

POLICY NO AM11 ROADS INFRASTRUCTURE POLICY

DEPARTMENT:	Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure & Development Services
LINK TO STRATEGIC PLAN:	Ensure the efficient and effective provision of appropriate community assets
LEGISLATION & GUIDELINES:	Local Government Act 1993 Local Government (Highways) Act 1982 Roads and Jetties Act 1935 Australian Standards AS1742.1-15 Manual of Uniform Traffic Control Devices LGAT Standard Drawings
OBJECTIVE:	To manage Councils road network in accordance with current legislation and guidelines. Break O'Day Council's 551km road network includes 226 km of sealed roads and 325 km of unsealed roads. Adherence to this policy enables a consistent approach to be taken to the progression and maintenance of the Council road network.
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 Amended 15 July 2019 – Minute No 07/19.13.3.171

POLICY

1. SCOPE

This policy applies only to the management of all constructed and defined urban and rural roads listed in Road Council's Register.

2. ROAD REGISTER

Council shall maintain a current Road Register that includes detail of all roads and streets that Council manages through historical agreement, lease arrangement and legal transfer to the Council.

Any person wishing to apply for a road to be included on the Register must make a written submission to the Manager Infrastructure & Development Services, outlining the rationale for inclusion in the register and provide full engineering detail of the road asset outlined in the relevant sections of the LGAT Standard Drawings for road assets.

After meeting submission requirements, the road shall be inspected by an assigned Council Officer after which a report will be prepared for consideration by the Council.

The report shall provide detail on road use defined by AustRoads 94 criterion, Average Daily Traffic Count, current road condition, known road hazards, the cost(s) associated with upgrading the road to required standard, a life cycle cost analysis and a feasibility recommendation.

In the event that Council endorses a recommendation to accept a transfer of a road to the Council, the legislative processes to formalise a transfer of road ownership stated on the Local Government (Highways) Act 1982 apply.

The person(s) that made the original request to the Council shall meet all agreed costs associated with a transfer of a road to the Council; that includes:

- Land Survey
- Legal Costs associated with the transfer of title of the road asset
- Transfer title ownership of the land area occupied by a/the road reserve to the Council at cost to the developer.
- The cost to upgrade a road to comply at minimum with the road standards stated in the LGAT Standard Drawing suite and the maintenance and repair of any defect during a twelve month defects liability period.

Where the Manager Infrastructure & Development Services advises that a proposed road transfer is deemed to be unviable, Council is under no obligation to agree to a transfer of road ownership to the Council. In this event, 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 cost and/or ownership obligations on Council.

If Council agrees to a private works proposal, the person(s) that made the original request is required to meet all the agreed costs of work in advance and acknowledge in writing that the works do not constitute either an actual or implied Council ownership or ongoing maintenance responsibility of the road or street.

If the road or street can be upgraded to an acceptable standard the applicable parts of LGAT Standard Drawings relating to road infrastructure shall be adhered to as a minimum standard.

Upgrade/remediation works will be subject to an inspection regime with key hold point and final inspections by Council Officers

Upgrade works on private roads may be subject to planning assessment where applicable fees and charges apply.

3. PROPERTY ACCESS

New Property Access

The construction of a new access from certain land to a road is the responsibility of the land owner.

Access construction shall meet at minimum the vehicular access requirements detailed in the LGAT Standard Drawings and applies to:

- a) Where a lot has frontage to a local highway maintainable by the Council.
- 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. (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.

Maintenance and Repair of Vehicular Access

Section 16AA of the Roads and Jetties Act applies, where the owner of the land is responsible for the maintenance and repair of the whole of the vehicular access.

4. FENCING

All fencing within a road reservation is the adjoining owner's responsibility to install and maintain. Where fences have been erected within Council road reservations the owner may be notified to remove the fence and to correct the fence alignment. Council reserves the right to have the road reserve surveyed and to relocate the fence at cost of to the land owner.

5. WORKING WITHIN A ROAD RESERVATION

An application for a permit to carry out works in a road reservation shall be made at least ten (10) working days in advance of intended work. Work is not permitted to occur prior to the issue of a permit,

Works shall be undertaken in accordance with specified permit terms and conditions.

Utility providers are exempted from this requirement under relevant legislation.

6. SUBDIVISION ROAD

New subdivision roads are to be constructed at minimum in accordance with the LGAT Standard Drawings suite and construction inspected and certified as being compliant by a certified practicing civil engineer,

Developers will be provided with hold point inspection and asset documentation that form part of the Planning Conditions issued to developers. Information requirements must be fully satisfied prior to Council accepting ownership of a subdivision road asset.

Where a new subdivision road will be transferred to the Council, the developer shall be required to:

- a) Maintain and correct asset defects at cost to the developer for a maintenance period of one (1) year after a Practical Completion Certificate is issued
- b) Provide Council with a full set of "as-constructed drawings" including the location of utility services and pavement testing reports prior to Council accepting ownership of a new road asset.
- c) Transfer title ownership of the land area used to create a new road reserve to the Council at cost to the developer.

7. NEW WORKS BY COUNCIL

New roads to be constructed by the Council shall at minimum comply with LGAT Standard Drawings

New road assets shall be fully costed and constructed within approved capital budgets.

Scheduling of Capital Works (Roads)

All road and street construction activity shall be in accordance with the Council's approved capital works program

8. DUST SUPPRESSION – UNSEALED ROADS

Dust suppression may be applied on Council's unsealed roads through the employment of any one of the following methods:

- (i) Dust suppression using a chemical binding agent to bind a gravel pavement and minimise dust generation from moving vehicles; or
- (ii) Full reconstruction of a road section, including new gravel materials, reconstruct and compact, and bitumen seal new road pavement.

8.1 Chemical Dust Suppression (Unsealed Road)

- 8.1.1 Any property owner wishing to have dust suppressant applied to a Council maintained unsealed road adjoining their property must apply to Council in writing.
- 8.1.2 The request must be for road sections with a minimum length of 100 metres and across the full carriageway width of the road.
- 8.1.3 The full cost for dust suppression shall be met by the requesting property owner.
- 8.1.4 The work shall be carried out by Council or a contractor under council supervision.
- 8.1.5 All costs for future reinstatement or repair of the dust suppression shall be met by the requesting property owner. Council shall be responsible for general maintenance of the unsealed road.

8.2 Full Road Reconstruction (Sealed Road)

- 8.2.1 Any property owner wishing to have a Council maintained unsealed road adjoining their property reconstructed and sealed must apply to Council in writing.
- 8.2.2 The request must be for road sections with a minimum length of 200 metres and road width determined in accordance with standard road engineering design criteria described in the LGAT Standard Drawings suite.
- 8.2.3 The full cost for the road reconstruction shall be met by the requesting property owner.
- 8.2.4 The work shall be carried out by Council or a contractor under council supervision.
- 8.2.5 Council shall maintain the reconstructed road after completion of the works

9. ASSET MANAGEMENT

Road Classification

For the purpose of employing sound asset management practices for long-term financial planning, maintenance scheduling and mitigating risk, Council's.

Roads, streets footpaths and parks are given a classification rating. Classification is assigned using the following criterion:

- Annual Average Traffic – based on measured vehicle counts
- Construction Standard of existing and new road assets
- Vehicle Classification (AustRoads 94) definition – type and class of vehicles using a road
- Road function - whether a road serves as an arterial, collector or connects with high use roads.
- Seasonal variable - whether the road is subject to high seasonal or tourist use

Class 1

Fully developed urban street
Major rural road (sealed)
Carries heavy commercial traffic
Vehicle count greater than >2000 Vehicles per Day (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 VPD
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 VPD
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 that 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 degree of 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

10. 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.