

ROAD CLOSURE ORDERS GUIDANCE FOR APPLICANTS

Wychavon District Council (being a District Council for the purposes of Section 2 of the Local Government Act) has the power under Section 21 of the Town Police Clauses Act 1847 to close roads for public events.

How to obtain an Order

Please contact us (contact details below) at least six weeks before the event.

Please note, if it is a new or major event (i.e. a carnival, 10k road race), a longer consultation period will be required – you should contact us in the first instance during the planning of your event.

The Police require six weeks to ensure they fully consult on the proposal. Failing to contact us in time may result in the application being refused.

You should submit

- 1) The application form;
- 2) Plan – out lining the road to be closed and the alternative route for traffic during the closure
- 3) Your fee – £90 from 1st April 2014. No fees are applicable for Remembrance Day Parades in November.

Upon receipt of the above, we consult with the Police, the Highways department of the County Council and, if appropriate, the relevant District Councillors. Providing no objections are received, we will grant the Temporary Road Closure Order. If objections are received, we will try to work with the applicant and the objecting party to reach a compromise.

Once an order has been granted, we will also notify the Fire and Rescue Service and the Ambulance Service.

Standard Conditions

- a) The Road Closure Order must be displayed 7 days in advance of the event and taken down immediately afterwards.
- b) Local Businesses and residents likely to be affected should be notified in advance. No-one in the affected road(s) is to be denied access.
- c) Barriers and signage indicating the road closure should be erected, complying with Chapter 8 of the Traffic Signs Manual.
- d) Generally, the Police will not undertake to attend any event, and it is the responsibility of the organisers to manage the event in its entirety.
- e) The District Council and County Council accept no liability for any accident that may occur. The Applicant is therefore advised to ensure adequate insurance cover is obtained.

In addition to complying with these conditions, the Police may also impose additional conditions, of which you will be advised.

To apply for a Temporary Road Closure Order please complete the application form and return, together with the plans, to: -

Julie Brain
Wychavon District Council
Civic Centre
Queen Elizabeth Drive
Persore
Worcestershire
WR10 1PT

OR by e-mail to julie.brain@wychavon.gov.uk

For any additional information please do not hesitate to contact Julie on (01386) 565477.