

MITCHELL SHIRE COUNCIL.

Road Management Plan 2017



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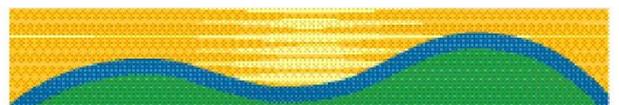


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1. EXECUTIVE SUMMARY

Mitchell Shire Council is the responsible road authority for the management of Council's local road and drainage network. The local road network is Council's largest asset category and comprises over 1380 km's of sealed and unsealed roads.

The road network and its associated road infrastructure are required to be maintained to refine road safety and to ensure that Council managed roads continue to function and to provide a level of service acceptable to the community. The network consists of **Arterial Roads** (managed by VicRoads), **Municipal Roads**, which are under the control of the Council, and **other roads**, which are managed by the party responsible for the relevant land.

This Road Management Plan (RMP) was first developed in response to the introduction, in July 2004, of the Road Management Act 2004 (The Act). The Act imposes a duty on road management authorities to inspect, maintain and repair public roads. Council must, in accordance with the Regulations made under the Act, conduct a formal review of its Road Management Plan every four years generally in line with Council elections and the Council Plan.

The purpose of the RMP is to describe the minimum standards in which Council will fulfil its road management obligations in respect of those municipal roads within its district.

The Road Management Plan:

- Encompasses road user needs and expectations within an economic framework based on meeting reasonable maintenance operation targets and asset management programs relative to the road network function.
- Seeks to balance the economic, social, safety and environmental expectations of the community; particularly those people and groups, who rely on the street network for access to homes, commercial and industrial areas.
- Takes into consideration the affordability, available resources and management of risks. The Plan has determined within the supporting documents and the Road Asset Management Plan the levels of service that meet the community's reasonable expectations of day to day maintenance and the on-going asset function.
- Provides supporting documents that have been developed to establish a management system for the local road functions that are the responsibility of Council. The management system is based on policy and operational objectives and at the same time recognises resource limitations in undertaking the necessary levels of service and performance targets outlined in the plan.
- Is a dynamic document and is subject to continuous improvement, changing legislative requirements and economic, social, environmental and climatic impacts.

This RMP which has been developed in consultation with the community and seeks to balance the needs of the community by considering the various influencing factors of risk management, road safety, social needs, environmental influences, and economics.

The RMP identifies Council's responsibilities in relation to roads and infrastructure (as listed in the register of Public Roads). It then sets out schedules of inspection types, inspection frequencies and identify key imperfections and service response times.

2. BACKGROUND

The management, maintenance and development of roads throughout the Mitchell Shire is a shared responsibility between VicRoads, Mitchell Shire Council, the Department of Environment, Land, Water and Planning, other Government Departments and Private Land owners.

The road network consists of Arterial Roads (Highways, Main Roads & Tourist Roads managed by VicRoads), Municipal Roads which are under the control of the Council, and other roads which may be on private land, crown reserves or national parks which are managed by the party responsible for the relevant land.

The topography and the road network are such that the majority of the municipal or local roads in the rural areas feed directly off the arterial roads to provide access to property and forest areas. Very few local roads provide genuine linkages between significant locations either within or outside Council. The total length of the local road network is approximately 1380 kilometres.

2.1 Legislative Basis for the Plan

This Road Management Plan (referred to hereafter as the 'Plan') is prepared in accordance with the Road Management Act 2004.

This Plan reflects the purposes and objectives of the Council as specified under Division 2 of the Local Government Act 1989.

In developing the policy decisions and relevant standards the, statutes that relate to this Plan include the *Road Safety Act 1986* and the *Transport Act 1983*.

This Plan has been reviewed with regard with the following plans, policies, strategies and adoptions.

- i. Council Plan
- ii. Operational and Capital Budgets
- iii. Infrastructure Asset Management Policy 2015
- iv. Infrastructure Asset Management Strategy 2015
- v. Asset Management Plans

2.2 Purpose

This Plan describes Council's obligations as the responsible authority to inspect, maintain and repair public roads. In simple terms, its purpose is to set out a clear system of inspection and maintenance on the road and footpath network and in doing so, to minimise Council's exposure to risk.

In addition, the Plan may determine standards in respect of any other matter referred to in section 41 of the Act. These may include:

- a) a description of the types of road infrastructure;
- b) a description of the inspections required for different types of road infrastructure;
- c) the standard or target condition to be achieved in the maintenance and repair of different types of road infrastructure

2.3 Key Stakeholders

In formulating its Plan the council has consulted with the community and considered all key stakeholders, including:

- The community in general residents & businesses adjoining the road network; Road users including trucks, commercial vehicles, cars, buses and motor cycles; Pedestrians, tourists & visitors to the area;
- Cyclists, users of prams, mobility scooters and wheel chairs; Emergency agencies (Police, Fire, Ambulance, VICSES); Military (special use in times of conflict & emergency); Traffic & transportation managers;
- Construction & maintenance personnel Utility agencies & Service Authorities; Council as custodian of the asset; and
- State & Federal Government that periodically provide support funding to assist with management of the network.

Council's Plan can be inspected online at www.mitchellshire.vic.gov.au or by contacting Council's Customer Services on (03) 5734 6200.

2.4 Coordinating Road Authority

The Mitchell Shire Council, under the Act is the *Coordinating Road Authority* for the municipal *public roads* within its district. This includes approximately 668 kilometres of sealed roads and 715 kilometres of unsealed (or gravel) roads. The Mitchell Council Council's *Register of Public Roads* lists all those roads or extents of roads which fall into this category. There are also 220 kilometres of sealed and unsealed paths associated with the public road network that Council is responsible for.

3. REGISTER OF PUBLIC ROADS

Section 19 of the *Road Management Act 2004* requires Council to keep a Register of Public Roads specifying the roads for which it is the coordinating road authority.

The Register is part of Council's Road Asset Register. The Asset Register records information such as the type, configuration and quantity of road assets for which the Council is responsible, together with a history of assets including any additions, deletions or changes.

The following assets within the public road network identified in Council's Asset Register are included in this Plan:

- Road surface and supporting pavement;
- Road shoulders;
- Footpaths and shared-use paths;
- Furniture such as traffic facilities (roundabouts, raised pavements etc.);
- Line marking;
- Traffic control signage;
- Road drainage; and
- Kerb and channel;

Council has also designated certain areas adjacent to a public road as ‘ancillary areas’ and these areas are recorded in the Register of Public Roads (i.e. car parks, service roads).

The Register of Public Roads establishes a road hierarchy and the relevant road categories are used only to differentiate service levels and maintenance standards.

It is important to note that this does not include every government road or every public highway within Councils municipal district, but only those which fit the definition of *Public Road* within the Act. Importantly, this leaves the policy decision to Council to determine which of the municipal roads within its district “*is reasonably required for general public use*”.

This Plan does not apply to;

- any driveway or pathway providing access from private land to a public road either within a road reserve or on private land,
- roads or road related infrastructure under the responsibility of another authority such as arterial roads, fire access tracks etc.,
- any unformed roads or roads not built to Council standards etc.,
- any asset belonging to utility and public transport companies such as utility poles, rail crossings, street lighting, water mains, sewerage, telecommunications, etc.,
- and privately owned assets such as drainage connections to private properties, overhanging structures, awnings etc

In putting together Council’s *Register of Public Roads*, emphasis has been placed on whether particular roads have been regularly maintained by Council in the past, the construction standard of any new or upgraded sections of roads, and the function of the road in the context of its requirement for general public use. Council cannot reasonably maintain roads not constructed to a suitable standard without exposing itself to undue risk.

The roads within the municipal district which are not managed by Council typically fall into two categories:

- Roads which are not *municipal roads*. These include arterial roads (managed by VicRoads), roads on crown reserves, state parks or state forests etc. (responsibility of the relevant land manager), and private roads.
- Municipal roads which are deemed by Council not to be ‘*reasonably required for general public use.*’

3.1 Road Infrastructure

In carrying out its duty to inspect, maintain and repair public roads, Council is responsible for the following road assets within the road reserve:

- Road structure including earth formation, road pavement and road surface;
- Road drainage including roadside table drains, kerbs, culverts, pits and other drainage infrastructure within the road formation;
- Road signs, guideposts and pavement markings;
- Bridges and major culverts;
- Constructed pathways (sealed and unsealed) including paths within driveway crossover

The following road infrastructure is **not** maintained by Council:

- Non-Road infrastructure & roadside vegetation other than as described above;
- Private vehicle crossings (from property boundary to edge of road pavement) including pipes, culverts and end walls under vehicle crossings. These are the responsibility of property owners and construction requires permit from Council;
- Private storm water outlet pipes;
- Unconstructed pathways;
- Trees on private property overhanging road reserve; and
- Other authorities' assets (e.g. Telecommunications, electricity, water, sewerage assets etc.)

4. COUNCIL ROADSIDES

4.1. If a Council road asset is not outlined in Schedule One (1) or is not incorporated by definition, then the Act deems this area or asset to form part of Council's roadside. For example a nature strip area forms part of a Council roadside. Therefore, roadsides and roadside assets are not outlined in Council's Register of Public Roads. Nor are they addressed in the Plan. Council relies on section 107 of the Act as a complete immunity from suit for any loss arising out of its roadsides. Section 107 provides:-

"A road authority does not have a statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside of any public highway (whether or not a public road)."

4.2. Council's Plan therefore reflects its statutory and common law immunity contained in section 107 of the Act. Namely, it is not required to maintain, inspect or repair any roadside on any Council road.

4.3. Examples of what Council is and is not responsible for pursuant to the Act are outlined in Schedule Two (2) which follows.

5. POWER TO DETERMINE STANDARD OF CONSTRUCTION, INSPECTION, MAINTENANCE AND REPAIR

5.1 Council's Plan reflects section 41 of the Act which provides as follows:

"(1) the relevant road authority may determine the standard to which the relevant road authority will construct, inspect, maintain and repair roadways, pathways, road infrastructure and road related infrastructure."

5.2 While Council's Plan refers to all the powers provided to it outlined in Para. Its Plan also reflects the "musts" in sub-section (4) of section 41, including Council having regard to *"(e) any relevant Code of Practice"*.

6. SECTION 40(3) RM ACT & REGISTER OF PUBLIC ROADS & CLASSIFICATIONS

6.1 To assist the Council to meet its Plan and to meet its the Act duties, the Council has adopted a classification of section 40 (3) assets included in its Register of Public Roads, or are included by definition. Details of this classification are contained in Schedule Three (3) which follows.

7. RM ACT INSPECTIONS & INTERVENTION STRATEGIES

7.1 While section 40(3) of the Act imposes a duty on Council to inspect, maintain and repair roads, pathways, shoulders of roads and road infrastructure relating to roads included in its Register of Public Roads, neither the words proactive or reactive inspections are used in this section. Nor are they used elsewhere in the Act. Council also notes the word "inspection" is not defined in the Act.

7.2 Therefore, Council relies on its general powers afforded to it in the RM Act and in particular section 41 (2) (b) where it is afforded the power to determine:-
"(b) in relation to inspection, the inspection of specified matters at specified intervals."

7.3 Details of the Council's reactive interventions are contained in Schedule Five (5) which follows.

8. PROACTIVE INSPECTIONS

For the same reasons as outlined in Paragraph section 7.2 above, the Council has decided on the proactive inspection methodology contained in Schedule Six (6) that follows.

9. MAINTENANCE & REPAIRS

Council's maintenance and repair strategies in relation to its Plan, including intervention strategies, are outlined in Schedule Seven (7) which follows.

10. EVENTS BEYOND CONTROL OF COUNCIL

Council will make every effort to meet its commitments under its Road Management Plan. However, there may be situations or circumstances that affect Council's business activities to the extent that it cannot deliver on the service levels of the Plan. These include but are not limited to:

- natural disasters, such as fires, floods, or storms, or a prolonged labour or resource shortage, due to a need to commit or redeploy Council staff and/or equipment elsewhere.
- In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial resources of Council and its other conflicting priorities, and determined that the Plan cannot be met, then pursuant to Section 83 of the Wrongs Act, the CEO will write to Council's Officer in charge of its Plan and inform them that some, or all of the timeframes and responses in Council's Plan are to be suspended.

Once the scope of the event/s have been determined, and the resources committed to the event response have been identified, then there will be an ongoing consultation between Council's CEO and Council's Officer responsible for the Plan, to determine which parts of Council's Plan are to be reactivated and when.

Council statements to residents about the suspension or reduction of the services under the Plan will include reference to how the work that will be done has been prioritised, and the period for which it is likely to be affected.

Details of the incident that led to the "Exceptional Circumstances" clause being activated, and then the process taken to re-enact the Plan, should be recorded and stored along with the RMP.

11. DUTY OF OWNER OR OCCUPIER OF ADJOINING LAND

Section 113 of the Road Management Act sets out the duty of care of owners or occupiers of land adjoining a road. This is to ensure that due care is taken to protect the stability of the road, their own and the safety of road users and the condition of road infrastructure.

11.1 Vehicle Access

Vehicle crossings (driveways) and pathways on road reserves that provide access to land adjoining a road are private assets. These assets are the responsibility of the adjoining property owner/s. This does not, however, prevent the responsible road authority from imposing conditions on the construction of the driveway.

11.2 Driveway Culverts, Pipes and headwalls

All pipes, culverts and headwalls placed within the road reserve are private assets required to facilitate access over a table drain. These assets are the responsibility of the property owner/s.

11.3 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 local laws Council may direct the landowner to trim the overhanging branches.

12. DUTY OF ROAD USER

All road users have a duty of care under the Road Management Act, with particular obligations prescribed under section 17 of the Road Safety Act 1986, which states the following:

Section 17A (1):

A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all the relevant factors including (without limiting the generality) *the following-*

Physical characteristics of the road;

- *prevailing weather conditions;*
- *level of visibility;*
- *condition of the motor vehicle;*
- *prevailing traffic conditions;*
- *relevant road laws and advisory signs; and*
- *Physical and mental condition of the driver.*

Section 17A (2):

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.

Section 17A (3) A road user must –

- i. have regard to the rights of other road users and take reasonable care to avoid any conduct that may endanger the safety or welfare of other road users;
- ii. have regard to the rights of the community and infrastructure managers in relation to the road infrastructure and non-road infrastructure on the road reserve and take reasonable care to avoid any conduct that may damage road infrastructure and non- road infrastructure on the road reserve;
- iii. Have regard to the rights of the community in relation to the road reserve and take reasonable care to avoid conduct that may harm the environment of the road reserve.

SCHEDULE 1 – REGISTER OF PUBLIC ROADS

As the Register of Public Roads is subject to change during the term of this Plan it is located separate to the Plan and therefore has been removed from this schedule.

The Public Roads Register is available for inspection at www.mitchellshire.vic.gov.au or by contacting Customer Services on (03) 5734 2000

SCHEDULE 2. MAINTENANCE RESPONSIBILITIES

VIC ROADS – ARTERIAL ROADS (MAIN ROADS)

The following roads within Mitchell Shire Council are managed and maintained by Vic Roads.

Hume Highway/Freeway
Goulburn Valley Highway
Northern Highway
Broadford Flowerdale Road
Broadford Kilmore Road
Epping Kilmore Road
Kilmore Lancefield Road
Lancefield Tooborac Road
Upper Goulburn Road
Wallan Whittlesea Road
Seymour Tooborac Road

A map showing roads that managed by Vic Roads is available at www.mitchellshire.vic.gov.au

SHARED ROAD RESPONSIBILITIES

DSE (FOREST MANAGEMENT) INTERFACE ROADS

During late 2008 and early 2009, Council and Department of Sustainability and Environment (DSE) negotiated a Road Network Interface – Road Management Function Agreement which describes the section of the subject road, the coordinating road authority, the responsible road authority, the public road status and some informative notes regarding the responsibilities.

The roads which are subject to this agreement are as follows:

- Cockpit Road
- Conical Hill Road
- Cunningham Road
- Davis Road, Jenkins Track, Jenkins No 2 Track Flynn Road/Willow Track
- Freeman Road
- Landscape Road
- Peels Road
- Reedy Creek Road

SCHEDULE 3 – CLASSIFICATIONS OF COUNCIL SECTION 40 (3) REGISTER OF PUBLIC ROADS ASSETS

The Council uses a road hierarchy which assigns a functional classification to each public road or road segment within its district. These are included in the Register of Public Roads. It should be noted that the classifications are functionally based rather than being based on traffic volumes or the current standard of construction (except the sub-classification Unformed Access Road). The functional definitions are summarised below.

CLASSIFICATION DEFINITION	
Freeway/Highway	Freeways are the principle routes for the movement of goods and people.
Arterial Road	Arterial roads are the principle routes for the movement of goods and people. They are designed to take into consideration abutting land uses.
Link	Provides linkages between collector roads and the arterial road network and between significant locations. <ul style="list-style-type: none"> • Links significant towns, locations and industries; • High percentage of through traffic; • Includes access to abutting properties; • Caters generally for higher traffic volumes and traffic speeds, and for a higher percentage of heavy vehicles.
Collector	Collects and distributes traffic from access roads to the wider road network. <ul style="list-style-type: none"> • Provides property access in both urban and rural areas; • Provides access to minor locations and industries; • Moderate percentage of through traffic; • Caters for moderate traffic volumes and speeds.

Access	<p>Provides predominantly for direct access to properties and industries.</p> <ul style="list-style-type: none"> • Caters for low traffic volumes and generally for low traffic speeds; • Low percentage of through traffic; <p>Access roads are divided further into sub-types. These sub-types are constructed, formed and unformed</p> <p>Unformed access roads:</p> <p>Has the same functional definition as Access Road – but has a lower construction standard.</p> <ul style="list-style-type: none"> • Has poor road formation, often narrow and with poor alignment. • Often has little or no formal drainage; • Caters for emergency vehicles.
Laneways	<p>Laneways are generally situated at the rear of properties. Their original purpose was to provide for night soil collection and rear property access. Laneways may or may not be accessible to vehicular traffic or pedestrian movement.</p>
Fire Access	<p>A Fire Access Track is specifically provided for access by the CFA to remote areas. These tracks are not intended for general day to day or public use, and are only maintained at the explicit request of Regional CFA during planning for the upcoming fire season.</p> <ul style="list-style-type: none"> • Caters for 4x4 fire fighting vehicles, often at low speed • May not be passable to traffic during winter • Often narrow and with poor road formation and alignment.

SCHEDULE 4 – SECTION 40 (3) PROGRAMMED INSPECTION TYPE

The Plan sets inspection standards that enable Council to achieve the standards of maintenance and repair for different parts of the road reserve and different types of road infrastructure on public roads or classes of public roads for which Council is responsible for.

The Plan determines an inspection standard, including the nature and frequency of inspections to be carried out on road infrastructure.

Council undertakes various periodic inspections and audits of its public roads and associated infrastructure to ensure a proactive approach to road safety and road maintenance.

Different types of inspections are carried out to ascertain different information about the road infrastructure. The following table sets out the different inspection types and their key purpose.

Table 1 - Type of Inspection

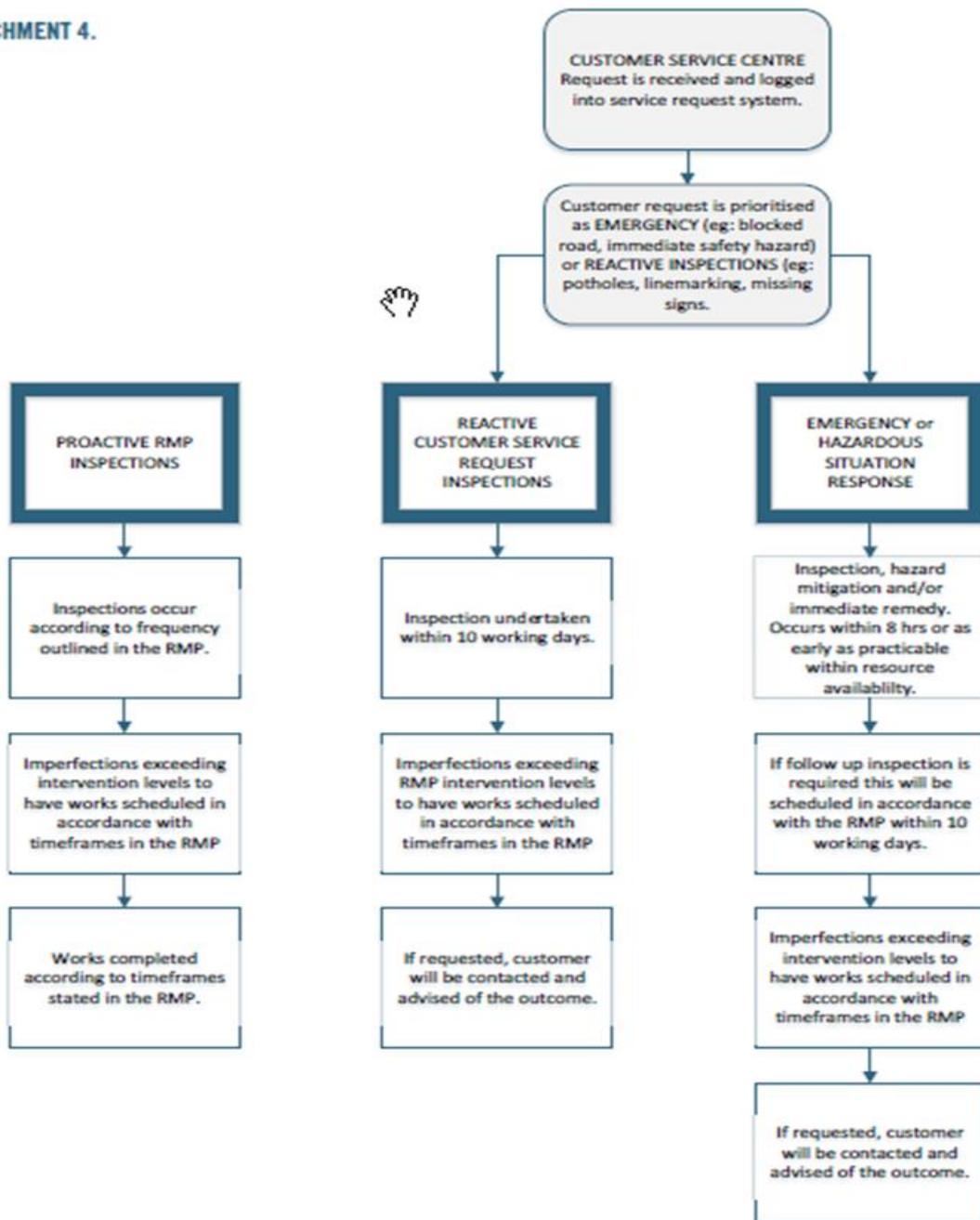
Function	Inspection Type	Infrastructure Inspected	Inspection Purpose
Defect Inspection	Imperfections (or road condition) Inspection	Road surface, drainage, signs, guideposts, vegetation & any other hazards.	To inspect condition of road infrastructure to allow programming of maintenance works and to address any imperfections that exceed stated intervention levels
	Sign and delineation Inspection	Signs and hazard markers	Routine inspections are undertaken (travelling both directions) for the purpose of identifying non-compliant reflectivity of regulatory signs and hazard markers.

	Bridge & Culverts	Bridges and major culverts	To assess condition of bridge and identify any maintenance works necessary.
	Footpath & Shared Pathway Inspection	Constructed pathways	To identify defects that exceed stated intervention levels
	Kerb & Channel	Constructed kerb and channel	To identify defects that exceed stated intervention levels
Asset Management Plan	Lifecycle Condition Audit	All road assets except signs, guideposts, street furniture, linemarking and trees	To measure the overall lifecycle condition of the assets enable long-term asset management

SCHEDULE 5 – SECTION 40 (3) REACTIVE INSPECTION FLOWCHART

Council will from time to time receive information in relation to road hazards or emergency situations from members of the public which require a reactive response. A Council officer will assess the urgency of the matter based on their best assessment of the information received, and wherever possible through direct discussion with the person making the request. The appropriate inspection response time will be determined as part of this assessment outlined in the reactive inspection flowchart.

ATTACHMENT 4.



In determining the timeframes outlined above Council takes into consideration factors including finances and resources available.

SCHEDULE 6 – SECTION 40 (3) RM ACT PROACTIVE ROAD MANAGEMENT PLAN INSPECTIONS

For the reasons outlined in Paragraph 8 above Council has formulated the following proactive inspection methodology of Section 40 (3) assets included in its Register of Public Roads/included by definition.

The frequencies set out in the table below for the various inspection types are based on the maintenance standards which are assigned to each road. In determining these frequencies, consideration has been given to the typical behaviour of road infrastructure and the time taken under normal circumstances for imperfections to develop. The inspection frequencies are considered to be reasonable taking these factors into account

INSPECTION FREQUENCIES			
ASSET TYPE	DESCRIPTION	SEALED	UNSEALED
LINK	Contained in Schedule 3	Twice a year	Twice a year
COLLECTOR	Contained in Schedule 3	Twice a year	Twice a year
ACCESS	Contained in Schedule 3	Twice a year	Once a year
SERVICE	Contained in Schedule 3	Twice a year	Once a year
BRIDGES	Level 1 Inspection	Once a year	Once a year
FOOTPATHS AND SHARED PATHWAYS	Category 1 & 2– High Usage and shared pathways	Once a year	NA
	Category 3 – Low Usage	Once in a two year period	NA

In determining the timeframes outlined above Council takes into consideration factors including finances and resources available.

SCHEDULE 7 – STANDARDS OF CONSTRUCTIONS, MAINTENANCE AND REPAIRS

Council refers to Section 41 of the Act and in particular to the powers afforded to it to:

“Determine the standard to which the relevant road authority will construct, inspect, maintain and repair roadways, pathways, road infrastructure and road related infrastructure”

In accord with Section 41 and the Act generally, Council has determined the following standards in relation to:

- a) construction;
- b) maintenance; and
- c) repairs

of the assets outlined in its Register/included by definition.

The Plan may determine a standard in relation to the condition to be achieved in the maintenance and repair of the roadways and pathways and other road infrastructure.

The Plan may set out a priority order in which particular standards or target conditions are to be met for particular roads or classes of roads.

In this regard, it should be noted that section 40(2) of the Act provides that a road authority's duty to inspect, maintain and repair a public road does not include a duty to upgrade a road or to maintain it to a higher standard than the standard to which the road is constructed.

General Influencing Factors

As Council is a provider of a wide range of services to the community, far beyond road maintenance, the financial resource capacity and the overall priorities of the community, determined through its elected representatives, have a significant impact on the road maintenance service levels. In order to understand the road maintenance service levels, it is important to understand the function of the road, the standard of construction of the road (and hence its ability to be “reasonably” maintained), the level and type of use of the road, and ultimately the level of risk and its relationship with the level of maintenance.

Road Function

Council's functional road hierarchy was introduced in Schedule 3 of this Plan. A road's function relates to the role it plays in the road network and is an important factor in determining its importance. Council's Register of Public Roads provides greater detail and lists the functional classification assigned to each individual road or road segment.

Construction Standard

Many of Council's lesser roads, which play a very minor role in the road network and typically cater for low traffic volumes, are only constructed to a basic standard, often with no drainage. These roads have been classified as **Access Roads Unformed**. As such their construction standard does not permit them to be maintained to a higher standard levels on these roads.

Road Use

The number and types of vehicles (and other road users such as pedestrians and bicycles) are also influencing factors in determining maintenance service levels on roads and footpaths. While traffic volume is the key measure, consideration is also given to types of use (e.g. school buses, log trucks), typical for the particular section of road or footpath.

Risk

The level of risk is a function of the likelihood and consequences of a potential incident.

By considering function, construction standards and expectations of users, and the level and type of use of the different roads an assessment of the likelihood of a particular incident occurring can be undertaken.

The severity of any potential incident on the road network is assessed by looking at the environmental factors such as travelling speed and the physical characteristics of the imperfections. For example, the consequences of a vehicle losing control, following the collision with a pothole at high speed would be assessed as being more severe than in a lower speed environment.

Council has taken these key factors into account in establishing its RMP service levels.

Development of Maintenance Service Levels

In reviewing the service levels outlined in the Plan, the effectiveness and appropriateness of the current road maintenance service were gauged according to:

- Community feedback received through community satisfaction surveys
- Council's Customer Service Request System as they related to road maintenance.
- A review of maintenance standards being adopted by other road authorities in the region, particularly VicRoads and the local government municipalities in north-eastern Victoria, to ensure that the adopted levels of service were generally consistent with relevant industry standards.
- Any feedback received from the community during the public consultation process as the review of the plan.
- Finally, a review of Council's ability to deliver the stated service levels given the available levels of resourcing for maintenance.

INTERVENTION STANDARDS AND RESPONSE TIME

Imperfection Response Service Standards

Council uses a proactive approach to road maintenance. Council undertakes imperfection inspections of the road network. Any imperfections which are identified as having reached the nominated intervention levels will be addressed within the corresponding *rectification time*. Therefore *rectification times* should be considered as the maximum time allowed

The following table details the service levels and rectification times for the relevant maintenance standard for each of the road classifications under Council's RMP.

7.1 ROAD INFRASTRUCTURE

RMP RESPONSE AND RECTIFICATION SCHEDULE				
IMPERFECTION TYPE	IMPERFECTION DESCRIPTION	INTERVENTION LEVEL	CARPARK, LINK AND COLLECTOR	ACCESS AND SERVICE
ALL ROADS	Open Drains	> 50% of drain capacity is reduced	12 weeks	24 weeks
	Guard Rails	Replace missing or hazardous guardrail	12 weeks	12 weeks
	Signage/Delineation (Regulatory)	Missing or > 50% illegible	4 weeks	8 weeks
	Signage/Delineation (Traffic Advisory signs)	Missing or > 50% illegible	8 weeks	16 weeks
	Roadside vegetation. Height and Width Clearance	> 4.9m clearance of traffic lanes Obscures line of sight of approaching vehicles at intersections or obscures regulatory or traffic advisory signs	Annual Program	Annual Program
SEALED ROADS	Potholes	> 300mm (w) and >75mm (d)	2 weeks	6 weeks
	Edge Drop Off	> 100mm (d) over 100 l/m	4 weeks	6 weeks
	Edge Breaks	> 300mm (w) over 20 l/m	4 weeks	6 weeks
	Shoulder Potholes	> 75mm (d) and > 450mm (w) when pavement seal < 6m (w)	4 weeks	8 weeks
	Linemarking	> 50% faded line	Annual Program	Annual Program
	Pavement Failures (Large)	> 150m ²	Capital Program	Capital Program

	Pavement Failures (Minor)	> 1m ² and < 150m ²	Annual Program	Annual Program
	Kerb and Channel (Major)	> 50mm dislodged alignment and < 3 l/m	6 months	12 months
	Kerb and Channel (Minor)	> 50mm dislodged alignment and > 3 l/m	Annual Program	Annual Program
UNSEALED ROADS	Potholes	> 450mm (w) and 100mm (d)	4 weeks	12 weeks
	Road Scouring (Traverse Rutting)	> 150mm (d) and > 200mm (w)	4 weeks	12 weeks
	Road Scouring (Longitudinal Rutting)	> 150mm (d) and over 25 l/m	4 weeks	12 weeks
	Corrugations	> 100mm (d) and over 50 l/m	4 weeks	12 weeks
FOOTPATHS AND SHARED PATHWAYS	Category 1 & 2	> 25mm vertical imperfection	Mark with paint, add to Annual Program	
	Category 3	> 25mm vertical imperfection	Mark with paint, add to 3 Year Program	
	All	Overhanging vegetation below 2.5mtrs above footpath or shared pathways	1 year	
	All	Undulations, heave, subsidence on asphalt or paved pathways exceeding 40mm over a 1.2mtr straight edge	Mark with paint, add to Annual Program	
	Shared pathways	Pothole >100mm diameter and >25mm depth	Mark with paint, add to Annual Program	

SCHEDULE 8 – RM Act & CIVIL CLAIMS

If a party or parties alleges a loss or losses involving a Council Section 40 (3) asset included in its Register of Public Roads, or included by definition, then Part 6 of the Act applies.

Council wishes to highlight the following aspects of Part 6 which apply to any claim:

Section 115 (1), of the Act provides:

“If a person proposes to commence proceedings in a Court based on a claim in relation to an incident arising out of the condition of the public road or infrastructure, the person must give written notice of the incident to the responsible road authority within the prescribed period of the incident occurring”.

Council wishes to also highlight that:

- It is only the responsible road authority for the section 40 (3) Act road infrastructure or road related infrastructure included in, or included by definition in, the assets in Council’s Register of Public Roads
- It is not the responsible road authority for Council roadsides for which section 107 Act applies
- Section 115(2) of the Act deems the prescribed period to be 30 days from the incident occurring;
- The notice referred to in section 115(1) above must be in the prescribed form
- Section 13 of the Road Management (General) Interim (Regulations) 2004 sets out what should be included in a compulsory notice of incident
- the Council wishes to highlight it requires the following Notice of Incident and Claim to be completed and to be received by Council within 30 days of the incident occurring
- Also, Section 110 of the Act imposes a property damage excess on all Act property claims which must be incurred by a claimant

BEVERIDGE, WALLAN, UPPER
ENTY, CLONBINANE, HEATHCO
UNCTION, WANDONG, BYLANDS
RBES, KILMORE, KILMORE EAST
ERFORD PARK, SUNDAY CREE
RANDING, WILLOWMAVIN, HIC
AMP, NULLA VALE, GLENAROUA
SUGARLOAF CREEK, HILDENE,
AROOK, TRAWOOL, WHITEHEA
EEK, SEYMOUR, PUCKAPUNYA
GHLANDS, TARCOMBE, NORTH
HWOOD, TOOBORAC, GLENH
HOPE EAST, MIA MIA, HEATHC
H, BROADFORD, WALLAN, UP

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