northern beaches council

Temporary Ground Anchors (Road Reserve) Application 18/19

If you need help lodging your form, contact us		
Email	council@northernbeaches.nsw.gov.au	
Phone	1300 434 434	
Customer Service Centres	**Manly** Town Hall, 1 Belgrave Street Manly NSW 2095	**Dee Why** Civic Centre, 725 Pittwater Road Dee Why NSW 2099
	Mona Vale 1 Park Street Mona Vale NSW 2103	**Avalon** 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	4018
TRIM Ref	C000978
Last Updated	June 2018
Business Unit	NECC
Application No.	T G A 2 0 /
Receipt No.	

Privacy Protection Notice	
Purpose of collection:	For Council to provide services to the community
Intended recipients:	Northern Beaches Council staff
Supply:	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction:	Please contact Customer Service on 1300 434 434 to access or correct your personal information

A minimum application fee of $1356.82 is payable. An installation rate is invoiced upon approval of $780.40 per anchor 2018/19.

About this form

This application form is for the installation of temporary ground anchors under Council's footway/road reserve. Council does not approve temporary ground anchors under private properties.

A separate approval is also required to be obtained from the Roads & Maritime Services (RMS) if it is proposed to install ground anchors under a State or a classified Regional Road. Council will not approve the application unless Roads & Maritime Services (RMS) approval is obtained first.Works within a public road must not commence until you receive an approval letter and a signed Deed of License in writing via post/email from Council.

Note: Council will NOT approve permanent ground anchors in the Road Reserve area

Part 1: Location of the proposed works

Property no.	
Street(s)	
Suburb	
Lot number + DP/SP	
Nearest property or cross street	

Part 2: Application Details

It is important that we are able to contact you if we need more information. Please give us as much detail possible			
Title	◯ Mr ◯ Mrs ◯ Ms ◯ Other		
Full family name (no initials or company)			
Full given names (no initials)			
Postal address We will post all letters to this address			
		Postcode	
Phone number		Alternate	
Mobile number			
Email			
Contact person Person who may be contacted to discuss the application during business hours			

Part 3: Public Liability Insurance

Permits will not be issued unless you have public liability insurance for the area you want to use. Please complete this form, giving details of your public liability insurance.

A certificate of currency must be provided to Council by the insurance company before a permit is issued.

I _____ hereby declare that I as permit holder and Warringah Council are insured for legal liability to the public in respect of personal injury or property damage for a limit of indemnity of not less than $20 million.

Name of insurance company			
Public liability policy number			
Period of insurance from		to	
Limits of indemnity	$		

I understand that this insurance shall not be cancelled or lapse without the agreement of Warringah Council and the policy document shall be endorsed to this effect.

This insurance includes the cross liability clause.

Applicants signature	
Date	

Part 4: Fees

Temporary Ground Anchors Application (per Application)	$1,356.85
Temporary Ground Anchors Penalty (per Anchor)	$780.40

Part 5: Description of Works

Detailed description of the proposed works	
Number of proposed ground anchors	
When do you wish to commence installation of anchors?	
How many weeks will the anchors be in place?	
Is this application associated with a development approval?	◯ Yes ◯ No
Development consent number	D A /
Location of anchors on site	Please attach plan of anchor locations

Part 6: Application Checklist (Documentation to be submitted with this application)

◯	Public liability insurance details (min $20,000,000) with Council listed as an interested party
◯	Two Deed of Licence signed by the applicant (contact Council Development Engineers to obtain standard wording for Deed of Licence)
◯	Three copies or sets of all plans and documents including structural drawings certified by a design engineer
◯	Consent from any affected public utility authority if construction is likely to affect any services supplied by that Authority i.e. Roads & Maritime Services
◯	A dilapidation report of the footway/roadway adjoining the site/work area prior to the commencement of works prepared by a suitably qualified engineer
◯	A survey of all utility services and underground structures in the area of the proposed shoring works including utility service access points/
◯	A report on the potential impact on any Council street trees including details of any trimming of limbs (if applicable)

Part 7: Deed of Licence

A Deed of Licence in accordance with Council's standard wording must be completed and signed by the applicant and Council's General Manager. The temporary ground anchor approval letter (permit) will then be issued.

Council's standard wording for the Deed of Licence will be emailed to the applicant once the application is received.

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ALL HARD COPIES TO BE DESTROYED ACCORDING TO PROCEDURES

Credit Card Details			
Please charge my	◯ Mastercard	◯ Visa	◯ American Express
Amount	$		

Name as appears on card																
Card Number																
Expiry Date																

Signature	
Daytime Phone Number	
Date	

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only																
Application No.																

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