

Street Party Application

Local Government Act and Roads Act 1993

APPLICATION/REFERENCE NUMBER:

Effective 1 July 2025 to 30 June 2026

ABOUT THIS FORM

Use this form to apply for:

- A private Street Party that requires the closure of a road.

WHAT YOU'LL NEED

- ☐ Get signatures from residents in the street : refer Attachment 1.
- ☐ Completed application form

APPLICANT DETAILS

Date of Application:

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Other:

Applicant's Name:

Postal Address:

Suburb: Post Code:

Email: Fax/DX:

Phone No(s): Mobile:

LOCATION DESCRIPTION

The Street on which the party is to take place

Between (Street): And (Street):

Suburb: Post Code:

Additional Details:
(if required)

GET IN CONTACT

Randwick City Council
30 Frances Street
Randwick NSW 2031
ABN: 77 362 844 121

Phone 1300 722 542
council@randwick.nsw.gov.au
www.randwick.nsw.gov.au

DATE AND TIME OF ACTIVITY

Date: Start Time: Finish Time:

NUMBER OF ATTENDEES

Indicate your estimate of the number of people, including children, that may attend the activity:

Have you arranged signatures from 75% of properties (residence) in the Street (Refer Attachment 1)

☐ Yes ☐ No

Completed Application by person over 18

☐ Yes ☐ No

STREET PARTY APPROVAL TERMS AND CONDITIONS

1. The event is a private street party which is only open to the residents of the closed streets and their guests;
2. The traffic control associated with the temporary road closure of the closed street is implemented on the approved date for the approved times ONLY;
3. The event organiser is to be in regular contact with Council's authorised traffic controller(s), be in possession of the Traffic Control Plan prepared by Randwick Council and be in possession of this approval letter.
4. That all attendees comply with the Traffic Control Plan (TCP) prepared by Randwick Council;
5. That noise generated by the street party is controlled in accordance with the Protection of the Environment Operations (Noise Control) Regulation 2000;
6. That all attendees comply with the directives of Council staff and the NSW Police;
7. The area and all facilities must be maintained in a clean and tidy condition, and the area/facilities must be thoroughly cleaned up immediately after the activity, to the satisfaction of Council;
8. The Council expressly reserves the right in its absolute discretion to refuse to accept any engagement and the Council shall not be liable in any way for any loss or damage or otherwise in consequence of the exercise of this right;
9. All engagements are accepted conditionally upon compliance by the hirer with requirements of the Local Government Act and any other relevant Act or Regulation.
10. The hirer hereby grants the Council an indemnity and releases Council from all claims, demands, remedies, suits, injuries, damage, losses, costs, liabilities, actions, claims for compensation and the like for which Council may become liable in conjunction with injury, damage or accidental death neglect or default or the neglect or default of any other person in connection with use of the street;
11. Children must be supervised by an Adult at ALL times.
12. Should you wish to sell or supply alcohol you may require a Liquor Licence under the Liquor Act 2007 or for further information please contact Liquor and Gaming NSW on; 1300 024 720
13. The consuming of alcohol must be compliant with the street signage. For example no serving or drinking of alcohol can occur in designated "Alcohol Free Zones";
14. A First Aid Kit must be made available at all times;
15. All electrical cords to be kept away from walking areas;
16. Noncompliance with any of the abovementioned conditions will result in immediate cancellation of the approval;
17. Council approval only covers the area of road reserve, not private property. No liability extends to privately owned land

ACKNOWLEDGEMENT

We will acknowledge that we have received your application. A written determination of your application will be sent to you.

INDEMNITY

I, the applicant, indemnify Council from and against all actions, claims, costs, losses, expenses and damages (including the costs of defending or settling any action or claim) in respect of:

- Loss of, loss of use of, or damage to property of Council; or
- Personal injury (including death) or illness to any person or loss of, loss of use of, or damage to any property;

Resulting from or by reason of anything done or omitted to be done by you arising out of your activities undertaken at or near Council's facility.

Your liability to indemnify Council is reduced proportionally to the extent that a negligent act or omission of Council or its employees has contributed to the injury, damage or loss.

DECLARATION

I have read, understood and accept the conditions. I accept that all these conditions must be complied with on the day of the activity.

Signature:

Name: Date:

HOW TO LODGE THIS APPLICATION

EMAIL: council@randwick.nsw.gov.au OR
BY MAIL OR OVER THE COUNTER at Council

Address the Application to: Randwick City Council Post: 30 Frances Street, Randwick NSW 2031

Courier or Personal Delivery to our Customer Service Centre:

Randwick City Council
30 Frances Street
Open 8:30am – 5:00pm, Mon-Fri

FEES

No fees are payable to apply for the Street Party.

PRIVACY NOTIFICATION

The purpose of collection of this information is for processing your application. Provision of this information is voluntary and is required to help process your application. You are entitled to have access to this form to correct or amend it after you have given it to Council. This form will be stored electronically in Council's electronic document management system. Access to this information is restricted to Council officers. Members of the public will not be provided with access to the personal details contained on this form.

OFFICE USE ONLY

Booking Officer Use			
Approved Street sent to Communications	☐	☐	☐
Approval letter sent to Applicant	☐	☐	☐
Approval letter sent and Traffic control plan sent to Coordinator Road Services for set up	☐	☐	☐

Completed by: Completed Date:

Use additional sheets as required

Between (Street) And (Street)

Signing this form signifies that you support the approval of a Street Party at the location and times shown above:

[illegible]

