EVENT TRAFFIC MANAGEMENT PLAN EXAMPLE

Category 6 Event On-Road 'Fun Run' Event Wickham to Point Samson

For Wickham Events Incorporated

June 2015

Declaration

I, Jon Smith (AWTM Certificate No. xxx), declare that I have designed this Traffic Management Plan on the basis that the site inspection will be undertaken by staff from Main Roads WA and the City of Karratha to verify the suitability of the design prior to implementation. The Traffic Management Plan has been prepared in accordance with the Main Roads' Traffic Management for Events Code of Practice.

Signature: Date: 11/06/2015

	Name / Company	Accreditation Details	Date	Signed
TMP designed by	Jon Smith, MRWA	ххх	11/06/2015	
TMP checked by	Bill Brown, MRWA	ххх	11/06/2015	
Compliance audit undertake by				
	Road authority approva Plan No. XXX-XXXXX	I to implement traffic sig	ons and devices is gi	ven for Traffic Management
Road Authority Approval	Signed	Authorised Officer		Date
	(Print Name)	Position		
TMP No TSPL- >	XXX-XXXXX	Rev. No. X	Date X	X/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"This example TMP is a guide only and is not for implementation.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."

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APPENDICES

Appendix A	Daily Diary and Daily Inspection Report Form

- Appendix B Incident Report Form
- Appendix C Notification of Event Form
- Appendix D Traffic Control Diagrams

GLOSSARY OF TERMS

AS Australian Standard

AS/NZS Australian and New Zealand Standard AWTM Advanced Worksite Traffic Management / Manager MRWA Main Roads Western Australia OS&H Occupational Safety and Health

RTM Roadworks Traffic Manager (accredited by MRWA) TCD Traffic Control Diagram TMP Traffic Management Plan

1. INTRODUCTION

1.1 Purpose and Scope

This Traffic Management Plan (TMP) provides the traffic management procedures to be followed by event organisers conducting the 'TreadnWater' Wickham to Point Samson Fun-Run on local and State roads on 5 July 2015. The traffic control devices will be arranged onsite by representatives of Wickham Events Incorporated prior to commencing the event. The devices shall be inspected periodically throughout the event and will be taken down immediately upon cessation of event activities.

The 'fun run' is will commence at 8:00am and is expected to conclude at approximately 11:00am. It is anticipated that between 100 and 200 people will participate in the event, comprising both runners and walkers. The event organisers will ensure that runners will be in front of walkers at the 10 km line.

1.2 Traffic Management Objectives and Strategies

The objectives of the TMP are to:

- Provide for a safe environment for all road users;
- Provide protection to event participants, organisers and the general public from traffic hazards that may arise as a result of the event activity;
- Minimise the disruption, congestion and delays to all road users;
- To ensure network performance is maintained at an acceptable level throughout the duration of the events;
- Ensure access to adjacent private/commercial premises is maintained at all times.

To achieve the above objectives, the Traffic Management Plan will:

- Sensure whenever possible, that a sufficient number of traffic lanes to accommodate vehicle traffic volumes are provided.
- Sensure that delays and traffic congestion are kept to a minimum and within acceptable levels
- Sensure that appropriate/sufficient warning and information signs are installed and that adequate guidance is provided to delineate the travel paths through the event site.
- Sensure that the roads are free of hazards and that all road users are adequately protected from activities of event participants and organisers.
- Insure that all needs of road users, motorists, pedestrians, cyclists, public transport passengers and people with disabilities are accommodated at and through the site of the event.

1.3 Event Location

From the starting point at Wickham Oval the course follows Carse Street and then Mulga Way past the Police Station and service station to Wickham Drive; right into Wickham Drive; left into Point Samson - Roebourne Road. Approaching the Point Samson town site the route turns left into Fisher Street (housing only on the right); left into Cliff Street (housing only on the right); right into Meares Drive; and then left into Barker Terrace and the Point Samson Community Hall.

A locality map is shown below:



2. ACTIVITIES ON ROAD

2.1 Scope of Activities

Pope's Nose Bridge, Point Samson Roebourne Road Finish point - Point Samson Community Hall, Barker Terrace Point Samson. The course is left into Carse Street and then along Mulga Way (past the Police Station and Service Station) to Wickham Drive; right into Wickham Drive; left into Point Samson to Roebourne Road; left into to Fisher Street (housing only on the right); left into Cliff Street (housing only on the right); right into Meares Drive; left in to Barker Terrace and on to the Point Samson Community Hall. All participants start together as one group. It will not be a timed event,	Item	Description		
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Date of Event: Sunday 5 July 2015	Staging of Events:	n/a		
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Event Start and Finish Time:	8:00 am – 11:00 am
Event Duration:	3 hours
Other constraints	n/a

2.2 Existing Traffic and Speed Environment

The existing traffic environment comprises a normal traffic composition with heavy vehicles estimated to represent about 10% of total vehicles. A part from speed measurement data for Point Samson to Roebourne Road west of Honeymoon Cove Road, information on operating speeds is generally not available although the available data suggests a reasonable level of compliance with the posted limits.

Outside of the town streets there is likely to be minimal interaction with conflicting traffic movements along the route. The possibility of potential conflict between motorists and participants is likely to arise at the following intersections along the Point Samson to Roebourne Road:

- Wickham Drive
- Cape Lambert Road
- Sams Creek Road

The speed limit on the Point Samson to Roebourne Road changes from 90 km/h in the vicinity of Wickham Drive, 110 km/h north of Wilson Way, 80 km/h on the approach to Pope's Nose Bridge, and down to 50 km/h on the approach to the Point Samson Town site.

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 Contact	Wickham Events Incorporated Email: <i>Name (Ph: XXXX XXXX)</i>
Local Government Contact	City of Karratha PO BOX 001 KARRATHA WA 6714 Tel: (08) XXXX XXXX Fax: (08) XXXX XXXX Sam Man (Manager Karratha Entertainment Centre)

TMP Design/Contact Details	Name Main Roads WA Waterloo Crescent EAST PERTH WA 6004 Ph: (08) 9323 4111 Email: roadsafety@mainroads.wa.gov.au
TMP Implementation	ABC Traffic Contact Email Phone

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

Application for 'Temporary Suspension of the Road Traffic Act/Regulations' is to be lodged to allow participants to have right of way over normal traffic.

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.

Wickham Events Incorporated recognises that the traffic management plan has been developed and has commissioned ABC 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
- MRWA Specification 202
- 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
- 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

ABC 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. A person with AWTM or WTM accreditation will be required to make adjustments to the scheme as the run progresses.

3.3.3 Traffic Controllers

Event Traffic Controllers 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 B of AS1742.3
- Hold current Event Traffic Controller accreditation in Western Australia.
- Take appropriate breaks as required by AS1742.3 and/or OS&H Regulations.

Event Traffic Controllers shall only control traffic on roads with a permanent posted speed limit of 60 km/h or below.

The speed limit on the Point Samson to Roebourne Road changes from 90 km/h in the vicinity of Wickham Drive, 110 km/h north of Wilson Way, 80 km/h on the approach to Pope's Nose Bridge, and down to 50 km/h on the approach to the Point Samson Town site.

At the points were traffic control is required and/or speed signs are implemented along Point Samson Roebourne Rd route traffic personnel will be required to hold Basic Worksite Traffic Management and Traffic Controller accreditations.

3.3.4 Event Marshalls

The event organiser 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.

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 <u>immediately</u> 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).

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

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.

QUALITATIVE MEASURES OF CONSEQUENCE OR IMPACT

OSH QUALITATIVE MEASURES OF CONSEQUENCE OR IMPACT

Level	Descriptor	Description
1	Insignificant	Minor first aid treatment required.
		Immediate return to work.
2	Minor	Minor medical treatment required.
		Not a lost time injury.
3	Moderate	Medical treatment required.
		Lost time injury.
		WorkSafe report not required.
4	Major	Significant injuries.
		Hospitalisation required.
		WorkSafe report required.
5	Catastrophic	Permanent and severe disablement.
		• Fatality.

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)

Consequences					
	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	1	2	3	4	5
A (almost certain.)	М	н	н	Е	Е
B (Likely)	L	м	н	E	E
C (Moderate)	L	М	н	E	E
D (Unlikely)	L	L	м	н	E
E (Rare)	L	L	М	Н	Н

QUALITATIVE RISK ANALYSIS MATRIX – RISK RATING

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.
В	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.
С	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

Resid Rating	ual Risk 9	Required Treatment						
E Extreme Risk		Unacceptable risk. HOLD POINT. Event cannot proceed until risk has been reduced.						
н	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.						
М	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.						

4.2 Risk Identification and Assessment

Risk analysis of the proposed event activities has identified risk events/items that will be managed by effective traffic management planning and the implementation of this TMP. The assessment process has been undertaken in accordance with AS/NZS ISO 31000, Risk Management.

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	CONSEQUENCE Pre-Treatment Risk Rating RISK RESPONSE L C			sidua ting	al Risk			
	Non			L		RATING			
1	Event personnel being hit by vehicles during setting up and dismantling of traffic management	Injury to event personnel	С	3-4	H-E	Ensure traffic control personnel are adequately trained/experienced and following appropriate procedures in accordance with AS 1742.3 when implementing traffic management.	D	3	М
						Shadow vehicle used to protect personnel.			
2	Event participants being hit by vehicles during the event.	Injury to event participants	С	3-4	H-E	Lead and tail/shadow vehicles to be used with vehicle mounted warning devices to warn road users of the event. Mobile speed limits to be mounted on the vehicles to reduce the speed of approaching vehicles. The 110 km/h speed signs to bagged on Point Samson Roebourne Rd and temporary 90 km/h signs to be implemented to act as a buffer zone for the 60 km/h	D	3	М

						mobile speed limit. Event participants to wear high visibility safety vests during the event.			
3	Road users may not be adequately warned of the event occurring over entire length of the event resulting in a collision with event participants.	Injury to event participants.	с	3-4	H-E	The removal or repositioning of temporary signs can take place as the run progresses, where such signage is no longer required. Such removal or repositioning must be done under the direction of WTM or AWTM accredited person on-site personnel that is communicating with lead/tail vehicles.	D	3	М
4	Road users may be unaware of event participant's right of way on road at intersections, causing potential collisions between road users and participants.	Injury to event participants	с	3-4	H-E	Accredited Event Traffic Controllers will control vehicular traffic at intersections using stop/slow bats.	D	3	М
5	Point Samson Roebourne Rd is a high speed highway putting event participants at risk of collision with road users.	Injury to event participants and/or road users.	с	3-4	H-E	Experienced traffic controllers with TC and BWTM accreditations to be used on sections of Point Samson Roebourne Rd that require traffic control and/or temporary speed limit signs. The event will be communicated to the public via radio and local newspapers.	D	3	М

6	Pedestrians and vehicles getting too close to the start/finish lines and injuring event participants or other persons.	Injury to event participants.	С	2	М	Provide marshals in the vicinity of the start/finish area to warn pedestrians and motorists about the potential hazards. Provide containment fencing around the start/finish area as required.	D	2	L
7	Event participants making unexpected movements and conflicting with traffic.	Injury to event participants and/or road users.	С	3-4	Е	Provide briefing to event participants.	С	3	М
8	Confusion over right of way for road users and traffic may occur in emergency situations.	Delays in emergency situations.	D	3-4	Н	Provide Traffic Controllers to stop and direct traffic in emergency situations	с	3	М
9	In the case of an incident or accident, the site may become disrupted if not controlled.	Further incidents.	D	3-4	Н	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.	С	3	М

Risk Identification and Response Table

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

Carse Street and Mulga Way are both built up area local streets with 50 km/h speed limits; Wickham Drive has a speed limit of 60 km/h.

The speed limit on the Point Samson Roebourne Road changes from 90 km/h in the vicinity of Wickham Drive, 110 km/h north of Wilson Way, 80 km/h on the approach to Pope's Nose Bridge, and down to 50 km/h on the approach to the Point Samson Town site.

During the event a 60 km/h temporary limit will be implemented on Point Samson Roebourne Rd. This will be implemented at the Wickham Drive intersection with traffic controllers used to reduce the risk of conflicts with approaching vehicles when participants enter Point Samson Roebourne Rd (see TCD 3).

A mobile speed limit of 60 km/h will be displayed on the lead and tail/shadow vehicles during the Point Samson Roebourne Rd section of the event. As Point Samson Roebourne Rd has a speed limit of 110 km/h north of Wilson Way to Pope's Nose bridge (approximately 3.5 km), all 110 km/h signs will be bagged and 90 km/h temporary speed signs displayed that will apply to the section during the event to act as a buffer zone to the 60 km/h mobile speed limit.

Traffic control personnel will reposition the advance signage as the run progresses.

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 route. 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 at the time of the event.

4.3.6 Public Transport

There 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.

4.5 Site Assessment

4.5.1 Access to Adjoining Properties

Vehicular access to adjoining properties and business operations are to 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 route is generally flat or gently undulating with adequate sight distances throughout.

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

The City of Karratha is not an authorised body for the purposes of approving the installation of the temporary traffic signs and devices for events. In this regard, Regional Manager Pilbara Region, via delegation of authority from the Commissioner of Main Roads, shall be required to approve the signs and traffic control devices for these event activities.

Road Authority

The event activities will require temporary suspension of traffic laws. In this regard the City of Karratha must approve the 'Application for Suspension of the Road Traffic Act/Regulations under Section 139 of the Road Traffic (Administration) Act'.

WA Police

Subject the City of Karratha approval to the suspension of traffic laws, the WA Police will be required to issue the 'Application for Suspension of the Road Traffic Act/Regulations under Section 139 of the Road Traffic (Administration) Act'.

4.6.2 Public Notification

The event is not likely to cause major traffic delays or congestion, or restrict access to major public facilities, and therefore notification signing is not required. Nevertheless, the need for notifications, including media advertising on radio and local newspapers will be undertaken in advance of the event.

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

Emergency services shall be notified via DFES of the proposed event activity, location, date and times as well as contact details for the event organiser.

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

6. IMPLEMENTATION

6.1 Hazard Identification, Risk Assessment and Control

In establishing adequate controls for the hazards identified in Section 4.1, a structured approach via the hierarchy of control as outlined below has been used:

- Elimination
- Substitution

- Engineering
- Administration
- Personal Protection Equipment

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
Carse Street-Mulga Way/Wickham Oval	1
Wickham Drive/Mulga Way Intersection	2
Point Samson Roebourne Road/Wickham Drive Intersection	3
Point Samson Roebourne Road/Cape Lambert Road Intersection	4
Point Samson Roebourne Road/Sams Creek Road Intersection	5
Point Samson Roebourne Road/Cliff Street Intersection	6
Point Samson Roebourne Road/Fisher Street Intersection	7
Point Samson Roebourne Road - Typical Operational Controls (mobile speed zone)	8
Point Samson Roebourne Road – Typical Operational Controls (110 km/h section between Wilson Way and Pope's Nose Bridge).	9

6.3 Traffic Control Devices

Traffic control devices shall be erected in accordance with the TCDs (refer Appendix "D") Before the event commences, static 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.

The event 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. Repositioning of devices can take place to accommodate the progress of the event along the Point Samson Roebourne Road.

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 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

During the event a 90 km/h temporary limit will be implemented along Point Samson Roebourne Rd, between Wilson Way and Pope's Nose Bridge, to act as a buffer zone for the mobile 60 km/h temporary limit to be displayed on the tail/shadow vehicles (see TCD 8 and TCD 9).

A 60 km/h temporary speed limit will be implemented at the Wickham Drive intersection with traffic controllers used to reduce the risk of conflicts with approaching vehicles when participants enter Point Samson Roebourne Rd (see TCD 3).

The length of the speed zone shall be minimised so that it covers that length of the Point Samson Roebourne Road over which the event activities are taking place. Traffic control personnel will reposition the advance signage as the run progresses.

6.4 Emergency Arrangements

An Event Traffic Controller shall assist emergency vehicles travelling through the event site where such assistance is required.

In situations involving vehicle crashes and breakdowns, the event organiser will render assistance where possible to ensure the impact of crashes and breakdown on the network is minimised.

6.5 Site Access

There are no special requirements to be addressed.

7. SITE INSPECTIONS & 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.

8. **REFERENCES**

- AS/NZS ISO 31000– Risk Management Principles and Guidelines
- Australian Standard AS1742.3; Traffic Control Devices for Works on Roads
- Australian Standard AS/NZS 4602; High visibility safety garments
- 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 Code (2000)

APPENDIX A

DAILY DIARY

AND

DAILY INSPECTION REPORT FORM

Daily Diary Record details of all changes to the Traffic Management Plan.

		EVEN	T DETAILS:			
LOCATION: DATE:	:					
Contract No).					
TMP Docum	nent No.	TCD) Dwg No.	R	levision No.	0
Date:	Time:	Location:				
Inspection /			Changes authorised	By:	Signed:	
changes						
Detail/Comr	nents:					
					-	

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

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

Daily Inspection

TRAFFIC MANAGEMENT - DAILY INSPECT	CTION SHEET	DATE:	TCD No(s).
Inspection Prior to Commencement of W	ork	Day Time Inspection During Work Hours	
Time of Inspection:		Time of Inspection:	
Signs & devices appropriate for the day's activities and conditions	Satisfactory	Signs & devices operating satisfactorily and seen by motorists	Satisfactory
	Modifications / Repairs Required		Modifications / Repairs Required
Signs & devices positioned and mounted correctly	Satisfactory	Signs & devices positioned and mounted correctly	Satisfactory
	Modifications / Repairs Required		Modifications / Repairs Required
Signs & devices clean and clearly visible	Satisfactory	Signs & devices clean and clearly visible	Satisfactory
	Modifications / Repairs Required		Modifications / Repairs Required
Modifications and/or repairs completed	Yes (Give details)	Traffic Controllers correctly attired and operating correctly	Satisfactory
	No (If no, give reason)		Modifications / Repairs Required
		Modifications and/or repairs completed	Yes (Give details) No/Not Applicable (Give reason)
Clearing Down Increation		Night Time Inspection After Working Hour	
Closing Down Inspection Time of Inspection:		Time of Inspection:	5
Signage removed		Arrow boards/VMS operating?	
Cigilago fornovoa	Satisfactory	virew boards, vive operating.	Satisfactory
	Modifications / Repairs Required		Modifications / Repairs Required
Cones and bollards removed	Satisfactory	Signs & devices positioned and mounted correctly	Satisfactory
	Modifications / Repairs Required	,	Modifications / Repairs Required
'Road Closed' and temporary barriers removed	Satisfactory	Signs & devices clean and reflective	Satisfactory
	Modifications / Repairs Required		Modifications / Repairs Required
Pedestrian containment fencing removed	Satisfactory	Modifications and/or repairs completed	Yes (Give details)
	Modifications / Repairs Required		No / Not Applicable (Give reason)
	N/A	Notes: Indicate by placing a tick (\checkmark) in the appropriat	te hov for each item
All materials removed from medians	Satisfactory	Items requiring modification and/or repair are	to be described on the back of this form.
	Modifications / Repairs Required	For all modifications that are different to the b details of who authorised changes.	
Modifications and/or repairs completed	Yes (Give details)	Hand sheets to supervisor / manager at the e	nd of each day.
mounications and/or repairs completed	No / Not Applicable (Give reason)	When copying, ensure any notes on back of s	sheet are copied as well.
		Signed: (Super-	visor)
		Signed:(Superv Signed:(Man	ager)
		Date:	
		Date:	

APPENDIX B

INCIDENT REPORT FORM

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	Repor	ted to: D	Supervisor	□ TMR □	Other			
OSH Incident Report No				Atmospheric Condit	tions	Light C	onditions	
Fatality				Clear		Day Lig		
Injury 🗆		Surface		Overcast		Night Ti		
Property Damage	Unsea	led		Raining		Dawn/D		
Police Attended Yes/No	Sealed	4		Fog/Smoke/Dust		Street L	ighting	
Time and Date of incident	AM / P	PM		Road Condition		On		
	Day	Month	Year	Wet		Off		
				Dry		Not Prov	vided	
				-				
Other relevant details, (Last ma	intenance	e grade, wat	ering and du	st conditions):				
B Details of Traffic Manageme TCD No:	ent in pla	ce:		Manage of the attribution of the	-			
TCD No:				Name of individual the	at			
Time last inspected:				prepared the TCD Accreditation No:				
TCD Approved:	Day	Month	Year	TMP Approved:		Day	Month	Year
	Day	WORT	Tear	Thin Approved.		Day	WORUT	i cai
C Descriptions of Vehicles:								
Detail (make, model/ped/cyclist	/VRU)			Registration No	Directio	on of	Age of	Driver
	,			0	Travel		Ŭ	
Vehicle 1								
Vehicle 2								
Vehicle 3								
Comments:								
D Description of Incident:								
Draw the incident including the	direction of	of travel, tra	ffic control si	gns, fixed structures and r	north point.			
						7		
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E Attachments:		The follo	owing copies MUST be submitted with this Incident Report.	
Approved TMP	Approved TC	P 🗆	Approvals for temporary speed restrictions 🛛 Daily Diary	

Approved TMP	Approved TCP		vals for temporary	speed restrictions	Daily Diary
F Police Report:					
Accident reported to Police:	□ YES	□ NO	Report made by	Phone	l Fax □ Mail or E-mail
Date Report Made	Day Month	Year	Police WA Refere	ence Number	

Date Report Made	Day	Month	Year	Police WA Reference Number
G Details of Person	Completing	this Inciden	t Form:	
Name:				Contractor Name:
Position:				
Date:				Signature:

APPENDIX C

NOTIFICATION OF EVENT FORM

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:	5 July 2015		Anticipate	d finish date:	5 July 2015	5		
Anticipated Start Time:	8 am		Anticipated	d finish Time:	11 am			
Location of Event (Road/Street, Suburb):	Carse Street-Mulga Way, Wickham Drive, Point Samson to Roebourne Road, Fisher Street, Cliff Street, Meares Drive and Barker Terrace in the townsites of Wickham and Point Samson.							
Description of Event:	On road running and	On road running and walking (fun-run) race held under Suspension of Traffic Laws						
Description of traffic management arrangements:	'Event Ahead ' and symbolic runner warning signs to be installed at major intersections. Event traffic controllers to control major intersections. Marshals on-site to guide events participants and motorists. 90 km/h temporary speed limit along Roebourne with mobile 60 km/h speed limit on lead and tail vehicles to escort running/walking participants. 60 km/h temporary speed limit on Point Samson Roebourne Rd at Wickham Dr.							
Posted Speed Limit:	Various up to 110	Temporary speed limit:	60	After hours s	speed limit:	N/A		

What is the anticipated effect on traffic flows?:	Nil			Will there be restricte oversize escorted	Yes 📘	No 🛛			
Are lanes closed at signals?:	Yes 🗌	No 🗌 N/A 🛛		Are signal loops or hardware affected?:	Yes 🗌	No 🔲	N/A 🔀		
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 📘	Yes 🗌		Yes 🗋 No 🖾		Dates for Police a (See not	ttendance : e below) ⁽¹⁾		

Road Autho	ority:	City of Karratha / MRWA						
Postal Addr	ess:	PO Box 001, KARRATHA WA						
Telephone:	XX		Email:	XX	Facsimile			
Contact:								
Telephone:			Email:		Mobile:			

Event Organi	iser:	Wickham Events Inc						
Postal Addr	ess:	XX	X					
Telephone:	XX		Email:	XX			Facsimile	e:
Contact:	XX							
Telephone:			Email:		_		Mobile:	XX
After hours	conta	ct:			Telephone:	XX	Mobile:	XX

Traffic Manag	ement Contractor:	ABC Traffic					
	Postal Address:	XX					
Telephone:	XX	Email: XX				Facsimil	e:
Contact:	XX						
Telephone:		Email:	XX			Mobile:	XX
After hours contact:				Telephone:		Mobile:	
	Distribution List				Email/Fax/Phone	}	

Distribution List	Email/Fax/Phone
WA Police State Traffic Coordination	State.Traffic.Intelligence.Planning.&.Co-ordination.Unit.SMAIL@police.wa.gov.au
MRWA CIC	enquiries@mainroads.wa.gov.au
MRWA Pilbara Region	pilreg@mainroads.wa.gov.au
Fire and Emergency Services - Karratha	Fax: +61 8 9143 1236
St John's Ambulances	Phone: +61 8 9185 1222
City of Karratha	enquiries@karratha.wa.gov.au

APPENDIX D

TRAFFIC CONTROL DIAGRAMS

















