

POLICY

ROADS – Maintenance – Dust Seal Criteria

Date adopted by Council	28 June 2021
Minute number	H.06.02
Endorsed by	Senior Management Group
CM Ref	CD-191/20
Due for review	September 2025
Related documents	Various Asset Management Plans
Responsible officer	Manager Works Delivery
Department/Section	Infrastructure Services / Works Delivery
Category	Roads
Community Strategic Plan goal	Goal 7 Enhance and improve the road network and bridges to meet the needs of current and future generations and communicate priorities and progress to the Community.
	CS27 Maintain and upgrade the road network and bridges.



Policy Statement

Council require a means by which to manage requests by rural ratepayers for the gravel road adjacent to their home, dairy, stables, to be bitumen sealed to reduce dust.

Objective

The purpose of this policy is to meet rural ratepayers' requirements, while staying within Council's budgetary constraints.

Scope

This policy applies to all Council staff involved in the assessment, planning and undertaking of road operation and maintenance activities, including private works.

Policy Details

The following procedure is to apply to all private works requests for 'dust seal':

- A written agreement or private works form must be completed and signed by the applicant prior to carrying out the work.
- Sealing costs to be borne by the applicant.
- Subject to existing adequate pavement and drainage, determined by Council.
- Council will cover the cost of labour and plant to undertake pavement preparation works.
- Pavement to be a minimum of 300mm thick, any additional gravel required to achieve this will be at the applicant's expense.
- Any additional drainage works to achieve Council's standards will be at the applicant's expense.
- Each design and cost estimate to be determined on a site-specific basis.
- Minimum seal length 100 metres and full width of road in accordance with Council's minimum width of pavement for the classification of road.
- Cost to be based on Council's internal charges.
- If the work is undertaken in accordance with Council's standards, Council is to maintain the sealed section of road.

Responsibilities

Councillors

Councillors will review and adopt the policy.

Senior Management Group

The Senior Management Group will support this policy and ensure their relevant areas are implementing it consistently.

All Directors

All Directors will ensure their relevant areas are implementing it consistently.



All Managers

All Managers will support this policy and ensure it is implemented when applicable to their area and works undertaken.

All Coordinators and Supervisors

All Coordinators and Supervisors will support this policy and ensure it is implemented when applicable to their area and works undertaken.

All Staff

The relevant officers will have reasonability to ensure the policy is implemented and all procedures are adhered to.

References and Related Legislation

This policy was adopted by Council at its meeting on 28 June 2021, and replaces the policy of the same name dated 25 September 2017.

Version History

Version No.	Date	Reason for Review
1	<date>	
2	<date>	
3	<e.g. DRAFT>	