

Example Only -

Application form for Consent to work within a Hume City Council Road Reserve	Version: 30/06/2015
This notification / application is provided in accordance with -	
1. Road Management Act 2004, Schedule 7	
2. Road Management (Works and Infrastructure) Regulations 2015	
Use this form for: (i) Notification of proposed works, (ii) Application for consent, or (iii) Notification of completed works to the Coordinating Road Authority (CRA) or Road Authority with Operational Responsibilities	

APPLICANT DETAILS			
Type: (Strike out not applicable items)	1. Notification of proposed works or 2. Application for consent or	Date:	12/7/2017
		Consent Number:	
		Your Ref:	
To: (Coordinating Road Authority)	Hume City Council	Fee: (ONLY for "Application for Consent")	\$ NO CHARGE
From: (Applicant's Name)	Ms. Mary Gardener	Role: IMPORTANT Select the ROLE that best describes YOU! (Strike out not applicable items).	1. Owner or 2. Occupier or 3. Builder or 4. Other or 5. Contractor on behalf of (specify)
Address: (Applicant's address)	9 Prebend St.		
City/Town:	Greenvale.		
State:	VIC	Postcode:	3059.
Contact person:	Mary Gardener	Telephone (BH):	9205 2200
eMail address:		Telephone (AH):	
		Facsimile:	
		Mobile:	0417 111222.

DETAILS of WORK			
Work type: (Strike out not applicable items)	1. Service connection 2. Drainage connection 3. Stormwater connection 4. Residential Vehicle Crossing 5. Residential vehicle crossing extension 6. Rural Vehicle Crossing 7. Industrial Vehicle Crossing 8. Utility Authorisation Only 9. Landscape 10. Other Works (specify:)	Proposed Start Date:	12/9/2017
Site Address	9 Prebend St.	City/Town:	Greenvale
Additional Location Details: (Optional)		Speed zone: (where works will be occurring)	50km/hr
Description of works: (include list of assets affected by works)	Planting in Naturestrip as per attached sketch - as per guidelines and the approval process.		
Sketch Plan: A copy of a sketch plan showing the proposed works, the location, all assets within the vicinity must be provided. Assets include all trees, landscaping, road pavement, kerb & channel, footpaths, drains, service authority assets and private assets affected by the works			

Fill this section in if someone else is doing the works (paid or unpaid).

WORKS MANAGER DETAILS (the person or body who was/will be responsible for conducting these works):			
Contractor or Company Name:		Contractor/Company ABN:	
Contractor's Address:			
City/Town:	State:	Postcode:	
Name of Works Manager*:	Mary Gardener	Telephone (BH):	
E-mail address:	as above	Telephone (AH):	
		Facsimile:	
		Mobile:	
Does the contractor have Public Liability Insurance? (Yes/No)	(Yes)	Amount of P.L. Cover:	\$ 5 mill.
Name of Public Liability Insurance Company:	Mind Your Home Insurance		

Cashier Source Document

Applicant's Details - Name:		
Address:		
Category	Fee:	GL: Road Opening

* Works Manager –	Any person or body that is responsible for the conducting of works in, on or under the road. (Road Management Act – Schedule 7, Clause 14)
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Note: Applicant must supply to Council the name of the Work Manager or Contractor and Public Liability Insurer before this application can be paid for and accepted

Works Manager Responsibilities:

Principles applying to infrastructure managers and works managers:

- (1) An infrastructure manager or a works manager must have regard to the principles specified in this clause in the provision of non-road infrastructure on roads.
- (2) The primary purpose of a road is use by members of the public and authorised users must be managed as far as is reasonably practicable in such a way as to minimise any adverse impacts on the primary purpose.
- (3) Without limiting the generality of sub-clause (2), authorised uses must be managed so as to –
 - a. minimise any damage to roads and road infrastructure;
 - b. ensure that works necessary for the provision of non-road infrastructure are conducted as quickly as practicable;
 - c. minimise any disruption to road users;
 - d. minimise any risk to the safety and property of road users and the public generally;
 - e. facilitate the design and installation of infrastructure which minimises any risk to the safety of road users;
 - f. ensure that the road and any other infrastructure is reinstated as nearly as practicable to the condition existing before the works necessary for the provision of the non-road infrastructure were conducted;
 - g. protect and preserve existing significant roadside vegetation and sites of biological significance within the road reserve.

(Road Management Act - Schedule 7, Sec 14)

DECLARATION BY APPLICANT

I make this declaration in the firm belief that all the information provided on this form is, to the best of my knowledge, true and correct and I am aware that false declarations may be punishable by law.

APPLICANT'S SIGNATURE

Fay Gardner

DATE 12/7/17

NO WORKS CAN COMMENCE UNTIL A WRITTEN PERMIT HAS BEEN ISSUED AND RECEIVED – PENALTIES MAY APPLY

In accordance with Sect 123 Road Management Act 2004, Council may apply an Inspection Service charge to any works undertaken within the road reserve. This charge will be calculated in accordance with the Road Management (Works and Infrastructure) Regulations 2015 Fee Schedule.

Consent/Inspection fees are payable when you lodge an application N/A

	Working on an area over 8.5m ² of works		Working on an area under 8.5m ² of works	
	On roadway, shoulder or pathway (see note 1)	Not on roadway, shoulder or pathway (see note 2)	On roadway, shoulder or pathway (see note 1) Asphalt/gravel road, kerb & channel and concrete vehicle crossings, crossing extensions & footpaths	Not on roadway, shoulder or pathway (see note 2) Naturestrip (soil/seeded area)
Other roads, speed over 50km/h	43.1 fee units \$586.20	23.5 fee units \$319.60	9.3 fee units \$126.50	6 fee units \$81.60
Other road, speed under 50km/h	23.5 fee units \$319.60	6 fee units \$81.60	9.3 fee units \$126.50	6 fee units \$81.60

As at 1 July 2015: 1 fee unit = \$13.60 (fee units are reviewed annually on 1 July)

- Notes:**
1. Conducted on, or on any part of, the roadway, shoulder or pathway
 2. Not conducted on, or on any part of, the roadway, shoulder or pathway
 3. Municipal road or non arterial State road

Council is collecting the information on this form so that it may consider your application for Consent to Dig in a Road Reserve in accordance with General Local Law No 1. If you fail to provide this information, your application may not be processed. The information will be used for administration purposes and will not be disclosed to any other party except as required by law or where you fail to comply with any conditions of this consent and a third party suffers a loss or injury. You may access this information by contacting Council on 9205 2200.