

Stockport Council
Application for Play Street Road Closure
Important – please read carefully!

Please use this form only if you wish to apply for a play street road closure. This order will permit you to close a road for the purpose of children's play at no more than three hours at weekly intervals. If you are not sure that these are the correct forms for your event please contact Highway Network Management on 0161 474 4843.

We must receive your application at least eight weeks before the date of the first event otherwise we will not be able to process it. To avoid disappointment please hand deliver or send your application by recorded delivery as lost or late applications are your responsibility.

Organiser's responsibility

You should:

1. carry out a risk assessment;
2. consult with and inform neighbours of the planned event(s) if 60% of people do not approve of the proposal then it cannot go ahead.
3. ensure the safety of those involved in the event and of anyone who may be affected by it;
4. obtain any other necessary licences, in the case of play streets it is highly unlikely that you will need other licences;
5. obtain Public Liability Insurance of a minimum of £5 million prior to the start of the event.

Please make sure you give all the information requested on the form. To prevent delay you must enclose the following with your application: i) a street plan of your play street area (see section 2) ii) a copy of your resident consultation letter (see section 4)

It is important that you liaise closely with us so that:

1. public order and participant safety is maintained;
2. organisers and participants stay within the law;
3. there is minimum inconvenience to residents, traffic and those not involved in the event.
4. that the closure will not conflict with the collection of household waste.

Stockport Council cannot guarantee that an order will be made, and any order made under this application will be revoked if any of these conditions are not met:

i) you must pay to the council the full costs of any damage to the highway or street furniture or other loss or damage suffered by it and of any claims made against it as a result of the making of the order and which arise from your negligence or (if you represent an organisation) the negligence of your organisation's members or officers. The organising of an event on the Public Highway may expose the organisers to claims if there is any injury, loss or damage. In extreme cases where permanent disability is caused from an accident the claim may run into millions of pounds to pay for lifelong care. Much more likely could be damage to a vehicle by play equipment. Even

quite minor damage to modern cars (for example to repair a damaged door mirror) could cost hundreds of pounds. Such claims are becoming increasingly common and, even if the claim is baseless, significant legal fees could be incurred in resisting it. This will not be covered by normal house insurance. The Council therefore requires that the organisers are covered by Public Liability Insurance of a minimum of £5m and under no circumstances will the Council be held liable for any injury, loss or damage arising from the organisation of an event. The repeat nature of the play street events increases the likelihood that such insurance could be claimed against.

ii) any Traffic Regulation Order (TRO) or other statutory provision which is currently in force on the road(s) to be closed will remain in force during the closure unless specified to the contrary on the Legal Order.

iii) if appropriate you must clean the street in order to return it to its condition prior to the closure. This must be done before the road is reopened.

iv) no closure may be of more than 3 hours duration.

v) an order is made entirely for the purposes of children's play and may not involve the placement of any structure on the highway during its use.

vi) no activity requiring any form of license (under the Licensing Act 2003) may be undertaken when this order is in force.

vii) vehicular access and egress for residents/visitors must be maintained during any closure period.

viii) on-street parking cannot be refused or restricted other than through an existing TRO.

ix) the road(s) may only be closed on the dates and times specified within the order.

x) the events road closures must be under adult supervision.

I confirm that all the information I provide below is true and complete and that I am at least 18 years of age. I agree that Stockport Council may distribute to third parties and use publicly any of the information provided within these forms. I have read the conditions above and agree to accept and observe them if my application is successful.

Signed →

Date →

1. Applicant details

Name of person (and organisation) →

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Contact address (incl. post code) →

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Telephone number (daytime) →

Telephone number (evening) →

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Please confirm the date your consultation letter was sent →

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Has there been any objection to your proposal? → YES NO (please circle)

Any objection must be resolved before an order is made. Please contact us on the number below if you need assistance in resolving a concern or objection.

Please provide proof of the support of 60% of the households affected. A good way to do this would be to collect signatures and addresses in the style of a petition.

Return your completed form to:

Traffic Services
Fred Perry House,
Edward Street,
Stockport
SK1 3UR

If your application is successful you will be sent the Road Closure Notices approximately 1 week before the date of your first proposed closure.
If you have any queries please write to the above address, telephone 0161 474 4843, fax 0161 474 4833 or e-mail: jon.brown@stockport.gov.uk

Our office is open from 8am to 5pm Monday to Thursday and 8am to 4.30pm on Friday.

For office use only
Date received _____
Signature of approval _____

Letter Template

To: Resident From:
Address:
My tel. no:
.....
My e-mail: Date:

Dear Sir/Madam,

Re: Proposed temporary Play Street Closure Order

I am writing to inform you that I am in the process of applying for a temporary Play Street Closure Order on the following road(s):

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This closure Order would be valid for XXX months and, subject to Council approval, closures would only take place at the following periods/times:

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The road will be fully closed to traffic, points of closure will be marshalled and access will be maintained for emergency services, visitors and residents at all times in all parts of the street(s).It is not necessary to move parked vehicles from the street.

Please direct any comments, queries or objections about this proposal to me in the first instance. If I cannot resolve your concern I will refer it to Stockport Council's Network Management team on 0161 474 4843.

Many thanks in advance for your co-operation.
Yours faithfully,

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