



If you need help lodging your form, contact us		Office use only	
Email	council@northernbeaches.nsw.gov.au	Form ID	4054
Phone	1300 434 434	TRIM Ref	
Customer Service Centres	Manly Town Hall, 1 Belgrave Street Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099	Last Updated October 2020
	Mona Vale 1 Park Street Mona Vale NSW 2103	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107	Business Unit Transport and Civil Infrastructure
		Application No.	
		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

When is a Stand Plant Permit required?
This form is to be submitted and a permit issued prior to the placement of any type of crane, scissor lift, concrete pump or cherry picker on Council land or roadway.

About this Application Form:

- The application will not be considered for assessment until the required fees have been paid.
- The processing time for the application is a minimum of 2 working days. Application submitted with less than 2 working day's notice will be subject to an Urgent Application Fee and may not be accepted.
- Placement of any Stand Plant 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

Part 1: Fees

Required Fees	FEE AMOUNT (PLEASE TICK)
Application fee (application to be lodged more than 2 working days prior to date that permit is required)	\$188
Urgent Application Fee (application lodged less than 2 working days prior to date that permit is required)	\$375
Rental fee (Number of lanes include parking lane plus trafficable lanes)	\$268 x lane(s) x day(s)
Late fee if Stand Plant is placed prior to obtaining permit	\$890.00
Total fees due	\$

Part 2: Applicant Details

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

Stand plant Information			
DA Number if applicable			
Lot & DP/SP Number			
Reason permit is required			
Crane (What type?) _____			
Scissor Lift (What type?) _____			
Concrete Pump (What type?) _____			
Cherry Picker (What type?) _____			
Other _____			
Occupying length (in metres)			
Occupying width (in metres)			
Number of lanes affected (include parking lane plus trafficable lane)			
Weight of plant (in tonnes)			
Name of authorised person on site whom has delegation to stop the operation of the stand plant			
Phone Number			
What is being lifted, built or installed by the plant?			
Will pedestrians be affected?			
Will additional parking spaces be affected?			
If yes, how many spaces?			
Will the road need to be fully closed?			
If yes – for applications involving road closures, a Traffic Management Plan (TMP) is required for submission to the Northern Beaches Local Traffic Committee and Council. Allow up to 8 weeks for the approval process prior to the proposed placement. (Refer to Part 7: Conditions 5 Full Road Closure Approval)			

Duration of the permit			
Start Date		End Date	
Total day(s) required			
During the hours	From	To	
Council standard hours are 7:00am– 5:00pm Monday to Friday and 8:00am – 1:00pm Saturday. (Refer to Part 7: Conditions 11 Out-Of-Hours Permit)			

Part 4: 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 here after 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 5: 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 6: Declaration

Mandatory Attachments to Application Please ensure the following attachments are submitted with this application	
1.	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
2.	A Traffic Control Plan (TCP) prepared by an RMS accredited Traffic Controller
3.	A separate Roads and Maritime Services Road Occupancy Licence (ROL) approval must be obtained prior to submitting this application when a Stand Plant stands within 100m of traffic lights and/or stands on any State or Regional Road (Refer to Part 7: Conditions 15 for a list of State or Regional Roads in the Northern Beaches Council)

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	

1. TERM

This permit gives the applicant permission to stand and operate the nominated item of plant (such as a crane, concrete pump or other equipment) only for the days approved and only at the area(s) nominated on the application form.

2. ERECTION OF WARNING SIGNS AND BARRICADES

The applicant must erect suitable warning signs and barricades in the area where the unit is being operated. The roadway must be properly marked with an adequate number of traffic lane markers to control the flow of traffic.

3. TRAFFIC REGULATIONS

Permit holders should note that normal traffic regulations apply to all permits issued. This includes enforcement of clearways during signposted times. Where lifting takes place over an area not protected by a barricade, an RMS accredited traffic controller must be available to control pedestrian and motor vehicle traffic, in accordance with Australian Standard AS 1742.3 for traffic control.

4. INDEMNITY AND PUBLIC LIABILITY INSURANCE

A copy of the applicant's current public liability insurance providing coverage for a minimum sum of \$10 million (or more, if Council determines this is necessary) must be supplied to Council before the permit will be issued. A copy of the public liability insurance is to be provided with the application.

5. FULL ROAD CLOSURE APPROVAL

If a 'full road closure' is required, then approval from the Northern Beaches Council Local Traffic Committee (NBCLTC) is necessary before a plant permit can be issued. In such circumstances a Traffic Management Plan prepared by a suitably qualified and experienced traffic consultant is required in addition to a Traffic Control Plan. The applicant should ask customer service staff what date the application can be assessed by the NBCLTC. Please note the NBCLTC meet every four weeks and comprises of representatives from the Police, RMS, Northern Beaches Council and the Local State Member of Parliament.

6. PUBLIC AND SITE SAFETY/ACCESS

All work undertaken and the management of pedestrians and vehicles shall comply with the Work Health and Safety Act. Materials and rubbish must not be left on the footpath, roadway or in any way that inconveniences public use of the area. All pumping lines crossing over Council footpaths must be ramped to allow safe pedestrian and wheelchair thoroughfare at all times.

7. TRAFFIC CONTROL PLAN AND/OR PEDESTRIAN CONTROL PLAN

Traffic Control Plan(s) must be submitted with the application when required and must be prepared and signed off by a suitably qualified and certified person and prepared to the current Australian standards.

Pedestrian and vehicle access to private properties shall be maintained wherever possible. Where property access is affected, a minimum of 48 hours written notice must be given to residents and a copy of the notification letter provided to Council. Responsibility for pedestrian and other road users' safety rests with the applicant from the commencement of work until completion or, if permanent restoration of the roadway or footpath by Council is required, until that work is completed. All traffic control plans shall be available on-site at all times.

8. PERMIT TRANSFER

Stand Plant permits may be transferred to another day but only when the applicant has contacted Council and an amended permit issued in advance of the work commencing. If the permit is to be transferred, the applicant MUST contact Council before 9am on the day of the approved permit. Permits cannot be transferred retrospectively.

9. PERMIT PRODUCED ON DEMAND

This permit must be carried by the operator of the plant and be produced if required by an authorised Council officer

10. CONSTRUCTION CERTIFICATE

An approved Construction Certificate number is required (with a few exceptions) to ensure that no illegal building works are carried out on the premises.

11. OUT-OF-HOURS PERMIT

The permit hours are 7am to 5pm, Monday to Friday and 8am to 1pm on Saturday. To operate outside of these hours, you will need to apply for an additional permit (out-of-hours Permit). This permit requires approval from Council's Environmental Compliance staff before a plant permit can be issued. Council requires a minimum of two (2) working days notice for an out-of-hours permit; if the out of hours permit is required in less than 2 working days an additional urgency fee will apply.

12. PLANT OPERATION

Any plant dropping oils, hydraulic fluids, concrete slurry or pollutants will be immediately closed down.

Any plant operator found allowing oils, hydraulic fluids, concrete or concrete slurry or pollutants to flow into Council's gutters or stormwater drainage lines will be fined not less than \$750 per individual or \$1500 per corporation – as per the Protection of Environmental Operations Act 1999.

Where any part of a crane intrudes into the traffic lanes of the roadway (i.e. Further than 2.5m from the kerb), traffic control measures shall be implemented in accordance with the requirements of Australian Standard 1742

Part 3 – Traffic Control Devices for Works on Roads and associated handbooks or RMS Traffic Control at Worksites Manual. Failure to comply with the requirements will result in the immediate closure of the works in progress.

Plastic dams or equivalent must be placed under all operating concrete pump vehicles for the full length of the pump – e.g. 'fordecon plastic attached to 6 x 4 timber frame'.

13. CANCELLATION

This permit is subject to cancellation at any time if any of the above conditions are not complied with.

14. COUNCIL MAY ASK FOR ADDITIONAL INFORMATION

It is not uncommon for Council to ask for the following:

Notification letter – courtesy letter advising nearby residents of the proposed work and how they may be affected etc. A sample of this letter must be forwarded to Council before the permit may be issued.

A letter of approval – This may be required (subject to location) from Sydney Buses, Forest Coachlines and/or local services eg. Fire and Rescue, the Ambulance Service etc. State Transit, Sydney Buses (Brookvale) Phone 9941 5816 or Forest Coachlines Phone 9450 2277

15. ROAD OCCUPANCY LICENCE

A separate 'Roads and Maritime Services – Road Occupancy Licence' approval must be obtained prior to submitting this application when a mobile crane/concrete pump or other plant stands within 100m of traffic lights and/or stands on any State or Regional Road as listed below:

Roads and Maritime Services (RMS), require approx. 10 working days notice to assess and approve a Road Occupancy Licence.

You must contact the RMS to apply for a Road Occupancy Licence:

Transport Management Centre,
25 Garden Street, Eveleigh, NSW, 1430; or PO Box 1625, Strawberry Hills, NSW, 2012.
Phone 8396 1584, 8396 1512 or 8396 1513 Fax 8396 1530

16. PLACING PLANT ON THE CORSO AT MANLY

If you are proposing to place plant on any part of The Corso at Manly, please allow fourteen (14) days for the processing of your application. It should be noted that the following restrictions for the plant apply:

- Maximum weight 3 tonne
- Maximum number of axles is 2
- Rubber tyres only
- Track vehicles not permitted
- Rigid frame only

List of State Roads		
Street	From	To
Abbott Road	Pitt Road	Harbord Road
Adams Street	Bennett Street	Griffin Road
Allambie Road	Kentwell Road	Warringah Road
Balgowlah Road	Kenneth Road	Pittwater Road
Barrenjoey Road	Mona Vale Road	Beach Road
Beach Road	Barrenjoey Road	Ocean Road
Beacon Hill Road	Old Pittwater Road	Warringah Road
Belgrave Street	Raglan Street	East Esplanade
Bennett Street	Oliver Street	Adams Street
Bridge Road	Manly Lagoon	Greycliffe Street
Burnt Bridge Creek Deviation	Sydney Road	Condamine Street
Cavill Street	Dalley Street	Oliver Street
Cavill Street	Oliver Street	Lawrence Street
Clontarf Street	Wakehurst Parkway	Frenchs Forest Road
Commonwealth Parade	West Esplanade	Rosedale Ave
Condamine Street	Sydney Road	Pittwater Road
Dalley Street	Queenscliff Road	Cavill Street
Darley Street	Barrenjoey Road	Pittwater Road
Dee Why Parade	The Strand	Pittwater Road
Forest Way	Warringah Road	Mona Vale Road
Frenchs Forest Road	Clontarf Street	Sydney Road
Garden Street	Pittwater Road	Powderworks Road
Greycliffe Road	Bridge Road	Queenscliff Road
Griffin Road	Adams Street	The Strand
Harbord Road	Lawrence Street	Pittwater Road
Hill Street	Rosedale Avenue	Sydney Road
Kenneth Road	Condamine Street	Balgowlah Road
Kentwell Road	Condamine Street	Allambie Road
Kentwell Road	Pittwater Road	Condamine Street
Lawrence Street	Cavill Street	Harbord Road
Liberator General San Martin Drive	Full length	
Manly Road	Spit Bridge	Sydney Road
McCarrs Creek Road	Booralie Road	Pittwater Road
Mona Vale Road	K. M. Boundary	Pittwater Road
North Steyne	Bridge Road	Raglan Street
Ocean Road	Beach Road	Palm Beach Road
Old Pittwater Road	Pittwater Road	Beacon Hill Road
Oliver Street	Pittwater Road	Bennett Street

Pitt Road	Griffin Road	Abbott Road
Pittwater Road	Sydney Road	McCarrs Creek Road
Powderworks Road	Garden Street	Mona Vale Road
Queenscliff Road	Greycliffe Road	Dalley Street
Raglan Street	North Steyne	Belgrave Street
Rosedale Avenue	Commonwealth Parade	Hill Street
Sydney Road	Frenchs Forest Road	Belgrave Street
The Strand	Griffin Road	Dee Why Parade
Wakehurst Parkway	Clontarf Street	Pittwater Road
Warringah Road	Roseville Bridge	Pittwater Road
West Esplanade	Commonwealth Parade	Belgrave Street
West Head Road	Full length	
Winbourne Road	Harbord Road	Pittwater Road

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**ALL HARD COPIES TO BE DESTROYED
ACCORDING TO PROCEDURES**

Credit Card Details			
Council Payment Fax No. (02) 9971 4522			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card																	
Card Number																	
Expiry Date																	

Signature															
Daytime Phone Number															
Date															

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only																
Application No.																

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