



If you need help lodging your form, contact us		Office use only	
Email	council@northernbeaches.nsw.gov.au	Form ID	4053
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.	<input type="text"/>
		Receipt No.	<input type="text"/>

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 an Implement Traffic Control Application required?
This form is to be submitted and a permit issued prior to the implementation of:

1. A Construction Traffic Management Plan (Development Applications requirement).
2. A Traffic Control or Management Plan for an event and/or filming/photography.

About this Application Form:

1. The application will not be considered for assessment until the required fees have been paid.
2. The processing time for the application is a minimum of 5 working days.
3. For applications involving temporary road closures, a Traffic Management Plan (TMP) is required for submission to the Northern Beaches Local Traffic Committee and Council. Processing time is a minimum of 8 weeks for the approval process.
4. Events, filming or photograph may require an additional 'Filming and Photography, Major Events or Small Events Application' to be submitted to Council.

Part 1: Fees

Required Fee	Fee Amount (please tick)
Application for Traffic Control Plan	\$273
Application for Traffic Management Plan (for major events or development applications)	\$473
Late fee if Traffic Control Approval is not obtained prior to event/filming/photography	\$890.00
Total fees due	\$

Part 2: Applicant Details

Applicant Name			
Business Name			
Business Address			
Suburb		Postcode	
Phone number			
Mobile			
Email			

Part 3: Permit Details

Traffic Control Information	
Type of traffic control	Construction Filming/Photography Event Other
If other, please specify	
DA Number If applicable	
Lot & DP/SP Number	
Has Council previously approved this activity? Please provide reference and year of previous approval	

Address of Property, Event or Filming Activity			
Address			
Suburb		Postcode	
Nearest cross road/street			
Stand on street name			
Event/ Film/ Construction Details			
Organisation Name		Commencement Date	
Contact Name		Commencement Time	
Contact Number		Completion Date	
On-site Contact Name		Completion Time	
On-site Contact Number		Dates not included above	

Description of Event/Film/Construction activity

Part 4: Indemnity

Indemnity Condition This indemnity must be completed and signed before a permit can be issued. Please fill in applicant's name.			
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			
<p>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</p> <p>A Certificate of Currency must be provided to Council by the insurance company before a permit is issued</p> <p>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</p>			
Name of insurance company			
Public liability policy no.			
Period of insurance from:		to:	
Limit of indemnity			
<p>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.</p> <p>This insurance includes the cross liability clause.</p>			
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 Construction Traffic Management Plan (CTMP) prepared by an RMS accredited Traffic Controller (for Development Applications)
3.	A Traffic Management Plan (TMP) prepared by an RMS accredited Traffic Controller (for Road Closures and Major Events)
4.	A Traffic Control Plan (TCP) prepared by an RMS accredited Traffic Controller (for Minor Construction and Events)
5.	A separate Roads and Maritime Services Road Occupancy Licence (ROL) approval when the activity stands within 100m of traffic lights and/or stands on any State or Regional Road (Refer to Part 7: Conditions 9 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	

Part 7: Conditions

<p>1. TERM This permit gives the applicant permission to implement the approved TCP or TMP only for the days approved and only on the street section(s) nominated on the application form or in the TCP/TMP.</p> <p>2. ERECTION OF WARNING SIGNS AND BARRICADES The applicant must erect traffic control signs and manage traffic in accordance with the approved TCP and/or TMP at all times and using RMS certified Traffic Controllers or Police to manage traffic at critical locations.</p> <p>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 Traffic is to be stopped at any time an RMS accredited traffic controller or Police must be available to control pedestrian and motor vehicle traffic, in accordance with Australian Standard AS 1742.3 for traffic control.</p> <p>4. INDEMNITY AND PUBLIC LIABILITY INSURANCE A copy of the applicant's current public liability insurance providing coverage for a minimum sum of \$10M (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.</p> <p>5. PUBLIC SAFETY/ACCESS All 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 .</p> <p>6. TRAFFIC CONTROL PLAN AND/OR PEDESTRIAN CONTROL PLAN Traffic Control Plan(s) submitted with this application 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 the installation of traffic control measures until removal of the traffic control measures.</p> <p>7. CANCELLATION This permit is subject to cancellation at any time if any of the above conditions are not complied with.</p> <p>8. 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 dates, times of the proposed activity 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 if their services are impacted 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.</p> <p>9. RMS STATE / REGIONAL ROADS If the event/filming/construction is on or partly on RMS State or Regional Roads (eg Pittwater Rd, Barrenjoey Rd, Mona Vale Rd, Wakehurst Parkway Rd, Sydney Road), the organisation must contact the RMS Film & Location Coordinator on phone 02 8396 1517 or email tmc_filming@rms.nsw.gov.au at least 4 months prior to a major event and forward TMP to Council at least 8 weeks prior to its next Traffic Committee meeting. Obtain TMP on www.rms.nsw.gov.au – traffic management. State and regional roads are as stated below:</p>
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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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