

Application for Approval – Temporary Structures (Hoarding, Scaffolding, Shoring, Ground Anchors)

Our reference no.: _____

Under Section 68, Local Government Act 1993 and the Roads Act 1993

THIS APPLICATION CAN BE LODGED WEEKDAYS BEFORE 4:30PM

About this Form You can use this form to obtain approval to erect hoardings and other temporary structures including scaffolding in public places, shoring systems and ground anchors

Advice to Applicant

- Please complete this form in ink using BLOCK LETTERS
- Application fee must accompany application – refer to Schedule of Fees and Charges for details
- Plans & specifications detailing location of proposed temporary structures are to be submitted with the application (eg site plan/ engineering details for ground anchors /shoring)
- An incomplete application may result in deferral of your application
- For any advice please contact Hurstville Service Centre on (02) 9330 6400 (8.30am - 5.00pm Monday to Friday)

Property Details

You must complete all details in this section.

CSO Checked

Street Address	Lot
Suburb	Section
Nearest Cross Street	DP/SP

Applicant Details

If the applicant is a company, the ABN number and company seal must be provided.

CSO Checked

Mr Mrs Ms Other _____

Name	ABN No.	
Postal Address		
Suburb	Post Code	
Phone	Fax	Mobile
Email Address		
Applicant's Signature	Date	

Owner Details

If the owner is a company, the ABN number and company seal must be provided.
All owners must give consent.

CSO Checked

Mr Mrs Ms Other _____

Name	ABN No.	
Postal Address		
Suburb	Post Code	
Phone	Fax	Mobile
Email Address		
As the owner(s) of the property subject to this application I/we consent to the lodgment of this application and to Council entering the property for the purpose of assessing the application and compliance with any approval which may be issued by Council.		
Owner's Signature	Date	

Contractor Details		If the owner is a company, the ABN number and company seal must be provided. All owners must give consent.		CSO Checked <input type="checkbox"/>
<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other _____				
Name			ABN No.	
Postal Address				
Suburb			Post Code	
Phone		Fax		Mobile
Email Address				
Public Risk Insurance Policy Number		Expiry Date		Insurance Company
Development Application Details – Is this application associated with a Development Approval?				CSO Checked <input type="checkbox"/>
<input type="checkbox"/> Yes <input type="checkbox"/> No				
If Yes, Development Application Number is?			Date of consent (if issued)	
Public Liability Insurance				CSO Checked <input type="checkbox"/>
The City requires public liability insurance of at least \$10 million and Georges River Council must be listed on the policy as an interested party. The applicant must be named in the Policy as the insured person/company.				
Name of Insurance Provider		Cover From:		Cover To:
Type of Work				
Please nominate the type of application you are making (tick as applicable):				
<input type="checkbox"/> New Works <input type="checkbox"/> Amendment to an existing approval <input type="checkbox"/> Extension of an approval				
Types of Temporary Structure (tick as applicable)				
<input type="checkbox"/> Installing temporary scaffolding in a public place <input type="checkbox"/> Installing a hoarding (Type A^) <input type="checkbox"/> Installing temporary shoring to a support in a public place <input type="checkbox"/> Installing a hoarding (Type B^) <input type="checkbox"/> Ground Anchors				
(^) Please refer to Note 3 for further information on Type A and Type B Hoardings				
Description of the proposed structures <input type="checkbox"/> For a Type A Hoarding the length is lineal metres. <input type="checkbox"/> For a Type B Hoarding the area is square metres.				
How many months will the structure be in place?			Are Sheds proposed to be placed on the hoarding?	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
How many sheds?				
Total length of the hoarding to be occupied by sheds (metres) _____			<input type="checkbox"/> Single stacked sheds <input type="checkbox"/> Double stacked sheds	
Is a site fence of a hoarding proposed to be placed on the footway?				
<input type="checkbox"/> Yes <input type="checkbox"/> No				

If Yes, please provide justification below (ie the extent of encroachment and reasons why it is required)

For new buildings Council may require the site fence of Type B hoardings to be relocated to the property alignment once construction has reached first floor level. This will require the hoarding columns to also be relocated to the property alignment to maximize the width of the footway. If you wish to retain the site fence on the footway for the duration of the development you must provide details below as to why this is necessary.

Privacy Information: The details provided in this form may contain information that is personal information, which identifies you etc., for the purposes of the Privacy and Personal Information Protection Act. The purpose of collecting this information is to enable the Council to consider matters under related legislation, issue related documentation where required and other associated matters as provided by law and will be utilised by Council officers in assessing the proposal and other associated activities. The information may also be made available to other persons where such access is in accordance with the relevant regulations and requirements in this regard. The submission of personal information in this case is required by law and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. The information will ultimately be stored in Council's records system.

How to lodge this application

Courier or in person: Georges River Civic Centre
(opening hours: 8.30am – 5.00pm Monday to Friday)
Cnr MacMahon and Dora Streets, Hurstville
Mail: PO Box 205, HURSTVILLE BC NSW 1481
ABN: 57 789 014 855
How to contact us: Phone: (02) 9330 6400
mail@georgesriver.nsw.gov.au
www.georgesriver.nsw.gov.au

Fees, charges, contributions and bonds payable are shown in the Schedule of Fees and Charges available on our website and from the Service Centre. Payments can be by cash, cheque, EFTPOS and some credit cards. Do not post cash. It is best to confirm fees before writing cheques. A dishonoured cheque will result in an application being cancelled and payment of a cheque dishonour fee will be required. Acknowledgement of application will be provided upon payment.

Office use only

Fees and Charges	Fee Code	Amount (\$)	Receipt No.	Date	CSO
Application Fees: Hoarding/Scaffolding	LGHoarding	Refer to Fees and Charges			
Ground Anchors/Shoring					
Hoarding/Scaffolding Occupation/Rental Fee	LGHoarding	Refer to Fees and Charges			

NOTE: Shoring/Ground Anchors are subject to Development Consent Conditions and/or Service Delivery Requirements

Customer Service's Checklists

Applicant details complete <input type="checkbox"/>	Pay fees <input type="checkbox"/>
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Public Officer's Comments

Decision:

Applicant advised:

Public Officer Signature	Date
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(Hoarding, Scaffolding, Façade Retention, Shoring, Ground Anchors)

Notes for Completing the Application

Note 1: Important Information regarding Public Safety

Before completing and lodging this application you must read the following:

The approval of temporary structures such as hoardings and/or scaffolding systems erected in a public place is controlled through The Roads Act 1993 and associated Regulation. Any approval granted for these and other structures does not endorse or approve the design or structural adequacy of a structure for the purposes of satisfying an employer's responsibilities under the Occupational Health and Safety Act 2000 and Regulations particularly the provisions of Clauses 57 and 231 of the Occupational Health and Safety Regulation 2001 (see below). It is the responsibility of an employer to design, install and maintain an effective overhead protection system to protect persons in the public place from objects that may fall from the work area.

Council's Hoarding Policy prescribes minimum design criteria to address public amenity including aspects relating to the visual design and pedestrian access within the public domain area adjoining a work site. It must be noted that compliance with this Policy does not absolve an employer from any statutory responsibilities under the requirements of the Occupational Health and Safety Act and/or Codes of Practice issued by the New South Wales Workcover Authority.

The Occupational Health and Safety Regulation 2001

Clause 57: Falling objects – particular risk control measures

An employer must ensure that risks associated with falling objects are controlled by use of the following measures:

- (a) provision of safe means of raising and lowering plant, materials and debris in the place of work,*
- (b) provision of a secure physical barrier to prevent objects falling freely from buildings or structures in or in the vicinity of the place of work,*
- (c) if it is not possible to provide a secure physical barrier, provision of measures to arrest the fall of objects,*
- (d) provision of appropriate personal protective equipment.*

Maximum Penalty: Level 4.

Clause 231: Overhead protective structures – particular risk control measures

(1) This clause applies if:

- (a) construction work is carried out at a place that adjoins a public place or any other property, and*
- (b) that construction work is carried out at a vertical height exceeding 4 metres above the lowest ground level of that public place or other property (unless the ratio of the horizontal distance to the vertical height between the nearest boundary of that public place or other property and where the work is carried out exceeds 2), but does not apply to maintenance work on power or telecommunication poles, towers or overhead lines unless a risk assessment identifies that any hazards cannot be controlled by means other than overhead protective structures.*

(2) In any case in which this clause applies, an employer must provide an overhead protective structure that:

- (a) is of appropriate strength and design having regard to the circumstances of that case, and*
- (b) will catch, deflect or hold any weight and amount of material or objects that might reasonably be expected to fall on it.*

Council Owned Land

For applications involving the installation of temporary structures on land in a public

place (footways and roadways) that is owned by Council, the consent of Council is not required to be provided by the applicant. Where it is proposed to erect temporary structures on other Council owned land such as parks, reserves, malls and squares, the approval of Council to the lodgement of an application may be required.

Strata Title

Consent and seal of the owners' corporation if the proposed work involves of effects common property.

Single or Multiple Person/s

Owner/s printed name and signature to be provided on the form or written letter of consent.

Companies

- ABN or ACN number must be provided.
- Name, position and signature of one company director and company secretary; or two company directors; or if sole director company only one signature is required.

Person Acting for Owner/s

Letter on owner's letterhead (where appropriate signed by or on behalf of the owner/s showing that the person acting can authorize the applicant to lodge the application, or Full copy of a current power of attorney; or a reference to a registered power of attorney (book and page number)

Note 3: Types of Hoardings

Type A

A fence located on public land being generally of plywood attached to a timber or steel frame having a height of 2 metres that encloses or separates a construction site or work area, with or without scaffolding, from the public place.

Type B

A steel or timber framed structure that provides overhead protection to the public place and that also encloses or separates the work area from the public place by a site fence incorporated in the temporary structure. The structure allows pedestrian or vehicular movement below the boarding deck. The hoarding may support scaffolding erected above.

What you may need to include with your application

A complete checklist may be viewed on Council's website at www.georgesriver.nsw.gov.au.

Security Deposit

Council may require the lodgement of a bond in the form of cash deposit, bank cheque, bank guarantee or EFTPOS transfer to rectify any damage to Council's infrastructure including street trees and the maintenance of hoardings, including the removal of graffiti and bill posters. If a security deposit/bond is required you will be contacted when your application is processed. Any required bond must be lodged before the Approval is issued.