

## Application for a permit to use Local Government controlled land for dining on a footpath

Note: Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter N/A if the question does not apply.

**Local Law No. 1 (Administration) 2012**

**Subordinate Local Law No. 1 (Administration) 2012**

**Schedule 8 – Commercial use of Local Government controlled areas and roads**

<b>Application is for:</b>	
<input type="checkbox"/> New Application	<input type="checkbox"/> Renewal

<b>Applicant/Contact Details:</b>		
Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Business <input type="checkbox"/> Other <input type="checkbox"/> If other, please specify:		
Surname:		Given Name/s:
Address:		
Locality/Suburb:	State:	Postcode:
Email:		Phone:

<b>Details of Business/Organisation:</b>		
Business Name:		ABN:
Trading Name:		
Street Address:		
Locality/Suburb:	State:	Postcode:
Postal Address:		
Locality/Suburb:	State:	Postcode:
Email:		Phone:
Current Food Business Licence No.		

<b>Site Location of Business:</b> (if this is the same as above, please write "As above")		
Street Address:		
Locality/Suburb:	State:	Postcode:
Postal Address:		
Locality/Suburb:	State:	Postcode:

<b>Owner's Consent:</b>		
Name of Land Owner	<input type="checkbox"/> Central Highlands Regional Council – if yes, please skip Owner's details <input type="checkbox"/> Other (please specify below)	
Owner's Name		
Owner's Address		
Land Owner's Consent	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, please provide proof (eg. Copy of facility/park booking approval letter)

Description of Road Use:

Applicant Agreement with Council:	
Surname:	Given Name/s:
<p>I acknowledge that any Permit issued pursuant to this application shall be subject to the following conditions:</p> <ul style="list-style-type: none"> <li>(a) the Permit holder shall, at all times, hold harmless and keep indemnified the Council, its members, officers, employees, and agents from all actions, suits, proceedings, claims, demands, losses, costs, charges, and expenses which may be taken against, made on, or suffered by it or any of them directly or indirectly on account of or in respect of or arising out of any act, matter or thing done or omitted to be done by the Permit holder or his agents or employees or any of them in connection with any activity carried out or purporting to be carried out under the permit or in observance, fulfillment, non-observance, or non-fulfillment of any condition of the Permit;</li> <li>(b) the holder of the Permit must take out a public liability insurance policy to the value of TEN MILLION DOLLARS (\$10,000,000.00) with the local government being endorsed as an insured party;</li> <li>(c) the advertising device may be displayed in accordance with Council's Local Laws &amp; Subordinate Local Laws.</li> </ul>	
Signature of Applicant:	Date:

Proof of Public Liability:	
Name of Insurance Company:	
Expiry Date:	
<p><b>IMPORTANT NOTE:</b> A copy of your public liability insurance policy <b>MUST</b> be attached to this completed application</p>	

#### Attachments:

A site plan to a scale of 1:100 is required to be attached to this application. The scope of which extends:

- (a) From the kerb's edge, the full width of the footpath, to the frontage of the building; and
- (b) From within 2 metres of one adjoining premises, the full length of the property frontage, to within 2 metres beyond the other adjoining premises.

The site plan shall show:

- (a) The boundaries of the site, the outline of the buildings and the use of the adjoining buildings;
- (b) The area (including dimensions) intended to be used for outdoor dining (shown in red) and the location of all proposed outdoor dining facilities as defined in Section C of this form; and
- (c) Any trees, fire hydrants, transformers, telephone booths, mail boxes, bus seats and shelters, traffic signal boxes, fixed rubbish bins, pillars and posts (supporting signs or other objects) and other obstructions.

#### Lodgement:

On completion of this application, please forward it, the required supporting documentation, and your application fee to Council at the address on the front of this form.

Council requires that this application must include or be accompanied by:

- (a) details of other approvals, licences or permits required under another law; and
- (b) details about any procedures which will be taken to ensure that the amenity of the surrounding area will not be adversely affected; and
- (c) details about any procedures which will be taken to ensure that the activity will not cause a nuisance to neighbouring residents; and
- (d) plans of any temporary structures that will be placed on the footpath; and
- (e) if relevant, details about procedures which will be taken to ensure that the activity does not significantly detract from the capacity of the road to provide a vehicular and, where relevant, pedestrian thoroughfare; and
- (f) Information to satisfy Council that you are a person of good character; and
- (g) Information that you are a person having experience, ability and / or qualifications in the permitted field of the activity.

#### Privacy Statement

Council is collecting this information in order to comply with its responsibilities and obligations as a Local Government. The information will only be used by Council Officers or Agencies which may have a legitimate need for the information to process applications or the like. This information will not be disclosed to a third party unless you have given your written consent or we are required to do so by law. For more information about privacy in Central Highlands Regional Council see our Privacy Plan on our website.