

(WO-FO-100) Application Permit Works within a Road Reserve

Application Details:-

Applicant's Name:- **Company Name:-**

Applicant's Ref N°:- **Phone ☎:-** **Fax ☎:-**

Applicant's Postal Address:-

Email:- **Mob:-**

Proposed Site:-

Please select a category for the proposed works:

Under-boring a Sealed Road	1	Trenching a Sealed Road	3	Works affecting Pedestrian Traffic	5
Under-boring an Un-Sealed Road	2	Trenching an Un-Sealed Road	4	Works affecting Vehicular Traffic	6

Total value of work impacting on the road reserve:- \$ **Bond shall be paid as per clause 3.**

Description of proposed works:-

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Start Date:-/...../..... **Completion Date:-**/...../.....

Is the work related to a Development Application Yes / No

DA No:

Clause No.	List of Standard Conditions
1.	Application Approval fee of \$85.00 (inclusive of GST) shall be paid to Council with this application. [Receipt Type 500] W112.9995.596
2.	A road inspection fee of \$191 (inclusive of GST) shall be paid to Council with this application. [Receipt Type 500] W112.9995.596
3.	<p>The bond to be calculated at 5% of the value of the works impacting on the road reserve. Bond shall be deposited with Council, with this application. Bond payable - minimum \$500, and maximum \$10,000.</p> <p>[Trust Register 50 Category 8]</p> <p>[Not applicable to other Government Authorities and MI]</p> <p><i>The bond will be retained for a minimum period of six (6) months after work completion. The bond will be totally refunded should the works area be of a similar standard to the immediate surrounding road network at time of final inspection. Road subsidence, or poor finishing of work, will result in bond forfeiture, or delays until works are to the satisfaction of Council. Should Council plant be required to attend the site within bond period, bond will be forfeited and the balance of full cost recovery will be invoiced to the responsible contractor. Where bond is not applicable, an invoice will be sent to responsible Authority/Contractor to recover the full cost of works.</i></p> <p><i>Liability for future maintenance will remain with the original Contractor/Authority until works are signed off.</i></p>
4.	Approval shall be sought as may be necessary from Griffith City Council to cross its underground services.

Approved: Operations Manager Maintenance	Group / System: Works	Document ID: WO-FO-100	Version: 7.1
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Clause No.	<u>List of Standard Conditions</u>
5.	Approval shall be sought and obtained, as may be necessary, from owner of utilities and other affected authorities to cross any of its underground services.
6.	Council shall be informed of all Hazardous Substances to be used within the road reserve and supplied with a copy of the MSDS sheets along with a description of the volumes and method of storage on site.
7.	<p>Traffic control plans shall be in accordance with Australian Standard 1742.3 or other standards acceptable to the Council. A traffic control plan shall be designed and approved by suitably qualified person and shall be submitted with this application.</p> <p>Complete form WO-FO-208 Location Risk Assessment.</p> <p>Complete form WO-FO-202 Portable Traffic Signals, if proposing to portable traffic signals.</p> <p>Complete form WO-FO-205 Speed Zone Authorisation, if proposing to reduce the posted speed limit of the road.</p> <p><u>Note: The roadway is to remain open to traffic at all times during construction unless a direction to restrict or Road Closure notice is issued by council. Where road closure notice is required, allow 20 working days to process the application.</u></p> <p style="text-align: center;">[Receipt Type 628] W112.9995.596</p> <p style="text-align: center;"><u>[Council can design and approve basic traffic control plans for a fee of \$217 (simple TCP)]</u></p>
8.	<p>If a road closure is required, a notice fee of \$150 (inclusive of GST) per ad per week shall be paid to Council with this application. Number and frequency of advertisement to be determined by Council.</p> <p style="text-align: center;">[Receipt Type 500] W112.9995.596</p>
9.	All relevant signage required on the traffic control plan, is to be in place, prior to work commencement.
10.	<p>Applicant shall take out or extend a Public Risk Insurance Policy, with a cross clause to cover the Council, for public liability in an amount of not less than \$20,000,000 or such other amount as the Council shall nominate to the Applicant from time to time.</p> <p>Council is to be indemnified from any claim arising from accidents that may occur during the installation and restoration phase and up until the work has been cleared by Council.</p> <p><u>Note: A Certificate of Currency is to be supplied to Council naming Griffith City Council as an interested Party each time application is logged.</u></p>
11.	<p>On Council roads all underground crossings shall cross the road reserve perpendicular to the road alignment, and shall have a minimum cover of 600mm at any point across the road reserve, inclusive of roadside table drains.</p> <p>On RMS roads all underground crossings shall be installed a minimum of 1.2 metres below the road centreline, 300 mm below the invert of the table drains and 750 mm below the natural surface elsewhere in the road reserve.</p> <p><u>Note: Permanent markers shall be placed and maintained on each side of the road to indicate the exact location of the pipelines/cables. The markers shall include the address and phone number of the nearest contact.</u></p>
12.	Thrust boring or directional boring should be used for installation of any works under the road unless there are exceptional problems or costs involved.
13.	All high pressure work shall be encased in a pipe over the full width of the road formation to allow future maintenance of the works without road disturbance.

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Clause No.	<u>List of Standard Conditions</u>
14.	Pipes under roads are to be designed in accordance with the relevant Australian Standards. Fibre-reinforced concrete pipes shall be minimum Class 3.
15.	Trench bed within the road formation shall be thoroughly compacted before backfilling. Fill shall be compacted every 150mm as trench is reinstated. The road surface shall be finished with gravel to a minimum depth of 150mm. The road surface shall be level with the surrounding road surface and it shall not deform.
16.	Trench in the nature strip shall have a minimum of 100mm of top soil in the final layer and an appropriate grass sown on the finished surface to complete the restoration. A crown of approximately 50 mm is required to allow for further consolidation.
17.	Trench surface within the road formation shall be tested for 100% compaction to depth of 300mm by NATA accredited laboratory and test results shall be submitted to Council. Minimum 2 tests shall be conducted, if the length of the trench is longer than 40 meters it shall be tested every 20 metres. [AITKEN ROWE Labourites can carry out compaction tests, Ph: (02) 6964 5551]
18.	Trench across the sealed surface shall be sealed with same type of seal as the existing seal and it shall be level with the surrounding surface.
19.	Council shall not be liable for any damages to the resulting assets and associated facilities, when NOT installed in accordance with council's requirements. Clauses:-(11 to 18)
20.	Should it become necessary to make alterations, extensions or removal of the asset, such cost shall be borne by the owner at a time and in a manner directed by Council, and in a manner deemed acceptable to Council.
21.	<p>For works within RMS road reserve the following additional plans shall be submitted with this application:</p> <p>1) Site Induction plan, 2) Emergency Management Plan, 3) Environmental Management Plan 4) Organisation providing traffic control must be category G accredited by RMS and proof of accreditation shall be submitted with the application.</p> <p>[Receipt Type 500] W112.9995.596</p> <p><u>If Speed Zone Authorisation (SZA) is required on RMS road, fee of \$74 (inclusive of GST) shall be paid to Council for SZA application to RMS.</u></p>
<p>All work should be carried out in accordance with appropriate prevailing standards and conform with sound engineering practice and legislation, with particular reference to the WHS Act and Regulations.</p>	

Additional Information:-

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Please allow minimum 10 working days to process the application. Where road closure notice is required, please allow minimum 20 working days to process the application.

Council is to be informed 7 Days Prior to the Commencement of the Proposed works and within 2 Days of completion of the works.

I have read and understood all of the above conditions to work within the road reserve.

Name:-..... Position:-.....

Signature: - Date:-...../...../.....

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