

Application to erect hoarding or occupy a work zone

(Under Section 138 of the Roads Act 1993)

About this form

Use of footpath and / or public car parking spaces

Occupying space on a public road or footpath requires the approval of Council. This application is required to gain approval to erect hoarding on or above a public footpath; to occupy parking space/s in areas where there is high demand for parking; or to occupy a work zone in an area of high pedestrian traffic.

Applicant details

Applicant(s) name / company

Postal address

Suburb

Postcode

Phone

Mobile

Email

Work location details

Lot number

Deposited/Strata Plan number

House number

Address

Details of work

Start date

End date

Number of car park spaces required

Number of days car park spaces are required

Number of days occupying footpath

Hoarding Type A - ground level protective barriers m²

Hoarding Type B - overhead protective structures m²

Public liability policy details (insurer and number, expiry date and amount)

A current copy of the certificate of currency of the contractors public liability insurance policy must be attached to this application (minimum \$20 million).

The applicant must provide a site plan showing the location of the construction site, adjacent street, existing kerbside parking restriction sign posting, driveways and the preferred location of the Work Zone. A Traffic Control Plan (TCP) developed by an RMS accredited person must be submitted with this application where traffic control is required.

Office use only

Application number

Total fees paid

Receipt No

Date

Note: Any damage caused to public infrastructure (roads, footpaths, water mains and services, sewer mains and connections, storm water, power and telephone services etc) during the activity shall be repaired to the satisfaction of Council's Engineering Inspector. Council must be notified in writing, prior to commencement of the activity, of any existing damage to roads, stormwater drainage, kerb and gutter or footpaths. Absence of notification signified that no damage exists, and the applicant is, therefore, liable for the cost of reinstatement of any damage found at the completion of the works.

Conditions

Acceptance

Council's acceptance of the application does not imply that consent will necessarily be granted in respect of the activity. Consent may not be issued if insufficient information or details are provided as relevant to the type and scale of activity or for any reason.

Responsibility

The requestor is, by way of signature to the request, responsible for compliance with all of the agreements, declarations and consent conditions and is likewise responsible for compliance in respect of all agents, sub-contractors and anyone else carrying out part or all of the activity authorised under the consent as if they were the requestor.

The requestor must not request consent for an activity which is known to be contrary to a consent, requirement or condition applied under any other authority or jurisdiction. A consent issued under these circumstances will become null and void.

Consent

Consent for the activity is granted following payment of all required fees/bond and issue of an approval letter by Council's Authorising Officer. A copy of the Council endorsed approval letter in respect of the consent must be held on-site and be available for inspection whilst the activity is being carried out.

Validity

Consent is valid for the dates and times nominated on the Application and for any amended dates and times authorised by Council following requisite advance notification to Council.

I agree to satisfy all the criteria listed in the following points:

- All obligations under the Work Health and Safety Act 2011 & the Work Health & Safety Regulation 2011 for all aspects of the activity.
- Comply with all conditions and requirements of Work Cover NSW and to locate all relevant services via good industry practice prior to starting the activity.
- Employ adequate site, traffic and pedestrian control/protection measures at all stages of the activity in accordance with the RMS's Traffic Control at Work Sites Manual and Australian Standard AS1742.3.
- Comply with all other environmental and other legislation, Council policies and any other Regulation applicable to the activity.
- Restore the areas affected by the activity to pre-activity condition (or better than pre-activity condition if required to satisfy the relevant Australian Standards for each type of infrastructure involved).
- Pay additional restoration charges if Council's Works Engineer determines that additional costs to repair any damage is required.
- Comply with all requirements and conditions contained within the references and conditions as set out within the request (both sides of the form) for consent to carry out the activity.
- To effect all notifications and secure all other consents necessary to carry out the activity.
- Type A Hoarding refers to protective fencing and shall be certified by a Structural Engineer that it is adequate for the purpose for which it is constructed.
- Type B Hoarding refers to overhead protective structures and shall be certified by a Structural Engineer that it is constructed in accordance with the WorkCover Authority Code of Practice.

Declaration

Applicant's declaration

I declare that I will conform with all the requirements of this agreement; that I carry current Public Liability Insurance to the value of \$20 million and will arrange endorsement on the Policy indemnifying MidCoast Council in the event of any injury to any person or property consequential to the carrying out of the activity on the road; that I carry all the relevant credentials required to carry out the specified activity and all parts thereof and accept the role of principal contractor in the effect of the activity.

Name Signature Date

How to lodge this form

Completed form can be:

- lodged electronically using the "Submit" button with attached supporting documents. Payment by credit card or EFT can be arranged; or
- forwarded by post with payment; or
- Lodged at our Customer Service Counters - Monday to Friday (excluding Public Holidays).

Privacy: This information is required to process your request and will not be used for any other purpose without seeking your consent, or as required by law. Your application will be retained in Council's Records Management System and disposed of in accordance with current legislation. Your personal information can be accessed and corrected at any time by contacting Council.

Forster | 4 Breese Parade | PO Box 450 Forster 2428 | **6591 7222**
Gloucester | 89 King Street | PO Box 11 Gloucester 2422 | **6538 5250**
Taree | 2 Pulteney Street | PO Box 482 Taree 2430 | **6592 5399**

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