

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

With regard to street parties in your local authority area, do you (a) charge to apply for a street party and if so by how much?, (b) levy any further charges for a successful bid to hold a street party and if so how much?

ANSWER

Leicester City Council does not charge for street parties in Leicester.

What we do is ask that applicants undertake the following four actions;

1. Fill in the application form which is available online; <http://www.leicester.gov.uk/your-council-services/transport-traffic/highways/activities-on-the-highway/> and is listed there as form number 4.
2. Undertake a risk assessment of their event;
3. Have sufficient public liability insurance (Min £5 million cover). Applicants can seek help for this via the communities fund;
4. The applicant needs to undertake consultation with affected residents/businesses to seek approval / agreement;

Upon receiving these applications we will normally authorise subject to location; i.e. not on a bus route/emergency route or the main road network.

The Council arranges signing and a Temporary Traffic Regulation Notice (TTRN) for the event.

The legislation allows you to use the information supplied for your own personal use. Please be aware that any commercial or other use, for example publication, sale, or redistribution may be a breach of copyright under the Copyright, Designs and Patents Act 1988 as amended unless you obtain the copyright holder's prior permission.

Not all the information that is supplied which is covered by copyright will be the Council's copyright, for example it may be the copyright of a government department or another Council. You should seek either the Council's consent or their consent as appropriate. The Council is willing to advise you of any such potential issues on request. In order to make a request to re-use the information please contact the Information Governance Manager using the details below.

If you are dissatisfied with the handling of your request please write to:

**Information Governance Manager
Information and Customer Access**

**Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG**

e-mail: info.requests@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow SK9 5AF

Telephone: 01625 545 700

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.