



BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
APPLICATION FOR CRANE OVERSAILING LICENCE

This Application is for use by persons or companies wishing to operate a crane on private property but which in operation is required to oversail public Highway and premises owned or managed by Bournemouth, Christchurch and Poole Council. Such Licence will not convey approval to oversail any other adjacent private property.

Please submit your application giving a minimum notice of 28 days.

Name of Person or Company Applying for Licence:	
Address:	

Address of Site or Property:	
Will crane oversail Council premises?	YES / NO / NOT KNOWN (delete as necessary)
Date of Commencement ⁽¹⁾:	Date of Removal from Site ⁽¹⁾:

⁽¹⁾ Insert the date on which erection of the crane will commence and the date on which the crane will be removed from site.)

Name & Address of Insurance Company: (see NOTE 2)	
Insurance Policy Number(s):	
Date of Commencement:	Date of Expiry:

On submitting this form I, as an authorised representative of the aforementioned Company, apply to Bournemouth, Christchurch and Poole Council for a Licence for a Crane to OVERSAIL the Highway and premises shown on the attached drawing(s) and confirm that the foregoing details are correct.	
Signature:	Date:
Name:	Contact Details: (if different to above)
Telephone:	E-mail:

NOTES:

- 1 Please submit the following with your Application:
 - Licence Fee in the sum of £300. This fee is in respect only of oversailing the public highway.
(N.B. The Council reserves the right to charge additional licence fee(s) in respect of cranes oversailing property owned by the Council which is not public highway.)
 - Two copies of a scale plan marked to show the swept radius of the crane jib, with the area of Highway that will be passed over shaded in pink.
 - A copy of the risk assessment and method statement for the use of the crane.
 - Copy of your relevant Insurance Policy Certificate Documents.

- 2 The Council will require the Licensee to hold a minimum Public Liability Insurance cover of £20 million, and to indemnify the Council against all damages and liabilities incurred as a result of the use of the crane and/or the existence of the crane on the site.

- 3 The Council will not grant permission to load and unload from the Highway or for loads to pass over the Highway.

- 4 Payment can also be made by credit or debit card. If you wish to pay by credit or debit card, please indicate the telephone number on the application form that our admin team will need to call to take your card details.

- 5 A sum of **£55.** will be deducted for administration and inspection charges in the event that the Licence is refused.

- 6 Return your application a copy of your public liability insurance and enclosures to: Traffic Manager, Growth and Infrastructure, Town Hall Annexe, St. Stephens Road, Bournemouth, BH2 6EA.