

# Temporary Road Closure Permit application

Under Part 8, Division 4, Roads Act 1993

## About this Form

You can use this form to apply to temporarily close a Public Road for an activity or event.

## Work Location Details

Lot Number

Deposited/Strata Plan Number

House Number

Address

Details of Work

Start Date

End Date

## Applicant Details

Applicant(s) Surname/Company

Given Name

Postal Address

Suburb/Town

State

Postcode

Telephone Number

Mobile Number

Email Address

Public Liability Policy Details, Insurer & Number, Expiry Date & Amount

*A current copy of the certificate of currency of the contractors public liability insurance policy must be attached to this application (minimum \$20 mill).*

The applicant must provide a site plan showing the location of the closure site, adjacent streets, existing kerbside parking restriction sign posting, and affected driveways. A Traffic Control Plan (TCP) developed by an RMS accredited person must be submitted with this application where traffic control is required.

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## Office Use Only

TEMP Application No

Total Fees Paid

Receipt No

Date

**Note:** Any damage caused to public infrastructure (roads, footpaths, water mains and services, sewer mains and connections, storm water, power and telephone services etc) during the activity shall be repaired to the satisfaction of the Council's Engineering Inspector. Council must be notified in writing, prior to commencement of the activity, of any existing damage to roads, stormwater drainage, kerb and gutter or footpaths. Absence of notification signified that no damage exists, and the applicant is, therefore, liable for the cost of reinstatement of any damage found at the completion of the works.

## Terms & Conditions of Permit

### I agree to satisfy all the criteria listed in the following points

- Comply with all conditions and requirements of Work Cover NSW and satisfy all obligations under the Work Health & Safety Act 2011 and the Work Health & Safety Regulation 2011 for all aspects of the activity.
- Locate all relevant services prior to starting the activity. (eg Dial Before You Dig).
- Employ adequate site, traffic and pedestrian control/protection measures at all stages of the activity in accordance with relevant standards and RMS requirements.
- Comply with all environmental and other legislation, Council policies and any other Regulation applicable to the activity.
- Restore the areas affected by the activity to pre-activity condition or better than pre-activity condition if required to satisfy the relevant Australian Standards for each type of infrastructure involved.
- Comply with all requirements and conditions contained within the references and conditions as set out within the request for consent to carry out the activity.

## Declaration

Applicant's Declaration

I declare that I will conform with all the requirements of this agreement; that I carry current Public Liability Insurance to the value of \$20 million and will arrange endorsement on the Policy indemnifying MidCoast Council in the event of any injury to any person or property consequential to the carrying out of the activity on the road; that I carry all the relevant credentials required to carry out the specified activity and all parts thereof and accept the role of principal contractor in the effect of the activity.

Signature

Date

## How to lodge this form

Completed form can be:

- Emailed to [tareecouncil@gtcc.nsw.gov.au](mailto:tareecouncil@gtcc.nsw.gov.au) with attached supporting documents as required. Payment by credit card or EFT can be arranged; or
- Forwarded by post with payment; or
- Lodged at our Customer Service Counter between 8:30am & 4:30pm Monday to Friday (excluding Public Holidays).

**Privacy Notice:** Under Privacy laws, you have the right to find out why we are collecting this information, if it is compulsory and what we are going to do with it. You also have rights to access and correct any information held about you. If you need an interpreter, call 131 450

**Forster** | 4 Breese Parade | PO Box 450 Forster 2428 | **6591 7222**  
**Gloucester** | 89 King Street | PO Box 11 Gloucester 2422 | **6538 5250**  
**Taree** | 2 Pulteney Street | PO Box 482 Taree 2430 | **6592 5399**

# Information for Applicants

## Standard Conditions for Temporary Road Closures

### Part 8, Division 4, ROADS ACT 1993

1. The closure is to be defined by approved barriers and signs, generally as detailed in AS1742, which must be removed promptly at the conclusion of the road closure. Arrangements are to be in accordance with details provided to Council (either sketch and/or conditions) or as directed by Council's Supervisor.
2. The applicant is responsible for provision and maintenance of all necessary barriers, signs, lights, etc. These will NOT normally be provided by council but can be obtained from a private hire company.
3. The nominated contact person is to be contactable at all times.
4. Barriers at the closures are to be manned at all times.  
*NOTE: any person having a legitimate reason to gain access to the closed section of road shall be permitted to do so without undue delay.*
5. At night, and at any other time as directed, traffic hazard warning lamps conforming to Australian Standard AS1165 shall be provided and operated by the applicant.
6. Any direction of the Police or authorised Council Officer is to be promptly obeyed.
7. Council will notify Police, Fire Brigade and Ambulance Services where applicable. The applicant will ensure that suitable arrangements are made for access by emergency vehicles through the closed section of road.
8. No metal objects (eg. stage, trailers, trestles, etc.) shall be placed or vehicles parked within ten (10) metres of traffic control signals.
9. Recovery of additional costs by Council:
  - the applicant is responsible for cleaning the area after the closure. Failure to leave the area in a clean and tidy condition will incur a charge for cleaning by Council.
  - the applicant is responsible for implementing the road closures in accordance with Council's requirements. Failure to do so will incur charges for Council's costs associated with correcting any deficiencies.
  - the applicant is responsible for any damage or defacement of Council's pavement, kerb and gutter or other assets resulting from the closure and any such damage must be repaired at the applicants full cost.
10. Public Liability Insurance:

The applicant shall undertake the whole risk of carrying out the closure and shall hold Council indemnified against any claims arising out of damage or injury to property or persons during the course of the temporary road closure. This includes claims made by employees of the applicant and of Council, for which purposes the applicant shall at its own expense insure and keep policies of insurance for the duration of the closure:

  - covering its workers or employees pursuant to the requirements of the Workers Compensation Act 1997 and any Act amending that Act.
  - against any injury to any third party or parties or damage to property whatsoever. Such policy of insurance shall be in the sum of at least twenty million dollars (\$20,000,000).
  - all policies shall include a clause requiring the insurer to notify Council of any notice or advice received to terminate or amend the policy and a certificate of currency from the insurance underwriters is to be submitted to Council.
11. As the proposed closure will be carried out on land over which Council has control, your attention is drawn to your responsibilities under the Work Health & Safety Act 1993. Please ensure that any persons employed to work at the proposed closure are able to meet the requirements of the Work Health & Safety Act.