



1. Intention

To provide guidance on the use and maintenance of road reserves.

2. Scope

This policy applies throughout the district.

3. Statement

3.1 Road Reserves as Private Access Ways

The Shire of Waroona recognises that in some instances, residents use road reserves as access to all or parts of their properties. The road reserves subject to this section of the policy are those that generally do not contain formally constructed roads, are closed to the general public either by physical barriers or by lack of awareness by the general public that there is a road reserve present and are not subject to regular maintenance by the Shire. The Shire will carry out limited works and/or services to access ways contained within these road reserves subject to the following conditions:

1. Any works shall be limited to access ways that exist within surveyed, existing road reserves as confirmed by the Shire.
2. Council shall include in its annual budget a funding amount to be applied to works subject to this policy to be expended on a 'first come first serve' basis. Should the funds become fully expended in a financial year, any further requests under this policy will be deferred until the following financial year.
3. Where the Shire agrees to a request to carry out works in a road reserve, the cost of the works shall be capped to \$1,000 per kilometer of road reserve length, to a maximum length of three kilometers. This cost includes provision of materials and/or plant and labour. The type and scope of works will be decided solely by the Shire.
4. The provisions of this policy will not be repeated for multiple parties in instances multiple landowners or residents use the same road reserve for access to separate properties.
5. Works carried out under the provisions of this policy do not constitute acceptance by the Shire for ongoing maintenance liability whatsoever.
6. The Shire will not carry out reworking of any aspect of the agreed works.
7. Works will be subject to the availability of Shire resources.

8. Road reserves that see works carried out under this policy will not be eligible for further works for a period of five years following the year in which initial works take place.
9. The Shire will only consider applications made in writing. The scope of the work and expenditure shall be determined and presented to the applicant who shall acknowledge and sign a notice to this effect prior to any work taking place.
10. Council acknowledges that given the varying nature of road reserves that departures from this policy may be required and delegates authority to the Chief Executive Officer to determine minor departures as necessary.

3.2 Rural Road Reserves for Grazing or Vegetable Growing

The use of road verges in road reserves under the care and control of the Shire of Waroona for grazing and growing of vegetables is permitted.

Persons wishing to graze stock or grow vegetables on Council Road Reserves must apply in writing. Any approvals given will be for twelve months only.

The Chief Executive Officer is authorised to allow extensions to Council approved activities, such as picking seeds (subject to Shire of Waroona Policy IP020 – Native Flora and Vegetation Collection, and Department of Biodiversity, Conservation & Attractions – Parks and Wildlife Service agreement), grazing road reserves and vegetable growing within road reserves.

Grazing of cattle will not be permitted on trafficable Road Reserves. Cattle includes horses, mares, fillies, foals, geldings, colts, camels, bulls, bullocks, cows, heifers, steers, calves, asses, mules, sheep, lambs, goats, and swine.

4. Legislative and Strategic Context

Nil.

5. Review

This policy is to be reviewed triennially.

6. Associated Documents

Nil.

7. Document Control

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| Division | Infrastructure |
| Policy Number | IP002 |
| Contact Officer | Director Infrastructure Services |
| Related Legislation | Nil |

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| Related Shire Documents | IP020 – Native Flora and Vegetation Collection | | |
| File Number | CM.7, PR.7 | | |
| Risk Rating | Low | Review Frequency | Triennially |
| Next Review | July 28 | Date Adopted | 22/06/2004 |
| OCM Number | OCM04/083 | Previous Policy No. | WKS001, WKS014, 5.2 |

8. Amendments

| Date | Details of Amendment | Reference | Record Number |
|------------|---|--------------|---------------|
| 24/11/2015 | Updated as part of major review. | OCM15/11/138 | |
| 22/06/2021 | Updated as part of major review and reformatted. | OCM21/06/071 | |
| 22/07/2025 | Amended statement to include reference to hire Seed Collecting policy | OCM25/07/105 | CM.7 |