



SHIRE OF  
**COCOS**  
KEELING ISLANDS

**THIS DOCUMENT MUST REMAIN ON SITE UNTIL COMPLETION**

## EXCAVATION PERMIT

Permit No.:

Date:

Company Name:

Purpose:

Billing Address:

Tel:

Mob:

Fax:

E-mail:

***A plan of the area to be excavated is to be submitted 2 working days prior to the planned commencement, together with the following information:***

a. Name of company/organization that is to carry out the work.

b. Proposed length, width and depth of excavation.

c. When excavation is to be carried out?

d. What safety and security precautions will be in place? (i.e. JSA's)



e. Evidence of relevant insurances. (workers compensation/public liability)

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f. Traffic Management Plan (to be attached) prepared by:

- Are adequate signs available on site?
  - Shire to provide Traffic Management as per fees and charges.
  - Will work be completed in one working day
  - Are road closures required? (forms to be submitted)
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g. Reinstatement details including proposed timing.

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h. Approval by service providers.

Telstra Approval-Air Services

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Watercorp CKI (water & sewer & electrical) Approval

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Landowner (if outside road reserve) Approval

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Note: This permit will not come into effect until all information is supplied.**

The excavation is not approved (provide details) / The excavation is approved subject to the following conditions. (strike out appropriate)

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1. Damages to existing services are to be repaired at the applicant's expense.
2. The applicant is responsible for full cost of reinstatement of the excavation.
3. Backfill under road pavement is to be of an approved bedding and fill material compacted in layers not exceeding 300mm. Back filling of trench shall continue up to existing running surface.
4. Council staff will reinstate pavement after a settling period of seven days and invoice the applicant as per fees and charges.
5. Council reserves the right to carry out reinstatement at the contractors expense if satisfactory reinstatement is not achieved.
6. The contractor will be required to provide notice of critical stages of the works. The Shire will inspect works prior to Hold Points being released.

This will include but not be limited to:

Hold Point 1 Site set out, including determining areas to be excavated

Hold Point 2 Roadwork signing prior to excavation commencing

Hold Point 3 Road pavement reinstatement covering

- i) Compaction
- ii) Surface level
- iii) Surface finish
- iv) Surface shape

### Excavation Permit - **Road Crossings**

7. Fees Applicable:
  - Re – instate Bitumen surface \$115.00 p/m<sup>2</sup>
  - Re – instate Paved surface \$110.00 p/m<sup>2</sup>
  - Re – instate Gravel surface \$50.00 p/m<sup>2</sup>
  - Inspections will be at the discretion of the Shire. The contractor will be required to give two (2) working day notice for final inspection once reinstatement up to running surface is complete.
8. The Shire of Cocos (K) Islands reserves the right to cancel excavation permits as a result of non - compliance to hold points and or traffic safety and control.



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**I have read the terms & conditions associated with the issue of this excavation permit and agree to abide by them.**

**Applicant**

Signature: \_\_\_\_\_ on behalf of: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**The applicant has supplied relevant documentation in support of this permit and approval is given for excavation to proceed under the agreed terms & conditions.**

**Authorised Council Officer**

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Office Use Only

**Brick Roads** \_\_\_\_\_ m<sup>2</sup>                      **Amount \$** \_\_\_\_\_

**Gravel Roads** \_\_\_\_\_ m<sup>2</sup>                      **Amount \$** \_\_\_\_\_

**Bitumen Roads** \_\_\_\_\_ m<sup>2</sup>                      **Amount \$** \_\_\_\_\_

**Total Amount Payable by Applicant: \$** \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_                      Cheque No.: \_\_\_\_\_



Permit No.: \_\_\_\_\_

(Office Use Only)

**Excavation Permit – *Hold Point 1***

**Hold Point 1: Site set out, including location and marking of services where required.**

Date	
Inspection time	
SOCKI Officer	
Hold point released	

**Comments**

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**Excavation Permit – *Hold Point 2***

**Hold Point 2: Road work signing**

Date	
Inspection time	
SOCKI Officer	
Hold point released	

**Traffic Management Plan (TMP) submitted**

\_\_\_\_\_

**Possible conflict with regulatory signing**

\_\_\_\_\_

**Adequate signs available on site**

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**Signs set out in accordance with TMP**

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**Delineation of hazards if trench open overnight**

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**Comments**

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Permit No.: \_\_\_\_\_

(Office Use Only)

**Excavation Permit – *Hold Point 3***

**Hold Point 3: Road/Brick pavement reinstatement**

<b>Date</b>	
<b>Inspection time</b>	
<b>SOCKI Officer</b>	
<b>Hold point released</b>	

**Type of material used for pavement**

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**Moisture content of pavement (uniform)**

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**Compaction equipment**

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**Surface level**

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**Surface finish**

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**Surface shape (grooves or rutting)**

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**Comments**

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