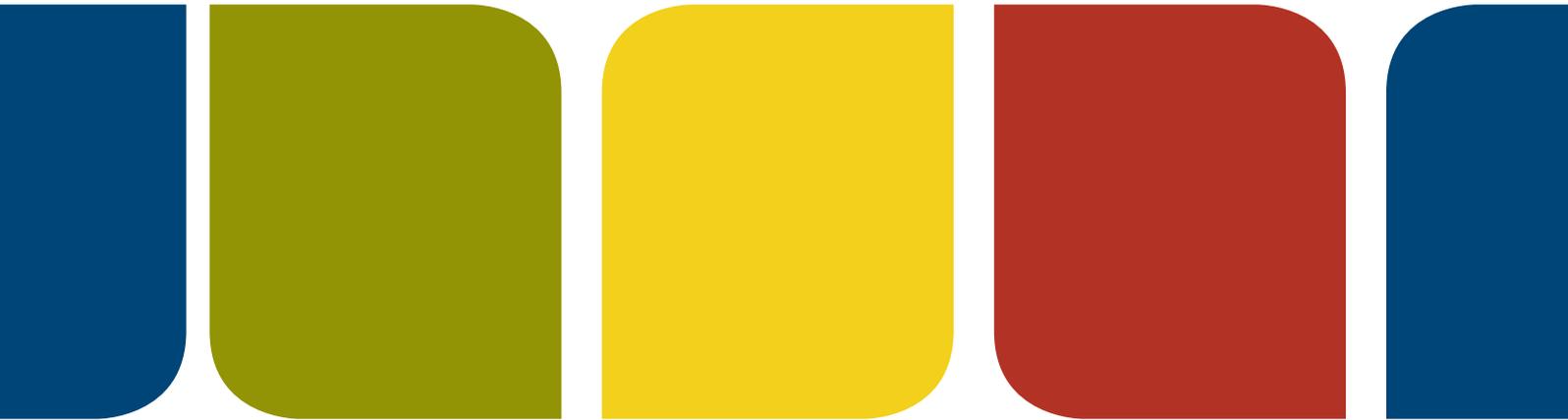


ARARAT RURAL CITY COUNCIL

ROAD MANAGEMENT PLAN



VERSION 4.0
JULY 2017



Ararat Rural City

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Rev No	REVISION DETAILS	DATE
4.0	Advertisement in Government Gazette and local paper advising of proposed amendments	11-May 2017
4.0	Adopted by Council at its meeting	18 July 2017
4.0	Advertisement in Government Gazette and local paper advising adoption of Plan	7 September 2017

1. INTRODUCTION

1.1. BACKGROUND

This Road Management Plan (Plan) defines how Ararat Rural City Council (Council) intends to manage roads and road related assets for which it is responsible.

The Plan sets inspection intervals and response times for defects that exceed the stated intervention levels in relation to roads and road related assets to ensure that Council's responsibilities under the *Road Management Act 2004* (the Act) are met.

In order that Council's duty of care has been satisfactorily exercised, it is required to be able to demonstrate that it has a systematic approach to inspecting roads and road related assets and has an appropriate regime for planning and undertaking repairs where defects exceeding the stated intervention levels have been identified.

Implementation and management of this plan needs to be in accordance with Council's corporate plans, strategies and policies.

1.2. PURPOSE

The *Road Management Act 2004* (the Act) has as its purpose the establishment of a coordinated management system that promotes the road network at the State and local level to provide an integrated and sustainable transport system.

Ararat Rural City Council is a coordinating road authority under the provisions of section 36(c) of the Act and the responsible road authority, for specific roads, under the provisions of section 37 of the Act.

Under Division 5 of the Act, a road authority may produce a road management plan with purposes as defined in section 50:

- a) to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources; and
- b) to set the relevant standard in relation to the discharge of duties in the performance of those road management functions

In meeting these purposes a road management plan will include the following:

- i. the role, function, powers and accountabilities of Council as a road authority including but not limited to the (a) discontinuance; (b) realignment; (c) declaration; (d) classification; (e) allocation of responsibility; (f) demarcation; and (g) register of public roads; etc.;
- ii. how responsibilities to inspect, construct, maintain and repair public roads will be discharged to ensure safe and efficient public roads that meet community expectations;
- iii. adopted standards, policies and priorities within the constraints of the organisation's resources;
- iv. matters to be included that are relevant to a Code of Practice;
- v. rights and responsibilities of road users;
- vi. the responsibilities of other road and infrastructure managers and works managers in providing infrastructure or conducting works;

- vii. issues relating to civil liability arising out of road management;
- viii. protection of road infrastructure against damage and interference; and
- ix. ensuring the needs and expectations of local communities and the general public are addressed.

Ararat Rural City Council has elected to adopt a Road Management Plan that meets the requirements of the Road Management Act 2004 and is in accordance with the *Code of Practice for Road Management Plans* as published in the Government Gazette 16 September 2004.

2. DEFINITIONS

Terms used have the same meanings as the specified definitions used in the *Road Management Act 2004*.

For the purposes of this Road Management Plan the following terms are defined as:

<i>Act</i>	Road Management Act 2004.
<i>ancillary area</i>	An area designated as ancillary to a road includes carparks, local widening that do not form part of the road carriageway, rest stops etc.
<i>ARCC</i>	Ararat Rural City Council.
<i>arterial roads</i>	Major roads for which VicRoads is the coordinating road authority.
<i>bicycle lane</i>	That part of the carriageway designated for use by cyclists.
<i>carriageway</i>	The full trafficable area including the roadway and the shoulders.
<i>coordinating road authority</i>	The road authority that has overall management functions for the whole of the road reserve.
<i>Council</i>	Ararat Rural City Council.
<i>day</i>	A day on which ARCC is open for business. Where a timeframe is expressed in days it means the rest of the current day plus the number of days stated in the timeframe up to midnight on the last day.
<i>defect</i>	A localised failure within the asset which diminishes the asset's performance such as a pothole in a road, a joint displacement in a pathway, or a material failure.
<i>defect intervention level</i>	The extent of a defect that provides the trigger for maintenance repairs.
<i>hour</i>	Means one hour from time that Council is notified regardless of whether within working hours or a day that council is open for business.
<i>intervention level</i>	The scale of the defect at which repair or remediation shall be undertaken.
<i>level of service</i>	Is a defined condition or performance standard associated with a particular asset and its classification within an asset hierarchy.
<i>make safe</i>	Temporary treatment of a defect to reduce risks associated with the defect until permanent repairs can be undertaken.
<i>month</i>	One calendar month.
<i>municipal road</i>	A road other than an arterial road or freeway for which Council is the coordinating road authority.
<i>NA</i>	Not applicable.
<i>nature strip</i>	The land, generally vegetated, between the carriageway and a property boundary or between carriageways.
<i>pathway</i>	A constructed paved, sealed or gravel path intended for use by pedestrians and / or cycles rather than motorised vehicles.
<i>Plan</i>	Road Management Plan.
<i>road reserve</i>	Crown land dedicated to the purpose of being a public highway.
<i>Regulations</i>	<i>Road Management (General) Regulations 2005</i> .
<i>response time</i>	The time for remedial works to be undertaken, following identification that the defect intervention level has been reached through routine or responsive inspections and / or following a customer request.
<i>Responsible road</i>	The road authority who has maintenance responsibility for all or part of



<i>authority</i>	the road or road assets in a road reserve.
<i>RMP</i>	Road Management Plan.
<i>roadside</i>	The area of land within a road reserve that is neither roadway nor pathway.
<i>roadway</i>	The area of the carriageway intended for the passage of vehicles excluding the shoulder.
<i>shoulder</i>	The area between the edge of the roadway and the extent of the carriageway.
<i>temporary treatment</i>	Action taken to a defect to reduce risks associated with the defect until permanent repairs can be undertaken.
<i>verge</i>	The area of land between a property boundary and the outer edge of a kerb or a table drain.

3. SERVICE USERS AND STAKEHOLDERS

3.1. COUNCIL AS ROAD AUTHORITY

Council is the coordinating road authority for municipal roads within its boundaries with the exception of arterial roads and some roads within State and National Parks. Roads for which Ararat Rural City Council is the coordinating road authority, and those parts of roads for which Ararat Rural City Council is the responsible road authority are identified in Council's Register of Public Roads.

3.2. RESIDENTS AND MEMBERS OF THE PUBLIC

Municipal roads for which Council is the coordinating road authority are public roads available for the use by members of the public.

3.3. OTHER ROAD AUTHORITIES

Within the municipality there are some roads which are managed by other road authorities.

3.3.1. VicRoads

VicRoads is the coordinating authority for arterial roads.

Arterial roads within the municipality are:

- Western Highway
- Glenelg Highway
- Mortlake-Ararat Road
- Ararat-Halls Gap Road
- Maroona-Glenthompson Road
- Rossbridge-Streatham Road
- Ararat-St Arnaud Road
- Pomonal Road
- Grampians Road.

3.3.2. Department of Environment and Primary Industries / Parks Victoria

The Department of Environment and Primary Industries is the coordinating authority for specific roads within State and National Parks. Some roads which are within, or pass through, Parks Victoria managed land come under the jurisdiction of Ararat Rural City Council. These are recorded in Council's Register of Public Roads. All other roads within State and National Parks are the responsibility of the Department of Environment, Land, Water and Planning or delegated entity.

3.3.3. Private road owners

Roads built on private land that are available for use by the general public are the responsibility of the landowner. The demarcation of responsibility shall be the property boundary, and where a private road enters a sealed municipal road, from the edge of the seal of the municipal road and, in the case of an unsealed road, from the outer edge of the carriageway.

3.4. INFRASTRUCTURE MANAGERS AND OTHERS

Assets belonging to other public infrastructure managers may be located below, on or above the road reserve. These can include water supply, stormwater, sewerage, telecommunications, gas, and electricity, etc.

Assets belonging to individuals and organisations may be located below, on, or above the road reserve. These can include culverts, driveways, pipelines, conduits, signs, post boxes, gates and fences, street furniture, etc.

The management responsibilities of infrastructure assets are generally detailed in the Road Management Act 2004 Code of Practice Management of Infrastructure in Road Reserves (Victoria Government Gazette 28 April 2016).

Ararat Rural City Council is not responsible for assets belonging to other managers or owners.

4. RESPONSIBILITIES OF ROAD USERS

Under the *Road Management Act 2004* all road users have a duty of care to use the road in a safe manner having regard for the existing conditions and the rights of other road users. A member of the public has the right of passage along a public road, subject to any restrictions, limitations or conditions which may be specified under any Act or law.

Posted speed limits and speed advisory signs do not designate safe driving speeds. Safe driving speeds are dependent on the existent driving conditions (rain, fog, visibility, presence of animals or stock, etc.) and existent road conditions (road surface, road alignment, road width, presence of moisture or water, pavement roughness, etc.). It is the responsibility of road users to travel at speeds that are safe with regard to existing and impending conditions. For road users such as pedestrians and cyclists, this includes maintaining an adequate awareness of surface conditions and exercising reasonable care for their own safety.

Specified roads within the municipality are pre-approved for use by higher mass limit trucks, performance based specification trucks, B-Double trucks, oversize and over mass vehicles and special purpose vehicles. It is the responsibility of drivers and operators of these classes of vehicles to obtain authorities and permits as issued by the National Heavy Vehicle Regulator, or other applicable agency, for travel on these and other restricted access roads.

5. APPLICATION

5.1. ROAD ASSETS TO WHICH THIS PLAN APPLIES

This plan applies to all municipal roads and associated road infrastructure within the Ararat Rural City Council local government boundary and identified in the Ararat Rural City Council Register of Public Roads.

This plan applies to roads added to Council's Register of Public Roads on the day following publication of notice in the Government Gazette.

5.2. OTHER COUNCIL ASSETS TO WHICH THIS PLAN APPLIES

This plan applies to other assets located within road reserves. This information is provided in summary form below. More detailed definitions of the demarcation between municipal and arterial roads can be found in the Road Management Act 2004 Code of Practice Operational Responsibility for Public Roads (Victoria Government Gazette 30 May 2017).

5.2.1. Kerb and Channel

This plan applies to kerb and channel on municipal roads and those sections of arterial roads that have parking lanes or bays for which ARCC is the responsible authority.

5.2.2. Foot Paths, Cycle Paths and Shared Paths

This plan applies to constructed pathways on municipal and arterial roads excluding those sections of pathway that cross a central median or traffic island of an arterial road or intersection of an arterial and municipal road. This plan applies to pathways under rail-over structures.

5.2.3. Bicycle Lanes

This plan applies to designated bicycle lanes within the carriageway of municipal roads.

5.2.4. Bridges and Culverts

This plan applies to bridges and culverts associated with municipal roads excluding railway bridges. Refer to applicable Safety Interface Agreements with rail managers.

5.2.5. Traffic Management Devices

This plan applies to traffic management devices including but not limited to roundabouts, speed humps, traffic islands, and pedestrian crossings on municipal roads.

5.2.6. Street Signs and Furniture

This plan applies to street signs on municipal and arterial roads excluding route information and traffic control signs on arterial roads and advance direction signs located on municipal roads that are associated with entries and exists to freeways and intersections with arterial roads.

5.2.7. Parking Lanes and Bays

This plan applies to parking lanes and bays on municipal roads including those on arterial roads that are less than 200 metres in length and are located between kerb outstands or trees on the roadway and not intended for through traffic.

5.2.8. Road Markings

This plan applies to road markings on urban and rural municipal roads. It applies to parking bay road markings on arterial roads. It includes line marking and pavement markings on roadways approaching rail level crossings including other warning markings such as rumble strips.

5.2.9. Stormwater Drains and Entry Pits

This plan applies to stormwater drains and entry pits on municipal roads. It applies to stormwater pits on those parts of arterial roads that do not allow through traffic. It does not apply to drainage pits and underground drainage that collects run-off from through carriageways and associated junction pits in medians on arterial roads. It applies to underground drainage that connects entry pits on arterial roads to a municipal drainage scheme.

5.2.10. Ancillary Areas

This plan applies to ancillary areas including off road public carparks managed by Council, roadside carparks managed by Council, road side rest-stops managed by Council, and other road side areas associated with tourist, historical or cultural features managed by Council.

5.3. ASSETS TO WHICH THIS PLAN DOES NOT APPLY

5.3.1. Unconstructed, Unused and Discontinued Roads

This plan does not apply to unconstructed roads or informal access tracks that are located within a government road reserve, reserved Crown land or Council owned land.

Notwithstanding clause 5.1 above, this plan does not apply to discontinued roads from the day following publication of notice of discontinuance in the Government Gazette.

This plan does not apply to roads that have been declared unused roads under section 400 of the *Land Act 1958*.

5.3.2. Driveways and Property Access Tracks

This plan does not apply to constructed roads, unconstructed roads or informal access tracks, including associated culverts, bridges or floodways, that are located within a government road reserve, reserved Crown land or Council owned land that provide access or entrance to a property or dwelling.

5.3.3. Kerb & Channel

This plan does not apply to kerb and channel on through sections of arterial roads in urban areas.

5.3.4. Rail Bridges Over Roads

This plan does not apply to rail bridge structures over roads. Refer to the appendices of Safety Interface Agreements with rail managers for details of specific bridges. Roads or pathways under rail bridges are the responsibility of Council.

5.3.5. Road Bridges Over Rail

This plan does not apply to the structural elements of bridges over rail including guard railing attached to the bridge. It does, however, apply to the pavement and wearing surface of a pathway or road surface on a bridge over rail. Refer to the appendices of Safety Interface Agreements with rail managers for details of specific bridges.

5.3.6. Pedestrian Crossings Under Rail

This plan does not apply to the structure and wearing surfaces of pedestrian crossings under rail located at railway stations. It does not apply to the structure of pedestrian crossings under rail located between stations. It does, however, apply to the pavement and wearing surface of the pedestrian crossings between stations. Refer to Safety Interface Agreements with rail managers.

5.3.7. Traffic Management Devices

This plan does not apply to traffic management devices located at, or in association with intersections with arterial roads. This plan does not apply to passive and active traffic management devices located within 3 metres of a rail track at a rail level crossing. Refer to Safety Interface Agreements with rail managers.

5.3.8. Road Markings

This plan does not apply to road markings associated with traffic control of an intersection of a municipal and arterial road within and approaching the intersection. This plan does not

apply to line marking and pavement marking within 3 metres of a rail track at a rail level crossing.

5.3.9. Lighting

This plan does not apply to street and intersection lighting of arterial roads. This plan does not apply to lighting of rail level crossings and pedestrian underpasses where connected to railway electricity supply.

5.3.10. Bus Shelters and Stops

This plan does not apply to bus shelters and stops on municipal and arterial roads.

5.3.11. Non-Road related infrastructure

This plan does not apply to all other non-road related infrastructure.

6. DEMARCATION OF RESPONSIBILITIES

6.1. GENERAL

The demarcation of responsibilities under this Plan are as defined in the *Road Management Act 2004 Code of Practice: Operational Responsibility for Public Roads* published in the Victoria Government Gazette S174 on 30 May 2017, unless specifically identified otherwise.

6.2. FREEWAYS AND ARTERIAL ROADS

VicRoads is the coordinating road authority for freeways and arterial roads and the responsible road authority for those elements of the road as defined in the *Code of Practice for Operational Responsibility for Public Roads*. This is partially summarised below. There are currently no freeways within the municipality.

For urban arterial roads, VicRoads is the responsible road authority for the road pavement, kerb and channel, traffic signals, and medians. On these roads Council is responsible for the verge and footpath from the back of kerb, or the back edge of the table drain, to the property boundary. Where there are parking lanes on arterial roads that do not allow through traffic, Council is the responsible authority for the area of pavement associated with the parking lane with the demarcation being the interface of the carriageway and the parking lane. Where Council is responsible for the parking lane it is also responsible for the kerb and channel.

For rural arterial roads, VicRoads is the responsible road authority for the full width of the road reserve excluding pathways for pedestrian, cycle or shared use.

6.3. CROWN LAND

The State Government department responsible for Crown Land is the responsible road authority for specific roads, or sections of road, within Crown land including State or National Parks. In some instances these roads may be managed directly by Parks Victoria. For information about the demarcation of responsibility between the responsible department and Parks Victoria, contact the responsible department.

6.4. RAIL INFRASTRUCTURE

This plan does not apply to those sections of road, and associated traffic control devices and infrastructure, at rail interfaces that are identified in Safety Interface Agreements as being the responsibility of a rail authority. This plan does not apply to road pavement within 3 metres of the nearest rail.

6.5. UTILITIES AND OTHER INFRASTRUCTURE MANAGERS

This plan does not apply to utilities, services and associated infrastructure that are the responsibility of other road authorities or infrastructure managers.

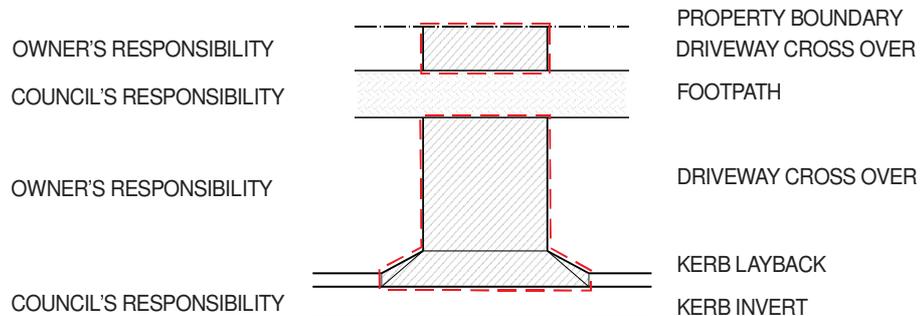
6.5.1. Infrastructure Manager Responsibilities

The plan does not apply to infrastructure assets belonging to other infrastructure managers such as telecommunications, water and sewerage, gas, electricity, and rail (and other) transport infrastructure.

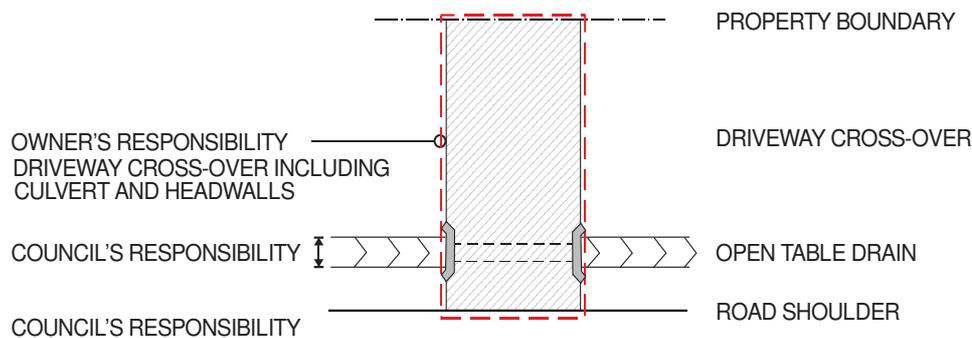
6.5.2. Private Owner Responsibilities

This plan does not apply to private roads, driveways or pathways providing access from private property to a public road.

This plan does not apply to vehicle crossings or driveways between the kerb or carriageway edge and the property boundary. These are the responsibility of the property owner to construct and maintain. This plan, does however, include the section of the crossing that forms the extension of the footpath. Council accepts responsibility for the maintenance of the footpath section of the crossing to the service levels for paths for the applicable hierarchy specified in this plan.



This plan does not apply to property stormwater drains constructed within the road reserve that discharge into the kerb and channel, table drain, or other stormwater collection point.



This plan does not apply to culverts or pipes connecting open table drains beneath driveway cross-overs.

6.5.3. Footpaths and Overhanging Vegetation

The adjacent landowner has responsibility for keeping pathways clear of vegetation growing from their property. Responsibility for overhanging vegetation may be managed through council's local laws.

6.5.4. Advertising Signage and Commercial Displays

This plan does not apply to advertising (or other) signage, shop displays or products installed or temporarily located within the road reserve, with or without permit issued under legislation or Council's local laws.

6.5.5. Outdoor Eating Facilities

This plan does not apply to outdoor eating facilities and associated furniture and hardware located or operating within the road reserve, with or without permit issued under legislation or Council's local laws.

6.6. ADJOINING MUNICIPALITIES

Ararat Rural City Council shares boundaries with the following local government municipalities:

- Pyrenees Shire
- Corangamite Shire
- Moyne Shire
- Southern Grampians Shire
- Northern Grampians Shire

6.6.1. Boundary Roads

The *Road Management Act 2004 Code of Practice – Operational Responsibility for Public Roads* defines the basis for demarcation of boundary roads for municipal Councils.

Where the boundary of local government municipalities are defined by the centreline of a road reserve, these roads are managed under shared responsibility agreements. Generally these roads are divided into roughly equal segments which are managed and maintained by one or other municipality on the basis of negotiated agreement.

Where a municipality is defined by the property boundaries on one side of the road, the Council with the road within its boundary has operational responsibility.

Councils can agree to transfer operational responsibility for a road or a part of a road regardless of the line of demarcation.

Those road segments for which Council has responsibility are identified in the Register of Public Roads and are managed through this plan.

Those segments for which other municipalities have responsibility fall under their jurisdiction.

7. ASSET HIERARCHIES

7.1. ROAD FUNCTIONAL HIERARCHY

Urban and rural roads are assigned the following hierarchies. These are summarised in the table below.

7.1.1. Freeways and Arterial Roads

Freeways and arterial roads are the responsibility of VicRoads. No municipal roads are assigned to this category.

7.1.2. Link Roads

Link roads are municipal roads that connect to or between townships, or that connect townships to arterial roads, or that connect to major tourist destinations, or that connect to major industrial centres, or that connect to other significant locations. Link roads connect collector and access roads through to arterial roads.

7.1.3. Collector Roads

Collector roads are municipal roads that provide access into districts, or that connect between link roads, or that provide access to minor tourist destinations, or that connect to minor industrial centres. Collector roads connect access roads through to link or arterial roads.

7.1.4. Dwelling Access Roads

Dwelling access roads are municipal roads that provide access to one or more dwellings. Dwelling access roads can connect to collector roads, link roads or arterial roads.

7.1.5. Property Access Roads

Property access roads are municipal roads that provide access to properties without dwellings. Property access property roads can connect to dwelling access roads, collector roads, link roads or arterial roads.

7.1.6. Ancillary Areas

Ancillary areas are those areas that are accessed from a public road but which do not service the function of a road such as rest areas, parking areas, parking lanes or tourist stops.

7.1.7. Summary of Hierarchy

HIERARCHY	DESCRIPTION
Link Roads	Connect to or between townships. Connect townships to arterial roads. Connect to major tourist destinations. Connect to major industrial centres.
Collector Roads	Connect between link roads. Connect to minor tourist destinations. Connect to minor industrial centres. Connect access roads to link roads or arterial roads.
Dwelling Access Roads	Provide access to one or more dwellings. Provides secondary access to commercial properties
Property Access Roads	Provide access to one or more properties. Provides secondary access to residential properties
Ancillary Areas	Carparks. Rest areas. Parking lanes.

7.2. OTHER ROAD CLASSIFICATIONS

7.2.1. Urban and Rural Roads

Urban roads are those roads, or parts of roads, that are within township boundaries defined by the commencement of urban speed restrictions of 60km/h or less. Urban roads may include all road types in the functional hierarchy.

Rural roads are all roads, or parts of roads, that are outside of urban boundaries. Rural roads may include all road types in the functional hierarchy.

7.2.2. Sealed and Unsealed Roads

Roads may be sealed or unsealed. Within the road functional hierarchy, any road type may be sealed. Within the municipality, all link roads are currently sealed.

Sealed roads are those roads with an asphalt, bitumen and aggregate, concrete or other waterproof wearing surface.

Unsealed roads are those roads, or parts of roads, that do not have a sealed wearing surface. Unsealed roads may be formed (crowned formation with associated shoulder and table drain) with gravel pavement or natural surface, or un-formed with natural surface. Within the road hierarchy, collector roads, dwelling access roads, property access roads may be unsealed roads.

7.2.3. Right of Ways

For the purpose of this plan, right of ways on Council’s Register of Public Roads are public roads. Right of ways include lanes. Right of ways generally provide secondary access (generally rear access) to dwellings and properties. Right of ways may be height and width restricted. A right of way is classified as a property access road even where providing secondary access to a dwelling. Where a right of way provides the only road access to a dwelling, it is classified as a dwelling access road.

7.2.4. Service Lanes

A service lane or road may provide dwelling or property access. These are generally roads that run parallel with an arterial road separated by a nature strip. A service lane is classified as a dwelling access road when providing access to residential dwellings or commercial premises and as property access roads where providing access to un-developed land or property without a dwelling.

7.2.5. Access Tracks

Access tracks are unformed, informal routes within road reserves formed by incidental movement of vehicles. Access tracks may provide primary or secondary access to dwellings or properties.

7.2.6. Paper Roads

Paper Roads are road reserves without a physical road.

7.3. PATHWAY FUNCTIONAL HIERARCHY

PATH CATEGORY	DESCRIPTION
High Use Footpath	Paths located in or near central civic or commercial areas, or adjacent to significant community facilities such as hospitals, libraries, schools or similar.
Medium Use Footpath	Paths located in residential zones or near outer urban commercial areas or community facilities, and all paths in public parks and gardens, and recreational paths.
Low Use Footpath	Paths located in low density residential or rural living zones. Paths on roads without kerb and channel. All other footpaths.

Cycle Paths	Paths designed exclusively for cycle use. (Note distinction between bike lane which is located within the carriageway.)
Shared use paths	Paths designed to be used by both cyclists and pedestrians.

8. EXCEPTIONAL CIRCUMSTANCES – FORCE MAJEURE

While Council will make all reasonable endeavours to meet the performance standards set out in this plan, there are circumstances beyond the control of Council officers that may prevent these standards being met. Examples of these circumstances include: natural disasters such as flooding, bushfire, and wind events; breakdown of major equipment; or shortage of materials and / or labour.

In such events, the Chief Executive Officer, having considered the impacts and consequences of such events, may suspend some or all of the requirements of this plan for a period that allows for assessment and quantification of required work, for appropriate planning, for prioritisation of responses, for the allocation of resources, and for remedial work to be undertaken.

The Chief Executive Officer will advise Council, the public and other effected infrastructure managers of the suspension or reduction in services and the likely period of such suspension or reduction.

9. PLAN GOVERNANCE

9.1. PUBLICATION

This document is available to the public from the Council’s website: www.ararat.vic.gov.au.

This document can be viewed at the Council’s office during business hours:

Corner Vincent Street and High Street, Ararat

9.2. PLAN REVIEW

This Road Management Plan shall be reviewed in accordance with sections 301 and 302 of the *Road Management (General) Regulations 2005*. The review will be conducted so as to conclude within 6 months, following a Council election (or greater period if applicable under section 125 of the *Local Government Act 1989*) to enable coordination with the preparation of the Council Plan. This is in accordance with s301(3)(b) of the Regulations which in turn refers to section 125(1)(b) of the *Local Government Act 1989*¹.

A report summarising the findings and conclusion of the review will be available at the Council office and on the Council’s website in accordance with section 302(5) of the Regulations.

This Road Management Plan may be amended at any period between general elections of Council in accordance with sections 303 and 304 of the Regulations.

¹ (Section 125(1)(b) of the *Local Government Act 1989* requires each municipal council to prepare a Council Plan within the period of 6 months after each general election or by the next 30 June, whichever is later, unless the Minister administering that Act extends the period under section 125(4) of that Act.)

9.3. PLAN AMENDMENT

This Road Management Plan may be amended in accordance with sections 303 and 304 of the Regulations. Any proposed amendment to the Road Management Plan that relates to the determination of the standard of construction, inspection, maintenance or repair of the road or associated infrastructure shall provide notice of the proposed amendment in the Government Gazette and a local newspaper, identifying where a copy of the plan may be inspected, and shall allow submissions in relation to the proposed amendments to be received.

9.4. PLAN REVISION REGISTER

Revisions identified by a whole number are made when the document is reviewed and amendments made in accordance with section 303 of the *Road Management (General) Regulations 2005* (Regulations). Decimal point numbers apply when minor amendments in accordance with section 304 of the Regulations are made that do not materially impact on the standards defined in this plan. The amendments recorded in the register of an earlier whole number version are discarded at each new version.

9.5. ROLES ASSOCIATED WITH PLAN GOVERNANCE

9.5.1. Manager Responsible for this Plan

The Manager Assets, or other manager as delegated by the Chief Executive Officer, shall be the manager responsible for this plan.

The responsible manager shall conduct the review of this plan. The review shall address the following:

- Compliance with legislation
- Compliance with Council Plan
- Compliance with other applicable Council policies
- Appropriateness of levels of service
- Errors, omissions and redundancy

The responsible manager shall consult with internal stakeholders as to proposed amendments to this plan. Where the proposed amendments relate to the determination of a standard of construction, inspection, maintenance or repair under section 41 of the *Road Management Act 2004*, the responsible manager shall issue notice of the public consultation period associated with any amendment to this plan in accordance with section 223 of the *Local Government Act 1989* and shall summarise any submissions received from this consultation.

Where a committee responsible for asset management has been appointed, the responsible manager shall present the review of the Road Management Plan, and any proposed amendments, to the committee, for its consideration. If no committee has been appointed, the review of the Road Management Plan, and any proposed amendments shall be submitted to the Chief Executive Officer.

9.5.2. Council Committee Responsible for Asset Management

Where appointed, the committee responsible for asset management shall consider the procedures undertaken in the review of the plan and any proposed amendments to the plan. The committee responsible for asset management shall make recommendation(s) to the Chief Executive Officer in relation to the review and any proposed amendments to the Road Management Plan.

9.5.3. Chief Executive Officer

The Chief Executive Officer shall review the recommendations of the Council committee responsible for asset management, or the recommendation of the responsible manager (as the case may be), and present the recommendations, as proposed or as further amended, for consideration by Council.

9.5.4. Council

Council shall consider the review of the Road Management Plan including any proposed amendments and shall, through resolution at a meeting of Council, either; a) retain the existing Road Management Plan; or b) adopt proposed amendments to the Road Management Plan; or c) seek further amendments to the Road Management Plan.

The Road Management Plan shall remain in force until amended or revoked by resolution at a meeting of Council.

9.6. DELEGATIONS

The Chief Executive Officer has delegated the various functions under the Road Management Act and Regulations to nominated officers of Council through Council’s Instrument of Sub-Delegation.

This enables Council staff to provide prompt and efficient technical and administrative response to matters under this plan.

The responsibilities and delegations identified in the Ararat Rural City Council Instrument of Sub-Delegation by CEO (as amended from time to time) take precedence over details provided in this plan.

9.7. AMENDMENT REGISTER

Issue	Date	Details
Draft	17/8/2004	For public exhibition
1.0	16/11/2004	Adopted by Council
2.0	18/4/2006	Amended
3.0	18/9/2009	Amended
4.0	June 2017	Revised

10. ASSET REGISTERS

Council maintains asset registers of roads, roadways, pathways, road infrastructure or road related infrastructure for which Council is the responsible road authority.

10.1. REGISTER OF PUBLIC ROADS

The Act places a mandatory requirement that a road authority keeps a register of public roads. The purpose of the Register is to list those road assets which will be maintained by Council in accordance with this plan. The Act provides guidance as to what must be included in the Road Register, which includes:

- Road name,
- Date the road became a public road (if after 1 July 2004),
- Date the road ceases to be a public road,
- Classification, if any,
- Reference to any plan or instrument that fixes or varies the boundaries of the public road (if made after 1 July 2004),

- Any ancillary areas,
- Reference to any arrangement under which management functions is transferred to or from another road authority,
- Any matter required to be included by the relevant road minister under section 22 of the Act,

A copy of Council’s Register of Public Roads is available for public viewing at the Municipal Offices Vincent Street, Ararat during normal business hours.

10.2. BRIDGES & MAJOR CULVERTS ASSET REGISTER

The register lists all bridges and major culverts for which Council is the responsible road authority. The register is held within a database and includes the following information:

- Location;
- Road hierarchy;
- Description of type.

10.3. PATHWAYS ASSET REGISTER

The register lists footpaths for which Council is the responsible road authority. The register is held within a database and includes the following information:

- Hierarchy;
- Location;
- Description of type;

11. INSPECTION, MAINTENANCE & REPAIR

11.1. LEVELS OF SERVICE

Council endeavours to identify defects that exceed the stated intervention thresholds. Where intervention thresholds are exceeded, treatment will be undertaken in accordance with the timeframes identified in the tables below for asset classes and hierarchies subject to available resources.

11.2. INSPECTION SCHEDULES

Inspection schedules for each asset class are tabled below.

11.2.1. Roads Defect Inspection

Inspect for defects including potholes, seal damage or failure, pavement damage or failure, local pavement deformation, shoulder or edge damage, drainage issues, line marking, and signage.

ROADS	DEFECT INSPECTION INTERVAL	CUSTOMER REQUEST INSPECTION	RESPONSIBILITY
Link	6 months	5 days	Operations & Infrastructure
Collector	6 months	5 days	Operations & Infrastructure
Access Dwelling	12 months	5 days	Operations & Infrastructure
Access Property	24 months	10 days	Operations & Infrastructure
Ancillary Areas	24 months	10 days	Operations & Infrastructure

11.2.2. Roads Night Inspection

Inspect signs, reflectors and line marking for effectiveness in times of low light and poor visibility.

ROADS	INSPECTION INTERVAL	RESPONSIBILITY

Link	24 months	Operations & Infrastructure
Collector	36 months	Operations & Infrastructure
Access Dwelling	36 months	Operations & Infrastructure
Access Property	NA	Operations & Infrastructure
Ancillary Areas	NA	Operations & Infrastructure

11.2.3. Roads Storm or Other Event Inspection from Notification

Inspect impairment associated with storm or other event.

ROADS	INSPECTION INTERVAL	RESPONSIBILITY
Link	12 hours	Operations & Infrastructure
Collector	24 hours	Operations & Infrastructure
Access Dwelling	48 hours	Operations & Infrastructure
Access Property	72 hours	Operations & Infrastructure
Ancillary Areas	72 hours	Operations & Infrastructure

11.2.4. Rail Crossing Inspection

Inspect for defects associated with Council responsibilities under the Safety Interface Agreement including advance advisory signs, line marking and traffic control signage.

ROADS	INSPECTION INTERVAL	RESPONSIBILITY
Link	2 years	Asset Management
Collector	2 years	Asset Management
Access Dwelling	2 years	Asset Management
Access Property	2 years	Asset Management

11.2.5. Bridges and Major Culverts Level 1 Inspection

Inspect for defects associated with the approaches, signage, barrier rails; super structure; sub-structure; abutments; and water way (if applicable).

ROADS	DEFECT INSPECTION INTERVAL	CUSTOMER REQUEST INSPECTION	RESPONSIBILITY
Link	2 years	5 days	Asset Management
Collector	2 years	5 days	Asset Management
Access Dwelling	2 years	10 days	Asset Management
Access Property	2 years	15 days	Asset Management

11.2.6. Pathway Inspection

Inspect for defects associated with the pathway surface, obstructions, signage, hand and barrier rails (if applicable).

PATHS	DEFECT INSPECTION INTERVAL	CUSTOMER REQUEST INSPECTION	RESPONSIBILITY
High Use Footpath	12 months	5 days	Operations & Infrastructure
Medium Use Footpath	12 months	5 days	Operations & Infrastructure
Low Use Footpath	24 months	10 days	Operations & Infrastructure
Bike path	12 months	10 days	Operations & Infrastructure
Shared Path	12 months	10 days	Operations & Infrastructure

11.3. RESPONSE TIME WHERE INTERVENTION LEVEL EXCEEDED

11.3.1. Interim Response Times Where Temporary Treatment is to be Adopted

An interim response is a response designed to temporarily treat a defect that exceeds the intervention level until permanent repairs can be undertaken. This may include signage, bunting, bollards or barricades, bracing or shoring, or other action that mitigates immediate

risk. A temporary treatment is not possible in every situation. Interim response times are tabled below in relation to intervention response times.

INTERVENTION TIME	INTERIM RESPONSE TIME
24 hours	12 hours
48 hours	24 hours
5 days	2 days
10 days	2 days
1 month	2 days
3 months	2 days
6 months	5 days
1 year	10 days

11.4. DEFECT DESCRIPTION AND INTERVENTION RESPONSE TIME

11.4.1. Prioritisation of Interventions

The following intervention response times apply from the time of identification by council of a defect that exceeds the stated intervention level. Identification by Council may be through proactive inspection, reactive inspection following a customer request, or other responsive notification. Where an interim response has been made, the intervention response time shall apply from the time the interim response has been completed.

Where multiple defects exceeding intervention levels are identified, intervention shall be prioritised in asset hierarchy order. Where resources are constrained (availability of funds, materials, specialist contractors or specialist equipment), the intervention response times may be extended subject to risks being reasonably managed through temporary treatment provisions.

For dwelling access roads and property access roads that are of natural surface or without formation, the intervention standard for natural surface road or track shall apply regardless of the road's hierarchy.

The identification of a defect that exceeds the stated intervention level does not oblige Council to upgrade the asset or maintain the asset to a standard higher than that to which it was constructed.

11.4.2. Roads

DEFECT DESCRIPTION	INTERVENTION RESPONSE TIME			
	Link	Collector	Dwelling Access	Property Access
SEALED PAVEMENT				
Pothole in roadway greater than 400mm in diameter and 75mm deep.	10 days	1 month	3 months	6 months
Pothole in roadway greater than 400mm in diameter and 100mm deep.	5 days	10 days	1 month	3 months
Area in roadway where seal is missing greater than 1.0 square metre (excluding return to gravel roads)	10 days	1 month	3 months	6 months
Deformation of roadway greater than 100mm with 2.4m straight edge.	1 month	3 months	6 months	6 months
Low skid resistance over full lane width greater than 25m in length, or on the approach, apex or departure to a curve.	10 days	10 days	1 month	3 months
Surface cracking greater than 25mm wide and 400mm in length.	3 months	6 months	6 months	NA
Edge drop onto unsealed shoulder greater	10 days	1 month	3 months	NA



than 75mm.				
GRAVEL PAVEMENT				
Pothole in carriageway greater than 400mm in diameter and 100mm deep.	NA	1 month	3 months	NA
Pothole in carriageway greater than 400mm in diameter and 150mm deep.	NA	10 days	1 month	NA
Pothole in gravel shoulder of sealed road greater than 400mm in diameter and 100mm deep.	1 month	3 months	6 months	NA
Deformation greater than 150mm with 2.4m straight edge	NA	1 month	3 months	NA
Deformation greater than 200mm with 2.4m straight edge.	NA	10 days	1 month	NA
Corrugations greater than 60mm deep over 20m or more in length.	NA	1 month	3 months	NA
NATURAL SURFACE ROAD OR TRACK				
Deformation greater than 300mm with 2.4m straight edge.	NA	NA	1 month	3 months
OBSTRUCTIONS AND SUBSTANCES ON ROADWAY				
Washaways, subsidence greater than 100mm with 2.4m straight edge.	12 hours	24 hours	5 days	NA
Shoving or heaving greater than 100mm with 2.4m straight edge.	2 days	5 days	15 days	NA
Oil or other non-benign substance spills.	12 hours	24 hours	5 days	10 days
Fallen trees or rock greater than 200mm diameter or smallest dimension.	12 hours	24 hours	2 days	10 days
Fallen trees or rock less than 200mm and greater than 50mm diameter or smallest dimension.	1 day	5 days	15 days	NA
Materials fallen from vehicles greater than 100mm diameter or smallest dimension.	1 day	5 days	15 days	NA
Overhanging limbs or trees <4.5m to carriageway envelope.	10 days	1 month	3 months	NA
Dead animals or livestock on carriageway.	24 hours	2 days	2 days	5 days
Stray livestock within road reserve.	12 hours	24 hours	1 day	5 days
DRAINAGE				
Missing or misplaced drainage pit lids in or adjacent to traffic lanes or within carriageway.	12 hours	24 hours	1 day	2 days
ROADSIDE FURNITURE				
Roadside furniture protruding into the carriageway greater than 200mm.	1 day	2 days	5 days	10 days
Safety barriers damaged so as to be ineffective.	2 months	6 months	1 year	1 year
Guide posts missing or damaged at critical locations.	2 months	6 months	1 year	1 year
Regulatory or warning signs missing, illegible or damaged.	1 months	2 months	6 months	6 months
PAVEMENT MARKINGS				
Missing, illegible or confusing pavement markings.	1 month	2 months	6 months	NA

11.4.3. Pathways

DEFECT DESCRIPTION	INTERVENTION RESPONSE TIME			
PATHWAY HIERARCHY	High	Medium	Low	Bike / Shared
SEALED PATHWAY				
Vertical displacement greater than 25mm	1 month	2 months	3 months	3 months
Cracking greater than 15mm wide and 200mm in length.	1 month	3 months	6 months	6 months
Slippery or other hazardous substances.	2 days	5 days	10 days	10 days
UNSEALED PATHWAY				
Vertical displacement (pothole, runnel, rutting, etc) greater than 50mm.	NA	NA	3 months	3 months
DRAINAGE				
Missing pit lids, surrounds, or grates to stormwater drainage or culverts.	2 days	5 days	10 days	10 days
Damaged pit lids, surrounds, grates, to stormwater drainage or culverts creating unsafe conditions.	5 days	10 days	1 month	1 month
VEGETATION				
Over-hanging branches or vegetation from street trees less than 2.0m high encroaching the pathway envelope.	1 month	3 months	6 months	6 months
PATHWAY FURNITURE				
Missing or damaged signs or guideposts.	1 month	3 months	6 months	1 month
Missing or damaged hand rails, guard rails, safety barriers so as to be ineffective.	1 month	2 months	3 months	1 month

11.4.4. Bridges

DEFECT DESCRIPTION	INTERVENTION RESPONSE TIME			
ROAD HIERARCHY	Link	Collector	Dwelling Access	Property Access
Deformation in approach greater than 100mm under 2.4m straightedge.	10 days	1 month	3 months	6 months
Cracking greater than 15mm wide and 200mm in length.	10 days	1 month	3 months	6 months
Missing signs.	3 months	3 months	6 months	6 months
Missing safety rail.	3 months	3 months	6 months	6 months

11.4.5. Major Culverts

Major culverts are defined as culverts that are 600mm in diameter or greater, or that have a smallest dimension (width or height) of 600mm or greater in the case of box culverts.

DEFECT DESCRIPTION	INTERVENTION RESPONSE TIME			
ROAD HIERARCHY	Link	Collector	Dwelling Access	Property Access
Deformation in approach greater than 100mm under 2.4m straightedge.	10 days	1 month	3 months	6 months
Damaged safety rail so as to be ineffective.	1 month	3 months	6 months	6 months

11.4.1. Rail Interface Signage

DEFECT DESCRIPTION	INTERVENTION RESPONSE TIME			
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ROAD HIERARCHY	Link	Collector	Dwelling Access	Property Access
Missing, illegible or damaged (so as to be ineffective) rail interface signage.	1 month	1 months	2 months	2 months

12. REFERENCES

All references below refer to the current version of the listed document.

- Road Management Act 2004
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- Road Management Act 2004 Code of Practice for Road Management Plans (Victoria Government Gazette No. S 201 Thursday 16 September 2004)
- Road Management Act 2004 Code of Practice Operational Responsibility for Public Roads (Victoria Government Gazette No. S 174 Tuesday 30 May 2017)
- Road Management Act 2004 Code of Practice Management of Infrastructure in Road Reserves. (Victoria Government Gazette No. S 117 Thursday 28 April 2016)
- Road Management Act 2004 Code of Practice Worksite Safety – Traffic Management (Victoria Government Gazette No. S 351 Tuesday 31 August 2010)
- Local Government Act 1989
- Ararat Rural City Council Register of Public Roads
- Ararat Rural City Council Asset Management Policy
- Safety Interface Agreement for Level Crossing and Grade Separated Interfaces (various)