APPLICATION FOR PROPOSED EXTENSION TO UNITED SHALOM PENTECOSTAL CHURCH, FLOATSHALL ROAD, WYTHENSHAWE

TRAFFIC MANAGEMENT & EVENT MANAGEMENT PLAN

AMNI TRANSPORTATION

APPLICATION FOR PROPOSED EXTENSION TO UNITED SHALOM PENTECOSTAL CHURCH, FLOATSHALL ROAD, WYTHENSHAWE

TRAFFIC MANAGEMENT & EVENT MANAGEMENT PLAN

DOCUMENT CONTROL

Project No	Revisions / Status	Description	Issue	Checked	Approved	Date
525-24-1	Draft		1	JP	MP	03/05/2024
525-24-1	Final		1	JP	MP	09/05/2024

A

Table of Contents

1.0	Introduction and Background	4
2.0	Event Management	4
3.0	Traffic Management	5
4.0	Monitoring	5
5.0	Summary and Conclusions	6

Appendices

Appendix A Traffic Management & Event Management Plan Template

A

APPLICATION FOR PROPOSED EXTENSION TO UNITED SHALOM PENTECOSTAL CHURCH, FLOATSHALL ROAD, WYTHENSHAWE

TRAFFIC MANAGEMENT & EVENT MANAGEMENT PLAN (TMEMP)

1.0 Introduction and Background

1.1 This Traffic Management and Event Management Plan (TMEMP) has been produced to support an application to extend the United Shalom Pentecostal Church located at 89 Floatshall Road, Wythenshawe, M23 1JB (the site). The Church building is located on the south side of Floatshall Road, Wythenshawe (139359/FO/2024 refers). This Traffic Management and Event Management Plan supports the Car Parking Management Plan (CPMP) and the Travel Plan (TP) for the Church. This Traffic Management and Event Management Plan will deal with ad-hoc events that may occur, albeit, infrequently at the church. The CPMP will be used to manage the regular services and activities at the Church including the Sunday and Saturday services.

1.2 The main objective of the Traffic Management and Event Management Plan is to provide a structure to actively and effectively manage the events that may be planned to occur at the Church. This Traffic Management and Event Management Plan will provide a system to proactively manage events to ensure the traffic impacts are minimised as far as practically possible.

1.3 The Church is set up as a charity and operates with an executive body. The management of the Traffic Management and Event Management Plan will be undertaken by the Church.

1.4 The following Sections describe the analysis and assessment undertaken as follows :-

- Section 2 event management
- Section 3 traffic management
- Section 4 monitoring
- Summary and conclusions.

2.0 Event Management

2.1 The Church will organise and manage events using a Traffic Management and Event Management Template. This Template will capture various items such as the size, duration, date of the event plus key contacts.

2.2 A Traffic Management and Event Management Template is provided in **Appendix A**.

2.3 The event management process will be communicated by the Church through its regular channels and will consider publishing it on its website and / or social media accounts. When a contact is made about a booking of an event, the event management template will be issued to the organiser and asked to complete the

necessary information. Wherever practically possible, lead-in times will be provided to enable the organisation of the practicalities for managing the event. However, the Car Park Management Plan has established a regime for managing car parking and this will contribute to managing the event smoothly.

3.0 Traffic Management

3.1 The key element for managing traffic travelling to and from any ad hoc event at the Church will be via the Car Park Management Plan. The Car Management Plan has set out a range of measures to manage car travel and organise marshalls to manage and control car parking.

3.2 Depending on the size and scale of the event, the CPMP will be adjusted following receipt of the confirmed details for the event including the information set out in the Traffic Management and Event Management Template.

Promote Access Methods

3.3 The Traffic Management and Event Management Plan will promote alternative travel methods to the site including car sharing, public transport and walking and cycling for those located close to the Church.

Temporary Traffic Management Measures

3.4 It is unlikely that any of the events will require any temporary road closures but if they do then the necessary approach and application forms will be submitted to the Council. A condition of any event requiring any road closures will be that approval will need to be granted to the temporary traffic arrangements by the Highway Authority.

Signing

3.5 Local signing denoting the entrance to the car park will be erected for events. These will be erected on Church land and display messages that would not create a distraction to road users.

3.6 Other off-site car parking locations used, such as nearby school car parks that have agreed to their use, will have signs erected showing the access and egress points.

Marshalls

3.7 As per the CPMP, marshalls will be deployed to control and manage car parking.

4.0 Monitoring

4.1 An established management practice is to conduct a lessons exercise to learn for events undertaken. A key aspect to monitor the impact of the Traffic Management and Event Management Plan will be through undertaking lessons learnt exercises which will be communicated to the executive body.

4.2 Following the review by the executive body, the lessons learnt will be used to assess whether any of the measures within the Traffic Management and Event Management Plan need to be adapted.

5.0 Summary and Conclusions

5.1 This Traffic Management and Event Management Plan provides a structure for managing and controlling the ad-hoc events that may take place at the Church.

5.2 The Traffic Management and Event Management Plan Template should demonstrate the commitment of the Church to organising well planned events which are organised in a proactive manner.

5.3 This Plan should ensure that events are controlled and managed effectively to minimise the impact of the events on the Church infrastructure, local streets and the local highway network.

Appendix A

United Shalom Pentecostal Church, Floatshall Road, Wythenshawe

Traffic Management and Event Management Plan Template

The Car Parking Management Pan (CPMP) will provide a key mechanism for populating some of the information set out below.

1. Introduction

Description: Provide a brief overview of the event and its significance.

Introduction of the traffic management/event management plan, emphasizing its importance for the smooth operation and safety of the event.

2. Event Details

Description: This section will provide concise details about the event, including its frequency, date, time, location, estimated attendance, and key stakeholders involved in its organization.

3. Traffic Assessment

Description: Provide an evaluation of the expected impact of the event on traffic flow in the surrounding area, considering factors such as attendance, location, and existing traffic patterns.

4. Traffic Management Measures

Description: Describe strategies and actions to manage traffic flow before, during, and after the event. This may include road closures, parking arrangements, signage, and coordination with local authorities.

A key feature for the management regime will be the Car Park Management Plan.

5. Parking Facilities

Description: This section will describe information about available parking options for event attendees, including designated parking areas, overflow parking, and alternative transportation options.

6. Pedestrian Management

Description: This section will provide plans to ensure the safety and convenience of pedestrians attending the event, such as pedestrian walkways, crossings, and barriers.

7. Emergency Response Plan

Description: This section will procedures for handling emergencies during the event, including first aid stations, emergency contact information, and coordination with local emergency services.

8. Communication Plan

Description: This section will provide strategies for communicating important information to event attendees, stakeholders, and the public, utilizing various channels such as signage, social media, and public announcements.

9. Stakeholder Engagement

Description: This section will describe engagement with relevant stakeholders, including local residents, businesses, and community organizations, to address concerns and gather feedback.

10. Monitoring and Evaluation

Description: This section will discuss methods for monitoring the effectiveness of the traffic management/event management plan, gathering feedback, and conducting post-event reviews to identify areas for improvement.

11. Conclusion

Description: This section will provide a summary of key points covered in the plan, emphasizing the commitment to ensuring a safe and successful event through effective traffic management and coordination with stakeholders.