

ROAD TRAFFIC REGULATION (NORTHERN IRELAND) ORDER 1997 (as amended)

APPLICATION TO HOLD A SPECIAL EVENT ON A PUBLIC ROAD

Please read the following guidance documents before submitting your application.

- Department for Infrastructure 'Guidance for Promoters of Events'
- Attached Council guidance notes on completion of this application form


ABOUT YOU	
Name of Promoter	Caring Adventures
Address of Promoter	
	Postcode:
Name of contact (s)	Tracy Hughes Telephone:
Position / role of contact	Founder & Secretary E-Mail: 1
Confirm if you have authority to act on behalf of the Promoter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ABOUT THE EVENT	
Name of Event	Eva's Adventure Run
Date of event	Saturday 14 th September 2019
Purpose and nature of event	The event remembers local girl Eva Tomney who lost her battle with childhood cancer. It's aim is to promote good health and well-being, bring the community together, raise awareness of life limiting conditions affecting children such as childhood cancer.
Have all other options for holding the event off the public road been explored?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is this a 'small event'?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Public liability insurance details	We will be using Event Insurance as per last year's event.
POSSIBLE IMPACT	
1. Name of road (s) on which event is to be held. (Enclose a detailed, marked up location plan to include marshals / stewards & first aid positions)	HALF MARATHON: Leaving from Church Car Park - Dundrum Road, Tassagh (WS / M / FA) Right onto the Tassagh Road heading for Keady (M) Left at Annvale on to the Annvale Road (WS / M) Right at Frank King's House onto the Darkley/Newtownhamilton/Keady Road (M) Onto Victoria Street, Keady (WS / M) Right at the Monument onto Kinelowen Street (M) Down the Armagh Road (M at Fire Station & Centre) Turn left before Gribben Garage onto Ballyards Road (WS / M)

	<p>Right onto the Keady Road (WS) Across Beach Hill Crossroads (M) Down the Drumconwell Road (WS) Right onto the Ennislare Road (WS / M) Right onto the Killyfaddy Road (M) Left onto Drundrum Road home to Sheils, Tassagh (WS / FA / M)</p> <p>There will be two marshalls (M) at each turning point along the route. Water stations marked (WS) First Aid (Ambutran) will be located at the car park of Sheils Bar and Restaurant Tassagh as per last years' event.</p> <p>10K: Leaving from Church Car Park - Dundrum Road, Tassagh (WS / M / FA) Right onto the Tassagh Road heading for Keady (M) Right onto the Bachelors Walk Left onto the Armagh Road Straight up Kinelowen Street Left onto Bridge Street (Keady Library) Up Victoria Street to HBA and circle roundabout Back down Victoria Street onto Bridge Street Right at the Monument onto Kinelowen Street Right at the Fire Station onto Tassagh Road Left at Tassagh Bridge onto Drundrum Road home to Sheils, Tassagh (WS / FA / M)</p> <p>5K: Leaving from Church Car Park - Dundrum Road, Tassagh (WS / M / FA) Right onto the Tassagh Road heading for Keady (M) Turn at opening onto the Glen Road Back down the Tassagh Road Left at Tassagh Bridge onto Drundrum Road home to Sheils, Tassagh (WS / FA / M)</p> <p>3K: Leaving from Church Car Park - Dundrum Road, Tassagh (WS / M / FA) Left onto the Upper Dundrum Road Left onto the Killyfaddy Road (M) Left onto Drundrum Road home to Sheils, Tassagh (WS / FA / M) (Begins in front of Sheils on the low road and walks up behind Sheils on the high road, back down to the low road (Dundrum) for home.</p>
<p>2. Please list all roads to be signed as diversionary routes. (Use separate sheet if necessary)</p>	<p>Dundrum Road, Tassagh</p>
<p>3. Type of restriction (full road closure / lane restriction etc.)</p>	<p>Half road closure on Dundrum Road, Tassagh, between 8:30am – 11:30am</p>
<p>4. Date and Start / End times of proposed road restriction</p>	<p>Date: 14/09/19</p>

5. Name of company undertaking the Traffic Management Plan including a signing schedule?	Lagan O&M Mr Peter O'Neill
6. Name of company undertaking signage work for the event (Appendix A)	Lagan O&M
7. Has this event been held previously?	Yes No
8. If yes, are the previous arrangements amended in any way? Provide details.	Yes No Not applicable
9. Please give details of any structure or equipment to be erected on the public road as part of the event	Inflatable Arch for start and finish line.
10. Provide details of any businesses and residents which may be affected by the event and provide confirmation that they have been contacted	No businesses are affected by the event.
11. Is a bus route affected (public and / or Education Authority)	The morning schedule for the public bus on the Dundrum Road would be diverted.
12. Will the Council's waste collection service be affected?	No
13. Please detail the arrangements for cleaning up after the event.	As with last year's event we will drive the entire route cleaning up any waste as a result of the run. The council provided red bins last year for the route which we hope to avail of this year also.
14. Provide any other information that may assist with processing your request	Last year we held a very successful event with minimal disruption to the roads and public. There were no injuries of any kind and the entire community came together for a day of great spirit and awareness building around childhood cancer. We have a strong team in place and every confidence that this year's event will run equally as smooth.

DECLARATIONS

- I confirm that I have read the Department for Infrastructure 'Special Events on Roads - Guidance for Promoters of Events' and understand that the Council may apply all or any of the conditions as it deems necessary.
- I also understand that the Council may request any further information that it considers necessary to process this application and that my application may not proceed if I fail to produce this additional information.
- I acknowledge that Armagh City, Banbridge and Craigavon Borough Council is the data controller and data processor under General Data Protection Regulation (GDPR). The Council is collecting this personal information to assist the Environmental Health Department to carry out its statutory duties. The personal data may be shared internally within the Council with staff who are involved in providing this service and where necessary, between internal departments with the purpose of supporting an effective delivery of service. Information collected will only be shared with other Statutory Agencies for lawful purposes or to fulfil statutory obligations. The information you provide will be held securely and in accordance with the Council's Retention and Disposal Schedule. We would like you to be aware that for some legislation, this information may need to be on a register to which others can have access to by request. Further information can be viewed at <https://www.armaghbanbridgecraigavon.gov.uk> or obtained from the Senior Records Officer at the Council.
- I understand I will be required to provide appropriate **Public Liability** insurance cover for this event.
- I confirm that I have consulted with local residents, businesses and relevant service providers that may be affected by the holding of this event.
- I can confirm the details provided in this application are true and correct.

Signature of applicant  (on behalf of the Promoter)

Date of application 12/06/19

Checklist:	Yes
Application fee - £269 *	✓
Location plan / map showing marshals / stewards & first aid positions	
Traffic Management Plan including Signing Schedule	
Proof of Company's Competency to produce a Traffic Management Plan (e.g. Lantra sector 12 D (M7) or equivalent)	
Details of Consultees and feedback received (bus providers, residents, businesses)	

I will email through to ehealth.

* Please refer to relevant point in attached guidance notes regarding small events

Please return the completed application form, accompanying documents and fee to:

Environmental Health Dept The Palace Demesne Armagh BT60 4EL Tel: 028 3752 9626	Environmental Health Dept Civic Building, Downshire Road, Banbridge, BT32 3JY Tel: 028 4066 0606	Environmental Health Dept Civic & Conference Centre, PO Box 66, Lakeview Road, Craigavon, BT64 1AL Tel: 028 3831 2521
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