

WORKS WITHIN THE ROAD RESERVE



This notification/application is provided in accordance with:

- Road Management Act 2004, Schedule 7.
- Road Management (Works and Infrastructure) Regulations 2005

Use this form for: (i) Notification of proposed works, (ii) Application for consent, or (iii) Notification of completed works to the Coordinating Road Authority (CRA).

Permit No.

GENERAL INFORMATION			
Type: (strike out not applicable items)	1. Notification of proposed works, or		Date
	2. Application for consent, or		CRA Reference:
	3. Notification of completed works		Your Reference:
To: (Coordinating Road Authority)	Indigo Shire Council		Fee: (ONLY for "Application for Consent")
From: (Applicant's Name)			Role: IMPORTANT – Select the role that best describes YOU. (Strike out not applicable items)
From: (Applicant's Address)			
State	Post Code:	Telephone (Business Hours):	1. Owner 2. Occupier 3. Builder 4. Other 5. Contractor on behalf of (specify): _____
Contact Person:		Telephone (After Hours):	
E-Mail Address:		Facsimile No.	
		Mobile Phone:	

DETAILS OF WORK			
Work Type: (strike out not applicable items)	1. Service connection, or	Proposed Start / Finish Dates:	
	2. Drainage connection, or		
	3. Vehicle Crossing, or		
	4. Other works		
Address of Works:		City/Town:	
Additional Locations Details			
Description of Works: (include list of assets affected by 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 and 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:	Yes/No	Contractor or Company Name	
Address:			
City/Town:		State:	Postcode:
Contact Person			Telephone (Business Hours) Telephone (After Hours)
E-Mail Address:			Facsimile No.
			Mobile Phone:
*Works Manager – Any person or body that is responsible for the conducting of works in, on or under the road. See over for responsibilities.			

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 to as to:
 - a. minimise any damage to roads and road infrastructure;
 - b. ensure that works necessary for the provision on 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. project and preserve existing significant roadside vegetation and sites of biological significance within the road reserve.

(Road Management Act, Schedule 7, Section 14)

Please return with fee, where applicable to any Indigo Shire Council office, or mail to:

Indigo Shire Council,
PO Box 28,
Beechworth VIC 3747