EVENT
TRAFFIC MANAGEMENT PLAN

EXAMPLE

CATEGORY 6 EVENT
ON-ROAD CYCLE RACING
DOGHILL ROAD, YOUNGS ROAD, FOLLY ROAD, ST ALBANS ROAD, BALDIVIS

WEST COAST MASTERS CYCLING

SEPTEMBER 2014

Not for Implementation

Declaration
I Mike Racer (AWTM-M1234) declare that I have designed this Traffic Management Plan following a site inspection on 10 September 2014. The Traffic Management Plan has been prepared in accordance with the Main Roads' Traffic Management for Events Code of Practice.

Signature:..... Date: 24/09/2014

	Name / Company	Accreditation Details	Date	Signed
TMP designed by	Mike Racer, MRWA	AWTM-M1234	24/09/2014	
TMP checked by	John Smith	AWTM-Q124	25/09/2014	
Compliance Audit to be undertaken by:				
Road Authority Approval				

TMP No TSPL- XXX-XXXXX	Rev. No. X	Date XX/XX/XX

DISCLAIMER
"This example TMP is a guide only and is not for implementation. Information provided in the TMP may not be up to date or accurate to the specific location."

Contents

1. INTRODUCTION 4

1.1 Purpose and Scope 4

1.2 Traffic Management Objectives and Strategies 4

1.3 Event Location 5

2. ACTIVITIES ON ROAD 6

3. STATUTORY REQUIREMENTS 7

3.1 Road Traffic Act and Regulations 7

3.2 Safety Planning 8

3.3 Responsibilities 9

3.3.1 Event Organiser 9
3.3.2 Traffic Management Personnel 9
3.3.3 Traffic Controllers 9
3.3.4 Event Marshalls 9
3.3.5 Event Traffic Controllers and Marshalls 10

3.4 Incident/Accident Procedures 10

4. HAZARD IDENTIFICATION AND RISK ASSESSMENT 11

4.1 Risk Classification Tables 11

4.2 Risk Identification and Assessment 14

4.3 Traffic Assessment (Vehicular Traffic) 16

4.3.1 Volume and Composition 16
4.3.2 Existing & Proposed Speed Zones 16
4.3.3 Intersection Capacity 16
4.3.4 Existing Parking Facilities 16
4.3.5 Heavy and Oversized Vehicles and Loads 16
4.3.6 Public Transport 16
4.3.7 Special Events and Other Works 16

4.4 Non-motorised Road Users 16

4.4.1 Cyclists and Pedestrians 16
4.4.2 People with Disabilities and Other Vulnerable Road Users 16
4.4.3 School Crossings 16

4.5 Site Assessment 17

4.5.1 Access to Adjoining Properties 17
4.5.2 Environmental Conditions 17
4.5.3 Impact on Adjoining Road Network 17

4.6 Consultation and Communication 17

4.6.1 Approvals 17
4.6.2 Public Notification 18
4.6.3 Notification of Other Agencies 18

5. EMERGENCY ARRANGEMENTS AND CONTINGENCIES 18

5.1 Emergency Services 18

5.2 Dangerous Goods 18

5.3 Emergency Contacts 18

6. IMPLEMENTATION 18

6.1 Hazard Identification, Risk Assessment and Control 18

Not for Implementation

6.2 Traffic Control Diagrams 19
6.3 Traffic Control Devices 19
6.3.1 Signs 20
6.3.2 Pavement Marking 20
6.3.3 Delineation 20
6.3.4 Temporary Speed Zones 20
7. TRAFFIC MANAGEMENT MONITORING & RECORD KEEPING 20
7.1 Before the event activities commence 21
7.2 During the event activities 21
7.3 Closing down at the end of the event 21
7.4 TMP Auditing 21
7.5 Records 21
8. REFERENCES 22

Appendix A **Daily Diary and Daily Inspection Form**

Appendix B **Incident Report Form**

Appendix C **Notification of Event Form**

Appendix D **Traffic Control Diagrams**

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1. INTRODUCTION

1.1 Purpose and Scope

This Traffic Management Plan (TMP) outlines the traffic control and traffic management procedures to be implemented by the Event Organiser, West Coast Masters Cycling, and Traffic Management Personnel to manage potential hazards associated with the traffic environment during the event activity.

1.2 Traffic Management Objectives and Strategies

The objectives of the Traffic Management Plan are:

- To provide protection to event participants and the general public from traffic hazards that may arise as a result of the event activity.
- To manage potential adverse impacts on traffic flows to ensure network performance is maintained at an acceptable level.
- To minimise adverse impacts on users of the road reserve and adjacent properties and facilities.

In an effort to meet these objectives the Traffic Management Plan will incorporate the following strategies:

- Providing a sufficient number of traffic lanes to accommodate vehicle volumes.
- Ensuring delays are minimised.
- Ensuring all road users are managed including motorists, pedestrians, cyclists, people with disabilities and people using public transport.

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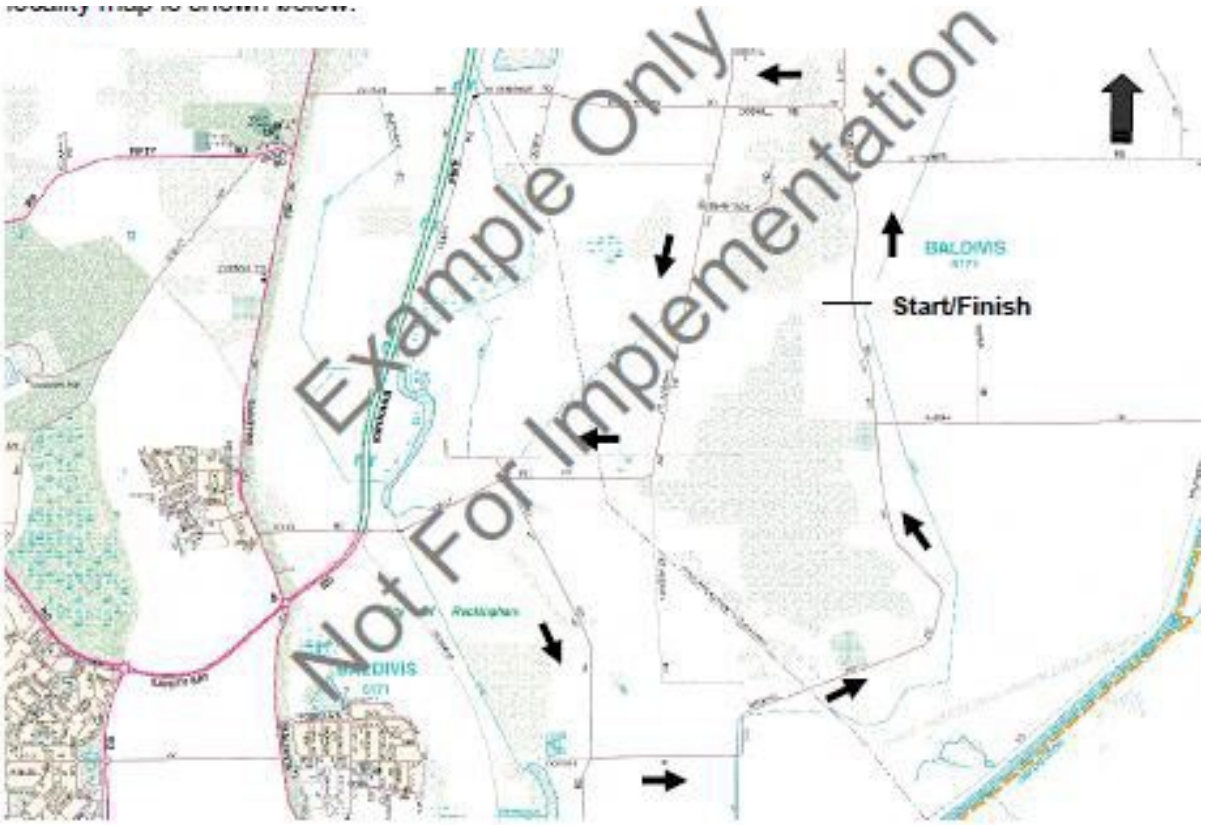
1.3 Event Location

Races are to be conducted on an anti-clockwise circuit of Doghill Road, St Albans Road, Folly Road and Young Road in Baldivis, with the start/finish line being located south of Haines Road. A locality map is shown below:



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2. ACTIVITIES ON ROAD

2.1 Scope of Activities

Item	Description
Event Scope	The event activities involve on-road cycling races around a circuit of local roads in Baldivis. The length of the circuit is approximately 11 kilometres.
Event Category	This is a category 6 Event, which requires a suspension of traffic regulations. The suspension of traffic regulations will be obtained from the WA Police prior to the Event by the Event Organiser. The consent of the City of Rockingham must first be obtained.
Road Classification; existing speed limit	Folly Road 80 km/h, remaining roads are subject to open default speed limit of 110 km/h
Road Authority	City of Rockingham
Local Government	City of Rockingham
Event Organiser	West Coast Masters Cycling
Details of Activities:	Race events are to be conducted between the hours of 9:00 am and 12:30 pm on Sunday mornings. Five races are to be conducted during these times involving a total of 70 participants. The race start and finish line is located on Doghill Road south of Haines Road. Race starting procedures are to include race starts being delayed until such time as any approaching or departing traffic has cleared the start/finish location within a distance of approximately 20 seconds of equivalent travel time. Traffic Control will be set up to ensure no road users will enter the start/finish location at the start and end of the race (see TCD 1). The anti-clockwise race circuit provides for only left turns to be undertaken at intersections. At the intersection of Doghill Road and St Albans Roads where event participants will be required to turn left at a Give Way sign, a suitably instructed marshal/s wearing high visibility vests shall be stationed to provide cyclists with warning about approaching traffic and the likely need to give way to southbound vehicles in St Albans Road.
Staging of Events:	-
Date of Event:	28 September and 19 October 2014
Event Start and Finish Time:	9:00 am – 12:30 pm
Event Duration:	3 and a half hours

Not for public consultation

2.2 Existing Traffic and Speed Environment

The existing traffic environment comprises a normal traffic composition with heavy vehicles estimated to represent about 7% of total vehicles. Apart from Folly Road which is sign posted with an 80 km/h speed limit, the roads are not speed zoned and are therefore subject to the default urban or open legal speed limit, as appropriate. The majority of the circuit is subject to the open default speed limit of 110 km/h, interspersed with some sections where the spacing of driveways over a distance of 500m is such that the 50 km/h built-up-area speed limit of 50 km/h applies. There is no street lighting on the circuit.

The estimated vehicle operating speeds vary between about 60 km/h and about 80 km/h.

2.3 Roles and Responsibilities

The event organiser has the ultimate responsibility and authority to ensure the TMP is implemented for the prevention of property damage and injury to event personnel, participants, road users and all members of the public. The event organiser will ensure all event personnel are fully aware of their responsibilities, and those implementing signs and devices are appropriately trained and accredited, and that marshals receive sufficient instruction to ensure the safe conduct of their activities.

The following outlines the management hierarchy that will apply to the events.

Event Organiser West Coast Masters Cycling	Bev Smith High Rd MOUNT HELENA WA 6082 9295 0000
Road Authority City of Rockingham	Daryl Strawberrry PO BOX 2142 ROCKINGHAM DC WA 6967 Tel: (08) 9538 0000
Event Marshall	Eric Marshall 10 Allgood Street, East Perth e.marshall@hotmail.net.au 0410 001 001
Traffic Management Supervisor (On Site)	T. Management GTA Traffic 1 Lane Place, Subiaco tmanagement@gmail.net 0401 001 002

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2.4 Traffic Management Design

TMP Design/Contact Details	Mike Racer Main Roads WA Waterloo Crescent EAST PERTH WA 6004 Email: mike.racer@mainroads.wa.gov.au Ph: (08) 9323 4111

3. STATUTORY REQUIREMENTS

3.1 Road Traffic Act and Regulations

This event meets the definition of a category 6 event under the under the Traffic Management for Events Code of Practice:

- Specifically an on road race meeting or speed test that does not require road closure
- Involves partial road closures for traffic management purposes in the vicinity of the event

- Requires temporary suspension of regulations
- Requires control of traffic and adjustment to regulatory signing

Regulation 130 of the Road Traffic Code 2000 prohibits bicycle riders to be more than two bicycles abreast on a road. A suspension of this regulation will be requested to the WA Police (under section 83 of the Road Traffic Act) to allow riders start and finish the race more than two abreast (see TCDs).

Event participants will also require a suspension from the need to stop when approaching a hand-held stop sign at the start/finish location. However, event participants will be told to follow all other road rules during the event.

See section 4.6.1 for approvals.

3.2 Safety Planning

All persons and organisations undertaking this event have a duty of care under statute and common law to themselves, their employees and event participants, to take all reasonable measures to prevent accident or injury.

This TMP forms part of the overall event Safety Management Plan, and provides details on how all road users considered likely to pass through, past, or around the event site will be safely and efficiently managed for the full duration of the event.

West Coast Masters Cycling recognises that the traffic management plan has been developed and has commissioned GTA Traffic to implement it with due consideration and in accordance with the following legislative, environment and industry standards:

- AS 1742 – Manual of uniform traffic control devices

  Part 1 – General introduction and index of signs
  Part 2 – Traffic control for general use
  Part 3 – Traffic control for works on roads
  Part 4 – Speed controls

- AS/NZS ISO 31000– Risk Management – Principles and Guidelines
- AS/NZS 4602– High visibility safety garments
- Disability Services Act
- Local Government Act
- Main Roads Act
- Occupational Safety & Health Act
- Occupational Safety & Health Regulations
- Public Meetings and Processions Regulations
- Public Order in Streets Act
- Road Traffic Act
- Road Traffic Code
- Road Traffic (Events on Roads) Regulations
- Traffic Controllers' Handbook

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- Traffic Management for Events Code of Practice
- Traffic Management for Works on Roads Code of Practice
- Traffic Management Plan Preparation Guideline

3.3 Responsibilities

3.3.1 Event Organiser

- The event organiser shall:
- Ensure all traffic control measures for this TMP are placed and maintained in accordance with this plan and the relevant Acts, Codes, Standards and Guidelines.
- Ensure suitable communication and consultation with the affected stakeholders is maintained at all times.
- Ensure inspections of the Traffic Controls are undertaken in accordance with the TMP, and results recorded. Any variations shall be detailed together with reasons.
- Arrange and/or undertake any necessary audits and incident investigations.
- Instruct event personnel on the relevant safety standards, including the correct wearing of high visibility safety vests, and other equipment as required.
- Render assistance to road users and stakeholders when incidents arising out of the event activities affect the network performance or the safety of road users and event participants.
- Take appropriate action to correct unsafe conditions, including any necessary modifications to the TMP.

3.3.2 Traffic Management Personnel

GTA Traffic, being the traffic management representatives for the event activities, shall have the responsibility of ensuring the traffic management devices are set out in accordance with the TMP.

3.3.3 Traffic Controllers

As the event location is an open road with road users potentially driving at 110 km/h, traffic management personnel with Basic Worksite Traffic Management and Traffic Controller accreditations shall be used to control road users to avoid conflict with event participants, traffic and pedestrians, and to stop and direct traffic in emergency situations, where necessary. Traffic Controllers shall:

- Operate in accordance with Section 4.6 and Appendix C of AS1742.3; and the Traffic Controller Handbook.
- Hold current Traffic Controller and Basic Worksite Traffic Management accreditations in Western Australia.
- Take appropriate breaks as required by AS1742.3 and/or OS&H Regulations.

3.3.4 Event Marshalls

West Coast Masters Cycling shall ensure that event personnel engaged as marshals are provided with training to ensure such personnel are aware of the limits of their responsibilities and can undertake their activities safely.

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3.3.5 Event Traffic Controllers and Marshalls

Event Traffic Controllers and Marshals shall:

- Correctly wear high visibility vests, in addition to other protective equipment required (e.g. footwear, sun protection etc), at all times whilst at the event site.
- Comply with the requirements of the TMP and ensure no activity is undertaken that will endanger the safety of other event personnel, event participants or the general public.
- Enter and leave the event site by approved routes and in accordance with safe practices.

3.4 Incident/Accident Procedures

In the event of an incident or accident, whether or not involving traffic or road users, all event activities shall cease and traffic shall be stopped as necessary to avoid further deterioration of the situation. First Aid shall be administered as necessary, and medical assistance shall be called for if required. For life threatening injuries an ambulance shall be called on telephone number 000. The Police shall also be called on 000 for traffic accidents where life threatening injuries are apparent. Any traffic crash resulting in non-life threatening injury shall immediately be reported to the WA Police Service on 131444.
Broken down vehicles and vehicles involved in minor non-injury crashes shall be temporarily moved to the verge as soon as possible after details of the crash locations have been gathered and noted. Assistance shall be rendered to ensure the impact of the incident on the network is minimised. Details of all incidents and accidents shall be reported to the event organiser using the incident report form at Appendix “B” (or similar).

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4. HAZARD IDENTIFICATION AND RISK ASSESSMENT

The following details the preliminary assessment of site hazards likely to be encountered, the level of risk associated with each and the control proposed. Note that the risk level is the level of assessed risk *without* the controls in place. The controls listed have been determined as being appropriate in reducing the risk to a level that is acceptable.

4.1 Risk Classification Tables

QUALITATIVE MEASURES OF CONSEQUENCE OR IMPACT

Level	Descriptor	Description
1	Insignificant	• Mid block hourly traffic flow per lane is equal to or less than the allowable lane capacity detailed in AS1742.3. No impact to the performance of the network. • Affected intersection leg operates at a Level of Service (LoS) of A or B • No property damage
2	Minor	• Mid block hourly traffic flow per lane is greater than the allowable road capacity and less than 110% of the allowable road capacity as detailed in AS1742.3. Minor impact to the performance of the network. • Intersection performance operates at a Level of Service (LoS) of C • Minor property damage
3	Moderate	• Midblock hourly traffic flow per lane is equal to and greater than110% and less than 135% of allowable road capacity as detailed in AS1742.3. Moderate impact to the performance of the network. • Intersection performance operates at a Level of Service (LoS) of D • Moderate property damage
4	Major	• Midblock hourly traffic flow per lane is equal to and greater than 135% and less then170% of allowable road capacity as detailed in AS1742.3. Major impact to the performance of the network. • Intersection performance operates at a Level of Service (LoS) of E • Major property damage
5	Catastrophic	• Midblock hourly traffic flow per lane is equal to and greater than 170% of allowable road capacity as detailed in AS1742.3. Unacceptable impact to the performance of the network. • Intersection performance operates at a Level of Service (LoS) of F • Total property damage.

OSH QUALITATIVE MEASURES OF CONSEQUENCE OR IMPACT

Level	Descriptor	Description
A	Almost certain	The event or hazard: • is expected to occur in most circumstances, • will probably occur with a frequency in excess of 10 times per year.
B	Likely	The event or hazard: • will probably occur in most circumstances, • will probably occur with a frequency of between 1 and 10 times per year.
C	Possible	The event or hazard: • might occur at some time, • will probably occur with a frequency of 0.1 to 1 times per year (i.e. once in 1 to 10 years).
D	Unlikely	The event or hazard: • could occur at some time, • will probably occur with a frequency of 0.01 to 0.1 times per year (i.e. once in 10 to 100 years).
E	Rare	The event or hazard: • may occur only in exceptional circumstances, • will probably occur with a frequency of less than 0.01 times per year (i.e. less than once in 100 years).

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The likelihood of an event or hazard occurring shall first be assessed over the duration of the activity (i.e. “period of exposure”). For risk assessment purposes the assessed likelihood shall then be proportioned for a “period of exposure” of one year
Example: An activity has a duration of 6 weeks (i.e. “period of exposure” = 6 weeks). The event or hazard being considered is assessed as likely to occur once every 20 times the activity occurs (i.e. likelihood or frequency = 1 event/20 times activity occurs = 0.05 times per activity). Assessed annual likelihood or frequency = 0.05 times per activity x 52 weeks/6 weeks = 0.4 times per year. Assessed likelihood = C (i.e. Possible)

QUALITATIVE RISK ANALYSIS MATRIX – RISK RATING

	Consequences				
Likelihood	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (almost certain.)	**M**	**H**	**H**	**E**	**E**
B (Likely)	**L**	**M**	**H**	**E**	**E**
C (Moderate)	**L**	**M**	**H**	**E**	**E**
D (Unlikely)	**L**	**L**	**M**	**H**	**E**
E (Rare)	**L**	**L**	**M**	**H**	**H**

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QUALITATIVE MEASURES OF LIKELIHOOD

Level	Descriptor	Description
A	Almost certain	The event or hazard: • is expected to occur in most circumstances, • will probably occur with a frequency in excess of 10 times per year.
B	Likely	The event or hazard: • will probably occur in most circumstances, • will probably occur with a frequency of between 1 and 10 times per year.
C	Possible	The event or hazard: • might occur at some time, • will probably occur with a frequency of 0.1 to 1 times per year (i.e. once in 1 to 10 years).
D	Unlikely	The event or hazard: • could occur at some time, • will probably occur with a frequency of 0.01 to 0.1 times per year (i.e. once in 10 to 100 years).
E	Rare	The event or hazard: • may occur only in exceptional circumstances, • will probably occur with a frequency of less than 0.01 times per year (i.e. less than once in 100 years).

The likelihood of an event or hazard occurring shall first be assessed over the duration of the activity (i.e. “period of exposure”). For risk assessment purposes the assessed likelihood shall then be proportioned for a “period of exposure” of one year
Example: An activity has a duration of 6 weeks (i.e. “period of exposure” = 6 weeks). . The event or hazard being considered is assessed as likely to occur once every 20 times the activity occurs (i.e. likelihood or frequency = 1 event/20 times activity occurs = 0.05 times per activity). Assessed annual likelihood or frequency = 0.05 times per activity x 52 weeks/6 weeks = 0.4 times per year. Assessed likelihood = C (i.e. Possible)

MANAGEMENT APPROACH FOR RESIDUAL RISK

Residual Risk Rating		Required Treatment
E	Extreme Risk	Unacceptable risk. HOLD POINT. Event cannot proceed until risk has been reduced.
H	High Risk	High priority, OSH MR and Roadworks Traffic Manager (RTM) must review the risk assessment and approve the treatment and endorse the TCD prior to its implementation.
M	Moderate Risk	Medium Risk, standard traffic control and event practices subject to review by accredited AWTM personnel prior to implementation.
L	Low Risk	Managed in accordance with the approved management procedures and traffic control practices.

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4.2 Risk Identification and Assessment

The following details the preliminary assessment of the event activities and on site hazards likely to be encountered, the level of risk associated with each and the control proposed. Note that the risk level is the level of assessed risk *without* the controls in place. The controls listed have been determined as being appropriate in reducing the risk to a level that is acceptable. See Appendix 'D' for Traffic Control Diagrams

All identified risks have been treated by development of this TMP. Unforseen risks arising during the event activities will be treated in accordance with standard work practices and procedures where appropriate.

Item	RISK EVENT	CONSEQUENCE	Pre-Treatment Risk			RISK RESPONSE	Residual Risk		
			L	C	RATING		L	C	RATING
1	The interaction of event participants with through traffic may result in increased potential for conflict and serious injury.	Injury to event participants.	B	3	H	The TMP provides for temporary traffic controls to be installed around the event site to reduce the likelihood of conflict. Traffic control is to be installed and maintained by appropriately qualified and experienced personnel. Event participants to be instructed on appropriate procedures	D	3	M
2	Event personnel being hit by vehicles during setting up and dismantling of traffic management	Injury to event personnel	C	3-4	H-E	Shadow vehicle with flashing rotating beacons installed used to protect personnel. Advanced signage to be installed first heading towards event area and dismantled in reverse order.	C	3	M
3	Pedestrians getting too close to the start/finish line and being injured by event participants.	Injury to event spectators and pedestrians	C	2	M	Provide marshals in the vicinity of the start/finish area to warn pedestrians about the potential hazards. Provide containment fence around the start/finish area as required.	D	2	L
4	Event participants making unexpected turning movements and conflicting with traffic.	Injury to event participants	C	4	E	Provide briefing to event participants about potential hazards due to potential conflicts with traffic. Station event marshals at potential conflict points to provide warning to event participants and road users about potential conflict situations.	D	2	L

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5	Inclement weather may result in deceased visibility to traffic control delineation and signage, and may increase the potential for crashes resulting in injury	Injury to event participants	D	3	M	Weather to be monitored. Traffic management and event personnel to undertake regular audits of the traffic control, and make necessary adjustments as required ensuring effectiveness is maintained. Repeater signs may be used if required. All signs to be Class 1 retro reflective. Any changes to be recorded in the Daily Diary.	E	3	M
6	Restrictions associated with the Traffic Management in place may cause unacceptable delays to emergency services	Delay may result in failure to respond to emergency in time fatality.	C	3	H	Traffic Controllers to ensure all Traffic be held to opposing lane of travel to allow Emergency vehicles to travel safely past the worksite unhindered. Emergency Services to be notified prior to work commencing.	D	3	M

Risk Identification and Response Table

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4.3 Traffic Assessment (Vehicular Traffic)

4.3.1 Volume and Composition

See Sections 1.3 and 2.2.

4.3.2 Existing & Proposed Speed Zones

See Section 2.2.

4.3.3 Intersection Capacity

Due to the low traffic volumes, there are no issues relating to intersection capacity to be addressed.

4.3.4 Existing Parking Facilities

There are no dedicated parking facilities on the circuit. Parking of event organiser/participants vehicles shall be monitored to ensure such parking does not restrict sight distances.

4.3.5 Heavy and Oversized Vehicles and Loads

There are no special requirements to be addressed in relation to heavy or oversized vehicle movements. The roads are not designated heavy haulage or 'high-wide load' routes.

4.3.6 Public Transport

Apart from school bus stops, these are no public transport services operating on these roads.

4.3.7 Special Events and Other Works

Contact will need to be made with the Local Government to ensure there are no works expected in vicinity to the event site.

4.4 Non-motorised Road Users

4.4.1 Cyclists and Pedestrians

There are no special requirements to be addressed.

4.4.2 People with Disabilities and Other Vulnerable Road Users

There are no special requirements to be addressed.

4.4.3 School Crossings

There are no school crossings in the vicinity of the event site.

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4.5 Site Assessment

4.5.1 Access to Adjoining Properties

Vehicular access to the Macnuts outlet located in the vicinity of the start/finish line, and other business operations on these roads, should be monitored by the event organiser to ensure safe public access is maintained.

4.5.2 Environmental Conditions

Weather:
(*Rain, Floods, Heat, Sun Glare, Fog*)
There are no special requirements to be addressed.

Road Geometry / Terrain:
(*Horizontal and Vertical approach geometry, Safe stopping distances, Visibility, Vegetation)*
The circuit is generally flat or slightly undulating with ample sight distances.

Existing Signage:
(*Obstruction, Visibility of temporary signage*)

There are no traffic or advertising signs in the vicinity which could cause distractions or confusion, or which restrict sight lines.

Other:
(*Structures, Dust, Noise, Fumes*)

There are no special requirements to be addressed.

4.5.3 Impact on Adjoining Road Network

There are no special requirements to be addressed.

4.6 Consultation and Communication

4.6.1 Approvals

• **MRWA**

Nil

• **Road Authority**

The City of Rockingham is an authorised body for the purposes of approving the installation of temporary traffic signs and devices for events on roads under its jurisdiction. In this regard, approval from the City of Rockingham for the signs and traffic control devices for these event activities will be required in accordance with Regulation 297(2) of the Road Traffic Code.
The event activities will require temporary suspension of a number of traffic laws. The City of Rockingham must approve the 'Application for Suspension of the Road Traffic Act/Regulations under Section 83 of the Road Traffic Act'.

• **WA Police**

Subject the City of Rockingham's approval above the WA Police will be required to issue the 'Application for Suspension of the Road Traffic Act/Regulations under Section 83 of the Road Traffic Act'.

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4.6.2 Public Notification

Refer to City of Rockingham's requirements in respect to public notifications.

4.6.3 Notification of Other Agencies

All relevant agencies shall be notified of the event activities using the 'Notification of Event' form at Appendix "C". A distribution list is provided on the bottom of the form. Other agencies shall be notified as required.

5. EMERGENCY ARRANGEMENTS AND CONTINGENCIES

5.1 Emergency Services

An Event Traffic Controller shall assist emergency vehicles travelling through the event site. Vehicle breakdown and/or crashes can cause considerable delay and congestion. The event organiser will render assistance where possible to ensure the impact of crashes and breakdown on the network is minimised.

5.2 Dangerous Goods

Should any incident arise involving vehicles transporting dangerous goods traffic controllers (and other personnel if necessary) shall be deployed immediately to ensure no traffic, other road users or event participants approach the area.
All site personnel shall be briefed on evacuation and control procedures.

5.3 Emergency Contacts

In the event of an emergency the following relevant authorities must be contacted and advised of nature of the event, location, type of emergency and contact details for the event organiser.

Emergency Service	E-mail/Website	Phone (Emergency)
WA Police Service	State.Traffic.Intelligence.Planning.&.Co-ordination.Unit@police.wa.gov.au	000
St. John Ambulance	ambulanceoperations@stjohnambulance.com.au	000
DFES	www.dfes.wa.gov.au/contactus/pages/dfesoffices.aspx	000
Power	http://www.westernpower.com.au/customerservice/contactus/	13 13 51
Gas	enquiries@atcogas.com.au	13 13 52
MRWA TOC	dltocoperators@mainroads.wa.gov.au	9323 4848

6. IMPLEMENTATION

6.1 Hazard Identification, Risk Assessment and Control

In establishing adequate controls for the hazards identified in Section 4.2, West Coast Masters Cycling have used a structured approach via the use of the hierarchy of control as outlined below:

- Elimination
- Substitution
- Engineering
- Administration
- Personal Protection Equipment

Master Implementation

The event organiser will evaluate all traffic arrangements before they are open to traffic and immediately following the opening to traffic. Adjustments are to be made as required and recorded in the daily diary, including reasons for the changes. The event organiser is also required to evaluate the traffic arrangements where site conditions change. New hazards that arise throughout the event will be subject to risk assessment and incorporated onto the Risk Register.

6.2 Traffic Control Diagrams

The Traffic Control Diagrams outlined in Appendix “D” have been provided for the following locations:

Location	TCD No
Doghill Road/Start-Finish Line	1-0
Doghill Road/St Albans Road	2-0
Folly Road/Young Road	3-0
Young Road/Doghill Road	4-0

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6.3 Traffic Control Devices

Traffic control devices shall be erected in accordance with the TCDs (refer Appendix “D”)

Before racing commences, signs and devices at the approaches to the event site shall be erected in accordance with the installation plan in the following sequence:

a. Advance warning signs. (Erect approach and departure signs on approaches to the event site)

b. All intermediate advance and symbolic signs and devices.

c. All other required warning and regulatory signs.

A safely positioned shadow vehicle shall be used in advance of the signs and traffic control devices to protect event personnel setting out the signs.

The signs and traffic control devices are to be removed in the reverse order of installation. A safely positioned shadow vehicle shall be used in advance of the signs and traffic control devices to protect event personnel removing the signs or traffic control devices.

A detailed listing depicting the type and quantity of devices required to implement this TMP is included in the TCDs. Should the use of additional (not shown on the TCD or listing of devices) or reduced number of devices be required due to unforseen needs, they shall be recorded within the Daily Diary as a variation to the TMP, following prior approval.

Racing will not commence or continue until all signs, devices and barricades are in place and operational in accordance with the requirements of the TMP. The number, type and location of signs, devices and barricades shall be to a standard not less than Appendix “D” of this plan and AS1742.3 (except where specifically detailed in this TMP with reasons for the variations). Devices no longer required shall be promptly and completely removed from road user’s lines of sight.

6.3.1 Signs

All signs shall be in accordance with AS1742 (and manufactured in accordance with AS1743), shall be at least size 'B' and shall be Class 1 retro-reflective. The symbolic signs shall also be fluorescent. Prior to the installation all signs shall be checked for damage and cleanliness and repaired, replaced or cleaned as necessary.

Signs and devices shall be erected in accordance with the locations and spacings shown on the TCDs such that:

- They are properly displayed and securely mounted;
- They are within the driver's line of sight;
- They cannot be obscured from view;
- They do not obscure other devices from the driver's line of sight;
- They do not become a possible hazard to event participants or vehicles; and
- They do not deflect traffic into an undesirable path.

6.3.2 Pavement Marking

The event activities will not have any impact on the existing pavement markings.

6.3.3 Delineation

Traffic cones will be erected in accordance with the TCDs.

6.3.4 Temporary Speed Zones

There are no temporary speed limits to be installed.

Not for Implementation

7. TRAFFIC MANAGEMENT MONITORING & RECORD KEEPING

The Event Organiser will ensure that the Traffic Management Plan is implemented and evaluated for effectiveness.

Inspections shall be undertaken as required and at a minimum on the following occasions:

- Before the event activities commence;
- During the event activities;
- Closing down at the end of the event activities

A daily record of the inspections should be kept indicating:

- When traffic controls where erected;
- When changes to controls occurred and why the changes were undertaken;
- Any significant incidents or observations associated with the traffic controls and their impacts on road users or adjacent properties.

Where significant changes to the traffic environment or adverse impacts are observed, the controls should be reviewed as a matter of urgency. Daily Inspection Sheets shall be completed by the person undertaking the inspections. All variations to the TMP/TCD, incidents and accidents shall be recorded.

GTA Traffic shall ensure that personnel are assigned to monitor the traffic control scheme. Inspections shall at least satisfy the following requirements.

7.1 Before the event activities commence

- Inspect all signs and devices to ensure they are undamaged, clean and comply with the requirements depicted on the Traffic Control Diagrams.
- Confirm Traffic Management plan for the day's activities;
- After any adjustments have been made to the signs and devices, conduct a drive through inspection to confirm effectiveness.

7.2 During the event activities

- Designate and ensure that appropriate personnel check the site periodically to inspect all signs and devices and ensure they are undamaged and comply with the requirements depicted on the Traffic Control Diagrams;.
- Conduct on the spot maintenance/repairs as required;
- When traffic controllers are on the job, ensure they remain in place at all times. Relieve controllers as necessary to ensure attentiveness is retained;
- Re position signs throughout the day and keep records of any changes.

7.3 Closing down at the end of the event

- Conduct a pre-close down inspection;
- Remove all unnecessary signage
- Drive through the site and confirm all signs and devices have been safely removed
- Record details of inspection and any changes made to layout.

7.4 TMP Auditing

One compliance audit (using the 'Compliance Audit Checklist for Traffic Management for Works on Roads' – found on the MRWA website) shall be conducted by TMC Traffic following setting up of the traffic management and prior to commencement of the event. This will be conducted by someone who holds a WTM accreditation.

Audit findings, recommendations and actions taken shall be documented and copies forwarded to the Event Organiser and the Road Authority's Representative.

7.5 Records

A daily diary recording all inspections including variations to the approved TMP shall be kept using Standard Forms "Daily Diary".
The Traffic Supervisor is to record all inspections made on a daily basis and at those times prescribed by the Traffic Management Implementation Standards.
The Traffic Supervisor is to record all variations made to the approved Traffic Management Plan on a daily basis and indicate clearly the nature of the variations and the reason for the variations. Upon completion of each day the Traffic Supervisor shall provide copies of the variation record to the Event Organiser.

Not for Implementation

8. REFERENCES

- Australian Standard AS1742.3; Traffic Control Devices for Works on Roads
- Australian –New Zealand Standard AS/NZS ISO 31000; Risk management
- Australian Standard AS/NZS 4602; High visibility safety garments
- MRWA Traffic Controllers' Handbook
- MRWA Traffic Management for Events – Code of Practice
- MRWA Traffic Management for Works on Roads - Code of Practice
- OS&H Act (1984)
- OS&H Regulations (1996)
- Road Traffic Act (1974)
- Road Traffic (Events on Roads) Regulations (1991)
- Road Traffic Code (2000)

Not for Implementation

APPENDIX A

DAILY DIARY

AND

DAILY INSPECTION REPORT FORM

Not for Implementation

Daily Diary

Record details of all changes to the Traffic Management Plan.

PROJECT DETAILS:

LOCATION:

DATE:

Contract No.

TMP Document No. TCD Dwg No. Revision No. 0

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Not for Implementation

Record details of all changes to the Traffic Management Plan.
PROJECT DETAILS:
LOCATION:
DATE:
Contract No.
TMP Document No. TCD Dwg No. Revision No. 0

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Not for Implementation

Record details of all changes to the Traffic Management Plan.
PROJECT DETAILS:
LOCATION:
DATE:
Contract No.
TMP Document No. TCD Dwg No. Revision No. 0

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Date:	Time:	Location:			
Inspection / changes	By:	Signed:	Changes authorised	By:	Signed:
Detail/Comments:					

Not for Implementation

Daily Inspection Sheet.

TRAFFIC MANAGEMENT - DAILY INSPECTION SHEET		DATE:	TCD No(s).
Inspection Prior to Commencement of Work		**Day Time Inspection During Work Hours**	
Time of Inspection:		**Time of Inspection:**	
Signs & devices appropriate for the day's activities and conditions	☐ Satisfactory ☐ Modifications / Repairs Required	Signs & devices operating satisfactorily and seen by motorists	☐ Satisfactory ☐ Modifications / Repairs Required
Signs & devices positioned and mounted correctly	☐ Satisfactory ☐ Modifications / Repairs Required	Signs & devices positioned and mounted correctly	☐ Satisfactory ☐ Modifications / Repairs Required
Signs & devices clean and clearly visible	☐ Satisfactory ☐ Modifications / Repairs Required	Signs & devices clean and clearly visible	☐ Satisfactory ☐ Modifications / Repairs Required
Modifications and/or repairs completed	☐ Yes (Give details) ☐ No (If no, give reason)	Traffic Controllers correctly attired and operating correctly	☐ Satisfactory ☐ Modifications / Repairs Required
		Modifications and/or repairs completed	Yes (Give details) No/Not Applicable (Give reason)
Closing Down Inspection		**Night Time Inspection After Working Hours**	
Time of Inspection:		**Time of Inspection:**	
Signage removed	☐ Satisfactory ☐ Modifications / Repairs Required	Arrow boards/VMS operating?	☐ Satisfactory ☐ Modifications / Repairs Required
Cones and bollards removed	☐ Satisfactory ☐ Modifications / Repairs Required	Signs & devices positioned and mounted correctly	☐ Satisfactory ☐ Modifications / Repairs Required
'Road Closed' and temporary barriers removed	☐ Satisfactory ☐ Modifications / Repairs Required	Signs & devices clean and reflective	☐ Satisfactory ☐ Modifications / Repairs Required
Pedestrian containment fencing removed	☐ Satisfactory ☐ Modifications / Repairs Required ☐ N/A	Modifications and/or repairs completed	☐ Yes (Give details) ☐ No / Not Applicable (Give reason)
All materials removed from medians	☐ Satisfactory ☐ Modifications / Repairs Required	Notes: Indicate by placing a tick (✓) in the appropriate box for each item. Items requiring modification and/or repair are to be described on the back of this form. For all modifications that are different to the basic traffic management plan layout give details of who authorised changes. Hand sheets to supervisor / manager at the end of each day. When copying, ensure any notes on back of sheet are copied as well.	
Modifications and/or repairs completed	☐ Yes (Give details) ☐ No / Not Applicable (Give reason)	Signed.....(Supervisor) Signed..... (Manager) Date:…… …….....…… Date:……	

Not for Implementation

APPENDIX B

INCIDENT REPORT FORM

Not for Implementation

Incident Report Form.

Any incident occurring onsite shall be reported using the following incident report format.

Region Contract Number	Incident Report No. Contractor

Major Incident Reports must be forwarded to the Superintendent within 48 hours of the incident occurring or becoming apparent.

Contractors shall use this Form for reporting of Traffic incidents on works under Contract and this form supplements the OSH Incident Reporting Form.

A Details of Incident	Reported to: ☐ Supervisor ☐ TMR ☐ Other						
OSH Incident Report No				**Atmospheric Conditions**		**Light Conditions**	
Fatality ☐				Clear ☐		Day Light ☐	
Injury ☐	**Road Surface**			Overcast ☐		Night Time ☐	
Property Damage ☐	Unsealed ☐			Raining ☐		Dawn/Dusk ☐	
Police Attended **Yes/No**	Sealed ☐			Fog/Smoke/Dust ☐		**Street Lighting**	
Time and Date of incident	**AM / PM**			**Road Condition**		On ☐	
	Day	Month	Year	Wet ☐		Off ☐	
				Dry ☐		Not Provided ☐	
Other relevant details, (Last maintenance grade, watering and dust conditions):							
B Details of Traffic Management in place:							
TCD No:				Name of individual that prepared the TCD			
Time last inspected:				Accreditation No:			
TCD Approved:	Day	Month	Year	TMP Approved:		Day	Month	Year
C Descriptions of Vehicles:							
Detail (make, model/ped/cyclist/VRU)				Registration No	Direction of Travel	Age of Driver	
Vehicle 1							
Vehicle 2							
Vehicle 3							
Comments:							
D Description of Incident:							
Draw the incident including the direction of travel, traffic control signs, fixed structures and north point.							

Not for Implementation

E Attachments:	The following copies MUST be submitted with this Incident Report.	

Approved TMP ☐ Approved TCP ☐ Approvals for temporary speed restrictions ☐ Daily Diary ☐

F Police Report:

Accident reported to Police: ☐ YES ☐ NO Report made by ☐ Phone ☐ Fax ☐ Mail or E-mail

Date Report Made Day Month Year Police WA Reference Number

G Details of Person Completing this Incident Form:

Name: Contractor Name:

Position:

Date: Signature:

Not for Implementation

APPENDIX C

NOTIFICATION OF EVENT FORM

Not for Implementation

NOTIFICATION OF EVENT

Notifications are to be distributed at least one (1) week in advance of works
Where Police attendance is required at least three (3) week's notice shall be given (except in an emergency)

Anticipated start date:		Anticipated finish date:	
Anticipated Start Time:		Anticipated finish Time:	
Location of Event (Road/Street, Suburb):			
Description of Event:			
Description of traffic management arrangements:			
Posted Speed Limit:		Worksite speed limit:		After hours speed limit:	

What is the anticipated effect on traffic flows?:				Will there be restricted width for oversize escorted vehicles?:		Yes ☐	No ☐
Are lanes closed at signals?:	Yes ☐	No ☐	N/A ☐	Are signal loops or hardware affected?:	Yes ☐	No ☐	No ☐
Will signal phases need time changes?	Yes ☐	No ☐	N/A ☐	Will signals need to revert automatically?:	Yes ☐	No ☐	N/A ☐
Date of signal "black out":				Times of signal "black out":			
Will Police attendance be required?:	Yes ☐	No ☐		Dates for Police attendance : (See note below) [1]			

Road Authority:					
Postal Address:					
Telephone:		Email:		Facsimile:	
Contact:					
Telephone:		Email:		Mobile:	

Event Organiser:					
Postal Address:					
Telephone:		Email:		Facsimile:	
Contact:					
Telephone:		Email:		Mobile:	
After hours contact:		Telephone:		Mobile:	

Traffic Management Contractor:					
Postal Address:					
Telephone:		Email:		Facsimile:	
Contact:					
Telephone:		Email:		Mobile:	
After hours contact:		Telephone:		Mobile:	

Distribution List	Email	Facsimile

[1] Where Police attendance is required specific arrangements shall be made with the WA Police State Traffic Coordination, on (08) 6274 8654

[2] Perth metropolitan area only. Elsewhere, the relevant Main Roads Regional Office shall be notified.

[3]

Not for Implement

APPENDIX D

TRAFFIC CONTROL DIAGRAMS

Not for Implementation

LEGEND

/|/ / //| ST ART /FINISH AREA

TABLE 2 CODE OF PRACTICE

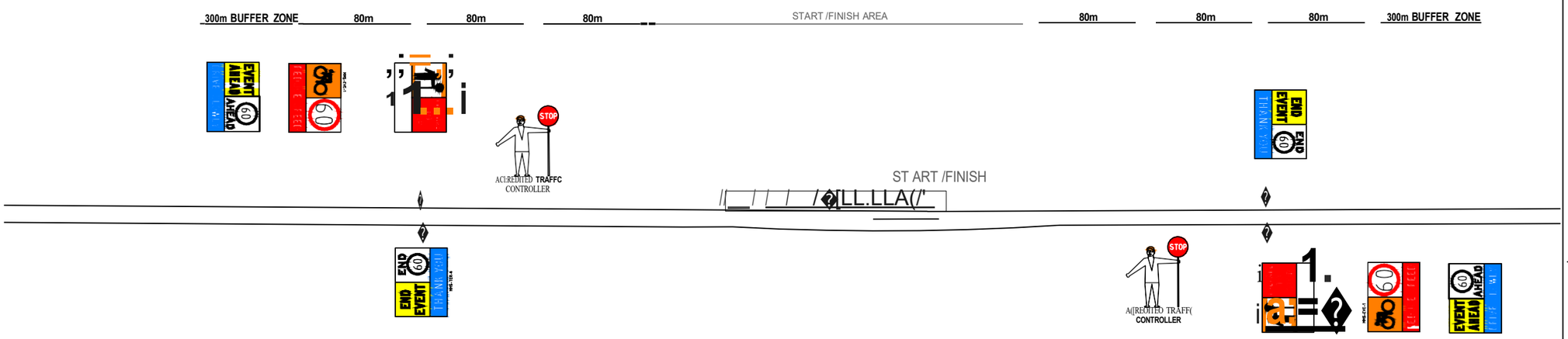
VALUE OF DIMENSION D

SPEED OF TRAFFIC km/h	DIMENSION D m
55 OR LESS	15
56 TO 65	45
GREATER THAN 65	EQUAL TO SPEEO OF TRAFFIC, IN km/h

SIGN LEGEND

SIGN	NO
MHS-EVE-1	4
MHS-EVE-3 (EVENT AHEAD)	4
MHS-EVE-2 (END EVENT)	4
MHS-ADV-11 (DRIVE SLOWLY)	4
MHS-TER-6 (THANK YOU)	4
MHS-ADV-28 (REDUCE SPEED)	4
MHS-ADV-47	4
MHS-ADV-27	4
THE TAKE TO STOP	4
T111S-RES-1 (60)	4
MHS-ADV-3 (60 AHEAD)	4
MHS-REG-2 (END 60)	4
HHS-ADV-10 (DO NOT OVERTAKE)	4

1. EVENT TRAFFIC CONTROLLERS/ MARSHALS SHALL BE USED TO CONTROL PEDESTRIANS WHERE CONFLICT BETWEEN PEDESTRIANS AND EVENT PARTICIPANTS IS LIKELY TO OCCUR
2 THE TRAFFIC CONTROL SIGNS SHALL BE DISPLA YEO ONLY WHEN THE RACE EVENT IS IN PROGRESS AND ALL TRAFFIC CONTROL DEVICES SHALL BE REMOVED IMMEDIATELY AFTER THE EVENT.
3. NOT TO SCALE.



DISCLAIMER

IT IS RESPONSIBILITY OF THE USER OF THIS TRAFFIC CONTROL DIAGRAM TO CONFIRM THE APPROPRIATENESS OR OTHERWISE FOR THE INTENDED WORK SITE BASEO ON RIGOROUS RISK ASSESSMENT, REVIEW OF THE REQUIREMENTS OF AS1742.3 AND MAIN ROADS WA TRAFFIC MANAGEMENT FOR WORKS ON ROADS CODE OF PRACTICE.
ALL RESPONSIBILITY WILL REMAIN WITH THE USER TO ENSURE COMPLIANCE WITH RELEVANT STANDARDS AND THE PROVISION OF THE NECESSARY LEVEL DF PROTECTION FOR WORK PERSONNEL AND WORK SITE.

No.	DATE	DESCRIPTION	APPR.

AMENDMENTS

mainroads WESTERN AUSTRALIA

Client: WEST COAST MASTERS CYCLING

Scale: NTS

Date: 14/09/2014

Title: EVENT TRAFFIC MANAGEMENT ON ROAD CYCLING RACE

DOGHILL ROAD ST ART /FINISH LINE

Dwg No. 1-0

Rev. A

File Ref, \\mrwa.wa.gov.au\dfsroot\My0ocs-OAC\E80690\0ocuments\Offline Records IMRI\Event TCO - cycle event Ooghill.dwg

Traffic Managen ent for Events
Coghill Road/S Albans Road

West Coast Masters Cycling Council

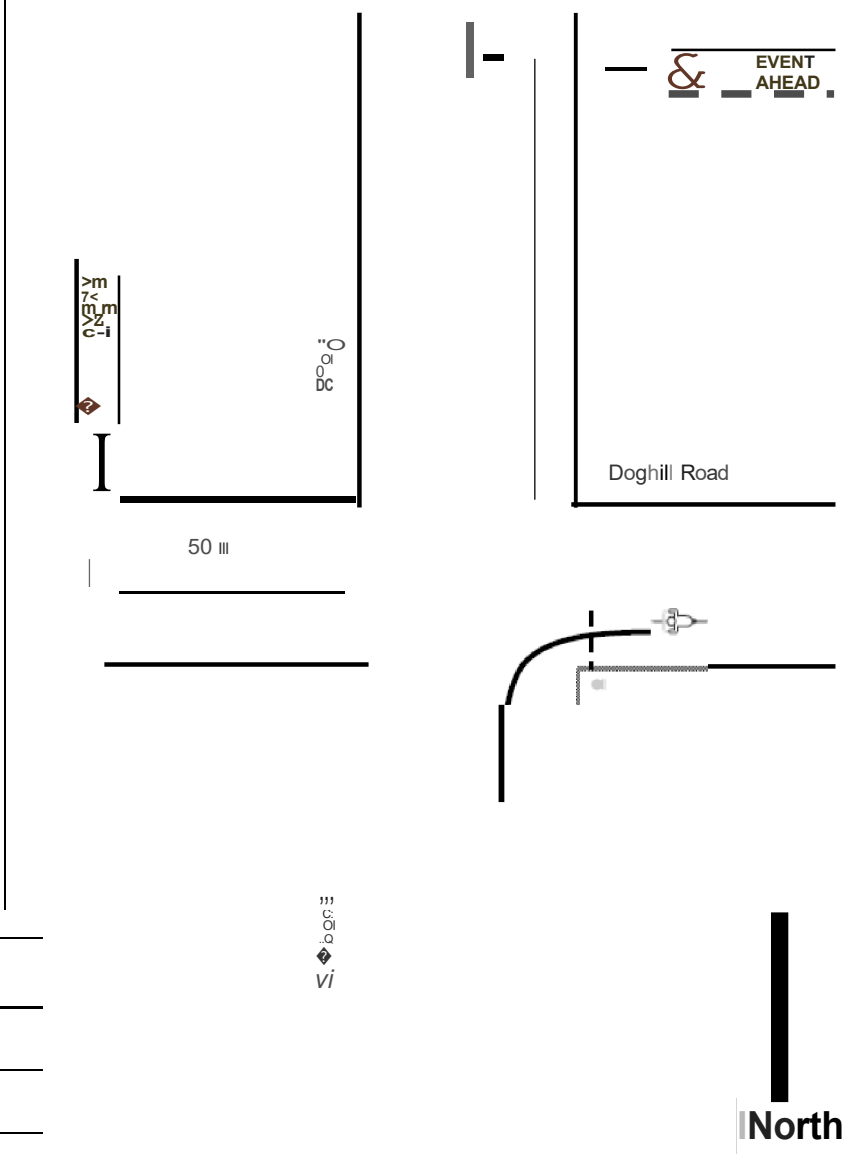
Notes and Conditions of Use

1. Give way requi ements under the Road Traffic Code to be maintained - Event participants lo give way to traffic on St Albans Road.

2. Marshal to be stationed at interseclion to warn event participants/and motorists of likely conflicts.

3. The traffic contwl signs shall be displayed only w:hen the race event is in progress and all traffic control devices shall be removed immediately after the event.

4. Not to scale.



Sign/Device Reguirements

Sign/ Device	AS/MR Ref.	Oty
	MR-TAW-30	2
	MR-TAW-27	2
	T1-18	0
	Stop/Slow Bat	0
	Traffic Cones	0

On-Road Bicycle Race

Control at Regulatory Sigined 4-Way I11tersection Left Turn from Minor Road

Sep 2014

Traffic Control Diagram INlo.

2-0

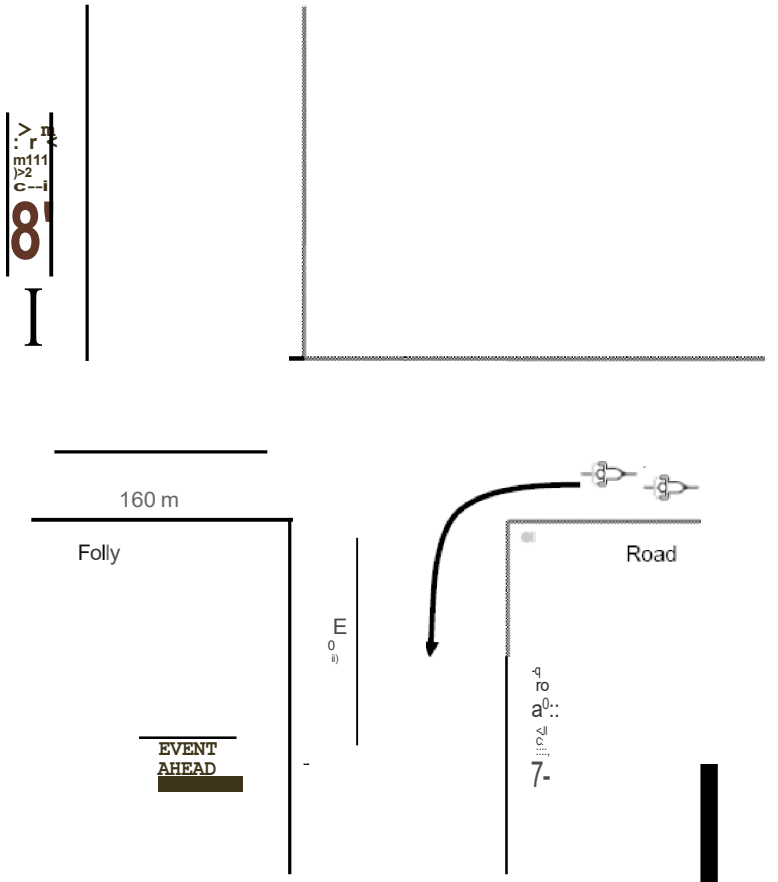
Traffic Manage1ment for Events
Folly RoadNoung Road

West Coast Masters Cycling Council

Notes and Conditions of Use

1_ The traffic control signs shall be displayed only when the rnce event is in pmgress and all traffic control devices shall be removed immediately after the event.

2_ Not to scale_



Sign/Device Requirements

Sign/ Device	ASiMR Ref_	Qty
	MIR-TAW-30	2
	MIR-TAW-27	
	T1-18	0
	Stop Slow Bal	0
	Traffic Gones	0

On-Road Bicycle Race

Control at Regulatory Signed **4-Way Intersection Left Turn from Minor Road**

Sep 2014

Traffic Control! **Diagram No.**

3-0

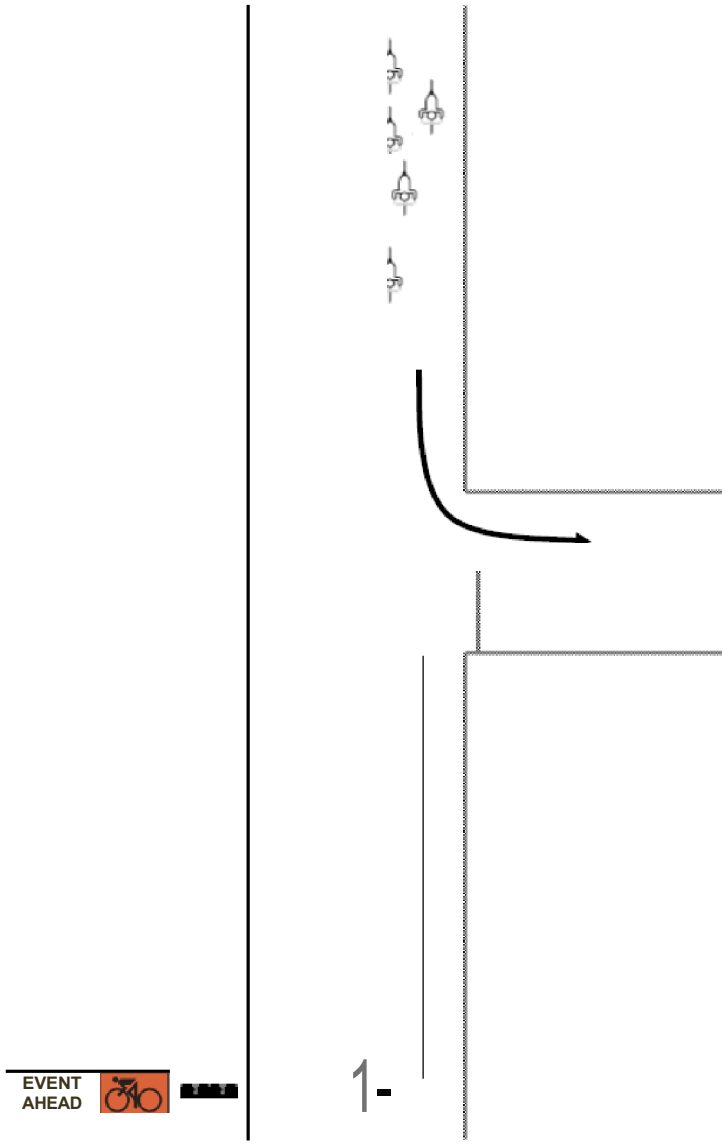
Traffic Management for Events
Young Road/DoghiHRoad

West Coast Masters Cycling Council

Notes and Conditions of Use

1. The traffic con,trol signs shall be displayed only when the race event is in progress and all traffic control devices shall be removed immediately after lh,e event.

2. Not to scale.



Sign/Device Requirements

Siginl Devi,ce	AS/MR Ref.	Qty
a	MR-TAW-30	
	MR-TAW-27	

On-Road Bicycle Race

Control at Reg1ullatory Signed 3-Way Intersectiion
Left TIlrn from Continuing Road

Sep 2014

Iraffic Control Diagram No.

4-0