

# COUNCIL POLICY



<b>Unmade Roads Development</b>	Document No:	CPL250.5
	Approval Date:	25 March 2014
	Approved By:	Council
	Review Date:	25 March 2017
Responsible Officer: <b>General Manager City Services</b>		
	Version No:	03
Authorising Officer:	<b>Chief Executive Officer</b>	

## 1. PURPOSE

- To facilitate the development of unmade roads on an objective needs basis within the scope of Council budget affordability.
- To establish the criteria for determining and prioritising which unmade roads are to be considered for construction.
- To provide:
  - A consistent, transparent and equitable approach in the prioritisation of unmade roads for development.
  - Guidance and direction in applying the criteria for the development of unmade roads.
  - For the physical assessment of all unmade rural and urban roads every two years.
  - For the annual review of unmade roads priorities and ranking

## 2. Scope

This policy deals with the systems to be applied to determine which unmade Council roads are to be developed.

The policy identifies the criteria to be used when prioritising the unmade roads for development and also prescribes the scheduling for physical assessment of all unmade roads within the City of Greater Geelong.

The policy applies to all unmade roads within the City of Greater Geelong and to Council staff involved in determining which unmade roads should be considered for construction.

## 3. References

- Greater Geelong City Council, Minutes of Ordinary Meeting 14 May 1997: Functional Report 20; Comprehensive Infrastructure Funding Policy.
- Greater Geelong City Council, Minutes of Ordinary Meeting 14 May 1997: Functional Report 21; Capital Projects Planning and Evaluation Process.
- *Local Government Act*, 1989.
- Asset Accounting Management Policy MPL505.4.1.
- Greater Geelong City Council Special Rates and Charges Apportionment Methods Paper.

#### 4. Definitions

- 'Assessment Criteria' means the schedule of descriptive measures, road characteristics and weightings, upon which each unmade road will be assessed for future development prioritisation.
- 'Formed Road' means a road with a pavement of imported stabilised in-situ material (pavement of crushed rock and/or natural gravels with a surface). A formed road may also be natural surface with a clear flat bladed track.
- 'Road' means as prescribed in the *Local Government Act 1989*:

"road" includes—

- (a) a street; and
- (b) a right of way; and
- (c) any land reserved or proclaimed as a street or road under the **Crown Land (Reserves) Act 1978** or the **Land Act 1958**; and
- (d) a passage; and
- (e) a cul de sac; and
- (f) a by-pass; and
- (g) a bridge or ford; and
- (h) a footpath, bicycle path or nature strip; and
- (i) any culvert or kerbing or other land or works forming part of the road;

(For the purpose of this policy 'road' includes a lane or laneway.)

- 'Road Group' means a selection of adjoining roads within an urban area which generally services similar properties, residents and traffic.
- 'Rural Road' means a road (as defined) outside the urban area.
- 'Sealed Road' means a road with a pavement of imported stabilised in-situ material (pavement of crushed rock and/or natural gravels) and a waterproof seal. The sealed surface media may comprise bitumen, emulsion, asphalt, chip seal, concrete, concrete or clay segmented pavers to hold the road surface together.
- 'Unformed Road' means that which is not formed or sealed.
- 'Unmade Road' means an unsealed road that may or may not have a surface.
- 'Urban Road' means a road (as defined) located in a built-up area where there is urban development or street lighting is provided.

#### 5. Council Policy

##### 5.1. Introduction

- Council has a corporate objective of providing and maintaining infrastructure, including roads, to standards that meet the needs of the community. Council is also desirous of progressively developing unmade roads within the municipality to enable them to service the needs of the community in an economically, socially and environmentally sustainable manner as the traffic and community demands on them grow with increasing urban development.
- Council has an extensive proportion of its road network which is unmade. As Community demand for the development to a sealed road standard of unmade roads exceeds Council's available financial resources for unmade road development, a transparent, equitable and consistent approach to prioritise unmade road development is required.

- This policy provides guidance and instruction on how Council determines which unmade roads are to be developed. It establishes assessment criteria to be applied when determining what unmade roads are to be developed within the parameters of financial affordability. The intent of the policy is to ensure that such assessment criteria is applied consistently and objectively, thus ensuring a transparent, methodical and equitable approach in allocating resources for the development of unmade roads.

## **5.2. It is the policy of Council to:**

- Consistently consider the following criteria in assessing the relative priority to be applied to the various unmade roads for inclusion in Council's annual works program.
  - Casualty crash 5 year history
  - Link road classification
  - Link road seal status
  - Road type hierarchy
  - Greater Geelong Planning Scheme
  - Annual Average Daily Traffic (AADT)
  - Speed limit
  - Traffic generator
  - Soil type
  - Contour distance
  - Road condition
  - Dust suppression factors
  - Flood overlay
  - Properties / 100m
  - Number of customer requests
  - Width of road
  - Vegetation overlays
  - Ecological Vegetation Class conservation zones (EVC)
  - Biodiversity road site

## **5.3. It is the policy of Council that:**

- The above criteria shall be scored in accordance with an established scoring system.
- Individually scored criteria shall be selectively compared via a weighted risk matrix and an aggregated risk score allocated to each unmade road.
- The relative priority for inclusion in the annual unmade roads development works program shall be the highest aggregate risk score.

- The annual program for the development of unmade roads will be based on the City Plan and within the parameters of the available financial resources allocated through Council's annual budgeting process.
- Responsibility for funding the annual program for development of unmade roads shall be determined in accordance with the Special Rates and Charges provision of the Local Government Act 1989.
- Where an unmade Road Group is identified, with the roads in that group being more economically developed if they are considered as a single project, the priority allocated to that Road Group is that applicable to the highest priority road within that group.
- In certain circumstances unmade roads may be developed to specific distinct standards determined by Council after community consultation and reference to Council's residential character precinct guide.

#### **5.4. Further to the above principles:**

- The scores will be reviewed and reallocated every three years in order to make prioritised recommendations to Council for final determination as to which unmade roads will be approved for development.
- All urban unmade roads, as identified from Council's asset register, will be physically inspected for the application of the assessment criteria every three years.
- All rural unmade roads, as identified from Council's asset register, will be physically inspected for the application of the assessment criteria every five years.
- Any Road may be inspected on an ad hoc basis as a result of public complaints, requests or individual events.
- The implementation of the annual program for the development of unmade roads will be co-ordinated by the Engineering Services Department.

## **6. QUALITY RECORDS**

**Quality Records shall be retained for at least the period shown below.**

<b>Record</b>	<b>Retention/Disposal Responsibility</b>	<b>Retention Period</b>	<b>Location</b>
Annual Road Program Spreadsheet	Engineering Manager	Updated annually	Engineering
SRC Capital Budget	Finance Manager	7 years	Finance

## **7. ATTACHMENTS**

- Nil