



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

Name and Date of Committee	EXECUTIVE – 6 MARCH 2024
Subject	TEMPORARY ROAD CLOSURE POLICY
Wards Affected	ALL
Accountable Member	Councillor Duncan Enright – Deputy Leader and Executive Member for Economic Development. Email: <a href="mailto:duncan.enright@westoxon.gov.uk">duncan.enright@westoxon.gov.uk</a>
Accountable Officer	Jon Dearing – Assistant Director, Resident Services. Email: <a href="mailto:jon.dearing@publicagroup.uk">jon.dearing@publicagroup.uk</a>
Report Author	Mandy Fathers – Business Manager, Environmental, Welfare and Revenue Services. Email: <a href="mailto:mandy.fathers@publicagroup.uk">mandy.fathers@publicagroup.uk</a>
Purpose	To consider a new policy for the administration of Temporary Road Closure applications.
Annexes	Annex A – Temporary Road Closure Policy Annex B – Equality Impact Assessment
Recommendations	<p>That the Executive Resolves to:</p> <ol style="list-style-type: none"><li>1. Note the report and approve the Temporary Road Closure Policy;</li><li>2. Agree to implement the Temporary Road Closure Policy following the standard call-in period, but no sooner than 1 April 2024;</li><li>3. Agree to amend the Officer Scheme of Delegation and insert that the determination of Temporary Road Closure applications will be made by an appropriate officer in consultation with a legal representative, where there is no objection from any statutory consultee; and,</li><li>4. Approve the fees as set out in paragraph 4 of the report for Temporary Road Closure applications.</li></ol>
Corporate Priorities	<ul style="list-style-type: none"><li>• Working Together for West Oxfordshire</li></ul>
Key Decision	NO

Exempt	NO
Consultees/ Consultation	Chief Executive, Chief Finance Officer, Monitoring Officer, Interim Head of Legal Services, Finance Business Partner, Assistant Director, Interim Managing Director (Publica)

## **1. BACKGROUND**

- 1.1 Under the provisions of the Town Police Clauses Act 1847 the Council have powers to make an Order to temporarily close a road to prevent obstruction of the streets in times of public processions, rejoicing or illuminations, and in any case where the streets are thronged or liable to be obstructed.

## **2. MAIN POINTS**

- 2.1 Parades and events occur on a regular basis throughout West Oxfordshire and are an important part of its culture.
- 2.2 These events can either take place on or off the highway network. Parades that are proposed to use the highway network require careful management to ensure that they can legally proceed and are safe for those taking part. For an event to be able to use the highway it is necessary to restrict or close the affected section of road to remove traffic that could conflict with the event taking place
- 2.3 Although the legislation defines the circumstances when the District Council can make a road closure order, introducing the Temporary Road Closure policy will assist officers in determining applications and ensure consistency.

## **3. ALTERNATIVE OPTIONS**

- 3.1 The Council could decide not to implement the Temporary Road Closure Policy; however, this would not be a recommended option.

## **4. FINANCIAL IMPLICATIONS**

- 4.1 The work involved in making an order is considerable and involves officer time, consultation with the police and highways department, transport and emergency services and other organisations, as well as the legal costs of drafting, signing and sealing of the official order.
- 4.2 A cost recovery exercise has been undertaken, and to support the Council with the administration the following fees are proposed:
  - a) Orders with limited impact - £151.75+ VAT.
  - b) Road closures of significant size and/or multiple road closures - £220.50 + VAT.
  - c) Commercial events - £ 330.75 + VAT.

## **5. LEGAL IMPLICATIONS**

- 5.1 The Council has authority under the Town Police Clauses Act 1847 to make these orders. The proposed policy would allow the Council to assess applications in consistent way.

## **6. RISK ASSESSMENT**

- 6.1** There are none associated with this report; however, by not adopting the Temporary Road Closure Policy could lead to inconsistencies within the application process and increase the risk of challenge and reputational risk to the Council.

## **7. EQUALITIES IMPACT**

- 7.1** An equality impact assessment has been completed and the policy does not impact adversely on any group identified in the legislation as having protected characteristics.

## **8. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS**

- 8.1** None.

## **9. BACKGROUND PAPERS**

- 9.1** None

(END)