

## APPLICATION FOR MOTOR SPORT EVENT - (PART A)

Event name:	Organisation:
Event date(s):	Event location:
Applicant name:	Phone number:
Email:	Fax:
Postal address:	Postcode:
CAMS Event Organising Permit Number:	Insurance policy number:

### CRITICAL CHECKLIST

1. I have read Council's Events Alexandrina Festivals and Events A – Z Information Kit - ☐
2. I have read the Temporary Road Closure Policy - ☐
3. I am aware of the fees for a temporary road closure application - ☐
4. APPLICATION FOR MOTORSPORT EVENT (PART A) and MOTOR SPORT EVENT CRITERIA (PART B) submitted four (4) months prior to event - ☐
5. **Public liability insurance attached** (please provide copy of certificate of currency) - ☐
6. **Plan of the event area showing all associated infrastructure is attached** - ☐
7. **Traffic Management Plan attached** - ☐
8. **Public consultation attached** (evidence of support has been collated from landowners and business operators adjacent to the subject road closures and also from emergency services and SA Police) - ☐
9. **Risk management plan attached** - ☐
10. **If approved, I will notify affected residents and businesses two weeks prior to the event** - ☐

(Above check boxes must be completed at the time of submission or application is considered void)

### PUBLIC CONSULTATION BRIEF

Please provide brief details 'in summary' of public consultation which has been conducted, in particular any communication that has occurred with residents or businesses that will be directly affected by temporary road closures. Please provide the details of the nominated person that has been responsible for this consultation. Attach additional items if required.

---



---



---



---



---



---

## ROAD CLOSURE PROPOSAL

Please details of the temporary road closures.

Date	Road	Suburb	From	To	From / To / Total (time)		

## TRAFFIC MARSHALS

Provide details of those persons involved with monitoring Traffic Control Devices.

Name	Position / Role

## CERTIFIED PERSON TO INSTALL / REMOVE TRAFFIC CONTROL DEVICES

Provide details of the responsible person carrying a current Work Zone Traffic Managing Certificate, in accordance with the Australian Standard AS 1906.4 and AS 1742 Part 3.

Name: \_\_\_\_\_ Licence No: \_\_\_\_\_

Organisation: \_\_\_\_\_

## EVENT ORGANISERS

Provide the names of the officials involved with overseeing the event.

Name	Position / Role

## ALTERNATIVE ROUTES

Provide details of traffic detours that will be implemented to ensure that inconvenience to local residents is kept to a minimum. A separate plan may be attached to visually depict this.

---

---

---

---

---

## ACCESS FOR EMERGENCY SERVICES

Provide details about access points and arrangements for emergency services vehicles. A separate plan may be attached to visually depict this.

---

---

---

---

---

## EMERGENCY RESPONSE PROCEDURE

Provide details of the steps taken in the event of a vehicle accident associated with this event. Provide supporting documentation if required to fully answer this section.

---

---

---

---

---

## PRE EVENT ACTIVITIES

Provide in detail the steps that will be taken to prevent competitors practicing on roads prior to the event. Provide supporting documentation if required to fully answer this section.

---

---

---

---

---

## RESIDENT ACCESS

Provide details on how residents will gain property access during the road closures. Provide supporting documentation if required to fully answer this section.

---

---

---

---

---

## TRESPASSING

Provide details on how spectators will be managed and restricted from gaining access to vantage points on private property. Provide supporting documentation if required to fully answer this section.

---

---

---

---

---

## DRIVEWAYS

Indicate how access to private driveways will be secured and managed during the event. Provide supporting documentation if required to fully answer this section.

---

---

---

---

---

## POST EVENT CLEAN UP

Provide details of the arrangements for cleaning up the road and verges following the event. All event areas are expected to be returned to the condition prior to the event. An appointment with a Council delegated officer must be arranged to undertake a site inspection prior to the event *and* following the event. Provide supporting documentation if required to fully answer this section.

---

---

---

---



## PROPERTY DAMAGE

Outline the steps that will be taken to resolve any matter associated with property damage including expected timeframes.  
Provide supporting documentation if required to fully answer this section.

---

---

---

---

---

---

---

---

---

---

---

## **MOTOR SPORT EVENTS CRITERIA – PART B**

**Applicants must address the following criteria and provide their proposal on a separate document. This document (Part B) is to be submitted with the application form (Part A).**

Given the impact on the wear and tear of local roads, potential for environmental harm, inconvenience to neighbouring property owners and potential public safety risks, Council will consider the merit of each application with consideration to specific criteria.

Outline and provide evidence on the following criteria:

- CAMS Event Organising Permit number;
- the proponent's community engagement plan;
- the proponent's risk management plan;
- general community support for the proposal;
- the attitudes of all property owners affected by the proposal;
- how proposed road closures are proposed to be kept to a minimum in order to reduce disruption to residents;
- economic benefit of the proposal to Council's area and the economy of the State;
- traffic management arrangements that will be adopted if the proposal is approved;
- consideration that has been given by the proponent to minimise the impact of the proposal on local, business and tourist traffic and considerations of alternative routes;
- the proponents experience in delivering similar events;
- arrangements that will be in place to make good any damage to Council or private infrastructure and to clean-up the route at the conclusion of the event;
- the environmental impact of the proposal and measures proposed to be taken to minimise the impact on the environment;
- arrangements that are in place with Police and Emergency Services;
- measures to be taken by the proponent to protect public safety and public property;
- measures to be taken by the proponent to prevent damage to Council's infrastructure;

- how the event supports the community and what charitable benefits are associated with the event; and
- compelling positive aspects associated with the event.

---

## FEES AND CHARGES

- Details on Alexandrina Council
- Subject to change after 30/6/2016

---

I have completed this document correctly and to the best of my knowledge. Applicants are to hold the necessary public liability, products liability and professional liability insurance. Council will not accept the 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. By signing this document, I agree to indemnify Alexandrina Council for all claims for damages or injury that my result of the activity, event or occupation of the road or public reserve during the course of the event (detailed above).

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_