



Highways & Transportation

Highway Services

Scaffolding and hoarding on the public highway

You cannot put temporary scaffolding or hoarding on the public footway, verge or road without a licence from us. You need to give us at least two weeks notice for a licence.

Before placing a scaffold or hoarding on the public footway, verge or road you should inspect the area and tell us about any damage. If you do not do this we will assume that the road was in good repair before you put up the scaffolding or hoarding and you will be charged for any damage.

If you want to apply for a licence you can you can

- fax applications to 0113 2477018
- e-mail the form to us using the address at the bottom of the page
- print the form on this page and send it to us with the payment

The fees for a scaffold licence are:

- standard scaffold licence £73.40
- if you want the licence for scaffolding that will be up for more than eight weeks you will have to pay a bond of £50 per standard (leg). We will survey the condition of the road, footpath or verge beneath the scaffolding before the scaffolding is put up and after it is taken down. We will give you your bond back minus any costs needed to repair the road if the scaffolding has caused any damage.

The fees for a hoarding licence are

- standard hoarding licence £125.00
- an extra payment of £51.50 per month for inspection.
- a bond of £100 for every square metre of highway you use. We will survey the road, footpath or verge beneath the hoarding before it is put up and after it has been removed. We will give you your bond back minus any costs needed to repair the road if the hoarding has caused any damage.

The bond fees for a hoarding licence on a high amenity public highway [areas where specialist paving materials have been used] are:

- £300 for every square metre of highway you use. We will survey the road, footpath or verge beneath the hoarding before it is put up and after it has been removed. We will give you your bond back minus any costs needed to repair the road if the hoarding has caused any damage

If you do not have a licence or keep to the conditions for scaffolding or hoardings on a public highway you will be prosecuted.

Whom to Contact

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| Telephone | Leeds Contact Centre | 0113 2224407 |
| By Minicom: | | 0845 1271113 |
| Email | RASWA.Form@leeds.gov.uk | |
| Write | Highways & Transportation Highways Services Middleton Ring Road, Leeds LS10 4AX | |