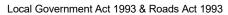
Application for Installation of Temporary Hoardings, Safety Fences and Articles in a Public Place





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Effective 1 July 2025 to 30 June 2026

ABOUT THIS FORM

This form relates to the installation of a temporary hoarding, construction site fencing, placement of articles in a public place and occupation of public land to undertake building work or other activities.

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WHAT YOU'LL NEED											
A plan or sketch of the location of the hoarding/fence or enclosure or area of occupied land and the subject property, adjacent footpaths, roads and nature strips.											
SUBJECT PROPERTY											
Unit/Street No:					Street:						
Suburb:					Post Code:						
APPLICANT DETAILS											
Title:	☐ Mr	☐ Mrs	[☐ Ms	Other:						
Applicant's Name:											
Company Name:											
Contact Person:											
Postal Address:											
Suburb:						Post Code:					
Email:											
Phone No(s):					Mobile:						
Signature:					Date:						
PERIOD OF TIME HOARDING/FENCE WILL BE INSTALLED ON COUNCIL'S PUBLIC LAND											
From /	1	to	1	1	(inclusive)	No. of weeks:					

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

LICARRING/FENCE ARTICLES OR ENGLOCURE RETAILS									
HOARDING/FENCE, ARTICLES OR ENCLOSURE DETAILS									
☐ 'A' class hoarding or safety fence									
☐ 'B' class overhead type hoarding									
☐ Enclosure/occupation of public land									
Other									
Total length of hoarding or enclosure (m)?									
Width/extent of encroachment onto Council land - width (m)?									
Total area (m²) of occupied land?									
DEVELOPMENT CONSENT OR COMPLYING DEVELOPMENT CERTIFICATE DETAILS (where applicable)									
Application No:									
Date of determination:									
BUILDERS DETAILS									
Name: Contact No:									
Company Name:									
Address:									
PUBLIC LIABILITY AND INSURANCE									
A Public Liability Insurance policy, having a minimum liability of \$10 million, must be in place to cover the placement of the waste container in a public place for the full duration and scope of the activity.									
If the application is approved by Council, the applicant hereby indemnifies Randwick City Council ("Council") against loss of or damage to the property of the Council and claims by any person against the Council in respect of personal injury or death or loss of or damage to any property or vehicle arising from or in any way connected with or incidental to the approval or activity carried out on the footway or public place.									
A copy of the Public Liability Insurance Policy has been provided to Council:									

SKETCH OR PLAN
Please provide a sketch or attach a plan of the location of the hoarding/fence or enclosure or area of occupied land and the subject property, adjacent footpaths, roads and nature strips.
The sketch or plan must include accurate and adequate details of the hoarding, fence or enclosure, including location details dimensions (length, width, height) and footpath, roadway, building structures kerb and gutter locations and utility services.
N and differential to the services.

NOTES

- This is an application only, as such you are not permitted to install a hoarding or other article on Council's land until written permission is given by Council.
- Applications for 'B' class overhead type hoardings or the like may require details prepared or certified by a practising structural engineer to be submitted with this application and/or certification from a Structural Engineer upon installation.
- If the application is approved, the relevant weekly fee is required to be paid to Council prior to issuing the determination.
- Council will endeavour to process all applications as soon as practicable. However, applications for activities which impact upon the use and operation of public roadways or public safety may take longer to be assessed and applications should be made at least 10 days in advance of the proposed date/s.

HOW TO LODGE THIS APPLICATION

BY MAIL with a cheque attached OR

OVER THE COUNTER at Council with payment made via cash, cheque, credit card or EFTPOS.

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 Monday to Friday

FEES

Application fees are in accordance with Council's Fees and Charges Policy. To avoid delays at lodgement, please contact us to obtain a fee quote prior to lodging your application.

Fees may be paid by cash, cheque, MasterCard, Visa, American Express & EFTPOS. Do not send cash in the mail.

Make cheques payable to Randwick City Council.

If lodging multiple applications, a separate payment must be made for each application.

FEE TYPE	RECEIPT CODE	FEE	GST
Application Assessment Fee	AP	\$215.00	N/A
☐ Plus weekly charges (per m²)			
A-class hoarding/site fencing & other articles or occupation of Council land – Business Zone	AP	\$15.00	N/A
A-class hoarding/site fencing & other articles or occupation of Council land – Non Business Zone	AP	\$11.00	N/A
B-class overhead type hoarding – Business Zone	AP	\$21.50	N/A
B-class overhead type hoarding – Non Business Zone	AP	\$15.00	N/A
Application for Extension/Amendment (plus relevant weekly charge)	AP	\$85.00	N/A
Additional fee for fast track application assessment: (Determination within 24 hours, excluding weekends – Subject to submission of all required information and not involving a road closure)	AP	\$120.00	N/A

PRIVACY NOTIFICATION

The personal details requested on this form are required under the *Local Government Act 1993* and *Roads Act 1993* and will only be used in connection with the requirements of this legislation. Access to this information is restricted to Council officers and other people authorised under the Act. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. You may also request Council to suppress your personal information from a public register.

OFFICE USE ONLY							
Application/Request received by:	Date:						
Referred to:	Date:						
Receipt No:	Date:						
Fee: \$							