

Application for Temporary Ground Anchors in a Public Road

Under the *Roads Act 1993 Sections 138, 139 & 218*

Fees are valid until 30 June 2020

About this form

Use this form to apply for Council consent to:

Construct temporary ground anchors in accordance with Council's Rock Anchor Policy

- Works within a public road must not commence until you receive an approval letter in writing via post/ e-mail / fax from Council.
- Please allow up to 4 weeks for this application to be processed.
- **Note: Council will NOT approve permanent ground anchors.**

Lodgement & fees

Please complete all details below, attach the required supporting documentation and follow the instructions on page 5.

Any questions?

Please telephone Customer Service on (02) 9391 7000 or visit our Customer Service Centre (see page 5).

▼ Location of proposed works and Development Application details

Location of proposed works

Street no(s):.....Street name:.....

..... Suburb:.....

Nearest property or cross street:.....

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You must attach a site plan detailing exact location of proposed works

Development Consent details (if applicable)

DA Number:

Please ensure the following is attached:

- Copy of the relevant DA consent conditions.
- Copy of your approved DA structural drawings showing proposed temporary ground anchors in a public road.
- Certification by a qualified geotechnical engineer that the rock is structurally sound

▼ Applicant Checklist

- B.1 - Public Liability Insurance details (min \$20,000,000) with Council listed as an interested party
- B.2 - Site plan
- B.3 - Structural drawings and certification
- B.4 - Traffic Control Plan
- B.5 - Specifications for engineering works
- B.6 - Copy of all related Condition(s) of Development Consent

The applicant must complete and sign all sections of the application form, and provide all relevant supporting documentation and information as instructed on the form.

If the application is received without the relevant supporting documentation attached, the applicant will be requested to submit the relevant supporting documentation such that their application can be properly assessed.

Should the applicant fail to provide the relevant supporting documentation required the application will be refused.



Description of works

Applicant to provide additional information regarding the proposed works.

Provide a detailed description of works proposed:

- Location of anchors on site
- Number of anchors
- Time period of use

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Applicant and Contractor Details

Applicant's name, postal address and contact details
(may be owner, architect or project manager)

Company Name:

Postal address:

..... Post Code:

Phone (B) (....) Fax (....)

Applicant's representative:.....

Mobile:

Email:

Contractor's name, postal address and contact details
(may be concreter, steel fixer, builder, etc)

Company Name:.....

Postal address:

..... Post Code:

Phone (B) (....) Fax (....)

Applicant's representative:.....

Mobile:

Email:

Read all sections carefully

A. Instructions to the applicant for ALL works

- A.1. Construction works on temporary ground anchors in a public road must not commence until you receive an approval letter from Council and the initial inspection has been carried out.
- A.2. Council's standard "*Rock Anchor Policy*" can be downloaded from Council's Website www.woollahra.nsw.gov.au or copies are available at Council's Customer Service Centre.
- A.3. If the proposed works are associated with a DA, they must comply with DA consent conditions and approved plans.

B. Supporting documentation required

- B.1. A copy of the contractor's public liability insurance (minimum \$20,000,000) with Council listed as an interested party must be attached to this application form.
- B.2. Site plan.
- B.3. Structural drawings (plans, sections and elevations) of the site and details of proposed works. Plans should include existing and proposed (critical) reduced levels to AHD.
- B.4. Structural Engineer certificate. The Engineer must certify that all temporary ground anchors have been designed to comply with Council's standard "*Rock Anchor Policy*" and relevant Australian Standards.
- B.5. Traffic Control Plan prepared by an RMS-accredited Traffic Control Consultant (Note: Woollahra Council does NOT approve Traffic Control Plans (TCPs). The TCP submitted with the application, is viewed as a document containing information about the impacts on traffic flow only and is NOT evaluated from the viewpoint of risk assessment or Occupational Health and Safety. If a Permit is granted for temporary rock anchors in a public road, it does not imply approval of the TCP).
- B.6. Specifications for engineering works.
- B.7. Copy of all related Condition(s) of Development Consent, if applicable.

C. Standard conditions

- C.1. All works must be constructed in accordance with Council's standard "*Rock Anchor Policy*".
- C.2. All works shall be carried out in accordance with these conditions and any further conditions as notified in the approval notification.
- C.3. The first row of the temporary ground anchors must be at a minimum depth of 2.5m below the finished levels of the road reserve.
- C.4. For the protection of the public, Workcover approved barriers must be erected and maintained at any worksite on Council owned or managed property. Appropriate permits must be obtained from Council prior to the installation of the barriers on Council owned or managed property.
- C.5. The footpath must be clear of rubbish or suitably barricaded at all times. Following completion, all formwork and waste must be removed from the footpath area, gutters and pits.
- C.6. The Performance Security Deposit will only be refunded when the Applicant's Structural Engineer has provided certification that all temporary ground anchors have been removed or de-stressed and is subject to inspection by Council after the completion of all works relating to the proposed development. Any damages identified by Council must be rectified and certified by a suitably qualified Engineer at the Applicant's expense and to the satisfaction of Council prior to release of the Performance Security Deposit. If it is not rectified, Council will retain the Performance Security Deposit to rectify the damage.
- C.7. If the road pavement is damaged during construction, it must be restored in accordance with Council's Specifications at the applicant/owner's cost.
- C.8. Council may direct work in the road reserve to be removed and/or reinstated at the applicant/owner's cost.
- C.9. Council will not be held responsible for any Public Liability Claims or other claims arising from incorrectly installed or unauthorised footpath crossings or associated works.



Indemnity Statement

Indemnity

You, the applicant, indemnify Council from and against all actions, claims, costs, losses, expenses and damages (including the costs of defending or settling any action or claim) in respect of:

- Loss of, loss of use of, or damage to property of Council; or
- Personal injury (including death) or illness to any person or loss of, loss of use of, or damage to any property; resulting from, or by reason of, anything done or omitted to be done by you arising out of your activities undertaken at or on Council's land.

Your liability to indemnify Council is reduced proportionally to the extent that a negligent act or omission of Council or its employees has contributed to the injury, damage or loss.



Signature

Your declaration

I, (the applicant) have read, understood and accept the conditions. I accept that all these conditions must be complied with. I apply for consent to carry out the works described in this application. I declare that all the information given is true and correct. I also understand that:

- If incomplete, the application may be delayed or rejected, and
- More information may be requested after the date of lodgment, and
- A processing fee must be paid.

Signature: Date:.....



Schedule of Fees

Type of Fee/Charge	Fee or Charge	Unit Rate	Supplementary Information
ROCK ANCHORS			
Application Fee	\$471.00		
Temporary Rock Anchor - Non Refundable Damage Deposit	\$830.00	per anchor	
Performance Security Deposit (Refundable)	\$5,915.00	per anchor	Refundable following removal of Temporary Rock Anchor and reinstatement of road assets to Council's satisfaction. Minimum bond of \$50,000.

Please indicate in the table the number of temporary ground anchors and the total cost for each of the categories in the table below.

Number of Anchors	Non Refundable Charge Total	Bond Total	Total



How to lodge this application

Address the application to: The General Manager
Woollahra Municipal Council

You can send it to us by any of the following methods

Post: PO Box 61
Double Bay 1360
DX: DX 3607 Double Bay
Courier or personal delivery: Council Chambers
536 New South Head Road
Double Bay NSW 2028

How to contact us by phone, fax or electronically

Phone: (02) 9391 7000
Fax: (02) 9391 7044
Email: records@woollahra.nsw.gov.au
Web: www.woollahra.nsw.gov.au
Who to contact: The Development Engineer can be contacted on (02) 9391-7136

Fees

A schedule of fees is listed on page 4. Fees are valid until 30 June 2020.

If the application is not related to a DA and a damage security deposit is not held, the applicant is required to lodge a damage security deposit as per the schedule of fees attached.

Payment methods:

In Person

Payment can be made at our Customer Service Centre by the following methods: cash, EFTPOS, cheque, Money Order (make payable to Woollahra Council) or by credit card – American Express, Diners Club, MasterCard or Visa. Credit card payment will incur a processing fee.

By Mail

- For credit card payments, please complete the attached "Credit Card Payment" form.
- For cheque payments, please make payable to Woollahra Council.

Acknowledgement

You will receive a receipt specifying the amount of fees paid.

Making a personal visit?

Woollahra Council is located at 536 New South Head Road, Double Bay. We look forward to seeing you.

Bus or Rail: Take the train to Edgecliff, then take the bus or walk from the interchange at the Edgecliff Centre.

Parking: Short-term customer parking spaces are available on site. On-street parking in nearby streets is also available.

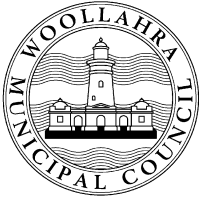
To be completed by Council's Cashier and Customer Service Officer. GST may be applicable (<i>refer receipt for details</i>) <i>Retain your receipt as proof of lodgement of the application.</i> <input checked="" type="checkbox"/> Receiving Officer: Date: <input checked="" type="checkbox"/> Cashier: Date:	OFFICE USE ONLY		
	Fee Type	Receipt Code	Fee \$
	Application Fee	45	\$471.00
	Temporary Rock Anchor (Non Refundable Charge)	89	
	Performance Security Deposit (Refundable)	113	
Total:			



Privacy notification

The personal details requested on this form will only be used in connection with the requirements of this application. Access to this information is restricted to Woollahra Municipal Council officers. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. You may also request Council to suppress your personal information from a public register.

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Credit Card Payment Form

All credit card payments will incur a processing fee, currently 0.55%

Payments should be sent to: Woollahra Council
536 New South Head Road
DOUBLE BAY NSW 2028

OR

PO Box 61
DOUBLE BAY NSW 1360

OR

DX 3607 DOUBLE BAY

Credit card payment

This matter will not be processed until the credit card payment has been authorised

Tick Applicable Credit Card	<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DINERS CLUB	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> VISA															
Full Name on Credit Card																			
Credit Card No.				--					--										
Card Expiry Date			--			Total Amount Paid	\$												
Cardholder's Signature																			
Date							Contact Phone No.												

Reason for payment

Please indicate in this section the reason for the payment and any other applicable information.

Payment For

Council Reference e.g. DA No.

Address (where applicable)

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PRIVACY NOTIFICATION

The personal details requested on this form are being collected, and will only be used for, the purpose of processing your payment. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council will not be able to process your payment. Access to the information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council.

OFFICE USE ONLY	Payment Processed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Cashier	
	Date	