

Yorkshire Common Permit Scheme For Road Works and Street Works



Traffic Management Act 2004

Authority Imposed Variations

Yorkshire Common Permit Scheme: Advice Note No. Thirteen

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Related Documents:		

Background:

The YCPS Scheme Document (section 8.3) covers the possible scenario of an authority initiated variation. It is recognised that there is no charge for these variations unless at the same time the promoter seeks variations which are not the result of the circumstances causing the Permit Authority's action.

However, manual intervention is required by the Permit Authority to null the charge of the variation application prior to invoicing.

Advice:

When, following discussion with the promoter, the Permit Authority imposes an authority initiated variation it will send a notification outlining the variation. The works promoter will then send a variation request, confirming that they will make the necessary agreed changes which, will be granted by the Permit Authority. At this point the Permit Authority should cancel the charge generated for the variation as long as no additional variations have been sought (section 8.3.3 of the YCPS document refers).

This will enable a clear auditable trail of the authority imposed variation and the works promoter's acceptance of the same. This should ensure transparency for charges and minimise invoicing queries.

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Yorkshire Common Permit Scheme Authorities