Non-Utility Minor Works within Municipal Road Reserves

This notification / application is provided in accordance with -
1. Road Management Act 2004, Schedule 7
2. Road Management (Works and Infrastructure) Regulations 2005

Use this form for: Notification of proposed works; Application for consent; or Notification of completed works to the Coordinating Road Authority (CRA)

Application Details
☐ Notification of proposed works ☐ Application for consent (fee payable)

Municipality

Applicant details

Name
Address
City/Town
State
Contact person
email address
Telephone (BH) Facsimile
Mobile or AH Telephone

Details of Work
Type: ☐ Service connection ☐ Drainage connection ☐ Vehicle crossing ☐ Other works (Specify)

Proposed Start Date / / 20
Address of works: City/Town

Additional Location Details (optional)

Description of works**

Sketch Plan: A copy of a sketch plan showing the proposed works, the location, all assets within the vicinity must be provided. Assets include all trees, landscaping, road pavement, kerb & channel, footpaths, drains, service authority assets and private assets

Works Manager details (the person or body who was/will be responsible for conducting these works)

Contractor Name
Contractor’s Address
City/Town State Postcode

Works manager name*

email address
Facsimile

Telephone (BH) (AH)
Mobile

Does the Contractor have Public Liability Insurance? ☐ Yes ☐ No

Amount of PL Cover $

Name of Public Liability Insurance Company

* Works Manager – Any person or body that is responsible for the conducting of works in, on or under the road. (Road Management Act – Schedule 7, Clause 14)

Works Manager Responsibilities:

Principles applying to infrastructure managers and works managers:
(1) An infrastructure manager or a works manager must have regard to the principles specified in this clause in the provision of non-road infrastructure on roads.
(2) The primary purpose of a road is use by members of the public and authorised users must be managed so as far as is reasonably practicable in such a way as to minimise any adverse impacts on the primary purpose.
(3) Without limiting the generality of sub-clause (2), authorised users must be managed so as to –
   a. minimise any damage to roads and road infrastructure;
   b. ensure that works necessary for the provision of non-road infrastructure are conducted as quickly as practicable;
   c. minimise any disruption to road users;
   d. minimise any risk to the safety and property of road users and the public generally;
   e. facilitate the design and installation of infrastructure which minimises any risk to the safety of road users;
   f. ensure that the road and any other infrastructure is reinstated as nearly as practicable to the condition existing before the works necessary for the provision of the non-road infrastructure were conducted;
   g. protect and preserve existing significant roadside vegetation and sites of biological significance within the road reserve.

(Road Management Act - Schedule 7, Sec 14)