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| [SGSC LOGO Writing Hi Res](http://intra1/Page/Page.asp?Page_Id=378)Application for Works Within Road Reserves  This notification / application is provided in accordance with - 1. Road Management Act 2004, Schedule 7 2. Road Management (Works and Infrastructure) Regulations 2016  **Use this form for: (i) Notification of proposed works, (ii) Application for consent, or (iii) Notification of completed works to the Coordinating Road Authority (CRA)** | | | | | | | | | | | | | | | | |
| **THIS FORM IS NOT A PERMIT – Conditions of consent will be sent to the applicant when consent is granted.** | | | | | | | | | | | | | | | | |
| **General Information** | | | | | | | | | | | | | | | | |
| **Type:**  **(Tick box)** | | ❑ Notification of proposed works  ❑ Application for consent  ❑ Notification of completed works | | | | | **Date:** | |  | | | | | **SGSC No:** | | |
| **Payment Type:** | | ❑ Cash ❑ Card ❑ Cheque | | | | | | | |
| **Fee:** | |  | | **Receipt No:** | | | |  | |
| **Work Duration:** | | **Proposed Start Date** | | | / / | | | | **Finish Date** | | | | | | / / | |
| **Applicant Name:** | |  | | | | | | | | | | | | | | |
| **Applicant’s**  **Address:** | |  | | | | | | | | | | | | | | |
| **Role: (Tick box)** | | ❑ Owner | | ❑ Occupier | | ❑ Builder | | ❑ Plumber | | ❑ Contractor for | | | | | | |
| **Contact Name:** | |  | | | | | | **Applicant Signature:** | | | |  | | | | |
| **Phone:** | |  | | | | | | **Mobile:** | | | |  | | | | |
| **Email:** | |  | | | | | | | | | | | | | | |
| **Application for Consent Fees** (Please tick only one box in this section.) | | | | | | | | | | | | | | | | |
| **Minor works**  **(Quick Reference)** | ❑ Drainage/Service Connection **$88.90** | | | | | | | ❑ Hoarding or Other Works**$88.90** | | | | | | | | |
| ❑ Roads - Works or Maintenance **$137.70** | | | | | | | ❑ Vehicle Crossing, Footpath or Kerb & Channel **$137.70** | | | | | | | | |
| **Works Within Road Reserves – Non-Utilities/Municipal Roads** | | | | | | | | | | | | | **>50 kph** | | | **<50kph** |
| **Other Than**  **Minor Works** | conducted on, or any part of, the roadway, shoulder or pathway  not conducted on, or any part of, the roadway, shoulder or pathway | | | | | | | | | | | | ❑ **$638.30** ❑ **$348.00** ❑ **$137.70** ❑ **$ 88.90** | | | ❑ **$348.00** ❑ **$ 88.90** ❑ **$137.70** ❑ **$ 88.90** |
| **Minor Works**  **(< 8.5 sqm)** | conducted on, or any part of, the roadway, or pathway or shoulder  not conducted on, or any part of, the roadway, or pathway or shoulder | | | | | | | | | | | |
| **Details of Work** | | | | | | | | | | | | | | | | | |
| **Site Address: (Works Location)** | | |  | | | | | | | | | | | | | | |
| **Description of Works: (Include list of Assets affected by works)** | | |  | | | | | | | | | | | | | | |
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| **Details of Contractor** (Persons conducting works) | | | | | | | | | | | | | | | | | |
| **Contractor's Name:** | | |  | | | | | **Contractor's ABN:** | | | | |  | | | | |
| **Contractor's Address:** | | |  | | | | | **Insurance Company and Policy Number:**  (PLI required is a minimum of $10 million - copy to be provided) | | | | |  | | | | |
| **Works Manager:** | | |  | | | | | **Telephone (BH):** | | | | |  | | | | |
| **Mobile:** | | | | |  | | | | |
| **Email address:** | | |  | | | | | | | | | |  | | | | |
| **Southern Grampians Shire Council 1 Market Place, Hamilton VIC 3300 Phone: 03 55730256**  **email:** [**marketplaceadmin@sthgrampians.vic.gov.au**](mailto:marketplaceadmin@sthgrampians.vic.gov.au) **website:** [**www.southerngrampians.vic.gov.au**](http://www.southerngrampians.vic.gov.au) | | | | | | | | | | | | | | | | | |

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| **Traffic Impact (Please tick boxes)** | | |
| **Will a traffic Management Plan be in operation during the proposed works:**  (Note: refer s99A of the Road Safety Act 1986 and Code of Practice for Worksite Safety - Traffic Management) | | ❑ Yes ❑ No |
| **Will major traffic control devices requiring a "Memorandum of Consent" be used?**  Examples of major traffic control devices include speed limit signs, traffic signals (including portable traffic signals etc. (Note: refer Road Safety (Road Rules) 1999 and Code of Practice for Worksite Safety - Traffic Management) | | ❑ Yes ❑ No |
| **Will the Works**  **(a) require deviation of vehicular traffic into on-coming traffic lane?**  **(b) be conducted in a clearway when in operation?**  **(c) be conducted on, partly or affect a bridge or other structure?** | | ❑ Yes ❑ No  ❑ Yes ❑ No  ❑ Yes ❑ No |
| **Will closure of the road or part of the road to vehicular traffic be required for:**  **(a) a continuous period of more than 12 hours?**  **(b) more than 24 hours in a 7 day period?** | | ❑ Yes ❑ No  ❑ Yes ❑ No |
| **If "Yes" to either 4(a) or 4(b), then what is:**  **(a) the number of traffic lanes to be closed?**  **(b) the length of traffic lane to be closed (1st lane) (indicate with m for metres or km for kilometres)**  **(c) the length of traffic lane to be closed (2nd lane) (indicate with m for metres or km for kilometres)** | |  |
| **Please provide any other relevant traffic information, including impact on pedestrians (including provision for people with disabilities) and cyclists:** |  | |
| **Works Manager Responsibilities** | | |
| **Principles applying to infrastructure managers and works managers:**  1.An infrastructure manager or a works manager must have regard to the principles specified in this clause in the provision of non-road infrastructure on roads.  2. The primary purpose of a road is use by members of the public and authorised users must be managed as far as reasonably practicable in such a way as to minimise any adverse impacts on the primary purpose.  3. Without limiting the generality of sub-clause (2), authorised uses must be managed so as to –  (a) minimise any damage to roads and road infrastructure;  (b) ensure that works necessary for the provision of non-road infrastructure are conducted as quickly as practicable;  (c) minimise any disruption to road users;  (d) minimise any risk to the safety and property of road users and the public generally;  (e) facilitate the design and installation of infrastructure which minimises any risk to the safety of road users;  (f) ensure that the road and any other infrastructure is reinstated as nearly as practicable to the condition existing before the works necessary for the provision of the non-road infrastructure were conducted;  (g) protect and preserve existing significant roadside vegetation and sites of biological significance within the road reserve (*Road Management Act 2004, Schedule 7, Sec 14)*. | | |
| **Application for Consent Fees Information** | | |
| **Fees are only payable when lodging an application for consent. The application fees are set under the Road Management (Works & Infrastructure) Regulations 2016 S.R. No 61/2016 Part 5 – Fees Regulation 22. The meaning of *minor works* is taken from the same regulations Part 1 – Regulation 6.**  **Fees are reviewed annually, 1 fee unit has been set at $14.81 as at 1 July 2019 (Monetary Units Act 2004).** | | |
| **The personal information requested on this form is being collected by the Southern Grampians Shire Council for municipal purposes as specified in the *Local Government Act 1989*. The Council will use this information only for the specific purpose of collection or for directly related purposes. The information will not be disclosed except as required or specifically authorised by law. You may request access to any personal information that Council may have collected about you. Also, you may request correction of your personal information if you can establish that it is not accurate or complete. Such requests should be directed to Council’s Privacy Officer on telephone 03 730256.** | | |