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| **Applicant Details** |
| Name of Applicant: |  |
| Name of Organisation:  |  |
| Location of works: |   |
| Contact Number: |
| Position: |
| Telephone: | Email: |
| ABN/CAN: *(If Applicable)*  |

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| **Project Description** |
|  *State the purpose of the works and the role it will play in delivering a service e.g. club house for meetings, storage for equipment etc.* |

| **Community Issues** |
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| What is the community benefit of the proposal?*Briefly describe the benefit and how this proposal will deliver that need.* |  |
| Have you discussed this proposal with the sporting groups, neighbours, other stakeholders and anyone else affected? *Briefly describe the consultation and include supporting letters from the neighbours/groups etc.* |  |

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| **Design Issues** |
| **Does the design consider:** | **Yes** | **No** |
| Security |  |  |
| Durability |  |  |
| Utility |  |  |
| Vandal Proofing |  |  |
| Energy Efficiency |  |  |
| Water Saving Devices |  |  |
| Environment Controls |  |  |
| Traffic |  |  |
| Safety by Design |  |  |
| Safety During Works |  |  |
| Safety of users/maintainers when works completed |  |  |
| Waste / Recycling |  |  |
| Access |  |  |
| Appearance Factors |  |  |
| Storm water Controls |  |  |

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| **Financial Information** |
| What is the estimated capital cost of the works?  |  |
| Who will be responsible for managing these costs?How will these costs be funded? *(separately indicate all sources of funding including exact details funding body)*  | *E.g. User, Grant, Other* |
| If Grant funding to be used, who is responsible for making application. |  |
| **Operating Costs** |
| What is the anticipated ongoing operating costs:  |  |
|  | electricity | $ |
|  | water | $ |
|  | gas | $ |
|  | rates | $ |
|  | cleaning | $ |
|  | telephone | $ |
|  | Other *(please state)* | $ |
| **Total** | **$** |
| Who will be responsible for managing the operating costs? |  |
| How will these costs be funded? | *E.g. User, Grant, Other* |
| Will the asset provide a financial return? *If Yes specify the proposed estimated annual amount.*  | *E.g. Council, Users, Other* |
| **Maintenance Costs** |
| Who will be responsible for managing the maintenance costs? | *E.g. Council, Users, Other* |
|  How will these costs be funded? | *E.g. User, Grant, Other* |

| **Permissibility** |
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| Is the proposal permissible under the relevant LEP?If so please describe how |  |
| Is the reserve where the works are being undertaken covered by a Plan of Management (PoM) | Yes / No  Plan of Management Title:  |
| If so, are the works allowable under the PoM outcomes?  | Yes / No |
| Please list the relevant sections of the PoM and provide justification for how the proposed works comply |  |

| **Lease or License Issues** |
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| Is the asset currently covered by a lease/licence? *If No, a lease, license or other tenure agreement must be reached with Council prior to consent being granted*  | Yes / No  Lease Agreement:  |
| If so, are the works allowable under your lease/licence with Council?  | Yes / No |
| **If Yes, the works may necessitate an amendment to the existing lease/licence or a new lease/licence to be negotiated.** |

| **Construction/Installation:** |
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| Who will be responsible for undertaking the works?*If licensed builder please quote license no.*  |    License No.  |
| What are the estimated costs associated with construction/installation?  | $  |
| Who will be responsible for managing these costs? |  |
|  How will these costs be funded?  | *E.g. User, Grant, Other* |

| **Applicant**  |
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| By signing this form the applicant:* Acknowledges that Council will not be liable for any costs incurred during the course of this project as a result of the issue of Owner’s Consent. Any Council financial contribution must be agreed to in a separate agreement.
* Confirms that the details in this application are correct and in signing this form agrees to all related terms and conditions
* Signatory is authorised to request consent on behalf of the applying organisation
 |
| Name |  |
| Position |  |
| Signature: |  |
| Date: |  |