

Event Guidelines for the The Patron's Lunch Celebrations

Wirral Council wants to ensure the safety and wellbeing of everyone enjoying events taking place Sunday 12th June 2016.

This sheet provides some basic guidelines to help make sure that your event goes smoothly and safely.

1. Allow Emergency Services Access - The Fire Brigade, Ambulance Service and Merseyside Police must be allowed access to the road and, if necessary, organisers should help their vehicles to gain access. In some cases the Royal Mail, BT and other utility companies may also need access to the road. Merseyside Police and other emergency services will be informed by Wirral Council of any event and they will be fully consulted on the proposals.

2. Barriers and Signs - The street must be effectively closed to vehicular traffic at each end of the event area by the erection of the road closed signs and barriers. A responsible person capable of moving the signage quickly in the event of an emergency vehicle requiring access must staff these throughout the duration of the closure.

3. Think Road Safety! Although the road will be closed to cars, organisers and parents must still be alert to the dangers of traffic. Road safety is always an important point to consider, particularly where children are concerned. Don't forget that traffic will still be using nearby roads which are not closed.

4. Steward each closure point - Place a steward in high visibility clothing at each end of the closure point. If necessary they will be able to advise motorists that the road ahead is closed.

5. Tell your neighbours - Please make sure all residents, owners of lock-up garages and other interested parties are informed about the day's events.

6. Insurance - Wirral Council would advise all event organisers to consider the potential risks involved particularly for larger street parties. Planning a safe event is the best way of reducing risks and organisers may wish to purchase public liability insurance. All applicants must sign and return the indemnity form.

7. Tidy up after your event - It is important to ensure the road is left in a respectable condition and will not cause disruption to any passing traffic.