



CITY OF VINCENT

**STREET ACTIVATION
POLICY NO. 3.10.3**

(Adopted at the Ordinary Meeting of Council held on 13 November 2018)

STREET ACTIVATION

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STREET ACTIVATION

OBJECTIVES

- To support the activation of local streets through activities that strengthen community participation and connection.
- To support festivals and events that activate main streets and Town Centres, and contribute to a culturally vibrant City.
- To ensure the safe management of activities and events taking place on the City's streets to minimise risks to public safety.

POLICY STATEMENT

Our streets are increasingly being utilised as locations for a wide range of activities and events, and the City of Vincent supports this activation of the public realm. This may include street parties and community gatherings on local streets where residents reclaim the streetscape as a place to socialise, connect and play. This may also include larger scale festivals and events within Town Centres and other key activity areas where streetscapes are activated. Other processions and public gatherings may also occur on streets from time to time.

While the City of Vincent will play a key role in facilitating street activation there are other agencies such as Main Roads Western Australia and Police that will determine specific regulatory requirements.

1. DEFINITIONS

“Event” For the purposes of this Policy, any organised activity that requires management of adverse impacts on road use and users (including pedestrians).

“Local Road” A road that is a managed asset of a local government authority and primarily used for access to abutting properties.

“Main Roads Controlled Road” Any main road or highway (also collectively known as state roads) as defined under the *Main Roads Act 1930*. These roads are provided and managed by the Commissioner of Main Roads.

“Open Streets” A City of Vincent initiative that enables the activation of local streets for events focussed on bringing local residents and neighbourhoods together.

“Order for a Road Closure” A necessary approval from WA Police, the local government authority and/or Main Roads Western Australia to enable the closure of a road. This includes a number of requirements including (but not limited to) confirmation that two-thirds of the occupiers affected are in favour of the proposed road closure.

“Road” Any thoroughfare, highway or road that the public is entitled to use and any

part thereof, and all bridges (including any bridge over or under which a road passes), viaducts, tunnels, culverts, grids, approaches and other things used in connection with the road.

“Traffic Control Diagrams” A range of City of Vincent traffic control diagrams including traffic management arrangements deemed suitable for local and neighbourhood level events.

“Traffic Controller” A person that has been trained and accredited to control the movement of traffic and other road users at an event.

“Traffic Management for Events Code of Practice” A Main Roads Western Australia code outlining the temporary traffic management requirements for events that impact on normal usage or operation of roads.

“Traffic Management Plan” A document prepared by a Main Roads Western Australia accredited traffic management company containing Traffic Control Diagrams and documentation of the project or event details in regard to traffic management at an event.

2. STREET ACTIVATION CATEGORIES

The extent of planning and range of requirements for street activation will vary depending on the scale of the activity:

2.1 Open Streets

2.1.1 Open Streets – Local

Small scale events held on local roads by residents and community groups such as street parties, neighbourhood gatherings and ‘play street’ type activities. Features of events in this category may include:

- Events that attract less than 500 persons
- Closure of a section of a local road that does not involve closure of any sections that include an intersection, traffic control signals or bus routes
- Events that are not open for attendance by the broader community but are focussed towards local residents from the immediate street, and generally through invitation only

Such events will require the following:

- Written consent obtained from at least two-thirds of the occupiers of land adjacent to the road subject to closure
- Order for a Road Closure approved by WA Police and City of Vincent
- Traffic Management Plan will generally not be required with City endorsed and implemented Traffic Control Diagrams (refer to Appendix B) deemed suitable
- Public Liability Insurance of not less than \$20 million

2.1.2 Open Streets – Neighbourhood

Medium scale events held on local roads by residents and community groups such as a Christmas Party or Neighbourhood Halloween Trick or Treat Event. Features of events in this category may include:

- Small to medium scale events that attract less than 1,500 persons
- Closure of a section of a local road that does not involve closure of any sections that include an intersection, traffic control signals or bus routes
- May involve closure of portions of a road that include an intersection, traffic control signals or bus routes
- Events that are open for attendance by the broader community but are focussed towards local residents from the surrounding neighbourhood

Such events will require the following:

- Written consent obtained from at least two-thirds of the occupiers of land adjacent to the road subject to closure
- Order for a Road Closure approved by WA Police and City of Vincent
- Traffic Management Plan will not be required where the event only requires closure of a local road and does not involve closure of any sections of an intersection, traffic control signals or bus routes. The City endorsed and implemented Traffic Control Diagrams (refer to Appendix B) are deemed suitable for such events.
- Traffic Management Plan prepared and implemented by suitability accredited company will be required where the event involves closure of any sections of an intersection, traffic control signals or bus routes
- Traffic Management Plan prepared and implemented by suitability accredited company, including the use of traffic controllers, will be required where the road closure involves vehicle access/egress during the event
- Applications affecting Main Roads controlled roads require approval from the Commissioner of Main Roads
- Public Liability Insurance of not less than \$20 million

2.2 Major Street Activation

Events in this category are generally large in scale with high attendances, require closure of key roads and/or may require multiple road closures such as street festivals, cycling races, and fun runs. Features of events in this category may include:

- Events that attract large public participation often within a Town Centre and likely impacts roads under control of both the City of Vincent and Main Roads Western Australia
- Closure of any portions of road that include an intersection, traffic control signals or bus routes
- Events that include the racing of motorised or non-motorised vehicles
- Events that are actively promoted and seek attendance by large numbers of people, including both City of Vincent residents and non-residents

Such events will require the following:

- Order for a Road Closure approved by WA Police as well as Main Roads Western Australia and/or the City of Vincent
- Applications affecting Main Roads controlled roads require approval from the Commissioner of Main Roads
- Traffic Management Plan prepared and implemented by suitability accredited company will be required for all events in this category
- Temporary Suspension of the Road Traffic Act/Regulations approved by WA Police as well as Main Roads Western Australia and/or the City of Vincent
- Event Application approved by the City of Vincent
- Public Liability Insurance of not less than \$20 million

2.3 Public Gatherings and Processions

Some events and activities do not require a full road closure but may involve a partial road closures, a police escort requirement, and adjustment or suspension of traffic regulations. This may include a public gathering of three or more persons, commemorative parade, religious procession, charity rides and on-road sporting events.

Such events will require the following:

- Permit to Hold a Public Meeting and/or Conduct A Procession approved by WA Police
- Temporary Suspension of the Road Traffic Act/Regulations approved by WA Police as well as Main Roads Western Australia and/or the City of Vincent
- Applications affecting Main Roads controlled roads require approval from the Commissioner of Main Roads
- Any road race meetings or speed tests that do not require road closure must be supported by an approval letter from WA Police
- Public Liability Insurance of not less than \$20 million

2.4 Other Events

For events that do not fit within any of the abovementioned categories please refer to the *Traffic Management for Events Code of Practice* prepared by Main Roads Western Australia.

3. STREET ACTIVATION SUPPORT & RESOURCES

The City of Vincent may support street activation through direct financial assistance, in-kind support, and other resources.

3.1 Community Funding

As per Council Policy No. 3.10.11 – Community Funding there is a range of grant opportunities to assist local community groups, organisations and individuals to deliver activities which increase social participation, promote social inclusion and

strengthen connections within our community. Financial assistance towards street activation may be provided through:

- Seeding Grants
- Community Support Grants
- Festival and Event Sponsorship
- Town Team Grants
- Donations

Any street activation seeking such funding support will be required to the relevant City of Vincent guidelines and criteria.

3.2 In-Kind Support

To facilitate street activations within the Open Streets – Local and Neighbourhood category the City of Vincent may provide organisers with a range of support and resources, including:

- Endorsed Traffic Control Diagrams (refer to Appendix B)
- Road closure equipment
- Emergency services notifications
- Event Invitation Templates
- Road Closure Neighbour Consent Forms
- Street Party Checklist
- Ranger support and parking control in the area
- Games and activities equipment

It should be noted that the provision of road closure equipment and Ranger support will remain subject to availability.

3.3 Public Liability Insurance

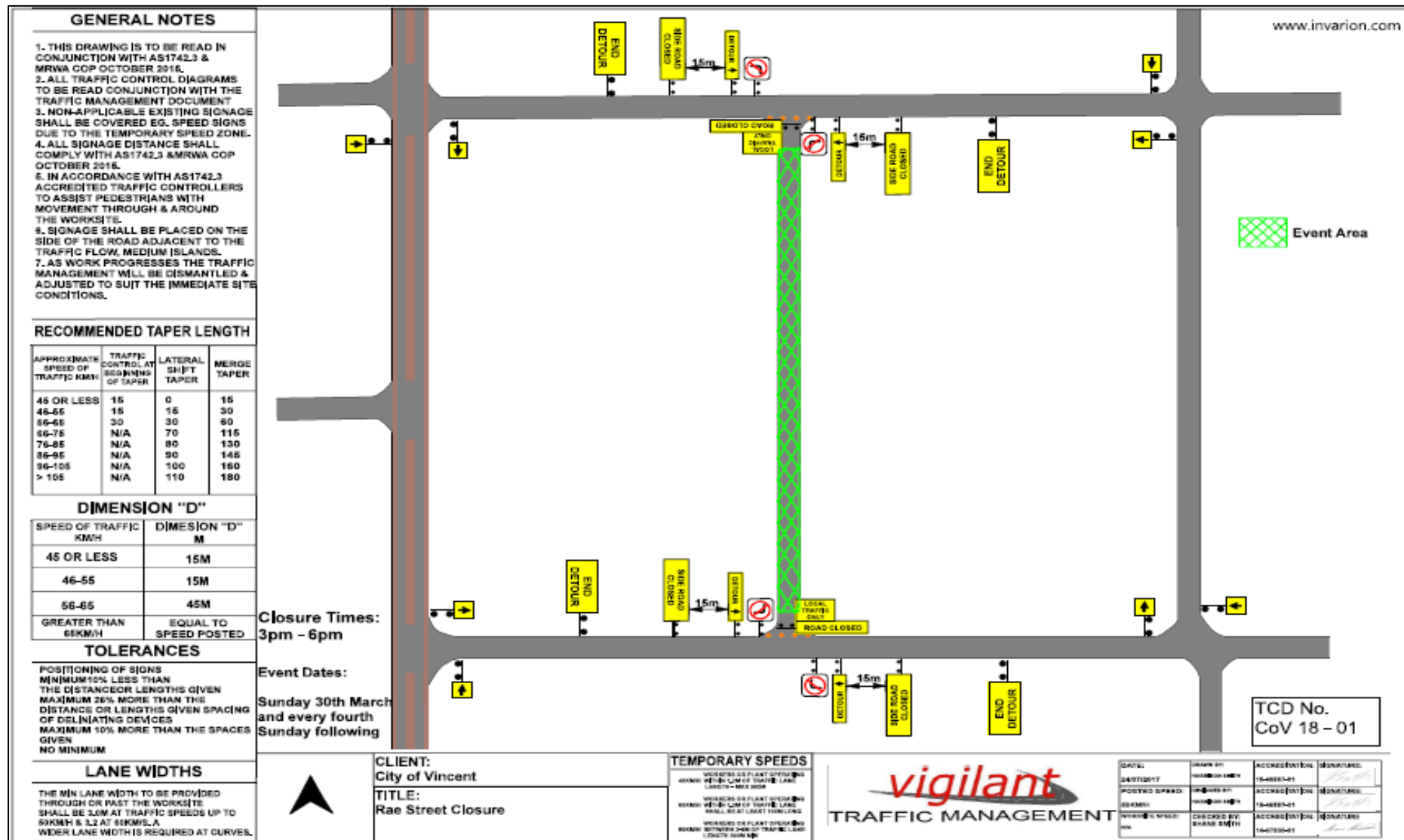
To facilitate street activations within the Open Streets – Local and Open Streets – Neighbourhood categories the City of Vincent provides unincorporated organisers with liability protection through Public Liability Insurance of up to \$20 million. Such coverage remains subject to the event organiser adhering to specific terms and conditions as determined by the City of Vincent. Incorporated organisers must provide evidence of Public Liability Insurance of up to \$20 million.

Date Adopted:	13 November 2018
Date Amended:	
Date Reviewed:	
Date of Next Review:	February 2023

Appendix A – Street Activation and Events Guide							
Category	Description	Road Closure Requirement	Attendance Numbers	Approval Requirements	Supporting Forms and Resources	Available Funding	Public Liability Insurance
Open Streets – Local	Small-scale events held on local roads by residents and community groups. Examples include street parties, neighbourhood gatherings and 'play street' type activities.	Closure of a short section of local road and that do not involve closure of any portions of road that include an intersection, traffic control signals or bus routes	Less than 500 persons	<ul style="list-style-type: none"> Order for a Road Closure (WA Police and City of Vincent approval) Written consent from at least two-thirds of the occupiers of land adjacent City of Vincent endorsed Traffic Control Diagrams Public liability insurance of not less than \$20 million 	Order for Road Closure Traffic Management for Events Code of Practice City of Vincent Traffic Control Diagrams City of Vincent Neighbourhood Events Kit	Community Support Grants Seeding Grants Donations	Provided by the City of Vincent (unincorporated organisers)
Open Streets – Neighbourhood	Medium scale events held on local roads by residents and community groups. Examples include a Christmas Party or Neighbourhood Halloween Trick or Treat Event	May simply involve closure of a short section of local road or may also involve closure of portions of a road that include an intersection, traffic control signals or bus routes	Less than 1,500 persons	<ul style="list-style-type: none"> Order for a Road Closure (WA Police and City of Vincent approval) Written consent from at least two-thirds of the occupiers of land adjacent City of Vincent endorsed Traffic Control Diagrams (short section of local road only) Traffic Management Plan prepared and implemented by suitably accredited company (where intersection, traffic control signals or bus routes are impacted) Public liability insurance of not less than \$20 million 	Order for Road Closure Traffic Management for Events Code of Practice City of Vincent Traffic Control Diagrams City of Vincent Neighbourhood Events Kit	Community Support Grants Seeding Grants Donations	Provided by the City of Vincent (unincorporated organisers)
Major Street Activation and Events	Events held on a combination of local and Main Roads controlled roads generally	Closure of any portion of a road including an intersection, traffic control signals or bus	500+ people and/or involving: <ul style="list-style-type: none"> the racing 	<ul style="list-style-type: none"> Order for a Road Closure (WA Police and City of Vincent approval) Applications affecting Main Roads 	Order for Road Closure Traffic Management for Events Code of	Festival and Event Sponsorship Community	Provided by the event organiser

Appendix A – Street Activation and Events Guide							
Category	Description	Road Closure Requirement	Attendance Numbers	Approval Requirements	Supporting Forms and Resources	Available Funding	Public Liability Insurance
	with large public participation. Examples include street festivals, cycling races, and fun runs.	routes	of motorised or non-motorised vehicles <ul style="list-style-type: none"> athletic event 	controlled roads require approval from the Commissioner of Main Roads <ul style="list-style-type: none"> Traffic Management Plan prepared and implemented by suitably accredited company A Traffic Management Plan will be required for all events in this category Where applicable, Temporary Suspension of the Road Traffic Act/ Regulations (approved by WA Police and City of Vincent) Event Application approved by the City of Vincent Public liability insurance of not less than \$20 million is required 	Practice Temporary Suspension of the Road Traffic Act/ Regulations City of Vincent Festival and Events Information Pack	Support Grants Seeding Grants Town Team Grants	
Public Gatherings and Processions	Various events that may require partial road closure or other traffic adjustments. Examples include a public gathering of three or more persons, commemorative parade, religious procession and on-road sporting event.	Partial road closure, police escort requirement, and adjustment or suspension of traffic regulations	Public gathering or procession of three or more people	<ul style="list-style-type: none"> Permit to Hold a Public Meeting and/or Conduct A Procession (WA Police approval) Where applicable, applications for Temporary Suspension of the Road Traffic Act/Regulations (WA Police and City of Vincent approval) Applications affecting Main Roads controlled roads require approval from the Commissioner of Main Roads All on road race meetings or speed tests that do not require a full road closure require a letter of approval from WA Police. Public liability insurance of no less than \$20 million is required. 	Order for Road Closure Traffic Management for Events Code of Practice Temporary Suspension of the Road Traffic Act/ Regulations City of Vincent Festival and Events Information Pack	Festival and Event Sponsorship Community Support Grants Seeding Grants Donations	Provided by the event organiser

Appendix B – Open Streets Traffic Control Diagrams



GENERAL NOTES

1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH AS1742.3 & MRWA COP OCTOBER 2015.
2. ALL TRAFFIC CONTROL DIAGRAMS TO BE READ CONJUNCTION WITH THE TRAFFIC MANAGEMENT DOCUMENT
3. NON-APPLICABLE EXISTING SIGNAGE SHALL BE COVERED EG. SPEED SIGNS DUE TO THE TEMPORARY SPEED ZONE.
4. ALL SIGNAGE DISTANCE SHALL COMPLY WITH AS1742.3 & MRWA COP OCTOBER 2015.
5. IN ACCORDANCE WITH AS1742.3 ACCREDITED TRAFFIC CONTROLLERS TO ASSIST PEDESTRIANS WITH MOVEMENT THROUGH & AROUND THE WORKSITE.
6. SIGNAGE SHALL BE PLACED ON THE SIDE OF THE ROAD ADJACENT TO THE TRAFFIC FLOW, MEDIUM ISLANDS.
7. AS WORK PROGRESSES THE TRAFFIC MANAGEMENT WILL BE DISMANTLED & ADJUSTED TO SUIT THE IMMEDIATE SITE CONDITIONS.



Event Area

RECOMMENDED TAPER LENGTH

APPROXIMATE SPEED OF TRAFFIC KM/H	TRAFFIC CONTROL AT BEGINNING OF TAPER	LATERAL SHIFT TAPER	MERGE TAPER
45 OR LESS	15	0	15
46-55	15	15	30
56-65	30	30	60
66-75	N/A	70	115
76-85	N/A	80	130
86-95	N/A	90	145
96-105	N/A	100	160
> 105	N/A	110	180

DIMENSION "D"

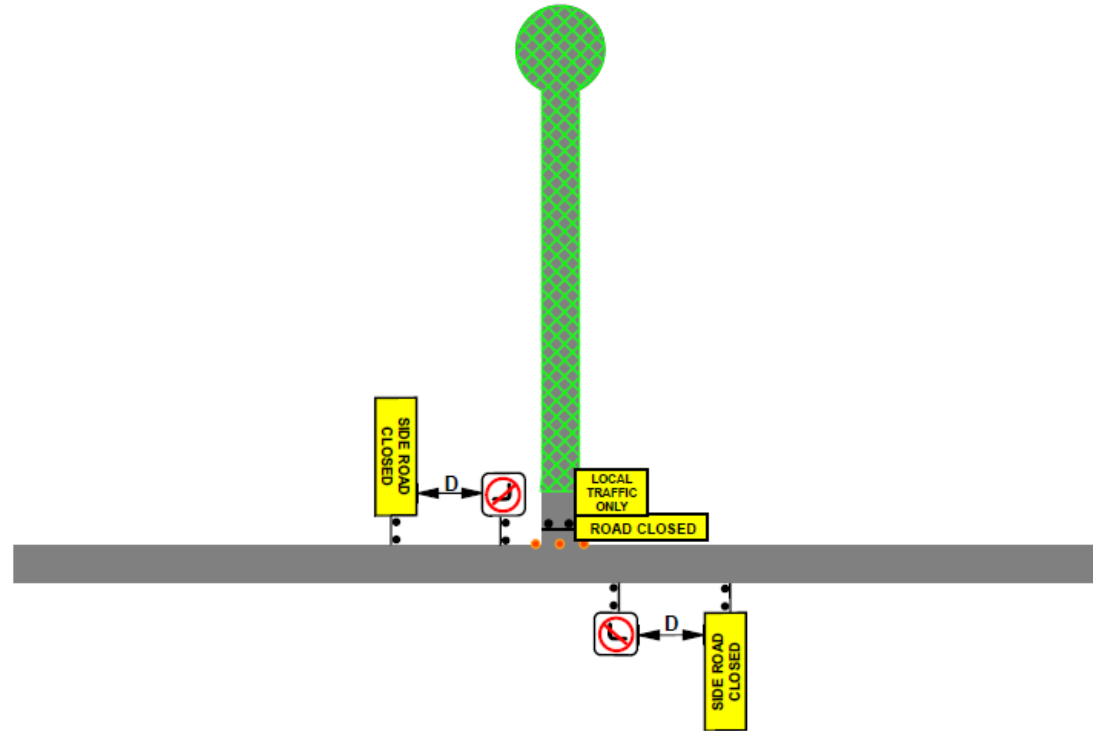
SPEED OF TRAFFIC KM/H	DIMENSION "D" M
45 OR LESS	15M
46-55	15M
56-65	45M
GREATER THAN 65KM/H	EQUAL TO SPEED POSTED

TOLERANCES

POSITIONING OF SIGNS
 MINIMUM 10% LESS THAN THE DISTANCE OR LENGTHS GIVEN
 MAXIMUM 25% MORE THAN THE DISTANCE OR LENGTHS GIVEN
 SPACING OF DELINEATING DEVICES
 MAXIMUM 10% MORE THAN THE SPACES GIVEN
 NO MINIMUM

LANE WIDTHS

THE MIN LANE WIDTH TO BE PROVIDED THROUGH OR PAST THE WORKSITE SHALL BE 3.0M AT TRAFFIC SPEEDS UP TO 50KM/H & 3.2 AT 60KM/H. A WIDER LANE WIDTH IS REQUIRED AT CURVES.



CLIENT:

TITLE:
 General Road Closure Layout - Cul De Sac

TEMPORARY SPEEDS

WORKERS OR PLANT OPERATING
 40KM/H WITHIN 1.5M OF TRAFFIC LANE
 LENGTH - MAX 50M
 WORKERS OR PLANT OPERATING
 60KM/H WITHIN 1.5M OF TRAFFIC LANE
 SHALL BE AT LEAST 50M LONG
 WORKERS OR PLANT OPERATING
 60KM/H BETWEEN 1.5M OF TRAFFIC LANE
 LENGTH 200M MIN



DATE:	DRAWN BY: HARRISON SMITH	ACCREDITATION: 15-40567-01	SIGNATURE: <i>[Signature]</i>
POSTED SPEED:	DESIGNED BY: HARRISON SMITH	ACCREDITATION: 15-40567-01	SIGNATURE: <i>[Signature]</i>
	CHECKED BY: SHANE SMITH	ACCREDITATION: 14-07930-01	SIGNATURE: <i>[Signature]</i>

GENERAL NOTES

1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH AS1742.3 & MRWA COP OCTOBER 2015.
2. ALL TRAFFIC CONTROL DIAGRAMS TO BE READ CONJUNCTION WITH THE TRAFFIC MANAGEMENT DOCUMENT
3. NON-APPLICABLE EXISTING SIGNAGE SHALL BE COVERED EG. SPEED SIGNS DUE TO THE TEMPORARY SPEED ZONE.
4. ALL SIGNAGE DISTANCE SHALL COMPLY WITH AS1742.3 & MRWA COP OCTOBER 2015.
5. IN ACCORDANCE WITH AS1742.3 ACCREDITED TRAFFIC CONTROLLERS TO ASSIST PEDESTRIANS WITH MOVEMENT THROUGH & AROUND THE WORKSITE.
6. SIGNAGE SHALL BE PLACED ON THE SIDE OF THE ROAD ADJACENT TO THE TRAFFIC FLOW, MEDIUM ISLANDS.
7. AS WORK PROGRESSES THE TRAFFIC MANAGEMENT WILL BE DISMANTLED & ADJUSTED TO SUIT THE IMMEDIATE SITE CONDITIONS.



RECOMMENDED TAPER LENGTH

APPROXIMATE SPEED OF TRAFFIC KM/H	TRAFFIC CONTROL AT BEGINNING OF TAPER	LATERAL SHIFT TAPER	MERGE TAPER
45 OR LESS	15	0	15
46-55	15	15	30
56-65	30	30	60
66-75	N/A	70	115
76-85	N/A	80	130
86-95	N/A	90	145
96-105	N/A	100	160
> 105	N/A	110	180

DIMENSION "D"

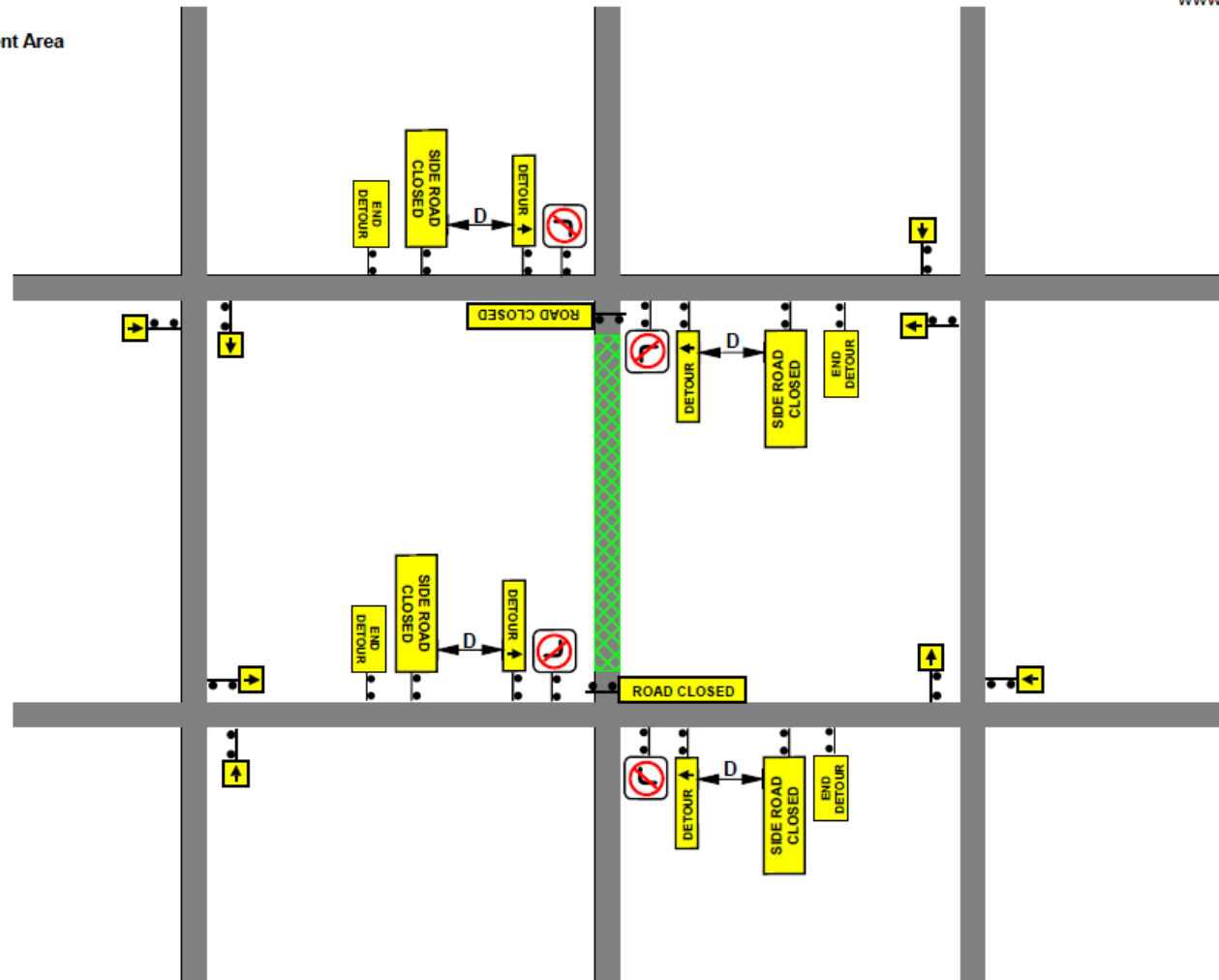
SPEED OF TRAFFIC KM/H	DIMENSION "D" M
45 OR LESS	15M
46-55	15M
56-65	45M
GREATER THAN 65KM/H	EQUAL TO SPEED POSTED

TOLERANCES

POSITIONING OF SIGNS
 MINIMUM 10% LESS THAN THE DISTANCE OR LENGTHS GIVEN
 MAXIMUM 25% MORE THAN THE DISTANCE OR LENGTHS GIVEN
 SPACING OF DELINEATING DEVICES
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LANE WIDTHS

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CLIENT:

TITLE:
 General Road Closure Layout - Block Closure with Detour

TEMPORARY SPEEDS

WORKERS OR PLANT OPERATING 40KM/H WITHIN 1.2M OF TRAFFIC LANE LENGTH - MAX 500M
 WORKERS OR PLANT OPERATING 60KM/H WITHIN 1.2M OF TRAFFIC LANE SHALL BE AT LEAST 150M LONG
 WORKERS OR PLANT OPERATING 80KM/H BETWEEN 1.4M OF TRAFFIC LANE LENGTH 300M MIN



DATE:	DRAWN BY:	ACCREDITATION:	SIGNATURE:
21/06/2018	HARRISON SMITH	15-40567-01	<i>[Signature]</i>
POSTED SPEED:	DESIGNED BY:	ACCREDITATION:	SIGNATURE:
	HARRISON SMITH	15-40567-01	<i>[Signature]</i>
WORKSITE SPEED:	CHECKED BY:	ACCREDITATION:	SIGNATURE:
	SHANE SMITH	14-07930-01	<i>[Signature]</i>