



What you **need** to **know** about...

Temporary Closure of Roads

maintaining our roads

There are approximately 5000 km of roads within the Southland District Council network: 2000 km sealed, 3000 km unsealed, including over 960 bridges, with 27 townships & a growing population (28,440 as per 2006 Census) who use these roads.

Part of our duty as roading network manager is the maintenance of the road and the co-ordination of activities on those roads, including temporary road closures.

Council allows the closing of roads for:

- Public Events - such as exhibitions, fairs, markets, film making, races or sporting events, public functions, etc.
- Roading Purposes - including but not limited to the construction of the road and for public utilities, and problems associated with traffic operations.

Note: For State Highway routes Transit New Zealand is the road controlling authority and all queries and applications shall be directed to that authority.

Applications

Applications for temporary road closures must be made in writing 52 days prior to the event, except for Roading Purposes where such an advanced notification is not possible. This length of time is required to meet the legal obligations set out in the Local Government Act 1974.

Timeline

1. 42 days prior to event - First advertisement detailing the applicant's intent to temporarily close road, allowing time for any submissions from public.
2. 28 days prior to event - Submissions close and are processed accordingly by Group Manager Assets and Services.
3. 24 hours prior to event - Final advertisement detailing the hours the road is closed and any detours that are in place.

For Roading Purposes such a timeline cannot often be met due to the type of work that is involved, therefore the First advertisement must be placed as early as possible, with no opportunity for submissions, and Final advertisement 24 hours prior to event.

Where late applications are made and insufficient time is available for advertising, Council may reject the application. For large events additional advertising may be required.



Responsibilities

Council accepts the responsibility for issuing the necessary public notices on the applicant's behalf. The costs of the public notices are to be paid by the applicant in addition to the prescribed fee as set out in the schedule of Council fees and charges.

Applicants shall accept the following responsibilities:

- To pay the cost of the public notice advertisements issued by Council.
- To accept financial liability for any damage from the special events that is caused to the road, bridges or any road furniture and utilities forming part of the road.
- To take out, and provide the Council with, a copy of a current Public Liability Insurance cover no less than \$1,000,000.00
- To advise in writing the local Police Station, Fire and Ambulance Services of the event.
- To contact and confer with all property owners adjacent to the road/s to be closed temporarily and advise them of the activity to be undertaken.
- To provide a proposed Temporary Traffic Management Plan for Council approval, as per the Transit New Zealand Code of Practice for Temporary Traffic Management.

**Contact our Customer Services
on 0800 732 732 if you have a concern about the state
of any of our roads, sealed or unsealed,
or if you come across a mess.**

top tips

Three simple tips for Temporary Road Closures:

1. Good things take time so plan it out in advance and put your application in at least 52 days prior to the event.
2. Public Notice advertisements are placed by the Council.
3. All temporary road closure must adhere to an approved Temporary Traffic Management Plan.



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