



Pyrenees Shire Council Municipal Road Management Plan

(Version #7.00 2025)

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Guideline Governance

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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 the Pyrenees Shire Council
Demarcation agreement	A formal agreement between Council and another organisation that defines areas of responsibility.
Fencing	Refers to fencing along roadsides that protects interactions between pedestrians and vehicles, generally located at bridge crossings.
Guardrail/Wire Rope	Refers to safety barriers that are structures designed to protect motorists from roadside hazards and prevent vehicles from leaving the roadway.
Kerb & Channel	Refers to the drainage and delineation structure typically located at the edge of a road.
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.
Pavement Markings	Refers to statutory markings that are typically applied to the road surface used to provide guidance to drivers. For the purpose of this document pavement markings refer to stop signs, giveaway, keep clear, railway crossing, pedestrian and school crossings. All other road line work is not applicable to this document.
Plan	Refers to this Road Management Plan.
Public Road	As defined by the Road Management Act 2004 and includes a freeway, an arterial road, a municipal road declared under section 14(1) of the Act and a road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.
Road	Has the same meaning as in the Road Management Act 2004, being inclusive of any public highway, any ancillary area and any land declared

	to be a road under section 11 of that Act or forming part of a public highway or ancillary area.
Road infrastructure	Refers to infrastructure which forms part of a roadway, pathway or shoulder, which includes structures and materials.
Road-related infrastructure	Refers to infrastructure installed or constructed by the relevant road authority to either facilitate the operation or use of the roadway or pathway, or support or protect the roadway or pathway.
Road Reserve	Refers to the area of land that is within the boundaries of a road. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Roadside	Refers to any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway. This includes land on which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside
Roadway	Refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.
Shoulder	Refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.

Introduction

1.1 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 we 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
- 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 roads, streets and footpaths are classified – known as the road hierarchy – and the plans and processes Council uses to maintain roads and road-related infrastructure.
4. Register of Public Roads – 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

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. This plan remains in place until endorsement or recommendation by Council.

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 Council delegated Road Manager.

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 Council delegated Road Manager. 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 residents about the suspension or reduction of the services under its Plan, including:

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

This information will be provided by the Council on its website where its Plan is located and other channels as appropriate such as press releases or social media.

Where Council has suspended, in part or whole, its 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, taking into account the resources needed to address the impact of the trigger event. For example, some reactive inspections may take place and repair (temporary or permanent) of roads/footpaths which pose a high risk may be undertaken, depending on the resources available to the council and the accessibility of each asset.

1.6 Responsibility for the Plan

Overall responsibility for administering and implementing the Plan rests with the Council delegated Road Manager.

Rights and Responsibilities

2.1 Public Roads

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

- a freeway
- an arterial road
- a road declared under section 204(1) of the Local Government Act 1989

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

2.2 Key stakeholders

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 & 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 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 investigation and 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, they must apply for a 'works within road reserve' permit. There are some exemptions, as noted in the Road Management (Works and Infrastructure) Regulations 2015.

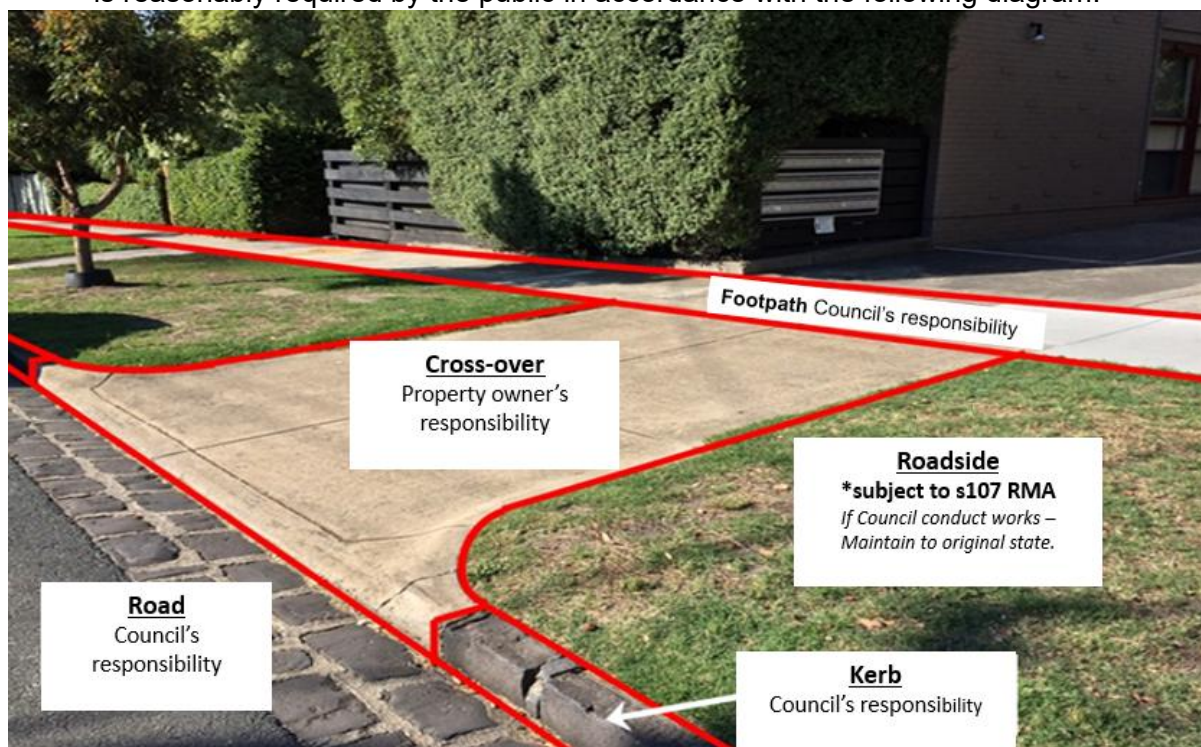
The Road Management Act also requires property owners to apply to Council for a works and road reserves permit if they plan to build a driveway.

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

2.6.4 Obligation of others

There are several assets within the road reserve that we 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 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 the constructed pathway is reasonably required by the public in accordance with the following diagram.



- **Single property stormwater drains** – for drains constructed within the reserve that carry water from a single property to an outlet in the kerb, or other drain.

- **Utilities** – including, but not limited to; telecommunication, power, water, gas and rail authority assets.
- **Roadside** – as per Section 107 of the Road Management Act, Council has no “*statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside*”, described as “*any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway*”. This includes landscaped tree plots within the footpath/pathway where the surface of the tree plot is not constructed with the intention of providing a trafficable pedestrian surface.

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

- If located within assets / infrastructure for which Council is responsible (e.g. footpaths, road surfaces, etc.), or otherwise presents an immediate and significant risk to members of the public, undertake temporary measures to reduce the risk to members of the public until such time as the respective owner can implement permanent repairs (subject also to Council’s available resources),
- Report in writing (e.g. email or letter) the presence of the hazard to the responsible party and request that repairs be implemented within a reasonable timeframe.
- Where repairs are not completed by the responsible party within the 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.

Road Management Systems

3.1 Background and Process

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

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

The aim of Council’s road management system is to deliver a safe and efficient road network and meet community needs within Council’s abilities and available resources.

To create a road asset management system that would best meet Council’s needs when inspecting, maintaining and repairing public roads, the following nationally-recognised asset management frameworks are used:

- International Infrastructure Management Manual (IIMM) 2015, IPWEA
- 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 footpaths within the municipal road network are classified according to a hierarchy that takes into account how they are used, who uses them and how often. The hierarchy classification is used to determine the levels of service required, prioritise works programs and determine defect intervention responses. The three levels in the hierarchy are:

1. Road network

This is further divided into five categories, as follows:

- Category 1: Link road
- Category 2: Collector road – sealed and gravel
- Category 3: Local Access 1 Roads
- Category 4: Local Access 2 Roads
- Category 5: Local Access 3 Roads

See Attachment 1 for more information

2. Pathway network

This is further divided into 2 categories, each of which is divided into 2 categories, as follows:

Footpaths

- Category 1: High-use Areas
- Category 2: Low-use Areas

See Attachment 2 for further information.

3.3 Council's Road Network

More information about Council's road network can be found in the Register of Public Roads on Council's website at: www.pyrenees.vic.gov.au/Community/Roads

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 Council available funds and resources. By developing long-term asset maintenance programs Council are better able to plan how this is done.

The following maintenance requirements shape Council's 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

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

3.4.3 Maintenance Surveys and inspections

A four-tier regime is used to inspect 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 either a Council employee or nominated Contractor 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.

3.4.4 Maintenance responsiveness and performance targets

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

- Date the request was received
- Details of the request, including the location and nature of the reported hazard/defect (including any specific measurements if provided), name of the person making the request, copies of any photographs provided, etc.
- The personnel / department to which the request has been assigned for action
- Date by which the request must be actioned (based on the target response times specified in Attachment 5)
- Date when the request was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in section 3.4.3, followed by any necessary repair works conducted).

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

Customer requests will be inspected and assessed in accordance with timeframes specified in Attachment 5. Following are some possible outcomes from a reactive inspection:

- If a defect identified exceeds a *Description / Intervention Levels* specified in Attachment 5, a work order would be created with a date for completion of works in line with respective specified repair timeframes.
- If repairs are significant – for example, rehabilitation works are required – temporary mitigation measures may be undertaken to reduce the risk posed by the hazard/defect until the proper works can be undertaken (and subject to available resources).
- If the defect is assessed as below the *Description / Intervention Level* specified in Attachment 5, Council may either take no remedial action or take remedial action at its absolute discretion.

In all cases, the action taken would be noted against the original request.

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

3.5 Asset Levels of Service

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

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

Register of Public Roads

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

The Register of Public Roads is available on Council's website. A hard copy is made available at Council's Customer Service Centre, 5 Lawrence Street Beaufort upon request.

4.1 Maintenance Demarcation (Boundary) Agreements

Where there are boundary agreements between Pyrenees Shire Council and other road authorities or private organisations, the schedule of roads affected, and agreements are listed in the Register of Public Roads.

4.2 Roads not listed on the Register

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

- Arterial and State Government managed Roads which are the full responsibility of the state government,
- Private roads;
- Unused roads;
- Roads drawn out on a plan of subdivision, until such time that Council accepts responsibility for these roads;
- Roads which Council have not determined are reasonably required for general public use.

Technical References

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

Attachment 1: Road Hierarchy

Category	Description
Category 1 • Link	• Roads that link between towns or from towns to the arterial road network. • Inspected and maintained in accordance with Attachment 4: Inspection Frequencies
Category 2 • Collector	• Roads that provide through connections to link and arterial roads. Roads that provide access to key tourist, commercial or industrial locations. • Inspected and maintained in accordance with Attachment 4: Inspection Frequencies
Category 3 • Local Access 1	• Roads that provide access to 3 or more dwellings, that connect to collector, link and arterial roads, that provide access to significant tourist, commercial or industrial locations. • Inspected and maintained in accordance with Attachment 4: Inspection Frequencies
Category 4 • Local Access 2	• Roads that provide access to 1 or 2 dwellings, that connect to Local Access 2, collector, link and arterial roads. • Not inspected. Maintenance undertaken when required or upon request, if warranted.
Category 5 • Local Access 3	• Roads that provide access to undeveloped land, State forests and parks, often no-through roads, predominantly unformed and natural surface roads, dry weather roads. • Not inspected. Maintenance only undertaken at Council's discretion to maintain serviceability.

Attachment 2: Pathway Hierarchy

Pathways

Category	Area	Description*
Category 1	High-use Areas	The category of 'highest use' that includes all footpaths in Central Business District(s) and select tourist/shopping precincts. Beaufort Neill Street from Begg Street to Market Street. Lawrence Street from Pratt Street to Leichardt Street. Havelock Street from Willoby Street to Lawrence Street incl Havelock Street Service Road. Livingstone Street from Willoby Street to Havelock Street. Avoca High Street from Duke Street to Bridport Street including the central median paths.
Category 2	Low-use Areas	This category includes all other pathways within road reserves including: • Isolated commercial areas • Residential areas • Commercial areas • Industrial areas • This category excludes railway stations

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 have defects described. The report is required to identify specific safety defect, date first reported, date inspected and by whom, subsequent action and date 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 Proactive inspections have defects described and recorded.

Attachment 4: Inspection Frequencies

Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency W = Weeks M = Months
Sealed Roads Unsealed Roads Regulatory, Warning and Hazard Signs	Category 1	3 WD	6W
	Category 2	5 WD	12W
	Category 3	5 WD	24W
	Category 4	5 WD	Not inspected on a regular maintenance schedule
Pathways, Kerb & Channel	Category 1	3 WD	3 M
	Category 2	5 WD	4 M
Bridges	Category 1 Bridge Inspections	10 WD	6 WD
	Category 2 Bridge Inspections	10 WD	12 WD
	Category 3 Bridge Inspections	10 WD	24 WD
	Category 4 Bridge Inspections	10 WD	52 WD
Emergency Response – All Asset / Categories		24 H	n/a
* Reported Incidents / Hazards that present an immediate and significant risk to members of the public. Temporary measures (e.g. installing barriers, signage, closing the road/footpath, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.			

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

Attachment 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			
		Cat 1	Cat 2	Cat 3	Cat 4
Pothole	Potholes in sealed pavement >75 mm in depth and >400 mm in diameter	6 W	12 W	24W	6 M
Edge break	Edge breaks >100 mm laterally over a 5m or greater length from the nominal seal line	6W	12W	24 W	6 M
Edge / shoulder drop	Edge drops onto an unsealed shoulder >100 mm in depth over a 10m or greater length	6 W	12 W	24 W	12 M
Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >75 mm in depth under a 3m long straight edge	6 W	12 W	24 W	6 M
Missing pit lids	Missing Council drainage pit lids	2 WD	2 WD	2 WD	2 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	6 W	8 W	6 M
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope:	4 W	6 W	n/a	n/a
	<5.0 m clearance over the trafficable portion of Cat 1 & 2 roads - Click or tap to enter a date. <4.5 m over the trafficable portion of Cat 3 & 4 roads	n/a	n/a	12 M	12 M
Roadside Vegetation –	Vegetation that is obstructing sightlines to intersections or	4 W	6 W	8 W	6 M

Obstructing sightlines

regulatory, warning and hazard signs when viewed from the following distances:

- Speed Limit – $\leq 50\text{km/h}$ = 30m
- Speed Limit – 60km/h = 40m
- Speed Limit – 80km/h = 65m
- Speed Limit – 100km/h = 95m

Unsealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy			
		WD = Working Days W = Weeks M = Months			
		Cat 1	Cat 2	Cat 3	Cat 4
Pothole	Potholes in unsealed pavement >100 mm in depth and >450 mm in diameter	2 M	3 M	4 M	8 M
Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >75 mm in depth	2 M	3 M	4 M	8 M
Corrugations	Corrugations on an unsealed road >75 mm in depth and >300 mm in length	2 M	3 M	4 M	8 M
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope:	2 M	3 M	n/a	n/a
	<5.0 m over the trafficable portion of Cat 1 & 2 roads <4.5 m over the trafficable portion of Cat 3 & 4 roads	n/a	n/a	4 M	8 M
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances: - Speed Limit – <=50km/h = 30m - Speed Limit – 60km/h = 40m - Speed Limit – 80km/h = 65m - Speed Limit – 100km/h = 95m	2 M	3 M	4 M	8 M

Traffic Control Devices

Defect type	Description / Intervention Level	Repair timeframes by hierarchy			
		Cat 1	Cat 2	Cat 3	Cat 4
Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective when viewed from the following distances:	2 M	3 M	4 M	8 M
	• Speed Limit – $\leq 50\text{km/h}$ = 30m • Speed Limit – 60km/h = 40m • Speed Limit – 70km/h = 55m • Speed Limit – 80km/h = 65m • Speed Limit – 90km/h = 80m • Speed Limit – 100km/h = 95m				
Missing / Damaged Guard Rail /Wire rope	Guard rail/fence damaged or missing making them substantially ineffective	12 W	12 W	6 M	12 M
Missing / Damaged Pavement Markings	Pavement markings which are missing or faded making them substantially ineffective	12 W	12 W	6 M	12 M

Footpaths

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months	
		Cat 1	Cat 2
Vertical Displacement	Vertical Displacement >30 mm in height	4 W	6 W
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	4 W	6 W
Cracking	Cracking in footpaths >30 mm wide	4 W	6 W
Undulations	Undulations (depressions / bumps) >100 mm in depth/height under a 1.5m straight edge	4 W	6 W
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >250 mm in length/width and >30 mm in depth	4 W	6 W
Missing pit lids	Missing Council drainage pit lids	2 WD	2 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	2 WD	2 WD
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: • <2.0 m over footpath surface	4 W	6 W
Dislodged / missing tactile indicator	Damaged or missing	4 W	6 W

* Pram crossings / ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description / intervention levels except where a pram crossing lip is installed for drainage purposes.

Shared & Bicycle Pathways

Defect type	Description / Intervention Level	Repair timeframes by hierarchy		
		WD = Working Days W = Weeks M = Months		
		Cat 3	Cat 2	Cat 1
Vertical Displacement	Vertical Displacement >20 mm in height	2 W	4 W	8 W
Cracking	Cracking perpendicular to path of travel >30 mm wide Longitudinal cracking >20 mm wide	2 W	4 W	8 W
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	2 W	4 W	8 W
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >150 mm in length/width and >20 mm in depth	2 W	4 W	8 W
Missing pit lids	Missing Council drainage pit lids	1 WD	2 WD	4 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	2 W	4 W	8 W
Vegetation overhead clearance	Vegetation intruding into the pathway envelope: <3.5 m over shared pathway surface and >50 cm beyond each edge	2 W	4 W	8 W
Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from <20 m	2 W	4 W	8 W
Dislodged / missing tactile indicator	Damaged or missing	2 W	4 W	3 M

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

Kerb and Channel

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Cat 1	Cat 2	Cat 3	Cat 4
Vertical Displacement	Vertical displacement – uplift section >100 mm	4 W	6 W	2 M	3 M
Horizontal Displacement	Horizontal displacement section >100 mm	4 W	6 W	2 M	3 M

Bridges and Culverts

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Cat 1	Cat 2	Cat 3	Cat 4
Bridge & Culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	4 W	6 W	2 M	3 M