

Development & Environment -  
Roads & Infrastructure

FORM TOR1

Application for

**Permission to Occupy Portion of  
a Road Temporarily in  
Connection with Building  
Operations**



sustainable thriving achieving

**East Dunbartonshire Council**

www.eastdunbarton.gov.uk

Roads (Scotland) Act 1984, Section 58 &  
Road Traffic Regulation Act 1984, Section 65

Please use black ink and block capital letters or typescript

<b>For official use only</b>					
Reference No.		Date of receipt		Permit No.	

**A (To be completed in all cases)**

To East Dunbartonshire Council as Roads Authority for the purposes of the Roads (Scotland) Act 1984 for East Dunbartonshire.

I  We \* (indicate as appropriate)

Name					
Address					
Postcode		Telephone No.			

am/are\* applying for permission under Section 58 of the Roads (Scotland) Act 1984 to occupy  
from \_\_\_\_\_ to \_\_\_\_\_  
for the purpose of depositing materials or otherwise in connection with operations for the construction / repair /  
maintenance / demolition\* of the building at (address):  
  
the portion/portions\* of road/roads\* adjacent to the building or site (name(s) of road(s))  
  
shown on the plan / plans\* produced herewith: and for the authority under the said Section 58 to erect or place  
staging/scaffolding/hoarding/site hut/portacabin/storage container/materials\* so as to project over the portion(s) of said  
road(s).  
  
I/We\* confirm receipt of a copy of Form TOR 2 and agree to comply with the conditions contained therein.

\*Indicate as appropriate

Date: \_\_\_\_\_ Signed: \_\_\_\_\_  
Official Designation: \_\_\_\_\_

*Note:*  
1. Separate application is required to be made to the Roads & Neighbourhood Services Manager for permission to deposit a skip on the road  
2. For the purposes of the Act, the definition of "road" includes the footway

**B (To be completed where proposed operations include the erection of scaffolding on or over a footway or carriageway)**

**DESIGN CERTIFICATE FOR THE ERECTION OF SCAFFOLDING**

I  We \* hereby certify that in support of my  our \* application for permission to erect scaffolding on, or projecting

over, the road at \_\_\_\_\_

the scaffolding has been designed in accordance with the recommendations of the current edition of British Standard Code of Practice, BS 5973.

Scaffolding duty type (refer BS 5973: Table 1) \_\_\_\_\_

Class of protection fan (refer BS 5973: Clause 25.1) \_\_\_\_\_

State whether scaffolding is sheeted or unsheeted \_\_\_\_\_

I/We\* also certify that the scaffolding will also be adequately supported on firm ground of the required bearing capacity, or otherwise adequately supported. (Give details if scaffolding suspended, or cantilevered from buildings or over cellars, stairs, roofs, garden areas, or deck structures, etc).

I/We\* undertake to ensure that a completed Certification of Completion of Erection (Form TOR 4) is submitted to the Roads and Neighbourhood Services Manager, East Dunbartonshire Council, prior to the scaffolding being used.

\* Indicate as appropriate

Signed		Qualifications	
Date		Official designation	
On behalf of:			
Address			
Postcode		Telephone no.	

**Note:**

1. Consultation with the Roads & Neighbourhood Services Manager (East Dunbartonshire Council) at an early stage in the preparations is recommended, particularly where scaffolding is of a complex nature or is sited at locations which are subject to heavy pedestrian and/or vehicular traffic.
2. A design Certificate will only be accepted if it is signed by a suitably qualified person.
3. Where tubes and fittings other than steel are to be used (e.g. aluminium or timber) or proprietary systems, full details are to be given, with calculations or Test Certificates, where required, to show they are equivalent to scaffolding designed and erected in accordance with British Standards BS 5973: Section 4.

**The information provided on this form will be processed by East Dunbartonshire Council in accordance with the Data Protection Act 1998. The data you provide will be used for administering your application.**

**Please return this form to:  
East Dunbartonshire Council, Roads & Neighbourhood Services, Broomhill Industrial Estate, Kilsyth Road,  
Kirkintilloch G66 1QF**