



Armagh City
Banbridge
& Craigavon
Borough Council

Public
Notice

**ROAD TRAFFIC REGULATION
(NORTHERN IRELAND) ORDER
1997**

**NOTICE OF PROPOSED
SPECIAL EVENT**

Armagh City Banbridge and Craigavon Borough Council (as the relevant authority) has received an application from Armagh City Banbridge and Craigavon Borough Council (Tourism, Arts & Culture Department) that it wishes to hold an event to celebrate winning as the Great British High Street Champion on Saturday, 5th October 2019 at the Plaza in Portadown.

By virtue of the powers conferred on it by Article 8A of and Schedule 3A to the Road Traffic Regulation (Northern Ireland) Order 1997 the Council gives notice that it is minded to make an Order to temporarily prohibit all traffic from Church Street (traffic going in to town at the junction with Mandeville Street), High Street, Market Street, West Street (at the junction with Mandeville Street) and William Street on Saturday, 5th October 2019 between the hours of 8.30 and 20.30.

Diversions routes will be advised at Carleton Street, Mandeville Street, Northway (A3), Thomas Street and West Street.

Copies of the application may be inspected free of charge at Craigavon Civic & Conference Centre, Lakeview Road, Craigavon, BT64 1AL.

Persons wishing to make representations to the Council regarding the proposal may do so in writing to the address below by 5 pm on 27th September 2019; representations received after this will not be considered.

The Chief Executive
Armagh City Banbridge & Craigavon Borough
Council, Craigavon Civic & Conference
Centre, Lakeview Road, Craigavon, Co
Armagh BT64 1AL



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	Armagh City, Banbridge and Craigavon Borough Council
Address of Promoter	Old Technical School [Redacted]
	[Redacted] Postcode: BT32 3JY
Name of contact (s)	[Redacted] Telephone: [Redacted]
Position / role of contact	Project Co-Ordinators E-Mail: [Redacted]
Confirm if you have authority to act on behalf of the Promoter	<u>Yes</u> No
ABOUT THE EVENT	
Name of Event	Great British High Street – Let's celebrate Portadown
Date of event	5/10/19
Purpose and nature of event	Portadown won Great British High Street in the Champion NI Category, the event is to celebrate the town's achievement. The event is to celebrate the High Street of Portadown
Have all other options for holding the event off the public road been explored?	<u>Yes</u> No
Is this a 'small event'?	<u>Yes</u> No
Public liability insurance details	[Redacted]
POSSIBLE IMPACT	
1. Name of road (s) on which event is to be held. (Enclose a detailed, marked up location	The event will be held on the Town Centre Plaza from 2.00 p.m. – 5.00 p.m. however we require time for set up and dismantle.

<p>plan to include marshals / stewards & first aid positions)</p>	<p>West Street Church Street Market Street</p>
<p>2. Please list all roads to be signed as diversionary routes. (Use separate sheet if necessary)</p>	<p>Diversion – Thomas Street Diversion – Carleton Street Diversion - Mandeville Street Diversion – West Street Diversion – North Way</p>

3. Type of restriction (full road closure / lane restriction etc.)	Roads proposed to close Market Street High Street Church street - inward bound – junction at Mandeville Street West Street – junction at Mandeville Street William Street		
4. Date and Start / End times of proposed road restriction	Date: 5 October 2019	Start Time: 8:30 a.m.	End Time: 8:30 p.m. <i>g</i>
5. Name of company undertaking the Traffic Management Plan including a signing schedule?	GreenTown Traffic Management		
6. Name of company undertaking signage work for the event (Appendix A)	GreenTown Traffic Management		
7. Has this event been held previously?	Yes <u>No</u>		
8. If yes, are the previous arrangements amended in any way? Provide details.	Yes No <u>Not applicable</u>		
9. Please give details of any structure or equipment to be erected on the public road as part of the event	The majority of the structures will be built on the plaza or footpaths. A play bus may be parked on the road/parking spaces.		
10. Provide details of any businesses and residents which may be affected by the event and provide confirmation that they have been contacted	Town centre businesses will be effected by the event, residents in the town centre will also be effected by the event. All will received notification via a hand delivered letter. Portadown Chamber of Commerce will work closely with their members regarding the event and the impact on the town.		
11. Is a bus route affected (public and / or Education Authority)	Yes		
12. Will the Council's waste collection service be affected?	No		
13. Please detail the arrangements for cleaning up after the event.	Council will have a street cleansing team deployed before and after the event.		
14. Provide any other information that may assist with processing your request			

DECLARATIONS

- I confirm that I have read the Department for Infrastructure 'Special Events on Roads - Guidance for Promotors 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 6-8-19

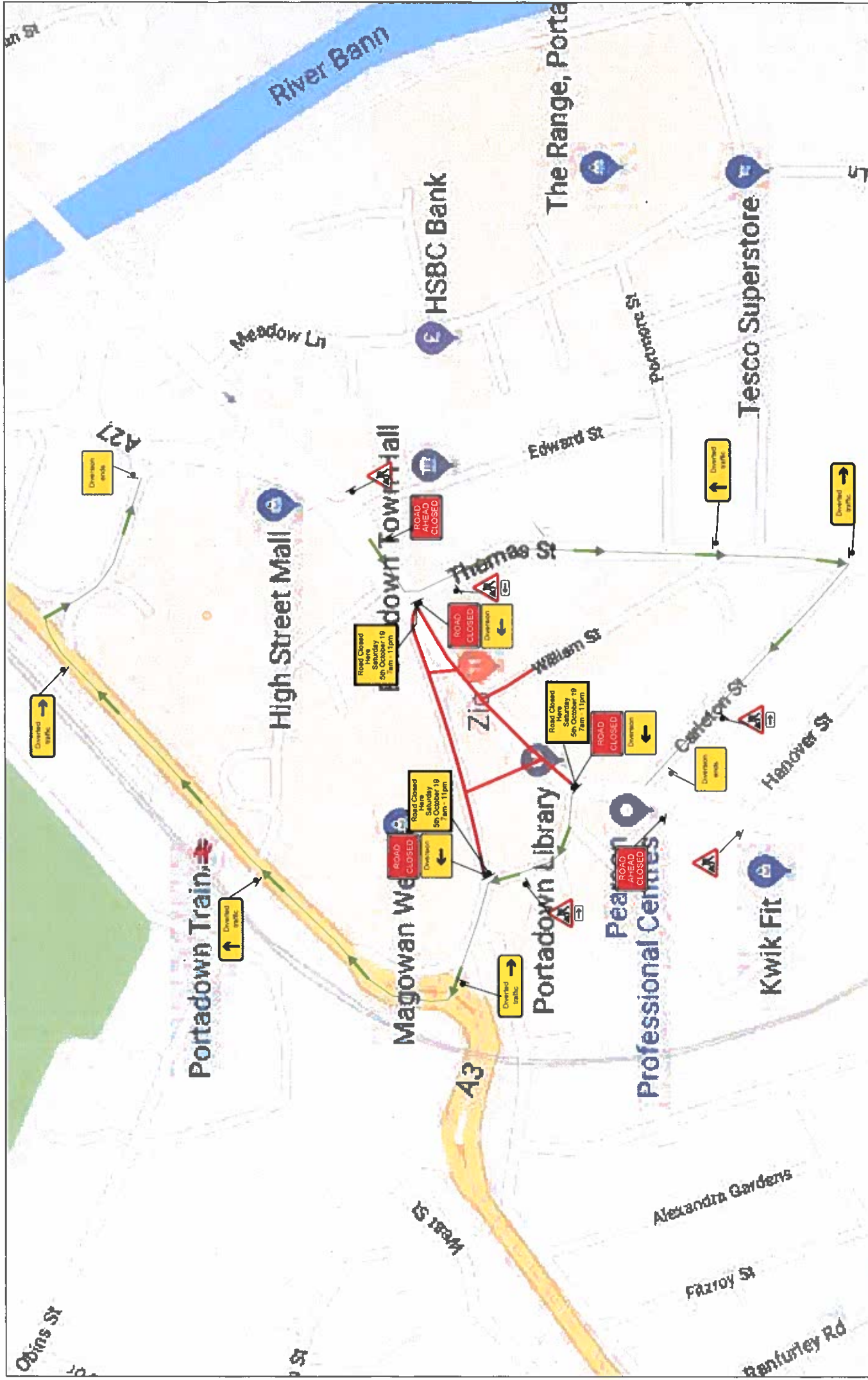
Checklist:	Yes
Application fee - £269 *	Yes
Location plan / map showing marshals / stewards & first aid positions	
Traffic Management Plan including Signing Schedule	Yes
Proof of Company's Competency to produce a Traffic Management Plan (e.g. Lantra sector 12 D (M7) or equivalent)	Yes
Details of Consultees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

* 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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Email – ehealth@armaghbanbridgecraigavon.gov.uk
www.armaghbanbridgecraigavon.gov.uk



NOTES:
 1. All traffic management to be in accordance with Chapter 6 of the Traffic Signs Manual.
 2. All signs will comply with Traffic Sign Regulations in General Directions (TSRD) 2002
 3. Installation, maintenance and removal of traffic management will be carried out by Lantra approved operatives who have achieved Sector Scheme 12D training/ SLG training

**Portadown Centre
 Road Closure
 05/10/19**

PROJECT
 Road Closure

DRAWN D. McGarry

SCALE Not to scale

DIMENSIONS Metres

Drg No.
 002

Original Drawing Size
 A3

GREEN TOWN TRAFFIC MANAGEMENT LTD.

221a Hillhall Rd
 Lisburn
 Co. Antrim
 BT27 5JA
 Tel. 02892862077