

Armagh City, Banbridge & Craigavon
Borough Council

2 APR 2025



Armagh City
Banbridge
& Craigavon
Borough Council

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			
Address of Promoter			Postcode:
Name of contact (s)		Telephone:	
Position / role of contact		Race Director	E-Mail:
Confirm if you have authority to act on behalf of the Promoter		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
ABOUT THE EVENT			
Name of Event		Annaghmore Running Festival	
Date of event		27/09/2025	
Purpose and nature of event		Road Race	
Have all other options for holding the event off the public road been explored?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is this a 'small event'?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Public liability insurance details			
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)		Eglisb Terrace Clonmacash Rd Belmount Rd Cloncarish Rd Birches Rd Derrylileagh Rd	Derrylee Rd Derryone Rd Derryhubbert Rd Maghery Rd Derrycor Rd Sandy Rampart
2. Please list all roads to be signed as diversionary routes. (Use separate sheet if necessary)		Teaghy Rd Eglisb Rd Eglisb Terrace	
		No diversions in place	

3. Type of restriction (full road closure / lane restriction etc.)	No Road closures *Runners on Road Signs		
4. Date and Start / End times of proposed road restriction	Date: 27.09.25	Start Time: 10am	End Time: 1pm
5. Name of company undertaking the Traffic Management Plan including a signing schedule?	Green Town Traffic Management		
6. Name of company undertaking signage work for the event (Appendix A)	Green Town Traffic Management		
7. Has this event been held previously?	Yes X No		
8. If yes, are the previous arrangements amended in any way? Provide details.	Yes No X Not applicable Green Town Traffic Management Company in charge of signage Work		
9. Please give details of any structure or equipment to be erected on the public road as part of the event	Signs only- as indicated in the signage schedule		
10. Provide details of any businesses and residents which may be affected by the event and provide confirmation that they have been contacted	Flyers to be sent to businesses/ resident on the route Including face to face consultations		
11. Is a bus route affected (public and / or Education Authority)	No		
12. Will the Council's waste collection service be affected?	No		
13. Please detail the arrangements for cleaning up after the event.	Club personnel will be responsible for litter picking after the event		
14. Provide any other information that may assist with processing your request	N/A		

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 _____

Checklist:	Yes
Application fee - £281 *	
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)	

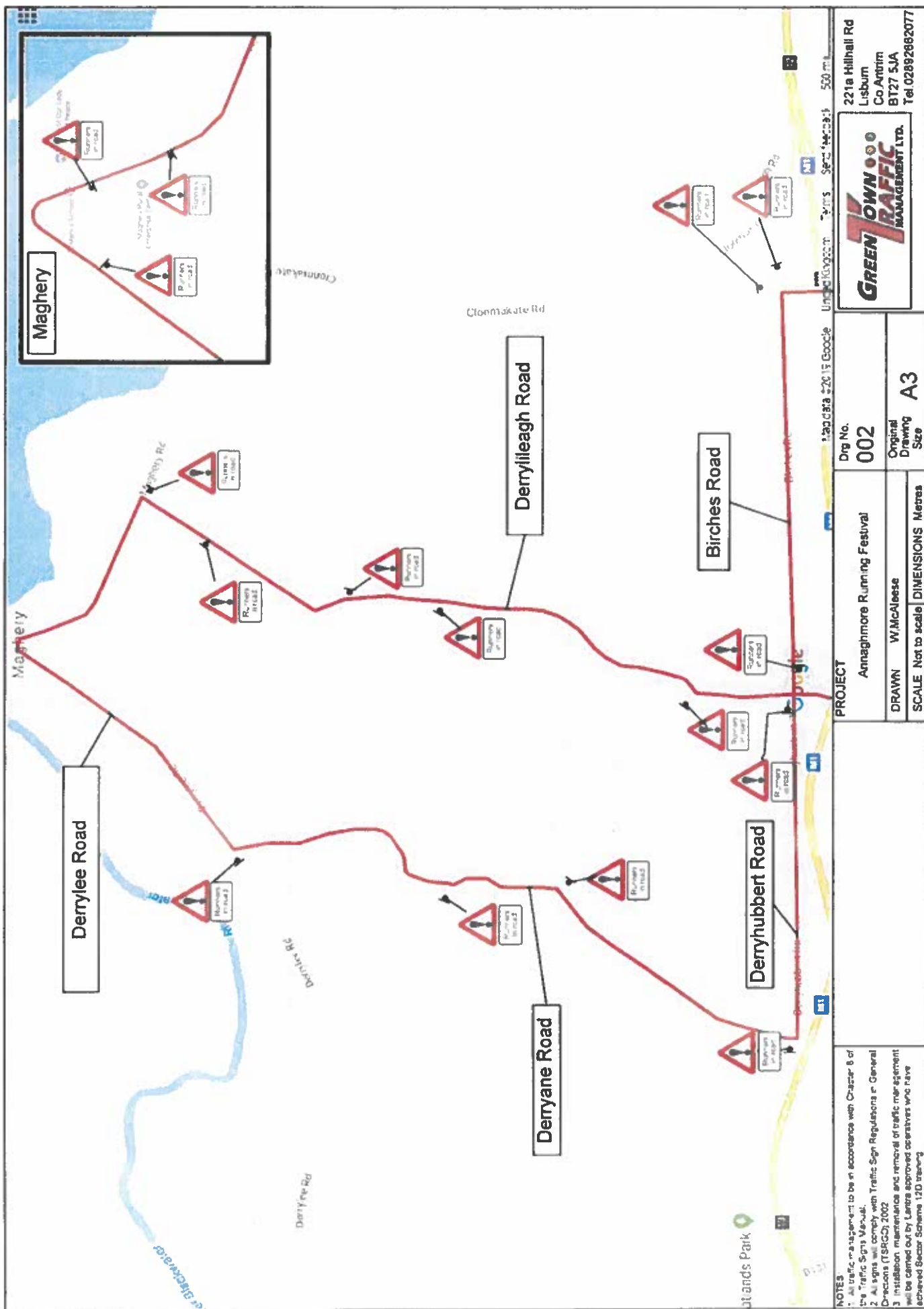
* Please refer to relevant point in attached guidance notes regarding small events

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

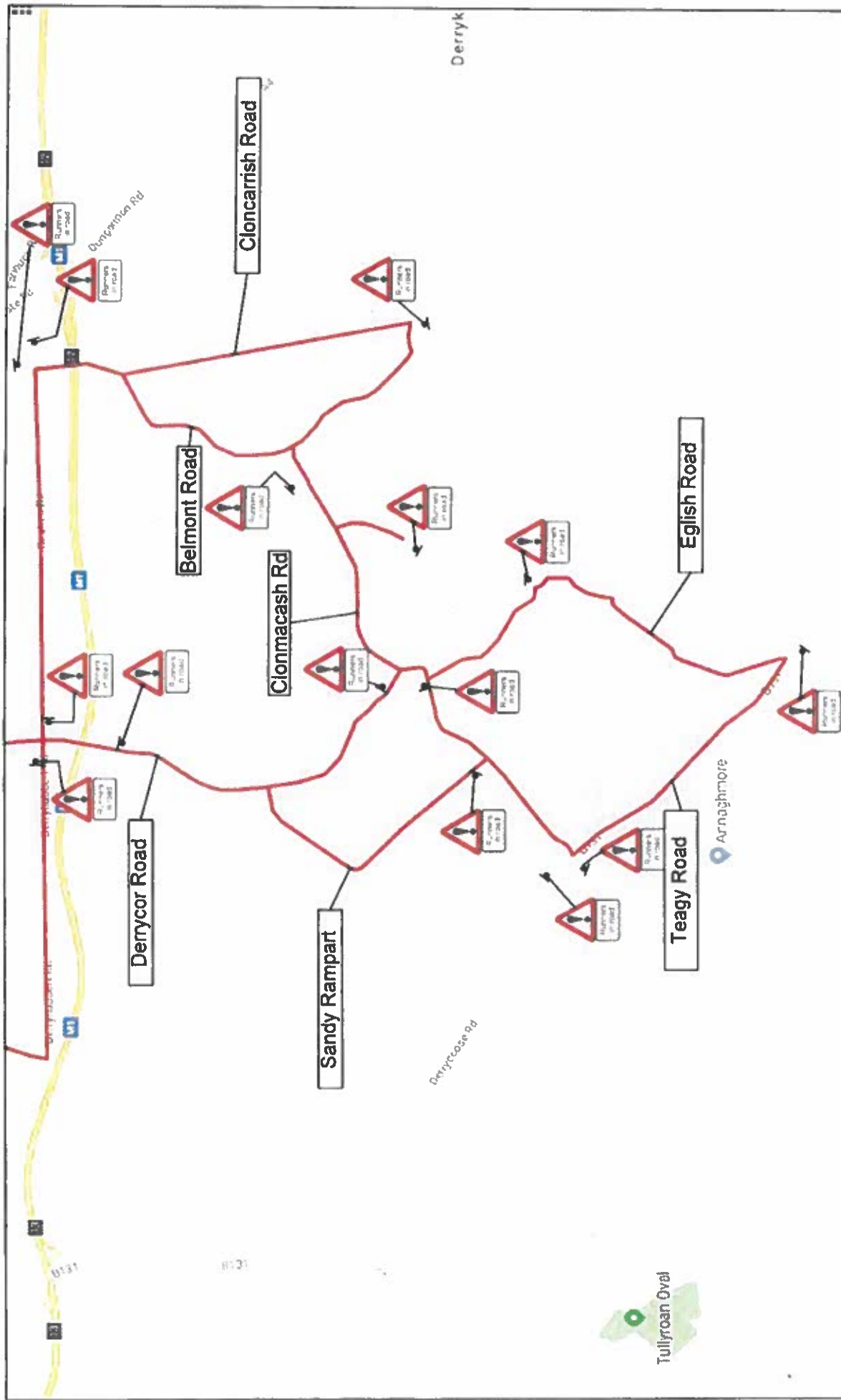
Environmental Health Dept Old Armagh City Hospital 39 Abbey Street Armagh BT61 7DY	Environmental Health Dept Civic Building, Downshire Road, Banbridge, BT32 3JY	Environmental Health Dept Civic & Conference Centre, PO Box 66, Lakeview Road, Craigavon, BT64 1AL
---	--	---

T: 0330 0561 011 E: ehhealth@armaghbanbridgecraigavon.gov.uk

www.armaghbanbridgecraigavon.gov.uk



NOTES 1. All traffic management to be in accordance with Chapter 8 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 Lintas approved operatives who have achieved Sector Scheme 120 training.		PROJECT Annaghmore Running Festival DRAWN W/McAlbese SCALE Not to scale DIMENSIONS Metres		1:200000 © 2015 Google 221a Hillhall Rd Lisburn Co Antrim BT27 5JA Tel 02892882077	
DRG No. 002		Original Drawing Size A3		GREEN TOWN TRAFFIC MANAGEMENT LTD.	



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) 2012
 3. Installation, maintenance and removal of traffic management will be carried out by Lantra approved operatives who have achieved Sector Scheme 12D training

PROJECT		Annaghmore Running Festival	
DRAWN	W. McAleese	Original Drawing Size	A3
SCALE		Not to scale	
DIMENSIONS		Metres	

Drp No.
003

GREEN TOWN TRAFFIC MANAGEMENT LTD.
 221a Hillhall Rd
 Lisburn
 Co. Antrim
 BT27 5JA
 Tel. 02892892077



**ROAD TRAFFIC REGULATION (NORTHERN
IRELAND) ORDER 1997
NOTICE OF PROPOSED SPECIAL EVENT**

Armagh City Banbridge and Craigavon Borough Council has received an application from Annaghmore GFC that it wishes to hold Annaghmore Running Festival on the roads listed below on Saturday 27 September 2025.

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 restrict traffic from using Eglish Terrace, Clonmacash Road, Belmont Road, Cloncarrish Road, Birches Road, Derrylileagh Road, Derrylee Road, Derryone Road, Derryhubbert Road, Maghera Road, Derrycor Road, Sandy Rampart, Teaghy Road, Eglish Road and Eglish Terrace, Armagh on Saturday 27 September 2025 between the hours of 0.00am and 1.00pm.

No diversionary routes are in place. Signage indicating runners in road will be displayed.

Copies of the application may be inspected free of charge at the Environmental Health Office, The Old Armagh City Hospital, 39 Abbey Street, Armagh, T61 7DY

Persons wishing to make representations to the Council regarding the proposal may make representations in writing at the address below by 5pm on Friday 13 June 2025, representations received after this will not be considered.

The Chief Executive
The Old Armagh City Hospital
39 Abbey Street
Armagh
T61 7DY

