

APPLICATION FOR ROAD OCCUPANCY

Applications are assessed at a Quarterly Local Traffic Committee Meeting. Note this application will not proceed unless all information is completed. For assistance from your Road Safety Officer in completing this form please contact Wentworth Shire Council.

Applicant Details

Name	
Position	
Email	
Phone	
Organisation	
Address	

Event Details

Event Name	
Event Location (Road Names between streets)	
Reason for Road Occupancy	
Date/s Time/s occupancy requested	

The event (Refer to [Transport for NSW event management guidelines](#))

	Is a major on street event
	Requires a Traffic Management Plan TMP which it is attached
	Occupies the Parking Lane only (no impact on traffic flows)
	Occupies Partial road closure (retains 3m for traffic flows)
	Occupies Full road closure (no traffic flows)

How will the event impede

Pedestrians	
Cyclists	
Vehicular Flows	
Property Access	
Heavy Vehicle Access	
School Bus Access	
Public Transport Access	

Describe any detour provisions provided for motorists, cyclists, pedestrians or other road users
How will unencumbered passage for emergency vehicles provided at all times?
What types of barricades are to be used to cordon the road occupancy area?
How will businesses, residents and the general public be notified of the road occupancy/event?
Please detail all signs and their position to advise road users of the site/area.

What provisions have been made for

Crowds	
First Aid	
Insurance	
Noise	
Parking	
Safety	
Toilets	
Waste	
Adverse Weather	

I certify that our Traffic Control Plan complies with Work Cover's requirements and that I will ensure safety at the site is controlled as described in the plan and this application.

Signature		Date	
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1. The Road Occupancy Permit fee is waived for non-profit organisations or community events.
2. Approvals may also be required from other agencies. The applicant should contact relevant agencies as required.
3. If the event is postponed due to unforeseen circumstances, the applicant needs to advise the Council in writing of the revised date.
4. Providing there are no changes to the original traffic management plan and the road is available for use, a revised permit can be issued.
5. If approved, this Application and the submitted Traffic Control Plan will form part of the approval and will need to be implemented.
6. The applicant will need to provide and erect barricades and signs in accordance with Australian Standard AS1742.3-1996: Traffic Control Devices for Works on Roads. Barricades are not available from Council.
7. All affected businesses, buses, residents and other occupants must be notified of the road closures and activities at least two weeks prior to commencement of the event. Any concerns or requirements raised by business proprietors or residents must be resolved or accommodated.
8. The areas to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of the Council, or else the applicant will be required to reimburse Council for any extraordinary cleansing costs.
9. The use of any equipment or activities to be conducted in conjunction with the road closure must not result in any "offensive noise" as defined by the Noise Control Act.
10. Lodging an application requires a completed application form, all relevant information and the payment of the required fee (if applicable).