

# Permit to work within the Alice Springs Town Council Road Reserve

May 2017 Rev F



## APPLICANT DETAILS:

Name of Applicant \_\_\_\_\_

(or Authority Requesting Service e.g. PowerWater, etc)

Postal Address \_\_\_\_\_

Phone: \_\_\_\_\_ (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Fax)

Name of Contractor (if applicable) \_\_\_\_\_

Address of Contractor \_\_\_\_\_

Phone: \_\_\_\_\_ (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Fax)

## ACTIVITY DETAILS:

Dates: \_\_\_\_\_ to: \_\_\_\_\_ Time \_\_\_\_\_ to \_\_\_\_\_

- |   |  |
|---|--|
| <input type="checkbox"/> Vehicle Crossover (driveway) Attachment 'A'                | <input type="checkbox"/> Stormwater Discharge Attachment 'B' |
| <input type="checkbox"/> Verge/ Landscaping Attachment 'C'                          | <input type="checkbox"/> Erect Sign Residential Permit       |
| <input type="checkbox"/> Rural Road Reserve Management Attachment 'D'               | <input type="checkbox"/> Erect Sign Sporting Permit          |
| <input type="checkbox"/> Erect Sign Commercial, Industrial and Institutional Permit |  |
| <input type="checkbox"/> Other - (give details) _____                               |  |

Road works       Road Opening Attachment 'G'

(NOTE: ALL ROAD OPENING WORK -COMPACTION AND FINAL SEALING TO BE INSPECTED AND APPROVED BY COUNCIL AND COUNCIL INSPECTION FORM SIGNED OFF (THIS IS THE ADDITIONAL FORM SUPPLIED WITH YOUR ROAD OPENING PERMIT)

Road Closure ( Required only if road is to be closed to **ALL** traffic. Notification **MUST** be advertised in local press 7 days prior to commencement of any work.)

Details of proposed work \_\_\_\_\_

Location of proposed work \_\_\_\_\_

Cnr Todd Street and Gregory Terrace

PO Box 1071 Alice Springs NT 0871

Tel: (08) 89 500 500 • Fax: (08) 89 530 558

Email: [astc@astc.nt.gov.au](mailto:astc@astc.nt.gov.au) • Web: [www.alicesprings.nt.gov.au](http://www.alicesprings.nt.gov.au)



PERMIT APPLICATION

### SKETCH OF LOCATION OF PROPOSED WORK

Please indicate any street furniture ie PAWA light poles, Telstra sub-stations, telephone booths, street sign poles, street trees etc... that may be located in the area of the proposed work.

***AAPA*** Approval may be required Phone (08) 8952 6366 Yes / No  
***DIAL BEFORE YOU DIG*** Phone 1100 Yes / No

#### ***DEVELOPMENT APPROVAL***

Development Approval Details Phone (08) 89519200 REQUIRED Yes / No  
Approval No. REQUIRED Yes / No  
Approved By.

**WORK ZONE TRAFFIC MANAGEMENT PLAN**

Traffic Management Plan (TMP) in accordance with the current AS1742.3. All TMPs & Traffic Control Diagrams (TCDs) must be designed by a Northern Territory accredited Traffic Management Plan Designer.

TMP Designed By:

Accreditation No.

Site Traffic Controller Name/s:

Accreditation No/s

**INDEMNITY**

Public Liability Insurance minimum \$10 million

Policy No.

Policy holder

Insurer Expiry Date / /20

Copy Attached -----Yes / No,

**APPLICANT'S DECLARATION**

I/We understand that the permit is granted under the terms and conditions set out on the attached Conditions and Specifications and have read and understand those conditions and agree to comply with them accordingly.

Applicant's Name

Phone No

Signature

Fax No

Date

E-mail

RTM Receipt No:

Date: / /20

***NOTE All applications require the approval of the understated.***

**PowerWater – Approval (*Power*)**

*(Sadadeen Valley Main Office)*

*(Development officer – 8951 7312)*

**PowerWater– Approval (*Water*)**

*(Sadadeen Valley Main Office)*

*(Development officer – 8951 7312)*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**APA Group – Approval (Gas)**

*(6 kidman Street – 8958 9100)*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

**Fees**

Vehicle Crossover (driveway)

Storwater Discharge

Verge / Landscaping

Kerb & Gutter Crossing

Rural Verge / Landscaping

Verge Sign Permit

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Other - (give details)

Permit Fee      Receipt No. \_\_\_\_\_ Date

*Pick up*                       *Post*

Council Delegate \_\_\_\_\_ Date \_\_\_\_\_

Position of Council Delegate \_\_\_\_\_

Road Opening

Road Closure

Road Works

Working within the road reserve

Permit Fee      Receipt No. \_\_\_\_\_ Date

*Pick up*                       *Post*

Council Delegate \_\_\_\_\_ Date \_\_\_\_\_

Position of Council Delegate \_\_\_\_\_

Approval is granted for the purpose and times specified above.

#### DISCLAIMER

The following schedule of fees and charges has been prepared using the best available information in relation to the GST impact on the fees and charges at the time of publication. However, there are still a number of fees and charges for which council is not able to confirm the GST status.

Accordingly if a fee that is shown as being subject to GST is subsequently proven not to be subject to GST, then that fee will be amended by reducing the GST to nil. Conversely if council is advised that a fee which is shown as being not subject to GST becomes subject to GST then the fee will be increased but only to the extent of the GST.

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## **GENERAL CONDITIONS OF THE PERMIT**

### **APPLICABILITY**

These conditions shall apply to, and form part of, any permit issued for working within Council road reserve, which may disrupt traffic on a public street.

### **LEGISLATION**

Any relevant legislation shall form part of these General Conditions. Particular attention is drawn to the following:

Alice Springs (Control of Public Places) By-laws – 24

Local Government (Administration) Regulation as In Force at 29 August 2008

### **APPLICATION FOR PERMIT**

An application for a permit to which these General Conditions will apply shall be on the standard application form duly completed.

An application in letter form will NOT be processed other than to forward the applicant the standard application form for completion.

Application for road closure is to be lodged with the Council a minimum 7 days prior to closure of the road. The Northern Territory Police and DPI Roads Division must be consulted before such lodgment. Each Authority should be given a minimum 7 days to provide its consent and any conditions. Provision is made for this purpose in the application form.

### **ISSUE OF A PERMIT**

If the request for permit is approved, a permit will be forwarded to the address given.

### **DOCUMENTS ON SITE**

Keep a copy of the approved permit, Conditions of Approval, Technical Specification and Traffic Management Plans on site at all times.

### **RESPONSIBILITY OF APPLICANT**

In addition to any statutory obligations, the applicant shall be responsible for the following:

- 1 **If required** ---- obtaining, on the application form, the written consent and requirements of the Roads Division, Department planning Infrastructure and this condition applies **ONLY** where a road under the care and control of the DPI is, or may be, affected.
- 2 **If required** ---- refer to the appropriate attachment for your application e.g. (attachment K for Road Closures) obtaining, on the application form, the written consent and requirements of the Commissioner of Police through the Alice Springs Station Sergeant.
- 3 **If required** ---- refer to the appropriate attachment for your application e.g. (attachment K for Road Closures) advertising any road closure, including a sketch plan (if deemed necessary), in accordance with Local Government (Administration) Regulation as In Force at 29 August 2008 in a newspaper circulating in the area once approval is obtained.
- 4 Erection of necessary barricades and warning signs, in accordance with Australian Standard "Manual of Uniform Traffic Control Devices", and their subsequent removal.

- 5 Ensuring compliance with these General Conditions and any Special Conditions imposed on the permit.
- 6 Traffic Management Plan (TMP) in accordance with the current AS1742.3. All TMPs & Traffic Control Diagrams (TCDs) must be designed by a Northern Territory accredited Traffic Management Plan Designer.
- 7 Accept full responsibility for the works, including determining the locations of existing services and take steps to protect all services and other infrastructure.
- 8 The Alice Springs Town Council hereby accepts no responsibility or liability for any omissions or non conformances with any relevant Australian or other standards associated with the works and submitted documents supporting the permit, including, but not limited to all Traffic Management Plans (TMPs) and Traffic Control Diagrams (TCDs).

### **SAFETY**

Observe all necessary safety precautions and requirements relating to traffic management, NT WorkSafe, Australian Standards and the technical requirements of this specification.

Provide additional safety lights, barricades and signs in accordance with any specific requirements imposed by Alice Springs Town Council that may be in addition to the preceding conditions and Australian Standards.

### **RECORD OF SITE**

Alice Springs Town Council may request that the applicant supply images, preferably digital, of the site prior to the commencement of works.

Provide a video on a CD, DVD, or digital photographs or alternatively email to the appropriate email address [wwrr@astc.nt.gov.au](mailto:wwrr@astc.nt.gov.au)

### **PUBLIC LIABILITY INSURANCE**

For details refer to the appropriate attachment for your application e.g. (attachment A for Driveways)

### **REINSTATEMENT**

For details refer to the appropriate attachment for your application e.g. (attachment A for Driveways)

### **DAMAGE TO SERVICES OR INFRASTRUCTURE**

Contact the Superintendent, other authorities such as Power and Water and Dial before You Dig (DBYD) to ascertain the locations of all underground services and infrastructure.

Where any damage is caused to any existing services, utilities or infrastructure through work being carried out in relation to this permit, report this damage immediately to the Superintendent and any other relevant Authorities and comply with any instructions issued by those authorities.

Where damage is caused to infrastructure or services, including concealed services that have been identified by the Superintendent, other authorities or DBYD, the Permit Holder will be liable for the cost of any necessary repairs.

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## **NON-COMPLIANCE**

If the Permit Holder fails to comply with any of the requirements of this permit, then ASTC reserves the right to suspend all or any site works, within the ASTC Road Reserve, deemed to be non compliant with this permit or posing a hazard to any person or asset without being subject to any costs.

ASTC reserves the right to rectify any hazards caused by the works if the Permit Holder fails to do so by the nominated date and time, as directed by the Superintendent and ASTC will recover all costs from the Permit Holder, which are associated with the rectification work.

## **PRELIMINARY CLAUSES**

### **2. PRELIMINARY CLAUSES**

#### **2.1 GENERALLY**

Ensure that the following requirements and conditions are addressed and noted as applicable to the proposed works.

#### **2.2 DEFINITIONS**

Work within the road reserve:	is defined as any planned works or operations within the Alice Springs Town Council road reserve.
Long term:	applies when traffic guidance is required to operate for more than one shift (standard work day), irrespective of whether it is day or night,
Short term:	applies when work is started and completed in one shift and the road is returned to normal conditions by the end of that shift.
Superintendent:	means the person currently acting on behalf of the Alice Springs Town Council.

#### **2.3 SUBMIT APPLICATION**

Submit the Application for a Permit to Work in the Road Reserve accompanied by a Traffic Management Plan and associated documents not less than 2 working days prior to proposed works commencing. Failure to do so may result in delays for ASTC to process the application.

#### **2.4 NOTICES AND DIRECTIONS**

Convey all directions, notices, or correspondence etc. to Alice Springs Town Council

#### **2.5 AMENDMENTS**

Site conditions may alter during the period of works which may require amendments to the Traffic Management Plan (TMP) and the Traffic Control Diagrams (TCDs). Such factors influencing amendments could be; weather conditions, traffic density, presence of children or pedestrians, over dimensional vehicle movements, conflicting works by others, vehicle incidents etc. Resubmit all TMPs & TCDs and any other amendments to ASTC before implementing them on site, or as soon as practicable after implementation on site, if a hazard exists warranting immediate implementation.

## **2.6 EXTENSION OF TIME**

Should an extension of time be required on a permit, notify ASTC within 2 days prior to the expiry date of the original permit. Failure to obtain an extension in this time will render the permit null and void and a new permit will be required to be obtained, and all steps to obtain a permit shall be undertaken accordingly.

## **2.7 APPLICANT'S RESPONSIBILITY**

Although TMPs and TCDs are appraised by ASTC Officers for appropriateness, the applicant remains responsible for actual compliance with AS1742.3 and all other relevant standards. The Alice Springs Town Council and staff accept no responsibility for liabilities resulting from TMP's or TCD's appraised for appropriateness by ASTC, which may be later found to be non conforming with any relevant standard.

## **2.8 COSTS AND FEES**

Pay all costs and fees associated with other permits, clearances, repairs and reinstatement works due to the implementation of the requirements of this permit.

# **PROVISION FOR TRAFFIC**

## **3. PROVISION FOR TRAFFIC**

### **3.1 GENERAL**

Minimize obstruction and inconvenience to the public.

Ensure public safety is accommodated at all work sites.

Assume responsibility for the safe conduct of traffic through, past or around the works, 24 hours a day, from possession of the site to completion of all works, defects liability period (if any) and handover.

### **3.2 STANDARDS**

Conform to the following Standards and Publications unless specified otherwise:

AS/NZS 1906.1 Retro reflective materials

AS 1742.3 Manual of uniform traffic control devices - Traffic control devices for works on roads.

AS/NZS 3845 Road safety barrier systems

AS 4191 Portable traffic signals

AS/NZS 4360 Risk management

NTCD A Policy for the Control of Traffic at Road Works.

NTTM Materials Testing Manual.

AUSTROADS Guide to the Geometric Design of Rural Roads.

AUSTROADS Bridge Design Code.

NT WorkSafe All Relevant Bulletins

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## **WORKZONE TRAFFIC MANAGEMENT**

### **3.1 Traffic Management Personnel**

Only persons qualified in nationally accredited units of competency in Workzone Traffic Management can be utilized for traffic management at worksites. The three levels of accreditation are:

- Traffic Controller
- Workzone Traffic Supervisor
- Traffic Management Plan Designer

The Superintendent may grant approval for the use of a “Trainee Traffic Controller” within the work site. Such approval will only be considered after submission of a written request. A Trainee Traffic Controller can not commence work until such approval has been granted and received in writing.

### **3.2 Trainee Traffic Controller**

A Trainee Traffic Controller must meet all of the following criteria:

- be an employee of the Traffic Control Provider,
- hold an Australian motor vehicle driver’s license,
- be registered with a Northern Territory Registered Training Organization (RTO) to undertake the BCC03 Civil Construction Industry Training Package unit of competency BCCCM2013C – ‘Control Traffic with a STOP/SLOW Bat’ (or the replacement unit of competency if and when applicable),
- only work under the direct supervision of a Workzone Traffic Supervisor,
- have commenced training to become a qualified Traffic Controller and complete all assessments of competency within eight weeks of registration.

The direct supervision of a Trainee Traffic Controller is defined as the constant personal oversight of the work by a Workzone Traffic Supervisor.

### **3.3 Traffic Controller**

The following pre requisites must be met to enable Northern Territory accreditation as a Traffic Controller:

- hold an Australian motor vehicle driver’s license, and either,
- successful completion of the BCC03 Civil Construction Industry Training Package unit of competency BCCCM2013C – ‘Control Traffic with a STOP/SLOW Bat’ (or the replacement unit of competency if and when applicable) training course through a Northern Territory Registered Training Organization (RTO), or
- successful completion of the BCC03 Civil Construction Industry Training Package unit of competency BCCCM2013C – ‘Control Traffic with a STOP/SLOW Bat’ (or the replacement unit of competency if and when applicable) training course through a Registered Training Organization from another State or Territory and successfully completed a refresher course through a Northern Territory Registered Training Organization in the above unit of competency.

### **3.4 Workzone Traffic Supervisor**

The following pre requisites must be met to enable Northern Territory accreditation as a Workzone Traffic Supervisor:

- hold an Australian motor vehicle driver’s license, and either:

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- successful completion of the BCC03 Civil Construction Industry Training Package unit of competency BCCCM3003C – ‘Implement Traffic Management Plan’ (or the replacement unit of competency if and when applicable) training course through a Northern Territory Registered Training Organization, or
- successful completion of the BCC03 Civil Construction Industry Training Package unit of competency BCCCM3003C – ‘Implement Traffic Management Plan’ (or the replacement unit of competency if and when applicable) training course through a Registered Training Organization from another State or Territory and successfully completed a refresher course through a Northern Territory Registered Training Organization in the above unit of competency.

### **3.5 Traffic Management Plan Designer**

The following pre requisites must be met to enable Northern Territory accreditation as a Traffic Management Plan Designer:

- hold a current Australian motor vehicle driver’s license, and either:
- successful completion of a ‘Advanced Worksite Traffic Management (National Code 51289)’ training course through a Northern Territory Registered Training Organization, or
- successful completion of RII06 Civil Construction Training Package unit of competency RIICC503A – ‘Prepare Workzone Traffic Management Plans’ (or the replacement unit of competency if and when applicable) training course through a Northern Territory Registered Training Organization, or
- successful completion of either of the above training courses through a Registered Training Organization from another State or Territory and successful completion of a refresher course through a Northern Territory Registered Training Organization in the above unit of competencies.

### **3.6 NT Accreditation in Workzone Traffic Management**

Northern Territory accreditation is provided by the following process:

- completion of training course (or courses) as outlined above,
- obtain Workzone Traffic Management ID Card from Northern Territory Motor Vehicle Registry.

## **4 TRAFFIC MANAGEMENT PLAN**

### **4.1 Submission of Traffic Control Diagrams**

Provide specific or generic Traffic Control Diagrams (TCD) per activity as required and/or as specified.

Where a traffic management situation is not covered by a generic TCD, submit the specific TCD to Alice Springs Town Council at least 2 working days prior to undertaking the required works.

For Urgent Works, advise of the generic TCD or submit the specific TCD within 2 working days.

The Traffic Management Plan (TMP) is required to be designed by a Northern Territory accredited Traffic Management Plan Designer. Include the details of the TMP Designer’s name, accreditation number and date of expiry of accreditation on the TMP.

Design the TMP in conformance with the requirements of AS 1742 – ‘Manual of uniform traffic control devices Part 3: Traffic control devices for works on roads’.

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Include sufficient details on the TMP to explain the potential hazards, the assessed risks and the proposed treatments for the proposed work activities and work site which may include some or all of the following:

#### **4.2 Project Information**

- Purpose and Scope
- Project Location
- Site Constraints/Impacts
- Traffic Management Objectives and Strategies
- Principal for the Works; Principal Contractor/Design Consultant including contact details
- Responsibilities including role responsibility and authority of key personnel, management hierarchy including site representatives and contact details of the responsible personnel
- Prior approvals (if any) granted by the Road Authority with relevant reference number

#### **4.3 Works on Roads**

- Project scope inclusive of works to be undertaken, staging of works, duration of works (work hours)
- Existing Traffic and Speed environment
- Roles and Responsibilities
- Traffic Management Responsibility Hierarchy
- Project Representatives
- Traffic Management Administration

#### **4.4 Statutory Requirements**

- Occupational Health and Safety
- Provide details on the TMP of responsibilities and authorities of all key personnel on the project including project manager, line managers (site engineers, supervisors etc), contractors and workers, safety personnel and traffic management personnel
- Requirements of personal protective equipment, plant and equipment
- Procedures for incidents or accidents

#### **4.5 Monitoring and Measurement**

- Site Inspections and Record Keeping
- TMP Auditing
- Public Feedback
- References

#### **4.6 Management Review**

- TMP Review and Improvement
- Variations to Standards and Plans
- Attention to hazards for non-motorised road users

#### **4.7 Planning**

- Risk Identification and Assessment – Critical element to identify and assess foreseeable potential hazards associated with the work activities and work site
- Legal and Other Requirements – Confirmation of use of up-to-date information and legislation
- Traffic Assessment (Vehicular Traffic)

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- Volume and Composition
- Existing and Proposed Speed Zones
- Intersection Capacity
- Existing Parking Facilities
- High Wide Loads
- Public Transport
- Special Events and Other Works
- Non-motorized Road Users
  - Cyclists and Pedestrians
  - People with Disabilities
  - School Crossings
- Site Assessment
  - Access to Adjoining Properties
  - Environmental Conditions
  - Impact on Adjoining Road Network
- Works Programming
  - Work Sequence
  - Night Works
  - Emergency Planning
- Consultation and Communication
  - Approvals – Road, Utility and Service Authorities
  - Public Notification
  - Notification to Other Agencies

#### **4.8 Implementation**

- Hazard Identification, Risk Assessment and Control
- Traffic Control Diagrams
- Traffic Control Devices
  - Signs
  - Pavement Markings
  - Variable Message Signs
  - Delineation
  - Temporary Speed Zones
  - Emergency Arrangements
  - Site Access
  - Communicating TMP Requirements

#### **5 AUDITS OF WORK SITE TRAFFIC MANAGEMENT**

Appropriately qualified and experienced Auditing Officers from Alice Springs Town Council may perform random audits of traffic management at work sites as part of their daily routine duties. The Auditing Officer will hold current NT accreditation as a Traffic Management Plan Designer.

Audits undertaken will include verification of:

- The Traffic Management Plan (TMP) held on site,
- The Traffic Control Diagram(s) (TCD) held on site,
- Traffic control devices established in accordance with the Traffic Control Diagram,
- The correctness and currency of accreditation of all personnel associated with traffic management at the work site.

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Where the Auditing Officer deems modifications to Traffic Management are required for reasons of public safety or safety on the work site, an Instruction to Contractor (ITC) will be issued requesting immediate correction. If modifications are deemed necessary but not urgent, corrections are to be made at the earliest practicable opportunity.

### **5.1 Non Compliance**

Where personnel associated with traffic management at work sites are found not to have current accreditation to an appropriate level in Workzone Traffic Management, the Superintendent may direct the Contractor to cease work, make the site safe, and withdraw plant, equipment and personnel from the road reserve.

## **6 WORK IN BUILT UP AREAS**

### **6.1 Working Times**

Program work, provide and install traffic management devices/controllers, equipment, materials etc accordingly so that traffic flows are not impeded during the following hours, from Monday to Friday, excluding Public Holidays:

0700 hours	to 0900 hours.
1530 hours	to 1730 hours

Remove or cover signs or devices as appropriate to stop confusion during these hours. Further restrictions may apply should the ASTC deem it appropriate to do so. Concessions to work within these hours may be approved by the Superintendent, should the need arise and the officer deems it necessary. Do not operate construction vehicles used in conjunction with the proposed works, either SV plated or vehicles in excess of 19 metres on public roads during peak traffic times (see above, working times) or in any way impede peak traffic flow during these times. Vehicles in excess of 19 metres in length are only permitted to travel on roads designated for road trains unless an appropriate permit from the Motor Vehicle Registry and Alice Springs Town Council has been obtained in advance of using such routes.

### **6.2 Traffic Lanes**

Maintain at least 2 lanes (one in each direction) open to traffic at all times unless permitted otherwise on duplicated roads and maintain at least one lane open on two lane roads with appropriate traffic control in place accordingly. Obtain the written permission of the Superintendent if it is necessary to fully close a road.

Program works so that the closure of turning lanes is minimised.

Obtain prior written approval from DPI Road division if traffic is to be detoured onto their road network or the proposed works affects their network/assets accordingly.

Provide a copy of all relevant approvals with your application for a permit to work within the road reserve.

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## **7 WARNING DEVICES**

Take care when placing warning signs, work signs, traffic management devices, or plant and equipment within the road reserve to ensure that these do not interfere with or restrict sight lines, particularly at intersections and ensure that the devices are not obscured by trees or other objects.

Ensure that road work signs reflect the current conditions of the site. Remove or cover signs such as T1-5 (worker symbolic), temporary speed reductions and the like, when not appropriate, such as when no persons are on site. Refer to AS/NZS 1742 for guidance on the appropriate use of these signs.

### **7.1 Works in Progress Signs**

For proposed works which are expected to be in progress for greater than 14 days, display signs, sized 1200 x 900mm with 100mm high black Helvetica medium lettering on a white background displaying the following details:

- The nature of the works.
- The start and end date of the works.
- The Contractor's business name.
- The Contractor's business phone number.
- The Contractor's after hours phone number.
- The name of the Traffic Management Plan supervisor.

Display these signs prominently at the extremities of all works in progress and in addition to the work signs requirement. The signs remain the property of the Permit Holder.

## **8 NT SPECIFIC DIRECTIONS FOR ROAD WORK SIGNS**

### **8.1 Sign erection**

Refer to the DEFINITIONS clause in the PRELIMINARIES section.

Long term rural areas:	Place all signs a minimum 1m lateral clearance from the travelled path and a minimum of 1.5m from the lower edge of the sign to the ground.
Long term urban areas:	Place all signs a minimum of 2.2m from the lower edge of the sign to the ground in locations where they could be obscured by parked vehicles, vegetation or trees or may interfere with pedestrian routes. On traffic islands or medians the heights for signs shall conform to the "short term all areas" where it is deemed appropriate, only if they are not obscured by parked vehicles and if they do not interfere with pedestrian routes.
Short term all areas:	Display all signs prominently and place a minimum of 200mm from the lower edge of the sign to the ground, except regulatory signs such as speed, no parking signs etc, which shall be mounted a minimum of 1.5m from the lower edge of the sign to the ground. Place all signs a minimum of 2.2m from the lower edge of the sign to the ground where they could be obscured by parked vehicles, vegetation or trees or may interfere with pedestrian routes.

Mount signs on Oz Spike posts or similar, or set in concrete in accordance with the requirement for permanent speed sign installations.

Ensure that signs are clean, free of damage and comprise of a minimum of Class 1 retro reflective material in accordance with AS/NZS1906.1.

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Duplicate all temporary work signs (place on both sides of roads within the work site) on all multilane work sites, irrespective of the duration of the works, unless there is insufficient room available to do so, such as the median width being not sufficient to accommodate the signs. Where necessary, seek direction from the Superintendent where this condition cannot be complied with.

### **8.2 Advance warning signs**

In urban areas T1-1 (road work ahead) signs and T2-16/17 (end road work) signs at short term work sites are not mandatory, however, they may be used if deemed appropriate. Use these signs at all long term or rural work sites.

Only use T1-25 (road work on side road) signs on major or arterial roads or highways where works are being conducted on a lower hierarchy road ie. roads with lower volume or speeds that intersect with such a major or arterial road or highway. Do not use these signs on lower hierarchy roads that intersect with a major or arterial road or highway.

### **8.3 Star pickets & fence droppers**

Do not use star pickets for support of road work signs, bunting, flagging, fencing, etc within 9 metres of the trafficked path. Issues of sign, bunting, flagging, fencing, etc. stability can be addressed by prudent use of properly manufactured sign legs, sand bags, Oz spike posts and or fence droppers.

Do not use star pickets or any other non frangible items such as steel drums, for delineation or any other purposes within 9 metres of the edge of the trafficked lanes. Bollards, cones and flagging are appropriate alternatives.

Fence droppers may be used as sign supports or legs and bunting or flagging supports on the condition that that the droppers are securely embedded into the ground and the sign, bunting or flagging is sufficiently secured to the droppers. Maintain the prudent use of end caps to ensure the minimisation of any hazards to workers and the public and the specified sign heights can be maintained.

Star pickets may be used for fencing support within the work site, provided appropriate action is taken to reduce any associated hazard for workers within the site and they are not within 9 metres of the travelled path of motorists.

### **8.4 Non standard signs**

Obtain specific approval from the Superintendent before using signs not included in AS 1742.3.

### **8.5 Variable message signs (VMS)**

Provide electronic variable message boards in the following situations a minimum of 2 days before any changes occur, where changed conditions and or delays are to be experienced by the general public, particularly peak hour traffic;

- At all approaches to intersections
- At approaches to detours and / or
- At approaches to major works alterations

Erect variable message signs on all approaches 7 days before “turn on” of new traffic signals.

Assume full responsibility for the safe location of the variable message signs.

Use electronic variable message signs capable of displaying a minimum text size as specified in AS1742.3 and containing at least 3 lines with a minimum of 8 characters per line.

The Superintendent may provide details of the messages to be displayed and the locations of the variable message signs.

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Do not, under any circumstances, use variable message signs for private advertising, within the Alice Springs Town Council road reserve or visible from the Alice Springs Town Council road reserve without the written approval of the Superintendent.

### 8.6 Work Zone Speed Limits

Where work zone speed limits are being proposed to be changed, the proposed temporary speed limits shall be approved by the Superintendent.

Erect speed limit signs in accordance with clause SIGN ERECTION.

Submit temporary speed limit authorisation applications to alter speed limits to the Superintendent, 2 working days prior to the implementation of temporary speed limits, for approval under the Control of Roads Act.

Place repeater speed limit signs along the road, which has a temporary speed limit imposed, after all intersections with other roads within the speed limited area.

Design the Traffic Management Plans so that speed limits lower than the following absolute minimums are not required;

Urban or built up areas.	40km/h
Bridge works, when restricting traffic to one lane and only in conjunction with a stop traffic situation. A safety barrier complying with the relevant Test Level in accordance with AS/NZS 3845 shall also be used.	40km/h
All other works .	60km/h

### 8.7 Road Safety Barriers

Design, install and maintain all road safety barriers used within the Alice Springs Town Council road reserve in accordance with AS/NZS 1742 part 3, AS/NZS 3845 and any other relevant and current Australian Standard associated with the works being proposed.

Failure to meet the requirements of the relevant and current standards may result in the project being suspended by ASTC or other relevant authorities, such as NT WorkSafe, without cost to that authority until the project meets the required safety standards.

## **9 EXCAVATIONS, STOCKPILES AND GRADIENTS WITHIN WORK ZONES AND CLEAR ZONES**

### 9.1 NT WorkSafe Guideline in Relation to Excavations;

Provide shoring to all trenching or excavations which are deeper than 1.5 metres and where a person is required to enter unless an engineer certifies that shoring is not required. Provide a copy of the Engineer's certification on request.

### 9.2 ASTC requirements for excavations, stockpiles or other gradients

This clause refers to the ASTC requirements for excavations, stockpiles or other gradients greater than 150mm in addition to Appendix E of AS/NZS 1742.3.

Implement the minimum protection requirements in accordance with AS/NZS1742.3 during each work day, however, if any excavations, stockpiles or other steps in gradient greater than 150mm are to be left in place longer than one work shift or are left unattended for any period of time, during any day, overnight or weekend and adequate clearance in accordance with AS/NZS 1742.3 is not available, protect them by prudent use of approved road safety barriers, backfilling, covering and or removing from site accordingly.

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## **10 TEMPORARY PAVEMENT MARKING**

Where new pavement surfacing or existing pavement resurfacing is being undertaken, install temporary raised reflective pavement markers at the end of each day and prior to the loss of daylight at 24 metres maximum spacing.

If so instructed by the Superintendent, temporary line marking at the end of each day may also be required until completion of the works when the permanent line marking is reinstated.

Only use temporary raised reflective pavement markers that comply with AS 1742.3, Section 3.9 and Appendix C.

## **11 TRAFFIC CONTROL**

Modify the Traffic Management Plan during the works to suit site conditions if required or requested by the nominated ASTC Contact Officer. The Superintendent must appraise all changes to the TMPs and TCDs prior to implementation of any changes, unless there is an urgent need for amendments to mitigate any foreseen or unforeseen hazards. In such a case, the changes may be implemented and the Superintendent advised of the changes as soon as practicable thereafter.

If an incident occurs within, adjacent to, on approach to or departure from the work site, make a photographic record of the traffic control devices, site conditions, placement of plant and equipment etc, as soon as practical after the event. Advise the Superintendent of the incident as soon as possible.

Only permit single lane operation of two way traffic when traffic is directed by accredited WZTM controllers and signs or portable traffic signals etc. are employed, dependant on the site conditions and obtaining the appropriate approvals.

Organise Police control as required, or as requested by the Northern Territory Police should the need arise.

## **12 ACCESS TO ADJACENT PROPERTIES AND SIDE ROADS**

Maintain access to adjacent properties and side roads at all times to a level appropriate for the type and frequency of traffic.

Provide and erect proposed and approved signs detailing alternative access, only after approval from the Superintendent is obtained.

Ensure adequate access is maintained for pedestrians and cyclists as required, including delineated access if existing paths are being closed as part of the works.

## **13 TEMPORARY BRIDGING**

Design and construct any temporary bridging in accordance with the "AUSTRROADS" Bridge Design Code. Obtain written approval from the Superintendent prior to commencement of any such works.

Provide and erect signage, fencing, road safety barriers and or guard railing etc to prevent accidental access to the feature being bridged.

## **14 CONTRACTOR'S PLANT AND EQUIPMENT**

Provide public traffic right of way at all times unless traffic control is in use.

Keep parking and materials storage clear of trafficked areas and clear zones in accordance with the AUSTRROADS "Urban Design Guide".

Do not leave equipment or tools unattended as a hazard to the public.

Floodlight the road and area within 50 m of the site when working at night, to a ground level luminance of

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10 lux minimum.

#### **14.1 Rotating Beacons on Plant**

Provide beacons or other vehicle mounted warning devices on the highest point of the cabin roof or superstructure of all plant and equipment and in accordance with clause 3.12 of AS/NZS 1742.3 where these are being used within the road reserve. Fit beacons with a minimum of 75 watt globes or equivalent strobe lights.

Ensure that the light is operational whenever the plant or equipment is working on or within 9 metres the roadway.

Ensure that the light is visible from all approaches and not obscured by exhaust stacks, back hoe arms etc, or are covered in dust.

Protect the lights from damage by scrub etc.

#### **15 ROAD WORK ZONE LENGTH**

Comply with the requirements of AS 1742.3.

#### **16 TRAFFIC SIGNAL AND COUNT STATIONS**

##### **16.1 Traffic Signals**

Prior to commencement of the works and for the duration of the works clear the work and co-ordinate with the ASTC & DPI Traffic Section for the appropriate region.

This includes all works within the trafficked lanes;

- 150 meters prior to the stop line
- 50 meters past the stop line
- that affects the normal daily traffic flow at the intersection or for road reserve or median excavations greater than 150mm
- within the area defined by the traffic signal poles and associated pits
- between the traffic signal poles and associated traffic signal control cabinet

##### **16.2 DPI Traffic Count Stations**

Count Stations have in-pavement detection systems installed and cutting off or closing traffic lanes can have an impact on their operation.

Prior to the commencement of work within the trafficked lanes within 50 metres of traffic signals or within 20 meters of a count station controller, clear the work and co-ordinate for the duration of the works with the DPI Traffic Section for the appropriate region.

A map of count station locations is available from DPI Road Network, contact: 8924 7481

#### **17 PORTABLE TRAFFIC SIGNALS**

Use portable traffic signals complying with the requirements of AS 1742.3 and AS 4191. seek formal approval from the Superintendent to use the proposed portable traffic signals and the proposed time settings.

Portable traffic signals are for short-term traffic control applications only. Where traffic signal control is being proposed for periods greater than 2 months in a single location, consider the installation of

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temporary traffic signals. For the area under the control of portable traffic signals, limit the lengths to no more than 1150 meters. Use the time settings in the TIME SETTINGS clause as a guide for red time clearance and maximum green times. Frequently observe the prevailing traffic conditions and vehicle speeds and amend the times for the site as appropriate. Submit the changes to the Superintendent as soon as practicable thereafter.

### **17.1 Temporary Speed Limits**

Impose a controlled area speed limit not exceeding 80 km/h if the portable traffic signals would otherwise be in a higher speed limit zone. Work zone speed limits require approval from the Superintendent prior to implementation.

### **17.2 Sight Distance**

Maintain a sight distance on the approach to portable traffic signals of not less than 150 metres. If this can not be achieved, use appropriate advance warning signage to advise road users in advance of the sight line obstruction of the impending traffic signals ahead.

In cases where queuing traffic is extending past the advance warning signage, install further advance warning signs and speed zone signs further in advance, to prevent collisions at the end of the queue awaiting a green light. Avoid excessive traffic queuing by use of and adjustment of, appropriate time settings on the portable traffic signals whenever possible.

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**NORTHERN TERRITORY POLICE**

**APPLICATION – TO CLOSE ROAD TO TRAFFIC**

Will a Police Officer/s be in attendance?    YES     NO

Comments/Conditions (if any) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature / Date

*PLEASE AFFIX STAMP HERE*

**DEPARTMENT OF INFRASTRUCTURE PLANNING AND LOGISTICS  
(ROADS DIVISION)  
APPLICATION – TO CLOSE ROAD TO TRAFFIC**

This condition applies ONLY where a road under the care and control of the Department, is or may be, affected.

Consent :        YES     NO

Requirements : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature / Date

*PLEASE AFFIX STAMP HERE*

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## ROAD CLOSURE PROFORMA

Notice is hereby given that \_\_\_\_\_  
(name of organisation/company)

has applied for the closure of \_\_\_\_\_  
(name of street/s)

for the purpose of \_\_\_\_\_  
\_\_\_\_\_

on \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(date of road closure) (start time) (finish time)

A sketch of the closure is shown on the plan below.

NAME OF ORGANISATION/COMPANY \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_

POSITION/TITLE OF APPLICANT \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

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