

BELLINGEN SHIRE COUNCIL

APPLICATION FOR LANDING OF HELICOPTER ON LANDS CONTROLLED BY COUNCIL

INSTRUCTIONS:

Applicant is to complete and sign Parts A and B where shown and return to Council (PO Box 117, Bellingen; jspokes@bellingen.nsw.gov.au or Facsimile 02 6655 7373) at least 2 days prior to the proposed landing date if at all possible. Council will then forward approvals.

PART A – DETAILS OF PROPOSED LANDING (to be completed by applicant)

Organisation:

Address:

Phone No: **Facsimile No:**

Contact Person: **Position:**

Purpose of Landing:

Nature of Proposed Landing: **Time of Proposed Landing:**

Location of Proposed Landing:

PART B – CONDITIONS OF LANDING (for signature by applicant)

Emergency landings please contact Council on 02 6655 7300.

The Applicant must contact the nearest local Police Station and advise location, date and time of intending landing. The Applicant is responsible for ensuring that all operations, including landings and takeoffs, are undertaken in a safe manner and always in accordance with all requirements of the Civil Action Authority Regulations.

The Applicant indemnifies Council against any damage, injury or loss of life that may occur as a result of the Applicant's operations.

Council's advice on the availability of landing sites is based on current booking information. It is the responsibility of the Applicant to ensure that the designated landing site is clear for landing or takeoff.

The Applicant must provide evidence of suitable Public Liability Insurance cover to the value of at least \$10m for any event prior to any landing.

The site must be left in a clean and tidy condition, and any damage caused to the area must be repaired at the Applicant's expense.

Other conditions (if applicable)

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I hereby accept and will comply with the conditions as detailed above.

Signature:

Position:

Date:

Permission for the abovementioned helicopter landing is hereby granted subject to compliance with above conditions.

Liz Jeremy
GENERAL MANAGER

DATE:

APPENDIX 3

3. ENGINEERING AND OPERATIONS

POLICY FOR THE LANDING OF HELICOPTERS ON LANDS CONTROLLED BY COUNCIL

OBJECTIVE:

To document procedures for the landing of helicopters on lands controlled by Council.

POLICY:

1. Emergency landings on Council reserves by the Westpac Lifesaver Rescue Helicopter Service, NSW Police Department, NSW Ambulance Service or any other approved Rescue Organisation will be permitted without notice and in accordance with the Civil Aviation Regulations relating to helicopter landings.
2. Leisure or non-urgent helicopter landings may take place with the written approval of the Council.
3. All applications to land helicopters on Council controlled land must be made at least 4 days prior to the event and made on the approved form (see attached form) and no verbal applications will be considered.
4. The completed application form will be immediately referred to the Manager of Council Buildings and Services for action.
5. The Manager of Council Buildings and Services will contact the Secretary of the Reserve Management Committee (if any) to ensure that the Reserve is not being utilised by the Public during the period that the Reserve is required for the Helicopter landing.
6. The Management Committee of the Reserve will be provided with a copy of the completed application form at least 24 hours prior to the landing occurring.
7. No landing will be approved if the Reserve or playing field is being used for sporting or other organised activities.
8. The applicant will be advised of Council's decision in writing at least 24 hours prior to the proposed landing time.
9. The applicant must comply with all conditions imposed on the application before a landing takes place.
10. The Manager of Council Buildings and Services will inspect the landing area after departure and the applicant will be responsible for making good any damage caused to the Reserve as a result of its use.
11. The completed application form will be placed on the relevant Reserve file.
12. The General Manager may vary all or any part of this policy in exceptional circumstances.

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