

CONSTRUCTION TRAFFIC MANAGEMENT PLAN

Council supports the use of Construction Traffic Management Plans (CTMP) and mandates all applicants to provide a CTMP as part of their application. CTMP is normally a condition of consent for development applications.

Traffic Control Plan (s) must be provided as part of the CTMP where a worksite on the road and / or footpath is to occur. Council supports the use of Traffic Control Plans (TCP) and encourages all applicants to provide a TCP as part of their application. In some situations Council mandates the provision of a TCP. The applicant must complete the assessment checklist and provide this and, where appropriate, a TCP with the application. A Traffic Control Plan is typically required when applying for Road Opening and Crane/ Heavy Plant/ Road Occupancy Permits are required.

TCP provided must meet Australian Standards and relevant NSW policies and guidelines for traffic control at worksites.

APPROVAL FROM RELEVANT BUS COMPANY (S)

Bus stops provide an important connection for passengers to bus services with local and regional destinations in and outside Willoughby local government area. Impacts on existing bus stops can lead to a reduction in passenger and bus user safety, amenity and convenience.

The approval from a bus company (s) operating from a bus stop impacted by the operation of a work zone will ensure that the safety, reliability and efficiency of public transport is retained so far as is reasonably practical. A separate bus company (s) approval, if appropriate, must be obtained prior to submitting this application.

GENERAL AGREEMENT & DECLARATION

Applicant(s) to Print Name(s): _____

1. I/We acknowledge that loss of income from any parking meter spaces assessed at 100 per cent of the daily rate will be added to the fees.
2. I/We agree to employ adequate traffic control during all stages of the work in accordance with Australian Standard AS1742.3-2002.
3. I/We declare that my/our public liability insurance policy indemnifying Council in the event of any member of the public suffering injury to their person or property by reason of the works is current and effective.
4. I/We agree to pay additional restoration charges if Council's Restoration Supervisor determines that additional costs to repair are required.
5. I/We undertake to comply with all conditions and requirements of WorkCover Authority NSW, Council's permit policies and NSW Dial 1100 Before You Dig service applicable to this application.
6. I/We agree to make safe the footpath/roadway after completion of the work/occupation of the area and immediately telephone Council's Restoration Supervisor on 9777 7784.
7. I/We agree to lodge to Council the damage deposit as per current Council's Fees and Charges Schedule for Stormwater, Driveway/Crossover or other applicable Permits and acknowledge the deposit will be refundable subject to the approval of Council's Engineers at the completion of development works as appropriate.
8. I/We acknowledge that for Road Opening Permit (Stormwater Connection) and Footpath Crossing permit, Submission Requirements is required to be lodged together with the Permit Applications.
9. I/We agree to pay all necessary fees that are required at lodgement of this application. Note: Fees are applicable to all permits as per Council's Fees and Charges schedule, available at www.willoughby.nsw.gov.au or contact Council's Customer Services on (02) 9777 1000.
10. I/We acknowledge that every effort will be made to determine a Works Zone Permit Application within four weeks however in some circumstances the assessment and determination process may take longer timeframes.

Signed (Applicant/Owner): _____ Date: _____

Traffic Control Plan Checklist

When you are undertaking work in a road or footpath, which may include parking a motor vehicle/ trailer and placing plant on a road, footpath and nature strip then this area becomes a work-site. In some major works the impacts in terms of safety and movement of vehicles and pedestrians can extend beyond the directly affected area and accordingly the scope of the worksite must include the road and footpaths impacted.

It is the applicant's responsibility to meet any legislative, policy and practice requirements in relation to worker and community safety and movement at a worksite and in its management and operation. A traffic control plan (TCP) is a plan that provides information on how traffic and pedestrians will be managed during the operation of a worksite.

Council supports the use of TCP in all circumstances and would encourage all applicants to provide a TCP as part of an application.

Council has decided that TCPs are required to ensure the safety of the community and effective management of the movement of road and footpath users in some situations. If the answer to one of the questions below is 'Yes' then it is mandatory that a TCP is provided as part of a permit application:

Question	Yes
Is the worksite located on a major traffic route? (refer to Major Traffic Routes table provided as part of the application form)	
Does the operation of the worksite impact on the movement of vehicles and / or pedestrians on a temporary basis at regular intervals during the operation of the worksite? (in this situation the worksite is within a parking lane where street parking is permitted during the times of operation of the worksite)	
Does the worksite impact on a road lane (s) used for the movement of vehicles (this is a lane where parking is not permitted for some time or all of the day. A road lane used for movement of vehicles at all times is next to a road lane used for parking at all times)?	
Does the operation of the worksite result in the redirection of motor vehicles in the road used as the worksite and/ or a re-routing of pedestrians and bicyclists to a different footpath/ shared path in the road used as the worksite that may lead to potential conflicts for the impacted road users with other road users?	
Does the worksite result in the closure of a road, footpath or shared path used for the worksite and a re-routing of the movement of motor vehicles, pedestrians and bicyclists to a different road/ footpath/ shared path that may lead to potential conflicts for the impacted road users with other road users?	

**Willoughby City Council
Major Traffic Routes**

State Roads

Road	From	To	Special Notes for the Road
Boundary Street	Pacific Highway	Eastern Valley Way	Roads and Maritime Services (RMS) is the road manager for State Roads and must approve works on the roadway (between the kerbs on these roads). The TfNSW Transport Management Centre manages the operation of State Roads and must approve the time for any works carried out on these roads. Restorations on the roadway are to be carried out by the RMS and restoration on the nature strip and footpath will be carried out by Council.
Eastern Valley Way	Boundary Street	Sailors Bay Road	
Fullers Road	Pacific Highway	Millwood Avenue	
Millwood Avenue	Fullers Road	Fullers Bridge	
Mowbray Road	Penshurst Street	Willoughby Road	
Pacific Highway	Boundary Street	Herbert Street	
Penshurst Street	Boundary Street	Mowbray Road	
Sailors Bay Road	Eastern Valley Way	Strathallen Avenue	
Strathallen Avenue	Sailors Bay Road	Miller Street	
Willoughby Road	Mowbray Road	Warringah Expressway	

Regional Roads and important Local Roads

Road	From	To	Special Notes for the Road
Albert Avenue	Pacific Highway	Archer Street	Willoughby Council is the road authority and manager for Regional and Local roads. Increasing community and road user expectation for an efficient and reliable trip require Council to carefully review the times permitted to reduce the capacity of the road and footpath networks. Worksite operating times for these roads is undertaken in consultation with the TfNSW Transport Management Centre. The TfNSW Transport Management Centre has a strong interest in the operation and management of Regional Roads and major local roads. TfNSW Transport Management Centre will typically have an important input into the worksite operating time for any works carried out on these roads. Restoration on the roadway and nature strip/ footpath will be carried out by Council.
Archer Street	Boundary Street	Mowbray Road	
Alpha Road	Edinburgh Road	Sailors Bay Road	
Ashley Street	Orchard Road	Archer Street	
Brook Street	Chandos Street	Palmer Street	
Brown Street	Pacific Highway	Railway Street	
Chandos Street (north side of road only)	Brook Street	Christie Street	
Edinburgh Road	Eastern Valley Way	Alpha Road	
Flat Rock Drive	Palmer Street	Sailors Bay Road	
Frederick Street	Reserve Road	Herbert Street	
Help Street	Pacific Highway	Anderson Street	
Herbert Street	Pacific Highway	Frederick Street	
Lady Game Drive	Blue Gum Creek	Millwood Avenue	
Mowbray Road	Willoughby Road	Alpha Road	
Mowbray Road	Pacific Highway	Penshurst Street	
Mowbray Road West (north side of road only)	Fitzsimmons Avenue	Pacific Highway	
Mowbray Road West	Epping Road	Fitzsimmons Avenue	
Orchard Road	Ashley Street	Victoria Avenue	
Railway Street	Victoria Avenue	Pacific Highway	
Reserve Road	Gore Hill Freeway	Frederick Street	
Thomas Street	Pacific Highway	Thomas Lane	
Victor Street	Albert Avenue	Victoria Avenue	
Victoria Avenue	Anderson Street	High Street	
Victoria Avenue	Pacific Highway	Railway Street	
Willoughby Road	Chandos Street	Warringah Expressway	