

Temporary Traffic Regulation Orders for Events

This document is intended to provide additional guidance for event organisers wanting to control or manage traffic on the highway during any proposed event.

Please also refer to the documents available on our website at:

www.plymouth.gov.uk/temporaryroadclosures

If you have further queries officers in our Traffic Regulation Team are able to offer informal advice:

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Background:

Plymouth City Council is a highways authority and therefore has the ability to make Temporary Traffic Regulation Order (TTRO) that can be implemented during events on or adjacent to the highway. Common examples of such orders used at events are:

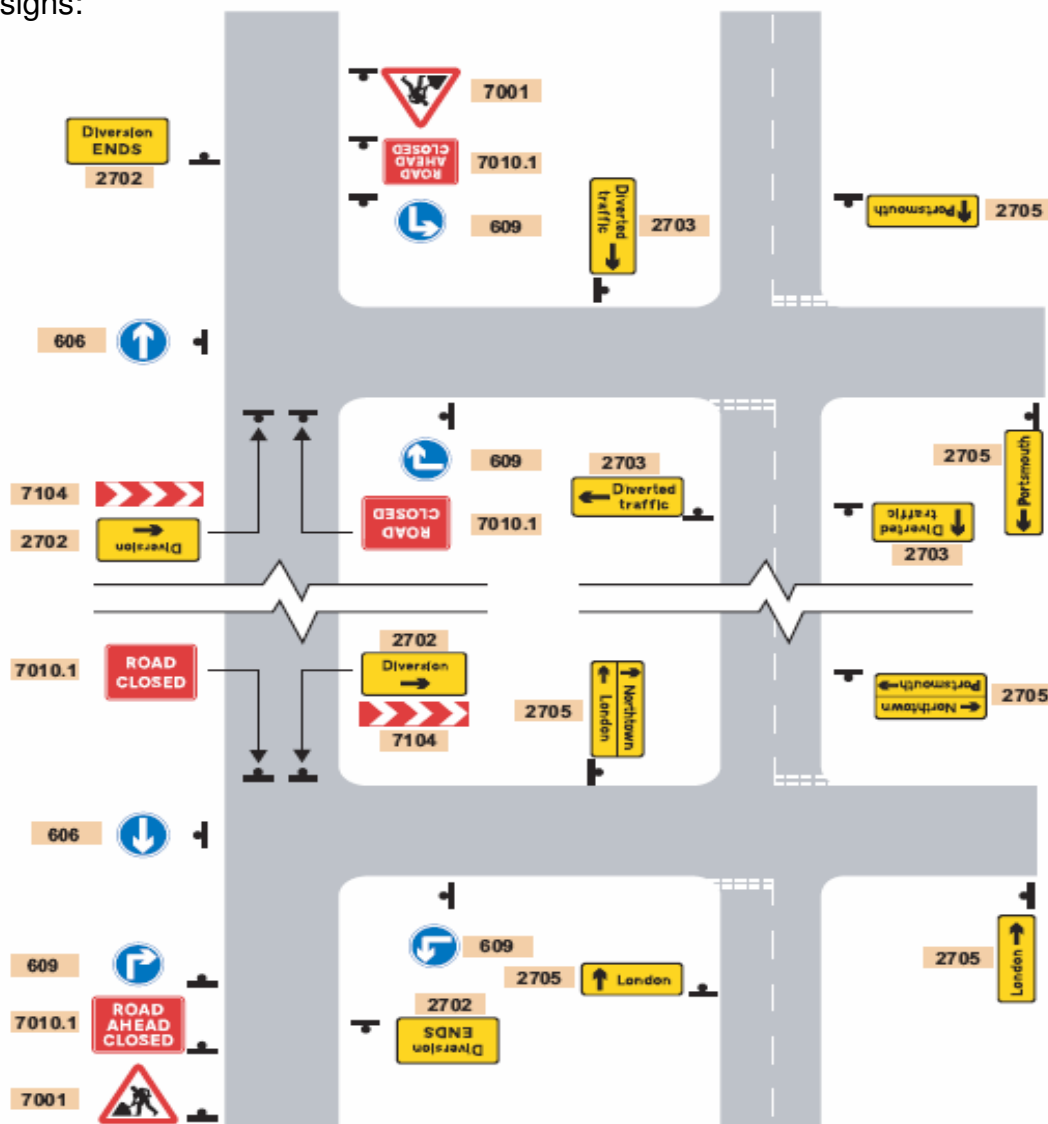
- Prohibition of driving (Road closures)
- Prohibition of parking (No parking cones)
- One way traffic
- Prescribed turns (Right/Left turn only)

Or

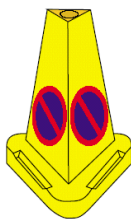
- Suspend any existing restriction e.g. to allow traffic to temporarily travel in the wrong direction along a one way street

All Temporary Traffic Regulation Orders require signage in accordance with the Traffic Signs Regulations and General Directions 2002 (www.opsi.gov.uk/SI/si2002/20023113.htm).

Where roads are being closed and traffic is being diverted the signs should follow the same guidance as applicable to road works. Example of temporary signs:



Where parking or loading is to be temporarily prohibited yellow no parking cones can be used on site at the kerbside:



In all other cases signs should be identical to the equivalent permanent signs showing the required or banned manoeuvre:



Legislation:

Road Traffic Regulation Act Section 16A

Gives Plymouth City Council the power to prohibit, temporarily, traffic on roads for:

- Sporting events
- Social Events
- Entertainment

Provided they are held on the highway and can only prohibit traffic on the highway where the event is being held (i.e. cannot be used to manage traffic in adjacent roads to the event).

Plymouth City Council must be satisfied that the event cannot reasonably be held elsewhere other than on the road and must also have regard to the safety and convenience of alternative routes that are available to traffic.

Road Traffic Regulation Act Section 14

(Traditionally used for road works)

Gives Plymouth City Council the power to restrict or prohibit, temporarily, the use of a road by any vehicle to the extent considered necessary when the council considers that:

- there is a likelihood of danger to the public or of serious damage to the road which is not attributable to the event

Plymouth City Council must be satisfied that the event cannot reasonably be held elsewhere other than on the road and must also have regard to the safety and convenience of alternative routes that are available to traffic.

Local Authorities (Transport Charges) Regulations 1998

Gives Plymouth City Council the power to make charges in respect to applications made to the council under section 14 and 16 of the Road Traffic Regulation Act.

Enforcement:

Before enforcement can be carried out the following must be in place:

- Appropriate Temporary Traffic Regulation Orders
- Copies of Temporary Traffic Regulation Order public notices on display in the vicinity of the restriction
- Correct agreed signage in place (Including appropriate size, lighting, fixing etc)

Temporary Parking Restrictions:

Where cones are used, under section 14, Civil Enforcement Officers (CEO) can issue Fixed Penalty Notices (PCN) to vehicles that park in contravention of the cones.

Both the no parking cones and Civil Enforcement Officers can be provided, depending on existing commitments, by the Parking Enforcement Team from Plymouth City Council.

Temporary Moving Restrictions:

Where the movement of vehicles is restricted enforcement can only be carried out by the Police Constabulary.

Implementation:

Directing Traffic:

The only individuals authorised to direct pedestrian or vehicular traffic on the highway are Police Officers. Whilst temporary traffic management should always be manned, operatives working in the highway have no authority to direct or prohibit the movement of traffic.

In most situations where traffic is prevented from manoeuvring in its normal manner signs and physical barriers should be used to *physically enforce* the Temporary Traffic Regulation Order.

Health and Safety for operatives working on the highway:

Any individual working on the highway in traffic management must be Chapter 8 trained, certificated and compliant at all times:

www.dft.gov.uk/pgr/roads/tss/tsmanual/trafficsignsmanualchap8ro4180

Exemptions to the Temporary Traffic Regulation Orders:

No Temporary Traffic Regulation Order applies to any vehicle when it is being used for the purpose of the emergency services.

Any classification of vehicle can, when appropriate, be exempt from the Temporary Traffic Regulation Order from its design. For example, in some cases it may be appropriate to allow buses to load and unload where cars are prohibited.

It may be necessary for vehicles being used in support of the event to move around inside a road closure, for example floats or parade vehicles. If this is the case then drivers and vehicles should be prepared in advance and:

- Display flashing hazard beacons at all times
- Keep speeds to a minimum (e.g. should not travel faster than a pedestrian)
- Only travel in a forward direction
- Consider using a banksman
- Consider using an audible warning

During large or lengthy road closures there is often a desire to allow vehicles through the closure to *access* properties adjacent to the highway. It may be appropriate at times to prohibit through traffic but maintain this *access* in certain areas or on certain roads. The carriageway can then be partially blocked off with barriers and the following style of signs used:



Note:

- Access is only appropriate when pedestrians or other vulnerable road users are unlikely to be using the carriageway.
- Only the police can direct or stop traffic, closures should always be enforced through the use of approved signs and barriers in their absence

The event organisers should agree the appropriate level of access in advance through risk assessment of any proposed event. This should then be included in their Traffic Management Plan and submitted with any road closure.

Cost

As most events are of a relatively short duration the fees incurred in advertising and preparing the necessary Traffic Regulation Orders are £1,000 (In effect for up to 28 days). This fee is to cover the costs of advertising and staff time in preparing the necessary Temporary Traffic Regulation Orders.

Liability

Event organisers are required to provide Public Liability Insurance to the value of £5,000,000 for any event on the highway. The application for any Temporary Traffic Regulation Order should be made by the same organisation named on the insurance certificate provided with the application.

Other Costs

In order to preserve continuity and safety there are legal restrictions on the specification and placement of signs, cones and barriers on the highway. It is therefore unlikely that anyone without a background in highways would be able to source and place signs on the highway lawfully. For these reasons applicants may wish to consider using the services of a *Traffic Control and Management* firm, approved to work on the highway, to assist in the design and implementation of their Traffic Management Plan.

Reduction of Fees

Plymouth City Council reserves the right to charge all events the cost of implementing any Temporary Traffic Regulation Order. However, where a case is made we will consider sponsoring the event by providing the necessary Temporary Traffic Regulation Order at our cost:

- The event is open to all members of the public
- The event is either charitable or non profit making
- No party is charged for their attendance or participation in the event
- There is no trading on the public highway