LATROBE CITY COUNCIL

Road Management Plan 2025-29

Version no. 6

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Contents

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Guideline Governance

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Division	Regional City Planning and Assets	
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Review History 2013 to 2025

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Approved by Latrobe City Council

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Definitions

TERM	DEFINITIONS
AMS	Asset Management System.
Arterial Road	Refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through Head Transport for Victoria (as the co-ordinating road authority).
Co-ordinating road authority	The organisation which has the responsibility to co-ordinate works. Generally, if the road is a freeway or arterial road, this will be Department of Transport and Planning for Victoria. Generally, if the road is a municipal road, this will be Council.
Council	Refers to the Latrobe City Council.
Demarcation agreement	A formal agreement between Council and another organisation that defines areas of responsibility.
DEECA	Department of Energy, Environment and Climate Action (formally DELWP Department of Environment, Land, Water and Planning).
DTP	Department of Transport and Planning
MMS	Maintenance Management System.
Motor vehicle	Refers to a vehicle that is propelled by an in-built motor and is intended to be used on a roadway. This does not include a motorised wheelchair or mobility scooter which is incapable of travelling at a speed greater than 10 km/h and is solely used for the conveyance of an injured or disabled person.
Municipal road(s)	Road for which the municipal council is the co-ordinating road authority. The Road Management Act 2004 imposes specific duties on the municipal council with respect to the inspection, repair and maintenance of these roads and associated road-related infrastructure.
Non-road infrastructure	Refers to infrastructure in, on, under or over a road, which is not road infrastructure. This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail-boxes, roadside furniture and fences erected by utilities, or providers of public transport.
Non-Standard Constructed Road	A Non-Standard Road (Non-STD) may have some of the features of a Standard Constructed Road, for example some minor earthworks and even some road pavement material however Council will not automatically categorise these roads as “Standard Constructed”. Non-Standard Constructed roads may present conditions that practically restrict/constrain maintenance response actions and timeframes during extended periods of extreme dryness and/or wetness; such conditions may limit Council’s ability to undertake maintenance to provide all weather access.
Other roads	Include roads in state forests and reserves, and roads on private property. Municipal councils are not responsible for the inspection, repair or maintenance of these roads.
Pathway	Refers to a footpath, bicycle path, shared path or other area that is constructed or developed by Council for members of the public (not motor vehicles) to use.
Plan or RMP	Refers to this Road Management Plan.

TERM	DEFINITIONS
Public Road	As defined by the Road Management Act 2004 and includes a freeway, an arterial road, a municipal road declared under section 14(1) of the Act and a road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.
RAMP	Road Asset Management Plan.
RMA	Road Management Act 2004 (Vic).
Road	Has the same meaning as in the Road Management Act 2004, being inclusive of any public highway, any ancillary area and any land declared to be a road under section 11 of that Act or forming part of a public highway or ancillary area.
Road infrastructure	Refers to infrastructure which forms part of a roadway, pathway or shoulder, which includes structures and materials.
Road Reserve	Refers to the area of land that is within the boundaries of a road. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Road-related infrastructure	Refers to infrastructure installed or constructed by the relevant road authority to either facilitate the operation or use of the roadway or pathway, or support or protect the roadway or pathway.
Roadside	Refers to any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway. This includes land on which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Roadway	Refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.
Rural	Areas outside of the established towns and small towns within Latrobe City Council municipality (Churchill, Moe. Morwell, Traralgon, Boolarra, Glengarry, Toongabbie and Yinnar) and typically farmland, rural living properties, plantation or forest land. Characterised by roads with table drains, a mix of sealed and unsealed roads, no street lighting, general speed zoning of 80 to 100 kilometres per hour and individual property sizes of greater than a 1000 square metres.
Shoulder	Refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.
Standard Constructed Road	A Standard Constructed Road (STD) is one that was built to a level that was acceptable to Council at the time of construction. It would have a reasonable formation width, depth and quality of pavement material, table drains, culverts and if required and guideposts and signage installed. Standard Constructed roads generally do not present conditions that practically restrict/constrain maintenance response actions and timeframes.

TERM	DEFINITIONS
Urban	Built up areas within the established towns and small towns within Latrobe City Council municipality (Churchill, Moe. Morwell, Traralgon, Boolarra, Glengarry, Toongabbie and Yinnar). Characterised by formed roads, with most roads being sealed, street lighting, footpaths, general speed zoning of 60 kilometres per hour or less and individual property sizes of less than 1000 square metres.

Introduction

Latrobe City Council has developed this Road Management Plan (RMP) in response to the Road Management Act 2004 (RMA). The RMP was originally adopted by Council in 2005, this is the sixth revision of that plan.

This Plan sets out the responsibilities of Council and the responsibilities of other stakeholders including road users.

The primary objective of this plan is to balance community expectations for service and risk management with the ability of Council to fund the operational and capital costs associated with this plan. The road, carpark, bridge and pathway assets should provide an appropriate level of service that is fit for purpose, accessible, responsive and sustainable to the community in accordance with the Council Plan, Asset Management Policy and Asset Management Strategy.

What is covered in this Plan?

The Plan is divided into seven sections:

1. Definitions.
2. Introduction.
3. Rights and Responsibilities – covers legislation and local laws relevant to road management.
4. Road Management Systems - how we classify roads, streets and footpaths – known as Council's asset hierarchy – and the plans and processes we use to maintain roads and road-related infrastructure.
5. Register of Public Roads – what's in it, how to access it and the process for making changes.
6. Technical References.
7. Attachments:
    a. Attachment 1: Road Hierarchy – Urban Roads
    b. Attachment 2: Road Hierarchy – Rural Roads
    c. Attachment 3: Carpark Hierarchy
    d. Attachment 4: Kerb Hierarchy
    e. Attachment 5: Pathway Hierarchy
    f. Attachment 6: Bridge & Major Culvert Hierarchy
    g. Attachment 7: Inspection Requirements
    h. Attachment 8: Inspection Frequencies
    i. Attachment 9: Defect Intervention Levels and Repair Timeframes

What is the purpose of this Plan?

Section 50 of the Road Management Act 2004 sets the following objectives for a municipal road management plan:

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

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

For the avoidance of doubt, this Plan is a road management plan for the purposes of s.39 of the RMA.

The RMA offers Council the opportunity to produce a RMP to gain protection in certain circumstances. Although derived from and gains authority from the Road Management Act 2004, it

is a companion document to the Road *Asset* Management Plan developed under the following hierarchy. See Figure 1.

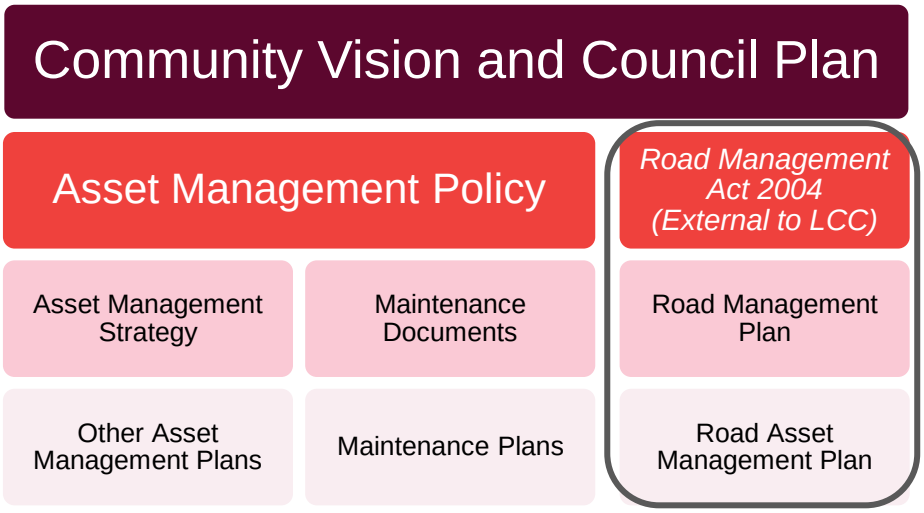


Figure 1 – Relationship between the RMP and other key Council documents

Legislation guiding this Plan

In addition to the Road Management Act 2004, the plan also considers the following Acts, regulations and codes of practice:

- Ministerial Codes of Practice
- Road Management Act 2004
- Road Management (General) Regulations 2016
- Road Safety Act 1986
- Road Management (Works and Infrastructure) Regulations, 2015
- Local Government Act,1989
- Local Government Act 1989 s.208B (Best Value Principles)
- Local Government Act 2020
- Equal Opportunity Act 2010
- Wrongs Act 1958

Roads associated with this plan

a) Council Roads

This plan addresses the maintenance standards and systems for road management functions and the levels of service for Latrobe City's bridges, road pavement, carparks, bridges, pathways and associated infrastructure. This includes 1,035.3 km of sealed and 501.1 km of unsealed municipal road network for which the Council is the coordinating or responsible road authority.

The full list of roads for which Council is responsible can be viewed on Council's website via the following link:

https://www.latrobe.vic.gov.au/City/Roads_Drains_Lights_and_Trees/Roads_and_Drains/Road_Register

b) Department of Transport and Planning (DTP) Roads

Freeways and arterial roads in rural areas, including their associated road related infrastructure, are the sole responsibility of the DTP. In urban areas, the road pavement on arterial roads is also maintained by DTP, while Council maintains the area outside the road pavement and kerbs.

Each party's exact areas of responsibility for different road situations is set out in the Code of Practice – Operational Responsibility for Public Roads which is accessible on the Transport Victoria website via the following link: Code of Practice - Operational Responsibility for Public Roads *or*

https://transport.vic.gov.au/business/road-and-traffic-management/design-and-management/codes-of-practice-under-the-road-management-act.

Figure 2 below shows a typical cross section showing Council's area of responsibility outside the kerbs of the DTP declared main road in urban areas. Any service lanes and pathways outside of this area whether on a single or dual carriageway are Council's responsibility. Although not shown, defined parking lanes on an arterial road and the kerbing supporting these is a Council responsibility, where the parking lanes cannot be used for through traffic.

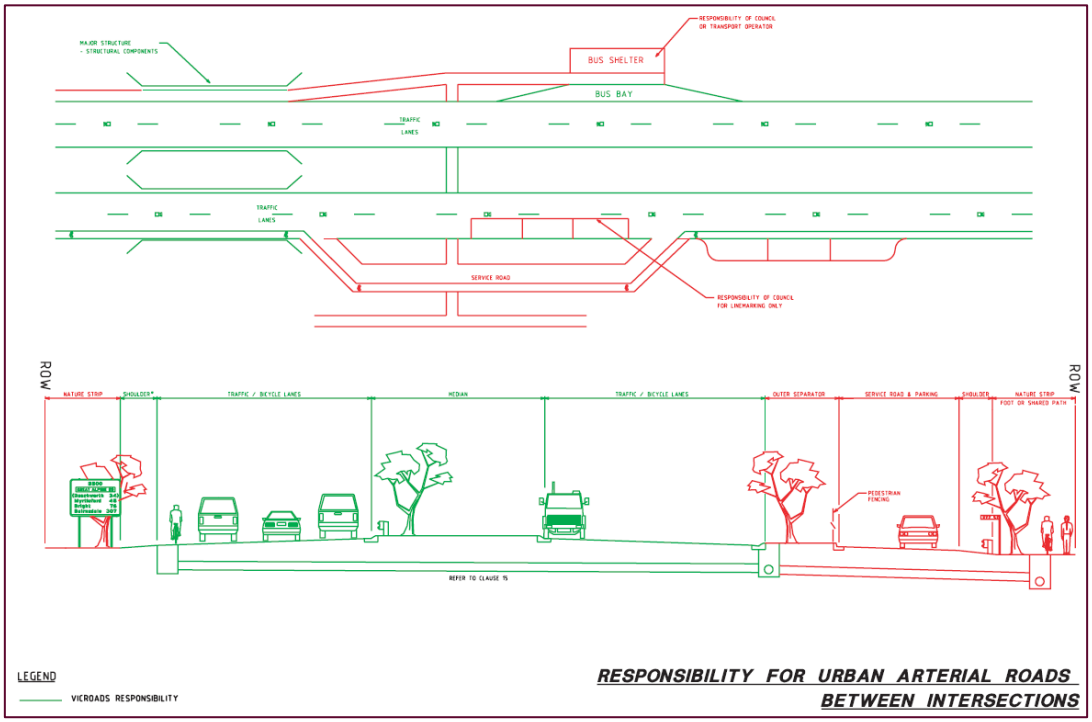


Figure 2 - Typical DTP/Council responsibilities

A list of DTP controlled roads within the Latrobe City municipality is listed in the table below. Full details of extent of responsibility see the Transport Victoria Road Register on the Transport Victoria website at the following link: Register of Declared Roads or: https://transport.vic.gov.au/business/road-and-traffic-management/map-of-dtp-managed-roads.

List of VicRoads Declared Main Roads	
Boolarra-Churchill Road (Monash Way)	**Morwell-Yallourn North Road** (Latrobe Road)
Boolarra Road (Foster Road, Bastin Street)	**Morwell-Yallourn Road** (Haunted Hills Road, De Campo Drive)
Brodribb Road	**Princes Highway East** (Princes Street, Argyle Street, Princes Highway, Princes Freeway)
Churchill-Traralgon Road (Tramway Road. Boldings Road, Hazelwood Road, Bank Street)	**Strzelecki Highway**
Hyland Highway (Bartons Lane, Shakespeare Street, Traralgon Creek Road)	**Tramway Road**
Loy Yang-Morwell Road (Firmins Lane, Mattingley Hill Road)	**Traralgon Balook Road**
Maryvale Road (Alexanders Road, Tanjil East Road)	**Traralgon Creek Road**
Moe-Glengarry Road (Glengarry West Road, Main Road, Brown Coalmine Road, Third Street, Latrobe River Road, John Field Drive, Narracan Drive, Lloyd Street)	**Traralgon Maffra Road**
Moe North Road (Sullivans Track, Old Sale Road, Thompsons Road)	**Traralgon West Road**
Moe-Rawson Road (Anzac Street, Haigh Street, Moore Street, Moe-Walhalla Road)	**Tyers Road** (Grey Street)
Monash Way	**Tyers-Thomson Valley Road** (Tyers-Walhalla Road)
Morwell-Traralgon Road (Princes Drive, Toners Lane)	

c) Roads Managed by Others

In the instance of boundary roads with neighbouring municipal councils/authorities, Council has arrangements for the management functions in the form of Memoranda of Understanding between the relevant municipalities and government agencies listed as follows:

- Wellington Shire
- South Gippsland Shire
- Baw Baw Shire Council
- Department of Energy, Environment and Climate Action (DEECA)
- VicTrack.

Updating the Road Management Plan (RMP)

This RMP must be updated within a set period following a Council election. Outside of this cycle, changes may be required from time to time.

The following process will be used to manage these changes:

- If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes are necessary. The review process must follow the steps as set out in the Road Management (General) Regulations 2016 Part 3 – Road Management Plans.
- When changes do not alter these technical aspects of road management, changes will be approved by the General Manager Regional City Planning & Assets.

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

- Versions presented to Council will be renumbered by whole numbers – for example, from Version 1.00 to 2.00.
- Those approved by the General Manager will be renumbered by decimals – for example, from Version 1.00 to 1.01.

Exceptional Circumstances

Council will make every effort to meet its commitments under 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 of the RMP. These include but are not limited to: natural disasters, such as fires, floods, or storms, or a prolonged labour or resource shortage, due to a need to commit or redeploy Council staff and/or equipment elsewhere or due to the effects of a pandemic and or Government intervention.

Suspension of the RMP

In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial resources of Council and its other conflicting priorities, and determined that the RMP cannot be met, then pursuant to Section 83 of the Wrongs Act 1958, the CEO will write to Council's Officer in charge of the RMP and inform them that some, or all, of the timeframes and responses in Council's Plan are to be suspended.

Reinstatement of the RMP

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 in charge of the RMP, to determine which parts of Council's RMP are to be reactivated and when.

Communication and documentation around RMP suspension
Council will provide information/statements to residents about the suspension or reduction of the services under its RMP, including:

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

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

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

Inspections and repairs during suspension of RMP
The suspension of the RMP will not necessarily mean that all inspections and repairs halt. However, it may mean that only certain categories of inspections and repairs are undertaken. These will be based on a risk assessment and resources available to the Council, taking into account the resources needed to address the impact of the trigger event. For example, some reactive inspections may take place and repair (temporary or permanent) of roads/footpaths which pose a high risk may be undertaken, depending on the resources available to the Council and the accessibility of each asset.

Responsibility for the RMP

Overall responsibility for administering and implementing the RMP rests with Council's Manager City Assets.

Rights and Responsibilities

Public Roads

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

- A freeway
- An arterial road
- A road declared under section 204(1) of the Local Government Act 1989;
- A municipal road declared under section 14(1) of the Road Management Act 2004
- A road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.

Key stakeholders

The key stakeholders impacted by this RMP include:

- The general community (for recreation, sport, leisure, and business)
- Residents and businesses adjoining the road network
- Pedestrians
- Vehicle users with motorised vehicles, such as trucks, buses, commercial vehicles, cars, and motorcycles
- Users of smaller, lightweight vehicles, such as pedal-powered bicycles, motorised buggies, wheelchairs, prams, and so on
- Tourists and visitors to the area
- Emergency Services (Victoria Police, Country Fire Authority, Ambulance Victoria, State Emergency Service)
- The military (in times of conflict and emergency)
- Traffic and transportation managers

- Managers of the road network asset
- Construction and maintenance personnel who build and maintain asset components
- Utility agencies using the road reserve for infrastructure (water, sewerage, gas, electricity, telecommunications)
- State and Federal Governments who periodically provide funding for roads.

Coordinating & Responsible Road Authority

Section 35 of the Road Management Act 2004 provides that a road authority has power to do all things necessary or convenient to be done for or in connection with the performance of its functions under the Act.

Section 36 of the Road Management Act 2004 outlines which road authority is the coordinating road authority. According to subsection (c), the coordinating road authority is:

If the road is a municipal road, the municipal council of the municipal district in which the road or part of the road is situated.

However, there are instances where several authorities are responsible for components of the road within the road reserve. Section 37 of the Road Management Act 2004 identifies who is the responsible road authority in particular circumstances.

General Functions of a Road Authority

The general functions of a road authority are described within Section 34 of the Road Management Act 2004.

Rights of the Road User

The rights of public road users, which are legally enforceable, are set out in Sections 8 to 10 of the Road Management Act 2004.

Obligations of Road Users

General Usage

The common law requires that a road user must take reasonable care for their own safety (see Ghantous v Hawkesbury City Council).

The Road Safety Act 1986 sets out obligations on road users, including section 17A which requires that a person who drives a motor vehicle on, or uses, a highway must drive in a safe manner have regard for all relevant factors, including without limiting their generality, the following:

a. Physical characteristics of the road.

b. Prevailing weather conditions.

c. Level of visibility.

d. The condition of any vehicle the person is driving or riding on the highway.

e. Prevailing traffic conditions.

f. The relevant road laws and advisory signs.

g. The physical and mental condition of the driver or road user.

Section 17A of the Road Safety Act 1986 also requires that a road user must take reasonable care:

a. to avoid any conduct that may endanger the safety or welfare of other road users.

b. to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve.

c. to avoid conduct that may harm the environment of the road reserve.

Incident Claims

If a person proposes to make a claim in relation to a public road or infrastructure for which Council is the responsible road authority, that person should contact Council and Council will initiate a respective investigation and insurance reporting processes.

In accordance with Section 110 of the Road Management Act 2004, Council is not legally liable for property damages where the value of the damage is equal to or less than the threshold amount ($1,490 as at 1 July 2025).

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

Permits for work within a road reserve

In cases where an individual or organisation proposes to carry out works within the road reserve that may impede public access, or interfere with road infrastructure, they must apply for a ‘works within road reserve’ permit (Temporary Road Opening Permit).

There are some exemptions, as noted in the Road Management (Works and Infrastructure) Regulations 2015.

Local Laws also require property owners to apply for a vehicle crossing permit if they plan to build a driveway.

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

Obligation of others

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

These include:

Non-road infrastructure - This includes, but is not limited to, items such as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail-boxes, roadside furniture and fences erected by utilities, or providers of public transport.

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

Utilities - including, but not limited to, telecommunication, power, water, gas and rail authority assets.

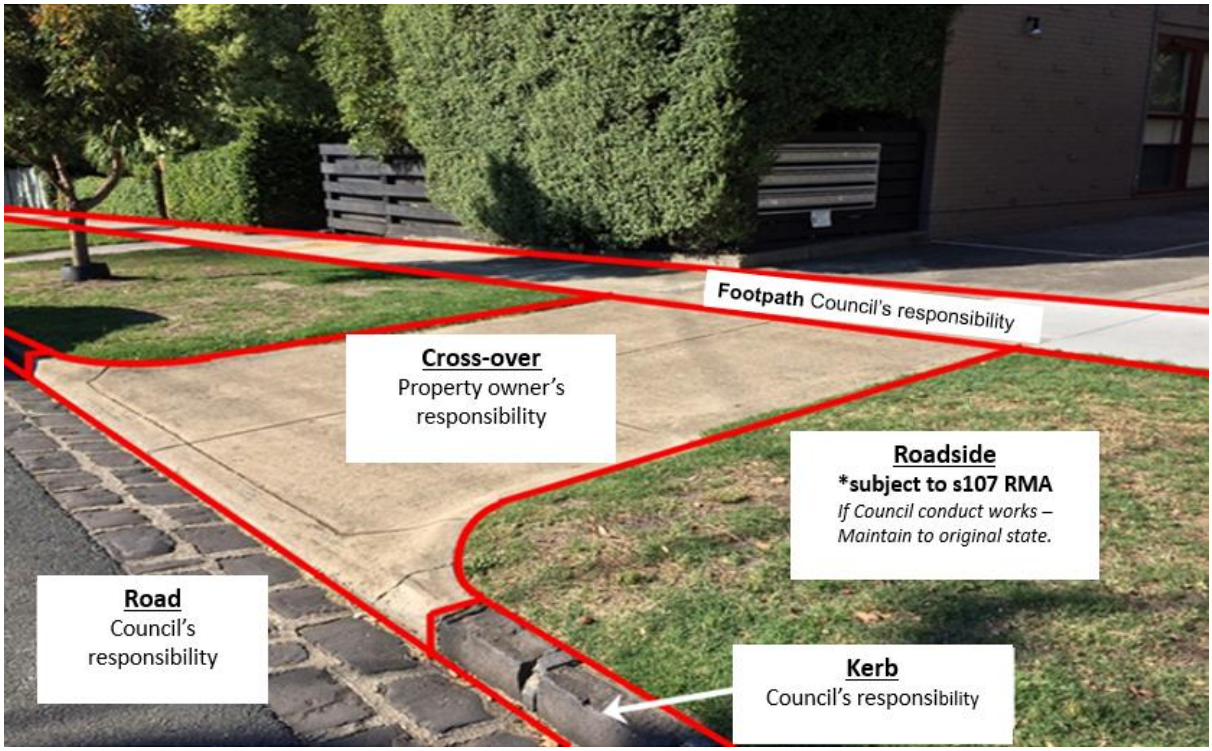
Roadside - as per Section 107 of the Road Management Act, Council has no “statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside”, described as “any land that is within the boundaries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

Private roads - unformed roads, tracks, laneways and private streets not constructed under the provisions of the Local Government Act, (this includes roads and paths Not Maintained or Not on the Register). These roads are maintained by the private owners of property that benefit from the road.

Rail and tramway structures - maintained by VicTrack.

Pedestrian crossings (path links) - the portion of a pedestrian crossing located between the carriageway and the property boundary or the property boundary and the Council footpath is the responsibility of the adjoining property owner to maintain.

Residential Vehicle driveway - the vehicle crossing (Cross-over), located between the carriageway and the property boundary, must be maintained by the adjoining property owner. However, Council is responsible for the portion of the driveway where the constructed pathway (footpath) is reasonably required by the public in accordance with the following diagram.



Note: Where a cross-over has been constructed such that it incorporates a Council stormwater pit, the pit surround (Lintel) and the trafficable pit lid must be maintained by the adjoining property owner. If works are required to be undertaken on the stormwater pit, Council reserves the rights to undertake such works. Council will not be liable for the reinstatement of the cross-over.

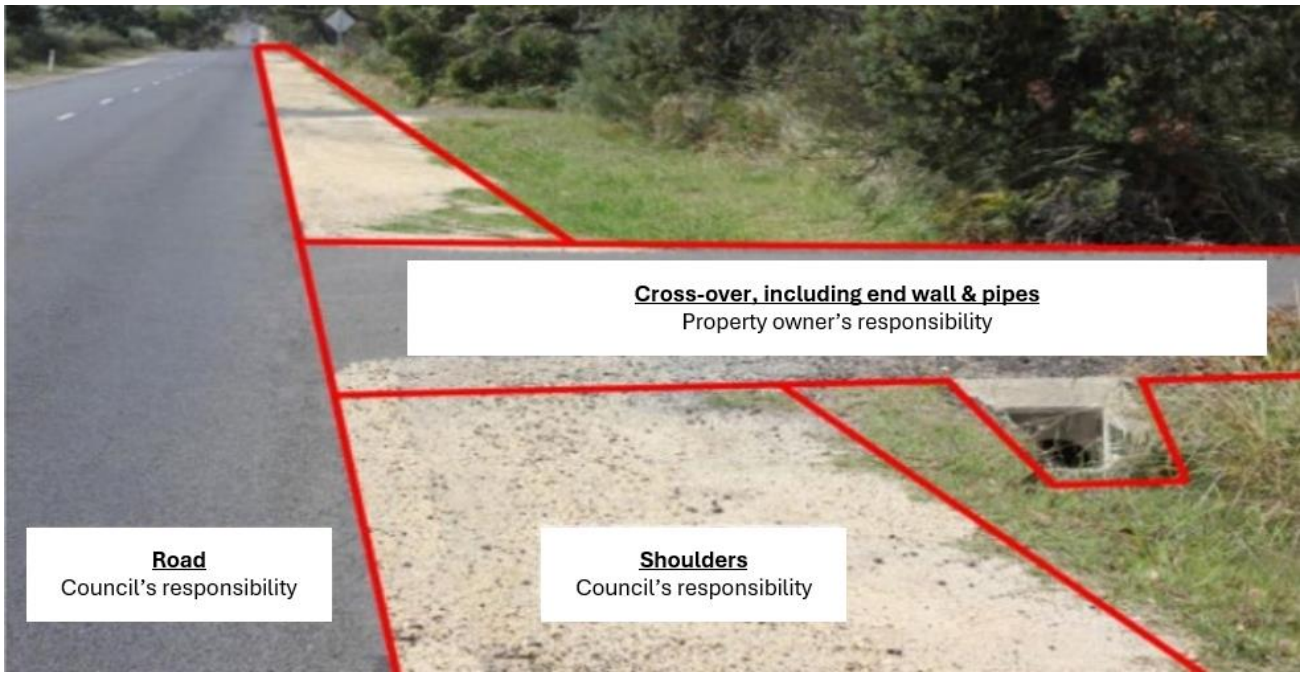
Boundary Roads - being boundary roads that are maintained by another Council or another Road Authority by the way of a formal agreement.

Nature Strips & infill areas - as per s.107 of the Road Management Act a road authority is not required to inspect maintain or repair "roadside" such as those residual areas between the road formation and the property boundary not occupied by footpath and private road crossings. These are normally sown to grass with the responsibility for maintenance of the grass being left to the property owner.

Paths - that are not within the boundaries of the road reserve and not defined in Latrobe City's Path and Shared Path hierarchy. These paths are maintained by the private owners of property that benefit from the path or by Committees on Management.

Cattle underpass structures - box culvert type structures built for the purpose of providing safe crossing under a road for cattle. The culvert is installed and owned by the property owner and owner responsibility for the maintenance of these structures is established through a Section 173 (Planning and Environment Act 1987) Agreement with the adjacent landowner.

Rural Vehicle Crossing – a specifically constructed access point that connects a private property (such as a farm or rural residence) to the roadway or road reserve managed by the local council. It enables vehicles to safely enter and exit the property from the public road network, especially across drainage ditches, culverts, or unsealed shoulders commonly found in rural areas.



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

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

However, where another party has a duty in relation to the asset/infrastructure, and Council has a discretionary power to take remedial action in relation to that matter, only that other party with the duty is liable in a subsequent proceeding, in accordance with s.104 of the Road Management Act 2004.

Road Management Systems

Background and Process

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

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

The aim of Council's Road Management System is to deliver a safe and efficient road network and meet community needs to the best of Council's ability, within available resources.

To create a Road Asset Management System that would best meet Council's needs when inspecting, maintaining and repairing public roads, we use the following nationally recognised asset management frameworks:

- International Infrastructure Management Manual (IIMM) 2020, IPWEA
- IPWEA National Asset Management Systems (NAMS+)
- Other references, as listed in Technical References.

The system is designed to set the direction for Council's asset management activities. It is also linked to the annual business and budget planning cycle.

Asset Hierarchies – Municipal Road Network

All roads and footpaths within the municipal road network are classified according to a hierarchy that takes into account how they are used, who uses them and how often.

The hierarchy classification is used to determine the levels of service required, prioritise works programs and determine defect intervention responses.

The hierarchy used are:

Urban road & street network

This is further divided into four categories, as follows:

- UR - Category 4: Main distributor
- UR - Category 3: Secondary distributor and collector
- UR - Category 2: Local access
- UR - Category 1: Access lane.

See Attachment 1: Road Hierarchy – Urban Roads for more information.

Hierarchy	Sealed Length (km)	% of Network	Unsealed Length (km)	% of Network
UR - Category 4	34.0	5.7	0.0	0.0
UR - Category 3	81.7	13.7	0.0	0.0
UR -Category 2	469.0	78.7	9.5	1.6
UR -Category 1	0.6	0.1	0.9	0.2
Total	**585.3**	**98.3**	**10.4**	**1.7**
Type	**Length (km)**		**% of Network**	
Urban Roads	**595.7**		**100**	

Table 3.1 – Urban Road length by hierarchy – date last updated: 2/06/2025

Rural road network

This is further divided into five categories, as follows:

- RR - Category 4: Link road
- RR - Category 3: Collector road – sealed and unsealed
- RR - Category 2: Local road – sealed and unsealed – Standard Construction
- RR - Category 1: Local road – sealed and unsealed – Non-Standard Construction
- RR - Category 0: Limited access track and fire tracks

See Attachment 2: Road Hierarchy – Rural Roads for more information.

Hierarchy	Sealed Length (km)	% of Network	Unsealed Length (km)	% of Network
RR -Category 4	38.4	4.1	0.0	0.0
RR - Category 3	92.2	9.8	7.1	0.8
RR - Category 2	313.2	33.4	333.1	35.6
RR - Category 1	2.5	0.3	150.4	16.1
RR - Category 0	0.0	0	0.0	0.0
Total	**446.3**	**47.6**	**490.6**	**52.4**
Type	**Length (km)**		**% of Network**	
Rural Roads	**936.9**		**100**	

Table 3.2 – Rural Road length by hierarchy – date last updated: 2/06/2025

Type	Length (km)	% of Network
Sealed Roads	1031.5	67.3
Unsealed Roads	501.1	32.7
Total	**1532.6**	**100**

Table 3.3 – Road length by hierarchy – date last updated: 2/06/2025

Carparks

This is further divided into four categories, as follows:

- CP - Category 4: High-use Carparks
- CP - Category 3: Medium-use Carparks
- CP - Category 2: Low-use Carparks
- CP - Category 1: Hard Stand areas at Latrobe City Reserves and Facilities

See Attachment 3: Carpark Hierarchy for more information.

Hierarchy	Sealed Carpark (#)	% of Network	Unsealed Carpark (#)	% of Network
CP - Category 4	44	15.4	0	0.0
CP - Category 3	85	29.8	13	4.6
CP - Category 2	59	20.7	26	9.1
CP - Category 1	39	13.7	19	6.7
Total	**227**	**79.6**	**58**	**20.4**
Type	**Number (#)**		**% of Network**	
Carparks	**285**		**100**	

Table 3.4 – Carpark numbers by hierarchy – date last updated: 2/06/2025

Road & Carpark Kerbs

This is further divided into four categories, as follows:

- Category 4: Kerbs abutting high-use footpaths
- Category 3: Kerbs associated with off-street carparks
- Category 2: Kerbs on urban roads
- Category 1: Kerbs on rural roads

See Attachment 4: Kerb Hierarchy for more information.

Hierarchy	Road Kerbs Length (km)	% of Network	Carpark Kerbs (km)	% of Network
KB - Category 4	0.0	0.0	10.0	1.0
KB - Category 3	0.0	0.0	19.5	1.9
KB - Category 2	948.6	93.9	0.0	0.0
KB - Category 1	31.7	3.1	0.0	0.0
Total	**980.3**	**97.1**	**29.5**	**2.9**
Type	**Length (km)**		**% of Network**	
Kerb	**1009.8**		**100**	

Table 3.5 – Kerb length by hierarchy – date last updated: 2/06/2025

Pathway network (Footpaths)

This is further divided into seven categories, each of which is divided into 3 categories, as follows:

- FP - Category 3: High-use Footpaths
- FP - Category 2: Moderate-use Footpaths
- FP - Category 1: Low-use Footpaths
- FP - Category 0: Tracks & Trails

See Attachment 5: Pathway Hierarchy for more information.

Hierarchy	Sealed Length (km)	% of Network	Unsealed Length (km)	% of Network
FP - Category 3	42.0	5.6	0.2	0.0
FP - Category 2	35.6	4.8	0.0	0.0
FP - Category 1	651.6	87.3	6.6	0.9
FP - Category 0	0.0	0.0	10.6	1.4
Total	**729.2**	**97.7**	**17.4**	**2.3**
Type	**Length (km)**		**% of Network**	
Footpaths	**746.6**		**100.0**	

Table 3.6 – Footpath length by hierarchy – date last updated: 2/06/2025

Shared and Bicycle Pathways

- SBP - Category 3: High-use Pathways
- SBP - Category 2: Moderate-use Pathways
- SBP - Category 1: Low-use Pathways

See Attachment 5: Pathway Hierarchy for more information

Hierarchy	Sealed Length (km)	% of Network	Unsealed Length (km)	% of Network
SBP - Category 3	19.3	15.1	1.8	1.4
SBP - Category 2	23.5	18.4	8.8	6.9
SBP - Category 1	46.9	26.6	27.7	21.6
Total	**89.7**	**70.1**	**38.3**	**29.9**
Type	**Length (km)**		**% of Network**	
Shared & Bicycle Paths	**128.0**		**100.0**	

Table 3.7 – Shared and Bicycle Pathways length by hierarchy – date last updated: 2/06/2025

Type	Length (km)	% of Network
Sealed Pathways	**818.8**	93.7
Unsealed Pathways	**55.7**	6.3
Total	**874.6**	**100.0**

Table 3.8 –Pathway Network length by hierarchy – date last updated: 2/06/2025

Bridges and Major Culverts

This is further divided into three categories, as follows:

- BMC - Category 3: Vehicular Bridges
- BMC - Category 2: Vehicular Major Culverts
- BMC - Category 1: Pedestrian Bridges

See Attachment 6: Bridge & Major Culvert Hierarchy for more information.

Hierarchy	Bridges & Major Culverts (#)	% of Network
BMC - Category 3	50	27.3
BMC - Category 2	72	39.3
BMC - Category 1	61	33.4
Total	**183**	**100.0**

Table 3.9 – Bridges and Major Culverts by hierarchy – date last updated: 2/06/2025

Maintenance Management System

Maintenance Management

Council has responsibilities to road users and the community to maintain public roads to a reasonably safe and suitable standard, within Council's available funds and resources. By developing long-term maintenance programs for Council's assets, Council is better able to plan how to do this.

The following maintenance requirements shape Council's annual program and budget:

Routine maintenance standards

Standards vary across the network depending on the asset type and relevant risk factors, such as traffic volumes and composition, operating speeds, the susceptibility of assets to deterioration and the cost effectiveness of repairs. Competing priorities for funding are also relevant.

Defect intervention levels have been established using the *DTP Section 750 Routine Maintenance Performance Based specification* and adapting it to local conditions.

The standards will be reviewed periodically to make sure they are adequate (see section Updating the Plan).

Repair and maintenance works

Works must be completed within a specified time, depending on the severity and location of the defect. Response times are determined using local knowledge and experience and past performance as a guide.

Response times are monitored and will be periodically reviewed (see section Updating the Plan).

Temporary mitigation measures

These are temporary works designed to reduce the risk of an incident, until such time as repair or maintenance works can be completed.

Response times and safety measures – for example warning signs, flashing lights, and safety barriers – are determined by reference to the risk to safety, road type and traffic volume.

Emergency works

Works that result from emergency incidents and must be undertaken immediately, for the safety of road users and the public.

Emergency works might include traffic incident management, responses to fires, floods, storms and spillages, and any assistance required under the Victorian State Emergency Response Plan and Municipal Emergency Management Plan.

Response trigger is notification by either VicPol or State Emergency Service.

Asset Management Plans

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

Maintenance Surveys and inspections

A four-tier regime is used to inspect Council's road network assets. It covers safety issues, incidents, defects and condition inspections.

Reactive inspections (Request for Service or RFS)

These inspections are conducted in response to requests from the community. The inspection is carried out by a Council/Contracted employee and assessed according to the Hazard intervention levels, contained within Attachment 9: Defect Intervention Levels and Repair Timeframes.

Proactive Inspections

Regular timetabled inspections that are scheduled depending on traffic flow, the types of defects likely to impact the asset and the perceived risks of these defects.

Condition Inspections

These inspections identify structural integrity issues which, if untreated, are likely to adversely affect the network overall. These issues may impact short-term serviceability, as well as the ability of the asset to perform for the duration of its intended life span.

These inspections are carried out in accordance with the Council's asset management plans. They are undertaken by Asset Planning Team on a four to five yearly schedule.

Maintenance responsiveness and performance targets

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

- Date the request was received
- Details of the request, including the location and nature of the reported hazard/defect (including any specific measurements if provided), name of the person making the request, copies of any photographs provided, etc.
- The personnel/department to which the request has been assigned for action
- Date by which the request must be actioned (based on the target response times specified in Attachment 9: Defect Intervention Levels and Repair Timeframes)
- Date when the request was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in Attachment 8: Inspection Frequencies, followed by any necessary repair works conducted).

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

Customer requests will be inspected and assessed in accordance with timeframes specified in Attachment 8: Inspection Frequencies. The following are some possible outcomes from a reactive inspection:

- If a defect identified exceeds a Description/Intervention Levels specified in Attachment 9: Defect Intervention Levels and Repair Timeframes, a work order will be created with a date for completion of works in line with respective specified repair timeframes.
- If repairs are significant – for example, rehabilitation works are required – temporary mitigation measures may be undertaken to reduce the risk posed by the hazard/defect until the proper works can be undertaken (and subject to available resources).
- If the defect is assessed as below the Description/Intervention Level specified in Attachment 9: Defect Intervention Levels and Repair Timeframes, it will be noted (including why), but no remedial action will be conducted.

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

Asset Levels of Service

Five elements are considered when determining appropriate levels of service for the road network.

These are:

1. Community expectations
2. Technical standards
3. Organisational capacity
4. Performance measures and targets
5. Safety of road and footpath users.

The maintenance levels in this plan are not intended to increase the level of service for roads. They are designed to maintain what already exists and to manage hazards that occur through road use and environmental impacts.

All of Council's roads have been classified by a hierarchal system which considers the function and importance of each road, thus determining the level of service provided in terms of inspection interval, intervention levels and response time. The RMP hierarchy is separate to the road hierarchy used to determine the appropriate level of service with respect to design/configuration for roads that are provided through new development.

The standard of the existing road network results from historical standards and circumstances that gave rise to roads that may differ markedly from that which would be expected from that of a new development undertaken today.

Changes to the design/configuration of a road may occur where there is a nexus to new development such that road use is expected to change; or may result from requests from property owners where they contribute entirely to the cost of a design/configuration upgrade of a road as required by Council prior to a road being included onto the Public Road Register; or for a road on the Public Road Register where property owners contribute to the cost of a design/configuration upgrade through a declared Special Charge Scheme. Where a request is received for a road segment/road reserve segment to be included on the Public Road Register the property owner will need to arrange at their cost for the road segment/road reserve segment to be constructed to a standard which can be effectively maintained by Council.

The minimum standard of a road that Council will accept is the standard required by the CFA that ensures access by fire appliances. In considering the extent of roads included on the Public Road Register Council implements the principle of the closest point of access to the rateable property.

When a road reaches the end of its useful life and is scheduled for full reconstruction the appropriate design/configuration will be determined based on the level of use, the type of use, and what the road environment can practically accommodate in terms of design/configuration and available Council funds.

Register of Public Roads

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

The Register of Public Roads is available on Council's website. A hard copy is made available at Council's Customer Service Centres, in Churchill, Moe, Morwell and Traralgon, upon request.

Maintenance Demarcation (Boundary) Agreements

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

Roads not listed on the Register

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

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

Technical References

1. AS ISO 31000:2018 – Risk Management – Guidelines.
2. Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.
3. International Infrastructure Management Manual (IIMM) 2020, IPWEA.
4. VicRoads Risk Management Guidelines.
5. VicRoads Standard Specification Section 750 – Routine Maintenance.

Attachment 1: Road Hierarchy – Urban Roads

Category	Key to Register of Public Roads	Description
UR - Category 4 • Main Distributor	RDMC1 • Link	These carry heavy volumes of traffic, including commercial vehicles, and act as main routes for traffic flows in and around the municipality. Key features typically include: • Supplementary to arterial road system • Connector between arterial roads and lower order streets • Cater for, but may restrain, service and heavy vehicles • Provide access to significant public services • Minimum two clear traffic lanes (excluding parking)
UR - Category 3 • Secondary Distributor • Collector • Activity Centre Streets	RDMC1 • Collector	These carry significant volumes of traffic and provide access, by linking residential areas to arterial roads. They also provide links between the various collector roads. Key features typically include: • Non-continuous connector (do not cross arterial roads) • Limited through traffic (not promoted, or encouraged) • Cater for, but may restrain, service and heavy vehicles • Minimum two clear traffic lanes (excluding parking) This category includes the activity centre streets with high traffic volumes providing access within the activity centres of Moe, Morwell & Traralgon.
UR - Category 2 • Local Access	RDMC3 • Sealed Access <= 60km/h RDMC2 • Unsealed Access	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads. • Minimum one clear traffic lane (excluding parking).
UR - Category 1 • Lane	RDMC3 • Minor Access	These perform a very minimal function as local access roads. Key features typically include: • A side or rear entry lane, generally providing secondary access to properties. • Low traffic counts.

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 2: Road Hierarchy – Rural Roads

Category	Key to Register of Public Roads	Description
RR - Category 4 • Link	RDMC1 • Link	These roads act as links between population centres and are supplementary to the arterial road network. Key features typically include: • High truck (commercial vehicle) traffic volume • Access to major industries • Minimum 2 clear traffic lanes (excluding parking)
RR - Category 3 • Collector	RDMC1 • Collector	These carry moderate volumes of traffic and provide access, by linking local areas to link and arterial roads. They also provide links between the various collector roads. Key features typically include: • Non-continuous connector (do not cross arterial roads) • Limited through traffic (not promoted, or encouraged) • Cater for, but may restrain, service and heavy vehicles • Minimum two clear traffic lanes (excluding parking)
RR - Category 2 • Local Access (Standard Construction)	RDMC2 • Sealed Access > 60km/h • Unsealed Access	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads In the case of an unsealed local access road providing primary access to a single property with a full-time occupied residence, the road will only be maintained to the closest boundary of that property. Where a single property with a full-time occupied residence does not abut the road reserve and is separated from the road reserve by a waterway reserve any bridge or culvert structure crossing the waterway reserve is the responsibility of the property owner. The balance will be maintained as a limited access track (see below)
RR - Category 1 • Local Access (Non-standard Construction)	RDMC4 • Limited Access	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads In the case of an unsealed local access road providing primary access to a single property with a full-time occupied residence, the road will only be maintained to the closest boundary of that property. Where a single property with a full-time occupied residence does not abut the road reserve and is separated from the road reserve by a waterway reserve

Category	Key to Register of Public Roads	Description
		any bridge or culvert structure crossing the waterway reserve is the responsibility of the property owner. The balance will be maintained as a limited access track (see below)
RR - Category 0 • Fire Access Tracks • Limited Access Track	RDMC0 • Not Maintained by Council	These perform a very minimal function. They typically act as fire access, or as a secondary or seasonal access road to large rural/farming/plantation properties. Key features typically include: • Low-use or seasonal primary access. • Provides secondary access to properties • Unsealed roads, often unformed or with minimal material. Due to the limited function and use of these roads, they are not subject to a proactive inspection regime or the same hazard intervention levels of other roads.

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 3: Carpark Hierarchy

Category	Key to Register of Public Roads	Description
CP - Category 3 • High-use off-street carpark	CMPC1 • High-use carparks	The category of 'highest use' that includes all off-street carparks in Activity Centres and select tourist/shopping precincts.
CP - Category 2 • Moderate-use off-street carpark	CMPC2 • Medium-use carparks	This category includes shopping strips, and other off-street carparking generators including, but not limited to: • Small strip shopping centres • Schools • Senior citizens centres, • Railway stations • Community centres
CP - Category 1 • Low-use off-street carpark	CPMC3 • Low-use carparks	This category includes all other off-street carpark within road reserves, including: • Residential areas • Commercial areas • Industrial areas • Hard stand areas accessed by vehicles in Council managed reserves and facilities. • Reserve access and carparks accessed by vehicles in Council managed reserves and facilities.

Attachment 4: Kerb Hierarchy

Category	Key to Register of Public Roads	Description
KB - Category 4 • High-use pedestrian areas	PMC1	The category of 'highest use' that includes all kerbs abutting (where footpath meets the back of kerb) footpaths in Activity Centres and select tourist/shopping precincts.
KB - Category 3 • High-use off-street carparks	N/A	The category of 'high use' that includes all kerbs in off-street carparks in Activity Centres and select tourist/shopping precincts.
KB - Category 2 • Moderate-use off-street carparks • Urban Roads	N/A	The category includes all kerbs in off-street carparks in shopping strips, and other parking generators including, but not limited to: • Small strip shopping centres • Schools • Senior citizens centres, • Railway stations • Community centres The category includes kerbs on urban roads.
KB - Category 1 • Low-use off-street carparks • Rural Roads	N/A	This category includes all kerbs in low-use carparks, including: • Residential areas • Commercial areas • Industrial areas • Hard stand areas accessed by vehicles in Council managed reserves and facilities. • Reserve access and carparks accessed by vehicles in Council managed reserves and facilities.

Attachment 5: Pathway Hierarchy

Footpaths

Category	Key to Register of Public Roads	Description
FP - Category 3 • High-use footpaths- Inclusive of Pram and Pedestrian Crossings	PMC1 • High-use footpaths	The category of 'highest use' that includes all footpaths in Activity Centres and select tourist/shopping precincts. • Small strip shopping centres • Schools.
FP - Category 2 • Moderate-use footpaths- Inclusive of Pram and Pedestrian Crossings	PMC2 • Medium-use Footpaths	The category includes shopping strips, and other pedestrian generators including, but not limited to: • Small strip shopping centres • Schools • Senior citizens centres, • Railway stations • Community centres.
FP - Category 1 • Low-use footpaths- Inclusive of Pram and Pedestrian Crossings	PMC3 • Low-use footpaths	The category includes all other footpaths within road reserves, including: • Residential areas • Commercial areas • Industrial areas • Council managed reserves and facilities.
FP - Category 0 • Track & Trails	PMC4 • Tracks & Trails	The category includes tracks and trails in Council controlled or managed conservation reserves: • maintained either directly by Council or by Community Committees of Management (CCoM). • gravel or natural surface track & trails. • often designed to fit with the natural topography and as such may not fully meet the needs of people with limited mobility. • due to the function and management arrangements of these tracks & trails, are subject to a proactive inspection regime, but are not subject to defined hazard intervention levels and response times of other pathways.

Shared & Bicycle Pathways

Category	Key to Register of Public Roads	Description
SP - Category 3 High-use footpaths- Inclusive of Pram and Pedestrian Crossings	PMC1 • High-use Shared Paths	The category of 'highest use' shared paths that includes pathways used by high volumes of commuter cyclists and select tourist pathways. In close proximity to the Activity Centres of: Moe, Newborough, Morwell, Churchill, & Traralgon.
SP - Category 2 Moderate-use footpaths- Inclusive of Pram and Pedestrian Crossings	PMC2 • Medium-use Shared Paths	This category includes pathways connecting to and within shopping strips, and other cyclist traffic generators including, but not limited to: • Schools • Railway stations • To/from and through popular parks/reserves. In close proximity to main streets of: Boolarra, Glengarry, Toongabbie, Tyers Yallourn North & Yinnar.
SP - Category 1 Low-use footpaths- Inclusive of Pram and Pedestrian Crossings	PMC1 • Low-use Shared Paths	This category includes all other shared and bicycle pathways other than tracks & trails.
SP - Category 0 • Track & Trails	PMC4 • Tracks & Trails	The category includes tracks and trails in Council controlled or managed conservation reserves: • maintained either directly by Council or by Community Committees of Management (CCoM). • gravel or natural surface track & trails. • often designed to fit with the natural topography and as such may not fully meet the needs of people with limited mobility. • due to the function and management arrangements of these tracks & trails, are not subject to a proactive inspection regime, and are not subject to defined hazard intervention levels and response times of other pathways.

Attachment 6: Bridge and Major Culvert Hierarchy

Category	Key to Register of Public Roads	Description
BMC - Category 4 • Vehicle Bridges	N/A	Vehicle Bridges are complex structures that provide a running surface for vehicles and span waterways that allow for the passage of water under a council road.
BMC - Category 3 • Vehicle Major Culverts	N/A	Major-Culverts are culverts that convey water under a council road. These have a cross-sectional area greater than or equal to 3.4 square metres, or a diameter of a single cell of greater than 1800 mm.
BMC - Category 2 • Pedestrian Bridges	N/A	Pedestrian Bridges are simple to complex structures that provide a running surface for pedestrians and that span waterways that allow for the passage of water under a footpath or shared pathway.
BMC - Category 1 • Vehicle Minor Culverts	N/A	Minor-Culverts, are culverts which have not been classified as Major Culverts. These generally have a cross-sectional area less than 3.4 square metres, or a diameter less than 1800mm.
BMC - Category 0 • Cattle Underpasses	N/A	Cattle underpass structures, box culvert type structures built for the purpose of providing safe crossing under a road for cattle. The culvert is installed and owned by the property owner and owner responsibility for the maintenance of these structures is established through a Section 173 (Local Government Act 1989) Agreement with the adjacent landowner. After the initial 12 month construction defect liability period, Council assumes responsibility for the road pavement, seal, markings, and guideposts only. Responsibility for the structure, including attachments such as guardrail, farm access approaches, fencing and underpass drainage remains with the owner for the duration of the agreement.

Attachment 7: Inspection Requirements

Inspection Type	Purpose	Inspection and Reporting Requirements	Management of Inspection Timeframes
Reactive – Request for Service (RFS)	Reactive inspections are designed to confirm the nature of defects/hazards reported by members of the public or Council staff, and identify any that exceed the intervention levels specified in (Attachment 9: Defect Intervention Levels and Repair Timeframes).	Performed by a Council/Contractor representative with knowledge of Description/Intervention Levels (Attachment 9: Defect Intervention Levels and Repair Timeframes). and road maintenance techniques who may then call in a higher level of expertise if necessary. All Reactive inspections are conducted on foot, with defects measured and photographed. The report is required to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.	Commences at the opening of business of the working day following lodgement and allocation within the Maintenance Management System to an Actioning Work Team. Elapses after the Reactive Inspection Timeframe. If a reactive inspection elapses on a Weekend, Public Holiday or Actioning Work Team Rostered Day Off, the actual date and time due will be the close of business of the next working day.
Proactive Inspection	Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified. A record of each asset is to be completed detailing the name of the inspector, the inspection date, and a description of any defects found that exceed the intervention levels specified in (Attachment 9: Defect Intervention Levels and Repair Timeframes). In addition, details of the inspection will be electronically recorded against the particular asset inspected.	Proactive Inspections of roads, carparks, medium-use and low-use footpaths all shared pathways, are conducted via a slow-moving vehicle, while Proactive Inspections of all other asset types are conducted on foot, with defects measured and photographed. Performed by a dedicated Council inspector.	Commences at the opening of business of the working day that it is scheduled Maintenance Management System to an Actioning Work Team. Elapses after the Proactive Inspection Timeframe. If a Proactive inspection elapses on a Weekend, Public Holiday or Actioning Work Team Rostered Day Off, the actual date and time due will be the close of business of the next working day.
Emergency Response	Emergency Response – All Asset/Categories Reported Incidents/Hazards that present an immediate and significant risk to members of the public. Reporting by VicPol, SES	**Bridges** Level 1 Inspection carried out after major accidents, flood, earthquake, bushfires or other incidents impacting the structure. Level 2 Inspections carried out within 13 months of the	Commences at the opening of business of the working day following lodgement and allocation within the Maintenance Management System to an Actioning Work Team.

Inspection Type	Purpose	Inspection and Reporting Requirements	Management of Inspection Timeframes
	Temporary measures (e.g. installing barriers, signage, closing the road/footpath, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.	completion of major maintenance/ opening to traffic and then on a 2 to 5 year cycle in accordance with the VicRoads Road Structures Inspection Manual Level 3 Inspections carried out on the recommendation resulting from a Level 1 or 2 Inspection.	Elapses after the Emergency Response Timeframe.
Night Inspections	Inspection undertaken in accordance with a formal programmed inspection schedule to assess the reflectivity of road signage, cat's eyes and roadside guideposts, and the visibility of line marking at night.	Conducted via a slow-moving vehicle with standard driving lights (low beam), with visibility/legibility/reflectivity assessed by eye from distances specified respective of each asset defect type. Performed by a dedicated Council inspector.	Commences at the opening of business of the working day that it is scheduled Maintenance Management System to an Actioning Work Team. Elapses after the Night Inspection Timeframe. If a Night inspection elapses on a Weekend, Public Holiday or Actioning Work Team Rostered Day Off, the actual date and time due will be the close of business of the next working day.

Attachment 8: Inspection Frequencies

Asset Group	Hierarchy Category	Reactive Inspection Timeframe H = Hour W = Week Y = Year	Proactive Inspection Frequency H = Hour W = Week Y = Year	Emergency Response H = Hour W = Week Y = Year	Night Inspections H = Hour W = Week Y = Year
Urban Sealed Roads Unsealed Roads	UR - Category 4 • Main Distributor	48 H	9 W	48 H	3Y
	UR - Category 3 • Secondary Distributor • Collector • Activity Centre Streets	48 H	9 W	48 H	3Y
	UR - Category 2 • Local Access	1 W	31 W	48 H	3 Y
	UR - Category 1 • Lane	1 W	31 W	48 H	4 Y
Rural Sealed Roads Unsealed Roads	RR - Category 4 • Main Distributor	48 H	9 W	48 H	4 Y
	RR - Category 3 • Collector	48 H	9 W	48 H	3 Y
	RR - Category 2 • Local Access Standard Construction	48 H	16 W	48 H	3 Y
	RR - Category 1 • Local Access Non-Standard Construction	1 W	52 W	48 H	4 Y
	RR - Category 0 • Fire Access • Limited Access	N/A	N/A	N/A	N/A

Attachment 8: Inspection Frequencies (continued)

Asset Group	Hierarchy Category	Reactive Inspection Timeframe H = Hour W = Week Y = Year	Proactive Inspection Frequency H = Hour W = Week Y = Year	Emergency Response H = Hour W = Week Y = Year	Night Inspections H = Hour W = Week Y = Year
Urban Regulatory, Warning and Hazard Signs	UR - Category 4 • Main Distributor	48 H	9 W	48 H	3 Y
	UR - Category 3 • Secondary Distributor • Collector • Activity Centre Streets	48 H	9 W	48 H	3 Y
	UR - Category 2 • Local Access	1 W	31 W	48 H	3 Y
	UR - Category 1 • Lane	1 W	31 W	48 H	4 Y
Rural Regulatory, Warning and Hazard Signs	RR - Category 4 • Main Distributor	48 H	9 W	48 H	3 Y
	RR - Category 3 • Collector	48 H	9 W	48 H	3 Y
	RR - Category 1 • Local Access Non-Standard Construction	48 H	16 W	48 H	3 Y
	RR - Category 1 • Local Access Non-Standard Construction	1 W	52 W	48 H	N/A
	RR - Category 0 • Fire Access • Limited Access	N/A	N/A	N/A	N/A
All Asset Groups Vegetation Overhead clearance	All asset categories	2 W	N/A	48 H	N/A

Attachment 8: Inspection Frequencies (continued)

Asset Group	Hierarchy Category	Reactive Inspection Timeframe H = Hour W = Week Y = Year	Proactive Inspection Frequency H = Hour W = Week Y = Year	Emergency Response H = Hour W = Week Y = Year	Night Inspections H = Hour W = Week Y = Year
Carparks	CP - Category 3 • High-use carparks	48 H	16 W	48 H	3 Y
	CP - Category 2 • Medium-use carparks	48 H	31 W	48 H	3 Y
	CP - Category 1 • Low-use carparks	1 W	52 W	48 H	4 Y
Kerb & Channel	KB - Category 4 • Kerbs in High-use pedestrian areas	72 H	52 W	48 H	N/A
	KB - Category 3 • Kerbs in High-use off-street carparks	72 H	4-5 Y	48 H	N/A
	KB - Category 2 • Kerbs in Moderate-use off-street carparks • Kerbs on Urban Roads	1 W	4-5 Y	48 H	N/A
	KB - Category 1 • Kerbs in Low-use off-street carparks • Kerbs on Rural Roads	2 W	4-5 Y	48 H	N/A

Attachment 8: Inspection Frequencies (continued)

Asset Group	Hierarchy Category	Reactive Inspection Timeframe H = Hour W = Week Y = Year	Proactive Inspection Frequency H = Hour W = Week Y = Year	Emergency Response H = Hour W = Week Y = Year	Night Inspections H = Hour W = Week Y = Year
Footpaths **Shared & Bicycle Pathways**	Category 3 • High-use footpaths and pathways	48 H	52 W	48 H	N/A
	Category 2 • Moderate-use footpaths and pathways	48 H	2 Y	48 H	N/A
	Category 1 • Low-use footpaths and pathways	96 H	3 Y	48 H	N/A
	Category 0 • Track & Trails	N/A	N/A	N/A	N/A
Bridges	Level 1 Bridge Inspections • Vehicle Bridges • Vehicle Major Culverts	48 H	26 W	48 H	N/A

Attachment 9: Defect Intervention Levels and Repair Timeframes

NOTES:

- If a Repair Timeframe elapses on a Weekend or Public Holiday, the actual due date will be the next Working Day.
- In cases where a defect is not due to be repaired in less than 4 weeks, temporary measures, such as installing warning signage, erecting barriers, or painting the defect with a bright contrasting colour, may be implemented at the time of identification to reduce the risk as much as is reasonably practicable until permanent repairs can be completed in line with the specified Repair Timeframes.

Defect Intervention Levels and Repair Timeframes

Sealed Roads

Category	Maintenance Class	Urban	Rural
Cat 4	RDMC1	Main distributor	Link
Cat 3	RDMC1	Secondary distributor Activity Centre streets	Collector
Cat 2	RDMC2, RDMC3	Local Access	Local access standard construction
Cat 1	RDMC4	Lane	Local access non- standard construction
Cat 0	RDMC0		Fire access tracks, limited access tracks

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week			
			Cat 4 RDMC1	Cat 3 RDMC2	Cat 2 RDMC2 RDMC3	Cat 1 RDMC4
Pothole	S-POT1	Potholes in sealed pavement >50 mm in depth and >300 mm in diameter.	1 W	2 W	4 W	12 W
	S-POT2	Potholes located in dedicated/marked bicycle lanes >30 mm depth and >100 mm diameter.	1 W	2 W	4 W	12 W
Edge break	S-EBK	Edge breaks >100 mm laterally over a 10m or greater length from the nominal seal line.	1 W	2 W	4 W	12 W
Edge shoulder drop	S-DRO	Edge drops onto an unsealed shoulder >75 mm in depth over a 10m or greater length.	1 W	2 W	4 W	12 W
Depressions deformations	S-RUT	Depression/deformations in the wheel path of a sealed pavement >50 mm in depth under a 1.2m long straight edge. Affecting more than 20 % of trafficable surface over 100m of road length.	1 W	2 W	4 W	12 W

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week			
			Cat 4 RDMC1	**Cat 3** RDMC2	**Cat 2** RDMC2 RDMC3	**Cat 1** RDMC4
Missing pit lids	PIT1	Missing Council drainage pit lids.	24 H	48 H	72 H	96 H
Damaged pit lids	PIT2	Damaged Council drainage pit lids (such that they are potentially structurally unsound).	1 W	2 W	4 W	12 W
Roadside Vegetation Overhead clearance	VEG1	Vegetation intruding into the road envelope: • <5 m over the trafficable portion of road.	2 W	2 W	N/A	N/A
	VEG2	Vegetation intruding into the road envelope: • <4.5 m over the trafficable portion of road.	N/A	N/A	4 W	12 W
Roadside Vegetation Obstructing sightlines	VEG3	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs.	2 W	2 W	4 W	12 W
Bleeding Seals	S-BLE	Bleeding seals due to high ambient temperature (resulting in pickup of binder due to traffic action)	24 H	24 H	24 H	48 H

Unsealed Roads

Category	Maintenance Class	Urban	Rural
Cat 4	RDMC1	Main distributor	Link
Cat 3	RDMC1	Secondary distributor Activity Centre streets	Collector
Cat 2	RDMC2	Local Access	Local access standard construction
Cat 1	RDMC4	Lane	Local access non- standard construction
Cat 0	RDMC0		Fire access tracks, limited access tracks

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week				
			Cat 4 RDMC1	Cat 3 RDMC1	Cat 2 RDMC2	Cat 1 RDMC4	Cat 0 RDMC0
Pothole	U-POT1	Potholes in sealed pavement >75 mm in depth and >300 mm in diameter.	4 W	4 W	4 W	N/A	N/A
	U-POT2	Potholes in unsealed pavement >100 mm in depth and >500 mm in diameter.	N/A	N/A	N/A	4 W	N/A
Wheel ruts scouring	U-CSR1	Wheel ruts or scouring on an unsealed road >75 mm in depth. Affecting more than 20 % of trafficable surface over 100m of road length.	2 W	2 W	4 W	8 W	N/A
Corrugations	U-CSR2	Corrugations on an unsealed road >75 mm in depth and 1500 mm in length. Affecting more than 20 % of trafficable surface over 100m of road length.	2 W	2 W	4 W	8 W	N/A
Roadside Vegetation Overhead clearance	VEG1	Vegetation intruding into the road envelope: • <5.0 m over the trafficable portion of road.	2 W	2 W	N/A	N/A	N/A
	VEG2	• <4.5 m over the trafficable portion of road.	N/A	N/A	2 W	2 W	N/A
Roadside Vegetation Obstructing sightlines	VEG3	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs.	4 W	8 W	12 W	16 W	N/A

All Roads (Sealed & Unsealed)

Category	Maintenance Class	Urban	Rural
Cat 4	RDMC1	Main distributor	Link
Cat 3	RDMC1	Secondary distributor, Activity Centre streets	Collector
Cat 2	RDMC2, RDMC3	Local Access	Local access standard construction
Cat 1	RDMC4	Lane	Local access non- standard construction
Cat 0	RDMC0		Fire access tracks, limited access tracks

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week				
			Cat 4 RDMC1	Cat 3 RDMC1	Cat 2 RDMC2 RDMC3	Cat 1 RDMC4	Cat 0 RDMC0
Road Obstruction	OBS	Materials fallen from vehicles, dead animals, wet clay and other slippery substances, hazardous materials, accumulation of dirt or granular materials on the traffic lane of sealed roads that pose a safety risk to vehicles (ie run off road, movement into oncoming lanes, loss of traction or braking capability).	24 H	24 H	48 H	48 H	N/A
Traffic Hazards	OCC	Traffic hazards requiring urgent response to ensure traffic safety - ponding of water >300mm deep • fallen trees • oil spills • stray livestock.	24 H	24 H	48 H	48 H	N/A
Emergency Events	EM	Emergency Event (e.g. road accident resulting in debris on road surface)	24 H	24 H	48 H	48 H	N/A
Missing Damaged Signage	SSI	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective when viewed from the following distances: • Speed Limit – <=50km/h = 30m • Speed Limit – 60km/h = 40m • Speed Limit – 70km/h = 55m • Speed Limit – 80km/h = 65m • Speed Limit – 90km/h = 80m • Speed Limit – 100km/h = 95m	4 W	4 W	8 W	8 W	N/A
Damaged Guard Rail or fencing	BAR	Guard rail/fence damaged or missing making them substantially ineffective.	4 W	4 W	8 W	8 W	N/A

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week				
			Cat 4 RDMC1	Cat 3 RDMC1	Cat 2 RDMC2 RDMC3	Cat 1 RDMC4	Cat 0 RDMC0
Missing Damaged Pavement Markings	PMK	Pavement markings which are missing or faded making them substantially ineffective.	4 W	4 W	8 W	8 W	N/A

Off-street Carparks

Category	Maintenance Class	Hierarchy
Cat 3	CPMC1	High-use off street carparks.
Cat 2	CPMC2	Medium-use off street carparks.
Cat 1	CPMC3	Low-use off street carparks.

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week		
			Cat 3 CPMC1	Cat 2 CPMC2	Cat 1 CPMC3
Vertical Displacement **Pedestrian access areas pathways**	TS1	Vertical Displacement >20 mm in height.	4 W	N/A	N/A
	TS2	Vertical Displacement >30 mm in height.	N/A	12 W	32 W
Pothole	S-POT1	Potholes in sealed pavement >75 mm in depth and >300 mm in diameter.	4 W	12 W	32 W
	U-POT2	Potholes in unsealed pavement >100 mm in depth and >500 mm in diameter.	4 W	12 W	32 W
Wheel ruts/scouring	U-CSR1	Wheel ruts or scouring on an unsealed pavement >75 mm in depth Affecting more than 20 % of trafficable surface area.	4 W	12 W	32 W
Corrugations	U-CSR2	Corrugations on an unsealed pavement >75 mm in depth and 1500 mm in length. Affecting more than 20 % of trafficable surface area.	4 W	12 W	32 W
Vegetation Overhead clearance	VEG1	Vegetation intruding into the carpark envelope: • <4.5 m over the trafficable portion of carpark.	2 W	2 W	2 W
	VEG2	Vegetation intruding into the carpark envelope: • <2.1 m over the pedestrian access portion of carpark.	2 W	2 W	2 W

Kerb and Channel

Category	Maintenance Class	Hierarchy
Cat 4	PMC1	High-use pedestrian areas.
Cat 3	CPMC1	High-use off street carparks.
Cat 2	CPMC2	Medium-use off street carparks and urban roads.
Cat 1	CPMC3	Low-use off street carparks and rural roads.

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week			
			Cat 4 PMC1	Cat 3 CPMC1	Cat 2 CPMC2	Cat 1 CPMC3
Kerb Displacement	KDIS 1	Vertical and/or horizontal displacement – uplift section >25 mm.	2 W	N/A	N/A	N/A
	KDIS 2	Vertical and/or horizontal displacement – uplift section >50 mm.	N/A	4 W	N/A	N/A
	KDIS 3	Vertical and/or horizontal displacement – uplift section >75 mm.	N/A	N/A	8 W	N/A
	KDIS 4	Vertical and/or horizontal displacement – uplift section >100 mm.	N/A	N/A	N/A	16 W

Footpaths

Category	Maintenance Class	Hierarchy
Cat 3	PMC1	High-use footpaths
Cat 2	PMC2	Medium-use footpaths
Cat 1	PMC3	Low-use footpaths
Cat 0	PMC4	Tracks and Trails

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week			
			Cat 3 PMC1	Cat 2 PMC2	Cat 1 PMC3	Cat 0 PMC4
Vertical Displacement	TS1	Vertical displacement >20 mm in height.	48 H	N/A	N/A	N/A
	TS2	Vertical displacement >30 mm in height.	N/A	1 W	2 W	N/A
	TS3*	Vertical displacement >50 mm in height. (unsealed footpaths)	N/A	2 W	4 W	N/A
Loose segmented pavers	LSP	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot.	48 H	1 W	2 W	N/A
Cracking	CRK	Cracking in footpaths >40 mm wide.	48 H	1 W	2 W	N/A
Undulations	UND	Undulations (depressions/bumps) >75 mm in depth/height under a 1.5m straight edge.	48 H	1 W	2 W	N/A
Dislodged missing pieces potholes	DMP	Dislodged or missing pieces or potholes >150 mm in length/width and >20 mm in depth.	48 H	1 W	2 W	N/A
Missing pit lids	MPL	Missing Council drainage pit lids.	24 H	48 H	48 H	N/A
Damaged pit lids	DPL	Damaged Council drainage pit lids (such that they are potentially structurally unsound).	48 H	1 W	2 W	N/A
Vegetation overhead clearance	COV	Vegetation intruding into the footpath envelope: • <2.5 m over footpath surface.	2 W	2 W	2 W	N/A
Dislodged missing tactile indicator	TAC	Damaged or missing.	48 H	1 W	2 W	N/A

Note: Pram crossings/Pedestrian Crossings/Ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description/intervention levels.

* Not applied to intentional design elements such as integrated drainage swales / water-bars, speed humps, etc. Such elements are assessed on a case-by-case basis to ensure they remain functional while also not presenting an unreasonable safety risk to users.

Shared & Bicycle Pathways

Category	Maintenance Class	Hierarchy
Cat 3	PMC1	High-use pathways
Cat 2	PMC2	Medium-use pathways
Cat 1	PMC3	Low-use pathways
Cat 0	PMC4	Tracks and Trails

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week			
			Cat 3 PMC1	Cat 2 PMC2	Cat 1 PMC3	Cat 0 PMC4
Vertical Displacement	TS1	Vertical displacement >20 mm in height.	48 H	N/A	N/A	N/A
	TS2	Vertical displacement >30 mm in height.	N/A	1 W	2 W	N/A
	TS3*	Vertical displacement >50 mm in height. (unsealed pathways)	N/A	2 W	4 W	N/A
Cracking	CRK	Cracking perpendicular to path of travel >30 mm wide Longitudinal cracking >20 mm wide.	48 H	1 W	2 W	N/A
Undulations	UND	Undulations (depressions/bumps) >75 mm in depth/height under a 1.5m straight edge.	48 H	1 W	2 W	N/A
Dislodged missing pieces potholes	DMP	Dislodged or missing pieces or potholes >150 mm in length/width and >20 mm in depth.	48 H	1 W	2 W	N/A
Missing pit lids	MPL	Missing Council drainage pit lids.	24 H	48 H	48 H	N/A
Damaged pit lids	DPL	Damaged Council drainage pit lids (such that they are potentially structurally unsound).	48 H	1 W	2 W	N/A
Vegetation overhead clearance	COV	Vegetation intruding into the pathway envelope: • <3.5 m over shared pathway surface and >50 cm beyond each edge.	2 W	2 W	2 W	N/A
Vegetation Obstructing sightlines	VOS	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from <20 m.	2 W	2 W	2 W	N/A
Dislodged missing tactile indicator	TAC	Damaged or missing.	48 H	1 W	2 W	N/A

Note: Pram crossings/Pedestrian Crossings/Ramps providing transition between road and footpath levels are treated as part of the pathway for the purposes of the application of description/intervention levels.

* Not applied to intentional design elements such as integrated drainage swales / water-bars, speed humps, etc. Such elements are assessed on a case-by-case basis to ensure they remain functional while also not presenting an unreasonable safety risk to users.

Bridges and Culverts

Category	Maintenance Class	Urban	Rural
Cat 4	RDMC1	Main distributor	Link
Cat 3	RDMC1	Secondary distributor, Activity centre streets	Collector
Cat 2	RDMC2	Local Access	Local access standard construction
Cat 1	RDMC4	Lane	Local access non- standard construction
Cat 0	RDMC0		Fire access tracks, limited access tracks

Defect type	Defect Code	Description & Intervention Level	Repair timeframes by hierarchy H = Hour W = Week				
			Cat 4 RDMC1	Cat 3 RDMC1	Cat 2 RDMC2	Cat 1 RDMC4	Cat 0 RDMC0
Bridge & Culvert defects	BCD	Visible damage likely to pose an immediate and significant risk to members of the public.	2 W	4 W	8 W	12 W	N/A