

Traffic

Traffic Management Order for road closures

Traffic management is an important consideration when planning your event, and it doesn't just apply to major events. Even a small event can have implications for traffic management, for example, if you are attracting people to an area that has no existing parking facilities, or is located near any major roads, or poses any threat to people accessing your event on foot.

Road Closures: The Road Traffic Regulation Act gives the Highway Authority powers to close highways including roads, pavements and public footpaths. Before a road closure can be introduced, the council must make a Legal Order to remove the rights of the public to use the highway. If an event involves the closing of roads or sections of highway, an application must be submitted giving at least three months' notice to Bristol City Council.

A temporary road closure application may be made in the following circumstances:

- If there is any likelihood of crowds spilling onto the highway.
- If it is necessary to prevent/control traffic flow to facilitate the event, i.e. a parades or marches.
- If the volume of persons at an event on the highway means that road safety will be compromised.

There can be disadvantages with road closures, which will need to be considered in your planning:

- Traffic related problems can be moved to other local roads.
- Less convenient access available for residents, visitors and deliveries.
- Delays for emergency vehicles.

Traffic Management Plan

Depending on the size and nature of your event, a written or illustrated traffic management plan may be required, detailing how you will manage each of the considerations listed above. A detailed traffic management plan is considered essential for any medium or large events.

The Police Traffic Management Division and the Network Operations Manager or their representative must approve your plans. Your traffic management plan should cover each of the following –

- **Road Closures:** A copy of the section 16 Temporary Traffic Regulation Order once made.
- **Parking:** Vehicular access to your event site may be restricted to protect the land, so any allowance for parking provision is up to the discretion of the Park Manager / Ranger. If you plan to provide parking as part of your event, there must be an adequate management plan in place, which should include details about:

Site layout – including details of appropriate entrance and exit routes, identifiable by a hard boundary (fencing / rope), clear pedestrian walkways and Infrastructure – stewards, signage, lighting and ground protection.

- **Public Transport:** The impact on public transport and cycle routes should be reviewed in consultation with Bristol City Council Passenger Transport and on occasion providers.
- **Parking Bay Suspension:** Where onsite parking is limited, you may consider suspending highway or Bristol City Council off street parking bays. This will cost (the equivalent in parking fees for the bay/s) and details of this service can be found at the link below. To reduce the environmental impact of your event, consider promoting the public transport to reduce carbon emissions.
- **Access and Egress:** Event organisers must ensure there are sufficient access and egress points for attendees and emergency service vehicles which are; well signed, lit, separated from pedestrians and on firm travel surfaces. Provision must be made to avoid congestion on surrounding roads.
- **Pedestrians:** Traffic control also includes the management of pedestrians and cyclists. You will need to identify and address any road crossings, which would be affected by increased pedestrian movement and potential conflict points between pedestrians and vehicles. If there is a conflict, you should outline methods to reduce and remove this conflict, which could include cones, barriers etc. Separation of vehicles and pedestrians is of high importance.

- **Signage:** Adequate signage should be provided around your event site for transport users, toilets, and lost children. All temporary highway signing must comply with current legislation – advised by the Highway Authority. Signing should direct traffic visitors to the venue. Outline how you will ensure that traffic not wishing to attend will be made aware of alternative routes to avoid event traffic.
- **Wildlife and local residents:** Layout considered wildlife and copy or resident letter.

Relevant regulation and Bristol City Council Highway details:

- Section 16 Temporary Traffic Regulation order
- BCC Highways guidance
- Parking bay suspensions

