



TEMPORARY ACCESS OVER COUNCIL LAND APPLICATION FORM

COUNCIL WILL ONLY CONSIDER GRANTING TEMPORARY ACCESS OVER COUNCIL LAND IF THERE IS A FORMED ROAD OR AT A MINIMUM, A FIRE TRAIL LEADING TO THE APPLICANTS PROPERTY AND THERE IS NO ALTERNATE ACCESS FOR THE SITE. PLEASE REFER TO ATTACHED INFORMATION SHEET BEFORE PROCEEDING

APPLICANT

Name: *(Property Owner)*

Address: *(Property Owner)*

Postcode: Email:

Contact No: *(Home)* Mob: Fax:

CONTACT PERSON

Name: *(if different to above)*

Contact No: *(if different to above)*

PARK LOCATION WHERE ACCESS IS REQUIRED

Park:

Date(s):

PURPOSE OF ACCESS

Purpose of access:

Vehicle types to gain access including vehicles weight:

Please provide diagram/map of access point.

Is this application related to construction work approved under a Development Application? Yes No
If yes, provide a copy of approved Development Application or Construction Certificate.

If a key is required, this may be collected from Council's Customer Service Centre once approval has been granted.

FEES AND BOND CHARGES

Bond: Up to 300m² \$2263.50; Over 300m² \$4531.00

Administration fee: \$ 668.00*

Access fees: 1 Day only \$198, Up to 7 Days \$432, 8 to 28 days \$864.50, 29 to 56 Days \$1728.50, 57 to 84 Days \$2587.50

An additional fee of \$400 per week for access that is required over 12 weeks. *If the applicant requires an extension to the access Permit, Council is to be notified 2 working days prior to the original completion date.*



***Please note that the administration fee is non-refundable.**

PAYMENT OPTION (ONCE APPROVAL IS GRANTED)

Payment can be made in the following ways:

In Person	Bankstown Customer Service Centre Upper Ground Floor, Civic Tower 66-72 Rickard Road, Bankstown	Campsie Customer Service Centre 137 Beamish Street, Campsie
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Mail Cheques to be made payable to "Canterbury-Bankstown Council".
Enclose the completed application form and send to:

Canterbury-Bankstown Council
PO Box 8
BANKSTOWN NSW 1885

APPLICANT'S SIGNATURE

Cardholders Signature: Date:

Phone Contact Number:

Cardholders Signature: Date:

Phone Contact Number:

PRIVACY NOTICE

Council is required under the Privacy and Personal Information Protection Act 1998 (PPIPA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA.

Personal information requested on this form will only be used to fulfil the purpose for which it is being collected. Provision of this information is voluntary and is required to help process your application. Council is regarded as the agency that holds the information and access is restricted to council officers and other authorised people. You may apply to access or amend the information. For further information or clarification please contact the Privacy Contact Officer at Council.



TERMS AND CONDITIONS OF ACCESS

COUNCIL WILL ONLY CONSIDER GRANTING TEMPORARY ACCESS OVER COUNCIL LAND IF THERE IS A FORMED ROAD OR AT A MINIMUM, A FIRE TRAIL LEADING TO THE APPLICANTS PROPERTY AND THERE IS NO ALTERNATE ACCESS FOR THE SITE. PLEASE REFER TO ATTACHED INFORMATION SHEET BEFORE PROCEEDING

1. Council will require 10 working days to process the application.
2. The applicant/contractor will be required to minimise the amount of access over Council land to the applicants/contractors private property at all times.
3. No materials, plant or equipment are to be stored on Council land at any time.
4. A 2 meter high chain wire barrier fence will be installed to delineate the area of works. The fence is to be constructed and installed entirely within the applicant/contractors private property
5. All materials/plant stored on the applicant/contractors work site are at their own risk.
6. That access is strictly limited to the work area and a reasonable access route to and from the entry gate access, or as directed by Council staff.
7. Council may require fencing to be installed in areas of high pedestrian and or patron use.
8. Under no circumstances are vehicles at any time to access areas of the park, away from the actual worksite.
9. Under no circumstances is access allowed during wet weather or if the grass area is too wet.
10. All waste materials are to be transported and disposed of in accordance with Waste Management Authority regulations at the applicant's/contractors expense, or as per Development Consent.
11. The applicant will be responsible for submitting to Council:
 - An approved Traffic Control Plan (where applicable); any disruption of traffic or use of roads for access needs to be approved from the local Police and appropriate Road Authority.
 - Type and weight of equipment to be used including current insurances and registrations.
 - The anticipated number of times the access shall be used.
 - In accordance with Council's Tree Preservation Order, all trees must be protected in accordance with Australian Standard AS4970-2009 Protection of trees on development sites. Refer to Councils Tree Management Manual which can be located on Councils Website.
 - Notification for commencement for work, timeframe and completion of work to be made to the Parks Asset Maintenance Section, City Operations ph: 9707 9850
 - All damage to accessed land, due to works undertaken, be repaired at the applicants/contractors cost. All damage to the area, including the road reserve, is to be restored to its original condition. Council must be consulted in regards to remediation, should it be necessary. All areas requiring re-turfing will need to be maintained for a period of 6 weeks at the applicant/contractors expense.
12. All repair works are to be completed within 14 days of the end date per the application, unless otherwise specified by Council staff.
13. You may only utilise the access permit the between the hours of 7.00 a.m. and 5.00 p.m., Monday to Friday and 7.00 a.m. and 1.00 p.m., Saturday or as per your approval from Council.
14. It is the applicant's sole responsibility to ensure the safety of all park users during the period of occupation.
15. Access Fees, Charges and Bonds are as follows:
 - A non-refundable administration fee of \$638.00*.
 - Access fee 1 day only \$198, Up to 7 Days \$432, 8 to 28 Days \$864, 29 to 56 Days \$1728.50, 57 to 84 Days \$2587.50.



- An additional fee of \$400 per week for access that is required over 12 weeks. Note: wet weather extensions may be provided upon application.
 - An access bond based on the area being applied for access and potential damage to infrastructure. This bond is refunded subject to a post inspection on the area in question and confirmation that no conditions contained in this letter are breached and that all keys issued have been returned.
 - Bond criteria: up to 300m² = \$2263.50; 300 to 600m² = \$4531.00 .
16. Council reserves the right to amend, modify or vary the terms and conditions after giving reasonable notice in writing to the applicant. Any additional fees and charges introduced by Council for the new financial year will be payable after 1st July each year. Such further terms may be in addition to or in substitution of all or any of the charges, terms and conditions contained therein.
17. Any breach of conditions and/or variance to the proposal submitted to Council, will lead to the cessation of this agreement and permission to occupy will be withdrawn.
18. The applicant is responsible for the safekeeping of all keys issued. Under no circumstances are copies to be made of keys. Keys are to be returned to the Customer Service Centre, Upper Ground Floor, Bankstown Civic Tower 66-72 Rickard Road, Bankstown, on the next working day of the completion of access.

INSURANCE

1. The applicant agrees to use the area at their own risk.
2. The applicant will indemnify and keep indemnified the Council, its officers, servants and agents from and against all actions, claims, demands, damages, costs, charges and expenses in respect of any damages to, or loss of property or death or injury to any person which may be suffered or sustained during the term of this access other than where the same is caused by or contributed by (but, in such case only to the extent of the contribution), the Act or omission of Council.

The applicant must provide Council with a copy of:

3. A Certificate of Currency for Public Liability insurance clearly showing the period of occupation. The amount of insurance is not to be less than \$20,000,000 indemnity and it is to be in the name of the occupier. A cross liability clause naming the occupier and Bankstown City Council is to be incorporated into the insurance policy wording.
4. A current Worker's Compensation Policy.
5. Details of plant and vehicles to be used, including registration details and current insurance policy.
6. All road registered vehicles and plant used at any time in connection with park access must have current motor vehicle insurance covering Third Party Property Damage (\$20 million dollars minimum).

APPLICANT'S SIGNATURE

I have read the Terms and Conditions of Access and agree to be bound by those Conditions.

Signature: _____ Date: _____

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