



APPLICATION FOR

Occupation of Council Footpath

Section 68/ Local Government Act 1993 and Section 138/ The Roads Act 1993

About this form

Under Section 68 of the Local Government Act 1993 and under Section 138 of The Roads Act 1993, where Occupation of Council Footpath is required over the footpath or any public place, the approval of Council must be obtained and the applicable fees paid prior to any occupation.

This application form is for the erection of a hoarding, scaffold, mobile scaffold, scissor lift, ladders, barricades for abseiling work, and/or storage of building materials on Council's footpath. This is an application only.

You are not to erect the hoarding or store building materials on Council's footpath until written permission is given by Council and all relevant fees have been paid.

Applicant details

Date of Application:

Title: Mr Mrs Ms Other

First Name: Family Name:

Address:

Suburb: Post Code: State:

Email Address:

Telephone:

Contractor's details

Trading name

Address (if not the applicant)

Suburb: Post Code: State:

Contractor Email Address

Contractor Telephone:

Contractor's public liability

Insurance Company Policy No

Expiry date Sum insured

Postal address

PO Box 9, Bondi Junction NSW 1355
ABN 12 502 583 608

Waverley Council Service Centres

Bondi Junction Customer Service Centre, 55 Spring St, Bondi Junction NSW 2022
Bondi Pavilion Customer Service, Queen Elizabeth Drive, Bondi Beach NSW 2026

W waverley.nsw.gov.au

E info@waverley.nsw.gov.au
T (02) 9083 8000

You can contact us through the **National Relay Service** if you are deaf or have a hearing or speech impairment.

Translating and Interpreting Service (TIS)
131 450

TTT/Voice Calls
133 677

Speak & Listen
1300 555 727

Site details

Site Address

Site Contact Name

Site Contact Mobile

Please indicate purpose of occupation of Council footpath

Is the work part of:

Development Application No.:

Construction Certificate No.:

Complying Development Consent (CDC) No.:

Other (please specify):

Date of occupation of footpath:

From

To

No. of weeks

Please select type below:

"A" Class hoarding or safety fence

"B" Class overhead type of hoarding

Scaffolding

Storage of material

Other (please specify. Example scissor lift, mobile scaffold, ladder):

Occupation measurements:

Occupation size (length and width)

Sketch plan



Checklist

1. This application form is for the erection of a hoarding, scaffold, mobile scaffold, scissor lift, ladders, barricades for abseiling work, and/or storage of building materials on Council's footpath. This is an application only. You are not to erect the hoarding, scaffold, mobile scaffold, scissor lift, ladders and/or storage of building materials on Council's footpath until written permission is given by Council and all relevant fees have been paid. The following documents are required in order for your application to be processed:
 - a. A completed application with applicants name reflecting the name on Public Liability Insurance Policy
 - b. A copy of the applicant's current Public Liability Insurance Policy with a minimum cover of \$10 million.
 - c. If erecting a B Class overhead type hoardings or scaffold the following is also required:
 - i. Drawing/s for the proposed Occupation of Council Footpath with:
 1. Hoarding/scaffold, all utility services (manholes, pits, hydrants) and trees
 2. Location of existing footpath, roads and nature strips.
 3. Location of kerb and gutter
 4. Location of property boundaries
 5. Dimensions and elevations (with, length, height)
 6. Location of anchoring points
 7. Location of lighting if Occupation has gantry
 8. How hoarding/scaffold will be covered up
 - ii. A design certificate for B Class Hoarding by a certifier who holds tertiary qualifications in structural engineering and chartered membership of Engineers Australia and/or National Engineering Registration (NER) Note if application is approved, a structural engineer's certificate will be required after the installation and at three monthly intervals thereafter.

Terms and conditions

1. Council will endeavour to process all applications as soon as practicable. However, applications for activities which impact upon the use and operation of public roadways or public safety may take longer to be assessed and applications should be made at least 10 days in advance of the proposed date/s.
2. A NON- REFUNDABLE application fee is payable on submission of this form.
3. The applicant must provide safe pedestrian access adjacent to the site and adjoining land during the approved hours of operation. All traffic and pedestrian control must be in accordance with the current version of AS1742.3 and the TfNSW Traffic Control at Work Sites Manual.
4. The applicant is liable for any damage to persons or property arising from the works and must take all reasonable measures to prevent such damage. Council is not responsible for any loss, damage, injury, or death relating to the proposed works.
5. The permit is not transferable for day, time, or location without Council consent. The permit is to be carried by the operator of the unit and produced if required.
6. Works are to be undertaken between 7:00am and 5:00pm, Monday to Friday, or between 8:00am and 3:00pm Saturdays. Works outside these hours must be approved by Council.
7. If an extension of time is needed, please email your request and pay the associated fee before the current permit lapses.

Declaration

I have read, understood, and accept the conditions. I accept that all these conditions must be complied with. I apply for consent to carry out the works described in this application on the dates prescribed. I declare that all the information given is true and correct. I also understand that:

- if incomplete, the application may be delayed or rejected, and
- more information may be requested after the date of lodgement, and
- an application fee must be paid

The personal information required on this form may be available for public access under various legislation.

Applicant's Signature

Date

 / /

How to lodge this application

You can lodge your completed application form and any required supporting documents:

Email: building.compliance.admin@waverley.nsw.gov.au

If you have any questions or require assistance please contact Council's Customer Service Centre on 9083 8000 to be transferred to the appropriate Officer

Privacy notification

Waverley Council (55 Spring Street, Bondi Junction NSW 2022) is collecting and holding your personal information for the purpose of processing your request or application. The intended recipients of your personal information are Council officers and other service providers necessary to process your request or application, if applicable. We will not disclose your personal information to anybody else unless you have given consent, or we are authorised or required to do so by law. This form is classified as open access information under the *Government Information (Public Access) Act 2009* and may be disclosed to members of the public on request. If you do not provide your personal information, we may be unable to process your request or application. To access or correct your personal information, please contact info@waverley.nsw.gov.au or call 9083 8000. For further details on how Council manages your personal information, please refer to the Privacy Management Plan on our website: waverley.nsw.gov.au/privacy

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