

THE ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010 PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS: SPECIAL EVENTS: DETERMINATION OF FEES	5th Sept 2017
TO: ENVIRONMENTAL SERVICES COMMITTEE	
FOR DECISION	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Resilient, Healthy and Engaged Communities
Outcome	Implementation of Statutory legislation
Lead Officer	Head of Health and Built Environment
Cost: (If applicable)	Application fee to be agreed

Background

Further to ES Committee 170606 item 14 and 170801 item 3, members will recall that a working group to agree a consistent approach to the implementation of the legislation has been convened by SOLACE and is due to report early September. The operational date of the legislation is the 4th September 2017.

Determination of fees

Consideration was given to defining small and large events and the setting of fees accordingly as proposed below. A refundable deposit of £200 is also suggested to ensure street cleansing costs are covered.

Fees etc for Special events to be held on roads

Small local events

Is your event a small, local, neighbourhood event where people attending are not from outside your street (e.g. street party) or immediate neighbourhood?

In order to be considered a 'small event', the event should be as follows: (please note this list is not exhaustive)

1. Be held on minor residential roads (e.g. cul-de-sacs or side streets)
2. The proposed road to be closed must not have a bus route along it
3. Not have a car park located on it which is accessed via the road to be closed (other than a car park for residents of the road)
4. Not be publicised for the general public and therefore will not draw in people from the wider area
5. Be an event which would apply to residents of one or two streets only and not to larger areas of the district/borough/city. It is up to the District Council to consider factors such as the proposed attendance figures etc when making its decision on whether to grant an Order.

6. Finish by 11pm
7. Not have a stage built from which entertainment would be provided
8. Not have amplified entertainment which may cause nuisance to the wider area
9. Not have fireworks, pyrotechnics or bonfires on the street
10. Not have alcohol or food **sold** at the event.

Larger events

If your event does not meet the above criteria, then your event will be considered to be a larger event.

Setting of Fees: approx. costings (averaging small and larger events)

- a) Estimated time spend for processing application
 - 5.5 hours professional officer (@ £25 per hour) (£138)
 - 1.5 hours admin officer (@£18 per hour) (£27)

Total 7.0 hours processing time

Cost £165

- b) advertising fees; dependent on council advertising policy

Estimated £150- £250 (to be determined at time of application)

Proposed Application Fees

- Small local event:

Waive administration fee

Cost advertising fee only (to be determined at time of application)

- Larger event:

Cost of application: £165 plus cost of advertising fees (estimated £150-£250 to be determined at time of application)

Refund of Fees

In the event that your application refused prior to public advertisement, Council will refund the cost of advertisement fees only. No refund will be due where the advertisement has been placed.

A minimum refundable deposit of £200 will be required to cover clean-up costs of any debris deposited/left on the street/road as a result of the event.

Public liability Insurance

A minimum of £10m public liability insurance cover may be required for this event

Recommendation

It is recommended that the fees for processing an application under the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 as outlined above be adopted and that a review be undertaken within 12 months to determine adequacy.