

East Gippsland Shire Council

273 Main Street (PO Box 1618)
 Bairnsdale Vic 3875
 Website www.eastgippsland.vic.gov.au
 Email feedback@egipps.vic.gov.au
 Follow us on Twitter @egsc



Telephone: (03) 5153 9500
 Fax: (03) 5153 9576
 National Relay Service: 133 677
 Residents' Information Line: 1300 555 886
 ABN: 81 957 967 765

Application for Consent to Remove Vegetation from East Gippsland Shire Council Owned or Managed Land

Applicant Details

Name:			
Postal address:			Postcode
Phone number: Home:	Work:	Mobile:	
Email address:			Fax:

Works Details

What is the reason for vegetation removal? (please tick the box) <input type="checkbox"/> Fence maintenance or removal <input type="checkbox"/> Driveway maintenance <input type="checkbox"/> New driveway access <input type="checkbox"/> Other: _____
What type of land is it on? <input type="checkbox"/> Council owned land <input type="checkbox"/> Council managed Crown land <input type="checkbox"/> Roadside <input type="checkbox"/> Other: _____
Address of works:
Are there any other details to help identify the work site? _____ _____
Are you the owner of the property adjoining the work site? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please consult with the owner and then include a copy of their permission, full name, postal address and contact phone number.
Will you be doing the works yourself? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach details of the person who will be doing the works.
Have you spoken with a Council officer before completing this application? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Council officers name: _____ Date: ____/____/____
Are there any rare or threatened plants or animals present on the work site or surrounding area? <div style="text-align: right;"> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure </div>

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property. When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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Please provide a brief description of proposed works: _____

Please attach a site map. The map should show north point, road names, scale or distances from pavement, fences/boundaries, waterways, existing vegetation and proposed vegetation removal.

Insurance details: Please attach a copy of insurance

Insurer name: _____

Policy number: _____ Policy expiry date: ____/____/____

Sum insured: (minimum \$20 million public liability insurance) _____

Signature: _____

Name: _____ Date: ____/____/____

Important Information

- You must provide Council a copy of your public liability insurance. This insurance must be for a minimum \$20 million and state the interests of East Gippsland Shire Council.
- Extra pages should be attached to this application form, where needed, to fully explain the vegetation removal and any other works.
- You may also need other permits or consent. East Gippsland Shire Council will try to make you aware of any other permits needed. Council will not be responsible for identifying, applying or making sure other approvals are current and valid.

Office Use Only

Date Received: ____/____/____ Received by: _____

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Rules of Removal of Vegetation from Council Managed Land

The land manager of East Gippsland Shire Council (EGSC) will only allow the removal of vegetation from Council managed land if you follow all rules set out below during the works. You agree to follow all rules set out in paragraphs 1 to 11.

1. Only the vegetation approved in this application will be removed, lopped or destroyed. If any changes or additional vegetation needs to be removed, you must ask EGSC and get the approved changes in writing.
2. You must still follow all other legislation or statutory rules, including *Aboriginal Heritage Act 2006*, the *Flora and Fauna Guarantee Act 1988* and the *Environment Protection and Biodiversity Conservation Act 1999*. Any other permits or consents must be approved and valid before any vegetation is removed.
3. The Permit Holder agrees to keep East Gippsland Shire Council, including all servants and agents, free from responsibility for any liability or damage that might happen because of the works.
4. The applicant must have public liability insurance to the value of no less than \$20 million for the length of any works. This insurance will clear EGSC against any claim for damages or injury which may happen as a result of any accident or event which happens because of the works. This insurance will also cover any injuries or damages because of the failure to reinstate any site to the same condition as before the works.
5. The applicant and any other person acting on behalf of the applicant agrees that entering and using the site, the act of vegetation removal and any other works is at their own risk and responsibility.
6. Works must not affect or impact in any way on utilities or services that may be present. EGSC recommends permit holders contact the service providers for details of any services and management needs before doing any works.
7. Any part of EGSC's existing infrastructure damaged as a result of the works will be repaired or reinstated to EGSC's satisfaction.
8. Any site subject to works must be rehabilitated to the standard they were in before works started, unless EGSC has given written permission otherwise.
9. Activities or works must not affect or impact on the environment in a negative way. You must disturb as little soil and vegetation as possible. Machinery and equipment must be cleaned of dirt and plant matter before entering or leaving the works area. Weeds must not be introduced or spread.
10. Chemicals such as fertilisers or poisons must not be used unless specific permission is given. Chemicals must be used in accordance with the *Code of Good Practice for Farm Chemical Spray Application* and the *Agricultural and Veterinary Chemicals (Control of Use) Act 1992*.
11. Waste material, including the vegetation cut down by the activity or works, must be removed without damage to vegetation still present. Waste material must be disposed of in a lawful way.

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Submitting your application:

Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
Electronic	Fax to 03 5153 9576 Email to feedback@egipps.vic.gov.au	
In Person	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

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