

1. Purpose

This Policy provides Council with the principles and guidelines to carry out works on Council maintained unsealed roads to minimise public concerns related from dust nuisance and to ensure consistency in assessing eligibility of dust suppression applications.

2. Scope

This Policy applies to all requests made to Council for the application of seals in front of residences in close proximity to unsealed rural roads maintained by and under the jurisdiction of Hinchinbrook Shire Council.

3. Responsibility

Chief Executive Officer

- Has the overall responsibility for the implementation and execution of this Policy.

Director Infrastructure and Utility Services

- Responsible for authorising any temporary dust mitigation measures; and
- Ensuring that dust suppression applications are assessed in accordance with this Policy.

Infrastructure Asset Services

- Assessing and responding to the dust suppression application received to Council; and
- Preparing a business proposal for each budget deliberation on the anticipated required funds to meet the demand of applications.

Infrastructure Operations

- Undertaking the assessment of the gravel road segment and providing the cost estimates as required;
- Undertaking the construction works once the application has been approved;
- Issuing of the invoice of works to the applicant; and
- Ongoing maintenance of the dust suppression.

4. Definitions

Formed means a road, gravelled pavement, formed so that stormwater drains from the road.

Gravelled Pavement means a road surfaced with gravel, limestone or rubble and constructed by the use of a mechanical compaction process.

Maintained Road means a road which is listed as maintained on Council's Road Register.

Private Works in Road Reserve Permit means a permit outlining the conditions under which Council allows the holder to undertake private works within the road reserve.

Road means an area of land that is dedicated to public use as a road; or an area of land that is developed for or has as one of its main uses, the driving or riding of motor vehicles; and is open to, or used by, the public; or a footpath or bicycle path; or a bridge, culvert, ford, tunnel or viaduct.

Road Hierarchy means categorising roads according to their functions and capacities.

Sealed Pavement means a road with surface of asphalt, bitumen, concrete or pavers.

Unformed means a road or track that is not formed, so that stormwater drains from the road.

5. Policy

5.1 Request and Processes

- Requests for the sealing of gravel roads are to be made to Council in writing. A responsible officer of Council will inspect the proposed dust seal location and provide a report on the construction requirements and cost estimate to Council for resolution.
- Partially Council funded dust suppressions will not be approved on road hierarchy Class 8 or Class 9 roads.
- The location of the dust seal is to be taken into account when reporting to Council. Consideration is to be given to the proximity to existing and future planned sealed sections and the difficulty and costs associated with maintenance and renewal of sections distant from other sealed sections.
- The Director Infrastructure and Utility Services can approve the application of a temporary dust mitigation measure, e.g. GRT Wet-Loc product if deemed necessary. This approval will be at the cost of the Council.
- Following the resolution, Council will formally respond to the applicant, advising of its consideration of the request, and if work is planned to proceed and the cost estimate of work.

5.2 Road Conditions and Restrictions

- Council will assess the suitability of gravel road segments on a merit basis for suitability of the application of a dust seal.
- The road is to be constructed to a standard that is consistent with the speed environment of the road where the seal is being applied. Roads will be sealed to a width determined by the location and consistent with Councils standards.
- Before applying any dust seal, the length of the road must meet the following standards:
 - The existing gravel road alignment must be both vertically and horizontally acceptable such that no realignment in the future is required;
 - The existing gravel pavement is generally sound and stable following many years of compaction by traffic;
 - Only a thin layer of surface preparation gravel is necessary to be prepared for a bitumen seal; and
 - That the seal width be the minimum required to cater for the expected traffic level.

If the road does not meet all of these standards, then upgrade works shall be undertaken and recovered in accordance with section 5.3.

- The seal is to have a minimum length of 200 metres.
- Dust sealing of longer lengths of roads may be achieved by a group of residents cooperatively working together.
- Council will manage the works. A contractor working directly for the property owners can be undertaking under the Private Works in Road Reserve application process.

5.3 Costs, Subsidies and Allocation

- The total cost, from which the voluntarily self-funded portion will be calculated, will include the dust seal as well as formation reconstruction, pavement reconstruction and drainage reconstruction, where considered necessary.
- Council will offer a subsidy of up to 50% of the total costs of the works.
- Council will provide a cost estimate for the works prior to commencement; however, the final costs of works will be based on actual costs upon completion.
- Council's cost estimate will be calculated using all appropriate overhead costs (i.e. on-costs) however Council will not seek a profit from the delivery of the dust seal.
- If the works are completed through a Private Works in Road Reserve Permit, Council may contribute a 50% subsidy upon assessment of a quotation and if it is considered fair and reasonable.
- The value of the total funds allocated to subsidise dust seal projects shall be determined on an annual basis as part of Council's budget deliberation. Applications will be received and prioritised by the date of submission, once the budget for the financial year has been exhausted any further applications made will be put on hold until the following financial year, subject to available budget.
- Council will not accept any offer that is conditional on Council making contribution exceeding 50%.
- The priority decisions of Council's works program will be made without regard to the potential or otherwise of a contribution under this Policy.

5.4 Scheduling of Works

- The voluntary, partially or wholly self-funded dust seal, if approved, will be included in Council's works program to suit resources and programming.
- The voluntary, partially self-funded dust seal will not take priority over Council's existing works programs.

5.5 Conditions and Obligations

- Council will take ownership of the completed dust seal works and manage the improved road asset in accordance with Council's existing programs and practices. All future maintenance work will be at Council's expense.
- The voluntary self-funded contributor will not have any authority or exercise any rights over the works by Council during or after construction.
- Payment for cost of the works will be made prior to commencement of works and will be based on the cost estimate provided. Final costs shall be reconciled at completion of the works. Either party, as necessary, will adjust payment within 30 days of notification of final costs.
- Prior to Council undertaking the work, it will be necessary for the landholder to sign and execute an agreement prepared by Council confirming the conditions and obligations of this policy.
- Acceptance of a contribution does not imply acceptance by Council of the work as satisfying any existing or future condition of development consent.

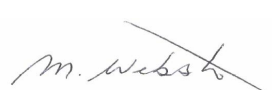


6. Legal Parameters

- *Local Government Act 2009;*
- Regulations under the *Local Government Act*;
- Local Laws; and
- Manual Uniform of Traffic Control Devices.

7. Associated Documents

- Meeting Procedures

DOCUMENT HISTORY AND STATUS						
Action	Name			Position	Signed	Date
Approved by Council	Michelle Webster			Acting CEO		
Policy Version	1	Initial Adopted	Version	24/10/2023	Current Version Adopted	24/10/2023
Maintained By	Infrastructure and Utility Services			Next Review Date	01/10/2025	
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