

External

PART 1: APPLICATION

Person or organisation making the request

Date

Full Name

Full Postal Address

Location

6-fig OSGR

Site plan (sketch)

Brief written description and details/outline of the scheme

Is/could funding be available for the scheme?

Source of funding

Internal
PART 2: SCORING

Suggested/preferred solution

Initial score

DECISION A: INITIAL OFFICER ASSESSMENT

Officer recommendation Proceed (y/n)?

Reasons

Support: Proceed, Defer, Reject?

NB: The decision being made here is to commit funding to proceed.

Other information from site survey:

- Is visibility obscured?
- Near a railway level crossing?
- Near a signal controlled junction or crossing?
- Near a zebra crossing?
- Any other pedestrian facilities nearby (refuge, crossing point)?
- Any bus stops or facilities nearby or affected?
- Any special arrangements (e.g. surface, treatments)?
- Any other hazards which are foreseen (describe below & any mitigation in TM)?

- Traffic sensitive street?
- Carriageway: Rural, urban?
- Frontages: Residential, commercial, mixed, rural?

Road speed:

(for TM):

Underground utility information scans required
(where posts need to be installed)

- Scans undertaken (supply/contractor)

PART 3: CLIENT REVIEW

Result of local informal consultation and scoring with client officer.

ParkMap tile produced: *link to print*

Scheme design produced: *link to text details*

DECISION B: LOCAL DECISION at LOCAL PANEL

Support: Proceed, Defer, Reject?

Reasons

NB: The decision being made here is to progress with support to JPC

PART 4: FEASIBILITY

Result of local formal consultation and any funding approvals

Decision to approve, reject or defer

Details of decision (copy text and reasons from Minutes)

(defer until date, date logged?)

(further information, how, date logged?)

Finance:

Added to MT Financial Plan

Report Template for JPC completed

Comms Review

NEPP PR Officer informed (date)

Details of area, scheme and consultation(s)

District:

Client Officer:

PR Officer of district:

DECISION C: DECISION at JOINT COMMITTEE

Description of decision and debate at JPC:

Support: Proceed, Defer, Reject?

Reasons

NB: The decision being made here is to progress to formal consultation