



Road Management Plan

Version 5, July 2021

DRAFT





1.1 Guideline Governance

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Property and Asset Management

Adoption authorised:

Council

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Transport Working Group

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Road Management Act 2004

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Well Governed- Port Phillip

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Council Register of Public Roads



Supersedes:

Road Management Plan 2017

Review history: 2013-2017

Name	Content Manager File Reference	Date	Description of Edits
Road Management Plan 2013	Footpath Hierarchy table p14	15/3/2015	As specified in the Principal Pedestrian Network(PPN) for The City of Port Phillip
Road Management Plan 2013	2.8 Trees P17	15/3/2015	As recommended by MAV Insurance
Road Management Plan 2013	Response Time p20	15/3/2015	As specified in the new Maintenance Contract
Road Management Plan 2013	Appendix B Proactive Inspection	30/3/2015	To match the new Maintenance Contract
Road Management Plan 2013	Appendix C Hazard Response Times p26	30/3/2015	To match the new Maintenance Contract
Road Management Plan 2013	Appendix F List of Shopping Centres and map	03/06/2015	To match the new Maintenance inspection
Road Management Plan 2013	Trees	1/12/2015	New section for trees added
Road Management Plan 2013	Shared paths	1/12/2015	New definition and inspection frequencies added



Review History 2017-2021

Name	Content Manager File Reference	Date	Description of Edits
Road Management Plan 2017	Introduction	24/4/2017	Minor Amendments to wording as recommended by MAV
Road Management Plan 2017	Footpath Hazards	24/4/2017	As recommended by MAV Insurance
Road Management Plan 2017	Response Time p22	24/3/2017	As recommended by MAV Insurance

Name	Content Manager File Reference	Date	Description of Edits
Road Management Plan 2021	Road Management Plan 2021	24/5/2021	RMP Review as per s54(5) of Road Management Act 2004 Amendments summary (refer to RMP Review Report 2021 for detail): New sub-section Management policy in relation to Laneways and Passageways



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1 Introduction

This Road Management Plan including the appendices incorporated by reference is and remains a stand-alone and all-encompassing document of the City of Port Phillip (for the inspection, repair and maintenance of public roads, paths and road infrastructure within the municipality of the City of Port Phillip) and without recourse to any other policy, practice or procedure of the Council requiring (or purporting to require) any act, matter or thing to be done by or on behalf of the Council in relation to the performance of the Council's public road, path and road infrastructure management functions.

If (and to the extent) any other policy, practice or procedure of the Council requires (or purports to require) any act, matter or thing to be done by or on behalf of the Council in relation to the performance of the Council's public road, path and road infrastructure management functions in circumstances where a standard to be applied is in conflict, or inconsistent, with the standard specified by the existing Road Management Plan, then the standards specified by the existing Road Management Plan prevail and the other standards have no force or effect.

In defining the service levels and response times set out in the RMP, Council has considered the funding required for effective implementation and the appropriate allocation of scarce Council resources in the budget.

1.1 Role of the Road Authority

The Road Management Act 2004 (the "Act") establishes the statutory framework for the management of public roads in Victoria. The Act, and any associated legislation as defined in the Act, applies to road authorities including the City of Port Phillip.

Council, as a recognised Roads Authority has a clear responsibility under the Act to effectively manage our municipal Local road network. All State Arterial Roads as defined in Section 36 of the Act are Managed by Head of Transport Victoria. These Roads are defined in Appendix "E"

The Act provides that Council, as a road authority, has the general management functions of:

- Provision and maintenance of a network of roads for use by the community served by it;
- Management of the use of roads having regard to the primary purpose of a road is for the use by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and the environment;
- Management of traffic on roads in a manner that enhances the safe and efficient operation of roads;
- Design, construction, inspection, repair, maintenance and renewal of road and road infrastructure; and
- Co-ordinating the installation of infrastructure on roads in such a way as to minimise, as far as is reasonably practicable, any adverse impacts on the provision of utility or public transport services.

Council is responsible for the development of a Road Management Plan (RMP) in accordance with Division 5, Section 49-55 of the Act and has a statutory duty to inspect, maintain and repair its public roads as detailed in section 40 of the Act. This duty applies to any part of a public road which is a roadway, a pathway, a shoulder and road infrastructure.

The statutory duty imposed by subsection (1) of Section 40 of the Act does not create a duty to upgrade a road or to maintain a road to a higher standard than the standard to which the road is constructed.

In exercising these functions and powers under [the Act](#), Council will also comply with the following Codes of Practice and Regulations:

- [Code of Practice – Operational Responsibility for Public Roads \(2004\)](#);
- [Code of Practice – Clearways on Declared Arterial Roads \(2004\)](#)
- [Code of Practice – Road Management Plans \(2004\)](#)
- [Code of Practice - Management of Infrastructure in Road Reserves \(2016\)](#)
- [Code of Practice – Worksite Safety – Traffic Management \(2010\)](#)
- [Road Management \(General\) Regulations 2016](#)
- [Road Management \(Works and Infrastructure\) Regulations 2015](#)

1.3 Purpose of the Road Management Plan

The RMP is an operational plan of Council and has been developed by the City of Port Phillip Council in accordance with the Road Management Act 2004 (the Act).

The principal object of road management, according to the Act, is to ensure that a network of roads is provided for the movement of persons and goods as part of an integrated transport system and that road reserves are available for other appropriate uses.

The purpose of the RMP, as defined in Section 50 of the Act, is ensure that Council has a plan in place to achieve the following objectives:

- a) to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources; and
- b) to set the relevant standard in relation to the discharge of duties in the performance of those road management functions.

To achieve the objectives, the RMP provides details in the following key management areas that are central to Council's role as the road authority for municipal public roads:

- a) provide descriptions of the types of road and road-related infrastructure assets included in the RMP (section 2, Road Asset Description);
- b) set up a road and pathway hierarchy classification to facilitate the setting of performance standards (section 3, Maintenance Category);
- c) set relevant performance standards for the discharge of Council's duties (section 4, Performance Standards); and
- d) set details of the management for the discharge of Council's duties (section 5, Management System).



In order to meet economic, social, safety and environmental expectations of the community, careful consideration must be taken in setting achievable maintenance operation targets and asset management programs.

The Act gives power to a road authority to determine the standards to which the relevant road authority will construct, inspect, maintain and repair roadways, pathways, road infrastructure and road related infrastructure.

This RMP determines levels of service by taking into consideration the affordability, available resources and risks related to maintenance and ongoing asset performance. Intervention levels have been set in line with current 'industry practices' and reflect Council's ongoing commitment to providing the community with affordable road infrastructure that meets reasonable community expectations.

To align with Council's 'Best Value' approach, the RMP is a dynamic document subject to continuous improvement and review. Any queries or comments in relation to this RMP should be directed to:

The Head of Asset Management
City of Port Phillip
99 Carlisle Street
St Kilda Victoria 3182

1.4 Strategic Alignment

The purpose of the RMP is aligned with and assists in the delivery of the following Council Plan strategic objectives:

Liveable Port Phillip: Port Phillip is a great place to live, where our community has access to high quality public spaces, development and growth are well managed, and it is safer and easy to connect and travel within.

Well Governed Port Phillip: Port Phillip is a leading local government authority, where our community and our organisation are in a better place as a result of our collective efforts.

Move, Connect, Live – Integrated Transport Strategy 2018-2: is aimed at delivering Council's commitment to:

- Supporting a well-connected transportation future for our City.
- Making it easy for people to move around connecting people with places in a way that suits them as our City grows.

Key focus areas for Move, Connect, Live are related to the 10-minute walking neighbourhoods:

- a) Prioritising safety and access
- b) Space for walking, socialising and play

- c) Boosting bike riding
- d) Partnering to deliver reliable, accessible and more frequent public transport
- e) Improved parking management
- f) Harnessing rapid advancements in new technology

Responsible management of road assets plays a vital role in the implementation of this strategy.

Parking Management Policy 2020: provides a framework for the ongoing management of our existing 53,000 on-street and 4,000 Council-managed off-street spaces used for parking.

The overarching objectives of the Policy are to:

- a) address the City's existing and future growth and transport challenges.
- b) provide fairer and more reliable access to parking in all locations and at all times.

Asset Management Policy 2021: has been adopted and its associated strategy framework have a direct link to the Council Plan through its budgetary and planning processes.

1.5 Key Stakeholders

Key stakeholders who will be affected by the RMP in the City of Port Phillip, include:

- The community - ratepayers, residents, business, industry, education;
- Residents & businesses adjoining the road network;
- Pedestrians (including the very young, those with disabilities, and the elderly with somewhat limited mobility);
- Users of a range of miscellaneous smaller, lightweight vehicles such as pedal bike riders, motorised buggies, wheel chairs, prams, etc;
- Vehicle users using motorised vehicles such as trucks, buses, commercial vehicles, cars and motor bike riders
- Transport service providers - transport operators, bus operators and service providers supporting the delivery of transport service;
- Tourists and visitors to the area;
- Property Developers, Consultants and Contractors;
- Utilities as prescribed in Section 3 of the Act. They include entities that provide water, sewerage, drainage, gas, electricity, telephone, telecommunication or other like services, any person who under the Pipelines Act 1967 is permitted to own, use, construct or operate a pipeline, or a provider of public transport;
- Emergency Services;
- Other road authorities such as Department of Transport (DoT), neighbouring Councils, Department of Environment, Land, Water and Planning (DELWP), Parks Victoria, Melbourne Water Corporation
- State and Federal Government agencies that periodically provide support funding to assist with management of the network; and
- Council as the responsible road authority.



1.6 Availability of RMP & Associated Documents

This Plan and the Register of Public Roads are available for inspection, in hard copy format, at the St Kilda Town Hall, corner of Carlisle Street and Brighton Road, St Kilda during office hours: 8.30 am to 5.00 pm each working day.

An electronic version of the Plan and Register of Public Roads is available at the Port Phillip web site: www.portphillip.vic.gov.au

1.7 Definitions

Terms used in this RMP have the same meaning as the specific definitions included in the Act unless stated to the contrary. The definition of “road” is as per [The Road Management Act 2004 - section 3](#) and “public road” is as per [the Road Management Act section 17](#).

Table 1 Definition of terms

Term	Definition
business days	means Monday to Friday excluding public holidays in Victoria
business hours	means 8.30am to 5pm on business days
Coordinating Road Authority	The road authority which has coordination functions as determined in accordance with section 36 of the Road Management Act 2004– Ver.No. 061- 01 March 2021 .
defect	means localised failure in a public road or road infrastructure, i.e. pothole, joint displacement; damaged street furniture. Defects below the specified intervention level are considered acceptable defects not requiring repair
defect intervention level	means the extent at which point a defect nominated in the RMP will invoke a response to the standard set out in the Appendix; It is expected that the intervention levels established may change over time in relation to Council assets and resource allocations
Discontinuance	In the context of this Policy, discontinuance relates to the act and formal processes associated with the discontinuance of a road as per section 12 of the RM Act and Schedule 10 of the LG Act.
hazard	is an event, defect, condition or substance, which has the potential to cause harm to property or the health and safety of persons in their use of road infrastructure.

Term	Definition
Inspection frequency	is the period between scheduled inspections of the road to identify hazards.
Gazetted	has been published by Council in an official gazette (a publication that has been authorised to publish public or legal notices)
kerb and channel (Road Edges)	means road infrastructure located at the edge of a roadway designed to provide roadway drainage, act as a barrier to prevent vehicles from leaving the roadway and which forms part of the roadway for the purposes of this RMP
Laneway	In the context of this Policy, a laneway is a narrow 'street' that typically provides a shared access carriageway that facilitates the movement of people and vehicles of a suitable size to access the laneway, subject to any traffic management restrictions. Laneways have varying access functions which may include providing the only access to properties or a secondary (usually side or rear) access to properties. Some laneways in provide direct connections or form part of a link between two streets, while other laneways only provide access to a limited number of properties.
level of service	means the performance measurement of road infrastructure, relating to the quality, reliability, responsiveness, quantity, accessibility and cost achievable based on Council's resourcing and addresses community expectations
LG Act	Local Government Act (2020)
maintenance	of any road and infrastructure includes the execution of all works of any description which are required to keep the road or infrastructure in the state of utility determined in accordance with the Road Management Act or any other act to be appropriate. (Source: Sect 3 Definitions - Road Management Act 2004)
remediate	means temporary works to ensure public safety, including actions such as cordoning off an area or installing temporary works such as asphalt patches or temporary covers
Repair	Action to reduce a defect or hazard to below Councils intervention levels
Primary Access	In the context of this Policy, primary access for a property refers to the local street(s) or main road(s), in cases where



Term	Definition
	the property has access from both a street/main road and a laneway or passageway. For properties accessed only from a laneway, the laneway is the primary access.
private road	means a road on private property that is not a public road, has not been constructed by Council and Council is not the responsible road authority
Public Highway	This plan refers to a ‘public highway’ within the meaning of section 3 of the RM Act and section 3 of the LG Act.
Public Road	This plan refers to a ‘public road’ within the meaning of section 17 of the RM Act.
Responsible Road Authority	the road authority which has operational functions in accordance with section 37 of the RM Act.
Right of Passage	This plan refers to ‘right of passage’ within the context of the rights of road users to access roads within the meaning of section 8 of the RM Act.
Act	Road Management Act (2004)
RMP	City of Port Phillip Road Management Plan
Road Register	City of Port Phillip Register of Public Roads
response times	means the business hour time the defect is identified as exceeding the acceptable intervention level and work order issued by Council’s maintenance team to repair or make defects safe to carry out temporary or permanent repairs later.
Secondary Access	In the context of this Policy, secondary access for a property refers to the laneway or passageway, where the property also has access from a street or main road.

1.8 Budget Provisions

Council's annual adopted budget and capital works program specifies the planning parameters by which the RMP is carried out. The annual budget is developed within an overall financial planning framework that guides Council in identifying community needs and expectations over the short, medium and long term. In preparing the annual budget, funding requirements for each year are linked with the objectives contained in the Council Plan. In relation to road and road-related infrastructure assets that provide road transport service, Council recognises the importance of balancing appropriate performance standards with what the community is able to afford and sustain. In balancing the funding level for the inspection, maintenance, repairs, upkeep, rehabilitation and renewal of road and road-related infrastructure assets, Council gives regards to the following key considerations:

- a) its role and obligations under the Road Management Act;
- b) achievement of statutory protection against civil liability claims;
- c) preservation of existing assets in an appropriate and safe working condition;
- d) ability to acquire additional infrastructure assets to serve new growth;
- e) market constraints in labour, plant and equipment, building materials and contractors; and
- f) the competing demands for Council resources.
- g) The performance standards set out in Section 4 of this RMP reflect such balance.

1.9 Obligations of Road Users - Duty of Care

All road users have a duty of care under section 106 of the Road Management Act 2004, with particular obligations prescribed in Section 17A of the Road Safety Act 1986 or as amended which states:

- (1) A person who drives a motor vehicle on a public highway must drive in a safe manner having regard to all the relevant factors including (without limiting the generality) the:
 - a) physical characteristics of the road;
 - b) prevailing weather conditions;
 - c) level of visibility;
 - d) condition of the motor vehicle;
 - e) prevailing traffic conditions;
 - f) relevant road laws and advisory signs;
 - g) physical and mental condition of driver.
- (2) A road user other than a person driving a motor vehicle must use a public highway in a safe manner having regard to all the relevant factors)
- (3) A road user must:
 - a) have regard to the rights of other road users take reasonable care to avoid any conduct that may endanger their safety or welfare of other road users;
 - b) have regard to the rights of the community and infrastructure managers in relation to the road infrastructure and non-road infrastructure on the road reserve and take reasonable care to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve;

- a) have regard to the rights of the community in relation to the road reserve and take reasonable care to avoid conduct that may harm the environment of the road reserve.

1.10 Consent to Undertake Works in the Road Reserve

In general, the Road Management Act 2004 requires that any person intending to perform works in a road reserve including vehicle crossovers legal point of discharge, stormwater and service authority connections must obtain the consent of the co-ordinating road authority. The exemption from the requirement to obtain consent is applicable under [the Road Management \(Works and Infrastructure\) Regulations 2015](#) and to comply with the requirements of [the Local Government Act 1989](#) and the Council's local laws made under that Act. More information is also available in [A Guide to Working in the Road Reserve 2015](#)

Council is the coordinating authority for municipal roads and Department of Transport (DoT) is the coordinating authority for State roads (freeways and declared arterial roads).

Advice and application form for works in municipal road reserve is available from Council's offices and on line: www.portphillip.vic.gov.au

1.11 Repair of damaged Council assets

Where a party other than Council has damaged a Council asset or road, that party shall be responsible for repairing the damage to ensure that it is safe and operates at the level it previously operated at or higher. This will include where secondary damage has been caused to Council assets at a location other than the specific site of the asset works or repairs, such as subsidence from water damage, and in this case the damage must be repaired by the responsible party.

1.12 Force Majeure

Council will make every endeavour to meet all aspects of its RMP. However, in the event of exceptional circumstances that affect Council's ability to deliver the service levels specified in this plan, Council reserves the right to suspend compliance with its RMP. Such exceptional circumstances include but are not limited to:

- a) natural disasters and events including fires, storms, floods, etc.; and
- b) human factors, including lack of Council staff or suitably qualified contractors.

In the event that the Chief Executive Officer of Council, has, considering the impact of the event on the limited financial resources of Council and its other conflicting priorities, formed the view that Council's RMP cannot be met, then consistent with section 83 of the Victorian Wrongs Act 1958, they will write to Council's officer in charge of its RMP and inform them that some, or all, of the timeframes and responses in Council's RMP are to be suspended.

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

2 Road Asset Description

2.1 Overview

The City of Port Phillip geographically is the second smallest council in Victoria covering an area of 20.70km² with 266Km of roads managed by the Council. Being a major inner metropolitan council, with significant population growth from infill developments the road network function and capacity are consistently challenged from competing user demands. All road related assets responsibilities are centralised and managed through our Transport Asset Portfolio.

The Transport Asset Portfolio within the City of Port Phillip consists of:

Asset Class/Type	Number of Assets	Network Length(Km)
Road Pavement Structure (all)	6021	344
Road Surface Wearing Course (all)	6021	332
Road Edges	16,222	1878
Road Signs	69,436	NA
Pathways and footpaths	11,873	1809
Road islands	332	NA
Bridges	12	NA
Off Street Carparks	46	NA

The RMP applies to the public roads listed in the Register of Public Roads (see Part 4 of this RMP) and potentially for those parts of the arterial roads that Council looks after. It sets out the foundations for Council's commitment to providing sustainable and safe public road networks for the community having regard to the resources and priorities of the Council.

The RMP does not apply to private roads, or public highways not on the public road register.

Unless inconsistent with the context or subject matter (and including if and where (outside of the cadastral road reserve) a road for which the Council has made a decision that the road is reasonably required for general public use, a road declared by the Council to be a public highway under section 204(1) of the Local Government Act 1989 or a municipal road under section 14(1) of the Road Management Act), for the purposes of this Plan, by road reserve, we mean the area from the property boundary on one side of the road reserve to the property boundary on the other side of the road reserve.

The assets within the road reserve which are Council's responsibility under the Road Management Act to inspect, maintain and repair includes:

- a) trafficable roads including features such as traffic lane, on-road bicycle lane, parking lane, service road, on road bus bays and shared zones;
- b) public carparks directly abutting edge of constructed road pavement;
- c) laneways and passageways which Council has made the decision are reasonably required for general public use;
- d) road shoulder and verge;
- e) roundabouts, speed humps, traffic or splitter islands, central median, outer separator;
- f) kerb and channel;
- g) pathways – constructed footpath and/or bicycle path within the road reserve;
- h) pedestrian crossings and school crossings;
- i) regulatory signs, guideposts, raised reflective pavement marker (cat eyes), traffic safety barriers and guard rails; and
- j) roadside Water Sensitive Urban Design features.

Without limiting the legal obligations of Council, infrastructure and other assets located in or adjacent to the road which are excluded from the Plan includes, but is not limited to:

- (a) Driveway Crossings – the section of driveway between the kerb and channel and the footpath providing access from private property to a public road;
- (b) road and road-related infrastructure assets that are the responsibilities of other road authorities, utilities and/or other infrastructure managers (e.g. DoT, DELWP, Yarra Trams, Parks Victoria, Melbourne Water Corporation, private roads, and the like);
- (c) road, road-related and non-road infrastructure assets (e.g. gas pipes, water pipes, sewerage pipes, storm-water pipes, pits, electricity poles, cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities) owned, managed and/or operated by private organisations, on private land or which interface on public land or within road reserves (e.g. shopping centres, educational institutions, body corporate subdivisions and the like);
- (d) single property stormwater drains that are constructed within the reserve from the property;
- (e) sub-divisional roads under construction and prior to road becoming a public road;

2.2 Road Classifications

2.2.1 Defined Responsibility of Road Authority

The Act specifies that all roads in Victoria must be either State roads or municipal roads.

A State road is defined as a road which:

- a) Is a freeway or arterial road; or
- b) Is declared to be a non-arterial State road under the Act; or
- c) Is the responsibility of a State road authority under another Act.

A Municipal road is defined as any road which is not a State road, including any road which;

- a) Is a road referred to in section 205 of the [Local Government Act 1989](#); or
- b) Is a road declared by Department of Transport (DoT) to be a municipal road under section 14(1)(B); or
- c) Is part of a Crown land reserve under the Crown land Reserves Act 1978 and has the relevant municipal council as the committee of management.

2.2.2 Declared Arterial Roads

Department of Transport (DoT) is the **Co-ordinating Road Authority** for freeways and declared arterial roads and is the **Responsible Road Authority** for all components of the through carriageway, between back of kerb, central medians and intersections with municipal roads. Refer to Appendix E for a list of these roads.

As set out in Section 37 of the Act, Council is the **Responsible Road Authority** for parts of the roadway not used by through traffic including parking lanes, service roads, outer median separators, pathway and roadside, subject to any exclusions or variations agreed to with DoT.

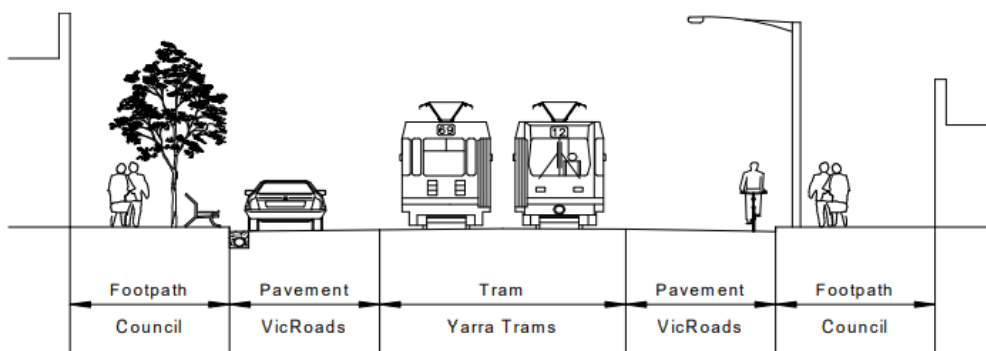


Figure 1- Declared Arterial Road with Shared responsibility

2.2.3 Local Roads with Tram Lines

Where tram tracks exist, the tram operator is responsible for tram-related assets in the road reservation such as tram tracks, yellow line marking, cat-eyes, overhead power lines and shelters. Tram operators are also responsible for the tram track reserve area typically within 500mm 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. The following figure illustrates the demarcation of responsibilities within council controlled local roads with tram lines.

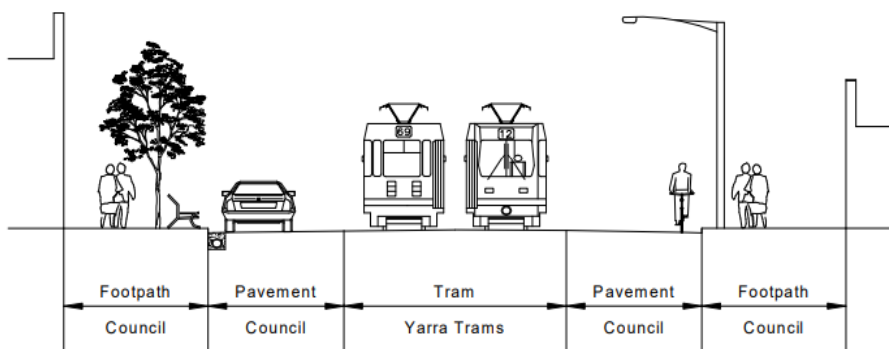


Figure 2- Major Road with Shared responsibility

2.2.4 Local Roads without Tram Lines

The following figure illustrates Council's responsibilities within council controlled local roads without tram lines.

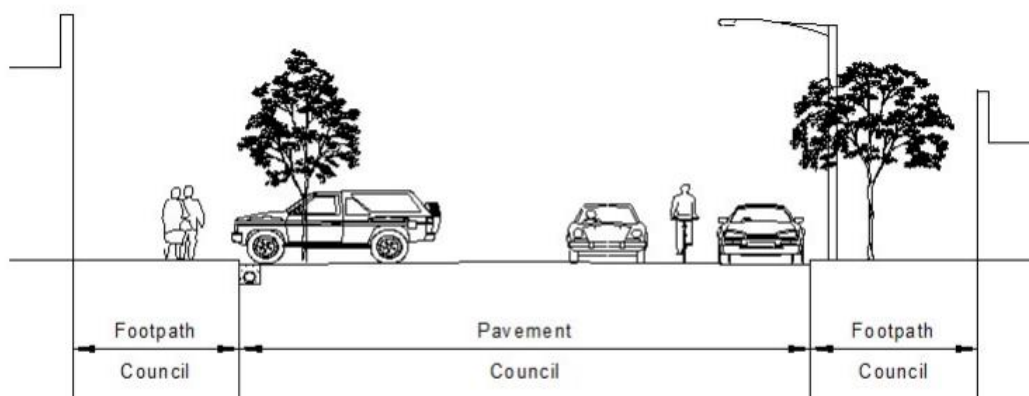


Figure 3- Local Roads with Full Council responsibility

More details of the demarcation of responsibilities are set out in [Code of Practice – Operational Responsibility for Public Roads \(2004\)](#).

2.2.5 Public Transport and Utility Assets

Council is not responsible for the following public transport and utility assets in the road reserve;

- Rail and tramways infrastructure assets
- Water supply assets
- Gas supply assets
- Oil pipeline assets
- Sewer assets
- Telecommunications infrastructure
- Electricity supply and public lighting assets

Details of operational responsibility for these type of assets within the road reserve are set out in the [Code of Practice – Management of Infrastructure in Road Reserves](#).

2.2.6 Shared Paths

Shared paths are generally sealed, signed and line marked. Shared paths are physically separated from motor vehicle traffic by an open space or barrier to provide low-stress environments for bicycling and walking. Shared paths may also be used by pedestrians, skaters, wheelchair users, joggers, and other non-motorised users.

These facilities are most commonly designed for two-way travel. Refer to appendix B for Hazard Inspection Frequencies for footpath and shared paths.

2.2.7 Municipal Boundary Roads

There are a number of roads which form the municipal boundary with adjoining municipalities. Council has in place practical arrangements with those municipalities for the maintenance of boundary roads. These arrangements are set out in the Register of Public Roads. The common road boundaries are set out in Appendix A.

2.3 Register of Public Roads

Council is required by the Act to maintain a Register of Public Roads for which it is the Coordinating Road Authority. The Register is a stand-alone document titled “Register of Public Roads”.

The Act provides that Council may decide which roads it will register to be “public roads” as defined in the Act.

A public road is a road for which the Council has made a decision that the road is reasonably required for general public use or a road the subject of a declaration made under section 204(1) of [Local Government Act \(1989\)](#) or a road declared a municipal road under section 14(1) of the [Road Management Act \(2004\)](#), and any other existing legislations.

The [Register of Public Roads](#) and information on road infrastructure are generated from Council asset records. The information will be updated as assets are created, amended, discontinued or disposed of.

The Council will consider public roads if the following characteristics are achieved:

- Public highway under common law and Currently used by the public,
- Form link between two roads
- Contribute to public safety for the use by emergency fire access
- Part of council asset network (surface or underground) such as stormwater drainage.
- Constructed to Council standards
- Built with heritage material (bluestone)
- Identified as road on title or in the plan of subdivision
- Provide access to many properties.

Council’s current Register was first gazetted in 2004 and has been updated as required.



3 Road and Footpath Hierarchy

Council has developed a road and footpath hierarchy for its road network based on factors such as functionality, traffic volumes, traffic type, speed, accessibility, design parameters and best practice¹.

3.1 Road Hierarchy

The **road hierarchy** is based on functional characteristics determined by the State Road Authority

The following table shows the hierarchy of State or private operated roads

Road Hierarchy	Functional Description	Coordinating Road Authority
Tollway	Roads in this category – <ul style="list-style-type: none"> • have very high traffic volumes and high speeds • have dual carriageways and full access control • privately owned and operated - vehicles are levied a fee for usage (CityLink, East Link). 	Privately owned and operated
Freeway	Roads in this category – <ul style="list-style-type: none"> • have very high traffic volumes and high speeds • have dual carriageway and full access control • have grade separated intersections 	Department of Transport (DoT)
Highway	Roads in this category – <ul style="list-style-type: none"> • have very high traffic volumes and high speeds • provide for major regional and inter-regional movement in a safe and operationally efficient manner • have full access control to ensure there are no commuting access issues 	Department of Transport (DoT)
Arterial	Roads in this category – <ul style="list-style-type: none"> • have very high traffic volumes • provide for traffic movement from major (sub-arterial) roads and/or collector roads to highways or freeways. • provide for commercial or industrial access requirements • provide for public transport services • provide a network for the movement of pedestrians & bike riders 	Department of Transport (DoT)

¹ Refer to *Austrroads Table 4.1 Roles of Urban Roads* and *VICMAPS Road Classifications*

Road Hierarchy	Functional Description	Coordinating Road Authority
	<ul style="list-style-type: none"> may be limited access roads or feature restrictions on direct property access. 	

The following table shows the hierarchy of City of Port Phillip operated roads

Road Hierarchy	Functional Description	Coordinating Road Authority
Major (Sub-arterial)	Roads in this category – <ul style="list-style-type: none"> have moderate-to-high traffic volumes provide for traffic movements from collector roads or local roads to arterial roads provide a link between arterial roads provide for commercial or industrial access requirements provide for public transport services provide a network for the movement of pedestrians and bike riders provide for direct access to abutting property 	Council
Collector	Roads in this category – <ul style="list-style-type: none"> have moderate traffic volumes provide for traffic movements from local roads to major (sub-arterial) roads provide for public transport services provide a network for the movement of pedestrians and bike riders provide for direct access to abutting property. 	Council
Local	Roads in this category – <ul style="list-style-type: none"> have low-to-moderate traffic volumes provide for traffic movements from properties to collector roads and/or the major (sub-arterial) roads provide a network for the movement of pedestrians and bike riders provide direct access to abutting property and access to other properties within a local area. provide access for emergency and service vehicles. 	Council
Laneway	Roads in this category – <ul style="list-style-type: none"> have very low traffic volumes provide for rear access to properties from local roads and/or collector roads. have little or no through traffic. 	Council



Carparks	<ul style="list-style-type: none"> • Provided for off-street parking generated by local businesses or located in reserves and foreshore areas. • These are not dealt with in the Plan if not located on road reserves but are included in the Road Asset Management Plan. 	Council
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Refer to Appendix E for a list of Arterial Roads and refer to Register of Public Roads for all Council managed roads.

3.2 Footpath Hierarchy

The footpath hierarchy is based on pedestrian access mapping analysis and validation for delineating the Principal Pedestrian Network (PPN). Three levels of priority in PPN as follows:

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

[Source: City of Port Phillip Principal Pedestrian Network – July 2013](#)

3.3 Road hierarchy for maintenance

In accordance with section 36 of the Act, Council is the coordinating road authority for the roads as well as pathways and ancillary areas within the road reserves of those public roads, as specified in the “Register of Public Roads”.

This section describes the public road and pathway maintenance categories adopted in this RMP. The classifications assist in determining relevant performance standards (see section 4) for key maintenance areas such as inspection, maintenance, repairs and intervention levels. It also assists in other management activities such as allocating resources and specifying design and construction standards.

3.4 Footpath Maintenance and Renewal

If the footway section of a concrete vehicle crossing is found to be defective during asphalt footpath maintenance or renewal work, then the footway section will be repaired in accordance with Standard Drawing SD 3105 - Asphalt Footpath Renewal at Vehicle Crossings to provide a uniform asphalt footpath each side and through the crossing. The property owner is to be advised of the works in advance. In all other cases, the footway section of a concrete vehicle crossing will not be replaced.

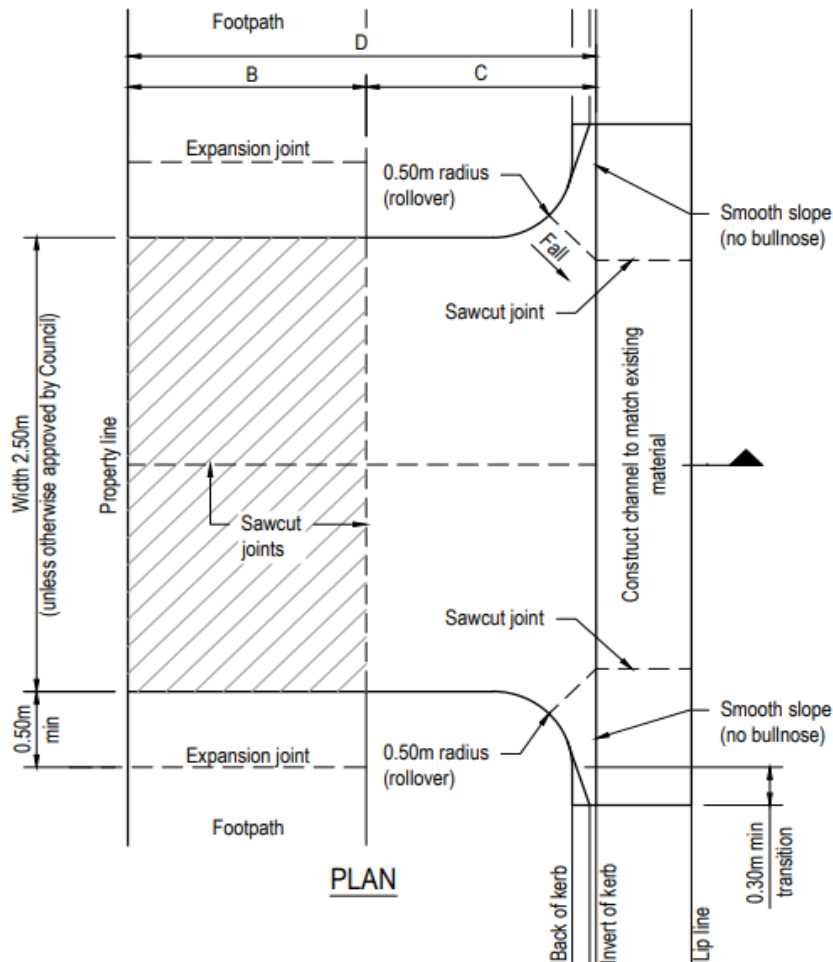
If a street with asphalt footpaths is to be fully reconstructed i.e. replace road pavement, kerb and channel, driveways and footpaths or for a new vehicle crossing constructed by the property under a Vehicle Crossing permit, then Standard Drawing SD 4101 - Concrete Vehicle Crossing Type 1 will continue to apply to provide a uniform asphalt footpath each side and through the crossing.

3.5 Vehicle Crossovers (Driveways)

A vehicle crossover or driveway provides access from the road carriageway to the property boundary. A person must not access land in a vehicle other than via a temporary or permanent vehicle crossing.

Vehicle crossings are the responsibility of the property owners to construct, maintain and repair. However, the footpath traversing the crossover is Council's responsibility to inspect, maintain and repair in accordance with this Plan.

In the following diagram, Council is responsible for part "B" and the property owner is responsible for part "C" of the vehicle crossing. If there is no constructed footpath then the property owner is responsible for the entire crossover (B and C) from the road edge to the property boundary.



[Source: concrete vehicle crossing](#)

3.5.1 Removal of Redundant Vehicle Crossings

A number of redundant vehicle crossovers within the City of Port Phillip have been identified by residents and Council officers. These are no longer being used and arise as a consequence of changing land use and property re-development. They cause issues for pedestrian safety (trip hazards) and poor use of road space (parking).

The removal of these redundant vehicle crossovers will improve pedestrian safety by providing a uniform surface which will eliminate potential tripping hazards. In addition the removal of crossovers will provide space for on-road parking – this can be a particular benefit in streets suffering from parking pressure. Identified redundant vehicle crossings will be considered by the Transport Working Group for inclusion on Councils capital works program.

3.5.2 Vehicle Crossing – Local Government Act & Local Law

In accordance with Schedule 10 of the Local Government Act 1989 and Council's Local Law No. 3, Clause 34(1), property owners may be required by Notice from an Authorised Officer –

- to construct a temporary or permanent vehicle crossing or repair or reconstruct an existing vehicle crossing; or
- to remove a vehicle crossing and reinstate the kerb and channel, footpath, nature strip and any other part of the road or repair a vehicle crossing;

if, in the opinion of the Authorised Officer, the vehicle crossing has not been properly maintained or is in a state of disrepair or is redundant or has been constructed in breach of a permit.

Property owners must obtain consent from Council to construct a new vehicle crossing or alter or remove an existing crossing located on Major (Sub-arterial) Roads, Collector Roads, Local Roads and Laneways. Vehicle crossovers must comply with Council's specifications and standard drawings. A Planning Permit is required to construct a new vehicle crossing or alter or remove an existing crossing located on a Highway or Arterial Road where Department of Transport (DoT) is the Co-ordinating Road Authority.

While every site is entitled to vehicle access that does not necessarily mean that every site is entitled to a vehicle crossover. Safety of pedestrians and all road users together with the preservation of the continuity of the footpath, kerb, channel, nature strip, trees and on street parking spaces must be considered.

The following matters will be taken into consideration in the assessment of crossover applications:-

- a) New crossovers are not encouraged, but where there is a demonstrated need for a new crossover, the needs, desires and safety of pedestrians are to be given priority over vehicles in the decision making for approval, design and location of crossovers.
- b) If there is alternative access, e.g. abutting laneway 3m or wider, that access is to be given a serious consideration prior to considering access from the street
- c) Subdividing a property does not necessarily mean that each new lot will be entitled to a separate crossover.
- d) No crossovers are to be supported in street blocks where there are no existing crossovers.

For details go to: [vehicle crossing permit](#)

3.6 Trees

Street trees have a significant impact on the streetscapes within the municipality. The importance of the trees is reflected in the Council's street tree management policies. The root systems of these trees impact adversely on the road assets in particular footpath surfaces and kerb and channel alignments. It is important therefore that everyone is aware of the high value of street trees to Port Phillip and to ensure their protection in carrying out any works on adjacent assets.

With respect to street and other trees impacting on the road asset the Council's maintenance contractor must:

- carry out works as required on adjacent footpaths and kerbs in accordance with agreed criteria;
- develop appropriate work practices in working around trees; and
- liaise closely with the Council's Arborists (within the Parks Services Team) in dealing with tree roots.

Where tree roots greater than 50mm diameter, which may affect the health and stability of the tree, are encountered or likely to be encountered during works, the contractors and developers must liaise and work closely with Council's Arborists (within the Parks Services Team).

Street and private trees should be maintained to a minimum clearance height of 4.5m for DOT's highways and arterial roads and 4.3m for council roads. Clear line of sight of 1.0m should be maintained behind the road edge.

3.7 Heritage Road Assets and Infrastructure

Bluestone kerbs, channels and laneways have historical, aesthetic and technical significance. This is recognised in the Planning Scheme heritage overlays. They provide physical evidence of the area's history, settlement patterns and the changing engineering practices in road construction.

Repairs and re-construction of this heritage infrastructure is undertaken with a conservation approach to ensure that their significance is maintained for present and future generations even though it may not meet modern design standards. [Laneways in heritage overlay areas](#)

3.8 Nature Strip

Nature Strip (roadside Verge) is a strip of public vegetated or grassed area owned by the Council located between the boundary of a private property and the constructed road pavement kerb, excluding footpath or vehicle crossing.

Nature Strips are owned by the Council. In most cases nature strip is grassed, the Council is responsible for the planting of street trees in the nature strip. It is the responsibility of adjoining property owners to maintain the nature strip, excluding street trees. Well maintained grass in the nature strips add to the valuable green appearance of the street and allow good visibility and sight lines for pedestrians and vehicles especially at road corners and intersections.

The nature strip has a number of important functions: it contributes significantly to the streetscape, visual amenity and a healthy environment for the neighbourhood; It is the location for essential utility assets such as gas, telephone, water main, fire hydrant, electricity and public lighting; It also accommodates Council infrastructure assets such as drainage (pit covers at the surface and underground pipes), signs and street furniture such as seats and poles. Nature strip also provide a location for collection of the waste bins and hard rubbish.

3.9 Accessibility

The City of Port Phillip is committed to equitable, dignified access and inclusion to all its services, programs, premises, employment, and communication systems for all residents and stakeholders. Council has adopted the Disability Policy and the Social Justice Charter in support of its belief that “all citizens have the right to participate in community life without barriers” and to support the creation of “a sense of community in order to make our city a better place for all”.

Council has had a Disability Action Plan (DAP), for many years, and has implemented a wide range of access and inclusion initiatives across all areas of responsibility. This has assisted in ensuring ongoing update and improvement of access and inclusion requirements for all residents of Port Phillip. In addition, the DAP has provided an effective framework to meet the legislative requirements of Council under the Federal *Disability Discrimination Act 1992*.

The **Access and Inclusion Plan 2019-2021** has incorporated extensive consultation with all City of Port Phillip (CoPP) departments to identify access achievements across Council, as well as barriers to access and inclusion for people with disabilities and other access challenges. It incorporates updated strategies to address access and inclusion issues and gaps, and provides a framework for community feedback.

With the increasing ageing population across Australia and the high proportion of residents and visitors to the municipality with a wide range of access challenges, the update and renaming the DAP to Access Plan is an important process in Council’s commitment to continuous improvement and is an integral part of the organisation’s ongoing commitment to best practice and community accountability



3.10 Standards for Construction, Expansion, Upgrading, Renewal and Refurbishment of Road Assets

The proposed standards for construction of new local roads and pathways and for the expansion, upgrading, renewal and refurbishment of existing local roads and pathways will be in accordance with the standards and specifications adopted by Council. However, the City being a fully developed urban environment, in some instances, due to site constraints and other factors, the standards or guidelines may not be able to be complied with entirely. In such situations, professional judgements will be adopted.

Where possible Council will use approved sustainable methods for asset construction. This may include recycled concrete and asphalt and using environmentally friendly alternatives in asset construction. The technical standards and specifications for maintenance works are generally complying with industry standards for the various categories of works.

3.11 Road Construction by Special Charge Scheme

As stated earlier, the statutory duty imposed by subsection (1) of Section 40 of the Act does not create a duty to upgrade a road or to maintain a road to a higher standard than the standard to which the road is constructed. Should Council receive a request from a property owner or a group of property owners to have their street fully or partially constructed then Section 163 of the Local Government Act 1989 shall apply. Under these provisions, a Special Charge Scheme may be initiated whereby property owners deemed to receive a special benefit from the works will be required to contribute to the cost of construction.

Under Section 163B of the Local Government Act, should the amount to be contributed by the property owners exceed two third of the total cost, then only if it is supported by a majority of at least 75% of the property owners can a Scheme be initiated.

4 Performance Standards

4.1 Objectives

The objectives of setting performance standards for inspections, defect intervention levels and maintenance response times are:

- (1) Support public safety.
- (2) Protect road infrastructure assets.
- (3) Ensure an appropriate level of protection against civil liability claims
- (4) Ensure our community are satisfied with the level of risk accepted by Council balancing what service levels our community can afford and are willing to pay for

4.1.1 Determining levels of service

In setting these inspection and response standards, Council has adopted a risk-based approach around the hierarchy of roads and footpaths. The higher the road or footpath is on the hierarchy, the more the likelihood and the greater the consequence of an incident, resulting in an overall higher risk.

The inspection and response standards aim at mitigating the risk to an acceptable level and have been developed in the context of:

- the objectives of good road management;
- the rights of users of local roads and pathways;
- ensuring the most efficient use of the resources available for local road and pathway management;
- ensuring that the local road and pathway network and infrastructure are as safe for users as is reasonably practicable; and
- the Council's overall policy and budgetary position.

The main reasons for the inspection of road assets is therefore:

- to identify hazards and act to minimise the risk of injury to the road and footpath users to an acceptable level; and
- to identify defects in time and repair to prevent premature failure of the assets and minimise the financial impact to the community.

4.2 Inspections

Inspections are performed in three modes:

- Proactive inspections – planned and undertaken by Council and Contractor employees
- Reactive inspections – unplanned in response to Customer Requests
- Condition inspections – scheduled by independent contractors (network condition inspection)



4.2.1 Proactive Inspections

Proactive inspections are used to identify hazards generated, within relatively short periods, by usage and or/weather conditions. Dedicated staff identify and record the hazard and any action required to address it and to report defects which are beyond treatment by routine maintenance for alternative action. The maximum frequencies for proactive inspections set out in Appendix B form part of this Plan and will be reviewed as required:

4.2.2 Reactive Inspections

Reactive inspections are performed in response to a report about the condition of a road, or a report of injury and/or property damage to a member of the public. The response time for reactive inspections set out in Appendix C form part of this Plan and will be reviewed as required.

4.2.3 Condition Inspections

The condition of each element of the road and footpath network is assessed in order to determine the overall condition of the network, determine the remaining useful life of the asset and to prioritise future major renewal works. This inspection may also include risk assessment. The frequencies for these inspections set out in Appendix D form part of the Plan and will be reviewed as required.

4.3 Response Times

4.3.1 General

Inspection and response standards as detailed in Appendix C have been based on an approach that aims to balance customer expectations with sustainable financial management. Information gained from external and internal sources, including historical knowledge of demand, risk and expectation, has guided the development of these standards.

4.3.2 Exceptional Circumstances

Council will make every effort to meet its commitments for its inspection and response standards as set out in this Plan.

However, there may be situations or circumstances that may affect Council's business activities to the extent that it cannot deliver on the standards in the Plan. These include, but are not limited to: natural disasters, such as fires, floods, storms or other unpredictable events causing a prolonged labour or resource shortage, due to the need to commit or redeploy Council staff and/or equipment elsewhere.

In the event that the Chief Executive Officer (CEO) of the Council has considered the impact of such an event on the limited financial and other resources of the Council and the Council's other competing priorities and budgetary constraints (whether or not in conjunction with the Council) and has determined that any standards of, or requirement in, the Road Management Plan cannot be adequately met, then pursuant to and reliant on the principles set out in Section 83 of the Victorian Wrongs Act, 1958 and otherwise, they will inform the Manager City Infrastructure Services that some, or all, of the Timeframes and response times are to be suspended, pending further notice.

Once the scope of events have been determined, and the resources committed to the event response have been identified, then the CEO and GM CIS will continue to consult in order to determine which parts of the Plan are to be reactivated and when.

The community will be informed about the suspension or reduction of the standards and how that work to be carried out will be prioritised and the likely duration of the suspension of reduction in standard.

Details of the incident that led to these Exceptional Circumstances and the process that followed shall be recorded and stored with the Plan.

5 Management Systems

5.1 Management System

Council's process of managing its roads assets includes recording and documenting:

- Proactive inspections of road assets;
- Reactive inspections of assets based on customer requests; and
- Condition inspections of long-life network assets.

This information is recorded in Council's Asset Management Information System and then used to develop the following works programs for road related assets:

- the annual maintenance works plan;
- the annual capital works program;
- the 4-year capital works program; and
- the Long Term Financial Plan (asset renewal);

and provide input into the contract standards and specifications for the Civil Infrastructure Maintenance Services Contract.

A key feature of Council's management system is to Council officers through the use of technology and computer systems to deliver service to the community in accordance with the performance standards of the RMP within the statutory framework of the Act. The management system by which the components referred to in the RMP Plan will be undertaken are detailed in the following

5.2 Records of Inspections and Maintenance Works

Records of all inspections and maintenance works undertaken on the Council road network shall be kept to meet the requirements of the Road Management Act and this Plan. In particular, defects shall be identified and prioritised before rectification/repair works are undertaken.

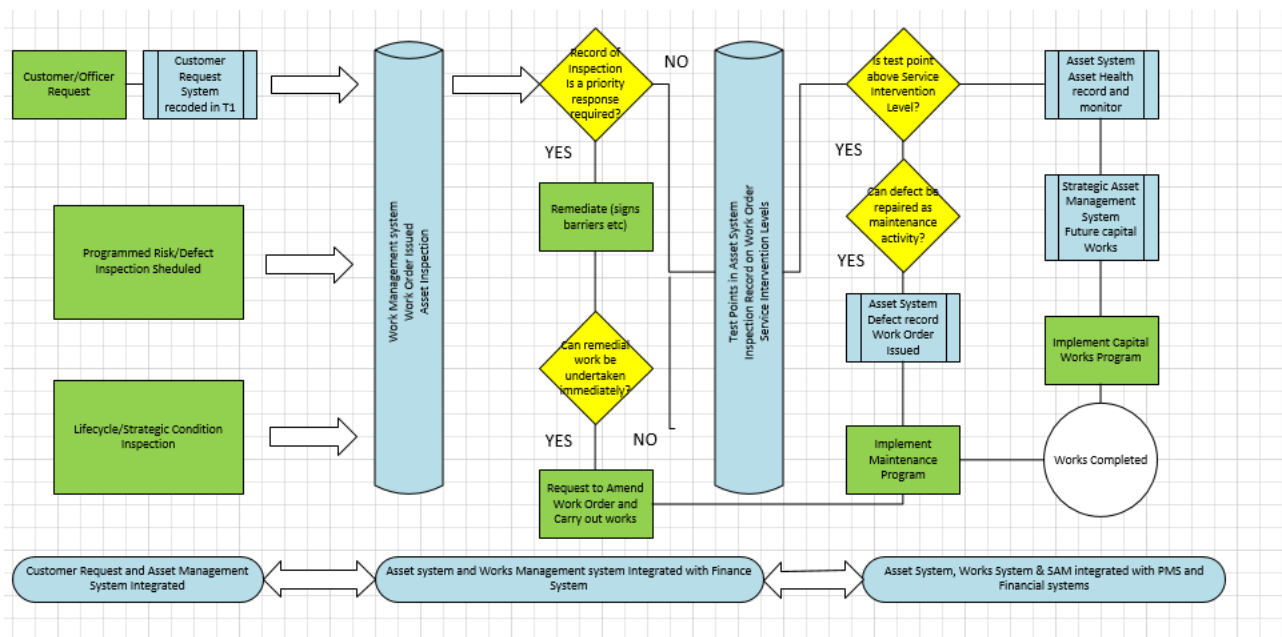


Figure 4- Management system to inspect, repair and maintain roads



5.3 Road Reserve Proactive Inspection Management

The Road Reserve Proactive inspections under the RMP are scheduled and completed within Council’s Asset Management Information System (AMIS), which includes a work scheduling and management system. Details of the asset are provided through an electronic mobile device linked to the AMIS. Intervention defects and hazards are identified against the road reserve segment ID. Each defect/hazard is photographed and stored in the AMIS.

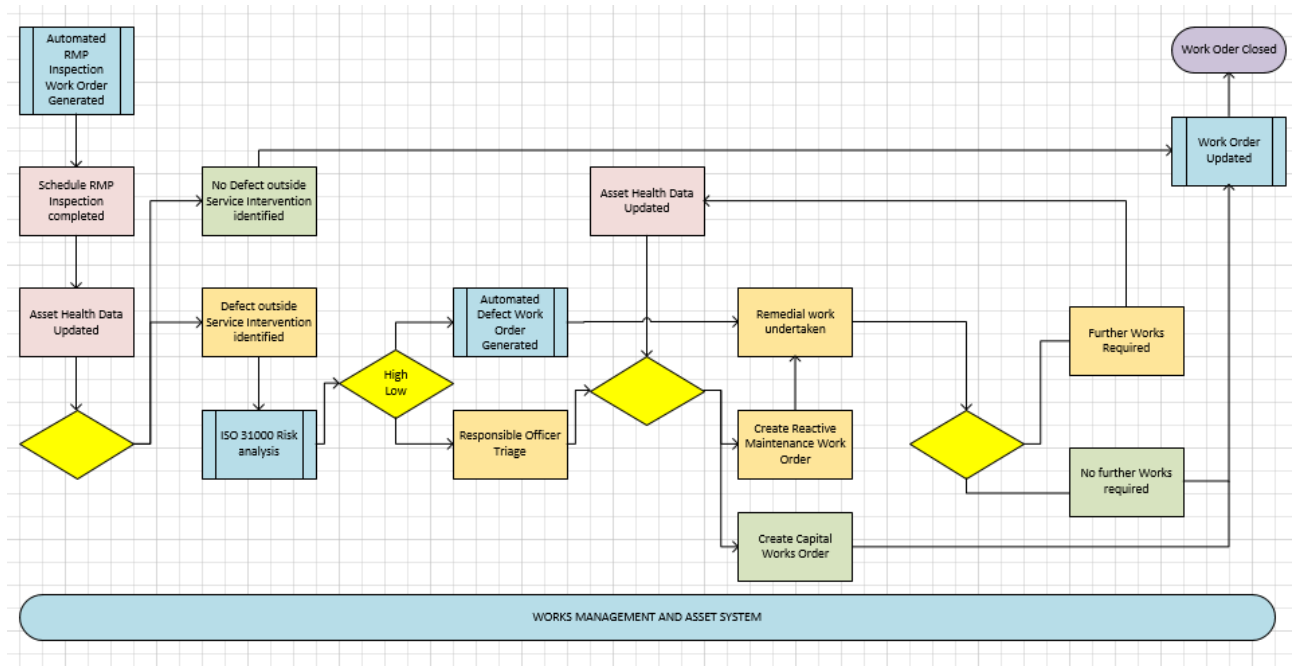


Figure 5- Proactive Works Management system

5.4 Road Reserve Reactive Inspection Management

Road Reserve defects and hazards that are identified by the community may be reported to Council via the Council’s Customer Request system which is integrated with Councils Asset and works management systems. This will include issues reported by telephone, email, in person or via Council’s website. All Road Reserve notifications that are made in the CRM system are automated to the AMIS Works Management System and placed in the work triage queue of the responsible department. Road reserve defects and hazards are then treated as reactive inspections within the Works Management System.

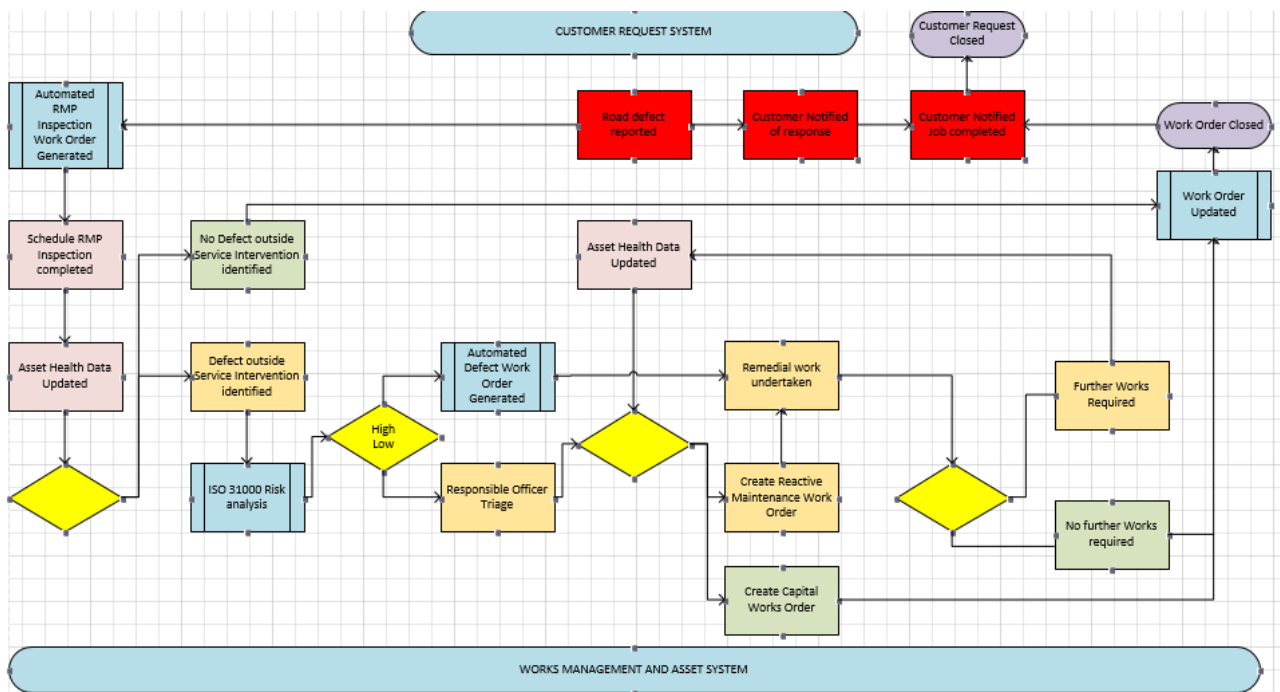


Figure 6- Reactive Works Management system

5.5 Maintenance Works Program

Works programs are developed from both the reactive CRM requests and the proactive inspection program works based on the required timelines to complete the works. The works program provides a proactive approach to maintenance or other works required by assessing the existing condition to determine if it is below, meeting or above the required standard as specified. Works that are considered to be non-urgent and beyond the maintenance scope of works will be referred to Council’s capital works program

5.6 Asset Information

All Asset information on key attributes is entered and stored on Council's Asset Management Information System and GIS databases. The One Council database are live, integrated and updated with Inspection, defects and work order information. New assets are created or disposed of or are renewed through the Project Management System and Capital Works Programs. All maintenance schedules are created at the time assets are made "in use" and commissioned.

5.7 Relevant policy, regulations or legislation

[Road Management Act \(2004\)](#)

[Local Government Act \(1989\)](#)

[the Road Management \(Works and Infrastructure\) Regulations 2015](#)

[Code of Practice – Management of Infrastructure in Road Reserves.](#)

[Code of Practice – Operational Responsibility for Public Roads \(2004\).](#)

[A Guide to Working in the Road Reserve 2015](#)

[Register of Public Roads](#)

[Source: City of Port Phillip Principal Pedestrian Network – July 2013](#)

[Laneways in heritage overlay areas](#)

6 Attachments

Appendix A- Municipal Boundary

Appendix B- Proactive Hazard Inspection

Appendix C- Hazard Response Times

Appendix D- Road Asset Condition Inspections

Appendix E- List of Arterial Roads

Appendix F- List of Shopping Centres

Appendix G- Road Classification Map

Appendix H- Footpath Hierarchy Map



7 Appendix A: MUNICIPAL BOUNDARY ROADS

The roads set out below form the common boundaries between City of Port Phillip and the adjoining Municipalities:

Boundary Road	From	To	Boundary Location	Classification	Adjoining Municipality
Todd Road	Port Phillip Bay	Williamstown Road	Full width of road from Port Phillip Bay to the entrance of Perc White Reserve then centre of road	Collector Road	City of Melbourne
Todd Road	Williamstown Road	West Gate Freeway	Centre of road	Arterial Road	City of Melbourne
West Gate Freeway	Kings Way	Todd Road	South boundary of freeway reserve	State Freeway	City of Melbourne
Kings Way	West Gate Freeway	Dorcas Street	Centre of road	State Highway	City of Melbourne
Dorcas Street	Kings Way	St Kilda Road	Centre of road	Municipal Road	City of Melbourne
St Kilda Road	Dorcas Street	High Street	Centre of road	Arterial Road	City of Melbourne
High Street	St Kilda Road	Punt Road	Centre of road	Arterial Road	City of Melbourne
Punt Road	High Street	Queens Way	Centre of road	State Highway	City of Stonnington
Queens Way	Punt Road	Chapel Street	Centre of road	State Highway	City of Stonnington
Dandenong Road	Chapel Street	Orrong Road	Centre of road	State Highway	City of Stonnington



Boundary Road	From	To	Boundary Location	Classification	Adjoining Municipality
Orrong Road	Dandenong Road	Inkerman Street	Centre of road	Municipal Road	City of Glen Eira
Inkerman Street	Orrong Road	Hotham Street	Centre of road	Municipal Road	City of Glen Eira
Hotham Street	Inkerman Street	Brighton Road	Centre of road	Arterial Road	City of Glen Eira
Brighton Road	Hotham Street	Glen Huntley Road	Centre of road	State Highway	City of Glen Eira
Glen Huntley Road	Brighton Road	St Kilda Street	Centre of road	Arterial Road	City of Bayside
St Kilda Street	Glen Huntly Road	Head Street	Centre of road	Arterial Road	City of Bayside
Head Street	Ormond Esplanade	Port Phillip Bay	Centre of road	Municipal Road	City of Bayside

8 Appendix B: Proactive Hazard Inspection Frequencies

ROADWAY

Asset Type	Major (Sub-arterial) Road	Collector Road	Local Road	Laneway	Major Carpark	Minor Carpark
Road Pavement	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually
Pavement Line Marking	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually
Kerb & Channel/Edging	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually
Traffic Control Devices	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually
Drainage Pits	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually
Council own Bridges (Level 1)	N/A	N/A	Annually	N/A		
Road Signs	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually
Road Furniture	3 monthly	6 monthly	Annually	2 yearly	3 monthly	Annually



FOOTPATH AND SHARED PATHWAYS (UPDATING DATA)

Asset Type	Primary Pedestrian Route	Secondary Pedestrian Route	Other Pedestrian Route	Major Shopping	Local Shopping
Footpath, Shared Paths & Paved Areas ²	Annually	Annually	Annually	3 monthly	6 Monthly

¹ Note: The same proactive footpath inspection frequencies apply on arterial roads where Council is the Responsible Road Authority as per the RMA Code of Practice – Operational Responsibility for Public Roads



9 Appendix C: Hazard Response Times

An appropriate hazard response will include inspection and installation of temporary control measures (provision of warning signs, barriers, and traffic control) and/or remedial repairs. The response times in business working days excluding weekends and public holidays is measured from the reporting time of the hazard and issuing work order by the maintenance team to repair, secure the site or otherwise resolve. Data collected for defects below the standard intervention level is recorded for asset management purposes. There is no guarantee that any action will be taken on defects below the intervention level as it is considered safe.

In some situations where the hazard cannot be repaired within the timeframes specified due to lack of resources or budget a temporary repair will be carried out until the permanent works will be planned as part of maintenance or capital works programs.

Safety is the primary factor for response times.

Table of intervention level and treatment standards for defects:

Description	Intervention level	Treatment
Trip Point	Less than 10mm	No Action (safe)
	from 10mm to 25mm	Grind or place on work program
	From 25mm to 75mm	asphalt fillet or place on works program
	greater than 75mm	make level by patching or resurfacing or reconstruction
Heaving	greater than 75mm over 1.2m straight edge	make level by patching or resurfacing or reconstruction
Ponding	greater than 75mm over 1.2m straight edge	make level by patching or resurfacing or reconstruction



Three types of hazard response:

RESPONSE	DESCRIPTION	ACTION / RESPONSE TIME	SYSTEM PRIORITY DESCRIPTION
Immediate	potential to cause injury to person or property	Provide temporary repair within two hours.	P1-HSE (Priority 1- Critical/HSE Issue)
Urgent	will have the potential to cause injury to persons or property	Rectify by the end of the next working day.	P2-HIGH (Priority 2- High)
Non-Urgent	Routine Maintenance works where the condition is not immediate or urgent.	The condition must be repaired within the times set out in P3 or P4 below.	P3- MED (Priority 3- Medium) P4- LOW (Priority 4- Low)



P3- Medium : Asset preservation then permanent repair by the end of next two working days:

Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
Road Pavement including carparks	Asphalt Pavement (area is less than or equal 2m2)	* Patching pothole with diameter greater than or equal 300mm and depth greater than or equal 50mm * Regulate and level wheel rut, mounding or depression when rut/depression is greater than 50mm * crack width is greater than 20mm (excluding crocodile cracking greater in area than one square metre)	48 hours (Two working days)	48 hours (Two working days)	48 hours (Two working days)

Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
	<p>Concrete paving (area is less than or equal 2m²)</p> <p>Bluestone and Segmental pavement (area is less than or equal 2m²)</p>	<p>cracked, moved, loose areas etc. when the level difference between concrete slabs, cracks, missing and broken pieces.</p> <p>potholes, steps greater than 75mm, depression and loose pitchers or pavers</p>			
Footpath and Shared Paths	<p>Asphalt Pavement (area is less than or equal 2m²)</p>	<p>vertical displacement is greater than 50mm isolated potholes in footpath area when diameter is exceeding 300mm and 25mm in depth (except repairs as part of work carried out on tree roots)</p>	<p>48 hours (Two working days)</p>	<p>48 hours (Two working days)</p>	<p>48 hours (Two working days)</p>

Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
	<p>Concrete paving (area is less than or equal 2m2)</p>	<p>grind(Joint step less than 25mm) or replace paved area where sunk, cracked, moved or loose etc.: * vertical displacement (mounding/ depression) greater than 50mm * heaving over 1.2m straight edge greater than 75mm * Ponding over 1.2m straight edge greater than 40mm</p>			
	<p>Segmental pavement (area is less than or equal 2m2)</p>	<p>differential movement of adjoining pavers (intervention level in the table above)</p>			
K&CH	<p>Concrete and bluestone Kerb & Channel (length</p>	<p>damaged, sunk, cracked, moved kerb and channel</p>	48 hours (Two working days)	48 hours (Two working days)	48 hours (Two working days)

Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
	less than or equal 6m)				
Drainage Pits	Pits covers, grates, surrounds and any pit cover related works	pit covers/lids/grates/lintels or frames - missing, broken, damaged, loose etc.	48 hours (Two working days)	48 hours (Two working days)	48 hours (Two working days)
Bridges		The repair, cleaning & maintenance of decks, joints, footings, abutments, wingwalls, superstructures	48 hours (Two working days)	48 hours (Two working days)	48 hours (Two working days)

C2. For non-urgent defects: installation of temporary control measures/ temporary repair then programmed repair within works program:

Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
Road Pavement	Pavement Patching (area is greater than 2m ²)	all potholes, regulate wheel ruts and depression, edge repairs etc.	12 months	24 months	24 months
	Concrete paving (area is greater than 2m ²)	Repair/Replacement of all or part of existing concrete		24 months	24 months
	Bluestone Pitcher / Segmental Paving (area is greater than 2m ²)	Repair/Replacement of all or part of existing bluestone laneways or segmental paved area		24 months	24 months
	Reconstruction (area is greater than 2m ²)	treatment of major failed pavement areas by replacement		24 months	24 months
	Resurfacing (area is greater than 2m ²)	Surface treatment (Resealing or resheeting) of asphalt pavement to maintain the integrity of the pavement surface		24 months	24 months



Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
	Crack Sealing (area is greater than 2m2)	seal cracks when pavement crack generally greater than 2mm in width		24 months	24 months
Footpath and Shared Paths	Asphalt and Concrete footpaths (area is greater than 2m2)	<p>sunk, cracked, moved etc. when:</p> <ul style="list-style-type: none"> * Level difference between concrete slabs/pavers greater than 10mm * Cracked, missing and broken pieces * Heaving and settling (caused by tree roots etc.) greater than specified <p>degraded pavement and a potential hazard to pedestrian, affected access, creates a backfall on the footpath or pooling of water</p>	12 months	24 months	24 months

Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
K&CH	Concrete and bluestone Kerb & Channel (length is greater than 6m)	sunk, cracked, moved etc. when: * heaving and settling (caused by tree roots etc.) * missing and displaced pieces * holding significant water (ponding greater than 40mm in depth) * likely to create a trip hazard, become health hazard or likely to deteriorate rapidly	12 months	24 months	24 months
Drainage Pipes & Pits	Programmed Repairs	short sections of unserviceable pipe	12 months	24 months	24 months
Pavement Marking	Raised Reflective Pavement Marking (RRPM)	RRPMs should be replaced when more than 15% are missing or not reflecting	12 months	24 months	24 months
	replacement of worn out road markings including car parking, Statcon, school crossing, rail crossings	Repaint worn road marking when more than 30% of the marking is worn through.	12 months	24 months	24 months



Asset Type	Material and extent of defects	Defect Intervention Level	Response Time Major Roads	Response Time Collector Roads	Response Time Local Roads
Bridges	Programmed Repairs	Repairs to restore the structure to a safe and functional condition.	12 months	24 months	24 months



10 Appendix D: Road Asset Condition Inspections (Network Assets)

Asset type	Frequency
Road Pavements (including Right of Ways)	3 yearly
Kerb and Channel/edging	3 yearly
Footpaths and Paved areas	3 yearly
Bridges (Level 2 Inspection)	3 yearly



11 Appendix E: List of State Arterial Roads

Road Name	Start	End	Location
Albert Road	Kingsway	Canterbury Road	South Melbourne
Bay Street	Beach Street	Pickles Street	Port Melbourne
Beach Road (Beaconsfield Parade/Jacka Boulevard / Marine Parade/Ormond-Esplanade)	Bay Street	Head Street	Albert Park – Middle Park – St Kilda West – St Kilda – Elwood
Barkly Street (Hoddle Main Road)	Ormond Esplanade	St Kilda Road	Elwood – St Kilda
Canterbury Road	Albert Road	Fitzroy Street	Middle Park – St Kilda West
Carlisle Street	Barkly Street	Hotham Street	St Kilda - Balaclava
City Road	Pickles Street	West Gate Freeway	South Melbourne - Southbank
Clarendon Street	West Gate Freeway	Albert Road	Southbank – South Melbourne
Ferrars Street	City Road	Kerferd Road	South Melbourne – Albert Park
Fitzroy Street	St Kilda Road	Canterbury Road	St Kilda
Glen Eira Road	Brighton Road	Hotham Street	Ripponlea
Glenhuntly Road	Marine Parade	St Kilda Street	Elwood
Glenhuntly Road (east bound lane)	St Kilda Street	Nepean Hwy	Elwood
Graham Street	Williamstown Road	Bay Street	Beacon Cove – Port Melbourne

Road Name	Start	End	Location
High Street (west bound lane)	St Kilda Road	Punt Road	Melbourne
Hotham Street (north bound lane)	Brighton Road	Inkerman Street	Balaclava
Hotham Street	Inkerman Street	Dandenong Road	St Kilda East
Kings Way	Queens Road	St Kilda Road	Melbourne
Montague Street	West Gate Freeway (ramp)	City Road	South Melbourne - Port Melbourne
Normanby Road	Ingles Street	West Gate Freeway	South Melbourne
Plummer Street	Graham Street	Prohasky Street	Port Melbourne
St Kilda Road (north bound c/way)	Dorcas Street	High Street	South Melbourne - Melbourne
St Kilda Road	High Street	Dandenong Road	Melbourne
St Kilda Street (north bound lane)	Ormond Esplanade	Glenhuntly Road	Elwood
Todd Road (south bound lane)	West Gate Freeway (ramp)	Williamstown Road	Port Melbourne
Union Street	Queens Road	St Kilda Road	Melbourne
Williamstown Road	Ingles Street	Todd Road	Port Melbourne



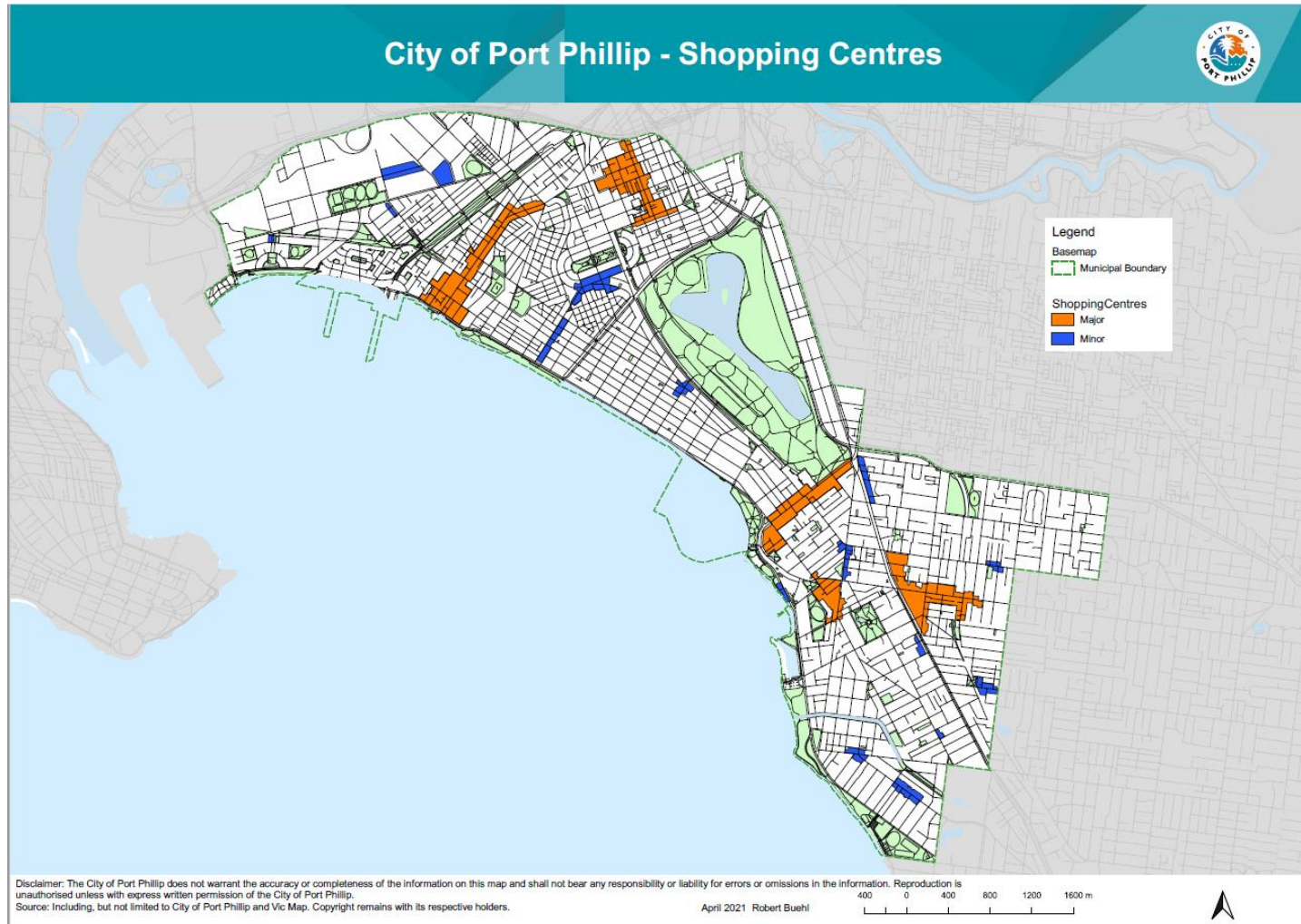
12 Appendix F: List of Shopping Centre

SHOPPING CENTRES	CLASS
Acland Street - from Barkly St. to Robe St. (With Esplanade intersections, Carlisle Street to Barkly Street, and Shakespeare Grove)	Major
Bay Street - from Graham St. to Ingles St., (with Crockford St. between Bay St. and Ingles St. including Graham St. intersection)	Major
Bridport Street – from Ferrars Street to Merton Street (with Dundas Pl and Montague Street to O'Grady Street)	Major
Carlisle Street – from St Kilda Road to Carlisle Avenue (with Camden Street and Nelson Street between Carlisle St and Alfred St)	Major
Clarendon Street – from Westgate Street to Napier Street	Major
Fitzroy Street – from St Kilda Road to The Esplanade (With Grey Street to Dalgety Street)	Major
South Melbourne Market - (York Street and Coventry Street between Ferrars Street and Clarendon Street, Cecil Street between York Street and Coventry Street)	Major
Armstrong Street – from Canterbury Road to Neville Street	Local
Barkly Street - from Blessington Street to Inkerman Street with Grey Street to Gurner Street	Local
Centre Av – from Howe Parade to Dunstan Parade	Local
Glen Eira Road – from Hotham Street to Rail line	Local
Ormond Road – from Glen Huntly Road to Pine Avenue	Local
Park Street – from Moray Street to Cecil Street	Local
Victoria Avenue – from Beaconsfield Parade to Richardson Street (right hand side)	Local
Victoria Avenue – from Moubray Street to Merton Street	Local

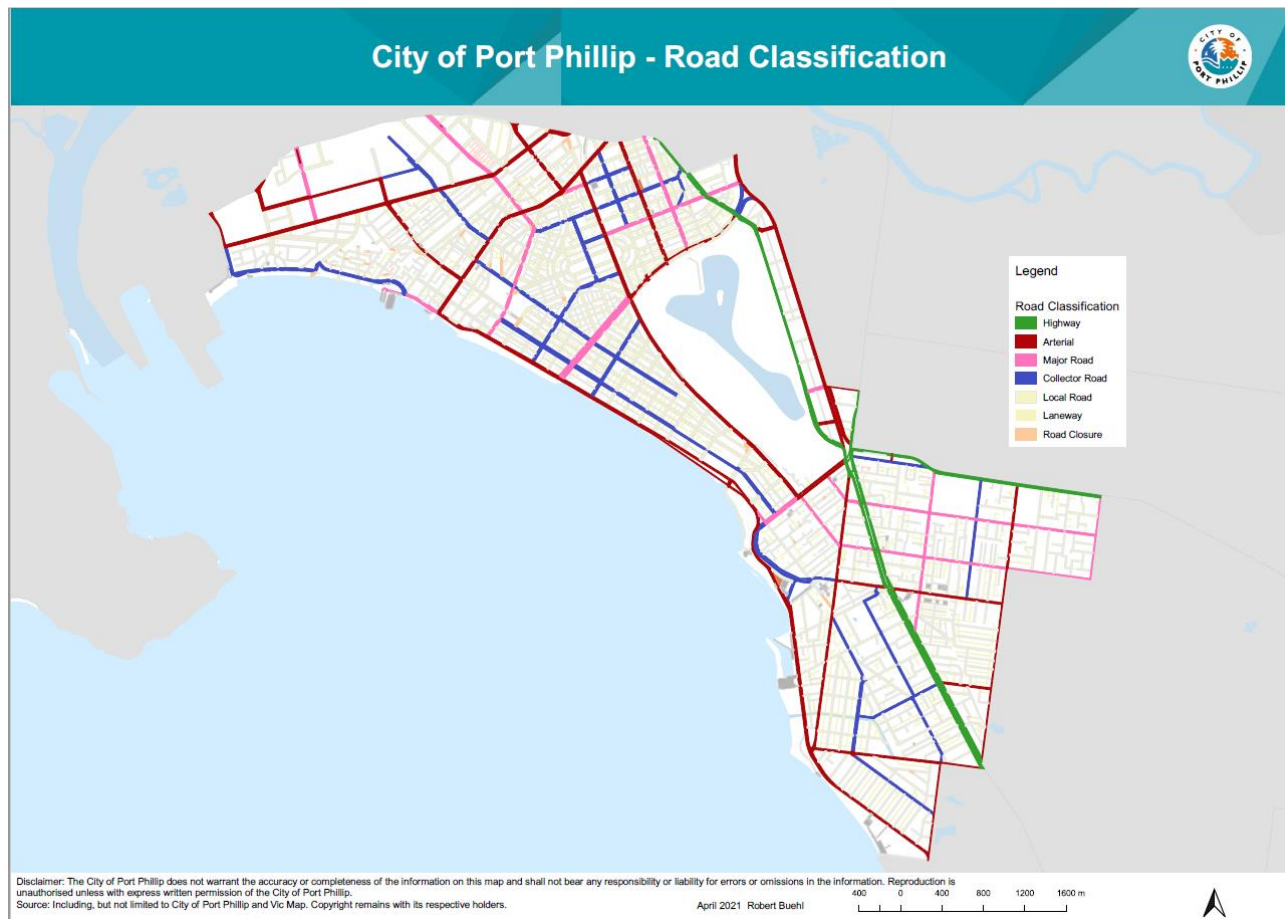


SHOPPING CENTRES	CLASS
City Road and Montague Street (B/w Boundary Street and Thistlethwaite Street and with Montague Street intersection)	Local
Corner Addison Street and Meredith Street	Local
Corner Montague Street and Park Street	Local
Corner Williamstown Road and Graham Street	Local
Cowderoy Street and York Street Roundabout	Local
St Kilda Road - Argyle Street to Inkerman Street (outbound)	Local
St Kilda Road - Octavia Street to Alma Road (outbound)	Local
Tennyson Street - Scott Street to Coleridge Street	Local
Station Pier Street	Local
Corner Wellington Street and St Kilda Road	Local
Corner Chapel Street and Dandenong Road	Local
Blessington Street both sides with Barkly Street Intersection	Local
Brighton Road - Milton Street and Hennessy Avenue	Local
Brighton Road - Chapel Street to Brunning Street	Local
Corner Inkerman Street to Hotham Street	Local

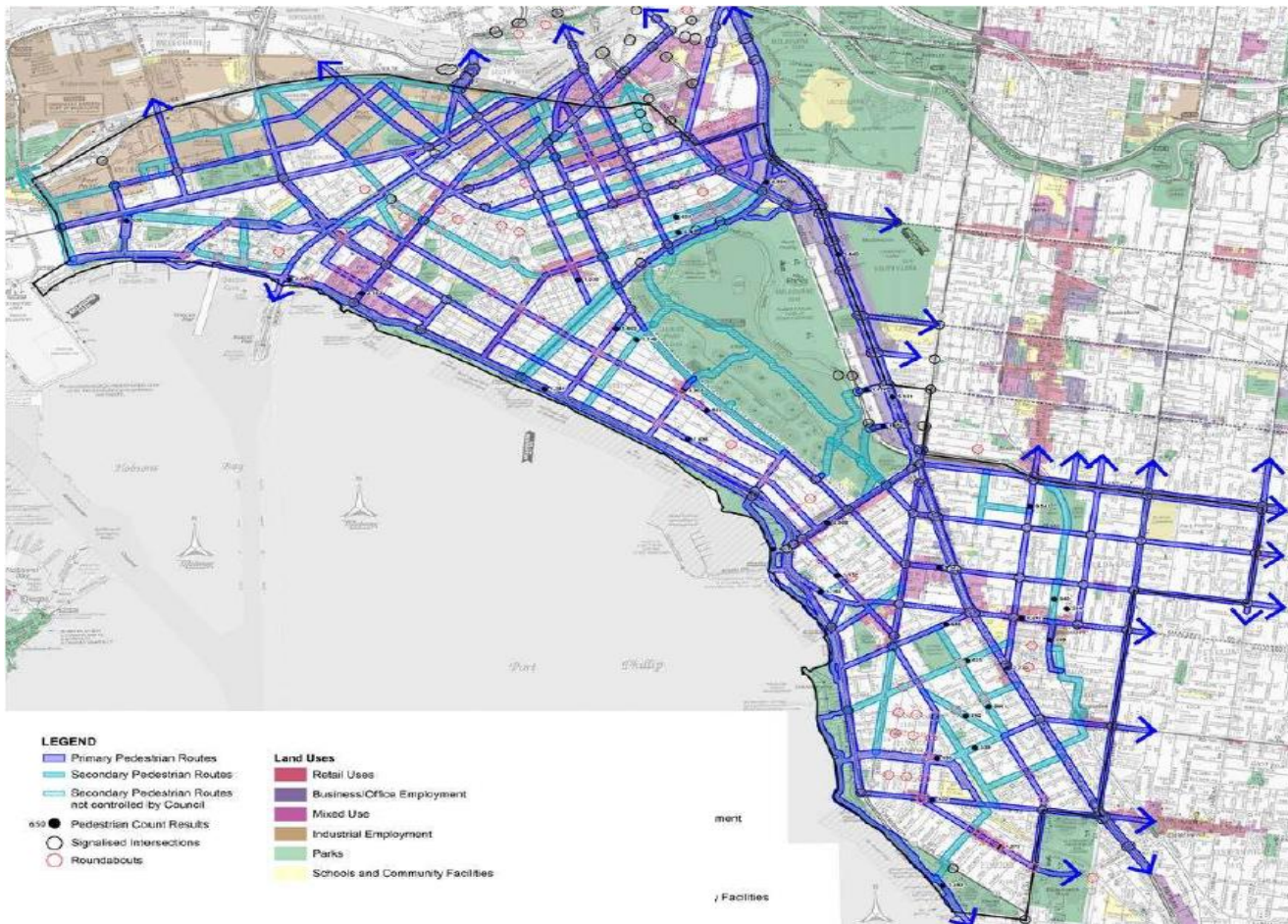
Map of Shopping Centre



13 Appendix G: Road Classification Map



14 Appendix H: Footpath Hierarchy Map



PRINCIPAL PEDESTRIAN NETWORK