



DRAFT 2021 ROAD MANAGEMENT PLAN

29 January 2021

Table of contents

1.	Introduction	6
1.1.	Background	6
1.2.	Glossary of Terms	7
1.3.	Purpose	8
1.4.	Key Stakeholders	8
1.5.	Obligations of Road Users	8
1.6.	Council Budget	9
1.7.	Delegations	9
2.	Legislative Control	10
2.1.	Intent of the Road Management Act	10
2.2.	Codes of Practice and Regulations	10
3.	Road Management	11
3.1.	Scope	11
3.2.	Road Classifications	11
3.2.1.	Municipal Roads	11
3.2.2.	State Roads	11
3.2.3.	Items excluded from this Road Management Plan	11
3.3.	Register of Public Roads	12
3.4.	Road Hierarchy	12
3.3.1	Functional Characteristics of Roads	12
3.3.2	Footpath and Shared Path Hierarchy	13
3.5.	Demarcation of Operational Responsibilities	13
3.4.1	Declared Arterial Roads	13
3.4.2	Municipal Boundary Roads	13
3.4.3	Private Roads	13
3.4.4	Public Transport	14
3.4.4.1	Bus Bays	14
3.4.4.2	Rail Tracks	14
3.4.5	Bridges & Major Culverts	14
3.4.6	Utility Assets	14
3.4.7	Vehicle Crossovers	14
3.4.8	Consent to Perform Works in Road Reserves	15
3.6.	Assets on Public Roads Managed by Council	15
3.7.	Dual Responsibility	15
4.	Inspection & Response Standards	17
4.1	Inspections	17
4.1.1	General	17
4.1.2	Proactive Inspection Frequency	17
4.1.2.1	Road Pavement	17
4.1.2.2	Drainage Assets	17
4.1.2.3	Bridges and Major Culverts	17
4.1.2.4	Footpaths and Shared Paths	17
4.1.3	Reactive Inspections	18
4.1.4	Condition Inspections	18
4.2	Response	18
4.2.1	General	18
4.2.2	Exceptional Circumstances	Error! Bookmark not defined.

4.2.3	Hazard Response Times	19
4.2.3.1	Road Pavement	19
4.2.3.2	Drainage Pit Lids	19
4.2.3.3	Safety Signs	19
4.2.3.4	Guide Posts	19
4.2.3.5	Safety Barriers & Fencing	20
4.2.3.6	Pavement Markings	20
4.2.3.7	Vegetation Clearance	20
4.2.3.8	Kerb & Channel	20
4.2.3.9	Electric Traffic Signals	21
4.2.3.10	Bridges & Major Culverts	21
4.2.3.11	Footpaths & Shared Paths	21
5.	Review	22
5.1	Audit	22
5.2	Plan Review	22
5.3	Consultation	22

© Brimbank City Council

The information contained in this document produced by Brimbank City Council is solely for the use of Brimbank City Council for the purpose for which it has been prepared and Brimbank City Council undertakes no duty to or accepts any responsibility to any third party who may rely upon this document.

All rights reserved. No section or element of this document may be removed from this document, reproduced, electronically stored or transmitted in any form without the written permission of Brimbank City Council.

Queries in relation to this Road Management Plan should be directed to:

In writing: Brimbank City Council
Asset & Property Services Department
Brimbank Community and Civic Centre
301 Hampshire Road
SUNSHINE, Victoria 3020

Phone: 03 9249 4000

Email: info@brimbank.vic.gov.au

The Plan is also available on Council's website at www.brimbank.vic.gov.au

Document Control

Document ID:			20/557462		
Rev. no.	Date	Revision Details	Author	Checked	Approved
1.0	26 Oct 2004	First Edition	T. Mangiardi	D. Loney	D. Loney
1.2	01 Mar 2008	Revised First Edition	T. Mangiardi	D. Loney	D. Loney
1.3.6	01 Jun 2009	Revised Second Edition	D. Di Martino	L. Harrison	L. Harrison
2.0.3	05 May 2012	Internal Review	D. Di Martino	L. Conway	D. Di Martino
2.0.6	20 Nov 2012	Adopted by Council	D. Di Martino	L. Conway	D. Di Martino
2.1	26 Jun 2014	Clarification of footpath & shared path hierarchy	D. Di Martino	AMSC	D. Di Martino
3.0 DRAFT	26 July 2016	Annual Review	D. Di Martino	RMP Working Group	D. Di Martino
3.0	5 Sep 2016	Adopted by Council	D. Di Martino	D. Di Martino	D. Di Martino
3.1	21 March 2017	Adopted by Council	D. Di Martino	D. Di Martino	D. Di Martino
4.0 FINAL DRAFT	25 June 2019	Adopted by Council	D. Di Martino	D. Di Martino	D. Di Martino
4.0	1 July 2019	Enacted	D. Di Martino	D. Di Martino	D. Di Martino
5.0 DRAFT	29/01/2021	Community Consultation	D. Di Martino		

1. Introduction

1.1. Background

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

The document sets inspection intervals and response times which this Council will implement to comply with its responsibilities under the *Road Management Act 2004* (the Act).

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 Hazards and a reasonable regime for planning and implementing repairs to reduce those Hazards. These aspects of inspection and response are dealt with in Section 4 and are the key components of this Plan.

The purpose of this Plan is to:

- Provide a safe and efficient road network for use by all members of the public;
- Establish road asset management practices focused on delivering optimal outcomes while having regard to affordability, available resources, and the policies, priorities and strategies;
- Set out the policies and procedures adopted by the City of Brimbank to achieve its road maintenance standards; and
- Describe the inspection frequencies and condition standards for various assets.

1.2. Glossary of Terms

Term	Definition
Arterial roads	Roads managed by VicRoads which have been declared to be arterial roads under the Road Management Act.
Asset Class	For the purposes of the inspection and response standards in Section 4.2.3 of this Plan, an Asset Class is any group of assets that share similar function and provide a similar type of service.
Code of Practice	Code of Practice for Road Management Plans (16 September 2004). Supporting documentation to the legislation, which provides practical guidance to road authorities in the making of road management plans.
Condition Inspections	Condition Inspections assess the overall condition of the network; determine the remaining useful life of the footpath assets, and to prioritise future major works.
Defect	For the purposes of the inspection and response standards in Section 4.2.3 of this Plan, a Defect is any number of imperfections or flaws and deemed to be below Council's stated Intervention Levels; as outlined in this Plan under each Asset Class.
Exceptional Circumstances (Force Majeure)	A clause included in the Road Management Plan that describes the conditions under which a Council can suspend its maintenance and inspection responsibilities under the Road Management Plan due to the occurrence of events outside its control.
Footpath Hierarchy Code	For the purposes of the inspection and response standards in Section 4.2.3 of this Plan, the footpath hierarchy code is determined by the City of Brimbank and takes into account surrounding land use and estimated pedestrian traffic.
Hazard	For the purposes of the inspection and response standards in Section 4.2.3 of this Plan, a Hazard, is a particular type of Defect that is deemed to exceed Council's stated Intervention Levels; as outlined in this Plan under each Asset Class.
Hazard Inspection Frequency	Hazard Inspection Frequency is the frequency of inspections of the road to identify Hazards.
Intervention Level	The point at which the size or extent of a Defect will trigger rectification action.
Major culvert	A culvert with a span or diameter greater than 1.8 metres or having a waterway area of 3 square metres or greater.
Municipal road	Any road which is not a State road and for which the Council is the co-ordinating road authority and the responsible road authority.
Reactive Inspections	Inspections performed in response to a report about the condition of an asset, or report of injury and/or property damage to a member of the public.
Register of Public Roads	List of roads within the municipality which Council has decided are reasonably required for general public use.
Responsible Road Authority	The road authority which has operational functions as determined in accordance with section 37 of the Road Management Act.
Road Hierarchy Code	For the purposes of the maintenance standards defined in this Plan, the road hierarchy code is determined by the City of Brimbank and takes into account a number of attributes such as road classification, road type, volume and type of traffic. Specific issues such as the requirement for bicycles, disabled access, shopping centres may be incorporated as required.
Road infrastructure	<p>The infrastructure which forms part of a roadway, pathway or shoulder including:</p> <ul style="list-style-type: none"> 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 (RMA)	Road Management Act 2004 (Vic). The Act provides a statutory framework for the management of the road network in Victoria.
Road Management Plan (Plan)	A document which establishes a management system for the road management functions of Council, based on policy and operational objectives and available resources and which sets relevant standards in relation to the discharge of its duties in the performance of those road management functions.
Road related infrastructure	<p>Infrastructure which is installed or constructed by the relevant road authority for road related purposes to:</p> <ul style="list-style-type: none"> Facilitate the operation or use of the roadway or pathway; or Support or protect the roadway or pathway. <p>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.</p>

1.3. Purpose

In accordance with section 50 of the *Road Management Act 2004*, the purpose of this Plan is to:

- Establish a management system for the road management functions of Council which is based on policy and operational objectives and available resources; and
- To set the relevant standard in relation to the discharge of duties in the performance of those road management functions.

This Plan details the management system that Council proposes to implement in the discharge of its duty to inspect, maintain and repair public roads for which the Council is the co-ordinating road authority.

1.4. Key Stakeholders

The key stakeholder groups in the community who are both users of the road network and/or are affected by it include:

- Residents and businesses using the road network;
- Pedestrians;
- Users of a range of miscellaneous smaller, lightweight vehicles such as cyclists, mobility scooters, wheelchairs, prams, etc.;
- Vehicle users such as trucks, buses, commercial vehicles, cars and motor cycles;
- Tourists and visitors to the area (for recreation, sport, leisure and business);
- Utility providers that use the road reserve for their infrastructure (water, sewerage, gas, electricity, telecommunications);
- School bus and public transport operators;
- Council as the responsible and the co-ordinating road authority;
- Emergency authorities including police, fire services, ambulance services and the SES; and
- State and Federal Government that periodically provide support funding to assist with management of the network.

1.5. Obligations of Road Users

All road users have a duty of care as prescribed in section 17A of the *Road Safety Act 1986* which states:

(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 –

- (a) Physical characteristics of the road;
- (b) Prevailing weather conditions;
- (c) Level of visibility;
- (d) Condition of the motor vehicle;
- (e) Prevailing traffic conditions;
- (f) Relevant road laws and advisory signs;
- (g) Physical and mental condition of driver.

(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.

(3) A road user must –

(a) 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 the other road users;

(b) Have regard to the rights of the community and infrastructure managers in relation to 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;

(c) 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.

1.6. Council Budget

This Plan is supported by the budget set each year by Council. Funds are provided for both operating and capital components. Budget levels are determined each year based on policy and operational objectives and available resources. Other inputs considered include:

- Level of service as identified by the community;
- Level of service as benchmarked against similar Councils;
- Reports on the condition of assets; and
- Council's strategic resources plan.

Continued monitoring and review of asset condition and customer requests will form the basis of future budget considerations as part of Council's asset and resource planning.

1.7. Delegations

Council has delegated various functions under *the Road Management Act 2004* and regulations to 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 Plan.

2. Legislative Control

2.1. Intent of the Road Management Act

The Road Management Act 2004 (the Act) established a statutory framework for the management of the road network in Victoria to facilitate the co-ordination of the various uses of road reserves for roadways, paths, infrastructure and similar purposes and establishes the general principles which apply to road management.

The Act describes its primary object as being to establish a coordinated management system that will promote a road network at State and local levels that operates as part of an integrated and sustainable transport system and the responsible use of road reserves for other legitimate purposes.

The Act provides that Council, as a road authority, has the general management functions of:

- Provision and maintenance of a network of roads for use by the community served by it;
- Management of the use of roads having regard that the primary purpose of a road is for use by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and on the environment;
- Management of traffic on roads in a manner that enhances the safe and efficient operation of roads;
- Design, construction, inspection, repair and maintenance of roads and road infrastructure; and
- Co-ordinating the installation of infrastructure on roads in such a way as to minimise, as far as is reasonably practicable, adverse impacts on the provision of utility or public transport services.

2.2. Codes of Practice and Regulations

Pursuant to section 24 of *the Act*, Council will comply with the relevant requirements of the following Ministerial Code of Practices and Instruments of Delegation and arrangements as agreed between the parties from time to time.

The following codes and regulations that relate to this Plan can be viewed via the VicRoads website at www.vicroads.vic.gov.au.

- Code of Practice - Operational Responsibility for Public Roads (Victoria Government Gazette No. S174 (2017));
- Code of Practice - Management of Infrastructure in Road Reserves (Victoria Government Gazette No. S117 (2016));
- Code of Practice - Worksite Safety – Traffic Management (Victoria Government Gazette No. S351 (2010));
- Regulation – Road Management (Works and Infrastructure) Regulations 2015; and
- Regulation – Road Management (General) Regulations 2016.

3. Road Management

3.1. Scope

The provisions of this Plan apply to those roads listed in Council's Register of Public Roads.

3.2. Road Classifications

The *Road Management Act* specifies that all roads in Victoria must be either municipal roads or State roads.

3.2.1. Municipal Roads

The *Road Management Act* defines a municipal road as meaning any road which is not a State road, including any road which:

- (a) Is a road referred to in section 205 of *the Local Government Act 1989*; or
- (b) Is a road declared by VicRoads to be a municipal road under section 14(1)(b); or
- (c) Is part of a Crown land reserve under the Crown Land (Reserves) Act 1978 and has the relevant municipal council as the committee of management.

3.2.2. State Roads

A State road is defined in the *Road Management Act* as a road which:

- (a) Is a freeway or arterial road; or
- (b) Is declared to be a non-arterial State road under *this Act*; or
- (c) Is the responsibility of a State road authority under another Act; A State road may be a freeway, a declared arterial road or a declared non-arterial State road.

3.2.3. Items excluded from this Road Management Plan

Without limiting the legal obligations of Council, items and activities located in or adjacent the Road Reserve excluded from this Road Management Plan, include but are not limited to the following:

- Nature strips, which are the areas between the edge of the road or back of the kerb and the property boundary not occupied by the footpath and private road crossings;
- Infrastructure that is not an integral part of the roadway, or its construction, and does not fall within the definition of road related infrastructure, such as some drainage pipes, culverts, etc.;
- Car parks, which are generally defined as ancillary items, are included in Council's Integrated Asset Management Plans but does not form part of this RMP;
- Nature strip trees and landscaped garden beds within the road reserve that are generally maintained by Council, except in so far as they impact upon clearance envelope and line of sight for traffic.

3.3. Register of Public Roads

Council is required by *the Act* to maintain a Register of Public Roads. *The Act* provides that Council may decide which roads it will register to be “public roads” as defined in *the Act*. Therefore, not all roads maintained by Council will necessarily be included on the Register of Public Roads.

The criteria by which roads are assessed to be public roads are that Council considers they are reasonably required for general public use and Council has regularly provided maintenance to those roads.

There are a number of un-constructed laneways and roads in the municipality that are therefore not included on the Register of Public Roads. There are also a number of roads on private land that are open to the public but are not “public roads”. These private roads are appended to the Register of Public Roads.

3.4. Road Hierarchy

Based on factors such as functionality, traffic volume, traffic type, accessibility and design parameters, Council has adopted a three level road hierarchy for its municipal road network. The level of service provided to a particular road will depend on its road hierarchy code:

Road Hierarchy	Road Hierarchy Code	Description of Hierarchy
Sub-arterial Roads	R01	Roads of this classification primarily provide a linkage between declared arterial roads and collector roads and are generally considered to have greater functional characteristic(s) than regular collector roads.
Collector Roads	R02	Roads of this category primarily provide a route between and through residential, industrial and commercial areas and convey traffic to and from the sub-arterial and local access roads or the declared arterial road network system.
Local Access Roads	R03	A road, street, court or laneway that primarily provides direct access for abutting residential, industrial and commercial properties to their associated nodes, provide access to the collector road and/or sub-arterial road network and/or declared arterial road network and have minimal to no through traffic.

3.3.1 Functional Characteristics of Roads

In assessing the functional characteristics for the various levels of hierarchy for municipal roads, the following attributes have been generally adopted. Modifications to these attributes as required by specific issues such as the requirements for bicycles, disabled access, shopping centres etc. may be incorporated as required.

	Sub-arterial	Collector	Local Access
Vehicles per Day	7,000 – 20,000 +	1,500 – 8,000	less than 2,500
Speed	60 - 80 kmph	50 - 60 kmph	< 50 kmph
Lane Width	3.1 - 3.7 m	3.1 - 3.7 m	3.1 m or less
Carriageway Configuration	2 to 4 lanes plus parking	2 lanes plus parking	1 lane plus parking Residential Code
% Commercial Vehicles	Greater than 4%	Up to 4%	n/a
Wearing Surface	Asphalt/Sprayed Seal	Asphalt/Sprayed Seal	Asphalt/Sprayed Seal

3.3.2 Footpath and Shared Path Hierarchy

The footpath and shared path hierarchy takes into account the pedestrian traffic in road reserves that may be generated in an area. The three classifications are:

Footpath Hierarchy	Footpath Hierarchy Code	Description of Hierarchy
High Activity (H)	F01	Footpaths and shared paths deemed reasonable to be classified as generally having a high level of pedestrian traffic. These are usually around Activity Centres (AC's), public health precincts, parks, reserves, schools, shopping precincts, train stations, and sporting facilities.
Medium Activity (M)	F02	Footpaths and shared paths deemed reasonable to be classified as generally having a moderate level of pedestrian traffic. These are usually around arterial roads and collector roads.
Low Activity (L)	F03	Footpaths and shared paths deemed reasonable to be classified as generally having a low level of pedestrian traffic. These are usually around local access road reserves where the majority of pedestrians are expected to be residents of the immediate area.

A map showing this hierarchy of footpaths and shared paths is maintained by Council and can be viewed at Council's Municipal Offices.

3.5. Demarcation of Operational Responsibilities

3.4.1 Declared Arterial Roads

VicRoads is the coordinating road authority for declared arterial roads and is the responsible road authority for all components and facilities on the through carriageway between the backs of kerb, including intersections. Further details are contained in the 'Code of Practice - Operational Responsibility for Public Roads'.

As specified in section 37 of the *Road Management Act* and as further described in the 'Code of Practice - Operational Responsibility for Public Roads', Council is the responsible road authority for any parts of the roadway not used by through traffic, any service road, any outer separator between the service road and the arterial road, any pathway and roadside, subject to any exclusions under *the Act*.

3.4.2 Municipal Boundary Roads

There are a number of local roads which form the municipal boundary with adjoining municipalities. The municipal boundary is the centreline of these roads. Council has negotiated practical arrangements with those municipalities for the maintenance of boundary roads.

These arrangements are documented in memoranda of understanding and are noted on the Register of Public Roads.

3.4.3 Private Roads

For clarification purposes, Brimbank City Council has compiled a list of some private roads within Brimbank (which Council acknowledges may not be comprehensive). These roads are not public roads, but are constructed on private property and appear on the ground as being of a standard similar to a public road. These roads are not the responsibility of Council to inspect, repair or maintain. The list is compiled in Council's Register of Public Roads.

3.4.4 Public Transport

3.4.4.1 Bus Bays

Any paved area (including pavement markings), or unsealed area, where buses pull over shall be maintained by the road authority with operational responsibility for the through carriageway in accordance with the service levels for the abutting roadway.

3.4.4.2 Rail Tracks

Primary control of road/rail crossings rests with the appropriate rail authority.

3.4.5 Bridges & Major Culverts

Council is responsible for inspecting, maintaining and repairing all road bridges, including pathways on bridges, as listed on the Register of Public Roads, with the exception of the superstructures of the two Hampshire Road (over rail) bridges.

For the purposes of this Plan, culverts classified with bridges under this grouping are major box culverts that function as bridges over a waterway or depression, and are open at both ends.

Level 1 inspections are carried out biannually by suitably qualified and experienced Council staff to verify compliance with the Intervention Levels set out in the Road Maintenance Service Agreement.

Level 2 inspections of all bridges and culverts in accordance with VicRoads Bridge Inspection Manual. Level 3 inspections will be undertaken if the Level 2 inspections indicate that a Level 3 inspection is required.

3.4.6 Utility Assets

Non-road infrastructure located within a road reserve is the responsibility of the person or body that is responsible for the provision, installation, maintenance or operation of the non-road infrastructure.

3.4.7 Vehicle Crossovers

A vehicle crossover provides vehicular access to private property from the traffic lane to the property boundary. The crossover may consist of a concrete driveway and layback in the kerb and channel.

Vehicle Crossover:
Owner's responsibility



Footpath:
Council's responsibility

Demarcation of responsibility - footpath and vehicle crossover

Vehicle crossovers are the responsibility of the abutting landowner and are constructed at the landowner's expense. Landowners are responsible for ensuring the cross overs are maintained in a safe condition. Landowners must obtain a permit and comply with Council specifications when constructing vehicle and pedestrian crossovers. If a footpath is constructed in front of the property, Council is responsible for the section of footpath through the crossover; the landowner retains responsibility for the remainder of the crossover. If there is no constructed footpath, then the landowner is responsible for the entire crossover from the road edge to the property boundary.

3.4.8 Consent to Perform Works in Road Reserves

In general, the Act requires that any person intending to perform works in a road reserve must obtain consent from the coordinating road authority unless they are exempted under the Road Management (Works & Infrastructure) Regulations 2005.

Council is the coordinating road authority for municipal roads and VicRoads is the coordinating road authority for State roads (declared arterial roads and freeways). Advice and application forms for work on municipal roads are available from Council's Municipal Offices.

3.6. Assets on Public Roads Managed by Council

Road infrastructure on public roads for which this Council is responsible can include:

- Road surface, pavement and earth formation, including parking areas;
- Surface drainage systems, including kerb and channel;
- Signs, guideposts, line markings, traffic signals, street lighting, barriers and retaining walls;
- Footpaths and shared bike paths; and
- Bridges and major culverts.

3.7. Dual Responsibility

There may be instances where several authorities can be responsible for components of the road within the road reserve. The Road Management Act defines the respective responsibilities in relation to this matter.

Where there are maintenance agreements between Council and other road authorities or any private organisation, these agreements will be noted in Council's Register of Public Roads.

3.8. Exceptional Circumstances

Council will make every effort to meet all aspects of 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 specified in the Road Management Plan. These circumstances 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 Road Management Plan cannot be met, then pursuant to Section 83 of the *Wrongs Act*, the CEO will decide and inform relevant officer(s) that some, or all of the timeframes and responses in Council's Road Management Plan are to be suspended.

Once the scope of event/s has been determined and the resources to be committed to the event response have been identified, and then there will be an ongoing consultation between Council's CEO and Council's Officer responsible for the Road Management 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 service levels under the Road Management 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 RM Plan, will be recorded and stored along with the RM Plan.

DRAFT

4. Inspection & Response Standards

4.1 Inspections

4.1.1 General

The key focus of the inspection of road and road related assets is to identify Hazards and act to minimise the risk of injury to the asset users.

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

- Proactive Inspection;
- Reactive Inspection. Based on customer reports; and
- Condition Inspection. Assigned officers or by independent contractors (network condition).

4.1.2 Proactive Inspection Frequency

Proactive Inspection Frequency is used to identify Defects that exceed stated Intervention Levels. Dedicated staff is best placed to identify and document any action required to address these Hazards and to report Defects which are beyond treatment by routine maintenance for alternative action.

The following Proactive Inspection Frequencies for roads and roadside assets is as follows:

4.1.2.1 Road Pavement

Road Assets	Hazard Inspection Frequency
Sub-arterial Class - (R01)	6 months
Collector Roads - (R02)	6 months
Local Access Roads - (R03)	1 year

4.1.2.2 Drainage Assets

Drainage Assets	Hazard Inspection Frequency
Drainage Pit Lids – (R01)	6 months
Drainage Pit Lids – (R02)	6 months
Drainage Pit Lids – (R03)	1 year
Kerb & Channel	3 years

4.1.2.3 Bridges and Major Culverts

Bridges / Major Culverts	Hazard Inspection Frequency
Level 1	6 months
Level 2	3 years
Level 3	As identified by Level 2 inspections

4.1.2.4 Footpaths and Shared Paths

Footpath Hierarchy	Hazard Inspection Frequency
High Activity – (F01)	6 Months
Medium Activity – (F02)	2 years
Low Activity – (F03)	3 years

4.1.3 Reactive Inspections

Reactive Inspections are performed in response to a report about the condition of a road, or a report of injury and/or property damage to a member of the public.

4.1.4 Condition Inspections

The condition of each element of the road and footpath network is assessed within every three financial years to determine the overall condition of the network, determine the remaining useful life of the asset and to prioritise future major works.

4.2 Response

4.2.1 General

Inspection standards as detailed in section 4.1, and Response standards as detailed in Section 4.2 have been based on an approach that aims to balance customer expectations with sustainable financial management. Information gained from external and internal sources, including historical knowledge of demand, risk and expectation, has guided the development of these standards.

DRAFT

4.2.2 Hazard Response Times

4.2.2.1 Road Pavement

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's Intervention Levels. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Materials fallen from vehicles, dead animals, wet clay and other slippery substances, Hazardous materials, accumulation of dirt or granular materials on the traffic lane of sealed roads	1 wd	1 wd	5 wd
Ponding of water >300mm deep, fallen trees, oil spills, stray livestock	1 wd	1 wd	5 wd
Potholes in traffic lane of sealed roads >300mm in diameter and >100mm deep	5 wd	5 wd	10 wd
Deformations >100mm under a 3m straight edge on the traffic lane of sealed roads	5 wd	5 wd	10 wd
Edge drops onto unsealed shoulder >100mm and over 5 m in length	10 wd	10 wd	10 wd

4.2.2.2 Drainage Pit Lids

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Structurally damaged or missing drainage pit lids, surrounds, grates, in pedestrian areas or traffic lanes	1 wd	2 wd	2 wd

4.2.2.3 Safety Signs

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Safety signs missing, illegible or damaged making them substantially ineffective	5 wd	5 wd	5 wd

4.2.2.4 Guide Posts

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Guideposts missing or damaged making them substantially ineffective	1 month	1 month	1 month

4.2.2.5 Safety Barriers & Fencing

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Safety barriers, guard fencing or pedestrian fencing missing or damaged at a critical location making them substantially ineffective	1 month	1 month	1 month

4.2.2.6 Pavement Markings

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Pavement markings missing, illegible or confusing at a critical location	10 wd	10 wd	15 wd

4.2.2.7 Vegetation Clearance

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Tree limbs or trees that are in immediate danger of falling and causing a danger to the public.	1 wd	5 wd	10 wd
Trees, shrubs, grasses or weeds that have grown to restrict design sight distance to intersections or restrict viewing of safety signs.	1 month	1 month	6 months
Vegetation intruding within an envelope over roadways from the back of shoulder, and/or kerb, and a minimum of 4.5 m height clearance over pavement and the trafficable portion of shoulders.	3 months	3 months	6 months
Vegetation which presents physical Hazard to the public over pedestrian/bicycle paths (where maintained by VicRoads), intruding into a clearance envelope between the edges of path and a minimum of 2.5 m height clearance over path.	3 months	3 months	6 months

4.2.2.8 Kerb & Channel

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Level differential > 50mm	20 wd	20 wd	20 wd
Crack width > 50mm	20 wd	20 wd	20 wd

4.2.2.9 Electric Traffic Signals

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Traffic signal inoperative or confusing	1 wd	1 wd	1 wd

4.2.2.10 Bridges & Major Culverts

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various road hierarchies, are given in the following table.

Hazard Description	R01	R02	R03
Bridge structure damaged affecting structural performance	1 wd	1 wd	1 wd

4.2.2.11 Footpaths & Shared Paths

An appropriate Hazard response includes an initial inspection to determine if the Defect exceeds Council's intervention. If the Defect exceeds Council's Intervention Levels, then the appropriate action may include, but are not limited to, Defect markings, non-slip tape, provision of warning signs, traffic control action and/or remedial repair(s). The Hazard response times, for the various footpath hierarchies, are given in the following table.

Hazard Description	F01	F02	F03
Defective pedestrian areas with step $\geq 25\text{mm}$ to $< 50\text{mm}$	5 wd	20 wd	n/a
Defective pedestrian areas with step $\geq 50\text{mm}$	5 wd	20 wd	40 wd

5. Review

5.1 Audit

An annual internal audit, to commence no later than 12 months after its adoption, will review compliance with the Road Management Plan and service level agreements in relation to the specified duties and actions in this Plan. Where major discrepancies are found, these will be referred to the appropriate officer in Council for rectification or improvement.

A report on Council's asset management performance, including the Road Management Plan, will be presented to Council annually.

In addition, independent audits may be undertaken by Council's internal auditors and/or by external auditors such as Council's insurers.

5.2 Plan Review

This Road Management Plan will be reviewed in accordance with section 54 (5) of *the Road Management Act* and the relevant regulations of the Road Management (General) Regulations 2005.

In conducting any review of its Road Management Plan, Council will ensure that the standards in relation to, and the priorities to be given to the inspection, maintenance and repair of the roads and classes of road to which the plan applies, are appropriate.

5.3 Consultation

In any review associated with this Road Management Plan consultation will be undertaken as follows:

- Internally by the Asset Management Steering Committee;
- Externally by a qualified and accredited independent organisation; and
- Externally by placing this document on exhibition and calling for submissions, in accordance with the requirements of the Regulations.

Brimbank
Language link



9209 0140

Local call costs apply

Contact us

Telephone: **9249 4000**

Email: **info@brimbank.vic.gov.au**

Post: **PO Box 70
SUNSHINE VIC 3020**

Website: **www.brimbank.vic.gov.au**



Hearing or speech impaired?
TTY dial 133 677 or Speak & Listen 1300 555 727 or
www.iprelay.com.au then enter 03 9249 4000

Find us on Facebook, Twitter and You Tube



Facebook: **www.facebook.com/brimbankcouncil**

Twitter: **www.twitter.com/brimbankcouncil**

You Tube: **www.youtube.com/brimbankcitycouncil**