

DRAFT - Traffic Management Policies:

Street Party Policy

1 INTRODUCTION

- 1.1 Events on the highway often involve a road closure, which includes extensive signing and organisers are requested to have adequate public liability insurance and the relevant licences. These can often prove expensive and may prevent a street party from being held.
- 1.2 To assist residents the Council is willing to work with them to hold a street party that is safe and legal at minimal cost. The Council will arrange for the legal closure of the road whilst residents will need to fund the cost of the signing and if residents sign an indemnity they will not require public liability insurance.

2 ROAD CLOSURE

- 2.1 A closure on a low trafficked road for a small scale local event such as a street party can be authorised using a notice under the Town Police Clauses Act of 1847 at no cost to the organisers. However the organisers will be responsible for installing the correct signs warning of the closure.
- 2.2 Organisers wishing to hold a street party on main routes will need to have the road closed using Section 16A of the Road Traffic Regulation Act 1984 and this will involve publishing a notice in the local paper. As this can prove expensive and is very likely to prevent street parties from being held, the Council is willing to work with the organisers to determine if there is a suitable location nearby where an event can safely take place.
- 2.3 The organiser will need to complete the Street Party Application form at least three weeks prior to the event. The Traffic and Road Safety Team will be responsible for notifying all emergency services and bus companies of a Street Party involving a road closure.
- 2.4 The event shall be organised in such a way that access for pedestrians and essential vehicles can be maintained.
- 2.5 The organiser/applicant will need to ensure that all frontagers on the road to be closed, both residential and commercial, have been individually notified and have no substantial objection. A copy of the notification to all frontagers must be included with the Street Party Application Form together with details of any objections.

3 DEFINITION OF STREET PARTY

- 3.1 It is considered that a Street Party is:
 - An event that is not publicised for the general public and therefore will not draw in people from the wider area.
 - It usually includes the residents of one or two streets only and not larger areas. Therefore attendance will generally involve less than 150 people.
 - There is no amplified entertainment which may cause nuisance to the wider area.
 - There is no alcohol or food being sold.

4 PUBLIC LIABILITY INSURANCE

- 4.1 The Council normally insist that organisers of events on the public highway have public liability insurance. As street parties are aimed at local residents of a street getting together to celebrate an event, the Council has decided that organisers of street parties will not require public liability insurance cover for their event.
- 4.2 Whilst the Council is happy to waive the requirement for the organisers of Street Parties to carry high levels of Public Liability Insurance in order to stage an event on the Highway, it is important to realise that if an incident occurs due to negligence then legal action may be taken either individually or collectively against the organisers of the event. It is unlikely that your household Insurance policy will extend to include this liability which doesn't result directly from occupation of your private dwelling and this is therefore something that you will need to discuss with your Insurers.
- 4.3 To ensure the event goes smoothly organisers will need to undertake their own risk assessment and submit this to the Council for information.
- 4.4 The Council carries high levels of Public Liability Insurance which covers the Authority for its own liability for negligent acts. It does not extend to include other parties such as street party organisers. Whilst organisers may consider the risk to be negligible, the council strongly suggests that organisers take independent advice to ascertain whether or not this is something that should be considered. There are Insurance packages available for such events that can also include cover in the event that the party has to be cancelled.
- 4.5 Where the application is from an ad hoc body set up for the purpose of one event rather than an established body, the person submitting the application will be held responsible for any costs arising, e.g. clearing up, damage to street furniture or road surfaces etc, unless the organising group have all signed the declaration of indemnity form in which case responsibility will be shared.

5 FINANCIAL ARRANGEMENTS

- 5.1 There will be no cost for processing road closures approved using the Town Police Clauses Act 1847. However for road closures on main routes Section 16A of the Road Traffic Regulation Act 1984 will be used and is likely to cost in the region of £1,000.
- 5.2 The organisers of the street party will be responsible for the costs for signing the road closure.