

Temporary Road Closure for Events on Council Roads Policy



District Council of Coober Pedy

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Responsible Officer/Department: Chief Executive Officer		Next Review Date: August 2030
Applicable Legislation: <i>Road Traffic Act 1961 section 33</i> <i>Road Traffic (Miscellaneous) Regulations 2014 Part 2, Division 2</i> <i>Australian Road Rules 1999</i> <i>Local Government Act 19099</i> <i>Internal Control Policies</i>		
Related Policies:		
Supporting Procedures/Documents: Delegations Register Fees and Charges Schedule Application for Event – Temporary Road Closure Temporary Road Closure for Events on Council Roads Procedure		

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1. DEFINITIONS

TERM	DEFINITION
CEO	The Chief Executive Officer of the District Council of Coober Pedy
Council	The District Council of Coober Pedy
Council area	means the District Council of Coober Pedy Council area
Event	Defined in section 33(10) of the <i>Road Traffic Act 1961</i> as an organised sporting, recreational, political, artistic, cultural or other activity, and includes a street party.
Public Road	For the purpose of this Policy a public road shall be any road that the public generally has free and unrestricted access over, subject to the Australian Road Rules. A public road may include the carriageway, footpaths, car parks, unmade verges or other infrastructure located between two opposite properties. It does not include a walkway.
Temporary road closure	In general, the temporary restriction of vehicular access to a road.

2. OBJECTIVE

- 2.1 The purpose of this Policy is to establish Council's Policy position and guidelines for temporary road closures on Council managed roads within the District Council of Coober Pedy.
- 2.2 This Policy outlines the conditions that must be met by the applicant(s), for Council to consider an application to temporarily close roads for events, not initiated by the Council.

3. SCOPE

This Policy applies to all events to be held using a public road under Council's care and control.

4. POLICY STATEMENT

- 4.1 From time to time, Council receives requests to close a road in order to hold an event on a public road.
- 4.2 Council will assist with the road closures for events where reasonably possible but not to the extent that direct costs of establishing the road closure are funded by the broader community (excluding any community grant that may be provided by Council). Council may assist by providing and installing road closure signs at no cost.

- 4.3 At least two weeks before the road closure event commencing, Council must ensure the following are notified:
- The Commissioner of Highways
 - The Commissioner of Police
 - SA Metropolitan Fire Services
 - SA Country Fire Services
 - SA State Emergency Services
 - SA Ambulance Services
 - Public Transport Services Division of the Department for Infrastructure and Transport
 - The local SA Country Fire Services Brigade
 - The local SA Emergency Services Brigade
- 4.4 Applications for a temporary road closure may be approved or refused by the CEO subject to the following conditions:
- 4.4.1 Applicants arranging for a road closure must meet the associated costs of the closure.
- 4.4.2 The application to temporarily close a road to facilitate an event is received by Council at least three (3) months prior to the proposed event.
- 4.4.3 All traffic control devices must be installed in accordance with Traffic Management Plans prepared by a person who in the opinion of the Council or CEO under delegation, has an appropriate level of knowledge and experience in the preparation of Traffic Management Plans, e.g., a Traffic Engineer.
- 4.4.4 An Event Management Plan (where required) must comply with the requirements of [regulation 6](#) of the *Road Traffic (Miscellaneous) Regulations 2014*.
- 4.4.5 The applicant must provide evidence that the event is supported by at least 75% of the owners and occupiers of properties affected by the closure (at the discretion of the CEO).
- 4.4.6 For any proposed closure of main streets, the applicant must consult all properties affected by the closure at least twelve (12) weeks prior to the proposed closure and Council is to be provided a copy of all written responses. This is to allow sufficient time for consultation and for a report to be presented to the next available Council meeting if required.
- 4.4.7 The applicant must provide evidence of public liability insurance to a level that is consistent with advice supplied by Council's insurers and thus indemnifying Council from any claims that may arise from the event.
- 4.4.8 At least two clear days before the event, the Event organisers must, at the cost of the applicant, advertise the event as prescribed in the *Road Traffic (Miscellaneous) Regulations 2014*.
- 4.4.9 Where the event requires intervention by the Department for Infrastructure and Transport to ensure the safe and efficient management of traffic, Council or the event organiser must notify the Traffic Management Centre on the morning of the event and immediately on completion of the need for such intervention.
- 4.4.10 Liquor Licence applications will be managed in accordance with Council's Liquor Licence Application Management Policy (*To be developed*) and

- 4.4.11 The road is to be left free from obstructions and litter after the event. (The applicant will be charged for any clean-up costs required by Council.)
- 4.4.12 Any damage to Council property or infrastructure must be reported to Council and the applicant may be liable for any damage to Council property arising from the event.
- 4.4.13 Any other reasonable condition(s) deemed appropriate by the CEO including but not limited to, the payment of a bond prior to the event to cover costs such as cleaning up after the event.
- 4.4.14 Any costs incurred by Council in addressing the need to improve or alter signage.
- 4.4.15 Any applications that fall outside of the above mentioned criteria may be refused by the CEO or referred to Council for further consideration.
- 4.4.16 In addition to road closures, the Minister has also delegated to Council the power to make orders directing that persons taking part in the event be exempted from some road rules (e.g. pedestrian behaviour), subject to obtaining the proper approval of the Commission for Police.

5. DELEGATIONS

- 6.1 Sections 44(4)(b) and 101 of the *Local Government Act 1999*, allow Council to delegate certain powers to the CEO.
- 6.2 Under Section 33(2) of the *Road Traffic Act 1961*, Council has delegated to the CEO the power to provide “consent to the closure of a road for an event “. The CEO has sub delegated this power to the Works Manager as endorsed in Council’s Delegation Register.

6. REVIEW

This Policy will be reviewed every four (4) years, with changes to legislation or at the direction of Council.

7. ACCESS TO THE POLICY

This Policy is available for public inspection at the Council offices located at Hutchinson Street, Coober Pedy South Australia and on the Council’s website at www.cooberpedy.sa.gov.au

8. FURTHER INFORMATION

For further information on this Policy, please contact:

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9. DOCUMENT CONTROL

9.1 Version Control

Version #	Date Adopted	Resolution #	File # Document #	Description of Change
1	23 July 2023			
2	26 August 2026	951	18.63.1/1 NPO202676	Updated Format, Referenced City of Tea Tree Gully, Alexandrina Council and Local Government Association of SA model guidelines: Reviewed by Managers