

Road Management Plan 2021



City of
DAREBIN

the place
to live



Amendments from 2017 Plan

Date	Details
27/04/2021	Improved cross-referencing.
	Section 3: Meaning of terms - Added definitions of "the Act", "Response time", and "days".
	Clause 7.3: Category omitted
	Section 8.4: Added speed limit reduction impacts
	Section 9: Added operational climate related impacts
	Section 12: Updated Figure 7, Reactive maintenance process chart.
	Section 22: Updated - Road management (General) Regulations 2016
	Section 22: Updated - Road management (Work and Infrastructure) Regulations 2015
	Section 22: Objective references omitted.
	Appendix B
	Updated Night Inspection descriptions and frequencies
	Appendix C
	Added Response times and omission of High/Low Category.
	Updated localised irregularities of pavement surface descriptions
	Updated surfaces with on-road bicycle lanes descriptions
	Separation of Missing Pit Lids from Damage Pits and updated response times.
	Added emergency situations and overhanging vegetation

Contents

1.	Introduction	4
2.	Purpose of this Plan	4
3.	Meaning of Terms	4
4.	Roads for which the Plan Applies.....	5
5.	Exclusions from the Plan	5
6.	Related Documents.....	6
7.	Road and Footpath Hierarchy	7
7.1	Road Classification.....	7
7.2	Pathways Classification.....	7
8.	Operational Responsibility for Public Roads.....	8
8.1	Arterial Roads	8
8.2	Public Transport Assets	9
8.3	Bus stop assets.....	9
8.4	Local Roads	10
8.5	Vehicle Crossings	10
8.6	Drainage Assets	11
8.7	Unmade Roads.....	12
8.8	Unmade Rights of Way (ROW).....	12
8.9	Shared Paths	12
8.10	Carparks	12
9.	Exceptional Circumstances	13
10.	Level of Service	13
11.	Proactive Maintenance System	13
12.	Reactive Maintenance System - Service Requests (SR) and Data Recording.....	13
13.	Repair of Damaged Council Assets	14
14.	Risk Assessment	14
15.	Standards for Construction, Expansion, Upgrading, Renewal and Refurbishment	15
16.	Standards of Maintenance	15
17.	Financial Resources	15
18.	Safety at Worksites	15
19.	Duty to Inform Service Provider	15
20.	Performance Management.....	15
21.	Plan Review	16
22.	References	16
23.	Appendices.....	17
	Appendix A- Inspection Zones	17
	Appendix B- Inspection Frequencies	18
	Appendix C- Maintenance standards including response times	19

1. Introduction

This Road Management Plan (RMP) is prepared in accordance with Section 52 of the *Road Management Act 2004* (RMA). This Act sets the law relating to road management in Victoria, establishes the general principals which apply to road management and sets out certain rights and duties of road users and authorities.

In preparing this plan, Council has made policy decisions under Part 4 of the RMA.

This plan reflects the purposes and objectives of Council as specified under the *Local Government Act, 1989*. These objectives are described in the City of Darebin Council Plan 2021 – 2025, which sets the strategic objectives of Council. These include: *Prosperous, Liveable and Flourishing*.

The respective rights of Council, ratepayers, residents and the general public have been considered in the preparation of this Plan. There are also obligations of road users under the Act, which requires that they exercise personal responsibility for their own and other's safety and interests.

2. Purpose of this Plan

This RMP has been prepared to the principles, methods and systems used in managing Darebin's road network. The plan details the management systems for the road management function under the control of Darebin City Council. It sets the relevant standards in relation to the discharge of its duties in the performance of the road management functions. It sets the standards based on policy and operation objectives within the resources available and ensures the provision of a safe and efficient road network for users and the community. It minimises road safety hazards and disruption to traffic. It also supports the use of different modes of transport to minimise the cost to the community.

In accordance with Sections 50 and 52 of the Act, the purposes of this Plan are:

- to establish a management system for the road management functions of Council which is based on policy, operational objectives and available resources;
- to establish the relevant standards or policies in relation to the discharge of duties in the performance of those road management functions;
- to detail the management systems that Council proposes to implement in the discharge of its duty to inspect, maintain and repair those public roads for which Council is responsible.

This Plan does not apply to arterial roads. VicRoads is the responsible authority for these roads. Council may be responsible for those sections of arterial roads outside of the through traffic lanes as detailed in the Road Management Act Code of Practice "Operational Responsibility for Public Roads". Those roads or parts of roads that Council is responsible for are listed separately in the 'Register of Public Roads'.

3. Meaning of Terms

Terms used in this Plan have the same meaning as the definitions included in the Act. These include:

"the Act" means Road Management Act 2004 (RMA)

"arterial road" means a road which is declared to be an arterial road under section 14 of the Act. The VicRoads web site includes a list of arterial roads (<https://www.vicroads.vic.gov.au/>).

"Council" means the City of Darebin as the coordinating road authority and as the responsible

road authority (as applicable).

“public road” means a public road within the meaning of section 17 of the Act.

“shared path” footpath jointly used by pedestrians and cyclists.

“response time” A defect on an asset has reached the level where maintenance is required to bring it back to the required standard. The process of completion inclusive of administrative work.

“day” means any working day from Monday to Friday except declared public holidays.

4. Roads for which the Plan Applies

The provisions of this Plan apply to those roads, pathways and ancillary areas listed in the Register of Public Roads.

Council has determined that those local roads and pathways listed in the Register of Public Roads are reasonably required for general public use. Council has also designated certain areas adjacent to a public road as ‘ancillary areas’ and these areas are recorded in the Register of Public Roads. There are 65 car parks that will be separately identified in the road register which are located in road reserves that are not described as **“ancillary areas”**.

To the extent possible within resource constraints, the Register of Public Roads records the location, type, hierarchy, capacity, condition, configuration of road assets for which Council is responsible, together with a history of assets including any additions, deletions or changes.

Details of agreements with other road authorities and service providers will be added to the Register of Public Roads as they become available.

5. Exclusions from the Plan

The plan does not apply to:

- Roads and car parks on private property. These are the responsibility of the property owner. A private road is considered to be formed roadway within a privately-owned parcel of land. A private road is not referred to as a road (ROAD) on title, nor is it referred to as a right of way (ROW) on a title document. Examples of private roads include internal access roads within retirement villages and Housing Commission estates as well as internal access roads and carparks within shopping complexes (such as Northland). Council is not responsible for the maintenance, inspection or renewal of these road assets; accordingly, they are not included within the Road Management Plan.
 - Car parks outside the road reserve. Refer to the Road Asset Management Plan.
 - Car parks associated with Council buildings and car parks associated with open space reserves and sporting facilities. Refer to the Open Space and Facilities Asset Management Plans.
 - Pavements, kerb and channel on arterial roads. These are the responsibility of VicRoads. Refer to the Road Management Act Code of Practice “Operational Responsibility for Public Roads”.
 - Bus stop assets. These are the responsibility of the Public Transport Victoria. Refer to the description in section 8.3.
 - Unmade Rights of Way (ROW) that are not included in the road register. An unmade right-of-way is a portion of land that is designated as a right of way (ROW) or a road (ROAD) on title. Unmade rights-of-way do not have formed surfaces; however, they may have constructed drainage (either under or above ground). Council is not responsible for
-

the maintenance, inspection or construction of the surface of unmade rights-of-way that are not included in the register of public roads. Should an unmade right-of-way be surfaced (either via a special charge scheme or as a requirement of a planning permit) then the right-of-way would be added to the road register. Council may also decide to add an unmade right-of-way to its register of public roads for other reasons.

- Vehicle crossings. These are the responsibility of the property owner. Refer to the description in section 8.5.
- Private drainage. Refer to the description in section 8.6.
- Street Lighting.

6. Related Documents

A number of other Council documents are referred to in, or affect the operation of, this Plan. These include:

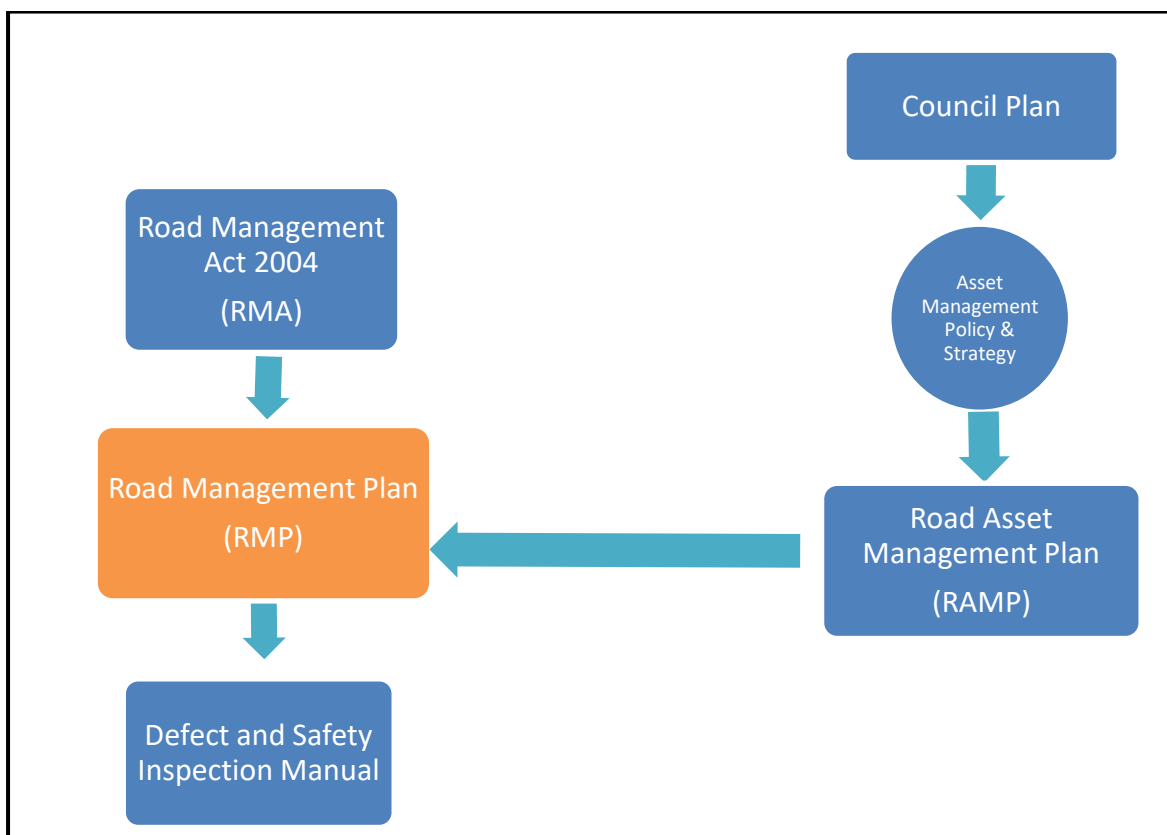
Darebin ‘Road Asset Management Plan’ (RAMP) – provides an understanding of Council’s road assets and concepts for their sustainable provision and provides a tactical approach towards achieving a cost-effective solution that meets Council’s long term strategic goals.

Darebin ‘Register of Public Roads’ – Lists those roads and ancillary areas for which Council is responsible for in accordance with section 19 of the Act.

Darebin ‘Defect and Safety Inspection Manual’ – Details the methods by which Council will undertake the periodic inspection of road assets and the response to various defects that may arise from time to time.

Darebin ‘Open Space Asset Management Plan’ – Details shared path and paths in parks. The linkage between these documents is shown in Figure 1 below:

Figure 1: Asset Management Policy Framework



7. Road and Footpath Hierarchy

7.1 Road Classification

Roads within Council are classified in a hierarchical system based on traffic volumes. The following definitions have been developed to determine the hierarchical system used: -

Road Hierarchy	Description
Link	Link Roads (>7500vpd) – Those roads whose main function is to supplement arterial roads in providing for traffic movements and which distribute traffic to collector roads and local street systems.
Collector	Collector Roads (>3000vpd) – Those roads whose main function is to supplement arterial and link roads in providing for traffic movements, or which distribute traffic to local street systems
Access	Access Roads incl. car parks (<3000vpd) – Those roads whose main function is to provide access to abutting properties or where the main function is to provide access to limited numbers of properties, or which provide almost exclusively for one activity or function.
Primary Access Rights of Way	Those roads whose main function is to provide primary property access i.e. where the front door is accessed directly from the Right of Way.
Laneways /Rights of Way	Laneways/Rights-of-Way– Those roads where the main function is to provide rear access to properties for delivery of goods, as in the case of commercial premises, or as a means to garage a car in the property in the case of residential properties.
On-Road Bicycle Lanes	Those on-road lanes reserved for people who ride bikes whose main function is to create on-road, separated travel facilities for people who ride bikes. They are identified with a bike symbol on the road and a sign which says that it is a bike lane.
Shimmy Routes	Bike routes using low traffic and low speed roads, which are primarily local access or link road, as an alternative to using collector or arterial roads with higher traffic volumes and speeds.

7.2 Pathways Classification

Pathways are classified into three categories

Pathways Hierarchy	Description
Principal Pedestrian Network (PPN) PPN Primary	These routes form the foundation of the PPN where a high level of pedestrian priority is assigned. These routes will be a major focus for the implementation of future walking infrastructure improvements.
PPN Secondary	These routes will provide a secondary role to the primary routes and will be assigned a high level of pedestrian priority.
All Other	This includes the balance of the pedestrian network within Darebin which is not identified as Primary or Secondary. Although they are not assigned a significant role in the PPN, they are recognised as providing a level of pedestrian priority because of their feeder role from residential and employment origins to the Secondary and Primary routes.

8. Operational Responsibility for Public Roads

The Code of Practice – ‘Operational Responsibility for Public Roads’ defines the limits of responsibility between road authorities for different parts or elements within the road reserve.

8.1 Arterial Roads

Pathways and service roads along Arterial Roads are the responsibility of Council. Median strips, intersection and road signage are the responsibility of VicRoads. (Refer Section 37 of the Act). An example of the division of responsibility between Council, VicRoads and the tram operator are shown in Figure 2 below.



Figure 2: Operational Responsibility on Arterial roads

In the example in Fig. 2 above, VicRoads is the Coordinating Road Authority for the road. VicRoads is the Responsible Road Authority for the pavement. Council is the Responsible Road Authority for the section from the back of kerb to the property boundary. Refer also to the Code of Practice.

8.2 Public Transport Assets

Trams – Yarra Trams provides the tram services within Darebin. They have many assets in the road reservation such as, tram tracks, overhead powerlines and shelters. Tram operators are responsible for the tram track reserve area within 450mm each side of the outer track rails in road reserves including crib crossings installed to protect pedestrians crossing tram tracks. Council is responsible for the road reserve outside these limits. Centreline road marking along a tram reserve is the responsibility of the responsible Road Authority but (yellow) linemarking designating tram operational limits is the responsibility of the tram operator. Operational responsibility for local roads with tram tracks is shown in Figure 3 below:



Figure 3: Operational Responsibility Trams on Local Roads

Trains - All assets associated with the train services are located in a railway reservation, however, where the railway and road reservations cross each other, both road and railway assets interface and the responsible agencies must work together. Trains assets include the tracks and the overhead power supply as well as, bridges, boom gates and fencing. Train operators are responsible for all components of the rail track reserve area within the road boundaries to a minimum of 3 metres each side of the outer rails or the extent of the boom gate in metropolitan Melbourne or as agreed. Council is responsible for the road reserve outside these limits.

8.3 Bus stop assets

The majority of infrastructure that is associated with bus stops is the responsibility of Public Transport Victoria, such infrastructure includes:

- The bus stop pole/flag/timetable case/braille badge.
- The concrete slab (hardstand) that forms the waiting area for bus patrons.
- Any dedicated path or ramp to the hardstand (so this is generally a path that runs from the Council owned footpath out to the hardstand).
- Any pedestrian fencing or tactile on this path or ramp to the hardstand.
- The tactile that is on the hardstand as well as the tactile that runs across the footpath to lead people onto the waiting area.
- Glass bus shelters installed.

Council is to maintain the following items that are associated with bus stops:

- Bus zone signs (which indicate where Council's parking stops and the bus zone starts/finishes) which are only usually installed in heavily parked areas.
- The road carriageway and kerb.
- Rubbish left on the naturestrip (including at a bus stop).
- Grass maintenance

8.4 Local Roads

All public roads, right of ways and footpaths listed in the Register of Public Roads are the responsibility of Council, as shown in Figure 4 below:



Figure 4: Operational Responsibility on Local Roads

Reducing the instances of speed-related death and trauma on our roads is an ongoing challenge. Speeding contributes to at least 30 per cent of fatalities each year and quarter of serious injuries sustained by light vehicle occupants. It is proposed to progressively change the speed limit on all local roads and some collector roads to 40km/h to manage safety and reduce the vehicle impact on the road asset.

8.5 Vehicle Crossings

The owner of a property must ensure that each vehicle crossing to the property from an adjacent road and any channel forming part of the crossing is maintained to the satisfaction of Council, as shown in Figure 5 below. Defects associated with vehicle crossings are reported to the property owner with a request to the property owner to rectify the defect.

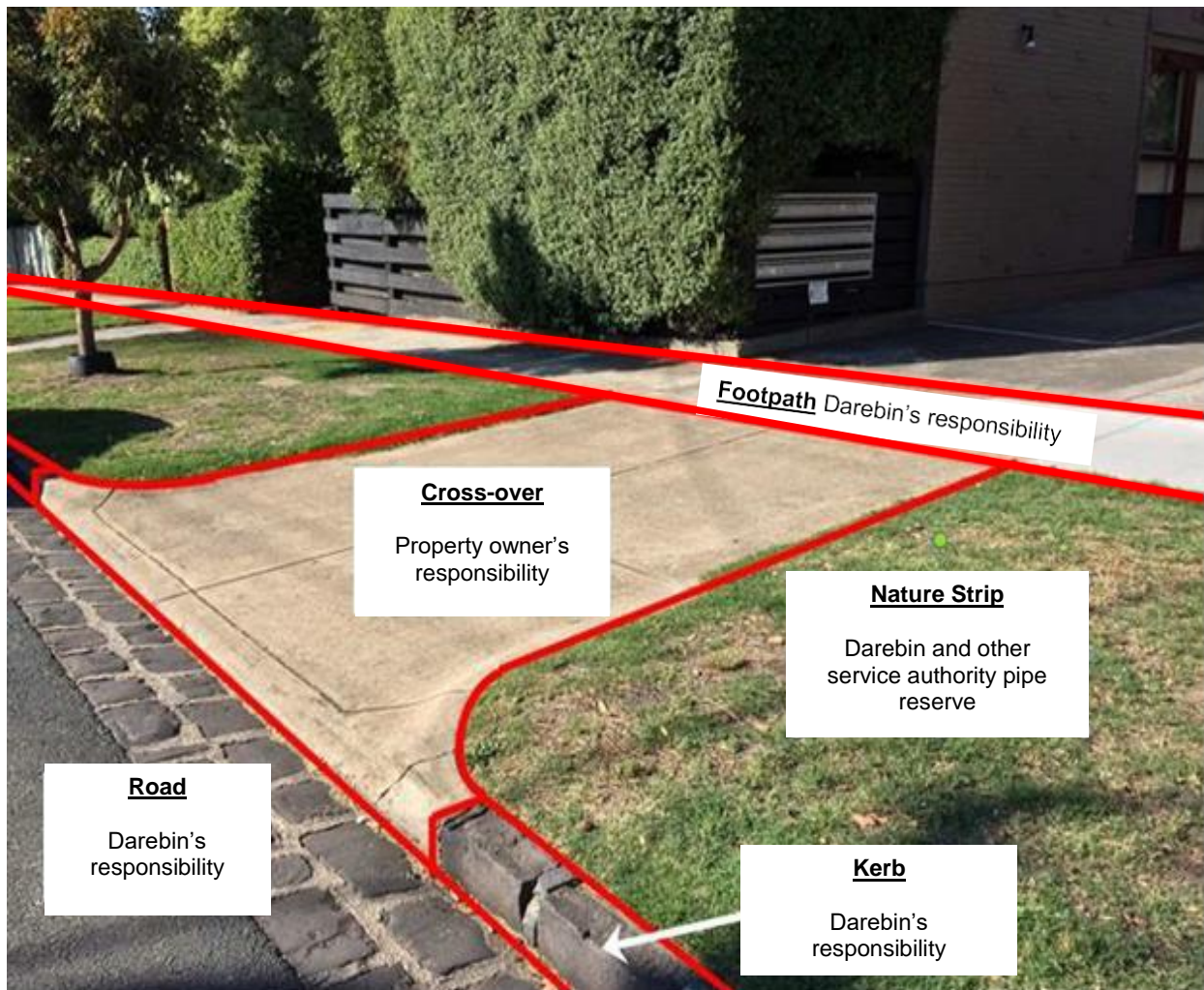


Figure 5: Operational Responsibility for Vehicle Crossings

8.6 Drainage Assets

Council is responsible for the maintenance of Council drains, pits and the kerb and channel to ensure that they are operating effectively. As shown in Figure 6, The Property Owner is responsible for the maintenance of private stormwater drain connected to Council drain, pit or kerb & channel. The Property Owner must ensure that the private stormwater connection to Council drainage assets is maintained to the satisfaction of Council.

The following are drainage related assets that are not considered in this plan, they include;

- Retention systems (refer to the Open Space Asset Management Plan)
- Wetlands (refer to the Open Space Asset Management Plan)
- Rivers/creeks
- Overland flow paths
- Non-Council owned assets

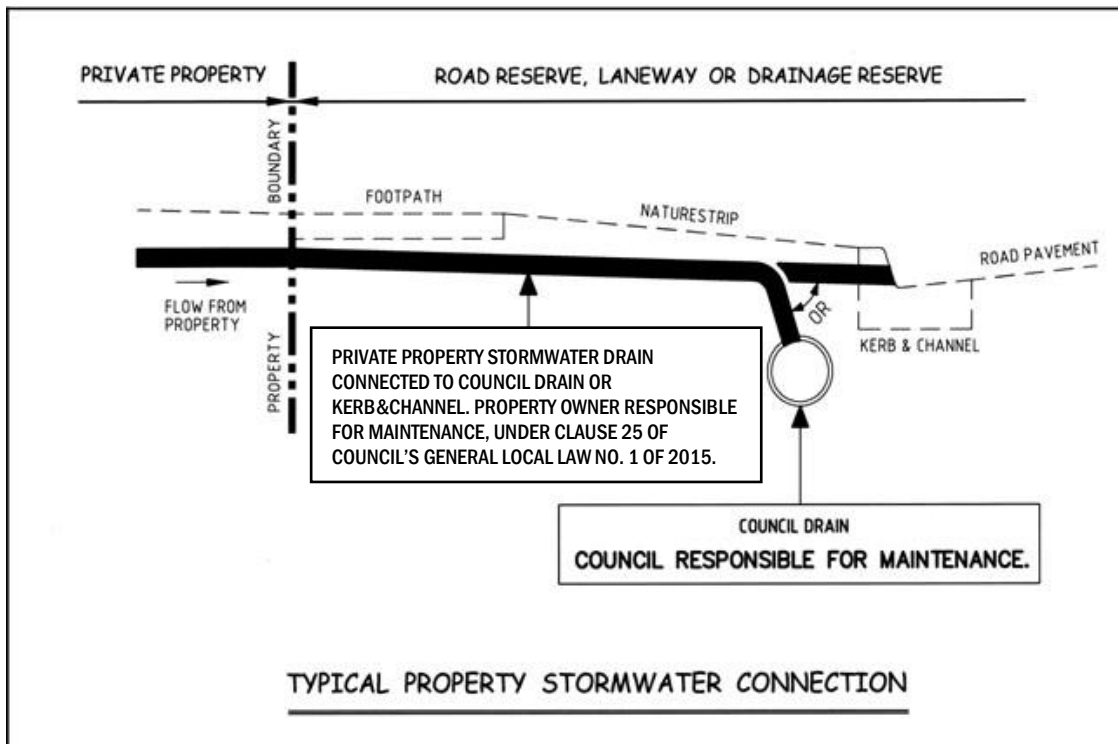


Figure 6: Operational Responsibility for Drainage Assets

8.7 Unmade Roads

Council will not maintain unmade roads unless it is declared a public highway and included in its register of public roads.

8.8 Unmade Rights of Way (ROW)

Council will not maintain unmade ROWs unless it is declared a public highway and included in its register of public roads.

An owner or occupier of land must keep that land, and anything on that land, in a condition that is not detrimental to the visual amenity of the neighbourhood. The following are examples of what may be detrimental to the visual amenity of the neighbourhood:

- (i.) Branches, materials or objects which may overhang the property;
- (ii.) Weeds and excessive vegetation; and
- (iii.) Accumulation of excessive materials and obstructions.

An owner or occupier of land abutting an unmade right of way must ensure that the unmade right of way is free of litter and obstructions.

8.9 Shared Paths

Shared paths in the road reserve are included in the public road register and will be inspected at same level as footpath assets. Shared paths in parks are not covered under the RMP and will be maintained in accordance with the Open Space Asset Management Plan.

8.10 Carparks

Off road car parks should come under the RAMP. Car parks will be separated in the road register and adopt the same level of service as roads.

9. Exceptional Circumstances

Council will make every endeavour to meet all aspects of its Road Management Plan, (RMP).

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

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

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

Council is committed to reviewing operations to allow for known climate related risks. This work will be ongoing in an attempt to provide continued service to our community.

10. Level of Service

The standards specified in Appendices A, B & C are set to maintain the service provided by Council's road network at the level applicable at the time of adoption by Council of this plan.

This level of service is considered reasonable having regard to the resources available to Council and the provision of other Council services. Levels of service may be amended from time to time having regard to Best Value reviews and community consultation to be conducted in the future.

11. Proactive Maintenance System

Council has a proactive system of maintenance based on the 45 maintenance zones as shown in Appendix A and the inspection frequencies described in Appendix B. Works orders derived from defects identified in these inspections are temporarily repaired under this Plan. Permanent repairs for these defects are scheduled based on timeframes outlined in this Plan.

12. Reactive Maintenance System - Service Requests (SR) and Data Recording

Council has systems in place to manage customer service requests and work orders and other information from road users and community members.

Key benefits of the system include:

- More efficient and effective method of actioning customer requests and managing our assets
- Better and more accurate information will be available to more staff than before
- Better reporting capability

The following flow chart describes the workflow followed for all service (customer) requests as described in this Plan and in accordance with timeframes specified in Appendix C. Works orders derived from defects identified in the inspection process in this work flow are temporarily repaired under this Plan. Permanent repairs for these defects are scheduled based on timeframes outlined in the Defect and Safety Inspection Manual which do not form part of this Plan.

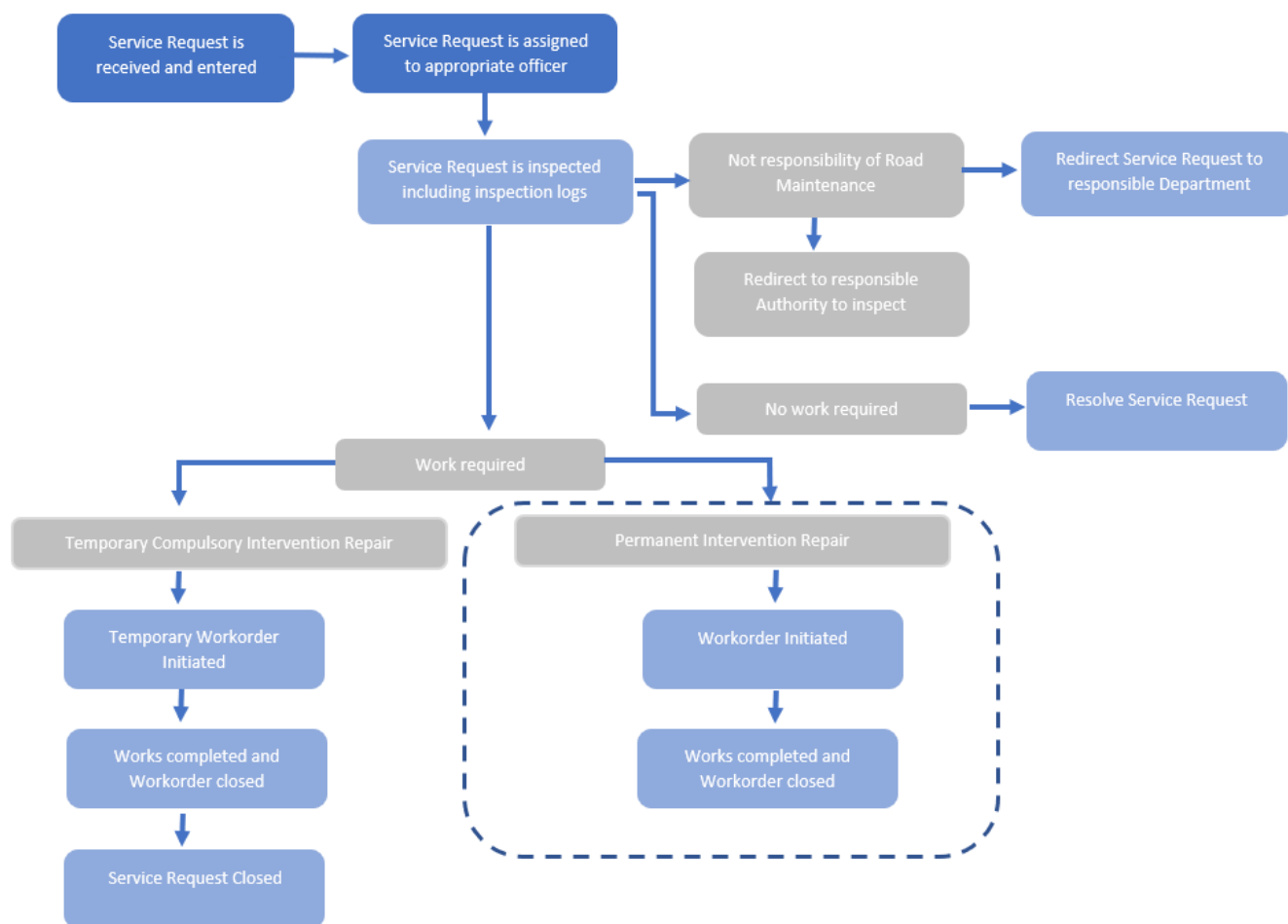


Figure 7: Reactive maintenance system workflow

13. Repair of Damaged Council Assets

Where damage has been caused to a Council asset / or road, the party, service provider or works and infrastructure manager that caused the damage shall be responsible for that damage, any consequences and the cost of repair to ensure that the area is safe and that the asset operates at the level it previously operated or higher. In particular, where secondary or ‘consequential’ damage has been caused to Council assets such as subsidence from water damage other than at the specific site of the asset works or repairs, the damage must be repaired at the expense of the responsible party to Council’s satisfaction. Refer Schedule 7 in Road Management Act 2004.

14. Risk Assessment

The consequences of asset failure can include loss of revenue, inconvenience to the community, loss of service and trade. It is not possible for Council to address all defects and eliminate all risks. However, risks may be identified and minimised by regular inspections and setting of clear priorities.

All reasonably foreseeable types of defect likely to be found in the road reserve were evaluated and a risk assessment undertaken that considered both likelihood and consequence. The details of this analysis are shown in the Defects and Safety Inspection Manual.

15. Standards for Construction, Expansion, Upgrading, Renewal and Refurbishment

The standards for the construction of new roads and pathways are given in the Road Geometry and Drainage Design Guidelines.

16. Standards of Maintenance

The standards for the maintenance of existing roads and pathways are:

- the task or work expected to be undertaken
- the schedule of inspections of specific matters to be undertaken at specified intervals
- the circumstances under which intervention action is to be undertaken with respect to repair or maintenance needs for defects reported or found on inspection
- the priority to be given to intervention action and the kind of action.

Council is committed to providing a response to any situation in accordance with the response times.

17. Financial Resources

The commitments and obligations specified in this Plan are matched to the financial resources available to deliver those commitments and obligations.

The availability of financial resources determines the level of service that can be provided. Any change in community expectations, i.e. higher or lower level of service has a corresponding financial effect.

18. Safety at Worksites

All construction and maintenance work on local roads and pathways will be undertaken in accordance with the relevant occupational health and safety legislation and guidelines.

In particular, the Code of Practice 'Worksite Safety – Traffic Management' applies to any works.

19. Duty to Inform Service Provider

If in the course of meeting its obligations under this Plan, Council becomes aware that any non-road infrastructure for which a service provider or works and infrastructure manager is responsible:

- is not in the location shown in the relevant records; or
- appears to be in an unsafe condition; or
- appears in need of repair or maintenance;

Council will convey that information to the relevant service provider or works and infrastructure manager.

20. Performance Management

In accordance with the Best Value principles and good management practice, a performance measurement, monitoring and reporting regime will be developed as part of the implementation, of Councils Asset Management System. This includes appropriate resources allocated to develop and implement an effective system for monitoring and reporting compliance.

21. Plan Review

This plan will be reviewed every four years after a new Council is elected in accordance with the Road Management Act 2004 and the Road Management (General) Regulations 2005.

22. References

The following references are referred to or affect the operation of this plan:

Acts

Road Management Act 2004

Local Government Act 1989

Local Government Act 2020

*Transport Integration Act
2010*

Regulations

Road Management (General) Regulations 2016

Road Management (Works and Infrastructure) Regulations 2015

Codes of Practice

Code of Practice 'Worksite Safety – Traffic Management'

Code of Practice – 'Operational Responsibility for Public Roads'

Code of Practice – 'Management of Infrastructure in Road Reserve'

Council Documents

Darebin - Road Asset Management Plan

Darebin - Road Geometry and Drainage Design Guidelines

Darebin - Defects and Safety Inspection Manual

Darebin - Register of Public Roads

Darebin - Stormwater Asset Management Plan

Darebin – As advised by the Asset Department, the 2017 Open Space Asset Management Plan which includes maintenance schedules of shared paths and paths in parks is to be finalised within the next six months.

Darebin - General Local Law 2015

Darebin - Principal Pedestrian Network Report April 2016

Darebin – Principal Pedestrian Network PPN Map

Darebin - Streets for People Feasibility Study

Darebin - Walking Strategy

Darebin – Safe Travel Strategy

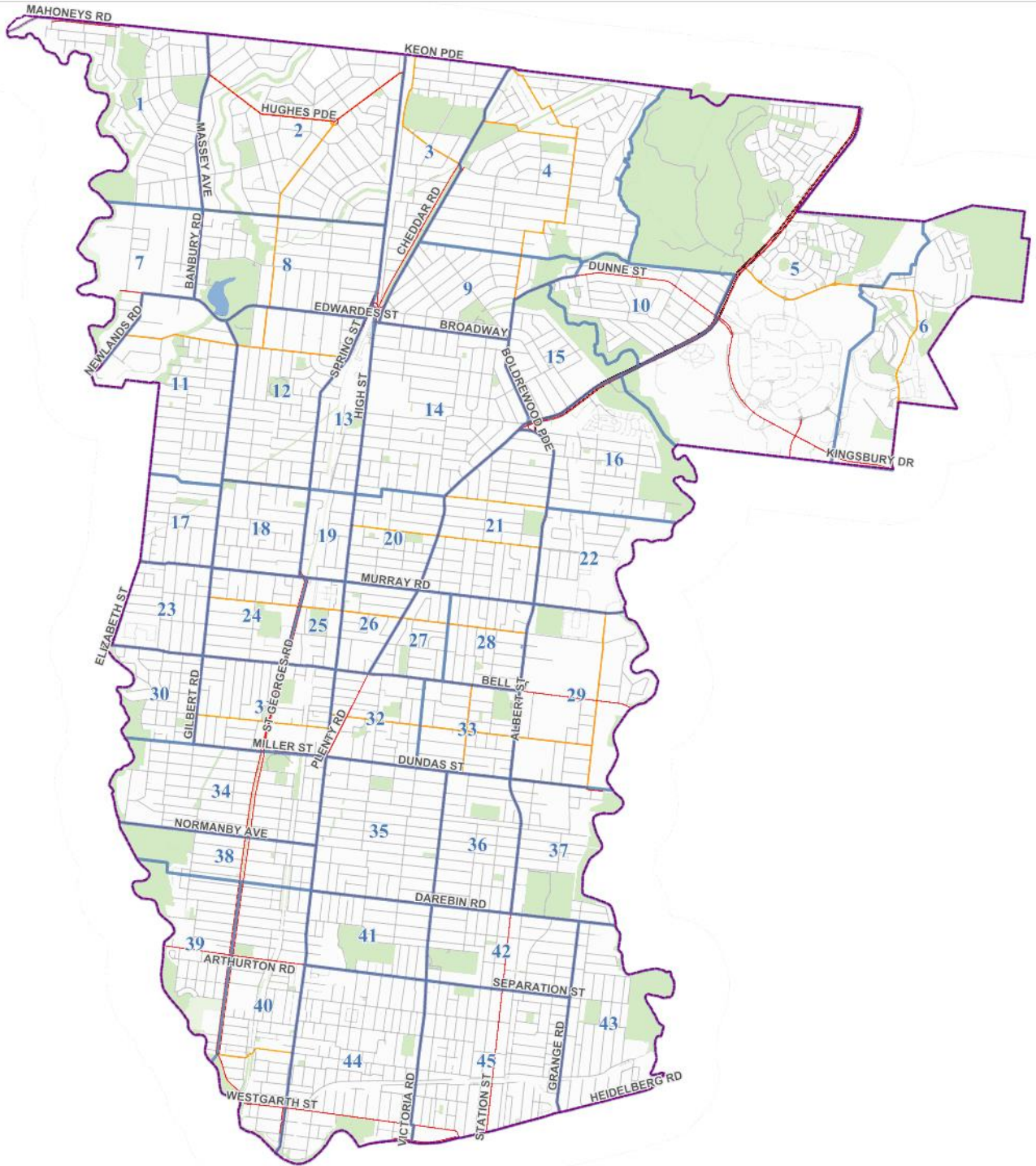
Darebin – Darebin Transport Strategy

Other Documents

Victorian State Government – Road Safety Strategy 2021-2030

23. Appendices

Appendix A- Inspection Zones



Appendix B- Inspection Frequencies

Inspections	Description	Frequencies	Hierarchy
ROAD (INCLUDING ON-ROAD BICYCLE LANE) DEFECT (HAZARDS) INSPECTIONS: - The undertaking by suitably qualified and experienced staff regular inspections of the asset to determine condition, compliance with maintenance standards and risk.	A defect inspection is undertaken to assess if any defects are present against an agreed set of criteria. Risk inspections are undertaken in response to customer complaints. Reports are provided by a nominated officer or maintenance staff.	12 months	Link
		12 months	Collector
		2 years	Access
		18 months	Primary Access ROW
		2 years	ROW
		12 months	On-Road Bicycle Lanes
CARPARKS	Part of Road Asset Management Plan Asphalt pavements.	2 years	All
FOOTPATH DEFECT (HAZARDS) INSPECTIONS: - The undertaking by suitably qualified and experienced staff regular inspections of the asset to determine condition, compliance with maintenance standards and risk.	A defect inspection is undertaken to assess if any defects are present against an agreed set of criteria. Risk inspections are undertaken in response to customer complaints. Reports are provided by a nominated officer or maintenance staff. PPN Primary routes form the foundation of the PPN where a high level of pedestrian priority is assigned. PPN Secondary routes provide a secondary role to the primary routes. All Other routes are those not identified as primary or secondary routes.	12 months	PPN Primary
		18 months	PPN Secondary
		2 years	All Other
KERB & CHANNEL: - Kerb and Channel holding water- minor reshaping to maintain flow of water and protect road and through lane traffic.	When Kerb and Channel has subsided or heaved and the ponding of water is encroaching into the through traffic lane.	12 months	Link
		12 months	Collector
		2 years	Access
		18 months	Primary Access ROW
		2 years	ROW
SHARED PATH	Shared path in road reserve	12 months	Road Reserve
	Shared path in parks. Part of Open Space Asset Management Plan.	2 years	Open Space
SAFETY (NIGHT) INSPECTION: - Involves driving on the local road network.	Hazards to the public, in particular regulatory and warning signs and line marking.	24 months	Link
		24 months	Collector
		24 months	Access
		24 months	ROW
INCIDENT INSPECTION: - An inspection carried out to comply with the requirements of the Road Management Act – Division 5 – Claims Procedure.	This inspection enables an incident condition report to be prepared for use in legal proceedings and the gathering of information for the analysis of the causes of accidents and the planning and implementation of road management and safety measures. Requirements include:- An Inspection by a Qualified engineer or Experienced Technical Officer with extensive knowledge and experience in road construction and maintenance practices	5 working days	All
BICYCLE SHIMMY ROUTE:	A defect inspection is undertaken to assess if any defects are present against an agreed set of criteria. Risk inspections are undertaken in response to customer complaints. Reports are provided by a nominated officer or maintenance staff.	12 months	All

Appendix C- Maintenance standards including response times

Compulsory Intervention Level	Description	Hierarchy	Response Time	Permanent Repairs
Road Pavement				
LOCALISED IRREGULARITIES OF PAVEMENT SURFACE (sq.m.) – The use of appropriate treatment and materials to repair the defect and restore the riding surface to a safe condition. This includes potholes, deformations, delamination and edge breaks.	Pothole depth of ≥ 50 mm in depth and ≥ 300 mm in diameter. Surface irregularities when hazardous to traffic. Primary Access ROWs are those roads whose main function is to provide primary property access i.e. where the front door is accessed directly from the Right Of Way. Laneways/Rights-of-Way are those roads where the main function is to provide rear access to properties for delivery of goods, as in the case of commercial premises, or as a means to garage a car in the property in the case of residential properties.	Link	5 days	30 days
		Collector	5 days	60 days
		Access	5 days	90 days
		ROW (made)	5 days	90 days
		Primary Access ROW	N/A	60 days
SURFACES WITH ON-ROAD BICYCLE LANES	Pothole depth of ≥ 30 mm in depth and ≥ 150 mm in diameter. Surface irregularities when hazardous to traffic (e.g. tree roots).	On-Road Bicycle Lane and Shimmy Routes	4 days	Dependent on road Hierarchy (Localised irregularities of pavement surface)
ROAD MARKING and/or LINEMARKING (l.m.) - Regular painting of all pavement markings, including line marking and raised pavement reflectors. Missing, illegible or confusing.	>60% of delineator installations and linemarking per segment missing or defective, relative to original installation and design standards. (Refer AS1742 .2)	Link	10 days	60 days
		Collector	10 days	3 months
		Access	10 days	12 months
		ROW (made)	N/A	N/A
		Primary Access ROW	N/A	N/A
		On-Road Bicycle Lane	8 days	Dependent on road hierarchy

Compulsory Intervention Level	Description	Hierarchy	Response Time	Permanent Repairs
Road Pavement				
PROUD/SUNKEN/DAMAGED COUNCIL SERVICE COVERS (No.) - -realign pit covers level with adjacent road or ground surface	Difference in surrounding level is $\geq 50\text{mm}$ (greater than or equal to 50mm) or hazardous to traffic	Link	5 days	60 days
		Collector	5 days	3 months
		Access	5 days	12 months
		ROW (made)	5 days	12 months
		Primary Access ROW	5 days	3 months
CARPARKS- The use of appropriate treatment and materials to repair the defect and restore the riding surface to a safe condition. This includes potholes, deformations, delamination and edge breaks.	Pothole depth of $\geq 50\text{ mm}$ in depth and $\geq 300\text{ mm}$ in diameter. Surface irregularities when hazardous to traffic.	Collector	5 days	60 days
		Access	5 days	90 days
Footpaths				
TRIP HAZARD (1m) – Uneven footpath caused by trees, natural ground movement, grass/foilage encroachment on the footpath surface or cracked/damaged footpath with distortion. This includes asphalt, concrete and footpath with spoon drains.	When horizontal or vertical displacement is $\geq 25\text{mm}$ (greater than or equal to 25mm)	PPN Primary	5 days	90 days
		PPN Secondary	5 days	2 years
		All Other	5 days	4 years
SHARED PATHS – Uneven shared path caused by trees, natural ground movement, grass/foilage encroachment on the shared path surface or cracked/damaged footpath with distortion.	When horizontal or vertical displacement is $\geq 25\text{mm}$ (greater than or equal to 25mm)	Road reserve	4 days	12 months
		Open space	4 days	4 years

Compulsory Intervention Level	Description	Hierarchy	Response Time	Permanent Repairs
Surface Drainage – Kerb & Channel and Drainage Pits				
<p>SURFACE DRAINS - Surface drains that run along the sides of footpath and drainage pits</p> <p>For ROW (unmade) this only applies to those with constructed drainage inverts.</p>	<p>When a surface drain has been damaged or displaced.</p>	PPN Primary	5 days	90 days
		PPN Secondary	5 days	2 years
		All Other	5 days	4 years
<p>KERB & CHANNEL– Kerb & Channel holding water- minor reshaping to maintain flow of water and protect road and through lane traffic.</p>	<p>When Kerb & Channel has subsided or heaved and the ponding of water is encroaching into the through traffic lane</p>	Link	5 days	90 days
		Collector	5 days	90 days
		Access	5 days	4 years
		ROW (made)	5 days	4 years
		Primary Access ROW	5 days	4 years
<p>PIT CLEANING - Inspection and cleaning of pits to maintain flow of water – blockages to the opening of the pit that prevents entry into the pit.</p>	<p>When a blocked pit is causing water to encroach onto the through traffic lane</p>	Link	5 days	30 days
		Collector	5 days	60 days

Compulsory Intervention Level	Description	Hierarchy	Response Time	Permanent Repairs
		Access	5 days	90 days
		ROW (made)	5 days	90 days
		Primary Access ROW	5 days	60 days
MISSING DRAINAGE PIT LID	Any drainage pit that has a missing pit lid / cover	All	2 days	90 days
DAMAGED PIT WALLS AND SURROUNDS	Any drainage pit that has a damage to pit walls and surrounds	All	5 days	90 days
Roadside				
REGULATORY SIGN OR POLE REPLACEMENT - Replacement of regulatory and warning signs or poles which are worn, illegible, damaged or missing.	Sign missing or illegible. Greater than 60 per cent sign is illegible from the direction of travel at a distance of 50m.	Link	5 days	10 days
		Collector	5 days	10 days
		Access	5 days	10 days
		ROW (made)	5 days	10 days
		Primary Access ROW	5 days	10 days
OTHER SIGNS – Replace all other damaged signs and/or poles	N/A	Link	5 days	20 days
		Collector	5 days	20 days
		Access	5 days	20 days

Compulsory Intervention Level	Description	Hierarchy	Response Time	Permanent Repairs
		ROW (made)	5 days	20 days
		Primary Access ROW	5 days	20 days
STREET FURNITURE – Guardrail, Barriers, Bollards, Seats, Bins, fencing and Bus Shelters – missing/damaged or deteriorated	When hazardous to traffic or pedestrians	Link	5 days	15 months
		Collector	5 days	15 months
		Access	5 days	15 months
		ROW (made)	5 days	15 months
		Primary Access ROW	5 days	15 months
EMERGENCY SITUATIONS	Any defect or hazard that presents as an immediate and significant risk of injury and/or property damage to road/footpath/pathway users (e.g. such as large (localised) flooding incidents)	All	36 hours	Dependent on the specific circumstances
Overhanging Vegetation (Council trees) Min Clearance: - 2.4m (above footpath) - 3.0m (above sharedpaths) - 4.0m (above pavement)	Notify Council's Tree Management for follow-up action. Trim trees obstructing footpath, obscuring signs or visibility	All	Notify within 3 days As per tree pruning program	
Overhanging Vegetation (Private trees) Min clearance of 2.5 metres above the footpath	Notify Council's Local Law for follow-up action.	All	Notify within 3 days	

Planned intervention level repairs can be referred in the appendices of the Asset Management Plan.

**CITY OF
DAREBIN**

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888 **F** 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au



National Relay Service

If you are deaf, or have a hearing or speech impairment, contact us through the National Relay Service.
relayservice.gov.au



Speak your language

T 8470 8470

العربية	Italiano
繁體中文	Македонски
Ελληνικά	Soomalii
हिंदी	Tiếng Việt