

Application for Undertaking Regulated Activities on Local Government Controlled Areas and Roads

Local Law No. 1 (Administration) 2011 & Subordinate Local Law 1.14

(Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011

Please use blue or black pen and complete all details in full.

** indicates a mandatory field / section*

Applicant Details

Note: The Applicant must be a Company or Proprietor. A Business Name cannot hold a Permit.

Company Name

ABN

Company Director Name(s)

* Registered Address

* Suburb

State

Postcode

Contact Name for company

OR (Not both)

* Title

* Surname

* Given Names

Title

Surname

Given Names

Home Phone

Work Phone

* Mobile

Fax

* Email Address

Definitions

Undertaking Regulated Activities on Local Government Controlled Areas and Roads (LL1 Schedule 2) means undertaking one of the following activities on a local government controlled area or road:

- Driving or leading of animals across a road;
- Depositing of goods or materials; or
- Holding of a public place activity prescribed under a subordinate local law for this paragraph, excluding the operation of a temporary entertainment event.

Local Government Controlled Area (LL1 Schedule 1) means:

- A local government controlled area means land, facilities and other infrastructure owned, held in trust or otherwise controlled by the local government, other than a road.
- A local government controlled area includes part of a local government controlled area.
- A local government controlled area does not include a residential lot on DOGIT land.

DOGIT land (LL1 Schedule 1) means land that is DOGIT land under the *Aboriginal Land Act 1991*, section 13 or the *Torres Strait Islander Land Act 1991*, section 12.

Regulated Activity on Local Government Controlled Areas and Roads

Note: Property description can be found on the Rates notice for the property.

* Business Trading Name	ABN		
* Address of Premises			
* Suburb	State	Postcode	
Property description (Lot & RP)			
* Postal Address			
* Suburb	State	Postcode	
Home Phone	Work Phone	* Mobile	
Fax	* Email Address		
Preferred Method of Contact	Phone	Email	Post

* Type of Activity

Please tick where applicable.

Information booth	Wake
Social gathering of 50 or more people	Musical or theatrical performance
Street parade/festival	Training event
Invitation only party/ceremony (wedding)	Non-profit fund raising (sausage sizzle/car wash)
Other activity (please specify)	

Details of Regulated Activity on Local Government Controlled Areas and Roads

Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011 Schedule 1, s3 requires that an application for approval for Undertaking Regulated Activities on Local Government Controlled Areas and Roads must be accompanied by the following information:

Information to be provided with the Application - LL1.s8(2) states the application must be accompanied by:

- Documents and materials required under subordinate local law for this paragraph;
- Proof that the applicant currently holds any separate approval relating to the prescribed activity that is required under another law; and
- The prescribed fee.

LL1.s9 Local Government's discretion in granting approvals - Council can only grant an approval if section 9 is satisfied, including, but not limited to:

- s9(1)(a) If the prescribed activity requires an approval under an Act, a law of the Commonwealth, or the local government's planning scheme – the separate approval has been granted;
- s9(1)(b) The proposed operation and management of the prescribed activity is adequate to protect public health, safety and amenity and prevent environmental harm; and
- s9(1)(d) The proposed operation and management of the prescribed activity would be consistent with any additional criteria prescribed for the activity under the subordinate local law for this paragraph.

Information to be provided

Please tick where applicable.

	Section	Applicant- Information Attached
Provide proof that the applicant holds any separate approval relating to the prescribed activity that is required under another law, including:		
A current certificate of compliance issued under the <i>Fire and Emergency Services Act 1990</i> (if applicable).	LL1s8(2)	
Liquor Licensing – if you intend to serve alcohol on the premises, it requires approval from Queensland Government Liquor Licensing Division.	LL1s8(2)	
Food Licence pursuant to the <i>Food Act 2006</i> . - if a food licence is required.	LL1s8(2)	
Other – please specify:	LL1s8(2)	
Provide details of the nature, time and place of the prescribed activity:	SLL1.14 Sch1 s3	
Details of prescribed activity:		
<ul style="list-style-type: none"> • Time of activity; • Date/s of activity; and • Location of activity on local government controlled area or road. 	SLL1.14 Sch1 s3(1)	
A plan of the proposed site, stall or activity drawn to scale (recommended scale 1:100) showing the following details:		
<ul style="list-style-type: none"> • A site plan; • A floor plan; and • The location and area of each access way. 	SLL1.14 Sch1 s3(2)	
Specification of the site, stall or vehicle/s if they are to be used for the activity.	SLL1.14 Sch1 s3(3)	
Contact details of each person involved where the regulated activity is to be held:		
<ul style="list-style-type: none"> • Name; • Phone number; • Street address; and • Facsimile number/email address. 	SLL1.14 Sch1 s3(4)	
A copy of the current registration of each vehicle proposed to be used in the operation of the prescribed activity.	SLL1.14 Sch1 s3(5)	
Details of the undertaking of the prescribed activity:		
<ul style="list-style-type: none"> • A copy of all relevant insurance policies of the applicant for the activity including, without limitations a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$10,000,000; • Waste disposal methods for waste generated by and at the activity; and • Details of signage if to be displayed. 	SLL1.14 Sch1 s3(6)	

Additional Criteria for granting of an approval

Please tick where applicable.

	Section	Applicant- Information Attached
Steps that have been taken as not to unduly interfere with the proper use of the local government controlled area or road for:		
<ul style="list-style-type: none"> Set up of the prescribed activity; and Customer parking. 	SLL1.14 Sch1 s4(1)	
Outline the proof of public demand for the activity being sought.	SLL1.14 Sch1 s4(2)	
Detail the steps you have taken to ensure the prescribed activity is in keeping with the physical characteristics of the area.	SLL1.14 Sch1 s4(3)	
Steps that have been taken to prevent the nuisance, inconvenience or annoyance to:		
<ul style="list-style-type: none"> Occupier of adjoining land; Vehicular traffic; and Pedestrian traffic. 	SLL1.14 Sch1 s4(4)	
Detail steps you have taken to prevent the prescribed activity having a detrimental effect on the amenity of the surrounding area/road.	SLL1.14 Sch1 s4(5)	
If the activity is driving or leading an animal across the road, detail the measures that have been taken so as not to unduly interfere with the proper use of the road.	SLL1.14 Sch1 s4(6)	
If the activity is the depositing of goods and materials on a local government controlled area or road, detail what measures have been taken so as not to unduly interfere with the proper use of the road.	SLL1.14 Sch1 s4(7)	
If the activity is the holding of a public place activity on a local government controlled area or road:		
<ul style="list-style-type: none"> The activity must not generate significant noise, dust or light pollution or have any other significant adverse effect on surrounding areas; There must be enough toilets and sanitary conveniences complying with standards and requirements imposed by local government for use by the public; There must be adequate provision for the disposal of waste generated by the undertaking of the activity; and Adequate provisions for the safe entry and exit of vehicles and pedestrians. 	SLL1.14 Sch1 s4(8)	
What steps are being taken to satisfy the above requirements?		

Additional Information

	Section	Applicant- Information Attached
Council can only grant an approval if section 9 is satisfied, including, but not limited to:		
Is the proposed operation and management of the prescribed activity adequate to protect public health, safety and amenity and prevent environmental harm? If No, attach details.	LL1.s9(b)	

* Potable water *Please tick where applicable.*

	Section	Applicant- Information Attached
What is the source of water?		
<ul style="list-style-type: none"> Reticulated water supply (ie. provided by Queensland Urban Utilities) Bore or Spring Rainwater tank (sourced from rainwater only) Other (please attach further information). 	LL1.s8(3)	
Is potable water provided to all water points on site in accordance with Australian Drinking Water Guidelines?	LL1.s8(3)	
Provide details of the water supply system including:		
<ul style="list-style-type: none"> • The source of water of each of the water outlet points; • Reticulation and draining facilities, including on-site drinking water treatment; and • All of the water outlet points. 	LL1.s8(3)	
Non-reticulated water will require evidence that the water is potable in accordance with the Australian Drinking Water Guidelines. Water testing is required to be undertaken with a Certificate of Water Analysis from a NATA accredited lab for:		
<ul style="list-style-type: none"> • Microbiological; and • Standard Water Analysis (chemical parameters) for bore water if applicable. 	LL1.s8(3)	
The Certificate of Water Analysis from a NATA accredited laboratory will be required prior to any approval being given.		
If there are any water outlet points that are unsuitable for drinking, provide details of water outlets that are unsuitable for drinking and details of signage.	LL1.s8(3)	

Amendments

Complete only if applying for a Permit amendment. Please provide details of proposed amendments and attach extra pages if required:

Design Approval

SLL1.14 Sch1, s3 requires that an application for approval for Undertaking Regulated Activities on Local Government Controlled Areas and Roads must be accompanied by the following information:

Floor plan	1:50 scale	Site plan	1:100 scale
Details required to accompany application (see above)		Proof of relevant approvals	

Plans must be approved prior to operation of business.

Permit must be approved prior to operation of business.

It is recommended that a **'Pre-Lodgement Meeting'** is arranged prior to or simultaneously with the lodgement of the application, plans and fees. Please contact an Environmental Health Officer on 1300 005 872 to arrange.

* Indemnity – for approvals granted under a Lockyer Valley Regional Council Local Law

This form must be completed and submitted with your application.

In consideration of Lockyer Valley Regional Council ("Council"), giving approval for:

(Name of activity to which the approval relates – the "activity")

At

(Address/area where the activity is to be undertaken)

I/We

(Applicant)

1. Agree to indemnify Council and keep it indemnified against any claim, demand, action, suit or proceeding that may be made or brought against Council, it's employees, contractors and elected members for personal injury to or death of any person or loss of or damage to any property causing by, arising out of or as a consequence of the Activity;
2. Acknowledge that Council has not made any claim, statement or inference with regard to the suitability of the facility or land for the Activity and I/we have satisfied my/ourselves in this regard.

* Signature of Applicant/s

I/We

certify that the information supplied is correct to the best of my knowledge, or that I could reasonably obtain.

Signature

(Individual or Corporation)

Signature

(Individual or Corporation)

Position

Date

Position

Date

The term of the permit will be until 30 September unless otherwise specified by applicant or Council (or unless cancelled or suspended).

Should approval be given to this application, such approval will not extend to approving any other statutory or Local Government requirements relating to this premises.

Application Type

Please tick where applicable. Refer to Council's website for the current Fees and Charges.

Permit Application

New Permit for Regulated Activities on Local Government
Controlled Areas and Roads

Pro-rata permit fee will apply for applications made within 3 months (1 July) and 6 months (1 April) from 30 September (25% - 50% discount respectively).

Privacy Statement

These details will only be used for the purpose for which they have been collected and will not be used for any other purpose. We will not disclose the information you provide outside of Council unless we are required by law or you have given your consent. To the fullest extent allowed by law, Council, its officers and employees will not be liable for any claims in respect of any loss arising out of, or in connection with, the use of any of the supplied information.

Office Use Only

Date Paid:

Receipt Number:

Receipt to: 10-6414-1001-41506

Return to: Environmental Health