

Application for the Approval of Traffic Management for Roadworks

1. Applicant – Details

Applicant Name: _____
Company Name: _____
Contact Number: _____
Email Address: _____

2. Roadworks

Location of Roadworks: _____

Expected Period of Roadworks: _____ to _____

3. Traffic Management Plan & Other Documentation

All Applications must be supported by a Traffic Management Plan and a Notification of Roadworks form.

- Main Roads WA [Notification of Roadworks Template](#)
- Traffic Management Plan and other supporting documents

Please allow the following timeframes for assessment prior to works commencing:

- Ten (10) days' notice for Basic TMP's and TMP's prior to works commencing;
- At least fourteen (14) days' notice for works involving single lane or full road closures;
- Road closures in excess of four (4) weeks may require up to three (3) months' notice, see Road closures and public access ways information on the City of Swan website.

4. Payment Details

Application Type (in accordance with MRWA Traffic Management Plan Guidelines) – all fees include GST

- Basic Traffic Management Plan - \$100
- Standard/Complex Traffic Management Plan (RTM Signoff required) - \$150
- Not for profit organisation - exempt

Processing can commence once payment is processed to support the Application.

Payment Options**[Payment Code RC-OITMOR]**

- A. Do you require contact from the Assessing Officer to process the payment? (Payment may be made over the phone to support the Application if required). YES/NO
- B. Payment made by lodging the form at the City of Swan Administration Centre, 2 Midland Square, Midland or by posting the form with a cheque to the City of Swan Administration Centre, PO Box 196, Midland WA 6936.

5. Conditions of Approval

The City of Swan is responsible for managing all local roads traffic management review, implementation and monitoring. In accordance with the **Australian Standard (Manual of uniform traffic control device Part 3: Traffic control for works on roads)** and the **Main Roads WA Traffic Management for Works on Roads Code of Practice and Events Code of Practice** road works to be carried out in accordance with the following conditions:

- A Traffic Management Plan (TMP) must be prepared to support works on or adjacent to local roads. The Plan will provide for the safety of workers and road users (including pedestrians) while maintaining an adequate level of service to the road users.
- TMP's must be prepared by a person holding MRWA accreditation in either Worksite Traffic Management (WTM) or Advanced Worksite Traffic Management (AWTM).
- A Basic Worksite TMP may be prepared and submitted for "short term" works on low volume, low speed local roads, in accordance with MRWA guidelines.
- Complex TMP's, in accordance with the Code of Practice, shall be prepared or reviewed and endorsed by a Roadworks Traffic Manager (RTM).
- Traffic Management shall only be carried out by a registered provider who is on the current list of registered companies, in accordance with the [MRWA State Road Traffic Management Company Registration Scheme](#).
- The City of Swan may conduct routine inspections of roadworks and the implementation of traffic management. Checks will include, but are not limited to the inspection of signage, TMP's and accreditations. Agencies who fail to comply with the conditions above or with the relevant legislation may be subject to refusal to conduct further operations within the City of Swan.

Signature: _____ Date: ____/____/____