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| **Play Streets - Road Closure Application**  (Road Traffic Regulation Act 1984 Section 29) | |
| Please use this form only if you wish to apply for a Play Street Traffic Management Order. This Order will permit you to close a road for the purpose of children’s play for a maximum of three hours a week, at a minimum of weekly intervals. If you are not sure that these are the correct forms for your event or have any queries please contact Haringey Council’s Traffic Management Team on 0208 489 1300. | |
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| **Part 1. Event and Applicant details** | |
| **Play Street Details** | |
| **Street name**  *Where Play Street will be held* |  |
| **Location details**  *For example property number, nearest junction, road name(s) etc****. Please attach separate plan*** |  |
| **Date(s) and Event occurrence**  *Please specify the dates and times that you propose to close the road and the weekly/fortnightly/monthly occurrence of the closure.* |  |
| **Details of public insurance** |  |
| **Details of play event** |  |
| **Applicant Details** | |
| **Name of Applicant(s) –**  *(and Organisation, if any)* |  |
| **Contact address** |  |
| **Post code** |  |
| **Email address** |  |
| **Contact telephone number(s)** |  |

**Traffic Management – Smarter Travel Team**

5th Floor, Alexandra House, 10 Station Road,, WOOD GREEN, LONDON N22 7TR

**TEL:** 020 8489 5351

[**Smarter.travel@haringey.gov.uk**](mailto:Smarter.travel@haringey.gov.uk) **WWW.HARINGEY.GOV.UK**

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| **Part 2. Public Consultation Requirements** | | |
| The applicant must seek agreement with all affected residents by delivering a consultation letter to each property and conducting a survey with householders. | | |
| **Consultation Area**  *Please list the properties to whom you have sent a consultation letter. This means any property, residential or commercial, which is located on or accessed only by the road(s) you wish to close – e.g. (road name) numbers 1-99 and numbers 2-98* |  | |
| **Consultation Document and completed Resident Survey Form Attached**  *A copy of the letter you have sent must be included with this form. A copy of the survey form showing names and signatures of all residents surveyed in the closed section of road must also be included.* | YES / NO | |
| **Date of consultation**  *Please confirm the date your consultation letter was sent. Please do not send your application within 14 days of this date to ensure residents have enough time to respond* |  | |
| **Results**  *Has there been any objection to your proposal?* | YES / NO | |
| **All objections must be sent to Haringey Council for their consideration.** Please contact us on 020 8489 1300 or email [traffic.orders@haringey.gov.uk](mailto:traffic.orders@haringey.gov.uk) if you need assistance in resolving any concerns.  Please return the application form to ***Haringey Council, Traffic Management, Smarter Travel Team 5th Floor Alexandra House, 10 Station Road, Wood Green, London, N22 7TR*** with the following items:   * Section 1 Applicant Details * Section 3 Consultation Information * Copy of consultation letter, which has been distributed to residents/businesses of the streets(s) * Completed Resident Survey Form * Copy of all objections received within the 14 days | | |
| ***Declaration: I hereby certify that all the information I have given in this application is correct and***  ***I undertake to conform to the conditions and requirements in Part 3 of this document.*** | | |
| **Signed (on behalf of Applicant(s)/organisation stated in Part 1):** | | **Date:** |

**Part 3. Conditions**

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| **Haringey Council cannot guarantee that a Street Playground Order will be made, and any such Order made under this application may be revoked or suspended if any of these conditions are not met:**  (For the purposes of these conditions “the Applicant” shall mean any applicant(s)/organisation stated in Part 1 of this application.)  **Dates/Times/Occurrence**  After the application is sent in the approval of the Order will be subject to a statutory legal process in which a 21 day period must elapse before the Council’s consideration towards making the Order. Therefore application for the road closure should be made at least 6 weeks in advance of your first event date.  The street should preferably be a cul-de-sac/quiet residential road and be closed until no later than sunset. Closures must be of no more than 3 hours duration. The street(s) may only be closed on the dates and times specified within the Order. Main roads, bus routes, bus diversion routes, and emergency vehicle routes can not be closed for Play Streets.  In the event of conflicting road works in the vicinity of the Play Street the Council reserves the right to refuse the application or suspend the Order for any given time.  Any existing Traffic Management Order or other statutory provision on the street(s) to be closed will remain in force during the closure unless specified to the contrary on the Play Street Order.  The applicant must notify the Council when any road closure is not being executed as specified.  The applicant must notify the Council if the Play Street scheme is being discontinued for the Order to be revoked.  **Licensing**  No activity requiring any form of license (under the Licensing Act 2003) may be undertaken when this Order is in force.  **Public consultation**  The applicant must seek agreement with all affected residents by delivering a consultation letter to each property and completing a resident survey form which would show the name, address and signature of every householder in the closed section of road. Any objections to the Order must be sent to the Traffic Management department for their consideration before making the Order. Please see section 2 for further details of the consultation requirements.  **Supervision**  Each closure must be supervised and maintained at all times by responsible and clearly identifiable adults wearing hi-visibility jackets with each point of closure must be marshalled throughout the period of the event. Any vehicles wishing to gain access to the closed section of road will be restricted to a 5mph speed limit.  **Traffic signs and barriers**  The Council will provide all appropriate temporary signing which should be erected by the organisers at the beginning of each closure and set out as agreed with the Council.  **Access requirements**  Access must be provided for residents / businesses / pedestrians and emergency vehicles during any closure period. On-street parking cannot be refused or restricted during the Play Street event. The layout should be such that a clear route along the road could readily be made available for the passage of emergency vehicles. Fire hydrants and hydrant marker posts should be kept clear of obstruction. An Order is made entirely for the purpose of Children’s play and may not involve the placement of any structure on the highway during it’s time.  **Insurance/Indemnity**  The Applicant is advised to obtain Public Liability insurance (with a limit of indemnity of no less than £5million for each occurrence or series of occurrences) from a reputable insurer for the period of the road closures.  The Applicant undertakes to compensate the Council for any damage to the highway or street furniture or other loss or damage suffered by it arising out of the road closures. The closure area is to be left in a clean and tidy condition before the road is reopened.  The applicant shall have no claim whatsoever upon the Council who will not be liable for any occurrences arising during the period of the road closure. Accordingly, the applicant agrees to indemnify the Council against all claims, demands, proceedings, actions, damages, costs, expenses and any other liabilities in respect of, or arising out of the road closure and any other loss which is caused directly or indirectly by any act, omission or negligence of the applicant (or the Applicants organisation) the act, omission or negligence of the organisation’s members or officers. This does not apply to the extent that such loss or damage arises out of the act, default, or negligence of the Council, its employees, or agents not being the applicant or the Applicant’s organisations members or officers or persons engaged by the Applicant or the organisation. |

**Play Street Consultation**

Dear Sir/Madam,

**Re: Proposed Temporary Play Street Closure Order**

I am writing to inform you that I am in the process of applying for a Temporary Play Street Closure Order on the following road:

This closure Order is subject to Council approval, and would only take place at the following times/days (e.g. Sundays 3-6pm):

The road will be fully closed to through traffic and points of closure will be marshalled. Residents will be allowed full access but are requested to drive at walking speed when within the closure area. It is not necessary to move parked vehicles from the street. Events will be under adult supervision and access will be maintained for emergency services at all times in all parts of the street(s).

Please direct any comments, queries or objections about this proposal in writing/email to me in the first instance as soon as possible and no later than 14 days after the date of this letter. If I cannot resolve your concern I will refer it to Haringey Council’s Traffic Management department on 0208 489 1300.

Many thanks in advance for your co-operation.

Yours faithfully,

**Road: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Organisers Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**My e-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ My tel. no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Play Streets Resident Survey Form**

**Road: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Organisers Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**To Whom It May Concern:**

With reference to the above, the organisers propose to arrange a play street within your road. In order for the road closure for this purpose to go ahead, Haringey Council has asked the organisers to obtain the views of the local residents. If you are in support of the event please sign and give your details below:-

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| **House No.** | **Name** | **Signature** | **Date** |
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| **House No.** | **Name** | **Signature** | **Date** |
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