**TORRES STRAIT ISLAND REGIONAL COUNCIL**

**APPLICATION FOR PRESCRIBED ACTIVITY PERMIT**

If you require assistance regarding this application please contact your local Council office, or call Council’s the Legal Services Division on (07) 4034 5700.

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| **Name(s) of applicant(s):** |  |
|  |  |
| **Address of applicant(s):** |  |
|  |  |
| **Contact details:** | Phone:  Email:  Fax:  Mobile: |

New permit:  Renewal of an existing permit:

Issue date of previous permit: / /

Reference:

* Please check the Schedule relevant to your prescribed activity to ensure all necessary documents and materials noted in the Schedule accompany your application.
* The Schedules to prescribed activities under *Subordinate Local Law No 1 (Administration) 2019* are located on the Council website: http://www.tsirc.qld.gov.au/your-council/laws-obligations/local-law-permits.
* Please ensure you address all criteria noted in the relevant Schedule. If you require more space, please attach additional pages.
* If the prescribed activity has an application fee and you wish to request a fee waiver, on what grounds are you requesting the waiver? Please tick appropriate:
* the prescribed activity is a not-for-profit event
* financial hardship
* other reason - please specify:

Ihereby seek Council approval for the following prescribed activity or activities:

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| --- | --- | --- | --- |
| **Prescribed activity** | **Schedule** | **Application fee**  **(FY23/24)** | **Tick (✓) applicable** |
| Alteration or improvement to local government controlled areas and roads | 7 | $320.00 |  |
| Commercial use of local government controlled areas and roads – (a) general | 8 | $161.00 |  |
| Commercial use of local government controlled areas – (b) landing and mooring approvals | 8 | $161.00 |  |
| Establishment or occupation of a temporary home | 9 | $161.00 |  |
| Installation of advertising devices | 10 | $161.00 |  |
| Keeping of animals where permit is required | 11 | $161.00 |  |
| Operation of camping grounds | 12 | $320.00 |  |
| Operation of caravan parks | 14 | $320.00 |  |
| Operation of cemeteries | 15 | $320.00 |  |
| Operation of public swimming pools | 16 | $320.00 |  |
| Operation of shared facility accommodation | 17 | $320.00 |  |
| Operation of temporary entertainment events | 18 | $161.00 |  |
| Disturbance of human remains buried outside a cemetery | 19 | Nil |  |
| Burial or disposal of human remains outside a cemetery | 20 | Nil |  |
| Disturbance of human remains in a local government cemetery | 21 | Nil |  |
| Driving or leading of animals to cross a local government controlled area or road | 22 | $80.00 |  |
| Depositing of goods or materials on a local government controlled area or road | 23 | Price on Application (POA) |  |
| Holding of a public place activity | 24 | Nil |  |
| Bringing or driving motor vehicles onto a park or reserve | 25 | POA |  |
| Bringing or driving prohibited vehicles onto motor vehicle access areas | 26 | POA |  |
| Carrying out works on a road or interfering with a road or its operation | 30 | $320.00 |  |
| Undertaking scientific research in a trust area | 32 | Nil |  |
| Camping within a camping site in a trust area | 33 | Nil |  |

* It is an offence for a person to provide information in or in connection with an application that is, to the person’s knowledge, false or misleading. In making this application, you acknowledge that Council will rely upon all representations given in this application by you in assessing whether or not to approve the application.
* You confirm that all representations are true and correct to the best of your knowledge at the time of making this application.

**APPLICATION FEES**

Permits will **not** be granted until the application fee is paid. The application fee is a cost recovery fee under the *Local Government Act 2009* (Qld) and covers the cost of the Processing Officer receiving the application and the Authorising Officer assessing the application only.

The application fee is non-refundable regardless of whether a permit is or is not granted.

**INFORMATION PRIVACY STATEMENT**

Your personal information is protected by law and can only be released to someone else where authorised by law or where you give your permission.

Council is collecting personal information contained in this document for the purpose of processing your application. This collection of personal information is authorised by law under the *Local Government Act 2009* (Qld).

It is Council’s usual practice that personal information contained in this document is disclosed to the Queensland Government as part of its regulatory requirements under the *Local Government Act 2009* (Qld) and *Local Government Regulation 2012* (Qld).

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| I hereby agree to comply with all conditions specified in the applicable schedule as extracted from *Subordinate Local Law No 1 (Administration) 2019* |

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| --- | --- |
| Signature of applicant(s): |  |
|  |  |
| Date: |  |

Please ensure that you attach to this application:

1. documents and materials specified in the applicable Schedule
2. proof that the applicant currently holds any separate approvals relating to the prescribed activity, if required under another law
3. the application fee

PAYMENT METHODS

1. EFTPOS or credit card payment at your local Divisional Council Office
2. Electronic funds transfer:

Account name: TSIRC GF

BSB: 084 951

Account No: 75 243 4776

Enquiries to:

Torres Strait Island Regional Council

PO Box 7336

CAIRNS QLD 4870 - attention: Legal Services Division