

Applicants must provide the following information:

- 1 Name and contact details of applicant and event organiser.
- 2 Date, start and finish times and purpose of requested road closure.
- 3 Parts of road(s) requested to be temporarily closed (attach map).
- 4 A Traffic Management Plan (TMP) developed by a qualified professional (see over).
- 5 Event organisers must take out public liability insurance for all events that take place on roads.
- 6 If any businesses are affected, Council will require the applicant to produce written proof of their consent and approval.

On receipt of application Council will:

- 1 Advertise the Temporary Road Closure in a locally published paper.
- 2 The applicant will be notified if any objections are received and will assist or appoint a mediator to reach a solution agreeable to all parties.
- 3 If no objections are received, the Chief Executive will make a decision under the delegation from Council on the Temporary Road Closure approval.
- 4 If approval is granted, Council will then notify emergency services and road users who may be affected.
- 5 The Temporary Road Closure Approval will be sent to the applicant.

Traffic Management

Council will take traffic management seriously. If you do not have an approved TMP, your event will not proceed. If the right signage or trained marshalls are not provided, the event will be shut down. Traffic management must be implemented by trained people under the control of a qualified Site Traffic Management Supervisor (STMS).

A Guide to

Temporary Road Closures (for events)



Ruapehu District Council
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Important: Timeline

Allow eight weeks for the event to be assessed and, in the case of a large event, application for Temporary Road Closure **MUST** be advertised at least six weeks prior to the event. Objections close four prior to the event.

Note: In **SPECIAL** cases, Council can approve road closures in certain circumstances. These will be deemed **EXTRAORDINARY**.

Planning an Event that Requires a Temporary Road Closure

Ruapehu District Council is responsible for the safe and efficient operation of all roads in the District that are not State Highways.

Council aims to encourage and accommodate community events. Our main concern when approving events is the safety of all road users, including the event participants and organisers.

Organisers planning an event on the road should contact the nearest Council office.

Organisers must obtain the approval of Ruapehu District Council or NZ Transport Agency (NZTA).

What events are included?

Any event that will change the normal use of the road, eg, sporting fixtures, concerts, street parades, races, fun runs, car rallies, etc).

