



Dust Seal Policy

(Policy Number – KINFPOL006)
(Policy Type – Council)

1 Aim

To assist the Council in meeting rural ratepayer expectations by providing locally sealed sections of road through cost sharing arrangements with affected ratepayers.

2 Policy Statement

To deal with requests equitably and consistently from rural ratepayers requesting gravel roads adjacent to residences, dairy, stables, etc. be bitumen sealed to reduce the impact of dust.

3 Policy Detail

Purpose	Description
Dust Seal/s Requests	A ratepayer, or group of ratepayers (referred to in this policy as “the applicant”) may request that Council contribute towards the cost of, and undertake works to, apply a bitumen surface seal to an unsealed road adjacent to their home, dairy, stables, etc to reduce the impacts of dust.
	Council will be responsible for all works relating to the preparation of the road pavement as suitable for sealing including ensuring adequate pavement depth, width, compaction, and drainage including all machinery, labour, and material needs.
	The direct cost to Council as quoted by Council’s contractor to undertake the two-coat sealing works is to be borne in full by the applicant. Payment is to be made in accordance with the payment options outlined in this policy. The estimated cost to undertake the sealing is to be approved in principle by the applicant prior to Council seeking a quotation from the sealing contractor.
	Where the applicant is a group of ratepayers, agreement of the proportion of the cost to be borne by each separate applicant is required to be reached before an application is lodged. Details of the costs agreement are to be stated in the application signed by all applicants.
	The minimum length of an isolated section of seal is 100 metres and to the full width of existing pavement.



Purpose	Description
	<p>The minimum length of a seal extension is 50m and to the full width of the existing pavement.</p> <p>A written private works agreement detailing payment arrangements must be completed and signed by the applicant prior to the scheduling any work.</p> <p>After agreement signing, the works will be programmed, noting that the sealing works are best undertaken between October and April.</p> <p>Council is to maintain the sealed section for the duration of the useful life (nominally 15 years) at which time the landowner can elect to retain a sealed surface by paying in full for the road to be resealed.</p> <p>If resealing is not undertaken Council may at its discretion remove any residual seal and reinstate the gravel surface.</p>
<p>Payment Options</p>	<p>Payment in full is to be provided by the applicant on confirmation of a formal quote from the contractor.</p> <p>Payment through a separate rates charge applying to the land of the applicant that benefits from the dust seal in accordance with Part 9 - Division 5 of the Local Government Act 1993, payable in equal annual instalments over the agreed payment period beginning from the construction start date.</p> <p>Council will advertise its intention to raise a separate rate under this option and a resolution for the separate rate must be passed by an absolute majority of Council (5 councillors).</p> <p>The amount of the special rate will include the following costs:</p> <ol style="list-style-type: none"> a. The direct cost to Council as quoted by Council's contractor to undertake the two-coat sealing works b. All costs incurred by Council towards establishing a special rate, including but not limited to, advertising, legal advice, and staff time c. A finance charge calculated on the sum of the costs in 'a and b' above at the rate of the RBA Cash Rate plus 5%. <p>A special rate charged in accordance with this policy will have a 5 year maximum payback period and \$1,500 minimum annual payment.</p>



4 Associated Documents and References

4.1 Local Government Act 1993 Reference

Part 9 Rates and Charges – Division 5 – Separate Rates and Charges

4.2 Strategic Plan Reference

Area	3	Infrastructure
Program	3.1	Roads
Objective	3.1	To provide an appropriate, safe and well-maintained road network that caters for all road users throughout the municipality

APPROVED BY COUNCIL: 23 January 2024

Minute: 12.1

EFFECTIVE DATE: 23 January 2024

ADMINISTERED BY: Manager Infrastructure & Assets

This policy will be reviewed periodically to ensure its relevance in terms of community needs and expectations and Council goals, targets, budget and statutory requirements.