

# Works Within Road Reserves

This notification / application is provided in accordance with:

1. Road Management Act 2004 (Schedule 7) 2. Road Management (Works & 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)

## APPLICANT (the person or body who will be responsible for conducting these works)

Type:	1. Notification of proposed works <input type="checkbox"/>		Date:	/ / 20	
	2. Application for consent <input type="checkbox"/>		Permit No:		
	3. Notification of completed works <input type="checkbox"/>		Receipt No:	Code 95	
To: (Coordinating Road Authority)	Swan Hill Rural City Council Phone: 03 5036 2333 Email: road_consent@swanhill.vic.gov.au			Fee: (ONLY for "Application for Consent")	\$
From: (Name of Applicant)					
Role:	Private Contractor <input type="checkbox"/>	Utility (or Agent for Utility) <input type="checkbox"/>	Other <input type="checkbox"/> (description)		
Address:					
Phone:	Mobile :		Telephone (BH):		
Contact person:					
Email address:					

## DETAILS of WORK

Work type:	1. Service connection <input type="checkbox"/>	Work hours:	from	am/pm	to	am/pm
	2. Supply extension <input type="checkbox"/>		Start date:	/ / 20	End date:	/ / 20
	3. Minor works <input type="checkbox"/>		Extension authorised:		Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. Other works <input type="checkbox"/>						
Location of works:						
Map:	1. Melways <input type="checkbox"/>	Edition No:		Map No:		Grid reference:
2. VicRoads Country Directory <input type="checkbox"/>						
Nearest Intersection: (Name of Road)						
Distance to nearest intersection:	m or km	Direction to Nearest Intersection:	North <input type="checkbox"/>	South <input type="checkbox"/>	East <input type="checkbox"/>	West <input type="checkbox"/>
Other road(s) / asset(s) affected:						
Location of utility assets: *						
* Include (as an attachment) a scaled location map showing which road and which part(s) of the road reserve is (are) affected, proposed depth of cover, clearances and offsets to other road and non-road infrastructure.						
Description of works: **						
**Include details of assessment of relevant risks and proposed mitigation measures.						
<b>Works Manager Details (the person or body who was/will be responsible for conducting these works):</b>						
If same as applicant tick: <input type="checkbox"/> otherwise complete details below						
Contractor:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Company name:				
Address:						
Phone:	Mobile:		Telephone (BH):			
Contact person:						
Email address:						

## APPROVAL (Council Use Only) – Only required for applications for consent

Date:	/ / 20	Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	If no, reason:
Authorised Officer:			
Signature:		Contact number:	
Completed Section 173 Agreement received (if applicable) <input type="checkbox"/>			

<b>TEMPORARY REINSTATEMENT #</b>	<b>Required?</b> (Yes/No)	<b>End date:</b> / / 20	<b>time:</b>	am/pm
<b>Details:</b>				
<b>PERMANENT REINSTATEMENT</b>	<b>Required?</b> (Yes/No)	<b>End date:</b> / / 20	<b>time:</b>	am/pm
<b>Details:</b>				
<b>Contractor:</b> (Yes/No)		<b>Company name:</b>		
<b>Address:</b>				
<b>City/Town:</b>		<b>State:</b>		<b>P/Code:</b>
<b>Contact person:</b>		<b>Telephone (BH):</b>		
<b>Email address:</b>		<b>Facsimile:</b>		
		<b>Mobile or AH Telephone:</b>		

<b>TRAFFIC IMPACT #</b>				
<b>1. Will a Traffic Management Plan be in operation during the proposed works?</b> (Note: refer s99A of the Road Safety Act 1986 and Code of Practice for Worksite Safety – Traffic Management)				
<b>2. Will major traffic control devices requiring a “Memorandum of Authorisation” be used? (Yes / No)</b> Examples of major traffic control devices include speed limit signs, traffic signals (including portable traffic signals, etc. (Note: refer Road Safety (Road Rules) Regulations 1999 and Code of Practice for Worksite Safety – Traffic Management)				
<b>3. Will the works:</b>	<b>(a) Require deviation of vehicular traffic into on-coming traffic lane? (Yes / No)</b>			
	<b>(b) Be conducted in a clearway when in operation? (Yes / No)</b>			
	<b>(c) Be conducted on, partly on or affect a bridge or other structure? (Yes / No)</b>			
<b>4. Will closure of the road or part of the road to vehicular traffic be required for:</b>				
	<b>(a) A continuous period of more than 12 hours? (Yes / No)</b>			
	<b>(b) More than 24 hours in a 7 day period? (Yes / No)</b>			
<b>5. If “Yes” to either 4(a) or 4(b), then what is:</b>				
	<b>(a) The number of traffic lanes to be closed?</b>			
	<b>(b) The length of traffic lane to be closed (1<sup>st</sup> lane) (indicate with m for metres or km for kilometres)</b>			
	<b>(c) The length of traffic lane to be closed (2<sup>nd</sup> lane) (indicate with m for metres or km for kilometres)</b>			
<b>6. Please provide any other relevant traffic information, including impact on pedestrians (including provision for people with disabilities), cyclists and public transport:</b>				

<b>CONSULTATION #</b>				
<b>Adjoining property owner(s)/occupier(s) and/or affected members of the community?</b>		<b>Date:</b> / / 20	<b>Is access affected?</b> (Yes/No)	
<b>Mitigation plan:</b>				

<b>ASSETS of OTHER PARTIES/AUTHORITIES AFFECTED *** #</b>				
<b>Owner:</b>		<b>Consulted?</b> (Yes/No)		
<b>Asset(s):</b>				
<b>Effect:</b>				
<b>Minimisation plan:</b>				
<b>Owner:</b>		<b>Consulted?</b> (Yes/No)		
<b>Asset(s):</b>				
<b>Effect:</b>				
<b>Minimisation plan:</b>				

\*\*\* Includes other utility infrastructure, street trees, remnant native vegetation and landscaped areas

# Not required for Notification of Completed Works