

APPLICATION FOR A SITE AND TABLE-TOP MEETING

Pre-Meeting Information Required

Traffic Management Plans indicating the location and extent of the works and your proposals for traffic management must be returned with this form.

Your traffic management plans must also be forwarded to:

Police Scotland: traffic.mgt@lbp.pnn.police.uk

Lothian Buses plc: jwhite@lothianbuses.co.uk and ybird@lothianbuses.co.uk

Anybody who will be involved in the works on your behalf, e.g. sub-contractor, traffic management contractor, should also be represented at the Meeting. Please ensure that the relevant people attend.

About You	
I am a:	<input type="checkbox"/> Contractor <input type="checkbox"/> Developer <input type="checkbox"/> Statutory Undertaker <input type="checkbox"/> Other
Company Name:	<input type="text"/>
Contact Name:	<input type="text"/> Phone No: <input type="text"/>
E-Mail:	<input type="text"/>
I am carrying out work on behalf of a:	<input type="checkbox"/> Contractor <input type="checkbox"/> Statutory Undertaker <input type="checkbox"/> Developer <input type="checkbox"/> Other
Company Name:	<input type="text"/>
Contact Name:	<input type="text"/> Phone No: <input type="text"/>
E-Mail Address:	<input type="text"/>

APPLICATION FOR A SITE AND TABLE-TOP MEETING

About the Works Location:

Street Name(s):

Location in Street:

About the Proposed Works

Purpose of Works:

Utility Works

Development

Section 109 / Other

Description of Planned Works:

Proposed Start
Date:

Proposed End Date:

Duration (Days):

SRWR LA Ref: *

You should return this form to Roadoccupation@edinburgh.gov.uk.



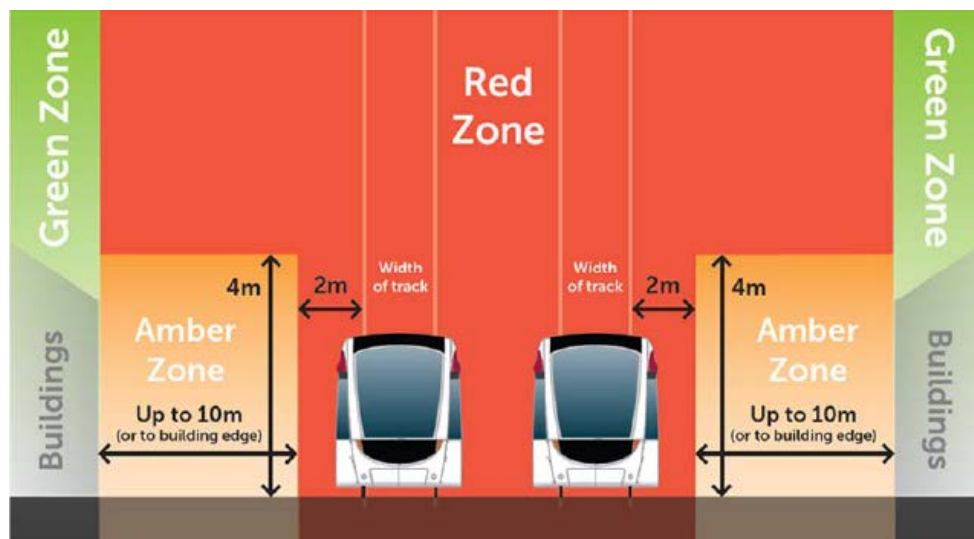
Authorisation is required to work on or near Edinburgh Trams

The Hazard Zone defines the area within which there is the potential for encountering **live** voltage cables and tramway infrastructure and is defined in the drawing below.

Authorisation is required for **all** work carried out within the Red Hazard Zone and other situations. Authorisation may be required for work carried out in the Amber Hazard Zone.

Unauthorised work can be dangerous and is contrary to the Edinburgh Tram Byelaws and New Roads and Street Works Act (Scotland) 1991 Section 152.

It is **your** responsibility to obtain an Authorisation to Work from Edinburgh Trams in addition to any permit applied for from The City of Edinburgh Council.



To apply for authorisation for any works in proximity of the Hazard Zone, an Authority to Work (AtW) must be submitted in the first instance saying when and where the work will be carried out, and describing the work to be done.

Apply here: <http://edinburghtrams.com/community/working-around-trams>

Further information regarding working in proximity to power lines and cables can be obtained from the Health & Safety Executive, Guidance Note GS6 'Avoiding Danger from Overhead Power Lines'.

Contact Edinburgh Trams General Enquiries on 0131 622 8910 (recorded line) or email tram.control@edinburghtrams.com.

In case of an emergency, please dial 0131 622 8919 (recorded line).