

# Information relating to the Temporary Part or Full Road Closure Application and Consent



Seeking consent pursuant to:

Section 48, schedule 7, clause 16 of the *Road Management Act 2004* for works on a public road; and/ or  
*The Local Government Act 1989 and Darebin Local Law 2015* for works not on a public road

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.

<u>Type of Closure</u>
Full/ Part/R.O.W Road Closure
Footpath Closure (VicRoads roads, High Street, Edwardes Street, Gilbert Road)
Shipping Containers
Footpath Closure (Others)

**The application will be reviewed and the appropriate fees assessed before any permission is granted.**

**All fees are payable in full before any closure can be commenced.**

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

1. It is and remains the responsibility of the relevant infrastructure or works manager to ensure that the works on 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 2005 (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. In order for this consent to be valid a copy of this permit is to be provided to a Council officer upon request from the person/persons undertaking the activity on your behalf, as such a copy of this consent must be kept onsite.
4. The works for which consent is given must be covered by an appropriate Public Insurance policy with a minimum cover of \$10 million.
5. A Memorandum of Consent from VicRoads must be obtained for the use, installation and removal of Major Traffic Control Items (MTCI).
6. Traffic management at the time of the closure must be in accordance with the Road Management Act 2004, Worksite Safety – Traffic Management, Code of Practice, which includes Australian Standards (AS 1742.3) and VicRoads guidelines.
7. 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 these works.
8. 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 works, and provide for safe and alternate access arrangements during the works.
9. 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.
10. 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.
11. The street must be left in a clean and tidy state and no damage shall be caused to any assets within the road reserve. Any damage must, at the cost of the applicant, be repaired to Council's satisfaction.
12. In giving its consent, the applicant to the full extent permitted by law indemnifies the Council and keeps the Council indemnified from and against any and all claims or actions that may arise during the conduct of the works when the street or road is closed to traffic.
13. Council reserves the right, in its discretion, to cancel this authorisation at any time following consultation with the applicant.

Rights of other parties over the use of the road or street as a public highway are in no way affected by consent given by this Council.

**The person information requested on this form is necessary for administration and enforcement of temporary part/full road closures under the Road Management Act 2004 and the Local Government Act 1989. This information will be used solely by Council for that /those primary purposes(s) or directly related purposes. The intended recipients of the information are Council officers. Council may disclose the information to law enforcement agencies, courts and other organizations authorized to collect it. Individuals have a right to seek access to their personal information and make corrections by contacting Council's Transport Team on 8470 8064. You may view Council's Privacy Policy on our website [www.darebin.vic.gov.au](http://www.darebin.vic.gov.au) or obtain a copy from any of the Council offices.**

#### **Mandatory Information Required**

Submission of a 'Traffic Management Plan' (TMP) developed by a suitably qualified traffic management person/company that is designed in accordance with the Road Management Act 2004 and Worksite Safety – Traffic Management Code of Practice, which includes Australian Standard AS 1742.3 and VicRoads guidelines is required. The TMP must also show all stages of the proposed works and address pedestrian and vehicle traffic management. The TMP must be prepared by an accredited person. A list of prequalified contractors & consultants can be obtained from VicRoads' register of prequalified contractors & consultants below:

<https://www.vicroads.vic.gov.au/business-and-industry/tenders-and-suppliers/contractors-and-consultants/register-of-prequalified-contractors-and-consultants>

### **Application Methods**

A completed application form may be lodged, via the following methods

Method	Via
Email	Application Form must be sent with all required paperwork (Public Insurance Policy, TMP, etc.) in an email to <a href="mailto:TMP@darebin.vic.gov.au">TMP@darebin.vic.gov.au</a>
In Person	Preston Customer Service Centre, 274 Gower Street Preston' 9am -5pm; Monday to Friday

### **Enquires:**

Transport Engineering Team  
Environment and Sustainable Transport Department- Darebin City Council  
Phone: 8470 8064  
Email: [TMP@darebin.vic.gov.au](mailto:TMP@darebin.vic.gov.au)