



1. Intention

To provide uniform and safe guidelines for the conduct of a street party, or community or sporting event within the Shire of Waroona in accordance with delegated authority from Main Roads WA and Australian Standards *AS1742.3 Traffic Management for Roadworks*.

2. Scope

This policy applies throughout the district.

3. Statement

1. The temporary closure of a local access road (as identified in the Shire's Road Hierarchy) can be applied for with a letter of application. Closure of other roads (as identified in the Hierarchy) shall require the approval of Council.
2. A 'Road Closure Form' (available from any Police Station) signed by the Police Traffic Branch is to be attached to the letter of application prior to submission.
3. The letter of application must be accompanied by a plan displaying the section of street closure and a Traffic Management Plan conforming to Main Roads WA - Traffic Management for Events - Code of Practice (July 2024).
4. The organisers of the event must indemnify the Shire of Waroona against any liability that may arise out of the conduct of the party by providing a signed declaration to this effect. A qualified traffic controller is required to set up and remove the signage.
5. One week prior to the event, a letter drop is to be undertaken to all properties in the street effected by the street closures, advising of the date and time of the event.
6. The organisers of the event are to ensure that there is no consumption of any alcohol within the road reserve without the permission of the Shire of Waroona or applicable controlling authority. Prohibited substances are not to be consumed or administered.
7. The event organisers must ensure that all participants are respectful of the amenity of surrounding residents in relation to noise, behaviour and parking. Compliance with the law and the Shire of Waroona's local laws and policies are to be adhered to at all times.
8. Advertising the road closure if required by the 'Road Closure Form' will be carried out by the applicant.
9. All costs of the road closure and associated traffic management shall be borne by the applicant.

4. Legislative and Strategic Context

The Australian Standard AS1742.3 Traffic Management for Roadworks, Road Traffic Act 1974, Road Traffic Code 2000 and the associated subsidiary legislation provide the broad framework within which this policy operates.

5. Review

This policy is to be reviewed triennially.

6. Associated Documents

Other documents that have an association to this policy and that may be useful reference material are:

- Main Roads WA: Traffic Management for Events – Code of Practice.

7. Document Control

Division	Infrastructure		
Policy Number	IP001		
Contact Officer	Director Infrastructure Services		
Related Legislation	AS1742.3 Temporary Management for Roadworks Road Traffic Act 1974 Road Traffic Code 2000		
Related Shire Documents	Nil		
File Number	RO.10		
Risk Rating	Moderate	Review Frequency	Triennially
Next Review	July 28	Date Adopted	18/12/2018
OCM Number	OCM18/12/126	Previous Policy No.	WKS016, 5.4

8. Amendments

Date	Details of Amendment	Reference	Record Number
22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071	
22/07/2025	Updated version of Main Roads WA - Traffic Management for Events - Code of Practice.	OCM25/07/105	CM.7