

**Wokingham Borough Council
Highway Network Management**

Co-ordination “Early Start” Process

Overview

Whilst the minimum advanced notification periods relative to the type of Permit are defined in Statute, it may be advantageous for either or both authority and works promoter to agree that activities can start before this period.

Where an activity starts before the end of the defined notification period this is termed an Early Start.

Early Start requests can be made by the Works Promoter to the Authority and the Code of Practice for Permits states that requests should not be unreasonably refused. They are, however, not guaranteed and cannot be assumed.

The Code of Practice for Permit goes on to state that a Works Promoter may request an early start before or after applying for a Provisional Advanced Authorisation or Permit Application as appropriate.

The South East Permit Scheme adds “The Permit Authority will give consideration to allowing early starts” subject to the following rationale;

1. There is no reason not to do so, or it is actually beneficial to do so;
2. The activity promoter requesting the early start is able to demonstrate a legitimate reason for the request;
3. Every effort has been made to adhere to the specified minimum advance notice periods specified in the Permit Scheme Regulations;
4. There is no history of continual requests for early starts from the activity promoter.

Reference should be made to Section 3.10 of the South East Permit Scheme and Section 10.15 of the Code of Practice for Permits.