

TECHNICAL

SERVICES

MANAGED

POLICIES

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POLICY PURPOSE

To encourage alfresco dining by the community and visitors thus enhancing social ambience and promoting tourism.

POLICY STATEMENT

This policy applies only to the operation of alfresco dining facilities in the central business district of Alice Springs on Council controlled land.

1. Council support the concept of alfresco dining including the servicing of alcohol ancillary to a meal or not.
2. Council will ensure that the layout of alfresco dining facilities and equipment does not unreasonably impede public access.
3. Council will ensure that permit holders are provided with clear guidelines for the conduct of alfresco dining.
4. Council will promote consistent determination of alfresco applications by inclusion of guidelines recognising matters to be considered. Guidelines are included in Council's Procedures Manual.

Refer to attached document "Alfresco Dining including the serving of alcohol" that supports this policy via background and guidelines information.

POLICY TITLE: CEMETERY - GARDEN

Policy No. 402

POLICY PURPOSE

To ensure the efficient and empathetic operation of the Garden Cemetery.

POLICY STATEMENT

Council will ensure its cemetery is open at all times. Council will administer the operation of the Cemetery, including allocating burial plots, arranging grave digging, keeping burial records and overseeing burials at its garden cemetery. Council will maintain the garden cemetery in a clean and tidy state.

Refer to attached document "Cemetery – Garden – Procedures" that supports this policy.

**POLICY TITLE: CEMETERY (MEMORIAL)
MAINTENANCE OF WAR GRAVES**

Policy No. 403

POLICY PURPOSE

To ensure that war graves are maintained at a suitable standard.

POLICY STATEMENT

The Council will maintain war graves within the Memorial Cemetery in Alice Springs where agreements with the Office of Australian War Graves to effect such maintenance have been reached.

**POLICY TITLE: CENTRAL AUSTRALIAN MASTERS GAMES PERMITS
AND HIRE CHARGES DISPENSATION**

Policy No. 404

POLICY PURPOSE

The purpose of this policy is to support the holding of the Central Australian Masters Games by various means.

POLICY STATEMENT

1. That as enabled by By-Law 5 of the Alice Springs (control of Public Places) By-Laws, Council dispenses with compliance by registrants of the Central Australia Masters Games with all requirements for permits for any event associated therewith.
2. That all hire charges be waived for grounds or equipment owned or controlled by Council and used in relation to the Central Australian Masters Games.

POLICY PURPOSE

To give clear direction to interested persons/organisations regarding the hire of Council plant and equipment.

POLICY STATEMENT

1. Council plant and equipment will not be available for hire.
2. Council plant and equipment may be available to assist charitable or non-profit community organisations, subject to:
 - (a) Where the actual cost to the Council would exceed a sum to be annually determined by Council for any one event, the prior approval of the Council is necessary, in other cases, at the discretion of the Chief Executive Officer;
 - (b) A refundable deposit against the safe return of the equipment where no Council operator is necessary;
 - (c) Insurance cover at the expense of the user organisation, to the satisfaction of the Chief Executive Officer.

POLICY TITLE: DEVELOPER CONTRIBUTIONS - LAND DEVELOPMENT Policy No. 406

POLICY PURPOSE

The purpose of this policy is to provide a means for Council to require the owner of land on which a development occurs to contribute towards the provision and development of public open space either by vesting suitable land in the Council or making a contribution in lieu.

POLICY STATEMENT

The Council shall have control over the both the quality and type of lands being granted to it in newly established areas and also how this land is developed. This will enable it to provide better infrastructure in new and existing parks.

This Developer Contribution Policy will provide a means of gaining land suitable for specific types of parks as determined by Council, and enable Council to obtain contributions from developers towards funding the establishment and development of parks throughout Alice Springs.

The attached document "Developer Contributions — Land Development" supports this policy via definitions, background, parks contributions and policy requirements re rural areas.

POLICY TITLE: ELECTIONS AND ADVERTISING
(linked to Control of Public Places – Todd Mall By-Law)

Policy No. 407

POLICY PURPOSE

The purpose of this policy is to waive the requirement to obtain certain permits from Council in circumstances where a political campaign is being held.

POLICY STATEMENT

As enabled by By-Law 5, Council dispenses with compliance with the requirement to obtain permits for the activities specified in By-Laws 47, 48, 49, 50 and 51 where the handbill, poster, bill, paper, placard, sign, advertisement, fixture, signboard, signpost, showbill, show-board, flag, notice or writing referred to in those By-Laws are in relation to a political party or candidate contesting an election in the Federal Parliament, Northern Territory parliament, or Alice Springs Town Council .

Such dispensation commences the day after the close of the electoral roll and ceases seven (7) days after an election.

The dispensation provided for in this policy only applies if:

- (a) The election material complies with all legislation;
- (b) the election material is applied or affixed so not to cause any damage to that to which it is applied or affixed and may be removed without causing damage or leaving any stain, mark or residue to that which it is applied or affixed;
- (c) no election material is applied or affixed so as to obscure, wholly or in part, any notice sign or other advertising material (political or otherwise) which may already have been applied or affixed; and
- (d) no election material is applied or affixed to private property without the consent of the owner or occupier of that property.

POLICY TITLE: EVENTS - DISPENSATION OF FEES PROVISION
(linked to "Control of Public Places By-Law")

Policy No. 408

POLICY PURPOSE

The purpose of this policy is to dispense with fees for stallholder permits for certain events.

POLICY STATEMENT

That pursuant to its powers contained in By-Law 5 of the *Alice Springs (Control of Public Places) By-Laws ("the By-Laws")*, Council dispense with the requirement under By-Law 25(4) of the By-Laws that a person making application for a permit to conduct business in a stall in a public place accompany that application by the relevant fee where the person is making such application in relation to one or more of the following public events:

- Masters Games;
- Henley-on-Todd;
- Camel Cup;
- Rodeo;
- Alice springs Show; and
- All School Fetes.

POLICY PURPOSE

To allow limited use of council's portable grandstands.

POLICY STATEMENT

The Council will allow limited use of its portable grandstands by the following local groups, clubs and associations:

1. *Service Clubs* For major fund raising projects each year, e.g. Henley-on-Todd, Camel Cup, Rodeo etc;
2. *Sporting Associations* For the grand finals only of each League or Association.
3. *Other Local Incorporated Clubs or Associations*
Where more than 50% of the proceeds of the function are donated directly to a public charity.
4. *Other Usage*
Any application for the use of Grandstand which is outside the normal terms of Council's expressed policy shall be referred to the Chief Executive Officer for approval.

Refer to attached document "Grandstands – Portable – Procedures" that supports this policy.

POLICY PURPOSE

To establish criteria for Council's consideration of requests for the disposal or retention of laneways in the Town of Alice Springs.

POLICY STATEMENT

Council shall:

- establish specific requirements for consideration of requests to dispose or retain laneways in developed areas;
- develop a consistent method for retrieving costs incurred by Council for the sale of laneways to adjoining owners;
- ensure that the purchaser of a laneway will be charged market value for the land and administrative and legal costs associated with the transaction;
- retain laneways that have community value;
- ensure convenient access to laneways for pedestrians, cyclists and vehicular access;
- dispose of laneways that fail to meet the criteria set out in this policy where a request for disposal has been received.

Refer to attached document "Disposal or Retention of Laneways" that supports this policy via specific requirements, consultation, and assessment information.

POLICY PURPOSE

To permit the parking of prescribed vehicles on the verge of a road.

POLICY STATEMENT

"That the Council will not enforce the Northern Territory Traffic Regulation with regard to the parking of vehicles on the verge of a road provided that the vehicle:

1. Is no larger than a family sized motor car;
2. Is parked in such a manner that there remains a space of not less than 2 metres between the vehicle and the property boundary line;
3. Is not parked upon a formed section of the footpath; and
4. Does not cause, or is not likely to cause, obstruction to pedestrians or other motor vehicles. These provisos do not apply where the vehicle is for sale and is used in conjunction with and parked adjacent to any business where the sale of motor vehicles is conducted".

**POLICY TITLE: PENSIONERS RESIDENCES -
REMOVAL TREE PRUNINGS AND GARDEN REFUSE**

Policy No. 412

POLICY PURPOSE

To assist Pensioners by removing (at designated times) tree prunings and other garden refuse from their residences on a gratis basis.

POLICY STATEMENT

That Council will twice a year collect tree prunings and other garden debris from pensioners' residences provided that they are left for collection inside the property boundary. This service will be delivered during the months of May and June and November and December and will only be available upon application by a pensioner.

POLICY PURPOSE

To manage a fully integrated community focussed process, which will utilise the experience and expertise of the community to redesign and revitalise the Public Open Space Resource of Alice Springs.

POLICY STATEMENT

Alice Springs town Council recognises that the landscape character of any region is a combination of aesthetic, physical, cultural and social qualities that create a distinctive and identifiable "Sense of Place". Recognition and retention of the cultural and natural values of a place is important to preserve local identity within the wider national context and to demonstrate community and Council pride in the town.

Council will foster and encourage community involvement in the design and management of the public open space resource by establishing the Public **Open** Space Revitalisation Project.

This project will utilise the expertise and enthusiasm of both the community and Council staff towards developing a fully integrated and accessible parks system.

This open space system will meet both the present and future needs of the community and will seek to reflect best practice arid zone design and management principles.

The principles for the revitalisation of public open space within Alice Springs are:

- Community involvement
- Plan for the future
- Sustainability
- Diversity
- Access
- Arid zone environment
- Consolidation

Refer to attached document "Public Open Space Revitalisation" that supports this policy via background and procedures information.

POLICY PURPOSE

To control permanent advertising on Council owned and controlled recreation areas.

POLICY STATEMENT

1. Commercial advertising of a permanent nature on fences and fixtures in sporting recreation areas under the control or management of the Council, where an admission fee is charged, may be permitted upon application to and approval by the Council.
2. The controlling sporting body/association only may apply to erect such advertising signs and all costs incurred shall be the responsibility of that sporting body/association.
3. Approval to erect signs will be valid for a maximum period of twelve (12) months.
4. Council reserve the rights to renew its approval for a further twelve (12) months period or to deny any further renewal and instruction that a sign or signs be removed within 30 days of the date of notification from Council.

Refer to attached document "Recreation Facilities — Permanent Advertising — Procedures" that supports this policy.

POLICY PURPOSE

To clarify that Council approval is not necessary for temporary advertising on recreational facilities controlled by Council.

POLICY STATEMENT

The Council has no objections to commercial advertising of a temporary nature being displayed on any areas used by sporting associations which are under the control of Council.

In the context the term "Temporary Advertising" means all commercial advertising that is on display only for the period that the area is in use **by** a particular sporting association, and the approval to exhibit such advertising will cease on completion of the practice or competition match in which the particular sporting association is involved, when the advertising then displayed shall be removed.

Any advertising shall not, be of an offensive or controversial nature (in the opinion of Council).

POLICY PURPOSE

To provide and maintain safe, environmentally responsible and visually attractive roadside environments of Council controlled roads for the Alice Springs community.

POLICY STATEMENT

For all Council controlled roads, Council will:

1. develop the suburban road corridors and verges in a responsible manner which demonstrates Community and Council pride in the town and confidence in a regional identity.
2. enhance the unique elements of Alice Spring's natural, cultural and townscape character.
3. establish a benchmark in landscape planning, design, implementation and maintenance that adopts best practice and the principals of environmental responsibility.
4. establish and maintain a high level of community involvement and ownership in the development and maintenance of suburban verges.
5. establish and maintain quality and timely maintenance of all verges and roadsides within the municipality.

**POLICY TITLE: STALLHOLDER PERMITS
(linked to Control of Public Places By-Law)**

Policy No. 417

POLICY PURPOSE

The purpose of this policy is to set out the considerations and criteria relevant to the issue of stallholder permits.

POLICY STATEMENT

That a stallholder permit will be issued on the basis of the following:

- (a) that the interests of consumers within the Municipality are served by the imposition of minimal restrictions upon traders generally;
- (a) that the permanent traders within the Municipality are not unduly disadvantaged or their competitive or other viability threatened **by** the blanket approval of applications for stallholder permits; and
- (c) that the needs of those desiring stallholder permits are addressed by the setting of realistic fees and the provision of a mechanism **by** which they may legitimately conduct their business.

Refer to attached document "Stallholder Permits (linked to Control of Public Places By-Law)" that supports this policy via definitions, and criteria relevant to applications.

POLICY PURPOSE

To ensure Council is consulted before sporting associations pursue capital development projects.

POLICY STATEMENT

All submissions by sporting associations for capital infrastructure development proposals over a particular base dollar value (a base amount of value to be determined annually by Council), on Council owned land will require Council's approval prior to the sporting associations making any applications for funding assistance for a proposal. Council will only consider a proposal after it has met all the requirements of the policy and procedures.

Refer to attached document "Sports Facilities Capital Development — Procedures" that supports this policy.

POLICY PURPOSE

To ensure that sporting facilities in Alice Springs are of a high standard.

POLICY STATEMENT

That the Council maintain a Sports Facilities Trust Fund on the following basis:

That the Council will:

- (a) receive moneys levied on Sporting Groups using Council owned and controlled facilities. Individual account records will be maintained of the actual contributions made by each Sporting Group.
- (b) ensure that funds in the account are to be used only for the construction of new Sporting Facilities or the upgrading of existing facilities for use by the Sporting Groups contributing to the Fund.
- (c) in determining the project to be funded in any financial year the Council will seek the advice of the Sports Facilities Advisory Committee or a similar body representing the interests of the Sporting Groups using Council owned and controlled facilities.
- (d) ensure that priorities for the funding of projects will be determined by the Sports Facilities Advisory Committee in consultation with the sporting groups and the preparation of development plans relevant to their particular sport.
- (e) ensure moneys withdrawn from the fund for a project will be debited against the contribution of the Sporting Group or Groups who will benefit and funds will not be allocated to any project where the account of the sporting Group who will benefit from the project is in a debit situation.
- (f) ensure all interest earned on the funds deposited in the Trust Account shall be credited to that fund.

Refer to attached document “Sports Facilities Trust Fund – Procedures” that supports this policy.

POLICY TITLE: SWIMMING CENTRE

Policy No. 420

POLICY PURPOSE

The purpose of this policy is to provide efficient, fair and equitable management protocols of the Swimming Centre.

POLICY STATEMENT

Council shall provide an aquatic facility that is managed as cost effectively as possible whilst providing access on a fair and equitable basis.

Refer to attached document "Swimming Centre — Policy and Guidelines" that supports this policy.

POLICY TITLE: RURAL ROADS MAINTENANCE POLICY
(adopted by Council 25/09/06)

Policy No. 421

POLICY PURPOSE:

The purpose of this policy is to guide maintenance activities for rural roads. Council as a highway authority has responsibility for road maintenance to ensure safe access. Maintenance practices must minimise potential for erosion and dust, and be sustainable within the natural environment.

Road reserves also perform a number of other important functions. These include location of services such as electricity, telephone, and other services. They can also act as habitat refuges and corridors, and provide opportunities for revegetation and enhancement of the natural environment.

The Council also has responsibility to ensure that roads maintained by it do not constitute a fire hazard to adjoining property, and for the control of weeds.

Conflict between competing uses does occur from time to time. This policy provides guidance to manage conflicts between road maintenance requirements and desire by property owners to improve the natural environment.

POLICY STATEMENT:

The Council recognizes that roads are an important transportation medium and must be developed/maintained according to its statutory functions and duty of care to road users. Vegetation can be developed/encouraged by landholders on the reserve where the resulting effects from that vegetation will not conflict with Council's obligations as a highway authority, or interfere with other services situated within the reserve.

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1. PURPOSE

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2. DEFINITIONS

"Act" means the Local Government Act.

"Formation" means width of the road including carriageway, shoulders, and table drainage.

"Reserve" means width of road reserve as shown on Cadastre surveys, and which immediately abuts the adjoining property title boundary.

3. BACKGROUND

3.1 Control Roads

Section 131 of the Act provides for roads so defined are under the care, control and management of the Council.

In addition, Section 132(1) provides that all things growing or erected on or affixed to a road within a municipality in respect of which a notice under section 131(2) is in force are the property of, and are under the care, control and management of, the relevant council except for such things as are under the care, control and management of the Commonwealth or Territory or a statutory authority of the Commonwealth or Territory, or are used in connection with a trading undertaking or public utility conducted or maintained by the Commonwealth, Territory or such statutory authority.

Roads are specified as a function of Local Government in Schedule 2 of the Act;

Road works - Construction or Maintenance

- 48. Roads - sealed
- 49. Roads - unsealed
- 50. Bridges
- 51. Kerb and Water Table
- 52. Footways and Cycle Tracks
- 53. Traffic Control
- 54. Barge Landings and Wharves

3.2 Council's Maintenance Responsibilities .

The road formation may occupy a significant part of the road reserve, which contains the critical elements of the road; eg.

- Road carriageway whether sealed or unsealed.

- Shoulders to provide vehicle run-off for passing or stopping, and drainage from the carriageway.
- Table drain for collection of surface run-off from road carriageway and shoulders. The purpose of this drain is to ensure the road carriageway is self draining, and to transfer run-off collected from the carriageway into natural water courses/drainage depressions without concentrating run-off so as to cause flooding problems.
- Road side furniture including guide posts, signage, line marking (sealed roads only), etc.
- Sight distance restrictions at intersections, where signs such as a "Give way" have minimum sight distance along the intersecting road.
- The Council is charged with powers under the Act to provide and maintain roads, which includes all components of the road as defined above. The Council also has duty of care to road users, to ensure roads are safe to use for their intended purposes. This means that Council must use effective maintenance practices and manage risks to road users.

3.3 Environmental Issues

Regrowth often occurs after the road has been constructed, and tends to locate where there has been disturbance to the natural environment. Some regrowth is outside the formation near the property boundary and does not interfere with requirements of the road. Such vegetation can be preserved.

Vegetation regrowth commonly occurs within the table drain and on the shoulder, and can include trees, shrubs, or grasses. Vegetation within the formation causes a number of problems;

- Trees if not removed become a hazard to motorists as there is reduced room for error. Studies have shown that an obstacle located within 3 meters of the edge of the carriageway has a high probability of being hit by a vehicle.
- Trees, shrubs, and grasses can obscure guide posts, signage, and sight distance at intersections and property entrances.
- The growth of trees, shrubs and grasses at/near the carriageway can cause distress to a sealed carriageway.
- The accumulation of trees, shrubs, and grasses in drainage systems restricts drainage, can cause flooding and erosion of the roadway.
- Grading is used for most maintenance works to shoulders and drainage systems, because there has been accumulation of debris or wear of carriageway edges. Where vegetation regrowth has occurred, and this is the only maintenance issue, then slashing will be used instead of grading, where it is practical to do so.

3.4 Issues for Landholders

There has been a practice by some landholders to plant trees in drainage systems, including also the placement of steel picket posts and water traps to protect their plantings. These activities are not acceptable because;

" Steel pickets represent a serious hazard to horse riders and run-off motorcyclist and cyclist.

" Steel pickets are a hazard to Council employees operating machinery on the roadside.

" The placement of steel pickets, trees and restrictions in the drainage system can cause flooding and erosion; none of which would be appreciated by the person doing these things at the time.

The Council welcomes contact with landholders to discuss options for revegetation on roads, where integrity of the road environment and other services is not affected. This will mainly be restricted to the wider reserves.

4. POLICY OBJECTIVES

To ensure that roads are maintained according to the Council's statutory functions and duty of care to road users, and permitting vegetational development of reserves where it does not conflict with road use and maintenance requirements.

Other policy objectives include;

- To minimise impact on the environment that would cause erosion and dust.
- To cooperate with landholders to improve the natural environment.
- To perform road maintenance activities within the terms of this policy.

5. POLICY STATEMENT

The Council recognizes that roads are an important transportation medium and must be developed/maintained according to its statutory functions and duty of care to road users. Vegetation can be developed/encouraged by landholders on the reserve where the resulting effects from that vegetation will not conflict with Council's obligations as a highway authority, or interfere with other services situated within the reserve.

6. MAINTENANCE PROCEDURES

6.1 Carriageways and Shoulders

Gravel Roads

The carriageways and shoulders of gravel roads surfaced roads are graded as the need dictates. The process involves resheeting as required, grading, rolling and watering.

Sealed Roads

The carriageway and edges are maintained by edge patching, pot hole patching and surface deformation restoration as required and surface resealing approximately every 15 years.

The shoulders are maintained by grading between the seal edge and guidepost line. Resheeting, rolling and watering are performed as necessary. Shoulder maintenance is important because;

- Excessive edge wear causes a hazard to motorists.
- An exposed edge of the seal leads to bacterial decay of the bitumen.
- Vegetation growing in the shoulder can promote moisture intrusion into to road pavement, reducing its strength.
- Vegetation within the shoulder (except slashed grass) causes a hazard to motorists.

Guide Posts

Guide posts are to be provided

- At causeways and culverts
- At intersections
- At any significant horizontal road alignment change
- and replaced as required.

6.2 Table Drains

Soil deposition and erosion is repaired by excavation using a grader or front end loader, with watering and rolling as required. Grass and low level vegetation is controlled by slashing.

The control of vegetation within the formation is important to improve motorist safety at night where wildlife or stock may also be on the reserve.

6.3 Sight Distance at Intersections

Sight distance across intersections is required for the safe operation of stop and give way signs. The sight requirements for a stop sign are specified in Australian Standard Alice Springs 1742.2 Manual of Uniform Traffic Control Devices. At 3 meters from the edge of the through lane on the minor road, the visible distance from centre line of the minor road along the major road centre line should be;

- For an 80 km/hr 85 percentile speed on the major road, 65 metres.
- For a 100 km/hr 85 percentile speed on the major road, 95 metres.

6.4 Roadside Verges

That part of the reserve situated between top of the table drain batter (or drain invert as applicable) and the property boundary can be vegetated providing;

- Trees do not interfere with access to the drainage system by plant, eg a high grader.
- Vegetation does not become a fire hazard to adjoining property.
- Vegetation does not represent a danger to road users caused by the screening of wildlife and livestock. (The 85 percentile speed for the road is a factor to be considered in determining clearing requirements.)

6.5 Slashing and Weed control

Slashing

- Collect litter prior to slashing.
- Slash all grass and vegetation including shrubs and trees with a butt size up to 100mm diameter.
- Trim vegetation to a height of 100mm or less above the ground.
- Weed Control
- Control and eradicate vegetation around road structures and furniture to ensure their visibility to motorists and to prevent damage by fire, by spraying herbicides and/or other suitable chemicals.
- Treat all noxious weeds listed in the tables DECLARED NOXIOUS WEEDS UNDER THE NT NOXIOUS WEEDS ACT, and other nominated weeds, in the road reserve by spraying herbicides and all other suitable chemicals.
- Maintain Council plant by cleaning and wash down to minimise the possible transfer of noxious weeds between worksites.

Bushfire Control

- Slash road reserves in an appropriate time frame to assist in the prevention of bushfires.
- Adhere to bushfire prevention requirements during slashing operations when there is a fire warning rating of moderate or higher.

6.6 Public Involvement and Consultation

Landholders are invited to discuss proposals for revegetating road verges with Council's Works Supervisor. This can include proposals by the landholder to manage a section of road verge that includes;

- Planting of approved species that will not interfere with road or service requirements.
- Maintenance of plants including watering, pruning, fire protection, and weed control.
- Mowing and maintaining in a neat and tidy state

The public can be informed in advance of proposed rural road maintenance works by advertisement placed in the Tuesday's Centralian Advocate newspaper in the week before commencement of works. Landholders with any concerns can contact the Depot for information.

7. POLICY ADOPTION PROCESS

- (i) This policy was presented to the Technical Services Committee on the 13 June 2005.
- (ii) The policy was subjected to public exhibition and submissions invited with the closing date being 28 October 2005.
- (iii) Council adopted this policy on the 25th September 2006 Resolution No. 13744.
- (iv) This policy should be reviewed annually, and the need for any changes reported to Council.