

Events on a highway

Whilst the freedom to hold events, to march and to demonstrate is important; so too is the freedom of people to go about their normal daily business with a minimum of disruption.

In the first instance you should always inform the local highways authority if you intend to hold an event that has any impact on the highway and comply with their event application process.

If your event is a protest or demonstration then you are also required by law to inform the police and failure to do so may be a criminal offence. We also recommend that organisers always inform the police where large numbers of people are expected to attend an event in a public place.

If the nature of your event means that roads will need to close or traffic be otherwise restricted in part or fully, this must be done through the implementation of a temporary traffic regulation order. In this case an application must be made to the relevant local highways authority for which a minimum period of notice is required and the respective local authority may impose a charge.

It is the local authorities' responsibility to approve or authorise any event based on the following criteria;

- The type and nature of the event (this may be through the Safety Advisory Group process)
- Is there an event management plan
- Has a full risk assessment been submitted
- What will the impact on the road network be
- What classification of roads will be affected
- Will any road closures or traffic diversions be required
- Are any on - street parking restrictions needed
- What are the implications for public transport
- Consultation with any other required agencies
- The suitability of the Traffic Management Plan

A Traffic Management Plan details how the safe and effective movement of the event will take place on the highway. It shows how any additional interference with normal traffic movements will be managed or minimised, and it must be robust and fit for purpose. The local highways authority may consult with other partner agencies however it is their responsibility to approve the plans.

Any police resources committed to an event will be proportionate to the risks associated with it and will normally be restricted to the core areas of responsibility of preventing and detecting crime, keeping the peace and protecting life and property. Police may charge for their attendance and organisers will be advised where this appears appropriate.

When planning any event the primary 'duty of care' for public safety is the responsibility of the event organisers who must make a suitable and sufficient assessment of the risks to the travelling public, those attending and those participating in the event. It is your responsibility to ensure that you plan a safe event.