

**Establishing a Community Owned and Led Garden on  
Council Land or Council Managed Land  
Application Form**

Is the proposed site managed/owned by Council? Yes  No

**If not, do not complete this form. You need to identify ownership and approach lander owner directly to discuss your proposal.**

**Applicant Details**

Name:

Office  
Use

Street:

Suburb:

Postcode:

Phone:

Email:

**Community Garden Group Details**

Community Garden Group Name:

Number of current members in the group?

Estimated maximum no. of members

Does your group carry its own Public Liability Insurance? Yes  No   
If yes, please attach a copy.

Does your group currently have funds available to establish a community garden?  
(eg Purchase of materials, compost bins, tools, shed, insurance) Yes  No   
If yes, please attach details.

Community Garden Model (See Guidelines for further detail) –  
Communal  Allotment -  Combination

Describe the proposed management structure for the community garden including:

- How decisions will be made
- How you will resolve conflict and communication
- What is your membership criteria and recruitment of new members
- How you will conduct and keep records of group meetings
- Provide insurance details
- Provide details of consultation with members and surrounding properties.
- How do you pay for operation cost and maintenance?

Please attach your management structure relating to above considerations.

**Community Garden Site Details**

Proposed Garden Site/Address:

Please provide details on the following:

- The site safety plan and activation plan
- A map/ diagram of accessible footpaths and parking
- Is the site suitable for your proposed garden type? i.e. sun, water and water tanks, drainage, passive surveillance, contamination,

Garden Type: Small Verge Garden  Combination of Single and Shared Plots

Completely Shared Garden  Single Plots Only

What type of plants do you plan to grow? Vegetables  Herbs  Native Plants/Bush Foods

Fruit trees and shrubs  Flowers  other (please specify)

**Applicant's Signature(s):**

**Date:**

Print name(s)

Members contact details:

**Name**

**Address**

#### The Application and Assessment process.

1. The community group complete and submit the application form to Council's Customer Service.
2. Council to assess the application form.
  - a. If application supported by Council, application proceeds to public exhibition.
  - b. If application is not supported by Council, the group is advised.
3. Public exhibition: community feedback is invited and considered. Council decides if the application is successful.
  - a. If successful: Council formalise the agreement with the group through the Community Garden Agreement Form.
  - b. If unsuccessful: the group is advised.
4. Group begins works to establish and manage community garden.