



GOLDEN PLAINS SHIRE

## APPLICATION FOR WORKS WITHIN ROAD RESERVE

Technical Support Officer - Development

This notification / application is provided in accordance with:

1. Road Management Act 2004, Schedule 7
2. Road Management (works & infrastructure) regulations 2005

<b>Type of Application</b>	<input type="checkbox"/> Notification of Proposed Works (Utilities Providers)		<input type="checkbox"/> Application for Consent (Contractors)						
<b>Construction of Works:</b>	<input type="checkbox"/> Service Connection		<input type="checkbox"/> Drainage Connection						
	<input type="checkbox"/> Vehicle Crossing		<input type="checkbox"/> Other (please specify) _____						
<b>Applicants Name</b>									
<b>Applicants Postal Address</b>									
<b>Email</b>									
<b>Mobile</b>									
<b>Address and property description where works is to be carried out</b>									
<b>Work Hours</b>	<b>Start Date</b>		<b>Finish Date</b>						
<b>Traffic Impact</b>	Will works require a traffic management Plan?, if so attach plan.		<input type="checkbox"/> Yes <input type="checkbox"/> No						
<b>Indemnity</b>	Public Liability insurance to minimum \$10 million. Copy to be attached								
<b>Policy No</b>		<b>Policy Holder</b>							
<b>Insurer</b>		<b>Expiry Date</b>							
<b>Applicant Signature</b>		<b>Date</b>							
Payment for this property information request may be made Electronically by providing your credit card details. Payment is required prior to information being provided.									
<b>Cost for this service</b>	<b>\$ 88.90</b> (Includes GST)		<b>Please forward payment to:</b> Golden Plains Shire, PO Box 111, Bannockburn, Vic, 3331						
<b>Payment Details</b>	Please deduct \$								
<b>Cheque</b>	<input type="checkbox"/>	<b>Funds Transfer</b>	<input type="checkbox"/>	<b>Visa</b>	<input type="checkbox"/>	<b>Mastercard</b>	<input type="checkbox"/>	<b>Bankcard</b>	<input type="checkbox"/>
<b>Cardholders Name</b>		<b>Credit Card No</b>			<b>Exp</b> /				
<b>Signed</b>					<b>Date</b>				

### Site Plan

5220 7111  
or  
1300 363 036  
(free from within Shire)

**BANNOCKBURN**  
2 Pope Street, Bannockburn  
Monday – Friday: 8.30am to 5pm

**LINTON**  
68 Sussex Street, Linton  
Monday – Thursday: 8.30am to 5pm  
Closed for lunch 12.30 to 1pm; closed Friday

**SMYTHESDALE**  
19 Heales Street, Smythesdale  
Monday – Friday: 8.30am to 5pm  
Closed for lunch 1.30 to 2.15pm  
(not a cash handling facility)



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Show the location of crossings, property boundaries, intersections, street trees, signs, kerb and channel, footpaths, width of crossing etc. (attach separate plan if required). **Please do not use pencil.**

### Notes

#### **Public Liability Insurance**

The Golden Plains Shire requires the Works Manager to have Public Liability Insurance with a minimum coverage of \$10 million. A Certificate of Currency is to be provided with your application. Your Public Liability Insurance should cover you to conduct works within the road reserve. The road reserve includes any roadway, footpath, nature strip, or roadside area.

#### **Traffic Management**

In accordance with the Road Management Act 2004 and Road Safety Act 1986 you may be required to have in effect a Traffic Management Plan (TMP) to address any traffic management (including vehicles and pedestrians) requirements that may be necessary to carry out the works.

If you are required to submit a TMP, it must be prepared by a suitably trained and qualified person. The plan must include the details of how you propose to undertake the proposed works. The TMP shall require the installation of Traffic Signs and Devices which are required for the safe guidance of all traffic, road users, and pedestrians. The Applicant will also be requested to comply with the Occupational Health and Safety Act 2004, Australian Standard 1742.3 and all other relevant Acts, Regulations, Australian Standards, and Codes of Practice. Safe pedestrian access shall be maintained at all times, including provision of physical barriers to hazards, provision of safe temporary access, signage and lighting in accordance with Australian Standard 1742.3. A copy of the Traffic Management Plan is to be submitted to Council within seven (7) working days prior to any works commencing.

#### **Works Manager**

Any person or body that is responsible for the conducting of works in, on or under the road. (Road Management Act 2004 – Schedule 7, Clause 14)

#### **Works Manager Responsibilities** (Road Management Act 2004 - Schedule 7, Sec 14)

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 is 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.

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