Helicopter Landings on Council Property

City of Casey

Version: 1.5

Date updated: 25 March 2018

Responsible Department: City Presentation

1. Purpose

The purpose of this Policy is to specify the conditions under which consent will be granted for helicopters to land on Council's owned or controlled property in order to minimise the risks to Council, to maintain public safety and to prevent damage to Council property assets.

2. Definitions

Council	Means Casey City Council being a body corporate constituted as a municipal Council under the Local Government Act 1989
Councillors	Means the individuals holding the office of a member of Casey City Council
Council officer	Means the Chief Executive Officer and staff of Council appointed by Chief Executive Officer

3. Scope

This policy covers all the transient use of recreation reserves, road reserves, car parks or other council owned or controlled property for helicopter landings within the City of Casey

4. Context

This policy applies only where short term and temporary helicopter landings occur. It does not apply to the property use:

- for any provision of emergency service operators

- in agricultural activity

- for public land management by the Department of Sustainability and Environment or Parks Victoria
- where a permit is required pursuant to clause 52.15 of the *Victorian Planning Provisions*

Council Policy documents change from time to time and it is recommended that you consult the electronic reference copy at www.casey.vic.gov.au/policiesstrategies to ensure that you have the current version. Alternatively you may contact Customer Service on 9705 200.

5.   Strategy/Policy/Procedure

Council will only consent to the short term and temporary landing of a helicopter subject to the following conditions:

- any application for approval to land a helicopter under this Policy must be in writing and made to Council at least 10 days before the proposed landing is scheduled to occur;

- a separate application must be made for each proposed helicopter landing;

- any application must be accompanied by an unconditional indemnity for any loss granted by the applicant to Council and in a form acceptable to Council;

- the applicant must enter into a policy of public liability insurance for a minimum of $20 million which notes Council's interests and evidence of this must be attached to all applications;

- the application must specify the location of the proposed landing and the measure to be taken to ensure public safety;

- the application must specify the timing of the proposed landing and takeoff;

- noise must not exceed the acceptable criteria specified in the Australian Standard 2363-1900 Acoustics – Assessment of Noise from Helicopter Sites;

- the proposed landing must comply with any requirements of any regulatory authority ie: Air Services Australia and CASA
  For more information go to
  https://www.casa.gov.au/sites/g/files/net351/f/_assets/main/download/caaps/ops/92_2.pdf

Council will not consent to any application where:

- the use is for private functions;

- it is for the purposes of joy flights;

- where sling operations, winching or rappelling operations are proposed;

Council may apply conditions to any consent which it may grant, including:

- notifications to affected parties including residents and management committees;

- the condition of the land site after use.

6.   Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact.

However, any change or update which materially alters this document must be by resolution of Council.

7.   Review

The next review of this document is scheduled for completion by 31 March 2022.

Application to land a Helicopter on Council property

This Application must be made subject to all the provisions of the *Council Policy on Helicopter Landings on Council Property.*

This Application should be completed in full as an incomplete application may delay consideration. This application must be lodged at least 10 days before the proposed landing.

A: Applicant

Applicant's Name:	
Address:	
Telephone Number:	
Email Address:	
Contact Name (if the Applicant is not an individual):	

B: Details of Proposed Landing

Address of Landing:	
Location of Address:	
Purpose and Nature of Landing:	
Time of Landing:	
Time of Takeoff:	
Details of Risk Management Planning undertaken:	

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Details of Safety Measures which will be in place:	

C: Indemnity

I/we unconditionally indemnify the Casey City Council for any loss whatsoever, including loss of life, incurred or arising from any aspect of this Application and the proposed landing and take-off of a helicopter.

I also certify that I/we am/are legally capable of providing this indemnity.

Signed:	
Name: (Printed)	
Signature of Witness:	
Name and Address of Witness:(Printed)	
Date:	

D: Insurance

I/We have attached a copy of a Public Liability Insurance certificate of currency which:

1. provides cover for the proposed helicopter landing and takeoff of $20M or more;
2. names the Casey City Council as an interested party; and
3. contains no exclusions, deductibles or excesses in regard to aircraft landings.

E: Acceptance

I hereby accept and will comply with any conditions applied should consent be granted.

Further, I have read, understand and will comply with the *Council Policy Helicopter Landings on Council Property* and will be responsible for any failure to adhere to same.

Signed:	
Name: (Printed)	
Signature of Witness:	
Name and Address of Witness:(Printed)	
Date:	