



Road Management Plan (RMP)

2025



Interpreter service

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GUIDELINE GOVERNANCE

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1. Executive summary

We are responsible for an extensive range of infrastructure assets, including roads, for which we have responsibility under the Road Management Act 2004 (The Act). We must ensure that these assets and the services that they deliver are managed in accordance with well-developed asset management programs and strategic plans to enable these assets to continue to meet the needs of the community and growth of the municipality.

Manningham covers an area of 114 sq km and has a population of 129,514 residents, as at the 2024 Annual Report. Our municipality has a number of retail and business districts, educational facilities and vibrant residential areas. The eastern half of Manningham has been designated as a green wedge area for the protection of Melbourne's significant and natural environment. The community is also served by a road-based transport network, which supports safe and accessible transport throughout the municipality.

Manningham's road network consists of some 686 km of local roads that include 912 km of pathways and 980 km of kerb and channel. This includes 72.2km of Arterial Roads and Freeways, which are the responsibility of, and managed by the Department of Transport and Planning (DTP, formerly VicRoads), but we maintain the footpaths and other local components.

The Act provides that Council, as a road authority under The Act, may adopt a Road Management Plan (RMP), to establish a management system for the road management functions of the Council, which is based on policy and operational objectives, available resources and sets relevant standards in relation to the discharge of duties in the performance of those road management functions.

Programmed or scheduled defect inspections and condition assessments are undertaken based on Council's hierarchy classification to establish different levels of service in respect to our road-related infrastructure.

1.1. Availability of the Road Management Plan

The RMP and Appendices are available for inspection during normal office hours - 8:30am to 5:00pm each working day at:

Council's Civic Centre
Manningham Council Offices
699 Doncaster Road
Doncaster

Phone 9840 9333 or email manningham@manningham.vic.gov.au to request a copy.

This Plan is also available for download from our website: www.manningham.vic.gov.au.

1.2. Queries and comments

Any queries or comments in relation to the Road Management Plan should be directed to:

Coordinator Sustainable Engineering
Manningham Council
PO Box 1
Doncaster 3108

Or manningham@manningham.vic.gov.au

2. Definitions

All terms used in the RMP and related documents have the same meaning as stipulated in the law, unless otherwise indicated.

Arterial road	Refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through Head of Transport for Victoria (as the co-ordinating road authority).
Co-ordinating road authority	The organisation which has the responsibility to co-ordinate works. Generally, if the road is a freeway or arterial road, this will be Head of Transport for Victoria. Generally, if the road is a municipal road, this will be Council.
Council	Refers to Manningham City Council
Demarcation agreement	A formal agreement between Council and another organisation that defines areas of responsibility.
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, bus shelters, public telephones, mailboxes, roadside furniture and fences erected by utilities, or providers of public transport.
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, shared path or other area that is constructed or developed by Council for members of the public (not motor vehicles) to use. Pathways may be further categorised as: <ul style="list-style-type: none"> • Footpaths – pathways designated solely for use by foot traffic (and limited mobility devices such as wheelchair users), and • Shared pathways – pathways designated for use by riders of bicycles, the riders of electric scooters and pedestrians.
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 Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.
Plan	Refers to this Road Management Plan.

Road	Has the same meaning as in the Road Management Act 2004, being 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-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.
Roadside	<p>Refers to any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway. This includes land on which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed.</p> <p>Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be considered roadside.</p>
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.

3. Introduction

3.1. Purpose of this plan

In accordance with Section 50 of the Act, the purpose of Manningham's RMP is to establish a management system for the road management functions of the Council which is based on policy and operational objectives and available resources, and to set the relevant standards in relation to the discharge of duties in the performance of those road management functions.

The RMP details how we will implement our duty to inspect, maintain and repair public roads in respect to which we are the coordinating and responsible road authority.

In accordance with Section 50 of the Act, the key elements of this RMP include:

- The Asset Management system that we have established to inspect, repair and maintain the roads and road-related infrastructure; and
- Details of the maintenance targets and operational objectives to meet the relevant standards in relation to the discharge of our duties in the performance of our road management functions.

Although it is termed a 'plan' in the legislation, it is functionally an operational protocol document – describing the systems and rules we use to make decisions and meet obligations within our available resources. The Plan forms part of a larger Asset Management Framework related to maintenance and operations.

For the avoidance of doubt, this plan is a road management plan for the purposes of s.39 of the Road Management Act 2004.

3.2. 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
- Wrongs Act 1958.

3.3. 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 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.

- When changes do not alter these technical aspects of road management, changes will be approved by the City Services 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 Council will be renumbered by whole numbers – for example, from Version 1.00 to 2.00.
- Those approved by the Director will be renumbered by decimals – for example, from Version 1.00 to 1.01.

3.4. Legislative basis for the RMP

The Road Management Act 2004 (The Act) established a statutory framework for the management of the road network in Victoria to facilitate the co-ordination of the various uses of road reserves for roadways, paths, infrastructure and similar purposes and establishes the general principles which apply to road management.

This RMP is prepared in accordance with Division 5, Section 49-55 of The Act.

The Plan also reflects the requirements of Council as specified in the Local Government Act 2020. Other legislation which relates to this Plan includes the Road Safety Act 1986, the Transport Act 1983 and Manningham's Community Local Law 2023.

This plan is also consistent with other Council documents including: the Council Plan, Financial Strategy, Asset Management Policy and Strategy, and the Road Asset Management Plan (RAMP).

There are a number of external stakeholders that must also be considered to effectively manage the local road network, and Council recognises the varying needs of external stakeholders depending on whether they are residents, the business community or visitors, or drivers, cyclists or pedestrians. The groups that have been identified as key stakeholders are included in Section 3.10.2.

Council's City Services Directorate is primarily responsible for the care and maintenance of our road and associated road infrastructure, as set out in Manningham's Register of Public Roads. Manningham's RAMP sets out the framework for managing the long term strategic and life cycle requirements of Council's infrastructure assets that support the processes, systems and programs outlined in the RMP to deliver an efficient and functional road network.

3.5. Codes of practice

The following Codes, which exist under the Act, will be met by Manningham Council to the extent that they are relevant:

- *Operational Responsibility for Public Roads* – this Code provides guidance in determining the physical limits of operational responsibility between road authorities for the different parts or elements within the road reserve of public roads.
- *Management of Utility and Road Infrastructure in Road Reserves* – this Code provides guidance for road authorities and utilities in planning and managing their infrastructure in road reserves. For example: gas, water, electricity, telecommunications, etc.
- *Worksite Safety – Traffic Management* – this Code provides guidance on how to conduct any works on a road in Victoria and supports the engagement of appropriately trained and qualified persons to carry out the works or direct traffic.

- *Road Management Plans* – this Code provides practical guidance to road authorities in the making of Road Management Plans.

3.6. Content of Plan

In accordance with section 52 of The Act, this RMP includes:

- The relevant standards determined by Council in relation to the discharge of Council's duties in the performance of its road management functions.
- Details of the management system that Council has implemented and proposes to implement in the discharge of its duty to:
 - inspect,
 - repair, and
 - maintain.

Section 39 of The Act provides that by including provisions in this plan relating to the performance of road management functions, Council is to be taken to have made a policy decision in respect of those road management functions.

3.7. Exceptional circumstances

We will make every effort to meet our commitments under this Plan.

However, there may be situations or circumstances that affect our business activities to the extent that we cannot deliver on the service levels of the RMP. These include but are not limited to: natural disasters, such as 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 due to the effects of pandemic and or government intervention.

3.7.1 Suspension of the Plan

In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial resources of 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 Council's Officer in charge of the Plan and inform them that some, or all, of the timeframes and responses in Council's Plan are to be suspended.

3.7.2 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, then there will be an ongoing consultation between Council's CEO and Council's Officer responsible for the Plan, to determine which parts of Council's Plan are to be reactivated and when.

3.7.3 Communication and documentation around Plan suspension

Council will provide information/statements to residents about 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 its plan is located and other channels as appropriate such as press releases or social media.

Where Council has suspended, in part or whole, its plan, associated documents (e.g. communications, meeting minutes, schedules, etc.) will be recorded and stored.

3.7.4 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 based on a risk assessment and resources available to the Council, taking into account the resources needed to address the impact of the trigger event. For example, some reactive inspections may take place and repair (temporary or permanent) of roads/footpaths which pose a high risk may be undertaken, depending on the resources available to the council and the accessibility of each asset.

3.8. Responsibility for the Plan

Overall responsibility for administering and implementing the Plan rests with the relevant Infrastructure Manager.

3.9. Rights and responsibilities

3.9.1 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
- 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.

3.9.2 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, prams and so on
- 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)

- state and federal governments, who periodically provide funding for roads.

3.9.3 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 with 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:

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.

3.9.4 General functions of a road authority

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

3.9.5 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.

3.9.6 Obligations of road users

3.9.6.1 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 on 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 have regard for all relevant factors, including without limiting their generality, the following:

- (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
- (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
- (c) to avoid conduct that may harm the environment of the road reserve.

3.9.6.2 Incident claims

If a person proposes to make a claim in relation to a public road or infrastructure for which Council is the responsible road authority, that person should contact Council and Council will initiate respective investigation and insurance reporting processes.

In accordance with Section 110 of the Road Management Act 2004, 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 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.

3.9.6.3 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.

Manningham's Community Local Law 2023 also requires 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.

3.9.6.4 Obligation of others

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

- **Non-road infrastructure** – This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, 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, Council is responsible for the portion of the driveway where the constructed pathway is reasonably required by the public in accordance with the diagram in Section 5.2 (refer to Section 5.2 relating to vehicle crossings for more information).
- **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 and gas authority assets.
- **Roadside** – as per Section 107 of the Road Management Act, 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 Council becomes aware of a hazard created by the defective condition of assets / infrastructure owned by another party, Council may at its absolute discretion:

- If located within assets / infrastructure for which Council is responsible (e.g. footpaths, road surfaces, etc.), or otherwise presents an immediate and significant risk to members of the public, undertake temporary measures to reduce the risk to members of the public until such time as the respective owner can implement permanent repairs (subject to Council's available resources).
- Report in writing (e.g. email or letter) the presence of the hazard to the responsible party and request that repairs be implemented within a reasonable timeframe.
- Where repairs are not completed by the responsible party within the respective timeframe, Council may complete necessary repairs and invoice the responsible party for the costs.

However, where another party has a duty in relation to the asset / infrastructure, and 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 s.104 of the Road Management Act 2004.

4. Manningham's Register of Public Roads

Council maintains a register of public roads – called the Register of Public Roads – with the details of all public roads and ancillary areas for which we are responsible.

The Register of Public Roads is available on Council's website. A hard copy is made available at our Customer Service Centre, 699 Doncaster Road, Doncaster 3108, upon request.

4.1. Legislative provision

The Act places a mandatory requirement that a road authority maintains a register of public roads that are 'reasonably available for general public purpose'.

Council has compiled a Register of Public Roads (Register) in accordance with Schedule 1 of The Act. The Register records the name, description and classification of road assets for which the Council is responsible, together with a summary of any additions, deletions or changes required under The Act. The classifications are used in this plan to differentiate standards for:

- inspection;
- intervention levels; and
- response times.

The Register nominates the roads and ancillary areas for which Council is responsible, but excludes unformed access tracks on public land and unconstructed rights of way.

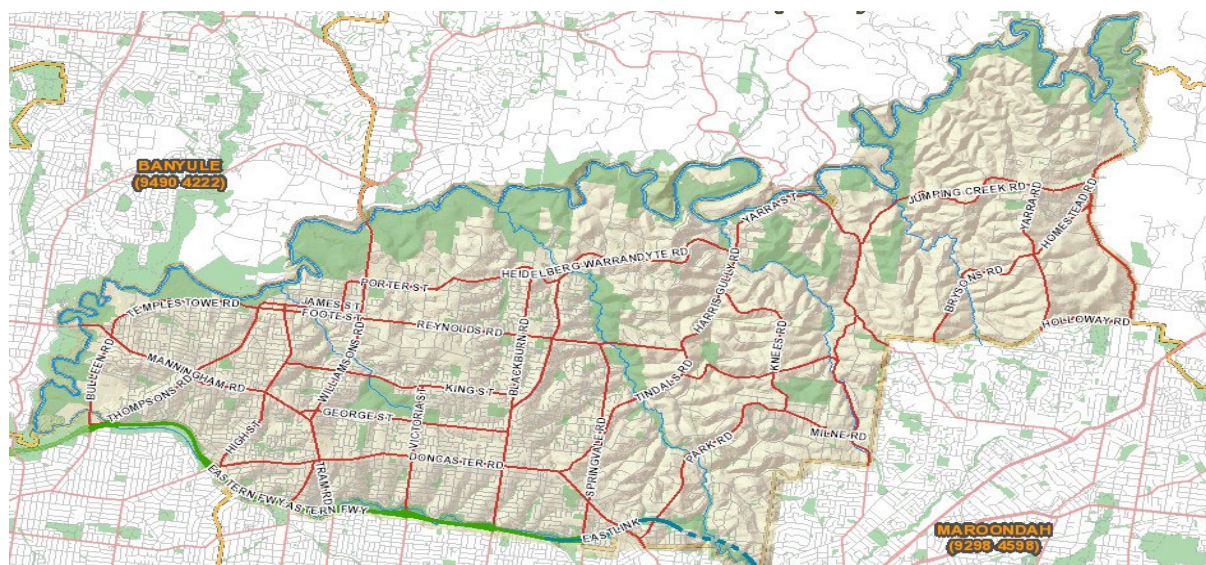
This plan also applies to parts of Arterial Roads, where Council is the responsible road authority for some ancillary areas and assets, and these are recorded in the register.

Manningham Council's Director City Services and relevant Coordinators are empowered under delegation to amend, update and maintain the Register, which will be updated annually, or more frequently if changes are necessary. A copy of the Register is available for inspection on our website, available at the following link: <https://www.manningham.vic.gov.au/parking-roads-and-footpaths>.

4.2. Boundary roads

The Register defines boundary roads maintained by adjoining municipalities, and these are covered by 'Agreements and Memorandum of Understandings' between each affected adjoining municipality. The agreements detail the maintenance work required by each party, however as a general rule, the responsible municipality will undertake all maintenance, except for the footpath on the other side of the road.

A summary list of all boundary roads is as follows:



Boundary roads	Adjoining council	Maintained by
Lower Homestead Road (Homestead Rd to Paynes Rd)	Yarra Ranges	Yarra Ranges
Lower Homestead Road (Paynes Rd to End)	Yarra Ranges	Yarra Ranges
Homestead Road (Brushy Park Rd to Reserve Rd)	Yarra Ranges	Yarra Ranges
Brushy Park Road (Holloway Rd to Homestead Rd)	Yarra Ranges	<u>Manningham</u>
Smedley Road (Oban Rd and No 25 Smedley Rd)	Maroondah	Maroondah
Holloway Road (Yarra Rd and Lyons Rd)	Maroondah	Maroondah
Tortice Drive (Warrandyte Rd and Old Warrandyte Rd)	Maroondah	Maroondah
Yarra Road (Holloway Rd and Gatters Rd)	Maroondah	Maroondah
Delatite Court (Court bowl only to west of No.20)	Maroondah	<u>Manningham</u>
Delatite Court (Little John Rd to west of No.20)	Maroondah	Maroondah
Glynne Road (Little John Rd and west of No.11)	Maroondah	Maroondah
Glynne Road (Court bowl only to west of No.11)	Maroondah	<u>Manningham</u>
Williams Road (Berringa Rd to Warrandyte Rd)	Maroondah	<u>Manningham</u> (except table drain on south side)
Glenvale Road (Oban Rd to court bowl)	Maroondah	Maroondah

Gatters Road (Yarra Rd to No.4)	Maroondah	<u>Manningham</u>
Oban Road (Smedley Rd and Glenvale Rd)	Maroondah	<u>Manningham</u>
Old Warrandyte Road (Tortice Dr and Little John Rd)	Maroondah	<u>Manningham</u>
Quarry Road (Beckett Rd Bridge to Huggins Rd)	Whitehorse	Whitehorse

4.3. Assets not included in the RMP or listed in the roads register

Not all areas or all assets within the road reserve are the responsibility of Council and do not require intervention by Council for the purposes of this RMP. Section 107 of The Act states that a road authority does not have a statutory duty or a common law duty to perform road management functions in respect to a public highway which is not a public road, or to maintain, inspect or repair the roadside of any public highway (whether or not a public road). Road-related assets that are not included for inspection and repair under this RMP are:

1. Arterial roads and freeways (excluding some ancillary areas and assets where Council is the responsible road authority).
2. Shared boundary roads that are the responsibility of the adjoining municipality. Refer to Section 4.2.
3. Bridges/major culverts/overpasses that are the responsibility of other road authorities, including Melbourne Water and DTP.
4. Service authority infrastructure including, but not limited to:
 - o water supply pipes, hydrants and fittings;
 - o drainage pipes, sewage pipes and manholes;
 - o telecommunications cables, pits and structures;
 - o electricity distribution wires, poles and structures; and
 - o gas supply pipes and fittings.
5. Assets and land owned, managed and maintained by other road and service authorities including, but not limited to:
 - o Service authority temporary reinstatements to the road and pathways and other road reserve assets, and/or permanent restatements prior to Council certification; and
 - o Crown and service authority land/easements.
6. Other street infrastructure including:
 - o DTP signage and signal hardware (except for those identified as Council's responsibility and shown on the Public Roads Register);
 - o bus shelters; and
 - o private direction and advertising signs.
7. Street lighting (standard) involving the maintenance of all utility timber and concrete power poles is the responsibility of power companies. However, Council is responsible for the cost of operating the street lighting service on local road reserves and contributes to the cost of lighting on arterial roads.

Council is directly responsible for some decorative lighting located at a number of shopping centres, smaller estates and car parks, which is separately metered.

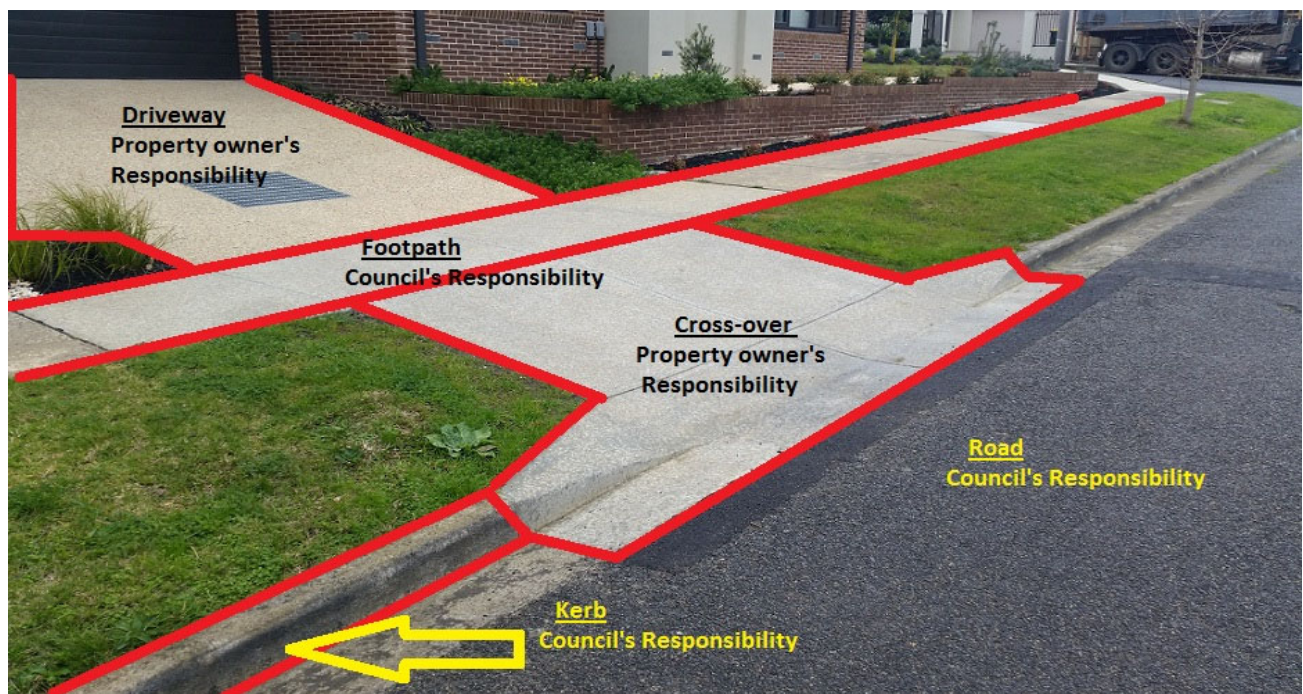
8. Vehicle crossovers and driveways for that portion of the vehicle crossing, other than the footpath, located between the carriageway and the property boundary is the responsibility of the adjoining property owner to maintain. More detail is provided on private vehicle crossing assets in Section 5.
9. Nature strips and infill areas within urban areas which are those residual areas between the edge of the road or back of the kerb and the property boundary not occupied by the pathway and private road crossings. These are generally grassed nature strips with responsibility for maintenance of the grass and any depressions being left to the adjoining property owner.
10. Single property stormwater drains that are constructed within the road reserve from the property boundary to a discharge outlet in the kerb/roadside drain or into the drain/pit are the responsibility of the property owner.
11. Nature strip landscaping works within the road reserve that are not in accordance with any Council policy or have a potential of causing obstruction or injury/damage to pedestrians or traffic movement, private roads driveways, laneways and car parks (common property) associated with private ownership. Council's Nature Strip Guide provides further information and guidance relating to nature strips. A link to Council's Nature Strip Guide is here:
www.manningham.vic.gov.au/sites/default/files/2023-08/Manningham%20Council%20Nature%20Strip%20Guide%202023_0.pdf
12. Street trees and landscaping located on the road reserve that are maintained by Council.
13. Car parks that are constructed or unconstructed areas and are generally used for car parking purposes that are not in the list of car parks on the Register of Public Roads.
14. Underground drainage pipes located within the road reserve.
15. Roads constructed by others or without Council approval, unformed access tracks for the purposes of local access or un-constructed right of ways that are not listed on the Register of Public Roads.
16. Roads which are the full responsibility of the state government, or a private enterprise;
17. Unused roads for which we have not accepted responsibility;
18. Roads drawn out on a plan of subdivision, until such time that we accept responsibility for these roads;
19. Roads which we have not determined are reasonably required for general public use.

5. Road usage

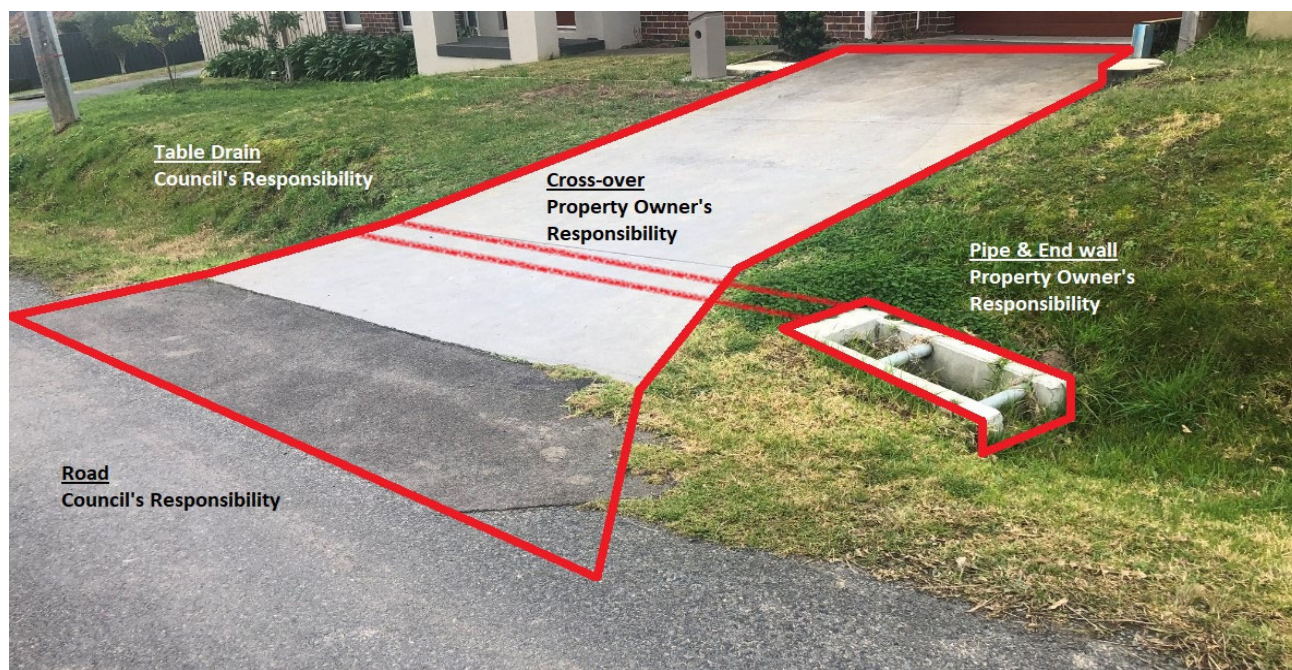
5.1. Vehicle and pipe crossover

Property owners are responsible for the construction and maintenance of vehicle crossings and pipe crossings (driveways) that provide ingress/egress to their properties. These responsibilities include the entire portion of the crossing located within the road reserve between the property line and edge of the road pavement, including the immediate surrounds, but excluding the section of crossing where a footpath has been constructed to Council's standards. Section 107 of the Road Management Act 2004 provides that Council is under no statutory duty to inspect, maintain or repair vehicle crossovers on road reserves that provide access to land adjoining a road. This responsibility rests with the adjoining landowner.

The construction of a vehicle crossover requires a permit and must be carried out to Council standards. Where modifications to Council assets (e.g. paths and kerb and channel) are required, these shall be at the landowner's expense. The landowner is responsible for ensuring the vehicle crossover and the immediate surrounds that the crossover impacts on, are maintained in a safe condition. See examples shown below and on the following page.



In rural areas where there may be no kerb and channel or footpath, the property owner is responsible for the entire driveway and its associated infrastructure in the same way as in an urban environment. This includes any pipes required for roadside drainage under the driveway, and associated end walls, including the immediate surrounds. The property owner is responsible for maintaining the driveway, pipe and immediate surrounds, including the clearing of any obstructions to the flow of stormwater.



Where a connection between Council's footpath network and private property exists, the maintenance and responsibility rests with the adjoining landowner. Although such connections would not normally be permitted, we recognise that there may be scenarios where connections exist or are constructed, and the responsibility would remain with the landowner in the same way as that of a private vehicle crossing.

5.2. Nature strips and infill

Nature strips and infill areas refer to the residual areas between the edges of road or back of the kerb and the property boundary not occupied by the footpath and private road crossings. They provide a space for authorities to house their assets, while providing a space where trees may be planted for shade and beautification of the street.

These are generally grassed nature strips with responsibility for maintenance of the grass and any depressions being left to the adjoining property owner. Property owners/occupiers are encouraged to ensure the nature strip is maintained in a safe and presentable state by regular mowing, edging, weeding and picking up litter. Street trees however, are the responsibility of, and maintained by Council. Street trees may not be planted, removed or interfered with by a property owner.

In accordance with the Road Management Act 2004, sections 40 and 107, Council does not have a statutory or common law duty to inspect, maintain or repair a nature strip.

Modifications or landscaping of nature strips must be undertaken in accordance with Council's Nature Strip Guide. Council's Tree Management Plan also offers guidance and support in relation to the management of trees and nature strips in Manningham. A copy of Council's Tree Management Plan can be found here: <https://www.manningham.vic.gov.au/climate-and-environment/living-natural-environment/tree-management>



5.3. Road work permits

Without a permit, a person must not commence work on a road (road reserve) under the control or management of Council in any way as detailed below:

- commence or carry out any works within the road reserve;
- place any building material;
- use a mobile crane;
- occupy or fence off part of a road;
- erect hoarding or overhead protective awning;
- place moveable signs, tables, chairs or street furniture;
- remove, damage, destroy or interfere with any vegetation, material or other road infrastructure; and
- undertake landscaping works, including the installation of landscaping items, apart from that necessary to level and maintain a safe, grassed nature strip.

Note that 'road' refers to all of the area of land that is within the boundaries of a road, between property boundaries.

6. Road management systems

6.1. Background and process

Road asset management involves managing both physical assets, as well as uses and operation 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 channel
- structures – bridges, culverts and traffic management devices
- road infrastructure – traffic signals and on-road electrical assets.

The aim of our road management system is to deliver a safe and efficient road network and meet community needs to the best of our ability, within available resources.

To create a road asset management system that would best meet our needs when inspecting, maintaining and repairing public roads, we used the following nationally-recognised asset management frameworks:

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

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

6.2. 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 levels in the hierarchy are:

1. Road and street network

This is further divided into the following categories:

- Category 4: Main distributor
- Category 3: Secondary distributor and collector
- Category 2: Local access
- Category 1: Access lane.

See Appendix A for more information.

2. Pathway network

This is further divided into 2 categories, each of which is divided into 3 categories, as follows:

Footpaths

- Category 3: High-use areas
- Category 2: Moderate-use areas

- Category 1: Other areas

Shared and bicycle pathways

- Category 3: High-use pathways
- Category 2: Moderate-use pathways
- Category 1: Other pathways.

See Appendix B for further information.

In developing the road hierarchy classification system for Manningham, consideration has been given to the functionality and operational performance of the local road network that takes into account a number of parameters such as: traffic volumes and types, bus routes, access to abutting properties and linkages with other roads. The classifications are generally consistent with the AustRoads National Functional Road Classification System.

Freeways and Arterial Roads or roads not adopted by Council as their assets to maintain, such as unformed access tracks on public land, unconstructed rights of way, private roads or roads managed by other authorities and/or under private ownership, are not included as part of Manningham's road hierarchy.

6.3. Our road network

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

Table 3.1 – Road length by hierarchy – date last updated: 28/05/2025

Hierarchy	Length (km)	% of network
Arterial roads (DTP managed roads)	72	10
Link roads	47	7
Collector roads	30	4
Local access roads	532	78
Laneways	5	1
Total	686	100

Table 3.2 – Road length by surface type – date last updated: 28/05/2025

Surface type	Length (km)	% of network
Sealed	612.3	99.8
Unsealed	1.5	0.2
Total	613.8	100

6.4. Car parks

Car parks included within the Road Register are those located on the road reserve that are available for general public use. Council is responsible for management and enforcement provisions. Council maintained car parks may also be ancillary areas to arterial roads. Generally, the hierarchy classification and level of service is consistent with that applicable to the access roads. Off-road car parks are not included in Council's Register of Public Roads and the RMP is not applicable to the way Council manages them.

6.5. Bridges and major culverts

Bridges and major culverts included within the Road Register are those located on the road reserve that are available for general public use and for which Council is responsible. Generally, the level of service for bridges is to provide and maintain a safe and practical bridge network and the hierarchy classification is consistent with that applicable to the corresponding road on which the structure is located.

7. Maintenance management system

7.1. Maintenance management

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

The following maintenance requirements shape our 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 3.3).

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 and experience and past performance as a guide.

Response times are monitored and will be periodically reviewed (see section 3.3).

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 – for 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 and 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.

7.2. 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.

7.3. Maintenance surveys and inspections

A four-tier regime is used to inspect our 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 a Council employee and assessed according to the Hazard intervention levels, contained within Appendix F.

2. Proactive inspections

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 plans on a schedule as defined in Appendix D.

7.4. Maintenance responsiveness and performance targets

The following information is recorded when we receive 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, etc.
- 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 Appendix F)
- date when the request was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in section 7.3, followed by any necessary repair works conducted).

By recording this information, we 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.

Customer requests will be inspected and assessed in accordance with timeframes specified in Appendix F. Following are some possible outcomes from a reactive inspection:

- If a defect identified exceeds a *Description / Intervention level* specified in Appendix F, a work order would be created with a date for completion of works in line with respective specified repair timeframes.
- If repairs are significant – for example, 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).
- If the defect is assessed as below the *Description / Intervention Level* specified in Appendix F, it would be noted (including why), but no remedial action will be conducted.

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

Target response times and intervention times are based on 'normal' conditions. The same level of service would not apply in cases where the Plan has been suspended, under Section 3.7.

7.5. Environmental considerations

Environmental issues and considerations are considered when dealing with potential threats to native vegetation on roadsides by promoting best working practice and proactive management to maintain and enhance native vegetation while maintaining road safety and protecting community assets.

7.6. 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;
- safety of road and footpath users.

7.7. Technical references

- International Infrastructure Management Manual (IIMM) 2020, IPWEA.
- AS ISO 31000:2018 – Risk Management – Guidelines
- Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.
- Code of Practice for Road Management Plans.
- Code of Practice for Operational responsibility for Public Roads.
- Code of Practice for Managing Utility and Road Infrastructure in Road Reserves and Worksite Safety Traffic Management.
- Wrongs Act 1958.
- Road Management Act 2004.
- Road Management (General) Regulations 2016.
- Local Government Act 2021.
- VicRoads Risk Management Guidelines
- VicRoads Standard Specification Section 750 – Routine Maintenance

8. Appendix A – Road hierarchy

Category	Description*
Category 4 <ul style="list-style-type: none"> • Main distributor • Link 	<p>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:</p> <ul style="list-style-type: none"> • 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 • minimum two clear traffic lanes (excluding parking).
Category 3 <ul style="list-style-type: none"> • Secondary distributor • Collector 	<p>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:</p> <ul style="list-style-type: none"> • non-continuous connector (do not cross arterial roads) • limited through traffic (not promoted, or encouraged) • cater for, but may restrain, service and heavy vehicles • minimum two clear traffic lanes (excluding parking).
Category 2 <ul style="list-style-type: none"> • Local access 	<p>These carry only local traffic. The primary function is to provide access to private properties. Key features typically include:</p> <ul style="list-style-type: none"> • short distance travel to higher level roads • minimum one clear traffic lane (excluding parking).
Category 1 <ul style="list-style-type: none"> • Lane 	<p>These perform a very minimal function as local access roads. Key features typically include:</p> <ul style="list-style-type: none"> • a side or rear entry lane, generally providing secondary access to properties • low traffic counts.

* Categories follow the Infrastructure Design Manual for residential streets

9. Appendix B – Pathway hierarchy

Footpaths

Category	Area	Description*
Category 3	High-use areas	The category of 'highest use' that includes all footpaths in major shopping precincts and select tourist/shopping precincts.
Category 2	Moderate-use areas	<p>This category includes shopping strips, and other pedestrian generators including, but not limited to:</p> <ul style="list-style-type: none"> • constructed pathways within municipal open space • small strip shopping centres • schools • senior citizens centres, • community centres.
Category 1	Other areas	<p>This category includes all other pathways within road reserves, including:</p> <ul style="list-style-type: none"> • residential areas • commercial areas • industrial areas.

Shared and 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	<p>This category includes pathways connecting to and within shopping strips, and other cyclist traffic generators including, but not limited to:</p> <ul style="list-style-type: none"> • shared pathways within municipal open space • schools • to/from and through popular parks/reserves.
Category 1	Other pathways	This category includes all other shared and bicycle pathways.

10. Appendix C – Inspection requirements

Inspection type	Purpose	Inspection and reporting requirements
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 Appendix F.	<p>Performed by a council representative with knowledge of Description / Intervention Levels (Appendix F) and road maintenance techniques who may then call in a higher level of expertise if necessary.</p> <p>All Reactive inspections are conducted on foot, with defects measured and photographed as specified in this Plan.</p> <p>The report is required to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.</p>
Proactive inspection	<p>Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified.</p> <p>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 Appendix F.</p> <p>In addition, details of the inspection will be electronically recorded against the particular asset inspected.</p>	<p>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 this Plan.</p> <p>Performed by a dedicated Plan inspector.</p>

11. Appendix D – Reactive inspection frequencies

Asset group	Hierarchy category	Reactive inspection timeframe
		WD = Working Days H = Hours
Sealed roads,	Category 4	5 WD
Unsealed roads,	Category 3	10 WD
Regulatory, warning and hazard signs	Category 2	10 WD
	Category 1 – Urban Only	10 WD
Footpaths, kerb and channel	Category 3	5 WD
	Category 2	7 WD
	Category 1	10 WD
Shared and bicycle pathways	Category 3	5 WD
	Category 2	7 WD
	Category 1	10 WD
Bridges and culverts	All	10 WD
Emergency response – all asset / categories		24 H
<p>* Reported Incidents / Hazards that present an immediate and significant risk to members of the public.</p> <p>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.</p>		

12. Appendix E – Road and footpath defect inspections and condition assessments

Pro-active inspections of assets

The following routine hazard inspections are undertaken to identify hazards and defects that require treatment in accordance with the standards Council has set down in its RMP for all roads.

Council roads

Road Management Plan inspections	Elements	Inspection frequency
Hazard inspection- link roads	<ul style="list-style-type: none"> ➤ wearing course and pavements ➤ kerb and channel ➤ drainage pits ➤ guardrail ➤ wire rope barriers ➤ unsealed shoulders ➤ open drain functionality ➤ signs and roadside furniture ➤ line marking and delineation 	3 times per year
Hazard inspection - collector roads		2 times per year
Hazard inspection - access roads		Once per year
Hazard inspection – sealed laneways		Once per year
Hazard inspection – unsealed roads	<ul style="list-style-type: none"> ➤ pavement ➤ guardrail ➤ open drain functionality ➤ signs and roadside furniture 	2 times per year
Hazard inspection - commercial car parks	<ul style="list-style-type: none"> ➤ footpaths ➤ line marking ➤ furniture and signs 	2 times per year

Footpaths

Road Management Plan inspections	Elements	Inspection frequency
Hazard inspection - footpaths	<ul style="list-style-type: none"> ➤ cracking ➤ displacements ➤ pavement 	Once per year

Bridges and major culverts

Road Management Plan inspections	Elements	Inspection frequency
Bridges and major culverts – Department of Transport and Planning level 1 inspection	<ul style="list-style-type: none"> ➤ physical components ➤ associated infrastructure 	Once per year

Activity centres

Road Management Plan inspections	Elements	Inspection frequency
Hazard inspection – neighbourhood and local activity centres	<ul style="list-style-type: none"> ➤ footpaths ➤ obstructions ➤ line marking ➤ furniture and signs 	2 times per year

Condition assessments

The following condition assessments are undertaken to identify deficiencies in the structural integrity and overall presentation of the road and associated road infrastructure.

Condition assessment inspections	Inspection interval
Link roads	Once in 4 years
Collector roads	Once in 4 years
Access roads	Once in 4 years
Car parks (commercial)	Once in 4 years
Footpaths	Once in 4 Years
Bridges within the road reserve (Department of Transport and Planning level 2 inspections)	Once in 3 years

13. Appendix F – 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 4 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			
		Repair times indicated in working days			
		Category 4	Category 3	Category 2	Category 1
Pothole	Potholes in sealed pavement >70 mm in depth and >300 mm in diameter	10 days	15 days	15 days	15 days
Edge break	Edge breaks >50 mm laterally over a 5m or greater length from the nominal seal line	10 days	10 days	15 days	n/a
Edge / shoulder drop	Edge drops onto an unsealed shoulder >70 mm in depth over a 20m or greater length	10 days	10 days	15 days	n/a
Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >50 mm in depth under a 3m long straight edge	10 days	10 days	15 days	15 days
Kerb and channel - displacement	Vertical or horizontal displacement >50mm	10 days	15 days	15 days	15 days
Drainage pits	Damaged or missing Council drainage pit lids (such that they are potentially structurally unsound).	10 days	10 days	10 days	10 days
Missing / damaged warning, hazard and	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective when	10 days	15 days	15 days	15 days

regulatory signs	viewed from the following distances: <ul style="list-style-type: none"> • Speed limit – $\leq 50\text{km/h}$ = 30m • Speed limit – 60km/h = 40m • Speed limit – 70km/h = 55m • Speed limit – 80km/h = 65m 				
Missing / damaged guardrail / fencing	Guard rail/fence damaged or missing making them substantially ineffective	10 days	15 days	15 days	15 days
Missing / damaged pavement markings	Pavement markings which are missing or faded making them substantially ineffective	10 days	15 days	30 days	30 days
Roadside vegetation – overhead clearance	Vegetation intruding into the road envelope: <ul style="list-style-type: none"> • $<4.9\text{ m}$ clearance over the trafficable portion of arterial roads • $<4.5\text{ m}$ over the trafficable portion of Cat 3 & 4 roads 	10 days	15 days	n/a	n/a
	<ul style="list-style-type: none"> • $<4.0\text{ m}$ over the trafficable portion of Cat 1 & 2 roads 	n/a	n/a	30 days	60 days
Roadside vegetation – obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances: <ul style="list-style-type: none"> • Speed limit – $\leq 50\text{km/h}$ = 30m • Speed limit – 60km/h = 40m • Speed limit – 70km/h = 55m • Speed limit – 80km/h = 65m 	20 days	40 days	4 months	6 months

Technical levels of service – interventional levels (footpaths)

Defect type	Description / intervention level	Repair timeframes by hierarchy		
		Repair times indicated in working days		
		Category 3	Category 2	Category 1
Vertical displacement	Vertical displacement \geq 25mm and/or missing pavers	10 days	15 days	30 days
Loose segmented pavers	Vertical displacement \geq 25mm and/or missing pavers	10 days	15 days	30 days
Crushed rock and gravel footpaths	When rutting, potholing and corrugations exceed 50mm depth over more than 50% of the path width.	10 days	15 days	30 days
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	10 days	15 days	30 days
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: <2.5 m over footpath surface	10 days	20 days	40 days
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >200 mm in length/width and >25 mm in depth	10 days	15 days	30 days
Bridge and culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	10 days	15 days	30 days

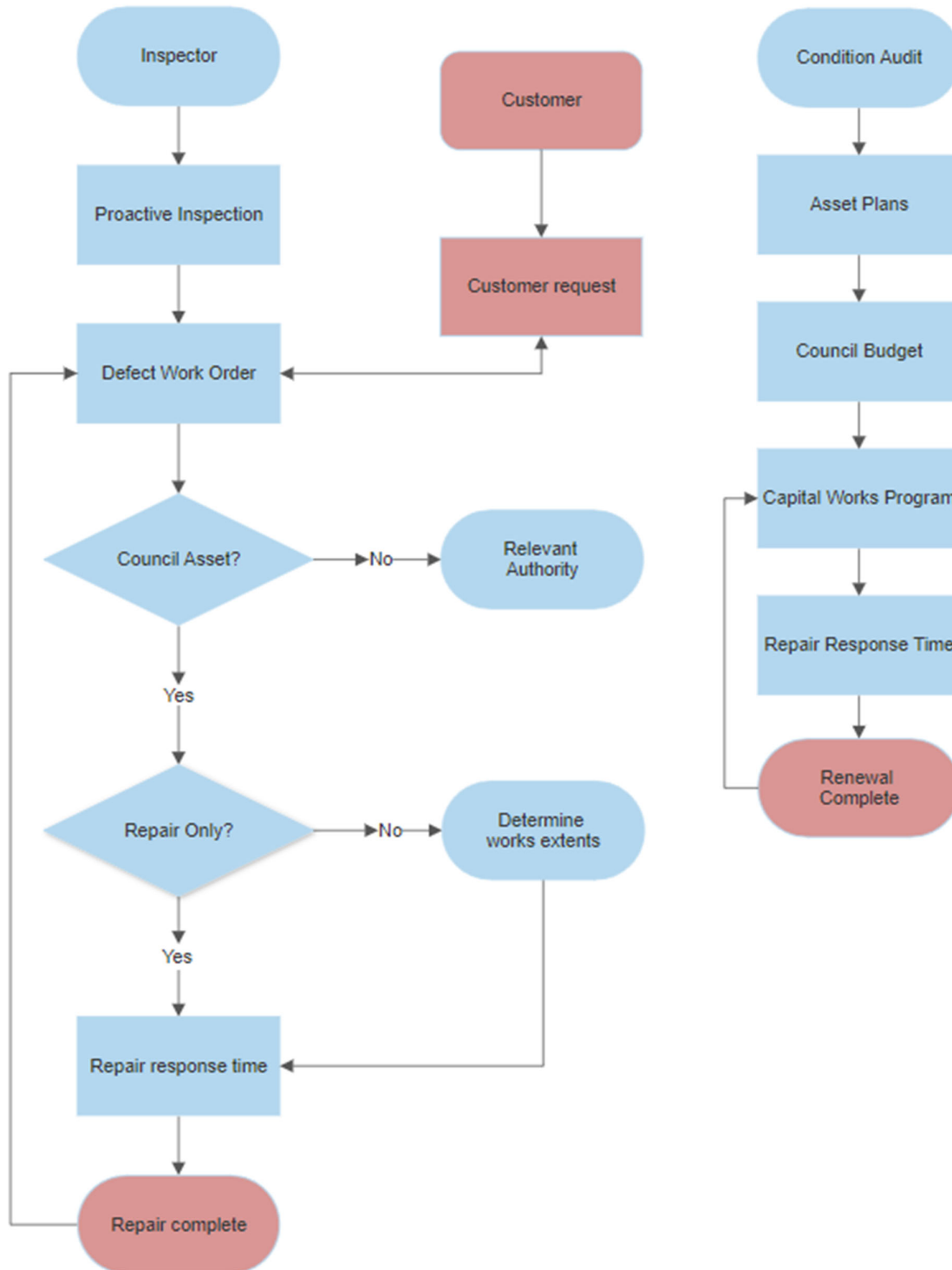
* Pram crossings / ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description / intervention levels.

Technical levels of service – interventional levels (shared and bicycle pathways)

Defect type	Description / intervention level	Repair timeframes by hierarchy		
		Repair times indicated in working days		
		Category 3	Category 2	Category 1
Vertical displacement	Vertical displacement \geq 25mm and/or missing pavers	10 days	15 days	30 days
Loose segmented pavers	Vertical displacement \geq 25mm and/or missing pavers	10 days	15 days	30 days
Crushed rock and gravel footpaths	When rutting, potholing and corrugations exceed 50mm depth over more than 50% of the path width.	10 days	15 days	30 days
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	10 days	15 days	30 days
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: <2.5 m over footpath surface	10 days	20 days	40 days
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >200 mm in length/width and >25 mm in depth	10 days	15 days	30 days
Bridge and culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	10 days	15 days	30 days

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

14. Appendix G – General view of the Road Management Plan (RMP)



Customer request/inspection management process

15. Appendix H – Schedule of changes and amendments

Version	Date	Changes / amendments
V1	2 August 2004	Draft prepared in conjunction with Asset/Service Managers and circulated for internal review
V2	28 September 2004	Final draft prepared taking into account internal staff feedback and comment and approved by Council for public exhibition
V3	30 November 2004	Plan adopted by Council
V3.1	2 June 2009	Plan reviewed and amendments adopted by Council
V4	28 August 2012	Plan reviewed and amendments adopted by Council
V5	28 March 2017	Plan reviewed and amendments adopted by Council
V6	23 November 2021	Plan reviewed and amendments adopted by Council
V7	27 May 2025	Plan reviewed and amendments adopted by Council

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