



**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.*

<b>NAME(s)</b>	<b>POSITION / ROLE</b>

## **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

.....

SIGNATURE

DATE