

Temporary Ground Anchors (Road Reserve) Application 2026/2027

If you need help lodging your form, contact us				Office use only	
Email	council@northernbeaches.nsw.gov.au			Form ID	4018
Phone	1300 434 434			TRIM Ref	C000978
Customer Service Centres	Manly Town Hall, 1 Belgrave Street, Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road, Dee Why NSW 2099	Mona Vale 1 Park Street, Mona Vale NSW 2103	Last Updated	May 2026
				Business Unit	Environment & Resilience
				Application No.	T G A 2 0 /
				Receipt 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	
In person	Visit the Customer Service Centre (listed above) to apply with supporting documentation
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.
Via email	Send the completed application form to council@northernbeaches.nsw.gov.au and we will call you for payment. Please allow extra time for this option and note the application is not assessed until payment is received.

Note: 0.5% payment card surcharge applies to both credit/debit card payments until 1 October 2026.

About this form

This application form is for the installation of temporary ground anchors under Council's footway/road reserve. Council does not approve temporary ground anchors under private properties.

A separate approval is also required to be obtained from the Transport for NSW (TfNSW) if it is proposed to install ground anchors under a State or a classified Regional Road. Council will not approve the application unless TfNSW approval is obtained first. Works within a public road must not commence until you receive an approval letter from Council.

Note: Council will NOT approve permanent ground anchors in the Road Reserve area

Part 1: Fees

Temporary Ground Anchors Application	\$1,782.00
Temporary Ground Anchors fee per anchor (the number of anchors and associated fee will be confirmed by Council prior to payment)	\$1,027.00
Bond - A bond may be required to be lodged by the applicant in accordance with S97 of the Local Government Act	Determined on application

Part 2: Applicant details

Title	Mr ☐	Mrs ☐	Ms ☐	Other:
First Name				
Last Name				
Address (We will post to this address)			Postcode	
Phone			Mobile	
Email				
Contact person (Person who may be contacted to discuss the application during business hours)				

Part 3: Location of the proposed works

Property no.	
Street(s)	
Suburb	
Lot number + DP/SP	
Nearest property or cross street	

Part 4: Public Liability Insurance

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 \$20 million.			
Name of insurance company			
Public liability policy number			
Period of insurance from		to	
Limits of indemnity	\$		
I understand that this insurance shall not be cancelled or lapse without the agreement of Northern Beaches Council and the policy document shall be endorsed to this effect. This insurance includes the cross liability clause.			
Applicants signature		Date	

Part 5: Description of works

Detailed description of the proposed works														
Number of proposed ground anchors														
When do you wish to commence installation of anchors?														
How many weeks will the anchors be in place?														
Is this application associated with a development approval?					☐ Yes ☐ No									
Development consent number					D	A					/			
Location of anchors on site			Please attach plan of anchor locations											
Council reserves the right to withdraw approval if the conditions of approval have not been satisfied														

Part 6: Application checklist (documentation to be submitted with this application)

☐	Public liability insurance details (min \$20,000,000) with Council listed as an interested party
☐	Plans and documents including structural drawings certified by a design engineer
☐	Consent from any affected public utility authority if construction is likely to affect any services supplied by that Authority i.e. TfNSW
☐	A dilapidation report of the footway/roadway adjoining the site/work area prior to the commencement of works prepared by a suitably qualified engineer
☐	A survey of all utility services and underground structures in the area of the proposed shoring works including utility service access points/hatches
☐	A report on the potential impact on any Council street trees including details of any trimming of limbs (if applicable)