


Application to hold a Special event on a Public Road

Please read the 'guidance notes for promoters of events' before completing this form

ABOUT YOU	<i>Merman Productions</i>
Name of Promoter Company/Club/Society	
Name of contact (if different from above)	John Vaughan
Position/role of contact	Location Manager
Confirm if you have authority to act on behalf of the company/club/society	Yes
Address of promoter and/or contact	Havelock House Ormeau Road BT7
Postcode	
Telephone Number(s)	
Emergency Contact No	
Email address	
ABOUT THE EVENT	
Name of Event	Frank Of Ireland
Date of event	09/11/20
Purpose and nature of event	We would like to close and control the Millmount Road roundabout for filming on a new Television series.
Can the event be held on location other than a public road?	No
POSSIBLE IMPACT	
Name of road(s) on which event is to be held along with a	Millmount Road

detailed, marked up location plan. This plan should also indicate all diversionary routes.	<i>Millar's Lane would be a diversionary route.</i>	
Date and Start time of proposed road restriction	<i>12:00 noon</i>	
Date and End time of proposed road restriction	<i>12:00 midnight</i>	
Type of restriction (full road closure/lane restriction / prohibition of certain types of vehicles/footway closure etc.)	<i>Full Road Closure Stop and Go control at Millmount Village Drive</i>	
Is this a small event?	<i>No</i>	
How many people are you hoping will attend your event?	<i>40</i>	
Is a diversion signposting schedule enclosed?	<i>No</i>	
Details of diversion signing schedule?	<i>Millmount Road Millmount Village Drive</i>	
Is a traffic management plan enclosed?	<i>No</i>	
Has this event been held previously?	<i>No</i>	
If yes, are the arrangements	<i>Yes/No/Not applicable</i>	

previously applied for amended in any way	No
Please give details of any structure or equipment to be erected on the public road as part of the event	Camera equipment will be on the road and roundabout itself Dummy signs and Action vehicle cars/bicycles will be in and around the Millmount Road
	Yes/No
Please give details of any businesses and residents which may be affected by the event and provide confirmation that they have been contacted	There is a Translink Bus Route that operates. It will be contacted in due course.
Is a bus route affected (public and/or Education authority)	Yes
Please provide any other information that you feel may assist us with processing your request	

I confirm that I have read the Department for Infrastructure 'Special Events on Roads - Guidance for Promoters of Events' and understand that the Council may apply all or any of the conditions as it feels necessary. I also understand that the Council may request any further information that it feels necessary to process this application and that my application may not proceed if I fail to produce this additional information.

I acknowledge the following Data Protection Statement: In order to comply with the requirements of the Data protection Act 1998, we would advise you that the personal information you provide on this form will be processed and held by Lisburn & Castlereagh City Council and its agents, for the purpose of managing and operating special events on roads applications. The Council may use non-personal statistical data collected to analyse current, and plan for future, operational purposes. The Council will investigate all cases of alleged fraudulent use and the information you have provided may be used in conducting these investigations. The personal information you provide may be checked with other agencies/organisations. If consent to these arrangements is not given you application will NOT be processed.

I understand I may be required to provide a minimum of £10m public liability insurance cover for this event. I can confirm the details provided in the application are true and correct.

Signature of applicant  (on behalf of organising committee)

Date of application 13/07/20.....

Quick Check....Have you included:

Application fee
Location plan/map showing marshals/stewards and first aid positions
Signing schedule
Copy of Public Liability Insurance
Traffic Management Plan
Details of Consultees
Competence for those undertaking the signing work

Please return the completed application form, accompanying documents and fee to:

Eileen Logan (Ms)
Environmental Health Service Unit
Island Civic Centre, The Island, Lisburn, BT27 4RL Tel: 028 9244 7835