

TEMPORARY ROAD CLOSURE AND/OR SPECIAL EVENT

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

APPLICANT DETAILS			
<input type="checkbox"/> Temporary Road Closure		<input type="checkbox"/> Special Event	
Applicant Name			
Organisation Name (if applicable)			
Postal Address			
State		Post Code	
Contact Number		Mobile	
Email			
CONTRACTOR DETAILS (IF APPLICABLE)			
Contractor Name			
Business Name			
Postal Address			
State		Post Code	
Contact Number		Mobile	
Email			
TRAFFIC CONTROLLER DETAILS (IF APPLICABLE)			
Attach a photocopy of the Traffic Control Plan (TPC)			
Contact Name			
Supervisor			
Contact Number		Mobile	
Email			
NATURE OF APPLICATION			
Please indicate the nature of your application, do you want to:			
YES	NO		
<input type="checkbox"/>	<input type="checkbox"/>	Temporarily close a section of public road to vehicular traffic (for any purpose) without conducting a special event on that closed section of road?	
<input type="checkbox"/>	<input type="checkbox"/>	Conduct a special event at a venue where the adjacent section of public road does not need to be closed?	
<input type="checkbox"/>	<input type="checkbox"/>	Conduct a special event at a venue where the adjacent section of public road will be closed to vehicular traffic and used as part of the event venue?	
PUBLIC LIABILITY INSURANCE			
Attach a photocopy of Certificate of Currency			
Insurer			
Policy No		Amount (minimum \$5million)	\$

PRIVACY STATEMENT

The information collected on the Form will be used by Mount Isa City Council in accordance with the processing or assessment of your application. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the Information Privacy Act 2009) or as required by law. This information may be stored in the Council database. The information collected will be retained as required by the Public Records Act 2002.



REASON FOR CLOSURE

NOTE: If this application involves the preparation of food, you are required to complete a Temporary Food Premises Inspection Form (available from Customer Service) or discuss your requirements with Council's Environmental Health Officer on 4747 3200.

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Special Event (i.e. street party, street procession, fair or auction) | <input type="checkbox"/> Hoisting |
| <input type="checkbox"/> Excavation | <input type="checkbox"/> Gantry |
| <input type="checkbox"/> Hoarding | <input type="checkbox"/> Maintenance |
| <input type="checkbox"/> Other: | |

Notes:

LOCATION OF PREMISES

NOTE: If you are not the Owner / Tennant of the premises indicated below, you must provide a letter of support / permission from the Tenant / Owner of the Premises in regards to your proposed activity.

Name of Premises			
Property Address			
State		Post Code	

DATES REQUIRED

From		Time	
To		Time	
On Street Parking Required?	YES / NO		
Location			
Type of Vehicle			
Duration			

PLAN

Map/Diagram **must** be provided on A4 size attachment, clearly identifying all public utilities, parking / loading zones, bus stops, boundaries, footpaths, directions and the like must be shown.

LODGEMENT OF SUPPORTING DOCUMENTATION

YES N/A

- | | |
|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> The appropriate fee has been paid |
| <input type="checkbox"/> | <input type="checkbox"/> Copy of Traffic Control Plan (TPC) |
| <input type="checkbox"/> | <input type="checkbox"/> Agreement of public authorities
(Please attach written consent) |
| | a. Dept of Main Roads (for non local government roads, please contact Council if unsure) |
| | b. Qld Police Service |
| <input type="checkbox"/> | <input type="checkbox"/> Sanitary services arranged with Council
(if required) i.e. chemical toilets, bulk rubbish bins |

YES N/A

- | | |
|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> Copy of Certificate of Currency |
| <input type="checkbox"/> | <input type="checkbox"/> Traffic Management / Car Parking Strategy |
| <input type="checkbox"/> | <input type="checkbox"/> Temporary Food Premises Inspection form attached (if applicable) |
| <input type="checkbox"/> | <input type="checkbox"/> A detailed site plan to scale, which includes, but is not limited to, the following: |
| | a. Layout of the site including the property boundary and road frontage/s (if corner allotment) |
| | b. North arrow |
| | c. Proposed works (location, distances from features and dimensions of proposed works) |

I acknowledge, understand and agree to abide by the conditions overleaf regarding the use of footpaths and public places in Mount Isa.

SIGNATURE		DATE	
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CONDITIONS FOR USE OF FOOTPATHS AND PUBLIC PLACES

1. Applicant must hold an authorised approval issued by Mount Isa City Council. The applicant must carry this approval with them at all times and produce it upon demand by an authorised Council Officer.
2. Applicants must obtain written permission of any shop keepers outside whose premises he/she wishes to locate for the full duration of the activity
3. Applicant will need to be adequately covered for Public Liability Insurance and provide Council with a copy of a Certificate of Currency in relation to Public Liability Insurance.
4. Applicant must operate in designated locations which do not unduly interfere with pedestrians, public amenities or cause undue obstruction to traders or delivery vehicles
5. There must be no hindrance to the flow of pedestrian traffic and a 1.5 metre footpath clearance must be provided.
6. The applicant's activity must not cause a public nuisance by nature of the level of noise, the language or equipment used or acts performed.
7. Applicant must ensure all signage and equipment is clearly visible to all pedestrians, securely anchored against wind and displacement by pedestrians.
8. Busking applicants may receive voluntary donations from an audience but must not solicit funds and may not advertise or associate themselves with advertising in conjunction with their performance.
9. Applicant must comply with directions issued by members of the Police Force, an authorized Council officer or the shop keeper.
10. Authorised Officers (police, council officer or shop keeper) may ask the applicant to move on if they consider the activity being carried out is causing a nuisance.
11. There shall be no littering and the site must be left in a clean and tidy condition.

PUBLIC LIABILITY INSURANCE

Note Carefully: Approval will not be given unless a copy of a Certificate of Currency in relation to a Public Liability Insurance policy with at least \$5 million coverage which covers the policy owner for the activities proposed to be carried out is furnished with this application and which covers the period of time advised overleaf.

OFFICE USE ONLY

Received By		DATE	
Receipt No		Amount	\$
<input type="checkbox"/> Detailed site plan to scale attached <input type="checkbox"/> Certificate of Currency attached <input type="checkbox"/> Traffic control plan (TCP) attached <input type="checkbox"/> Traffic management/car parking strategy attached <input type="checkbox"/> Written consent from public authorities <input type="checkbox"/> Temporary Food Premises Inspection Form attached (if required)			
COUNCIL COMMENTS AND CONDITIONS			
Officer		Position	
Signature		Date	
Approval is granted for the purpose and times specified by the applicant?			YES / NO
Date approval letter posted		File No	
		IRN	
Officer		Position	
Signature		Date	