<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>SUBJECT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.3.3</td>
<td>REVIEW OF INFRASTRUCTURE SERVICES POLICIES</td>
<td>1</td>
</tr>
<tr>
<td>11.3.4</td>
<td>LOT 50 WOODITCH ROAD, MARGARET RIVER – ACQUISITION OF PRIVATE ROAD</td>
<td>72</td>
</tr>
</tbody>
</table>
11.3 Infrastructure Services

11.3.3 REVIEW OF INFRASTRUCTURE SERVICES POLICIES

Attachment 1 – Draft Infrastructure Services Policies) including tracked changes):

ISP 1 Asset Management
ISP 2 Road Closure of Gazetted Roads and Unconstructed Road Reserves
ISP 3 Naming and Renaming of Roads, Parks, Reserves and Localities
ISP 4 Development
ISP 5 Works on Shire Land
ISP 6 Removal of Objects on Public Land
ISP 7 Restricted Access Vehicles
ISP 8 Signage on Public Land
ISP 9 Roads and Infrastructure
ISP 10 Replacement of Plant and Vehicle Fleet
ISP 11 Aerodrome Use
ISP 12 Bushfire Risk
ISP 13 Dangerous Trees
ISP 14 Townsite Street Trees
ISP 15 Wadandi Track
ISP 16 Management of Vegetation on Shire Reserves

Attachment 2 – Final Amended Policies (with changes incorporated for ease of reading)
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
The purposes of the Asset Management Policy is:

- To ensure that the Shire's services and infrastructure are provided in a sustainable manner, taking into consideration the whole of life costs of assets and ensuring the appropriate levels of service are provided to customers in line with the Shire’s Community Strategic Plan and Corporate Plan objectives of:
  - Valuing, protecting and enhancing the natural environment in light of influences of climate changes;
  - Welcoming and inclusive and healthy communities;
  - Ensuring sustainable development;
  - Vibrant and diverse economy; and
  - Effective leadership and governance.

  This is achieved by:
  - Meeting legislative requirements for asset management;
  - To safeguard Shire assets, including physical assets and employees, by implementing appropriate asset management strategies and allocating appropriate financial resources for those assets;
  - To create an environment where all Shire employees take an integral part in overall management of Shire assets by creating and sustaining asset management awareness throughout the organisation;
  - To meet legislative requirements for asset management;
  - To ensure resources and operational capabilities are identified and responsibility for asset management is allocated;
  - To demonstrate transparent and responsible asset management decision-making and processes that align with demonstrated best practice are in place.

Policy
The Shire must:

- Take into account all relevant legislative requirements together with political, social and economic environments in asset management.
- Develop a consistent asset management improvement strategy shall be developed for implementing systematic and best practice asset management practices in all of the Shire's operations.
Develop asset management plans shall be developed for all major service/asset categories. The plans shall be informed by community consultation and statutory requirements for local government financial planning and reporting;

Conduct systematic and cyclic reviews of all asset classes to ensure assets are managed, valued and depreciated in accordance with their useful life, appropriate best practice and applicable Australian Standards;

Regularly review current services and service levels in consultation with the community;

All relevant legislative requirements together with political, social and economic environments shall be taken into account in asset management;

The asset management processes—supported by a cross functional, multidisciplinary Asset Management Working Group—shall be integrated within existing planning and operational processes and;

Asset management plans shall be developed for all major service/asset categories. The plans shall be informed by community consultation and statutory requirements for local government financial planning and reporting;

Conduct systematic and cyclic reviews of all asset classes to ensure assets are managed, valued and depreciated in accordance with their useful life, appropriate best practice and applicable Australian Standards;

Reviews of current services and service levels shall be undertaken in consultation with the community;

Implement an inspection regime to ensure agreed service levels are maintained and to identify asset renewal priorities;

Identify asset renewals required to meet agreed and documented service levels shall be identified in adopted asset management plans and report annually variations between and shall form the basis of required asset renewals and annual budget estimates and with the service and risk consequences of the variations; variations in defined asset renewals and budget resources to be reported annually;

Prioritise and implement progressively Service levels shall be defined in adopted asset management plans and shall form the basis of annual budget estimates with the service and risk consequences of variations in defined services levels and budget resources to be reported annually;

Asset renewal plans shall be prioritised and implemented progressively based on agreed service levels and the capacity of the current assets to provide that level of service;

Systematic and cyclic reviews shall be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards;

Report and consider future whole of life costs shall be reported and considered in all decisions relating to new services or assets and upgrading of existing services and assets.

Preference Give preference will be given to renewing infrastructure assets before acquisition of new assets is considered; and,

Provide training in asset and financial management shall be provided for councillors and relevant staff.

Related Policies, Procedures and Guidelines

- Asset Management Plan (SAMR, 2013-2033);
- Local Government Act 1995 (WA), Section 5.56(1) and (2);
- WA Local Government (Administration) Regulations (1996);
- The WA Department of Local Government’s Integrated Planning and Reporting Framework and Guidelines (Department of Local Government, October 2010);
- This policy has been adapted from the Asset Management Policy template provided under copyright from the Institute of Public Works Engineering Australia.
Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Bronwyn Granville Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13 November 2013</td>
<td>Adopted by Council (decision OM 1311/19)</td>
</tr>
<tr>
<td>1.1</td>
<td>14 November 2016</td>
<td>Adopted by CEO Delegation (Ref N122298)</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align with the Strategic and Corporate Plan, direction of the organisation [insert relevant strategic goal from Corporate Plan].

Objectives
To ensure that due consideration is given to any request for closure of or construction of a road within an unconstructed road reserve.

Policy
Closure of a gazetted road.
1. Applications to close a gazetted road shall be made on the form “Application to Close a Public Road” and accompanied by payment of a non-refundable fee.
2. No gazetted road shall be closed except by resolution of Council.
3. The closure of a road will not be considered:
   a. If there is a long-term merit for retention of the road reserve.
   b. If there is remnant vegetation of value.
   c. If there is an existing or potential wildlife corridor.
   d. If the Application to Close a Public Road form has not been completed.
   e. If all required fees associated with requests for a road closure have not been received in full.
   f. If there is any likelihood that the action of the road closure shall create any property to lose direct frontage to dedicated road thus resulting in the property becoming “land locked”.
   g. Without first considering any objections made against the proposal within the required 35 day period of notice.

Construction in unconstructed road reserves
4. All requests for the construction of roads on unbuilt road reserves, or the extension of roads onto unbuilt portions of existing road reserves, shall require approval by the Shire.
5. Construction of roads in unconstructed road reserve, resulting from a request by a landowner(s), shall not be funded from Shire funds but be funded by the applicant and/or Government grants or groups of land owners served by such roads.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

| Responsible Directorate | Infrastructure Services |
ROAD CLOSURE OF GAZETTED ROADS & UNCONSTRUCTED ROAD RESERVES

Shire of Augusta Margaret River 41 Wallcliffe Road, Margaret River 6285 | T (08) 9780 5255 | F (08) 9757 2512 | amrshire.wa.gov.au
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

**Objectives**

To ensure that new names and renaming of roads, parks, reserves and localities meet the Shire's general requirements, comply with the Geographic Names Committee (GNC) Policies and Standards for Geographical Naming in Western Australia.

**Policy**

1. All request shall be made directly to the Shire and processed in line with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

2. The Shire shall maintain a list of appropriate names to be used for allocation to roads, parks, reserves and localities.

3. The list shall comprise names already registered with Landgate on the approved names register and of names submitted by the Shire for inclusion on the register.

4. The Shire shall retain a list of potential road names submitted by individuals and groups subject to the submitted name complying with the Geographic Names Committee GNC policies and standards. Consider requests from individuals and groups for the inclusion of additional names on the register.

5. Names suitable for inclusion include names from Aboriginal languages, currently or formerly identified with the general area, pioneers of the State or area, citizens who have made a significant community contribution, war casualty lists and thematic names (eg nautical, sporting etc). Ethnic and gender diversity is encouraged. Given/first and surname combinations are suitable only if the surname alone cannot be used because of duplication. All name proposals must clearly identify the origin of the name and provide relevant references to allow for the verification of the name.

6. Aboriginal names will require documentation from the traditional owners/knowledge holders relevant elders demonstrating their support to use a word from their language and that the word has the correct spelling and translation.

7. Names characterised as follows are to be avoided – given/first names, corrupted, unduly cumbersome or difficult to pronounce names, obscene, derogatory, racist or discriminating names, company or commercialised names (unless in an historical context).

8. Names that will not be included are incongruous names, Christian or Christian/surname combinations, corrupted names, names that are unduly cumbersome or difficult to pronounce, obscene or derogatory names, racist or discriminatory names and company or commercialised names.

9. Names that exist in surrounding Local Government Authorities within a 50km radius, will not be considered.

10. No duplication of existing names shall be considered, including similar sounding names, names created by the addition/subtraction of 's' or similar names with different suffixes.
10. Names of living persons shall only be considered in exceptional circumstances.

11. No commercial names shall be considered (e.g., businesses, products, commercial services).

12. Where a subdivision will lead to the creation of a new locality, registered by Landgate, the proposed name of the subdivision shall be submitted to the Shire and then to Landgate for approval.

Renaming of Roads

Road names shall not be changed without the general acceptance of those affected by such changes. Prior to any road name change being considered, the proposed road name shall comply with Landgate’s requirements and have preliminary approval from the Geographic Names Committee.

Road names are intended to be enduring and shall not be changed without the general acceptance of those affected by such changes.

Reasons that may be considered in support of a change are:

- Redesign of a road layout
- Changed traffic flow
- Mail delivery problems
- The misspelling of a name in the original application
- Name duplication issues
- Property street addressing issues

Locality Names

Names for new localities or changes of names to preferably have an Australian emphasis and to be selected from the following categories:

a) Name associated with the area:
   - Aboriginal – feature or descriptive,
   - Locational or descriptive name,
   - Pioneer settler of the area,
   - Early property name.

b) Name associated with the development of the state:
   - Statesman or former politician,
   - Other e.g., ship, event, etc.

c) Other choice of name:
   - Flora and fauna association.

Naming of Parks and Reserves

Proposals to name parks or reserves shall include evidence of community support for the proposed name.

For personal names, the person being honoured by the naming shall have either had a direct long term association with the area, or have made a significant contribution to the area of the proposed park or reserve, or the State. Association or contribution can include:

a) Two or more terms of office on a Local Government Council;
b) Ten or more years’ association with a local community group;
c) Action by an individual to protect, restore, enhance, or maintain an area that produces substantial long term improvements for the community or area.

Components of recreational reserves (e.g., pavilions, ovals, gardens, etc.) may be named in honour of community members who have contributed towards the establishment of the
particular facility or towards the community in general. Such proposals may include given/first name/surname combinations if deemed appropriate.

**Renaming of Parks and Reserves**
Names chosen for parks and reserves are expected to be permanent and renaming is discouraged. If renaming is proposed because of exceptional circumstances, then evidence of substantial community support for the change of name must be provided.

**Related Policies, Procedures and Guidelines**
*Policies and Standards for Geographical Naming in Western Australia*

**Application**
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

---

**Document and version control table**

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Authority of original issue</strong></td>
<td>Council</td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
<td>13 November 2013</td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
<td>14 November 2019</td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
<td>Ref N122298</td>
</tr>
<tr>
<td><strong>Version</strong></td>
<td><strong>Date issued</strong></td>
</tr>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives

- To achieve an acceptable standard of development throughout the Shire, to reduce the impact on Shire infrastructure from development, including damage to road and verge infrastructure and vegetation, and to ensure that all donated infrastructure crossovers and drainage connections are built to the Shire’s standards and specifications, and impacts of climate change are considered.

Policy

General Subdivisional Developments

In the provision of infrastructure, through the subdivision or developmental process, all applicable Australian Standards and industry quality provisions shall be met or exceeded.

1. For engineering design and construction compliance of subdivision developments within the Shire, developers should refer to the WAPC/Institute of Public Works Engineering Australia WA (IPWEA) Local Government Guidelines for Subdivisional Development will be met or exceeded.

2. Additional to the Institute of Public Works Engineering Australia WA (IPWEA) Local Government Guidelines: The following standards and guidelines are also applicable:
   a. Any works in the road reserve must be in accordance with the Shire’s standard requirements for Works within Road Reserves.
   b. The Shire’s Sediment and Erosion management guidelines – Subdivision and Development Information Sheet.
   c. As-constructed information of all donated Shire infrastructure is to be provided in accordance with the Shire’s standard requirements for As-constructed Information.

3. It is the responsibility of the individuals completing the work to ensure that all existing services are identified and protected at all times during construction. Dial Before You Dig Plans must be obtained prior to commencement of works and the plans retained on-site for the duration of the works.

4. Prior to commencement of construction, detailed engineering plans shall be submitted to the Shire for acceptance. Any variations to the accepted construction plans must also be accepted by the Shire.

5. The works required to satisfy subdivision approval conditions shall be funded by the subdivider or developer.

6. All damage and impacts on public assets and infrastructure shall be remedied at no cost to and to the satisfaction of the Shire.
3. All works within the Shire’s road reserves shall be accompanied with a Traffic Management Plan in accordance with Main Roads WA’s Traffic Management for Works on Roads Code of Practice and AS1742.3 and must be approved by the Shire prior to commencement of works.

4. Prior to commencement of construction, detailed engineering plans shall be submitted to the Shire for acceptance approval. Any variations to the accepted approved construction plans must also be approved by the Shire.

5. It is the responsibility of the individuals completing the work to ensure that all existing services are identified and protected at all times during construction. Dial Before You Dig Plans must be obtained prior to commencement of works and the plans retained on site for the duration of the works.

6. The works required to satisfy subdivision or development approval conditions shall be funded by the subdivider or developer.

**Commercial Developments**

7. In the provision of infrastructure through the commercial development process, the following standards and guidelines are applicable:
   a. The Shire’s Stormwater Management Guidelines (commercial development section), where it references commercial developments/non-residential.
   b. The Shire’s Sediment and Erosion Management Guidelines - Subdivision and Development Information Sheet.
   c. All landscaping within road reserves must be in accordance with the Shire’s Verge Landscaping Guidelines.
   d. All developments must have access to a constructed road via an approved vehicle crossover, in accordance with the Shire’s standard requirements for crossovers and for Battle Axes.
   e. The Shire may require the construction of footpath in accordance with Shire’s standard requirements for pathway construction.
   f. Any works in the road reserve must be in accordance with the Shire’s standard requirements for Works within Road Reserves.

8. Prior to commencement of construction, detailed engineering plans shall be submitted to the Shire for acceptance. Any variations to the accepted construction plans must also be accepted by the Shire.

9. The works required to satisfy the development approval conditions shall be funded by the subdivider or developer.

10. Any damage and impact to Shire public assets and infrastructure shall be remedied at no cost to and to the satisfaction of the Shire.

**Development Bonds**

7. A development bond shall be payable to the Shire prior to issue of a building licence or commencement of works.

   a. The bond shall be a cash payment or a bank guarantee, which shall be held in trust and refunded only upon completion of the development, in accordance with the approved plans and development conditions and when the Shire no longer perceives that the development poses any further risk of damage to public infrastructure, including erosion, sediment and nutrient pollution.

   b. Where damage to natural or built assets is attributable to the development, the property owner or developer shall repair the damage, or remedy the impact, to the satisfaction of and at no cost to the Shire.

10. If damage, or remedial work, is not completed within a reasonable period of time, the Shire may carry out the work and recover costs from the property owner or developer.

**Residential Developments**

12. In the provision of infrastructure through the residential development the following standards and guidelines are applicable:
a. The Shire's Stormwater Management Guidelines (where it references residential development section).
b. The Shire's introducing the Sire Erosion and Sand Drift Local Law 2018 - Community Information Sheet.
c. All landscaping within Road reserves must be in accordance with the Shire's Verge Landscaping Guidelines.
d. All developments must have access to a constructed road via an approved vehicle crossover, in accordance with the Shire's standards and Shire's standard requirements for crossovers specifications.
e. Any works in the road reserve must be in accordance with the Shire's standard requirements for Works within Road Reserves.
f. All damage to Shire assets and infrastructure shall be remedied at no cost to and to the satisfaction of the Shire.

Vehicle Crossovers

13. The Shire will pay the property owner a vehicle crossover subsidy for vehicle crossovers that are constructed in accordance with the Shire's standard requirements for crossovers.
   a. The subsidy is payable only to property owners and a subsidy applied for within 6 months of the completion of the residence.
   b. The location of all crossovers, and the standard of construction, must be approved by the Shire prior to commencement of works.
   c. The subsidy shall be paid on a one-off basis and for one crossover per property only, whether rural or urban.
   d. The subsidy shall be payable upon completion of the crossover and following a compliance inspection by the Shire and shall not be paid retrospectively.
   e. The location of all crossovers, and the standard of construction, must be approved by the Shire prior to commencement of works.
   f. The owner of the property for which a crossover has been constructed shall be responsible for the cleaning and ongoing maintenance of the crossover and any associated drainage.

Private Stormwater Drainage Connections

17. All property owners are permitted to connect their private stormwater drainage into any available and suitable Shire drainage system, reserve or easement, but must do so to Shire standards and specifications. Plans of the proposed connection must be provided for approval prior to commencement of works.
18. Any stormwater drainage pipe connecting from private property into the Shire's drainage system must provide, within the private property, a sill-trap situated on the drainage line prior to connection into the Shire's drainage system.
19. The property owner is to provide sufficient detention capacity within the private property prior to connection to the Shire's drainage system to reduce the incidence of flooding in receiving water bodies, in accordance with Shire standards and specifications.
20. Water Sensitive Urban Design principles should be incorporated wherever possible. DELETE and incorporate into the guidelines.
Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
Infrastructure Policy 5
Works on Shire Land

This Policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To ensure that works (including landscaping but excluding mowing of grass) undertaken on land that is owned, or is vested in, or is under the care, control or management of the Shire does not impact on the land or the safe use of the land.

Policy
1. A person shall not undertake works on land that is owned, or is vested in, or is under the care, control or management of the Shire without approval from the Shire.
2. Removal of vegetation from reserves and road reserves is prohibited without consent from the Shire. Refer to Infrastructure Shire Policy 16.
3. When applying to undertake works on Shire land, underground services must be protected. Information must be obtained from Dial Before You Dig and the Shire to prevent any possible damage and allow access for maintenance and works.
4. Construction vehicles shall not be located where they restrict the visibility so as to cause obstruction to vision for road users or block pedestrian and bicycle pathways, unless provided for in a without traffic management plan arrangement.
5. Where planting trees or shrubs or vegetation on Shire land, a clear space shall be maintained for the movement of pedestrian traffic as per Austroads Guidelines and Shire Local Law and verge landscaping and maintenance guidelines.
6. A person shall not burn vegetation on Shire land, including road verges, without prior approval from the Shire.
7. Any person(s) undertaking works on Public Shire Land must ensure that appropriate traffic management measures are implemented.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Related Policies, Procedures and Guidelines
- ISP 16 Management of Vegetation on Shire reserves (SAMR Policy)
- Verge landscaping and maintenance guidelines (SAMR, 2016)
- Austroads Guidelines
- Main Roads Western Australia Traffic Management for Works on Roads Code of Practice (Main Roads WA, 2018)
**Document and version control table**

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>(Ref N122298)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

**Objectives**

To effectively remove objects with a system of authorisation and payment for such works.

**Policy**

1. For the purpose of this policy an object is defined as any object, being natural or built and being either owned or managed by the Shire.

2. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16 Management of Vegetation on Shire Land.

3. Objects within the road reserve or any other land that belongs to, or is vested in, or is under the care, control or management of the Shire, shall be the responsibility of the Shire.

4. No objects on or across public land shall be removed by un-authorised persons.

5. Objects within land not owned/managed by the Shire, shall be the responsibility of the land owner(s).

6. Unless otherwise agreed to by the Shire, the cost to reinstate damaged caused to infrastructure such as fence lines, paths, etc., allegedly caused by an obstruction not owned by the Shire, shall be referred to the owner of that obstruction.

7. Any claims provided to the Shire requesting payment for the cost of damages to property, allegedly caused by Shire owned objects, shall be referred to the Shire’s insurers. The Shire shall not accept liability for any alleged damage.

8. The Shire shall pay reasonable expenses and remuneration to persons who are requested to remove objects across roads, on the basis that the removal site has been inspected, approval given and the required safety and protection signs shall be in place.

9. The Shire shall not pay expenses on accounts lodged by people who have removed objects without receiving permission or arranging the level of payment to be made prior to such work being carried out.

10. The Shire reserves the right to remove any objects, including works or trees, shrubs, plantings or landscaping etc., deemed to present a safety hazard and/or maintenance or construction problem, and the Shire shall not be responsible for reinstatement of items removed.

**Related Policies, Procedures and Guidelines**

- Works on Shire Land (SAMR Infrastructure Policy 5)
- Dangerous trees (SAMR Infrastructure Policy 13)
- Management of Vegetation on Shire reserves (—SAMR Infrastructure Policy 16)
- Verge landscaping and maintenance guidelines (SAMR 2016)
- Austroads Guidelines
Application
Responsibility for the implementation of this policy rests with the Chief Executive Offer. The Policy is to be reviewed every three years.
Infrastructure Policy 7
Restricted Access Vehicles

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To control and rationalise the movement of Restricted Access Vehicles on the Shire’s road network to provide for the efficient movement of freight, reduce damage to Shire roads and minimise risks to all road users.

Policy
Request to Access New Routes for Restricted Access Vehicles

1. All Restricted Access Vehicles (RAV) require a permit from Main Roads Western Australia (MRWA) and will be restricted to:
   a. the MRWA RAV approved road network applicable to the RAV; and
   b. the conditions on that network route.

2. New requests to include a Shire road or part of a Shire road into the MRWA RAV road network will require the applicant to apply, in the first instance, to MRWA via their on-line form. MRWA will then seek feedback from the Shire.

3. The Shire may not support a new route, or withdraw support for an approved route, at any time for the following reasons:
   a. The route is deemed unsafe for RAV use;
   b. The route is deemed unsuitable for RAV use; or
   c. The operator has breached the permit conditions.

4. The cost to carry out any road upgrading or vegetation pruning necessary to permit RAV access shall be met by the applicant (RAV operator/company).

5. The cost to repair any damage to the road infrastructure caused by the operation of RAV’s shall be met by the RAV operator/company that has caused the damage.

Related Policies, Procedures and Guidelines
All relevant information and applications to have a road added or amended on a RAV Network must be submitted to Main Roads WA, HVS. Please click the link to access the MRWA HVS pages.

Main Roads WA Heavy Vehicle Services maintains detailed mapping of approved routes and applicable conditions. Please click the link to access the MRWA HVS MAPPING pages.
Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
<tr>
<td>Version</td>
<td>Date issued</td>
</tr>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

**Objectives**

To seek a balance of the functional requirement to inform, warn and promote with the need to avoid the proliferation of signs on public Shire land and to maintain visual amenity that is in character with the surrounding townscape or landscape.

**Policy**

1. This policy will provide a framework for management of signs and complement local laws relating to signs.
2. This policy shall apply to all signs placed on public Shire land that belong to, or is vested in, or is under the care, control or management of the Shire (such as road traffic and parking signs, where the Shire has delegated authority to erect such signs, and other signs and advertising that may be placed on public Shire land. This policy does not apply to signs placed on buildings where the sign forms part of the building and signs or advertising on private property, other than Shire owned property.
3. Signage on public Shire land referred to in the policy shall be supported by guidelines, technical specifications and standards which shall be developed and maintained by the Chief Executive Officer. In the development of signage guidelines, preference shall be given for use of and reference to Australian Standards from applicable national and state authorities, rather than defining new standards. The process for request for signage on public Shire land and consequent assessment criteria shall be addressed within the relevant signage guidelines.
4. Persons shall not place or install signage on public Shire land without the prior approval of the Shire.
5. The Shire shall ensure compliance of traffic signage, that is installed under delegated authority from the Commissioner of Main Roads, on roads under the care, control and management of Main Roads WA.
6. The Shire shall implement signage to ensure a safe traffic environment, a convenient and informative travelling and tourism experience and to provide relevant information about Shire managed reserves.

This policy should be considered in conjunction with any requirements for signage under the following:

- Local Planning Scheme No 1;
- Local Government Act 1995;
- Road Traffic Code 2000, with particular reference to Regulation 297 (1);
- Shire of Augusta Margaret River, “Parking and Parking Facility Local Law 2013” with amendments in 2016; and
- Shire of Augusta Margaret River, “Street Numbering Local Law 2014”.

**Application**

Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
<tr>
<td><strong>Version</strong></td>
</tr>
<tr>
<td>1.0</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>1.1</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To build and maintain the highest possible quality roads, streets, drainage system, paths and associated infrastructure within available resources and in light of future impacts of climate change.

Policy
1. In the provision of civil infrastructure assets, through the capital works process, all applicable standards and industry quality provisions shall be met or exceeded.
2. The maintenance of civil infrastructure assets shall be undertaken in a timely and cost effective manner according to documented service levels and within budget constraints.
3. The Shire shall pursue and adopt the most modern and effective machinery, techniques, materials, technology and processes available to achieve the highest quality construction, maintenance and administration of all such infrastructure.
4. The environment into and over which infrastructure assets are built and maintained shall be protected, to ensure any negative impacts are minimised, repaired and enhanced where possible, while still accepting the obligation to use land set aside for infrastructure provision for that purpose.
5. Safety shall be of paramount importance in construction and maintenance of roads and associated infrastructure.
6. Twenty-five percent (25%) of the Shire’s annual Roads to Recovery grant allocation will be set aside for renewal/upgrading of “lower order rural roads.”
7. The Shire will assign appropriate resource to ensure all requirements are met.
8. Time shall be spent and expertise provided to ensure all requirements are met.
9. All Shire requirements shall comply with powers, approvals and controls listed in the various applicable State Government Acts.
10. No road making materials shall be excavated or removed from Shire road reserves by the Shire or any other agency or individual unless:
   a. in proven cases when no alternative road building materials exist in the area, after the Shire has considered the matter and with full rehabilitation methods applying to the site, or
   b. the road verge has no native vegetation on it and full rehabilitation/tree planting techniques are used on the site after excavation is completed, and;
   c. material on the road verge constitutes a safety problem to road users.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
Infrastructure Policy 10
Replacement of Plant and Vehicle Fleet

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives

- To ensure that Shire plant and vehicle fleet units are replaced at time intervals that deliver the lowest whole of life cost.
- To maintain a modern, efficient and safe plant and vehicle fleet and make use of any available financial assistance, e.g. non-payment of sales tax.
- To consider the impacts of climate change in selecting plant and equipment.

Policy

1. The Council shall be presented, each year, with an updated 10 Year Plant Replacement draft program for Council consideration and adoption.
2. The 10 year Plant Replacement program will be included in the Shire’s Long Term Financial Plan.
3. The first year of the Plant Replacement Program shall constitute the draft program for consideration in that year’s draft budget document.
4. The annual consideration of plant and vehicle replacement shall ensure that the Shire’s fleet of machinery and vehicles are able kept fully applicable to meet the Shire’s budgeted construction and maintenance programs for all assets. This shall involve consideration of new technology, processes and materials as well as the ongoing balance of the Shire’s ownership versus external hire of its machinery and vehicle needs.
5. Shire officers shall make endeavour all efforts to rationalise and minimise the funding requirements for plant and vehicle replacement while still aiming to provide the best quality, most effective fleets at the lowest whole of life cost.
6. Shire officers shall maximise utilisation of fleet and vehicles through relocation, reallocation or consider disposal of underutilised fleet and vehicles.

Application

Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation (N122298)</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To outline the level of service that the Shire is committed to providing for the safe and effective operation of the Margaret River and Tallinup-Augusta aerodromes.

Policy
1. The Shire shall maintain and develop the Margaret River and Tallinup-Augusta aerodromes in a manner that provides the best outcomes for the community as a whole.
2. Safety shall be the overriding consideration for all aerodromes and applies to but is not limited to, aircraft operators, Shire employees, contractors and the general public.
3. As non-certified, non-registered aerodromes, the Shire is not required under current Civil Aviation regulations and guidelines (CASR Part 139, Advisory Publication 92-1(1)) to provide aerodrome information to Aeronautical Information Service (AIS), Civil Aviation Safety Authority (CASA) or to be included in the Enroute Supplement Australia (ERSA). The Shire shall however have information published in ERSA regarding both aerodromes.
4. The aerodromes shall be maintained to allow for both day and night use by emergency services including the Royal Flying Doctor Service.
5. The aerodromes shall be maintained so as to allow for general aviation and charter use during daylight hours only.
6. Use of the aerodrome other than by emergency services, general aviation or charter operators shall not be permitted without prior approval of the Shire.

Application
Several plans, manuals and guidelines have been developed to guide the implementation of this policy. These include:
- Margaret River Aerodrome Plan
- Margaret River Airstrip – Emergency Management Plan
- Margaret River Aerodrome Information Sheet 2013
- Augusta Aerodrome Plan (under development)
- Augusta Tallinup Aerodrome Information Sheet
- Augusta-Margaret River Aerodromes Inspection, Maintenance and Reporting Guidelines.

Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To provide a standard and consistent framework for the management of bushfire risk across all land tenures and vegetation types in the Shire in order to save lives, minimise risks to assets and protect natural and cultural heritage values. To acknowledge the impacts of climate change in bushfire risk.

Policy
1. The Shire shall prepare and implement appropriate Bushfire Risk Management Plans for all assets and lands owned, or vested in, or under the care, control or management of the Shire as well as privately owned assets and land.
2. The Shire shall ensure that appropriate bushfire risk management is in place for privately owned land through appropriate inspection, notification and enforcement.
3. The Shire shall provide emergency access to all assets and lands owned, or vested in, or under the care, control or management of the Shire where possible and/or within resources available.
4. Reserve management shall be based on the identified Bushfire Risk Management Plan for each reserve.
5. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16
4-6.
6-7. The Shire shall remove fuel loads in the form of fallen trees in extreme fire risk areas from the road reserve of sealed roads under its control.
6-8. The Shire shall not remove fallen trees from previous years unless identified as high fire risk by an authorised officer of the Shire.
7-9. The Shire shall remove native vegetation on Shire owned and/or managed reserves to reduce bushfire risk to adjoining properties as identified in a Bushfire Risk Management Plan.
8-10. The Shire shall undertake burning of verges only if identified in a Bushfire Risk Management Plan.
9-11. The Shire shall engage with the community to improve its and their understanding of bushfire prevention and management.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
### Document and version control table

<table>
<thead>
<tr>
<th><strong>Responsible Directorate</strong></th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Authority of original issue</strong></td>
<td>Council</td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
<td>13 November 2013</td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
<td>14 November 2019</td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
<td>Ref N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Version</strong></th>
<th><strong>Date issued</strong></th>
<th><strong>Brief description</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To protect community, property and Shire owned and/or managed assets from damage caused by trees or limbs falling from Shire owned and/or managed land.

Policy
1. The Shire shall inspect trees, both on Shire owned and/or managed land and private land, to make a determination of the risk to public safety on Shire owned and/or managed land by conducting a risk assessment.
2. Where the risk assessment indicates that a high risk to the public safety exists, the Shire shall make safe, or remove dangerous parts of the tree.
3. Where there is a tree on private land presenting a high risk to public safety, the Shire will give notice for safe removal. Where the Shire has given notice for the removal of or making safe of a tree on private land, the property owner shall be responsible for all associated costs.
4. Where the risk is disputed, on private land a suitably qualified arborist shall provide an independent report to both parties at the customer’s expense. If the independent advice is contrary to the Shire’s assessment, the customer shall be reimbursed the cost of the report.
5. The Shire shall not inspect or assess any trees on private land that are deemed to be a risk to any person or object on another privately owned property.
6. The Shire will only remove the portion of fallen tree or limb on Shire owned and/or managed land.
7. The removal of a fallen tree or limb and/or repair of infrastructure damaged as a result of a tree or limb that has fallen from a tree located on Shire owned and/or managed land shall be referred to the Shire’s insurer for consideration of such claim.
8. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16.

Related Policies, Procedures and Guidelines
- Works on Shire Land (SAMR Infrastructure Policy 5)
- Management of Vegetation on Shire reserves (SAMR Infrastructure Policy 16)
- Verge landscaping and maintenance guidelines (SAMR 2016)

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To preserve and enhance street trees and shrubs within townsites in the Shire of Augusta Margaret River, including in parks and reserves vested in the Shire.

To integrate future provision of landscaping with the existing natural vegetation to create an attractive landscape that preserves and protects the natural and constructed environment and assists in mitigating the impacts of climate change.

Policy
1. Clear, safe and reasonable access for both pedestrians and vehicular traffic shall be integral to all existing developed and developing street trees.
2. Practices to effectively control and properly manage the trees, shrubs and plantings on footpaths and verges shall be adopted.
3. Shire staff shall provide advice an advisory service to property developers wishing to plant trees on verges so that their efforts are successful and suitable.
4. Only those street trees that are suitable to the aims of this policy shall be planted with approval of the Shire.
5. Practices and procedures shall be adopted to identify and validate the removal of street trees, and ensure suitable street trees are replaced in a suitable location within a suitable time frame.
6. Street trees shall not be planted beside constructed infrastructure without suitable barrier protection to the constructed infrastructure.
7. The Shire shall assess trees that impinge on public safety and built assets and remove if recommended.
8. The Shire shall not unnecessarily remove trees for the purposes of maintenance or newly constructed infrastructure.
9. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16.
10.

Related Policies, Procedures and Guidelines
- Works on Shire Land (SAMR Infrastructure Policy 5)
- Dangerous trees (SAMR Infrastructure Policy 13)
- Management of Vegetation on Shire reserves (SAMR Infrastructure Policy 16)
- Verge landscaping and maintenance guidelines (SAMR, 2016)
Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Director of Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
Infrastructure Policy 15
Wadandi Track

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
a) To state the Shire’s position with respect to the use of land that formed the former Busselton to Flinders Bay government railway;
b) To establish a framework for the development and management of a recreational trail on that land that has been named Wadandi Track; and
c) To link the Wadandi Track with other paths and trails within the south-west region.

Background
The railway network within the region was once extensive and whilst no services remain in operation, much of the land that formed the Busselton to Flinders Bay railway reserve remains as State land. The land has recognised heritage and environmental value and given the extent of the land, it also has potential for many uses. This policy proposes that the land is retained as State land, as a non-motorised transport corridor and managed for the purpose of a recreation trail.

Policy
Council recognises the significance of the Wadandi Track land as a strategic transport corridor for recreation and for its heritage and environmental values.

It is the position of the Council that:

a) the land is a valuable public asset and should be retained as Crown land;
b) unless Council approves otherwise, the land is to be kept as a continuous transport corridor;
c) under the Land Administration Act 1997 and with the Minister of Lands approval, the land is to be made Crown Reserve and managed for the primary purpose of ‘recreation trail’; and
d) where Council determines that the Shire is capable of managing sections of the Crown Reserve, the Shire may advise the Minister that it would be willing to accept a management order over those sections of Crown Reserve.

It is the intent of the Council that:

a) the land be promoted, developed and managed as a recreation trail for non-motorised transport;
b) within the Shire, the site of the former MC Davies jetty at Flinders Bay forms the head of the Wadandi Track;
c) the Wadandi Track is integrated with other recreational and heritage trails within the Shire and the south-west region;
d) the Shire works openly with The National Trust (WA), neighbouring local governments, landowners and government agencies towards achieving a regional trails network of world-class standard;
e) the promotion, development and management of the Wadandi Track be achieved through a master plan that has the endorsement of the Council and describes: objectives, priorities, key stakeholders, communication, funding, resourcing and measures of success; and
f) the Shire engages the community in all phases of the development and management of the Wadandi Track.

That, where practicable:

a) a trail is constructed on the alignment of the old railway formation;
b) where this is not possible, the trail be constructed within the existing reserve;
c) the character of the railway formation mound is retained;
d) the walk-cycle trail is made suitable for hiking and for riding of bicycles designed for trails, although where the trail passes through built-up and residential areas, the trail be made more suitable for the expected type and level of usage;

e) where possible and subject to environmental approval, horse riding be permitted on a separate trail within the existing reserve, or on the walk-cycle trail where there is sufficient width and where a suitable hard wearing surface can be provided;

f) the heritage characteristics of the heritage railway be retained, particularly for the design of structures such as bridges, crossings and formations;

g) at various stages, the trail is designed allowing for access by broad sections of the community;

h) the trail provides for a range of interests and experiences including recreation, heritage, environmental and adventure; and

i) the landscape of the reserve land be retained and enhanced so that it is in keeping with the natural environment.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

How the policy will be applied and measured and a statement of the accountabilities and responsibilities for the policy implementation:

**Document and version control table**

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13/07/2011</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Bronwyn Granville (Executive Assistant Infrastructure Services)</td>
</tr>
<tr>
<td>Date of next review</td>
<td>November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>N147660</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/07/2011</td>
<td>Initial issue</td>
</tr>
<tr>
<td>1.1</td>
<td>24/05/2015 (OM2015/132)</td>
<td>Change of name from Busselton Flinders Bay Rail Trail to Wadandi Track and to permit horse riding access under certain circumstances</td>
</tr>
<tr>
<td>1.2</td>
<td>14/02/2019 (N172306)</td>
<td>Reviewed, no change required</td>
</tr>
</tbody>
</table>
Infrastructure Policy 16
Management of Vegetation on Shire Reserves

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Introduction
Council and the Shire highly value conservation areas and areas of environmental significance. Wherever possible, the Shire will endeavour to minimise or aim to avoid any clearing in these areas and instead prioritise their enhancement and protection. In particular, the Shire will have a presumption against clearing of riparian vegetation except in exceptional circumstances.

Objective
The purpose of this policy is to ensure vegetation within Shire reserves is managed to provide for biodiversity protection, erosion control, fauna habitat, amenity, sense of place and mitigation of the impacts of climate change.

Policy
1. Removal of vegetation from reserves is prohibited without consent from the Shire.

2. This Policy applies to all Shire reserves, including road reserves.

3. Consent for removal or trimming of vegetation from reserves will be considered where:
   (a) Vegetation is causing damage to private property;
   (b) Vegetation is a weed species;
   (c) Vegetation is causing an unacceptable risk to public safety
   (d) Vegetation is required to be removed to erect or maintain a fence;
   (e) Where views previously existed and evidence can be provided of such views for houses located on Cygnet Crescent or between 4 and 18 Turner Street Augusta only; or
   (f) Where removal of vegetation is stipulated in Reserve management Plans.

4. Consent for removal of vegetation will not be considered:
   (a) Where it is contrary to the reserve purpose
   (b) For aesthetic or view enhancement reasons except where previous views can be demonstrated as per 3(e) above;
   (c) Due to leaf litter or the like causing annoyance; or
   (d) Clearing of vegetation on Shire managed reserves to facilitate private development on adjoining or nearby land.

5. All work on Shire land shall be undertaken by the Shire or Shire approved contractor.
6. Any waste such as trimmings produced as a result of works should be removed and disposed.

7. Applications under Clause 3(d) and 3(e) will require the benefiting landowner to fund these works.

**Dangerous Trees**

1. If a tree is perceived to be a safety hazard, Shire officers will assess the tree in accordance with Infrastructure Services Policy 13 – Dangerous Trees.

2. If vegetation is perceived to cause a hazard because it restricts vehicle or pedestrian sightlines, Shire officers will inspect the site and arrange for the clearing to be undertaken if required.

**Fire Risk**

The Shire has a cohesive and comprehensive Bushfire Risk Management Plan to assess and mitigate risk according to risk and available resources. As such, allowing private owners to undertake fuel modification on Shire reserves is not supported.

**Process for Application**

Application for a permit to modify vegetation under the Property Local Law must be made in writing to the CEO using the appropriate form. If approved, the Shire will seek a quote for the works and the Permit Holder must pay the cost of the works in advance. The Shire will then appoint the contractor to undertake the works.

**Definitions**

1. Clearing is defined as per the Environmental Protection Act (1986) as:
   (a) the killing or destruction of; or
   (b) the removal of; or
   (c) the severing or ringbarking of trunks or stems of; or
   (d) the doing of any other substantial damage to,
   some or all of the native vegetation in an area, and includes the draining or flooding of land, the burning of vegetation, the grazing of stock, or any other act or activity, that causes —
   (a) the killing or destruction of; or
   (b) the severing of trunks or stems of; or
   (c) any other substantial damage to,
   some or all of the native vegetation in an area.

   It should be noted that the proposed clearing will require a clearing permit to be issued by the Department of Water and Environmental Regulation (DWER) unless the proposal is considered an exempt activity. Further information on exemptions is available on the DWER website www.dwer.wa.gov.au

   2. Clause 4.4 (1) of the Local Government Property Local Law 2013 states:
   *Unless authorised to do so under a written law or with the written approval of the CEO or an authorised person, a person must not* —
(a) remove, damage or interfere with any flora that is on or above local government property;
(b) cut any tree or clear any vegetation; or
(c) plant or deposit any flora on local government property.

3. Clause 3.4 of the Shire of Augusta Margaret River Local Planning Scheme No. 1 states
   (a) 3.4.1 A person must not:
   (b) Commence or carry out development on a Local Reserve, without having first
       obtained Planning Approval under part 10 of the Scheme.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

<table>
<thead>
<tr>
<th>Adopted for Advertising</th>
<th>Date: 14/02/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopted by Council</td>
<td>Date: 08/08/2018  OM2018/192</td>
</tr>
<tr>
<td>Policy Reviewed</td>
<td></td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
The purposes of the Asset Management Policy is:

- To ensure that the Shire's services and infrastructure are provided in a sustainable manner, taking into consideration the whole of life costs of assets and ensuring the appropriate levels of service are provided to customers in line with the Shire's Community Strategic Plan and Corporate Plan objectives of:
  - Valuing, protecting and enhancing the natural environment in light of influences of climate changes;
  - Welcoming, inclusive and healthy communities;
  - Ensuring sustainable development;
  - Vibrant and diverse economy; and
  - Effective leadership and governance.

This is achieved by:

- Meeting legislative requirements for asset management;
- Implementing appropriate asset management strategies and allocating appropriate financial resources for those assets;
- Creating an environment where all Shire employees take an integral part in overall management of Shire assets by creating and sustaining asset management awareness throughout the organisation;
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated;
- Ensuring transparent and responsible asset management decision-making and processes that align with demonstrated best practice are in place.

Policy
The Shire must:

- Take into account all relevant legislative requirements together with political, social and economic environments in asset management.
- Develop a consistent asset management improvement strategy for implementing systematic and best practice asset management practices in all of the Shire's operations.
- Develop asset management plans for all major service/asset categories. The plans shall be informed by community consultation and statutory requirements for local government financial planning and reporting;
- Conduct systematic and cyclic reviews of all asset classes to ensure assets are managed, valued and depreciated in accordance with their useful life, appropriate best practice and applicable Australian Standards;
- Regularly review current services and service levels in consultation with the community;
- Integrate asset management processes, supported by a cross functional, multidisciplinary Asset Management Working Group, within existing planning and operational processes;
- Implement an inspection regime to ensure agreed service levels are maintained and to identify asset renewal priorities;
- Identify asset renewals required to meet agreed and documented service levels in adopted asset management plans and long term financial plans and report annually variations between required asset renewals and annual budget estimates and the service and risk consequences of the variations;
- Prioritise and implement progressively the asset renewal plans based on agreed service levels and the capacity of the current assets to provide that level of service;
- Systematic and cyclic review all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards;
- Report and consider future whole of life costs in all decisions relating to new services or assets and upgrading of existing services and assets.
- Give preference to renewing infrastructure assets before acquisition of new assets is considered; and
- Provide training in asset and financial management for councillors and relevant staff.

Related Policies, Procedures and Guidelines
- Asset Management Plan (SAMR, 2013-2033);
- Local Government Act 1995 (WA), Section 5.56(1) and (2)
- WA Local Government (Administration) Regulations (1996);
- Integrated Planning and Reporting Framework and Guidelines (Department of Local Government, October 2010)

This policy has been adapted from the Asset Management Policy template provided under copyright from the Institute of Public Works Engineering Australia

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
<tr>
<td><strong>Version</strong></td>
</tr>
<tr>
<td>1.0</td>
</tr>
<tr>
<td>1.1</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align with the Strategic and Corporate Plan.

Objectives
To ensure that due consideration is given to any request for closure of or construction of a road within an unconstructed road reserve.

Policy
Closure of a gazetted road.
1. Applications to close a gazetted road shall be made on the form "Application to Close a Public Road" and accompanied by payment of a non-refundable fee.
2. No gazetted road shall be closed except by resolution of Council.
3. The closure of a road will not be considered:
   a. If there is a long-term merit for retention of the road reserve.
   b. If there is remnant vegetation of value.
   c. If there is an existing or potential wildlife corridor.
   d. If the Application to Close a Public Road form has not been completed.
   e. If all required fees associated with requests for a road closure have not been received in full.
   f. If there is any likelihood that the action of the road closure shall create any property to loose direct frontage to dedicated road thus resulting in the property becoming "land locked".
   g. Without first considering any objections made against the proposal within the required 35 day period of notice.

Construction of roads in unbuilt road reserves
4. All requests for the construction of roads in unbuilt road reserves, or the extension of roads into unbuilt portions of existing road reserves, shall require approval by the Shire.
5. Construction of roads in unbuilt road reserve, resulting from a request by a landowner(s), shall not be funded from Shire funds but be funded by the applicant and/or groups of land owners served by such roads.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
**Document and version control table**

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2017</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>

- Adopted for Advertising | 28 August 2013 (decision OM 1308/20)
- Adopted by Council | 13 November 2013 (decision OM 1311/19)
- Policy Reviewed/Advertised | 27 July 2016 (decision OM 2016/153)
- Adopted by CEO Delegation | 14 November 2016 (Ref N122298)
Infrastructure Policy 3
Naming and Renaming of Roads, Parks, Reserves and Localities

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To ensure that new names and renaming of roads, parks, reserves and localities comply with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

Policy
1. All requests shall be made directly to the Shire and processed in line with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.
2. The Shire shall retain a list of potential road names submitted by individuals and groups subject to the submitted name complying with the Geographic Names Committee policies and standards.

Related Policies, Procedures and Guidelines

Policies and Standards for Geographical Naming in Western Australia

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
<tr>
<td>Version</td>
<td>Date issued</td>
</tr>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
</tr>
</tbody>
</table>
Infrastructure Policy 4
Developments

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To achieve an acceptable standard of development throughout the Shire, to reduce the impact on Shire infrastructure from development, including damage to road and verge infrastructure and vegetation, and to ensure that all donated infrastructure is built to the Shire’s standards and specifications, and impacts of climate change are considered.

Policy

Subdivisional Developments

1. In the provision of infrastructure through the subdivision process, all applicable Australian Standards and the WAPC/Institute of Public Works Engineering Australia WA (IPWEA) Local Government Guidelines for Subdivisional Development will be met or exceeded.

2. The following standards and guidelines are also applicable:
   a. Any works in the road reserve must be in accordance with the Shire’s standard requirements for Works within Road Reserves.
   b. The Shire’s Sediment and Erosion management guidelines – Subdivision and Development Information Sheet.
   c. As-constructed information of all donated infrastructure is to be provided in accordance with the Shire’s standard requirements for As-constructed Information.

3. It is the responsibility of the individuals completing the work to ensure that all existing services are identified and protected at all times during construction. Dial Before You Dig Plans must be obtained prior to commencement of works and the plans retained on-site for the duration of the works.

4. Prior to commencement of construction, detailed engineering plans shall be submitted to the Shire for acceptance. Any variations to the accepted construction plans must also be accepted by the Shire.

5. The works required to satisfy subdivision approval conditions shall be funded by the subdivider or developer.

6. All damage and impacts on public assets and infrastructure shall be remedied at no cost to and to the satisfaction of the Shire.

Commercial Developments

7. In the provision of infrastructure through the commercial development process, the following standards and guidelines are applicable:
   a. The Shire’s Stormwater Management Guidelines (commercial development section).
   b. The Shire’s Sediment and Erosion Management Guidelines – Subdivision and Development Information Sheet.
c. All landscaping within road reserves must be in accordance with the Shire's Verge Landscaping Guidelines.
d. All developments must have access to a constructed road via an approved vehicle crossover, in accordance with the Shire's standard requirements for crossovers and for Battle Axes.
e. The Shire may require the construction of footpath in accordance with Shire's standard requirements for pathway construction.
f. Any works in the road reserve must be in accordance with the Shire's standard requirements for Works within Road Reserves.

8. Prior to commencement of construction, detailed engineering plans shall be submitted to the Shire for acceptance. Any variations to the accepted construction plans must also be accepted by the Shire.

9. The works required to satisfy the development approval conditions shall be funded by the subdivider or developer.

10. Any damage to Shire assets shall be remedied at no cost to and to the satisfaction of the Shire.

11. A development bond shall be payable to the Shire prior to issue of a building licence or commencement of works.
   a. The bond shall be a cash payment or a bank guarantee, which shall be held in trust and refunded only upon completion of the development, in accordance with the approved plans and development conditions and when the Shire no longer perceives that the development poses any further risk of damage to public infrastructure, including erosion, sediment and nutrient pollution.
   b. Where damage to natural or built assets is attributable to the development, the property owner or developer shall repair the damage, or remedy the impact, to the satisfaction of and at no cost to the Shire.
   c. If remedial work is not completed within a reasonable period of time, the Shire may carry out the work and recover costs from the property owner or developer.

Residential Developments

12. In the provision of infrastructure through the residential development the following standards and guidelines are applicable:
   b. The Shire's introducing the Shire Erosion and Sand Drift Local Law 2018 - Community Information Sheet.
   c. All landscaping within road reserves must be in accordance with the Shire's Verge Landscaping Guidelines.
   d. All developments must have access to a constructed road via an approved vehicle crossover, in accordance with the Shire's standard requirements for crossovers.
   e. Any works in the road reserve must be in accordance with the Shire's standard requirements for Works within Road Reserves.
   f. Any damage to Shire assets shall be remedied at no cost to and to the satisfaction of the Shire.

13. The Shire will pay the property owner a vehicle crossover subsidy for vehicle crossovers that are constructed in accordance with the Shire's standard requirements for crossovers.
   a. The subsidy is payable only to property owners and a subsidy applied for within 6 months of the completion of the residence.
   b. The location of all crossovers, and the standard of construction, must be approved by the Shire prior to commencement of works.
   c. The subsidy shall be paid on a one-off basis and for one crossover per property only, whether rural or urban.
   d. The owner of the property for which a crossover has been constructed shall be responsible for the cleaning and ongoing maintenance of the crossover and any associated drainage.
Related Policies, Procedures and Guidelines

- Sediment and Erosion Management Guidelines – Subdivision and Development Information Sheet (AMRS, May 2018)
- Introducing the Sire Erosion and Sand Drift Local Law 2018 – Community Information Sheet (AMRS, May 2018)
- Site Erosion and Sand Drift Local Law 2018
- Standard Requirements for Crossovers (AMRS, June 2018)
- Standard Requirements for Battleaxes (AMRS, May 2018)
- Standard Requirements for Pathway Construction (AMRS, June 2018)
- Stormwater Management Guidelines (in preparation)
- Standard Requirements for Works within Road Reserves (AMRS, May 2017)
- Standard Requirements for As-constructed Information (AMRS, March 2018)
- Verge Landscaping and Maintenance Guidelines (AMRS, May 2013)
- Traffic Management for Works on Roads Code of Practice (Main Roads WA, October 2015)
- AS1742.3 Manual or uniform traffic control devices – Traffic control devices for works on roads (2009)

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Bronwyn Granville</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>(Ref N122298)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This Policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To ensure that works (including landscaping but excluding mowing of grass) undertaken on land that is owned, or is vested in, or is under the care, control or management of the Shire does not impact on the land or the safe use of the land.

Policy
1. A person shall not undertake works on land that is owned, or is vested in, or is under the care, control or management of the Shire without approval from the Shire.
2. Removal of vegetation from reserves and road reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16.
3. When applying to undertake works on Shire land, underground services must be protected. Information must be obtained from Dial Before You Dig and the Shire to prevent any possible damage and allow access for maintenance and works.
4. Construction vehicles shall not be located where they restrict the visibility of road users or block pedestrian and bicycle pathways, unless provided for in a traffic management plan.
5. Where planting any vegetation on Shire land, a clear space shall be maintained for the movement of pedestrian traffic as per Austroads Guidelines, Shire Local Law and verge landscaping and maintenance guidelines.
6. A person shall not burn vegetation on Shire land, including road verges, without prior approval from the Shire.
7. Any person(s) undertaking works on Shire Land must ensure that appropriate traffic management measures are implemented.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Related Policies, Procedures and Guidelines
- ISP 16 Management of Vegetation on Shire reserves (SAMR Policy)
- Verge landscaping and maintenance guidelines (SAMR, 2016)
- Austroads Guidelines
- Traffic Management for Works on Roads Code of Practice (Main Roads WA, 2018)
Infrastructure Policy 6  
Removal of Objects on Shire Land

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To effectively remove objects with a system of authorisation and payment for such works.

Policy
1. For the purpose of this policy an object is defined as any object, being natural or built and being either owned or managed by the Shire.
   Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16 Management of Vegetation on Shire Land.
2. Objects within the road reserve or any other land that belongs to, or is vested in, or is under the care, control or management of the Shire, shall be the responsibility of the Shire.
3. No objects on or across public land shall be removed by un-authorised persons.
4. Objects within land not owned/managed by the Shire, shall be the responsibility of the land owner(s).
5. Unless otherwise agreed to by the Shire, the cost to reinstate damaged caused to infrastructure such as fence lines, paths, etc., allegedly caused by an obstruction not owned by the Shire, shall be referred to the owner of that obstruction.
6. Any claims provided to the Shire requesting payment for the cost of damage to property, allegedly caused by Shire owned objects, shall be referred to the Shire’s insurers. The Shire shall not accept liability for any alleged damage.
7. The Shire shall pay reasonable expenses and remuneration to persons who are requested to remove objects across roads, on the basis that the removal site has been inspected, approval given and the required safety and protection signs shall be in place.
8. The Shire shall not pay expenses on accounts lodged by people who have removed objects without receiving permission or arranging the level of payment to be made prior to such work being carried out.
9. The Shire reserves the right to remove any objects, including works or trees, shrubs, plantings or landscaping etc, deemed to present a safety hazard and/or maintenance or construction problem, and the Shire shall not be responsible for reinstatement of items removed.

Related Policies, Procedures and Guidelines
- Works on Shire Land (SAMR Infrastructure Policy 5)
- Dangerous trees (SAMR Infrastructure Policy 13)
- Management of Vegetation on Shire reserves (SAMR Infrastructure Policy 16)
- Verge landscaping and maintenance guidelines (SAMR 2016)
- Austroads Guidelines
- Traffic Management for Works on Roads Code of Practice (Main Roads WA, 2018)
Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
Infrastructure Policy 7
Restricted Access Vehicles

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To control and rationalise the movement of Restricted Access Vehicles on the Shire’s road network to provide for the efficient movement of freight, reduce damage to Shire roads and minimise risks to all road users.

Policy
Request to Access New Routes for Restricted Access Vehicles

1. All Restricted Access Vehicles (RAV) require a permit from Main Roads Western Australia (MRWA) and will be restricted to:
   a. the MRWA RAV approved road network applicable to the RAV; and
   b. the conditions on that network route.
2. New requests to include a Shire road or part of a Shire road into the MRWA RAV road network will require the applicant to apply, in the first instance, to MRWA via their on-line form. MRWA will then seek feedback from the Shire.
3. The Shire may not support a new route, or withdraw support for an approved route, at any time for the following reasons:
   a. The route is deemed unsafe for RAV use;
   b. The route is deemed unsuitable for RAV use; or
4. The cost to carry out any road upgrading or vegetation pruning necessary to permit RAV access shall be met by the applicant (RAV operator/company).
5. The cost to repair any damage to the road infrastructure caused by the operation of RAVs shall be met by the RAV operator/company that has caused the damage.

Related Policies, Procedures and Guidelines
All relevant information and applications to have a road added or amended on a RAV Network must be submitted to Main Roads WA.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Offer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
<tr>
<td><strong>Version</strong></td>
</tr>
<tr>
<td>1.0</td>
</tr>
<tr>
<td>1.1</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

**Objectives**
To seek a balance of the functional requirement to inform, warn and promote with the need to avoid the proliferation of signs on Shire land and to maintain visual amenity that is in character with the surrounding townscape or landscape.

**Policy**
1. This policy will provide a framework for management of signs and complement local laws relating to signs.
2. This policy shall apply to all signs placed on Shire land that belong to, or is vested in, or is under the care, control or management of the Shire where the Shire has delegated authority to erect such signs, and other signs and advertising that may be placed on Shire land. This policy does not apply to signs placed on buildings where the sign forms part of the building and signs or advertising on private property, other than Shire owned property.
3. Signage on Shire land referred to in the policy shall be supported by guidelines, technical specifications and standards which shall be developed and maintained by the Chief Executive Officer. In the development of signage guidelines, preference shall be given for use of and reference to Australian Standards from applicable national and state authorities, rather than defining new standards. The process for request for signage on Shire land and consequent assessment criteria shall be addressed within the relevant signage guidelines.
4. Persons shall not place or install signage on Shire land without the prior approval of the Shire.
5. The Shire shall ensure compliance of traffic signage, that is installed under delegated authority from the Commissioner of Main Roads, on roads under the care, control and management of Main Roads WA.
6. The Shire shall implement signage to ensure a safe traffic environment, a convenient and informative travelling and tourism experience and to provide relevant information about Shire managed reserves.

This policy should be considered in conjunction with any requirements for signage under the following:
- Local Planning Scheme No 1;
- Local Government Act 1995;
- Road Traffic Code 2000, with particular reference to Regulation 297 (1);
- Shire of Augusta Margaret River, “Parking and Parking Facility Local Law 2013” with amendments in 2016; and
- Shire of Augusta Margaret River, “Street Numbering Local Law 2014”.

39
Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td>Infrastructure Services</td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td>Council</td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
</tr>
<tr>
<td>13 November 2013</td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td>14 November 2019</td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
<tr>
<td>Ref N122298</td>
</tr>
<tr>
<td><strong>Version</strong></td>
</tr>
<tr>
<td><strong>Date issued</strong></td>
</tr>
<tr>
<td><strong>Brief description</strong></td>
</tr>
<tr>
<td>1.0 13/11/2013  Adopted by Council</td>
</tr>
<tr>
<td>1.1 14/11/2016  Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To build and maintain the highest quality roads, streets, drainage system, paths and associated infrastructure possible within available resources and in light of future impacts of climate change.

Policy
1. In the provision of civil infrastructure assets, through the capital works process, all applicable standards and industry quality provisions shall be met or exceeded.
2. The maintenance of civil infrastructure assets shall be undertaken in a timely and cost effective manner according to documented service levels and within budget constraints.
3. The Shire shall pursue and adopt the most modern and effective machinery, techniques, materials, technology and processes available to achieve the highest quality construction, maintenance and administration of all such infrastructure.
4. The environment into and over which infrastructure assets are built and maintained shall be protected, to ensure any negative impacts are minimised, repaired and enhanced where possible, while still accepting the obligation to use land set aside for infrastructure provision for that purpose.
5. Safety shall be of paramount importance in construction and maintenance of roads and associated infrastructure.
6. Twenty-five percent (25%) of the Shire’s annual Roads to Recovery grant allocation will be set aside for renewal/upgrading of “lower order rural roads.”
7. No road making materials shall be excavated or removed from Shire road reserves by the Shire or any other agency or individual unless:
   a. in proven cases when no alternative road building materials exist in the area, after the Shire has considered the matter and with full rehabilitation methods applying to the site, or
   b. the road verge has no native vegetation on it and full rehabilitation/tree planting techniques are used on the site after excavation is completed, and;
   c. material on the road verge constitutes a safety problem to road users.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th><strong>Document and version control table</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Version</strong></th>
<th><strong>Date issued</strong></th>
<th><strong>Brief description</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
Infrastructure Policy 10
Replacement of Plant and Vehicle Fleet

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
- To ensure that Shire plant and vehicle fleet units are replaced at time intervals that deliver the lowest whole of life cost.
- To maintain a modern, efficient and safe plant and vehicle fleet and make use of any available financial assistance, e.g. non-payment of sales tax.
- To consider the impacts of climate change in selecting plant and equipment.

Policy
1. The Council shall be presented, each year, with an updated 10 Year Plant Replacement draft program for Council consideration and adoption.
2. The 10 year Plant Replacement program will be included in the Shire’s Long Term Financial Plan.
3. The first year of the Plant Replacement Program shall constitute the draft program for consideration in that year’s draft budget.
4. The annual consideration of plant and vehicle replacement shall ensure that the Shire’s fleet of machinery and vehicles are able to meet the Shire’s budgeted construction and maintenance programs for all assets. This shall involve consideration of new technology, processes and materials as well as the ongoing balance of the Shire’s ownership versus external hire of its machinery and vehicle needs.
5. Shire officers shall make endeavour to rationalise and minimise the funding requirements for plant and vehicle replacement while still aiming to provide the best quality, most effective fleets at the lowest whole of life cost.
6. Shire officers shall maximise utilisation of fleet and vehicles through relocation, reallocation or consider disposal of underutilised fleet and vehicles.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Document and version control table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Directorate</strong></td>
</tr>
<tr>
<td><strong>Authority of original issue</strong></td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
</tr>
<tr>
<td><strong>Version</strong></td>
</tr>
<tr>
<td>1.0</td>
</tr>
<tr>
<td>1.1</td>
</tr>
</tbody>
</table>
Infrastructure Policy 11
Aerodrome Use

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To outline the level of service that the Shire is committed to providing for the safe and effective operation of the Margaret River and Tallinup-Augusta aerodromes.

Policy
1. The Shire shall maintain and develop the Margaret River and Tallinup-Augusta aerodromes in a manner that provides the best outcomes for the community as a whole.
2. Safety shall be the overriding consideration for all aerodromes and applies to but is not limited to, aircraft operators, Shire employees, contractors and the general public.
3. As non-certified, non-registered aerodromes, the Shire is not required under current Civil Aviation regulations and guidelines (CASR Part 139, Advisory Publication 92-1(1)) to provide aerodrome information to Aeronautical Information Service (AIS), Civil Aviation Safety Authority (CASA) or to be included in the Enroute Supplement Australia (ERSA). The Shire shall however have information published in ERSA regarding both aerodromes.
4. The aerodromes shall be maintained to allow for both day and night use by emergency services including the Royal Flying Doctor Service.
5. The aerodromes shall be maintained so as to allow for general aviation and charter use during daylight hours only.
6. Use of the aerodrome other than by emergency services, general aviation or charter operators shall not be permitted without prior approval of the Shire.

Application
Several plans, manuals and guidelines have been developed to guide the implementation of this policy. These include:
- Margaret River Aerodrome Plan
- Margaret River Airstrip – Emergency Management Plan
- Margaret River Aerodrome Information Sheet 2013
- Augusta Aerodrome Plan (under development)
- Augusta Tallinup Aerodrome Information Sheet
- Augusta-Margaret River Aerodromes Inspection, Maintenance and Reporting Guidelines.

Responsibility for the implementation of this policy rests with the Chief Executive Offer. The Policy is to be reviewed every three years.
## Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To provide a standard and consistent framework for the management of bushfire risk across all land tenures and vegetation types in the Shire in order to save lives, minimise risks to assets and protect natural and cultural heritage values. To acknowledge the impacts of climate change in bush fire risk.

Policy
1. The Shire shall prepare and implement appropriate Bushfire Risk Management Plans for all assets and lands owned, or vested in, or under the care, control or management of the Shire as well as privately owned assets and land.
2. The Shire shall ensure that appropriate bushfire risk management is in place for privately owned land through appropriate inspection, notification and enforcement.
3. The Shire shall provide emergency access to all assets and lands owned, or vested in, or under the care, control or management of the Shire where possible and/or within resources available.
4. Reserve management shall be based on the identified Bushfire Risk Management Plan for each reserve.
5. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16.
6. The Shire shall remove fuel loads in the form of fallen trees in extreme fire risk areas from the road reserve of sealed roads under its control.
7. The Shire shall not remove fallen trees from previous years unless identified as high fire risk by an authorised officer of the Shire.
8. The Shire shall remove native vegetation on Shire owned and/or managed reserves to reduce bushfire risk to adjoining properties as identified in a Bushfire Risk Management Plan.
9. The Shire shall undertake burning of verges only if identified in a Bushfire Risk Management Plan.
10. The Shire shall engage with the community to improve its and their understanding of bushfire prevention and management.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
## Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13 November 2013</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>14 November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>Ref N122298</td>
</tr>
<tr>
<td><strong>Version</strong></td>
<td><strong>Date issued</strong></td>
</tr>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To protect community, property and Shire owned and/or managed assets from damage caused by trees or limbs falling from Shire owned and/or managed land.

Policy
1. The Shire shall inspect trees, both on Shire owned and/or managed land and private land, to make a determination of the risk to public safety on Shire owned and/or managed land by conducting a risk assessment.
2. Where the risk assessment indicates that a high risk to the public safety exists, the Shire shall make safe, or remove dangerous parts of the tree.
3. Where there is a tree on private land presenting a high risk to public safety, the Shire will give notice for safe removal. Where the Shire has given notice for the removal of or making safe of a tree on private land, the property owner shall be responsible for all associated costs.
4. Where the risk is disputed, on private land a suitably qualified arborist shall provide an independent report to both parties at the customer’s expense. If the independent advice is contrary to the Shire’s assessment, the customer shall be reimbursed the cost of the report.
5. The Shire shall not inspect or assess any trees on private land that are deemed to be a risk to any person or object on another privately owned property.
6. The Shire will only remove the portion of fallen tree or limb on Shire owned and/or managed land.
7. The removal of a fallen tree or limb and/or repair of infrastructure damaged as a result of a tree or limb that has fallen from a tree located on Shire owned and/or managed land shall be referred to the Shire’s insurer for consideration of such claim.
8. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16.

Related Policies, Procedures and Guidelines
- Works on Shire Land (SAMR Infrastructure Policy 5)
- Management of Vegetation on Shire reserves (SAMR Infrastructure Policy 16)
- Verge landscaping and maintenance guidelines (SAMR 2016)

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
### Document and version control table

<table>
<thead>
<tr>
<th><strong>Responsible Directorate</strong></th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Authority of original issue</strong></td>
<td>Council</td>
</tr>
<tr>
<td><strong>Date of original issue</strong></td>
<td>13 November 2013</td>
</tr>
<tr>
<td><strong>Contact officer</strong></td>
<td>Director of Infrastructure Services</td>
</tr>
<tr>
<td><strong>Date of next review</strong></td>
<td>14 November 2019</td>
</tr>
<tr>
<td><strong>Document No.</strong></td>
<td>Ref N122298</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Version</strong></th>
<th><strong>Date issued</strong></th>
<th><strong>Brief description</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
Infrastructure Policy 14
Townsite Street Trees

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives
To preserve and enhance street trees and shrubs within townsites in the Shire of Augusta Margaret River, including in parks and reserves vested in the Shire.

To integrate future provision of landscaping with the existing natural vegetation to create an attractive landscape that preserves and protects the natural and constructed environment and assists in mitigating the impacts of climate change.

Policy
1. Clear, safe and reasonable access for both pedestrians and vehicular traffic shall be integral to all existing developed and developing street trees.
2. Practices to effectively control and properly manage the trees, shrubs and plantings on footpaths and verges shall be adopted.
3. Shire staff shall provide advice to property developers wishing to plant trees on verges so that their efforts are successful and suitable.
4. Only those street trees that are suitable to the aims of this policy shall be planted with approval of the Shire.
5. Practices and procedures shall be adopted to identify and validate the removal of street trees, and ensure suitable street trees are replaced in a suitable location within a suitable time frame.
6. Street trees shall not be planted beside constructed infrastructure without suitable barrier protection to the constructed infrastructure.
7. The Shire shall assess trees that impinge on public safety and built assets and remove if recommended.
8. The Shire shall not unnecessarily remove trees for the purposes of maintenance or newly constructed infrastructure.
9. Removal of vegetation from reserves is prohibited without consent from the Shire. Refer to Infrastructure Policy 16

Related Policies, Procedures and Guidelines
- Works on Shire Land (SAMR Infrastructure Policy 5)
- Dangerous trees (SAMR Infrastructure Policy 13)
- Management of Vegetation on Shire reserves (SAMR Infrastructure Policy 16)
- Verge landscaping and maintenance guidelines (SAMR, 2016)

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.
<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/11/2013</td>
<td>Adopted by Council</td>
</tr>
<tr>
<td>1.1</td>
<td>14/11/2016</td>
<td>Adopted by CEO Delegation</td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Objectives

a) To state the Shire’s position with respect to the use of land that formed the former Busselton to Flinders Bay government railway;

b) To establish a framework for the development and management of a recreational trail on that land that has been named Wadandi Track; and

c) To link the Wadandi Track with other paths and trails within the south-west region.

Background

The railway network within the region was once extensive and whilst no services remain in operation, much of the land that formed the Busselton to Flinders Bay railway reserve remains as State land. The land has recognised heritage and environmental value and given the extent of the land, it also has potential for many uses. This policy proposes that the land is retained as State land, as a non-motorised transport corridor and managed for the purpose of a recreation trail.

Policy

Council recognises the significance of the Wadandi Track land as a strategic transport corridor for recreation and for its heritage and environmental values.

It is the position of the Council that:

a) the land is a valuable public asset and should be retained as Crown land;

b) unless Council approves otherwise, the land is to be kept as a continuous transport corridor;

c) under the Land Administration Act 1997 and with the Minister of Lands approval, the land is to be made Crown Reserve and managed for the primary purpose of ‘recreation trail’; and

d) where Council determines that the Shire is capable of managing sections of the Crown Reserve, the Shire may advise the Minister that it would be willing to accept a management order over those sections of Crown Reserve.

It is the intent of the Council that:

a) the land be promoted, developed and managed as a recreation trail for non-motorised transport;

b) within the Shire, the site of the former MC Davies jetty at Flinders Bay forms the head of the Wadandi Track;

c) the Wadandi Track is integrated with other recreational and heritage trails within the Shire and the south-west region;

d) the Shire works openly with The National Trust (WA), neighbouring local governments, landowners and government agencies towards achieving a regional trails network of world-class standard;

e) the promotion, development and management of the Wadandi Track be achieved through a master plan that has the endorsement of the Council and describes: objectives,
priorities, key stakeholders, communication, funding, resourcing and measures of success; and
f) the Shire engages the community in all phases of the development and management of the Wadandi Track.

That, where practicable:

a) a trail is constructed on the alignment of the old railway formation;
b) where this is not possible, the trail be constructed within the existing reserve;
c) the character of the railway formation mound is retained;
d) the walk-cycle trail is made suitable for hiking and for riding of bicycles designed for trails, although where the trail passes through built-up and residential areas, the trail be made more suitable for the expected type and level of usage;
e) where possible and subject to environmental approval, horse riding be permitted on a separate trail within the existing reserve, or on the walk-cycle trail where there is sufficient width and where a suitable hard wearing surface can be provided;
f) the heritage characteristics of the heritage railway be retained, particularly for the design of structures such as bridges, crossings and formations;
g) at various stages, the trail is designed allowing for access by broad sections of the community;
h) the trail provides for a range of interests and experiences including recreation, heritage, environmental and adventure; and
i) the landscape of the reserve land be retained and enhanced so that it is in keeping with the natural environment.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The Policy is to be reviewed every three years.

Document and version control table

<table>
<thead>
<tr>
<th>Responsible Directorate</th>
<th>Infrastructure Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority of original issue</td>
<td>Council</td>
</tr>
<tr>
<td>Date of original issue</td>
<td>13/07/2011</td>
</tr>
<tr>
<td>Contact officer</td>
<td>Executive Assistant Infrastructure Services</td>
</tr>
<tr>
<td>Date of next review</td>
<td>November 2019</td>
</tr>
<tr>
<td>Document No.</td>
<td>N147660</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Version</th>
<th>Date issued</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>13/07/2011</td>
<td>Initial issue</td>
</tr>
<tr>
<td>1.1</td>
<td>24/05/2015</td>
<td>Change of name from Busselton Flinders Bay Rail Trail to Wadandi Track and to permit horse riding access under certain circumstances</td>
</tr>
<tr>
<td></td>
<td>(OM2015/132)</td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>14/02/2019</td>
<td>Reviewed, no change required</td>
</tr>
<tr>
<td></td>
<td>(N172306)</td>
<td></td>
</tr>
</tbody>
</table>
This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with community values and aspirations.

Introduction
Council and the Shire highly value conservation areas and areas of environmental significance. Wherever possible, the Shire will endeavour to minimise or aim to avoid any clearing in these areas and instead prioritise their enhancement and protection. In particular, the Shire will have a presumption against clearing of riparian vegetation except in exceptional circumstances.

Objective
The purpose of this policy is to ensure vegetation within Shire reserves is managed to provide for biodiversity protection, erosion control, fauna habitat, amenity, sense of place and mitigation of the impacts of climate change.

Policy
1. Removal of vegetation from reserves is prohibited without consent from the Shire.

2. This Policy applies to all Shire reserves, including road reserves.

3. Consent for removal or trimming of vegetation from reserves will be considered where:
   (a) Vegetation is causing damage to private property;
   (b) Vegetation is a weed species;
   (c) Vegetation is causing an unacceptable risk to public safety
   (d) Vegetation is required to be removed to erect or maintain a fence;
   (e) Where views previously existed and evidence can be provided of such views for houses located on Cygnet Crescent or between 4 and 18 Turner Street Augusta only; or
   (f) Where removal of vegetation is stipulated in Reserve management Plans.

4. Consent for removal of vegetation will not be considered:
   (a) Where it is contrary to the reserve purpose
   (b) For aesthetic or view enhancement reasons except where previous views can be demonstrated as per 3(e) above;
   (c) Due to leaf litter or the like causing annoyance; or
   (d) Clearing of vegetation on Shire managed reserves to facilitate private development on adjoining or nearby land.

5. All work on Shire land shall be undertaken by the Shire or Shire approved contractor.
6. Any waste such as trimmings produced as a result of works should be removed and disposed.

7. Applications under Clause 3(d) and 3(e) will require the benefiting landowner to fund these works.

**Dangerous Trees**

1. If a tree is perceived to be a safety hazard, Shire officers will assess the tree in accordance with Infrastructure Services Policy 13 – Dangerous Trees.

2. If vegetation is perceived to cause a hazard because it restricts vehicle or pedestrian sightlines, Shire officers will inspect the site and arrange for the clearing to be undertaken if required.

**Fire Risk**

The Shire has a cohesive and comprehensive Bushfire Risk Management Plan to assess and mitigate risk according to risk and available resources. As such, allowing private owners to undertake fuel modification on Shire reserves is not supported.

**Process for Application**

Application for a permit to modify vegetation under the *Property Local Law* must be made in writing to the CEO using the appropriate form. If approved, the Shire will seek a quote for the works and the Permit Holder must pay the cost of the works in advance. The Shire will then appoint the contractor to undertake the works.

**Definitions**

1. Clearing is defined as per the Environmental Protection Act (1986) as:
   (a) the killing or destruction of; or
   (b) the removal of; or
   (c) the severing or ringbarking of trunks or stems of; or
   (d) the doing of any other substantial damage to,
   some or all of the native vegetation in an area, and includes the draining or flooding of land, the burning of vegetation, the grazing of stock, or any other act or activity, that causes —
   (a) the killing or destruction of; or
   (b) the severing of trunks or stems of; or
   (c) any other substantial damage to,
   some or all of the native vegetation in an area.

   It should be noted that the proposed clearing will require a clearing permit to be issued by the Department of Water and Environmental Regulation (DWER) unless the proposal is considered an exempt activity. Further information on exemptions is available on the DWER website [www.dwer.wa.gov.au](http://www.dwer.wa.gov.au)

2. Clause 4.4 (1) of the Local Government Property Local Law 2013 states:
   *Unless authorised to do so under a written law or with the written approval of the CEO or an authorised person, a person must not—*
   (a) remove, damage or interfere with any flora that is on or above local government property;
   (b) cut any tree or clear any vegetation; or
   (c) plant or deposit any flora on local government property.
3. Clause 3.4 of the Shire of Augusta Margaret River Local Planning Scheme No. 1 states
   (a) 3.4.1 A person must not:
   (b) Commence or carry out development on a Local Reserve, without having first
       obtained Planning Approval under part 10 of the Scheme.

Application
Responsibility for the implementation of this policy rests with the Chief Executive Officer. The
Policy is to be reviewed every three years.

<table>
<thead>
<tr>
<th>Adopted for Advertising</th>
<th>Date: 14/02/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopted by Council</td>
<td>Date: 08/08/2018 OM2018/192</td>
</tr>
<tr>
<td>Policy Reviewed</td>
<td></td>
</tr>
</tbody>
</table>
11.3 Infrastructure Services

11.3.4 LOT 50 WOODITCH ROAD, MARGARET RIVER – ACQUISITION OF PRIVATE ROAD

Attachment 1 – Deposited Plan 41610

Attachment 2 – Submission
LOT 501 TO BE ACQUIRED FOR PUBLIC PURPOSE
(CREATION OF RESERVE)
Dear CEO and Dale Putland
Whilst I have some advance to the shire completing the construction of the Cape to Cape Winter Diversion Walking Trail between Caves Rd. and St. Alouarn Place, I have some reservations with the process of Acquiring as Crown Land a portion of Lot 50.

This road in the position on the titles has never been used by the adjoining land owners, it is not trafficable.
For their access the owners of Lot 2 have taken a route from Caves Rd. through a right of way over Loc 918. to the south fence of Lot 3 [5992] and through a gate at the south west corner of Lot 3. I would like this to be formalised. The owners of Lot 1 do not use this route, instead they access [i think through an easement on Lot 212.] from Woodyche Rd.
From our inquiry with DOLA Aug.2007 ;To formally close the road [Lot.50] and realign it to the route that is utilised requires action by the parties concerned.

1. The application must be made by the registered proprietor of the fee of the road.
2. The proprietor of the original lots on Diagram 4781 that abut the road must execute a formal surrender of their implied rights.
3. All surrenders must be presented to the State Revenue Department for stamp duty assessment.
4. A consent in writing must be obtained from all encumbrances of any land the proprietors of which have implied rights of way over the private road.
5. A transfer of the portion of land in the road to be included in each proprietor's individual title is required.
6. Application to include the closed road into the lands of the abutting proprietors must also be made. These will be the subject of a new Diagram.

Previously shire [document no.0105862 29/4/2014 ] had agreed to support the procedure if I were to proceed, however this process will now include another party [shire] and will add to the matter.

I ask shire to let common sense and the long term strategic use of all of the surrounding lands [which have never had a Structure Plan, but instead has been developed lot by lot ] to direct the realignment of lot 50. It is only 10 m wide and was intended to supply private access for lots 1,2,3 and 4 of location 243 to Caves Rd. My wish is for Lot 50 to remain a private access 10 m wide for the adjoining lots only and any future applications for subdivision would require a 12>16 m public road in the application.

Thank you