

Goondiwindi Regional Council

LMB 7,
Inglewood QLD 4387

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Website www.grc.qld.gov.au



Local Government Act
2009

Local Law No. 1
(Administration) 2011
Subordinate Local Law 1.2
(Commercial use of Local
Government Controlled
Areas and Roads) 2011
Subordinate Local Law 1.4
(Installation of Advertising
Devices) 2011

Footpath Usage or Obstruction

Application for Approval to Use Footpath

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

Application is for

Display of Goods for Sale Other
 Sandwich Board / A Frame Sign Fee _____

Applicant/s details

Title Mr Mrs Ms Miss Other (specify)

Family name

Given names

Position

I hereby indemnify the Council against all claims made in relation to actions in using the footpath, and I have a policy of public liability for which details are provided.

Signature

Date / /

Title Mr Mrs Ms Miss Other (specify)

Family name

Given names

Position

I hereby indemnify the Council against all claims made in relation to actions in using the footpath, and I have a policy of public liability for which details are provided.

Signature

Date / /

Select as applicable.

Contact details

Business Private

Contact person

Postal address

Locality / Suburb

State Postcode

Contact ph.

Mobile

Contact fax

Email _____

Business name must be registered with the Office of Fair Trading. If applicant is a company, insert company name and ACN / ARBN.

Business details

Business name

BN

Company name

ACN / ARBN

Street address

Locality / Suburb

State Postcode

Enter postal address if different from street address.	Postal address		
	Locality / Suburb		
	State <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		Postcode <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Contact ph. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Mobile <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Email _____
Real property description – refer to Rates Notice. Select as applicable. E.g. displaying stock, placing structures or material on footpath, fundraising, obstruction of footpath whilst undertaking works. If a retail stall / fundraising, please advise products for sale.	Lot no.	Reg. plan no.	Parish
	Status of applicant/s <input type="checkbox"/> Owner of premises <input type="checkbox"/> Occupier of premises		
	Proposed use of footpath		
	Hours of operation From _____ <input type="checkbox"/> am <input type="checkbox"/> pm To _____ <input type="checkbox"/> am <input type="checkbox"/> pm		
Is a car park space required? <input type="checkbox"/> No <input type="checkbox"/> Yes			Registration no. of vehicle _____

A copy of a Public Liability Insurance Policy, to the minimum \$10,000,000 value required by Council, must accompany applications. The policy shall name the insured as 'the applicant for the Permit and the Council'.	Public liability insurance	
	Name of insurance company	
	Name of insured	
	Policy no.	Amount of cover \$
	Policy expiry date <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

Lodgement

Please attach the following:

- A site plan (see diagram) that clearly identifies the following:
 - the width of the footpath outside your business;
 - the type of obstructions that are presently on the footpath outside your business (ie: power pole, street bin);
 - the preferred location of each item for which a permit is sought:
 - Display table.....m² each;
 - Display stand.....m² each; and
 - the clearance distance to the kerb and shop frontage etc. when items are placed in your preferred locations.

ROAD

KERB

FOOTPATH ↙		FOOTPATH ↘
YOUR BUSINESS PREMISES		

- A copy of your Public Liability Insurance Policy to the minimum \$10,000,000 value required by Council. The public liability must indemnify the Council, in the prescribed form and manner, against all public liability claims arising from the operation of this business.

Please note: This application and fee MUST be lodged with your Council.

Office use only

Application fee		Reg. no.	
Receipt code		ID no.	
Authorised officer		Inspection date	
Recommendation			
			Rec. no.
Date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Account property no.	

Footpath Usage or Obstruction

Information for Tradesmen / Developers / Builders

Legislative Provisions

A person in control of a workplace has the following obligations

- a) to ensure the risk of disease or injury from workplace is minimised for persons coming onto the workplace to work;
- b) to ensure the risk of disease or injury from any plant or substance provided by the person for the performance of work by someone other than the person's workers is minimised when used properly;
- c) to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

Special attention needs to be given to pedestrian safety when the footpath is obstructed. When the footpath or part of the road is closed for work it will be necessary to seek authorisation from the Council or the Department of Transport (for major roads).

Practical Provisions

Where work is to be carried out which will disrupt pedestrian or vehicular traffic the following steps should be adopted.

- a) Obtain authorisation/permit from the Council or Department of Transport
- b) The work should be assessed for length of time to complete and for times to commence that gives the least disruption to public or traffic.
- c) By erecting and maintaining effective barricades of meshing or like material to exclude the general public.
- d) Erecting signs on the roadway to advise and control traffic will need to be carried out in accordance with the Manual for Uniform Traffic Control Devices. The Roadwork Signing Guide published by Queensland Transport gives guidance and is available for purchase. Local hire firms can hire these out.
- e) When members of the public are diverted onto the road all of the above requirements will need to be considered. The *Traffic Act* states that 'A pedestrian shall not cross a road outside of or within 20 meters of a pedestrian crossing'.
- f) Some circumstances will require a Police Officer to be engaged. These officers are to be fully advised by the Principal Contractor or Employer of the nature and extent of the operations and given all reasonable assistance.

If the above procedures are adopted it is most likely the obligations of *the Workplace Health & Safety Act*, *Local Government Act* and the *Traffic Act* will be met. The prime focus of these Acts in this regard is to ensure that the health and safety of workers and members of the public are not affected by the work.

For further information on this subject, please contact Council.