

## Application for approval of a General Activity – Depositing of Goods and Materials 2023/2024

**Cairns Regional Council Local Law No. 1 (Administration) 2016**

**Cairns Regional Council Local Law No. 11 (Local Government Controlled Areas and Roads) 2016**

**Cairns Regional Council Subordinate Local Law No. 11 (Local Government Controlled Areas and Roads) 2016**

All required sections must be fully completed and required supporting documentation submitted with this application together with the required fees. An incomplete application may not be accepted and will delay assessment.

**PLEASE NOTE:** It can take a minimum of 30 days to assess a fully completed application.

### 1. Applicant Details

Who is making this application:	Individual	<input type="checkbox"/>	Complete section 1A	
	Corporation	<input type="checkbox"/>	Complete section 1B and <u>attach</u> names of Directors	
	Incorporated Association <u>with</u> poker machines	<input type="checkbox"/>	Complete section 1B and <u>attach</u> names of members of management committee	
	Incorporated Association <u>without</u> poker machines ( <i>please provide supporting documentation from ATO</i> )	<input type="checkbox"/>		
<b>1A Individual</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>
Applicant name:	First/Given Name(s):		Last/Family Name:	
Trust name: (if applicable) as trustee for				
ABN: (attach copy of ABN)				
Contact Number/s:	Phone Number:		Mobile Number:	
Contact Email:				
Residential Address:				
Postal Address: (if different to above)				
<b>1B Corporation / Incorporated Association</b>				
Name:				
Trust Name: (if applicable) as trustee for				
ABN: (attach copy of ABN)				
Contact Name:				
Contact Number/s:	Phone Number:		Mobile Number:	
Contact Email:				
Corporation Registered Address:				
Incorporated Association Nominated Address:				
Postal Address: (if different to above)				

## 2. Description of Proposed Activity

<b>Proposed Location of Activity:</b>	Street Address:	
	Locality/Suburb:	
<b>Description of Proposed Activity:</b>	Provide a brief description of the proposed goods and/or materials you are going to deposit (including quantity/size etc):	
	Provide a detailed description of the proposed location/s, including which local government-controlled area/s or road/s it will affect:	
<b>Proposed Timeframe:</b> Provide the proposed hours of operation, and days for the depositing of goods and/or materials.		

## 3. Supporting Documentation for Proposed Activity

<p>Please provide proof that the depositing of goods and material would <b>not</b>:</p> <ul style="list-style-type: none"> <li>Significantly detract from the capacity of the road to provide vehicular, and where relevant, pedestrian thoroughfare;</li> <li>Constitute a nuisance or a danger to any person or property;</li> <li>Obstruct access from the footway to kerbside parking;</li> <li>Adversely affect the amenity of the area or the environment;</li> <li>Affect the existing services located in, along, over or adjacent to a road.</li> </ul>
<p>Please provide an image or site plan of the proposed location/s where the goods and materials are to be stored, including which local government-controlled area/s or road/s it will affect.</p>

## 4. Mandatory supporting documents, information and materials required to complete this application. Please complete this checklist in full and attach the following.

<b>Image or site plan</b> , detailing all of the requirements mentioned above.	<input type="checkbox"/>
<b>Public Liability Insurance</b> to the value of \$20,000,000.00 noting Cairns Regional Council as an interested party which covers the period the goods and materials are stored.	<input type="checkbox"/>
<b>Plans</b> showing a detail of all works on Local Government Controlled areas and roads including a typical cross section, location of all signage in accordance with Manual of Uniform Traffic Control Devices (MUTCD) (Main Roads) provided by a person certified in approving and drawing up a Traffic Management plan and/or Guidance Scheme, location and detail of all barriers and associated temporary road furniture used, location of all Council Services and location of all drainage paths.	<input type="checkbox"/> <div>N/A</div>

## 5. Fee Schedule

Application Fee	\$ 255.00
Bond Deposit	\$1,000.00
Amendment to Permit - Minor (basic administrative step)	NIL
Amendment to Permit - Major (requiring authorised officer inspection and/or assessment)	50% of Application Fee

**Term of approval:** The term of approval is the period stated on the approval.

**Term of renewal of approval:** The term of any renewal of an approval is the same term as the original approval subject to compliance with all conditions stated on the approval.

## 6. Declaration

To the Chief Executive Officer, Cairns Regional Council

I / We make application under *Cairns Regional Council Local Law No. 1 (Administration) 2016* and *Cairns Regional Council Local Law No. 11 (Local Government Controlled Areas and Roads) 2016* for permit for the depositing of goods and materials as outlined in this form. If the application is made by a corporation or incorporated association, the person signing the form must occupy a position that is legally entitled to make an application on behalf of the corporation or incorporated association.

I acknowledge that the application fee may not be refundable if assessment of the application has commenced. The application fee includes one inspection, any additional inspections may incur further fees.

I declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regard to any matters relevant to this application.

I am aware that it is an offence to knowingly provide false or misleading information. I am also aware that it is an offence to commence this activity without the appropriate approval.

Name of Individual / Organisation:

Name of Signatory:  
*If applicant is an organisation*

Signature:

Date:

### Cairns Regional Council – Information Privacy Statement

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission, or the disclosure is required by law.

OFFICE USE			
Does the application fit the criterion for granting of approval?	YES		NO
<b>4. Additional criteria for the granting of approval.</b> <i>The following criteria are criteria that must be considered for the granting of approval –</i> (a) <i>whether in the opinion of an authorised person the proposed activity would –</i> (i) <i>adversely effect the amenity of the area or road and/or the environment; or</i> (ii) <i>adversely effect existing services located in, on or over an area or road.</i>			
<b>PAYMENT DETAILS:</b>	<b>Receipt Type 164</b>	<b>Payment Amount \$</b>	<b>Receipt No:</b>