

Policy 5.0 Works

Road Management

Reference/s

Main Roads WA Standards
Austroads Guide to Road Design
Shire of Cranbrook Corporate Business Plan 2021-2025
Shire of Cranbrook Strategic Community Plan 2021-2031
Shire of Cranbrook Strategic Resource Plan 2017-2032

Date Proposed/Adopted

19 February 2014

Motion Number

14022014

Reviewed	12 March 2025
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This policy supports the delivery of the Shire of Cranbrook Vision

That the Shire of Cranbrook is a proactive, sustainable, safe, friendly and prosperous place to be

PURPOSE

This policy sets out Council's clear and precise guidelines for road management.

SCOPE

Elected Members, Chief Executive Officer, Manager of Works

OBJECTIVE

- To provide and maintain reasonable road access to all properties.
- That all properties are generally within 10 kilometres of a sealed road subject to the following:-
 - That the section of road to be considered for seal is in the preferred direction of travel for those properties it is intended to service.
 - Where the traffic volume 'Annualised Average Daily Traffic' (AADT) exceeds 75 vehicles per day (vpd) and is anticipated to exceed 150 vpd within 10 years of the seal being applied, or the maintenance input and heavy vehicle use is likely to justify it on economical and/or safety grounds, then the nominal seal width is to be 7m with tight radius curves being widened in accordance with Main Roads WA recommendations.
- That existing sealed roads of nominally 3.7m width be considered for widening to a width of 7m width when traffic counts exceed 150 vpd AADT and/or on their merits when maintenance input and heavy vehicle use is considered.
- That a pavement management system be maintained to ensure that the Shire's existing road asset is managed and maintained appropriately including repair, renewal, reseal and reconstruction and that this be documented. A five year road construction program is updated each year prior to adoption of the annual program of works. The five year program is a road management strategy tool, year one of that program is the only year adopted in the annual budget and years two - five are for planning purposes and forward estimates.

PRINCIPLES

1. Annual Road Inspection

- The Council will conduct a road inspection each year as part of the budget preparation.

- To facilitate this process, Elected Members are requested to submit road work suggestions to the Manager of Works two months prior to the annual road inspection to allow the preparation of future road programs and estimates.

2. Local Rural Road Classification

- The following classification system assists in adopting appropriate and consistent standards of work.

CATEGORY CRITERIA	CARRIAGEWAY* WIDTH(m)	CLEARING** WIDTH (m)
1. Major Feeder (arterial)	10	18
2. Lesser Feeder Roads	10	14
3. Multiple Property Access Roads	8	14
4. Single/Minor Access Roads	6	8

* Carriageway width equals top clear pavement running surface (ie: distance between guide posts)

** Clearing to be increased as appropriate on the inside of curves, at driveways and intersections and to maintain visibility to signs and obstructions such as narrow bridges. These nominal clearing widths are in accordance with required legislation and guidelines.

3. Road Construction Standards

- All new construction to be carried out to Main Roads WA standards; and
- ARRB Unsealed roads manual.

4. Entry of Private Property (for materials)

- The provisions of the Local Government Act are to be strictly adhered to, and every endeavour made to reach agreement for removal of materials without compulsion (refer also policy 5.1 Sand and Gravel)

5. Road Access

- a) That ratepayers requiring road access to individual lots that are not already serviced by a constructed road, be required to contribute half the total cost of providing that access.
 - b) Ratepayers requiring road access shall submit a works request to the Shire to have the road access constructed. The Manager of Works shall then prepare an estimate of the cost of the required work for the applicant's consideration and an agenda report to Council for their consideration.
 - (i) In the preparation of such estimate, consideration shall be given to the suitability of the road alignment and the need for resumptions. Should resumptions be required the cost of such shall be included in the estimate. The clearing for the access will be carried out by the Shire at their cost.
 - (ii) Construction of the road access under this policy shall be in accord with the Shire's normal engineering standards.
- a. (i) Where the prepared estimate is acceptable to the applicant ratepayers, they shall submit to the Shire a deposit representing 50% of the estimated cost of the work.
 - (ii) The requested work will be undertaken following approval by Council and provision being made in the annual budget. It will form part of the road works program not later than the financial year following such approval.

- b. On completion of the works, actual costs will be apportioned on the same basis as estimated costs.
 - c. After satisfactory completion of the road access the Shire will assume responsibility for maintenance and future improvements as warranted.
6. **Road Verge Sweeping**
That all bitumen road edges be swept as soon as practicable following road works.
7. **Reticulation Pipes through Culverts**
That Council agree to the installation of polythene water pipes through culverts on Shire roads subject to:
- a) The proponent supplies a plan to the Manager of Works, which clearly indicates the location of the pipes.
 - b) The Shire taking no responsibility for damage to these pipes by Shire equipment or other road users.
 - c) That no obstruction to the Shire’s drainage occurs as a result of these pipe installations.
 - d) The above work be carried out to the satisfaction of the Manager of Works.
8. **Rural Drainage Projects Effecting Road Drainage**
Where a landholder undertakes drainage works (for example contour banks, interceptor banks or drains etc) which alter the natural run off of water from his land necessitating Shire approved alterations to the existing road drainage, including changes to the siting, size or invert levels of culverts the work be charged out at cost to the applicant landholder, not at private works rates, providing the landholder has advised the shire prior to the adoption of its annual budget and the work can be carried out without inconveniencing the Shire’s works program or the work can be included in the Shire’s existing roadworks program at the discretion of the Shire.
Where, as a result of ordinary land clearing, additional water flows along existing natural water ways, the Shire will accept responsibility for providing the culverts or additional culverts required to accommodate the additional water flow.
9. **Street Names and Road Names**
The Council has adopted the following road name themes for future road names within the Shire:
- The names of families, persons and features of historical significance; and
 - Flora and fauna species native to the area.

The following list of names can be used as future road names in the Shire of Cranbrook:

<u>Flora and Fauna</u>	<u>Historical Places</u>	<u>Historical Names</u>
<ul style="list-style-type: none"> • Burchadia • Corymbia • Caladenia • Cossack • Lambertia • Spinebill 	<ul style="list-style-type: none"> • Wonnepup 	<ul style="list-style-type: none"> • Ponton • Marriott

PROCEDURE ASSOCIATED WITH THIS POLICY

Nil

ROLES AND RESPONSIBILITIES

Elected Members

- Ensure adequate resources are available to manage the shire road network; and
- Have a strong understanding of, and support for effective Asset Management throughout the organisation

Chief Executive Officer

- Ensure adequate resources are available to manage the shire road network.

Manager of Works

- Responsible for implementing the budget for road construction and maintenance;
- Ensure that employees are trained in current best practice techniques; and
- All heavy plant and equipment are serviced and well maintained.

Strategic Community Plan

Corporate Business Plan