

Temporary Traffic Regulation Order (TTRO) Application Form

This form is to be used when applying for a temporary traffic regulation order. Where multiple TTROs are required at the same time please indicate what they are. Don't worry if you are unsure as you will be contacted to discuss the application in more detail.

Please answer all the questions to avoid the application form being returned and possible delays in the processing of the TTRO.

Would you ensure that the following plans are forwarded with the application form:

- Traffic management plan
- Diversion plan (where necessary)
- Location plan even if it is only showing the position of parking bays etc.

A purchase order number will be required before the TTRO is implemented so, please include it in the application, otherwise the TTRO will not be processed and may result in the date requested not being met.

Please also be aware that the lead in period for all TTROs is **six weeks** from receipt of this application form.

if the TTRO is needed for crane lifting, hoarding/scaffold erection, site cabins etc, these will need an additional separate licence, which can be applied for through the council's website.

Notes to Assist Completing the Application Form

Type of Order Needed: Road Closure / Diversion	The type of TTRO required e.g. road closure; bus lane closure; one way; no left hand turn etc.
Road: 13 Thurloe St - M14 5 S G	The name of the road on which the TTRO is required.
From (Location): Thurloe Street	The start point of the TTRO e.g. the distance in metres from a known point; from the junction of; etc.
To (Location): Thurloe Street	The distance in metres the TTRO will cover or the end point of the TTRO e.g. the distance in metres from a known point; to the junction of; etc.
Start Date: As soon as possible (6 weeks) August 2024	The date you want the TTRO to commence on. Please be aware of the six weeks lead in period. If the TTRO is required for longer than eighteen months the lead in period will be longer as in addition to being advertised in the local newspaper notification of the TTRO will also need to be published in the London Gazette.
End Date: October 2 0 2 4	The expected end date of the TTRO.
Reason for TTRO(s): Construction works – access / exit – HGVS	A short description of the reason for the closure. Please be as clear and accurate as possible and try not to use abbreviations.

and plant to have access through managed gates	
Traffic Management	Plan Attached: Please note that the process cannot commence until the plan has been approved.
Additional TTROs	Any other TTROs required to enable the works to proceed.
Details:	Details of the additional orders needed.
Has a Section 50 Licence or Section 278 Agreement been applied for? 2x Parking bays to be suspended and double yellow to go in place – requested from MCC	These will be required if undertaking private works on the highway or if alterations to the highway layout are to be made.
Purchase Order:	This will be required to enable to order to be processed and must be provide with the application otherwise the order will not be processed.
Name and Full Billing Address: Vintage Traffic Management,	Please provide the full the name of the company and the address to which the invoice is to be sent to.
Contact Name: Morgan Pritchard	Applicant contact name
Contact Phone No. 07542 954493	Applicant contact phone number.
Email Address: morgan@vintagetm.co.uk	Applicant email address.

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Type of Order Needed:	
Road:	
From (Location):	
To (Location):	
Reason for TTRO(s)	
Start Date:	
End Date:	
Traffic Management Plan Attached?	Yes / No
Are additional Orders Needed?	Yes / No
Additional Order Details	
Has a Section 50 Licence or Section 278 Agreement been applied for?	Yes / No
Purchase Order Number (Required)	
Name and Full Billing Address	

Contact Name	Morgan Pritchard
Telephone Number	
Email Address	Morgan@vintagetm.co.uk

Please return the application form via email to highwaynetworkmanagement@manchester.gov.uk

For internal use. TTRO Approved?

If Yes: TTRO Start Date:

If No: Form returned to applicant Yes/No