Road closure – under Section 33 of the Road Traffic Act

Where an event means that the road needs to be closed and participants are to be exempt from the relevant road traffic acts, then Council or an authorised officer can act under *the Instrument of General Approval and Delegation to Council.*

EVENT ORGANISER & BUSINESS DETAILS	
Event Details	
Event Organiser	
Contact Person	
Daytime Phone Number	
Email	
Address	

DETAILS OF PROPOSED ROAD CLOSURE/TRAFFIC MANAGEMENT REQUIREMENTS				
Do you require road closure/s for the event/activity		☐ YES	☐ NO	☐
If yes please list proposed road/s closure details:				
No	**Road Name**	**Date/ Time of Closure From**	**Date/ Time of Closure To**	
Are there any proposed detours to be put in place		☐ YES	☐ NO	☐
If YES, please define proposed detours and include between which streets/roads, directions and times of application				

ROAD CLOSURE/TRAFFIC MANAGEMENT CHECKLIST

It is the responsibility of the Event Organiser for arranging and meeting the costs of preparing and implementing certain requirements for road closures. Please see below information that must be provided to Council with this application.

Requirement	Description	Details supplied to Council	Comments
Traffic management plan	A traffic management plan of the area of closure, depicting the placement of traffic control devices, warning signs and detours must be supplied to Council.	☐	
Traffic control devices and signage	Traffic control devices and signage must be used and managed by accredited trained traffic personnel. All details on traffic control devices must be supplied to Council including the Company Name of which devices and signage are being hired from and their accreditation details.	☐	
Public liability insurance cover	A copy of public liability insurance certificate of currency for a minimum of $20M for the event is required for all 3rd party organisations (if applicable) involved with the road closure.	☐	
Application	Road Closure Application Form must be submitted at last 28 days prior to the event	☐	
Advertising	Details of any road closures must be advertised appropriately at least 2 clear days prior to the closure through typical means of advertising. Notice of the closure must also appear in the MV Standard prior to the event. Proof of advertising details must be supplied to Council	☐	

Please note: after Council approval is given for road closure/traffic management application/s, Council will provide advice of closure details to the following; Commissioner of Highways, Commissioner of Police, Emergency Services, DPTI Eastern Region – as applicable

Sign for and on behalf of the Event Organiser/ Name		**Print Position**
Signature		**Date**

Please return your completed form, together with the Event Application Form to:
District Council of Karoonda East Murray
PO Box 58, Karoonda, SA, 5307
11 Railway Terrace, Karoonda, SA
Ph: (08) 8578 1004
or email: council@dckem.sa.gov.au

COUNCIL USE ONLY - ASSESSMENT OF APPLICATION				
Name of Event		Name of Event Organiser		
Road Closure Approved	☐ Yes	☐ No		
Fee/s Payable	☐ Yes	☐ No	Fee $	
Signed on behalf of District Council of Karoonda East Murray:				
Name		Position		
Phone	08 85781004			
Email	council@dckem.sa.gov.au			
Signature of Approver		Date of Approval		

Document History			
DCKEM	1.0	June 2021	New document