



**CIVIC GOVERNMENT (SCOTLAND) ACT 1982
PART V – PUBLIC PROCESSIONS**

**POLICE, PUBLIC ORDER AND CRIMINAL JUSTICE (SCOTLAND) ACT 2006
PART 2 – PUBLIC ORDER**

NOTICE OF A PROPOSED PUBLIC PROCESSION

This form should be completed by the organiser of the event and submitted to us **at least 28 days before** the date of the proposed procession. The organiser should also complete and return the Risk Assessment Form attached to this application. If your event is less than 28 days away and you have not submitted this form to us, you should contact the person named on this form as soon as possible in order to discuss whether you will be able to apply for an exemption to the required 28 day notice period. Please note that we are only able to grant an exemption in exceptional circumstances, such as the event is being organised in reaction to a recent event or announcement.

You should read the attached code of conduct and fill in **all** sections of the form:

- send the completed form to the address at the bottom; and
- keep a copy for yourself.

We will consult with Police Scotland and the Roads Network Department providing them with a copy of your application and risk assessment.

If you require any assistance with completing the form, please contact us. Not completing all relevant sections of the form may delay or prevent us from considering your notification.

Organiser's Contact Details

Name: FIONA WATT

Address: 10 KIRKFIELD PLACE; AUCHTERARDER, PERTH AND KINROSS

Postcode: PH3 1FP

Phone number: [REDACTED] Email address: [REDACTED]

Chief Steward's Contact Details

Name: AS ABOVE

Address:

Postcode:

Phone number: Email address:

Procession Details

Name of Organisation or Band: AUCHTERARDER RUNNING FESTIVAL 10K / HALF MARATHON

Date and Start Time of Procession: SATURDAY 10th SEPTEMBER (10K) AND SUNDAY 11th SEPTEMBER (HALF MARATHON) – BOTH START TIMES OF 10.30AM

Reason for Procession: RUNNING EVENT RACE

Proposed Route: **10K Route (prov)** - <https://www.strava.com/routes/2921459045644512750>

Half Marathon Route (prov) - <https://www.strava.com/routes/2921457741244554734>

THE ROUTE WILL START AND FINISH AT THE COMMUNITY SCHOOL OF AUCHTERARDER (AGREEMENT HAS BEEN SAUGHT) AND WORK TO CREATE A COMMUNITY FESTIVAL EVENT SHOWCASING THE TOWN, BRINGING ALL ITS SHOPS, BUISNESSES AND LOCAL GROUPS TOGETHER AS WELL AS PROMOTING THE TOWNS NEW NETWORK OF PATHS AND ROUTES.

Number of people expected to take part: 250-500 MAX EACH DAY

Please provide details of the arrangements for controlling the event: STEWARS AND MARSHALLS PRESENT
ALONG ROUTE WEARING HIGH VIS. ROUTE MAINLY ON PAVEMENTS OR QUIET ROADS. NOTICE TO ALL
LOCAL RESIDENTS. SAFETY BRIEFING TO ALL RUNNERS. SWEEPER AND SIGNAGE USED..(Please continue
on a separate sheet if necessary)

Number of stewards: 15-20..... Number of vehicles: 2.....

Do you intend to use a Perth and Kinross Council car park during this event? Yes – POTENTIALLY USE THE
PUBLIC CAR PARKS FOR PARKING OF RUNNERS IF REQUIRED.

Names of any bands and the names of each band member who will be taking responsibility for the bands. The named
band members must be present on the day and must identify themselves to the police.

Band A:

Name of Responsible Person:

Band B:

Name of Responsible Person:

Band C:

Name of Responsible Person:

(Please fill in on a separate sheet if necessary)

Is this a sponsored event? NO If yes, give details

Is this an annual event? YES

Please provide any extra information about the procession which you think may be relevant:

AFTER A VERY SUCCESSFUL FEW YEARS OF THIS EVENT WE ARE KEEN TO GET BACK AFTER THE COVID
PANDEMIC TO A SAFE CONTROLLED AND ENJOYABLE RACE FOR RUNNERS. THIS EVENT SHOWCASES
AUCHTERARDER AND ITS LOCAL NETWORK. LOCAL BUISNESSES WILL BE INVOLVED AND BENEFIT TOO.
A FULL RISK ASSESSMENT HAS BEEN DONE

I, the organiser, have read your code of conduct and agree to keep to its standard conditions.

Your signature: ..... Date:01/02/22

Send Completed form, together with completed Risk Assessment Form, to:

Chief Executives – Legal Services
Perth and Kinross Council
Pullar House
35 Kinnoull Street
Perth
PH1 5GD
Tel. (01738) 475000
Email. civiclicensing@pkc.gov.uk
www.pkc.gov.uk

HOW WE USE YOUR PERSONAL INFORMATION

The information provided by you will be used by Perth & Kinross Council to process your application and thereafter to keep you informed of any updates with regard to your application or licence.

Your information be shared with Police Scotland and the Roads Network Department.

The Council may also check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties or share your information with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

You should be aware that the names of individuals who hold this licence appear on a register which is available for public inspection

For further information, please look at our website www.pkc.gov.uk/dataprotection; email dataprotection@pkc.gov.uk or phone 01738 477933.