

POLICY NO AM11 ROADS INFRASTRUCTURE POLICY

DEPARTMENT:	Works & Infrastructure
RESPONSIBLE OFFICER:	Manager Works & Infrastructure
LINK TO STRATEGIC PLAN:	Ensure the efficient and effective provision of appropriate community assets
STATUTORY AUTHORITY:	Local Government Act 1993 Tasmanian Municipal Standards Local Government Highways Act 1982 CMP Risk Management Guidelines
OBJECTIVE:	<p>THIS POLICY IS TO PROVIDE GUIDANCE IN DECISION MAKING TO BE UNDERTAKEN WITHIN GUIDELINES EQUITABLE TO ALL IN RELATION TO THE CONSTRUCTION AND MAINTENANCE OF COUNCIL ROADS AND STREETS.</p> <p>THE BREAK O'DAY MUNICIPALITY HAS AN AREA OF APPROXIMATELY 3809 SQUARE KILOMETRES AND COUNCIL HAS 544 KM OF SEALED AND UNSEALED ROADS TO MAINTAIN THIS DOES NOT INCLUDE ROADS UNDER THE RESPONSIBILITY OF PARKS & WILDLIFE, FORESTRY AND DIER.</p>
POLICY INFORMATION:	Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 20 August 2012 – Minute No 08/12.12.5.222 Amended 18 April 2016 - Minute No 04/16.13.4.92

POLICY

1. PROCEDURES

Road Register

Details of Councils roads and streets are kept in the roads and streets register which includes all roads and streets Council has historically agreed to be responsible for.

Any person wishing to apply for a road to be included on the Register must submit the details in writing to the Manager of Works and Infrastructure who will inspect it and then submit a report on the request to Council. The report will assess the possibility or otherwise of the road being upgraded to a reasonable standard that doesn't put Council in an abnormal risk situation.

If, in the Manager of Works and Infrastructures opinion, this is not possible or feasible then an alternative proposal such as a private work arrangement may be presented to Council which would allow the road/street to be improved without incurring any ownership obligations on Council.

If Council agrees to the proposal, the person or persons who made the original request must meet all the agreed costs of work in advance and acknowledge in writing that the works do not constitute "Council maintenance" of the road or street.

If the road or street can be upgraded to an acceptable standard then a clear specification for the works will be issued by the Manager of Works and Infrastructure before any work commences.

These works will be subject to an inspection regime during the work and a final inspection.

The works may require a Development Application be finalised in advance and the Planning Department should be consulted.

Property Access from Road

The access from a Council road or street to the property line is the owner's responsibility any remedial work required will be at the owner's expense. The guidelines for construction of a vehicle access where a lot has frontage to a local highway or reserved road are;

- (a) Where a lot has frontage to a local highway maintainable by the Council, the owner or developer is required to construct a vehicle access from the carriageway to the lot boundary to the satisfaction of the Manager Works & Infrastructure.
- (b) Where a lot has frontage to a reserved road, either unmade or not maintainable by the Council, and this is the only means of vehicular access, then the owner or developer is required to construct a road from the Council maintained road to the property boundary to a standard as determined by the Manager Works and Infrastructure. (This would normally be to the standard of the adjoining Council road.)
- (c) Where a right-of-way is to be the means of vehicular access to a lot then it shall not be over land required as the sole or principle means of access to any other land, shall connect to a local highway maintainable by the Council and it shall be constructed by the owner or developer to a standard as determined by the Manager Works and Infrastructure. (This would normally be an all-weather single lane gravel carriageway.)

Fencing

All fencing on road reservations is the adjoining owner's responsibility to install and maintain. Where fences are on Council road reservations the owner may be notified to remove the fence to correct alignment otherwise the Council can have the property surveyed and relocate the fence at the total cost of the owner.

Road Reservations

Council must be notified at least seven (7) days in advance before any works are carried out in a road or street reservation and a permit issued if one is required.

Construction Standards

All types of roads and streets being developed for new subdivisions are to be constructed in accordance with in the Standard Municipal drawings (as amended by Break O'Day Council) in a professional workmanlike manner with proper attention being given to all aspects of the construction phases such as excavation, bedding material, bedding compaction, finished profile, final compaction etc., to the satisfaction of Council's Manager Works and Infrastructure or nominated inspector and in accordance with standard or approved testing procedures. No construction of subdivision involving significant works can commence until the plans of construction are approved by Manager Works and Infrastructure. No subdivisional works involving several blocks in serviced areas will be taken over until complete, accurate as constructed plans in an acceptable format are delivered to Council.

New Works

Council's works will be designed within budget constraints to adequately meet normal user requirements.

Scheduling of New Works or Reconstruction

All construction or reconstruction of roads and streets shall be in accordance with the capital works program as adopted in Council's budget.

Classifications

For long term planning, maintenance programming and Risk Management issues all Councils roads, streets footpaths and parks are given a classification rating.. A road or street is classified by a number of criteria including:

- Traffic counts.
- Standard of construction
- Type of traffic
- Whether it serves as a collector or connects high use roads
- Whether there is high seasonal or tourist use

Class 1

Fully developed urban street
Major rural road (sealed)
Carries heavy commercial traffic
Vehicle count greater than >2000 VPD
Major tourist destination or route
Major collector street in urban area

Class 2

Fully developed urban street
Rural collector road sealed or unsealed
Vehicle count >1000 per day <2000
Major tourist destination or route
Seasonal high traffic counts
Collector street in urban area
Major car park
Carries heavy commercial traffic

Class 3

Full developed urban street
Minor urban collector street
Vehicle count >100 per day <1000
Rural collector or through road sealed or unsealed
General use car park
Minor tourist traffic
Minor commercial traffic

Class 4

Minor urban street sealed or unsealed
Gravel surfaced rural road
Not a through road
Minor commercial traffic
Vehicle count <100 VPD
Minor Car park

Class 5

Basically unformed
Minimal or no drainage
Basically no pavement
Poor alignment
Track in a road reservation
Inspections
Council will endeavour to carry out inspections of all roads shall be carried out in accordance with the following regime.

- Class 1 every six (6) months or at least two (2) times per year
- Class 2 every twelve (12) months or after major events such as floods, fires or storms
- Class 3 and 4 every three (3) to five (5) years or after major events such as floods, fires or storms
- Class 5 every three (3) to five (5) years or after major events such as floods, fires or storms. However classifications will be a factor in the type and degree of repair/maintenance e.g. a remote, single user rural road won't be extensively guide posted and scattered potholes would be less urgent than on a major road. All roads and streets regardless of classification should be inspected for the following:
 - Large Pot holes
 - Clusters of small/medium potholes
 - Pavement failure
 - Excessive corrugations
 - Excessive loose gravel
 - Broken or exposed culverts
 - Loose or broken planks on bridges
 - Shoulders washed out or eroded
 - Reverse super-elevation on corners
 - Gutters on shoulders
 - Side drain washed out
 - Side drain blocked up
 - Vision obstructed on corners
 - Trees leaning/dangerous
 - Edge slashing needed
 - Culverts blocked
 - Guide posts needed/missing
 - Signs needed/missing/damaged

2. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures of if deemed necessary by the General Manager.