

ACCESS TO COMMUNICATION FACILITIES

TS60



NARRANDERA SHIRE COUNCIL POLICY

ACCESS TO COMMUNICATION FACILITIES

Policy No:	TS60
Policy Title:	Access to Communication Facilities
Section Responsible:	Technical Services
Minute No:	09/30
MagiQ No:	8399
Next Review Date:	As required but on a minimum basis within the first 12 months of the term of the elected Council

Background

Narrandera Shire Council (NSC) has constructed a TV retransmission and radio communication facility. This facility by way of its elevated position off Broad Street may be the subject of requests from other organisations to seek access to establish communication services for their own purposes. In addition to the Broad Street facility Council also has a further communication site at the Water Tower.

The sharing of a NSC Communication facility must be completed in an appropriate manner to ensure safety of existing users, security of the site and no interference with other users. The purpose of this policy is to establish guidelines for any requests that Council may receive to access and establish upon NSC Communication facilities.

Policy Statement

1. Subject to the satisfaction of availability, engineering, technical and operational conditions as outlined in NSC General Conditions (tabled separately at the meeting), the NSC may be prepared to make communications facilities available to other being not-for-profit or commercial organisations.
2. All users of the NSC Communications facilities shall sign a Licence/Lease Agreement with Council. Continued use of the facilities will be specified in the Agreement.
3. The detailed conditions and permitted use of the NSC Communication facility is subject to the requirements outlined in the General Conditions.

General conditions required to establish at Narrandera Shire's Communication Site

1. The prospective licensee/lessee shall acknowledge each and every clause of this specification in the following manner:
 - Agree, disagree or noted.
2. Availability of Narrandera Shire Council Facilities

The availability of the Narrandera Shire Council (NSC) Facility will be subject to the following general conditions:

- The NSC will not make facilities available or allow availability to continue where action may prejudice the current operation or development of Telecommunications or Retransmission.
- The Licensee/Lessee must meet all engineering, technical and operational requirements.
- Occupation of the site or use of the facilities shall be governed by a Licence/Lease Agreement between the NSC and the user.
- No work shall proceed on the site until the written permission of the General Manager is given.
- A Licensee/Lessee may be refused access to or asked to remove the licensee's /lessees equipment if there is any contravention to the conditions specified herein.

Security and Access to Site

The NSC will restrict the distribution of keys or their equivalent to its communication site. These shall be provided to the licensee where essential and at the licensee's expense. The issue of keys or their equivalent will be done against a signature; their custody may be regularly reviewed and may be changed by the NSC at any time. Where it is necessary to replace a lock or locks and keys due to the loss of a key in the custody of the licensee, the total costs incurred shall be borne by the Licensee/Lessee.

- The NSC reserves the right of entry to inspect or maintain common building engineering services and for any purpose relating to the protection of the integrity of the Network.
- The Licensee/Lessee will observe all security procedures in force at the time of the Agreement or any other procedure that may, from time to time, be introduced. Such additional security procedures to be advised in writing by the NSC.
- No additional locks are to be placed into the security gate, fence or door.

- No licensee/lessee or representative may enter any site without first notifying the prescribed Council Officer as set out in the terms and conditions applicable to the particular site: Time of entry, Date of entry, Name/Names of all persons entering site, Purpose of entry and name of prescribed officer notified.
- The NSC is the custodian of the key to access the site. NSC will issue keys to the Licensee/Lessee.

Security Clearance of Personnel

The name of the Licensee/Lessee and all personnel who may be required to enter the site on their behalf is to be provided in writing at the time of application. The list of Licenses/Lessee's names and personnel must be updated whenever there is a change in personnel. Such notification is to be made in writing to the General Manager within 7 days of change of personnel.

Quality of Work and Cleanliness

All the work shall be in accordance with good engineering practice and the appropriate Australian and International Standards for the provision of radio communications facilities. The licensee shall ensure that the site including the building is left in a tidy manner and that all of the licensee's rubbish is removed from the site.

Extent and Availability of Facilities

Application may be made, for consideration, to the following facilities:

- Space on the Radio Communication Tower for the erection of equipment accommodation and/or associated Hut.
- Space in the equipment store for the accommodation of equipment in an area provided by Council.
- Space on the Radio Communications Tower for the erection of antenna systems.
- Use of mains, battery, solar or wind power supplies at the site.

Approval of Applications

An Application for Permission to Use the Radio Communications Facility can be obtained from the Shire Administration Centre. This must be completed and submitted to the General Manager.

Additions or Changes to Equipment to Equipment or Frequencies

Following finalisation of the Licence/Lease Agreement, the licensee shall not install any additional equipment or frequencies or change any existing equipment or frequencies without the prior approval of the General Manager.

The Use of Space on the Site

- The General Manager will advise the licensee of the site space available for the installation, access and other conditions governing the use of that space in writing.
- The licensee will bear all the costs associated with the provision of any separate area occupied by such licensee including any occupancy fee payable to the Narrandera Shire Council for maintenance of the site tower and or buildings, electricity and local government charges.
- The licensee's occupancy of the site shall be subject to, and limited by, any Act, Agreement or condition under which the Narrandera Shire Council occupies the site.
- The Narrandera Shire Council may make available site services such as road access, water and toilet facilities. Such licensee will be obliged to contribute to the provision of/or maintenance of such services, in addition to any capital contribution towards the establishment of that service, irrespective of the age of the service. Any such contribution shall be subject to review by the Narrandera Shire Council as specified in the Licence Agreement.
- Prior to construction of any building, tower, mast or other structure, the licensee shall undertake a site survey using a registered surveyor. The results of the survey shall be submitted with the application.

Facilities Installed with Separate Access

- Under this arrangement, accommodation of the Licensee's equipment may be in a separate building, which is physically isolated from the area occupied by the provided equipment store and has separate external access.
- The General Manager will advise the Licensee of the location of the building space allocated for the installation of the equipment.
- The Narrandera Shire Council reserves the right to relocate any installation at the Licensee's expense. A minimum 14 days notice shall be given to the licensee, such money may be verbal or in writing.
- The licensee shall bear all costs associated with the provision of any new separate area that may, from time to time, be required by the Council in order to house the licensee's service. Such costs shall be deemed to include construction costs for buildings, towers, fences, gates, and the provision of electrical power and metering, costs will include survey, local government charges, and costs in respect to environmental reports. All such charges payable to the Council will be advised in writing to the licensee.

Facilities Installed with Common Access

- Under this arrangement, accommodation of the licensee's equipment or equipment provided by the Council may be provided in the same area of the Council building as occupied by the Council equipment.
- The Prescribed Officer will advise the licensee of the location of building space allocated for the installation of the licensee's equipment.
- Under this arrangement, the licensee may, subject to approval by the Prescribed Officer, undertake the installation and maintenance work on their own equipment. The Council will not accept legal responsibilities or liabilities relating to the continuity or the reliability of the Licensee's service.
- In the case of shared facilities, the Council reserves the right to determine maintenance priorities where conflicting requirements occur.
- The Narrandera Shire Council reserves the right to relocate any installation for whatever reason deemed appropriate by the Council at the licensee's expense. A minimum of 14 days notice shall be given to the licensee.
- Any leased lines or other telecommunications services provided by the telecommunications carriers or any other body to and from the site shall be the responsibility of the licensee.

Use of Space on the Council Tower

- Prior to any approval to use the Council facilities, the prospective licensee shall, at the licensee's expense, undertake a wind loading assessment using a certified Engineer. This shall include their antennae and any additional Council Radio Facilities that may be planned. The wind loading report shall accompany the application.
- The Council will advise the licensee in writing of the location of the mounting space on the Tower for the erection of the licensee's antenna.
- The Council may undertake maintenance work on the tower and reserves the right to relocate the licensee's antenna or feeder system. Relocation shall be at the licensee's expense.

Use of the AC Power Source

- Where the Council Radio site is supplied with AC power, it will be the responsibility of the licensee to provide suitable power outlets, via a protected circuit from the electrical distribution board. Additional outlets are to be installed by a qualified, licensed electrical contractor. The installation must comply with the appropriate standards applicable to the installation.
- Power used by the licensee shall be paid for at the current rates applicable.

- Where the licensee provides external accommodation for equipment, all electrical cables/feeders are to be installed to the satisfaction of the General Manager.
- The licensee will pay the costs of establishing the power connection from the Council power distribution board to the licensee's equipment, and will be required to reimburse the Council or the supply authority concerned at cost, for electrical power consumed.
- In the event of failure of the commercial supply, emergency power supply facilities will not normally be available from the Council installation.

Batteries

- The licensee shall not install radio batteries in the radio equipment room without the General Manager's permission.
- Unsealed lead acid batteries shall not be installed in the radio equipment room unless installed in accordance with the Australian Standards.

Earthing

- Unless otherwise approved by the General Manager, there shall be only a single station earth.
- All equipment racks, cable trays and antennae support structures shall be earthed and connected to the station earth.

Lighting Protection

- All radio frequency and communications cables entering the building shall be protected from lightning.

Cabling

- The use of Council cable trays, aerials, cable ladders and other cabling shall be approved by the General Manager.
- All cabling shall be installed with the relevant Australian and Austel standards.
- All cabling shall be run neatly in cable trays.
- Licensee cables, cable trays, terminating devices and other cabling facilities shall not obstruct or restrict access to Council or other licensee cables or equipment.

Charges

- Licensees shall pay such costs as specified in the License Agreement.
- The initial licence fee shall be set in accordance with Councils schedule of fees and charges.

Health and Safety

- Council, other technicians and riggers are required to climb towers and masts, often at short notice. It is essential that they do so in safety. Normal private mobile radio facilities operate at low power and generally at a low duty cycle. However, other systems including mobile telephone and trunking may run continuously and present a hazard.
- Prospective licensees shall meet the requirements of Australian Standard AS 2772.1-1990 Radiofrequency Radiation: Part 1: Maximum exposure levels – 100kHz to 300 GHz.
- Licensees shall guarantee that the equipment installed on Council facilities will not present a hazard to Council Officers or other personnel who may be required to work in the area or on the antenna support structures.
- The prospective licensee shall state what precautions will be taken to ensure the safety of Council Officers or other personnel who may be required to work in the area or on the antenna support structures.
- The prospective licensee shall state what precautions will be taken to ensure the safety of Council Officers or other personnel who may be required to work in the area or on the antenna support structures.

Electrical or Radio Frequency Interference or Noise

- Radio frequency radiation from the licensee's equipment, cabling and power sources shall not exceed the safe limits for personnel as defined in the Australian Standards.
- Prior to any approval to use Council facilities, the prospective licensee shall, at the licensee's expense, undertake a radio frequency and electromagnetic compatibility analysis using a qualified/certified person or organisation.
- The licensee's equipment shall not cause electrical or radio frequency interference to any other equipment on the site. Forms of interference include but are not limited to, receiver desensitisation, cabinet radiation, receiver blocking and spurious transmissions. Where interference does occur, the licensee will accept full responsibility and bear all costs of any equipment modifications or additions needed to eliminate the interference whether those modifications are required to any other equipment whether owned by the Council or any licensee whose equipment is installed on or in the vicinity of the site.

- Narrandera Shire Council reserves the right to require the termination of the operation of the equipment causing interference, and to disconnect such equipment without notice. The cost of such repairs, modifications, additions or reconnection is to be paid by the licensee.
- Narrandera Shire Council also reserves the right to, without notice, to temporarily disconnect any equipment that it has reason to believe is causing or is contributing to interference to its, or other equipment located on that site. The cost of reconnection of such equipment is to be paid by the licensee.
- The licensee will accept responsibility for ensuring that the performance of his/her equipment is not unacceptably impaired by the normal operation of any other equipment at that site.
- The Narrandera Shire Council will not accept any responsibility for investigating interference or recommending remedial measures. Upon being notified either verbally or in writing of interference, the licensee will immediately initiate investigations as to the cause of such interference. All costs of such investigation, including the use of consultant personnel shall be borne and paid for by the licensee.

Industrial Disputes and Emergencies

- The dispute resolution procedure is set out in the License Agreement.

Hazardous Materials and Substances

- The licensee shall not store hazardous materials or substances on the site.
- Any hazardous materials used in the licensee's installation shall receive the written approval of the General Manager.

Fire Precautions

- Materials used in the licensee's installation shall be self extinguishing or non-combustible. Any combustible material shall receive the written approval of the General Manager.
- Licensees shall provide and maintain fire protection equipment and take such fire precautions as specified by the Council.

Plinths

- All racks shall be mounted on plinths

Variation

Council reserves the right to review, vary or revoke this policy.

Policy History

Adopted	18 April 2006
Reviewed/Amended	21 April 2009
Reviewed/Amended	16 March 2010
Reviewed/Amended	20 April 2010

NARRANDERA SHIRE COUNCIL (NSC) GENERAL CONDITION REQUIREMENTS TO ESTABLISH AT NSC COMMUNICATION SITE.

1. The prospective licensee/lessee shall acknowledge each and every clause of this specification in the following manner:
 - Agree, disagree or noted.

2. **Availability of Narrandera Shire Council Facilities**

The availability of the Narrandera Shire Council (NSC) Facility will be subject to the following general conditions:

- The NSC will not make facilities available or allow availability to continue where action may prejudice the current operation or development of Telecommunications or Retransmission.
- The Licensee/Lessee must meet all engineering, technical and operational requirements.
- Occupation of the site or use of the facilities shall be governed by a Licence/Lease Agreement between the NSC and the user.
- No work shall proceed on the site until the written permission of the General Manager is given.
- A Licensee/Lessee may be refused access to or asked to remove the licensee's /lessees equipment if there is any contravention to the conditions specified herein.

3. **Security and Access to Site**

The NSC will restrict the distribution of keys or their equivalent to its communication site. These shall be provided to the licensee where essential and at the licensee's expense. The issue of keys or their equivalent will be done against a signature; their custody may be regularly reviewed and may be changed by the NSC at any time. Where it is necessary to replace a lock or locks and keys due to the loss of a key in the custody of the licensee, the total costs incurred shall be borne by the Licensee/Lessee.

- The NSC reserves the right of entry to inspect or maintain common building engineering services and for any purpose relating to the protection of the integrity of the Network.
- The Licensee/Lessee will observe all security procedures in force at the time of the Agreement or any other procedure that may, from time to time, be introduced. Such additional security procedures to be advised in writing by the NSC.
- No additional locks are to be placed into the security gate, fence or door.

- No licensee/lessee or representative may enter any site without first notifying the prescribed Council Officer as set out in the terms and conditions applicable to the particular site: Time of entry, Date of entry, Name/Names of all persons entering site, Purpose of entry and name of prescribed officer notified.
- The NSC is the custodian of the key to access the site. NSC will issue keys to the Licensee/Lessee.

4. Security Clearance of Personnel

The name of the Licensee/Lessee and all personnel who may be required to enter the site on their behalf is to be provided in writing at the time of application. The list of Licenses/Lessee's names and personnel must be updated whenever there is a change in personnel. Such notification is to be made in writing to the General Manager within 7 days of change of personnel.

5. Quality of Work and Cleanliness

All the work shall be in accordance with good engineering practice and the appropriate Australian and International Standards for the provision of radio communications facilities. The licensee shall ensure that the site including the building is left in a tidy manner and that all of the licensee's rubbish is removed from the site.

6. Extent and Availability of Facilities

Application may be made, for consideration, to the following facilities:

- Space on the Radio Communication Tower for the erection of equipment accommodation and/or associated Hut.
- Space in the equipment store for the accommodation of equipment in an area provided by Council.
- Space on the Radio Communications Tower for the erection of antenna systems.
- Use of mains, battery, solar or wind power supplies at the site.

7. Approval of Applications

Appendix A contains the Application for Permission to Use the Radio Communications Facility. This must be completed and submitted to the General Manager.

8. Additions or Changes to Equipment to Equipment or Frequencies

Following finalisation of the Licence/Lease Agreement, the licensee shall not install any additional equipment or frequencies or change any existing equipment or frequencies without the prior approval of the General Manager.

9. The Use of Space on the Site

- The General Manager will advise the licensee of the site space available for the installation, access and other conditions governing the use of that space in writing.
- The licensee will bear all the costs associated with the provision of any separate area occupied by such licensee including any occupancy fee payable to the Narrandera Shire Council for maintenance of the site tower and or buildings, electricity and local government charges.
- The licensee's occupancy of the site shall be subject to, and limited by, any Act, Agreement or condition under which the Narrandera Shire Council occupies the site.

- The Narrandera Shire Council may make available site services such as road access, water and toilet facilities. Such licensee will be obliged to contribute to the provision of/or maintenance of such services, in addition to any capital contribution towards the establishment of that service, irrespective of the age of the service. Any such contribution shall be subject to review by the Narrandera Shire Council as specified in the Licence Agreement.
- Prior to construction of any building, tower, mast or other structure, the licensee shall undertake a site survey using a registered surveyor. The results of the survey shall be submitted with the application.

10. Facilities Installed with Separate Access

- Under this arrangement, accommodation of the Licensee's equipment may be in a separate building, which is physically isolated from the area occupied by the provided equipment store and has separate external access.
- The General Manager will advise the Licensee of the location of the building space allocated for the installation of the equipment.
- The Narrandera Shire Council reserves the right to relocate any installation at the Licensee's expense. A minimum 14 days notice shall be given to the licensee, such notice may be verbal or in writing.
- The licensee shall bear all costs associated with the provision of any new separate area that may, from time to time, be required by the Council in order to house the licensee's service. Such costs shall be deemed to include construction costs for buildings, towers, fences, gates, and the provision of electrical power and metering, costs will include survey, local government charges, and costs in respect to environmental reports. All such charges payable to the Council will be advised in writing to the licensee.

11. Facilities Installed with Common Access

- Under this arrangement, accommodation of the licensee's equipment or equipment provided by the Council may be provided in the same area of the Council building as occupied by the Council equipment.
- The Prescribed Officer will advise the licensee of the location of building space allocated for the installation of the licensee's equipment.
- Under this arrangement, the licensee may, subject to approval by the Prescribed Officer, undertake the installation and maintenance work on their own equipment. The Council will not accept legal responsibilities or liabilities relating to the continuity or the reliability of the Licensee's service.
- In the case of shared facilities, the Council reserves the right to determine maintenance priorities where conflicting requirements occur.
- The Narrandera Shire Council reserves the right to relocate any installation for whatever reason deemed appropriate by the Council at the licensee's expense. A minimum of 14 days notice shall be given to the licensee.
- Any leased lines or other telecommunications services provided by the telecommunications carriers or any other body to and from the site shall be the responsibility of the licensee.

12. Use of Space on the Council Tower

- Prior to any approval to use the Council facilities, the prospective licensee shall, at the licensee's expense, undertake a wind loading assessment using a certified Engineer. This shall include their antennae and any additional Council Radio Facilities that may be planned. The wind loading report shall accompany the application.
- The Council will advise the licensee in writing of the location of the mounting space on the Tower for the erection of the licensee's antenna.
- The Council may undertake maintenance work on the tower and reserves the right to relocate the licensee's antenna or feeder system. Relocation shall be at the licensee's expense.

13. Use of the AC Power Source

- Where the Council Radio site is supplied with AC power, it will be the responsibility of the licensee to provide suitable power outlets, via a protected circuit from the electrical distribution board. Additional outlets are to be installed by a qualified, licensed electrical contractor. The installation must comply with the appropriate standards applicable to the installation.
- Power used by the licensee shall be paid for at the current rates applicable.
- Where the licensee provides external accommodation for equipment, all electrical cables/feeders are to be installed to the satisfaction of the General Manager.
- The licensee will pay the costs of establishing the power connection from the Council power distribution board to the licensee's equipment, and will be required to reimburse the Council or the supply authority concerned at cost, for electrical power consumed.
- In the event of failure of the commercial supply, emergency power supply facilities will not normally be available from the Council installation.

14. Batteries

- The licensee shall not install radio batteries in the radio equipment room without the General Manager's permission.
- Unsealed lead acid batteries shall not be installed in the radio equipment room unless installed in accordance with the Australian Standards.

15. Earthing

- Unless otherwise approved by the General Manager, there shall be only a single station earth.
- All equipment racks, cable trays and antennae support structures shall be earthed and connected to the station earth.

16. Lightning Protection

- All radio frequency and communications cables entering the building shall be protected from lightning.

17. **Cabling**

- The use of Council cable trays, aerials, cable ladders and other cabling shall be approved by the General Manager.
- All cabling shall be installed with the relevant Australian and Austel standards.
- All cabling shall be run neatly in cable trays.
- Licensee cables, cable trays, terminating devices and other cabling facilities shall not obstruct or restrict access to Council or other licensee cables or equipment.

18. **Charges**

- Licensees shall pay such costs as specified in the License Agreement.
- The initial licence fee shall be set in accordance with Councils schedule of fees and charges.

19. **Health and Safety**

- Council, other technicians and riggers are required to climb towers and masts, often at short notice. It is essential that they do so in safety. Normal private mobile radio facilities operate at low power and generally at a low duty cycle. However, other systems including mobile telephone and trunking may run continuously and present a hazard.
- Prospective licensees shall meet the requirements of Australian Standard AS 2772.1-1990 Radiofrequency Radiation: Part 1: Maximum exposure levels – 100kHz to 300 GHz.
- Licensees shall guarantee that the equipment installed on Council facilities will not present a hazard to Council Officers or other personnel who may be required to work in the area or on the antenna support structures.
- The prospective licensee shall state what precautions will be taken to ensure the safety of Council Officers or other personnel who may be required to work in the area or on the antenna support structures.
- The prospective licensee shall state what precautions will be taken to ensure the safety of Council Officers or other personnel who may be required to work in the area or on the antenna support structures.

20. **Electrical or Radio Frequency Interference or Noise**

- Radio frequency radiation from the licensee's equipment, cabling and power sources shall not exceed the safe limits for personnel as defined in the Australian Standards.
- Prior to any approval to use Council facilities, the prospective licensee shall, at the licensee's expense, undertake a radio frequency and electromagnetic compatibility analysis using a qualified/certified person or organisation.
- The licensee's equipment shall not cause electrical or radio frequency interference to any other equipment on the site. Forms of interference include

but are not limited to, receiver desensitisation, cabinet radiation, receiver blocking and spurious transmissions. Where interference does occur, the licensee will accept full responsibility and bear all costs of any equipment modifications or additions needed to eliminate the interference whether those modifications are required to any other equipment whether owned by the Council or any licensee whose equipment is installed on or in the vicinity of the site.

- Narrandera Shire Council reserves the right to require the termination of the operation of the equipment causing interference, and to disconnect such equipment without notice. The cost of such repairs, modifications, additions or reconnection is to be paid by the licensee.
- Narrandera Shire Council also reserves the right to, without notice, to temporarily disconnect any equipment that it has reason to believe is causing or is contributing to interference to its, or other equipment located on that site. The cost of reconnection of such equipment is to be paid by the licensee.
- The licensee will accept responsibility for ensuring that the performance of his/her equipment is not unacceptably impaired by the normal operation of any other equipment at that site.
- The Narrandera Shire Council will not accept any responsibility for investigating interference or recommending remedial measures. Upon being notified either verbally or in writing of interference, the licensee will immediately initiate investigations as to the cause of such interference. All costs of such investigation, including the use of consultant personnel shall be borne and paid for by the licensee.

21. Industrial Disputes and Emergencies

- The dispute resolution procedure is set out in the License Agreement.

22. Hazardous Materials and Substances

- The licensee shall not store hazardous materials or substances on the site.
- Any hazardous materials used in the licensee's installation shall receive the written approval of the General Manager.

23. Fire Precautions

- Materials used in the licensee's installation shall be self extinguishing or non-combustible. Any combustible material shall receive the written approval of the General Manager.
- Licensees shall provide and maintain fire protection equipment and take such fire precautions as specified by the Council.

24. Plinths

- All racks shall be mounted on plinths



**APPLICATION FOR PERMISSION TO INSTALL OR MODIFY EQUIPMENT AT A
NARRANDERA SHIRE COUNCIL RADIO COMMUNICATION FACILITY**

(Please circle type of permission required: install or modify)

Applicants Full Name:

Organisation:

Address:

.....

Contact Telephone Number:

Facilities required (tick whichever is applicable)

- Installation of aerial and feeder cable
- Installation of radio base transmitter/receiver
- Installation radio link transmitter/receiver
- Modification aerial and feeder cable
- Modification of radio base transmitter/receiver
- Modification of radio link transmitter/receiver

Shire Council Radio Facilities situated at:

Name of Site:

Address:

Common Site Name:.....

Equipment to be installed (tick whichever is applicable)

- Into Narrandera Shire Council's building with separate access
- Into Narrandera Shire Council's building without separate access
- Into Licensee's building to be constructed on site

In support of this application the following information is submitted:

1.0 GENERAL INFORMATION

1.1 Description of equipment, copy of site and floor plans, equipment room layout, equipment brochures, rack details and dimensions. (All dimensions are to be shown in millimetres)

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1.2 Does the installation or modification meet the requirements of the Australian Standards AS2772.1-1990 Radio frequency radiation: Part 1: Maximum exposure levels – 100 kHz to 300 GHz?. **YES/NO (please circle whichever is applicable)**

If no, explain what measures you will take to achieve compliance, if yes, explain what measures you will take to maintain compliance.

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.....

1.3.1 At the applicants expense EMCTECH, are to be engaged to review the radio frequency analysis based on the proposed application. Applicant to attach EMCTECH report.

(EMCTECH – Phone 03 9335 3333 or email – steve@emctech.com.au)

1.3.2 At the applicant expense ROAM communication, are to be engaged to review the wind loading analysis based on the proposed application. Application to attach ROAM communication report.

(ROAM communication – Phone 08 9248 4950 or email - ccooper@roamcom.com)

1.3.3 Site survey completed and attached. **YES/NO (please circle whichever is applicable)**

1.3.4 Specify any hazardous or combustible materials or substances to be used on site.

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2.0 BASE STATION DETAILS
(Use separate sheet if more than one base is required)

2.1 Operating Frequency:

Transmitter: CTCSS Freq:
Receiver: CTCSS Freq:

- 2.2 a) Transmitter Power Watts AV (50 ohms):
- b) Receiver Sensitivity for 12Db SINAD:

2.3 Antenna Details

Manufacturer:
Model:
Gain:
Pattern:

2.4 Antenna Cable/Feeder

Manufacturer:
Type/Model:

2.5 Power Requirements

AC:Volts AMPS: Power:.....

2.6 **Control Details**

Line Access Details Tone/DC

3.0 **RADIO LINK DETAILS**

3.1 **Operating Frequency:**

Transmitter: CTCSS Freq:

Receiver CTCSS Freq:

3.2 a) Transmitter Power Watts AV (50 ohms)

b) Receiver Sensitivity for 12db SINAD

3.3 **Antenna Details**

Manufacturer:

Model:

Gain:

Pattern:

Pointing directions relative to True/Magnetic North.....Degrees
(please circle whichever is applicable)

3.4 **Antenna Cable/Feeder**

Manufacture:

Type/Model:

3.5 **Power Requirements**

AC:Volts AMPS: Power:.....

4.0 LIST OF PEOPLE REQUIRING ACCESS TO THE RADIO COMMUNICAITONS FACILITY

To maintain the security and integrity of the Council Radio Network, personnel required to enter the Radio Communications Facility must be prepared to undergo a security check and agree to sign a confidentiality agreement.

Name:

Address:

.....

Name:

Address:

.....

Name:

Address:

.....

Name:

Address:

.....

Name:

Address:

.....

5.0 AUTHORISATION

I (insert full name)
grant Narrandera Shire Council permission to make any relevant enquiries that
are necessary in relation to this application.

SIGNED:

DATED:

POSITION:

Completed applications with relevant supporting documentation should be forwarded
to:

The General Manager
Narrandera Shire Council
141 East Street
NARRANDERA NSW 2700

Telephone: 02 6959 5510

Facsimile: 02 6959 1884

Email: council@narrandera.nsw.gov.au

“AN IMPORTANT MESSAGE ABOUT PRIVACY - All information, including personal information, collected by Narrandera Shire Council is protected by the Privacy & Personal Information Protection Act, 1998. The collection of such information by Council shall be used for Council purposes only and will assist Council to carry out its statutory obligations in accordance with the Local Government Act, 1993 and other associated legislation. Such information may be passed on to those third parties authorised by law to receive it.”

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