



# APPLICATION FOR AMUSEMENT DEVICE

Section 68, Local Government Act 1993 (NSW)

818 Pacific Highway, Gordon NSW 2072 | Locked Bag 1006, Gordon NSW 2072  
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## About this form

Use this form to apply for consent to:

**Operate an amusement device (other than coin-operated amusement devices) that are, or maybe, operated by other than a manual process**

## Exemptions

1. Devices not required to be registered under the *Work Health and Safety Act 2011*(NSW);
2. Small amusement devices primarily for use by children under 12 years of age and under and includes, mini ferris wheels, battery operated cars and miniature railways and in the case of rotating amusement devices, those that have a maximum rotation of 14 revolutions per minute.

All parties operating exempted amusement devices shall maintain a current public liability insurance policy, with a minimum insured value of \$10, 000,000.

## Documentation

Our guide explains which plans and other documents you must provide with this application.

## Other approvals

Your proposal may also require other approvals.

## Lodgement & fees

Please follow the instructions on Page 5.

## Any questions?

Phone Customer Services on (02) 9424 0000, or call in to Council (see Page 5).

### 1. Applicant name, address and contact details.

Title: Mr  Mrs  Miss  Ms  Other  .....

Name: .....

Company name: .....

ABN: .....

Postal address:.....

.....Postcode:.....

Phone (B) (....) ..... Fax (....) .....

Phone (H) (....) ..... Mobile phone .....

E-mail .....

**2. Location of the property**

*This will help us to correctly identify the land.*

Unit, shop or suite: ..... Street No:.....Street: .....

Suburb: .....

Other: ie Name of park/reserve/school etc.....

Details of where the device is proposed to be used:.....  
.....

**3. Type of Activity**

- Install, operate an amusement device

**4. Site Plan**

*Scale 1:100. Attach plan if insufficient space provided.*

**5. Public Liability**

A copy of your Public Indemnity Insurance policy must accompany this application (minimum cover \$20, 000, 000 for any claim. Council shall be named on the policy indemnifying it against claims.

**6. Hours of Use**

Day Only                                      From \_\_\_\_ am to \_\_\_\_ pm

Day & Evening                                From \_\_\_\_ am to \_\_\_\_ pm

Weekdays Only                                From \_\_\_\_ am to \_\_\_\_ pm

Weekends Only                                 From \_\_\_\_ am to \_\_\_\_ pm

7 days    From \_\_\_\_ am to \_\_\_\_ pm

**7. Period of Use**

From \_\_\_\_\_am to \_\_\_\_ pm

**8. Type of Amusement Device(s)**

Type of Device	Device Registration No.

**9. Service Pits Access rights**

The applicant agrees that they will provide unlimited access to service pits to relevant authorities.

Applicant’s Signature:

Date:

## 10. Applicant's Declaration

*If the applicant is a company or owner's association, this section must be signed in accordance with s127 of the Corporations Act 2001.*

I, .....apply for consent to carry out the activity described in this application. I declare that all the information supplied is true and correct. I also understand that:

- if incomplete, the application will not be accepted, and that,
- more information may be requested to enable the proper consideration of the application.

## 11. Privacy policy

The information you provide in this application will enable your application to be assessed by the consent authority and any relevant state agency. If the information is not provided, your application may not be accepted. The application will also be kept in a register by Council that can be viewed by the public at any time. Please contact Council if the information you have provided in your application is incorrect or changes.

## 12. How to lodge this application

### Lodge the application by:

#### Post

General Manager  
Ku-ring-gai Council  
Locked Bag 1056  
Pymble NSW 2073

#### Courier or personal delivery

Council Chambers  
818 Pacific Highway  
Gordon NSW 2072

#### Contacting Council

**Phone:** (02) 9424 0000  
**Fax:** (02) 9418 1117  
**Email:** [kmc@kmc.nsw.gov.au](mailto:kmc@kmc.nsw.gov.au)  
**Web:** [www.kmc.nsw.gov.au](http://www.kmc.nsw.gov.au)

#### Lodging an application

Monday to Friday, 8:30am – 5:00pm

**Fees** Fees are based on Council's adopted schedule of fees.

#### Payment methods

You may pay by cash, eftpos or cheque. Make cheques payable to 'Ku-ring-gai Council'. Please do not send cash in the mail.

#### Bus or Rail

The Council is located within five minutes walking distance from Gordon train station. From the station, head west up via St Johns Ave to the Pacific Highway. Turn right and walk to the end of the block along the Pacific Highway. Cross the Pacific Highway at the lights and walk right to Council Chambers.

#### Parking

Some short-term Visitor Parking spaces are available on site behind the Council Chambers in Radford Place. A lift is accessible from within the building on Level 1. This lift is accessible to people using wheelchairs via a ramp.

Limited on-street parking is also available in nearby streets.

#### Accessible Parking

Radford Place, behind Council Chambers, provides parking spaces for people with disabilities. These spaces are adjacent to the accessible ramp to Level 1 and lift which may be taken to the Customer Service Counter on Level 4 and the Pacific Highway main entrance.

## **Install or Operate Amusement Devices**

This guide provides you with information to enable you to identify the plans and supporting documentation you will need to provide.

**Council will not accept your application if you fail to provide all relevant documentation**

### **General requirements**

#### **Application form**

The application form requires you to answer specific questions and provides you with prompts to provide other information that is required for the assessment of the application. All questions must be answered and other information requested must be submitted.

#### **Standards of Documents**

The plans and documents must be accurate and legible. Any misleading details may result in the refusal of the application.

#### **The Plans shall:**

- be to a scale of 1:100 or other readily legible scale;
- have dimensions in metric;
- show the subject site, location of the amusement device(s) in relation to roads/paths/other public amenities, location of associated barriers, all other Council street/park furniture, signs, power poles and trees/shrubs;
- show the dimensions of the area to be used;
- show all public utilities that may be located within or adjacent to the proposed area of use;
- indicate location and direction of focus of any lighting associated with the activity.

#### **Supporting material and documentation:**

- The Public Liability Insurance policy to be provided shall cover the activity and include Ku-ring-gai Council on the policy so that Council is indemnified for claims arising from the use of the device(s);
- Submit photographs of any pre-existing damage to Councils' infrastructure footways/roads/park in the proposed area of access and use;
- If the activity forms part of another event (Fair/Fete/etc) provide details of the development consent issued for the use;
- Provide proof of registration of the device with WorkCover and structural engineer's certification of the structural adequacy of the device.

#### **Statement of Environmental Effects:**

- Provide details as to the slope and surface conditions of the area proposed to be used and how the area is appropriate for the intended use;
- If a sound amplification system is proposed as part of the use of the activity provide details of the noise levels of the system.