

City of
Bayswater

Play Equipment on Verge Permit Application



This permit and guideline are issued under the City of Bayswater Activities in Thoroughfares and Public Places and Trading Local Law 2020 and any other applicable legislation, local laws, policies and directions of the City.

Please refer to the **Play Equipment on Verges Guideline** information sheet before completing this form.

1 · APPLICANT DETAILS – FULL NAME IN BLOCK LETTERS

Given Name

Surname

Date of Birth (DD/MM/YYYY)

Email Address

Telephone (Home)

Telephone (Work)

Telephone (Mobile)

Residential Address

Suburb

Post Code

Postal Address (if different to above)

2 · EQUIPMENT & LOCATION DETAILS

Location to which the permit applies (Enter specific location/address if different to residential address above)

Please describe the play equipment you wish to place on the verge (including dimensions)

Is the equipment intended to remain on the verge for more than 30 consecutive days?

☐ Yes

☐ No

If temporary, please provide date/s and times the play equipment will be on the verge

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3 · LAYOUT PLAN

Draw a layout of the location and positioning of the play equipment (alternatively the plan can be provided on a separate A4 page):

4 · DECLARATION

Δ By signing, I acknowledge that the City of Bayswater:

- Accepts no liability for the security of any play equipment placed on the verge. If the equipment is stolen or otherwise damaged, the City will not accept responsibility and will not provide compensation.
- Accepts no liability for any injury or illness sustained by the use of or obstruction caused by equipment placed on the verge.
- I acknowledge that approval to place play equipment on a verge does not create any ownership rights over the verge and that the City may require the equipment to be removed at any time.
- I agree to comply with all permit conditions and directions issued by an Authorised Officer.
- Where the permit holder fails to remove equipment when directed, the City may remove, relocate or store the equipment and recover any reasonable costs incurred from the permit holder.

I understand by signing this agreement that the City of Bayswater does not accept any liability for any injury, damage or loss as a result of play equipment on the verge.

Name of Applicant	Signature	Date
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5 · STANDARD COLLECTION NOTICE

The City of Bayswater collects personal information, including sensitive personal information where applicable, for the purpose of assessing, determining, administering and monitoring applications to place play equipment on verges within the City. Personal information is collected under the authority of the *Local Government Act 1995 (WA)*, the *City of Bayswater Activities in Thoroughfares and Public Places and Trading Local Law 2020*, and the City's functions as a local government. The information is used to assess permit applications, determine whether approval should be granted, administer permit conditions, undertake compliance and enforcement activities, respond to enquiries and complaints, and ensure the safe use of public land and infrastructure. The types of information collected may include the applicant's name, residential and postal address, telephone number, email address, details of the proposed play equipment, location information, plans and diagrams, photographs, supporting documentation, correspondence, and any other information reasonably required to assess the application. Personal information may be disclosed to authorised City officers, contractors and service providers engaged by the City, government agencies, utility providers, insurers, legal representatives, or other parties where authorised or required by law, or where reasonably necessary to assess, administer, monitor or enforce the permit. Providing the requested information is mandatory. If the requested information is not provided, the City may be unable to assess the application, issue a permit, or administer and monitor approved activities. The City takes reasonable steps to protect personal information from misuse, loss, unauthorised access, modification or disclosure. Information is retained in accordance with the *State Records Act 2000 (WA)*, approved retention and disposal schedules, and the City's information management practices. The City does not use automated decision-making processes to determine the outcome of Play Equipment on Verge Permit applications. All applications are assessed by authorised City officers. For more information about how the City manages personal information, the Privacy and Information Handling Policy can be found [here](#). To access or correct personal information, contact the City of Bayswater on (08) 9272 0622 or email mail@bayswater.wa.gov.au.

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★ **FOR OFFICE USE ONLY** ★ – *Do not write below this line*

Date Received

CRM / Reference Number

Permit Number

Assigned Officer

Branch / Team

Date Permit Issued

Outcome ☐ Approved ☐ Refused
Reason:

Permit Expiry Date

Arborist Inspection Required?

☐ Yes ☐ No

Date Inspected

Ranger Inspection Required?

☐ Yes ☐ No

Date Inspected

Notes / Comments