

Non Utility Minor Works within Municipal Road Reserves

Version: 29 May 2006



CITY OF
MONASH

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: (i) Notification of proposed works or (ii) Application for consent
to the Coordinating Road Authority (CRA)

APPLICANT DETAILS			
Type: (Strike out not applicable items)	1. Notification of proposed works or 2. Application for consent		Date: _____ / ____ / 20__ Permit Number: _____ Your Ref: _____
To: (Coordinating Road Authority)	City of Monash		Fee: \$ _____ (ONLY for "Application for Consent")
From: (Applicant's Name)	Role: IMPORTANT Select the ROLE that best describes YOU! (Strike out not applicable items) <ol style="list-style-type: none"> 1. Owner or 2. Occupier or 3. Builder or 4. Other or 5. Contractor on behalf of (specify) 		
Address: (Applicant's address)			
City/Town:			
State:	Postcode:		
Contact person:			Telephone (BH):
eMail address:			Telephone (AH):
		Facsimile:	
		Mobile:	

DETAILS of WORK			
Work type: (Strike out not applicable items)	1. Service connection or 2. Drainage connection or 3. Vehicle Crossing or 4. Other works (specify:)		Proposed Start Date: ____ / ____ / 20__
Address of works:			City/Town:
Additional Location Details: (Optional)			
Description of works: (include list of assets affected by works)			
Sketch Plan: Three copies 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 affected by the works			

WORKS MANAGER DETAILS (the person or body who was/will be responsible for conducting these works):			
Contractor or Company Name:	Contractor/Company ABN:		
Contractor's Address:			
City/Town:	State:	Postcode:	
Name of Works Manager*:			Telephone (BH):
E-mail address:			Telephone (AH):
		Facsimile:	
		Mobile :	
Does the contractor have Public Liability Insurance? (Yes/No)			Amount of P.L. Cover: \$
Name of Public Liability Insurance Company:			

Signature of Applicant:	Date: ____ / ____ / 20__
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Definitions

* 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)
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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 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 uses 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)