

Central Highlands Regional Council

Blackwater Capella Emerald



65 Egerton Street, Emerald
PO Box 21,
Emerald Qld 4720

Telephone 1300 242 686 Facsimile 1300 242 687
Website www.chrc.qld.gov.au

Local Law No. 1
(Administration)
2012
Schedule 8 –
Commercial use of
local government
controlled areas
and roads

Application for Roadside Vending

NOTE: Consent and / or building approval may be required.

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

Application is for

Assessment Application Fee: \$_____

Roadside Vending License Fee: \$_____

Applicant/s details

Title Mr Mrs Ms Miss Other (specify)

Family name

Given names

Position

Title Mr Mrs Ms Miss Other (specify)

Signature _____ Date / /

Select as applicable.

Contact details

Business Private

Contact person

Postal address

Locality / Suburb

State Postcode

Contact ph.

Mobile

Contact fax

Email _____

Business details

Business name must be registered with the Office of Fair Trading. If applicant is a company, insert company name and ACN / ARBN.

Business name _____ ABN

Company name

Street address

Locality / Suburb

State Postcode

Postal address

Locality / Suburb

State Postcode

Contact ph.

Mobile

Contact fax

Email _____

Real property description – refer to Rates Notice.

Lot no. _____ Reg. Plan no. _____ Parish _____

Privacy Statement

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Proposed use of footpath

Hours of operation from _____ am pm to _____ am pm

Is car parking space required? Yes No Car Registration _____

Details of Toilet Arrangement

Provide a brief description of the details of toilet arrangements for the operator/s of the proposed site

Supporting documents, information and materials required for complete this application.

Please complete this checklist in full

	(Please tick or indicate N/A)	
Please attach a site plan of the proposed location and layout of the activity including details of, building and other structures (see attached detail information)	<input type="checkbox"/>	
Please attach a copy of your Public Liability Insurance to the value of \$10,000,000 noting Central Highlands Regional as an interested party.	<input type="checkbox"/>	

Is the site to be used for the preparation/sale of food?

Are these premises registered as a takeaway/café/restaurant under provisions of the Yes No Food Act 2006 must be attached.

Lodgement

1. A site plan (see diagram) that clearly identifies the following:

- the width of the footpath outside your business;
- the type of obstructions that are presently on the footpath outside your business (power pole, street bin, parking meter, etc.);
- the preferred location of each item for which a permit is sought:
- Display table.....m²
each;
- Display stand.....m²
each; and

the clearance distance to the kerb and shop frontage etc. when items are placed in your preferred locations.

2. A copy of your Public Liability Insurance Policy to the minimum \$10,000,000 value required by Council. The public liability must indemnify the Council, in the prescribed form and manner, against all public liability claims arising from the operation of this business.

Office use only

License fee		License. no.	
Receipt code	318 (Road Vending)	Officer	
GL Ledger No	2100.0105.0086	Inspection date	
Recommendation			
			Rec. no.
Date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Account property no.	

Conditions that must be imposed on approvals

The following conditions are conditions that must be imposed on approvals—

(a) The approval holder, its contractors or agents must—

- (i) ensure the vehicle used in the operation of Roadside Vending activities shall be parked and shall remain at all times in the position as indicated on the approved site plan;
- (ii) ensure the enclosed Roadside Vending Approval is to be displayed at all times whilst the subject activity is being conducted;
- (iii) ensure a copy of the approval conditions and approved site plan is kept on site at all times and can be produced to an Authorised Council Officer upon request;
- (iv) ensure advertising material is limited to one A-Frame sign (900mm high x 600mm wide) only. Illuminated signage and amplified advertising devices are not permitted at the Roadside Vending site;
- (v) ensure any details of amendments to the approved plan including a change of vehicle is submitted for the approval of Council;
- (vi) ensure the Roadside Vending activity does not have any adverse effect on the existing vegetation and landscaping of the area or the environment;
- (vii) ensure the Roadside Vending activity does not cause a nuisance to any person or a danger to any person or property;
- (viii) provide and maintain sufficient receptacles for refuse and thoroughly clean, including nearby footpaths, driveways, shop fronts and remove all material associated with the Roadside Vending activity at the conclusion of business each day;
- (ix) ensure that no structures are to be erected at the vending site;
- (x) ensure that appropriate toilet arrangements, as agreed, are to be in place at all times;
- (xi) be aware Council reserves the right to amend any conditions of this approval, subject to notification to the approval holder, at any such time it is deemed necessary;
- (xii) be aware this approval is at Councils discretion and may be revoked at any time either partially or fully;
- (xiii) ensure Annual Roadside Vending fees are paid by the due date outlined on the invoice;
- (xiv) conduct the prescribed activity on the days and hours specified on the approval;
- (xv) adhere to the safety standards;
- (xvi) indemnify the local government against all liability directly or indirectly associated with the activity;
- (xvii) take out a public liability insurance policy in the amount of ten million dollars (\$10,000,000) in the name of the operator and noting the local government, the Minister Administering the Land Act 1994 and the State of Queensland as interested parties;
- (xviii) provide to its customers or any other persons undertaking the activity all necessary or appropriate safety equipment, warnings and instruction;
- (xix) comply with all reasonable directions of an authorised person in the time specified by the authorised person.

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The following conditions are the conditions that will ordinarily be imposed on an approval, where applicable in the opinion of an authorised person—

- (a) The approval holder, its contractors or agents may be required to—
- (i) be responsible for any costs or expenses incurred by local government for rectifying any damage caused by the activity;
 - (ii) ensure that vegetation, soil, sand, rocks, native animals or natural things are not interfered with, damaged or removed;
 - (iii) not interfere with, paint, permanently mark, damage or remove any buildings, structures, fixtures, fittings or facilities provided by local government;
 - (iv) not erect any permanent buildings, signs or structures upon the approved activity area without the written consent of local government;
 - (v) ensure that litter is collected and lawfully disposed at a local government waste transfer station;
 - (vi) ensure that waste from portable toilets is collected by a regulated waste transporter and disposed of lawfully at a facility licensed to accept such waste;
 - (vii) ensure that cleaning, maintaining or repairing any vehicle, vessel, aircraft or other equipment except for emergency repairs is prohibited;
 - (viii) advise the means by which impacts on the environment must be minimised;
 - (ix) advise the means by which impacts on the amenity of neighbouring areas must be minimised;
 - (x) ensure that any motor vehicle, vessel, aircraft or other machinery used in connection with the activity, complies with all safety requirements and regulations and are operated in accordance with requirements, guidelines or recommendations published from time to time by the manufacturer or any State or Commonwealth authority.

Local Law No. 1 (Administration) 2011
Subordinate Local Law No. 1 (Administration) 2011
Schedule 8 – Commercial use of local government controlled areas and roads
GUIDE TO SITE PLAN

A site plan to a scale of approximately 1:100 should be attached which shows:

- the boundaries of the site, the outline of buildings;
- the area (including dimensions) intended to be used for displaying goods and the location of all proposed displays; and
- any trees, fire hydrants, transformers, telephone booths, mail boxes, bus seats and shelters, traffic signal boxes, fixed

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