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8.00am - 4.00pm MON - FRI

# Crossover Subsidy Application

Form to be submitted after construction of crossover. Applications are only valid if lodged within six months of completion of crossover.

## 1. APPLICANT

Full name					
Postal address					
Residential address					
Home phone		Work phone		Mobile	
Email					

## 2. CROSSOVER TYPE

Brickpaved	Y <input type="checkbox"/> N <input type="checkbox"/>	Sub base receipt attached	Y <input type="checkbox"/> N <input type="checkbox"/>
Concrete	Y <input type="checkbox"/> N <input type="checkbox"/>	F62 Reinforcement mesh receipt attached	Y <input type="checkbox"/> N <input type="checkbox"/>

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Applicant Signature                      Date    /    /

## OFFICE USE ONLY

Crossover length		Evidence of subbase/reinforcement	Y <input type="checkbox"/> N <input type="checkbox"/>
Subsidy allowance			
Approving Officer Name			
Approving Officer Title			

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Approving Officer Signature                      Date    /    /

## OFFICE USE ONLY

Applicant N&A		Record file		Record:	I-
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<b>POLICY NO</b>	<b>CP/OPS-3653</b>	
<b>POLICY</b>	<b>Vehicle Crossover Subsidy</b>	
<b>RESPONSIBLE DIRECTORATE</b>	Infrastructure	
<b>RESPONSIBLE OFFICER</b>	Director Infrastructure	
<b>COUNCIL ADOPTION</b>	Date: 25 August 2015	Resolution No: 11067
<b>REVIEWED/MODIFIED</b>	Date: 5 October 2016	Resolution No: 11510
	Date: 25 September 2018	Resolution No: 25/09/2018 - 115858
<b>REVIEW DUE</b>	August 2018	
<b>LEGISLATION</b>	Local Government Act 1995, Section 3.1 Local Government (Uniform Local Provisions) Regulations 1996 Sections 15(1) and 15(2)	
<b>RELATED POLICIES</b>	Nil	
<b>RELATED ORGANISATIONAL DIRECTIVES</b>	AP/OPS-4642 Vehicle Crossover Specification	

#### **PURPOSE:**

This policy provides guidelines on the requirements for eligibility of an application for a Shire subsidy for the construction of crossovers.

#### **DEFINITIONS:**

**Crossover** means a vehicular carriageway constructed between a road formation and the front boundary of a property.

**Crossover Subsidy** is an amount determined by Council in accordance with *Local Government (Uniform Local Provisions) Regulations 1996 Sections 15(1) and 15(2)*. The crossover subsidy is payable to property owners for the satisfactory completion of a crossover in accordance with this policy.

#### **POLICY STATEMENTS:**

1. The first Crossover constructed between a carriageway and a front property boundary may be eligible for a Shire crossover subsidy.
2. The subsidy payable for a crossover shall be to the value determined by Council in accordance with *Local Government (Uniform Local Provisions) Regulations 1996 Sections 15(1) and 15(2)* and as published in the Shire's Schedule of Fees.
3. Applications for the subsidy will be considered following submission to Shire Administration of a completed application on the 'Application Form – Crossover Subsidy'.
4. Applications will be considered by Shire administration and maybe accepted, accepted with conditions, amended or refused. Following determination applicants will be advised accordingly.

5. To be eligible for a crossover subsidy the crossover must be constructed in accordance with Council's current crossover construction specification or to a standard which in the opinion of the Chief Executive Officer is superior to that standard.
6. The subsidy does not apply to repairs, maintenance or reconstruction of existing crossovers.
7. A single new crossover to private properties is eligible for a Shire subsidy subject to the proponent gaining prior written approval. One Crossover Subsidy is available per property title.
8. A single (or one one-way in or one one-way out) new crossover to commercial properties is eligible for a Shire subsidy subject to the proponent gaining prior written approval. One Crossover subsidy is available per property title.
9. If in the Shire's opinion, the construction of the crossover has resulted in damage to any of the Shire's assets such as the roadway surface or pavement, kerb, footpath, verges, signage, vegetation or the like, the Shire may order the applicant to effect repairs. If the applicant fails to repair the damage within the time stipulated by the notice, the Shire may do so and all costs, including administrative costs and administrative on costs will be payable by the applicant and maybe deducted from any subsidy.
10. Should the crossover be required to traverse a drain, the applicant shall install a culvert as specified on the approval.
11. In order to be eligible for the subsidy the crossover works shall be inspected and approved in writing by the Shire. The minimum inspections required are;
  - 1) Immediately prior to pouring concrete, and
  - 2) Following completion of the works.

The cost of the first each of these two inspections only is met by the Shire. If additional inspections are required because the works failed to meet the specifications, these will be at cost to the applicant in accordance with Council's adopted Schedule of Fees and Charges.
12. The Shire shall be given not less than 24 hours prior notice of the time for which inspections are requested. The request must be directed to the officer nominated on the approval. Inspections will normally be limited to the Shire's ordinary business hours.
13. The repair, maintenance and replacement of crossovers shall be the responsibility of the adjoining landowner served by the crossover.

#### **EXPLANATORY NOTES:**

The crossover subsidy is intended to be an equitable subsidy available as a once only offer to each property title to encourage the construction of suitable crossovers.

Fees and Charges for crossovers shall be in accordance with the adopted Schedule of Fees and Charges for the current financial year.

#### **APPLICATIONS:**

This policy applies all private property titles within the Shire of Wyndham East Kimberley that

have not previously received a crossover subsidy.

**RISK:**

**Risk:** Failure to comply with legislative requirements leading to damage of reputation or financial loss.

**Control:** Review policies and procedures in accordance with review schedule.

**Risk:** Inability to deliver levels of service expected by the community.

**Controls:**

1. Current budget and service levels.
2. Develop agreed standards of service and communicate with the community