

# Application for a road closure for a small community event (limited to up to 100 people)



WAVERLEY  
COUNCIL

*Waverley Council wants to encourage residents to get to know each other, build connections and through this become more resilient. Community events and celebrations are a great way of doing this.*

## Event organiser (all correspondence will be sent to the event organiser)

Name .....

Address .....

Phone number .....

Email .....

## Person responsible for installing and monitoring of road closure (can be assisted by others)

Name .....

Address .....

Phone number .....

Email .....

Organisation (if applicable) .....

## Names and sections of roads to be closed:

(e.g. Fowler Street, between Church and Mallet Streets, Greenacre)

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## Date and times for proposed road closure (e.g. Friday 10th January 2020, 4.30pm to 7.00pm)

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## Give a brief list of properties affected.

(e.g. 79 - 99 Fowler Street, 51 and 53 Church Street. 123 and 125 Mallet Street)"

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**Are any of the roads to be closed used by through traffic?**  Yes  No  N/A .....

If yes, you may need to submit a traffic plan showing the extent of the closure and an alternative route for through traffic.

**Are you planning on closing a road that is part of a bus route?**  Yes  No  N/A .....

If yes, State Transit will need to be consulted.

**Will access for emergency vehicles be readily available at all times?**  Yes  No  N/A .....

If not, you will need to change your plans to accommodate them.

**How will people know the road has been closed off - have you thought about barriers/diversion signs needed? Please tell us how you plan to close the road and manage traffic.**

**(e.g. Waste bins with bunting, traffic cones, "road closed" signs, "road closed ahead" signs, traffic controller on duty)**

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**Have you included a clear sketch of the event layout?**

(Highlight location, gathering point, and any other items placed on street e.g. BBQ, tables etc.)

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**How have you consulted with residents in the street?**

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**Have most residents agreed to this event?**  Yes  No  N/A .....

Council wants to ensure most people are happy with this event. If there are any objections you should let us know. We may be able to help you resolve objections.

If no or n/a please advise how this affects the proposal.

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Not everyone will be able to participate so let everyone know what time the party will start and end (you should finish by 7pm to minimise noise).

**Have you consulted local business premises about the road closure?**  Yes  No  N/A .....

If yes, please attach a copy of your consultation invitation/notice and confirm the date it was sent.

Public Assemblies are authorised by the NSW Commissioner of Police under Section 23 of the Summary Offences Act 1988.

### **Public liability insurance**

Public Liability Insurance is a responsibility of the applicant.

### **Noise**

Do you agree to limiting amplified noise?  Yes  No  N/A .....

PA systems are not allowed. Council, police and/or, the Department of Environment and Climate Change may issue you with a noise abatement direction should you exceed reasonable noise levels.

### **What happens next?**

1. Send your completed form to Council. Add any attachments you wish.
2. Allow at least two weeks for the approvals process to be complete. It will take longer if there are unanswered questions or issues associated with your particular street closure proposal.

### **How to lodge your form**

**Email:** [info@waverley.nsw.gov.au](mailto:info@waverley.nsw.gov.au)

**Mail:** PO Box 9, Bondi Junction NSW 1355

**In Person:** Customer Service Centre, 55 Spring St Bondi Junction (Open 9am - 5pm Monday to Friday)

### **Questions?**

Phone or email Malik Almuhanha, Council's Senior Traffic Engineer on:

**Ph:** 9083 8644

**Email:** [Malik.Almuhanha@Waverley.nsw.gov.au](mailto:Malik.Almuhanha@Waverley.nsw.gov.au)