



East of England Permit Scheme

**Authority Addendum for
Hertfordshire County Council**



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Appendix E – Hertfordshire County Council Addendum

- 1.1 The East of England Permit Scheme, *referred to as EEPS or the Permit Scheme*, is a ‘common scheme’ but allows certain elements of the scheme to be specific to the individual authority operating the permit scheme, within the scope of the Regulations and East of England Permit Scheme.
- 1.2 This section of the East of England Permit Scheme provides for addendums from each EEPS Permit Authority to enable it to set out any specific items pertaining to their operation of the Permit Scheme.
- 1.3 Each Permit Authority will set out these elements in their own specific Addendum.
- 1.4 The Hertfordshire County Council Addendum is available on the Council’s website or upon request to the Council.
- 1.5 **Streets Covered by the Permit Scheme within Hertfordshire**
 - 1.5.1 The “specified area” as required under Permit Scheme Regulations, will be the geographical area encompassed by the Hertfordshire County Council’s boundary.
 - 1.5.2 All streets maintained by, or on behalf of, Hertfordshire County Council are included within this scheme. These streets are identified as part of the Hertfordshire County Council’s Additional Street Data (ASD).
 - 1.5.3 Highways England roads and private streets are not included in the Permit Scheme.
 - 1.5.4 **Strategically Significant Streets**
 - 1.5.5 Hertfordshire County Council do not have any other streets designated as strategically significant that are not included within the scope of a strategically significant street, as defined within the EEPS.
- 1.6 **Permit Fees**
 - 1.6.1 The permit fee levels for Hertfordshire County Council are set out in the table below. These fee levels are within the maximum levels set out within the Permit Scheme Regulations.

REINSTATEMENT CATEGORY OF STREET	CATEGORY 0, 1 AND 2	CATEGORY 3 AND 4		
STREET DESIGNATED AS TRAFFIC SENSITIVE OR NOT	ALL STREETS	TRAFFIC SENSITIVE AT SOME TIMES/LOCATIONS		NON TRAFFIC SENSITIVE AT ANY TIME OR LOCATION
TIME AND LOCATION OF ACTIVITY	ANY TIME AND LOCATION	ANY PART WITHIN TRAFFIC SENSITIVE TIMES AT TRAFFIC SENSITIVE LOCATIONS	WHOLLY WITHIN NON TRAFFIC SENSITIVE TIMES/LOCATIO NS	ANY TIME AND LOCATION
Provisional Advance Authorisation	£105	£105	£75	£75
Major Activity	£240	£240	£150	£150
Standard Activity	£130	£130	£75	£75
Minor Activity	£65	£65	£45	£45
Immediate Activity	£60	£60	£40	£40

1.6.2 Permit Variation Fees

1.6.3 For permit variations, Hertfordshire County Council will charge:-

- £41 for all activities on category 0, 1 and 2 streets and category 3 and 4 streets that are traffic-sensitive;
- £32 for all activities on category 3 and 4 non traffic-sensitive streets.



1.7 Waiving and Reduction of Permit Fees

- 1.7.1 As the Permit Scheme encourages the earliest visibility for planned major activities any Promoter who provides a PAA at least six months prior to the proposed activity date and does not vary the proposed works will not be charged a fee for the PAA or permit application.
- 1.7.2 In addition Hertfordshire County Council may waive an individual charge or offer a discount where it considers such action is merited.

1.8 Transitional Arrangements

- 1.8.1 EEPS Version 1.3 will come into force within Hertfordshire County Council on 28th September 2015.
- 1.8.2 Upon making the Order, Hertfordshire County Council shall provide those persons referred to in Permit Scheme Regulations, *to include all relevant Promoters*, notification not less than four weeks before 28th September 2015.
- 1.8.3 The following basic rules of transition will apply on all roads where the Permit Scheme operates:
- 1.8.4 **Permit Applications received before 28th September 2015:**
- i. **for works that are to be completed before or on 27th September 2015** – the conditions set out in EEPS version 1.2 are to be used on all permit applications. If any other condition reference is used the permit will be rejected with a request to replace the conditions with the EEPS conditions;
 - ii. **For works that are due to start on or after 28th September 2015** – the conditions set out on the Statutory Guidance for Permit Conditions are to be used on all permit applications. If any other condition reference is used the permit will be rejected with a request to replace the conditions with those set out within the Statutory Guidance for Permit Conditions; or
 - iii. **for works starting before 28th September 2015, but are due to be completed on, or after, 28th September 2015 (including any works in progress that are extended beyond 27th September 2015** – the conditions set out within the Statutory Guidance for Permit Conditions or the EEPS conditions will be accepted on the mutual understanding that any set of conditions will be valid for the duration of the works.

If any conditions is breached and that breach justifies the issuing of a sanction, this sanction cannot be disputed on a technicality arising from difference between the two condition references or because the wrong code has been used).



1.8.5 Permit Applications received after 28th September 2015:

- i. the conditions set out within the Statutory Guidance for Permit Conditions are to be used on all permit applications. If any other condition reference is used the permit will be rejected with a request to replace the condition with those set out within the Statutory Guidance for Permit Conditions.

1.8.6 Variations received after 28th September 2015 for works already Granted:

- i. the conditions set out within the Statutory Guidance for Permit Conditions will be accepted on the mutual understanding that any set of conditions will be valid for the duration of the works. If one of these conditions is breached and that breach justifies the issuing of a sanction, this sanction cannot be disputed on a technicality arising from difference between the two condition references or because the wrong code has been used).

1.8.7 Given the advanced notice of the transition there should be few activities where these rules will create difficulties. Activities coordinated in the run-up to the imposition of a restriction might be such a situation. In those few cases, Promoters must contact the Permit Authority so that discussions can take place to ensure a practical way of dealing with the activities can be resolved.



Document Control Sheet

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