Temporary Works Application

Under Section 68 of the Local Government Act 1993 and Section 138 of the Roads Act 1993

About this form

This application must be used to obtain approval to use the public way for minor construction works involving - ladders, mobile scaffolding, concrete line pumps, abseiling, suspended scaffold (swinging stage) in association with barricading in the public place to undertake minor facade maintenance work, or temporary vehicle driveways/laybacks or other works not covered by Road Opening Applications, Site-based Hoisting Devices Operating Over a Public Road Applications or the Mobile Hoisting Device Operating From a Road/Footway Applications. This application may be used for multiple frontages of the same building.

How to complete this form

- 1: All documentation listed in Part 5 Applicant Checklist must be submitted or the application may not be assessed.
- 2: All fields on this form requesting information for the applicant are mandatory and must be correctly completed before submitting the application.
- 3: Applications must be submitted a minimum of 48 hours (2 working days excluding weekends and public holidays) prior to the proposed start date of works.
- 4: **December Works:** The issuing of permits during the month of December within the Sydney CBD will be restricted due to extended retail trading hours, school holidays and other activities leading up to Christmas and New Year festivities. A map showing exclusion zones and the applicable dates can be found at: http://www.cityofsydney.nsw.gov.au/development/building-and-construction-approvals/construction-regulation

CITY OF SYDNEY

NOTES: If requesting approval for fixed scaffolding/hoardings use an Application for Hoardings, Scaffolding and other Temporary Structures form. If using a mobile crane or other lifting devices use a **Mobile Hoisting Devices Operating from a Road/Footway Application form.** For an onsite/tower crane use a **Site-based Hoisting Devices Operating Over a Public Road Application form**

*** No payment is required when submitting this form.

Part 1: Equipment & Work Details					
Ladders Concrete Line Pump Barricading of a roadway and/or footway is required to allow the operation of a suspended scaffold (swinging stage) for minor works only. Note: A separate approval is required for the operation of the suspended scaffold (refer to the Hoisting Application form).					
Temporary Driveway 🔲 🕨 Please note: a F	Road Opening Permit is also required.				
Police Acknowledgement number RMS Road Occupancy licence STA (Sydney Buses) approval					
Please specify the nature of works proposed by	pelow:				
Part 2a: Applicant / Equipment Hire C	Company Details				
Title Given Name/s Business/Company Name	Family	/ Name			
Applicant Address					
Postal Address (if different from above)					
Business Phone Number	Mobile Number				
Site Contact Name	Site Contac	ct Phone Number			
Email Address					

Part 2b: Traffic Controller / Agent / Contractor details	- if different from above
Title Given Name/s	Family Name
Business/Company Name	
Applicant Address	
Postal Address (if different from above)	
Business Phone Number Mobile Number	
Site Contact Name	Site Contact Phone Number
Email Address	
Application Type (please tick applicable box) New Ame	nded 🔲 🕨
Please provide previous Permit Number	·
Trease provide previous remitervamber	
Part 3: Works Location	
1st Location	
Street Number Street Name	Suburb
Between Street Name	(and) Street Name
2nd Location (same building different street from	
Street Number Street Name	Suburb
Between Street Name	(and) Street Name
3rd Location (same building different street from	tage)
Street Number Street Name	Suburb
Between Street Name	(and) Street Name
Ath Logation (same building different street front	ingo)
4th Location (same building different street front Street Number Street Name	Suburb
Street Number	Suburb
Between Street Name	(and) Street Name
Detween Street Name	(and) Street Name

Part 4: Fees Summary

Assessment fee - per week or part thereof / change of date	\$95				
Single residential loading and unloading fee - per week or part thereof	\$284				
Lane fees are charged on a per day basis					
Single residential lane fee - per day	\$213				
Kerb lane or Minor road through lane per day	\$617 **				
Major road through lane per day	\$1235**				
Number of weeks required					
Total fees payable:					

Date	Start time	Finish Time

^{**} Kerb Lane fees are applicable where a site does not have a City of Sydney approved / signposted works zone.

To assist with fee calculations or quotations, a listing of the major roads within the City of Sydney Council Local Government Area can be found at the following link: http://www.cityofsydney.nsw.gov.au/business/business-responsibilities/traffic-management

Note: Streets and roads not on this list are to be considered minor roads.

48	ノつびも レ・ /	Applicant	/ bocklict	α licod M	han tilling	Out thic of	$\alpha \square$	ication t	OKIN
i		- 10101110 7 1111	CHECKIISI	e isen w	/hen filling	$O(11) \times O(11)$	01011		40166

The following information is required to accompany this application to ensure it will be processed.

A full traffic / pedestrian plan, in accordance with AS 1742.3 & the RMS manual for traffic control at work sites drawn by a red or orange ticket RMS accredited person. Current RMS accreditation must be included on the plan.

Where required, all external approvals / acknowledgements or permits; such as RMS, NSW Police, State Transit Authority are attached.

Where required by conditions of a site specific DA consent, a City of Sydney Works Zone must be approved / installed or awaiting assessment / approval.

A copy of the applicant's current Public Liability Insurance certificate. The policy must be for minimum coverage of \$20 million.

Where required, a safe work method statement &/or Material Data Safety sheets for proposed works.

If these works are being carried out as part of a City of Sydney project, please ensure the City of Sydney Project Manager's details are included in this submission.

If this application is for the construction of a temporary driveway/layback for vehicle access, a Road Opening application must be submitted before this assessment process can begin.

Part 6: Applicant Declaration

I declare that all of the information that I have provided is true and correct, and I am authorised to make this application on behalf of the company.

Conflict of Interest

To ensure transparency in Council's decision making process and to avoid potential conflicts of interest applicants are to make a declaration as to whether they are a Council employee or Councillor or are related to a Council employee or Councillor.

I am an employee/Councillor or relative of an employee/Councillor of City of Sydney Council

Date

Part 7: Privacy & Personal Information Protection Notice

Purpose of Collection: For approval to use the public way for construction and related activities. **Intended recipients:** Council staff and approved contractors of the City of Sydney Council.

Supply: Temporary Works Application is voluntary however a completed application is required

for any construction works in a public place.

Access/Correction: Contact the City of Sydney Council Customer Service Team to access or correct this information.

Storage: City of Sydney Council, 456 Kent Street Sydney NSW 2000.

Part 8: Lodgement & Collection Details

You can lodge the completed application by:

EMAIL (preferred): cru@cityofsydney.nsw.gov.au

MAIL: City of Sydney, DX Address: 1251 Sydney

GPO Box 1591, Sydney NSW 2001

IN PERSON: Town Hall House - Level 2, 456 Kent Street, Sydney

See our website for details of all customer service centres and opening hours:

http://www.cityofsydney.nsw.gov.au/customer-service

WHAT NOW: If additional information is required, a Council Officer will be in touch with you to discuss the matter. Otherwise

allow at least 2 working days for your application to be assessed. No payment is required at the application

stage.

Payment: Online: Once the permit has been processed, our team will email you a link to make an online payment.

Telephone: (02) 9265 9333

Website: <u>www.cityofsydney.nsw.gov.au</u>

Office Use Only			
Receiving Officer Name	Date Received	Team Leader Name	Date Received