

# Application to undertake works in a public space



City of HOBART

## When to use this form

Use this form if you want permission to do work in a public space such as parks and road reserves (excluding Wellington Park). Work can include:

- construction activity (including excavation)
- environmental management

For your application to be considered please provide the supporting documentation listed below:

- a plan that details the location of the proposed works, natural features, built assets and property boundaries.

Depending on the nature, scale and location of the works other supporting documentation may be required. These may include:

- an Environmental and Construction Management Plan
- a Communications Plan and/or a Safe Work Method Statement (SWMS)
- Natural values and cultural heritage assessments
- a re-vegetation plan

A bond may also be required to be paid. This will depend on the potential for damage to built assets or natural and cultural heritage values. You will be advised if you need to provide any of the supporting documentation listed above and if a bond is required after an initial review of your application.

A separate application is required if you need vehicle access as part of these works in a park or reserve.

Issued under Part 3 of the Public Spaces by-law 2018.

## Applicant details

Applications can only be made by an individual or a company.

Are you applying as an individual or a company? (Select 1 option) Required

- individual (complete first and last name details below)
- company (complete company name details below)

First name

Last name

Company name

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## Contact details

First name (if different to applicant)

Last name (if different to applicant)

Email address Required

Telephone number Required

Address Required

Postal address (if different to above)

Preferred contact method (Select 1 option) Required

- email
- telephone
- Australia Post

## Application details

What type of work do you want to do? (Select 1 or more options) Required

- environmental management (involving any work on vegetation, declared weeds or protection of soil)
- construction works
- other

### Detail of works

Please provide a description of the proposed works including the reason for the works, the type of machinery to be used and the level of disturbance that will be caused. Required

Start date Required

D	D	M	M	Y	Y	Y	Y
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End date Required

D	D	M	M	Y	Y	Y	Y
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Time(s) required Required

### Location

Street number (or other location e.g. Princes Park) Required

Street name Required

Suburb Required

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## Supporting documentation

As part of your application please make sure you have attached your supporting documentation as required below.

**A plan that details the location of the proposed works, natural features, built assets and property boundaries**

Required



Please attach all files to the end of this form before submitting it.

The requirement to include the below attachments will depend on the nature, scale and location of the works. For further information please contact the City on 6238 2711.

**Environmental and Construction Management Plan**



Please attach all files to the end of this form before submitting it.

**Communication Plan and/or a Safe Work Method Statement**



Please attach all files to the end of this form before submitting it.

**Natural values and cultural heritage assessments**



Please attach all files to the end of this form before submitting it.

**Re-vegetation plan**



Please attach all files to the end of this form before submitting it.

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## Indemnity and declaration

**Indemnity statement**

- a. If a permit is issued by the Council as requested by this application then the applicant is responsible for and indemnifies and will keep Council and each of Council's officers, employees, agents and contractors (Indemnified Persons) indemnified in respect of any claim, demand, action, damage, loss, liability, cost, charge, expense, outgoing or payment which Council or any of the Indemnified Persons pay, suffer, incur or are liable for as a consequence of or arising directly or indirectly from any or all of the following:
- (i) any breach or failure to comply with the conditions of the permit by the applicant and/or the applicant's employees, agents, contractors or invitees;
  - (ii) any unlawful, wilful or negligent act or omission of the applicant and/or the applicant's employees, contractors, agents or invitees;
  - (iii) any event, circumstance, matter or thing being at any time found to be other than as warranted or represented by the applicant, whether in the application, the permit or otherwise.
- b. By making this application, the applicant is offering to be bound by this indemnity and this may be relied upon by the Council as a binding agreement if a permit is granted.
- c. This agreement to indemnify does not merge on the expiry or cancellation of the permit, and the applicant will remain bound by the indemnity after the permit has expired or has been cancelled.

**Declaration**

**I have attached the following documents as part of my application: (Select 1 or more options)**

- a plan that details the location of the proposed works, natural features, built assets and property boundaries. Required
- Environmental and Construction Management Plan.
- Communication Plan and/or a Safe Work Method Statement.
- Natural values and cultural heritage assessments.
- Re-vegetation plan.

**In making this application: (Select 1 or more options)** Required

- I declare that the information and attachments I have provided are true and correct and I agree to comply with all clauses of the indemnity statement outlined above. Required
- I am duly authorised to sign on behalf of the organisation or business named as the applicant (if applicable).
- I agree that by typing my name below I have signed this application. Required

**Name of signatory** Required

**Date** Required

D	D	M	M	Y	Y	Y	Y
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For information on how Council manages, handles and protects personal information it collects please refer to the [Privacy Statement and Policy](https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement) <https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement>.

*End of form*  
 Don't forget to attach all files before submitting this form