

(WO-FO-100) Application Permit works within a Road Reserve- Low risk works

Application Details:

Applicant's Name: **Company Name:**

Applicant's Ref No: **Phone:** **Fax:**

Applicant's Address:

Email: **Mob:**

Proposed Site:

Please select a category for the proposed works:

- | | | |
|--|--|---|
| Collecting Firewood's up to 1 T 4L | Slashing of road reserve 3L | Grading of class 7 road 5L |
| Installation of banners/van 2L | Works outside 3 m from road 4L | Any short term low risk work 6L |

Description of proposed works:

.....

..... **Start Date:**/...../.....

* Is the work related to a Development Application Yes / No DA No:.....

Clause No.	List of Standard Conditions	Applicant Checklist	Council Checklist
1.	Approval shall be sought as may be necessary from Narrandera Shire Council's Water Department to cross its water mains.	Y N/A <input type="checkbox"/> <input type="checkbox"/>	Y N/A <input type="checkbox"/> <input type="checkbox"/>
2.	Approval shall be sought and obtained, as may be necessary, from Telstra, Essential Energy, AGL and other affected authorities to cross any of its services. [Production of a dial before you Dig Sequence N# and/or plans]	Y N/A <input type="checkbox"/> <input type="checkbox"/>	Y N/A <input type="checkbox"/> <input type="checkbox"/>
3.	A risk assessment for the work is submitted. If the resultant risk is Medium or High, then insurance documentation is to be provided.	Y N/A <input type="checkbox"/> <input type="checkbox"/>	Y N/A <input type="checkbox"/> <input type="checkbox"/>
4.	Council shall be informed of all Hazardous Substances to be used within the road reserve and supplied with a copy of the MSDS sheets along with a description of the volumes and method of storage on site.	Y N/A <input type="checkbox"/> <input type="checkbox"/>	Y N/A <input type="checkbox"/> <input type="checkbox"/>

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Clause No.	<u>List of Standard Conditions</u>	Applicant Checklist	Council Checklist								
5.	<p>Traffic control plans shall be in accordance with Australian Standard 1742.3 or other standards acceptable to the council. A traffic control plan shall be designed and approved by suitably qualified person and shall be submitted with this application.</p> <p>Note: The roadway is to remain open to traffic at all times during the work unless a direction to restrict or Road Closure notice is issued by council. Where road closed notice is required, allow 5 working days to process the application.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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6.	<p>If a road closure/lane closure is required, a receipt of advertising fees must be presented to Council's Infrastructure Department.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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7.	<p>All relevant signage required on the traffic control plan, is to be in place, prior to work commencement.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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8.	<p>Applicant shall take out or extend a Public Risk Insurance Policy, with a cross clause to cover the Council, for public liability in an amount of not less than \$20,000,000 or such other amount as the Council shall nominate to the Applicant from time to time.</p> <p>Council is to be indemnified from any claim arising from accidents that may occur during the installation and restoration phase - up until the work has been cleared by Council.</p> <p>Note: A Certificate of Currency is to be supplied to Council naming Narrander Shire Council as an interested Party each time application is logged. [Not applicable to other Government Authorities]</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p style="text-align: center; font-size: small;">For Categories 1,2,3,4,5,6</p>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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9.	<p>On Council roads all underground crossings shall cross the road reserve perpendicular to the road alignment, and shall have a minimum cover of 600mm at any point across the road reserve, inclusive of roadside table drains.</p> <p>On RMS roads all underground crossings shall be installed a minimum of 1.2 metres below the road centreline, 300 mm below the invert of the table drains and 750 mm below the natural surface elsewhere in the road reserve.</p> <p>Note: Permanent markers shall be placed and maintained on each side of the road to indicate the exact location of the pipelines/cables. The markers shall include the address and phone number of the nearest contact.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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10.	<p>Thrust boring or directional boring should be used for installation of any works under the road unless there are exceptional problems or costs involved.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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11.	<p>All high pressure work shall be encased in a pipe over the full width of the road formation to allow future maintenance of the works without road disturbance.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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12.	<p>Pipes under roads are to be designed in accordance with the relevant Australian Standards. Fibre-reinforced concrete pipes shall be minimum Class 3 in accordance with AS4139-2003.</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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13.	<p>All personnel involved will conduct work as per WorkCover regulations. The person conducting the the task much have White Card(WorkCover induction card)</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p style="text-align: center; font-size: small;">For Categories 3</p>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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14.	<p>All plants and machineries used on the activity are adequately insured and registered to the requirement of RMS, and meet all WHS safety</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<table style="margin: auto;"> <tr> <td style="text-align: center;">Y</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Y	N/A	<input type="checkbox"/>	<input type="checkbox"/>
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Relevant To:	Date Issued:	Revised:	Status:
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regulations.

15.	Council shall not be liable for any damages and loss to the resulting assets and associated facilities.	Y <input type="checkbox"/>	N/A <input type="checkbox"/>	Y <input type="checkbox"/>	N/A <input type="checkbox"/>
16.	Should it become necessary to make alterations, extensions or removal of the asset, such cost shall be borne by the owner at a time and in a manner directed by Council, and in a manner deemed acceptable to Council.	Y <input type="checkbox"/>	N/A <input type="checkbox"/>	Y <input type="checkbox"/>	N/A <input type="checkbox"/>
[Not applicable to other government Authorities]					
17.	For works within RMS road reserve the following additional plans shall be submitted with this application: <ul style="list-style-type: none"> ➤ Site Induction plan ➤ Emergency Management Plan ➤ Environmental Management Plan 	Y <input type="checkbox"/>	N/A <input type="checkbox"/>	Y <input type="checkbox"/>	N/A <input type="checkbox"/>

For Categories 1,2,3,4,5,6

All work should be carried out in accordance with appropriate prevailing standards and conform with sound engineering practice and legislation, with particular reference to the WHS Act and Regulations.

Additional Information:-

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Please allow 10 working days to process the application. Where road closure notice is required, please allow 20 working days to process the application.

Council is to be informed 7 Days Prior to the Commencement of the Proposed works and within 2 Days of completion of the works.

I have read and understood all of the above conditions to work within the road reserve.

Name:-..... Position:-.....

Signature: - Date:-...../...../.....

OFFICE USE ONLY

Application to work within the road reserve is approved subject to the conditions set out above by Narrandera Shire Council. A copy of the approved permit shall be kept on site at all times.

Name:-..... Position:-.....

Signature: - Date:-...../...../.....

Approval No: - ___ ___ ___ / ___ ___ / ___ ___ / ___
[Year / Month / Day] Work Order No:- ___ -- ___

Additional Conditions:-

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Approved:	Infrastructure: Works	Document ID:	Version:
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