



Works on Road Reserve Permit and Temporary Road Closure Permit Application Form

Pursuant to *Local Government Act 1993 (Sections 901 & 915)* and *ICC Local Law No. 12 (Roads)*.

LOCATION OF WORKS

Road/Street	Suburb
Section of Road From/near	To

PERMIT PERIOD (maximum three months)

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WORKS PERIOD

Number of days to perform works

- Monday-Friday
 Monday-Saturday
 All Week
 Week Ends Only
 Week Night
 Saturday Only
 Sunday Only

WORKS TYPE

Description of Works

ROAD CLOSURE TYPE

- Full
 Partial
 Travel Lane/s No. of lanes
 Parking Lane
 Shoulder
 Median
 Footpath
 Verge (no path)

OTHER DETAILS

- Has five business days been provided to assess this application? Yes No
 Is this application associated with a Development Permit? Yes No
 Has the fee been paid? Yes No
 Has a *Traffic Control Plan* been prepared and attached? Yes No
 Is the road closure associated with a special event? Yes No
 Name of Special Event

Privacy Statement

Ipswich City Council is collecting your personal information in accordance with *Local Government Act 2009* and *Local Law No 12 (Roads)* so that we can assess your application. We will not disclose your personal information outside of Council unless we are required by law or have given your consent.

By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement, Personal Information Digest and this collection notice.

1. WORKS ON ROAD RESERVE PERMIT

APPLICANT DETAILS

Company (Permit Holder)	Phone No.	Email
Address		

RESPONSIBLE OFFICER (for Applicant)

Name	Position	Mobile Phone Number
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STANDARD CONDITIONS OF APPROVAL

1. The Works are undertaken in accordance with the *Workplace, Health & Safety Act 1995* and associated regulations.
2. The Works are undertaken in accordance with the *Environmental Protection Act 1994* and associated regulations.
3. If the Works relate to infrastructure for the supply of electricity, the Works shall be undertaken in accordance with the *Electricity Act 1994* and *Electricity Regulation 2006*.
4. If the Works relate to infrastructure for the supply of telecommunication services, the Works shall be undertaken in accordance with the *Telecommunications Code of Practice 1997*, the *Telecommunications Act 1997* and associated regulations.
5. If the Works relate to infrastructure for the supply of gas, the Works shall be undertaken in accordance with the *Gas Supply Act 2003* and *Gas Supply Regulation 2003*.
6. All necessary actions shall be undertaken to protect the public from nuisance, injury and loss during the Works period.
7. All necessary actions shall be undertaken to ensure the safe passage of all road users with a minimum of delay and to ensure access to adjacent properties is maintained.
8. All residents, businesses, emergency service providers and public transport operators directly affected by the Works must be advised of the planned disruption at least 24 hours before the Works commence.
9. Any direction or instruction given by the Police or a Council officer during the Works period is to be promptly obeyed.
10. All public infrastructure (e.g.: footpaths, verges, road pavements, kerbing, gully pits, islands, street lighting, driveways, traffic signs and other street furniture) that is disturbed, damaged or removed when undertaking the Works shall be reinstated at the Permit Holder's expense and to the satisfaction of the Ipswich City Council.
11. Provision shall be made to protect the integrity of all public utility services located in the road reserve.
12. Trenches are to be reinstated to standards indicated by Ipswich City Council specifications.
13. The site is to be left clean and tidy after the completion of the Works.
14. If the Works require the removal or major trimming of trees located within the road reserve, separate approval must be obtained from Council (ph 3810 6666).
15. The Applicant agrees to indemnify and save harmless Ipswich City Council from any loss, damage, injury or death that arises as a result of undertaking the Works.
16. The Applicant shall hold a current public liability insurance policy for no less than AUD\$10,000,000 before starting the Works.

ACKNOWLEDGEMENT

I have read and accept the standard conditions of approval outlined above. I will ensure all tasks and provisions necessary to perform the proposed works on the road reserve are undertaken in accordance with these conditions. I am authorised to sign on behalf of the Applicant.

Signature of Responsible Officer	Date
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2. TEMPORARY ROAD CLOSURE PERMIT

APPLICANT DETAILS

Company (Permit Holder)	Phone No.	Email
Address		

RESPONSIBLE OFFICER (for Applicant)

Name	Position	Mobile Phone Number
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STANDARD CONDITIONS OF APPROVAL

1. All necessary actions shall be undertaken to protect the public from nuisance, injury and loss during the road closure period.
2. All necessary actions shall be undertaken to ensure the safe passage of all road users with a minimum of delay and to ensure access to adjacent properties is maintained.
3. All residents, businesses, emergency services and public transport operators directly affected by the road closure shall be advised of the planned disruption at least 24 hours before the road closure period commences. Unless otherwise agreed by Council, where a road closure period is proposed to be more than 48 hours in duration, a public notice shall be inserted in the *Queensland Times* newspaper advising the public of the road closure and likely disruption to traffic movements. Such notice shall be published in the newspaper at least 24 hours before the road closure period commences.
4. A permit from the Police shall be obtained before the road is closed. All conditions specified in the Police Permit shall be carried out and/or obeyed.
5. Any direction or instruction given by a Police or Council officer shall be promptly obeyed.
6. The actions and provisions outlined in the *Traffic Control Plan* submitted with the application, or otherwise modified by Council, shall be followed.
7. Warning devices shall be provided to inform road users of the upcoming road closure. All devices required to effect the road closure shall be installed in accordance with the *Manual of Uniform Traffic Control Devices Part 3 – Works On Roads*.
8. Separate approval shall be sought from Council where the road closure necessitates the closure and/or removal of a parking meter/s.
9. Provision shall be made to ensure refuse vehicles can service adjacent properties on collection day. For further information, contact Ipswich Waste Services (ph – 3810 8100).
10. All street furniture located in the road reserve (including traffic signs) that are disturbed, damaged or removed as part of the road closure are to be reinstated to a similar condition to that in existence before the road closure occurred (to the satisfaction of Council).
11. The Applicant agrees to indemnify and save harmless Ipswich City Council from any loss, damage, injury or death that arises as a result of either undertaking the road closure or activities associated with undertaking the road closure.
12. The Applicant shall hold a current public liability insurance policy for no less than AUD\$10,000,000 before the road closure activity commences.

ACKNOWLEDGEMENT

I have read and accept the standard conditions of approval outlined above. I will ensure all tasks and provisions necessary to perform the proposed works on the road reserve are undertaken in accordance with these conditions. I am authorised to sign on behalf of the Applicant.

Signature of Responsible Officer	Date
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