

Temporary Full or Partial Road Closure

Before applying for a Temporary full or partial road closure, please read the following notes:

1. You must complete Section A, B, C and D. Failure to complete these sections of the application may result in rejection of the application
2. A Traffic Management Plan (TMP) is to be provided, in accordance with AS 1742.3 requirements. This application can not be processed unless the TMP is supplied. The TMP needs to be signed off by an RMS certified designer for traffic control plans.
3. A draft copy of a letterbox drop must be attached to the application.
4. A copy of approval for road occupancy from RMS's Traffic Management Centre, if required, should be attached with this application.

Completed forms are returned to Strathfield Council, PO Box 120, STRATHFIELD NSW 2135, fax: (02) 9764 1034 or in person: 65 Homebush Road Strathfield. Council can be contacted on (02) 9748 9999 or email: council@strathfield.nsw.gov.au or website: www.strathfield.nsw.gov.au. ABN No: 52 719 940 264

SECTION A – APPLICANTS DETAILS

Company Name _____

Organisation _____

Postal Address _____

Suburb _____ Postcode _____

Phone _____ Mobile _____ Email _____

Company's function(ie owner, builder, sub-contractor etc) _____

Contact _____

Street number location _____

Between _____ and _____

Street no where work is performed _____

Purpose of road closure _____

Approved building hours of site (if any) _____

Date(s) of road closure _____

Times of road closure _____

OFFICE USE ONLY

APPROVAL CHECKLIST

- All Sections of the application are completed.
- Traffic Management Plan is attached
- Insurance attached - note date of expiry
- A draft copy of the letterbox drop is attached
- Application fee for all areas (non-refundable)

PERMIT ISSUE INFORMATION

Permit No _____

Date Issued _____

Rec Amount _____

Rec No _____

Manager EW&S Signature _____

SECTION B – MOBILE CRANE CLOSURES ONLY

Crane Tonnage used for proposed work _____

Specify crane types (Hydraulic/Non-Hydraulic Driven) _____

Assembly (estimated number of hours) _____

Lifting (estimated numbers of hours) _____

Dismantle (estimated number of hours) _____

TOTAL HOURS _____

SECTION C – DRAFT TEMPORARY CLOSURE ADVERTISEMENT/LETTERBOX NOTIFICATION

Applicants are required to notify nearby residents and businesses of approved road closures prior to the event. Please provide Council with a draft letter and/notification. Note that you may only issue letters after road closure is approved.

Is a copy of a draft letterbox drop notification attached? Yes No

Is a copy of the public notification attached? Yes No

SECTION D – POLICE NOTIFICATION/ADVICE (APPLICANT TO COMPLETE)

I have notified the following Police Station about the proposed temporary full road closure. However, a formal Police approval is required for the road closure date after the approval of the Traffic Committee.

Police Station _____ Officer's name and title _____

Police Comments _____
(if any) _____

SECTION E – SCHEDULE 'C' TEMPOARY ROAD CLOSURE

The applicant must comply the following conditions:

1. Applicant to nominate preferred day or days for Temporary Road Closure
2. To carry out letterbox drops to the affected tenants, occupants and building managements in the block in which the closure is located and any other streets that require access through the subject closure.
3. To carry out the letterbox drops at least one week prior to the commencement of the road closure, and to resolve, to the satisfaction of Council, all representations made by the affected tenants, occupants and building managements.
4. To close the roads in accordance with AS1742.3, unless otherwise directed by Police/authorised Council law enforcement officers.
5. Not to occupy the carriageway or footway of the road by representatives of the applicant until the road closure has been affected.
6. The applicant must provide a 4 metre wide emergency lane along the proposed road closure at all times.
7. To provide and maintain appropriate and adequate traffic measures (including detour signs and flagmen) for the safe movements of traffic and pedestrians.
8. At all times, to provide access to adjoining premises in the proposed street closure to the satisfaction of Emergency Services. All services (fire hydrants etc) shall be kept free of any obstructions.
9. To advise emergency services (namely Police, Fire Brigade and Ambulance) of the proposed temporary road closure.

10. To remove all barriers and signs associated with the road closure at the times nominated to reopen the street to traffic.
11. To indemnify Council against all claims for damage or injury that may result from the activity or occupation of part of the public way during the activity. The applicant must provide documentary evidence of public risk insurance cover minimum of \$20 million indemnifying Council.
12. To reimburse Council for the cost of repair of any damage caused to the public way, or as a result of activities.
13. To comply with any reasonable directive of Council's parking and enforcement officers.
14. To provide a telephone number of the supervisor responsible for the proposed work to Council's Traffic section.
15. To carry out the installation and lifting operations in a safe manner at all times.
16. To meet all costs associated with the closure, and shall pay fees in accordance with Council's current fees and charges.
17. To advise the Traffic Management Centre of the Roads and Maritime Services.
18. The applicant must ensure a suitable Work Health and Safety Plan is in place for all personnel working at the site.
19. Any variation on the approved date and conditions of approval will require the matter to be submitted to the Council Traffic Manager for resolution.
20. The applicant must not block a driveway or footpath access to any premises unless a written approval from the owner/occupants is first obtained.

SECTION F – PUBLIC LIABILITY INSURANCE

A copy of the company's public liability insurance must be submitted with this application (value to exceed \$20 million and must be current)

	Yes	No
Is a copy of the Public Liability Insurance policy attached?	<input type="checkbox"/>	<input type="checkbox"/>

DECLARATION AND PRIVACY STATEMENT

I have read the conditions of approval set out above and agree to abide by them.

Privacy Statement: Personal details requested on this form is supplied to Strathfield Council on a voluntary basis but if you cannot provide the information requested, Council may not be able to process your application. Personal details requested on this form will be used to process your application. Information provided by you may be accessed by members of the public in accordance with the *Government Information (Public Access) Act 2009*. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council.

Signature _____ Date _____

Name _____ Title _____

