

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

## APPLICATION TO HOLD A SPECIAL EVENT ON A PUBLIC ROAD

<u>Please read the following quidance documents before submitting your application.</u>

- 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			E-Mail:
Confirm if you have authority to act on behalf	Yes	No	
of the Promoter	103	140	
ABOUT THE EVENT	Paul Style High		
Name of Event	Armagh Georgian	Day	
Date of event	Fri. 29.11.24 & Sa	t. 30.11.24	
Purpose and nature of event	Saturday of Nover celebration of Arn event attracted aphage boost to the will include the oprides, food and crachildren's enterta workshops, lectur spectacular light so City Library will ru November. It is an evenings. We will Scotch Street, The Russell Street. The the events will reconstruction of Arnold Provided Pr	mber each year nagh City's Geo proximately 3: retailers in Arrocallers in Arrocallers in Arrocallers in Arrocallers and talks, Show projected in on Friday 29' nticipated that I have stalls both mas Street, Marcallers in Arrocallers	Signature Event held on the last r. This event is craft and food and a orgian architecture and heritage. The 5,000 visitors in 2023. The event is a magh City Centre. The main elements eorgian properties, Georgian Carriage ing tours, music and festive fayre, ette cutter, Georgian themed hades of the Past lighting project. The onto the Georgian facade of Armagh is November and again on Saturday 30th retailers will open late on both the Mall and in the City Centre—arket Street, Upper English Street and thand safety of the crowds attending ag of streets
Have all other options for holding the event off the public road been explored?	Yes	No	
Is this a 'small event'?	Yes-	No	
Public liability insurance details	1		von Borough Council insurance
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)	Ogle Street, Thom Upper English Stre		ch Street, Market Street, Castle Street, eet, Mall East
Please list all roads to be signed as diversionary routes.  (Use separate sheet if necessary)	As per TMP	18	

3. Type of restriction	One lane closure on Mall E	ast and the remainder is F	ull Road Closure
(full road closure / lane restriction etc.)	Data: 20 44 24	Start Times 15.00	End Time:
4. Date and Start / End times of proposed	Date: 29.11.24	Start Time: 15:00	End Time:
road restriction	Date: 01.12.24		01:00
	Please note that not all of the roads will be closed for the entire duration – see TMP for exact timings on each road		
5. Name of company undertaking the Traffic Management Plan including a signing schedule?	Grahames Asset Managem	ent	
6. Name of company undertaking	Grahames Asset Managem	ent	
signage work for the event (Appendix A)			
7. Has this event been held previously?	Yes <del>No</del>		
8. If yes, are the previous arrangements amended in any way? Provide details.		t applicable	
	This is the same as last yea Patrick's Trian car park.	r with one addition to allo	w access to St.
	Two-way traffic system in of English Street, turning left the St. Patricks Trian Car Pa	from College Hill onto Up <sub>l</sub>	per English Street to
	PSNI suggested the following car-park, you could use the reversal of one way traffic English Street, turning left the St. Patricks Trian Car Pajunction of College Hill/Upp Company should have car-Hill.	e following form of words flow' from the Junction of from College Hill onto Up ark (car-park approx. 30 m per English Street). Traffic	- 'a temporary f College Hill/Upper per English Street to netres from the the Management
9. Please give details of any structure or equipment to be erected on the public	50 3 x 3m marquees located on one lane Mall East 50 3 x 3m marquees located across Russell Street, Upper English Street, Market Street, Scotch Street & Thomas Street		
road as part of the event  10. Provide details of any businesses and residents which may be affected by the event and provide confirmation that they have been contacted	Residents and businesses of Street, Market Street, Upporthomas Street, Ogle Street letters informing them of the street of the s	on Mall East, Charlemont ( er English Street, Jenny's I and Castle Street area. T	Row, Scotch Street,
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	Councils litter team on site	for build up, duration of	event & event
cleaning up after the event.	breakdown. A litter plan is	in place for the entire eve	ent.
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 <a href="https://www.armaghbanbridgecraigavon.gov.uk">https://www.armaghbanbridgecraigavon.gov.uk</a> 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	30.05.24	

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)	

<sup>\*</sup> 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	Environmental Health Dept
Civic Building,	Civic & Conference Centre,
Downshire Road,	PO Box 66, Lakeview Road,
Banbridge, BT32 3JY	Craigavon, BT64 1AL
	Civic Building, Downshire Road,

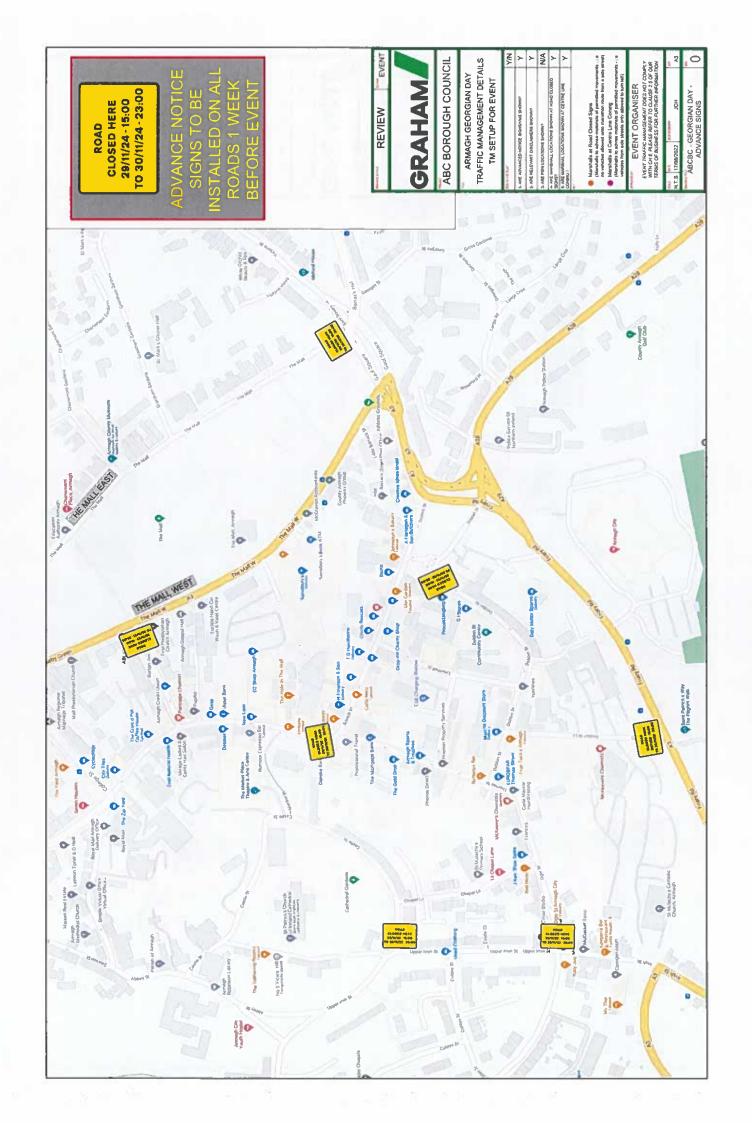
T: 0330 0561 011 E: ehealth@armaghbanbridgecraigavon.gov.uk

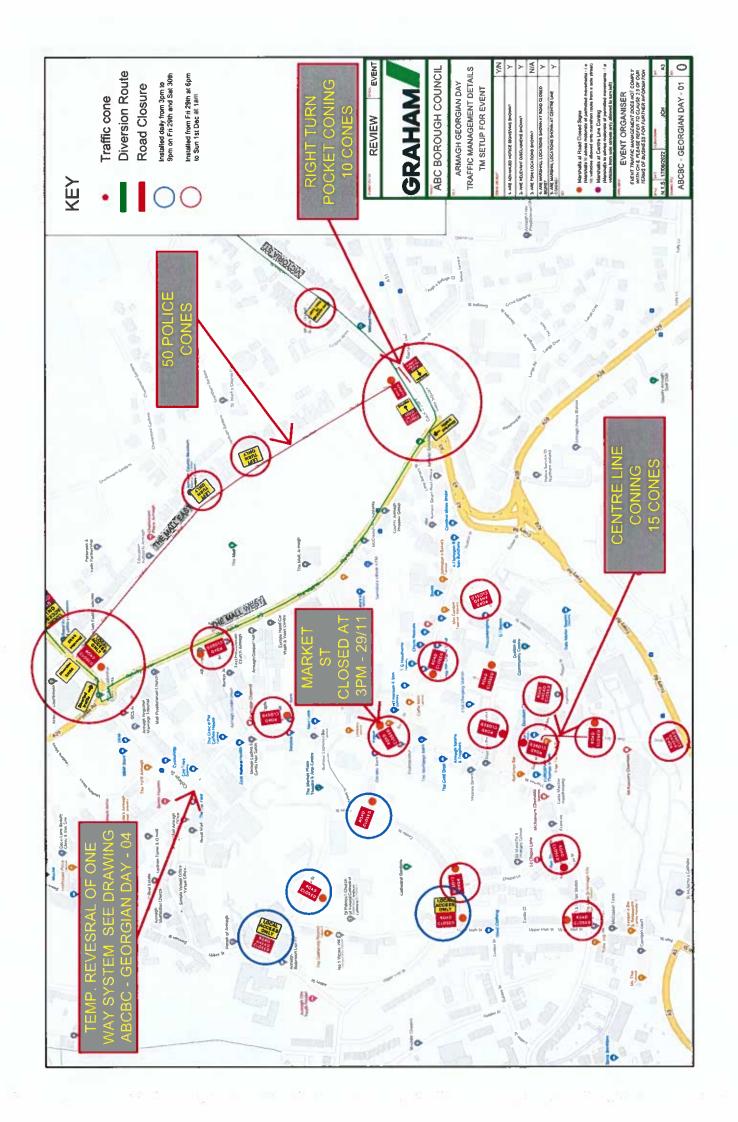
ABOUT YOU	
Name of Promoter	Person, company, club or society organising the event
Address of promoter	reison, company, club or society organising the event
Name of contact (s)	
Position/role of contact	
Confirm if you have authority to act on behalf of the Promoter	Yes No
ABOUT THE EVENT	
Name of Event	The name the event is being advertised under
Date of event	Council usually require a minimum of 12 weeks' notice to process your application
Purpose and nature of event	Provide a full description of the proposed event
Have all other options for holding the event off the public road been explored?	Detail the reasons why this event cannot take place on other than a public road – consideration should be given to grassed areas / local community & activity centres / private land and sports grounds.
Is this a 'small event'?	Small events may be exempt from the application fee. In order to be considered a "small event", the following criteria must be met: -
	The event must only be held on minor residential roads e.g. cul-de-sacs, side streets or within a defined housing development
	<ul><li>2. The road to be closed must not have a bus route along it.</li><li>3. The road to be closed must not have a car park located on it or which is accessed via the road to be closed (other than one for residents of the road)</li></ul>
	Be an event which would meet the criteria of the Council's Financial assistance policy for community events, insofar as
	<ul> <li>a. The event must be organised by a formally constituted group</li> <li>b. The event must not discriminate against Section 75 groups</li> <li>(eg between persons of different religious belief, political opinion, race etc)</li> </ul>
	<ul> <li>c. The event must not be for personal or business gain</li> <li>5. The event must finish by 11 pm.</li> <li>6. The event must have no fireworks, pyrotechnics or bonfires on the street.</li> </ul>
Public liability insurance details	An Order may not be granted without insurance cover being in place

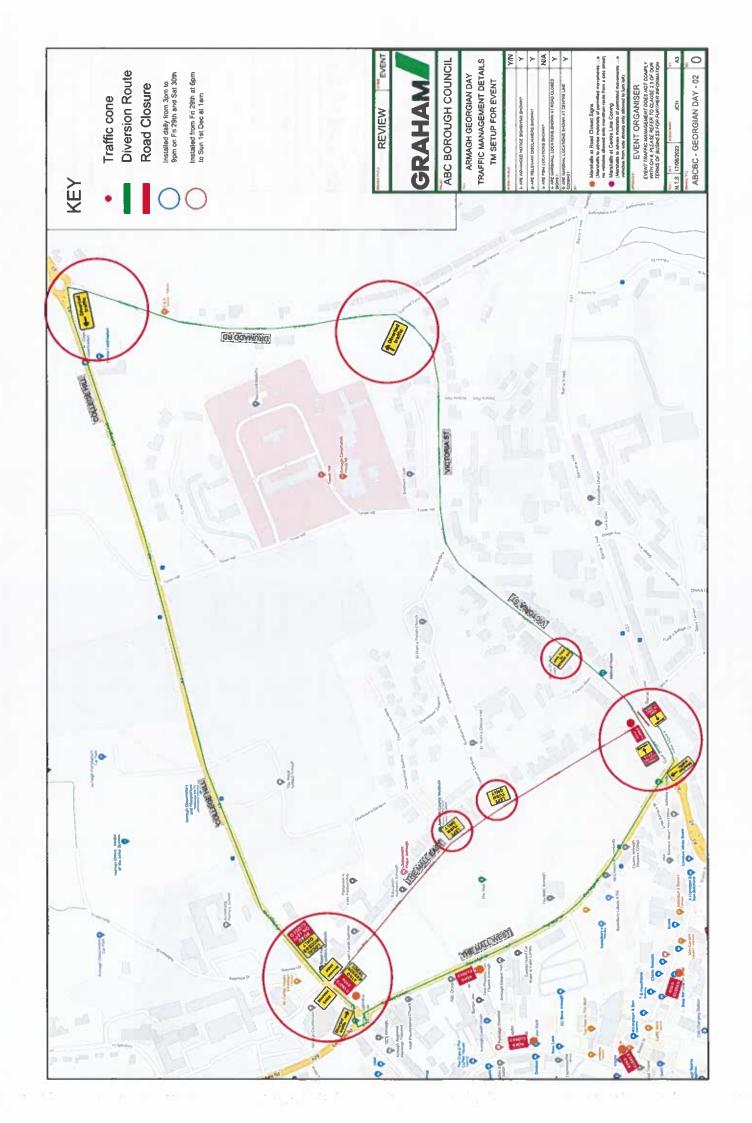
POSSIBLE IMPACT	
1. Name of road(s) on which event is to be held. (Enclose a detailed, marked up location plan to include marshals / stewards and first aid positions)	Organisers must identify the exact roads / streets affected including the start and end locations and provide a marked up plan / drawing to indicate same. The plan must show the length of road to be prohibited or restricted in use (indicated in red) and the proposed diversion route (indicated in green). This plan must be clear and indicate road names. It should also include positions of marshals / stewards and first aid positions to inform Council's consultees.
Please list all roads which will be signed as diversionary routes.	Provide a separate sheet if necessary and ensure that the names of all the roads / streets are included.
3. Type of restriction (full road closure/lane restriction etc.)	Please list the name of roads / street closures and the type of restriction including full road closure, lane restriction, prohibition of certain types of vehicles and footway closures. Pedestrian access to be maintained on all roads / streets on which the event is being held.
4. Date and Start / End times of proposed road restriction	It is important to quote the exact day, date and start / finish times of the proposed restriction for the event
5. Name of company undertaking the Traffic Management Plan including a signing schedule?	The Traffic Management Company producing the Traffic Management Plan must be competent to undertake this work e.g. Lantra sector 12 D (M7) or equivalent. A list of authorised companies can be found on the Department for Communities website using the following link: <a href="Mapproved Traffic Management Companies for Temporary Signing on public roads">Approved Traffic Management Companies for Temporary Signing on public roads</a> Department for Infrastructure (infrastructure-ni.gov.uk)
6. Name of company undertaking signage work for the event	The company undertaking all signage work for the event should be suitably qualified. The Department for Infrastructure has authorised a number of companies in terms of accreditations and insurance (see above link).
7. Has this event been held previously?	Provide relevant details.
8. If yes, are the previous arrangements amended in any way? Provide details	Yes / No / Not applicable If Yes, detail amendments.
9. Please give details of any structure or equipment to be erected on the public road as part of the event	Please detail methods to be employed to protect road surfaces. Depending on the structure or equipment being placed, technical approvals / safety certificates for any structure erected may also be required (e.g. stage)
10. Please give details of any businesses and residents which may be affected by the event and provide confirmation that they have been contacted	Provide evidence that you have contacted residents, businesses etc. which may be affected by the proposed special event – this may include copy letters / flyers.
11. Is a bus route affected (public and / or Education authority)	If your event affects bus routes, you should explain what arrangements have been made to help reduce adverse impact to bus services.
12. Will the Council's waste collection service be affected?	If your event affects the Council's waste collection service for that route, you should explain what arrangements have been made with Council to help reduce impact to this service.
13. Please detail the arrangements for cleaning up after the event	
14. Provide any other information that may assist with processing your request	

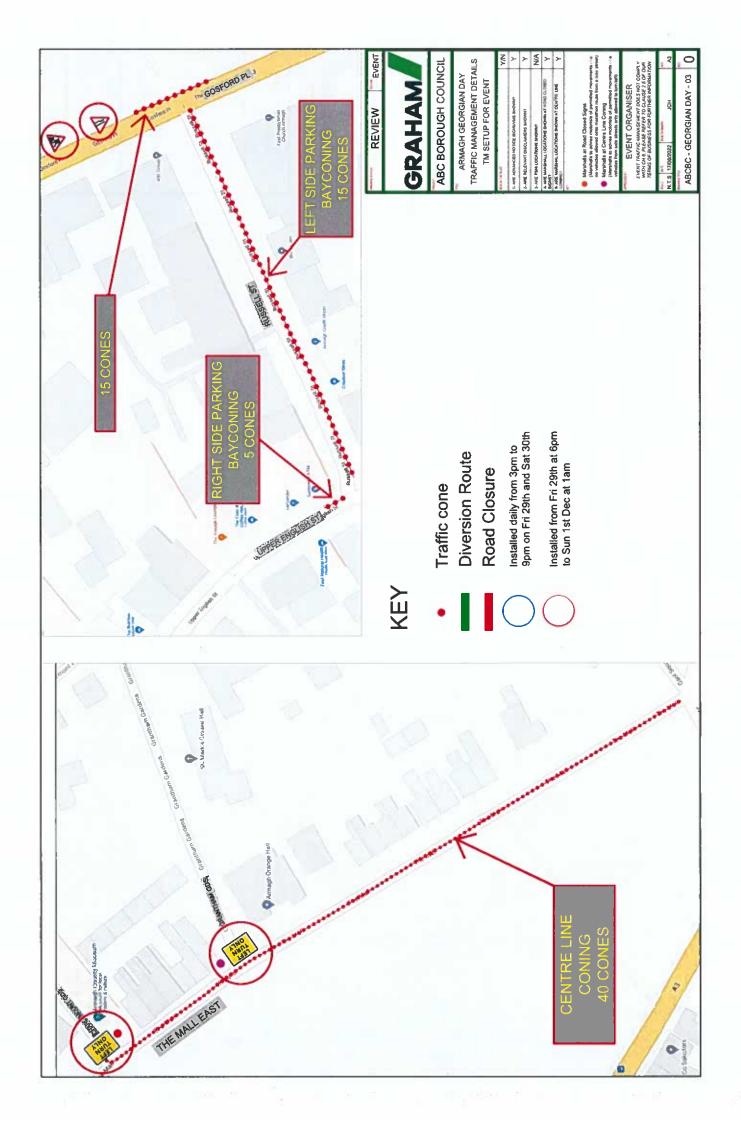
# **Road Closures: GEORGIAN FESTIVAL 2024**

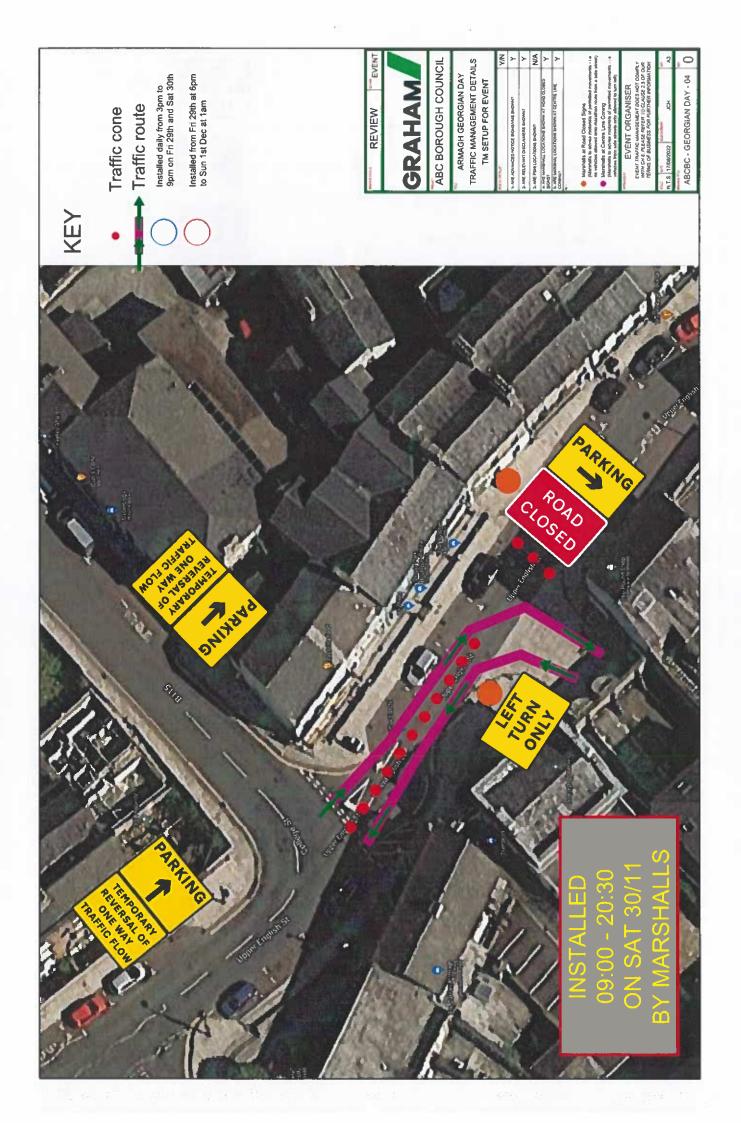
- Castle Street closed on Friday 29<sup>th</sup> November and on Saturday 30<sup>th</sup> November from 3.00pm until 9.00pm each day. Council will, however, facilitate residents who need access during these hours. There will be no traffic allowed in the area at the top of Market Square i.e. from Castle Tower Restaurant to just above the entrance to the Market Place Theatre Private Car Park.
- Market Street through to Upper English Street junction with Russell Street closed Friday 29<sup>th</sup> November from 3.00pm until Sunday 1<sup>st</sup> December at 01:00am. Some deliveries may be facilitated on request.
- Upper English Street from junction of Russell Street to entrance of St. Patrick's Trian/Market Place Theatre Car Park Closed on Friday 29<sup>th</sup> November at 6.00pm until Sunday 1<sup>st</sup> December at 01:00am. Some deliveries may be facilitated on request.
- To allow access to the St. Patrick's Trian/Market Place Theatre Car Park on Upper English Street during its opening hours (9.00am – 8.30pm) on Saturday 30<sup>th</sup> November, a temporary reversal of one way traffic flow' from the Junction of College Hill/Upper English Street, turning left from College Hill onto Upper English Street to the St. Patrick's Trian/Market Place Theatre Car Park (car-park approx. 30 metres from the junction of College Hill/Upper English Street)
- Top of Jenny's Row Closed on Friday 29<sup>th</sup> November at 6.00pm until Sunday 1<sup>st</sup> December at 01:00am.
- Russell Street Closed on Friday 29<sup>th</sup> November at 6.00pm until Sunday 1<sup>st</sup>
   December at 01:00am. Some deliveries may be facilitated on request.
- Mall East lane closure (Lane next to Mall green) traffic enter from College Hill end, one way from Friday 29<sup>th</sup> November at 6.00pm until Sunday 1<sup>st</sup> December at 01:00am.
- Scotch Street, Thomas Street and Ogle Street will be closed on Friday 29<sup>th</sup>
   November at 6.00pm until Sunday 1<sup>st</sup> December at 01:00am











Qty: 4 Ref: 13.9 Schedule 13-9 : Temporary Information	LOCAL ACCESS ONLY
Qty: 2 Ref: 13.9 Schedule 13-9 : Temporary Information	ROAD ON LEFT CLOSED
Qty: 1 Ref: 13,9 Schedule 13-9 : Temporary Information	ROAD ON RIGHT CLOSED
Qty: 2 Ref: 13.9 Schedule 13-9 : Temporary Information	LEFT TURN ONLY
Qty: 2 Ref: 13.9 Schedule 13-9 : Temporary Information	NO ACCESS TO MALL EAST
Qty: 2 Ref: 2702 End of temporary diversion route	Diversion ENDS
Qty: 2 Ref: 2702 Start of temporary diversion route	Diversion
Qty: 2 Ref: 2703 Direction of temporary diversion route from junction ahead	Diverted traffic
Qty: 1 Ref: 2703 Direction of temporary diversion route from junction ahead	Diverted traffic
Qty: 1 Ref: 2703 Direction of temporary diversion route from junction ahead	† Diverted traffic
Qty: 1 Ref: 517 Road narrows on one side only ahead - left	
Qty: 1 Ref: 7001 Road works ahead	
Qty: 5 Ref: 7010-FP-13-9 Nature of temporary hazard ahead - Road Ahead Closed	ROAD AHEAD CLOSED
Qty: 18 Ref: 7010-FP-13-9 Nature of temporary hazard ahead - Road Closed	ROAD CLOSED



### **Public Notice**

### Road Traffic Regulation (Northern Ireland) Order 1997 Notice of Proposed Special Event

Armagh City Banbridge and Craigavon Borough Council has received an application from the Events team at Armagh City, Banbridge and Craigavon Borough Council that it wishes to hold Georgian Day on Ogle Street, Thomas Street, Scotch Street, Market Street, Castle Street, Upper English Street, Russell Street and Mall East, Armagh on Friday 29 November 2024 and Saturday 30 November 2024.

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 or prohibit traffic as follows on Friday 29 November 2024 and Saturday 30 November 2024.

- Castle Street closed on Friday 29 November and Saturday 30 November from 3.00pm until 9.00pm each day. Residents will be facilitated who need access during these hours. There will be no traffic allowed in the area at the top of Market Square i.e from Castle Tower Restaurant to just above the entrance to the Market Place Theatre Private Car Park.
- Market Street through to Upper English Street junction with Russell Street closed Friday 29 November from 3.00pm until Sunday 1 December at 1.00am. Some deliveries may be facilitated on request.
- Upper English Street from junction of Russell Street to entrance of St Patricks Trian/ Market Place Theatre Car Park Closed on Friday 29 November at 6.00pm until Sunday 1 December at 1.00am. Some deliveries may be facilitated on request.
- To allow access to the St Patrick's Trian/ Marketplace Theatre Car Park on Upper English Street during its opening hours (9.00am – 8.30pm) on Saturday 30 November, a temporary reversal of one way traffic flow from the junction of College Hill/ Upper English Street to the St Patrick's Trian/ Market Place Theatre Car Park (car-park approx. 30 metres from the junction of College Hill/ Upper English Street).
- Top of Jenny's Row Closed on Friday 29 November at 6.00pm until Sunday 1 December at 1.00am.
- Russell Street Closed on Friday 29 November at 6.00pm until Sunday 1 December at 1.00am.
   Some deliveries may be facilitated on request.
- Mall East lane closure (Lane next to Mall green) traffic enter from College Hill end, one way from Friday 29 November at 6.00pm until Sunday 1 December at 1.00am.
- Scotch Street, Thomas Street and Ogle Street will be closed on Friday 29 November at 6.00pm until Sunday 1 December at 1.00am.

A diversion route will be signposted via Victoria Street, Drumadd Road, College Hill and The Mall West, Armagh.

Copies of the application may be inspected free of charge at the Environmental Health Office, The Old Armagh City Hospital, 39 Abbey Street, Armagh, BT61 7DY or viewed online at www. armaghbanbridgecraigavon.gov.uk

Persons wishing to make representations to the Council regarding the proposal may make representations in writing at the address below by 5pm on Friday 22 November 2024, representations received after this will not be considered.

The Chief Executive The Old Armagh City Hospital 39 Abbey Street Armagh BT61 7DY