Strathbogie Shire Council

Road Management Plan

September, 2021

Strathbogie shire

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1 GENERAL

1.1 Distribution & Availability

The Director Community & Planning shall be responsible for: -

- Control of this RMP,
- Distribution of the RMP, and the
- Control and issue of any amendments

Copies of the RMP shall be held by: -

- Manager Asset Planning,
- Manager Operations,
- Council Libraries, and
- Team Leader Community Relations

This RMP is available at the following locations and may be viewed, free of charge, by the public during office hours each working day: -

Municipal Offices
109A Binney Street,
Euroa, 3666
Phone: 03 5795 0000
Mon – Fri. 9.00 am to 5.00 pm

Nagambie Customer Service
293 High Street,
Nagambie, 3608
Phone: 1800 065 993
Mon – Fri 10.00 am to 4.00 pm

The RMP is also available on Council's website at www.strathbogie.vic.gov.au

1.2 Amendment Register

Document Control		
Rev No.	Date	Revision Details
Draft	31/08/04	
Ver 1.0	10/09/04	Version 1: Public exhibition
Ver 1.0	16/11/04	Version 1: Adopted
Ver 2.0	11/07/05	Version 2: Public exhibition
Ver 2.0	20/09/05	Version 2: Adopted
Ver 3.0	04/08/06	Version 3: Public exhibition
Ver 3.0	15/05/07	Version 3: Adopted
Ver 4.0	19/06/12	Version 4: Adopted
Ver 5.0	Feb 2014	Version 5: Adopted
Ver 6.0	April 2017	Version 6: Adopted
Ver 7.0	June 2021	Version 7: Public exhibition
Ver 7.0		Version 7: Adopted

1.3 Delegations

The Chief Executive Officer has delegated the various functions under the Road Management Act 2004 (the Act) and the Road Management (General) Regulations 2016 to the respective officers of Council detailed in an Instrument of Sub-Delegation. This allows Council, through its various members of staff to respond quickly to technical and administrative matters under the RMP.

1.4 Climate Change Impact on Pavement Maintenance and Rehabilitation

Climate change can have direct and indirect impacts on road infrastructure. The direct impacts are due to the effects of the environment; chiefly rainfall and temperature. Rainfall changes can alter moisture balances and influence pavement deterioration. Temperature can affect the aging of bitumen resulting in an increase in embrittlement of the surface seals that represent more than 90% of the rural sealed roads within the Municipality. Embrittlement of the bitumen causes the surface to crack, with a consequent loss of waterproofing of the surface seal. The result is that surface water can enter the pavement causing potholing and fairly rapid loss of surface condition. More frequent reseal treatments will amend the problem, but at a cost to Council. Changes in temperature and rainfall patterns can interact where higher temperatures increase cracking, which compounds the effects of increased rainfall.

The indirect impacts of climate change on roads are due to the effects on the location of population and human activity altering the demand for roads.

Road infrastructure is a long-lived investment, with roads typically having design lives of 20 to 40 years and bridges of 100 years and an understanding of the expected impacts of future climate change by Councils' Manager Asset Planning and Manager Operations could generate considerable cost savings in the long term.

1.5 Environmental Impact on Pavement Maintenance and Rehabilitation

1.5.1 Environmental Issues Related to Road Management

Roads can have both positive and negative influences on people and the environment. On the positive side roads provide the opportunity of mobility and transport for people and goods. On the negative side roads occupy land resources, form barriers to animals and can also cause adverse impacts on natural water resources and discharge areas.

The three most damaging effects of road construction and management are noise, dust and vibrations. Noise mainly occurs during road construction phases, but it can also occur to a lesser degree during maintenance operations and the condition of roads has an effect on noise level, for example if a road is in poor condition and cars are traveling fast, this can cause more noise than if the road is in good condition. Dust is created during the construction and rehabilitation of gravel roads and unbound aggregate layers. Excess dust production can be treated by a range of means such as watering, the use of alternative materials and by using dust binders near houses. Vibration can be caused by uneven road surfaces and can pose significant impacts and problems to transported goods and structures close to the source.

1.5.2 Reducing the environmental impact

Early efforts to create sustainable roads focused on reducing the ecological footprint of new roads by optimising route alignment, managing storm water runoff and controlling erosion. Best practice in sustainable roads has now moved into a second phase of initiatives, where sustainable road construction and maintenance centres around energy and resource efficient materials and methodologies.

1.6 Glossary of Terms

Ancillary Area	An area designated as an ancillary area by the co-ordinating road authority under section 18 of the Act.
Arterial Roads	Freeways, Highways & Declared Main Roads which are managed by the State Government through the Department of Transport (DoT) and Rural Roads Victoria (formally VicRoads).
Code of Practice	Code of Practice for Road Management Plans (13th September 2004). Supporting document to the legislation, which provides practical guidance to Road Authorities in the making of RMPs.
Condition Inspections	Inspections conducted to assess the life of the road and footpath network and to prioritise major works.
Consent Applications	Applications made by other Road Authorities and Utilities companies to perform works on Council-managed roads.
Co-ordinating Road Authority	The road authority which has coordination functions as determined in accordance with section 36 of the Act.
Fire Access Track	A track that primarily exists to allow access for fire fighting vehicles.
"Force Majeure" Clause	A clause included in the RMP that describes the conditions under which a Council can suspend its maintenance and inspection responsibilities under the RMP due to the occurrence of events outside their control.
Defect	A localised failure in an asset, for example, a pothole in a road surface or a joint displacement in a concrete footpath.
Intervention Level	The size or severity of a defect at which a mandatory response is required. The response could be to either repair the defect or make it safe.
Manager Asset Planning & Manager Operations	Road Authority staff responsible for the management and maintenance of roads as determined by the classification system within the Act, and as contained in the roads register.
Municipal Road	A public road within the municipality where Council is the designated Co-ordinating Road Authority.
Non road infrastructure	Includes infrastructure in, on, under, or over a road, which is not road infrastructure. The RMA provides examples of non-road infrastructure that includes gas pipes, water and sewerage pipes, cables, electricity poles, bus shelters, rail infrastructure, public telephones, mail boxes, road side furniture and fences erected by utilities or providers of public transport.
Other Roads	Includes roads in State reserves and roads on private property. Council is not responsible for the care and maintenance of these roads.

Pathway	A footpath, bicycle path or other area constructed or developed by a responsible road authority for use by members of the public other than with a motor vehicle. Does not include any path which has not been constructed by a responsible road authority; or which connects to other land.
Proactive Inspections	Inspections performed as part of a scheduled program, according to the hierarchy of roads, which is based on the road classification, volume of traffic etc.
Public Highway	Any area of land that is a highway for the purposes of the common law.
Public Road	A road that is reasonably required for general public use.
Public Road Register	A list of public roads within the municipality where Council is the designated Co-ordinating Road Authority. Council is required to keep a register under section 19 of the Act.
Reactive Inspections	Inspections performed in response to a complaint about the condition of the road, or report of injury and/or property damage to a member of the public.
Response Time	The maximum time allowed before a response is required on a defect that is above intervention level. The response could be to either repair the defect or make it safe. Response time is measured from the time the defect is inspected by Council.
Responsible Road Authority	The road authority which has operational functions as determined in accordance with section 37 of the Act.
Road	Includes any public highway; any ancillary area; or any land declared to be a road under section 11 of the Act.
Road Infrastructure	The infrastructure which forms part of a roadway, pathway or shoulder, including: - – Structures forming part of the roadway, pathway or shoulder; and the road-related infrastructure. – Materials from which a roadway, pathway or shoulder is made; such as asphalt, bitumen, gravel, lane markers and lines.
Road Management Act (the Act)	Road Management Act 2004 (Vic) The Act provides a statutory framework for the management of the road network in Victoria.
Road Management Plan (RMP)	A document developed by Councils to assist in the management of their road related duties and responsibilities, as defined in the Act.
Road Related Infrastructure	Infrastructure which is installed by the relevant road authority for road related purposes to: – – Facilitate the operation or use of the roadway or pathway – Support or protect the roadway or pathway. Examples: Traffic islands, traffic management, signage, traffic control sign, traffic light, kerb and channel, a bridge, culvert or ford, road drain or embankment, a noise wall, gate, post or board installed on the road reserve.
Road reserve	All of the area of land that is within the boundaries of a road.
Roadside	Roadside means any land that is within the boundaries of a road (other than the shoulders of the road) which is not a roadway or a pathway and includes the land on which any vehicle crossing or pathway which connects from a roadway or pathway on a road to other land has been constructed.

Regional Roads Victoria (RRV) – formally VicRoads	Regional Roads Victoria (RRV) was established in September 2018, to respond to community needs, focus on regional issues and improve the condition of regional roads. On 1 July 2019, RRV and VicRoads came together with Public Transport Victoria (PTV) and the Department of Transport, to form a new, integrated Department of Transport.
Sealed Road	A road within a road reserve that has been sealed with bitumen or asphalt.
Shared Path	A pathway that caters for both pedestrians and bicycles that has been constructed on a road reserve where Council is the responsible road authority or on land managed by Council that has unrestricted public access. Excludes the following: – – 'on-road' bike lanes – paths or tracks on land that Council does not manage – unconstructed paths or tracks.
Traffic Lane	The part of a sealed or unsealed road designed to carry through traffic, excludes parking lanes, shoulders and table drains.
Unformed Road	A track within a road reserve that has not been formed or surfaced.
Unsealed Road	A road within a road reserve that has been formed and surfaced with crushed rock or gravel, but not sealed with bitumen or asphalt.
Unsurfaced Road or Limited Access Road	A road or track within a road reserve that has been formed (shaped) but not surfaced. These roads have limited access and are suitable for dry weather only.
Unused Road	A road becomes an unused road when Council has given notice to DELWP that it considers that the road is not required for public traffic and is an unused road.

2 INTRODUCTION

2.1 Background

This Road Management Plan (RMP) is a document which describes road assets within road reserves for which Council is responsible.

The document sets inspection intervals and response times as well as stating management systems which this Council will implement to ensure that its responsibilities within the Act are met.

For Council to show that it has satisfied its duty of care to road users, it is required to demonstrate that it has in place a reasonable regime for inspecting the road network to discover defects and a reasonable regime for planning and implementing repairs to overcome those defects. These aspects of inspection and response are dealt with in Section 5 and are the key components of this RMP.

Implementation and management of the RMP is consistent with Council's various strategic and corporate documents and policies.

2.2 Purpose

In accordance with Sections 1, 49 and 50 of the Act, the purposes of this RMP are: -

- To establish a management system for the road management functions of the Council which is based on policy and operational objectives and available resources;
- To specify the relevant standards in relation to the discharge of duties in the performance of those road management functions; and
- To establish good road asset management practices focussed on delivering optimal outcomes while having regard to affordability, available resources, and the policies, priorities and strategies of governments and road authorities.

This RMP details the management system that the Council proposes to implement in the discharge of its duty to inspect, maintain and repair public roads for which the Council is responsible.

2.3 Key Stakeholders

The RMP is intended to demonstrate to stakeholders that Council is managing its roads and the road related assets responsibly. The key stakeholders include: -

- Community - as users of services that rely on sound asset management
- Councillors - as stewards of Council's infrastructure assets
- State & Federal Governments as funding providers for road infrastructure development
- Utilities / Developers - as infrastructure providers
- Employees – responsible for managing Council's infrastructure assets
- Contractors / Suppliers - as service providers
- Emergency agencies (Police, Fire, Ambulance, VIC SES).

2.4 Vision and Strategy

The RMP forms an integral part of the Council's Asset Management Strategy and recognises the linkage between the effective management of road assets and the standard of maintenance outlined in this RMP. The overall objective of asset management (AM) is to ensure that Council's road infrastructure continues to provide sustainable, safe and economic service. Council has adopted an Asset Management Policy with the objective to set the broad framework for undertaking asset management in a structured and co-ordinated way.

2.5 Review of This Road Management Plan

2.5.1 Audit

A program of auditing, using both internal and external auditors, is regularly conducted for the purposes of ensuring that all the management systems in place are delivering the levels of service adopted by Council for its road network assets. The outcomes of these audits shall be reported to Council's Audit and Risk Committee and then through to Council.

Council supervisors undertake auditing of completed works, both maintenance and capital, to ensure that the works are being delivered to the specified standards. Council also undertakes condition audits for the purposes of reviewing asset condition and meeting statutory obligations.

2.5.2 Road Management Plan Review

This RMP will be reviewed in accordance with section 11(1) of the *Road Management (General) Regulations 2016* and will be conducted every four years in line with Council elections.

The review will consider the levels of service for road infrastructure on public roads maintained by this Council. Particular attention will be given to managing the demand for asset maintenance with the proposed level of resources made available through the Council budget.

2.5.3 Amendment

If the adopted level of service, i.e. tolerable level of defect and/or rectification response time, is not achievable, the level of maintenance effort may need to be varied. The level of service, the anticipated quantity of works and Council's budget and resources would have to be reviewed and a new RMP proposed.

Any revised RMP would be subject to the consultation and approval processes as detailed in Section 54 of the Act.

3 LISTING OF ROAD INFRASTRUCTURE

3.1 Classification of Infrastructure

Council has adopted hierarchies which provides for the classification of assets of a similar nature. The objective of a classification is to group assets based on factors including, but not limited to: -

- Type and volume of use
- Risk factors
- Standards of construction and maintenance.

Details of Council's road asset hierarchies are included in Appendix .

3.2 Asset Registers

Council maintains asset registers of roads, roadways, pathways, road infrastructure or road related infrastructure for which Council is the responsible road authority.

3.2.1 Register of Public Roads

A 'public road' is a road reasonably required for general public use as defined in Section 17 of the Act. Section 19 of the Act places a mandatory requirement that a road authority keeps a register of public roads. The purpose of the Register is to list those road assets which will be maintained by Council in accordance with this RMP. The Act provides guidance as to what must be included in the Road Register, which includes: -

- Road name
- Date the road became a public road (if after 1 July 2004)
- Date the road ceases to be a public road
- Classification, if any

- Reference to any plan or instrument that fixes or varies the boundaries of the public road (if made after 1 July 2004)
- Any ancillary areas
- Reference to any arrangement under which management function is transferred to or from another road authority
- Any matter required to be included by the relevant road minister under section 22 of the Act.

Council's register is held as a database. A copy of the Register is available for public viewing at the Municipal Offices. The mandatory information to be kept is listed in Schedule 1 of the Act.

A hard copy record of the location of road assets is kept in the Council Publications File in the Records Department. The Road Register is available to the public for inspection at no charge at the Municipal Offices, 109A Binney Street, Euroa, during normal business hours. It is also available for inspection anytime through Council's website.

3.2.2 Bridges & Major Culverts Asset Register

The register lists all bridges and major culverts for which Council is the responsible road authority. The register is held as a database and includes the following information: -

- Location
- Dimensions
- Age
- Description of type.

3.2.3 Footpaths Asset Register

The register lists footpaths for which Council is the responsible road authority. The register is held as a database and includes the following information: -

- Location
- Materials
- Dimensions.

3.2.4 Car Parks Asset Register

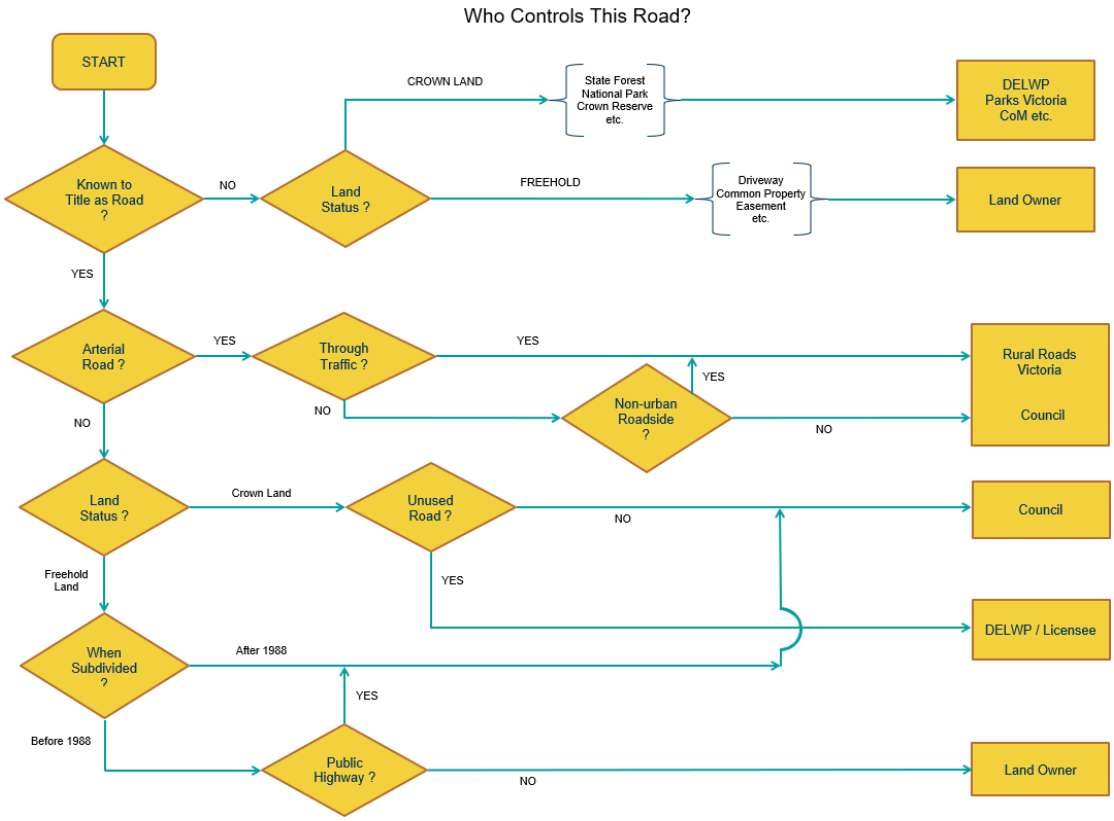
Both on and off street car parks are maintained by this Council. Maintenance requirements for car park pavements, drains, signs and line markings are the same as Access Roads as described in this RMP.

4 DEMARCATION OF RESPONSIBILITY

There are a number of areas where Municipal roads interface with roads or railways which are maintained by other authorities such as neighbouring Municipalities, RRV, Parks Victoria, DELWP, Goulburn Valley Water, Goulburn-Murray Water, CFA and the Railways.

There may be a differing level of service arising at this interface, due to the change in the way roads are managed by the various road authorities.

The diagram below outlines the "tests" used to help determine who is responsible for a road. Where it is a public road, that body becomes the coordinating road authority.



4.1 Bordering Municipalities

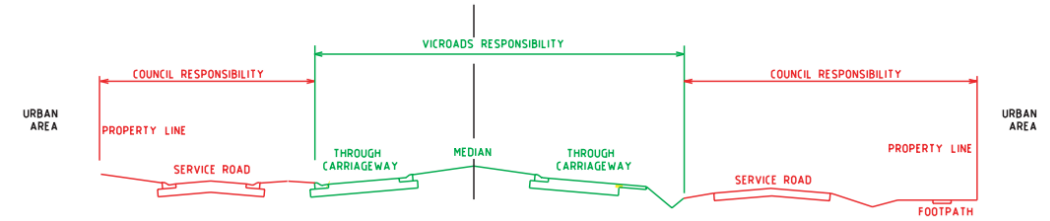
In the instance of boundary roads with other municipalities the responsibility is allocated according to an agreement between municipalities. The agreement allocates routine maintenance responsibility split on an equitable cost basis. Capital works, reseals costs are shared equitably by both municipalities. The Strathbogie Shire Council borders: -

- Benalla Rural City to the east
- Campaspe Shire to the north-west
- City of Greater Bendigo to the west
- City of Greater Shepparton to the north
- Mansfield Shire to the south-east
- Mitchell Shire to the south-west
- Murrindindi Shire to the south.

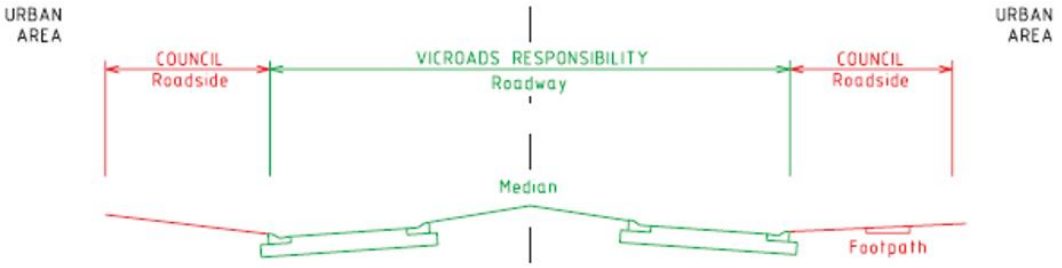
4.2 Arterial Roads

The operational responsibility for arterial roads is shared between Council and RRV. While RRV is the co-ordinating road authority for arterial roads, Council is the responsible road authority for aspects of the arterial road behind the kerb and/or channel such as footpaths.

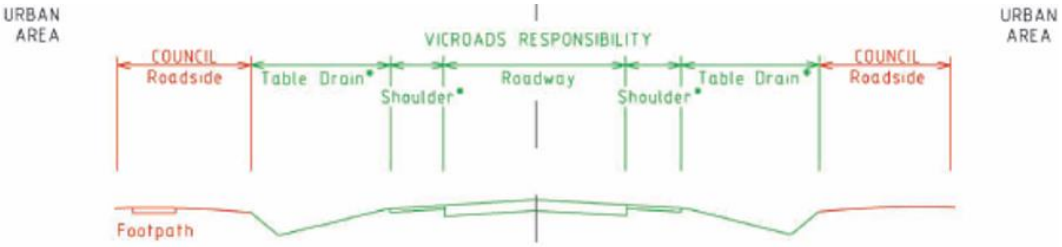
The figure below, based on the *Operational Responsibility for Public Roads Code of Practice*, describes the most common operational demarcation scenario found for the arterial road network.



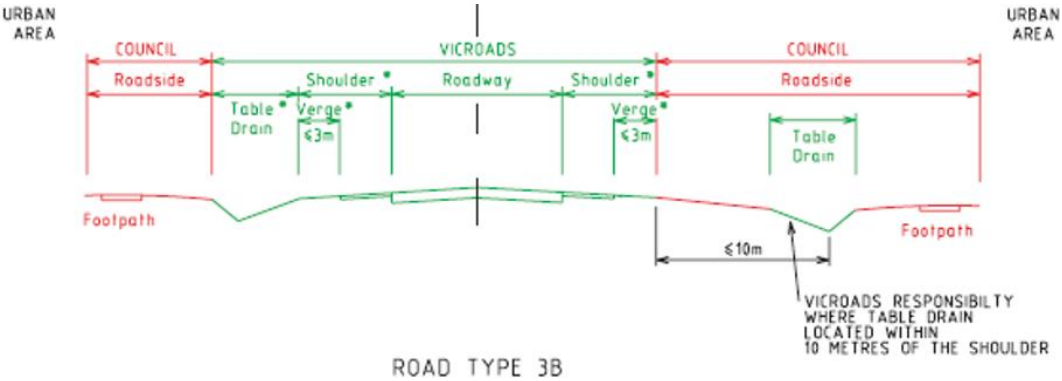
ROAD TYPE 1



ROAD TYPE 2



ROAD TYPE 3A



ROAD TYPE 3B

ROAD TYPE 4

A State Road may be a Freeway, a Declared Arterial Road or a Non-Declared Arterial State Road.

Freeways in the Strathbogie Shire are: -

- Hume Freeway
- Goulburn Valley Freeway – Sections 1 and 3.

Highways in the Strathbogie Shire are: -

- Goulburn Valley Highway (Mitchellstown Road to Wahring)

Declared Arterial Roads in the Strathbogie Shire are: -

Official Name	Local Name
Avenel Nagambie Road	Avenel Nagambie Road
Dookie Violet Town Road	Dookie Violet Town Road
Euroa Mansfield Road	Euroa Mansfield Road
Euroa Main Road (the old Hume Highway through Euroa)	Euroa Main Road (Clifton St/Tarcombe St in town)
Euroa Shepparton Road	Euroa Shepparton Road
Heathcote Nagambie Road	Heathcote Nagambie Road (Vickers Road in town)
Murchison Violet Town Road	Murchison Violet Town Road (Urmston Street in town)
Wahring Murchison East Road	Wahring Murchison East Road

Under section 40(4) of the Act, the road authority's statutory duty to inspect does not apply to any roadside that has not been developed by a road authority for use by the public as a roadway or pathway, nor to non-road infrastructure which is installed in the road reserve; and under section 107 the road authority does not have a statutory duty or a common law duty to maintain, inspect or repair the roadside of any public highway (whether or not a public road).

4.3 Council Responsibility

The Council has the power to determine the standard to which it will construct, inspect, maintain and repair roadways as set out in the Act. The Council is responsible for implementing processes and systems to ensure compliance with those standards.

Section 205 of the Local Government Act 1989, which is still in forced despite the introduction of the Local Government Act 2020, also empowers Council with responsibility for the care and management of local roads within its responsibility.

4.4 Road-user Responsibility

Road user obligations are set out in Section 17A of the Road Safety Act 1986 (as amended by the Road Management Act) and summarised below.

A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all relevant factors including (but not limited to) the: -

- physical characteristics of the road
- prevailing weather conditions
- level of visibility
- condition of the motor vehicle
- prevailing traffic conditions
- relevant road laws, advisory signs and roadworks restrictions
- physical and mental condition of the driver.

Note: The above factors are relevant to section 106 of the Road Management Act 2004 (Matters which may be considered to constitute contributory negligence).

A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors.

A road user must have regard to the rights of other road users and the community, taking reasonable care to avoid conduct that may: -

- endanger the safety and welfare of other road users
- damage any infrastructure on the road reserve
- harm the environment of the road reserve.

4.5 Crown Land (Other than Road Reserves)

A number of roads are located on crown land managed by the Department of Environment Land Water and Planning, and Parks Victoria. Where these roads do not service a Council asset or ratepayer, the road may be the responsibility of the relevant Department. In some instances, a road may pass through the crown land and Council may remain the responsible authority.

There are many free hold / private properties that are only accessed via roads located on crown land or via unused road reserves, and Council is under no obligation to provide or maintain access to those lots. There are also hundreds of kilometres of unused road reserves throughout the Shire that Council accepts no responsibility for, under the Act. These road reserves are also not included in the Road Register.

4.6 Rail

Road authorities and rail infrastructure managers are required under the Rail Safety Act 2006 to identify and assess risks to safety associated with road/rail interfaces and enter into a Safety Interface Agreement (SIA) for the purpose of managing those risks. The parties to the agreement recognise the need for a collaborative approach towards the management of risk associated with road/rail interfaces.

The SIA defines the interface boundaries between the parties, outlines demarcation at road/rail interfaces and identifies stakeholder responsibility. For defined interface points, responsibilities and demarcation boundaries applicable to the SIA, refer to the Safety Interface Agreement for Level Crossing and Grade Separated Interfaces Located within Strathbogie Shire Council.

4.7 Utility Services

The relevant service provider including water, gas, sewer, phone or power is responsible for the maintenance of its infrastructure located within the road reserve.

4.8 Private Roads

Council has a role in supervising the construction of private subdivisional works that occur within the municipality. This ensures that assets are constructed to an appropriate standard. Roads which are constructed as part of a subdivision are generally private roads until such time as the Statement of Compliance is finalised at which point, they become public roads.

There are some roads (and road related assets) which remain privately owned and maintained. Private Roads and other roads which are not available to the general public are excluded from this plan. These roads are not the responsibility of Council to inspect, repair or maintain. However, Council may enter into an agreement with an owner, leaseholder or relevant authority to carry out works. These roads are not listed in Council's Register of Public Roads.

4.9 Unused and Unformed Roads

All unused road reserves and unformed roads within the municipality are excluded from the inspection and defect response requirements of the RMP. Council is not obliged to undertake any of the following: -

- Pro-active inspections
- Maintenance works
- Capital renewals
- Capital improvements.

Unused road reserves and unformed roads are not included in the Register of Public Roads.

4.10 Fire Access Tracks

In addition to Municipal Roads, Council also undertakes periodic maintenance on nominated tracks to allow access for fire fighting vehicles. These fire access tracks are not maintained to a standard suitable for public access and are excluded from the inspection and defect response requirements of the RMP. Council is not obliged to undertake any of the following: -

- Pro-active inspections
- Maintenance works
- Capital renewals
- Capital improvements.

These roads are not required for general public use and as such are not included in the Register of Public Roads.

4.11 Unsurfaced Roads (or Limited Access Roads)

Roads that have been formed (shaped) but not surfaced provide limited access and are usually only suitable for dry weather use. A number of roads in the municipality have been formed over the years but not surfaced; these roads are excluded from the inspection and defect response requirements of the RMP. Council is not obliged to undertake any of the following: -

- Pro-active inspections
- Maintenance works
- Capital renewals
- Capital improvements.

However, Council may inspect these roads on occasion and may program limited maintenance work (such as grading) if resources permit.

These roads generally provide limited access to specific properties rather than general public use and as such are not included in the Register of Public Roads.

4.12 Unsealed Roads

Unsealed roads are roads that have been formed and surfaced with crushed rock or gravel, but not sealed with bitumen or asphalt. These roads provide access in all weather conditions and are included in the inspection and defect response requirements of the RMP. Council will undertake the following: -

- Pro-active inspections
- Maintenance works
- Capital renewal works.

Capital renewal works are only designed to renew the unsealed road to its original condition. Council is not obliged to improve the road further, e.g. seal an unsealed road.

These roads are included in Council's Register of Public Roads.

4.13 Capital Upgrades

In accordance with Section 40(2) of the Act, Council does not have a duty to upgrade a road or to maintain a road to a higher standard than the standard to which the road is constructed. Council is not obliged to: -

- Provide a road in an unused road reserve
- Construct or improve an unformed road
- Provide an all-weather surface on an unsurfaced road
- Seal an unsealed road.

Upgrade works requested by landowners that only benefit a limited number of properties will not be funded by Council. Residents may elect to fully fund the cost for these upgrade works; however, they will be required to undertake the works in accordance with the relevant standards and with the appropriate permissions and permits. Council will only take over

responsibility for the ongoing maintenance of the road when satisfied that the road has been constructed to an appropriate standard.

If the upgrade works can be demonstrated as providing a clear benefit to the general public and not just the adjacent landowners, Council will rank the project against other similar projects using cost/benefit criteria. High ranked projects will be considered as part of the preparation of Council's budget.

4.14 Owner Responsibilities

4.14.1 Vehicle Crossings

A vehicle crossing is a point next to a road to enable a person using the road to have access to land on the other side of a pathway (footpath, reserve path or shared path) or channel (kerb and channel or table/open drain).

The Act provides that a road authority is not liable for private vehicle crossings (driveways) and pathways on road reserves that provide access to land adjoining a road, this responsibility being with the adjoining landowner. Schedule 10 and Section 225 of the Local Government Act 1989 gives Council the power to require the property owner to maintain or reconstruct the crossing to Council's approved standard at the property owner's cost. Council's Community Local Law 2 (2020), Clause 47 further supports this provision.

Vehicle crossings are considered private property and repair of and damage to them is the responsibility of the property owner, however council remains responsible for any section of the crossover that is used by the general public as a footpath. This section of footpath shall be inspected and maintained to the same standard applied to other public footpaths.

Council does not inspect the remaining area of the vehicle crossover that does not form part of the footpath. If there is no footpath on the nature strip, Council does not inspect the nature strip.

If the property owner wishes to construct a new vehicle crossing or renew an existing vehicle crossing, the property owner must obtain a Works Within Road Reserves permit (WWRR) and comply with Council specifications and WWRR permit conditions when constructing vehicle crossings. Council will not contribute funds towards the construction of the pathway or channel sections in these situations.

4.14.2 Footpaths and Overhanging Vegetation

A landowner has a responsibility to keep a footpath clear of vegetation growing from their property. Under the provisions of Council's Community Local Law 2 (2020) Clause 10, Council may direct the landowner to trim the overhanging branches.

4.14.3 Obstructing Footpaths and Roads

It is the responsibility of landowners to keep footpaths and roads clear of obstructions, including circumstances relating to: -

- Tables, chairs, shop displays and signs on footpaths in commercial areas
- Obstructions on nature strips
- Vegetation affecting visibility.

excepting where the activity is approved by Council in accordance with Community Local Law No. 2 (2020).

4.14.4 Roadside Vegetation

A road authority does not have a statutory duty or a common law duty to maintain, inspect or repair land of any public highway that is not a constructed path or roadway (section 107 of the Act).

In accordance with Clause 52.17 of the Victoria Planning Provisions, Council is exempt from the requirement to obtain a permit for native vegetation removed, destroyed or lopped to the **minimum extent necessary** to maintain the safe and efficient function of an existing road.

4.14.5 Nature Strips

Nature strips are the piece of land situated between the edge of a road and the property boundary (excluding any kerb and formed pathway). Nature strips form part of the road reserve and provide: -

- A space for authorities to house their assets
- May contain trees for shade and beautification of a street.

While a resident does not own the nature strip in front of their homes, they are encouraged to maintain it. Maintenance carried out by the resident typically involves regular mowing, weeding, cutting the edges and picking up litter.

In accordance with sections 40 and 107 of the Act, Council does not have a statutory or common law duty to inspect, maintain and repair the nature strip.

Modifications or landscaping of nature strips must be undertaken in accordance with Council's Nature strip Policy.

4.14.6 Consent to Perform Works in Road Reserve

In general, any person considering performing works in road reserves must obtain consent from the Co-ordinating Road Authority unless they are exempted under the Road Management (Works & Infrastructure) Regulations 2005. Advice and application forms are available from the Municipal Offices for work on municipal roads.

4.15 Access Control

Under the provisions of the Act a road authority may make a decision concerning access onto a public road in relation to: -

- Location
- Restrictions of use
- Conditions
- Works.

RRV may specify requirements for highways and arterial roads and Council for local roads.

Under the Planning Permit process Council may impose conditions on a permit for the use or development of land in relation to: -

- Stock Crossings,
- Vehicle crossings,
- Driveway dimensions,
- Turning lanes, and
- School bus stopping areas.

5 STANDARDS FOR INSPECTION

Road and path asset inspections are conducted at pre-determined intervals, according to the classification. The timing of inspections is determined by a number of factors, such as seasonal weather and use, traffic type, gravel type, and may be carried out at various times throughout the year, and may vary according to the season of year.

The main reasons for the inspection of road assets are: -

- To identify defects and act to minimise the risk of injury to the asset users
- To identify defects in time and repair to prevent premature failure of assets and minimise the financial impact to the community.

5.1 Types of Inspections

The Council and the community collectively identify the defects on roads. Inspections are performed in three modes as follows: -

- Mode 1 Inspection by service inspector (proactive maintenance/defect inspection)
- Mode 2 Inspection based on customer complaints or reports (reactive/safety inspection)
- Mode 3 Inspection by works officers or by independent team (condition inspection).

Details of inspections are included in Appendix 3.

5.1.1 Pro-active Inspections

Pro-active inspections are regular programmed safety inspections designed to identify those defects that exceed the stated intervention level.

Pro-active inspection frequencies are based on risk and are aligned to the asset hierarchies detailed in Appendix 1.

All inspections are recorded against the asset, as well as any defects detected that exceed the stated intervention level.

Pro-active inspections for bridges (Level 1 inspections) are undertaken in accordance with VicRoads guidelines on a 12-monthly basis.

Any defects likely to affect road user or public safety identified in the pro-active inspections will have a response timeframe as detailed in Appendix 4.

5.1.2 Re-active Inspections

Re-active inspections are initiated by requests from the public (the customer).

Customer requests regarding road infrastructure and road related infrastructure will be inspected within 15 working days of the request being lodged.

Any defects above intervention level identified in the re-active inspection will have a response time frame as detailed in Appendix 4 and will be treated the same as those identified in the pro-active inspections. The defect response time is measured from the time the defect is inspected by Council.

5.1.3 Condition Inspections

Condition Inspections are used to determine the overall structural condition and remaining life of the assets. They are used to program periodic rehabilitation and replacement, as well as for determining depreciation costs when valuing the assets. Condition Inspections are not undertaken to identify individual defects; however, they may be conducted in conjunction with pro-active safety inspections.

The frequency of the asset condition assessments are not governed by the RMP.

5.2 Defect Intervention Levels and Response Times

A defect is a localised failure in an asset, for example, a pothole in a road surface or a joint displacement in a concrete footpath. The defect intervention level is the size or severity of a defect at which a mandatory response is required. An appropriate response could be to undertake maintenance works to ensure the defect no longer exceeds intervention level.

The response time is the maximum time allowed before a response is required on a defect that is above intervention level. Response time is measured from the time the defect is inspected by Council and is determined from the defect intervention level and the hierarchy of the asset.

Within the relevant response time, Council may also at its discretion and where appropriate employ temporary measures to defects that exceed a stated intervention level utilising one of the following: –

- Provision of warning signs
- Provision of safety barriers
- Traffic control action -
  - Diverting traffic around the site
  - Install temporary speed limit
  - Lane closure or road closure
  - Closure of the road to certain vehicles (e.g. Load limit)
- Spray painting footpath lips.

Response times for repair work exclude major capital works (i.e. maintenance work only).

6 SERVICE LEVELS

The desirable minimum design targets for road and bridges, including road related infrastructure, for each road classification are set out in Appendix 2, with reference to Australian Standards, VicRoads Supplementary Guidelines and Austroads Guidelines.

The design targets are the desirable minimum standards to be achieved, where possible, when reconstruction or replacement of the asset is undertaken.

The existing assets are generally of a lower standard, and this standard will be maintained until any upgrade works are programmed.

Roads are classified according to their function and traffic volumes.

The level of service provided by a road is determined by its geometrical design standard and its surfacing.

A road with a bituminous surface seal provides a higher level of service than an unsealed gravel road due to improved ride quality and all-weather, dust free surface.

Council may change the classification of a road if the function or usage of the road changes and this may affect the service level provided and the standard of maintenance.

It is Council's intention to upgrade the classification of a number of Fire Access / Zero Class roads progressively over the life of this RMP. This will be implemented as funding for both the capital upgrade works and ongoing maintenance is made available. Roads will be prioritised for reclassification by assessment of their network importance, the number of existing houses, the length of the road and the current traffic volumes. (Refer to Road Assessment Matrix at Appendix 6).

To qualify for assessment, the roads will need to provide prime access to a dwelling or have been identified as High Usage in the 2021 RMP review.

7 STANDARDS FOR MAINTENANCE AND REPAIR

Council has determined standards in relation to the condition to be achieved in maintenance and repair of roads, pathways and other road infrastructure.

Details of maintenance in relation to intervention levels are included in Appendix 4.

By agreement with Council, the users of roads not satisfied with construction standards or service levels may undertake road improvement works at their cost.

Residents and road users should contact Council to discuss the requirements and costings for proposed improvements on an individual basis.

Such works will be subject to the VicRoads "Code of Practice for Worksite Safety – Traffic Management" and "a Works within Road Reserves" permit from Council.

Improvement works must be approved by Council and carried out by a Council approved contractor.

Improvement works may include:

- Maintenance grading
- Addition of dust suppressant to the surface of an unsealed road
- Sealing of the road surface
- Construction works to upgrade the road to Council standards.

If an urgent or high risk situation is identified either through the Council's routine maintenance inspections, or through another inspection mechanism, Council will take appropriate action, as a matter of priority, to reduce the risk of an incident, by means of appropriate warning until the maintenance/repair works are completed. These works may be considered as emergency works.

8 MANAGEMENT SYSTEM

Council's asset information is stored on an electronic database known as the Asset Management System (AMS). This system is continually being developed and enhanced. The system is currently being upgraded to manage and record maintenance information, enabling work done on specific assets to be traced more readily. Projects are also underway to improve the integration of the AMS with Council's other information systems.

The AMS is also increasingly being used to manage information on risk and to model deterioration and replacement scenarios.

Key aspects of the management system utilised by Council includes:

- Regular inspections of the asset portfolios
- The setting of intervention levels
- The type of intervention action
- The target time for intervention action.

The maintenance management system is illustrated in Appendix 5.

9 "FORCE MAJEURE"

Council will make every endeavour to meet all aspects of its RMP.

However, in the event of natural disasters and other events including, but not limited to, fires, floods, droughts and the like, together with human factors, such as lack of Council staff or suitably qualified contractors, because of section 83 of the Victorian Wrongs Act 1958, as amended, Council reserves the right to suspend compliance with its RMP.

In the event that the CEO of the Council has to, pursuant to section 83 of the above Act, consider the limited financial resources of the Council and its other conflicting priorities, meaning Council's RMP cannot be met, they will write to Council's Officer in charge of its RMP and inform them that some, or all, of the timeframes and response times are to be suspended.

Once the events beyond the control of Council have abated, or if the events have partly abated, Council's CEO will write to Council's Officer responsible for Council's RMP and inform them which parts of Council's RMP are to be reactivated and the timeframes for each part of the RMP to be reactivated.

10 ROAD ADVISORY COMMITTEE

The purpose of the Road Advisory Committee is to provide input into the cost-effective management of the Council's road network. A separate document that contains the scope, function, composition and meeting frequency will be developed and approved by Council for the operation of the Committee.

11 APPENDICES

Appendix 1 – Road & Footpath Hierarchy

Appendix 2 – Design Targets

Appendix 3 – Inspection Targets

Appendix 4 – Maintenance Targets and Response Times for Roads

Appendix 5 – Maintenance Management System

Appendix 6 – Road Assessment Matrix

Appendix 1 – Road & Footpath Hierarchy

Road Hierarchy

Functional Classification:	Definition:	Road Class				
		Class 0 Fire Access	Class 1	Class 2	Class 3	Class 4
		Unformed or Formed with no pavement	Formed with pavement (may be sealed) <50vpd	Sealed or unsealed Generally, 50 to 150vpd	Sealed or unsealed Generally, 150 to 500vpd	Sealed or unsealed Generally, >500vpd
Link	Prime function: link between major roads, and regions	n/a	n/a	L2	L3	L4
Collector	Prime function: mixed function – traffic mobility and property access	n/a	C1	C2	C3	C4
Access	Prime function: access to residences	n/a	A1	A2	A3	n/a
Access – property only	Prime function: "property only" access	A0	A1	n/a	n/a	n/a
Fire Access	Prime function: access for 4wd fire vehicles	FA	n/a	n/a	n/a	n/a

Footpath Hierarchy

Classification	Definition
Priority 1 **High Use Areas**	These are footpaths within the CBD of towns where public footpaths have been constructed. Also included in this category is any footpath in the vicinity of Hospitals, Churches, Schools, Aged Hostels, and strategic routes to areas of significance.
Priority 2 **Other Areas**	Primarily included in this category is any footpath specifically constructed as access to residential and other areas & have less use than Priority 1 footpaths.

Appendix 2 – Design Targets

Road Classification		Traffic Volume (vpd)	Seal Width (m)	Pavement Width (m)	Pavement Depth (mm)	Formation Width (m)	Bridge Width (m)	Bridge Design Loading
Link	L4	>500	7.0	7.3	250	11.0	7.4	SM 1600
Link	L3	150-500	6.8	7.1	250	10.0	7.4	SM 1600
Link	L2	<150	6.2	6.5	250	9.2	7.4	SM 1600
Collector	C4	>500	6.8	7.1	200	10.0	7.4	SM 1600
Collector	C3	150-500	6.2	6.6	200	7.8	7.4	SM 1600
Collector	C2	<150	6.2	6.6	200	7.8	7.4	SM 1600
Access	A3	>150	6.2	6.6	150	7.8	7.4	SM 1600
Access	A2	50-150		4.0	150	6.0	4.5	SM 1600
Access	A1	<50		4.0	150	6.0	4.5	SM 1600

L4 roads will be associated with strategic freight routes (gazetted B-double routes) hence will need to meet Austroads geometric design requirements.

The desirable minimum design targets for road and bridges, including associated road related infrastructure, are in accordance with the relevant Australian Standards, VicRoads Supplementary Guidelines and Austroads Guidelines.

Appendix 3 – Inspection Targets

INSPECTION TYPE	FREQUENCY				
	Class 0, Fire Access	Class 1	Class 2	Class 3	Class 4
Road Defect Inspection	12 months	12 months	6 months	3 months	3 months
Road Night Inspection	n/a	n/a	n/a	12 months	12 months
Bridge Inspection (Level 1)	12 months	12 months	12 months	6 months	6 months
Safety/Hazard inspection	As required	As required	As required	As required	As required

FOOTPATH INSPECTION	FREQUENCY	
	Priority 1	Priority 2
Defect Inspection	6 months	12 months

Appendix 4 – Maintenance Targets and Response Times for Roads

ACTIVITY/TOLERABLE DEFECT INTERVENTION LEVEL:	ROAD CLASS				
	Class 0 Fire access	**Class 1:**	**Class 2:**	**Class 3:**	**Class 4:**
Bridges					
Damage affecting structural performance:	1 mth	1 wk.	1 wk.	2 days	2 days
Bridge signage/railing/drain cleaning	12 mths	6 mths	6 mths	3 mths	3 mths
Waterways	After major storms				
Sealed surfaces:					
Pothole:	n/a	>500mm dia. and >150mm deep	>300mm dia. and >100mm deep	>300mm dia. and >100mm deep	>300mm dia. and >100mm deep
Pothole repair response time:	n/a	2 mths	1 mth	14 days	14 days
Deformation (under 3m straight edge):	n/a	> 100mm	> 100mm	> 100mm	> 100mm
Deformation repair response time:	n/a	2 mths	1 mth	14 days	14 days
Rutting (under 1.2m straight edge):	n/a	> 100mm	> 100mm	> 100mm	> 100mm
Rutting repair response time:	n/a	2 mths	1 mth	14 days	14 days
Edge break: (fretting)	n/a	> 300mm	> 300mm	> 200mm	> 200mm
Edge break repair response time:	n/a	2 mths	2 mths	14 days	14 days
Sealed road shoulder drop-off:	n/a	> 100mm	> 100mm	> 100mm	> 100mm
Shoulder drop-off repair response time:	n/a	2 mths	2 mths	14 days	14 days
Shoulder rutting:	n/a	> 100mm	> 100mm	> 100mm	> 100mm
Shoulder rutting repair response time:	n/a	2 mths	2 mths	14 days	14 days

ACTIVITY/TOLERABLE DEFECT INTERVENTION LEVEL:	ROAD CLASS				
	Class 0 Fire access	**Class 1:**	**Class 2:**	**Class 3:**	**Class 4:**
Unsealed surfaces:					
Rough surface:	see note 2	see note 3	see note 3	see note 3	see note 3
Rough surface repair response time:	n/a	6 mths	6 mths	3 mths	3 mths
Unsealed road crossfall:	see note 2	1% < xfall < 8% on >20% of road	1% < xfall < 8% on >20% of road	1% < xfall < 8% on >20% of road	1% < xfall < 8% on >20% of road
Crossfall repair time:	n/a	6 mths	6 mths	6 mths	3 mths
Pothole:	n/a see note 2	>500mm dia. and >150mm deep, or >100mm deep over >30% of road	>500mm dia. and >150mm deep, or >100mm deep over >30% of road	>500mm dia. and >150mm deep, or >75mm deep over >30% of road	>500mm dia. and >150mm deep, or >75mm deep over >30% of road
Pothole repair response time:	n/a	6 mths	3 mths	3 mths	2 mths
Rutting:	see note 2	> 150mm	> 150mm	> 150mm	> 150mm
Rutting repair response time:	n/a	6 mths	6 mths	3 mths	3 mths
Roadside Drainage:					
Table drains	see note 2	< 25% of capacity	< 25% of capacity	< 25% of capacity	< 25% of capacity
Table drain response time	As resources permit	6 mths	6 mths	3 mths	3 mths
Culverts	see note 2	< 25% of capacity	< 25% of capacity	< 25% of capacity	< 25% of capacity
Culvert response time	As resources permit	6 mths	6 mths	3 mths	3 mths
General:					
Roadside vegetation – clearance envelope.	see note 2	Limb clearance < 5.0 m high above road surface, guidepost line width			
Clearance envelope response time:	As resources permit	As resources allow – See note 4			6 mths

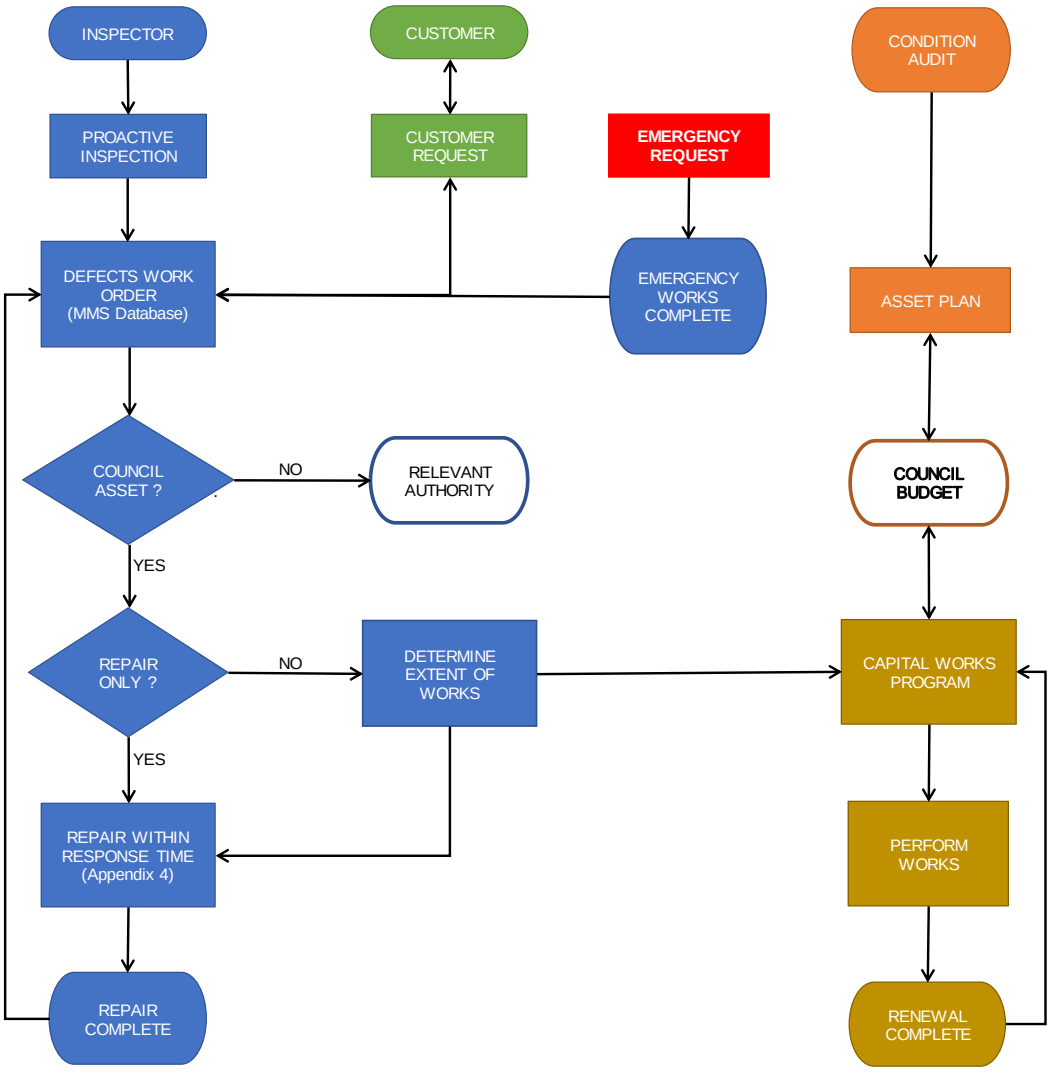
ACTIVITY/TOLERABLE DEFECT INTERVENTION LEVEL:	ROAD CLASS				
	Class 0 Fire access	**Class 1:**	**Class 2:**	**Class 3:**	**Class 4:**
Regulatory & hazard signs	n/a	Replace within 1 month if missing or substantially ineffective			
Linemarking, Pavement Markings & Delineation:	n/a	Missing or faded so as to render them ineffective			
Linemarking, Pavement Markings & Delineation response time:	n/a	Annual Program subject to funding – See note 5			
Guideposts:	n/a	culverts only	required	required	required
Guidepost repair response time:	n/a	6 mths	6 mths	2 mths	1 mth
Emergency works: see note 1	see note 1	see note 1	Turn out time – 30 minutes Remedial works/appropriate warning – 2hrs		
Footpaths	**Priority 1 Paths**		**Priority 2 Paths**		
Footpaths -paved:	>20mm abrupt step		>20 mm abrupt step		
Footpath repair response time:	2 weeks		: Refer to Program		
Street trees:	2.5m minimum clearance above footpath				
Clearance response time:	2 months		6 months		

Notes:

1. When Council is notified of a hazard, Council staff will inspect and rectify it if possible, or provide appropriate warning within the repair/response time indicated. Where, because of the nature of the repair required or workload, it is not possible to rectify within the time shown, appropriate warning of the hazard will be provided until the repair can be completed.
2. "Class 0, Fire Access" roads will be maintained to a standard that allows for the passage of a fire truck in dry weather.

   Grade the formation and table drains as required to maintain standard and prevent loss of formation as resources permit.
3. Safe travelling speed is reduced to <60% of the environmental speed or scour channels/corrugations >75mm deep over >30% of road.
4. For Priority 1 and 2 roads (access and egress) indicated on CFA's Strathbogie Shire Bushfire management plan an extension of the roadside vegetation clearance envelope to include removal of regrowth to 6 metres from the edge of the carriageway. This work to be done as resources permit.
5. To be undertaken in accordance with the requirements of the relevant Australian Standards, VicRoads Supplementary Guidelines and Austroads Guidelines.

Appendix 5 – Maintenance Management System



Customer Service Commitments

Roads & Bridges Maintenance

Pot Holes - Sealed Roads
Inspect within 14 days
Repairs as per Appendix 4 of the RMP

Pot Holes - Gravel Roads
Inspect within 3 months
Repairs as per Appendix 4 of the RMP

Bridges - Class 3 & 4
Inspect and make safe structural damage to bridges within 2 working days of report being received

Footpaths

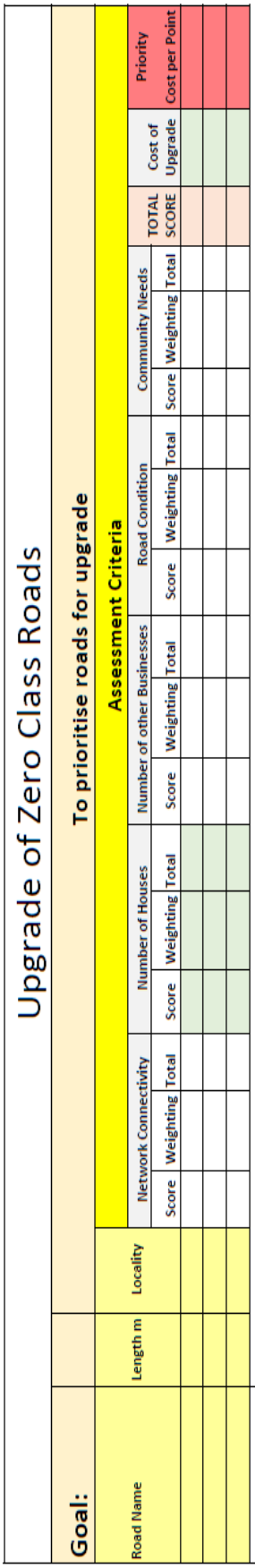
Inspect and make safe dangerous footpaths within two (2) working days of a report being received

Drains

Investigate blocked Council owned drains and pits within 2 working days of a report being received

Inspect and make safe missing or damaged pit lids within 1 working day of a report being received

Appendix 6 – Road Assessment Matrix



Upgrade of Zero Class Roads

Goal: To prioritise roads for upgrade

Assessment Criteria

Road Name	Length m	Locality	Network Connectivity			Number of Houses			Number of other Businesses			Road Condition			Community Needs			TOTAL SCORE	Cost of Upgrade	Priority Cost per Point
			Score	Weighting	Total	Score	Weighting	Total	Score	Weighting	Total	Score	Weighting	Total	Score	Weighting	Total			

Note:
Network Connectivity: Score out of 10 (ie. Full score for through road)
Weighting %
Total score in points
Priority is lowest cost per point