

TEMPORARY ACCESS THROUGH PUBLIC RESERVES AND PARKS APPLICATION

About this form

Under certain conditions and circumstances, consideration may be given for temporary vehicular access through public reserves and parks for such purposes as building, site works and building works removals. Use this form to apply for temporary vehicular access through public reserves and parks in the City of Ryde.

Council Contact Details

Customer Service Centre 1 Pope Street, Ryde NSW
Post Locked Bag 2069, North Ryde NSW 1670
Email cityofryde@ryde.nsw.gov.au
Phone (02) 9952 8222

PART 1 : APPLICATION DETAILS

Under certain conditions and circumstances, consideration may be given for temporary vehicular access through public reserves and parks for such purposes as building, site works and building works removals.

To apply for temporary permission to access a public reserve or park, the following fees are required to be paid accompanied by the completed application form and copy of public liability insurance **minimum of 3 days prior to access requirement:**

1. An application and initial inspection fee of **\$208 (residents) \$414 (non-residents and commercial groups)** plus
2. A refundable bond of **\$1,730 (residents) \$3,470 (non-residents and commercial groups)** to be held against any possible damage to the park surface, works, fencing etc

PART 2 : APPLICANT DETAILS

Company / Organisation

If applicable

Title

☐ Mr

☐ Mrs

☐ Ms

☐ Miss

☐ Other

Given Name

Family Name

Address

Suburb

Postcode

Postal Address

If different from above

Suburb

Postcode

Preferred contact

☐ Mobile

☐ Phone

☐ Email

Mobile

Phone

Email

Personal information collected from you is held and used by Council under the provisions of the *Privacy and Personal Information Protection Act 1998*. The supply of information is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. Please note that the exchange of information between the public and Council, may be accessed by others and could be made publicly available under the *Government Information Public Access Act 2009 (GIPA Act)*. If you require further information please contact Council's Customer Service Centre on 9952 8222.

OFFICE USE ONLY

Receipt number

Amount paid \$

Date received

PART 3 : PARK DETAILS

Park Name

Entrance or route proposed

PART 4 : OWNER DETAILS (IF DIFFERENT TO APPLICANT)

Company / Organisation

If applicable

Title

☐

Mr

☐

Mrs

☐

Ms

☐

Miss

☐

Other

Given Name

Family Name

Address

Suburb

Postcode

Postal Address

If different from above

Suburb

Postcode

Preferred contact

☐

Mobile

☐

Phone

☐

Email

Mobile

Phone

Email

PART 5 : PERIOD OF ACCESS

First Date Required

Last Date Required

Type of Access: (please tick)

☐

Once

☐

Periodic

Note — Maximum period allowed is 6 months

PART 6 : REASON FOR ACCESS

Reason Required

Does work require Council approval? (please tick)

☐

Yes

☐

No

If yes, Council Consent Details

Is alternate access available?

Other supportive information:

PART 7 : PUBLIC LIABILITY INSURANCE

Contractors and/or anyone requiring temporary access are required to hold a minimum \$20 million in public liability insurance cover.

A copy of this insurance cover must be produced to Council three days prior to a granted access date.

PART 8 : APPLICANT DECLARATION

I confirm the above information is correct, that I am aware of the standard conditions of approval and that no access will be undertaken until approval is granted by Council. In paying the bond, I agree to Council determining the extent and cost of any damage and to pay any additionally incurred costs.

Name

Signature

Date

PART 9 : OFFICE USE ONLY

Receipt Type

GL — ParkTempAccessApp \$208 (residents) \$414 (non-residents & commercial groups) &

BAG — Park Access \$1,730.00 (residents) \$3,470.00 (non-residents & commercial groups)

PART 10 : TEMPORARY ACCESS THROUGH PUBLIC RESERVES AND PARKS STANDARD CONDITIONS

Approval, if granted, is subject to the following conditions:

1. Approval shall be subject to any direction given by a City of Ryde Officer
2. Approval may be cancelled or varied at any time.
3. Approval is temporary and is only valid for a period of up to six (6) months from the date of approval
4. Approval for access will not be given for the removal or delivery of furniture as the design, difficulty and or location of a property is not a basis for access
5. Access is available between the following times (subject to park not being hired):
 - Monday to Friday: 8.00am to 5.00pm
 - Saturday: 8.00am to 5.00pm
 - Sunday & Public Holidays: Not Permitted
6. Increases to the bond amount will be applied based upon the quality of the amenity and the parkland, the amount of access required and the nature of the proposed access.
7. Notwithstanding the approval granted, access shall not be made across any reserve or park during or immediately after rain and care shall be taken to prevent damage to the grass surface after prolonged heavy rain.
8. No storage of building materials nor demolition nor excavated materials will be permitted on any portion of park or reserve.
9. Council is to be advised immediately if damage occurs.
10. If no damage is done, the bond will be refunded. Should damage occur, the amount of the damage will be deducted from the bond and any balance refunded. If the cost of the damage exceeds the bond amount, the applicant will be charged the balance. The damage amount is a matter to be determined by the City of Ryde
11. During periods of access, applicants should not unduly impact the local community with respect to noise
12. The area must be kept safe and tidy at all times and available for use by the general public
13. Use of vehicles within the Park/Reserve should travel as per Council officer's' explicit instructions
14. Any special conditions