



1. Intention

To allow the Shire of Waroona to approve the use of Shire roads for short term high freight usage.

2. Scope

This policy applies throughout the district for the use of Shire roads by vehicle freight greater than the road design truck freight standards.

3. Statement

Much of the Shire's road network consists of access roads and local distributor roads which have been constructed to match their intended whole of life design. The Shire's roads are detailed in the Shire of Waroona Road Hierarchy Management Plan.

As short term high freight usage damages the road network the Shire of Waroona must increase its road investment programme to keep the required service level for the road class. It is appropriate for the users causing damage to the road from the overload to contribute to the cost of the increased asset consumption.

The West Australian Local Government Association (WALGA) has published its '*User Guide – Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks*' (revised May 2025). It is intended that this Guide be adopted as the framework underpinning this Policy as it ensures equity and, as more Councils adopt the Guide, greater consistency across the Local Government Industry.

The processes included in the Guide enable this consumption to be assessed on a customised basis that matches the requirements for each project and each transport organisation.

3.1 Proponent's Projected Determination of Freight Movement, Traffic Volumes and Patterns by Period

The Proponent must provide the projected patterns of total freight to be carted, the route/s to be used and the truck combination/s to be used over the life of Proposed Project. From this information an estimated contribution can be determined.

The Proponent must then provide actual figures for mass carted and truck combination/s used in arrears at quarterly intervals or as agreed with the Shire of Waroona. From this information the actual contribution can be determined.

3.2 Shire of Waroona's Determination of the Contribution

Whether estimated or actual, the Shire of Waroona will use the information gathered in section 3.1 and apply the provisions of the Guide to determine contribution levels.

3.3 Methodology for Determination of the Periodic Payment of the Additional Freight Contribution

The Proponent must provide weigh bridge load certificates or other accurate and auditable load information (annual volumetric survey and/or evidence of volumes extracted such as invoice records etc.) as approved by the Shire of Waroona. This information is to be supplied as per the agreement between the Shire of Waroona and the proponent.

The Proponent must make the payment of the Additional Freight Levy for the immediate past quarter within two weeks of the Levy's determination.

3.4 Contribution Towards Road Upgrades

The provisions of this policy and that of the Guide do not preclude the possible requirement of initial road upgrades triggered by safety or suitability concerns. These will be considered on a case by case basis and examined by the preparation, at the Proponent's cost, of a Road Route Report.

Upgrades under this heading may involve up front works to the following:

- Road structure – pavement and/or seal improvement, etc.
- Sight distance improvements – roadside vegetation pruning or clearing.
- Signage.
- Road configuration – intersection layout improvements, increasing of road width, line marking etc.

3.5 Resolution of Disputes

Disputes are to be determined by a Mediator acceptable to both parties or as determined by the Institute of Arbitrators and Mediators Australia in the event of a failure of the parties to agree to a Mediator.

The quantum and apportionment of the costs of mediation are to be determined by the Mediator.

4. Legislative and Strategic Context

Nil.

5. Review

This policy is to be reviewed triennially.

6. Associated Documents

Other documents that have an association to this policy and that may be useful reference material are:

- WALGA: User Guide – Estimating the Incremental Cost Impact on Sealed Roads from Additional Freight Tasks.

7. Document Control

Division	Infrastructure		
Policy Number	IP003		
Contact Officer	Director Infrastructure Services		
Related Legislation	Nil		
Related Shire Documents	Nil		
File Number	GO.11		
Risk Rating	Low	Review Frequency	Triennially
Next Review	July 28	Date Adopted	22/07/2014
OCM Number	OCM14/07/074	Previous Policy No.	WKS008, 5.3

8. Amendments

Date	Details of Amendment	Reference	Record Number
22/12/2015	Amended to include reference to WALGA guide.	OCM15/11/138	
26/09/2017	Amended to reflect current practice.	OCM17/09/091	
22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071	
22/07/2025	Updated references to updated Shire Road Hierarchy Management Plan, and WALGA Guide.	OCM25/07/105	GO.11, CM.7