



Leeds
CITY COUNCIL

Highways & Transportation
Traffic Engineering Section

EVENTS ON OR ADJACENT TO THE HIGHWAY

The provision of traffic management arrangements for any event, on or adjacent to, the highway are carefully considered due to the potential safety conflicts between various road user groups and the disruption and inconvenience to road users and local communities.

Events may consist of local street parties, fairs, races, concerts and music festivals.

Because highways can be dangerous places and provide access to individual properties it is recommended that, where possible, you hold your event off the highway, in a hall, park, garden or similar.

Traffic Engineering will provide advice and guidance for any individual or organisation wishing to organise an event which requires use of the highway or whose access/egress/parking arrangements may affect the highway. The Council is responsible for coordinating the many requests for road closures and lane restrictions from a variety of sources and may refuse a request where it conflicts with other planned work or there are unresolved objections from local residents.

Some events will require a road(s) to be closed. This requires a legal road closure and an application to the Council must be made giving appropriate notice.

While small, local, events can be considered and agreed by Traffic Engineers/Network Management and the police, events which will attract large numbers of visitors or involve extensive use of the highway for the event need multi-agency consideration.

Street Parties

The popularity of street parties in residential streets has grown in recent years with various national celebrations.

If you wish to arrange a street party, there is a specific set of guidance notes and an application form for the road closure. There is no direct cost in applying but organisers need to be aware of the need for written support from all properties affected by the closure and the need for public liability insurance. Representations from residents opposed to a street party will need to be resolved by the applicant before the Council will agree to any road closure

Street parties for family birthdays, weddings, etc will not be permitted.

Fairs, Races, etc

It is advisable to make contact as early as possible to discuss your event. Larger events will require discussion with emergency services and, possibly, the preparation of a specific traffic management plan. The cost of any work associated with any traffic management must be borne by the event organiser(s). Insurance against damage to the highway will also be required.

Concerts and Music Festivals

While these events may not be held on the highway, the arrivals, departures and parking for them may have major implications for the road network. It is advisable to make contact as early as possible to discuss your event which may require a multi-agency approach involving Leeds City Council, Emergency Services, Highways Agency and Parish Councils. The cost of any work associated with any traffic management must be borne by the event organiser(s). Insurance against damage to the highway will also be required.

Whom to Contact

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**Write: Highways and Transportation
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