



APPLICATION FOR OUTDOOR (FOOTPATH) DINING

Information Privacy Act 2009 Cloncurry Shire Council is collecting your personal information in accordance with the *Local Government Act 2009*. The information collected on this form will be accessed by authorised Council officers or any other relevant State Government departments for the purpose of approving this application and ensuring Council records are accurate. Your information will not be accessed by any other person or agency unless you have given us permission, or we are required to do so by law.

Authorising Provisions:

- *Local Government Act 2009*
- *Public Health Act 2005*
- *Food Act 2006*
- Local Law No. 1 (Local Government Controlled Areas, Facilities and Roads) 2014
- Subordinate Local Law No. 1 (Local Government Controlled Areas, Facilities and Roads) 2014.

SECTION 1: APPLICANT DETAILS (please print)			
Name			
Postal Address			
Suburb		Postcode	
Phone no. (day)		Mobile no.	
Email			

SECTION 2: BUSINESS DETAILS (please print)			
Registered Business Name			
ACN/ABN			
Registered Business Address			
Registered Business Postal Address			
Authorised Business Representative			
Phone no.		Fax no.	
		Mobile no.	
Email			

PREFERRED CONTACT PERSON'S DETAILS (if different to the above)			
Name			
Address			
Postal Address			
Suburb		Postcode	
Phone no. (day)		Mobile no.	
Email			

SECTION 3: DETAILS FOR DINING AREA (please print)	
New/Renewal:	Short Term:
Current trading hours of business:	Current food License No:
Is the area within a state controlled road corridor? <i>(If yes approval from Department of Transport and Main Roads is required)</i>	

SECTION 4: CHECKLIST

Before submitting this application, you need to obtain and attach all supporting documentation. The checklist below outlines what you may need to submit to ensure the timely processing of your application.



	Yes	No
Completed application form	<input type="checkbox"/>	<input type="checkbox"/>
Please provide a detailed site plan indicating the following		
• a clear pedestrian thoroughfare	<input type="checkbox"/>	<input type="checkbox"/>
• site boundaries, outlines of buildings and the use of the adjoining properties	<input type="checkbox"/>	<input type="checkbox"/>
• an outline of the area intended to be used (including its size)	<input type="checkbox"/>	<input type="checkbox"/>
• the position of screens, permanent fixtures (such as umbrellas and awnings) and any other fixtures	<input type="checkbox"/>	<input type="checkbox"/>
• the access and exit points of the building near the intended footpath dining area	<input type="checkbox"/>	<input type="checkbox"/>
• details of any loading zones, bus zones, trees, planter boxes, fire hydrants, transformers, telephone booths, mailboxes, bus seats and shelters, rubbish bins, pillars, posts, and other obstructions	<input type="checkbox"/>	<input type="checkbox"/>
• Coloured photographs or brochures of the furniture, accessories or fittings you intend to place on the footpath	<input type="checkbox"/>	<input type="checkbox"/>
• Sign illustration and construction details	<input type="checkbox"/>	<input type="checkbox"/>
• Evidence of Public liability insurance	<input type="checkbox"/>	<input type="checkbox"/>
• Correct fee enclosed	<input type="checkbox"/>	<input type="checkbox"/>

SECTION 5: DECLARATION & SIGNATURE

To the Chief Executive Officer, Cloncurry Shire Council

I make application under Cloncurry Shire Council Local Law No. 1 (Administration) 2016 and Cloncurry Shire Council Local Law No. 11 (Local Government Controlled Areas and Roads) 2016 for approval of the outdoor dining.

If the application is made by a corporation or incorporated association, the person signing the form must occupy a position that is legally entitled to make an application on behalf of the corporation or incorporated association.

I acknowledge that the application fee may not be refundable if assessment of the application has commenced. The application fee includes one inspection, any additional inspections may incur further fees.

I declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth Department in regard to any matters relevant to this application.

I am aware that it is an offence to knowingly provide false or misleading information. I am also aware that it is an offence to commence this activity without the appropriate approval.

Applicant's full name			
Applicant's signature		Date	/ /

Note: If required information is not submitted in full within 20 business days of the date of the request, the application will be deemed incomplete and another Outdoor Dining Application will be required with an additional fee.



Cloncurry Shire Council

FRM – IE3031--03

SECTION 6: APPLICATION LODGEMENT

Applications may be lodged as follows:

By email: council@cloncurry.qld.gov.au – scanned copy with signatures only
By post: Mail to Cloncurry Shire Council, PO Box 3, CLONCURRY QLD 4824
By fax: (07) 47 421 712
Pay in person at: Cloncurry Shire Council Administration Centre,
38-46 Daintree Street, Cloncurry

COUNCIL USE ONLY

Name		Date received:
Signature		
Reference number		
Amount paid		
Receipt no.		

COUNCIL USE ONLY

Authorised officer:	Inspection date
Recommendation:	Rec. no.
Date: / /	Account property no.
Regulated parking approval required:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Department of Transport and Main Roads approval required:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Approved:	
(Council Officer)	