TEMPORARY ACCESS OVER COUNCIL LAND APPLICATION 2026/2027

COUNCIL WILL ONLY CONSIDER GRANTING TEMPORARY ACCESS OVER COUNCIL LAND IF THERE IS A FORMED ROAD OR AT A MINIMUM, A FIRE TRAIL LEADING TO THE PROPERTY AND THERE IS NO ALTERNATE ACCESS FOR THE SITE. PLEASE REFER TO ATTACHED INFORMATION SHEET BEFORE PROCEEDING.

APPLICANT (CONTRACTOR)

Company Name: _____

ABN: _____

Contact Name.: _____ Contact No.: _____

Email: _____

Postal Address: _____

_____ Postcode: _____

LOCATION WHERE ACCESS IS REQUIRED

Property Address: _____

_____ Postcode: _____

Council Park: _____

_____

Date(s): _____

PURPOSE OF ACCESS

Purpose of access: _____

_____

_____

Vehicle type(s) requiring access including vehicle weights: _____

_____

_____

Please provide diagram/map of access point.

Is this application related to construction work approved under a Development Application? Yes ☐ No ☐

If yes, provide a copy of approved Development Application or Construction Certificate.

If a key is required, this may be collected from Council's Customer Service Centre once approval has been granted.

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FEES AND BOND CHARGES

Bond: Up to 300m²: $2,779.00 Over 300m²: $5,560.50

Administration fee (**Non-refundable**): $453.00

Access fees: 1 Day only: $244.50 Up to 7 Days: $532.00 8 to 28 days: $1,062.50

29 to 56 Days: $2,123.00 57 to 84 Days: $3,177.00

The applicant/contractor must reapply for access for periods in excess of 84 days which shall include a second payment of all associated fees.

PAYMENT OPTIONS *(ONCE APPROVAL IS GRANTED)*

Payment can be made in the following ways:

In Person

Bankstown Customer Service Centre
Upper Ground Floor, Civic Tower
66-72 Rickard Road, Bankstown

Campsie Customer Service Centre
137 Beamish Street, Campsie

Mail

Cheques to be made payable to "Canterbury-Bankstown Council"

Enclose the completed application form and send to:

Canterbury-Bankstown Council

PO Box 8

BANKSTOWN NSW 1885

Phone

Debit or credit card is accepted by calling Council Customer Service on 9709 9000.

If using this method, the Payment Authorisation section below must be completed.

PAYMENT AUTHORISATION

Cardholder's Name: _____

Contact No.: _____

Cardholder's Signature: _____ Date: _____

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TERMS AND CONDITIONS OF ACCESS

COUNCIL WILL ONLY CONSIDER GRANTING TEMPORARY ACCESS OVER COUNCIL LAND IF THERE IS A FORMED ROAD OR AT A MINIMUM, A FIRE TRAIL LEADING TO THE PROPERTY AND THERE IS NO ALTERNATE ACCESS FOR THE SITE. PLEASE REFER TO ATTACHED INFORMATION SHEET BEFORE PROCEEDING

1. Council requires up to ten (10) working days to process the application.
2. The applicant/contractor shall minimise the amount of access required over Council land.
3. No materials, plant or equipment are to be stored on Council land at any time.
4. A two (2) meter high chain wire barrier fence shall be installed to delineate the area of works. The fence is to be constructed and installed entirely within the private property.
5. All materials, plant and equipment stored on the applicant/contractor's work site are at their own risk.
6. Access is strictly limited to the work area and a reasonable route to and from the entry access, or as directed by Council staff.
7. Council may require fencing to be installed in areas of high pedestrian and/or patron use.
8. Under no circumstances are vehicles at any time to access areas of the park away from the actual work site.
9. Under no circumstances is access allowed during wet weather or if the grass area is deemed too wet.
10. All waste materials are to be lawfully transported and disposed of in accordance with relevant regulations and applicable Development Consents, at the applicant/contractor's expense;
11. The applicant/contractor shall be responsible for submitting to Council:
    - An approved Traffic Control Plan (where applicable); any disruption of traffic or use of roads for access needs to be approved from the local Police and appropriate Road Authority;
    - Type and weight of equipment to be used including current insurances and registrations;
    - The anticipated number of times the access will be used;
12. In accordance with Council's Tree Preservation Order, all trees must be protected in accordance with Australian Standard AS.4970-2009 Protection of trees on development sites. Refer to Council's Tree Management Manual on Council's website.
13. Any and all damage to accessed land, due to works undertaken, shall be repaired at the applicant/contractor's cost. Any and all damage to the area, including the road reserve, shall be restored to its original condition. Council must be consulted in regards to remediation, should it be necessary. All areas requiring re-turfing shall be maintained for a period of six (6) weeks at the applicant/contractor's expense.
14. All repair works are to be completed within 14 days of the end date specified in the approved application, unless specified otherwise by Council.
15. Access permit must only be utilised between the hours of 6:00 a.m. and 5:00 p.m., Monday to Friday and 6:00 a.m. and 1:00 p.m. on Saturday, or as per Council's approval.
16. It is the applicant/contractor's sole responsibility to ensure the safety of all park users during the period of occupation.
17. Access fees and bond charges are listed under the relevant section of this application form. Wet weather extensions may be provided by Council upon application.

18. The required bond is based on the size of the area being accessed. The bond will be refunded subject to a post-completion inspection of the area and confirmation that no conditions of approval have been breached including damage to infrastructure, and that any keys issued have been returned to Council.

19. Council reserves the right to amend, modify or vary the terms and conditions after giving reasonable notice in writing to the applicant/contractor. Any additional fees and charges introduced by Council for the new financial year will be payable on or after 1 July each year. Such further terms may be in addition to, or in substitution of, any or all of the charges, terms and conditions contained therein.

20. Any breach of conditions and/or variance to the proposal submitted and approved by Council, will lead to the cessation of Council approval and permission to occupy the area will be withdrawn.

21. The applicant/contractor shall be responsible for the safekeeping of all keys issued. Under no circumstances are copies to be made of keys. Keys are to be returned to the Customer Service Centre, Upper Ground Floor, Bankstown Civic Tower 66-72 Rickard Road, Bankstown, on the next working day following the end date specified in the approved application.

INSURANCE

1. The applicant/contractor agrees to use the area at their own risk.

2. The applicant/contractor shall indemnify and keep indemnified the Council, its officers, servants and agents from and against all actions, claims, demands, damages, costs, charges and expenses in respect of any damages to, or loss of property or death or injury to any person which may be suffered or sustained during the term of this access other than where the same is caused by or contributed by (but, in such case only to the extent of the contribution), an act or omission of Council.

The applicant/contractor must provide Council with a copy of:

1. A Certificate of Currency for Public Liability insurance clearly showing the period of occupation. The amount of insurance is not to be less than 20 million dollars indemnity and it is to be in the name of the occupier. A cross liability clause naming the occupier and Canterbury-Bankstown Council is to be incorporated into the insurance policy wording.

2. A current Worker's Compensation Policy.

3. Details of plant and vehicles to be used, including registration details and current insurance policy.

4. All road registered vehicles and plant used at any time in connection with park access must have current motor vehicle insurance covering Third Party Property Damage (20 million dollars minimum).

AGREEMENT WITH TERMS AND CONDITIONS

This section must be signed in accordance with S127 of the Corporations Act 2001.

I declare that:

- All information supplied is true and correct.
- I have read the Terms and Conditions of Access and agree to be bound by those Conditions.

Name: _____

Signature _____ Date: _____