

**APPLICATION FOR CONSENT LICENCE TO OCCUPY A PORTION OF  
ROAD(S) TEMPORARILY FOR OVERSAILING OF A TOWER CRANE IN  
CONNECTION WITH BUILDING OPERATIONS UNDER ROADS (SCOTLAND)  
ACT 1984 SECTION 90**

To: Road Maintenance Partnership (Sustainable Transport and Roads) City Development  
Department, Dundee City Council, Contracts House, 1 Soutar Street, Dundee, DD3 8SS.

**1 Site Address**

House Name/Number: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**2 Applicant Details (the**

**Licensee) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone Number (Business Hours): \_\_\_\_\_

Telephone Number (Outwith Business  
Hours - for Emergency Contact): \_\_\_\_\_

**3 Crane Supplier Details**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone Number (Business Hours): \_\_\_\_\_

Telephone Number (Outwith Business  
Hours - for Emergency Contact): \_\_\_\_\_

**4 Proposed Start Date of the Works (4 weeks notice**

**required) Start Date:** \_\_\_\_\_

**End Date:** \_\_\_\_\_

**5 Proposed length of jib is:** \_\_\_\_\_ metres from centre of crane.

**6 Proposed height of Underside of jib is:** \_\_\_\_\_ metres above the road.

**7 Fee**

A payment fee of **£520.00** shall be made to Dundee City Council in connection with this application (note: all paperwork will be returned if a payment is not received with the application). Payment must be made prior to the issue of consent licence.

**The following documents are also required to be submitted with the application:**

- a A site plan showing crane centre and circle swept by end of jib, also showing adjacent roads.
- b A drawing showing crane foundations.
- c A design certificate for crane and its foundation.
- d Self certification confirming compliance with the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER), the Provision and Use of Work Equipment Regulations 1998 (PUWER), the Management of Health and Safety at Work Regulations 1999, the Construction (Design and Management) Regulations 2015 and any other relevant regulation.
- e A copy of Public Liability Insurance to the minimum value of £5 million per incident and Employers Liability Insurance of £10 million per incident.

**DECLARATION**

I/we apply for permission to over sail the road with a tower crane to be erected at the above location.

**Signed (Applicant):** \_\_\_\_\_

**Name in Capitals:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**FOR DUNDEE CITY COUNCIL ONLY**

LICENCE FOR OVER-SAILING BY TOWER CRANE. Dundee City Council as the Roads Authority in exercise of the above powers, grants permission to the above applicant to over sail the road with a tower crane to and from the dates proposed at the site specified above in accordance with the conditions given overleaf and any further conditions stated below:

**Any further conditions:** \_\_\_\_\_ **Date Received:** \_\_\_\_\_

**Receipt No:** \_\_\_\_\_

**Licence No:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

Road Maintenance Partnership (Sustainable Transport and Roads)  
Dundee City Council, City Development Department  
Contracts House  
1 Soutar Street  
Dundee, DD3 8SS

## ROADS (SCOTLAND) ACT 1984 – SECTION 90

### NOTES FOR GUIDANCE FOR APPLICANTS

- 1 The erection, dismantling, operation and use of the crane must comply with the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) and any other relevant statutory requirements pertaining at the time of use.
- 2 The crane jib must be installed at such a height as to be well clear of any adjacent buildings, attachments or wires for all 360° of its travel. A site plan showing the crane, jib and counter weight locus and public road over sailed shall be provided with the application.
- 3 When not in use, the crane will comply with “Out of Service” precautions as defined in the above Regulations.
- 4 The design of the crane and its base must be designed by a competent person and take into account the site location and the particular ground conditions at the site. A drawing and design certificate shall be provided. Calculations and information on ground conditions shall be provided if specifically requested.
- 5 An application must include self certification confirming compliance with the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER), the Provision and Use of Work Equipment Regulations 1998 (PUWER), the Management of Health and Safety at Work Regulations 1999, the Construction (Design and Management) Regulations 2015 and any other relevant regulation.
- 6 In the interests of safety, although it is understood that the jib of the crane and/or counter weight will over sail the public road, on no account shall any operations be carried out over the public vehicles on the public road.
- 7 The Council must be indemnified against all claims arising from the use of the crane, your certificate of Public Liability insurance of not less than £5 million in respect of any one claim must remain in force throughout the contract. The Applicant must also hold Employers Liability Insurance of £10 million per incident. Evidence of Public Liability Insurance and Employers Liability Insurance must be submitted.
- 8 Where there is to be off-loading from the public road, then all details including traffic controls, signing, barriers and location must be agreed in advance with the Road Maintenance Partnership (Sustainable Transport and Roads) City Development, Dundee City Council. Tel No: 07939282882 or 07939282884. In the event that signs and barriers are disturbed at any time and the public exposed to danger, as defined for any individual instance by the Council, the Council shall require attending to the matter immediately. In the event that you do not/cannot comply, the Council shall make such provision as is necessary for the maintenance of public safety and the costs of such shall be reimbursed by yourselves.
- 9 Any special traffic arrangements required for the removal of the crane shall be agreed with the Road Maintenance Partnership. If a temporary road closure is to be requested, consultation with the Roads Authority must take place at least 8 weeks in advance of the proposed start date.
- 10 “Public Road” means a road which the Roads Authority has a duty to maintain. “Road” means any way (other than a waterway) over which there is a public right of passage (by whatever means) and includes the road’s verge or footway and any bridge (whether permanent or temporary) over which, or tunnel through which, the road passes; and any reference to a road which passes thereof.
- 11 An application may be made in person at Dundee House, 50 North Lindsay Street, Dundee. Applications must be received at least 4 weeks before the desired commencement date of the permission.
- 12 A payment of **£520.00** shall be made to Dundee City Council towards administration and monitoring in connection with this consent.
- 13 This consent is for the crane over sailing with/without counter weight over a public road, including footway, and does not relate to any private land or buildings that may also be over sailed.