

Application for Temporary Play Street Order

Use of this form

Information will only be used by Epsom & Ewell Borough Council and its employees in accordance with the Data Protection Act 1998 and General Data Protection Regulations (GDPR).

Applicant's details (please note this should be the named event organiser)

Name	Title	Forename(s)	Surname
Address (inc. postcode)			
Contact telephone number			
Email address			

Group/organisation applying for temporary play street order (if applicable)

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Your role in the group/organisation (eg Secretary, Chairman)

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Temporary Play Street Order Details

Date(s) of closure	
Time of closure (use 24 hour clock) (maximum 3 hours each session)	From: To:
Named road to be closed (please detail the section required)	
Steward arrangements/numbers	
Alternative route for traffic or confirmation of stewarded access for residents if there is no alternative route	

Have you have contacted residents and other people affected by the closure? **Please attach/upload a copy of the letter sent and the completed consultation form**

Yes No

If you have received any objections or concerns, please detail them below.

Notes for organisers

The organiser/s must:

- Inform people whose property or premises is directly affected by the closure.
- Inform Epsom & Ewell Borough Council of any change to the named organiser.
- Place necessary road signs and barriers on the highway to warn other traffic that the road has been closed and to show any diversion route (to the requirements of the Police and the Highway Authority)
- Provide barriers manned by responsible stewards which are easily removable should emergency services require access (and not block access to fire hydrants)
- Ensure access for emergency vehicles at all times
- Ensure reasonable pedestrian access at all time
- Remove all signs and barriers at the end of the event and clear any resultant rubbish.

The organiser/s understand/s that:

- Epsom & Ewell Borough Council cannot accept responsibility for injury, accident or damage to persons or property (please see Terms & Conditions)
- No activity requiring any form of licence (under the Licensing Act 2003) may be undertaken when this Order is in force.
- Bonfires, barbecues and fireworks are prohibited on the Highways.
- Approval will not be given for closure on the roads refuse collection day

I am the named organiser Yes No

Please sign and date below to indicate that you agree with the notes for organisers:

Please ensure you have submitted your consultation letter and form, your traffic management plan and your risk assessment form along with this application

Signed

Date