
Public Reserves Act 1997

PERMIT APPLICATION TO EXTRACT SAND FROM CEMETERY RESERVE

About this form: You must use this form to apply to the 'Conservator of Public Reserves', c/- the Norfolk Island Regional Council for a permit to remove sand from Cemetery Reserve

How to complete this form

1. Ensure that all fields have been filled out correctly in BLOCK LETTERS.
2. Please note that fields on this form marked with an * are mandatory and must be completed before submitting this form
3. The application fee is to be paid at Customer Care, 9 New Cascade Road, Norfolk Island
4. Once completed you can submit this form by mail, email or in person together with a copy of the receipt of payment
5. If there is insufficient space to provide details on this form, please attach a separate sheet(s).

Privacy

Your personal information will be collected, stored, used and treated in compliance with the *Privacy Act 1988 (Cth)* and the Australian Privacy Principles (APP) in force from time to time. Where they are not inconsistent with the above Commonwealth laws, Section 739 of the *Local Government Act 1993 (NSW)(NI)* (protection of privacy) as well as the NSW Model Privacy Management Plan for Local Government and the Privacy Code of Practice for Local Government (NSW) may also be or become applicable to our management and use of your personal information.

NAME OF APPLICANT *

Address *

Email *

Phone *

Quantity of sand requested (*cubic metres*) *

Proposed use and location for use of the sand? (*Attach additional notes if necessary*) *

IN CONSIDERATION of the grant of a permit(s) under Section 26 of the *Public Reserves Act 1997* to conduct the activities applied for in this application.

HEREBY release, indemnify and undertake to keep indemnified

- . the Norfolk Island Regional Council, its officers, employees and agents; and
- . the Administrator of Norfolk Island; and
- . the Commonwealth of Australia, its officers, employees and agents

against all legal liability, loss, claim or proceedings arising from any personal injury to, or death of, any person, or damage to property arising from any activity whatsoever in a Public Reserve pursuant to this permit being granted.

PROVIDED HOWEVER that this release and indemnity shall not apply in relation to all such actions and claims arising out of negligent acts, omissions or defaults of the Norfolk Island Regional Council or any officer, servant or agent of the Norfolk Island Regional Council.

Business/Company Name (if applicable)	ABN/ACN number
Signature of Applicant *	Date

LODGEMENT DETAILS

You can lodge the completed application by:

Mail: "Conservator of Public Reserves"
c/- Norfolk Island Regional Council
P.O. Box 95
NORFOLK ISLAND 2899

Email: customercare@nirc.gov.nf Subject: Attention
'Conservator of Public Reserves'

In person: 'Conservator of Public Reserves'
c/- Customer Care Team
9 New Cascade Road
NORFOLK ISLAND

What now: Once your application is received a Council Officer will respond within 10 working days.

OFFICIAL USE ONLY

Receiving Officer - Name:

Date:

Receiving Officer - Signature:

Permit number

Date Issued

APPLICATION NOTES:

- The removal of sand from a Public Reserve is a controlled activity under the *Public Reserves Act 1997*. The Plans of Management for Norfolk Island Public Reserves allow for the removal of sand from Cemetery Reserve subject to the granting of a permit.
- Applications for permits to remove sand shall be made to the 'Conservator of Public Reserves', care of the Norfolk Island Regional Council and shall include:
 - the amount of sand being applied for;
 - the proposed use and location for the sand; and
 - receipt for the applicable fee.
- In accordance with the Plans of Management for Norfolk Island Public Reserves, the removal of sand by the public may be permitted only for an essential building or construction purpose, specifically:
 - plastering;
 - block and brick laying;
 - installation of water storage tanks; and
 - tiling for bathrooms, toilets and kitchens.
- In accordance with the Plans of Management for Norfolk Island Public Reserves, any application for the removal of sand for purposes other than those listed will be referred to the Norfolk Island Regional Council for advice. The Norfolk Island Regional Council will take that advice into account in deciding whether to grant a permit but in any case a permit for the removal of sand for purposes other than for an essential building or construction purpose shall only be granted if it is in the overriding public interest to do so.
 - In Consideration of the grant of a permit(s) under Section 26 of the *Public Reserves Act 1997* to conduct the activities applied for in this application.
 - Hereby release, indemnify and undertake to keep indemnified
 - the Norfolk Island Regional Council, its officers, employees and agents; and
 - the Administrator of Norfolk Island; and
 - the Commonwealth of Australia, its officers, employees and agents
 - against all legal liability, loss, claim or proceedings arising from any personal injury to, or death of, any person, or damage to property arising from any activity whatsoever in a Public Reserve pursuant to this permit being granted.
 - PROVIDED HOWEVER that this release and indemnity shall not apply in relation to all such actions and claims arising out of negligent acts, omissions or defaults of the Norfolk Island Regional Council or any officer, servant or agent of the Norfolk Island Regional Council.
- The applicable fee is identified in the Fees and Charges Schedule of the current Operational Plan.
- Sand will only be available Monday – Friday between 7am – 3pm.