

# Placement of containers / hoarding on public roads and footpaths

**Civic Centre**  
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Hilton, SA 5033  
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## 1. Permit system

Under Section 221 of the Local Government Act 1999 a person must not alter a public road (including the carriageway, footpaths and verges) without an authorisation from Council. An authorisation is not a right, but a privilege to be granted only where there is no adverse impact on pedestrian and road user safety and access and where the amenity of the locality can be preserved.

Complete this form carefully so that Council can assess the potential impacts of your proposal and so that you are aware of all the conditions attached to an authorisation. Complete the form in **BLOCK LETTERS** using blue or black ink.

## 2. Applicant details

Title:	Given name:	Family name:	
Company name:			ABN:
Address:			
			P/Code:
Telephone	Mobile	Fax	Email

## 3. Application type

New application
  Renewal
  Amend existing authorisation

## 4. Proposed alteration

Please specify below the activity you wish to undertake:

- Placement of a waste or storage container (mini skip, shipping container) on a footpath.  
 Erect temporary hoarding, scaffolding or fencing on a footpath  
 Other. Please specify:

## 5. Issuing of permit

The issuing of this permit is subject to:

1. The applicant agreeing to the general conditions contained in this form.
2. The applicant agreeing to the special conditions contained within the Guidelines attached to this form.
3. The applicant agreeing to any additional conditions that Council may determine and attach to the authorisation.
4. The applicant submitting plans/documents to Council as required in the Guidelines attached to this form.
5. The applicant paying the prescribed fee.
6. The applicant providing to Council a Certificate of Currency showing public liability insurance with a public risk cover of at least TWENTY MILLION DOLLARS (\$20,000,000)

## 6. Details of proposed activity

Please refer to the attached Guidelines for information on the special conditions you must meet to receive an authorisation. Use the section below to demonstrate how you meet those conditions.

Location(s) of proposed activity:

Street no:

Lot no:

Street:

Suburb:

Postcode:

Items for sale or display:

Food  Non alcoholic beverage  Alcoholic beverage

Non foodstuff. Specify:

Description of proposed activity including dimensions of any structures and area to be occupied /altered:

Commencement date:

Completion / removal date:

## 7. Details of waste bin supplier or builder / construction company:

Company name:

ABN:

Address:

P/code:

Name of contact person:

Telephone

Mobile

Fax

Email

## 8. Documents to be attached

In addition to providing a Certificate of Currency for public liability insurance, the attached guidelines may specify other documents that you need to submit to Council with this form. Please check the guidelines and indicate which documents you have enclosed with this application:

Site Plan  Drawings  Photographs  Other. Please specify:

## 9. General conditions

### **General conditions of permit:**

The applicant agrees for the term of the authorisation:

1. To comply with all applicable industry standards, health or safety standards, current standards of Standards Australia or any applicable codes of practice.
2. To comply with relevant Council by-laws and policy and with the attached guidelines.
3. To comply with state and federal legislation. The issue of the authorisation does not absolve the permit holder or their agents from any overriding legislation.
4. To maintain in good condition and to recognised standards all hoardings, scaffolding or fencing erected on the footpath. Such structures remain the property of the applicant pursuant to Section 209 of the Local Government Act, 1999.
5. To indemnify and to keep indemnified the Council its employees, servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing and granting of the authorisation.
6. To maintain a current public risk insurance policy in the name of the authorisation holder insuring the authorisation holder for the minimum sum of TWENTY MILLION DOLLARS (\$20,000,000) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the authorisation holder in relation to the activity.
7. To accept total responsibility to make good any damage that occurs to Council roads or to public infrastructure as a result of the erection of temporary hoarding, scaffolding or fencing on the footpath.
8. To provide proof, upon the request of Council, of current public liability insurance at any time.
9. To not assign or otherwise transfer an authorisation without first obtaining the consent of the Council in writing.
10. To notify Council and obtain prior approval for any changes to the approved activity contained in an authorisation. (Changes to the activity may cause conditions to the permit to be altered. If this is the case a new permit will be issued).
11. To notify Council within 14 days of any changes to circumstances that would affect the validity of the authorisation (e.g. change of ownership of a company).
12. To make an authorisation available for inspection upon request by an authorised Council officer or police officer.
13. At the expiration or earlier termination of an authorisation to remove, if so directed by the Council, any structure or object placed on the road and to reinstate the road to the satisfaction of the Council.
14. To ensure that pedestrian access and cleanliness of the footpath is maintained at all times.
15. To minimise any disturbances or nuisances to owners of land adjacent to the road or to vehicles or pedestrians travelling along the road.

In the event that an authorisation holder has failed to comply with any of the conditions of the authorisation or for any other justifiable circumstance, including reinstatement, maintenance, repair or removal, the Council may revoke the authorisation.

An authorisation does not confer on the authorisation holder any exclusive right, entitlement or interest in the road (unless specifically provided pursuant to Section 223 of the Local Government Act, 1999) and does not derogate from the Council's powers arising under the Act.

## 10. Declaration

In making this application, I/we acknowledge that I/we have read, understand and agree to be bound by the Conditions of the Authorisation and declare that the particulars provided by me/us are true and accurate.

Dated the ..... day of ..... 20 .....

Signed by Applicant/s: .....

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## Submitting your application

Your application form, enclosed documents and insurance details may be sent to Council by fax.

Applications should be received by Council at least 15 working days before commencing an alteration of a road. A site inspection may be required by Council staff before approval can be granted.

## OFFICE USE ONLY

Applicant received: / /		Permit type: <input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Transfer	
Fee: \$	Receipt no:	Inspection required: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Inspection Date: / /		Officer:	
PC / DA Fee: \$			
Vehicle inspected: <input type="checkbox"/> Yes <input type="checkbox"/> No		Date: / /	Officer:
Approved: <input type="checkbox"/> No Reason:			
<input type="checkbox"/> Yes Additional comments:			
Notification: <input type="checkbox"/> Post <input type="checkbox"/> Fax <input type="checkbox"/> Counter			Date: / /
Authorised officer:			Date: / /