



**The Westmorland and Furness Council  
Permit Scheme for Road and Street  
Activities**

**Permit Fee Matrix, Incentives and  
Discounts**

**Document Control**

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1.1	22/05/24	Andy Brown	First Draft
1.2	11/09/24	Andy Brown	Final Report

## 1. Permit Fee Matrix

Reinstatement Cat	Category 0, 1 & 2	Category 0, 1 & 2	Category 3 & 4	Category 3&4	3&4
Application	Traffic Sensitive at certain times/locations	Traffic Sensitive at certain times/locations	Traffic Sensitive at certain times/locations	Traffic Sensitive at certain times/locations	Non traffic sensitive at any time or location
Time and location of activity	Wholly or partly within traffic sensitive times and or locations	Wholly outside of traffic sensitive times and or locations (30% discount)	Wholly or partly within traffic sensitive times and or locations	Wholly outside of traffic sensitive times and or locations (30% discount)	Any time and or location
PAA	£105.00*	£73.50	£105.00*	£73.50	£74.00
Major – (over 10 days and all major works requiring a traffic regulation order)	£218.00	£152.60	£218.00	£152.60	£123.00
Major – (4 to 10 days)	£130.00*	£91.00	£130.00*	£91.00	£70.00
Major – (up to 3 days)	£65.00*	£45.50	£65.00*	£45.50	£34.00
Standard	£130.00*	£91.00	£130.00*	£91.00	£70.00
Minor	£65.00*	£45.50	£65.00*	£45.50	£34.00
Immediate	£60.00*	£42.00	£60.00*	£42.00	£33.00
Variations (maximum permitted)	£45.00	£45.00	£45.00*	£45.00	£35.00

Note: \* Fees capped at maximum permitted in statutory guidance.

## 2. Incentives and Discounts for Permit Applications

Westmorland & Furness Council is committed to working with activity promoters to improve the safety, quality and performance of works undertaken on the highway whilst minimising disruption to the travelling public. We have devised the following incentives aimed at encouraging activity promoters to achieve our stated aims.

The financial savings could be substantial. We believe these incentives to be both achievable and realistic and have developed them from discussions with utility company representatives.

Collaborative Activities (see section 5.7 of the Permit Scheme Document)

- a. Where two or more activity promoters agree to undertake their activities at the same time, at the same location, under the same traffic management OR trench share to reduce disruption the following discount may be given to the permit application fees associated with those works. (This is subject to prior agreement with the Permit Authority): -
  - i. 50% discount for activities on category 0, 1, 2 and traffic sensitive
  - ii. 25% discount for activities on category 3 and 4 roads
- A. Activities on Reinstatement Category 1, 2, 3 and 4 roads which are traffic sensitive and the works take place wholly outside of traffic sensitive times will qualify for a 10% discount.
- B. Where several permit applications - for activities which are part of the same project, but which may be carried out in more than one street (see section 5.3 of the Permit Scheme Document), are submitted within 24 hours of each other, will qualify for a 30% discount. However, this is not intended to cover area-wide activities.
- C. Where an activity promoter's overall performance has a pass rate of 95% or more, based on sample category A plus B plus C inspections in a given sample inspection quarter, a 5% discount to permit application fees will be given in the subsequent quarter. Performance will be re-assessed each quarter and will be based on the Permit Authority's figures.
- D. If there are planned re-surfacing works by the highway authority and an activity promoter agrees to undertake any activities before commencement of the re-surfacing works then a discount of 50% will be given to the permit application fee associated with those works.
- E. If an activity promoter undertakes a reinstatement to the requirements of the permit authority on a street with a live section 58 restriction, a discount of 50% will be given to the permit application associated with those planned works. The discount will only apply if the activity promoter has discussed this with the Permit Authority before commencement of works and where applicable the necessary consent has been given.

**The above incentives and discounts are subject to removal or change at the discretion of the Permit Authority.**