

Appendix 1 – Highway enforcement and licensing – The current position

Activity	Creation to enforcement process	Informing the business and associated education	Issuing of Fixed Penalty Notices
Skips	Aug 2016	Aug – Nov 2016 27 companies signed up to skip registration to work in Cardiff.	Dec 2016
A-Boards	Sept 2016	Oct 2016 – Feb 2017 400 letters sent to businesses. 62 licenses has raised to 118 licenses through education.	March 2017
Table & Chairs and smoking enclosures	Oct 2016	Dec 2016 – March 2017 300 letters sent to businesses.	April 2017
Illegal advertising signage	Feb 2017	March 2017 Removing illegal advertising signs and sending letters with removal charges.	April 2017
Scaffolding, hoarding and containers	Jan 2017	Feb – Apr 2017 8 companies signed up to scaffolding registration to work in Cardiff.	May 2017
Crossovers for drives	Apr 2017	July 2017 Move to Council only managed construction via a framework of Contractors.	Aug 2017 250 request per annum but significant number of illegal crossovers.