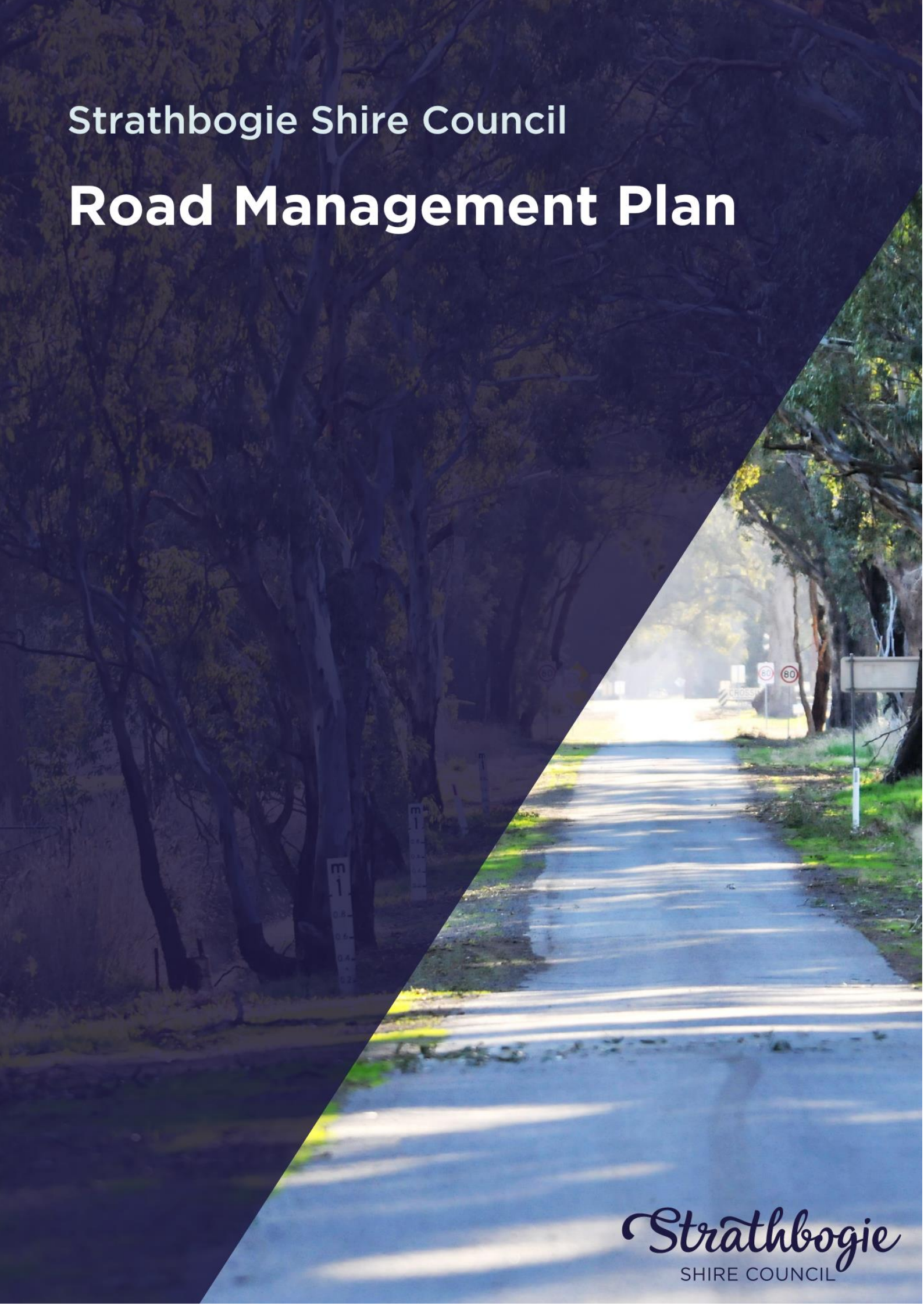
Strathbogie Shire Council

Road Management Plan



Strathbogie
SHIRE COUNCIL

Acknowledgement of Country

We acknowledge the Traditional Custodians of the places we live, work and play.

We recognise and respect the enduring relationship they have with their land and waters, and we pay respects to the Elders past, present and emerging.

Guideline Governance

Responsible Department:	**Sustainable Infrastructure**
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Review history 2008 to 2025

Document Control		
Revision No.	**Date**	**Revision Details**
Draft	31/08/04	
Ver 1.0	10/09/04	Version 1: Public exhibition
Ver 1.0	16/11/04	Version 1: Adopted
Ver 2.0	11/07/05	Version 2: Public exhibition
Ver 2.0	20/09/05	Version 2: Adopted
Ver 3.0	04/08/06	Version 3: Public exhibition
Ver 3.0	15/05/07	Version 3: Adopted
Ver 4.0	19/06/12	Version 4: Adopted
Ver 5.0	Feb 2014	Version 5: Adopted
Ver 6.0	April 2017	Version 6: Adopted
Ver 7.0	June 2021	Version 7: Public exhibition
Ver 7.0	September 2021	Version 7: Adopted
Ver 8.0	May 2023	Version 8: Draft after review of AMCP - Transport
Ver 8.0	March 2024	Version 8: Draft for Council approval for Community consultation.
Ver 8.00	June 2025	Version 8: Draft Updated to new MAV template – see detailed amendment list below

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Amendments from Previous Road Management Plan (RMP)

Serial	Description	Author	Date
1	Integration of previous RMP format to the Municipal Association of Victoria (MAV) preferred template	APAO	June 2025
2	"Guideline Governance" table added	MAV	June 2025
3	Added Acknowledgement of Country	APAO	June 2025
4	2.6.2 Removed investigation'	KT	June 2025
5	2.6.3 Added Council's process for permits for working in a road reserve	LU	June 2025
6	Section 2.6.4 Figure 2 and 3 added	APAO	June 2025
7	Section 3.2 Removed Urban Roads and included our Road and Footpath Hierarchies	AO	June 2025
8	Removed details of condition inspections as these are not conducted for roads in Strathbogie Shire	DSI, APAO	June 2025
9	3.4.4 Updated to refer to Council's Customer Service Charter	DSI	June 2025
10	Section 4. – Added Register of Public Road details	APAO	June 2025
11	Section 4.1 – Maintenance Demarcation (Boundary) Agreement with neighboring Councils added	APAO	June 2025
12	Section 5. Force Majeur added	APAO	June 2025
13	MAV Attachment 1 deleted	APAO	June 2025
14	MAV Attachment 2 renamed to Attachment 1: Road Hierarchy	APAO	June 2025
15	Attachment 1: added detail of categories in our Asset Register incorporated in RMP road hierarchy categories – removed road classes	APAO	June 2025
16	MAV Attachment 3 renamed to Attachment 2: Pathway Hierarchy	APAO	June 2025
17	Attachment 2: added detail of categories for Priority 1 and 2 footpaths and deleted all reference to Shared & Bicycle Pathways as we currently do not have any that are part of the road infrastructure	APAO	June 2025
18	MAV Attachment 4 renamed to Attachment 3: Inspection Requirements	APAO	June 2025
19	Attachment 3: removed reference to 'Road Asset Inspectors Manual' and 'performed by a dedicated Plan inspector'	APAO	June 2025
20	MAV Attachment 5 renamed to Attachment 4: Inspection Frequencies	APAO	June 2025
21	Attachment 4: updated hierarchy categories	APAO	June 2025
22	Attachment 4: Inspection timeframes on reactive inspections now defined, between 5 and 12 working days	APAO	June 2025
23	Attachment 4: Proactive Inspection frequencies - Collector roads changed from 3 monthly to 4 monthly	APAO	June 2025
24	Attachment 4: Proactive Inspection frequencies - Access roads changed from 6 monthly to 12 monthly	APAO	June 2025
25	Attachment 4: Bridges - Reactive Inspections set at 5WD	APAO	June 2025
26	Attachment 4 – Inspection frequencies – Kerb and Channel has been added to inspections table	APAO	June 2025
27	Attachment 4 – Emergency Response now added – 12H	APAO	June 2025
28	MAV Attachment 6 renamed to Attachment 5: Defect Intervention Levels and Repair Timeframes	APAO	June 2025

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Serial	Description	Author	Date
29	Attachment 5 – road classes removed and intervention levels made consistent across all categories.	APAO	June 2025
30	Attachment 5 – Sealed Roads pothole defect on bicycle lane added	APAO	June 2025
31	Attachment 5 – Sealed Roads pothole for collector roads changed from 2 weeks to 1 month	APAO	June 2025
32	Attachment 5 – Sealed Roads pothole for access roads changed from 1 to 3 months	APAO	June 2025
33	Attachment 5 – Sealed Roads deformations for link roads changed from 2 weeks to 1 month	APAO	June 2025
34	Attachment 5 – Sealed Roads deformations for collector roads changed from 2 weeks to 2 months	APAO	June 2025
35	Attachment 5 – Sealed Roads deformations for access roads changed from 1 month to 3 months	APAO	June 2025
36	Attachment 5 – Sealed Roads – rutting and shoulder rutting not included	APAO	June 2025
37	Attachment 5 – Sealed Roads edge break for link roads changed from 2 weeks to 1 month	APAO	June 2025
38	Attachment 5 – Sealed Roads edge break for collector roads changed from 2 weeks to 3 months	APAO	June 2025
39	Attachment 5 – Sealed Roads edge break for access roads changed from 2 months to 3 months	APAO	June 2025
40	Attachment 5 – Sealed Roads edge/shoulder drop for link roads changed from 2 weeks to 1 month	APAO	June 2025
41	Attachment 5 – Sealed Roads edge/shoulder drop for collector roads changed from 2 weeks to 2 months	APAO	June 2025
42	Attachment 5 – Sealed Roads edge/shoulder drop for access roads changed from 2 months to 3 months	APAO	June 2025
43	Attachment 5 – Sealed Roads missing pit lid and damaged pit lids added	APAO	June 2025
44	Attachment 5 – Sealed Roads roadside vegetation – obstructing sightlines added	APAO	June 2025
45	Attachment 5 – Sealed Roads roadside vegetation – response times set at 1month for link from 6 months and 3 months for collector and access roads from as resources allow	APAO	June 2025
46	Attachment 5 – Unsealed Roads missing pit lid and damaged pit lids added	APAO	June 2025
47	Attachment 5 – Unsealed Roads pothole for link roads changed from 2 months to n/a	APAO	June 2025
48	Attachment 5 – Unsealed Roads pothole for collector roads changed from 3 months to 1 month	APAO	June 2025
49	Attachment 5 – Unsealed Roads pothole for access roads changed from 3 months to 2 months	APAO	June 2025
50	Attachment 5 – Unsealed Roads pothole for limited access roads changed from 6 months to 4 months	APAO	June 2025
51	Attachment 5 – Unsealed Roads corrugations for link roads changed from 3 months to n/a	APAO	June 2025
52	Attachment 5 – Unsealed Roads corrugations for collector roads changed from 3 months to 1 month	APAO	June 2025
53	Attachment 5 – Unsealed Roads corrugations for access roads changed from 6 months to 2 months	APAO	June 2025
54	Attachment 5 – Unsealed Roads pothole for access roads changed from 3 months to 2 months	APAO	June 2025
55	Attachment 5 – Unsealed Roads crossfall deleted	APAO	June 2025
56	Attachment 5 – Unsealed Roads rutting for link	APAO	June 2025

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Serial	Description	Author	Date
	roads changed from 3 months to n/a		
57	Attachment 5 – Unsealed Roads rutting for collector roads changed from 3 months to 1 month	APAO	June 2025
58	Attachment 5 – Unsealed Roads rutting for access roads changed from 6 months to 2 months	APAO	June 2025
59	Attachment 5 – Unsealed Roads roadside vegetation – obstructing sightlines add Roadside Vegetation Overhead Clearance added	APAO	June 2025
60	Attachment 5 – Traffic Control Devices – regulatory and hazard signs – changed from 1 month for all roads to link-1 month, collector – 2 months, access-3 months and limited access tracks – 4 months	APAO	June 2025
61	Attachment 5 – Traffic Control Devices – missing/damaged guard rail or fencing added	APAO	June 2025
62	Attachment 5 – Guideposts not included	APAO	June 2025
63	Attachment 5 – Traffic Control Devices – missing/damaged pavement markings now set to link-1 month, collector – 3 months, access-4 months and limited access tracks – n/a	APAO	June 2025
64	Attachment 5 – Pathways – vertical displacement reduced from > 20mm abrupt step to >25mm with priority 2 paths set to 1 month	APAO	June 2025
65	Attachment 5 – Pathways – Loose or segmented pavers added	APAO	June 2025
66	Attachment 5 – Pathways – Cracking in pathways added	APAO	June 2025
67	Attachment 5 – Pathways – undulations added	APAO	June 2025
68	Attachment 5 – Pathways – Dislodged / missing pieces / potholes added	APAO	June 2025
69	Attachment 5 – Pathways – missing pit lids added	APAO	June 2025
70	Attachment 5 – Pathways – damaged pit lids added	APAO	June 2025
71	Attachment 5 – Pathways – vegetation overhead clearance added	APAO	June 2025
72	Attachment 5 – Pathways – dislodged/missing tactile indicator added	APAO	June 2025
73	Attachment 5 – Kerb and Channel added		
74	Attachment 5 – Bridges and Culverts - culverts for link roads changed from 3 months to 2 weeks		
75	Attachment 5 – Bridges and Culverts - culverts for collector roads changed from 3 months to 1 month		
76	Attachment 5 – Bridges and Culverts - culverts for access roads changed from 6 months to 2 months		
77	Attachment 5 – Bridges and Culverts - culverts for limited access roads changed from 6 months to 3 months		

DSI – Director Sustainable Infrastructure

MO – Manager Operations

AO – Assets Officer

APAO - Asset Planning Admin Officer

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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 Strathbogie Shire Council
Demarcation agreement	A formal agreement between Council and another organisation that defines areas of responsibility.
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	Refers to a footpath, bicycle path, shared path or other area that is constructed or developed by Council for members of the public (not motor vehicles) to use.
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

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	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.

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1. Introduction

1.1 What is the 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 Council's road management functions, which is based on policy, operational objectives and available resources.
2) To set a performance standard for Council's road management functions.

Although it is termed a 'plan' in the legislation, it is functionally an operational protocol document, describing the systems and rules Council use to make decisions and meet obligations within Council's available resources. The plan forms part of a larger Asset Management Framework related to maintenance and operations.

For the avoidance of doubt, this Plan is a 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*, the plan also considers the following Acts, regulations and codes of practice:

- *Local Government Act 2020*
- *Local Government Act 1989*
- Ministerial Codes of Practice
- 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 – covers legislation and local laws relevant to road management.
3. Road Management Systems - how Council classifies roads, streets and pathways – known as Council's asset hierarchy – and the plans and processes Council uses to maintain roads and road-related infrastructure.
4. Public Roads Register – what's in it, how to access it and the process for making changes.
5. Technical References.
6. Attachments:

    a. Attachment 1, Road Hierarchy
    b. Attachment 2, Pathway Hierarchy
    c. Attachment 3, Inspection Requirements
    d. Attachment 4, Inspection Frequencies
    e. Attachment 5, Defect Intervention Levels and Repair Timeframes

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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.

- When changes do not alter these technical aspects of road management, changes will be approved by the Director Sustainable Infrastructure.

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

- Versions presented to Council will be renumbered by whole numbers – for example, from Version 1.00 to 2.00.

- Those approved by the Director will be renumbered by decimals – for example, from Version 1.00 to 1.01.

1.5 Exceptional Circumstances

Council will make every effort to meet its commitments under its 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 the public 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 its Plan is located and other channels as appropriate such as press releases or social media.

Where Council has suspended, in part or whole, it's Plan, associated documents (e.g. communications, meeting minutes, schedules, etc.) will be recorded and stored.

1.5.4 Inspections and repairs during suspension of Plan

The suspension of the 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, considering 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/pathways which pose a high risk may be undertaken, depending on the resources available to the council and the accessibility of each asset.

1.6 Responsibility for the Plan

Overall responsibility for administering and implementing the Road Management Plan rests with the Council's Director Sustainable Infrastructure.

2. 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 decided that it is reasonably required for general public use and is included on the Public Roads Register.

2.2 Key stakeholders

The 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 and 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. According to subsection (c), the coordinating road authority is:

> *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 components 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 and 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 and Council will initiate respective insurance reporting processes.

In accordance with Section 110 of the *Road Management Act 2004*, Council is not legally liable for property damages where the value of the damage is equal to or less than the threshold amount.

In cases where the claim relates to assets Council does not own or is not responsible for on the road reserve, the person who proposes to make a claim must refer the claim to the other authority or person responsible for those assets.

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, such as any works relating to a crossover (driveway) or stormwater connection, they must apply for a 'Minor Works Within Road Reserve' Permit. There are some exemptions, as noted in the Road Management (Works and Infrastructure) Regulations 2015.

A copy of the individuals or organisations public liability insurance is required upon submission and depending on the impact of the planned works, a Traffic Management Plan may also be required.

If the planned works are considered 'other than minor', this application should still be used, however a different fee will apply. These details can be found on page three of the application form.

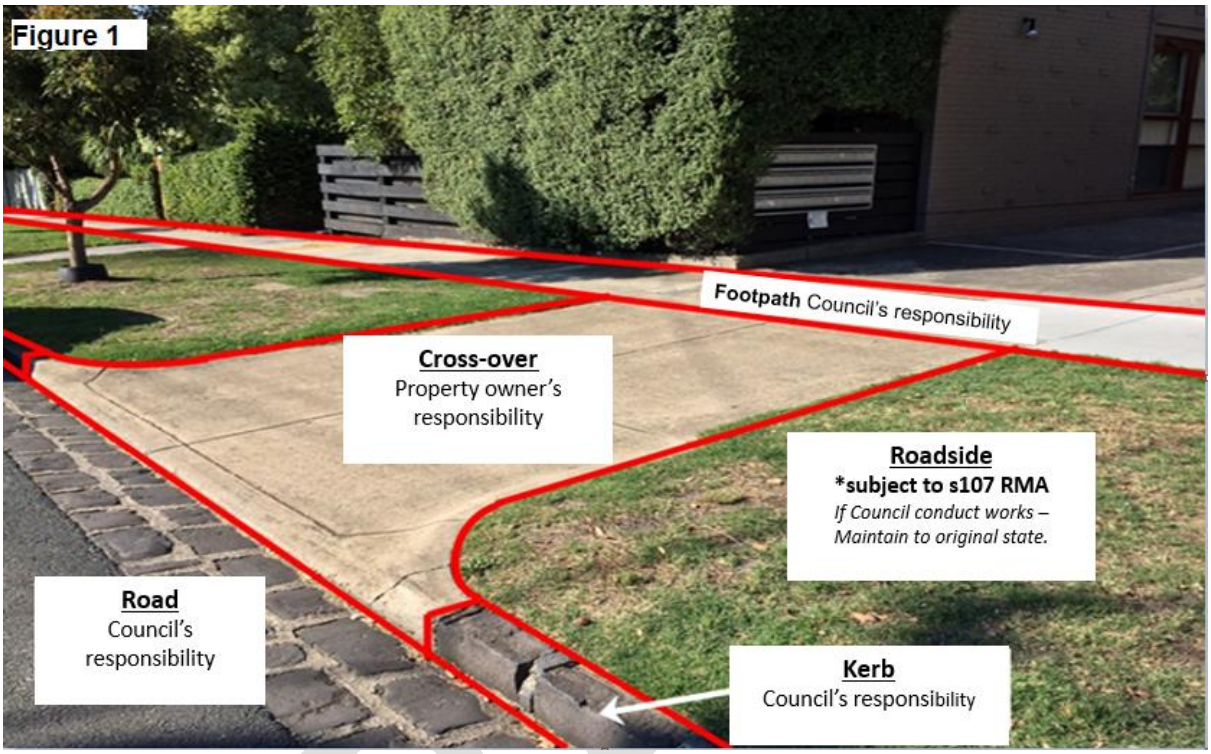
For further details see *Apply for a Permit* on our website www.strathbogie.vic.gov.au

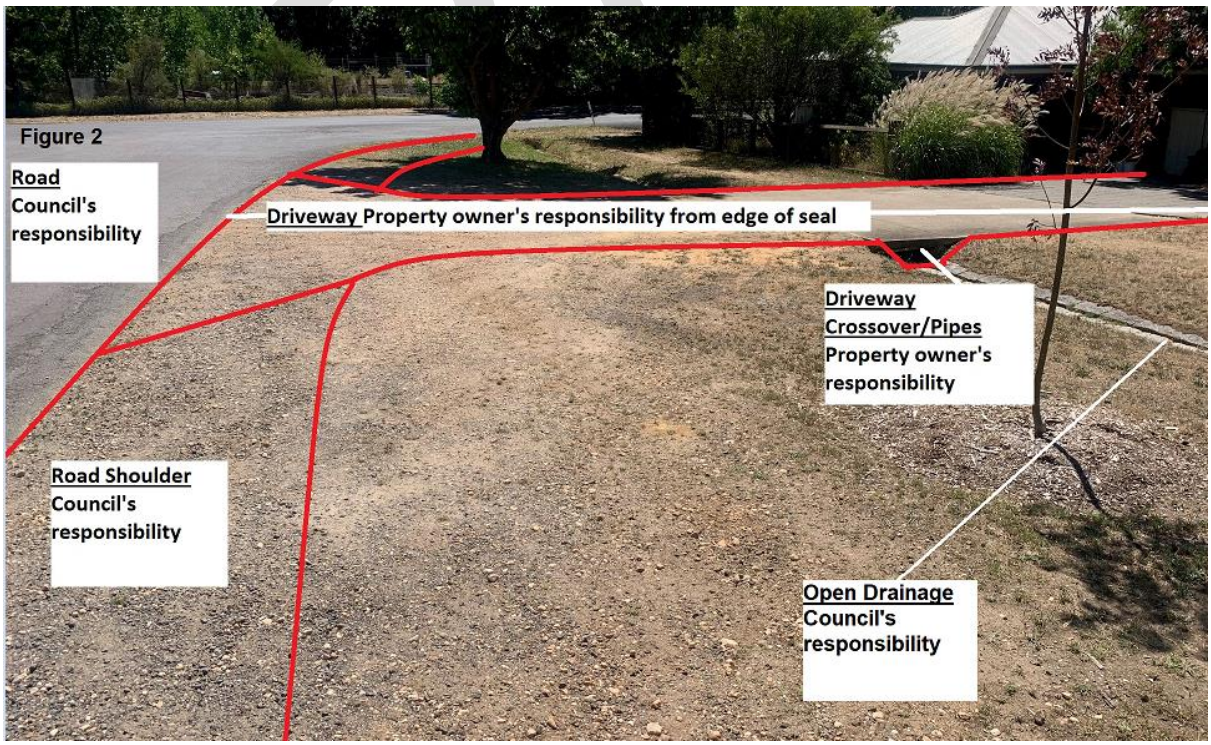
2.6.4 Obligation of others

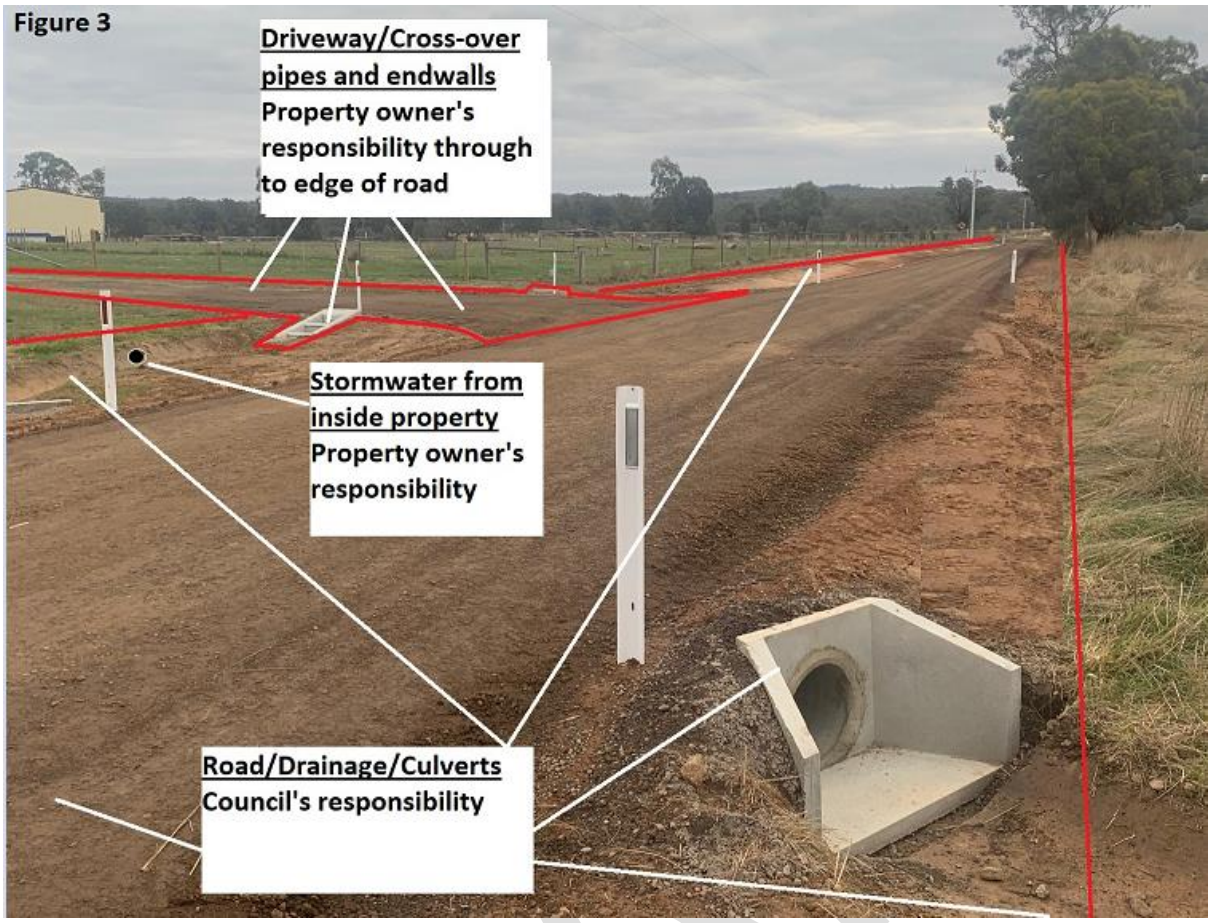
There are several assets within the road reserve that Council do not have an obligation to inspect and/or maintain. These include:

- **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** – the vehicle crossing (including Cross-over), located between the carriageway and the property boundary, must be maintained by the adjoining property owner. However, Council is responsible for the portion of the driveway where a constructed pathway is reasonably required by the public. Refer to Figure 1,2 and 3 for different driveway types and responsibilities.







- **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 pathway/pathway where the surface of the tree plot is not constructed with the intention of providing a trafficable pedestrian surface.

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. pathways, 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 respective timeframe, Council may 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.

3. 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 pathways, kerb and channel
- structures – bridges, culverts and traffic management devices
- road infrastructure – traffic signals and on-road electrical assets.

The aim of Council's 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 Council's needs when inspecting, maintaining and repairing public roads, Council 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 Council's asset management activities. It is also linked to the annual business planning cycle.

3.2 Asset Hierarchies – Municipal Road Network

All roads and pathways within the municipal road network are classified according to a hierarchy that considers 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 two levels in the hierarchy are:

1. **Road and Street network**

   This is further divided into four categories, as follows:
   - Link road
   - Collector road – sealed and gravel
   - Access road – sealed and gravel
   - Limited access track

   See Attachment 1 for more information

2. **Pathway network**

   This is further divided into 2 categories, as follows:

Footpaths
- Priority 1: High-use Areas
- Priority 2: Other Areas

See Attachment 2 for further information.

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: 5/06/2025

Hierarchy	Length (km)	% of Network
Link Road	563	26%
Collector Road	980	45%
Access Road	630	29%
Limited Access Track	22	1%
Total	**2195**	**100%**

Table 3.2 – Road Length by Surface Type – date last updated: 10/06/2025

Surface Type	Length (km)	% of Network
Sealed	753	34%
Unsealed	1442	66%
Total	2195	100%

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

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

3.4.3 Maintenance Surveys and inspections

A three-tier regime is used to inspect Council's 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 a Council/Contractor employee and assessed according to the Hazard intervention levels, contained within Attachment 5.

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.

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3.4.4 Customer responsiveness and performance targets

Customer service is at the core of Strathbogie Shire Council's work and is part of the role of every person employed by Council. Council's Customer Service Charter outlines Council's commitment toward customer service. The Customer Service Charter is not intended to be a guide or indicator of resolving a specific request or report of a road defect, it is simply to guide Council's responsiveness to acknowledging your request. Council will let customers know when their request may not meet the guidelines set out in the Customer Service Charter due to complexity and/or the involvement of other stakeholders.

Your request will be inspected and assessed in accordance with timeframes specified in Attachment 4.

For more information about the Customer Service Charter, refer to Councils website via the following link, or by cutting and pasting the link into your web browser.

https://www.strathbogie.vic.gov.au/council/plans-policies-strategies-and-reports

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.

4. Public Road Register

Council maintains a register of public roads – called the Public Road Register – with the details of all public roads and ancillary areas for which we are responsible.

The Public Road Register is available at the following locations and may be viewed, free of charge, by the public during office hours each working day:

Municipal Offices
109A Binney Street,
Euroa, 3666
Phone: 03 5795 0000
Mon – Fri. 9.00 am to 5.00 pm

Nagambie Customer Service
293 High Street,
Nagambie, 3608
Phone: 1800 065 993
Mon – Fri 10.00 am to 4.00 pm

The Public Road Register is also available on Council's website at www.strathbogie.vic.gov.au

4.1 Maintenance Demarcation/ Interface (Boundary) Agreements

When roads and road-related infrastructure crosses municipal boundaries, Council's work together to develop Boundary Road Agreements. These agreements outline the assets that each council will manage and maintain.

We have boundary roads with the following road authorities and are currently updating our boundary agreements with them:

- Benalla Rural City to the east
- Campaspe Shire to the north-west
- City of Greater Bendigo to the west
- City of Greater Shepparton to the north
- Mansfield Shire to the south-east
- Mitchell Shire to the south-west
- Murrindindi Shire to the south.

4.2 Roads not listed on the Register

The following roads are not listed on Council's Public Road Register:

- Roads which are the full responsibility of the state government, or a private enterprise
- Unformed roads for which Council have not accepted responsibility
- Roads drawn out on a plan of subdivision, until such time that Council accept responsibility for these roads
- Roads which Council have not determined are reasonably required for general public use.

4. Force Majeure

Council will make every endeavour to meet all aspects of its Road Management Plan.

However, in the event of natural disasters and other events including, but not limited to, fires, floods, droughts and the like, together with human factors, such as lack of Council staff or suitably qualified contractors, because of section 83 of the Victorian *Wrongs Act 1958*, as amended, Council reserves the right to suspend compliance with its Road Management Plan.

In the event that the CEO of the Council has to, pursuant to section 83 of the above Act, consider the limited financial resources of the Council and its other conflicting priorities, meaning Council's Road Management Plan cannot be met, they will write to Council's Officer in charge of its Road Management Plan and inform them that some, or all, of the timeframes and response times are to be suspended.

Once the events beyond the control of Council have abated, or if the events have partly abated, Council's CEO will write to Council's Officer responsible for Council's Road Management Plan and inform them which parts of Council's Road Management Plan are to be reactivated and the timeframes for each part of the Road Management Plan to be reactivated.

6. 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

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Attachment 1: Road Hierarchy

Categories	Description*
• **Link**	These roads act as links between population centres and are supplementary to the arterial road network. Key features typically include: • High truck (commercial vehicle) traffic volume • Access to major industries • Minimum 2 clear traffic lanes (excluding parking) • *Note: In our Asset Register this incorporates Categories L0, L1, L2, L3 and L4*
• **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: • Non-continuous connector (do not cross arterial roads) • Limited through traffic (not promoted, or encouraged) • Cater for, but may restrain, service and heavy vehicles • Minimum two clear traffic lanes (excluding parking) • *Note: In our Asset Register this incorporates Categories C0, C1, C2, C3 and C4*
• **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 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) • *Note: In our Asset Register this incorporates Categories A0, A1, A2, A3, A4 and CP*
• **Limited Access Track**	These perform a very minimal function. They typically act as fire access, or as a secondary or seasonal access road to large rural / farming properties. Key features typically include: • Provides secondary access to properties • Unsealed roads, often unformed or with minimal material • *Note: In our Asset Register this incorporates Category FA* Due to the limited function and use of these roads, they are not subject to a proactive inspection regime or the same hazard intervention levels of other roads.

* Categories follow the Infrastructure Design Manual for residential streets

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Attachment 2: Pathway Hierarchy

Footpaths

Category	Area	Description*
Priority 1	High-use Areas	These are footpaths within the CBD of towns where public footpaths have been constructed. Also included in this category is any footpath in the vicinity of Hospitals, Churches, Schools, Aged Hostels, and strategic routes to areas of significance.
Priority 2	Moderate-use Areas	Primarily included in this category is any footpath specifically constructed as access to residential and other areas & have less use than Priority 1 footpaths.

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Attachment 3: Inspection Requirements

Inspection Type	Purpose	Inspection and Reporting Requirements
Reactive – Request for Service (RFS)	Reactive inspections are designed to confirm the nature of defects/hazards reported by members of the public or Council employees and identify any that exceed the intervention levels specified in Attachment 5.	Performed by a Council/Contractor representative with knowledge of Description / Intervention Levels (Attachment 5) and road maintenance techniques who may then call in a higher level of expertise if necessary. All Reactive inspections are conducted on foot, with defects measured and photographed. The report is required to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.
Proactive Inspection	Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified. A record of each asset is to be completed detailing the name of the inspector, the inspection date, and a description of any defects found that exceed the intervention levels specified in Attachment 5. 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, while Proactive Inspections of all other asset types are conducted on foot, with defects measured and photographed.
Night Inspections	Inspection undertaken in accordance with a formal programmed inspection schedule to assess the reflectivity 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), with visibility/legibility/reflectivity assessed by eye from distances specified respective of each asset defect type.

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Attachment 4: 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	Link	5WD	3M	1Y
	Collector	5WD	4M	1Y
	Access	10WD	12M	n/a
	Limited Access Track	12WD	Reactive only	n/a
Pathways	Priority 1	5WD	6M	n/a
	Priority 2	10WD	12M	n/a
Concrete and Stone Kerb and Channel	Link	5WD	12M when either adjacent road or footpath is inspected	n/a
	Collector	5WD	12M when either adjacent road or footpath is inspected	n/a
	Access	10WD	12M when either adjacent road or footpath is inspected	n/a
Bridges (vehicular and pedestrian)	Defect & Level 1 Bridge Inspections	5WD	12M	n/a
Emergency Response – All Asset / Categories * 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/pathway, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.		12H	n/a	n/a

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

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Attachment 5: Defect Intervention Levels and Repair Timeframes

NOTES:
* If a repair timeframe elapses on a Weekend or Public Holiday, the actual due date will be the next working day.
** In cases where a defect is not due to be repaired in less than 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 to reduce the risk as much as is reasonably practicable until permanent repairs can be completed in line with the specified Repair Timeframes.

Sealed Roads

Defect type	**Description / Intervention Level**	**Repair timeframes by hierarchy** **WD = Working Days** **W = Weeks** **M = Months**			
		Link	Collector	Access	Limited Access Tracks
Pothole	Potholes in sealed pavement >100 mm in depth and >300 mm in diameter Potholes located in dedicated/marked bicycle lanes >50 mm depth and >300 mm diameter.	2W	1M	3M	n/a
Edge break	Edge break in the traffic lane greater than 20m in length and greater than 200mm across the lane	1M	3M	3M	n/a
Edge / shoulder drop	Edge drop off in the traffic lane greater than 10m in length and greater than 100mm in depth	1M	2M	3M	n/a

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Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >100 mm in depth under a 3m long straight edge	1M	2M	3M	n/a
Missing pit lids	Missing Council drainage pit lids	2WD	2WD	4WD	n/a
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	1W	2W	4W	n/a
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope <5 m over the trafficable portion of all sealed roads	1M	3M	3M	n/a
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs	1M	3M	6M	n/a

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Unsealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Pothole	Potholes in unsealed pavement >100 mm in depth and >500 mm in diameter	n/a	1M	2M	4M
Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >100 mm in depth	n/a	1M	2M	4M
Corrugations	Continuous corrugations on an unsealed road greater than 150mm in length >75 mm in depth	n/a	1M	2M	4M
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope <5 m over the trafficable portion of the road	n/a	6M	12M	12M
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs.	n/a	3M	6M	6M

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Traffic Control Devices

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective.	1M	2M	3M	4M
Missing / Damaged Guard Rail or fencing	Guard rail/fence damaged or missing making them substantially ineffective (intervention may include temporary traffic control measures)	1M	3M	6M	n/a
Missing / Damaged Pavement markings	Pavement markings at critical locations (refer to definitions table for critical locations) which are missing or faded making them substantially ineffective.	1M	3M	4M	n/a

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Pathways

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months	
		Priority 1 – High Use Areas	Priority 2 – Other areas
Vertical Displacement	Vertical Displacement >25 mm in height	2W	1M
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	2W	1M
Cracking	Cracking in pathways >40 mm wide	2W	1M
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	1M	6W
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	2W	1M
Missing pit lids	Missing Council drainage pit lids	2WD	2WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	1M	1M
Vegetation overhead clearance	Vegetation intruding into the pathway envelope <2.5 m over pathway surface	6M	6M
Dislodged / missing tactile indicator	Damaged or missing	1M	2M

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

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Kerb and Channel

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Vertical Displacement	Vertical displacement – uplift section (measured by risk assessment against the defect presented)	2M	2M	6M	n/a
Horizontal Displacement	Horizontal displacement section (measured by risk assessment against the defect presented)	2M	2M	6M	n/a

Bridges and Culverts

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Bridge and culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	2W	4W	2M	3M

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