



Road Management Plan (RMP)

2021



Interpreter service

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MANNINGHAM

SCHEDULE OF CHANGES AND AMENDMENTS

Version	Date	Changes/Amendments
V1	2 August 2004	Draft prepared in conjunction with Asset/Service Managers and circulated for internal review
V2	28 September 2004	Final draft prepared taking into account internal staff feedback and comment and approved by Council for public exhibition
V3	30 November 2004	Plan adopted by Council
V3.1	2 June 2009	Plan reviewed and amendments adopted by Council
V4	28 August 2012	Plan reviewed and amendments adopted by Council
V5	28 March 2017	Plan reviewed and amendments adopted by Council
V6	23 November 2021	Plan reviewed and amendments adopted by Council

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1. Executive Summary

Manningham Council is responsible for an extensive range of infrastructure assets, including roads, for which it has responsibility under the Road Management Act 2004 (The Act). Council must ensure that these assets and the services that they deliver are managed in accordance with well-developed asset management programs and strategic plans to enable these assets to continue to meet the needs of the community and growth of the municipality.

Manningham covers an area of 114 sq km and has a population of 122,902 residents, as at the 2016 Census. The municipality has a number of retail and business districts, educational facilities and vibrant residential areas. The eastern half of Manningham has been designated as a green wedge area for the protection of Melbourne's significant and natural environment. The community is also served by a road-based transport network, which supports safe and accessible transport throughout the municipality.

Manningham's road network consists of some 609 km of local roads that include 783 km of pathways and 887 km of kerb and channel. This includes 75km of Arterial Roads and Freeways, which are the responsibility of, and managed by the Department of Transport (DoT, formerly VicRoads), but Council maintains the pathways and other local components.

The Act provides that Council, as a road authority under The Act, may adopt a Road Management Plan (RMP), to establish a management system for the road management functions of the Council, which is based on policy and operational objectives, available resources and sets relevant standards in relation to the discharge of duties in the performance of those road management functions.

The RMP is closely aligned to Council's Road Asset Management Plan (RAMP) and Asset Management Strategy (AMS), which sets out the framework for managing the life cycle requirements of Council's road assets that support the processes and systems outlined in the RMP to deliver an efficient and functional road network.

The RMP considers road user needs and expectations in meeting 'reasonable' maintenance targets by providing an inspection regime to assess asset condition and maintenance programs relative to the local road network function. In particular, the RMP sets out the times within which, and the standards to which, Council will inspect, repair and maintain the roads and road-related infrastructure for which Council is responsible.

The RMP balances the needs of road users against available resources taking into account the many other services that Council is required to deliver.

Council uses the available resources to carry out inspections, repairs and maintenance under a number of inspection and repair programs in relation to roads and associated road infrastructure. These can be classified into the categories of defect (routine hazard) inspections and condition (maintenance) assessments.

Programmed or scheduled defect inspections and condition assessments are undertaken based on Council's hierarchy classification to establish different levels of service in respect to Council's road-related infrastructure.

Manningham Council places a high priority on ensuring that the community is provided with a safe and effective road network, footpaths, kerb and channel for the use of all members of the public. The Council is committed to improving its asset management practices and illustrates to all stakeholders that the available resources are delivering good results in a structured, organised, cost-effective and sustainable

manner.

Manningham's RMP will be subject to ongoing monitoring and continuous improvement based on Best Value principles under the Local Government Act, changing legislative requirements, economic, social and environmental impacts, and from community expectations relating to current and future levels of service delivery.

1.1. Availability of the Road Management Plan

The RMP and Appendices are available for inspection during normal office hours - 8:00 am to 5:00 pm each working day at:

Council's Customer Service Centre
Manningham Council Offices
699 Doncaster Road
Doncaster

Phone 9840 9333 or email manningham@manningham.vic.gov.au to request a copy.

This Plan is also available for download from the Council's website: www.manningham.vic.gov.au.

1.2. Queries and Comments

Any queries or comments in relation to the Road Management Plan should be directed to:

Coordinator Roads & Infrastructure
Manningham Council
PO Box 1
Doncaster 3108

Or manningham@manningham.vic.gov.au

1.3. Plan Review and Performance Monitoring

Council has implemented processes to ensure that condition assessments and maintenance inspections are conducted in accordance with the frequency, methodology and criteria specified in the RMP.

This RMP will be reviewed annually as part of an audit of RMP compliance to ensure that the operational requirements of the Plan, and the standards to which Council inspects, repairs and maintains the roads and road-related infrastructure, are being met.

Council will also carry out a formal review of the RMP every four years, in accordance with the requirements of the Road Management Act 2004 and the Road Management (General) Regulations 2016 having regard to:

- Condition and performance of assets and delivery of maintenance programs;
- Levels of service achieved against the expectations of the community and road users;
- Council's Financial Strategy and other budget priorities;
- Performance and appropriateness of Council's asset management plans and other asset-related documents; and
- Consideration of any other economic, social and environmental factors or recommendations that are likely to influence the contents and/or function of the Plan.

2. Terms and Conditions

All terms used in the RMP and related documents have the same meaning as stipulated in the Law, unless otherwise indicated.

'The Act' means the Road Management Act 2004;

'Council' means Manningham Council;

'Municipality' means the municipal district of the council;

'RMP' means Road Management Plan;

'Intervention Level' means any action to repair, construct warning signs, reduce or eliminate risk;

'Intervention Action' means any action to conduct repair;

'Road Reserve' means all of the area of land that is within the boundaries of a road;

'Vehicle Crossing' means the driveway and pathway which connects from a roadway or pathway on a road to other land; and

'Response time' is the time in which the standards set out in this plan require intervention action to be taken.

3. Introduction

In accordance with the Road Management Act 2004 (The “Act”), Council is the “Coordinating Road Authority” for municipal roads within Manningham, as set out in the Register of Public Roads (“Register”).

The main aim of The Act is to improve the overall management of the road network by making road authorities accountable for the standards of roads in order to provide a safe and efficient road network, while at the same time ensuring that road authorities have in place mechanisms to clearly define the standards to which they will inspect, repair and maintain the roads and road-related infrastructure.

The Act encourages road authorities to prepare an RMP that will mitigate risk and provide a policy defence in negligence claims against road authorities by establishing a management system for road functions that is based on policy and operational objectives.

Council will make every endeavour to meet all aspects of its RMP, however there may be situations or circumstances that affect Council’s business activities to the extent that it cannot deliver on the service levels in its RMP. These include, but are not limited to, municipal emergencies such as fires, floods, wind storms and similar significant events, or a prolonged labour shortage, due to a need to commit or redeploy Council resources and/or equipment elsewhere. In the event that Council has considered the impact of such an event on available resources and other conflicting priorities, and determined that the RMP cannot be met, then Council reserves the right to suspend or modify some, or all compliance standards with its RMP in accordance with section 83 of the Wrongs Act 1958. If such an event occurs, the response times will be measured from the resumption of normal levels of demand on the relevant resources.

4. Purpose

4.1. Purpose of the RMP

In accordance with Section 50 of the Act, the purpose of Manningham's RMP is to establish a management system for the road management functions of the Council which is based on policy and operational objectives and available resources, and to set the relevant standards in relation to the discharge of duties in the performance of those road management functions.

The RMP details how the Council will implement its duty to inspect, maintain and repair public roads in respect to which Council is the coordinating and responsible road authority.

In accordance with Section 50 of the Act, the key elements of this RMP include:

- The Asset Management system that Council has established to inspect, repair and maintain the roads and road-related infrastructure; and
- Details of the maintenance targets and operational objectives to meet the relevant standards in relation to the discharge of Council's duties in the performance of its road management functions.

4.2. Road Management Plan Scope

This Plan covers all roads for which MCC is responsible, as defined in Council's 'Register of Public Roads'. It is limited to road infrastructure and road-related infrastructure as defined under the RMP and for which Council is the relevant road authority.

The asset activities include:

Operational Activities:

- Inspections;
- Line marking;
- Vegetation control;
- Street sweeping; and
- Administration.

Routine Maintenance Activities:

- Pothole repairs;
- Surface defect repairs;
- Edge break repairs;
- Corrugation repairs;
- Guidepost maintenance;
- Guardrail repairs and maintenance;
- Road shoulder maintenance;
- Sign repair and replacement;
- Maintenance grading (unsealed);
- Surface and shape restoration (unsealed);
- Footpath repairs;
- Emergency works;

- Bridges (only the road pavement, surface and footpaths. Sub and super structures are managed in accordance with Council's Road Asset Management Plan); and
- Culverts, table drains and drainage pits.

Renewal Activities:

- Resurfacing of sealed pavements;
- Pavement Rehabilitation / Reconstruction of sealed pavements;
- Surfacing of unsealed pavements;
- Reconstruction of kerb and channel; and
- Reconstruction of footpaths.

Examples of Infrastructure not included in this Plan:

- Underground drainage pipes;
- Sub and Super Structures of Bridges;
- Vehicle crossings providing access to private properties and associated infrastructure;
- Shared boundary roads that are the responsibility of the adjoining municipality;
- Bridges, major culverts, overpasses that are the responsibility of other road authorities, including Melbourne Water, Department of Transport (DoT, formerly VicRoads), and others;
- Non-road infrastructure;
- Private assets;
- Power lines and poles (Except for non-standard and metered lights);
- Communication lines; and
- Single property stormwater drains.

Various utilities make use of the road reserve to provide essential services. These are normally considered to the extent that they impact on the road assets.

4.3. Legislative Basis for the RMP

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

This RMP is prepared in accordance with Division 5, Section 49-55 of The Act.

The plan also reflects the requirements of Council as specified under Sections 3A and 3C of the Local Government Act 1989. Other legislation which relates to this Plan includes the Road Safety Act 1986, the Transport Act 1983 and Manningham's Community Local Law 2013.

This plan is also consistent with other Council documents including: the Council Plan, Financial Strategy, Asset Management Policy and Strategy, and the Road Asset Management Plan (RAMP).

There are a number of external stakeholders that must also be considered to effectively manage the local road network, and Council recognises the varying needs of external stakeholders depending on whether they are residents, the business community or visitors, or drivers, cyclists or pedestrians. The groups that have been identified as key stakeholders are included as **Appendix A – Manningham's Key Stakeholders**.

Council's City Services Directorate is primarily responsible for the care and maintenance of Council's road and associated road infrastructure, as set out in Manningham's Register of Public Roads. Manningham's RAMP sets out the framework for managing the long term strategic and life cycle requirements of Council's infrastructure assets that support the processes, systems and programs outlined in the RMP to deliver an efficient and functional road network.

4.4. Codes of Practice

The Following Codes, which exist under the Act, will be met by Council to the extent that they are relevant to Council:

- *Operational Responsibility for Public Roads* – this Code provides guidance in determining the physical limits of operational responsibility between road authorities for the different parts or elements within the road reserve of public roads.
- *Management of Utility and Road Infrastructure in Road Reserves* – this Code provides guidance for road authorities and utilities in planning and managing their infrastructure in road reserves. For example: gas, water, electricity, telecommunications, etc.
- *Worksite Safety – Traffic Management* – this Code provides guidance on how to conduct any works on a road in Victoria and supports the engagement of appropriately trained and qualified persons to carry out the works or direct traffic.
- *Road Management Plans* – this Code provides practical guidance to road authorities in the making of Road Management Plans.

4.5. Content of Plan

In accordance with section 52 of The Act, this RMP includes:

- The relevant standards determined by Council in relation to the discharge of Council's duties in the performance of its road management functions.
- Details of the management system that Council has implemented and proposes to implement in the discharge of its duty to:
 - Inspect,
 - Repair, and
 - Maintain.

Section 39 of The Act provides that by including provisions in this Plan relating to the performance of road management functions, Council is to be taken to have made a policy decision in respect of those road management functions.

5. Manningham's Register of Public roads

5.1. Legislative Provision

The Act places a mandatory requirement that a road authority maintains a register of public roads that are 'reasonably available for general public purpose'.

Council has compiled a Register of Public Roads ("Register") in accordance with Schedule 1 of The Act. The Register records the name, description and classification of road assets for which the Council is responsible, together with a summary of any additions, deletions or changes required under The Act. The classifications are used in this Plan to differentiate standards for:

- inspection frequencies;
- intervention levels; and
- response times.

The Register nominates the roads and ancillary areas for which Council is responsible, but excludes unformed access tracks on public land and unconstructed rights of way.

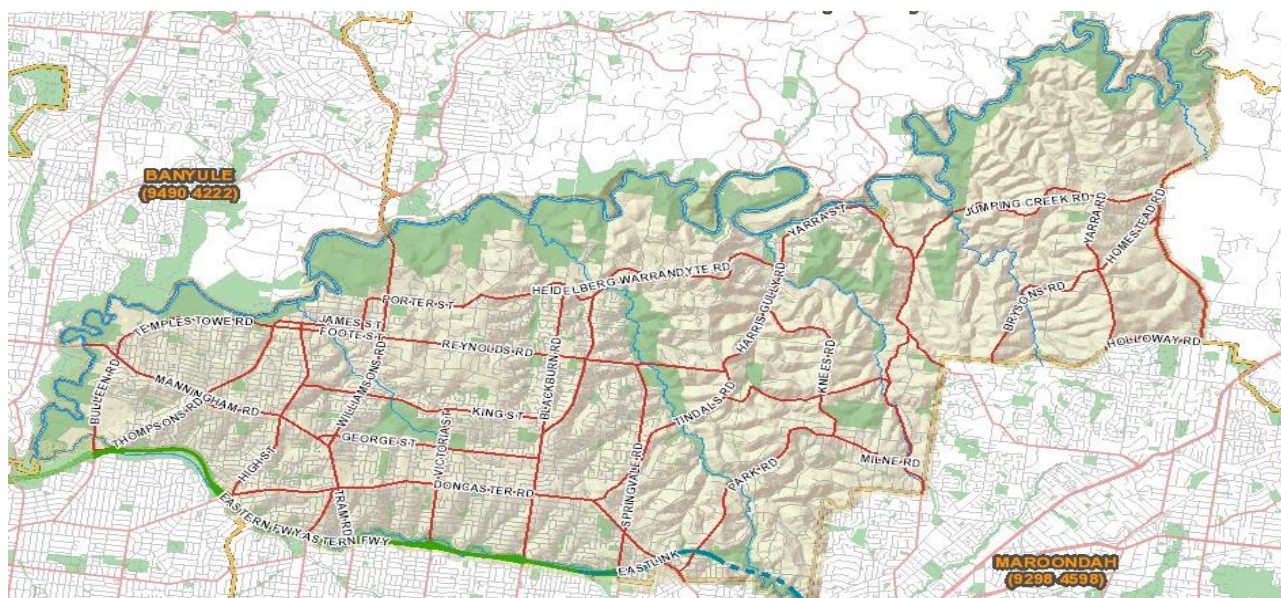
This plan also applies to parts of Arterial Roads, where Council is the responsible road authority for some ancillary areas and assets, and these are recorded in the register.

Council's Director City Services and Coordinator Asset Management and Capital Works are empowered under delegation to amend, update and maintain the Register, which will be updated annually, or more frequently if changes are necessary. A copy of the Register is available for inspection on Council's website.

5.2. Boundary Roads

The Register defines boundary roads maintained by adjoining municipalities, and these are covered by 'Agreements and Memorandum of Understandings' between each affected adjoining municipality. The Agreements detail the maintenance work required by each party, however as a general rule, the responsible municipality will undertake all maintenance, except for the footpath on the other side of the road.

A Summary list of all boundary roads is as follows:



Boundary Roads	Adjoining Council	Maintained by
Lower Homestead Road (Homestead Rd to Paynes Rd)	Yarra Ranges	Yarra Ranges
Lower Homestead Road (Paynes Rd to End)	Yarra Ranges	Yarra Ranges
Homestead Road (Brushy Park Rd to Reserve Rd)	Yarra Ranges	Yarra Ranges
Brushy Park Road (Holloway Rd to Homestead Rd)	Yarra Ranges	<i>Manningham</i>
Smedley Road (Oban Rd and No 25 Smedley Rd)	Maroondah	Maroondah
Holloway Road (Yarra Rd and Lyons Rd)	Maroondah	Maroondah
Tortice Drive (Warrandyte Rd and Old Warrandyte Rd)	Maroondah	Maroondah
Yarra Road (Holloway Rd and Gatters Rd)	Maroondah	Maroondah
Delatite Court (Court bowl only to west of No.20)	Maroondah	<i>Manningham</i>
Delatite Court (Little John Rd to west of No.20)	Maroondah	Maroondah
Glynne Road (Little John Rd and west of No.11)	Maroondah	Maroondah
Glynne Road (Court bowl only to west of No.11)	Maroondah	<i>Manningham</i>
Williams Road (Berringa Rd to Warrandyte Rd)	Maroondah	<i>Manningham</i> (except table drain on south side)
Glenvale Road (Oban Rd to court bowl)	Maroondah	Maroondah

Gatters Road (Yarra Rd to No.4)	Maroondah	<i>Manningham</i>
Oban Road (Smedley Rd and Glenvale Rd)	Maroondah	<i>Manningham</i>
Old Warrandyte Road (Tortice Dr and Little John Rd)	Maroondah	<i>Manningham</i>
Quarry Road (Beckett Rd Bridge to Huggins Rd)	Whitehorse	Whitehorse

5.3. Assets Not Included in the RMP or Listed in the Roads Register

Not all areas or all assets within the road reserve are the responsibility of Council and do not require intervention by Council for the purposes of this RMP. Section 107 of The Act states that a road authority does not have a statutory duty or a common law duty to perform road management functions in respect to a public highway which is not a public road, or to maintain, inspect or repair the roadside of any public highway (whether or not a public road). Road-related assets that are not included for inspection and repair under this RMP are:

1. Arterial Roads and Freeways (excluding some ancillary areas and assets where Council is the responsible road authority).
2. Shared boundary roads that are the responsibility of the adjoining municipality.
3. Bridges/major culverts/overpasses that are the responsibility of other road authorities, including Melbourne Water, and the Department of Transport.
4. Service authority infrastructure including, but not limited to:
 - water supply pipes, hydrants and fittings;
 - drainage pipes, sewage pipes and manholes;
 - telecommunications cables, pits and structures;
 - electricity distribution wires, poles and structures; and
 - gas supply pipes and fittings.
5. Assets and land owned, managed and maintained by other road and service authorities including, but not limited to:
 - Service authority temporary reinstatements to the road and pathways and other road reserve assets, and/or permanent restatements prior to Council certification; and
 - Crown and service authority land/easements.
6. Other street infrastructure including:
 - DoT signage and signal hardware (except for those identified as Council's responsibility and shown on the Public Roads Register);
 - Bus shelters; and
 - Private direction and advertising signs.

7. Street lighting (standard) involving the maintenance of all utility timber and concrete power poles is the responsibility of power companies. However, Council is responsible for the cost of operating the street lighting service on local road reserves and contributes to the cost of lighting on Arterial Roads. Council is directly responsible for some decorative lighting located at a number of shopping centres, smaller estates and car parks, which is separately metered.
8. Vehicle crossovers and driveways for that portion of the vehicle crossing, other than the footpath, located between the carriageway and the property boundary is the responsibility of the adjoining property owner to maintain. More detail is provided on private vehicle crossing assets in Section 6.
9. Nature strips and infill areas within urban areas which are those residual areas between the edge of the road or back of the kerb and the property boundary not occupied by the pathway and private road crossings. These are generally grassed nature strips with responsibility for maintenance of the grass and any depressions generally being left to the adjoining property owner. However, under common law, Council as the Responsible Road Authority has an overall responsibility to ensure a minimum level of public safety.
10. Single property stormwater drains that are constructed within the road reserve from the property boundary to a discharge outlet in the kerb/roadside drain or into the drain/pit are the responsibility of the property owner.
11. Nature strip landscaping works within the road reserve that are not in accordance with any Council policy or have a potential of causing obstruction or injury/damage to pedestrians or traffic movement, private roads driveways, laneways and car parks (common property) associated with private ownership.
12. Street trees and landscaping located on the road reserve that are maintained by Council.
13. Car parks that are constructed or unconstructed areas and are generally used for car parking purposes that are not in the list of car parks on the Register of Public Roads.
14. Underground drainage pipes located within the road reserve.
15. Roads constructed by others or without Council approval, unformed access tracks for the purposes of local access or un-constructed right of ways that are not listed on the Register of Public Roads.

6. Road Usage

6.1. Council Budget

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

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

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

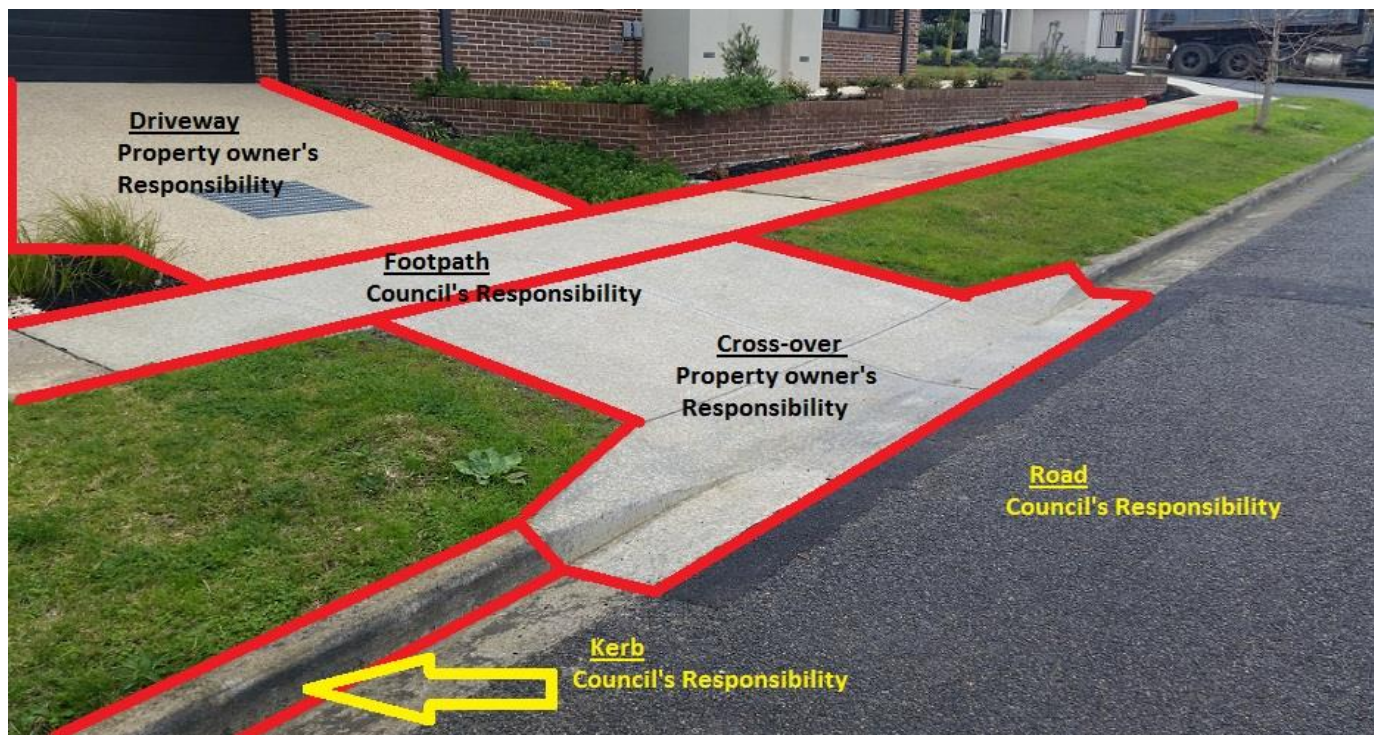
6.2. Obstructions in Road Reserve



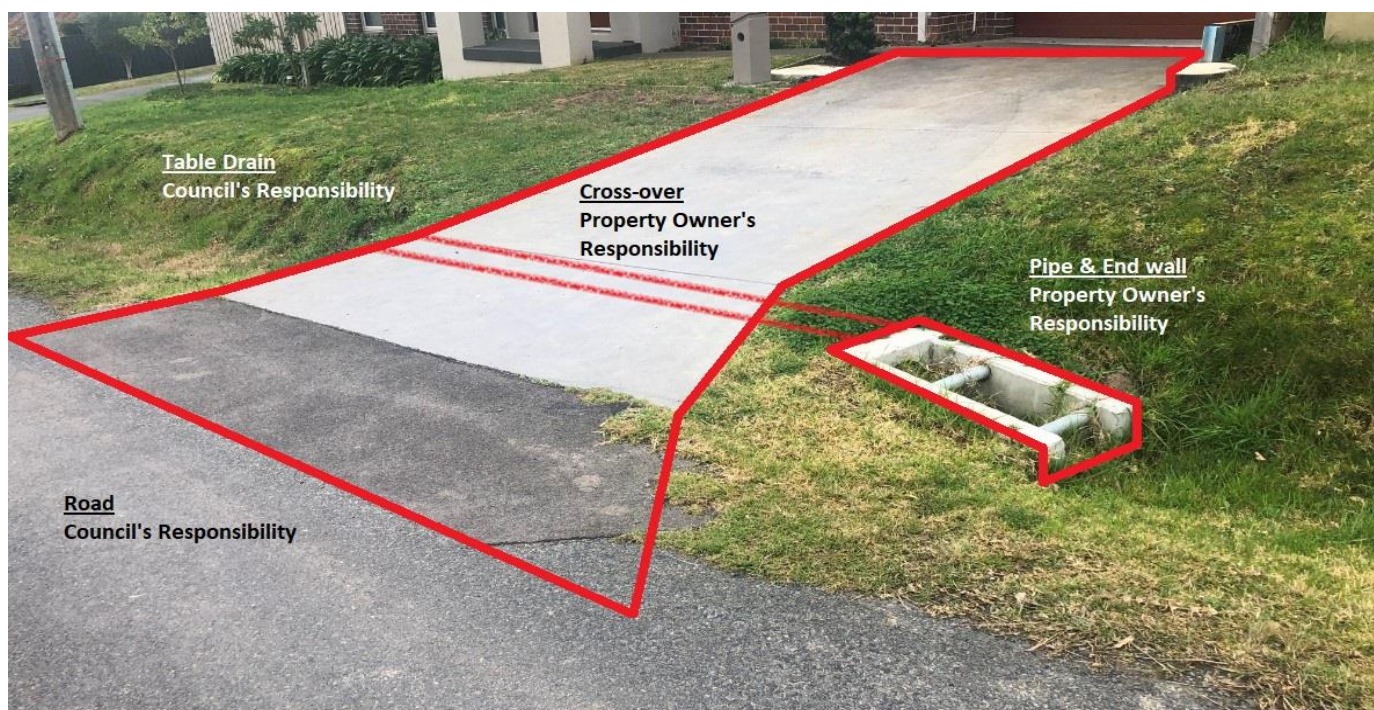
In accordance with Manningham's Community Local Law 2013, property owners have a responsibility to keep the road reserve free from any encroachment or obstruction, including the placement of moveable signs, goods, tables, chairs or street furniture on the road reserve without a written permit. This also extends to any vegetation growing on private property that overhangs or encroaches onto road reserve that either obstructs or impedes the safe and convenient use of the road reserve.

6.3. Vehicle and Pipe Crossover

Property owners are responsible for the construction and maintenance of vehicle crossings and pipe crossings (driveways) that provide ingress/egress to their properties. These responsibilities include the entire portion of the crossing located within the road reserve between the property line and edge of the road pavement, including the immediate surrounds, but excluding the section of crossing where a footpath has been constructed to Council's standards. See examples shown on the following page.



In rural areas where there may be no kerb and channel or footpath, the property owner is responsible for the entire driveway and its associated infrastructure in the same way as in an urban environment. This includes any pipes required for roadside drainage under the driveway, and associated end walls, including the immediate surrounds. The property owner is responsible for maintaining the driveway, pipe and immediate surrounds, including the clearing of any obstructions to the flow of stormwater.



6.4. Nature Strips and Infill

Nature strips and infill areas refer to the residual areas between the edges of road or back of the kerb and the property boundary not occupied by the footpath and private road crossings. These are generally grassed nature strips with responsibility for maintenance of the grass and any depressions generally being left to the adjoining property owner. Street trees however, are the responsibility of, and maintained by Council. Street trees may not be planted, removed or interfered with by a property owner.



6.5. Road Work Permits

Without a permit, a person must not commence work on a road (road reserve) under the control or management of Council in any way as detailed below:

- Commence or carry out any works within the road reserve;
- Place any building material;
- Use a mobile crane;
- Occupy or fence off part of a road;
- Erect hoarding or overhead protective awning;
- Place moveable signs, tables, chairs or street furniture;
- Remove, damage, destroy or interfere with any vegetation, material or other road infrastructure; and
- Undertake landscaping works, including the installation of landscaping items, apart from that necessary to level and maintain a safe, grassed nature strip.

Note that 'road' refers to all of the area of land that is within the boundaries of a road, between property boundaries.

7. Asset Hierarchy

A classification system has been developed to ensure that its operating and engineering standards and planning methods apply to a road asset based on its function. This ensures the provision of a safe and efficient road network for use by road users and the community within the extent of Council's resources.

7.1. Road Hierarchy

Manningham's road hierarchy classification is a key element of this RMP and provides the basis for setting maintenance targets, and assists in the development of road design and construction parameters and financial planning strategies.

In developing the road hierarchy classification system for Manningham, consideration has been given to the functionality and operational performance of the local road network that takes into account a number of parameters such as: traffic volumes and types, bus routes, access to abutting properties and linkages with other roads. The classifications are generally consistent with the AustRoads National Functional Road Classification System and have been structured on a separate 3-tier functional hierarchy classification system based on the functions of Link, Collector and Access, which clearly defines the current use of a particular road within each classification.

Link Roads	Provide the main avenue of traffic movements within the municipality to the wider road network.
Collector Roads	Distribute traffic between and through residential, industrial and commercial areas to the Arterial and Council Link road network.
Access Roads	Provide predominantly direct access for abutting properties.

Although the generic functional definitions adopted for the rural and urban roads are the same, Manningham's local road network has been assessed and classified for rural and urban roads separately, as sub-categories of Classes 4 and 8 of the AustRoads National system to provide consistency with that system.

Freeways and Arterial Roads or roads not adopted by Council as their assets to maintain, such as unformed access tracks on public land, unconstructed rights of way, private roads or roads managed by other authorities and/or under private ownership, are not included as part of Manningham's road hierarchy.

Manningham's road hierarchy, which details the classification, functional definition and general performance requirements for the local road network, is outlined as shown on the following page:

Road Classification	Functional Definition	General Road Description & Performance Requirements
<u>Link</u> AustRoads Classification 4A and 8A	<p>Forms main avenue of traffic movements within municipality to the wider road network.</p> <ul style="list-style-type: none"> Links towns/suburbs, places of significance and industries; High percentage of through traffic; Includes access to abutting residential, industrial and commercial properties; and Caters for higher traffic volumes, heavy vehicles and traffic speeds. 	<ul style="list-style-type: none"> All weather sealed road, catering for 2-way traffic, 2-lane roads; Good quality surface, maintained to a high standard; Roads of high priority; Direct property access generally permitted; and
<u>Collector</u> AustRoads Classification 4B and 8B	<p>Collects and distributes traffic between and through residential, industrial and commercial areas to the Declared Arterial and Council Link Road Network.</p> <ul style="list-style-type: none"> Connects significant residential, industrial and commercial areas; High percentage of through traffic; Includes access to abutting residential, industrial and commercial properties; and Caters for generally higher traffic volumes, heavy vehicles and traffic speeds. 	<ul style="list-style-type: none"> All weather road, catering for 2-way traffic, predominantly sealed, 2-lane roads; Good quality surface, maintained to a high standard; Roads of high local priority; Direct property access generally permitted; and
<u>Access</u> AustRoads Classification 4C and 8C	<p>Provides some minimal through traffic but predominantly direct access for abutting properties.</p> <ul style="list-style-type: none"> Caters for low traffic volumes and generally for low traffic speeds; and Minimal to no through traffic. 	<ul style="list-style-type: none"> All weather road where required for property access, catering for 2-way traffic and may be sealed or unsealed and varying width in urban areas; and Low quality road surface maintained to moderate standard.

7.2. Footpath Hierarchy

Similar to roads, pathways are classified according to a hierarchy dependent upon usage, potential risk and community importance. It is summarised as follows:

Classification	Description of Characteristics
High Level Pedestrian Activity	Pathways within shopping precincts and neighbourhood activity centres that have high pedestrian volumes.
Medium Level Pedestrian Activity	Constructed pathways inside municipal open spaces/reserves, in and around local activity centres, and around schools
Low Level Pedestrian Activity	Pathways in residential areas not classified as shopping precinct or high use.

Note: This footpath hierarchy is only used for programming and scheduling works.

7.3. Car Parks

Car parks included within the Road Register are those located on the road reserve that are available for general public use and Council is responsible for management and enforcement provisions. Council maintained car parks that may also be ancillary areas to Arterial Roads. Generally, the hierarchy classification and level of service is consistent with that applicable to the access roads. Off-road car parks are not included in Council's Register of Public Roads and the RMP is not applicable to the way Council manages them.

7.4. Bridges and Major Culverts

Bridges and major culverts included within the Road Register are those located on the road reserve that are available for general public use and for which Council is responsible. Generally, the level of service for bridges is to provide and maintain a safe and practical bridge network and the hierarchy classification is consistent with that applicable to the corresponding road on which the structure is located.

8. Standards

8.1. Setting and Determining Standards

Section 41 of the Act provides that a Road Authority may determine the standard to which it will construct, inspect, maintain and repair the items of infrastructure which are the subject of this RMP, namely:

- Roadways;
- Pathways;
- Road infrastructure; and
- Road-related infrastructure.

In accordance with section 3 of The Act, road-related infrastructure means infrastructure which is installed by the relevant Road Authority (Council) for road-related purposes to:

- facilitate the operation or use of the roadway or pathway; or
- support or protect the roadway or pathway;

8.2. Design and Construction Standards

The following design and construction factors have been considered in developing rural and urban road standards for Manningham:

- Functional classification;
- Traffic volume and type;
- Percentage of trucks;
- Bus routes;
- Bicycle lanes; and
- Geometric design parameters to allow for the safe and functional movements of traffic.

Council also utilises the following standards and guidelines to ensure a formalised and consistent approach to asset management:

- Australian Standards;
- Department of Transport Standards and Codes of Practice;
- Manningham's Design Standards;
- Manningham's Road and Footpath Levels of Service;
- Manningham's Infrastructure Inspection Guidelines for Roads and Footpaths (Condition and Defect Assessment Methodology); and
- Manningham's Roadside Environmental Management Strategy.

Generally, unless there has been specific information otherwise or as identified within this RMP, it has been determined that all roads and road-related infrastructure have been designed and constructed as far as practicable in accordance with the above standards and guidelines.

8.3. Maintenance Standards

The maintenance of infrastructure covered by the RMP will be carried out to a standard which substantially maintains or restores the asset to the same level of function or serviceability for which it was originally designed. Council allocates funds to roads as part of the annual budget process. Condition assessments are performed at the intervals specified in this RMP and the information is used to estimate the remaining useful life of the assets and to assist in the valuation of Council's infrastructure assets. The frequency of condition (maintenance) inspections that are conducted for the different classifications of assets are outlined in **Appendix C - Roads and Footpaths Intervention Levels**.

8.4. Inspection Standards

Programmed or scheduled defect inspections and condition assessments are undertaken based on Council's hierarchy classification to clearly establish differential levels of service in respect to Council's road-related infrastructure.

Appendix B - Roads and Footpaths Defect Inspections and Condition Assessments provides details of the inspection services and condition assessments that are undertaken to identify the various hazards and defects that require treatment in accordance with the standards Council has adopted in its RMP.

Appendix C - Roads and Footpaths Intervention Levels provides details of the defect intervention levels and response times that apply to activities related to the repairing of roads, footpaths and other road-related infrastructure.

8.5. Risk Management

Council has a responsibility to keep its road and associated road network in a safe condition. It is important, in order to minimise exposure to risk, that Council ensures that maintenance funding and performance is adequate to achieve the prescribed levels of service, including inspection regimes, intervention levels and response times.

There may be situations or circumstances that affect Council's business activities to the extent that it cannot deliver on the service levels in its RMP. In the event that Council has considered the impact of such an event on available resources and other conflicting priorities, and determined that the RMP cannot be met, then Council reserves the right to suspend or modify some, or all, compliance standards with its RMP in accordance with section 83 of the Wrongs Act 1958. Construction and maintenance work on local roads and pathways will be undertaken in accordance with Council's adopted standards, relevant occupational health and safety requirements, codes of practice and other supporting guidelines and regulations. The principal strategy for the management of risk associated with infrastructure assets is that of applying the risk management model based on the Risk Management Standard AS/NZS ISO 31000:2018, and generally in accordance with the Council's Risk Management Strategy, which sets out the principles that operate within the organisation.

8.6. Best Value and Consultation

The community and road users have an expectation that the road network will be maintained to a safe, functional and desirable standard that meets their needs and expectations. Community expectations are determined by community consultation and customer requests in accordance with Best Value Principles.

Council has developed a program and approach to Best Value that supports Council's commitment to faithful representation of its community, excellence in service delivery and leadership in the local government sector, which will be taken into account when carrying out the functions of the RMP. Council's Manningham Improvements (MI) Program will be the vehicle for delivery of Best Value and will provide a means by which continuous improvement in methods, procedures, standards, service delivery and efficiency will be achieved.

8.7. Environmental Considerations

Environmental issues and considerations are considered when dealing with potential threats to native vegetation on roadsides by promoting best working practice and proactive management to maintain and enhance native vegetation while maintaining road safety and protecting community assets.

9. Management Practices and Systems

9.1. Legislative Provision

Section 52 of The Act provides that a Road Management Plan may include details of the management system that a road authority proposes to implement in the discharge of its duty to inspect, maintain and repair public roads for which the road authority is the coordinating road authority or the responsible road authority.

9.2. Management System

Council has established reliable and robust information technology-based systems for the management, tracking and traceability of defect inspections and rectification works. This also extends to the receiving of customer requests and for programmed maintenance works in relation to roadways, pathways and other road-related infrastructure.

These asset management systems form an integral part of the RMP, and provide a management system for the road functions that defines the standards to which Council will inspect, maintain and repair the local road network.

The management system process is summarised in **Appendix D – General View of the Road Management Plan (RMP)** which details the Customer Request/Inspection Management Process.

9.3. Strategic Planning

Long term strategic planning is well documented within the Council Plan and in various other Council strategic plans and documents, which have all involved community consultation to ensure that community needs and expectations have been addressed.

Council's mission is to work together to deliver excellence in everything we do to build a healthy and connected community now and into the future.

The Council Plan also identifies the key strategic priorities and corporate framework to enable Council to achieve its objectives, including those related to the road and footpath network.

9.4. Budget Allocation

Available funding allocations to enable the Council to discharge its duty to inspect, repair and maintain public roads for which it is responsible, are determined from Council's Financial Strategy, which is updated annually as a part of the annual budget process.

When allocating funding during the budget process, every endeavor will be made to allocate the necessary resources to enable Council to carry out the requirements and standards adopted under this RMP, having regard to other competing demands and other service delivery priorities.

Further details regarding the long term refurbishment and replacement of Council's road infrastructure assets is outlined in Manningham's RAMP.

10. Road Condition and Maintenance Programs

Council uses the available resources to carry out inspections, repairs and maintenance under a number of inspection and repair programs in relation to roads and associated road infrastructure. These can be classified into the categories of defect (routine hazard) inspections and condition (maintenance) assessments.

These inspection and repair programs are summarised as follows:

10.1. Proactive Defect Inspections

These inspections determine if the road complies with the levels of service in accordance with the intervention levels and response times allowed for in the RMP. Scheduled defect inspections are undertaken to identify significant defects that may be deemed as a hazard to the public and the inspections are recorded for all roads regardless of the identification of a defect or not.

10.2. Reactive Inspections

These inspections are undertaken in response to customer enquiries or notifications. Inspection of all reported defects or safety issues are undertaken following notification by members of the community, contractors or Council employees while undertaking their normal work duties.

10.3. Condition Assessments

Condition assessments are conducted to identify deficiencies in the structural integrity and overall presentation of the road surface, pavement and other road-related infrastructure specified in the RMP. To facilitate the inspection process, recording and data transfer mechanisms are utilised to ensure that Council's Asset Management and Maintenance Management Systems are populated with data that reflects as far as practicable the true situation of the condition of the road and associated infrastructure arising from the inspections.

10.4. Repair, Maintenance and Renewal Works

Routine maintenance and repair works are generally programmed as part of Council's Maintenance Management System in accordance with the relevant standards set out in the RMP.

Road reconstruction and renewal programs are typically carried out under Council's Capital Works Programs. The condition of road pavements, kerb and channel, and footpath are assessed on a periodic basis by way of condition assessments as set out in **Appendix B – Roads and Footpaths Defect Inspections and Condition Assessments**.

It should be noted that the definition of "repair" in The Act also includes any action to reduce risk and temporary repairs, such as safety barriers, warning signs or identification/highlighting of a hazard using coloured paint, all of which will be used when required.

10.5. Emergency Works

Emergency works are works required to be undertaken outside routine work programs to ensure the safety of road users and the public as a result of emergency incidents. Emergency works include traffic incident management, responses to fires, floods, storms and spillages, and assistance under the Victorian State Emergency Response Plan and Manningham Emergency Management Plan.

Council is not responsible for providing after hours or emergency response service for utility companies, their agents, or private contractors. However, where Council becomes aware of an emergency or dangerous situation on a road, it may take action to mitigate the risk to the community and then seek reimbursement of costs from the appropriate party.

10.6. Site Monitoring

Where external contractors are used for any repair or maintenance activity, these contractors are subject to a regular site inspections by a Council Works Supervisor.

11. Key Stakeholders

11.1. Technical Guides

- International Infrastructure Management Manual (IIMM) 2020, IPWEA.
- Risk Management Standard AS/NZS ISO 31000:2018.
- Code of Practice for Road Management Plans.
- Code of Practice for Operational responsibility for Public Roads.
- Code of Practice for Managing Utility and Road Infrastructure in Road Reserves and Worksite Safety Traffic Management.
- Wrongs Act 1958.
- Road Management Act 2004.
- Road Management (General) Regulations 2016.
- Local Government Act 2021.

11.2. Council Documents

- Manningham's Roads and Footpaths Levels of Service.
- Manningham Council Plan.
- Manningham Financial Strategy.
- Manningham Roads Asset Management Plan.
- Manningham Asset Management Strategy.
- Manningham Asset Management Policy.
- Manningham – Community Local Law 2013.
- Manningham Adopted Budget.
- Manningham Infrastructure Inspection Guidelines (Roads and Footpaths).

11.3. Attachments

- **Appendix A** - Manningham's Key Stakeholders
- **Appendix B** - Roads and Footpaths Defect Inspections and Condition Assessments
- **Appendix C** - Roads and Footpaths Intervention Levels.
- **Appendix D** - General View of the Road Management Plan (RMP) - Customer Request/Inspection Management Process
- **Appendix E** - Glossary of Terms

12. Appendix A - Manningham's Key Stakeholders

The key stakeholders are internal custodians as well as external individuals, companies, service authorities, government authorities and community groups who have a vested interest in management of roads and associated road infrastructure assets. The groups that have been identified as key stakeholders are included in the following Table.

Stakeholder	Role
Councillors	Endorse the asset management policy, strategy and plans. Set high level direction through the development of asset management principles in the Community Plan.
Senior Management	Endorse the development of asset management plans and provide the resources required to complete this task. Set high level priorities for asset management development in Council and raise the awareness of this function among Council staff and contractors. Support the implementation of actions resulting from this plan and be prepared to make changes to a better way of managing assets and delivering services. Support for an asset management driven budget and Long Term Financial Plan (LTFP).
City Services Directorate	Consolidate the asset register and ensure the asset valuations are accurate. Develop supporting policies such as capitalisation and depreciation. Prepare asset sustainability and financial reports incorporating asset depreciation in compliance with applicable accounting standards, and provide asset management support and administration. Provide local knowledge level detail on all infrastructure assets. Verify the size, location and condition of assets and describe the maintenance standards deployed and Council's ability to meet technical and customer levels of service.
Community Users	Users of road network assets (roads, paths, bridges, etc.) including pedestrians, motorists and cyclists, and includes visitors to the municipality.
Footpath Users	Those who have a need for access as pedestrians (including the very young), those with disabilities, and the elderly with somewhat limited mobility and who have differing needs to motorists and cyclists.
Users of a range of miscellaneous small and lightweight vehicles	Includes users such as pedal cyclists, motorised buggies, wheelchairs, prams, etc. where consideration has to be given to access requirements (ramps, etc.)

Residents and businesses	Those who reside, work or have involvement with property adjoining the public road reserve.
Motorised Vehicle users	Those who use vehicles such as trucks, buses, commercial vehicles, cars and bicycles.
Emergency services	Includes Police, Fire, Ambulance, SES for emergency access.
Department of Transport	Responsible road authority for State Roads. Determines overall network principles and advises on State legislation and guidelines.
Utility agencies	Those utility service providers sharing use of the road reserve (water, sewage, gas, electricity and telecommunications).
Suppliers of goods and services	Those who require access to the road reserve for the provision and delivery of goods and services.
State & Federal Government Departments	Periodically provide support funding to assist with management of the network.
Council's insurer	Insurance and risk management issues. Advice with respect to public liability.

13. Appendix B - Roads and Footpath Defect Inspections and Condition Assessments

Pro-active Inspections of Assets

The following routine hazard inspections are undertaken to identify hazards and defects that require treatment in accordance with the standards Council has set down in its RMP for all Urban and Rural areas.

Rural and Urban Roads

Road Management Plan Inspection Services	Asset Type	Elements	Inspection Frequency	Performance Target
Hazard Inspection- Link Roads	Urban/Rural	➤ Wearing course and pavements	3 times per year	90%
Hazard Inspection - Collector Roads	Urban/Rural	➤ Kerb and channel	2 times per year	90%
Hazard Inspection - Access Roads	Urban/Rural	➤ Drainage pits ➤ Guardrail ➤ Wire rope barriers	Every 2 years	90%
Hazard Inspection – Sealed laneways	Urban/Rural	➤ Unsealed shoulders ➤ Open drain functionality ➤ Signs and roadside furniture ➤ Line marking and delineation	Once a year	90%
Hazard Inspection – Unsealed Roads	Urban/Rural	➤ Pavement ➤ Guardrail ➤ Open drain functionality ➤ Signs and roadside furniture	2 times per year	90%
Hazard Inspection - Commercial Car Parks	Urban/Rural	➤ Footpaths ➤ Line marking ➤ Furniture and signs	2 times per year	90%

Footpaths

Road Management Plan Inspection Services	Asset Type	Elements	Inspection Frequency	Performance Target
Hazard Inspection - Footpaths	Concrete, pavers, asphalt, unsealed	<ul style="list-style-type: none"> ➤ Steps ➤ Cracking ➤ Tree root displacement ➤ Pavement 	Every 2 years	90%

Traffic and Pedestrian Signals

Road Management Plan Inspection Services	Asset Type	Elements	Inspection Frequency	Performance Target
Traffic and Pedestrian Signals	All	<ul style="list-style-type: none"> ➤ Operational maintenance 	3 times a year	90%

Bridges and Major Culverts

Road Management Plan Inspection Services	Asset Type	Elements	Inspection Frequency	Performance Target
Bridges and Major Culverts – Department of Transport Level 1 Inspection	All	<ul style="list-style-type: none"> ➤ Physical components ➤ Associated infrastructure 	Once a year	90%

Activity Centres

Road Management Plan Inspection Services	Asset Type	Elements	Inspection Frequency	Performance Target
Hazard Inspection – Neighbourhood & Local Activity Centres	All	<ul style="list-style-type: none"> ➤ Footpaths ➤ Obstructions ➤ Line marking ➤ Furniture and signs 	2 times per year	90%

Condition Assessments

The following condition assessments are undertaken to identify deficiencies in the structural integrity and overall presentation of the road and associated road infrastructure.

Condition Assessment and other Inspection	Asset Type	Inspection Interval	Performance Target
Condition Assessment – Link Roads	Urban/Rural	Once in 4 years	90%
Condition Assessment – Collector Roads	Urban/Rural	Once in 4 years	90%
Condition Assessment – Access Roads	Urban/Rural	Once in 4 years	90%
Condition Assessment – Unsealed Roads	All	2 times per year	90%
Condition Assessment – Car Parks	Commercial	Once in 4 years	90%
Condition Assessment – Footpaths	All	Once in 4 Years	90%
Condition Assessment – Bridges (Department of Transport Level 2 Inspections)	Road and Pedestrian	Once in 3 years	90%

14. Appendix C - Roads and Footpaths Intervention Levels

Manningham Council roads and footpaths are divided into three categories depending on nature of work.

Category 1	Category 2	Category 3
10 days	15 days	30 days

The objectives of setting Road and Footpath intervention levels are:

- To ensure public safety – achieved by undertaking regular scheduled inspections and being responsive to hazard notification.
- Protect road and footpath infrastructure assets – achieved by undertaking regular scheduled inspections and developing planned maintenance activities and repairs to avoid or minimise impairment to the asset's highest and best use potential. This is essential for the delivery of road transport service at the lowest cost to the community.
- To ensure an appropriate level of statutory protection against civil liability claims based on available Council resources.

Technical Levels of Service – Intervention Levels (Roads)

The technical Levels of Service, which are alternatively known as Operational Levels of Service, apply to activities related to repairing roads, footpaths and other associated infrastructure, so that they provide the intended life and service to the community.

Operational Activity	Rectification Activity	Intervention Level	Primary Response Time (Inspect and determine appropriate action within specified timeframe) Response times indicated in business days				Performance Target
			Link and Collector Roads	Access Roads	Car Parks	Right of ways	
Potholes (sealed road)	Repair Potholes in the road surface	When Pothole Exceeds 100mm in depth and/or 300mm in diameter.	10 days	15 days	15 days	15 days	90%
Edge drop onto unsealed shoulder	Repair pothole in the road shoulder	When the drop from traffic lane to shoulder exceeds 100mm over a 20m length.	10 days	10 days	n/a	n/a	90%

Unsealed road	Repair failure and deformation of the pavement	When rutting, potholing and corrugations exceed 100mm in depth over 20% of the road.	n/a	10 days	10 days	n/a	90%
Kerb and channel, culverts and open drains	Maintain drains which run generally parallel to the road or adjacent to the road and drain water from the road surface	Ponding or overflow of water >100mm deep that affects the operation or use of the roadway or pathway.	10 days	15 days	15 days	n/a	90%
Drainage pits	Repair and maintenance of pit lids and surrounds.	Damaged, missing pit lids, surrounds or grates in pedestrian areas or traffic lanes.	10 days	10 days	10 days	10 days	90%
Warning and Regulatory signs	Replace or repair illegible or missing regulatory and warning signs.	Missing, faded, damaged, and misleading making them substantially ineffective.	10 days	15 days	15 days	15 days	90%
Guardrail, safety barriers and pedestrian fencing	Realign, repair or replace guardrail and associated hardware.	Defective, damaged or missing guardrail, safety barriers or pedestrian fencing.	10 days	15 days	15 days	15 days	90%
Guide Posts	Replacement of broken and missing guide posts.	Damaged, worn, or missing at critical locations.	10 days	15 days	15 days	15 days	90%

Road Markings	Replacement of all lines and pavement markings on sealed surfaces.	Missing, illegible or misleading making them substantially ineffective.	10 days	15 days	30 days	30 days	90%
Council-Managed Traffic and Pedestrian Signals	Replacement and repairing of signals.	All faults and defects as defined by the service specification.	1 day	1 day	1 day	n/a	90%

Technical Levels of Service – Interventional Levels (Footpaths)

All footpaths, shared paths and bicycle lanes within the road reserve for which Manningham Council is responsible shall be inspected at the frequencies described in the following table;

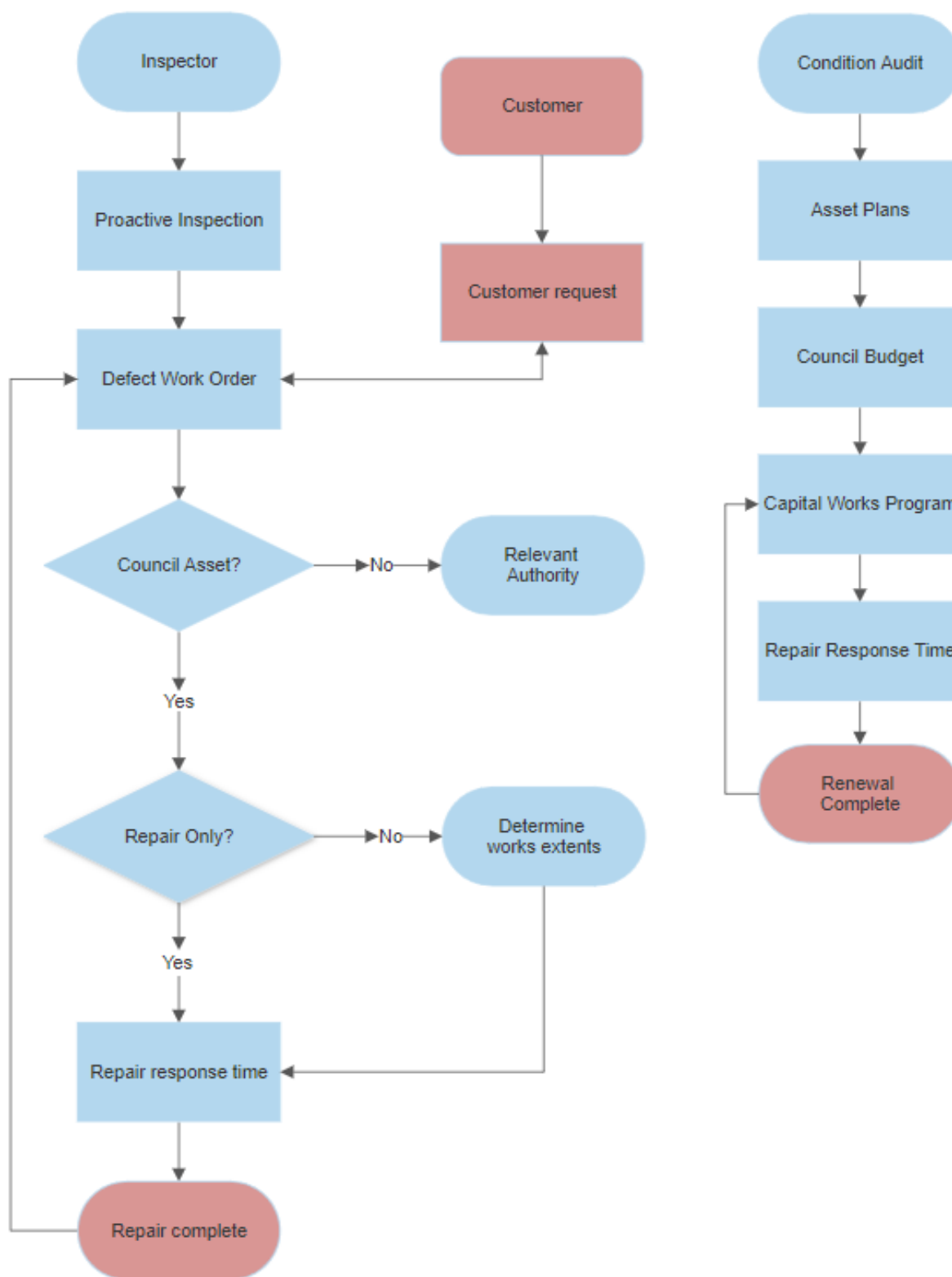
Category 1	Category 2	Category 3
10 days	15 days	30 days

Please Note: Shared paths within the road reserve are included in the Public Road Register, and are inspected in the same manner as Category 1 roads/footpaths. Shared paths in parks and reserves are not included in the RMP and are governed by Council's Open Space Asset Management Plan.

Operational Activity	Rectification Activity	Intervention Level	Primary Response Time (Inspect and determine appropriate action within specified timeframe) Response times indicated in business days			Performance Target
			High Activity	Medium Activity	Low Activity	
Concrete footpaths and bicycle/shared paths	Repair and rectify pedestrian area with displacement	Vertical displacement \geq 25mm	10 days	15 days	30 days	90%
Asphalt footpaths and bicycle/shared paths	Repair and rectify pedestrian area with displacement	Vertical displacement \geq 25mm	10 days	15 days	30 days	90%

Brick and paver footpaths	Repair and rectify displacement and/or missing pavers.	Vertical displacement \geq 25mm and/or missing pavers	10 days	15 days	30 days	90%
Crushed rock and gravel footpaths	Repair and rectify potholing/corrugations.	When rutting, potholing and corrugations exceed 50mm depth over more than 50% of the path width.	10 days	15 days	30 days	90%

15. Appendix D - General View of the Road Management Plan (RMP)



Customer Request/Inspection Management Process

16. Appendix E - Glossary of Terms

Condition Inspection. An inspection specifically to identify deficiencies in the structural integrity of road infrastructure assets rather than immediate, visible defects. A condition inspection enables Council to calculate the remaining useful life of the asset. A road pavement, for example, may have no defects which require repair but at the same time have little remaining life. Condition assessments are used in the process of prioritising longer term maintenance / renewal work, not immediate repair of defects.

Defect means a localised failure or imperfection in an asset. Examples are a pothole in a road surface or a crack in the surface of a concrete pathway. Defects may be below the specified intervention level for the type of defect in the particular type of asset or may have reached the intervention level. Defect does not include the design of the asset or the construction of an asset in accordance with the design whether or not such design is of a type currently used or allowed by Council and whether or not such design could be said to be deficit compared to current designs.

Defect Inspection. An inspection undertaken in accordance with a formal inspection schedule (as set out in Appendix B - Roads and Footpaths Defect Inspections and Condition Assessments), to determine if an asset has reached an intervention level specified in this RMP.

Defect Inspection, Reactive. A reactive defect inspection is a defect inspection in response, for example, to a report by a member of the public or Council employee or contractor. It is conducted in order to ascertain whether the asset in question is the responsibility of Council, whether a defect exists and, if so, whether it has reached an intervention level specified in this Plan.

Emergency Inspection is a reactive defect inspection where the person reporting the defect indicates that the defect presents an immediate threat of personal injury or property damage to members of the public or the blocking of traffic on a road which is classified in the Register as a link or collector road.

Emergency Works means works required in respect of a defect that presents an immediate threat of personal injury or property damage to members of the public or the blocking of traffic on a link, collector or access road.

Infrastructure Manager means either the responsible road authority under section 37 of the Act, or the person or body that is responsible for the provision, installation, maintenance or operation of the non-road infrastructure;

Intervention Action means any action to conduct a repair.

Intervention Level means the level at which the standards set out in this RMP require intervention action to be taken.

Maintenance is used in this RMP to refer to the process of renewal of an asset as distinct from repair of specific defects. Maintenance is generally carried out under cyclical longer term programs rather than within the shorter time frames allocated to defects.

Pathway means a footpath, shared path or other area constructed or developed by a responsible road authority for use by members of the public other than with a motor vehicle but does not include any path, which has not been constructed by a responsible road authority; or which connects to other land;

Examples:

- A footpath or shared path constructed on a road reserve by a responsible road authority for use by the general public would be a pathway.

- A pedestrian track over roadside land or a path that connects from a roadway or footpath to privately owned land would not be a pathway.

Repair means the taking of any action to remove or reduce a risk arising from a defect in a roadway, pathway or road-related infrastructure, including:

- (a) reinstating a road to its former standard following works to install any infrastructure;
- (b) reinstating a road to its former standard following deterioration or damage; and
- (c) providing a warning to road users of a defect in a roadway, pathway or road-related infrastructure - but does not include the upgrading of a roadway, pathway or road-related infrastructure.

Examples:

- Filling in a pothole in a roadway, resurfacing the roadway and erecting a warning sign would be actions to repair the road.

Response Time is the time in which the standards set out in this Plan require intervention action to be taken.

Road Pavement refers to that part of a road which is sealed and intended for the use of motor and other vehicles.

Road-related infrastructure means infrastructure which is installed by the relevant road authority (Council) for road-related purposes to:

- (a) facilitate the operation or use of the roadway or pathway; or
- (b) support or protect the roadway or pathway;

Examples:

- A traffic control sign, traffic light, road drain or embankment would be road-related infrastructure.
- A noise wall, gate, post or board installed on the road reserve by the relevant road authority for road-related purposes would be road-related infrastructure.

Road Register means the list of local roads and ancillary areas contained in Council's Register of Public Roads ("Register") to which this RMP applies.

Road Reserve means all of the area of land that is within the boundaries of a road.

Roadside is any land that is within the boundaries of a road (other than the shoulders of the road) which is not a roadway or a pathway and includes the land on which any vehicle crossing or pathway which connects from a roadway or pathway on a road to other land has been constructed.

Roadway means:

- (a) in the case of a public road, the area of the public road that is open to or used by members of the public and is developed by a road authority for the driving or riding of motor vehicles;
- (b) in the case of any other road, the area of the road within the meaning of "road" in section 3(1) of the Road Safety Act 1986, but does not include a driveway providing access to the public road or other road from adjoining land;

Vehicle Crossing means the driveway and pathway which connects from a roadway or pathway on a road to other land.

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