

## Temporary Road Closure

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| <b>Responsible officer:</b> | Director Infrastructure and Environment |
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### Scope

This policy describes Council's approach to exercising its powers in relation to temporary road closures conferred by Clause 10 of Schedule 11 of the Local Government Act 1989.

Clause 10 provides Council with the power to temporarily close a road to:

- Prevent injury or damage to any person or damage to any property including the road itself,
- Allow a procession, public ceremony or function to be held, or,
- To conduct a traffic diversion experiment.

### Objectives

The objectives of this policy are:

- To describe how Council proposes to exercise its powers in relation to the temporary closure of roads conferred by Schedule 11 of the Local Government Act 1989.

### Approach

We aim to achieve the objectives of this policy by:

#### **For temporary closures to prevent injury or damage to any person or damage to any property including the road itself.**

1.1 Where the condition of the road or circumstances require, the responsible officer shall arrange for signs/barricades to be installed to close a road or part thereof as soon as possible to avoid injury to persons, property or the road.

1.2 The responsible officer shall ensure that signs and barricades are removed and the road open to traffic as soon as practical after the reason for the closure has been resolved.

1.3 The responsible officer shall notify the officer in charge of the local police station, fire, ambulance and SES representatives of the closure.

1.4 Where the closure is planned for an extended period of time notification of the closure setting out the dates, times, location and purpose of the closure shall be given in the form of an advertisement placed in the public notice section of the local newspaper.

**For temporary closures for processions, public ceremonies or functions:**

2.1 Applications to Council to temporarily close a road should be forwarded in writing, clearly setting out the date, times, location and purpose of the closure, to the Chief Executive Officer at least 14 business days prior to the proposed closure date.

2.2 Approval for the closure shall be subject to the following conditions (and any other conditions that may be appropriate under the particular circumstances of the closure):

(a) Notification of the closure setting out the date, times, location and purpose of the closure shall be provided by the applicant by an advertisement in local papers or on Council's website, Facebook, door knock or by letter drop to residents not more than 21 days or less than 14 days prior to the closure.

(b) The applicant shall obtain a permit from the Chief Commissioner of Police or their delegate to conduct the procession, public ceremony or function. Failure to obtain such permission or comply with the conditions of such permit will result in the withdrawal of Council's approval to close the road.

(c) Barricades, barriers and signs shall be erected to the satisfaction of the responsible officer as outlined in the event organisers Traffic Management Plan

(d) If the proposed closure relates to a declared road the applicant should seek the approval of VicRoads.

2.3 Approval for the temporary road closure shall only be given for the minimum time necessary for the conduct of the proposed event.

2.4 Approval for a temporary closure shall not be given where it is considered that the event proposed will cause damage to the road, road pavement or street furniture.

**Note:** While Clause 10 of Schedule 11 of the Local Government Act 1989 provides Councils with the power to close roads for these purposes, Council does not have the power to grant a permit for the procession, public ceremony or function to occur. This power is vested in the Chief Commissioner of Police or his or her delegate only.

### **Temporary closures for Traffic Diversion Experiments:**

3.1 Closures for traffic diversion experiments shall only be made where the experiment is carried out for the purpose of planning or determining works for any of Council's works programs.

3.2 The closure shall be for a minimum time only within the limitations, parameters and requirements of the experiment itself.

3.3 Notification of the closure setting out the date, times, location and purpose of the closure shall be given in the form of an advertisement placed in the public notice section of the local newspaper not more than two weeks or less than one week prior to the closure.

3.4 The delegated officer shall notify the officer in charge of the local police station, fire brigade, ambulance and SES representatives of the proposed closure.

### **Deployment**

Council's Director Infrastructure and Environment is responsible for the implementation of this policy.

### **Application of the Policy**

This Policy is applicable to Towong Shire Council in all its operations and functions relating to the care and management of roads for which Council is responsible.

### **Relevant legislation**

- Local Government Act 1989
- Road Management Act 2004

### **Resources**

The following resources are committed by Council to assist with the implementation of this policy:

- Staff time and necessary financial resources to support the implementation of this policy.

### **Results**

The deployment of this policy together with the results achieved will be reviewed at least annually.



Authorised by: \_\_\_\_\_

**Juliana Phelps**  
Chief Executive Officer