



DATE ADOPTED: 28 June 2016

VERSION: 2.0

POLICY OBJECTIVES

The objective is to establish guidelines in relation to activities on public roads.

POLICY SCOPE

This policy applies to controlling all activities on a road / road related area to ensure the safety of the public and other traffic is not compromised.

POLICY STATEMENT

All activities carried out within public roads shall be carried out safely with minimum disruption to residents, pedestrians and traffic.

Approval of activities on public roads is by Council officers with delegated authority to approve Section 138 of the Roads Act.

Special events (including but not limited to walkathons, fun runs, processions, parades, marches, cycle events, street fairs and stationary exhibition) will require a Traffic Control and / or Traffic Management Plan drawn up by a suitably qualified person. Activities which involve any of the following temporary traffic control measures and requiring road closures need to be referred to Council at least 16 weeks in advance of the activity date for public to allow for consultation, consideration and concurrence by the Maitland Local Traffic Committee:

- . Diversion of traffic to alternate routes
- . Changes to traffic control devices and on-street parking restrictions
- . Potential impact on the traffic operation of Regional and State Roads.

When determining such requests the following criteria are to be taken into consideration:

- Requirements of the Police Traffic branch
- Guide to Traffic and Transport Management for Special Events Version 3.4 August 2006
- Provision of supervision and control
- Public safety and convenience

In some circumstances an activity on a public road may require a Development Application.

Any application received after the 16 week period will incur a late fee, no applications will be considered that are received 12 weeks from the event.

Events not requiring a road closures shall be submitted six weeks in advance of the event date.

POLICY DEFINITIONS

Roads Act Section 138: To meet the requirements of the Roads Act Section 138 - Works & Structures

Roads Act Section 116: Roads Act Section 116 - Regulation of traffic on a Public Road

POLICY ADMINISTRATION

BUSINESS GROUP:	Infrastructure& Works
RESPONSIBLE OFFICER:	Group Manager Infrastructure& Works
COUNCIL REFERENCE:	Ordinary Council Meeting 28 June 2016 – Item 11.5
POLICY REVIEW DATE:	Three (3) years from date of adoption
FILE NUMBER:	140/3
RELEVANT LEGISLATION	<ul style="list-style-type: none">• Roads Act 1993
RELATED POLICIES / PROCEDURES / PROTOCOLS	<ul style="list-style-type: none">• Events Protocol• Premier’s Department of New South Wales 2006, <i>Guide to Traffic and Transport Management for Special Events</i>, Version 3.4

POLICY HISTORY

VERSION	DATE APPROVED	DESCRIPTION OF CHANGES
1.0	27 March 1984	New policy adopted
2.0	28 June 2016	Periodic review.