



## 95 ROAD OPENING POLICY

1. All road openings in nature strips, footpaths, kerb and gutter, roads and other paved areas for service and drainage connections and in nature strips for vehicle crossings are subject to Council approval.
2. An application must be made on Council's standard application form and a Council Permit obtained at least 48 hours prior to work commencing, except in emergency situations.
3. The work shall be done by a licensed plumber or other skilled contractor and the person actually carrying out the work shall carry the Permit at all times and shall produce it on demand for inspection by any officer or employee of the Council, or by anyone authorised by Council.
4. No fee shall apply for the issue of the Council permit. Council recognises that all road openings for connection of urban household water services are carried out by the Council as part of its water main tapping fees.

Council acknowledges that other statutory service authorities such as Telstra, gas and electricity providers are exempt under legislation to apply for road opening permits from Local Government authorities.

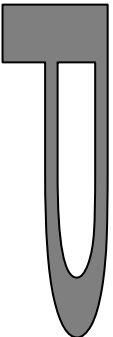
As Council typically receives less than 20 permit applications per annum, the costs for administration and inspection is negligible to Council.

However the permit holder is required to undertake the work for reinstatement of the road opening at their own cost.


5. All reinstatement works shall be completed to the Council's satisfaction. Should the permit holder fail to meet Council's satisfaction, Council will undertake the following rectification actions:
  - If any of the work does not comply with the requirements of the permit conditions, a written notice will be served upon the permit holder, the permit holder shall within seven (7) days pull down, take up and reconstruct any part of the works which in the opinion of the Council are unsatisfactory.

For works found to be unsafe on inspection by the Council, a written notice will be served upon the permit holder to immediately undertake works to rectify the problem and make the site safe. The rectifications shall be completed within 24 hours of the notice being served.

- Should the above not be complied with, the Council will undertake works to rectify the problem. The person named on the permit will be responsible for all rectification costs incurred.


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6. A minimum of 24 hours notice to be given to Council when inspections are required for all excavation works prior to backfill and after completion of works.

7. Council will specify whether the road opening for a service or drainage connection is to be bored or open cut, the alignment of the connection, the depth at which the connection is to be placed and the method of reinstatement, including material to be used.




Road crossings on sealed roads shall be thrust bored. (Permission by the Council's Executive Engineer to open trench may be given in exceptional circumstances.) The boring shall be beneath the existing pavement and shoulders, with a minimum cover of 900mm unless otherwise specified on the permit. This cover shall be maintained for the full width of the road reserve. Boring by water jetting is not permitted.


8. Irrigation culvert crossings shall be constructed to the following standards:

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- a) The pipe is to be reinforced concrete pipe, rubber ring jointed and minimum diameter of 375mm.

- b) The pipe is to extend from fence to fence for the full width of the road reserve. Headwalls to be provided at each end of the culvert.

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- c) Minimum cover to top of pipe shall be not less than 450mm below the table drain and not less than 900mm below the road pavement surface. Council does not accept any responsibility for damage caused to the pipe by works carried out on their behalf following its installation.

- d) A plan showing the proposed culvert's location and design levels is to be submitted to the Council prior to the issue of the road opening permit.

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9. No trench in a road pavement shall be left open at night without the permission of the Executive Engineer. Works not completed within one (1) day must be protected with adequate barriers and appropriate lights.

10. All works affecting road formation, channel and pavements are to be carried out between the hours of 8:00am and 5:00pm.

11. After completion of the work, the area shall be cleared of all surplus material, reinstated to its former condition and left in a neat and tidy condition.

12. Footpaths shall be reinstated to Council's standards.

13. Vehicle crossings shall be constructed to Council standards.



14. Kerb and gutters shall be reinstated to Council's standards.
15. The applicant's work shall be completed within thirty (30) days of the issue of the Permit after which the Permit shall lapse.
16. Before proceeding with a road opening, the appropriate service authorities shall be consulted regarding the location of their services. Covering, interfering with or damaging their services will require reinstatement at the cost of the applicant.
17. In the case of any breach of these conditions, any works required to be done to make good such breach may be executed by the Council and the expense incurred charged to the person committing such breach.
18. For any excavation within 2 metres of a tree trunk, the permit holder shall contact the Council and comply with all precautions and requirements stipulated for protection of each tree. Work would be carried out so that minimum possible damage is caused to plant and tree growth.

Any trees badly damaged must be replaced with the consent of Council at the permit holder's expense. Debris and rubbish from clearing of vegetation must be removed promptly from the road reserve. Roots of 50mm or greater are not to be cut.

19. The applicant shall make adequate provision for the safety of all traffic using the road or pedestrians using the footway as set out below:
  - a) All openings to be satisfactorily barricaded, signed, lit and made safe to the public by the permit holder at his expense and to the satisfaction of the Executive Engineer until such time as the opening is satisfactorily repaired. The permit holder is responsible for maintaining any backfilled opening or pavement prior to the permanent reinstatement.
  - b) Not more than one-half the useable road pavement width shall be closed to traffic at any one time. In all cases where traffic is diverted onto the carriageway normally used by opposing traffic, the permit holder shall supply adequate advance warning signs and sufficient traffic control signs or barriers to allow safe movement of traffic.
  - c) All signs and barricades to be installed in accordance with Australian Standards 1742.3 2002 Traffic Control Devices for Works on Roads and the Roads and Traffic Authority, NSW, Traffic Control at Worksites Manual.
20. The applicant shall accept the liability in connection with works covered by the permit and will indemnify the Council against all actions, claims and



demands made by any person for injuries or damages suffered by them by reason of the works.

Prior to the issue of the approval permit, the applicant shall provide Council evidence of their current public liability policy for a minimum amount of \$5,000,000 with an approved insurance company.

21. Works "as executed" drawings showing the actual location and level of the installed conduit or pipe shall be submitted to Council by the permit holder within seven (7) days of the completion date of works.

(adopted by Council 21/7/04)

