



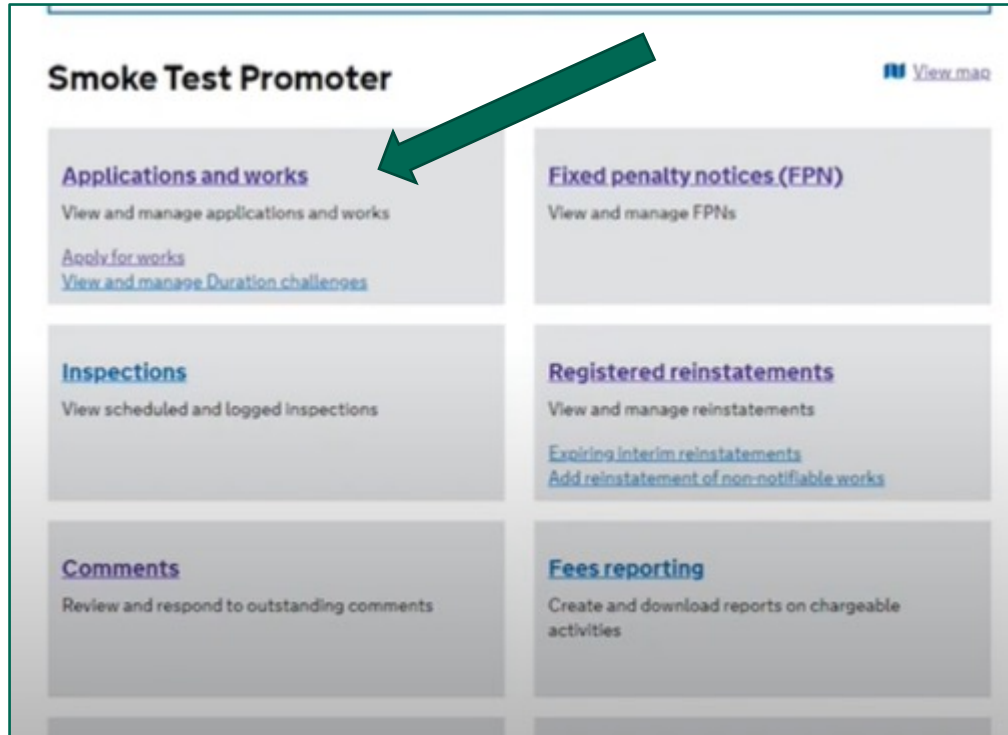
Department
for Transport

Street Manager

Ancillary Information User Guide

Version 1.0
March 2023

Adding ancillary information



“ Open an existing permit application within the application and works list page. ”



USRN details: 20601737 - THE MALL, EALING [View on map](#)

Location details: Footway, dadsa

Road type: Carriageway type 2 (2.5 to 10 MSA)

Application details

Reference: 0000127188202-01

Application status: Granted

Highway Authority: [LONDON BOROUGH OF EALING](#)

Primary contact: [Smoke Test Promoter](#)

Workstream: 001 - Test Workstream

Works description: dadsadadas

Works category: Planned (Standard)

Work status: Planned [View works record](#)

Actions

- [Log works start](#)
- [Request change](#)
- [View latest permit change](#)
- [Go to works record to add comments or files](#)
- [Go to works history](#)
- [Link to a Section 81 or Unattributed works](#)
- [Cancel application](#)
- [Add ancillary information](#)



Activity

| | | | |
|---------------------------------------|-------------------------|-----------------------------------|--|
| Activity type | Works for road purposes | Is lane rental applicable? | Yes |
| Response to COVID-19 | No | Collaborative working | No |
| Excavation planned | No | Attachment(s) | keep-calm-and-analyse-requirements.png |
| Was an excavation carried out? | No | | |

“ Select ‘Add ancillary information’. This option is available on both planned works and works that are in progress. ”

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Location

BARFETT STREET, QUEEN'S PARK

You can draw multiple ancillaries of the same type. You can draw a max of 10 ancillaries.

Draw ancillary information

Select drawing tool

Point

Draw Stop drawing

Map filters

Show on map

To ensure all results can be displayed on the map you must zoom in or narrow the date range to refine your search

- Works
- Ancillary information
- Events and licences
- Section 58s
- Forward plans
- HS2 impact area (Indicative) Phase 1
- HS2 impact area (Indicative) Phase 2a

Date range

“ Select ‘draw’ and use this tool to indicate your ancillary information. In the example on the left, we have placed three dots to indicate the position of temporary traffic lights. When you have finished, select ‘stop drawing’. ”

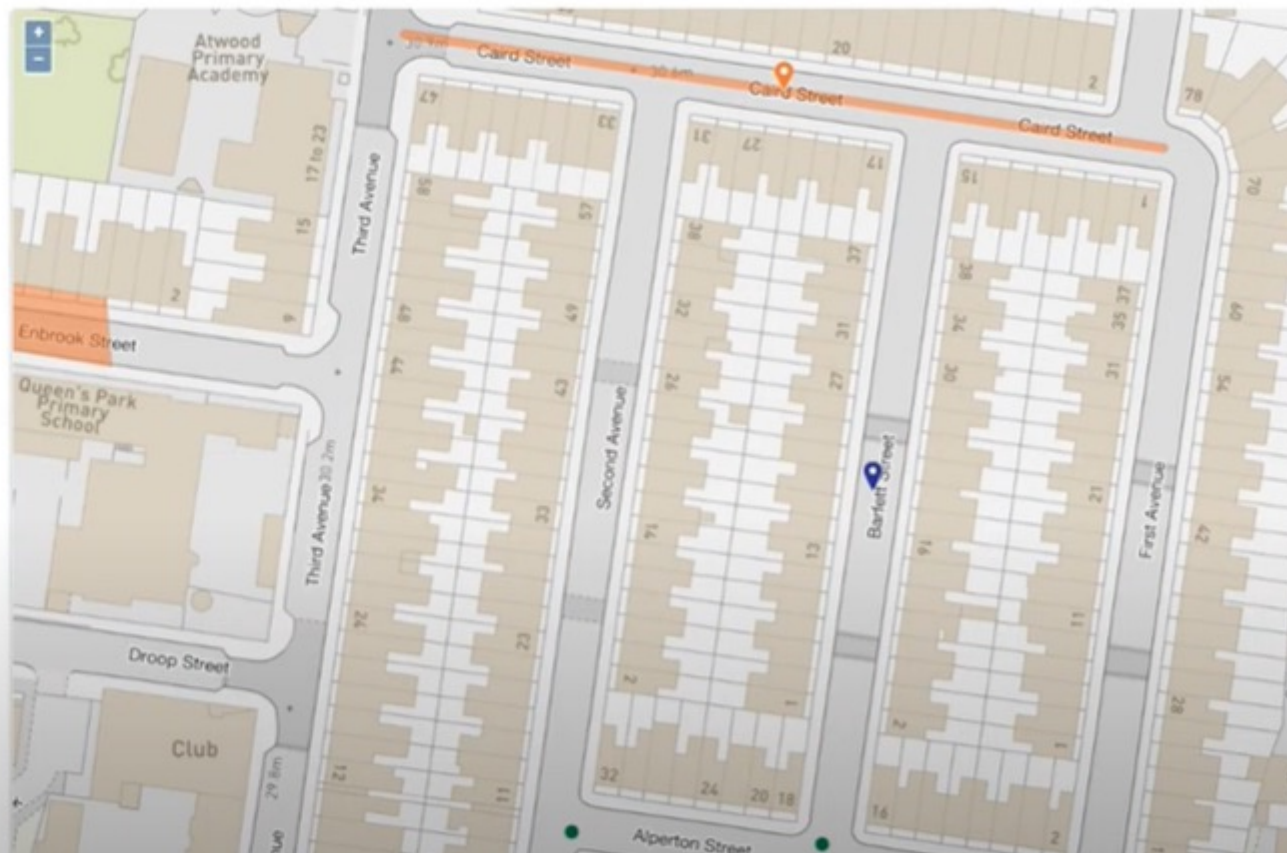
• Back

Link USRNs

Choose which USRN you want to link to this street. You can also add any ancillary information.

- 8401031 - ALPERTON STREET, QUEEN'S PARK, LONDON
- 8401277 - BARFETT STREET, QUEEN'S PARK, LONDON
- 8401031 - SECOND AVENUE, QUEEN'S PARK, LONDON
- 8400001 - FIRST AVENUE, QUEEN'S PARK, LONDON

Link USRNs



“ Street Manager will automatically pick up associated USRNs. Select the relevant USRNs to link by clicking the check boxes. When you have finished, select ‘Link USRNs’ ”

Add ancillary information

Ancillary information details

USRN details

8400298 - ALPERTON STREET, QUEEN'S PARK, LONDON

8401031 - SECOND AVENUE, QUEEN'S PARK, LONDON

8400001 - FIRST AVENUE, QUEEN'S PARK, LONDON

Ancillary type

- Portable traffic signals or other traffic control
- Site welfare facilities
- Site compound or material storage
- Spoil compound for the works

Description of ancillary

Also include any agreements made with the Highway Authority

Multi-way signals as |

I

Confirm details



The next screen will give you an opportunity to select your ancillary type and add a description of the ancillary information you are adding.



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[Back](#) [olanner@sm.com \(Sign out\)](#)

Add ancillary information

Review ancillary information details

USRN details [Change](#)

8400298 - ALPERTON STREET, QUEEN'S PARK, LONDON


8401031 - SECOND AVENUE, QUEEN'S PARK, LONDON

8400001 - FIRST AVENUE, QUEEN'S PARK, LONDON

Ancillary details [Change](#)

| | |
|---------------------------------|--|
| Ancillary type | Portable traffic signals or other traffic controls |
| Description of ancillary | Multi-way signals as discussed with Steve at site meeting. |

[Add ancillary information](#)



On the next screen you will have the opportunity to review the ancillary information details. You can make changes by selecting the 'change' button.



Ancillary information issued

Reference number:
0000149311595-01-AI-01

What do you want to do next?

[View application details](#)

[Go to applications and works list](#)

[Go to homepage](#)



“ The ancillary reference will now be displayed. If you select view application details you will now see the ancillary information section at the bottom of the application page. ”

| | | | |
|------------------------------|---------------|---------------------------|--------------|
| Additional works information | Not provided | Secondary contact email | test |
| Works reference number | 0000149311595 | Additional contact | Not provided |
| Project reference number | Not provided | Additional contact number | Not provided |
| Secondary contact | test | Additional contact email | Not provided |
| Secondary contact number | test | | |

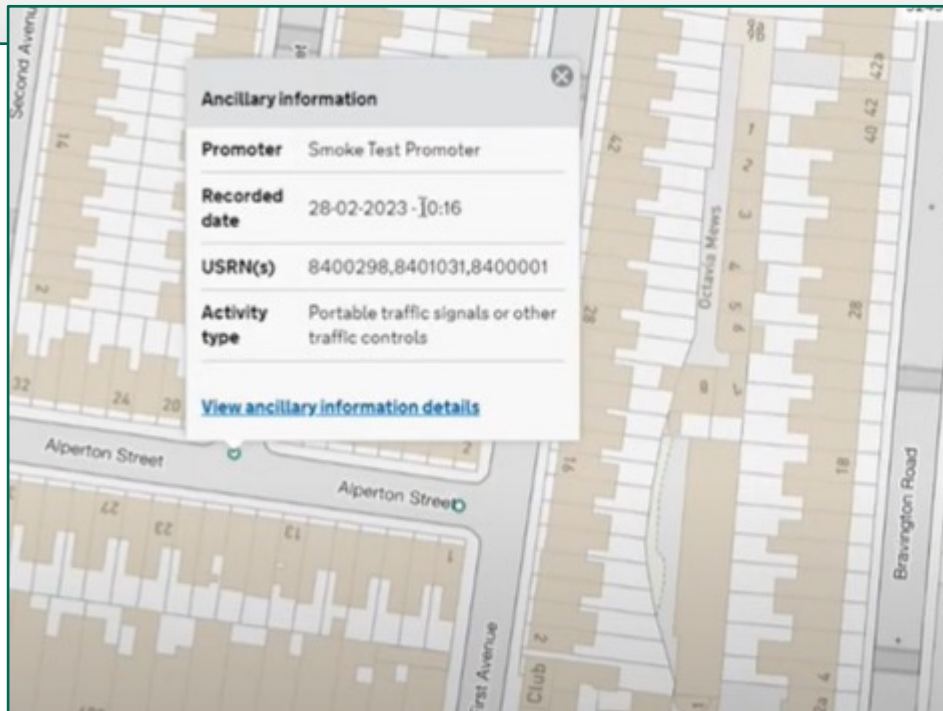
Ancillary Information

| Recorded date | Ancillary reference | USRN(s) | Ancillary type | Status | Map |
|---------------------|--|---------------------------|--|--------|-----------------------------|
| 28/02/2023 10:16 | 0000149311595-01-AI-01 | 8400298, 8401031, 8400001 | Portable traffic signals or other traffic controls | Added | View on map |

| | | | |
|------------------------------|---------------|---------------------------|--------------|
| Additional works information | Not provided | Secondary contact email | test |
| Works reference number | 0000149311595 | Additional contact | Not provided |
| Project reference number | Not provided | Additional contact number | Not provided |
| Secondary contact | test | Additional contact email | Not provided |
| Secondary contact number | test | | |

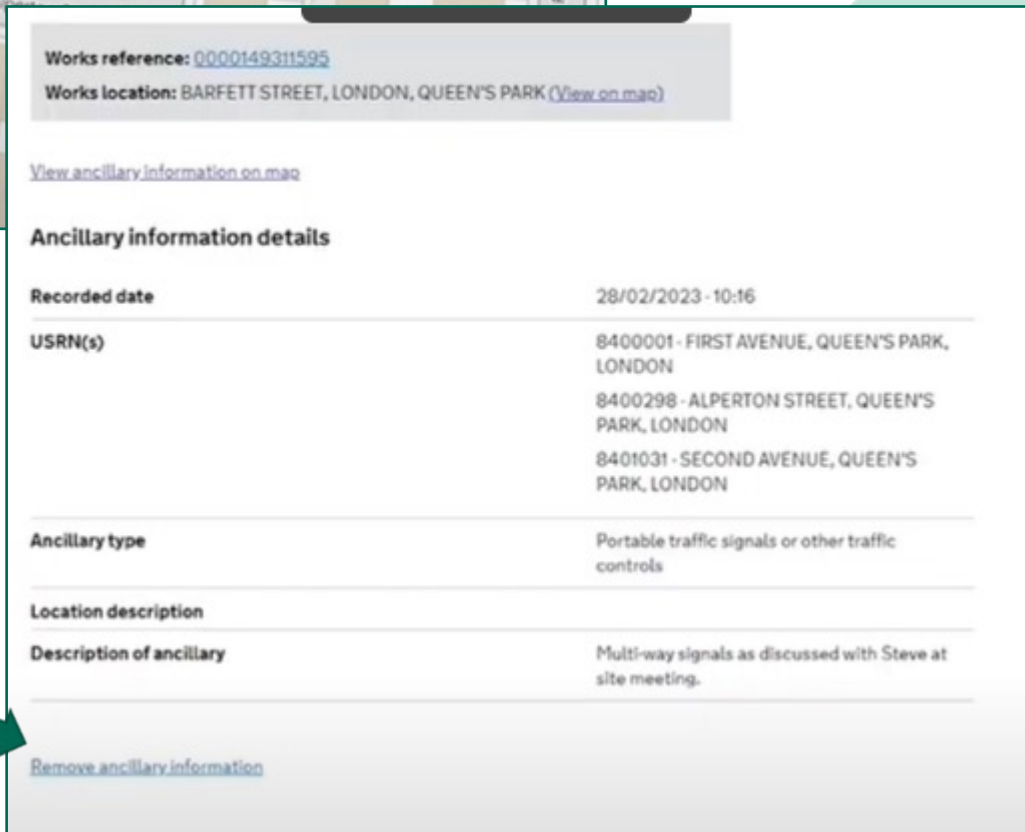
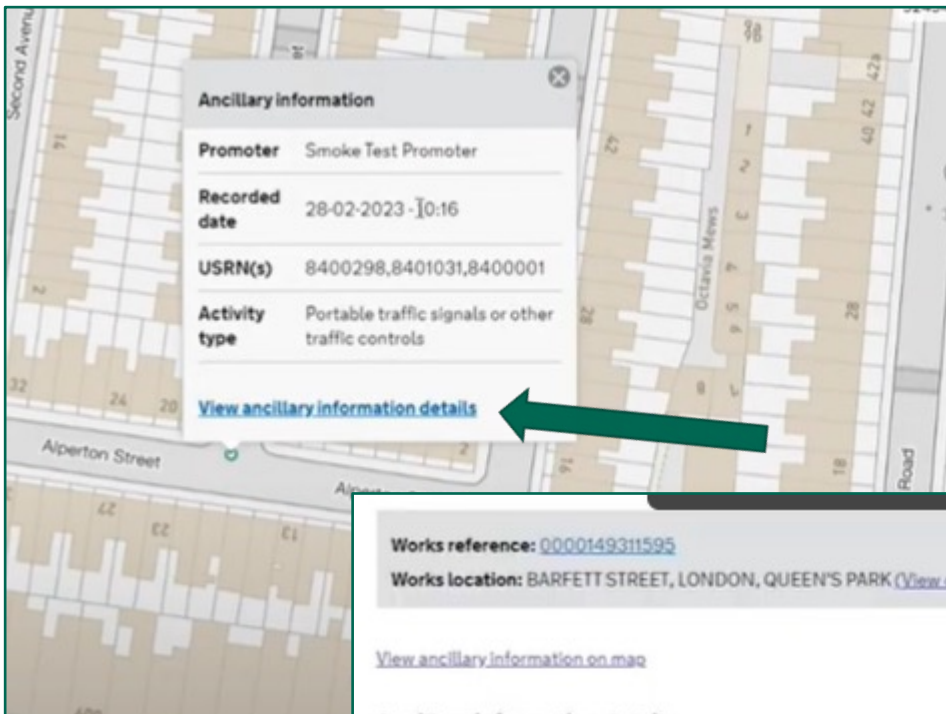
Ancillary Information

| Recorded date | Ancillary reference | USRN(s) | Ancillary type | Status | Map |
|---------------------|--|---------------------------|--|--------|-----------------------------|
| 28/02/2023 10:16 | 0000149311595-01-AL-01 | 8400298, 8401031, 8400001 | Portable traffic signals or other traffic controls | Added | View on map |



“ Select ‘View on map’ to see the ancillary information in map view. ”

Removing ancillary information



“ To remove ancillary information select ‘View ancillary information details’. On the next screen select ‘Remove ancillary information’ ”

GOV.UK Plan and manage roadworks

Home Applications and works Inspections FPN Registered reinstatements Comments Section 81 Section 74

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Ancillary information

Why are you removing this ancillary information?

Removal reason

Signal heads now gone.

[Remove ancillary information](#)

[Don't remove, take me back](#)

“ Use the text box to enter the reasons why the ancillary information is no longer required, then click ‘Remove ancillary information’. ”



When you return to the permit page, you will now see that the ancillary information status has changed to 'removed'.



Additional information

| | | | |
|------------------------------|---------------|---------------------------|--------------|
| Additional works information | Not provided | Secondary contact email | test |
| Works reference number | 0000149311595 | Additional contact | Not provided |
| Project reference number | Not provided | Additional contact number | Not provided |
| Secondary contact | test | Additional contact email | Not provided |
| Secondary contact number | test | | |

Ancillary Information

| Recorded date | Ancillary reference | USRN(s) | Ancillary type | Status | Map |
|---------------------|--|---------------------------|--|---------|-----|
| 28/02/2023 10:16 | 0000149311595-01-AI-01 | 8400298, 8401031, 8400001 | Portable traffic signals or other traffic controls | Removed | |

