

Note

Under certain conditions and circumstances, consideration may be given for temporary vehicular access through public reserves and parks for such purposes as building and/or site works.

To apply for temporary access a copy of public liability insurance policy must be provided and a non-refundable fee must be paid at the time of lodgment of the application. Additional information including controls such as a risk assessment and Safe Work Method Statements may be requested during the assessment process.

Applicants should allow up to 14 working days for determination. Should approval be granted the applicant is required to pay an access fee and Bond as per Council's Fees and Charges.

Applicant Details

Name/s (individual or company name in full)			
For companies, contact name			
Postal address			
ABN:	Suburb		
	State	Post Code	
Contact phone number			
Mobile number			
Email address			
Applicant's reference number			

Owner Details (if different to applicant)

Name	
Street Address	
Suburb	
Contact phone number	
Mobile number	
Email address	

Description of Proposal

If associated with a DA, state DA Number	
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Reason for Access (please include details of type of vehicle/machinery item/ building objects)	
Date(s) for access	

Park or Reserve Details (please attach a location map)

Reserve/ Park Name (if known)			
Does the reserve have its access blocked by: Gates / Bollards / Fencing?			
Is there any vegetation in the way of your vehicular/machinery access?	Yes	No	
Does the access require crossing over any of the following?			
Kerbing	Footpath	Shared path	Fire Trail
Stormwater Pit			
Other :			

Public Liability Insurance (please ensure you attached a copy of your Certificate of Currency)

Insurance Policy Company		Policy No	
Expiry Date		Value	\$20 Million

Public Liability Insurance (please ensure you attached a copy of your Certificate of Currency)

I hereby acknowledge that submission of this form does not permit me to commence any works. Should written approval be received by me from Council I will undertake the works according to the terms and conditions of the approval granted. All information provided on this form is known to be true and correct.

Signed _____

Date _____

The information provided may contain personal information as defined under the Privacy and Personal Information Protection Act 1998 (NSW). The purpose of collecting this information is to enable Council to consider matters under related legislation, issue related documentation where required and other associated matters as provided by law and will be utilised by Council officers in assessing the proposal and other associated activities. The information may also be made available to other persons in accordance with the relevant Acts and regulations, such as the Government Information (Public Access) Act 2009 (NSW) and will be stored in Council's record system.