



# *Burwood Council*

heritage ■ progress ■ pride

## **TEMPORARY ROAD CLOSURE (INCLUDING STANDING PLANT) POLICY**

---

Suite 1, Level 2, 1-17 Elsie Street, BURWOOD NSW 2134  
PO Box 240, BURWOOD NSW 1805  
Phone: 9911-9911 - Fax: 9911-9900  
Email: [council@burwood.nsw.gov.au](mailto:council@burwood.nsw.gov.au)  
Website: [www.burwood.nsw.gov.au](http://www.burwood.nsw.gov.au)

## **Temporary Road Closure (including Standing Plant)**

### **Definition and Principles:**

There are instances where temporary road closures may become necessary as part of a special events (excluding Christmas Street Parties) or specific purposes. These are implemented for the prime purpose of enhancing road safety and traffic control. These closures have associated with them specific times of operation and conditions, and can be implemented under the Roads Act 1993, Special Powers delegated to the NSW Police or under the Local Government Act 1993.

This policy covers all road closures of temporary nature, introduced for specific purposes. It does not, however, include those closures of a permanent nature that are pursued under the Roads Opening and Closing Act.

Burwood Council is also responsible for ensuring that plant standing on footpaths and roads are positioned and managed safely for vehicles and pedestrians. A Plant is defined as a mobile crane; cherry picker; truck crane; concrete boom pump; travel tower; boom lift or other similar pieces of equipment used for construction or maintenance work.

## **1. Initial Assessment Criteria**

### **1.1. Suitable Locations**

#### **Objective**

Temporary road closures including the closure of roadways and footpaths should be designed and implemented to ensure minimal disruption to the local community. Plants should be positioned on the footpath and/or road way with high standards of public health and safety.

#### **Standards**

The applicant must provide a safe pedestrian / cycle route around the work area. The site must be kept clear of all tripping hazards, with the route clearly visible and delineated.

A minimum of 3.0 meter traffic lane widths must be maintained at all times. If only one traffic lane is in operation, RTA accredited Traffic Controllers will need to be used.

Plant cannot stand in any section of roadway where it would be illegal to park a vehicle (e.g. No stopping, Clearways, Bus Lanes, Transit Lanes or other similar marked areas).

The following roads are under the jurisdiction of the RTA. For permission of temporary road closure and/or to stand a plant on these roads, approval must be granted by RTA.

1. Hume Highway (Liverpool Road)
2. Great Western Highway (Parramatta Road)
3. Georges River Road
4. The Boulevarde
5. Coronation Parade

## Parking Meters

Where the proposed work requires the occupation of parking meter bays, e.g. to allow concrete agitator trucks to queue; to allow for a truck to stand to be offloaded; or to allow for the implementation of appropriate traffic control plans, then occupation of metered parking space charges will apply. This fee will be charged at 70% of the current parking rates in addition to the standard fees and charges.

## **1.2. Layout & Accessibility Corridors**

### Objective

The use of temporary road closures and standing plant should not compromise the existing street activities, through maintaining adequate clearances.

### Standards

The Australian Roads Rules are to be abided by at all times.

All affected businesses, residents and other occupants must be notified in writing prior the works commencing.

Police approval is also required to be obtained for a permit. The applicant must contact the Police and forward Police approval to Council as part of the application assessment process.

The applicant will need to provide and erect barricades and signs in accordance with Australian Standard AS 1742.3-2009: Manual of Uniform Traffic Control Devices- Traffic Control Devices for Works on Roads. Barricades and signs are not available from Council.

A Traffic Control Plan MUST be submitted with all applications. Traffic Control as shown on the submitted Traffic Control Plan is to be employed on site at all times in accordance with AS 1742.3-2009.

A copy of company's current Public Liability Insurance must be submitted with this application and be in force until the duration of the activity (value to exceed \$20 million and must be current).

## **1.3. Fees**

All associated fees are payable in accordance with Burwood Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgment (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.

## **2. Ongoing Management**

The conduct of any activities or use of any equipment required in conjunction with road occupancy must not result in any “offensive noise” as defined by the Protection of Environment Operations Act.

The areas to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of Council’s Engineer, or else the applicant will be required to reimburse Council for extraordinary cleaning costs.

The Licensee will be liable for any damages to Council’s assets (kerbs, pits, gutter, footpath, road sheeting, signage poles and trees).

A copy of Council’s ‘Conditions of Consent’ must be available on site for inspection by relevant authorities.

### **2.1. Environment Protection Controls**

The applicant is responsible for any environmental contamination resulting from the standing plant. Should contamination occur, the applicant is responsible, at their own cost, for returning the affected area to its condition prior to the contamination. If the applicant does not comply with this condition, Council may carry out the necessary work and the applicant will be required to reimburse Council for the cost of this work.

On expiry of the permit, the applicant shall, at their own expense, remove the standing plant and ensure the area is returned to its original condition. Where there is evidence of damage, contact shall be made with Council to make arrangement for a mutual inspection in the first instance.

Plant shall be parked in a manner that does not cause damage to a tree’s trunk, branches or roots.

## **3. Liaison and Compliance Protocol**

Council’s inspection and audit personnel will liaise with officers responsible for management and maintenance to ensure appropriate safety standards are met.

Failure to obtain a permit or non-compliance with the Permit Conditions is a breach of the Local Government Act 1993 as amended and/or the Roads Act 1993 as amended. Infringements will be issued in accordance with the regulations of these acts.

### **Breaches of Conditions**

Step 1 - Infringement Notice served

Step 2 - Following Infringement Notice, permit may be cancelled and/ or further action taken

### **Operating with an Expired Licence**

Step 1 - Application form is issued and an Infringement Notice is served to ensure compliance

Step 2 - Continued non compliance may then result in further action being taken

### **Operating without a Licence**

Step 1 - Application form is issued and an Infringement Notice is served to ensure compliance

Step 2 - Continued non compliance may then result in further action being taken

## **4. PERMIT CONDITIONS**

- 4.1. A road occupancy permit must be obtained when undertaking any construction or maintenance work on a road or footpath in the Burwood Local Government Area (except on roads controlled by the Roads and Traffic Authority). Failure to obtain a permit or non compliance with the permit conditions is considered a breach of the Local Government Act 1993 as amended, Environmental Planning and Assessment Amendment Act 2008, and/or the Roads Act 1993 as amended. Infringements will be issued in accordance with the regulations of these Acts.
- 4.2. A permit can be obtained for a maximum of 5 working days. However, permits may be issued for a longer period if required.
- 4.3. The applicant is to meet all costs associated with the closure, and shall pay fees in accordance with Council's current Fees and Charges.
- 4.4. A permit does not allow any variation to the Hours of Construction/Demolition imposed by any conditions in a Development Consent under the Environmental Planning & Assessment Act 1979.
- 4.5. It is the responsibility of the applicant to provide sufficient information to Burwood Council for the determination of the application.
- 4.6. The permit may be cancelled without notice should public or residential amenity be detrimentally affected.
- 4.7. The applicant is to ensure that all services are kept free of any obstructions.
- 4.8. The applicant is to advise emergency services (namely Police, Fire Brigades & St Johns Ambulance) of the proposed temporary road occupancy.
- 4.9. The applicant and/or its representatives must not occupy a road or footpath or install a temporary traffic control until the road closure has been effected.
- 4.10. According to the Roads Regulation 2008, the applicant must give at least 7 days notice of its intention to close a public road in the exercise of its functions under Part 8 of the Roads Act 1993 (as amended) by means of a notice published in a local newspaper, and conspicuous notices erected along the road. No such notice is necessary in the case of an emergency.

- 4.11. The applicant is to provide and maintain appropriate and adequate traffic measures (including detour signs & traffic controller) for the safe movements of traffic and pedestrians.
- 4.12. The applicant is to remove all barriers and signs associated with the road closure at the times nominated to reopen the street to traffic and pedestrians.
- 4.13. The applicant is to comply with any reasonable directive of Council's Law Enforcement Officers.
- 4.14. The applicant is to notify Council of any variation on the approved date and conditions of approval and obtain a revised permit on this matter.
- 4.15. The applicant is to provide a copy of current Public Liability Insurance (value to exceed \$20 million) which is to be maintained for the duration of the approval.
- 4.16. Where applicable, the applicant is to provide tree protection measures prior to and for the duration of the approval period in accordance with AS 4970.2009, Protection of Trees on Development Sites, and as conditioned by Council.