



**THE TRAFFIC SIGNS REGULATIONS AND GENERAL
DIRECTIONS 2002.SI NO. 3113.
PORTABLE TRAFFIC SIGNALS.**



All Fields are to be completed entering not applicable or N/A where appropriate

Notification of the use of 2-Way Portable Traffic Signals	✓
Application for Approval of Multiphase Portable Traffic Signals	✓
Request for Design and Approval of Portable Traffic Signals	✓
WORKS OF AN URGENT NATURE TRAFFIC SIGNAL REQUEST	✓

**TICK
ONE
BOX**

PROMOTERS WORK REF.		HA REF.	
----------------------------	--	----------------	--

To	Reading Borough Council – Street Works		
Address	Civic Centre, Reading, Berkshire, RG1 7TD		
Te	01189 390202	Fax	01189 390633
E-Mail	James.Penman@Reading.gov.uk cc Cynthia.Richardson@Reading.gov.uk		

From			
Address			
Tel		Fax	
E-Mail			

Traffic Signal Supplier			
Te		Fax	
Promoters Contractor			
Te		Fax	

PTS EMERGENCY 24 hr CONTACT DETAILS	
Nam	
Tel	

SITE LOCATION AND DETAILS											
----------------------------------	--	--	--	--	--	--	--	--	--	--	--

TRUNK ROAD	Y S	✓	NO	✓	USRN		OS Grid Ref	E		N	
Is Site On A Traffic Sensitive Section Of Road	YES	✓	NO	✓							
Is Site Near Existing Signalised Control	YES	✓	NO	✓							
Is There a Road Junction between Signal Heads	YES*	✓	NO	✓							

* The Promoter must supply a 1:1250 scale map of the works with this application #A map may be requested for any set of signals to determine exact position of heads.

Description of Works											
Start Date of Signal Control						End Date of Signal Control					
Times of Operation	24hrs	✓	Peak times	✓	Overnight	✓	Off Peak	✓			

SUBMITTED BY	Signature		Print name		Date	
Contact details	Tel		Fax		E-mail	



**THE TRAFFIC SIGNS REGULATIONS AND GENERAL
DIRECTIONS 2002.SI NO. 3113.
PORTABLE TRAFFIC SIGNALS.**



PROMOTERS WORK REF		HA REF	
-----------------------	--	--------	--

FOR HIGHWAY AUTHORITY USE			
APPROVAL	APPROVED	✓	NOT APPROVED ✓

Conditions Required	Buses must be given priority at all times.		
<p>When using portable traffic signals, traffic conditions will require close supervision. If you observe tailbacks, we kindly ask that the lights be manually controlled to alleviate the build-ups. Time settings should be varied to suit the traffic flows for that period of day. Please ensure that you're site boards are present, with working emergency numbers should unattended lights fail or your works site requires urgent attention</p> <p>Applications will be rejected if the minimum advance notice periods (below) are not adhered to.</p>			
Authorised by	Signature	Print	Date
Contact details	Tel	Fax	E-mail
<p>Note, If Notification only with no site specific conditions only the HA Reference number is required to be returned. If this form has been submitted as a request for approval, the HA must return both pages to the promoter. If a design was requested, the HA must return this form with the design.</p>			

Minimum period of notice required	Advance Notice	
Emergency/Urgent	2 Hours	
2 Way Portable Signals	7 working days	
3 Way Multi Phase*	21 working days	
All Portable Signals on Trunk Roads	21 working days	
The Highway Authority will reply within 3 working days of receipt of request. Replies will be sent to the Submitter.		
*Minimum design period is 2 weeks for approval of portable traffic signals.		

Conditions relating to application.

Legality

The Traffic Signs Regulations and General Directions 2002 SI 3113 permit the use of portable traffic signals in accordance with regulation 35 provided that: -

- The equipment is type approved
- The equipment is capable of working vehicle actuated.
- The site involves simple shuttle working with no junctions in the controlled length.
- The Highway Authority or Agent Authority is notified when signal control is used.

All signals to be provided, installed, maintained and removed on site in accordance with Chapter 8, safety at Street works and Road Works CoP and Temporary Traffic Management on High Speed Roads - Good Working Practice document available at www.highways.gov.uk/aboutus/corpdocs/tm_sept_02/index.htm



**THE TRAFFIC SIGNS REGULATIONS AND GENERAL
DIRECTIONS 2002. SI NO. 3113.
PORTABLE TRAFFIC SIGNALS.**



General Conditions

Portable traffic signals used to control junctions (i.e. more than simple shuttle working) or heavy plant crossings require that the Highway Authority issues specific site approval.

All signage to conform to Chapter 8 and the safety at Street Works code of practice.

All portable traffic signals to be operated in accordance with DfT booklet " An Introduction to the use of Vehicle Actuated Portable Traffic Signals". Manual control for fixed time operation shall only be used with the written consent of the Highway Authority.

All Highway users within the area of traffic control will be advised of the intended dates of use of portable traffic signals by the applicant.

Setting up Site

All appropriate advance warning signs, in accordance with the recommendations of chapter 8 of the Traffic Signs Manual, to be established prior to positioning of the signals.

The maximum distance between portable traffic signals must not exceed 300 metres. The signals are to be set up to allow working space only and are not to include for parking for non-essential site vehicles.

Portable traffic signals are set up with time settings as a function of site length. The period of use and the controlled shuttle working length to be kept to an absolute minimum. Signals must operate vehicle actuated unless alternative agreed in writing.

When the switching off of permanent signals is required the promoter must contact the Highway Authority in advance, as far as reasonably practical, so the necessary arrangements can be made.

If the site can not be set out as planned the promoter must immediately contact the Highway Authority to discuss.

Environmental considerations.

In built up or residential areas, connection of signals to mains power supply may be preferable. The Electricity Supplier must be consulted and may levy a charge for supply. Connections to street lighting must be with the permission of the appropriate Authority and by a competent electrician. Any subsequent damage or repair will be a charge on the promoter.

All generators must meet the requirements of the Environmental Protection Act 1990 c43.

Maintenance

The signal supplier / hirer must provide and display on the equipment on site the call-out number for maintenance. Response to be within two hours.