



UNDERTAKE REGULATED ACTIVITIES ON LOCAL GOVERNMENT CONTROLLED AREAS AND ROADS

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.

Additional pages may be attached if there is insufficient space on the form to complete any question.

Authorising Provisions:

Local Law No.4 (Local Govt. Controlled Areas Facilities & Roads) 2014; and
Subordinate Local Law No.4 (Local Govt. Controlled Areas, Facilities & Roads) 2014

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

SECTION 2: BUSINESS DETAILS (please print)			
Street		Street no	
Suburb		Postcode	
Postal address			
Phone no		Fax no	
Mobile no			
Email			

SECTION 3: CONTRACTORS DETAILS (please print)			
Name			
ACN (if applicable)			
Postal Address			
Suburb		Postcode	
Phone no. (day)		Mobile no.	
Email			
Insurance details			

SECTION 4: WORKS DETAILS

Type of proposed work

- Construction of a driveway (please provide details below)
- Cleaning (please provide details below)
- Painting (Please provide details below)
- Repairs/renovations to building (please provide details below)
- Access across footpath (please provide details below)



- Demolition Work (please provide details below)
- Roof water outlet (storm water discharge)
- Other (please provide details below)

Details of work

Business Name & Address where work will be carried out

Name of Business: _____
 Shop no: _____ Street no: _____ Street: _____
 Suburb: _____ Postcode: _____
 Dates that work will commence: ____/____/____ Dates that work will conclude: ____/____/____
 Time that work will commence: _____ Time that work will conclude: _____

Is the location of the work adjacent to a main road? _____

- No
- > Yes

Has the Department of Main Roads been notified?

- No
- Yes —> Please provide approval letter from Department of Main Roads

Do you require parking bays to be closed off?

- No
- > Yes How many parking bays? Any other details?

Do you require the use of Council’s facilities? E.g. water, electricity

- No
- Yes —> Please describe (Please note appropriate charges will apply)

SECTION 5: CHECKLIST

Information required with application	yes	no
Job Site Assessment	<input type="checkbox"/>	<input type="checkbox"/>
Please provide a detailed site plan indicating the following		
– Width of footpath	<input type="checkbox"/>	<input type="checkbox"/>
– Location of services (e.g. underground services, power, water phone etc.)	<input type="checkbox"/>	<input type="checkbox"/>
– Proposed area designated for public thoroughfare	<input type="checkbox"/>	<input type="checkbox"/>
– Proposed location of warning signage	<input type="checkbox"/>	<input type="checkbox"/>
– Proposed location of scaffolding, crane hoardings, elevated work platforms etc.	<input type="checkbox"/>	<input type="checkbox"/>
– Proposed location of ancillary equipment (if any e.g. truck)	<input type="checkbox"/>	<input type="checkbox"/>



Cloncurry Shire Council

FRM-WES-7125-05

- Proposed location of traffic control devices/staff (if required)
- Proposed closure of parking bays
- Methods to be used to contain environmental harm – noise, air pollution
- Scaffolding plan
- Workcover
- Public Liability Insurance REQUIRED
- Consultation with adjoining businesses (e.g. letter/memorandum of agreement)
- Details of traffic control (complete **Traffic Control Permit Application**)
- Copies of relevant operator’s tickets

SECTION 6: DECLARATION & SIGNATURE

By making this application, I, the applicant and representative of the business, acknowledge that any work carried out in a public place is required to be carried out in accordance with all relevant legislation (*Environmental Protection Act 1995, Workplace Health & Safety Act 2005, Transport Operations (Road Use Management) Act 1995*) and standards. I, the applicant and representative of the business, will be responsible for any damage caused to the public place and am required to restore the public place area to its condition prior to commencement of works.

I, the applicant and representative of the business, dependent on the type of works to be carried out, understand and agree that a site inspection may be required before work starts and at the completion of works (photos may also be required). This would apply in particular to when the footpath or road has been worked on, or could be damaged by the work being carried out. I, the applicant and representative of the business, hereby provide a warranty for a period of twelve (12) months on any work that may be carried out on Council property by the applicant.

I, the applicant and representative of the business, agree and understand all road closures, part road closures, traffic control and pedestrian diversions shall be carried out in accordance with the Manual for Uniform Traffic Control Devices, Part 3. Information on the standards and design for Council footpaths, paving, driveways, kerbing, roadways etc. can be obtained from Council by request.

I, being the undersigned and representative from the above business, have read and understand and agree to the conditions regarding this application.

Registered owner full name			
Owner/s signature		Date	/ /

SECTION 7: 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
- Enquires phone: (07) 47 424 100

COUNCIL USE ONLY	
Name	Date received:
Signature	
Reference number	
Amount paid	
Receipt no	