











Draft Road Management Plan

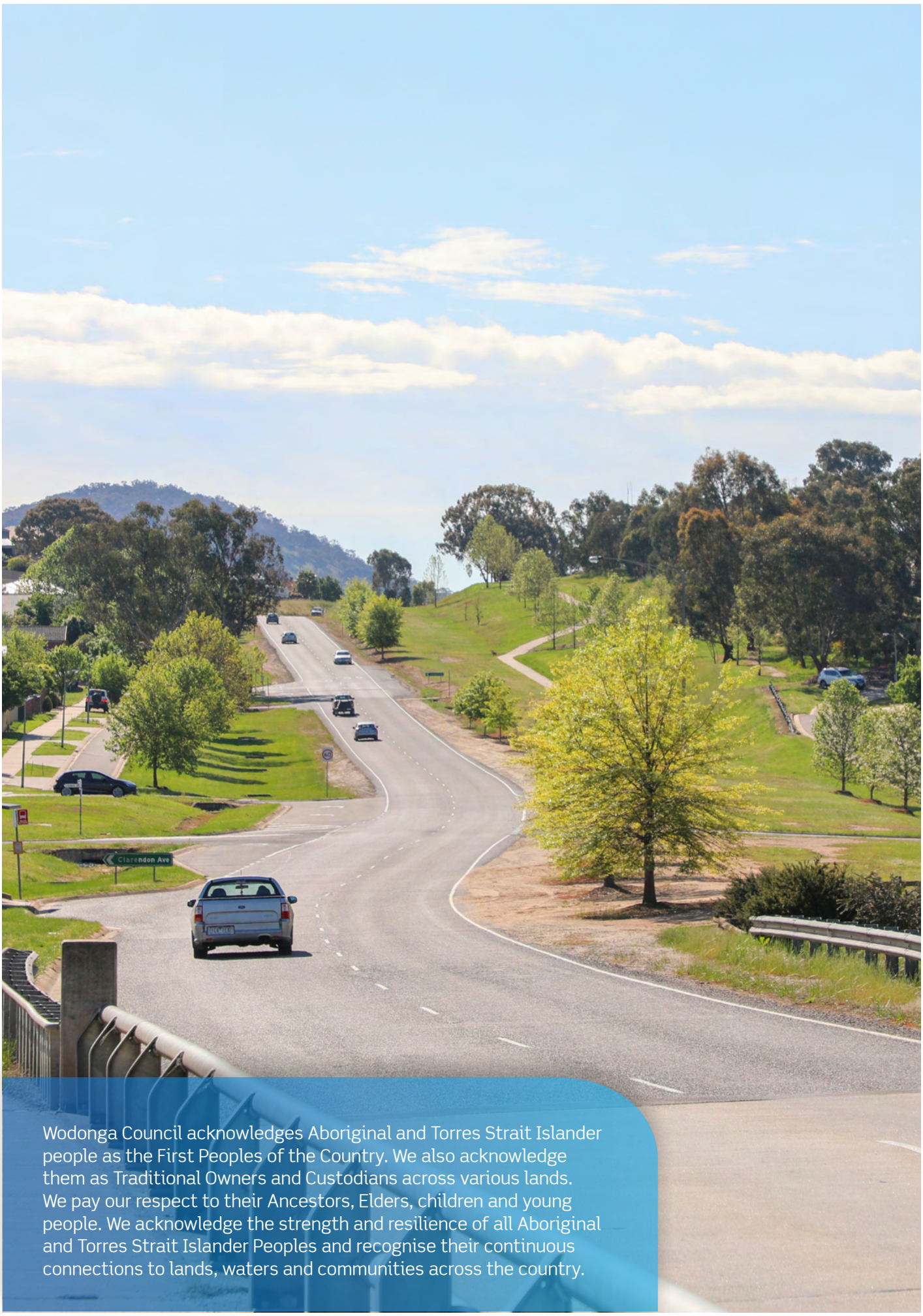
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	2004	November 15, 2004	Road Management Plan adopted
	2006	October 16, 2006	Road Management Plan amended with inspection times increased
	2014	September 15, 2014	Plan revised and aligned to the council's resources
	2017	October 29, 2018	Plan reviewed in line with Road Management (General) Regulations 2016
	2021	June 28, 2021	Plan reviewed in line with current regulation and adopted

Version	Date	Distribution
V1	June, 2013	Engineering service review and RMP review
V1	August, 2013	Review by Echelon Australia
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2017	March, 2017	Review by Macquarie Local Government Lawyers
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2021	January, 2021	Review by Strategic Assets and Projects
2021	February, 2021	Reviewed By Liability Mutual Insurance
2025	January, 2025	Reviewed by MAV Insurance
2025	February, 2025	Review by Strategic Assets and Operations



Wodonga Council acknowledges Aboriginal and Torres Strait Islander people as the First Peoples of the Country. We also acknowledge them as Traditional Owners and Custodians across various lands. We pay our respect to their Ancestors, Elders, children and young people. We acknowledge the strength and resilience of all Aboriginal and Torres Strait Islander Peoples and recognise their continuous connections to lands, waters and communities across the country.

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Definitions	
Act	Refers to the *Road Management Act 2004*.
Ancillary area	Any area, designated by the council, used by motor vehicles and cyclists and connecting to a roadway. I.e. a car park, rest stop or scenic lookout.
Arterial road	Refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through the Department of Transport and Planning (as the co-ordinating road authority).
Bridge and major culverts	A structure with a clear span greater than 1.8 metres or a pipe culvert with a waterway area greater than three sq metres.
Condition inspections	Inspections conducted to assess the life of the road and footpath network and to prioritise major works.
Consent applications	Applications made by other road authorities and utilities companies to perform works on council-managed roads.
Coordinating road authority	The organisation which has the responsibility to coordinate works. Generally, if the road is a freeway or arterial road, this will be the Department of Transport and Planning. Generally, if the road is a municipal road, this will be the council.
Council	Refers to Wodonga Council.
Defect	A localised failure in an asset, i.e. a pothole in a road surface or a joint displacement in a concrete footpath.
Demarcation agreement	A formal agreement between the council and another organisation that defines areas of responsibility.
Exceptional circumstances or force majeure clause	A clause included in the RMP that describes the conditions under which a the council can suspend its maintenance and inspection responsibilities under the RMP due to the occurrence of events outside their control.
Fire access track	A track that primarily exists to allow access for fire fighting vehicles.
Intervention level	The size or severity of a defect at which a mandatory response is required. The response could be to either repair the defect or extend the life of the asset.
Motor vehicle	Refers to a vehicle that is propelled by an in-built motor and is intended to be used on a roadway. This does not include a motorised wheelchair or mobility scooter, which is incapable of travelling at a speed greater than 10 km/h, and is solely used for the conveyance of an injured or disabled person.
Municipal road(s)	Road for which the municipal council is the co-ordinating road authority. The *Road Management Act 2004* imposes specific duties on the municipal council with respect to the inspection, repair and maintenance of these roads and associated road-related infrastructure.
Non-road infrastructure	Refers to infrastructure in, on, under or over a road, which is not road infrastructure. This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.
Maintenance management system	Enables field inspections for various infrastructure items to be carried out.
Other roads	Include roads in state forests and reserves and roads on private property. Municipal councils are not responsible for the inspection, repair or maintenance of these roads.
Pathway	Refers to a footpath, bicycle path, shared path or other area that is constructed or developed by the council for members of the public (not motor vehicles) to use.

Proactive inspections	Inspections performed as part of a scheduled program, according to the hierarchy of roads, which is based on factors including the road classification or volume of traffic.
Public highway	Any area of land that is a highway for the purposes of the common law.
Public road	As defined by the *Road Management Act 2004* and includes a freeway, an arterial road, a municipal road declared under section 14(1) of the Act and a road in respect of which the council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.
Public road register	A list of public roads within the municipality where the council is the designated coordinating Road Authority. The council is required to keep a register under section 19 of the Act.
Reactive inspections	Inspections performed in response to a complaint about the condition of the road, or report of injury and/or property damage to a member of the public.
Response time	The time taken to respond to a hazard or defect measured from when the hazard or defect is identified by or reported to the council. Days to respond are business days, i.e. Monday to Friday, five days per week excluding public holidays.
Responsible road	The road authority which has operational functions as determined in accordance with section 37 of the Act.
Road	As defined by the *Road Management Act 2004* inclusive of any public highway, any ancillary area and any land declared to be a road under section 11 of that Act or forming part of a public highway or ancillary area.
Road infrastructure	Refers to infrastructure which forms part of a roadway, pathway or shoulder, which includes structures and materials.
Road Management Plan (the plan)	Refers to this plan prepared in accordance with Part 4, Division 5 *Road Management Act 2004*.
Road-related infrastructure	Refers to infrastructure installed or constructed by the relevant road authority to either facilitate the operation or use of the roadway or pathway, or support or protect the roadway or pathway.
Road reserve	Refers to the area of land that is within the boundaries of a road. I.e. any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Roadway	Refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.
Shoulder	Refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.
Traffic lane	The part of a sealed or unsealed road designed to carry through traffic, excludes parking lanes, shoulders and table drains.
Unused road reserve or paper road	A road reserve that exists on paper but does not contain a physical road.
Vehicle crossover (driveways)	The crossing which provides access from the road to the property boundary. The property owner is responsible for the construction and maintenance of the driveway.

Introduction

1.1 What is the purpose of this Plan?

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

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

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

This Plan is a road management plan for the purposes of section 39 of the *Road Management Act 2004*.

1.2 Legislation guiding this Plan

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

- *Local Government Act 2020*;
- Ministerial Codes of Practice;
- *Road Management (General) Regulations 2016*;
- *Road Management (Works and Infrastructure) Regulations 2015*;
- *Road Safety Act 1986*; and,
- *Wrongs Act 1958*.

1.3 What is covered in this Plan?

The Plan is divided into six sections.

1. Introduction
2. Rights and Responsibilities – legislation and local laws relevant to road management
3. Road Management Systems - how we classify roads, streets and footpaths (known as the asset hierarchy) and the plans and processes used to maintain roads and road-related infrastructure
4. Register of Public Roads – what this incorporates, how to access it and the process for making changes
5. Technical References
6. Attachments:
    - Attachment 1, Road Hierarchy – Urban Roads;
    - Attachment 2, Road Hierarchy – Rural Roads;
    - Attachment 3, Pathway Hierarchy;
    - Attachment 4, Inspection Requirements;
    - Attachment 5, Inspection Frequencies; and,
    - Attachment 6, Defect Intervention Levels and Repair Timeframes.

1.4 Updating the Plan

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

The following process will be used to manage these changes:

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

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

- Versions presented to the council will be renumbered by whole numbers, i.e. from Version 1.00 to 2.00; and,
- Those approved by the Director will be renumbered by decimals, i.e., from Version 1.00 to 1.01.

1.5 Exceptional Circumstances

The council will make every effort to meet its commitments under this plan, however there may be circumstances that affect the council's business activities to the extent that it cannot deliver on the service levels of the Plan.

These include, but are not limited to, natural disasters including fires, floods or storms, or a prolonged labour or resource shortage due to a need to commit or redeploy council staff and/or equipment elsewhere, or the effects of a pandemic and or government intervention.

1.5.1 Suspension of the Plan

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

1.5.2 Reinstatement of the Plan

Once the scope of the event/s have been determined, and the resources committed to the event response have been identified, there will be an ongoing consultation between the CEO and responsible council officers to determine which parts of the Plan are to be reactivated and when.

1.5.3 Communication and documentation around Plan suspension

The council will provide information and/or statements to residents regarding the suspension or reduction of the services under its Plan, including:

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

This information will be provided by the council on its website where the Plan is located, as well as on other channels as appropriate.

Where the council has suspended the Plan, in part or in whole, associated documents such as communications, meeting minutes or schedules will be recorded and stored.

1.5.4 Inspections and repairs during suspension of Plan

The suspension of the Plan will not necessarily mean that all inspections and repairs halt. However, it may mean that only certain categories of inspections and repairs are undertaken.

These will be informed by a risk assessment and the resources available, taking into account the resources needed to address the impact of the trigger event.

For example, some reactive inspections may take place and either temporary or permanent repair of high risk roads/footpaths undertaken, depending on the resources available to the council and the accessibility of each asset.

1.6 Responsibility for the Plan

Overall responsibility for administering and implementing the Plan rests with the Manager City Services.



Rights and Responsibilities

2.1 Public Roads

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

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

2.2 Key stakeholders

The key stakeholders impacted by this Plan include:

- The general community (for recreation, sport, leisure and business);
- Residents and businesses adjoining the road network;
- Pedestrians;
- Vehicle users with motorised vehicles, such as trucks, buses, commercial vehicles, cars and motorcycles;
- Users of smaller, lightweight vehicles, such as pedal-powered bicycles, motorised buggies, wheelchairs and prams;
- Tourists and visitors to the area;
- Emergency agencies (Victoria Police, Country Fire Authority, Ambulance Victoria, State Emergency Services);
- The military (in times of conflict and emergency);
- Traffic and transportation managers;
- Managers of the road network asset;
- Construction and maintenance personnel, who build and maintain asset components;
- Utility agencies using the road reserve for infrastructure (water, sewerage, gas, electricity, telecommunications); and,
- State and federal governments, who periodically provide funding for roads.

2.3 Coordinating and Responsible Road Authority

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

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

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

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

2.4 General Functions of a Road Authority

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

2.5 Rights of the Road User

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

2.6 Obligations of Road Users

2.6.1 General Usage

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

The *Road Safety Act 1986* sets out obligations of road users, including section 17A which requires that a person who drives a motor vehicle on or uses a highway must drive in a safe manner and have regard for all relevant factors, including:

a. Physical characteristics of the road;
b. Prevailing weather conditions;
c. Level of visibility;
d. The condition of any vehicle the person is driving or riding on the highway;
e. Prevailing traffic conditions;
f. The relevant road laws and advisory signs; and,
g. The physical and mental condition of the driver or road user.

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

a. To avoid any conduct that may endanger the safety or welfare of other road users;
b. To avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve; and,
c. To avoid conduct that may harm the environment of the road reserve.

2.6.2 Incident Claims

If a person wishes to make a claim relating to a public road or infrastructure for which the council is the responsible road authority, they can contact the council directly. Council will then initiate the appropriate investigation and insurance reporting processes.

In accordance with section 110 of the *Road Management Act 2004*, the council is not legally liable for property damages where the value of the damage is equal to or less than the threshold amount.

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

2.6.3 Permits for work within a road reserve

In cases where an individual or organisation proposes to carry out works within the road reserve that may impede public access, or interfere with road infrastructure, they must apply for a "works within road reserve" permit. There are some exemptions, as noted in the *Road Management (Works and Infrastructure) Regulations 2015*.

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

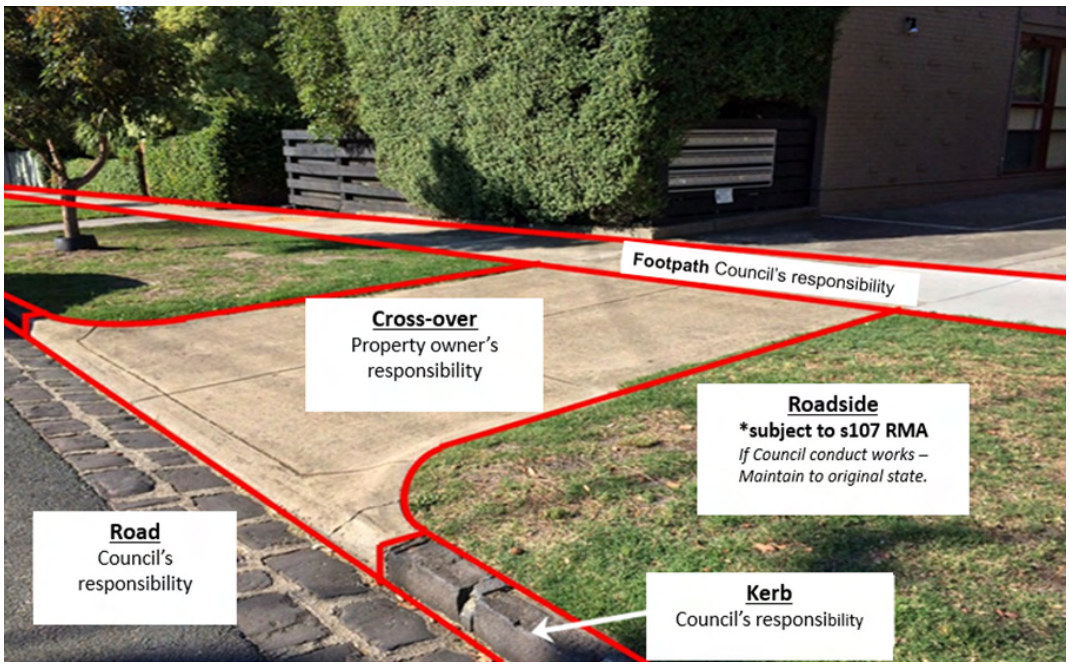
In both cases, a fee applies to cover the costs of the administration and inspection of the work.

2.6.4 Obligation of others

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

These include:

- Non-road infrastructure – This includes but is not limited to items such as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport;
- Vehicle driveways – The vehicle crossing (including cross-over), located between the carriageway and the property boundary, must be maintained by the adjoining property owner. However, the council is responsible for the portion of the driveway where the constructed pathway is reasonably required for public use, as illustrated in the following diagram;



- Single property stormwater drains – For drains constructed within the reserve that carry water from a single property to an outlet in the kerb, or other drain;
- Utilities – Including but not limited to telecommunication, power, water, gas and rail authority assets; and,
- Roadside – As per section 107 of the *Road Management Act*, the council has no *"statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside"*, described as *"any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway"*. This includes landscaped tree plots within the footpath/pathway where the surface of the tree plot is not constructed with the intention of providing a trafficable pedestrian surface.

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

- Undertake temporary measures to reduce the risk to members of the public until such time as the respective owner can implement permanent repairs. This is subject to the council's available resources;
- Report in writing the presence of the hazard to the responsible party and request that repairs be implemented within a reasonable timeframe; and,
- Complete the necessary repairs and invoice the responsible party for the costs where the repairs are not completed by said party within a reasonable timeframe.

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



Road Management Systems

3.1 Background and Process

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

- The road – Pavement and surface, as well as footpaths, kerb and channels;
- Structures – Bridges, culverts and traffic management devices; and
- Road infrastructure – Traffic signals and on-road electrical assets.

The aim of the road management system is to deliver a safe and efficient road network that meets community needs within available resources.

To create a road asset management system that best meets the need of the community when inspecting, maintaining and repairing public roads, the following nationally-recognised asset management frameworks are used:

- International Infrastructure Management Manual (IIMM) 2015, IPWEA;
- IPWEA National Asset Management Systems (NAMS+); and,
- Other references, as listed in Technical References.

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

3.2 Asset Hierarchies – Municipal Road Network

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

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

The three levels in the hierarchy are:

1. **Urban road and street network**

Urban area includes the city centre and surrounding suburbs where there is higher population density, more commercial and residential developments and well-established infrastructure, such as paved roads, public facilities and utilities. Urban areas typically encompass residential neighbourhoods, business districts, schools and hospitals.

This is further divided into three categories, as follows:

- Category 4: Link;
- Category 3: Collector; and,
- Category 2: Access.

See Attachment 1 for more information.

2. Rural road network

Rural areas are on the outskirts of the city, with lower population density, larger land parcels and more agricultural or undeveloped land. These areas might include farmland, open spaces and fewer buildings, with some basic infrastructure but less frequent maintenance than urban areas. Rural roads in Wodonga often have less traffic and might not be sealed.

This is further divided into four categories, as follows:

- Category 4: Link;
- Category 3: Collector;
- Category 2: Access; and,
- Category 1: Limited access track and fire tracks.

See Attachment 2 for more information.

3. Pathway network

The pathway hierarchy has been developed based on the level of usage of the network, and construction standards. Wodonga Council categorises its pathway hierarchy into high use and low use, for both footpaths and recreational paths (See Attachment 3 for further information).

This hierarchy also includes rail trails, which have been categorised separately due to their construction and usage. Currently, the council is only responsible for the ongoing maintenance of the sealed rail trail surface within the boundaries of Wodonga, and all other assets or issues in the rail corridor are managed by other parties. Wodonga Council still contributes funding, expertise and general assistance to the other parties to undertake their responsibilities.

This is further divided into three categories, as follows:

Footpaths

- Category 3: High-use Areas;
- Category 2: Moderate-use Areas; and,
- Category 1: Other Areas.

Shared and Bicycle Pathways/Rail trails

- Category 3: High-use Pathways;
- Category 2: Moderate-use Pathways; and,
- Category 1: Other Pathways.

See Attachment 3 for further information.





3.3 Our Road Network

More information about the council's road network is shown in the tables below.

Table 3.1 – Road length by hierarchy – date last updated: 20/01/2025

Hierarchy	Length (km)	% of network
Category 4: Link Road - Urban	44	8
Category 4: Link Road – Rural	6	1
Category 3: Collector Road – Urban	64	11
Category 3: Collector Road – Rural	10	2
Category 2: Access – Urban	285	49
Category 2: Access Road – Rural	167	28
Category 1: Limited Access/Fire Track – Rural	10	2
Total	**586**	**100**

Table 3.2 – Road length by surface type – date last updated: 20/01/2025

Surface Type	Length (km)	% of network
Sealed	511	89
Unsealed	64	11
Total	**575**	**100**

3.4 Maintenance Management System

3.4.1 Maintenance Management

The council has a responsibility to road users and the community to maintain public roads to a reasonably safe and suitable standard, within the available funds and resources. By developing long-term maintenance programs for its assets, we are better able to plan how we do this.

The following maintenance requirements shape the annual program and budget.

Routine maintenance standards

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

Defect intervention levels have been established using the *VicRoads Standard Specification Section 750* and adapting it to local conditions.

The standards will be reviewed periodically to make sure they are adequate (see section 1.4).

Repair and maintenance works

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

Response times are monitored and will be periodically reviewed (see section 1.4).

Temporary mitigation measures

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

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

Emergency works

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

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

3.4.2 Asset Management Plans

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

Wodonga Council's Asset Management Plan provides for the establishment of Asset Management Plans for all assets classes, including those associated with public road infrastructure. Part of every asset management plan is a lifecycle management plan that looks at the strategies and cost of owning, maintaining and renewing assets over the long-term (at least 10 years).

The Road Asset Management Plan is directly linked to the Road Management Plan and both documents should be considered to gain an understanding of overall road management in Wodonga.

Key elements of particular note to the Road Asset Management Plan are:

- Service levels: The service standards adopted in this Road Management Plan are based on the Life Cycle Management Plans for each asset type as set out in the Road Asset Management Plan. These Life Cycle Management Plans are subject to regular review as part of the Asset Management Plan continuous improvement process, which includes deliberate community consultation.

Condition assessments

The condition of each element of the road network is assessed at set intervals and the data is utilised to monitor asset performance and review both maintenance and renewal/refurbishment strategies. The road network is condition rated at four to five year intervals. Amendments and updates to the ratings occur as capital projects are completed or where the condition status of a road component has altered (i.e. due to service authority intervention).

Renewal and refurbishment Plan

The Road Asset Management Plan sets out the council's long term renewal and refurbishment strategy, and provides indicative 10 year financial projections. The Plan presents a framework for the consideration of levels of service, current condition data and remaining life to establish priorities and scheduling of future capital works.

Capital Works Program

In determining the Capital Works Program for each coming year, the council must consider renewal and refurbishment requirements and priorities across all asset classes together with new projects and service initiatives. The council has established criteria for the evaluation and prioritisation of capital works projects that clearly recognise the importance of infrastructure renewals and refurbishment. However, it is recognised that there may be competing priorities and, as a result, available funding for road projects may vary from year to year. The draft budget is placed on public exhibition to seek community feedback prior to final adoption.

3.4.3 Maintenance Surveys and inspections

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

1. **Reactive Inspections (Request for Service or RFS)**

These inspections are conducted in response to requests from the community. The inspection is carried out by Council employees and assessed according to the hazard intervention levels contained within Attachment 6.

2. **Proactive Inspections**

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

3. **Condition Inspections**

These inspections identify structural integrity issues which, if untreated, are likely to adversely affect the network overall. These issues may impact short-term serviceability, as well as the ability of the asset to perform for the duration of its intended life span.
These inspections are carried out in accordance with the council's Asset Management Plan. They are undertaken by a contractor on a four year schedule.

3.4.4 Maintenance responsiveness and performance targets

The following information is recorded when council receives a Request for Service (RFS) from the community.

- Date the request was received;
- Details of the request, including the location and nature of the reported hazard/defect (including any specific measurements if provided), name of the person making the request, copies of any photographs provided, and other key information;
- The personnel/department to which the request has been assigned for action;
- Date by which the request must be actioned (based on the target response times specified in Attachment 6); and,
- Date when the request was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in section 3.4.3, followed by any necessary repair works conducted).

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

The requests for service will be inspected and assessed in accordance with timeframes specified in Attachment 6.

The following points provide examples of possible outcomes from the reactive inspection.

- If a defect identified exceeds a Description / Intervention Levels, as specified in Attachment 6, a work order is created with a date for completion of works in line with respective specified repair timeframes;
- If repairs are significant – i.e. rehabilitation works are required – temporary mitigation measures may be undertaken to reduce the risk posed by the hazard/defect until the proper works can be undertaken (and subject to available resources); and,
- If the defect is assessed as below the Description / Intervention Level, as specified in Attachment 6, it is noted (including why), but no remedial action will be conducted.

In all cases, the action taken is noted against the original request.

Target response times and intervention times are based on "normal" conditions. The same level of service does not apply in cases where the Plan has been suspended, under Section 1.5.

3.5 Asset Levels of Service

Five elements are taken into account when determining appropriate levels of service for the road network.

These are:

- Community expectations;
- Technical standards;
- Organisational capacity;
- Performance measures and targets; and,
- Safety of road and footpath users.





Register of Public Roads

The council maintains the Register of Public Roads, which contains the details of all public roads and ancillary areas for which it is responsible. The register includes all roads that the council has deemed as being "reasonably required for general public use". Details included on the register include the following.

- Road and suburb name;
- Road section description;
- Road classification;
- Asset hierarchy; and,
- The date on which the road became a public road

The Register of Public Roads is available on the council's website at: wodonga.vic.gov.au/About-Council/Our-Organisation/Corporate-documents/Plans-and-strategies

A printed version of the document can be provided upon request from the council's Customer Experience Team at 104 Hovell St, Wodonga.

4.1 Maintenance Demarcation (Boundary) Agreements

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

Wodonga Council has agreements with the following road authorities:

- Indigo Shire Council

Where roads listed on the Council's Register of Public Roads abut or intersect with roads managed by other entities (such as federal, state, or other local government authorities, or private owners), Wodonga Council's responsibilities under this Road Management Plan end, and responsibility transfers to the relevant authority.

In the context of this plan the relevant authorities are:

- VicRoads;
- Department of Environment, Land, Water and Planning;
- Goulburn Murray Water;
- VicTrack;
- Indigo Shire Council;
- Parklands Albury Wodonga;
- Non-council private infrastructure;
- AlburyCity;
- NSW Road Traffic Authority;
- Department of Defence; and,
- Department of Finance.

In most instances, demarcation of areas of responsibilities between the council and other authorities can be described satisfactorily by reference to the physical limits of the road in the Road Register; or in the case of VicRoads, by reference to the code of practice "operational responsibilities for public roads".

The demarcation between the council and Vic Road's responsibilities is detailed in "*Road Management Act 2004 Code of Practice – Operational Responsibility for Public Roads*."

In Wodonga, the arterial roads managed by VicRoads are:

- Hume Freeway;
- Beechworth – Wodonga Road;
- Wodonga – Yackandandah Road;
- Kiewa Valley Highway;
- Murray Valley Highway;
- Bonegilla Road;
- Anzac Parade (Kiewa Valley Highway to Bandiana Link Road);
- Bandiana Link Road;
- Victoria Cross Parade;
- Melrose Drive;
- Yarralumla Drive;
- Melbourne Road (Melrose Drive to Hume Freeway); and,
- Lincoln Causeway.

4.2 Roads not listed on the Register

The following roads are not listed on our Register of Public Roads:

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





Technical References

i. AS ISO 31000:2018 – Risk Management – Guidelines

ii. Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.

iii. International Infrastructure Management Manual (IIMM) 2015, IPWEA

iv. VicRoads Risk Management Guidelines

v. VicRoads Standard Specification Section 750 – Routine Maintenance



Attachments

Attachment 1: Road hierarchy – Urban roads

Category	Description*
Category 4 • Link roads	These carry heavy volumes of traffic, including commercial vehicles, and act as main routes for traffic flows in and around the municipality. Key features typically include: • Supplementary to arterial road system; • Connector between arterial roads and lower order streets; • Cater for, but may restrain, service and heavy vehicles; • Provide access to significant public services; and, • Minimum two clear traffic lanes (excluding parking).
Category 3 • Collector roads	These carry significant volumes of traffic and provide access, by linking residential areas to arterial roads. They also provide links between the various collector roads. Key features typically include: • Non-continuous connector (do not cross arterial roads); • Limited through traffic (not promoted, or encouraged); • Cater for, but may restrain, service and heavy vehicles; and, • Minimum two clear traffic lanes (excluding parking).
Category 2 • Access roads	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads; and, • Minimum one clear traffic lane (excluding parking).

* Categories follow the Infrastructure Design Manual for residential streets



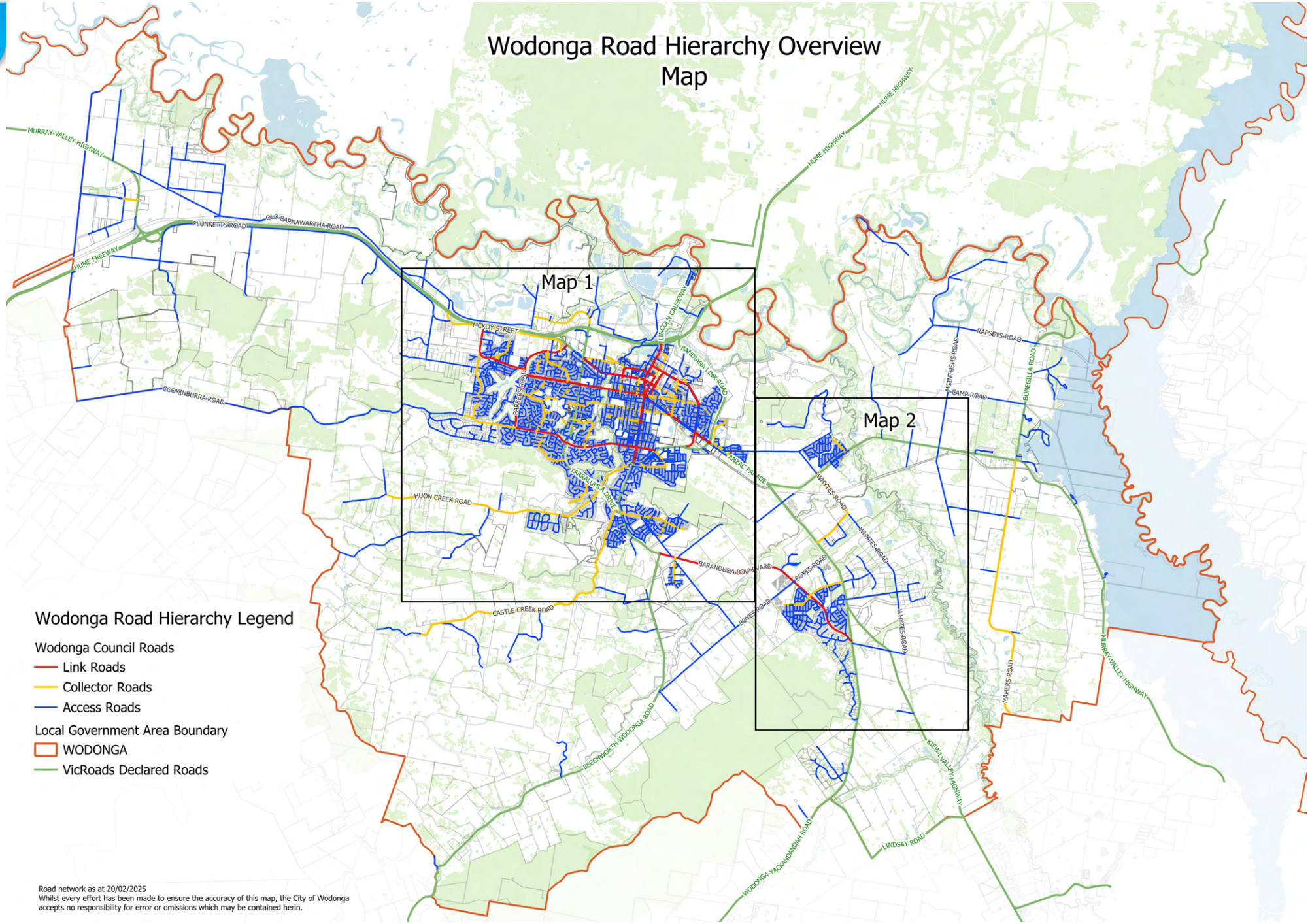


Attachment 2: Road hierarchy – Rural roads

Category	Description*
Category 4 • Link roads	These roads act as links between population centres and are supplementary to the arterial road network. Key features typically include: • High truck (commercial vehicle) traffic volume; • Access to major industries; and. • Minimum 2 clear traffic lanes (excluding parking).
Category 3 • Collector roads	These carry moderate volumes of traffic and provide access, by linking local areas to link and arterial roads. They also provide links between the various collector roads. Key features typically include: • Non-continuous connector (do not cross arterial roads); • Limited through traffic (not promoted, or encouraged); • Cater for, but may restrain, service and heavy vehicles; and, • Minimum two clear traffic lanes (excluding parking).
Category 2 • Access roads	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include: • Short distance travel to higher level roads. In the case of an unsealed local access road providing access to a single property, the road will only be maintained to the closest boundary of that property. The balance will be maintained as a limited access track (see below)
Category 1 • Fire access tracks • Limited access track	These perform a very minimal function. They typically act as fire access, or as a secondary or seasonal access road to large rural / farming properties. Key features typically include: • Provides secondary access to properties; and, • Unsealed roads, often unformed or with minimal material. Due to the limited function and use of these roads, they are not subject to a proactive inspection regime or the same hazard intervention levels of other roads.

* Categories follow the Infrastructure Design Manual for residential streets

Wodonga Road Hierarchy Overview Map

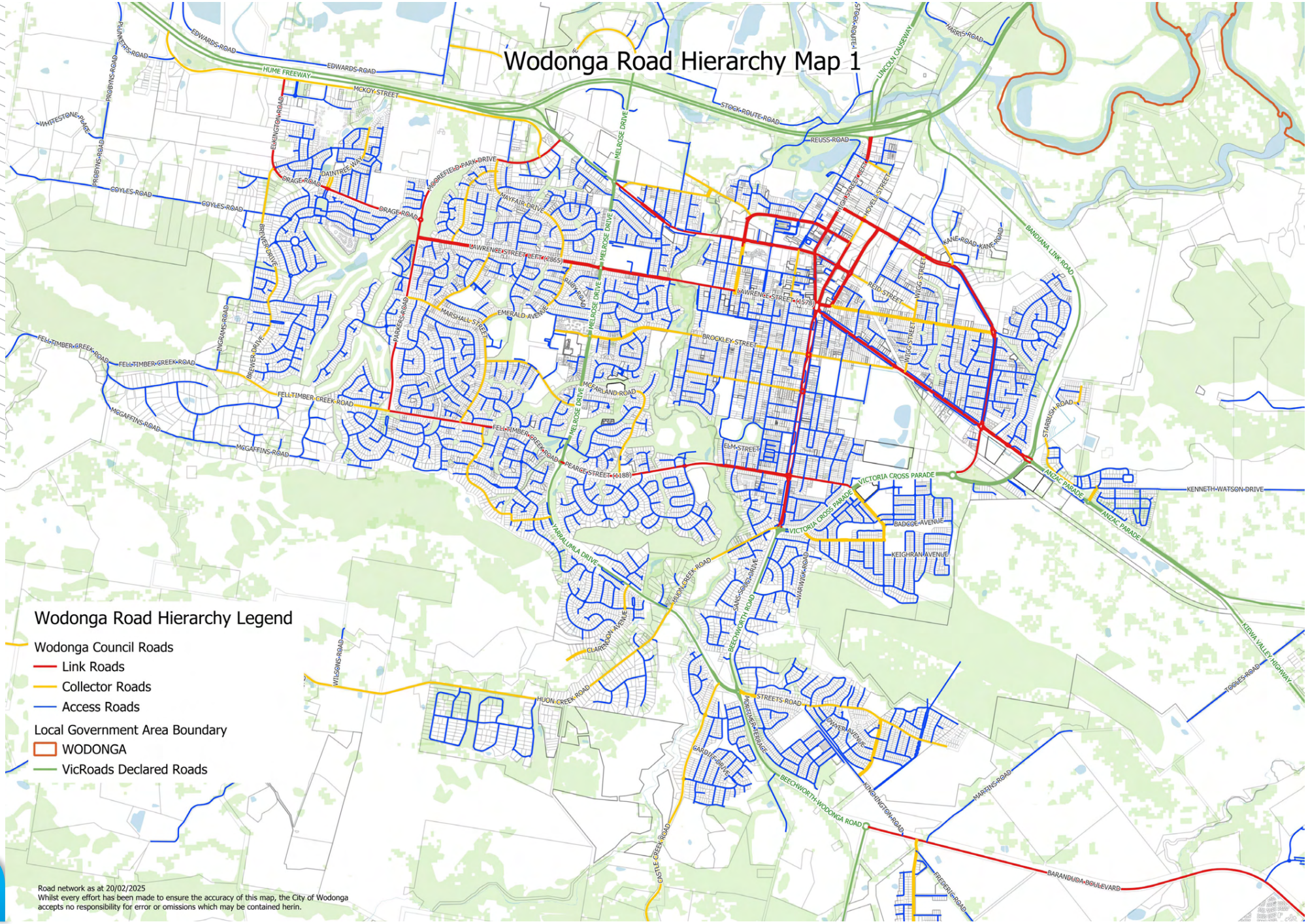


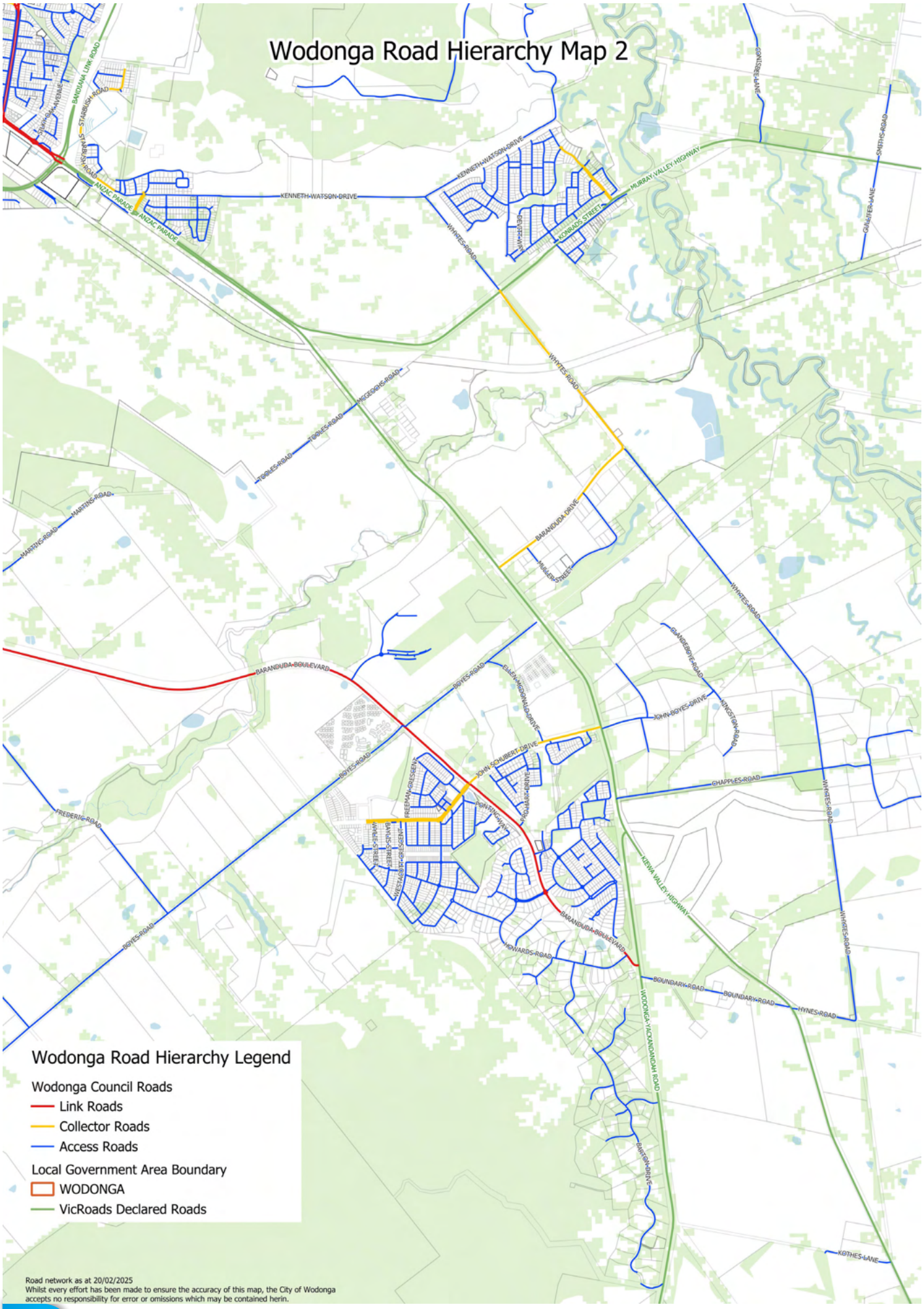
Wodonga Road Hierarchy Legend

Wodonga Council Roads
- Link Roads
- Collector Roads
- Access Roads

Local Government Area Boundary
- WODONGA
- VicRoads Declared Roads

Road network as at 20/02/2025
Whilst every effort has been made to ensure the accuracy of this map, the City of Wodonga accepts no responsibility for error or omissions which may be contained herin.


Wodonga Road Hierarchy Map 1
Wodonga Road Hierarchy Legend
Wodonga Council Roads
Link Roads
Collector Roads
Access Roads
Local Government Area Boundary
WODONGA
VicRoads Declared Roads
Road network as at 20/02/2025
Whilst every effort has been made to ensure the accuracy of this map, the City of Wodonga accepts no responsibility for error or omissions which may be contained herin.
EDWARDS ROAD
HUME FREEWAY
MCKOY STREET
STOCK ROUTE ROAD
REUSS ROAD
LINCOLN CAUSEWAY
HARRIS ROAD
WHITESTONE ROAD
PROBYNS ROAD
GOYLES ROAD
EDKINGTON ROAD
DAINTREE WAY
PRAGER ROAD
MOORFIELD PARK DRIVE
MAYFAIR DRIVE
MELROSE DRIVE
LAWRENCE STREET (M278)
LAWRENCE STREET (RT 7 (2865))
HOVELL STREET
HIGHFIELD TERRACE
KANE ROAD
KANE ROAD
BANDIANA LINK ROAD
REID STREET
WIGG STREET
BREWER DRIVE
INGRAMS ROAD
PARKES ROAD
MARSHALL STREET
EMERALD AVENUE
RUBY ROAD
BROCKLEY STREET
FELL TIMBER CREEK ROAD
MCGAFFINS ROAD
MCFARLAND ROAD
ELM STREET
PEARCE STREET (M188)
VICTORIA CROSS PARADE
ANZAC PARADE
STARBUSH ROAD
KENNETH WATSON DRIVE
BADGOE AVENUE
KEIGHRAN AVENUE
YARRALUMLA DRIVE
HUON CREEK ROAD
SANS SOUCI DRIVE
WARWICK ROAD
BEECHWORTH ROAD
CLAREMONT AVENUE
WILSONS ROAD
KIEWA VALLEY HIGHWAY
TOOLES ROAD
STREETS ROAD
WATER AVENUE
PRESTIGE TERRACE
GARDIFF DRIVE
BEECHWORTH WODONGA ROAD
HUNTINGTON ROAD
MARING ROAD
CASTLE CREEK ROAD
BARANDUDA BOULEVARD
FREDERICK ROAD


Wodonga Road Hierarchy Map 2
KENNETH WATSON DRIVE
MURRAY VALLEY HIGHWAY
WYNES ROAD
BARANDUDA BOULEVARD
BOYES ROAD
JOHN BOYES DRIVE
JOHN SCHUBERT DRIVE
GHAPPLES ROAD
KIEWA VALLEY HIGHWAY
HOWARDS ROAD
BOUNDARY ROAD
HYNES ROAD
WODONGA-YACKANDANDAH ROAD
KOTHES LANE
Wodonga Road Hierarchy Legend
Wodonga Council Roads
Link Roads
Collector Roads
Access Roads
Local Government Area Boundary
WODONGA
VicRoads Declared Roads
Road network as at 20/02/2025
Whilst every effort has been made to ensure the accuracy of this map, the City of Wodonga accepts no responsibility for error or omissions which may be contained herin.

Attachment 3: Pathway hierarchy

Footpaths

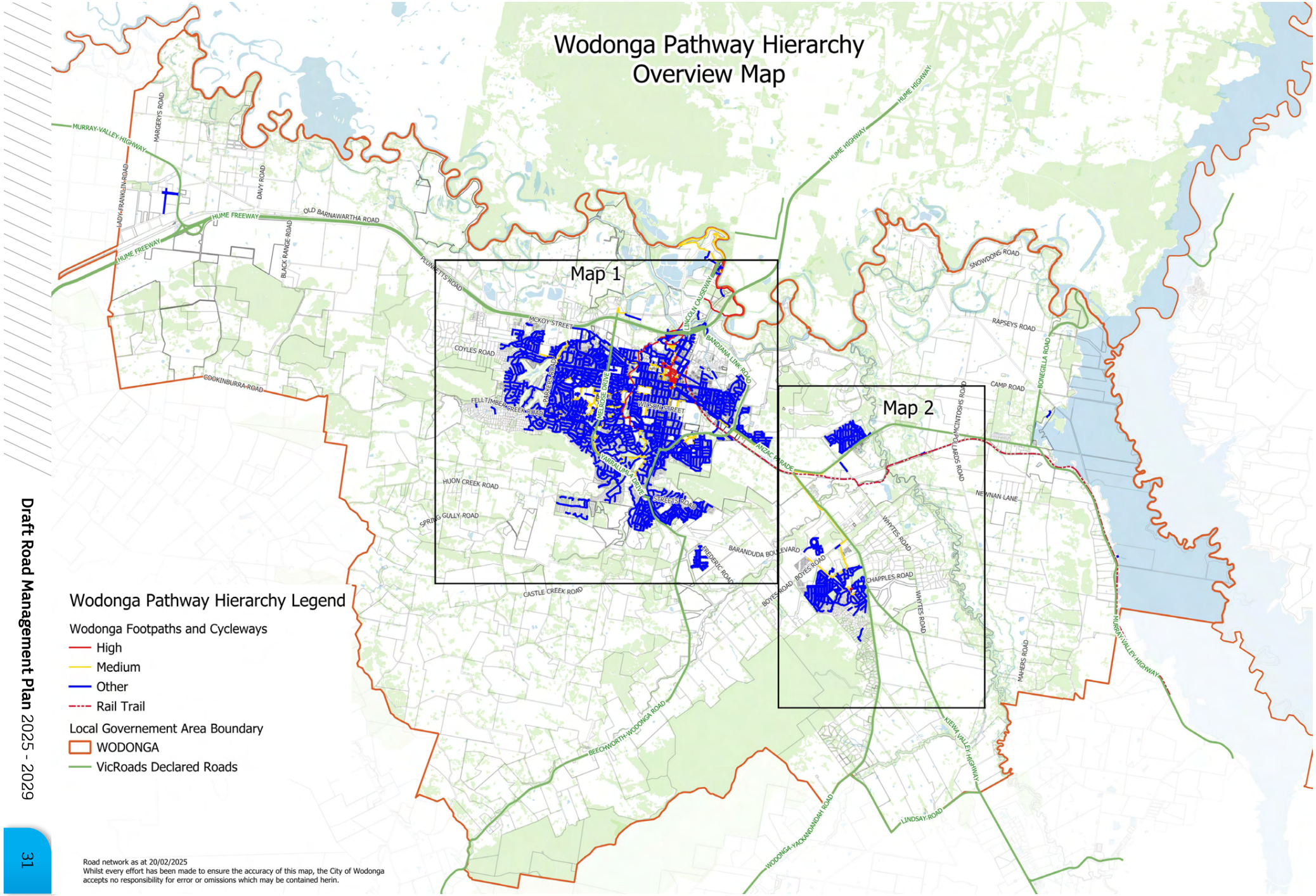
Category	Area	Description*
Category 3	High-use areas	The category of "highest use" that includes all footpaths in Central Business District and select tourist/shopping precincts.
Category 2	Moderate-use areas	This category includes shopping strips, and other pedestrian generators including, but not limited to: • Beechworth Road; • High Street; • Small strip shopping centres; • Schools; • Senior citizens centres; • Railway stations; and, • Community centres
Category 1	Other areas	This category includes all other pathways within road reserves, including: • Residential areas; • Commercial areas; and, • Industrial areas.

Shared & Bicycle Pathways

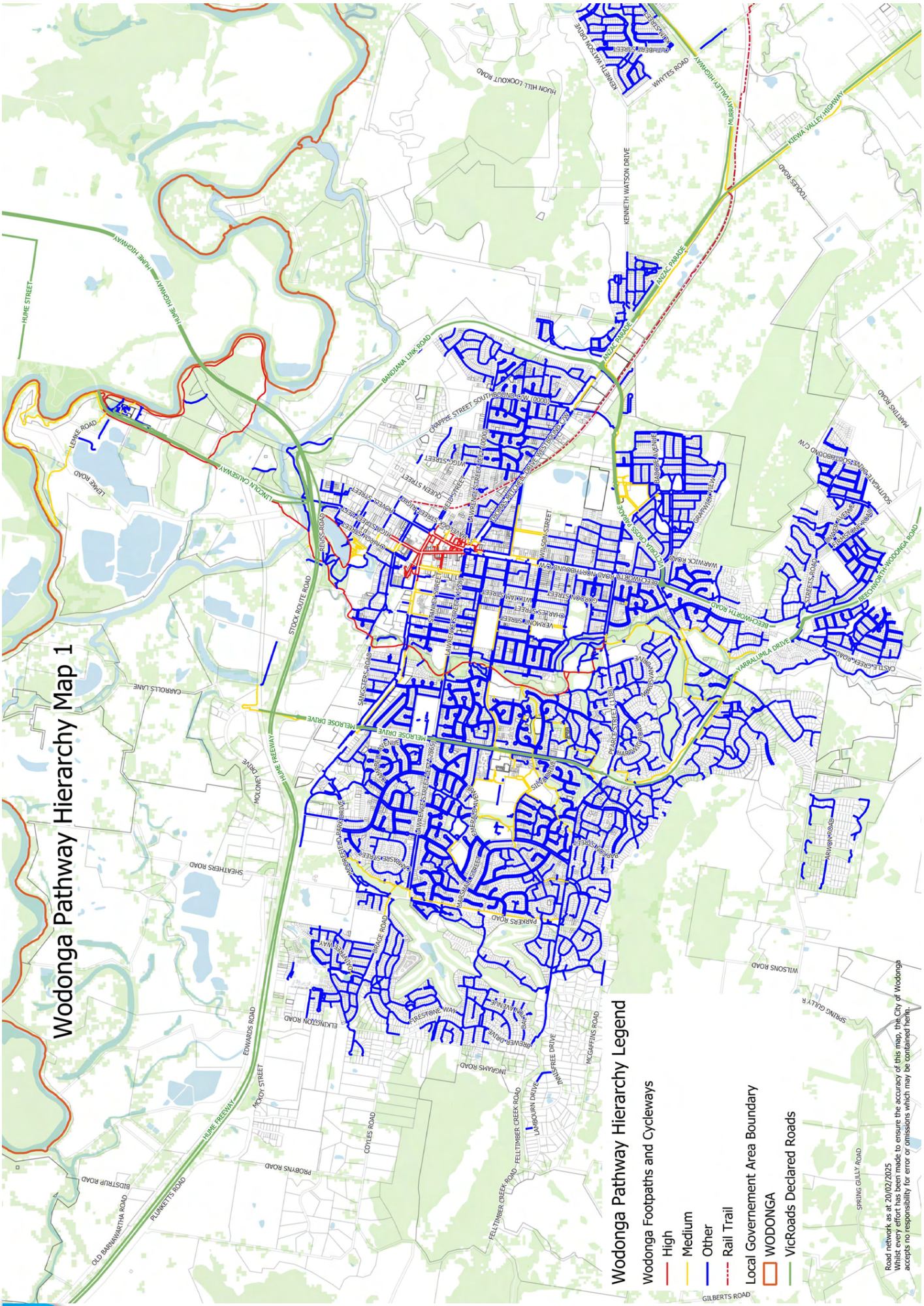
Category	Area	Description*
Category 3	High-use pathways	The category of "highest use" that includes pathways used by high volumes of commuter cyclists and select tourist pathways.
Category 2	Moderate-use pathways	This category includes pathways connecting to and within shopping strips, and other cyclist traffic generators including, but not limited to: • House Creek Trail; • Schools; • Railway stations; and. • To/from and through popular parks/reserves.
Category 1	Other pathways	This category includes all other shared and bicycle pathways.

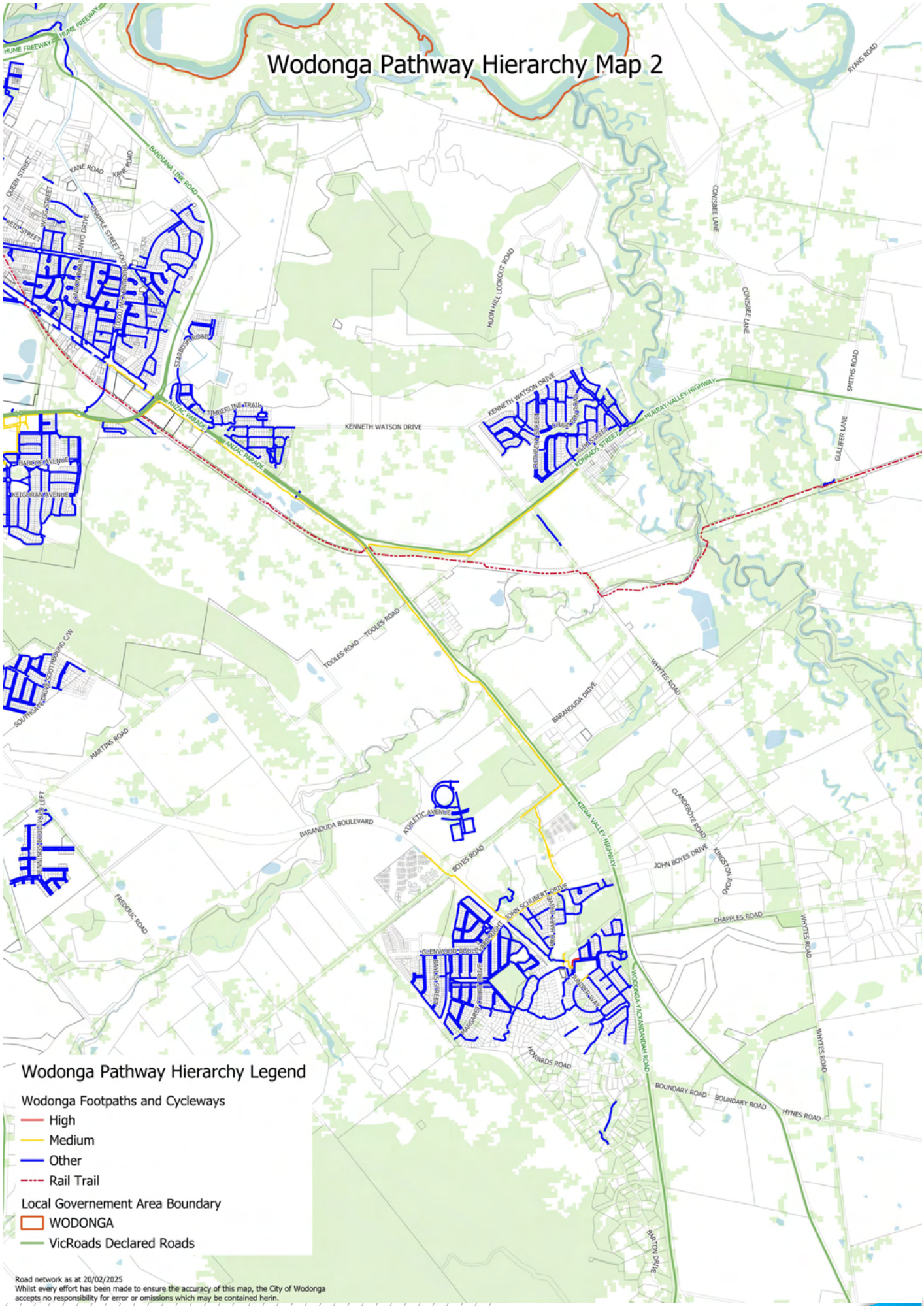
Attachment 4: Inspection requirements

Inspection type	Purpose	Description*
Reactive – Request for service (RFS)	Reactive inspections are designed to confirm the nature of defects/hazards reported by members of the public or Council employees, and identify any that exceed the intervention levels specified in Attachment 6.	Performed by a council representative with knowledge of Description / Intervention Levels (Attachment 6) and road maintenance techniques who may then call in a higher level of expertise if necessary. All reactive inspections are conducted on foot, with defects measured and photographed as specified in Council's Road Asset Inspectors Manual (IPWEA Practice Note documentation). The report is required to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.
Proactive inspection	Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified. A record of each asset is to be completed detailing the name of the inspector, the inspection date, and a description of any defects found that exceed the intervention levels specified in Attachment 6. In addition, details of the inspection will be electronically recorded against the particular asset inspected.	Proactive inspections of roads are conducted via a slow moving vehicle, while proactive Inspections of all other asset types are conducted on foot, with defects measured and photographed as specified in Council's Road Asset Inspectors Manual (IPWEA Practice Note documentation). Performed by a dedicated Plan inspector.
Night inspections	Inspection undertaken in accordance with a formal programmed inspection schedule to assess the reflectivity of road signage, cat's eyes and roadside guideposts, and the visibility of line marking at night.	Conducted via a slow moving vehicle with standard driving lights (low beam), with visibility/legibility/reflectivity assessed by eye from distances specified respective of each asset defect type. Performed by a dedicated Plan inspector.



Road network as at 20/02/2025
Whilst every effort has been made to ensure the accuracy of this map, the City of Wodonga accepts no responsibility for error or omissions which may be contained herin.


Wodonga Pathway Hierarchy Map 1
Wodonga Pathway Hierarchy Legend
Wodonga Footpaths and Cycleways
High
Medium
Other
Rail Trail
Local Government Area Boundary
WODONGA
VicRoads Declared Roads
Road network as at 20/02/2025
Whilst every effort has been made to ensure the accuracy of this map, the City of Wodonga accepts no responsibility for error or omissions which may be contained herein.


Wodonga Pathway Hierarchy Map 2
Wodonga Pathway Hierarchy Legend
Wodonga Footpaths and Cycleways
High
Medium
Other
Rail Trail
Local Governement Area Boundary
WODONGA
VicRoads Declared Roads
Road network as at 20/02/2025
Whilst every effort has been made to ensure the accuracy of this map, the City of Wodonga accepts no responsibility for error or omissions which may be contained herin.
KENNETH WATSON DRIVE
ANZAC PARADE
TOOLES ROAD
BARANDUDA DRIVE
BARANDUDA BOULEVARD
BOYES ROAD
KIEWA VALLEY HIGHWAY
HURRAY VALLEY HIGHWAY
WHYTES ROAD
CHAPPLES ROAD
JOHN BOYES DRIVE
CLANDEBOYE ROAD
KINGSTON ROAD
WODONGA YACKANDANDAH ROAD
BOUNDARY ROAD
HYNES ROAD
HOWARDS ROAD
MARTINS ROAD
FREDERIC ROAD
BARTON DRIVE
ATHLETIC AVENUE
HUON HILL LOOKOUT ROAD
CONSIREE LANE
SMITHS ROAD
GULLIPER LANE
RYANS ROAD
BANDIANA LINK ROAD
KANE ROAD
QUEEN STREET
KEITH STREET
HUGH STREET
CHIPPLE STREET SOUTH
STARBOARD ROAD
TIMBERLINE TRAIL
KEIGHRAM AVENUE
BADGER AVENUE
SOUTHBOUND C/W
KONRADS STREET
HUME STREET
JOHN SCHUBERT DRIVE
KIM MARIE DRIVE
HUME FREEWAY

Attachment 5: Inspection frequencies

Asset group	Hierarchy category	Reactive inspection timeframe WD = Working days H = Hours	Proactive inspection frequency M = Months	Night inspections Y = Years
Sealed roads, unsealed roads, regulatory, warning and hazard signs	Category 4	3 WD	3 M	1 Y
	Category 3	5 WD	6 M	2 Y
	Category 2	10 WD	12 M	3 Y
	Category 1 - Rural only	12 WD	24 M	4 Y
Footpaths, kerb & channel	Category 3	3 WD	6 M	n/a
	Category 2	5 WD	6 M	n/a
	Category 1	10 WD	12 M	n/a
Shared & bicycle pathways	Category 3	3 WD	6 M	
	Category 2	5 WD	6 M	
	Category 1	10 WD	12 M	
Bridges	Level 1 Bridge Inspections	3 WD	12 M	n/a
Emergency Response – All Asset/Categories * Reported Incidents / Hazards that present an immediate and significant risk to members of the public. Temporary measures (e.g. installing barriers, signage, closing the road/footpath, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.		12 H	n/a	n/a

* If a proactive inspection frequency elapses on a weekend or public holiday, the actual due date will be the next working day.





Attachment 6: Defect intervention levels and repair timeframes

NOTES:

* If a repair timeframe elapses on a weekend or public holiday, the actual due date will be the next working day.

** In cases where a defect is not due to be repaired in less than four weeks, temporary measures, such as installing warning signage, erecting barriers, or painting the defect with a bright contrasting colour, may be implemented at the time of identification to reduce the risk as much as is reasonably practicable until permanent repairs can be completed in line with the specified repair timeframes.

Defect type	Description / intervention Level	Repair timeframes by hierarchy WD = Working days W = Weeks M = Months			
		Cat 4	Cat 3	Cat 2	Cat 1
Pothole	Potholes in sealed pavement >50 mm in depth and >300 mm in diameter Potholes located in dedicated/marked bicycle lanes >30 mm depth and >100 mm diameter	1 W	2 W	4 W	3 M
Edge break	Edge breaks >50 mm laterally over a 5m or greater length from the nominal seal line	1 W	2 W	4 W	3 M
Edge / shoulder drop	Edge drops onto an unsealed shoulder >50 mm in depth over a 10m or greater length	1 W	2 W	4 W	3 M
Depressions / deformations	Depression/deformations in the traffic lane of a sealed pavement >50 mm in depth under a 3m long straight edge	1 W	2 W	4 W	3 M
Missing pit lids	Missing council drainage pit lids	1 W	2 WD	3 WD	4 WD
Damaged pit lids	Damaged council drainage pit lids (such that they are potentially structurally unsound)	1 WD	2 W	4 W	3 M
Roadside vegetation – Overhead clearance	Vegetation intruding into the road envelope: <5.0 m clearance over the trafficable portion of arterial roads <4.5 m over the trafficable portion of Cat 3 & 4 roads <4.0 m over the trafficable portion of Cat 1 & 2 roads	4 W	6 W	n/a	n/a
Roadside vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances: • Speed limit – <=50km/h = 30m • Speed limit – 60km/h = 40m • Speed limit – 70km/h = 55m • Speed limit – 80km/h = 65m • Speed limit – 90km/h = 80m • Speed limit – 100km/h = 95m	4 W	6 W	8 W	6 M

Traffic control devices					
Defect type	**Description/intervention level**	**Repair timeframes by hierarchy** **WD = Working days** **W = Weeks** **M = Months**			
		Cat 4	**Cat 3**	**Cat 2**	**Cat 1**
Missing / damaged signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective when viewed from the following distances: • Speed Limit – <=50km/h = 30m • Speed Limit – 60km/h = 40m • Speed Limit – 70km/h = 55m • Speed Limit – 80km/h = 65m • Speed Limit – 90km/h = 80m • Speed Limit – 100km/h = 95m	1 M	2 M	3 M	4 M
Missing / damaged guard rail or fencing	Guard rail/fence damaged or missing making them substantially ineffective	4 M	6 M	4 M	6 M
Missing / damaged pavement markings	Pavement markings which are missing or faded making them substantially ineffective	4 M	6 M	4 M	6 M





Footpaths				
Defect type	**Description/intervention level**	**Repair timeframes by hierarchy** **WD = Working days** **W = Weeks** **M = Months**		
		Cat 3	**Cat 2**	**Cat 1**
Vertical displacement	Vertical displacement >25 mm in height	2 W	4 W	2 M
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	2 W	4 W	2 M
Cracking	Cracking in footpaths >40 mm wide	2 W	4 W	2 M
Undulations	Undulations (depressions / bumps) >90 mm in depth/height under a 1.5m straight edge	2 W	4 W	2 M
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >150 mm in length/width and >20 mm in depth	2 W	4 W	2 M
Missing pit lids	Missing council drainage pit lids	1 WD	2 WD	3 WD
Damaged pit lids	Damaged council drainage pit lids (such that they are potentially structurally unsound)	2 W	4 W	2 M
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: • <2.0 m over footpath surface	4 W	6 W	2 M
Dislodged/missing tactile indicator	Damaged or missing tactile indicator	2 W	4 W	2 M

Shared & bicycle pathways				
Defect type	**Description/intervention level**	**Repair timeframes by hierarchy** **WD = Working days** **W = Weeks** **M = Months**		
		Cat 3	**Cat 2**	**Cat 1**
Vertical displacement	Vertical displacement >25 mm in height	2 W	4 W	8 W
Cracking	Cracking perpendicular to path of travel >30 mm wide Longitudinal cracking >20 mm wide	2 W	4 W	8 W
Undulations	Undulations (depressions / bumps) >90 mm in depth/height under a 1.5m straight edge	2 W	4 W	8 W
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >150 mm in length/width and >20 mm in depth	2 W	4 W	8 W
Missing pit lids	Missing council drainage pit lids	1 WD	2 WD	4 WD
Damaged pit lids	Damaged council drainage pit lids (such that they are potentially structurally unsound)	2 W	4 W	8 W
Vegetation overhead clearance	Vegetation intruding into the pathway envelope: • <3.0 m over shared pathway surface and >90 cm beyond each edge	4 W	6 W	12 W
Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from <40 m	4 W	6 W	12 W
Dislodged / missing tactile indicator	Damaged or missing tactile indicator	2 W	4 W	3 M

* Pram crossings / ramps providing transition between road and pathway levels are treated as part of the pathways for the purposes of the application of description / intervention levels.

Kerb and channel					
Defect type	**Description/intervention level**	**Repair timeframes by hierarchy** **WD = Working days** **W = Weeks** **M = Months**			
		Cat 4	Cat 3	Cat 2	Cat 1
Vertical displacement	Vertical displacement – uplift section >90 mm	2 W	4 W	2 M	3 M
Horizontal displacement	Horizontal displacement section >90 mm	2 W	4 W	2 M	3 M

Bridges and culverts					
Defect type	**Description/intervention level**	**Repair timeframes by hierarchy** **WD = Working days** **W = Weeks** **M = Months**			
		Cat 4	**Cat 3**	**Cat 2**	**Cat 1**
Bridge and culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	2 W	4 W	2 M	3 M





CITY OF WODONGA VIC