Renmark Paringa Council

PO Box 730 RENMARK SA 5341 **T** (08) 8580 3000 **F** (08) 8580 3030
E council@renmarkparinga.sa.gov.au
W www.renmarkparinga.sa.gov.au

APPLICATION FOR USE OF COUNCIL'S ROADS OR FOOTPATHS

ENQUIRIES AND APPLICATION FORMS TO:
61 Eighteenth Street, Renmark SA 5341
Phone: 08 8580 3000
Fax: 08 8580 3030
Email: council@renmarkparinga.sa.gov.au

THIS IS A ONE-OFF PERMIT

This permit is required for any purpose in which Council' s roads or footpaths will be used that **does not** alter the structure or physical appearance of Council' s infrastructure in any way.

This application must be submitted prior to conducting the activity on Council' s roads or footpaths

DETAILS OF APPLICANT:

Applicant Name: .....

Company Name: .....

Contact Details: Phone: ..... Mobile: .....

After Hours Contact: ..... Email: .....

DETAILS OF PERMIT REQUESTED:

Road Name: .....

Between: ..... and: .....

Dates of Closure: From: ..... To: .....

Times of Closure: From: ..... (am/pm) To ..... (am/pm)

Part or whole section to be closed: **PART** ☐ **or** **WHOLE** ☐

Responsible Person: ..... Contact Number: .....

Purpose for Closure:

.....

.....

The intention of this permit is for road or footpath closures outside of events. For temporary road closures for events, please complete the temporary road closure application form

DOCUMENTS TO BE SUBMITTED WITH APPLICATION

The following documents must be attached to this application prior to approval being given: -

- A copy of your Public Liability Insurance Policy insuring the sum of $20 million (minimum)
- A detailed site plan showing the following:
  - The position of any additional equipment that will be on site (eg. Signs, boom lift etc)
  - Traffic Management – You must show how you intend to safely divert pedestrians and/ or other traffic around the defined area (eg. Bollards, bunting, signage etc)

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SIGNATURE OF APPLICANT

I ..... have read and understand the conditions listed in this application and agree to the terms as stated within these conditions.

I declare that all the information I have provided on this application form is true and correct and I have not provided any false or misleading information or documentation.

By signing below, you as the applicant are accepting responsibility and liability of the defined area where the activity is to take place and are agreeing to adhere to the conditions attached to this approval.

SIGNATURE **DATE**

....

APPROVAL SECTION (to be completed by Council)

In accordance with Section 222 of the Local Government Act and Section 20(5) of the Road Traffic Act the above permit has been:

☐ APPROVED ☐ REJECTED

AUTHORISED OFFICER NAME: .....

AUTHORISED OFFICER SIGNATURE: ..... DATE: .....

THIS PERMIT IS ONLY VALID FOR THE PERIOD SPECIFIED AS THE TIMEFRAME FOR PROPOSED ACTIVITY ON PAGE 1 OF THIS DOCUMENT

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CONDITIONS OF PERMIT

1. LODGEMENT OF APPLICATION
   Applications must be submitted at least 7 days prior to commencement of work to allow Council adequate time to assess and approve the application.
   If applications are not received 7 days prior, approval of the application may be delayed.

2. COMMENCEMENT OF PERMIT
   This application must be approved by Council prior to the commencement of any activity.
   No equipment is to be placed in the defined area nor can any activity commence until payment of the prescribed fee is made , all required documentation has been submitted and Council has notified the applicant of its approval.
   Failure to obtain approval prior to commencement of any activity may result in a fine.

3. PROOF OF PERMIT
   A copy of this permit which has been signed and approved by the relevant Council Officer must be kept with the applicant or delegated person/ s whilst working on site and must be produced immediately if requested to do so by relevant authorities.

4. CHANGE OF OWNERSHIP
   The permit is issued in the name of the applicant and cannot be transferred to another person/ s .

5. SERVICES
   The applicant will be responsible for ensuring that no damage is done to underground services eg: Telstra, Gas, Sewer, Water during the execution of the work and that provision is made where necessary for the requirements of these utilities to be met.

6. HOURS OF OPERATION
   The permitted hours of operation for the described activity are those stated on page 2 within this application and any variation to these operation hours after approval has already been given is not permitted. The applicant is responsible for ensuring that the hours of operation comply with noise regulations so that any noise emanating from the proposed works is not causing a public nuisance. If this permit relates to Construction Works outside of normal hours, it must have an approved application under the Local Nuisance and Litter Control Act.

7. SPECIFIED DEFINED AREA
   No activity to be carried out or equipment located outside the defined area.

8. ALTERATIONS TO PERMIT
   Once approval is granted no alteration to the defined area, location of activity, type of activity or the hours of operation will be permitted , unless approval is obtained by Council prior to commencement of the alteration.
   If any alteration is required, the applicant must contact Council immediately to advise of the intended alteration at which time Council may request a new application form be submitted prior to approval being given.

9. SAFETY MEASURES
   The safety of the activity is the responsibility of the applicant and it is also the applicant' s responsibility to ensure that all safety and protective measures are applied throughout the duration of the activity so that the safety of pedestrians, vehicles and other road users is not endangered and no damage to private property or public infrastructure is caused during the execution of the activity.

   The applicant shall ensure to the satisfaction of Council, that the defined area is adequately l it at night and that all appropriate barriers, signage and warning devices are installed to protect the public. The applicant shall ensure that the said signage and devices complies with Standard AS 1742 at all times.

10. EQUIPMENT
    Council does not lend out any equipment that may be required for the duration of the works. All signage, safety barriers, bollards, bunting etc must be acquired by the applicant from a source other than Council.

11. AREA TO BE KEPT CLEAN
    The applicant shall be responsible for keeping clean the defined area where the location of activity is carried out, as well as keeping the footpath and roadway in the vicinity of the described activity clear of waste materials and free from all potential hazards.

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12. PUBLIC LIABILITY INSURANCE
    The applicant must provide a copy of a current public liability insurance policy which covers the life of this permit, insuring for a minimum sum of twenty million dollars ($ 20 million), the Council and the applicant against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against the Council or the applicant or both; arising out of or in relation to the granting of such permit or the operation of the described activity on the road and/ or footpath.
    If the applicant is not a registered business owner, a current home insurance policy covering public liability insuring for a minimum sum of twenty million dollars ($ 20 million) can be provided.

13. INDEMNIFICATION OF COUNCIL
    The applicant must accept all responsibility and must agree to indemnify and keep indemnified and to hold harmless the Council, its servants and agents from all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them arising out of or in relation to the granting of such permit and the establishment and operation of the said activity.

14. PUBLIC ACCESS
    Throughout the duration of the activity, the applicant must provide adequate footway access for pedestrians which is no less than 1. 5 metres wide; or show on the submitted site plan how they will safely divert pedestrians around the worksite and what safety measures they will have in place to accommodate this diversion.

15. NOTIFICATION TO SURROUNDING PROPERTIES AND EMERGENCY SERVICES
    The applicant is advised to notify surrounding properties of the proposed work so that they aware of any disruptions to access that may occur and can arrange alternative measures if required.
    The applicant must notify Council and ALL emergency services of the closure prior to erecting the signage. The applicant must also notify Council and ALL emergency services once the road is re-opened.

16. COMPLETION OF ACTIVITY
    Upon completion of the activity, the area as defined within this application must be left in a condition deemed satisfactory by Council, as it was prior to commencement of the activity.

17. COMPLIANCE
    The applicant must comply with the conditions of this permit at all times. I f at any time Council deems the applicant has breached any of the said conditions, Council has the right to request immediate rectification to the defined area or any aspect of the proposed activity that does not meet Council' s requirements, or termination of the permit may occur and the applicant may also be liable to pay a fine for this non -compliance.
    If Council has to carry out rectification works in lieu of the applicant, the applicant must pay the full cost of this work in addition to any fine issued.

18. APPLICANT TO PAY REPAIRS
    The applicant must bear the full cost of any repairs carried out by Council or its nominated person/ s within the defined area of the activity including the area immediately adjacent, which in the opinion of Council have been caused by the activities as defined within this application.

19. TERMINATION OF PERMIT
    The Council has authority to terminate this permit or vary the conditions at any time, by providing the applicant written documentation advising of the termination or variation at least 24 hours prior to such termination or variation.