



UTTLESFORD DISTRICT COUNCIL

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Chief Executive: Peter Holt

Martin Stevens
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10 April 2024

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Email: committee@uttlesford.gov.uk

Dear Sir/Madam

TEMPORARY ROAD CLOSURE – Hatfield Broad Oak 10k Road Race - Monday 27 May 2024

The Council has made an Order under Section 21 of the Town Police Clauses Act 1847 to close to vehicular traffic the road or part of roads described in the Schedule to the Order on the occasion of the Hatfield Broad Oak 10k Road Race to be held on 27 May 2024.

I enclose for your information a copy of the Order together with a copy of the Notice of the making of an Order. As local organiser will you please ensure that the notice and schedule are displayed in prominent positions at the ends of the roads and along the routes at all times during which they are closed to traffic.

Whilst the streets are closed under this Order vehicular traffic shall be directed as described in the attached schedule and plan.

Barriers shall be erected at each end of the streets during the agreed period of closure and appropriate traffic signs shall be displayed. The Essex Police have specifically required that all the closure points be signed and staffed by marshals and that diversion signs are provided if appropriate. The provision, setting out and subsequent removal of such barriers and signs will be your responsibility.

It is important that any barriers are positioned in such a way that they can be moved quickly in the event of emergency services needing to gain urgent access to sections of the roads which had been closed. All the emergency services and statutory undertakers have been advised of the local of the roads temporarily closed to traffic, although it must be emphasised that the operation of the Order does not apply to the Police, Fire Service, Ambulance Service, Post Office or the Water, Gas or Electricity undertakers in the circumstances of an emergency or need for urgent repair work.

Please ensure that all local businesses and residents likely to be affected by the proposed closure will be made aware of the arrangements being made locally, well in advance of the date of the event. It might be advisable for you to arrange to send a circular to all affected residents notifying them of the precise arrangements to be made regarding access.

Continued ...

Clearly the success of your function will depend on the support and co-operation of all the affected residents. The Council cannot accept any liability for any accident or damage, however caused, during the operation of the closure arrangements and you may therefore decide it is advisable for you to take out some form of public liability insurance, although this is entirely at your discretion.

For your information the Essex Fire and Rescue Service recommends that the following minimum fire safety arrangements be maintained for any place used for a public assembly.

Means of calling the Fire Service

Efficient arrangements are made for calling the Fire Service and evacuating members of the public in an emergency.

Fire Fighting Equipment

A 5.5 litre Aqueous Film Forming Foam (AFFF) extinguisher or a 9 litre (13A) water extinguisher should be provided for use in the event of a fire.

Access for Fire Appliances

Emergency access for fire appliances in case of fire should be maintained during any road closure. The overall width of the access fire path should not be less than 3.7 metres. Temporary openings or gateways should not be less than 3.1 metres.

I wish you every success with the event and hope that everything goes smoothly. Please try to ensure that the road is left in a clean and tidy condition and that any barriers are removed promptly following the conclusion of the event. Please let me know if you require any further information.

Yours faithfully

Chris Gibson

for Chief Executive