

Avoid delays to trams and buses when working in road reserves

Why is it important to avoid delays to trams and buses?

Avoiding delays to trams and buses when undertaking works in the road reserve is important because:

- thousands of Melbournians and Victorians rely on trams and buses for their journeys to and from work, school and other activities every day
- trams and buses share the roads with other road users. Any disruptions which impact the efficiency of the road networks will delay trams and buses and affect many passengers
- delays to trams or buses may cause passengers to miss connections between modes, such as a connecting train
- a safe, reliable and punctual public transport system will encourage more people to use public transport and help reduce traffic congestion

Undertaking works in a road reserve

The *Road Management Act 2004* requires any person proposing to conduct works in the road reserve to obtain prior consent in writing from the Coordinating Road Authority (CRA), unless an exemption applies. As a general rule, VicRoads is the CRA for freeways and arterial roads, and the local Municipal Council is the CRA for municipal roads.

Further detail can be found in the document entitled *A Guide to Working in the Road Reserve* as provided on the VicRoads website.

How to avoid delays to trams and buses?

Any person proposing to undertake work on a road must consider the effects of the work on tram and bus services and infrastructure.

It is the responsibility of that person (i.e. the works manager) to develop and implement worksite traffic management measures to avoid delays to tram and bus services and provide safe access to tram and bus stops.

When planning for the works, including preparing a Traffic Management Plan, the works manager should:

- understand which tram and bus routes are affected and how many services operate on these routes. Routes are shown in the Melway street directory
- consider any impact of delays, including delays caused by traffic queues at and beyond the work site, to tram and bus services and safe access to tram and bus stops
- identify risk mitigation measures for any delays to tram or bus services and safe access to tram and bus stops.
- consider turning radius of buses if works restrict access to turning lanes
- take all reasonably practicable steps to eliminate or reduce disruption to tram and bus services and access to tram and bus stops
- consult with affected tram and bus operators and Public Transport Victoria early in the planning stage regarding any proposed changes to tram or bus infrastructure or services, or access to a tram or bus stop. Operators know their customer's needs and are often able to suggest solutions and alternatives
- contact VicRoads (for freeways and arterial roads) or the local Council (for municipal roads) to discuss how to manage traffic through or around a worksite to minimise impacts on public transport and other road users
- consider appropriate detour roads which are suitable for large vehicles



Notification of works affecting tram or bus services or access to stops

Works managers must notify affected public transport operators and Public Transport Victoria as early as practicable during the planning stage of the works if tram or bus services or access to stops are affected by the proposed works.

Early notification will assist tram and bus operators to meet their obligations to provide a safe, reliable and timely service.

Further information can be found in the *Code of Practice for the Management of Infrastructure in Road Reserves*. The Code is available at VicRoads website: vicroads.vic.gov.au



Restricting safe passenger access to and from trams should be avoided

Notification of events affecting tram or bus services or access to stops

The organiser of an event is required to notify Public Transport Victoria if a regular public transport service is affected by the event or require diversion, replacement, supplementation or cancellation.

The requirement for notification covers all types and sizes of events if they are likely to affect public transport services. This includes sporting events, community events, rallies, marches, festivals, film shoots and major events.

An information kit and event notification form is available at Public Transport Victoria website: corp.ptv.vic.gov.au/contact-us/notification-of-events-affecting-public-transport

Useful contact details

Yarra Trams

Further information and requirements on working at or near tram infrastructure (including tram traction electrical assets, overhead tram wires, tram poles and tram tracks) can be found on the Yarra Trams website at: yarratrams.com.au [search - working around Yarra Trams infrastructure].

Bus Operators

Contact details for metropolitan and regional bus operators can be found on the Public Transport Victoria website at: ptv.vic.gov.au/using-public-transport/useful-contacts/bus-operators

Public Transport Victoria

Web ptv.vic.gov.au
Phone **1800 800 007**

VicRoads

Further information on working in the road reserve, including consent and notification requirements, can be found on the VicRoads website at: vicroads.vic.gov.au [search - working within the road reserve] or by contacting the VicRoads regional office or telephone: **13 11 71**.

Additional information

This fact sheet and the following publications can be downloaded from the VicRoads website at: vicroads.vic.gov.au

- *A Guide to Working in the Road Reserve*
- *Code of Practice for Management of Infrastructure in Road Reserves*
- *Code of Practice for Worksite Safety - Traffic Management*

For further information about working in a road reserve, please phone 13 11 71 or visit: vicroads.vic.gov.au/roadreserve