

**Asset Protection Permit**

**Checklist**

**Inspector**

## …………………………………………………

**Date of Inspection**

## …………………………………………………

**Signature**

## ………………………………………………

***Asset Protection Permit Checklist must include council assets out the front of work site and if there is a vacant block that is next door to the work site, please include condition assessment on council assets out the front of vacant block. Council are experiencing numerous assets getting damaged due to vehicles/trucks accessing work site via vacant blocks that are next door to work sites.***

***If construction commences in the vacant block, we will be made aware of the works via the Asset Protection Permit system, and the applicant for that property will be responsible for the Asset Protection Permit and maintaining council assets.***

**All photos are to be uploaded on the council portal website in the File Attachments section of Infrastructure Permits – Asset Protection Permit under relevant Attachment Types. Please do not place photos in the Asset Protection Permit Checklist.**

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| Question | Details |
| **Footpath** |  | |
| *Condition comments, eg if there is any cracked footpath bays, any raised sections between concrete bays. Take photos if any defects prior to works and upload.* |  | |
| **Road Wearing Course (Asphalt or Spray Seal)** |  | |
| *Condition comments, eg cracked asphalt seal, holes in asphalt seal, asphalt seal between the lip of kerb is cracked and chipping away. Take photos if any defects prior to works and upload.* |  | |
| **Kerb and Channel** |  | |
| *Condition comments, eg cracks in kerb, kerb that has been chipped off, fallen kerb and no backfill behind kerb. Take photos if any defects prior to works and upload.* |  | |
| **Raingarden/ Street Trees** |  | |
| *Condition comments, eg state of vegetation in raingardens, any damages to trees. Take photos of street trees and raingardens prior to works.* |  | |
| **Nature Strip** |  | |
| *Condition comments, eg ruts in nature strip, grassed and seeded, no grass and in poor state. Take a photo of nature strip prior to works and upload.* |  | |
| **Stormwater Pits** |  | |
| *Condition comments, eg broken pit lids, concrete cracks in surround, kerb entry into storm water pit is cracked and damaged. Take photos of defects prior to works and upload.* |  | |
| **Additional Information** |  | |
| Additional Condition Comments |  | |