

Temporary Road Closure Permit

General Local Law 2017



- This permit has a fee of \$125.00. Not for Profit Organisations do not pay a fee.
- The applicant will seek approval from Vic Roads for the closure of a declared road once this application has been lodged.

Applicant details:

Name of Organisation:	
Person responsible:	
Postal address:	Postcode:
Contact number:	
Email address:	

Closure details:

Town:	
Road names for closure:	
Dates of closure: From: ____/____/____ Till: ____/____/____	
Start time: _____ ☐ am ☐ pm Finish time: _____ ☐ am ☐ pm	
Reasons for closure:	
Have you spoken to any businesses or residents that will be affected? ☐ Yes ☐ No	
Details:	
Please provide – • A map showing areas of closure. • Copies of any letters supplied to affected person/s • The name or names of the qualified contractor or organisation that has written and will conduct the Traffic Management Plan.	

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application for a temporary road closure permit. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Insurance details: *(please attach a copy of insurance)*

Insurer name:
Policy number:
Policy expiry date: ____/____/____
Sum insured: (minimum of \$20 million public liability insurance)

I have read Council's rules on Street Closures and agree to them (tick the box) ☐

I agree that:

We will not hold Council or any Council agents/servants liable for any actions, costs, claims, charges, expenses or anything else arising from the street closure/s.

Signature:
Name: _____ Date: ____/____/____

Rules

This permit relies on the permit holder meeting all of these rules and any other statutory obligation associated with the activity.

1. Any road closures including car parks will not be allowed for longer than six hours, and will not be allowed after sunset, unless special permission is given by Council.
2. You must provide Council a copy of your public liability insurance.
3. The length of the part of the street that is closed must be less than 200m and include only those frontages of properties of which the residents or businesses are in agreement with the street being closed.
4. The road closure must be in line with the site plan that has been approved by Council.
5. That all persons who will be affected by the road closure have been contacted and : -
 - They have received formal written advice
 - They have been talked with to reduce the impact of any proposed road closure
 - They have been given an opportunity to lodge objections.
6. Road closures must be done using barricades and warning signs supplied and put up by an appropriate contractor. Council reserves the right to require the applicant to provide additional warning signs, at the applicant's cost.
7. Organisers are required to have enough marshals and management contingencies to control security and the safe operation of their event and the safe movement of vehicle and pedestrian traffic. All road marshals should be trained and briefed on their responsibilities, are to be suitably identified, and must wear high visibility jackets.
8. The activities of the event must not interfere with normal pedestrian use of the street or residents needing vehicle access to their properties.
9. Barriers and street blockages must be removed straight away in the event that access is required by emergency vehicles including, Victoria Police, Fire Brigade, Ambulance, East Gippsland Water and Eastern Energy.
10. Organisers are required to have an appropriate traffic management or car parking plan to deal with the expected numbers or vehicles attending the event.

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