



Road Closures & Traffic Management

Organisers need to declare on which roads they want to manage or close – local roads or declared Vic Roads. Applications for Vic Roads managed roads require a licensed traffic control company to complete the required traffic management plan. Please contact Vic Roads email: swrevents@roads.vic.gov.au at least 6 months prior to your event to discuss your requirements.

For local managed roads, please provide details of the proposed closure on the Site Plan which is required as part of the Event application process. Include the following:

- * Name of what roads are proposed to be closed
- * The direction of the road to be travelled
- * Parking areas for the public
- * Parking area for contractors and events staff
- * Area for Disabled Parking

The Events Officer will process this information through to the Infrastructure department to seek in-principle approval. A licensed traffic management company will be required to develop the plans and manage the closure. Each road closure requires a Traffic Communication Plan and should include as a notice to all residents impacted:

- * Details of the event to be held
- * Date and time of the event
- * Details of the impacted roads provided on a map including directional signage
- * Details of how the road closure will be undertaken – time of setting up and down.
- * Contact details of the event organiser.

The Event Notification letter can either be hand delivered to the affected houses or council can arrange a comprehensive mail out to residential and non-residential ratepayers, eg a physical home within the proposed road closed area but the owner lives in another town or state (eg along the Great Ocean Road). Under privacy Laws Council is unable to provide the details of rate payers directly to event organisers but can arrange the mail out on your behalf and the costs from Australia Post will be charged to the event.

Traffic Management plans also needs to be part of your Risk Assessment.



Colac Otway
SHIRE