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|  | Application for Temporary Traffic Restrictions for Events |

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| --- | --- |
| **Title of Event**: |  |

## Applicant Information

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| --- | --- | --- | --- | --- | --- | --- |
| Full Name: |  |  |  |  | Email: |  |
|  | First |  | Surname |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Address: |  |  |  |  |  | (Public notice will be sent to this address if no email) |
|  | No. & Street |  | Town |  | Postcode |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Contact Phone No: |  |  | **Contact phone number to be displayed on Public Notice:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Applying on behalf of: |  |  | Charity Number: |  |
|  | Organisation |  | | (If applicable) |

## Event Details

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Description of Event – what does the event involve?**  Please list all of the roads affected, diversions required, etc. | | | | | | (A plan showing the location / route of the event must be provided with this form) | | | | |
|  | | | | | | | | | | |
|  | | | | | | | | | | |
| Expected Attendance Number | |  | |  | Comments? | |  | | | |
|  | |  | |  |  | |  | |  | |
| Type of Restriction | Full Road Closure | | Rolling Road Closure | | | | | Other Restriction (Please specify below) | |  |
|  |  | |  | | | | |  | |  |
| Other Restriction: |  | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Event Times: From |  | to |  | Date(s): On / From |  |  |  | / |  | / |  |  | to |  |  |  | / |  | / |  |
|  | *am / pm* |  | *am / pm* |  | *Day* |  | *dd* |  | *mm* |  | *yy* |  |  | *Day* |  | *dd* |  | *mm* |  | *yy* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is closure to be removed daily if Event is more than 1 day? | YES | NO |  |  |
|  |  |  |  |  |
| Is your event taking place **on** the public road? | YES | NO | Please explain |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is access to be maintained for pedestrians? | YES | NO | Please explain |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is access to be maintained for residents vehicles? | YES | NO | Please explain |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is access to be maintained for emergency service vehicles? | YES | NO | Please explain |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Are public transport vehicles affected? | YES | NO | Please explain |  |
|  |  |  |  |  |
| Is your event a parade, procession or march? | YES | NO | If yes, please complete the Legal Services License Application form, if you have not already done so. | |

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| Link to License Application Form (Ctrl + click to open) : |  | <http://www.fifedirect.org.uk/publications/index.cfm?fuseaction=publication.pop&pubid=F5744753-DC48-69EC-37AD89115CB7FB44> |

## Consultation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Are Police Scotland aware of / attending your event? | YES | NO | Please explain |  |

## Other Information

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| --- |
| **Any other information that may be relevant to your application** |
| The Event Organiser is required to arrange for all necessary traffic management including No Waiting cones and signs where required  Who will be providing any required traffic management for the event? |

**Date of Application:**

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## Notes

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| To agree appropriate restrictions and diversions contact: Roads Network Management Unit for the relevant area.  It is the responsibility of the applicant to provide Diversion & Road Closure signage.  Please return the application form to the appropriate local Transportation Office:     |  |  |  | | --- | --- | --- | |  | **North Fife** | **South Fife** | | **Address** | **Fife Council**  **Roads & Transportation Services** | **Fife Council**  **Roads & Transportation Services** | |  | **Bankhead Central** | **Bankhead Central** | |  | **Bankhead Park** | **Bankhead Park** | |  | **GLENROTHES** | **GLENROTHES** | |  | **KY7 6GH** | **KY7 6GH** | | **Tel.** | **03451555555 Ext 493692** | **03451555555 Ext 480117** | | **Email** | **Maggie.Baird@fife.gov.uk** | **Julie.Carnell@fife.gov.uk** |   **The Information gathered on this form will be held by Fife Council for the purpose of determining (grant/refuse) an application under the Road Traffic Regulation Act 1984 Section 16A OR Roads (Scotland) Act 1984 Section 62. It will be shared with Statutory Undertakers and third parties using the Scottish Roadworks Register for roadwork co-ordination, etc.**  **All collection, use and storage of personal information will be in accordance with the Data Protection Act 1998.**  **Further information is available on the website www.fifedirect.org.uk** |

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| On Road |  | Road Traffic Regulation Act  Section 16A | Minor Impact | | Cost to applicant for commercial event £225 | | Notices on Site |
| Other non-commercial event Free | |
| Major Impact | | Advertise in local Press | Cost to applicant £575  for up to 14 days, additional £100 per week thereafter |
| Roads (Scotland) Act 1984 | | |
| Registered Charity Free |
| Off Road | |
| Date received by Network Management | | | |  | |  | |
| Date received by Traffic Management | | | |  | |

Events Application Form (August 2018v2)