

Greater Dandenong City Council

Road Management Plan

2025



Document Compliance

Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

Greater Dandenong City Council Policies comply with the Victorian Charter of Human Rights and Responsibilities, the *Gender Equality Act 2020*, the *Climate Change Act 2017*, the Child Safe Standards contained in the *Child Wellbeing and Safety Act 2005*, (Amended) the *Privacy and Data Protection Act 2014* and the Overarching Governance Principles specified in 9(2) of the *Local Government Act 2020*.

Acknowledgment of Country

Greater Dandenong City Council acknowledges the Traditional Custodians of this land, the Bunurong People and pays respect to their Elders past and present. We recognise and respect their continuing connections to climate, Culture, Country and waters.

Document Control

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Administrative Updates

It is recognised that from time to time, circumstance may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, the change to an existing policy or document referred to in this policy and minor updates to legislation and the like which does not have a material impact. All changes or updates which materially alter this policy must be by resolution of Council.

Date	Update

City of Greater Dandenong Road Management Plan

The City of Greater Dandenong ("Council") manages, in accordance with this Road Management Plan (Road Management Plan or "RMP"), the roads (including any ancillary areas) for which it has responsibility pursuant to the *Road Management Act 2004* (Road Management Act or Act or RMA).

Council's responsibility under the Act also extends to the management of roads, such as service roads and dedicated parking lanes alongside declared arterial roads, for which the Council is also the responsible road authority.

The City of Greater Dandenong's 'Register of Public Roads' (available at Council's offices during normal working hours and on Council's website) provides additional details of each of the roads for which Council is responsible, however, the Register is not an 'incorporated document' in this Road Management Plan.

This Road Management Plan includes the following:

- The approach implemented by the City of Greater Dandenong in the discharge of its duty to identify, address and mitigate hazards on public roads within the municipality pursuant to the *Road Management Act 2004*

- Council's Road Hazard Intervention Standards, which are the standards (dealing with intervention levels and response timelines) in accordance with which Council will perform its road management functions related to hazards (Appendix 1 to this Road Management Plan (and being Tables 1, 2 and 3 respectively)).

The City of Greater Dandenong's Road Management Plan has been prepared in accordance with Division 5 of Part 4 of the *Road Management Act 2004*.

Council appreciates information from the public regarding any road or traffic hazards. The 24 hour contact phone number is 03 8571 1000.

Notwithstanding that this Road Management Plan is a publicly available document, any queries in relation to or requests to view this Road Management Plan should be directed to:

City of Greater Dandenong
225 Lonsdale Street
DANDENONG VIC 3175

or

council@cgd.vic.gov.au

Further information is also available on Council's website.



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Introduction

Background

This Road Management Plan is a policy document of the Council which:

- details the approach implemented by the City of Greater Dandenong in the discharge of its duty to identify, address and mitigate hazards on public roads within the municipality pursuant to the *Road Management Act 2004*
- describes Council's Road Hazard Intervention Standards, which are the standards (dealing with intervention levels and response timelines) in accordance with which Council will perform its road management functions related to hazards.

As the road authority, the Council is entitled to rely on a statutory defence in any proceedings for damages arising from the performance or non-performance of its road management functions concerning a public road. This defence establishes that Council has taken all reasonable care, given the circumstances, to ensure that the relevant section of the public road is not hazardous for traffic.

For the purposes of the defence, Council may rely on a policy which is reasonably based, and which has otherwise been complied with. This Road Management Plan is, and comprises, that policy.

The implementation and management of this Road Management Plan is otherwise, and separately, consistent with Council's various other strategic and corporate plans and policies.

The implementation and oversight of this RMP align with Council's broader strategic and corporate plans and policies. However, this RMP functions as a stand-alone, comprehensive policy document governing the inspection and management of hazards on public roads, paths, and road-related infrastructure within the City of Greater Dandenong. It remains independent of any other Council policy, practice, or procedure related to the performance or

non-performance of road and infrastructure management functions.

If, and to the extent, any other policy, practice or procedure of Council:

- requires (or purports to require) any act, matter or thing to be done by or on behalf of the Council in relation to the performance or non-performance of Council's public road, path and road infrastructure management functions and
- adopts (or purports to adopt) a standard which is or may be in conflict, or inconsistent, with the standards specified in, and by, this Road Management Plan (other standards)

then the standards specified by this Road Management Plan prevail over the other standards to the extent of such conflict or inconsistency, and the other standards are of no force or effect.

This Road Management Plan (RMP) is a policy document that concerns itself with the management of public road hazards relative to the resources available to Council and the safety of public road users. This includes the prioritisation of road infrastructure management based on relevant factors.

The RMP is primarily informed by financial, economic, political, social, and environmental considerations.

The City of Greater Dandenong has a substantial network of variously classified roads and the following infrastructure may be impacted by the requirements of the Act.

Purpose

In accordance with section 50 of the *Road Management Act 2004*, the purpose of this Plan is to:

- establish an approach for the road management functions of the Council related to hazards which is based on policy, operational objectives and available resources and

- specify the relevant standards in relation to the discharge of duties in the performance of those road management functions related to hazards.

This Plan also reflects the 'local government charter' and the purposes and objectives of Council as specified under sections 3A and 3C of the *Local Government Act 1989*. Other legislation which also relates to this Plan includes the *Road Safety Act 1986* and the *Transport Act 1983*.

With respect to the discharge by Council of its duties under the *Road Management Act 2004*, and otherwise in accordance with this Road Management Plan, Council records that it considers, for the purposes of section 39 of the Act, it has adopted and made a reasonable policy decision in relation to the management of public roads in the municipal district (policy decision).

Council considers that the policy decision is otherwise one which accords to the requirements of section 103(b) of the Act, which provides that:

"for the purposes of any proceeding ... an act or omission which is in accordance with a policy determined by the relevant road authority under section 39 does not constitute a wrongful exercise or failure unless the policy is so unreasonable that no road authority in the road authority's position acting reasonably could have made that policy."

Key stakeholders

In preparing this Road Management Plan, Council has considered the interests of key stakeholder groups in the community (as both users of the road network and affected by the network) including:

- the community in general (for recreation, sport, leisure, education and business)
- residents and businesses adjoining the road network
- pedestrians

- users of a range of miscellaneous smaller, lightweight vehicles such as bicycles, motorised buggies, wheelchairs and prams
- vehicle users using motorised vehicles such as trucks, buses, commercial vehicles, cars and motor cycles
- tourists and visitors to the area
- utilities as described in section 3 of the *Road Management Act 2004*
- public transport operators
- emergency agencies including the Police, Fire Brigade, Ambulance & the Vic SES
- Council as the responsible road authority
- State and Federal Government that periodically provide support funding to assist with management of the network; and
- Parks Victoria.

Obligations of road users

Council recognises and considers that all road users have separate obligations with respect to their use of a road which is set out in section 17A of the *Road Safety Act 1986*.

Road Management Plan Review

The period for review of Road Management Plans is set through the *Local Government Act 2020*. The process for undertaking a review is also governed by this legislation, including the extent of exhibition of the draft document. In light of the review mechanism for Road Management Plans, this Plan has been set out to detail Councils approach and inspection timeframes within the bulk of the document. Any changes to these would be considered significant and trigger comprehensive review of the Plan. Intervention levels and responses are set out within an appendix as they are more likely to be altered during review. Changes to this Appendix is considered less significant in nature and can be reviewed in isolation.

Road Management Approach

Application of the Road Management Plan

Councils Road Management Plan deals specifically with addressing hazards on the road network managed by Council.

Council is committed more broadly to responsible and sustainable asset management, including of roads under its management, however, these matters are not the subject of the Road Management Plan and are not a requirement of a Road Management Plan as detailed within the *Road Management Act 2004*. Some relevant context detailing this is provided within Section 2.2.

The Road Management Plan has been prepared by Council to ensure that in dealing with hazards, Council has a good understanding of both the nature of hazards and risk to the public, as well as the financial, economic, political, social and environmental constraints Council operates within. Review of the above enables Council to generate a Road Management Plan which is both appropriate and realistic to implement.

The Road Management Plan is implemented on and for roads and road infrastructure as detailed in Section 3, through the inspection regime in Section 4 and the Intervention Levels and response times in Appendix 1.

The approach detailed within the core sections of this Plan are anticipated to remain relevant through multiple future iterations of Road Management Plan review. The Intervention Levels and response times in Appendix 1 are likely to be amended with greater frequency (at each review) based on risk assessment and organisational capabilities.

Road Management Context

The Road Management Plan is one of a suite of documents detailing Councils approach to road management. Other documents address the asset management of roads and related infrastructure, as well as public use and access prioritisation. Policies are also incorporated into the system to ensure the roads are managed for optimal benefit of the community.

The City of Greater Dandenong's Service Plans, Asset Management Plans and Asset Operational Plans for Transport Networks and Street Enhancements, respectively, provide for the establishment of service standards and responsibilities, asset lifecycle management of the road network, and include demand and risk analysis for the provision of the road network as well as 10 year plans for the acquisition, renewal, upgrade, expansion, maintenance and disposal programs, and the operation of Council's road and road-related assets.

Regulations and Code of Practice

During the review and preparation of this RMP, Council has taken into consideration the relevant regulations made under the *Road Management Act 2004*, other relevant statutory rules and the guidelines set out in the relevant Codes of Practice, and it will continue to have regard to these regulations, rules and codes (as they may change from time to time) in the performance of Council's road management.

The following Codes of Practice and Regulations that relate to this Road Management Plan are set out below:

- Code of Practice No. S 201 Road Management Plans
- Code of Practice No. S 267 Operational Responsibility for Public Roads

- Code of Practice No. S 269 Management of Infrastructure in Road Reserves
- Code of Practice No. S 351 for Worksite Safety-Traffic Management
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- Road Safety Road Rules 2017, and
- Road Safety (Traffic Management) Regulations 2009.

It is also noted that Section 24(4) of the *Road Management Act 2004* also provides that a Code of Practice cannot –

- a) impose a duty on any person or
- b) direct how any matter or thing is to be done or
- c) create an enforceable legal right or
- d) impose any liability or penalty.

Public Roads Register

Council maintains a Register of Public Roads within the municipality which includes:

- the name of each public road
- the date on which the road became a public road
- if a public road ceases to be a public road, the date on which the road ceased to be a public road
- the classification, if any, of the public road
- the reference to any plan or instrument that fixes or varies the boundaries of a public road
- any ancillary areas and
- a reference to any arrangement under which road management functions are transferred to or from another road authority.

Council's Register of Public Roads is compiled (and roads are registered on the Register) in accordance with the principles outlined in the City of Greater Dandenong's Roads Register Guidelines. These Guidelines assist Council in determining whether a road is 'reasonably required for general public use' within the meaning of section 17(3) of the *Road Management Act 2004*.

Delegations

Under Council's Instrument of Sub-Delegation by Chief Executive Officer to Members of Council Staff, the Chief Executive Officer has delegated various functions under the *Road Management Act 2004* and the relevant Regulations and Codes of Practice made under that Act to respective Council officers. This allows Council, through various responsible members of staff, to respond quickly to technical and administrative matters under the Plan.



Demarcation of Responsibilities

Areas to which the Road Management Plan applies

This Road Management Plan applies to public road, path and road infrastructure over which Council management functions under the *Road Management Act 2004*. This varies across different classifications of road and road related infrastructure.

Municipal roads

Within the City of Greater Dandenong, Council is the coordinating road authority for municipal roads and the Victorian Government is the coordinating road authority for State roads (freeways and declared arterial roads).

A municipal road is any road which is not a State road, including any road which:

- is a road referred to in section 205 of the *Local Government Act 1989* or
- is a road declared by VicRoads to be a municipal road under section 14(1)(b) of the *Road Management Act 2004* or
- is part of a Crown land reserve under the *Crown Land (Reserves) Act 1978* and Council is the relevant Committee of Management.

For these roads, Council is typically responsible for the following in accordance with the *Road Management Act 2004*.

- road surface, pavement and earth formation
- surface drainage systems including kerb and channel
- footpaths, shared paths, bicycle paths and parking areas and
- bridges and large culverts
- traffic signals, Council owned streetlights and other road-related infrastructure

State roads

A number of roads within the City of Greater Dandenong are managed by the Victorian Government. There are Declared Arterial Roads and detailed within the Head, Transport for Victoria's Register of Public Roads. Council retains some responsibility for paths, nature strips, outer separators and service roads on Declared Arterial Roads in accordance with the relevant code of practice, and under maintenance agreements.

Freeways located in the City of Greater Dandenong include:

- EastLink (Police Road to Thompsons Road)
- Monash Freeway (Dandenong Creek to Police Road)
- Mornington Peninsula Freeway (Thompson Road to Springvale Road), and
- South Gippsland Freeway (South Gippsland Hwy to Princes Hwy).

Declared Arterial Roads located in the City of Greater Dandenong include:

- Centre Road
- Chandler Road (Cheltenham Road to Princes Highway)
- Cheltenham Road
- Dandenong – Hastings Road
- Elton Road (Princes Highway to Meredith Street)
- Jacksons Road
- Foster Street (Cheltenham Road to Stud Road)
- Dandenong By Pass
- Frankston – Dandenong Road (Princes Highway to Thompsons Road)
- Greens Road
- Heatherton Road

- Hutton Road
- Lonsdale Street
- Police Road (Springvale Road to EastLink)
- Pound Road West
- Princes Highway
- South Gippsland Highway
- Springvale Road
- Stud Road
- Thompson Road
- Westall Road

New subdivisional roads

Roads created due to subdivision developments or changes in the existing road network are incorporated on a regular basis into Council's Register of Public Roads.

Until a subdivisional road under the *Subdivision Act 1988* is adopted as a public road on Council's Register of Public Roads (on the basis that Council has determined that the road is 'reasonably required for general public use'), Council in the exercise of its discretions over public highways does not assume responsibility for the inspection, maintenance and repair of those roads.

Council's current policy and practice is not to adopt a new subdivisional road as a 'public road' until the date of practical completion of the approved subdivision works. The date of practical completion will be followed with the issue of the statement of compliance and is to be agreed to in writing by Council's delegated officer when the subdivisional works are considered satisfactory, on which date the whole of the works are considered to have entered into the maintenance period. The maintenance period shall be not less than three months.

Boundary roads

The City of Greater Dandenong is bounded by four municipalities; City of Monash, City of Casey, City of Frankston and City of Kingston.

Council's maintenance responsibilities in respect of boundary roads are in accordance with Boundary Agreements which have been developed for affected roads. The following roads are covered by Boundary Agreements:

- Tootal Road
- Police Road
- Claredale Road

Private roads

There are many roads in the City of Greater Dandenong that are linked to Council's road network but which are not registered as public roads on Council's Roads Register or are otherwise considered to be private roads. Under section 107 of the *Road Management Act 2004*, Council does not have a 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 in respect of a private road.

Other

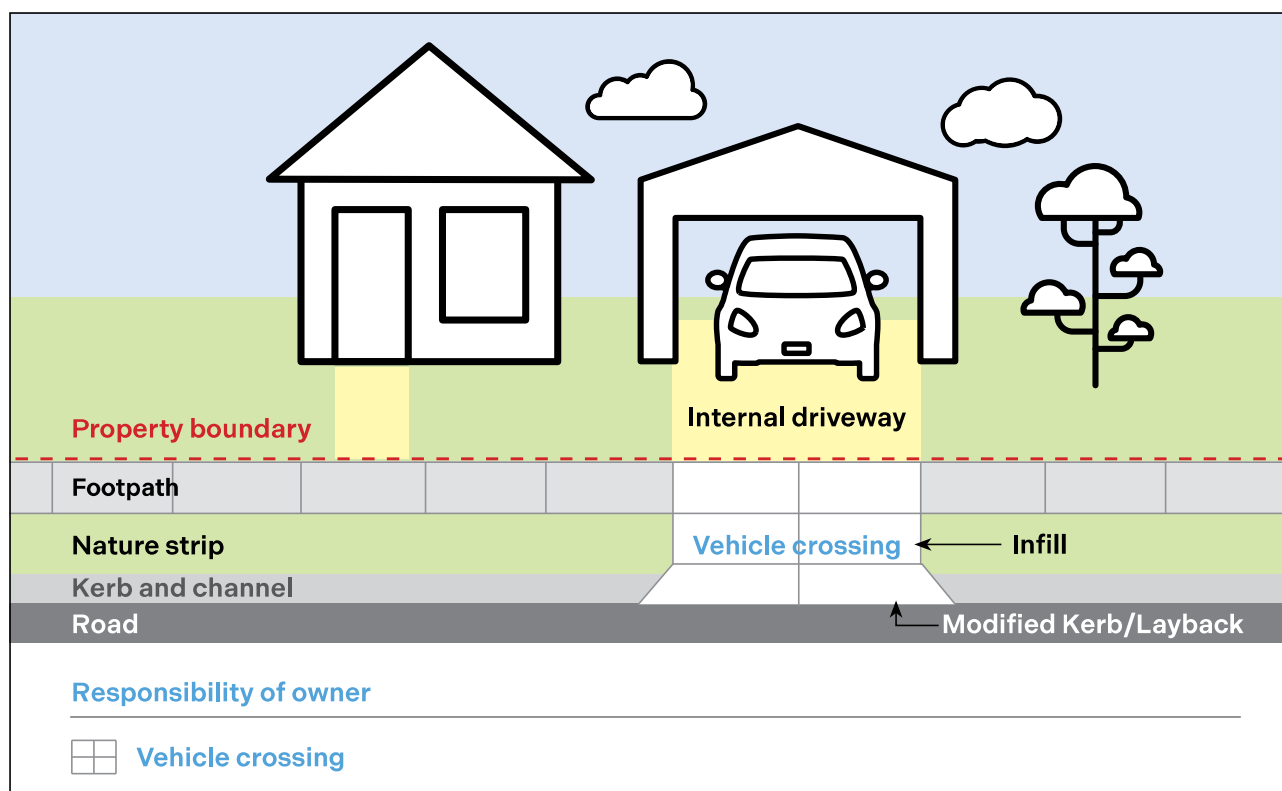
Bus bays

Any paved area (including pavement markings) or unsealed area where buses pull over is maintained by the relevant road authority with operational responsibility for the through carriageway in accordance with the service levels for the abutting roadway.

Rail tracks

Primary control of road-rail crossings rests with the appropriate rail authority. Road / Rail Safety Interface Agreements (RSIA) between Public Transport Safety Victoria and the City of Greater Dandenong have been signed in respect of all road rail crossings within the City. These agreements set out the responsibility of each authority at each crossing.

A list of road rail crossings subject to RSIA's is kept by VicTrack.



Vehicle crossings

Bridges

The City of Greater Dandenong is responsible for the inspection, maintenance and repair of bridges, including pathways on bridges on municipal roads within the City. Bridges interfacing with arterial roads or railways are covered by interface agreements or managed in accordance with the relevant codes of practice.

Utility assets

Non-road infrastructure assets located within a road reserve are not the responsibility of Council but are the responsibility of the person or body (utility provider) that is in charge of the provision, installation, maintenance or operation of the non-road infrastructure asset.

Non-road infrastructure assets within a road reserve include gas pipes, water and sewerage pipes, cables, electricity poles and cables, public telephones and mail boxes.

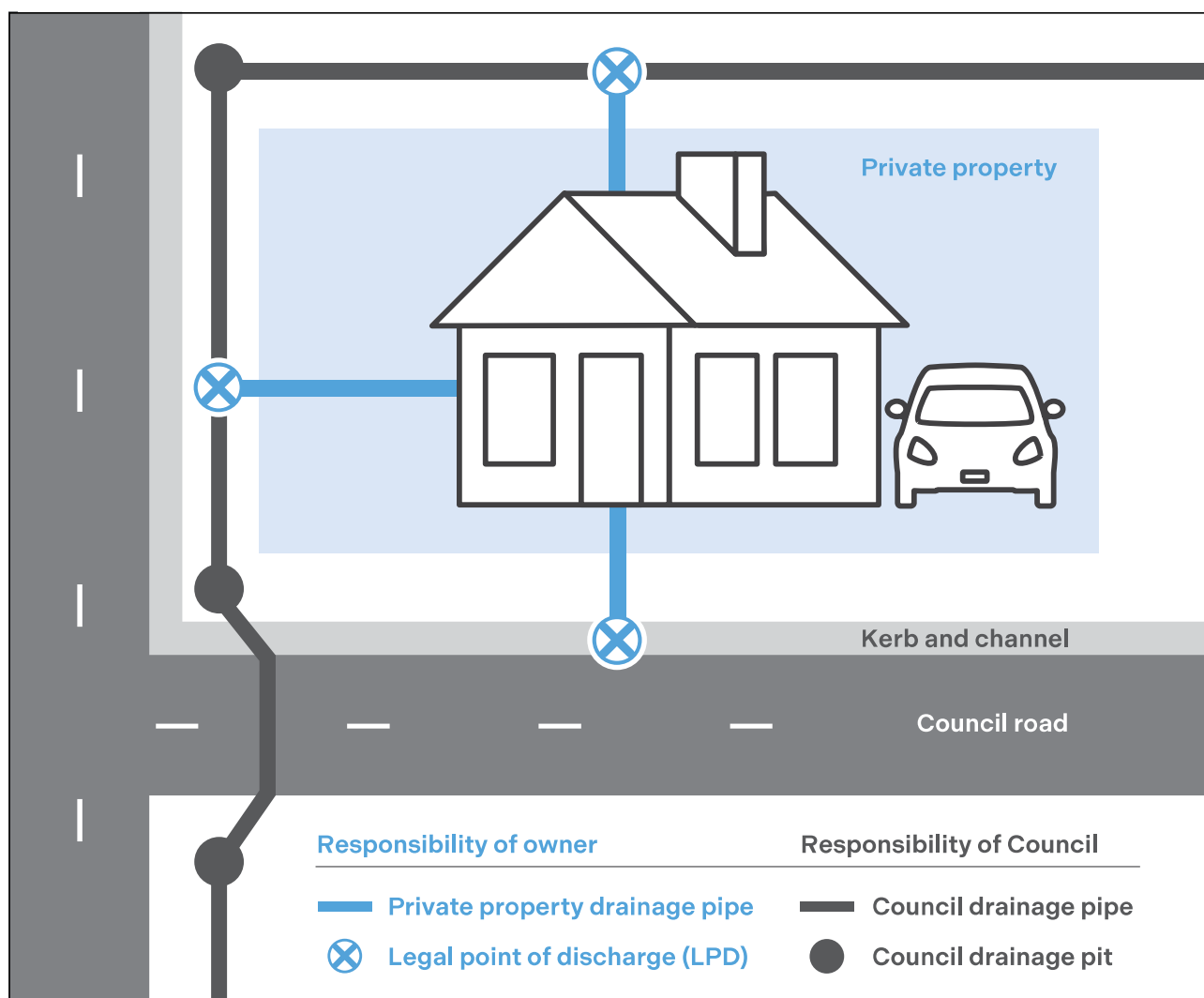
The majority of water hydrants in road reserves are maintained by South East Water on behalf of Council. Pursuant to section 36 of the *Country Fire Authority Act 1958*, the

Country Fire Authority may require Council to provide additional water hydrants at any place in or near a public street or road within Council's municipal district.

The Ministerial Code of Practice – 'Management of Infrastructure in Road Reserves' identifies benchmarks of good practice for utility providers and Council who are expected to work together cooperatively to facilitate the installation, maintenance and operation of non-road infrastructure assets within road reserves.

Vehicle crossings

Vehicle crossings are considered private property, and therefore any damage to them is the responsibility of the benefiting property owner. However, Council remains responsible for any section of the crossover that is used by the general public as a footpath or a modified section of kerb and channel that forms part of the drainage network. This section of footpath is subject to the same inspection and maintenance standards applied to the wider public footpath and kerb network.



Legal point of discharge

Vehicle crossings must comply with Council's specifications and standards. These specifications and standards can be accessed either online at greaterdandenong.com or upon request at Council's offices during normal working hours.

Proposed new and altered crossings to properties adjoining arterial roads require a planning permit pursuant to the *Planning and Environment Act 1987* before any works can commence.

Legal point of discharge

The legal point of discharge is the point that stormwater from a property connects to the council drainage network. This could be by connecting into a Council managed drain or the street kerb and channel.

Under the *Water Act 1989* residents and property owners are liable for the flow of water from their land or property.

Property owners are responsible for stormwater drains on their property and any section of their private drain outside the property that connects to the [legal point of discharge](#), including the connection point to the Council's drainage network.

Any stormwater discharged from a property must be via a legal point of discharge determined by Council. Council can be contacted during normal business hours to request a legal point of discharge.

Inspection Standards and Service Level

General

The Council and the community collectively identify road asset defects. This is relied upon to identify hazards and act accordingly, and in the interests of public safety, to minimise any risk of injury to users.

Inspections of road assets are performed in two modes as follows:

- Proactive Inspection, and
- Reactive Inspection

Details on each type of inspection are below.

Considering the financial, economic, political, social, and environmental context, this is considered a realistic and appropriate approach to the identification of hazards and compliant with the requirements of a Road Management Plan.

Proactive Inspections

Proactive inspections are undertaken by trained works officers, who are best placed to identify any hazards and effectively respond. Defects found during these inspections are checked against the set intervention levels for the appropriate asset classification (Appendix 1). Hazards identified which are beyond intervention level will be mitigated or removed using temporary or permanent safety measures or warnings as per the timeframes in Appendix 1.

Roads

Road Classifications are aligned with the Victorian Governments Vicmap Transport Road Classifications, and Councils network inspection frequencies are listed below. Councils Road Register lists all municipal roads and which road classification applies to each. A summary of these classifications is also included with Appendix 2.

Road Classification	Network Inspection Frequency Timeline
Freeway	Not inspected by Council
Highway	Not inspected by Council
Arterial	Not inspected by Council
Sub-Arterial	100% of network every 12 months
Collector Road	100% of network every 12 months
Local Road	100% of network every 12 months
Minor Road	100% of network every 12 months

Paths

Path Classifications are aligned with the Victorian Governments Movement and Place classifications and network inspection frequencies are listed below. A summary of these classifications is also included with Appendix 2.

Path Classification	Network Inspection Frequency Timeline
High frequency paths	100% of network every 12 months
Low frequency paths	100% of network over 4 years Approximately 25% of network each year

Bridges

All bridges within the municipality for which Council is responsible, including road bridges and pedestrian bridges are inspected to the same frequency as listed below.

Bridge Classification	Network Inspection Frequency Timeline
All Bridges	Twice yearly with a maximum interval of 6 months Inspection shall also be carried out after flooding or bushfire events as soon as reasonably practicable

Reactive Inspections

Reactive Inspections are initiated by the community who notify Council of a concern or hazard.

The available channels for the community to be able to contact Council are reviewed frequently to ensure hazards can be reported effectively. The community can contact Council via e-mail, phone, online or in person at Council's Customer Service Centres. The community are able to advise whether they consider an issue to be a general enquiry, or an emergency situation.

Trained works officers investigate these enquiries to identify any hazards and effectively respond. Hazards found during these inspections are checked against the set intervention levels for the appropriate asset classification (Appendix 1). Hazards identified which are beyond intervention level will be mitigated or removed using temporary or permanent safety measures or warnings as per the timeframes in Appendix 1.

Enquiry type	Timeline
General Enquiry	2 Working Days
Emergency Situation	4 Hours

Exceptional Circumstances

Council will make every effort to meet its commitments under the Road Management 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 Road Management Plan. These include but are not limited to natural disasters, such as fires, floods, or storm; or, a prolonged labour or resource shortage, due to a need to commit or redeploy Council staff and/or equipment elsewhere.

In the event that the Chief Executive Officer of Council has considered the impact of such an event or circumstance on the limited financial and other resources of Council and Council's other competing priorities and budgetary constraints (whether or not in conjunction with Council), and has determined that any standards of, or requirements in, the Road Management Plan cannot be adequately met, then pursuant to and reliant on the principles set out in Section 83 of the *Wrongs Act 1958* and otherwise, they will write to the Council's officer in charge of its Road Management Plan and inform them that some, or all, of the timeframes and response times are to be suspended until further notice. Where assets covered by the Road Management Plan are impacted for an extended period, a modified plan for these assets only may be put in place.

Section 83 of the *Wrongs Act 1958* provides:

83 Principles concerning resources, responsibilities etc. of public authorities

In determining whether a public authority has a duty of care or has breached a duty of care, a court is to consider the following principles (amongst other relevant things):

- (a) the functions required to be exercised by the authority are limited by the financial and other resources that are reasonably available to the authority for the purpose of exercising those functions
- (b) the functions required to be exercised by the authority are to be determined by reference to the broad range of its activities (and not merely by reference to the matter to which the proceeding relates)
- (c) the authority may rely on evidence of its compliance with the general procedures and applicable standards for the exercise of its functions as evidence of the proper exercise of its functions in the matter to which the proceeding relates.

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 Road Management Plan, to determine which parts of Council's Road Management Plan are to be reactivated, and when.

Council statements to residents about the suspension or reduction of the services under the Road Management Plan will include reference to how the work that will be done has been prioritised, and the period for which it is likely to be affected.

References

The following documents are considered relevant to this Road Management Plan:

- Bridge Inspection Manual, VicRoads and
- Bridge Maintenance Repair and Strengthening Manual, VicRoads.
- City of Greater Dandenong Local Law No. 2 (General Local Law)
- City of Greater Dandenong Long Term Financial Plan
- City of Greater Dandenong Asset Plan
- City of Greater Dandenong Council Plan and Annual Budget
- Code of Practice No. S 201 Road Management Plans
- Code of Practice No. S 267 Operational Responsibility for Public Roads 2004
- Code of Practice No. S 269 Management of Infrastructure in Road Reserves 2016
- *Country Fire Authority Act 1958*
- *Crown Land Act 1978*
- *Local Government Act 1989*
- *Local Government Act 2020*
- MAV Road Management Plan Guidance Document May 2016 Dec 2022
- *Planning and Environment Act 1987*
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- *Road Management Act 2004*
- *Road Safety Act 1986*
- *Subdivision Act 1988*
- *Transport Act 1983*
- *Wrongs Act 1958*

Definitions

Unless the context or subject matter otherwise requires (including in relation to the Glossary set out in this Road Management Plan), the terms used in this Road Management Plan have the same meaning as the definitions included in the *Road Management Act 2004*, the relevant Regulations and Codes of Practice made under the *Road Management Act 2004*, the *Local Government Act 2020* or as defined by AustRoads.



Appendix 1 – Intervention Levels

Hazard Intervention Levels

Hazard Description	Intervention Level	Defect treatment times
Pavements		
Pavement or Surface Hazard		
Damaged Road (Sealed)	Potholes in traffic lane of a sealed pavement greater than 200mm in diameter and greater than 50mm deep	10 Working Days
Damaged Road (Unsealed)	Potholes in traffic lane of an unsealed pavement greater than 300mm in diameter and greater than 50mm deep or drop off on unsealed shoulders greater than 50mm for greater than 100metres	30 Working Days
Drainage		
Damaged Pit Lids	Damaged that significantly undermines the structural integrity of the Pit Lid within Road Reserve	30 Working Days
Flooded roadway	Water is ponding to a depth of greater than 100mm	30 Working Days
Roadsides		
Vegetation Hazard		
Vegetation	Trees, Shrubs and grasses that have grown to restrict design sight distance to intersections or restrict viewing of safety signs ** where they become substantially ineffective	20 Working Days
Road Reservation Vegetation (Sealed)	Vegetation clearance no less than 4.5m in height, over traffic lanes and the trafficable portion of shoulder. Vegetation not to protrude over the edge of the road seal unless signed otherwise. Vegetation cleared as far as reasonably practicable and all tree pruning shall be in line with AS 4373-2007 Pruning of Amenity Trees	20 Working Days

Hazard Description	Intervention Level	Defect treatment times
Road Reservation Vegetation (Unsealed)	Vegetation clearance no less than 4.5m in height, over traffic lanes and the trafficable portion of shoulder. Vegetation not to protrude over the edge of the road formation unless signed otherwise. Vegetation cleared as far as reasonably practicable and all tree pruning shall be in line with AS 4373-2007 Pruning of Amenity Trees	20 Working Days
Path Vegetation	Vegetation clearance less than 3.0m in height, over a pedestrian/bicycle path. Vegetation not to protrude more than 300mm horizontally over the path edge, unless otherwise signed. Vegetation cleared as far as reasonably practicable and all tree pruning shall be in line with AS.4373-2007 Pruning of amenity trees.	20 Working Days
Roadside Hazards		
Damaged Safety Sign	Sign is missing or illegible	10 Working Days
Damaged Safety Barriers	Missing or damaged making them substantially ineffective	10 Working Days
Damaged Structures	Visible damage likely to affect road user or public safety	10 Working Days
Damaged Path	Pavement is vertically displaced greater than 25mm	10 Working Days

Emergency Interventions

Hazard Description	Intervention Level	Defect treatment times
Obstructions and Substances in Traffic Lanes	Materials fallen from vehicles, dead animals, wet clay and other slippery substances, hazardous materials, or objects, accumulation of dirt or granular materials on the traffic lane.	4 Hours
Missing Pit Lids	Missing drainage lids, or grates in pedestrian areas or traffic lanes	4 Hours
Trees in Traffic Lanes	Hanging branches and fallen branches/entire trees on or over traffic lanes	4 Hours
Non Operational Traffic Signals	Traffic Signals that are non operational	4 Hours

Note on defect treatment

Defect treatment is the process of treating the hazard to the extent that it is no longer a hazard beyond the specified intervention levels affecting the public.

This may involve repair or replacement. Examples of this would be replacement of a missing pit lid, or grinding a section of vertically displaced footpath.

Defect treatment work may involve the installation of barricading, or provision of traffic control (including the installation of warning signs and other traffic management devices) to restrict access to a hazard.

Defect treatment times are in working days (i.e. weekdays which do not fall on a public holiday). Working days may be converted to calendar days by adding 2 days to every 5 working days or part thereof.

Appendix 2 – Classifications

Road Classifications

The Road Classifications within this Road Management Plan are aligned with the Victorian Governments Vicmap Transport Road Classifications.

Class	Definition	Classification Responsibility
Freeway (0)	Hard surface formation, high volume, high speed roads declared as "Freeway"; comprising dual carriageway and full access control and grade separated intersections; i.e. no direct access from adjoining properties or side roads and all crossings are by means of overpass or underpass bridges with traffic entering or leaving carriageways by means of ramps. Single carriageway sections forming part of declared freeways may be included within this category.	Department of Transport and Planning
Highway (1)	Hard surface roads which: • Are of importance in a national sense, and/or • Are of a major interstate through route, and/or • Are principal connector roads between capitals and/or major regions and/or key towns.	Department of Transport and Planning
Arterial (2)	Well maintained and widely used hard surface formation roads which are major connectors between: • Freeways and/or National Highways, and/or • Major centres, and/or key towns, or • Have major tourist importance or • Which main function is to form the principle avenue of communication for metropolitan traffic movements, not catered for by freeways.	Department of Transport and Planning
Sub-Arterial (3)	Hard surface formation road, which acts as: • A connector between highways and/or arterial roads, or • An alternate route for class 2 roads, or • A principal avenue for massive traffic movements.	Council

Class	Definition	Classification Responsibility
Collector Road (4)	Hard surface or improved, loose surface formation road acting to: • Provide for traffic movement (connects class 3 to class 5), or • To distribute traffic to local street systems.	Council
Local Road (5)	Hard surface or improved, loose surface formation road providing access to properties or public land. Caters for moderate travel speed of a full range of vehicles including large vehicles. All weather two-lane road includes: sealed, formed and gravelled or single lane sealed road with gravel shoulders.	Council
Minor Road (6)	A hard surface improved or unformed road usually with a dry weather or natural surface. A road that services a small number of properties, is a dead-end road, or provides access to low to moderate use sites within public land. Caters for low travel speed and a range of vehicles in dry weather. It may be seasonally closed. Generally, an all-weather single lane two-way unsealed formed road usually lightly gravelled. A fair quality of service road. Designed for moderate to low-speed standards according to terrain. Minimum carriageway width is 4m.	Council

Path Classifications

The Path Classifications within this Road Management Plan are aligned with the Victorian Governments Movement and Place Classifications and Councils assessment of locations where greater risks are present.

Class	Description	Classification Responsibility
High Frequency Paths – Higher Volume	State and regionally significant paths which are expected to have significant volumes of path users	Department of Transport and Planning
High Frequency Paths – Higher Risk	Local and municipal paths which are expected to have significant volumes of vulnerable path users	Council
Low Frequency Paths – Strategic Connections	Paths which provide state and regionally significant connections e.g. State strategic cycling corridors	Department of Transport and Planning
Low Frequency Paths – Local Paths	Balance of the path network	Council

Glossary of Terms

Unless the context or subject matter requires otherwise, the following terms in this road management plan have the following meanings:

Arterial road

Freeways, highways & declared main roads which are managed by the State Government through VicRoads.

Code of Practice

Codes of practice under the Road Management Act, including the Road Management Plans Code of Practice, a supporting document to the legislation, which provides practical guidance to a road authority in the making of a RMP.

Consent applications

Applications made by other road authorities, private contractor and utilities companies to perform works on Council-managed roads.

Emergency Situations

Where hazard presents an immediate and significant threat to the safety of road and footpath users.

'Exceptional Circumstances' clause

A clause included in the Road Management Plan that describes the conditions under which a Council can suspend its maintenance hazard mitigation and inspection responsibilities under the Road Management Plan due to the occurrence of events outside their control. The 'Exceptional Circumstances' clause also details the process for reinstating the Road Management Plan.

Hazard description

Refers to a change to the road or footpath surface that introduces a hazard to public safety. Common terminology includes: pothole, lift, shove, lip, crazing, depression, etc.

Infrastructure and works managers

Staff of road authorities that are responsible for the management and maintenance and hazard response of roads as determined by the classification system within the *Road Management Act 2004* and as contained in the Roads Register.

Intervention level

The size of a defect at which the road authority has determined that the defect will be constitute a hazard.

Level of Service

Describes the outputs or objectives an organisation or activity intends to deliver to its customers.

Municipal roads

Roads for which Council is the responsible road authority.

Non-road infrastructure

Includes infrastructure in, on, under, or over a road, which is not road infrastructure. The Road Management Act provides examples of non-road infrastructure that includes: gas pipes, water and sewerage pipes, cables, electricity poles, bus shelters, rail infrastructure, public telephones, mail boxes, road side furniture and fences erected by utilities or providers of public transport.

Other roads

Include roads in State reserves, and roads on private property. Council is not responsible for the care and maintenance of these roads.

Path or pathway

The definition of pathway provided in the Road Management Act captures both 'footpaths' and 'shared pathways' as outlined below:

It includes a footpath, bicycle 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:

- (a) which has not been constructed by a responsible road authority; or
- (b) which connects to other land.

Proactive inspections

Inspections performed as part of a scheduled program, according to the classification of roads, which is based on the road classification for the purpose of identifying defects above intervention and to provide a record that the road has been inspected.

Public Road Register

List of roads within a municipality that a council is responsible for. Council is required to keep a register under S.19 of the Road Management Act.

Reactive inspections

Inspections performed in response to a customer request or notification about the condition of the road, in order to assess whether the road contains a hazard that has reached the relevant intervention level.

Responsible Road Authority

The organisation responsible for the management of the road, as determined under S.37 of the Road Management Act.

Road

Includes a street; right of way; cul de sac; by-pass; bridge or ford; footpath; bicycle path or other land or works forming part of the road.

Road infrastructure

The infrastructure which forms part of a roadway, pathway or shoulder, including:

- Structures forming part of the roadway, pathway or shoulder; and the road-related infrastructure;
- Materials from which a roadway, pathway or shoulder is made; such as asphalt, bitumen, gravel, lane markers and lines.

Road Management Act

Road Management Act 2004 (Vic)

The Act provides a statutory framework for the management of the road network in Victoria.

Road Management Plan

A policy document developed by a Council to assist in the management of its road-related duties and responsibilities, as defined in the RMA.

Road Reserve

All of the area of land that is within the boundaries of a road.

Roadside

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.

Safety Signs

Regulatory signs (excluding parking signs which do not contain red), warning signs and hazards signs.

Structures

Bridges, culverts or other designated structures (eg retaining walls, lighting structures) which have been assigned an asset number in Council's Asset Register



