



DEPARTMENT OF ENVIRONMENTAL SERVICES NEW CHARGES FOR ACTIVITIES ON THE PUBLIC HIGHWAY EFFECTIVE FROM 1 APRIL 2011

Temporary Road Closures and Traffic Orders

- Road closure fees consist of two elements; an administration fee (including advertising and cost of notification to Transport for London) and an ongoing inspection fee (for continuous road closures lasting longer than one month).
- The closure of any road requires **12 weeks** notice and the fees are as follows:
 - Bus Route road closures: £2600
 - Non-bus route road closures: £2000
- Inspection fee for long-term road closures & Temporary Vehicle Loading Areas lasting:
 - Up to 1 month: No charge
 - Between 1 and 3 months: £1,600
 - Up to 6 months: £4,000
 - Up to 9 months: £6,400
 - Up to 12 months: £8,800
 - Up to 15 months: £11,200
 - Up to 18 months: £13,600
- Prior to the submission of advertising to the Evening Standard, administration fees can be refunded for cancellations, subject to a cancellation fee of £650. After this point, all administration fees are non-refundable. Full refunds of inspection fees due to cancellation will be possible prior to works starting. Subsequently, refunds will be limited to those complete three month periods yet to commence.
- Payment can be made by credit card or cheque (payable to the “City of London”), and must be presented with the application form to our Traffic Management office. Visits to the Traffic Management office are strictly by appointment only. **No arrangements will be made in respect of the closure until this payment is received.**
- For any further information or to book an application meeting with the Traffic Management office, please contact the City of London’s Contact Centre on 020 7332 3553.

Dispensations

- A daily charge of £30 is levied for all dispensations to load and unload vehicles. Activities requiring the completion of an indemnity (such as cranes and aerial platforms) will incur an additional £120 administration charge. Failure to attend a meeting, or to cancel by 4pm the previous working day, will incur a £50 cancellation fee.
- The City of London will require 3 days to process the application and issue the dispensation, **but the dispensation will not be issued until this payment is received.** For any further information, please contact the City’s Contact Centre on 020 7332 3553.

Parking Bay Suspensions

- Charges for the suspension of parking bays are as follows :-

		Administration Fee		Daily Service Charge	
		1 st bay	Additional Bays (per bay)	Mon-Fri	Saturday
BAND A	Disabled Bay	£150.00	£15.00	£22.00	£10.00
	Motor Cycle Bay	£150.00	£15.00	£5.00 per space	£2.00 per space
	Coach Bay	£150.00	£15.00	£22.00	£10.00
BAND B	Pay & Display Bay	£130.00	£13.00	£22.00	£10.00
	Resident Bay	£130.00	£13.00	£22.00	£10.00
	Taxi Rest Bay	£130.00	£13.00	£22.00	£10.00

- **NOTE:** The 1st bay administration fee will be applied to the 1st bay of each type and each bay thereafter will be charged in accordance with the above charges.
- Following receipt of payment, the City will require 3 days to process the application and arrange for the bay suspension. **No arrangements will be made until this payment is received.**
- Applicants should note that if a vehicle is to stand on any suspended bay, it will also be necessary to obtain a Dispensation as detailed above.
- For any further information or request for parking bay suspensions, please contact the City of London's Contact Centre on 020 7332 1548. Applications to suspend taxi ranks must be made to the City Police (020 7601 2143).

Scaffolding, Fencing & Hoarding Licences

- Charges for Scaffolding, Fencing & Hoarding licences and Temporary Vehicle Loading Areas are :-

Licence Type	Duration	Cost
Fencing & Hoarding	Each 7 (seven) day period or part thereof per street	£325.00
Scaffolding & Hoarding	For a period of up to 2 (two) months or part thereof per street	£800.00
	Each subsequent 3 month period per street	£1200.00

- This charge must be paid in full before the licence is issued, subject to City approval at an on-site meeting. **No arrangements will be made until this payment is received.** For any further information, please contact the Highways Management Group on 020 7332 1104 or 3578.

Concrete Pumps

- Due to several occasions where concrete from on-street pumps has blocked highway drainage, a fee will now be charged to cover the cost of pre- and post-pumping drainage inspections. This fee will be £3000, and one week's notice must be given before pumping can commence to allow for this inspection to take place.
- **No pumping will be permitted until this payment has been received.** Any concrete found as a result of the post-pumping inspection will be removed at the applicant's expense. For further information, please contact the Highways Management Group on 020 7332 1545 or 1105.