



Receipt No. :	
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# 2018/2019 Temporary Part or Full Road Closure

## Application Form and Consent

*includes local roads, laneways and footpaths & nature-strips*

**Seeking consent pursuant to:**

Section 48, schedule 7, clause 16 of the *Road Management Act 2004 (Act)* for works on a public road under the Act and/or the *Local Government Act 1989* for works not on a public road under the Act and the (Whitehorse) *Community Local Law 2014* for works whether or not on a public road under the Act.

For temporary full or part road closure of an 'Arterial Road', VicRoads' consent, as the co-ordinating road authority under the *Road Management Act 2004*, is required. The 'Arterial Road' is the road reserve, which is from property line to property line, and includes any footpaths and nature-strips.

**Please allow at least 5 working days to process this application, provided that all criteria are met and submitted.**

<b>Applicant's name</b>			
<b>Company name (if applicable)</b>			
<b>Applicant or Company address</b>	<b>Street:</b>		
	<b>Suburb:</b>	<b>Postcode:</b>	
<b>Email address</b>			
<b>Phone numbers</b>	<b>Mobile:</b>	<b>Business hours:</b>	

<b>Type of closure</b> <i>(please tick)</i>	<input type="checkbox"/> <b>Full Road Closure</b>	<input type="checkbox"/> <b>Part Road Closure</b>
<b>Name and suburb of road to be closed</b>		
<b>Section of road to be closed</b>	<b>From:</b>	<b>To:</b>
<i>If parking bays or spaces will be occupied under any closure, please refer to parking bay occupation fees.</i>		

<b>Type of works to be conducted</b>	
<i>An Asset Protection Permit may be required if any Council assets (nature-strip, kerb and channel, footpath and road) are likely to be impacted by the works. For example, when using a mobile crane.</i>	

<b>Dates of closure</b> <i>(Maximum of two (2) Days per application within a 7 day period)</i>	<b>Dates:</b>																	
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Day	Month	Year		and	Day	Month	Year											

**Note:**  
*There are no blanket road closure approvals. Only a maximum of **two (2)** days can be applied per road closure application. Any additional days of road closure required will be treated and charged as a new application.*

*For a road closure **change of date**, the applicant must advise Council Transport Engineers in writing at least **48 hours** prior to any temporary road closure to ensure that appropriate community notification is carried out, unless otherwise agreed with Council's Transport Team. The application is not guaranteed and will be subject to the approval of Council's Transport Team under special circumstances.*

<b>Times of closure</b>	<table style="margin: auto;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="font-size: 12px;">:</td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="font-size: 12px;">am/pm</td> </tr> <tr> <td style="text-align: center; font-size: 8px;">Start time</td> <td colspan="4"></td> <td style="text-align: center; font-size: 8px;">Finish time</td> </tr> </table>			:			am/pm	Start time					Finish time
		:			am/pm								
Start time					Finish time								
<i>Must comply with any EPA requirements and Council's Community Local Law 2014 requirements.</i>													

## Road Closure Application and Parking Bay Occupation Fees

		Payment
<b>Road Closure Application Fee (non-refundable)</b>		<b>\$ 339.60</b>
<b>Parking Bay Occupation Fee</b> (the below fees are applicable if parking bays will be temporarily occupied)		
Administration Fee	\$80.00	\$
Non – Metered/Ticketed Parking Bays	\$7.50 per bay per day	\$
Metered Ticketed Parking Bays	\$26.00 per bay per day	\$
<b>Total Fee (GST included)</b>		<b>\$</b>

### Conditions of Consent for Temporary Part or Full Road Closure

1. It is, and remains, the responsibility of the relevant infrastructure or works manager to ensure that the works in, on, under or over the road for which consent is given are conducted in accordance with a traffic management plan that complies with the requirements of the *Road Management Act 2004 (Act)*, section 99A of the *Road Safety Act 1986 (RSA)*, the *Road Management (Works and Infrastructure) Regulations 2015 (Regulations)*, the Management of Infrastructure in Road Reserves Code of Practice and the Worksite Safety – Traffic Management Code of Practice (**Codes**). Without limitation, it is, and remains, the duty of the relevant infrastructure or works manager (as the person responsible for the works), in accordance with the relevant traffic management plan, to minimise any disruption to road users and any risk to the safety and property of road users, workers, contractors and the general public.
2. Nothing in this consent is to be construed as constituting an approval by Council that any traffic management plan lodged with an application for consent under section 48 schedule 7 clause 16(1) of the Act is, or has been, approved by Council as complying with the requirements of the Act, the RSA, the Regulations or the Codes, or is otherwise suitable and appropriate to ensure that the relevant infrastructure or works manager fully and properly discharges any and all relevant duties imposed on the relevant infrastructure manager or works manager under the Act, the RSA, the Regulations and the Codes.
3. Upon request, a copy of this consent must be provided to a Council officer from the person/persons undertaking the activity on behalf of the applicant. A copy of this consent must be kept onsite.
4. The works for which consent is given must be covered by an appropriate Public Liability Insurance Policy with a minimum cover of \$10 million dollars in respect of a single occurrence. A copy of the certificate of currency in respect of the public liability insurance policy must be provided to Council upon request.
5. Consent to undertake works in the road reserve is required for any works in the road reserve. Please contact the Engineering and Environmental Services Administration Team on 9262 6177 to obtain the permit.
6. A Memorandum of Consent from VicRoads must be obtained for the use, installation and removal of Major Traffic Control Items (MTCI).
7. Traffic management at the time of the closure must be in accordance with the *Road Management Act 2004* and the Worksite Safety – Traffic Management Code of Practice, which includes Australian Standard (AS 1742.3) and VicRoads guidelines.
8. The relevant infrastructure or works manager must obtain all such other approvals, consents or permits as may be required in relation to the works, including the necessary approvals from the Department of Transport (Public Transport Division) and public transport operators, and other users that may be affected by the works.
9. The relevant infrastructure or works manager must provide at least 48 hours notice to the owners and occupiers of all properties that are or may be affected by the works. Where access to abutting properties is affected, the relevant infrastructure or works manager must consult with the property occupiers prior to the commencement of the works, and provide for safe and alternate access arrangements during the works.
10. Under no circumstances are vehicles permitted on the nature-strips or footpaths or unduly interfere with normal pedestrian use of the street. If pedestrian traffic marshals are required, a sufficient number of field marshals must be provided to ensure the safety of pedestrians and the public.
11. Noise must be kept to a reasonable level and in accordance with EPA regulations and requirements so as to not cause any annoyance or nuisance to other persons.



