oxford

**Postcode:** OX3 7PF                      **National Grid Reference:** SP 541068

Category of Work (Please tick)	Minor Works	<input type="checkbox"/>	Standard Works	<input type="checkbox"/>	Major Works	<input checked="" type="checkbox"/>

Type of Works (e.g. Duct/Pipe/Cable): Pipe, duct & cable

Estimated Length of Work (Metres): 280

Average Depth of Excavations (Metres): 1.2 metres

Proposed Start Date: 13/09/2016 Proposed Finish Date: 16/01/2017

Hours of Working (Please tick)	Daylight <input checked="" type="checkbox"/>	24 Hours <input type="checkbox"/>	Night Time <input type="checkbox"/>	AM Only <input type="checkbox"/>
Work Lies Within (Please tick)	Verge <input type="checkbox"/>	Footway <input type="checkbox"/>	Carriageway <input checked="" type="checkbox"/>	
Traffic Control (Please tick)	Stop/Go Boards <input type="checkbox"/>	Temp. Traffic Signals <input type="checkbox"/>	Road Closure <input checked="" type="checkbox"/>	
	Priority Flow <input type="checkbox"/>	Not to be Used <input type="checkbox"/>		

**Section 3: Details of Person/Company Conducting the Works.**

Copies of New Road and Streetworks cards for Operative and Supervisor (front and back) to be submitted with this form

Contractor's Name: CPC Civils Company Reg. No: 3362396

Tel. No: 0121 766 7019

Address: 112 Cherrywood Road, Bordesley Green, Birmingham, B9 4UH

Supervisor's Name: John Francis O'Boyle Accreditation No: 22173294

Operative's Name: Ronan Cunningham Accreditation No: 25520696  
Operative's Name: Craig Holmes Accreditation No: 25352130

**Section 4: Insurance**

Public Liability Insurance of a minimum of £10 million must be provided up to the completion of the permanent reinstatement (copy of certificate to be submitted with this form)

Insurance Company: QBE Insurance (Europe) Ltd

Address Arthur J Gallagher Insurance Brokers Ltd, 3<sup>rd</sup> Floor Riverside, Cloister House, New Bailey Street, Manchester M3 5AG

Tel.No: 0161 935 2838 Policy No: Y059492QBE0115A

Expiry Date: 2nd July 2016

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**Section 5: Declaration by apparatus owner**

I confirm that the foregoing details are correct and acknowledge that the works referred to above will be conducted in accordance with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice together with any other conditions imposed by the Street Authority.

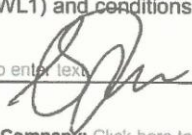
I also acknowledge the statutory need for me to pay the prescribed inspections fees which will be imposed by the Street Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Street Authority during the guarantee period.

I also acknowledge that the license is granted on the condition that I will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:-

- (a) the placing or presence in the street of apparatus to which the license relates; or
- (b) the execution by any person of any works authorised by the license.

I also acknowledge that I have read and understood the Notes for Guidance for Applicants (Form SWL1) and conditions included in section 6 of this application.

**Signature:** Click here to enter text



**Date:** Click here to enter date.

13/06/16

**Name and Position in Company:** Click here to enter text

Simon Jones Ops Mgr

Street Works Licence Conditions and Authorisation

**Section 6: Conditions**

Please refer to NRSWA Act 1991 Schedule 3 for details related to this section

1. Oxfordshire County Council accepts no responsibility for damage to installations except for damage or loss which is attributable to misconduct or negligence on the part of the Council as Highway Authority or a person for whom the Council is responsible or a third party, that is, a person for whom neither the Licensee nor the Council as Highway Authority are responsible.
2. Oxfordshire County Council accepts no responsibility for damage to third parties however caused and requires to be indemnified against any third-party claim in this respect.
3. The Licensee shall comply with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice.
4. The Licensee shall indemnify and keep indemnified the County Council in respect of any third-party claims or demands which may arise from the placing or presence in the street of the apparatus or the executing of any works to or in connection with the apparatus.
5. The Licensee shall effect insurance indemnifying the Licensee and the County Council in the terms of the indemnity set out in condition 4 hereof and shall, when required by the County Council or its agents, produce evidence of such insurance to the satisfaction of the County Council or its agents. Such insurance shall afford indemnity of not less than £10 million in respect of each and every claim save that a minimum figure of £2 million shall be substituted where works have been completed and such works have not been along, across, over, or under a carriageway or within one metre of a carriageway provided always that if further works are undertaken then the requirement to ensure the higher level shall be reinstated for the duration of the works.
6. The Licensee shall inform the County Council of the removal or relocation of any apparatus installed under this licence.
7. The Licensee shall undertake to reimburse the County Council for the cost of any inspections occasioned by the works carried out under this licence and shall liaise with the Street Works Manager on this matter.
8. The Licensee shall liaise with the Street Works Team via email (StreetWorks.TrafficManagement@Oxfordshire.gov.uk) as to the timing and execution of the works and shall comply with all notification, co-ordination, reinstatement and safety requirements of the New Roads and Street Works Act 1991.



9. The Licensee shall, upon completion of the work supply the County Council with a plan showing the as-constructed position and depth of the apparatus installed in the highway under this licence.
10. The Licensee shall refer to and comply with the requirements of NJUG Publication Volume 1, "NJUG guidelines on the positioning and colour coding of underground utilities apparatus".
11. The Licensee shall pay to the County Council all Licence, Records and Administration fees associated with this licence.
12. The Licensee shall liaise with any Sewer Authority, Bridge Authority, Transport Authority, Planning Authority or other Undertaker which may be affected by the works proposed under this licence and shall obtain any consent required from these authorities or bodies prior to the commencement of any work under this licence.
13. The Licensee shall ensure that the contractor for the works shall use the relevant accredited personnel and comply with the indemnity requirements outlined in conditions 4 and 5 above.
14. The Licensee shall comply with the requirements of NJUG Publication Number 4 when working near trees.
15. The Licensee shall comply with Schedule 3 of the New Roads and Streetworks Act 1991.
16. On receipt of the Application a relevant County Councils NRSWA Network Supervisor will be allocated to the case with whom any further contacts related to all aspects of the application need to be established and maintained. The applicant will be informed of relevant contact details.
17. The Licensee shall ensure that a Traffic Management Plan is supplied to the relevant County Councils NRSWA Network Supervisor to include dates, times, method of traffic management and reinstatement.
18. The Licensee should adhere to NRSWA Act 1991 Schedule 3 (Streetworks Licencing) conditions and provisions and the Licensee accepts the Licence upon and subject to the said terms, conditions and provisions.
19. A Street Works Licence is granted to the owner/s of the apparatus and his successors in title. Where the licensee proposes to part with the interest in the apparatus, any existing licence must be transferred in the name of the new owner/s. Written notice shall be given to the Street Authority stating that ownership is to be transferred and to whom, whereupon Form XXX (Application for Transfer of Licence Ownership) shall be issued for completion and returned by the new owner/s

Type of Works (e.g. Duct/Pipe/Cable): Pipe, duct & cable

Estimated Length of Work (Metres): 310

Average Depth of Excavations (Metres): 1.2 metres

Proposed Start Date: 13/09/2016 Proposed Finish Date: 27/11/2016

Hours of Working (Please tick)	Daylight	<input checked="" type="checkbox"/>	24 Hours	<input type="checkbox"/>	Night Time	<input type="checkbox"/>	AM Only	<input type="checkbox"/>
	Work Lies Within (Please tick)	Verge	<input type="checkbox"/>	Footway	<input type="checkbox"/>	Carriageway	<input checked="" type="checkbox"/>	
Traffic Control (Please tick)	Stop/Go Boards	<input type="checkbox"/>	Temp. Traffic Signals	<input checked="" type="checkbox"/>	Road Closure	<input checked="" type="checkbox"/>		
		Priority Flow	<input type="checkbox"/>	Not to be Used	<input type="checkbox"/>			

**Section 3: Details of Person/Company Conducting the Works.**

Copies of New Road and Streetworks cards for Operative and Supervisor (front and back) to be submitted with this form

Contractor's Name: CPC Civils Company Reg. No: 3362396

Tel. No: 0121 766 7019

Address: 112 Cherrywood Road, Bordesley Green, Birmingham, B9 4UH

Supervisor's Name: John Francis O'Boyle Accreditation No: 22173294

Operative's Name: Ronan Cunningham Accreditation No: 25520696  
Operative's Name: Craig Holmes Accreditation No: 25352130

**Section 4: Insurance**

Public Liability Insurance of a minimum of £10 million must be provided up to the completion of the permanent reinstatement (copy of certificate to be submitted with this form)

Insurance Company: QBE Insurance (Europe) Ltd

Address Arthur J Gallagher Insurance Brokers Ltd, 3rd Floor Riverside, Cloister House, New Bailey Street, Manchester M3 5AG

Tel.No: 0161 935 2838 Policy No: Y059492QBE0115A

Expiry Date: 2nd July 2016

**Section 5: Declaration by apparatus owner**

I confirm that the foregoing details are correct and acknowledge that the works referred to above will be conducted in accordance with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice together with any other conditions imposed by the Street Authority.

I also acknowledge the statutory need for me to pay the prescribed inspections fees which will be imposed by the Street Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Street Authority during the guarantee period.

I also acknowledge that the license is granted on the condition that I will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:-

- (a) the placing or presence in the street of apparatus to which the license relates;  
or
- (b) the execution by any person of any works authorised by the license.

I also acknowledge that I have read and understood the Notes for Guidance for Applicants (Form SWL1) and conditions included in section 6 of this application.

**Signature:** Click here to enter text  **Date:** Click here to enter a date. 13/06/16

**Name and Position in Company:** Click here to enter text Simon Jones Ops Mgr

**Section 6: Conditions**

Please refer to NRSWA Act 1991 Schedule 3 for details related to this section

1. Oxfordshire County Council accepts no responsibility for damage to installations except for damage or loss which is attributable to misconduct or negligence on the part of the Council as Highway Authority or a person for whom the Council is responsible or a third party, that is, a person for whom neither the Licensee nor the Council as Highway Authority are responsible.
2. Oxfordshire County Council accepts no responsibility for damage to third parties however caused and requires to be indemnified against any third-party claim in this respect.
3. The Licensee shall comply with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice.
4. The Licensee shall indemnify and keep indemnified the County Council in respect of any third-party claims or demands which may arise from the placing or presence in the street of the apparatus or the executing of any works to or in connection with the apparatus.
5. The Licensee shall effect insurance indemnifying the Licensee and the County Council in the terms of the indemnity set out in condition 4 hereof and shall, when required by the County Council or its agents, produce evidence of such insurance to the satisfaction of the County Council or its agents. Such insurance shall afford indemnity of not less than £10 million in respect of each and every claim save that a minimum figure of £2 million shall be substituted where works have been completed and such works have not been along, across, over, or under a carriageway or within one metre of a carriageway provided always that if further works are undertaken then the requirement to ensure the higher level shall be reinstated for the duration of the works.
6. The Licensee shall inform the County Council of the removal or relocation of any apparatus installed under this licence.
7. The Licensee shall undertake to reimburse the County Council for the cost of any inspections occasioned by the works carried out under this licence and shall liaise with the Street Works Manager on this matter.
8. The Licensee shall liaise with the Street Works Team via email (StreetWorks.TrafficManagement@Oxfordshire.gov.uk) as to the timing and execution of the works and shall comply with all notification, co-ordination, reinstatement and safety requirements of the New Roads and Street Works Act 1991.

9. The Licensee shall, upon completion of the work supply the County Council with a plan showing the as-constructed position and depth of the apparatus installed in the highway under this licence.
10. The Licensee shall refer to and comply with the requirements of NJUG Publication Volume 1, "NJUG guidelines on the positioning and colour coding of underground utilities apparatus".
11. The Licensee shall pay to the County Council all Licence, Records and Administration fees associated with this licence.
12. The Licensee shall liaise with any Sewer Authority, Bridge Authority, Transport Authority, Planning Authority or other Undertaker which may be affected by the works proposed under this licence and shall obtain any consent required from these authorities or bodies prior to the commencement of any work under this licence.
13. The Licensee shall ensure that the contractor for the works shall use the relevant accredited personnel and comply with the indemnity requirements outlined in conditions 4 and 5 above.
14. The Licensee shall comply with the requirements of NJUG Publication Number 4 when working near trees.
15. The Licensee shall comply with Schedule 3 of the New Roads and Streetworks Act 1991.
16. On receipt of the Application a relevant County Councils NRSWA Network Supervisor will be allocated to the case with whom any further contacts related to all aspects of the application need to be established and maintained. The applicant will be informed of relevant contact details.
17. The Licensee shall ensure that a Traffic Management Plan is supplied to the relevant County Councils NRSWA Network Supervisor to include dates, times, method of traffic management and reinstatement.
18. The Licensee should adhere to NRSWA Act 1991 Schedule 3 (Streetworks Licencing) conditions and provisions and the Licensee accepts the Licence upon and subject to the said terms, conditions and provisions.
19. A Street Works Licence is granted to the owner/s of the apparatus and his successors in title. Where the licensee proposes to part with the interest in the apparatus, any existing licence must be transferred in the name of the new owner/s. Written notice shall be given to the Street Authority stating that ownership is to be transferred and to whom, whereupon Form XXX (Application for Transfer of Licence Ownership) shall be issued for completion and returned by the new owner/s



Form SWL 2

**STREET WORKS LICENCE**  
**Section 50 New Roads and Street Works Act 1991**  
**Application for placing NEW APPARATUS in the Highway**

Those applicants not familiar with the requirements of this legislation are strongly advised to appoint a contractor with the appropriate knowledge to help complete this application and to conduct the works on their behalf.

**Non-compliance with any requirement of the New Roads and Street Works Act 1991 may result in severe financial penalties.**

Oxfordshire County Council Reference Number: S50-

**Section 1: Owner of Apparatus**

**Surname:** [Click here to enter text.](#)

**Forenames:** [Click here to enter text.](#)

**Or Full Registered Name of Company and Company Reg. No.**

Vital Energi Utilities Ltd 4050190

**Contact Name:** Lewis Simpson

**Address:** Century House, Roman Rd, Blackburn

**Postcode:** BB1 2LD      **Tel. No:** 01254 296000  
**Email Address:** lewis.simpson@vitalenergi.co.uk  
**Fax no:** 01254 296040

**Section 2: Precise Location of Proposed Works (Detailed plans to be submitted with this form)**

**Property Name/Number:** [Click here to enter text](#)      **Road/Street:** Old Road

**District/Ward/Locality:** Headington      **City/Town/Village:** Oxford

**Postcode:** OX3      **National Grid Reference:** SP 544063

Category of Work (Please tick)	Minor Works	<input type="checkbox"/>	Standard Works	<input type="checkbox"/>	Major Works	<input checked="" type="checkbox"/>

Type of Works (e.g. Duct/Pipe/Cable): Pipe, duct & cable

Estimated Length of Work (Metres): 55

Average Depth of Excavations (Metres): 1.2 metres

Proposed Start Date: 21/11/2016 Proposed Finish Date: 04/12/2016

Hours of Working (Please tick)	Daylight <input checked="" type="checkbox"/>	24 Hours <input type="checkbox"/>	Night Time <input type="checkbox"/>	AM Only <input type="checkbox"/>
Work Lies Within (Please tick)	Verge <input type="checkbox"/>	Footway <input type="checkbox"/>	Carriageway <input checked="" type="checkbox"/>	
Traffic Control (Please tick)	Stop/Go Boards <input type="checkbox"/>	Temp. Traffic Signals <input checked="" type="checkbox"/>	Road Closure <input type="checkbox"/>	
	Priority Flow <input type="checkbox"/>	Not to be Used <input type="checkbox"/>		

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Tel. No: 0121 766 7019

Address: 112 Cherrywood Road, Bordesley Green, Birmingham, B9 4UH

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Operative's Name: Ronan Cunningham Accreditation No: 25520696  
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Tel.No: 0161 935 2838 Policy No: Y059492QBE0115A

Expiry Date: 2nd July 2016

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**Section 5: Declaration by apparatus owner**


I confirm that the foregoing details are correct and acknowledge that the works referred to above will be conducted in accordance with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice together with any other conditions imposed by the Street Authority.


I also acknowledge the statutory need for me to pay the prescribed inspections fees which will be imposed by the Street Authority, including any defect inspection fees and the cost of any necessary remedial works conducted by the Street Authority during the guarantee period.

I also acknowledge that the license is granted on the condition that I will indemnify the Street Authority against any claim in respect of injury, damage or loss arising out of:-

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- (b) the execution by any person of any works authorised by the license.

I also acknowledge that I have read and understood the Notes for Guidance for Applicants (Form SWL1) and conditions included in section 6 of this application.

Signature:  Click here to enter text. Date: 13/06/16 Click here to enter date.

Name and Position in Company:  Click here to enter text. Sharon Jones Ops Mgr

Street Works Licence Conditions and Authorisation



Form SWL 2

**STREET WORKS LICENCE**  
**Section 50 New Roads and Street Works Act 1991**  
**Application for placing NEW APPARATUS in the Highway**

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Oxfordshire County Council Reference Number: S50- \_\_\_\_\_

**Section 1: Owner of Apparatus**

**Surname:** [Click here to enter text.](#)

**Forenames:** [Click here to enter text.](#)

**Or Full Registered Name of Company and Company Reg. No.**

Vital Energi Utilities Ltd 4050190

**Contact Name:** Lewis Simpson

**Address:** Century House, Roman Rd, Blackburn

**Postcode:** BB1 2LD      **Tel. No:** 01254 296000  
**Email Address:** lewis.simpson@vitalenergi.co.uk  
**Fax no:** 01254 296040

**Section 2: Precise Location of Proposed Works (Detailed plans to be submitted with this form)**

**Property Name/Number:** [Click here to enter text.](#)      **Road/Street:** Lime Walk

**District/Ward/Locality:** Headington      **City/Town/Village:** Oxford

**Postcode:** OX3 7AF      **National Grid Reference:** SP 544065

**Category of Work**  
(Please tick)

<b>Minor Works</b>	<input type="checkbox"/>	<b>Standard Works</b>	<input type="checkbox"/>	<b>Major Works</b>	<input checked="" type="checkbox"/>
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**Section 6: Conditions**

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5. The Licensee shall effect insurance indemnifying the Licensee and the County Council in the terms of the indemnity set out in condition 4 hereof and shall, when required by the County Council or its agents, produce evidence of such insurance to the satisfaction of the County Council or its agents. Such insurance shall afford indemnity of not less than £10 million in respect of each and every claim save that a minimum figure of £2 million shall be substituted where works have been completed and such works have not been along, across, over, or under a carriageway or within one metre of a carriageway provided always that if further works are undertaken then the requirement to ensure the higher level shall be reinstated for the duration of the works.
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12. The Licensee shall liaise with any Sewer Authority, Bridge Authority, Transport Authority, Planning Authority or other Undertaker which may be affected by the works proposed under this licence and shall obtain any consent required from these authorities or bodies prior to the commencement of any work under this licence.
13. The Licensee shall ensure that the contractor for the works shall use the relevant accredited personnel and comply with the indemnity requirements outlined in conditions 4 and 5 above.
14. The Licensee shall comply with the requirements of NJUG Publication Number 4 when working near trees.
15. The Licensee shall comply with Schedule 3 of the New Roads and Streetworks Act 1991.
16. On receipt of the Application a relevant County Councils NRSWA Network Supervisor will be allocated to the case with whom any further contacts related to all aspects of the application need to be established and maintained. The applicant will be informed of relevant contact details.
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19. A Street Works Licence is granted to the owner/s of the apparatus and his successors in title. Where the licensee proposes to part with the interest in the apparatus, any existing licence must be transferred in the name of the new owner/s. Written notice shall be given to the Street Authority stating that ownership is to be transferred and to whom, whereupon Form XXX (Application for Transfer of Licence Ownership) shall be issued for completion and returned by the new owner/s



Form SWL 2

**STREET WORKS LICENCE**  
**Section 50 New Roads and Street Works Act 1991**  
**Application for placing NEW APPARATUS in the Highway**

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**Non-compliance with any requirement of the New Roads and Street Works Act 1991 may result in severe financial penalties.**

Oxfordshire County Council Reference Number: S50-

**Section 1: Owner of Apparatus**

**Surname:** [Click here to enter text.](#)

**Forenames:** [Click here to enter text.](#)

**Or Full Registered Name of Company and Company Reg. No.**

Vital Energi Utilities Ltd 4050190

**Contact Name:** Lewis Simpson

**Address:** Century House, Roman Rd, Blackburn

**Postcode:** BB1 2LD      **Tel. No:** 01254 296000  
**Email Address:** lewis.simpson@vitalenergi.co.uk  
**Fax no:** 01254 296040

**Section 2: Precise Location of Proposed Works (Detailed plans to be submitted with this form)**

**Property Name/Number:** [Click here to enter text](#)      **Road/Street:** Old Road

**District/Ward/Locality:** Headington      **City/Town/Village:** Oxford

**Postcode:** OX3      **National Grid Reference:** SP 544063

Category of Work (Please tick)	Minor Works	<input type="checkbox"/>	Standard Works	<input type="checkbox"/>	Major Works	<input checked="" type="checkbox"/>

Type of Works (e.g. Duct/Pipe/Cable): Pipe, duct & cable

Estimated Length of Work (Metres): 55

Average Depth of Excavations (Metres): 1.2 metres

Proposed Start Date: 21/11/2016 Proposed Finish Date: 04/12/2016

Hours of Working (Please tick)	Daylight <input checked="" type="checkbox"/>	24 Hours <input type="checkbox"/>	Night Time <input type="checkbox"/>	AM Only <input type="checkbox"/>
Work Lies Within (Please tick)	Verge <input type="checkbox"/>	Footway <input type="checkbox"/>	Carriageway <input checked="" type="checkbox"/>	
Traffic Control (Please tick)	Stop/Go Boards <input type="checkbox"/>	Temp. Traffic Signals <input checked="" type="checkbox"/>	Road Closure <input type="checkbox"/>	
	Priority Flow <input type="checkbox"/>	Not to be Used <input type="checkbox"/>		

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Tel. No: 0121 766 7019

Address: 112 Cherrywood Road, Bordesley Green, Birmingham, B9 4UH

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Tel.No: 0161 935 2838 Policy No: Y059492QBE0115A

Expiry Date: 2nd July 2016

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**Section 5: Declaration by apparatus owner**


I confirm that the foregoing details are correct and acknowledge that the works referred to above will be conducted in accordance with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice together with any other conditions imposed by the Street Authority.

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- (a) the placing or presence in the street of apparatus to which the license relates; or
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I also acknowledge that I have read and understood the Notes for Guidance for Applicants (Form SWL1) and conditions included in section 6 of this application.

**Signature:**  **Date:** 13/06/16

**Name and Position in Company:** Sharon Jones Ops Mgr

**Section 6: Conditions**

Please refer to NRSWA Act 1991 Schedule 3 for details related to this section

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6. The Licensee shall inform the County Council of the removal or relocation of any apparatus installed under this licence.
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Form SWL 2

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Oxfordshire County Council Reference Number:           S50-          

**Section 1: Owner of Apparatus**

**Surname:** [Click here to enter text.](#)

**Forenames:** [Click here to enter text.](#)

**Or Full Registered Name of Company and Company Reg. No.**

Vital Energi Utilities Ltd 4050190

**Contact Name:** Lewis Simpson

**Address:** Century House, Roman Rd, Blackburn

**Postcode:** BB1 2LD                      **Tel. No:** 01254 296000  
**Email Address:** lewis.simpson@vitalenergi.co.uk  
**Fax no:** 01254 296040

**Section 2: Precise Location of Proposed Works (Detailed plans to be submitted with this form)**

**Property Name/Number:** [Click here to enter text](#)      **Road/Street:** Sandfield Road

**District/Ward/Locality:** Headington      **City/Town/Village:** Oxford

**Postcode:** OX3 7RQ                      **National Grid Reference:** SP 540070

**Category of Work**  
(Please tick)

<b>Minor Works</b>	<input type="checkbox"/>
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<b>Standard Works</b>	<input type="checkbox"/>
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<b>Major Works</b>	<input checked="" type="checkbox"/>
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Type of Works (e.g. Duct/Pipe/Cable): Pipe, duct & cable

Estimated Length of Work (Metres): 240

Average Depth of Excavations (Metres): 1.2 metres

Proposed Start Date: 13/09/2016 Proposed Finish Date: 20/11/2016

Hours of Working (Please tick)	Daylight	<input checked="" type="checkbox"/>	24 Hours	<input type="checkbox"/>	Night Time	<input type="checkbox"/>	AM Only	<input type="checkbox"/>
	Work Lies Within (Please tick)	Verge	<input type="checkbox"/>	Footway	<input type="checkbox"/>	Carriageway	<input checked="" type="checkbox"/>	
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**Signature:** Click here to enter text.



**Date:** Click here to enter text.

13/06/16

**Name and Position in Company:** Click here to enter text.

Simon Jones Ops Mgr

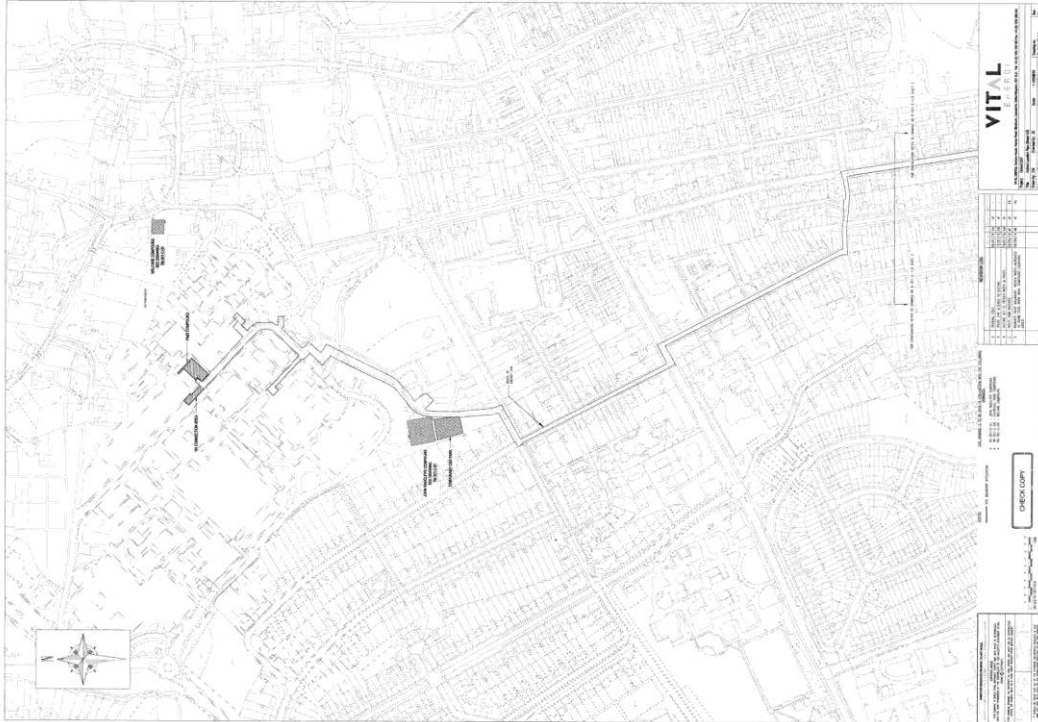
Street Works Licence Conditions and Authorisation

**Section 6: Conditions**

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5. The Licensee shall effect insurance indemnifying the Licensee and the County Council in the terms of the indemnity set out in condition 4 hereof and shall, when required by the County Council or its agents, produce evidence of such insurance to the satisfaction of the County Council or its agents. Such insurance shall afford indemnity of not less than £10 million in respect of each and every claim save that a minimum figure of £2 million shall be substituted where works have been completed and such works have not been along, across, over, or under a carriageway or within one metre of a carriageway provided always that if further works are undertaken then the requirement to ensure the higher level shall be reinstated for the duration of the works.
6. The Licensee shall inform the County Council of the removal or relocation of any apparatus installed under this licence.
7. The Licensee shall undertake to reimburse the County Council for the cost of any inspections occasioned by the works carried out under this licence and shall liaise with the Street Works Manager on this matter.
8. The Licensee shall liaise with the Street Works Team via email (StreetWorks.TrafficManagement@Oxfordshire.gov.uk) as to the timing and execution of the works and shall comply with all notification, co-ordination, reinstatement and safety requirements of the New Roads and Street Works Act 1991.

9. The Licensee shall, upon completion of the work supply the County Council with a plan showing the as-constructed position and depth of the apparatus installed in the highway under this licence.
10. The Licensee shall refer to and comply with the requirements of NJUG Publication Volume 1, "NJUG guidelines on the positioning and colour coding of underground utilities apparatus".
11. The Licensee shall pay to the County Council all Licence, Records and Administration fees associated with this licence.
12. The Licensee shall liaise with any Sewer Authority, Bridge Authority, Transport Authority, Planning Authority or other Undertaker which may be affected by the works proposed under this licence and shall obtain any consent required from these authorities or bodies prior to the commencement of any work under this licence.
13. The Licensee shall ensure that the contractor for the works shall use the relevant accredited personnel and comply with the indemnity requirements outlined in conditions 4 and 5 above.
14. The Licensee shall comply with the requirements of NJUG Publication Number 4 when working near trees.
15. The Licensee shall comply with Schedule 3 of the New Roads and Streetworks Act 1991.
16. On receipt of the Application a relevant County Councils NRSWA Network Supervisor will be allocated to the case with whom any further contacts related to all aspects of the application need to be established and maintained. The applicant will be informed of relevant contact details.
17. The Licensee shall ensure that a Traffic Management Plan is supplied to the relevant County Councils NRSWA Network Supervisor to include dates, times, method of traffic management and reinstatement.
18. The Licensee should adhere to NRSWA Act 1991 Schedule 3 (Streetworks Licencing) conditions and provisions and the Licensee accepts the Licence upon and subject to the said terms, conditions and provisions.
19. A Street Works Licence is granted to the owner/s of the apparatus and his successors in title. Where the licensee proposes to part with the interest in the apparatus, any existing licence must be transferred in the name of the new owner/s. Written notice shall be given to the Street Authority stating that ownership is to be transferred and to whom, whereupon Form XXX (Application for Transfer of Licence Ownership) shall be issued for completion and returned by the new owner/s



**Annex 8.**

Standard Conditions

Please refer to NRSWA Act 1991 Schedule 3 for details related to this section

1. Oxfordshire County Council accepts no responsibility for damage to installations except for damage or loss which is attributable to misconduct or negligence on the part of the Council as Highway Authority or a person for whom the Council is responsible or a third party, that is, a person for whom neither the Licensee nor the Council as Highway Authority are responsible.
2. Oxfordshire County Council accepts no responsibility for damage to third parties however caused and requires to be indemnified against any third-party claim in this respect.
3. The Licensee shall comply with the requirements of the New Roads and Street Works Act 1991, associated legislation and Codes of Practice.
4. The Licensee shall indemnify and keep indemnified the County Council in respect of any third-party claims or demands which may arise from the placing or presence in the street of the apparatus or the executing of any works to or in connection with the apparatus.
5. The Licensee shall effect insurance indemnifying the Licensee and the County Council in the terms of the indemnity set out in condition 4 hereof and shall, when required by the County Council or its agents, produce evidence of such insurance to the satisfaction of the County Council or its agents. Such insurance shall afford indemnity of not less than £10 million in respect of each and every claim save that a minimum figure of £2 million shall be substituted where works have been completed and such works have not been along, across, over, or under a carriageway or within one metre of a carriageway provided always that if further works are undertaken then the requirement to ensure the higher level shall be reinstated for the duration of the works.
6. The Licensee shall inform the County Council of the removal or relocation of any apparatus installed under this licence.
7. The Licensee shall undertake to reimburse the County Council for the cost of any inspections occasioned by the works carried out under this licence and shall liaise with the Street Works Manager on this matter.
8. The Licensee shall liaise with the Street Works Team via email (StreetWorks.TrafficManagement@Oxfordshire.gov.uk) as to the timing and execution of the works and shall comply with all notification, co-ordination, reinstatement and safety requirements of the New Roads and Street Works Act 1991.

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9. The Licensee shall, upon completion of the work supply the County Council with a plan showing the as-constructed position and depth of the apparatus installed in the highway under this licence.
10. The Licensee shall refer to and comply with the requirements of NJUG Publication Volume 1, "NJUG guidelines on the positioning and colour coding of underground utilities apparatus".
11. The Licensee shall pay to the County Council all Licence, Records and Administration fees associated with this licence.
12. The Licensee shall liaise with any Sewer Authority, Bridge Authority, Transport Authority, Planning Authority or other Undertaker which may be affected by the works proposed under this licence and shall obtain any consent required from these authorities or bodies prior to the commencement of any work under this licence.
13. The Licensee shall ensure that the contractor for the works shall use the relevant accredited personnel and comply with the indemnity requirements outlined in conditions 4 and 5 above.
14. The Licensee shall comply with the requirements of NJUG Publication Number 4 when working near trees.
15. The Licensee shall comply with Schedule 3 of the New Roads and Streetworks Act 1991.
16. On receipt of the Application a relevant County Councils NRSWA Network Supervisor will be allocated to the case with whom any further contacts related to all aspects of the application need to be established and maintained. The applicant will be informed of relevant contact details.
17. The Licensee shall ensure that a Traffic Management Plan is supplied to the relevant County Councils NRSWA Network Supervisor to include dates, times, method of traffic management and reinstatement.
18. The Licensee should adhere to NRSWA Act 1991 Schedule 3 (Streetworks Licencing) conditions and provisions and the Licensee accepts the Licence upon and subject to the said terms, conditions and provisions.
19. A Street Works Licence is granted to the owner/s of the apparatus and his successors in title. Where the licensee proposes to part with the interest in the apparatus, any existing licence must be transferred in the name of the new owner/s. Written notice shall be given to the Street Authority stating that ownership is to be transferred and to whom, whereupon Form XXX (Application for Transfer of Licence Ownership) shall be issued for completion and returned by the new owner/s