



ROAD MANAGEMENT PLAN

VERSION 6 - 2025



Acknowledgement of Country



Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways.

We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region. We proudly share custodianship to care for Country together.

DRAFT

Governance

Responsible Service / Department:	Built Environment and Infrastructure
Adoption authorised:	Council
Date of adoption:	<<date>>
Date of effective from:	<<date>>
Enterprise Content Manager Ref:	
Document Set ID:	
Endorsed CEO or ELT member or department manager to make and approve document editorial amendments:	
Annual desktop review date:	<<date>>
Review date:	<<date>>
Completion date:	<<date>>
Version number:	6
Stakeholder review and engagement:	
Relevant Legislation:	
Associated Strategic Direction #:	
Associated instruments:	
Supersedes:	Version 5, 23/11/2021

Review history 2004 to 2025

Name	Content Manager File Reference	Date	Date of Edits
Version 1		2004	Adopted by Council resolution
Version 2		2009	Adopted by Council resolution
Version 3		2014	Adopted by Council resolution 9 December 2014
Version 5		2018	Adopted by Council resolution 23 January 2018
Version 5	6885646	2021	Adopted by Council resolution 23 November 2021
Version 6			

Contents

Governance.....	3
Review history 2004 to 2025	3
Contents	4
Definitions.....	6
Introduction.....	8
1.1 Purpose of this Plan	8
1.2 Legislation guiding this Plan	8
1.3 What is covered in this Plan?	8
1.4 Updating the Plan	9
1.5 Exceptional Circumstances.....	9
1.5.1 Suspension of the Plan	9
1.5.2 Reinstatement of the Plan	9
1.5.3 Communication and documentation around Plan suspension.....	9
1.5.4 Inspections and repairs during suspension.....	10
1.6 Responsibility for the Plan.....	10
Rights and Responsibilities.....	11
2.1 Public Roads	11
2.2 Key stakeholders	11
2.3 Coordinating & Responsible Road Authority.....	11
2.4 General Functions of a Road Authority	12
2.5 Rights of the Road User	12
2.6 Obligations of Road Users	12
2.6.1 General Usage.....	12
2.6.2 Incident Claims	12
2.6.3 Permits for work within a road reserve	13
2.6.4 Obligation of others.....	13
Road Management Systems	17
3.1 Background and Process	17
3.2 Asset Hierarchies – Municipal Road Network.....	17
3.3 Our Road Network.....	18
3.4 Maintenance Management System	18
3.4.1 Maintenance Management	18
3.4.2 Asset Management Plans	19
3.4.3 Maintenance Surveys and inspections	19
3.4.4 Maintenance responsiveness and performance targets	20

3.5 Asset Levels of Service	21
Register of Public Roads.....	22
4.1 Maintenance Demarcation (Boundary) Agreements.....	22
4.2 Roads not listed on the Register	27
Technical References.....	28
Attachment 1: Road Hierarchy – Urban Roads	29
Attachment 2: Road Hierarchy – Rural Roads	30
Attachment 3: Pathway Hierarchy	31
Footpaths.....	31
Shared & Bicycle Pathways.....	31
Attachment 4: Inspection Requirements.....	32
Attachment 5: Inspection Frequencies.....	33
Attachment 6: Defect Intervention Levels and Repair Timeframes.....	34
Sealed Roads	34
Unsealed Roads.....	35
Traffic Control Devices	36
Footpaths Reactive Repairs	37
Footpaths Proactive Repairs	38
Kerb and Channel	39
Bridges and Culverts	40

Definitions

Arterial Road	Refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through Head Transport for Victoria (as the co-ordinating road authority).
Co-ordinating road authority	The organisation which has the responsibility to co-ordinate works. Generally, if the road is a freeway or arterial road, this will be Head Transport for Victoria. Generally, if the road is a municipal road, this will be Council.
Council	Refers to the Yarra Ranges Council
Demarcation agreement	An agreement between Council and another organisation that defines areas of responsibility for boundary roads.
Motor vehicle	Refers to a vehicle that is propelled by an in-built motor and is intended to be used on a roadway. This does not include a motorised wheelchair or mobility scooter which is incapable of travelling at a speed greater than 10 km/h and is solely used for the conveyance of an injured or disabled person.
Municipal road(s)	Road for which the municipal council is the co-ordinating road authority. The Road Management Act 2004 imposes specific duties on the municipal council with respect to the inspection, repair and maintenance of these roads and associated road-related infrastructure.
Non-road infrastructure	Refers to infrastructure in, on, under or over a road, which is not road infrastructure. This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.
Other roads	Include roads in state forests and reserves, and roads on private property. Municipal councils are not responsible for the inspection, repair or maintenance of these roads.
Pathway	Where located in road reserve treated as a general or high use footpath. Where located outside the road reserve treated as a trail under Paths and Trails Plan.
Plan	Refers to this Road Management Plan.
Public Road	As defined by the Road Management Act 2004 and includes a freeway, an arterial road, a municipal road declared under section 14(1) of the Act and a road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.
Road	Has the same meaning as in the Road Management Act 2004, being inclusive of any public highway, any ancillary area and any land declared to be a road under section 11 of that Act or forming part of a public highway or ancillary area.

Road infrastructure	Refers to infrastructure which forms part of a roadway, pathway or shoulder, which includes structures and materials.
Road-related infrastructure	Refers to infrastructure installed or constructed by the relevant road authority to either facilitate the operation or use of the roadway or pathway, or support or protect the roadway or pathway.
Road Reserve	Refers to the area of land that is within the boundaries of a road. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Roadside	Refers to any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway. This includes land on which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Roadway	Refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.
Shoulder	Refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.

Introduction

1.1 Purpose of this Plan

Section 50 of the Road Management Act 2004 sets the following objectives for a municipal road management plan:

- 1) To establish a system for our road management functions, which is based on policy, operational objectives and available resources.
- 2) To set a performance standard for our road management functions.

Although termed a 'plan' in the Road Management Act 2004, it is functionally an operational protocol, describing the systems and rules used to make decisions and meet objectives within our available resources. The plan forms part of Council's larger Asset Management Framework related to maintenance and operations.

This Plan is the Road Management Plan for the purposes of s.39 of the Road Management Act 2004.

1.2 Legislation guiding this Plan

In addition to the Road Management Act 2004, this Plan also has regard to the following legislation, regulation and codes of practice:

- Local Government Act 2020
- Ministerial Codes of Practice under the Road Management Act 2004
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- Road Safety Act 1986
- Wrongs Act 1958.

1.3 What is covered in this Plan?

The Plan is divided into six sections:

1. Introduction.
2. Rights and Responsibilities – Legislation and local laws relevant to road management.
3. Road Management Systems - How we classify roads, streets and footpaths – known as our asset hierarchy – and the plans and processes we use to maintain roads and road-related infrastructure.
4. Register of Public Roads – What it contains, how to access and the process for making changes.
5. Technical References.
6. Attachments:
 - a. Attachment 1, Road Hierarchy – Urban Roads
 - b. Attachment 2, Road Hierarchy – Rural Roads
 - c. Attachment 3, Pathway Hierarchy
 - d. Attachment 4, Inspection Requirements
 - e. Attachment 5, Inspection Frequencies
 - f. Attachment 6, Defect Intervention Levels and Repair Timeframes

1.4 Updating the Plan

This Plan must be updated within a set period following a Council election. Outside of this cycle, changes may be required from time to time.

The following process will be used to manage these changes:

- If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes are necessary. The review process must follow the steps as set out in the Road Management (General) Regulations 2016 Part 3 – Road Management Plans.

These changes will be made in accordance with the processes prescribed by the Road Management Act 2004. To assist with version control, these changes must be numbered as follows:

- by whole numbers – for example, from Version 1.00 to 2.00;- or.
- by decimals – for example, from Version 1.00 to 1.01.

1.5 Exceptional Circumstances

Council will endeavour to meet its described tasks under this 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 or due to the effects of pandemic and or government intervention.

1.5.1 Suspension of the Plan

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 1958, the CEO will write to Council's Officer in charge of the Plan and inform them that some, or all, of the timeframes and responses in Council's Plan are to be suspended.

1.5.2 Reinstatement of the Plan

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.

1.5.3 Communication and documentation around Plan suspension

Council will provide information/statements to residents about the suspension or reduction of the services under its Plan, including:

- How the work that will be done has been prioritised; and
- The period for which it is likely to be affected.

This information will be provided by the Council on its website where this Plan is located and other media as appropriate.

Where Council has suspended, in part or whole, the operation of this Plan, associated documents, concerning such suspension (for example communications, meeting minutes, schedules) will be recorded and stored.

1.5.4 Inspections and repairs during suspension

The suspension of this Plan will not necessarily mean that all inspections and repairs halt. However, it may mean that only certain categories of inspections and repairs are undertaken. These will be based on a risk assessment and resources available to the Council, taking into account the resources needed to address the impact of the trigger event. For example, some reactive inspections may take place and repair (temporary or permanent) of roads/footpaths which pose a high risk may be undertaken, depending on the resources available to Council and the accessibility of each asset.

1.6 Responsibility for the Plan

The Council Officer responsible for administering and implementing is the Director Built Environment and Infrastructure or a person acting in the role, or a renamed version of that role.

Rights and Responsibilities

2.1 Public Roads

Public roads are defined in the Road Management Act 2004 as including:

- a freeway
- an arterial road
- a road declared under section 204(1) of the Local Government Act 1989
- a municipal road declared under section 14(1) of the Road Management Act 2004
- a road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.

2.2 Key stakeholders

Key stakeholders impacted by this Plan include:

- the general community (for recreation, sport, leisure and business)
- residents and businesses adjoining the road network
- pedestrians
- vehicle users with motorised vehicles, such as trucks, buses, commercial vehicles, cars and motorcycles
- users of smaller, lightweight vehicles, such as pedal-powered bicycles, motorised buggies, wheelchairs, prams and so on
- tourists and visitors to the area
- emergency agencies (Victoria Police, Country Fire Authority, Ambulance Victoria, State Emergency Services)
- the military (in times of conflict and emergency)
- traffic and transportation managers
- managers of the road network asset
- construction and maintenance personnel, who build and maintain asset components
- utility agencies using the road reserve for infrastructure (water, sewerage, gas, electricity, telecommunications)
- state and federal governments, who periodically provide funding for roads.

2.3 Coordinating & Responsible Road Authority

Section 35 of the Road Management Act 2004 provides that a road authority has power to do all things necessary or convenient to be done for or in connection with the performance of its functions under the Act.

Section 36 of the Road Management Act 2004 outlines which road authority is the coordinating road authority, namely:

If the road is a municipal road, the municipal council of the municipal district in which the road or part of the road is situated.

However, there are instances where several authorities are responsible for parts of the road within the road reserve. Section 37 of the Road Management Act 2004 identifies who is the responsible road authority in particular circumstances.

2.4 General Functions of a Road Authority

The general functions of a road authority are described within Section 34 of the Road Management Act 2004.

2.5 Rights of the Road User

The rights of public road users, which are legally enforceable, are set out in Sections 8 to 10 of the Road Management Act 2004.

2.6 Obligations of Road Users

2.6.1 General Usage

The common law requires that a road user must take reasonable care for their own safety (see *Ghantous v Hawkesbury City Council*)

The *Road Safety Act 1986* sets out obligations on road users, including section 17A which requires that a person who drives a motor vehicle on, or uses, a highway must drive in a safe manner have regard for all relevant factors, including without limiting their generality, the following:

- (a) physical characteristics of the road
- (b) prevailing weather conditions
- (c) level of visibility
- (d) the condition of any vehicle the person is driving or riding on the highway
- (e) prevailing traffic conditions
- (f) the relevant road laws and advisory signs
- (g) the physical and mental condition of the driver or road user.

Section 17A of the *Road Safety Act 1986* also requires that a road user must take reasonable care:

- (a) to avoid any conduct that may endanger the safety or welfare of other road users.
- (b) to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve.
- (c) to avoid conduct that may harm the environment of the road reserve.

2.6.2 Incident Claims

If a person proposes to make a claim in relation to a public road or infrastructure for which Council is the responsible road authority, that person should contact Council. Where warranted (which will be on most occasions) Council will investigate and report the claim for insurance purposes.

Section 110 of the Road Management Act 2004 provides Council is not liable for property damages where the value of the damage is equal to or less than the adopted Threshold Amount.

In cases where the claim relates to assets Council does not own or is not responsible for in or on the road reserve, the person intending to make the claim must be advised and that person may choose to make such claim to the relevant person or authority.

2.6.3 Permits for work within a road reserve

In cases where an individual or organisation proposes to carry out works within the road reserve that may impede public access, or interfere with road infrastructure, they must apply for a 'works within road reserve' permit. There are some exemptions, as noted in the Road Management (Works and Infrastructure) Regulations 2015.

Local laws also require property owners to apply for a vehicle crossing permit if they plan to build a driveway.

In both cases, a fee applies to cover the costs of the administration and inspection of the work.

2.6.4 Obligation of others

There are several assets within the road reserve that Council does not have an obligation to inspect and/or maintain. These include:

- **Non-road infrastructure** – This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.
- **Vehicle driveways** – This includes the crossover (and footpaths), together with associated drainage, pipeline and culverts located between the carriageway and the property boundary. This is the responsibility of the adjoining property owner.
- **Single property stormwater drains** – for drains constructed within the reserve that carry water from a single property to an outlet in the kerb, or other drain.
- **Utilities** – including, but not limited to; telecommunication, power, water, gas and rail authority assets.
- **Roadside** – as per Section 107 of the Road Management Act, Council has no *"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"*, described as *"any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway"*. This includes landscaped tree plots within the footpath/pathway where the surface of the tree plot is not constructed with the intention of providing a trafficable pedestrian surface.



Figure 1. Responsibilities within the road reserve

On sealed roads the Council is responsible for the maintenance of:

- Footpath
- Kerb & channel
- Road surface
- Councils' drainage assets (excluding private property stormwater pipes within the road reserve)
- Guard rails, speed humps, signage, line marking and vegetation.

The property owner/occupier is responsible for:

- Construction, repair, replacement and maintenance of crossover
- Drainage (including pipes) under or within the crossover area
- Culverts
- Maintenance of naturestrip
- Private property stormwater pipes within road reserve to the point of discharge.
- Construction and maintenance of any footpaths to match existing footpaths.

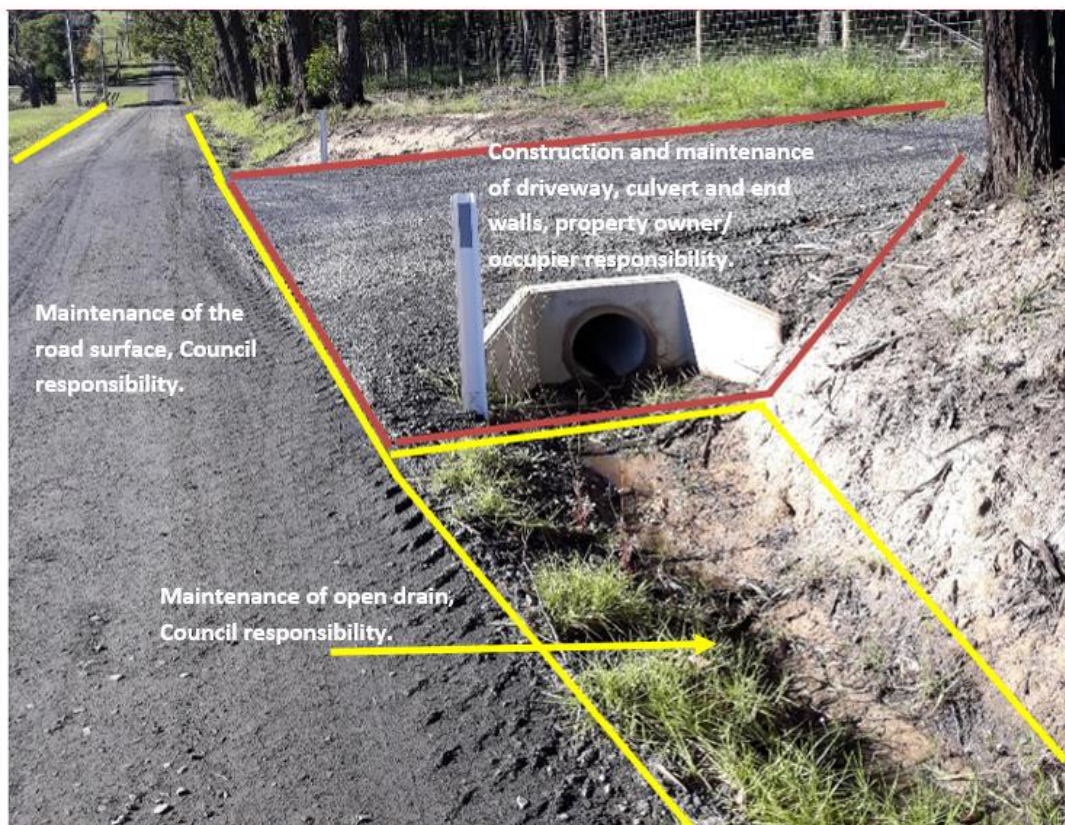


Figure 3. Operational Responsibility on unsealed roads

On unsealed roads the Council is responsible for the maintenance of:

- Road surface
- Open drain and other Council drainage assets (excluding private property stormwater pipes within the road reserve)
- Guard rails, speed humps, signage, line marking and vegetation.

The property owner/occupier is responsible for:

- Construction, repair, replacement and maintenance of driveway crossover from the edge of the road to the property boundary including the culvert pipe, culverts and end walls
- Construction and maintenance of any footpaths to match adjacent footpath

Where Council becomes aware of a hazard created by the defective condition of assets / infrastructure owned by another party, Council may at its absolute discretion:

- If located within assets / infrastructure for which Council is responsible (e.g. footpaths, road surfaces, etc.), or otherwise presents an immediate and significant risk to members of the public, undertake temporary measures to reduce the risk to members of the public until such time as the respective owner can implement permanent repairs (subject also to Council's available resources),
- Report in writing (e.g. email or letter) the presence of the hazard to the responsible party and request that repairs be implemented within a reasonable timeframe.

- Where repairs are not completed by the responsible party within the timeframe specified, Council may, subject to requirements, complete necessary repairs and invoice the responsible party for the costs.

However, where another party has a duty in relation to the asset / infrastructure, and Council has a discretionary power to take remedial action in relation to that matter, only that other party with the duty is liable in a subsequent proceeding, in accordance with s.104 of the Road Management Act 2004.

DRAFT

Road Management Systems

3.1 Background and Process

Road asset management involves managing both physical assets, and uses and operation that have the potential to impact their condition. It applies to all road assets, including:

- the road – pavement and surface, as well as footpaths, kerb and channel
- structures – bridges, culverts and traffic management devices
- road infrastructure – traffic signals and on-road electrical assets.

The aim of our road management system is to deliver a safe and efficient road network and meet community needs to the best of our ability, within available resources.

To create a road asset management system that would best meet our needs when inspecting, maintaining and repairing public roads, we used the following nationally recognised asset management frameworks:

- International Infrastructure Management Manual (IIMM) 2015, IPWEA
- IPWEA National Asset Management Systems (NAMS+)
- Other references, as listed in Technical References.

The system is designed to set the direction for our asset management activities. It is also linked to the annual business planning cycle.

3.2 Asset Hierarchies – Municipal Road Network

Roads and footpaths within the municipal road network are classified according to a hierarchy that takes into account how they are used, who uses them and how often. The hierarchy classification is used to determine the levels of service required, prioritise works programs and determine defect intervention responses. The three levels in the hierarchy are:

1. Urban road & street network

Urban roads and streets are located in built up areas predominantly used for residential, commercial and industrial purposes.

This is further divided into two sub-categories:

- Category 1: Local Access, less than 1,000 vehicles per day
- Category 2: Collector

See Attachment 1 for more information

2. Rural road network

Rural roads and streets are those that are not urban roads and streets as defined in Section 1 above.

This is further divided into two sub-categories:

- Category 1: Local Access, less than 1,000 vehicles per day
- Category 2: Collector

See Attachment 2 for more information

3. Pathway network

This is divided into two sub-categories, as follows:

Footpaths

- Category 1: General Use Areas
- Category 2: High Use Areas

Trodden paths and non-constructed paths are not Council assets and are not subject to the Road Management Plan.

Shared and Bicycle Pathways

Shared and Bicycle pathways are not subject to the Road Management Plan, unless located on a road reserve. These are managed in accordance with Council's Paths and Trails Strategy.

3.3 Our Road Network

More information about the Council's Road network is shown in the tables below.

Table 3.1 – Road length by hierarchy – date last updated: 5/05/2025

Hierarchy	Length (km)	% of Network
Category 1: Local Rural	745.5	42.5
Category 1: Local Urban	503.5	28.7
Category 2: Collector Rural	388.6	22.1
Category 2: Collector Urban	115.3	6.6
Local Boundary Road	0.3	0.0
Local Not Applicable	1.7	0.1
Local Road Reserve	0.4	0.0
Total	1755.3	100.0

Table 3.2 – Road Length by Surface Type – date last updated: 5/05/2025

Surface Type	Length (km)	% of Network
Sealed	1061.1	60.4
Unsealed	694.2	39.6
Without road pavement	0.0	0
Total	1755.3	100.0

3.4 Maintenance Management System

3.4.1 Maintenance Management

Council has responsibilities to road users and the community to maintain public roads to a reasonably safe and suitable standard, within our available funds and resources. By developing long-term maintenance programs for our assets, we are better able to plan how we do this.

The following maintenance requirements shape our annual program and budget:

Routine maintenance standards

Standards vary across the network depending on the asset type and relevant risk factors, such as traffic volumes and composition, operating speeds, the susceptibility of assets to deterioration and the cost effectiveness of repairs. Competing priorities for funding are also relevant.

Defect intervention levels have been established using the *VicRoads Standard Specification Section 750* and adapting it to local conditions.

The standards will be reviewed periodically to make sure they are adequate (see section 1.4).

Repair and maintenance works

Works must be completed within a specified time, depending on the severity and location of the defect. Response times are determined using local knowledge and experience and past performance as a guide.

Response times are monitored and will be periodically reviewed (see section 1.4).

Temporary mitigation measures

These are temporary works designed to reduce the risk of an incident, until such time as repair or maintenance works can be completed.

Response times and safety measures – for example warning signs, flashing lights, and safety barriers – are determined by reference to the risk to safety, road type and traffic volume.

Emergency works

Works that result from emergency incidents and must be undertaken immediately, for the safety of road users and the public.

Emergency works might include traffic incident management, responses to fires, floods, storms and spillages, and any assistance required under the Victorian State Emergency Response Plan and Municipal Emergency Management Plan.

3.4.2 Asset Management Plans

Our asset management plans guide the development of long-term asset renewal programs, helping us to plan and finance asset renewal and replacement.

3.4.3 Maintenance Surveys and inspections

A three-tier regime is used to inspect our road network assets. It covers safety issues, incidents, defects and condition inspections.

1. Reactive inspections (Request for Service or RFS)

These inspections are conducted in response to requests from the community. The inspection is carried out by both Council generally and Contractors and assessed according to the Hazard intervention levels, contained within Attachment 6.

2. Proactive Inspections

Regular timetabled inspections that are scheduled depending on traffic flow, the types of defects likely to impact the asset and the perceived risks of these defects.

3. Condition Inspections

These inspections identify structural integrity issues which, if untreated, are likely to adversely affect the network overall. These issues may impact short-term serviceability, as well as the ability of the asset to perform for the duration of its intended life span.

Condition inspections are carried out on a three yearly schedule for roads and footpath assets.

3.4.4 Maintenance responsiveness and performance targets

The following information is recorded when Council receives a Request for Service (RFS) from the community:

- Date request received
- Name of person making the RFS
- Details of request, including location and nature of reported hazard/defect (including any specific measurements provided) and copies of any photographs provided, etc.
- The personnel / department to which the request has been assigned for action
- Date by which the request must be actioned (based on the target response times specified in Attachment 6); and
- After completion the date when the RFS was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in section 3.4.3, followed by any necessary repair works).

By recording this information, Council can monitor compliance against target response times – that is, the time it takes from receiving an RFS to carrying out an inspection and ultimately completing necessary works.

An RFS will be inspected and assessed in accordance with timeframes specified in Attachment 6. Following are some possible outcomes from an RFS:

- If a defect identified exceeds a *Description / Intervention Levels* specified in Attachment 6, a work order will be created with a date for completion of works in line with respective specified repair timeframes.
- If repairs are significant – for example, rehabilitation works are required – temporary mitigation measures may be undertaken to reduce the risk posed by the hazard/defect until the complete works can be undertaken, this also subject to available resources.
- If the defect is assessed as below the *Description / Intervention Level* specified in Attachment 6, it will be recorded (including assessment level) and remedial action, such as a pre-emptive grind of a footpath joint, may or may not be conducted.

In all cases, the action taken must be recorded against the original RFS.

Target response times and intervention times are based on 'normal' conditions. The same level of service would not apply in cases where the Plan has been suspended, under Section 1.5.

3.5 Asset Levels of Service

Five elements are taken into account when determining appropriate levels of service for the road network. These are:

- Community expectations;
- Technical standards;
- Organisational capacity;
- Performance measures and targets;
- Safety of road and footpath users.

DRAFT

Register of Public Roads

Council maintains a register of public roads – called the Register of Public Roads – with the details of all public roads for which we are responsible. Ancillary areas such as carparks and wayside stops are not listed on the Road Register.

The Register of Public Roads is available on Council's website. A hard copy can be inspected at our Customer Service Centres, listed below, on request.

Location	Address	Phone number
Civic Centre	15 Anderson Street, Lilydale	1300 368 333
Monbulk Living and Learning Centre	21 Main Road, Monbulk	9756 7677
Upwey Community Link	40 Main Street, Upwey	9752 6054
Healesville Community Link	110 River Street, Healesville	5965 3501
Upper Yarra Family Centre	2444 Warburton Highway, Yarra Junction	5965 3501

The Road Management Plan can also be viewed in PDF format on Council's website:
www.yarraranges.vic.gov.au

4.1 Maintenance Demarcation (Boundary) Agreements

Where there are boundary agreements between us and other road authorities or private organisations, the list of roads affected, and agreements, are listed in the Municipal Road Register.

Council has agreements with the following municipal road authorities:

- Maroondah
- Nillumbik
- Cardinia
- Casey
- Knox
- Manningham

The affected roads are:

BOUNDARY ROADS – CARDINIA AND YARRA RANGES		
Road	Section	Distance (m)
Duffys Road	Start seal to road end	872 Approximately
Wellington Road	Cardinia Creek Road to Aura vale Road	2,262
Aura Vale Road	Wellington Road to Old Menzies Creek Road Surface unsealed Selby Aura Road to Magpie Road	444
Old Menzies Creek Road	Aura Vale Road to Selby Aura Road	
Selby Aura Road	Old Menzies Creek Road to Aura Vale Road	
Magpie Road	Aura Vale Road to end	
Kallista-Emerald Road	Menzies Creek to Emerald-Monbulk Road	
Emerald-Monbulk Road	Kallista-Emerald Road to Stewart Road	190 Approximately
Stewart Road	Emerald-Monbulk Road to Paton Road	
Paton Road	Stewart Road to Avonsleigh-Macclesfield-Woori Yallock Road	
Avonsleigh-Macclesfield-Woori Yallock Road	Paton Road to Cherry Road	
Cherry Road	Avonsleigh-Macclesfield-Woori Yallock Road to road forming Southern boundary Allotment 32	
Merritts Road	Kennedy Road to Merritts Road	

BOUNDARY ROADS – CASEY AND YARRA RANGES		
Road	Section	Distance (m)
Horsewood Road	Logan Park Road to Belgrave Hallam Road	
Belgrave Hallam Road	Horsewood Road to Narre North Nursery boundary	
Boundary Road	First bend to Berwick Road Berwick Road to sharp bend	

BOUNDARY ROADS – KNOX AND YARRA RANGES		
Road	Section	Distance (m)
Pavitt Lane	Liverpool Road to Sheffield Road	775 Approximately
Old Bayswater-Sassafras Road	Fire Access Road	600 Approximately
Basin-Olinda Road	From Boundary to Ferndale Road Surface unsealed	400
Ferndale Road	Basin Olinda Road to bend	1100 Approximately
Mystic Road	Natural Resources – Closed Off	
Himalaya Road	Natural Resources – Fire Access Road?	
The Boulevard	Natural Resources – Fire Access Road?	
Victoria Street	George Street to Grandview Crescent	360 Approximately
Fern Road	New Road to Victoria Street	260 Approximately
New Road	Fern Road to Glenfern Road	740 Approximately
Glenfern Road	New Road to Lysterfield Road	1108 Approximately
Lysterfield Road	Glenfern Road to Wellington Road	4175 Approximately

BOUNDARY ROADS – KNOX AND YARRA RANGES		
Road	Section	Distance (m)
Wellington Road	Lysterfield Road to Powells Road	393 Approximately
Powells Road	Wellington Road to end	350 Approximately
School Road	Natural Resources – Fire Access Road	
Burwood Highway (Monbulk Road)	Mt. Dandenong Tourist Road to Ferny Creek Avenue	210 Approximately
	Ferny Creek Avenue to UFTG postcode boundary	980 Approximately
Royal Street	From UFTG postcode boundary to Old Belgrave Road	330 Approximately
Old Belgrave Road	Royal Street to Wynette Avenue	129 Approximately
Wynette Avenue	Old Belgrave Road to George Street	430 Approximately
George Street	Wynette Avenue to end of mountable kerb	166 Approximately
	From end of mountable kerb to Victoria Street	254 Approximately

BOUNDARY ROADS – MANNINGHAM AND YARRA RANGES		
Road	Section	Distance (m)
Brushy Park Road, Wonga Park	From Holloway Road to Homestead Road Sealed Road	2840
Homestead Road, Wonga Park	From intersection Homestead Road and Brushy Park Road Sealed Road	745
Lower Homestead Road, Wonga Park	From Reserve Road to Yarra River Sealed Road	585
	Unsealed Road	2152 (Gravel formation)

BOUNDARY ROADS – MAROONDAH AND YARRA RANGES		
Road	Section	Distance (m)
Liverpool Road	Pavitt Lane to Tereddan Drive Sealed Road	1430
	Tereddan Drive to Multi-Lanes Canterbury Road Sealed Road	1435
Canterbury Road	Liverpool Road to Colchester Road Sealed Road	1170
Colchester Road	North of Canterbury Road Sealed Road	130
	Byron Road to Lena Grove Sealed Road	304
	Lena Grove to Divided Carriageway Mt. Dandenong Road Fully Constructed Residential	1348
	Mt. Dandenong Road to Shop Car Park Fully Constructed Residential	42
	Shop Car Park to Byron Road Fully Constructed Residential	385
Glen Dhu Road	Bend to Mt. Dandenong Road Fully Constructed Residential	420
Ervin Road	Marion Avenue to End Fully Constructed Residential	47
	South of Boundary to Boundary End Fully Constructed Residential	154
Marion Avenue	Hull Road to Ervin Road (Boundary Centre of Road) Fully Constructed Residential	495
Hull Road	Marion Avenue to Lincoln Road Sealed Road	196
Lincoln Road	Newman Road to Hull Road Fully Constructed Residential	303
Newman Road	Lincoln Road to Sherlock Road – Shire Boundary centre of road Fully Constructed Residential	674

BOUNDARY ROADS – MAROONDAH AND YARRA RANGES		
Road	Section	Distance (m)
Maroondah Highway	From Esther Creek to Hughes Park/Yarra Valley Golf Park	400 Approximately

4.2 Roads not listed on the Register

The following types of roads are not listed in Council's Register of Public Roads:

- Roads which are the responsibility of the Victorian state government, statutory authority or a private owner;
- Unused roads for which Council has not accepted responsibility;
- Roads noted on a plan of subdivision, until such time as Council accepts responsibility for these roads;
- Roads which Council have not determined are reasonably required for general public use.

Technical References

- i. AS ISO 31000:2018 – Risk Management – Guidelines
- ii. Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.
- iii. International Infrastructure Management Manual (IIMM) 2015, IPWEA
- iv. VicRoads Risk Management Guidelines
- v. VicRoads Standard Specification Section 750 – Routine Maintenance

DRAFT

Attachment 1: Road Hierarchy – Urban Roads

Category	Description*
Category 1 Local Access	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads • Minimum one clear traffic lane (excluding parking)
Category 2 • Collector	These carry significant volumes of traffic and provide access, by linking residential, commercial or industrial areas to arterial roads. They also provide links between the various collector roads. Key features typically include: • Cater for, but may restrain, service and heavy vehicles • Minimum two clear traffic lanes (excluding parking)

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 2: Road Hierarchy – Rural Roads

Category	Description*
Category 1 • Local Access	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads In the case of an unsealed local access road providing access to a single property, the road will only be maintained to the closest boundary of that property. The balance will be maintained as a limited access track (see below)
Category 2 • Collector	These carry moderate volumes of traffic and provide access, by linking local areas to link and arterial roads. They also provide links between the various collector roads. Key features typically include: • Cater for, but may restrain, service and heavy vehicles • Minimum two clear traffic lanes (excluding parking)

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 3: Pathway Hierarchy

Footpaths

Category	Area	Description*
Category 1	General-use Areas	This category includes all other constructed Council footpaths
Category 2	High-use Areas	The category of 'highest use' that includes all Council footpaths in shopping centres, township precincts and other pedestrian generators eg schools and railway stations.

Shared & Bicycle Pathways

Shared and Bicycle pathways located in the road reserve are treated as pathways.

Shared and bicycle pathways not located in the road reserve are not subject to the Road Management Plan, refer to Council's Paths and Trails Strategy.

Attachment 4: Inspection Requirements

Inspection Type	Purpose	Inspection and Reporting Requirements
Reactive – Request for Service (RFS)	Reactive inspections to confirm the nature of defects/hazards reported and identify those exceeding the intervention levels specified in Attachment 6.	Performed by a Council/Contractor representative with knowledge of Description / Intervention Levels (Attachment 6) and road maintenance techniques. Higher levels of expertise may be called on if appropriate. Reactive inspections conducted on foot, with defects measured and photographed as specified in Councils Road Asset Inspectors Manual. The report must identify specific safety defect, time of first report, time inspected and by whom, later the subsequent action and time of completion must be added to the report.
Proactive Inspection	Undertaken in accord with formal programmed inspection schedule. To determine if road assets comply with the levels of service specified. Record of each asset is to be completed detailing: • Name inspector • Inspection date and • Description of any defects that exceed intervention levels specified in Attachment 6. In addition, details of the inspection will be electronically recorded against the particular asset inspected.	Proactive Inspections of roads are conducted via a slow moving vehicle. Proactive Inspections of all other asset types conducted on foot, with defects measured and photographed as specified in Councils Road Asset Inspectors Manual. Performed by a dedicated Plan inspector.
Night Inspections	Undertaken in accord with formal programmed inspection schedule. To assess the visibility of road signage, cat's eyes and roadside guideposts, and the visibility of line marking at night.	Conducted via a slow moving vehicle with standard driving lights (low beam). Visibility/legibility assessed by eye from distances specified respective to each asset defect type. Performed by a dedicated Plan inspector.

Attachment 5: Inspection Frequencies

Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency M = Months	Night Inspections Y = Years
Sealed Roads Unsealed Roads Regulatory, Warning and Hazard Signs	Collector	10 WD	6 M	4 Y
	Local	10 WD	12 M	Not carried out
Footpaths, Kerb & Channel	High Use	5 WD	6 M	
	General	10 WD	3 Y	
	Unsealed, reactive only	10 WD		
Bridges	Level 1 Bridge Inspections	10 WD	12 M	n/a
Emergency Response – All Asset / Categories		24 H	n/a	n/a
* Reported Incidents / Hazards that present an immediate and significant risk to members of the public. Temporary measures (e.g. installing barriers, signage, closing the road/footpath, etc.) will be implemented to reduce the risk to users of the asset until such time as appropriate repairs can be completed.				

* If a Proactive Inspection Frequency elapses on a Weekend or Public Holiday, the actual due date will be the next Working Day.

Attachment 6: Defect Intervention Levels and Repair Timeframes

NOTES:

* If a Repair Timeframe elapses on a Weekend or Public Holiday, the compliance date will be the next Working Day.

** In cases where a defect is not due for repair within 4 weeks, temporary measures, such as installing warning signage, erecting barriers, or painting the defect with a bright contrasting colour, may be implemented at the time of identification.

Sealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy	
		WD = Working Days W = Weeks M = Months	
		Collector	Local
Pothole	Potholes in sealed pavement >70 mm in depth and >300 mm in diameter Potholes located in dedicated/marked bicycle lanes >50 mm depth and >200 mm diameter.	4 W	2 M
Edge break	Edge breaks >300 mm laterally over a 5m or greater length from the nominal seal line or the edge line if it is line marked	4 W	2 M
Edge / shoulder drop	Edge drops onto an unsealed shoulder >100 mm in depth over a 100m or greater length	4 W	2 M
Depressions / deformations	Significant depressions or deformations in the traffic lane of a sealed pavement will be referred to Councils Capital Works Program to be prioritised in relation to available funding.	n/a	n/a
Missing pit lids	Missing Council drainage pit lids	2 WD	2 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	2 M
Roadside Vegetation – Overhead clearance	See “Vegetation Clearance Code Guidelines – Roads”	n/a	n/a
Roadside Vegetation – Obstructing sightlines	See “Vegetation Clearance Code Guidelines – Roads”	n/a	n/a

Unsealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy	
		WD = Working Days W = Weeks M = Months	
		Collector	Local
Pothole	Potholes in unsealed pavement >150 mm in depth and >500 mm in diameter	1 M	2 M
Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >200 mm in depth	1 M	2 M
Corrugations	Corrugations on an unsealed road will be managed in accordance with Council's Grading Program.		
Roadside Vegetation – Overhead clearance	See “Vegetation Clearance Code Guidelines – Roads”	n/a	n/a
Roadside Vegetation – Obstructing sightlines	See “Vegetation Clearance Code Guidelines – Roads”	n/a	n/a

Traffic Control Devices

Defect type	Description / Intervention Level	Repair timeframes by hierarchy	
		WD = Working Days W = Weeks M = Months	
		Collector	Local
Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective	2W	2W
Missing / Damaged Guard Rail or fencing	Guard rail/fence damaged or missing making them substantially ineffective	3 M	3 M
Missing / Damaged Pavement Markings	Pavement markings which are missing or faded making them substantially ineffective	15 M	15 M

Footpaths Reactive Repairs

Defect type	Description / Intervention Level	Repair timeframes by hierarchy	
		High Use	General
WD = Working Days W = Weeks M = Months			
Vertical Displacement	Vertical Displacement >30 mm in height	2 W	2 W
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	2 W	1 M
Cracking	Cracking in footpaths >40 mm wide	2 W	1 M
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	4 W	1 M
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >150 mm in length/width and >30 mm in depth	2 W	1 M
Missing pit lids	Missing Council drainage pit lids	1 WD	1 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	2 W	1 M
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: See “Vegetation Clearance Code Guidelines – Roads”	n/a	n/a
Dislodged / missing tactile indicator	Damaged or missing	6 W	3 M

The times set out in the table above relate to reactive repairs.

* Pram crossings / ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description / intervention levels.

Footpaths Proactive Repairs

Defect type	Description / Intervention Level	Repair timeframes by hierarchy	
		High Use	General
WD = Working Days W = Weeks M = Months			
Vertical Displacement	Vertical Displacement >30 mm in height	4 W	1 M
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	4 W	2 M
Cracking	Cracking in footpaths >40 mm wide	4 W	2 M
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	6 W	2 M
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >150 mm in length/width and >30 mm in depth	4 W	2 M
Missing pit lids	Missing Council drainage pit lids	1 WD	1 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	2 M
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: See “Vegetation Clearance Code Guidelines – Roads”		
Dislodged / missing tactile indicator	Damaged or missing	6 W	3 M

The times set out above relate to proactive repairs. Inspections shall be undertaken annually for each asset but divided into 4 cycles across the Council

* Pram crossings / ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description / intervention levels.

Kerb and Channel

Defect type	Description / Intervention Level	Repair timeframes by hierarchy		
		Footpath Abutting Kerb	High Use	General
Vertical Displacement	Vertical displacement – uplift where the channel meets the road pavement >50 mm		6 M	12 M
Horizontal Displacement	Horizontal displacement of the kerb from the footpath >80 mm		6 M	12 M

Bridges and Culverts

Defect type	Description / Intervention Level	Repair timeframes by hierarchy	
		WD = Working Days	W = Weeks
		M = Months	
		Cat 2	Cat 1
Bridge & Major Culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	2 M	3 M