



**MAJOR EVENTS & FESTIVALS
TRAFFIC MANAGEMENT PLAN**

EVENT NAME

Event Date(s):

Event Location:

Event Organiser:

Please read through the notes found within this document and complete the sections as shown. For events requiring road closures a completed copy of the Traffic Management Plan must be submitted in conjunction with the Major Event Application Form and a letter from your organisation addressed to the City Manager outlining the closures sought.

ROAD CLOSURE RATIONALE:

Please provide reasons for the necessity of the closure.

ROAD CLOSURE DETAILS

ROAD CLOSURES				
DATE:				
ROAD	FROM	TO	FROM	TO

If road closure information exceeds this table, please ensure that all details are clearly outlined within the letter to council seeking permission to close roads.

PUBLIC CONSULTATION

Please provide details of the extent of any public consultation that may have occurred by your organisation, in particular any communication that has occurred with residents that will be directly affected by closures. Please provide the details of the nominated person that will be responsible for this consultation.

TRAFFIC MARSHALS

Traffic Control Devices must be installed by persons with relevant experience and knowledge in Traffic Management. Ideally individuals with a Work Zone Traffic Management Certificate, in accordance with the Australian Standard (AS 1906.4). Please provide the names of the officials involved with installing and/or monitoring traffic control devices.

NAME(s)	POSITION / ROLE

POSITIONING OF MARSHALS

Please provide details on where marshals will be positioned.

ADVANCE WARNING SIGNAGE

If Advance Warning signage is to be installed please provide details of locations and installation times of such signage.

ALTERNATE ROUTES

Provide details of traffic detours that may be implemented to ensure that inconvenience to local residents is kept to a minimum.

ACCESS FOR EMERGENCY SERVICES

Provide details about access points and arrangements for Emergency Service vehicles.

DISABLED ACCESS

Advise access arrangements for those people with a disability

POST EVENT CLEAN UP

Provide details of the arrangements for cleaning up the road and verges following the event. It is expected that the site be returned to the same condition as at the start of the event.

This section must be completed by Car Rallies or as requested by Council :

EMERGENCY RESPONSE PROCEDURES

Provide details of steps taken in the event of a vehicle accidents associated with your event. Supporting documentation maybe attached to answer this question.

DRIVEWAYS

Please advise how driveways will be secured to ensure that no members of the public will be accessing the roadway.

PROPERTY DAMAGE

If as a result of the event a residents property is damaged please provide detail on the steps that will be taken to repair any damage caused, including time frames.

PRE EVENT ACTIVITIES

At no stage should any competitors associated with your event practice on the roadway prior to the event. Please outline steps that will be taken to prevent this from occurring.

RESIDENT ACCESS

Where the road closure blocks access to property, please provide details on how locals are able to gain access during the event.

TRESPASSING

Where spectators are likely to attend your event, please outline steps that will be taken to prevent the public from gaining unauthorised access to private property.

NEIGHBOURING COUNCIL

Do the roads requested for closure adjoin roads that are owned or under the control of another Government Authority (either state or local government)? YES NO

Have you notified the neighbouring Government Authority of your intentions to close the above mentioned roads? YES NO

Will your event be taking place in other Local Government Areas, if so which ones?

Council Use Only

This Traffic Management Plan has been reviewed by:

PRINT NAME

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SIGNATURE

DATE