

# EVENT TRAFFIC MANAGEMENT POLICY



## COUNCIL POLICY

Reference Number	920783
Responsible Business Unit	Assets and Infrastructure
Responsible Officer	General Manager Assets & Infrastructure
Legislation	Local Government Act 1999 Road Traffic Act 1961 Road Traffic (Miscellaneous) Regulations 2014 Australian Road Rules 1999
Relevant Delegations	Chief Executive Officer
Related Policies Management Guidelines Frameworks	
Link to Strategic Plan	Objective 2.3 - Recreational and Cultural Pursuits
Council resolution	162.2
Date Adopted	10 September 2018
Review Date	June 2023
Previous Revisions	Nil

## POLICY STATEMENT

The Council supports events as a major feature of our approach to improving recreation and cultural activities, together with growing tourism and enhancing the quality of life for those who live, work and visit the Rural City of Murray Bridge.

The Council wants to ensure that events are easy to organise and that the safety of those who attend or are otherwise affected by events is ensured. The Council will work to ensure its events and those organised by the community or other third parties are compliant with the *Road Traffic Act 1961*, the *Road Traffic (Miscellaneous) Regulations 2014*, the *Instrument of General Approval and Delegation to Council: Use of Traffic Control Devices, Road Closure and Granting of Exemption for Events 22 August 2013*, the *Australian Road Rules 1999* and the *Local Government Act 1999*.

## OBJECTIVES

The Rural City of Murray Bridge encourages and supports events as a way of enlivening and activating our public spaces and building our community. The Council is committed to supporting our community groups and entrepreneurs in their intent to help Council deliver this, consistent with managing public safety.

This policy is intended to support our community by providing a consistent approach to traffic management for events for the benefit of residents, visitors and businesses. A consistent, pro forma approach, when linked with the Council's significant investment in a variety of Community Grants, is intended to bring road closure costs down making it easier for those investing time and resources in our community to focus more the event and less on bureaucracy.

## SCOPE

From time to time, the Rural City of Murray Bridge temporarily closes a road for an event or it receives a request for permission to hold an event that may include the closure of one or more roads within the Council area. Such events need to be managed in a way that ensures safety for all involved, and minimises disruptions to the normal daily usage and function of the road network. The roads may be in the care, control and management of Council and/or the Commissioner of Highways (DPTI).

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This procedure starts with the receipt of a request to hold an event that necessitates the temporary closing of a road. It covers the process for legally approving a road closure, but does not deal with other related event management approvals.

Its purpose is to ensure the consistent and accurate application of relevant legislation and Council Policy when declaring an event and approving a road closure.

This Policy applies to persons with valid delegations under the *Road Traffic Act* and "Instrument of General Approval and Delegation to Council: Use of Traffic Control Devices, Road Closure and Granting of Exemption for Events" (The Instrument) and staff acting under instruction from the CEO. This covers staff who are employed by the Council and contractors.

All staff engaged in this work are required to act reasonably and transparently, demonstrate good customer service, undertake their responsibilities in a proficient manner and use their judgement where necessary to ensure an outcome in line with legal requirements.

## PRINCIPLES

The principles appertaining to this policy are:

**Safety** – the safety of those organising and attending events is paramount. Effective traffic management for events is one way of reducing risk and increasing safety;

**Consistency** – only using the Council's pre-qualified suppliers increases consistency and uniformity of approach. It also brings familiarity with local conditions and the ability work out local solutions for local traffic management challenges as well as the opportunity to learn from experience in location.

**Removing Bureaucracy (Red Tape)** – this approach is part of an approach to reduce bureaucracy relating to events and traffic management to assist the Council and other parties in achieving our vision of *Thriving Communities*.

**Help Us to Help You** – our Council-wide approach is to facilitate events and help the community to help us run great events. By getting what we need from you early and setting out the expectations of all parties will enable the smoother running of more events for our community.

**Reducing Cost** – standardising our approach to event traffic management will mean there are opportunities to learn from experience and to re-use event traffic management solutions and equipment.

## IMPLEMENTATION

Events requiring traffic management need careful planning, usually some months in advance. The activities involved in closing a road for a temporary period are regulated with prescribed timeframes. The Council cannot facilitate events without reasonable notice and will not breach its legislative responsibilities due to late notice of either an event or a traffic management requirement. Having said this, the Council will work with proponents to facilitate their events, wherever appropriate.

Event organisers should make application using the relevant Event Form available from the Council and via its website. For major events, early engagement is advised and is probably best sought in advance of completing the relevant form.

All events being undertaken on Council land that require traffic management will need to use a pre-qualified supplier agreed with the Council.

Organisers of community events requiring traffic management may apply to the Council for a community grant, to reduce the impact of the cost of traffic management. Such requests will be considered on a case by case basis.

## DEFINITION

**Event** is defined in section 33(10) of the Road Traffic Act as an organised sporting, recreational, political, artistic, cultural or other activity, and includes a street party.