## Amendment Register

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1 Introduction
The Technical Note is designed to provide guidance for those situations where a temporary access cover is required to provide a temporary safe crossing of an excavation or work on Council property. These requirements apply for temporary covers on all Council controlled footways, verges, pedestrian paths, cycle facilities and roadways.

2 Related documents
Technical Note to read in conjunction with the following Brisbane City Council documents and requirements;

2.1 Standards and specifications
Australian Standards
- AS 3996: Access Covers and Grates
- AS/NZS 4586: Slip Resistance Classification of New Pedestrian Surface Materials
- AS/NZS 4663: Slip Resistance Measurement of Existing Pedestrian Surfaces

Brisbane City Council Standards
- Brisbane City Council Subdivision and Development Guidelines;
- Brisbane City Council Reference Specifications for Civil Engineering Works;
- Brisbane City Council Standard Drawings;
- Brisbane City Council Centres Detailed Design Manual.

2.2 Permits and licences
- Brisbane City Council Fact Sheet: Excavating Council property;
- Brisbane City Council Fact Sheet: Constructing or repairing a footpath;
- Brisbane City Council Fact Sheet: Temporary use of a Council footway;
- Brisbane City Council Fact Sheet: Crossing over a Council kerb and channel;
- Brisbane City Council Application/Notice to Work on Council Property;
- Brisbane City Council Temporary Lane/Road Closure Assessment Application;
- Brisbane City Council Application for Permit to Occupy Road (Work Zone).
Brisbane City Council Permits and Licences for work on roads and footways are available from the Brisbane City Council website (www.brisbane.qld.gov.au) under the ‘Business’, ‘Permits and licences’, ‘Roads and footpaths’ page.

2.3 Other provider requirements
Safety around and near trenching and excavations undertaken for other service providers on Council property shall confirm to the requirements in this Technical Note and the specific requirements of the relevant service provider, particularly in relation to cover and clearance from their assets.

3 Council requirements
It is Council’s preference to have any excavation backfilled and the surface restored to an intended use condition as soon as practicable. The permanent surface is to be restored as soon as possible after this time.

Council recognises that this may not always be possible to backfill an excavation during non-working time due to the nature or scope of the work being undertaken and requires the following conditions be met for any temporary access covers over excavations on Council property or controlled assets.

3.1 Footpaths/footways/road verges/bicycle paths and facilities
- Temporary covers to be load rated to Class ‘D’ to AS3996;
- Temporary cover to be placed so as to minimise the possibility of a trip or other hazard to pedestrians or cyclists;
Temporary cover to be securely fastened to surrounding area/surface with the use of bolts, pins or other secure method depending on the surrounding surface (e.g. hard surface or grassed/turfed area);

Temporary cover to be covered in carpet or other slip and skid resistant material (minimum slip value of 45BPN and minimum skid value of 55BPN). This material is to be securely fastened to the temporary cover;

Edges of covering material to be taped or secured to the temporary cover so as not to present a trip or other hazard;

Temporary cover, including edges, to be securely marked and identified;

Where the temporary cover is intended for pedestrian access/use only, access to cover is to be controlled or barricaded to prevent vehicular traffic accessing or traversing the cover;

Any temporary cover or barricade is not to impede or prevent access to any property;

Placement and agreement to the use of temporary access covers on the Queen Street, Brunswick Street and Chinatown Malls to be negotiated on a case-by-case basis.

3.2 Roadways

Temporary covers to be load rated as Class ‘D’ to AS3996;

Temporary cover to be securely fastened to surrounding area/surface with the use of bolts, pins or other secure method depending on the surrounding surface;

Temporary cover to be covered in skid resistant material (minimum skid value of 55BPN). Material to be slip resistant (minimum slip value of 45BPN) if used in areas accessed by pedestrians (e.g. pedestrian crossings). Material is to be securely fastened to the temporary cover.

3.3 General Requirements

Installers and operators of temporary covers shall comply with the requirements of the Queensland Workplace Health and Safety Act, to ensure that all employers and their workers on the work site discharge the Workplace Health and Safety obligations;

Temporary covers required for vehicular, cycle and pedestrian management shall remain in place and be regularly inspected and maintained for duration of the work and until such time as work is completed and the excavation can be backfilled and the surface restored to the final permanent solution;

The installer and/or operator of any temporary covers shall immediately rectify any situation or defect to the temporary cover which presents a potential hazard;

Any damage to Council assets, including but not limited to; kerb and channel, street trees, road pavement, footpath, cycle path, traffic signs, pavement marking and traffic signals; shall be repaired to Council's satisfaction before or at the completion of the works. Where damage may exist prior to the work commencing, this is to documented and photographic evidence supplied upon completion of the work;

The original or final surface is to be restored within seven (7) days after completion of the work to Council Standards and satisfaction. Failure to restore the surface by this time may results in Council completing the works and recovering costs from the installer or operator. A minimum six month maintenance period shall apply to the restoration and start from the date when Council is satisfied with the completion of the work.

4 Assistance and comments

If any assistance is required with the scope of this Technical Note, contact the Road Network Infrastructure Team, Strategic Asset Management, City Assets Branch, Brisbane Infrastructure.