

Schedule 1 Form – Notice of Intention to Hold a Public Assembly

Taken from NSW Police website:

https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf

Summary Offences Act 1988

To the Commissioner of Police

1 ROY DAVIS DAM
[Redacted Address]

on behalf of BERMAGUI (SUB-BRANCH) OF THE RSL
Organisation

notify the Commissioner of Police that on the MONDAY 25th
Day

of APRIL 2022
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately 80
Number persons which will assemble

at LAMONT ST BERMAGUI
Place

at approximate 10-30 am/pm
Time

and disperse at approximately 11-45 am/pm
Time

or

(b) a public assembly, being a procession of approximately 80
Number

persons which will assemble at IN FRONT OF THE PHARMACY LAMONT ST
Place

at approximately 10-30 am/pm
Time

and at approximately 10-45 am/pm the procession will

commence and shall proceed MARCH UP LAMONT ST

TO THE BERMAGUI WAR MEMORIAL

AND FORM UP FOR THE COMMEMORATION

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

Special Event Resources

Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

1. EVENT DETAIL

1.1. Event Summary

Event Name: ANZAC DAY COMMEMORATION & MARCH
 Event Location: LAMONT ST BERMAGUI NSW 2546
 Event Date: 25/4/22 Event Start Time: 10-30AM Event Finish Time: 11.45am
 Event Setup Time: 10.30am Event Pack down Finish Time: 12MB
 Event is off-street on-street moving on-street non-moving
 Event is held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: ROY DAVIES DAM
 Phone: _____ Fax: _____ Mobile: 011 7 11 11 11
 Email: [REDACTED]
 Event Management Company (if applicable): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Police: _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Council: _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Transport Management Centre
 (if Class 1 – Sydney Metropolitan Area): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Roads & Maritime Service
 (if Class 1 – regional NSW and Class 2 event): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____

*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

2 The purpose of the proposed assembly is.....

ANZAC DAY MARCH & LEARN GENERATION

State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be(number) of vehicles and/or* floats involved and their type and dimensions are as follows:

NIL

* (ii) There will be(number) of bands, musicians, entertainers etc entertaining or addressing the assembly

NIL

* (iii) The following number and type of animals will be involved in the assembly

3-4 LIGHT HORSEMEN WILL LEAD THE MARCH


* (iv) Other special characteristics of the proposed assembly are as follows:

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: PO BOX 90
BERMALGO
NSW Post Code 2546

Telephone: 

Signed: 
Capacity/Title HON SECRETARY
Date 18/1/2022

Delete as applicable

Please print clearly in **BLOCK LETTERS** with a black pen.
 Ensure all fields have been filled out correctly.
 Please tick the appropriate boxes.
 Once your application is received a Council Officer will contact you if further information is required.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below. Please do not send payment with this application.

1 Applicant details

Organiser's name Position

Organisation name

Postal Address Postcode

Phone Business Home Mobile

Email address

Contact during event Phone

2 Important information

1. **Confirmation of event** I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.
2. **Public Liability insurance** I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.
3. **Fees and charges** I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.
4. **Application due dates**
 - If a complying event and no road closure is required – at least 60 days before the event.
 - If a complying event and road closure up to 24 hours is required – at least 90 days before the event.
 - If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event.

Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.
5. **Public notification** If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

3 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant

Date

Privacy & Personal Information Protection Notice Purpose of collection: To register or modify a premises | Intended recipients: Council staff and approved contractors of BVSC | Supply: required for the regulation of registered premises | Access/ correction: Council staff or Freedom of Information requests | Storage: Council's record management systems and archives

OFFICE USE ONLY

Code 267 Application Fee \$718.00 Allocation W5297.1121.1120

CS staff Receipt date

4 Event details

Name of event	ANZAC DAY		Date/s of event	25/4/2022
Time of event	From	10:30am	To	11:45am
	Estimated no. of attendees	300		
	Set up date / time	10:30am		Pack up date / time
				11:45 - 12MD
Location of event	LAMENT ST (MARCH)		Specified area	WAR MEMORIAL
Are you raising funds as part of this event?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Beneficiary details	
Are you charging an admission / entry fee?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, how much	
Description of event	MARCH FROM PHARMACY LAMENT ST TO WAR MEMORIAL - COMMEMORATING SERVICE ANZAC DAY			

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc Yes No, please proceed to section B
Depending on the size and nature of the structure, a development application may be required.

Number of structures	size of structures	Description of structures
Owner of the structures		
Name of person erecting the structures		

b) Waste management

Will you require additional waste management services? Yes No, please proceed to section C
All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets? Yes No
Does your event require portable toilets? Yes No, please proceed to section D

Please provide contact details of contractor for portable toilets

Have you arranged for the servicing of the toilets? Yes No Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue? Yes No

If yes, please provide details of proposed use

e) Water provision

Has provision been made for access to drinking water? Yes No

Where can patrons access drinking water free of charge at the event?

f) First Aid provision

Have First Aid arrangements been made? Yes No, please explain why

WILL DEPEND ON THE AVAILABILITY OF AMBULANCES AT THE TIME.

No of First Aiders on-site No of First Aid posts

IF FREE THEY WILL ATTEND

Have you advised the local hospital of your event? Yes No

g) Security

Have security arrangements been made? Yes No, please explain why

Security Company Contact no

Have you requested the presence of local Police at your event? Yes No

h) Road closures

Is a road closure required for this event? Yes No, please proceed to section I

Street name Suburb

Section to be closed Purpose

Date/s From am/pm on to am/pm on

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

- Note:
- A Traffic Management Plan is necessary with Road Closure Applications
 - All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided? Yes No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Have public transport arrangements been made? Yes No

j) Food / alcohol

Are you proposing to provide food? No Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol? No Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls? No Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application

k) Amplified sound

Are you proposing to use amplified sound? Yes No, please proceed to section L

Type of sound eg band Style of music

Time Start Duration Amplification system

l) Amusement devices

Are you proposing to have amusement devices? Yes No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics? Yes No

Pyrotechnics supplier Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

NEW BUSINESS STATEMENT OF ADVICE

Insured

Bermagui RSL Sub Branch

Type of Insurance

Personal Accident Insurance

Policy Number

0006149

Policy Description

Personal Accident Insurance - 36 members

Insurer

Accident & Health International U/W P/L

Period

31/05/2021 to 31/05/2022

At 4pm local time

This Statement of Advice (SoA) is offered by Scott & Broad Pty Ltd. Our company and AFSL details are given above.

This SoA sets out or confirms our personal advice to you based on the instructions you have given us. Based on this information we recommend that you instruct us to arrange this policy with the above insurer for you.

This advice may be based on incomplete or inaccurate information relating to your personal circumstances and because of that you should, before acting on the advice, consider the appropriateness of the advice, having regard to your personal circumstances.

Why did we give you this advice?

You told us that your objectives and needs are:

- Personal Accident Insurance in regard to voluntary work authorised by the Sub Branch

The advice we have given you is based on the above and taking into account:

- the information that you have given us
- our understanding of what is offered for Personal Accident Insurance by the insurers that we deal with regularly. We have not based our recommendation on what might be offered to you by other insurers or insurance providers;
- the prices and policy terms of the policies that we considered for your insurance needs;
- the recommended insurer's claims handling "track record" with us.

How long will this advice be current?

This SoA is issued on 07/05/2021 and is current as at that date.

What remuneration (including commission) or other benefits do we or our associates receive in connection with this advice that may influence us?

If you instruct us to arrange the recommended policy, we will:

- receive commission or brokerage of \$ 6.26
- charge you a fee of \$ 0.00

For remuneration of other parties involved in placement of your policy, please refer to our FSG on our website. These include:

- employees
- those who referred you to us
- premium funding arrangements
- Steadfast Group Limited (Steadfast), Scott & Broad Pty Ltd is a Steadfast Network Insurance Broker

If you have any questions or require any further details, please contact Beverley Rautenbach on .

Contractual Liability and your insurance cover.

Many commercial or business contracts contain clauses dealing with your liability (including indemnities or hold harmless clauses). Such clauses may entitle your insurers to reduce cover, or in some cases, refuse to indemnify you at all. You should seek legal advice before signing and accepting contracts. You should inform us of any clauses of this nature before you enter into them.

