

Guidelines for Events on SA Roads



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Government of South Australia
Department for Infrastructure
and Transport



TRAFFIC MANAGEMENT Operational Instructions

Guidelines for Events on SA Roads

AMENDMENT RECORD

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Manager, Traffic Services
19 / 11 / 2020

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<http://www.dit.sa.gov.au/standards/tass>

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1. Scope

This Guideline applies to all planned events that may have a direct or indirect impact on the safety and efficiency of the surrounding road network in South Australia.

South Australia's vast road network provides the opportunity for organisations and community groups to stage events on or adjacent roads for the benefit of the public at large. An event may be any organised sporting, recreational, political, artistic, cultural or other activity, including a street party. Such events need to be managed in a way that ensures safety for all involved, and minimises disruptions to the normal daily usage and function of the road network.

For the purpose of this guideline a traffic management plan is referred to as an event management plan.

2. Traffic impacts of events

Events conducted off-road do not always directly impact on traffic and may not require a declaration under Section 33 of the Road Traffic Act ('the Act'). Agreement however for such events by the relevant authority is required and should always include an assessment of any likely adverse traffic impacts on adjacent roads, which should be addressed by traffic management arrangements.

Road authorities should be particularly mindful that major road activities may be scheduled to occur on the surrounding road network at the same time as the event, e.g. tunnel closures for maintenance purposes, road detours for roadworks etc, and that liaison and coordination with other authorities on traffic management may be required.

To ensure the safe and efficient conduct and movement of road users, the Department for Infrastructure and Transport's (the Department) Traffic Management Centre must be advised on 1800 018 313 when an event has the potential to impact on the Department's roads (i.e. roads under the care, control and management of the Commissioner of Highways). Please refer to the following link for further information.
https://www.dit.sa.gov.au/contractor_documents/works_on_roads_by_other_organisations

3. Event organiser responsibilities

If an event is proposed on or adjacent to a road, the appropriate road authority shall be notified. Roads under control of the Department require a permit to be obtained from the Traffic Management Centre. Permits shall be obtained via the following link www.roadworks.sa.gov.au.

The event organiser shall be responsible for arranging and meeting the costs of preparing and implementing event management plans for all events.

The Austroads *Guide to Temporary Traffic Management Part 10: Supporting Guidance (2019)* section 4 provides guidance on the management of traffic for events.

Event organisers will be responsible for the safety of the event participants at all times. Neither the Minister, nor the Department will accept any liability for any personal injury, loss or damage that may occur to participants or other third parties or their property as a result of the staging of the event.

The event organiser shall deal with any public liability claims made in respect to the traffic management arrangements for an event.

Event organisers shall keep a copy of the event management plan and, in particular, a record of all traffic control device placements and any changes to these during the event. Such record keeping should generally be in accordance with *SA Standard for Workzone Traffic Management* (www.dit.sa.gov.au/?a=316525). It may become necessary to produce these records as evidence at legal proceedings at a future time.

4. Legal framework

4.1 Relevant authority

The event organiser must contact the relevant authority responsible for declaring the event and/or authorising traffic management in accordance with Table 1.

Table 1 Responsibility for declaring events and authorising traffic management

Responsibility for Road:	Authority to declare the event and/or authorise traffic management:
If any part of the event will be held on a road under the care, control and management of the Commissioner of Highways	SAPOL
If any part of the event will be held on a road(s) within your Council area and your Council has care, control and management of the road(s)	Council (excludes authorisation of speed limits)
If the event will be held on road(s) across two or more Council areas, but not under the care, control and management of the Commissioner of Highways	To SAPOL for coordination and to minimise costs.
If the event will be held on roads which are within your Council area and some of these roads are under the care, control and management of the Commissioner of Highways	To SAPOL for coordination.
If the event will be held on roads or road-related areas which are not under the care, control and management of a Council or the Commissioner of Highways	SAPOL

4.2 Event legislation

The following legislative powers are relevant to events and any associated traffic management. Instruments of approval and delegation referred to below are available via the following link <https://www.dit.sa.gov.au/standards/tass>

Section 33 of the Road Traffic Act

- Section 33 of the Act allows the Minister to declare an Event. SAPOL and Councils have delegated powers to declare an event via the Minister's Instrument of Approval and Delegation.
- A declaration allows for a road (or part of a road) to be closed and for event participants to be exempted from a variety of traffic law provisions. These exemptions are listed in the relevant Instrument of Approval and Delegation.
- The declaration shall be advertised/communicated in accordance with Section 33 of the Act and Regulations 6, 7 and 8 of the Road Traffic (Miscellaneous) Regulation ('the Regulations').

Section 17 of the Road Traffic Act

- SAPOL and Councils have delegated powers to install, maintain, alter, operate, or remove traffic control devices via the Minister's Instruments of general approval and delegation.

NOTE: Speed limit signs cannot be installed under the conditions of Clause E of the Minister's Instrument to Council and must be referred to SAPOL.

- The general approval to SAPOL provides for traffic management arrangements to be authorised when a Section 33 declaration is not required.

4.3 Traffic control devices

The signs typically used at event sites to warn, guide and regulate road users are illustrated in table 2 of this guideline. These signs are detailed on the Department's Standard Sign Index (<http://www.dteiapps.com.au/signindx/>). Signs which are not detailed on the Standard Sign Index shall not be used unless specific approval is obtained from the Department's Manager, Traffic Services. Signs should generally be used in accordance with the *SA Standard for Workzone Traffic Management* (www.dit.sa.gov.au/?a=316525).

All traffic control devices shall be installed in accordance with the event management plan. For traffic control devices on Council roads, this plan must be prepared by a person who in the opinion of the Council, has an appropriate level of knowledge and experience in the preparation of traffic management plans.

The following activities shall only be undertaken by a person who is accredited in a DIT endorsed workzone traffic management training course:

- installing or removing a traffic control device on or adjacent any Departmental road.

- installing or removing a R4-1 speed restriction sign on any road within South Australia.
- displaying a stop/slow bat on any road in South Australia.

NOTE: The Commissioner of Police also has powers to authorise event organisers and marshals to use traffic control devices such as stop/slow bats under clause A7 of the Minister's *Instrument of Delegation of Power to Declare Events; Close Roads and Grant Exemptions for Events on Roads*.

To ensure road closures are enforceable both the No Entry Sign (R2-4) must be in use in conjunction with the Road Closed Sign (T2-4).

4.4 Event speed limits

A temporary speed zone established for an event on or adjacent to a road shall only apply while the relevant conditions exist. It shall be removed as soon as practicable after the need for its imposition passes.

Temporary speed zones cannot be installed by Councils under the conditions of Clause E of the Minister's Instrument to Council. They shall only be installed by a person who is accredited in the DIT endorsed workzone traffic management training course.

Speed zones for traffic safety purposes should not be used where alternative means of traffic control would be adequate.

4.5 Advance warning notification signs

In addition to the above signs, temporary signs (refer TES13004 Department's Standard Sign Index (<http://www.dteiapps.com.au/signindx/>)) used for promoting an event can be installed two weeks prior to the event and must be removed within one week of the event completion, or as specified by the Department or the relevant authority.

On roads under control of the Department approval must be obtained before installation of these advanced notification signs via the permit system (refer to Section 3).


















5. Contact for further information














Advice in relation to specific events on roads under the control of the Department can be obtained from the

Traffic Management Centre
Telephone: 1800 018 313


























SAPOL
Senior Sergeant Chris Holland
Telephone: (08) 7322 4261

Table 2 - Format of Signs









Sign Number	Sign Name	Sign Size, mm	Figure
TM1-6A TM1-6B	DETOUR AHEAD (square) DETOUR AHEAD	600 X 600 1200 X 300	 
TM1-18A TM1-18B	PREPARE TO STOP (square) PREPARE TO STOP	600 X 600 1200 X 300	 
TM3-16-1A	X KM/H	600 X 600	
TM9-SA25A TM9-SA25B	ON SIDE ROAD (square) ON SIDE ROAD	600 X 600 1200 X 300	 
TM9-5B(L/R)	ON SIDE ROAD L/R	1200 X 300	 
TM9-SA28A TM9-SA28B	NEXT 1, 2, 5, 10km (square) NEXT 1, 2, 5, 10km	600 X 600 1200 X 300	 
TM1-32A	SIDE ROAD CLOSED	600 X 600	
TM1-34A	TRAFFIC CONTROLLER (symbolic)	600 X 600	
TM9-1A TM9-1B T1-SA67A T1-SA67B T1-SA67C T1-SA67D	EVENT AHEAD(square) EVENT AHEAD EVENT AHEAD EVENT AHEAD EVENT AHEAD EVENT AHEAD	600 X 600 1200 X 300 450 X 300 600 X 400 800 X 500 1200 X 750	 
T1-SA51	EVENT AHEAD [REDUCE SPEED]	1500 X 900	
TM9-SA109A	SPEED LIMIT CHANGED	600 X 600	

T1-SA106	EVENT AHEAD – SPEED LIMIT CHANGED	1200 x 900	
TM9-4C	EVENT ON SIDE ROAD	1200 X 600	
TM9-SA126A	EVENT PEDESTRIAN	600 X 600	
TM9-7A	EVENT BIKE	600 X 600	
TM9-8A	EVENT RUNNER	600 X 600	
TM9-6C	COMMUNITY EVENT AHEAD	1200 X 600	
TM8-15A	BIKE LANE CLOSED AHEAD	600 X 600	
TM8-16A	BIKE LANE CLOSED	600 X 600	
TM2-SA4A TM2-4B TM2-4C	ROAD CLOSED (square) ROAD CLOSED ROAD CLOSED (double plate)	600 X 600 1200 X 300 1200 X 600	
TM10 series	LANE STATUS	600 X 600	
TM10-17A	SINGLE LANE STATUS -Through Median	600 X 600	
RM2-14A(L) or (R)	ALL TRAFFIC TURN (L) or (R)	600 X 600	
TM2-23C	END DETOUR	1200 X 600	

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TM9-2A TM9-2B T2-SA104A T2-SA104B	END EVENT (square) END EVENT END EVENT END EVENT	600 X 600 1200 X 300 450 X 300 600 X 400	 
TM9-3A TM9-3B	EVENT IN PROGRESS (square) EVENT IN PROGRESS	600 X 600 1200 X 300	 
TM2-SA106-1A TM2-SA106-2C	END (square) END	600 X 600 1200 X 600	 
TM9-SA107A(L) TM9-SA107A(R)	EVENT TURN LEFT EVENT TURN RIGHT	600 X 600 600 X 600	 
TM9-SA108A	EVENT PARKING	600 X 600	
TM5-7A TM5-7B TM5-7C	DETOUR (square) DETOUR DETOUR (double plate)	600 X 600 1200 X 300 1200 X 600	  
TM8-2B(L) TM8-2B(R)	PEDESTRIANS (Left or Right)	1200 X 300	 
TM8-3A	USE OTHER FOOTPATH	600 X 600	
TM8-4A	FOOTPATH CLOSED	600 X 600	
RM2-4A	NO ENTRY	600 X 600	
RM2-6A(L) RM2-6A(R)	NO LEFT TURN NO RIGHT TURN	600 X 600 600 X 600	 
RM4-1A	SPEED SIGN	600 X 600	     

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GM9-SA9A GM9-SA9B	REDUCE SPEED (square) REDUCE SPEED	600 X 600 1200 X 300			
GM9-SA18	NO THROUGH ROAD	600 X 600			
GM9-40-2A	LOCAL TRAFFIC ONLY	600 X 600			
GM9-79D	SPEED LIMIT AHEAD	600 X 900			
GM9-90B	DO NOT OVERTAKE	1200 X 300	