Building Waste Container (Skip Bin) Application 2026/2027

Northern Beaches Council

If you need help lodging your form, contact us			
Email	council@northernbeaches.nsw.gov.au		
Phone	1300 434 434		
Customer Service Centres	**Manly** Town Hall, 1 Belgrave Street, Manly NSW 2095	**Dee Why** 7 Civic Drive, Dee Why NSW 2099	**Mona Vale** 1 Park Street, Mona Vale NSW 2103

Office use only	
Form ID	4051
TRIM Ref.	2024/435857
Last updated	June 2025
Business unit	Transport and Civil Infrastructure
Application no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Payment options	
Online	Northern Beaches Council accepts applications and secure payments online for this service. Please visit northernbeaches.nsw.gov.au/council/forms/digital-forms
In person	Visit one of our Customer Service Centres (listed above) to apply and pay over the counter
Via post	Send the completed application form and cheque payment to: Northern Beaches Council, PO Box 82, Manly NSW 1655. Please allow extra time for this option
Note: 0.5% payment card surcharge applies to both credit/debit card payments until 1 October 2026.	

When is a Building Waste Container (Skip Bin) Application required?

This application form is to be submitted prior to the placement of any building waste container (max. length 6.0m, width 2.0m or height 1.5m) on Council land including roadways, footpaths and grass verge

About this Application Form:

1. The application will not be considered for assessment until the required fees have been paid.
2. Application and Late fee is non-refundable if the application is not approved.
3. All documentation as listed in Part 7: Declaration must be submitted. Failure to provide the required information may result in the application not considered for assessment and not approved.
4. The processing time for the application is a minimum of 2 working days (48 hours) excluding weekends and public holidays. Application submitted after the placement of any building waster container will be subject to an additional Late Fee and may not be accepted.
5. This application does not constitute an approval to proceed with any works. Placing any building waste container may only commence following receipt of the Approval Letter from Council. The Approval Letter must be kept on-site at all times during the period of placement.
6. The approval of a Building Waste Container does not exempt the applicant from their obligations to obtain separate approvals for Stand Plants, Works Zone and Storage of Building Materials on Footpath and Road Reserve, when applicable.

Part 1: Fees

Required fees	Fee amount (please tick)
Application fee (including first 7 days placement fee)	◯ $252
Additional weekly placement fee after the first 7 days	◯ $234 x weeks
Late fee (for applications lodged after the placement of building waste container)	◯ $1,148
Total fees due	$

Part 2: Applicant details

Applicant name			
Business name			
Business address			
Suburb		Postcode	
Phone number			
Mobile			
Email			
Address of property - please note this address must be where the permit will apply			
Address			
Suburb		Postcode	
Nearest cross road/street			
Stand on street name			

Part 3: Permit details

Building Waste Container Information			
Supplier's name (or company)			
Supplier's address			
Suburb		Postcode	
Phone number			
Mobile			
Email			

DA number if applicable			
Type of waste being collected	☐ Demolition ☐ Construction ☐ Commercial ☐ Industrial ☐ Household ☐ General ☐ Garden/Landscape		
Container Dimensions	(L) metres x (W)	metres x (H)	metres
Council will not approve any Building Waste Containers exceeding dimensions of length 6.0 metres or width 2.0 metres or height 1.5 metres			
Duration of the Permit			
Start date		End date	
Total week(s) required			

Part 4: Location sketch

Please draw a sketch or attach a drawing indicating the street, relevant properties, nearest cross street or intersection, (if applicable) and the location of the building waste container. Please also indicate any other relevant information such as parking restrictions, driveway, and traffic calming devices.
Location Sketch: Include nearest driveways and cross streets if applicable 

Part 5: Indemnity

Indemnity Condition. Please fill in applicant's name			
This indemnity must be completed and signed before a permit can be issued			
Name of applicant			
	(referred to hereafter as the Permit Holder) holds Northern Beaches Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified, from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.		
Applicant Signature		Date	

Part 6: Insurance

Insurance Information Please fill in applicant's name
Permits will not be issued unless you have public liability insurance for the area you want to use. Please complete this form, giving details of your public liability insurance A Certificate of Currency must be provided to Council by the insurance company before a permit is issued I _____ hereby declare that I as permit holder and Northern Beaches Council are insured for legal liability to the public in respect of personal injury or property damage for a limit of indemnity of not less than $10 million

Name of insurance company			
Public liability policy no.			
Period of insurance from:		to:	
Limit of indemnity			

I understand that this insurance shall not be cancelled or lapsed without the agreement of Northern Beaches Council and the policy document shall be endorsed to this effect. This insurance includes the cross liability clause.			
Applicant Signature		Date	

Part 7: Declaration

Mandatory Attachments Please ensure that the following mandatory attachments are submitted with this application (please tick)
◯ A copy of a valid certificate of currency for Public Liability Insurance cover of a minimum of $10 million with Council's name adjoined to the policy must be submitted with this application. ◯ All external approvals, acknowledgements, or permits, subject to location i.e. residents, businesses, Transport for NSW, Road Occupancy Licence, relevant Bus Company (Keolis Downer and Forest Coach Lines) and/or Emergency services. ◯ A site plan and photograph of the location. The plan must show all relevant information such as existing parking restrictions, driveways and traffic calming devices

I certify that the above information is true and correct in every detail. I have read and agree to the conditions listed above. I understand that if the information declared in this form is not true and correct. Northern Beaches Council may refuse my request.	
Signature	
Date	

Part 8: Conditions

1. Permit specifications
The permit gives the applicant approval to conduct the works only for the days approved and only at the area(s) nominated on the application form. Unless otherwise specifically approved in writing by Council, all works, processes, storage of materials, loading and unloading associated with the development are to occur entirely on the property. The applicant must apply for specific permits available from Council.

The skip bin / building waste container shall bear the name, address and telephone number of the supplier. In each case, an after-hours telephone number shall also be displayed.

The size, shape and colour of all building waste containers placed on public streets, should be to the satisfaction of Council. Each building waste container supplied shall be in good condition and properly cleaned prior to delivery. Each building waste container shall be provided with warning lights or reflectors in accordance with current version of Australian Standard AS1742.3.

Putrescible waste or dangerous or hazardous wastes shall not be placed in any building waste container located on a public street.

Building waste containers must not be delivered to either the road reserve or the property site prior to 7am Monday to Friday or prior to 8am Saturday. Containers must not be delivered to either the road reserve or the property site on a Sunday or a Public Holiday

All building waste containers should be located within in a Works Zone area. Permission to locate a building waste container in the Works Zone area will only be granted in exceptional circumstances where no storage space is available within the site.

The approval of works on public land (roadway and/or footway) is regulated through the Local Government Act 1993 and associated Regulations. Any approval granted for this activity does not endorse or approve the design or structural adequacy of the works, system or operation for the purposes of satisfying a person's responsibilities under the Work Health and Safety Act 2011 and Regulations.

2. Development consent
If applicable, permits will only be issued where appropriate Development Consent, Development Application or Construction Certificate, exists for the subject address.

3. Public and site safety or access
Responsibility for pedestrian and road users' safety rests with the applicant from the commencement of work until completion.

The work and management of pedestrians and vehicles shall comply with the Work Health and Safety Act. Traffic Guidance Schemes and/or Traffic Management Plans, where required, submitted with the application and is to be prepared by a Transport for NSW accredited Traffic Controller, in accordance with Australian Standard 1742.3 – Traffic Control Devices for Works on Roads and associated handbooks or Transport for NSW - Traffic Control at Work Sites Technical Manual. All Australian Road Rules in relation to traffic and sign-posted parking restrictions must be complied with.

The applicant must ensure that the site for placement of the building materials is maintained and operated safely and that pedestrians have free access to the remaining area of the footpath. A minimum 1.5 metre wide accessible path of travel must be maintained for pedestrians at all times, clear of obstructions between the adjacent property boundary(s) and the approved storage or placement area.

Wherever possible, pedestrian and vehicle access to private properties shall be maintained. Where property access is affected, a minimum of 2 working days (48 hours) written notice must be given to affected residents.

4. Indemnity and public liability insurance
The supplier shall be responsible and accept responsibility for any damages or injuries which result from debris spilled from the building waste container during transport. All containers are to be covered during transit.

The event applicant shall indemnify Northern Beaches Council against all claims for damage or injury that may result from the activity or occupation of part of the public way during the activity. A copy of the applicant's current public liability insurance providing coverage for a minimum sum of $10 million must be supplied to Council before the permit will be issued.

It is the applicant's responsibility to ensure Council has a copy of the current policy.

5. Environment protection
The applicant is responsible for any environmental pollution resulting from the activity. Should pollution occur, the applicant is responsible, at their own costs, for returning the affected area to its condition prior to the pollution.

If the applicant does not comply, Council may undertake the necessary work and the applicant will be required to reimburse Council for the cost of this work. On-the-spot fines can apply to corporations or individuals who fail to prevent pollution of public land - not less than $4,000 per individual or $8,000 per corporation as per the Protection of Environmental Operations Act 1997.

The applicant shall be responsible for the removal of any waste deposited in or around the building waste container.

6.Permit to transfer
Permits may be transferred to another date and activity may only commence following receipt of the approval letter from Council. If the permit is to be transferred, the applicant must notify Council in writing no later than 1 working day (24 hours) prior to the day of the approved permit. A transfer of dates will only be permitted for dates within a 2 week period from the day of the approved permit. Outside of this time frame may result in the application not being accepted.

It is the applicant's responsibility to ensure the associated documentation is valid and affected residents, Transport for NSW, State Transit Authority, Forest Coachlines and/or Emergency Services are notified if permit is transferred to another date.

Permits cannot be transferred retrospectively.

7.Cancellation
Council reserves the right to cancel the permit at any time if the activity fails to comply with conditions of approval or any activity contravening the Roads Act 1993, Local Government Act 1993 or any other relevantly applicable legislation. This may include the issue of a Penalty Infringement Notice or institution of legal action.

THE PERMIT SHALL BE RETAINED AT THE SITE AND PRODUCED FOR INSPECTION BY AN AUTHORISED COUNCIL OFFICER AT ANY TIME DURING THE PERIOD OF THE PERMIT.

8.Notification
When applicable, Council requires the following:

Notification letter – A minimum of 48 hours of written notice must be hand-delivered to residents and/or businesses. The notification letter must also include a contact phone number of the site officer for residents' enquiries. A copy of the notification letter is to be provided to Council.

A letter of approval – This may be required from affected residents, businesses, Transport for NSW, Sydney Buses, Forest Coachlines and/or Emergency Services.

9. Road occupancy licence
A separate Transport Management Centre - Road Occupancy Licence approval must be obtained prior to submitting this application when any activity stands within 100m of traffic signals and/or stand on any State or Regional Road as listed below.

Any conditions specified in the Road Occupancy Licence that may impact their road network including approved hours of work will reflect Council's approval.

Transport Management Centre requires a minimum of 10 working days for processing from the date of receipt. The applicant must contact the Transport Management Centre to apply for a Road Occupancy Licence: Road Occupancy Unit (ROU), 25 Garden Street, Eveleigh NSW 2015 or PO Box 1625, Strawberry Hills NSW 2012, Phone: 8396 1513, Email: tmc_piu@tmc.transport.nsw.gov.au.

10. Privacy protection notice
Northern Beaches Council collects personal information to enhance our ability to provide services to our community. Your personal information is intended for use by Council staff only and will not be released to anyone other than you, unless your written authorisation has been obtained. If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek. You have the opportunity to access and correct your personal information by submitting this form. If you require any additional information, please read Council's Privacy Statement on the website.