

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
ABN: 81 957 967 765

Permit for Environmental Works on East Gippsland Shire Council Managed Land

General Local Law 2017 and East Gippsland Shire Council Roadside Management Plan

There are some hard words in this form. The hard words are in blue. You can read what the words mean on page 4.

Organisation or business trading name:								
Person responsible:								
Phone number: Home:		Work:		Mobile:				
Postal address:				Postcode				
Email address								
Activity: (tick the box) <input type="checkbox"/> Revegetation <input type="checkbox"/> Weed Control								
Street address or location of works: _____ _____ _____								
Assessment numbers of bordering properties: (from rates notices) _____ _____								
Starting date of works: ____/____/____			Finish date of works: ____/____/____					
Works to be done for: Name: _____								
Postal Address: _____								
Works to be done by: <input type="checkbox"/> Applicant <input type="checkbox"/> Other: _____								
Reasons for works: _____ _____ _____								
Details of works: _____ _____ _____								

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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Insurance: Please attach a copy of insurance

Insurer name: _____

Policy number: _____ Policy Expiry Date: ____/____/____

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

Signature: _____ Date: ____/____/____

Office Use Only:

Responsible Council Officer: _____

Inspection Required: Yes No Inspection done on: ____/____/____

Please attach:

1. A completed Volunteer Information Sheet (VIS) for each person or member of a group who will be doing works for East Gippsland Shire Council. This VIS will cover all volunteers under East Gippsland Shire Council Public Liability Insurance. A VIS is available from East Gippsland Shire Councils website, www.eastgippsland.vic.gov.au.
2. A map showing location and type of works. Include north point, road names, extent of works, distance from footpath, distance from fencing and safety measures where needed.
3. You must provide Council a copy of your public liability insurance.

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Permit Rules for Environmental Works on East Gippsland Shire Council Managed Land

General Local Law 2017 and Roadside Management Plan

1. 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.
2. The Permit holder's liability to cover the East Gippsland Shire Council, shall be limited in amount, to the extent that any act or omission of the East Gippsland Shire Council, its servants and agents, contributed to the loss or liability.
3. Activities or works must not poorly affect or impact on the road pavement, shoulder, drainage or other East Gippsland Shire Council assets and **infrastructure** without the earlier consent of East Gippsland Shire Council.
4. Any section of East Gippsland Shire Council's existing **infrastructure** damaged as a result of the works or any activity associated with the works shall be repaired to East Gippsland Shire Council's satisfaction at the expense of the person doing the works.
5. Any site subject to works must be fixed to the standard that existed before the start of works unless expressly allowed otherwise by EGSC.
6. Activities or works must not poorly affect or impact on utilities or services that may be in the road reserve. EGSC recommends permit holders contact the relevant service providers for details of any services and management requirements before doing any works.
7. **Noxious weeds** that are in seed must not be disturbed.
8. **Herbicide** must be used in line with the *Code of Good Practice for Farm Chemical Spray Application*.
9. **Mechanical** equipment must be cleaned of dirt and debris before entering or leaving the works area.
10. Remove only the minimum amount of vegetation needed to achieve the objective of the works.
11. Trees or shrub **debris** created by the works must be removed from the roadside to reduce the fire hazard.
12. The Permit holder must notify the Gippsland Cultural Heritage Unit of any activity or works that may affect sites of cultural significance. They can be contacted by calling the Department of Environment and Primary Industry Bairnsdale on 03 5152 0600.
13. The recipient of any wood or forest produce must obtain a 'C' licence from Department of Environment and Primary Industry, phone 03 5152 0600.

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Rules for Revegetation Works:

14. Further plantings must include **indigenous** species where possible. Tree species must not comprise more than 5% of total plant numbers.
15. **Revegetation** must occur as close as possible to the removal site (where applicable), otherwise it shall be located to fill in gaps in native vegetation.
16. **Revegetation** must not happen without the agreement of the adjoining landowners. Planting may be designed and located to achieve benefits for the landholder including shelter for stock and pasture, competition for weeds and amenity. Supported planting by the adjoining landholder is encouraged. **Revegetation** should be at least 3.5m from the adjoining fence-line to allow reasonable access along the property boundary.
17. **Revegetation** must not be done in blocks of more than 200m in length. Gaps of at least 10m must be left between blocks of **revegetation**. Gaps must be sited on dry, elevated or secure ground to allow access by emergency vehicles.
18. **Revegetation** must not happen within 3.5 m of the edge of gravel on a gravel road or edge of gravel shoulder on a sealed road without the consent of EGSC.
19. Environmental weeds must not be planted or sown.

Hard Words:

Revegetation: Produce a new growth of vegetation on disturbed or barren ground

Infrastructure: The basic physical and organisational structures and facilities (e.g. buildings, roads, power supplies) needed for the operation of a society or enterprise

Noxious weeds: A plant considered harmful to animals or the environment

Herbicide: A substance that is toxic to plants, used to destroy unwanted vegetation

Debris: Scattered pieces of rubbish or remains

Indigenous: Originating or occurring naturally in a particular place

Mechanical: Operated by a machine or machinery

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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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