

Draft Road Management Plan 2021

20 April 2021
Draft for Public Comment



Yarra City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Owners and true sovereigns of the land now known as Yarra. We also acknowledge the significant contributions made by other Aboriginal and Torres Strait Islander people to life in Yarra. We pay our respects to Elders from all nations and to their Elders past, present and future

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Table of Contents

Revisions and Adoption Schedule	iii
1. Introduction	1
1.1. Legislation Applicable	1
1.2. Meaning of Terms	1
1.3. Role of Road Authority	2
1.4. Purpose of the Road Management Plan	2
1.5. How to achieve the RMP objectives	3
1.6. Key stakeholders	3
1.7. Duty of road users	3
1.8. Relationship with Council Plan and Asset Management Policy	4
1.9. Relationship with Budget	4
1.10. Force Majeure	4
1.11. Management Policy for Laneways, Passageways and Rights of Way in Yarra	4
1.12. Availability of Plan and Associated Documents	5
2. Road Asset Description	6
2.1. Overview	6
2.2. Assets covered	6
2.3. Assets not covered	6
2.4. Demarcation and Agreements with other Authorities	7
2.4.1. Freeways and Arterial Roads	8
2.4.2. Local Roads with Tram Lines	8
2.4.3. Local Roads without Tram Line	9
2.4.4. Shared Roads	9
2.4.5. Bridges	9
2.4.6. Public (Off-street) Car Parks	9
2.4.7. Repair of Damaged Council Assets	9
2.5. Register of Public Roads	9
2.6. Referenced Documents	10
3. Maintenance Categories	11
3.1. Introduction	11
3.2. Roads	11
3.3. Pathways	11
4. Performance Standards	12
4.1. Objectives	12
4.2. Determining Level of Service	12
4.3. Inspection Programs	12
4.3.1. Proactive Inspections	12
4.3.2. Reactive Inspections	13
4.4. Defect Intervention Levels and Response Times	13
4.5. Heritage Infrastructure	16
4.6. Street Trees	16
5. Management System	17
5.1. Management System to Inspect, Repair and Maintain	17

5.2.	Road Reserve Proactive Inspection Management	17
5.3.	Road Reserve Reactive Request Management	19
5.4.	Maintenance Works Program	19
5.5.	Risk Management and Maintenance Categories.....	19
5.6.	Emergency Response and After-Hours Service.....	19
5.7.	Managing Works within Road Reserve	19
6.	Review of Road Management Plan	21
6.1.	Performance Review	21
6.2.	Review of Road Management Plan	21
	Appendix 1 – Freeways and Declared Arterial Roads within Municipality	22
	Appendix 2 – Shared Roads with Adjoining Municipalities.....	23
	Appendix 3 – Bridges Owned by Others	24
	Appendix 4 – Major On-road Bicycle Routes	25
	Appendix 5 – Shared Zones	26
	Appendix 6 – High Pedestrian Traffic Streets	27

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Revisions and Adoption Schedule

Rev No	Date	Version / Changes
	Aug 2004	First Edition
	July 2009	Second Edition
3.00	25 Jun 2013	RMP Review as per s54(5) of Road Management Act 2004 Amendments Summary: <ul style="list-style-type: none"> • Focus on operational activities. Strategic planning activities removed from RMP • Asset maintenance hierarchies defined, with corresponding inspection regime (section 4.3) and response priority (section 4.4.3) • Footpath at vehicle crossing included (section 2.4.4) • Carparks and nature strips excluded (section 2.3) • Changes to road defects tolerance intervention levels (section 4.4.1) • Inclusion of 'Force Majeure' clause (section 1.10)
3.01	11 Jul 2013	Initial Draft issued for Public Comment
3.02	17 Sep 2013	RMP 2013 Adopted by Council
4.00	15 Mar 2017	RMP Review as per s54(5) of Road Management Act 2004 Amendments Summary: <ol style="list-style-type: none"> (1) Changes to inspection program (Table 3) (2) Changes to defects type and intervention levels (Table 4) (3) Changes to response times (Table 4) (4) Significant parks excluded
4.01	2 May 2017	Initial Draft issued for Public Comment
4.02	4 July 2017	RMP 2017 – 2021 Adopted by Council
5.00	18 Mar 2021	RMP Review as per s54(5) of Road Management Act 2004 Amendments summary (refer Yarra RMP Review Report 2021 for detail): <ol style="list-style-type: none"> (1) New sub-section (1.11) Management policy in relation to Laneways Passageways and Right of Ways in Yarra (2) Street lighting, traffic and pedestrian operated signals and open space pedestrian bridges excluded (3) Updated lists of Shared Roads, Major On-road Bicycle Routes, Shared Zones and High Pedestrian Traffic Streets (4) Inspection frequencies altered from nominal to maximum (5) Inspection frequency for High Pedestrian Traffic footpath – period increased from 4-monthly (nominal) to 7-monthly (maximum) (6) Include defect mode for property drain with >30mm protrusion at kerb face (7) Minimum clearance of street trees revised and separately specified for over arterial and Council roads (8) Specific response times for tree root damage, crack sealing and tree pruning included (9) Management systems updated to reflect Asset Management Information System workflow processes
5.01	20 April 2021	Draft RMP 2021 issued for Public Comment

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1. Introduction

1.1. Legislation Applicable

The Road Management Act 2004 (the “Act”) has established a 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 Yarra.

1.2. Meaning of Terms

For the purposes of this Road Management Plan (the “RMP”) the following terms shall be defined as:

“the Act”	means the Road Management Act 2004.
“the Council”	means the Yarra City Council.
“Crossover”	means the vehicle crossing or access from back of kerb to property boundary including any section of footpath within the lateral limits of the crossing.
“Day”	in terms of response times a day is a business (working) day excluding weekends and declared public holidays.
“Defect”	is a localised failure in an asset, for example potholes in a road surface or a joint displacement in a concrete pathway.
“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.
“Inspection Frequency”	is the period between scheduled inspections of the road to identify hazards.
“Intervention Level”	is the extent of a defect above which the defect may pose an unacceptable risk to users of that asset.
“Level of Service”	is the defined service quality for the road against which performance may be measured and relates to quality, quantity, reliability, responsiveness and cost.
“Maintenance Category”	the nominated maintenance category for each road or footpath determined by Council according to an assessment of risk, considering factors such as road classification, road type and volume and type of traffic.
“Pathway”	means a footpath, bicycle path or other area constructed by or developed by a road authority for use by members of the public other than with a motor vehicle but does not include any path – <ul style="list-style-type: none">• which has not been constructed by a road authority;• pathways outside of road reserves; or• which connects to other land.
“Programmed Maintenance”	works that are beyond the scope of reactive maintenance but are not Capital Works projects. Generally, they do not require a design to be completed and are seen as a method of rehabilitating infrastructure assets without the need for major capital works.

“Public Road”	is a road that Council declares in writing as reasonably required for general public use and is then registered on Council’s Register of Public Roads ¹
“Remediate”	action to reduce a defect or hazard to below Council’s intervention levels.
“Repair”	means the taking of any action to remove or reduce a risk arising from a defect in a roadway, pathway or road-related infrastructure.
“Response Times”	is the time to make safe or repair defects, identified by inspections undertaken by Council officers, or defects notified by the public. Response Time is measured from the time the defect is identified by, or notified to, Council.
“Reactive Maintenance”	the work undertaken daily to keep assets operating at the required service levels. This includes pothole patching, minor repairs to footpath, kerb and channel, signs and street furniture.
“Service Agreement”	means the Service Agreement for Road Maintenance
“Shared Zone”	a road or network of roads where pedestrians, cyclists and vehicles share the roadway.

Terms used in this RMP have the same meaning as the specific definitions included in the Act.

1.3. Role of Road Authority

Under Part 4, Division 5 (sections 49 to 55) of the Act, Council has elected to make a Road Management Plan in accordance with the *Code of Practice for Road Management Plans* (Victoria Government Gazette no. 201, 16 September 2004).

The Act provides that Council as the road authority is to exercise its functions within an overall policy context and to consider the expectations of the community and the resources available, and the competing demands for those resources.

Council is responsible for the development of the RMP and must ensure it manages the inspection, maintenance and repair of the public road network within available funding levels to ensure that a safe and efficient road network is provided for use by members of the public.

1.4. Purpose of the Road Management Plan

The RMP is an operational plan of Council.

The purpose of this RMP is to ensure Council has in place a plan that helps Council to achieve the following objectives.

- (1) Ensure that a safe and efficient network of municipal public roads is provided primarily for travel and transport.
- (2) Meet the statutory requirements of the Road Management Act, Road Management Regulations (the “Regulations”) and relevant Ministerial Codes of Practice (the “Codes”). The purposes of the RMP is defined in section 50 of the Act as below:

“The purposes of a road management plan are having regard to the principal object of road management and the works and infrastructure management principles –

 - (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.”*
- (3) Provide a structure that advances Council’s asset management practice in delivering a sustainable road transportation service.

¹ Any “road” vested in Council, which may include a laneway, passageway or Right of Way, which has not been declared by Council to be reasonably required for general public use, is not a public road and therefore considered by Council to be a ‘non-public road’.

- (4) Adhere to good practice of achieving an appropriate level of statutory protection against civil liability claims under the Act.

1.5. How to achieve the RMP objectives

To achieve the above stated objectives, this 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).

1.6. Key stakeholders

Key stakeholders who will be affected by this RMP in the City of Yarra include:

- (a) the community - ratepayers, residents, business, industry, education;
- (b) road users such as pedestrians (including those with disabilities and the elderly), bicyclists, motorcyclists, public transport users and vehicle drivers and passengers;
- (c) transport service providers - transport operators, bus operators and service providers supporting the delivery of transport service;
- (d) tourists and visitors to the area (for recreation, sport, leisure, business, or in-transit);
- (e) emergency authorities (Police, Fire, Ambulance, SES);
- (f) utilities agencies that use the road reserve for their infrastructure such as water, sewerage, drainage, gas, electricity, telephone, telecommunications, cable TV, pipeline and other like services under the authority of an Act of Victoria or the Commonwealth;
- (g) land and property developers and their respective consultants and contractors;
- (h) other road authorities such as Department of Transport (DoT), neighbouring Councils, Department of Environment, Land, Water and Planning (DELWP), Parks Victoria, Melbourne Water Corporation, etc.;
- (i) special interest groups such as RACV, transport interest groups, industry-representing bodies, ratepayer associations, and other community groups;
- (j) State and Federal Government agencies that periodically provide support funding to assist with management of the network; and
- (k) Council as the responsible road authority.

1.7. Duty of road users

Whilst Council has certain duties and responsibilities, this RMP is predicated on the basis that the road users also have certain obligations and responsibilities to drive, cycle and walk safely according to the prevailing road conditions, to have regard to the rights of other road users, the community and infrastructure managers, and to avoid damaging infrastructure.

Section 17A of the *Road Safety Act 1986* and section 106 of the *Road Management Act 2004* set out the obligations of road users. In summary:

Road users are required to travel safely having regard to the road, weather and traffic conditions, and avoid unreasonable risks to other road users.

Road users have additional duties and responsibilities under the Roads and Council Land provisions of the *Yarra General Local Law (2016)*.

In particular there are provisions relating to the protection of environment, public safety, management of traffic and roads, control of vehicles and animals on roads, and secondary activities on roads.

A copy of the Yarra General Local Law is available from the municipal offices and on Council's web site at yarracity.vic.gov.au/about-us/governance/local-laws-in-yarra.

1.8. Relationship with Council Plan and Asset Management Policy

The Council Plan sets out Council's medium-term direction and the outcomes sought by Council for its four-year term of office. It details Council's strategic objectives, outlining some of the values, policy and research behind each objective.

The Asset Management Policy and its associated strategy framework have a direct link to the Council Plan through its budgetary and planning processes.

1.9. Relationship with Budget

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.

The performance standards set out in Section 4 of this RMP reflect such balance.

1.10. 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.

1.11. Management Policy for Laneways, Passageways and Rights of Way in Yarra

In 2019 Council adopted a Management Policy for Laneways, Passageways and Rights of Way (ROW) in Yarra.

This policy recognises that there are some laneways, passageways and ROWs in Yarra that are 'roads' vested in Council that are not declared (or considered) to be generally required for public use, and therefore are not public roads.

Roads (including laneways, passageways are ROWs) that are not public roads (referred to as non-public roads) will not be included on Council's *Register of Public Roads* and these assets are not subject to the performance standards and management functions relating to public roads set out in Council's RMP.

The policy recognises that Council has the care and management of non-public roads in Yarra. The policy sets out how Council will manage non-public roads.

The policy is available on Council's website at yarracity.vic.gov.au/services/roads-and-traffic.

1.12. Availability of Plan and Associated Documents

This RMP and associated documents are available at the following location and may be viewed, free of charge, by the public during the hours of 8.30am to 5.00pm each working day:

Yarra City Council
Customer Service Centre
Richmond Town Hall
333 Bridge Road Vic 3121
Phone 03 9205 5555

The RMP may also be viewed in PDF format on the Council website at yarracity.vic.gov.au/services/roads-and-traffic.

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2. Road Asset Description

This section provides the details of road infrastructure and road-related infrastructure assets that are being covered under this RMP. It also outlines assets not covered under this RMP.

2.1. Overview

Yarra's 19.5 square kilometres include the suburbs of Abbotsford, Burnley, Clifton Hill, Collingwood, Cremorne, Fitzroy, North Carlton, North Fitzroy, Princes Hill and Richmond. Parts of Alphington and Fairfield - south of Heidelberg Road - are also part of the City of Yarra.

The local road network comprises:

- (a) 225 km of public roads (sealed and unsealed roads);
- (b) 85 km of laneways;²
- (c) 410 km of kerb and channel; and
- (d) 456 km of pathways.

2.2. Assets covered

The road and road-related infrastructure assets covered in this RMP are those that exist within the roads nominated in the *Register of Public Roads*, being:

- (a) trafficable roads including features such as traffic lane, on-road bicycle lane, parking lane, service road 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.

2.3. Assets not covered

This RMP does not cover the following asset types:

- (a) 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);
- (b) 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);
- (c) single property stormwater drains that are constructed within the reserve from the property;
- (d) sub-divisional roads under construction and prior to road becoming a public road;

² Total length of laneways in Yarra. This includes laneways and passageways that are public roads and non-public roads. Refer to Section 1.2 for the definition of a Public Road.

- (e) vehicle crossovers and driveways between the kerb and the property boundary, including any section of footpath within the lateral limits of the crossing;
- (f) roads and laneways that have not been constructed to Council's design standards or by a responsible road authority (e.g. an unconstructed track such as a vehicle or motorcycle trodden roadway);
- (g) park pathways and shared pathways;
- (h) nature strips and infill areas between the edge of the road or back of the kerb and the property boundary not occupied by the pathway (these should be maintained by the owner of the abutting property);
- (i) off-street car parks (including car parks in reserves and council-maintained facility sites);
- (j) rail crossings and associated bridges/structures;
- (k) temporary road signs used in road works;
- (l) street lighting, traffic and pedestrian operated signals; and
- (m) any other road, road-related or non-road infrastructure asset not listed in the Register of Public Roads.

Laneways and passageways that are not public roads will be managed as per Council's *Management Policy for Laneways and Rights of Way in Yarra*, in particular Figure 5 and Section 7 of that document.

Regardless of its maintenance obligations, Council has a duty of care and will as far as practicable notify the relevant utility or authority where a defect related to third party asset has been identified. Council may also serve a notice on a property owner to have defects repaired within a given period.

2.4. Demarcation and Agreements with other Authorities

The *Code of Practice for Operational Responsibility for Public Roads* defines in detail the responsibilities between road authorities for different parts or elements within the road reserve, with a summary of how this applies to Yarra provided in the following sub-sections.

Interface Agreements for level crossings and grade separated interfaces located within Yarra municipality boundary are maintained by the rail authority Metro Trains Melbourne, and detail the responsibilities of the relevant road managers (Yarra City Council and/or DoT (VicRoads)) at each interface.

2.4.1. Freeways and Arterial Roads

Classification of a road as a freeway or an arterial road is declared by DoT in accordance with section 14 of the Act. DoT is both the coordinating road authority and the responsible road authority for freeways and arterial roads.

Declared arterial road and freeways within the municipality are listed in Appendix 1.

In the case of arterial roads, DoT is responsible for the road pavement, kerb and channel, traffic signals, medians, 'easy access stop' raised pavement, some underground drainage and bicycle paths belonging to DoT.

Yarra City Council is responsible for Council owned assets contained within the area from the back of kerb to the building line and line-marking associated with parking bays.

The following figure illustrates the demarcation of responsibilities within DoT (VicRoads) controlled arterial roads.

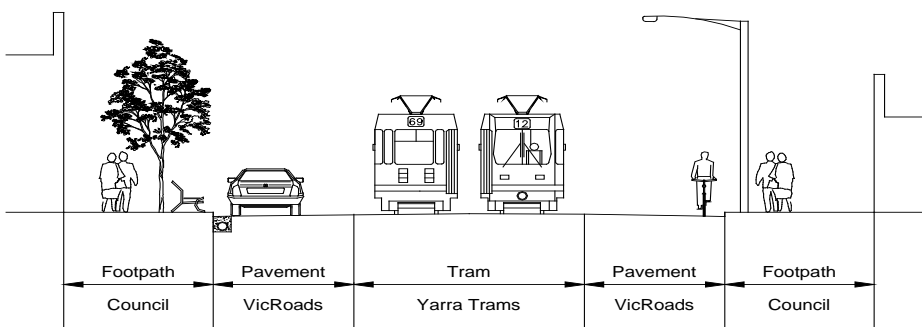


Figure 1 – Declared Arterial Road with Shared Responsibility

2.4.2. 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.

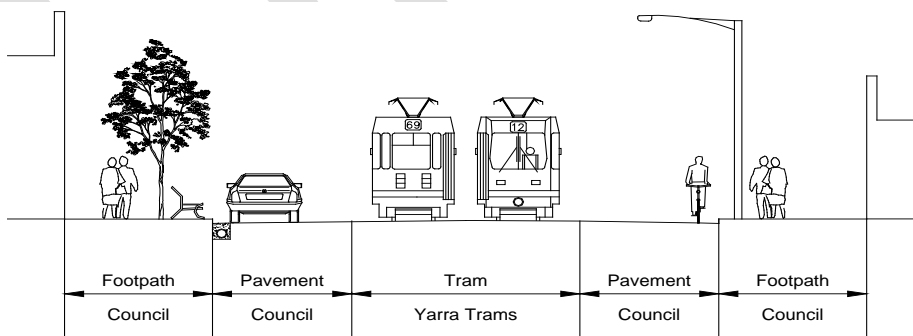


Figure 2 – Major Road with Shared Responsibility

2.4.3. Local Roads without Tram Line

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

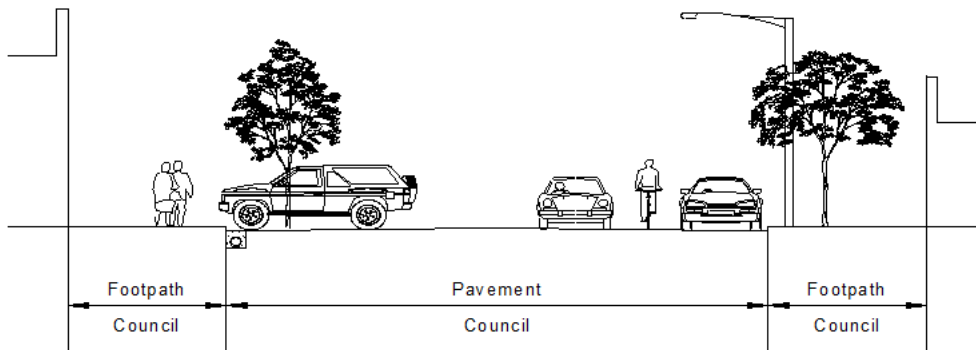


Figure 3 – Local Road with full Council Responsibility

2.4.4. Shared Roads

Shared roads are those that may define boundaries with other municipalities. In most cases the adjoining municipalities are responsible for managing half of the road, depending on the boundary alignment.

Whilst the City of Yarra shares boundaries with six other municipalities, it has shared roads only with the cities of Melbourne and Moreland, which are listed in Appendix 2.

2.4.5. Bridges

City of Yarra does not own any road bridges. There are a number of road bridges and footpath bridges within the road reserve owned and maintained by others, with Council's responsibility being limited to:

- (a) footpaths on road bridges along arterial roads (within the municipal boundary) as per section 2.4.1; and
- (b) pavement and footpaths on road bridges along local roads as per sections 2.4.2 and 2.4.3.

Refer to Appendix 3 for details of Council's responsibility in relation to road bridges.

Rail-over-road bridges are maintained by the railway authority, although Council has responsibilities for the roads under these bridges as otherwise defined in sections 2.4.1 – 2.4.3 based on whether the road is an arterial or local road.

2.4.6. Public (Off-street) Car Parks

Off-street car parks outside road reserves including open space and recreation reserves are not considered as road assets under the Act.

Constructed car parks directly abutting the edge of constructed roads are considered as ancillary areas and are included in the RMP. The inspection frequency, intervention levels and response time obligations of these car parks will be the same as those for the abutting roads.

2.4.7. 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.

2.5. Register of Public Roads

Council maintains a *Register of Public Roads* (the "Register") in accordance with section 19 of the Act. The Register is a separate document and is available on the Yarra website at yarracity.vic.gov.au/services/roads-and-traffic. This RMP applies to the roads, paths and ancillary areas listed in the Register of Public Roads.

The Register specifies all public roads and road categories (including laneways and passageways that are public roads) that Council will be responsible for inspecting, maintaining and repairing in line with the performance standards and management systems set out in Council's RMP.

The Register also defines the general demarcations between private assets and Council assets. Where the City of Yarra enters into an arrangement with another organisation to carry out works on other public roads, the responsibility of the City of Yarra is limited to the terms of that agreement.

The Register will be updated from time to time as required if new assets are constructed, identified/ discovered, transferred, or existing assets disposed of. Section 19(4) provides that Council must specify the details of any road or part of a road that has been discontinued in the Register.

2.6. Referenced Documents

This RMP has been prepared with reference to the following acts, regulations, codes of practice and Yarra's internal policies related to road management:

- (a) Road Management Act 2004 (Vic);
- (b) Local Government Act 2020 (Vic);
- (c) Road Management (General) Regulations 2016 (Vic);
- (d) Road Management (Works and Infrastructure) Regulations 2015 (Vic);
- (e) Code of Practice for Operational Responsibility for Public Roads (VGG³ no. s174, 30 May 2017);
- (f) Code of Practice for Road Management Plans (VGG no. 201, 16 September 2004);
- (g) Code of Practice for Management of Infrastructure in Road Reserve (VGG no. s117, 28 April 2016);
- (h) Code of Practice for Worksite Safety – Traffic Management (VGG no. 276, 22 December 2004);
- (i) Yarra's Infrastructure Road Materials Policy (2018);
- (j) Management Policy for Laneways and Rights of Way in Yarra (2019); and
- (k) Yarra's Register of Public Roads.

³ VGG is Victoria Government Gazette

3. Maintenance Categories

3.1. Introduction

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.

3.2. Roads

All roads within the municipal road network are classified according to a hierarchy that takes into account their specific functions and vehicular traffic volumes.

Council recognises the significance of bicycle usage as an important mode of transport and has an extensive provision of on-road bicycle routes within the road network. For the purpose of this RMP, Council has defined the following road maintenance categories to set the performance standards in terms of inspection, maintenance, intervention levels and repairs.

Table 1 – Road Maintenance Categories

Road Category	Roads Included
Roads with major on-road bicycle routes and shared zones	Refer to Appendix 4 and 5
Other local roads	Other Council roads in the Register of Public Roads
Laneways and passageways	All laneways and passageways declared by Council to be reasonably required for general public use

These categories are based on consideration for both bicycle and vehicle 'volume/service level' and reflect the perceived risk associated with vehicle usage.

3.3. Pathways

Council's pathway maintenance category is based on the level of pedestrian traffic and expected service level that takes into account their specific function, types of users, pedestrian movement and potential risks.

The following pathway maintenance category has been adopted to assist in setting performance standards in terms of inspection, maintenance, intervention levels and repairs.

Table 2 – Pathway Maintenance Categories

Pathway Category	Pedestrian Environment
High Pedestrian Traffic	Major shopping strips, schools, aged care centres, senior citizen centres, hospitals, libraries, main community facilities, transport hubs.
Low Pedestrian Traffic	Residential areas, mainly local streets.

High pedestrian traffic streets are listed in Appendix 6.

4. Performance Standards

4.1. Objectives

The objectives of setting performance standards are:

- (1) Ensure public safety.
- (2) Protect road infrastructure assets.
- (3) Ensure an appropriate level of protection against civil liability claims based on available Council resources.

4.2. Determining Level of Service

Council has determined the standards to which it will inspect, maintain and repair public roadways, pathways, road infrastructure and road related infrastructure assets. When assessing appropriate levels of service required for the various activities, the following are taken into consideration:

- (a) utilisation;
- (b) level of risk; and
- (c) cost.

Council sets the performance standards for the following operational functions in public roads, pathways and ancillary areas:

- (a) inspection program;
- (b) defect intervention level; and
- (c) response time.

4.3. Inspection Programs

4.3.1. Proactive Inspections

Various proactive road inspection programs are undertaken to identify defects and obtain condition data on the road infrastructure. The information obtained from these inspections is used to prioritise maintenance activities and develop future capital works programs.

Table 3 – Proactive Inspection Frequencies

Maintenance Category	Inspection Frequency (maximum)
Public Road	
Roads with major bicycle routes and roads with shared zones	13 months
Other Local Roads	26 months
Laneways and passageways that are public roads	39 months
Pathway ⁴	
High Pedestrian Traffic	7 months
Low Pedestrian Traffic	26 months
Road Delineation ⁵	
All Categories	26 months

⁴ includes inspection of kerb and channel

⁵ typically includes safety signs, guide posts, safety barriers, line-marking and pavement markers

These inspections are used to identify defects (as defined in Table 4) to roads, footpaths, kerb and channels and regulatory signs that are above the maintenance intervention levels and are considered to be potential hazards and pose unnecessary risk to the road users. Other road defects that are not included in Table 4 such as wheel ruts, delamination, crocodile cracks, etc. are considered to be asset condition issues but not a defect for the purposes of the RMP, and are considered in the development of the annual capital works renewal program to restore the condition of road assets.

Any defects associated with service utility pits, private street trees and vehicle crossings are reported to asset owner with a request to the asset owner to rectify the defect.

4.3.2. Reactive Inspections

A reactive inspection is an unscheduled inspection undertaken usually within 3 days of notification in response to:

- (a) a customer request or complaint;
- (b) observations by Council officers; or
- (c) ad-hoc inspections undertaken by Council staff, typically undertaken following extreme weather conditions or intense development construction activities in a certain locale.

4.4. Defect Intervention Levels and Response Times

Defects intervention levels and the corresponding maximum response times included in the RMP are shown in the following table. Council's response may be, and often is, delivered in a shorter response time than the maximum defined.

Table 4 – Response Regime by Defect Type/Maintenance Category

Defect and Intervention Level	Intervention Action ⁶	Maximum Response Time	
		Roads with major on-road bicycle routes	Other Roads
Pavement			
Potholes Within major bicycle lane: Diameter >300mm and Depth >50mm Shared zones: Diameter >200mm and Depth >50mm All other roads: Diameter >300mm and Depth >100mm	Patch or repair using bituminous and other appropriate materials to restore the surface to a smooth condition	10 working days	15 working days
Cracking Within bicycle lanes: Longitudinal Cracks Width >20mm Road with shared zone: All Cracks Width >20mm	Seal and fill cracks and joints using liquid bituminous sealants	45 working days	
Tree Root Damage Outside tree base area: Pavement raised >150mm	Repair/remediate (ramping out displacement where practicable) OR Barricade area (cordon off risk)	25 working days (repair) OR 3 working days (barricade)	
Lips between Utilities Assets and Road Lip >50mm	Notify responsible service authority	Notify within 48 hours	
Missing or Damaged Utility Asset Pit or Cover	Notify responsible service authority	Notify within 48 hours	
Damaged Stormwater Pit/Cover or Step Step >30mm	Level out, repair or replace	10 working days	15 working days
Regulatory signs and Supports Signs damaged, incorrect, missing, illegible at 150m distance under low beam or in daylight, or unstable support	Minor repair, straightening, re-erection, cleaning or replacement of signs and sole purpose supports.	2 working days	
Kerb and Channel			
Settlement Channel settlement >150mm (over 5m length)	Repair/replace/realign kerb pitcher	15 working days	
Displacement /rotation Non-tree root related: Lip >50mm Tree root related: Lip >100mm	Repair/replace/realign kerb and channel	15 working days	
Property drain termination at kerb face Protrusion >30mm	Notify Compliance Unit for follow-up action	5 working days	
Laneway⁷			
Depression/Potholes (Asphalt or Concrete) Pothole Diameter>300mm and Depth>100mm; or Mounding/depressions >100mm	Apply a regulating/levelling course of bituminous materials to depressed or heaved areas of pavement	20 working days	
Depression (Bluestone) Adjoining stones level diff >100mm Mounding or depressions >150mm Missing pitchers: Area >0.25m ²	Reset, ramping out vertical displacement or replace broken, sunk, heaving, loose or missing bluestone	20 working days	

⁶ Intervention action includes any action to remediate, conduct repairs, erect warning signs or reduce or remove a risk.

⁷ as measured beyond 0.5m from property boundary line on both sides of laneway

Defect and Intervention Level	Intervention Action ⁶	Maximum Response Time	
		High Pedestrian Traffic	Low Pedestrian Traffic
Footpaths (within road reserves)			
Trip Hazard Lip >30mm	Grind (concrete footpath), repair or replace to level vertical displacement	10 working days	15 working days
Potholes Pothole Diameter >200mm and Depth >50mm	Patch potholes using bituminous and other appropriate materials to restore the surface to a smooth condition	10 working days	15 working days
Cracking Width >20mm	Repair or Replace	10 working days	15 working days
Tree Root Damage Outside tree base area: Surface raised >50mm	Repair/remediate (ramping out displacement where practicable) OR Barricade area to cordon off risk, if required.	10 working days (repair) OR 3 working days (barricade)	25 working days (repair) OR 3 working days (barricade)
Damaged Vehicle Crossing Any defects exceeding the intervention level for a Council footpath	Notify owner and request repair damage	Notify owner within 30 days	
Overhanging Vegetation (Council trees) Above footpath: Clearance <2.7m Above Council road pavement: Clearance <3.5m Above arterial road pavement: Clearance <4.5m	Trim trees obstructing footpath, obscuring signs or visibility.	Tree pruning 45 working days	
Overhanging Vegetation (Private trees) Above the footpath and laneways: Clearance <2.7m	Notify Council's Compliance Unit for follow-up action	Notify within 48 hours	
Lips between Utilities Assets and Footpath Level difference >30mm	Notify responsible service authority	Notify within 48 hours	
Missing or Damaged Pit or Cover (Third Party Assets)	Notify responsible service authority	Notify within 48 hours	
Hazards and Emergency			
Obstructions Road/footpath obstructions such as fallen materials from vehicles, dead animals, fallen trees, wet clay and other slippery materials.	Appropriate protection action and rectification	Initial assessment within 4 hours Remediate within 24 hours	
Emergency Response All works arising from emergency incidents including flooding, fires, storms, traffic accidents to ensure the safety of the public and protection of the asset	Appropriate traffic control/management actions and implement public safety measures	Respond within 20 minutes and implement public safety measures within 4 hours Remediate within agreed timeline dependent on defect	

4.5. Heritage Infrastructure

Heritage bluestone kerb and channel and laneways are recognised as being of local importance to the City of Yarra with historical, aesthetic and technical significance and they contribute to the significant heritage overlay precincts in the City of Yarra.

City of Yarra adopts a 'conservation' approach to all aspects of works with these heritage assets even though some of these heritage assets may not meet modern design, construction or maintenance standards and thus impacting on service delivery. Due to this, temporary intervention action (e.g. asphalt patching) may at times be undertaken on defects, until a permanent repair is carried out through programmed capital works.

Council's Road Materials Policy seeks to comply with Yarra Planning Scheme Heritage Policy and Heritage Overlays by encouraging the retention of original bluestone road or laneway materials. The objective is to conserve and repair the traditional street fabric of Yarra using historic materials, sympathetic to the character of the municipality while also meeting technical, access, safety and health requirements.

4.6. Street Trees

Trees are an important and highly visible asset within Yarra's parks, gardens and streets. Many of the City's trees are culturally important and some have heritage significance. They not only improve the liveability of the City but characterise the place and provide enjoyment for people.

Council has a policy to preserve street trees as far as possible and to manage their well-being so that they continue to contribute to the quality of the urban environment.

Maintenance of roads, footpaths, kerb and channels may at times, where practical and without major damage to the integrity of the tree, require tree root pruning. If this is considered necessary, the optimal timing of this work would generally occur during the winter months in order to preserve the health of the trees.

Where tree root pruning is not immediately possible thus affecting effective remedial works, it is recognized that local defects may persist such as ponding around the tree root base, obstruction to the natural flow of water in the kerb and uplifting of footpath or road pavement outside the intervention levels.

Where a risk to pedestrians has occurred due to displacement of a footpath by tree roots, the site will initially be 'barricaded' and immediately referred to the program for temporary footpath repairs. Temporary repairs will be undertaken in such a manner that the integrity of the root system is not compromised whilst ensuring the risk to pedestrians is reduced.

5. Management System

5.1. Management System to Inspect, Repair and Maintain

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 following⁸

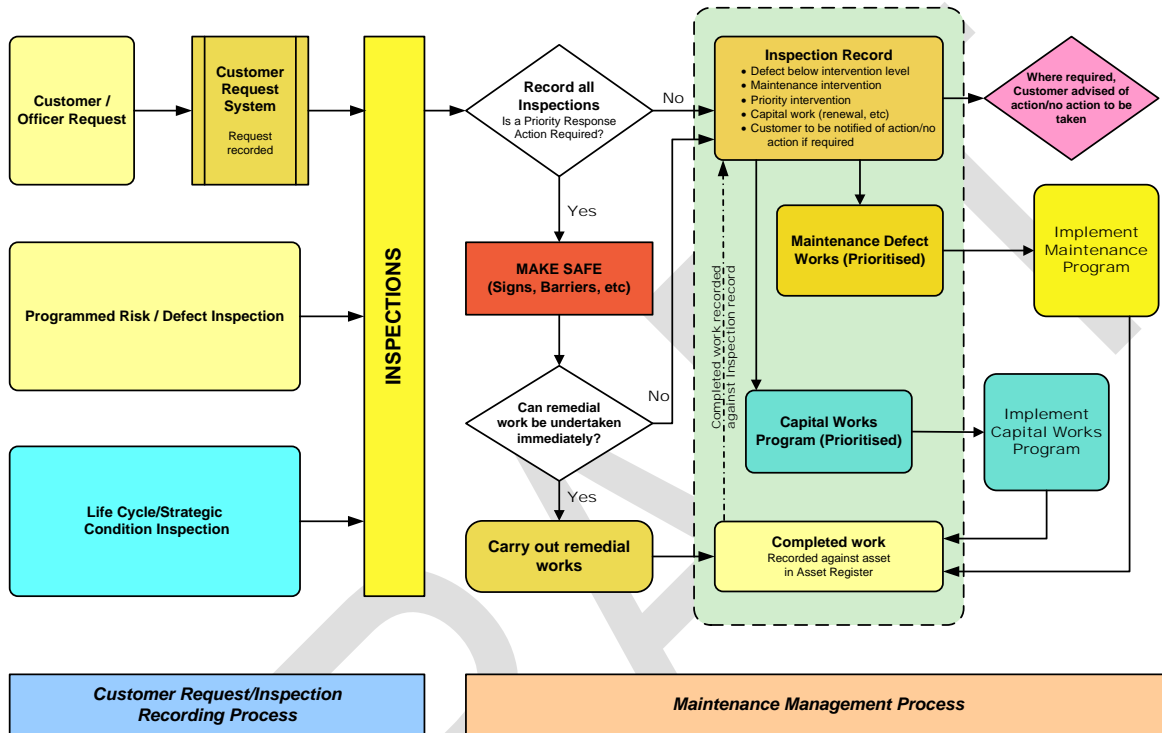


Figure 4 – Management System to Inspect, Repair and Maintain Roads

5.2. 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 shows the Proactive Management System.

⁸ The management process for non-public roads in Yarra falls within the overall Management System framework set out in Figure 4 of this RMP.

Proactive RMP Management System

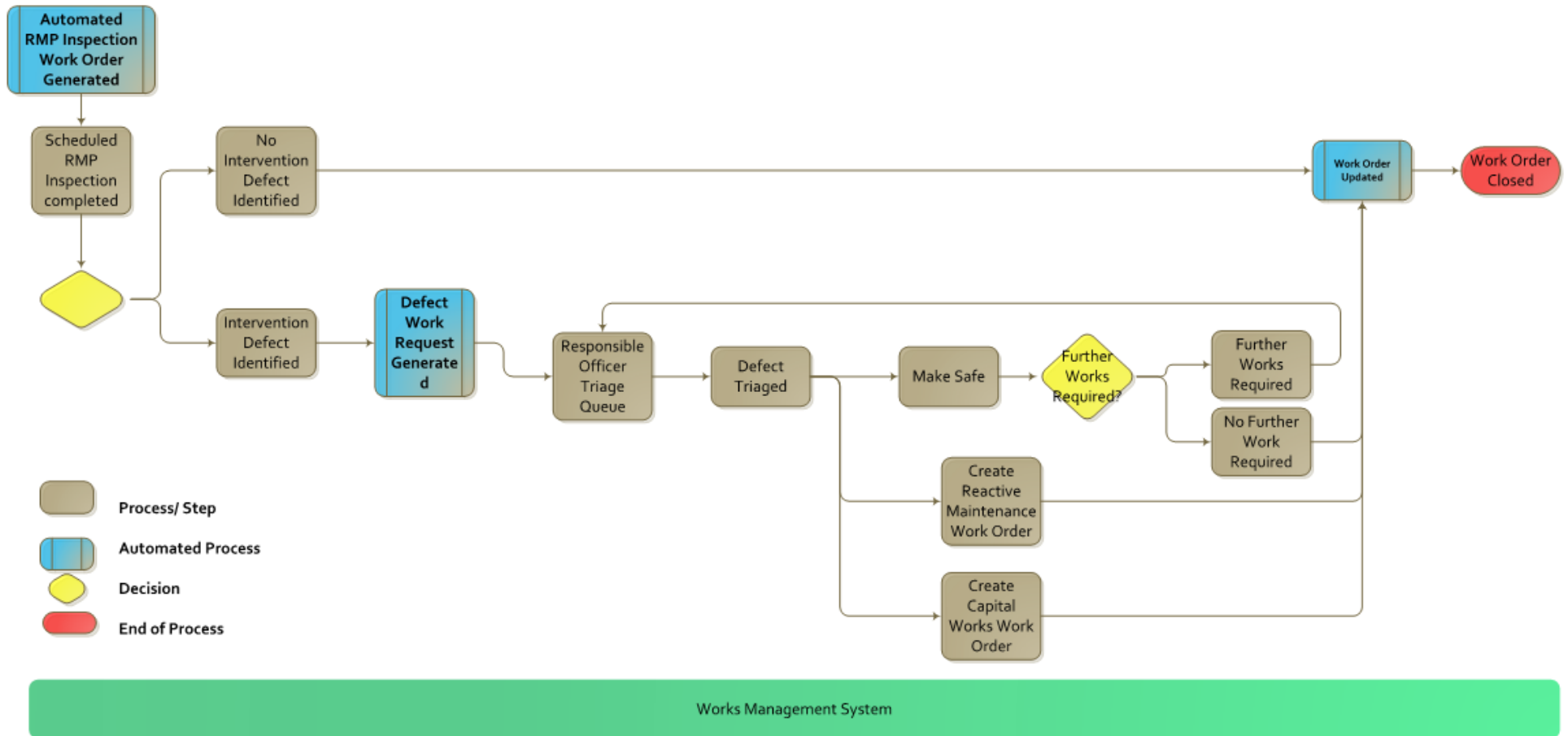


Figure 5 – Proactive Management System

5.3. Road Reserve Reactive Request Management

Road Reserve defects and hazards that are identified by the community may be reported to Council via the Council's Customer Request Management (CRM) system. This will include issues reported by telephone, e-mail, in person or via Council's website. All Road Reserve notifications that are made in the CRM system are transferred 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 shows the Reactive Management System.

5.4. 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.

5.5. Risk Management and Maintenance Categories

With regard to risk management, the Council has developed a simple risk assessment framework that uses risk-based prioritised activities for identified defects, as reflected in the different inspection programmes, intervention levels and response times for defects rectification.

Generally, defects found within roads with on-road bicycle lanes and roads with high pedestrian volume traffic are considered to be of higher risks than defects found in other parts of the municipal road network. Defects in these 'high risk' areas are accorded more frequent inspections, stringent intervention levels and faster response times, as indicated in Tables 3 and 4.

5.6. Emergency Response and After-Hours Service

Council has established a 24x7 hour response capability so that assistance can be quickly provided in the event of an emergency. After hours calls received are screened for public safety by a Council Officer.

Emergency means a situation which, due to the actual or imminent occurrence of an event, will:

- (a) endanger or threaten the safety or health of any person;
- (b) destroy or damage any property or infrastructure; or
- (c) endanger the environment.

Required stock of warning signs and barricades are maintained to make areas safe until the following working day. Backup resources are available to patrol staff if required. The details resulting from the afterhours calls are recorded in CRM and the Maintenance Management System for any follow up action.

5.7. Managing Works within Road Reserve

In general, Council is the Co-ordinating Road Authority for all the public local roads in the municipality. DoT is the Co-ordinating Road Authority for freeways and arterial roads.

The Act requires that any person intending to perform works within a road reserve must obtain the consent of the Co-ordinating Road Authority unless they are exempted under the Road Management (Works and Infrastructure) Regulations 2015.

Reactive RMP Management System

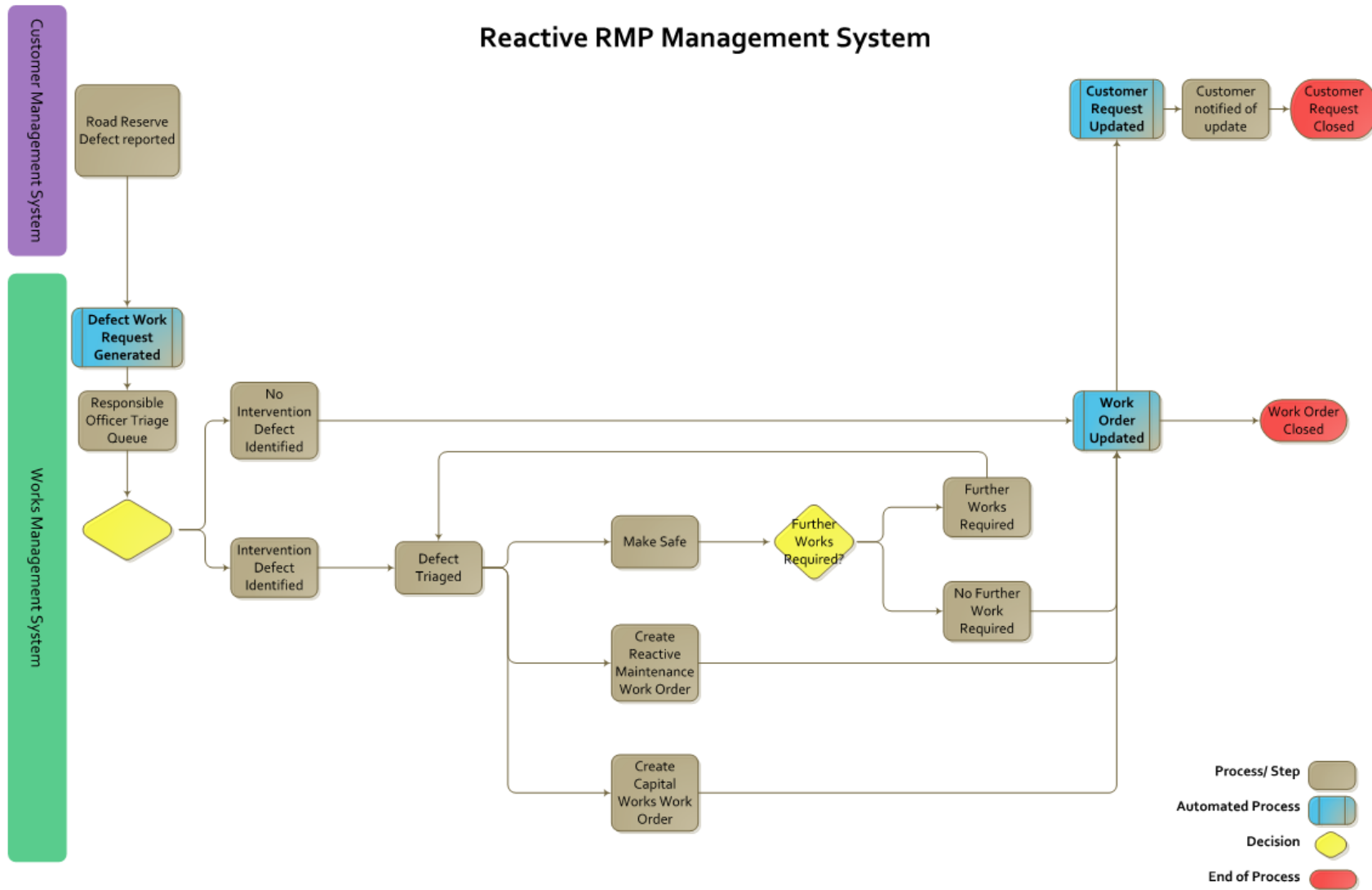


Figure 6 – Reactive Management System

6. Review of Road Management Plan

6.1. Performance Review

The performance of the RMP will be reviewed internally by Infrastructure and Engineering staff annually in relation to the specified duties and actions in the plan and in relation to contractor performance, maintenance schedule and resource availability. Where major discrepancies are found matters shall be referred to the appropriate officer in Council for rectification and actioning.

A report on the performance in regard to the RMP will be presented to the Audit Committee and the Council following the internal review.

Independent audits may be undertaken by Council's internal auditors or by external auditors such as Council's insurers as directed by Council's Audit Committee.

6.2. Review of Road Management Plan

If the adopted level of service, i.e. defect intervention level and/or rectification response time, is not achievable, the level of maintenance effort may need to be varied. The level of service, the anticipated quantity of works and Council's budget and resources would have to be reviewed and revision made to future version of the RMP.

A formal review, in accordance with section 8(3) of the *Road Management (General) Regulations 2016*, will be conducted every four years generally in line with Council elections.

Any revision of the RMP would be subject to the consultation and approval processes as detailed in section 54 of the Act.

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Appendix 1 – Freeways and Declared Arterial Roads within Municipality

Arterial Road or Freeway	Section
Alexandra Pde	Nicholson St to Gold St
Barkly Ave	Burnley St to Gibdon St
Bridge Rd	Hoddle St to the Yarra River
Brunswick St	Alexandra Pde to St Georges Rd
Burnley St	Barkly Ave to Victoria St
Chandler Hwy	Heidelberg Rd to Yarra River
Church St	Yarra River to Victoria St
Eastern Fwy	Gold St to Yarra River
George St	Alexandra Pde to Queens Pde
Heidelberg Rd	Queens Pde to Darebin Creek
Hoddle St	Bridge Rd to Queens Pde
Johnston St	Nicholson St to Yarra River
Loyola Gr	Twickenham Cres to Madden Gr
Madden Gr	Loyola Gr to Swan St
Nicholson St	Victoria Pde to Municipal Boundary
Princes St	Nicholson St to Lygon St
Punt Rd	Yarra River to Bridge Road
Queens Pde	Heidelberg Rd to Merri Creek
St Georges Rd	Brunswick St to Merri Creek
Swan St	Punt Rd to Yarra River
Twickenham Cres	Gibdon St to Loyola Gr
Victoria Pde	Nicholson St to Hoddle St
Victoria St	Hoddle St to the Yarra River
Yarra Boulevard	Bridge Rd to Loyola Gr

Appendix 2 – Shared Roads with Adjoining Municipalities

Road	Section	Suburb
Shared with Melbourne City Council		
Bowen Cres	Park St to Garton St	Princes Hill
Garton St	Paterson St to MacPherson St	Princes Hill
Lygon St	Alexandra Pde to MacPherson St	Carlton North
Shared with Moreland City Council		
May St	King St to Ida St	Fitzroy North
Park St	Bowen Cres to End of Street (adjacent Capital City Trail)	Princes Hill

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Appendix 3 – Bridges Owned by Others

Yarra City Council is not responsible for the following bridge structures, but is responsible for the maintenance of road-related assets on the bridges as indicated:

Bridge	Council Responsibility
Footbridges in Road Reserve	
Footbridge over Hoddle St at Vere St	None
Footbridge over Johnston St at Clarke St	None
Bridges over Watercourses – Arterial Roads	
Church St Bridge over Yarra River	Footpath Only (to Municipal Boundary)
Heidelberg Rd Bridge over Merri Creek	Footpath Only (to Municipal Boundary)
Johnston St Bridge over Yarra River	Footpath Only (to Municipal Boundary)
Queens Pde Bridge over Merri Creek	Footpath Only (to Municipal Boundary)
St Georges Rd Bridge over Merri Creek	Footpath Only (to Municipal Boundary)
Swan St Bridge over Yarra River	Footpath Only (to Municipal Boundary)
Victoria St Bridge over Yarra River	Footpath Only (to Municipal Boundary)
Bridges over Rail – Local Roads	
Coppin St Bridge over Rail Line	Road Pavement and Footpath
Freeman St Bridge over Rail Line	Road Pavement and Footpath
Mary St Bridge over Rail Line	Road Pavement and Footpath
Bridges over Rail – Arterial Roads	
Burnley St Bridge over Rail Line	None
Church St Bridge over Rail Line	Footpath Only
Heidelberg Rd Bridge over Hoddle St & Rail Line	Footpath Only
Swan St Bridge over Rail Line	Footpath Only

Note: refer *Code of Practice for Operational Responsibilities for Public Roads* and relevant Interface Agreements for demarcation of responsibilities.

Appendix 4 – Major On-road Bicycle Routes

Road	Section
Abbotsford	
Gipps St	Yarra River to Wellington St
Langridge St	Smith St to Nicholson St
Nicholson St	Johnston St to Victoria St
Trenergy Cres	Gray St to Johnston St
Clifton Hill	
Gray St	Roseneath St to Alexandra Pde
Roseneath St	Hoddle St to Capital City Trail
South Tce	Hoddle St to Gold St
Wellington St	Queens Pde to Alexandra Pde
Collingwood	
Wellington St	Alexandra Pde to Victoria Pde
Cremorne	
Balmain St	Cremorne St to Church St
Cremorne St	Balmain St to Swan St
Fitzroy	
Brunswick St	Alexandra Pde to Victoria Pde
Gertrude St	Smith St to Nicholson St
Napier St	Freeman St to Victoria Pde
Smith St	Alexandra Pde to Queens Pde
Smith St	Victoria Pde to Gertrude St
North Carlton	
Canning St	Park St to Princes St
Rathdowne St	Park St to Princes St
Scotchmer St	Nicholson St to St Georges Rd
North Fitzroy	
Falconer St	Alfred Cres to Rushall Cres
Holden St	Nicholson St to St Georges Rd
Michael St	St Georges Rd to Queens Pde
Rushall Cres	St Georges Rd to Queens Pde
Scotchmer St	St Georges Rd to Lygon St
Princes Hill	
Pigdon St	Bowen Cres to Nicholson St
Richmond	
Baker St	Church St to Johnson St
Coppin St	Highett St to Swan St
Elizabeth St	Hoddle St to Church St
Highett St	Burnley St to Muir St
Johnson St	Baker St to Victoria St
Lennox St	Victoria St to Swan St

Appendix 5 – Shared Zones

Road	Section
Abbotsford	
St Heliers St	(Entire Length)
Collingwood	
Robert St	(Entire Length)
Cremorne	
Walnut St	(Entire Length)
Fitzroy	
Young St	Duke St to Victoria Pde
Rose St	Spring St to Brunswick St
Richmond	
Lennox St	Victoria St to Butler St
Little Buckingham St	Church St to Lambert St
Gibbons St	Laneway to 511 Church St
Stewart St	Margaret St to Gibson's Way
Shamrock St	Flockhart St to Grosvenor St

Appendix 6 – High Pedestrian Traffic Streets

Road	Section
Abbotsford	
Clarke St	(Entire Length)
Nicholson St	Langridge St to Mollison St
St Heliers St	(Entire Length)
Stanton St	Hoddle St to Park St
Alphington	
Lucerne Cres	Heidelberg Rd to Yarralea St
Yarraberg St	Lucerne Cres to Heidelberg Rd
Carlton North	
Amess St	Park St to Municipal Boundary
Rathdowne St	Princes St to Richardson St
Clifton Hill	
Spensley St	O'Dwyer St to The Esplanade
Spensley St	John St to Berry St
Collingwood	
Keele St	Smith St to Hoddle St
Otter St	Smith St to Wellington St
Stanley St	Smith St to Wellington St
Cremorne	
Balmain St	Gwynne St to Church St
Church St	Swan St to Yarra River
Fitzroy	
Alma St	(Entire Length)
Brunswick St	Alexandra Pde to Victoria St
Fitzroy St	Victoria Pde to Gertrude St
Gertrude St	Nicholson St to Smith St
Nicholson St	Victoria Pde to Hanover St
Princes St	(Entire Length)
Regent St	(Entire Length)
Rose St	Brunswick St to Spring St
Smith St	Alexandra Pde to Victoria St
Victoria Pde	Nicholson St to Brunswick St
Young St	Alexandra Pde to Victoria St
Fitzroy North	
Best St	St Georges Rd to Alfred Cres
Gold St	North Tce to Alexandra Pde
Nicholson St	Richardson St to Park St
Queens Pde	Wellington St to Hoddle St
St Georges Rd	Scotchmer St to Watkins St
Princes Hill	
Arnold St	McPherson St to Pigdon St
Garton St	Paterson St to McPherson St
Richardson St	Garton St to Lygon St

Road	Section
Wilson St	Solly Ave to Pigdon St
Richmond	
Bridge Rd	Hoddle St to Burnley St
Church St	Highett St to Swan St
Erin St	Lennox St to Normanby Pl
Gleadell St	Bridge Rd to Highett St
Lennox St	Bridge Rd to Highett St
Stewart St	Hoddle St to Swan St
Swan St	Punt Rd to Burnley St
Victoria St	Hoddle St to Church St
Victoria St	Burnley St to Yarra River

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