



Blackall-Tambo
Regional Council

Construction and Maintenance of Roads within the Road Reserve Policy

9 September 2014

Policy Number: Stra 4

Version Number: Two

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1 RESOLUTION

10/09A/14

2 OBJECTIVES

Council has control of extensive lengths of dedicated road reserves on which there is no formal road constructed or a low standard access track constructed by other parties.

Requests are often received for sections of road reserve not included in Council's current road register to be constructed to Council standards and / or maintained by Council.

This policy clarifies Council's position in relation to actions which would be required to be taken prior to consideration being given to adding the subject section of road to Council's road register for ongoing maintenance

3 PROCEDURE

3.1 PURPOSE

Council has at various times, received requests for the inclusion of sections of unformed and un-maintained road within road reserves under the control of Council to be added to the road register for ongoing maintenance. The purpose of this policy is to set out guidelines as to those conditions which would be required to be complied with prior to the road section being added to its road register for ongoing maintenance.

3.2 SCOPE

The policy sets out guidelines related to works within the road reserve to provide access to properties and for such conditions as would be required to be complied with prior to the road section being added to its road register for ongoing maintenance.

4 PRINCIPAL GUIDELINES

Guidelines for construction and maintenance of additional roads within the road reserve are as follows:

4.1 NEED

Council receives numerous enquiries in relation to:

1. Clearing of road reserves and creation of low standard access tracks to properties
2. Construction of roads within the road reserve
3. Maintain and or upgrade an existing road / access track which is not

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contained in Council’s road register and has not been maintained by Council

Standards and requirements in relation to these matters are addressed in the following sections.

4.2 CLEARING

Clearing of trees and access works on road reserves and any approvals required are issued by the relevant State Government Department after consultation with Council. Council reserves the right to refuse/object clearing applications dependent on issues which may arise.

Council does not object to the relevant State Government Department issuing approvals for clearing or minor earthworks for purposes of vehicular access to a property along a road reserve, provided that the relevant State Government Department is satisfied the works are necessary and restricted to the minimum amount practical. No maintenance responsibilities or legal liabilities are accepted by Council.

Where clearing occurs without approval Council may seek restitution of damages generated if deemed necessary.

Proponents of such works are to be required to extend their property public liability coverage over the section of ‘private’ access roadway and constructed within the road reserve.

4.3 ROADWORK’S CARRIED OUT ON THE ROAD RESERVE WITHOUT COUNCIL APPROVAL

Council does not condone or accept any responsibility for any work carried out on a road reserve without its written approval. The section of roadway will not be maintained or improved in any manner by Council and Council may remove or render impassable, the road section if a safety risk to the public has been created. Similarly Council may seek restitution of damages generated by works undertaken without approval.

4.4 APPROVED ROADWORK’S

Council may consider accepting sections of road onto its road register for ongoing control and maintenance subject to the following conditions being met by the applicant:

1. That a registered surveyor be engaged at the applicant’s cost to prepare a survey plan to ensure the existing or proposed roadway will be contained fully within the existing road reserve and not generate any encroachments or off alignment issues. This plan must be presented to Council prior to any physical works being undertaken.
2. Council will only agree to accept this roadway section should it be constructed to a standard equivalent to that shown on Council’s road hierarchy standard cross sections to the road in question. All costs for such works shall be required to be

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- borne by the applicant.
3. Should the applicant request that Council undertake the works, following provision of survey data Council will prepare a cost estimate to construct the roadway to Council's required standards. This information shall be transferred to the applicant/s who will be required to formally agree to accept responsibility for these costs.
 4. Following acceptance of the project costs, negotiations can be undertaken with Council as to the method of delivery of the works, contract or Council, and required materials and pavement and construction specifications required.
 5. Alternatively the applicant can arrange for a suitably qualified contractor to undertake the works to Council's standards, on the basis that Council undertake supervision of the works with the cost of such supervision being at the cost of the applicant.
 6. Following completion of works to the required standards it will be the applicant's responsibility to engage a Registered Surveyor to prepare an 'as constructed' plan of the road section reflecting constructed cross sections and levels for lodgement with Council.
 7. Upon acceptance of the work and receipt of the 'as constructed' plan. Council's Road Register will be amended to reflect the maintenance status of the new work.

Subject to the above conditions being achieved, Council will accept full liability for the standard of all roads maintained as documented in the Road Register.

4.5 DEVELOPMENTS WORKS ON ROAD RESERVE

Council will require road upgrading on any road reserve required for vehicular access to a proposed development generally within but not necessarily limited to the SPA categories of material change of use or reconfiguration of a lot. Development Application and Operational Works procedures apply.

5 CHANGES SINCE LAST REVISION

New Policy as of 9 September 2014 to reflect current procedures

6 RECORDS

When completed and approved the original, signed hard copy of the policy is filed in the Master File.

Electronic copies are saved in the appropriately labelled folder in InfoXpert

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