



Road Management Plan 2025



Mildura Rural City Council





Acknowledgment of Country

Mildura Rural City Council acknowledges the Traditional Owners and Custodians of the land, which now comprises the Mildura Rural City municipality. We pay our respects to Elders past and present and celebrate and respect their continuing cultures and acknowledge the memories of their ancestors.



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Document Control

Schedule of Adoption

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Executive Summary

The Road Management Plan is a statutory plan under the Road Management Act 2004 that sets out the maintenance regime for management of the municipal road network for Mildura Rural City Council (referred to hereafter as Council). It establishes the management system to inspect, maintain and repair its public roads based on policy and operational objectives having regard to available resources.

Our Community Vision outlines what is valued and what should be prioritised for our roads and footpaths.

Our Community Values

- Accessible and connected transport options within our region
- Adequate and sustainable infrastructure to meet future demand
- Car Parking
- Minimal traffic and short commute
- Efficient planning and use of public resources

Our Community Priorities

- Walking paths
- Climate change and sustainability
- Road maintenance and safety
- Train and public transport
- Responsible financial management

Our Council Plan

Effective management of Mildura Rural City Council's roads and footpaths assets enables Council to demonstrate its commitment to the aspirations of 'Our Community Vision' by achieving the following key strategic outcomes of the Council Plan.

- Sustainable infrastructure that meets the current and future community needs
- Improved transport services for our region
- A transport network that is fit-for-purpose
- A financially sustainable organisation
- Serve the community by providing great customer experience, value for money and quality services

The Road Management Plan

This Plan sets out the responsibilities of Council and other stakeholders including road users.

Included in the Plan are details and schedules for:

- Hierarchy classification of all roads and footpaths
- Levels of service - determined by the hierarchy classification and the available funding
- Inspection regimes
- Maintenance activities
- Defect intervention levels
- Response times

This is developed with the consideration of balancing community expectations for service and risk management for Council in funding the capital and operational costs. Our road and footpath assets should provide an appropriate level of service for the community in accordance with the Council Plan, Asset Management Policy and Asset Management Strategy.

Roads and Footpaths Asset Management Plan

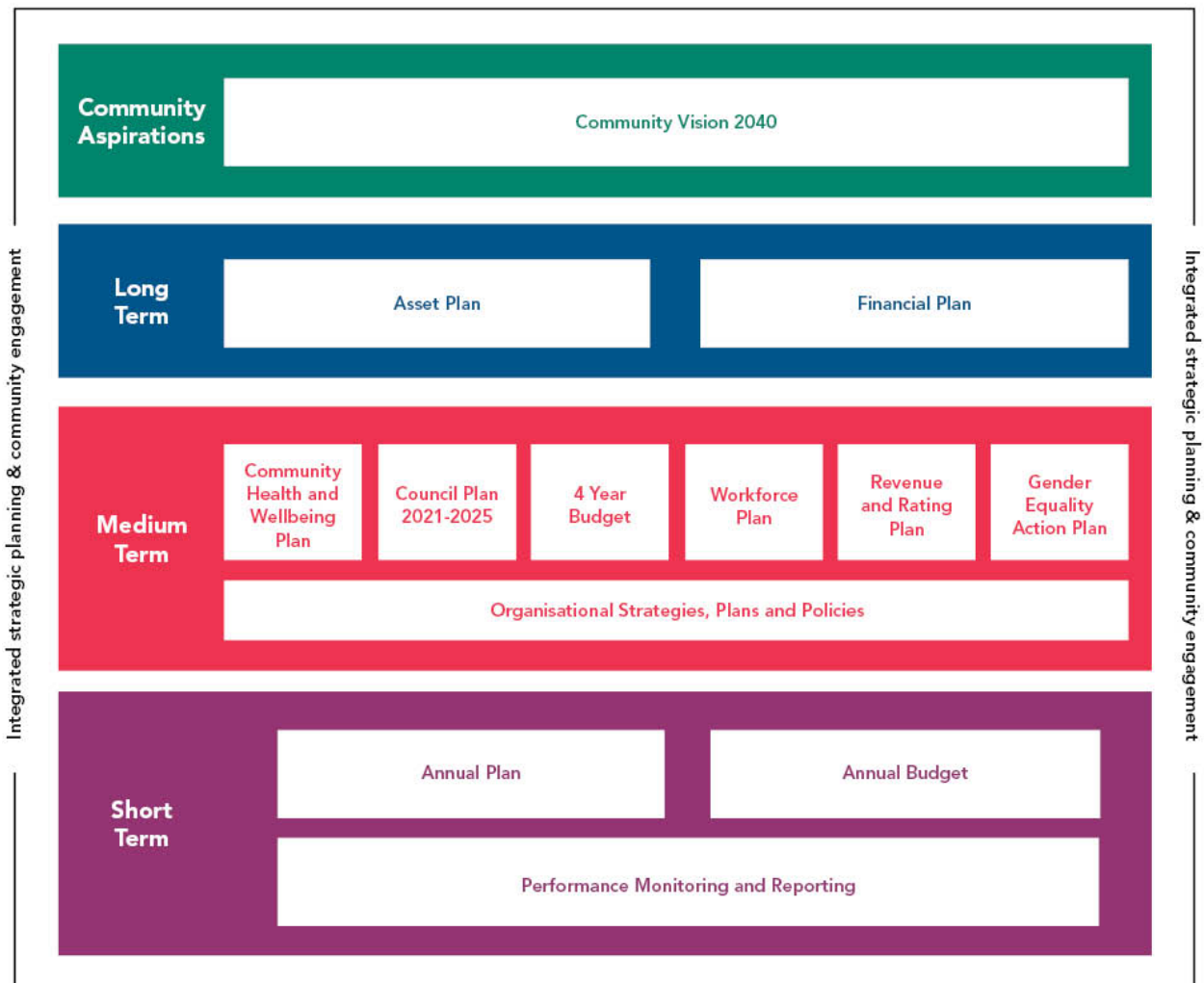
"Deliver the required level of service at the lowest lifecycle cost for our community."

The Roads and Footpaths Asset Management Plan covers the road network asset group that includes roads, footpaths, kerb and channel, bridges and carparks. It sets out how Council will manage the road asset group and includes lifecycle costing forecasts into the future. The Asset Management Plan complements the Road Management Plan by providing background information. These two plans are key elements of Council's strategic road management planning.

Our Consultation

Community input was gathered, and consultation undertaken during the development of the Community Vision and Council Plan. Development of this plan was undertaken through an internal working group and then presented to internal and external stakeholders for review and input.

Integrated strategic planning and reporting framework and outcomes



Introduction

The network of public roads is infrastructure provided to the community to facilitate a safe, convenient and defined means for transporting people and goods around and through Council's municipal area.

This type of infrastructure represents a significant investment by the community and is vital to its health and wellbeing. Along with Council-owned buildings, the road and footpath network constitute the most expensive of the infrastructure assets maintained by the Council for the community. The Road Management Plan establishes the maintenance management arrangements for Council's assets and responsibilities within the road reserve of municipal roads.

The key elements of the Plan include:

- Register of Public Roads for which Council is responsible
- Asset Management System that Council uses to manage maintenance and renewals of its public road network
- Road Inspection Guidance Manual that details maintenance standards and practices used by Council

Public Roads

A 'road' by definition in the Local Government Act 1989 includes a street, right of way, a passage, cul de sac, bypass, bridge or ford, footpath, bicycle path or nature strip, any culvert or kerbing or other land or works forming part of the road. Please refer to S. 3(1) definitions in the Act for the full definition. 'Arterial Roads' are Freeways, Highways and Declared Main Roads which are managed by the State Government through its relevant State Road Authority.

'Municipal Roads' are roads for which the municipal council is the responsible Road Authority. The Road Management Act imposes specific duties on a Council with respect to the inspection, repair and maintenance of municipal public roads which are those that are reasonably required for general public use.

'Other Roads' include roads in state forests and reserves, and roads on private property. Council is not responsible for the care and maintenance of these.

Key Stakeholders

Our road infrastructure is utilised by the community, industry and visitors. It is critical that these assets are provided, maintained and renewed based on need and fit for purpose.

Varying levels of engagement is necessary with the following stakeholders when Council seeks input in relation to determining levels of service and intervention levels. This should be delivered in accordance with Council's Community Engagement Policy CP020 to ensure compliance with the Local Government Act 2020.

- Community
- Emergency Services
- User Groups
- Other governing bodies and Utility Agencies
- Industry
- Visitors/Tourists
- Elected Council
- Executive Leadership Team
- Service Managers
- Asset Managers
- Maintenance Managers
- Financial Services
- Facilities & Assets
- Governance & Risk

"Public roads are those that are reasonably required for general public use"



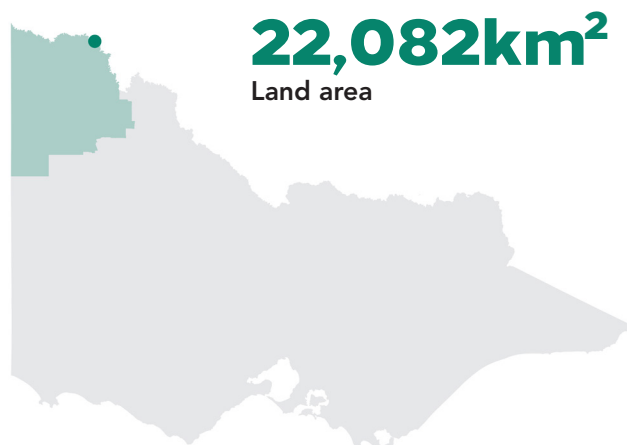
Our region

Located in north west Victoria, the Mildura Rural City Council area covers almost 10 percent of the State.

The region's landscape includes unique Mallee vegetation, broad acre grain properties, extensive horticultural farms and vibrant towns.

Mildura Rural City shares borders with New South Wales and South Australia, which makes it a strategically important regional service centre for three states.

The beautiful Murray River winds its way through much of the municipality and is a focal point for visitors and those who call the region home.



60,281
2024 estimated resident population

100,000
across three states – Victoria, New South Wales and South Australia.



Key industries

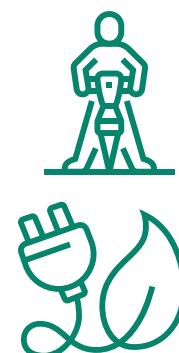
Dryland farming, irrigated horticulture (table grapes, wine grapes, dried grapes, citrus, vegetables and nuts), tourism, food and beverage manufacturing, transport and logistics, retail, health and community services.

Our towns

Cabarita	Koorlong	Nichols Point
Cardross	Merbein	Ouyen
Colignan	Meringur	Red Cliffs
Cowangie	Mildura	Underbool
Cullulleraine	Murrayville	Walpeup
Irymple	Nangiloc	Werrimull

Emerging industries

Renewable energy generation, aquaculture, mineral sands mining and recycling



Our Levels of Service

The adopted levels of service for roads and footpaths assets are based on legislative requirements, customer research and expectations and strategic goals. The primary objective of roads and footpaths assets is that they are safe, convenient, defined, regularly maintained and meet the needs of users.

The Asset Plan provides guidance to Council's Financial Plan and four-year Council Plan. The Roads and Footpaths Asset Management Plan in turn provides input to the Road Management Plan, Financial Plan and Annual Budget. From this the annual works programs for infrastructure maintenance and renewals are developed. Levels of service for maintenance of the road network consider:

- Community views and values through the Plan's advertising and gazettal process
- Industry standards
- The need to provide a road network that is safe for all users
- The need to ensure that the conservation values of roadsides are protected and wherever possible enhanced in accordance with Council's Roadside Management Plan 2010-2014
- Ability of Council to fund maintenance activities

Community Satisfaction Survey

The recently conducted community satisfaction survey 2023 indicates that the overall performance of Council's road and footpath assets has been positive. Council's road and footpath assets are performing equal to or better than the statewide and regional centre average across Victoria.

This Plan is also subject to a community consultation process that may cause changes to levels of service that will then need to be amended in the Asset Management Plan.

Council Plan 2021-2025

The Council Plan contains the following strategic outcomes which relate to road infrastructure:

- Sustainable infrastructure that meets the current and future community needs
- Improved transport services for our region
- A transport network that is fit-for-purpose
- A financially sustainable organisation
- Serve the community by providing great customer experience, value for money and quality services

Relationship with Budget Process

The Plan determines the levels of service for maintaining Council's assets in the road reserve. These levels of service (defect intervention levels and response times) have been predicated on their affordability to Council and therefore the community.

The maintenance levels of service are funded through the annual operations budget.

Road and Footpath Hierarchies

All roads and footpaths within the municipal road network are classified according to a hierarchy in terms of their specific function and user numbers. The hierarchy classification is used to assist in prioritising works programs and intervention responses for any defects that exceed stated intervention levels.

Refer to the table on the next page.

Fire Access Tracks

The use of the classification of 'Fire Access Tracks' by other road authorities does not form part of the hierarchies in this plan. Council has no legal obligation to provide and maintain fire access tracks however if Council decides to maintain a road for the purpose of fire fighting vehicle access as a community service, that function will be attached to a road in the asset register and not as a separate hierarchal class

Category	Usage Description
Paved Areas	Langtree Mall, Eighth and Ninth Street paved areas
CBD and High Use Precinct	Mildura CBD other than Paved Areas, and areas within 100 metres of Schools, Hospitals, Recreation Reserves etc.
Constructed Paths in Other Urban Areas	Footpaths and Shared Path in residential, commercial and industrial areas other than High Use Precinct and urban Bicycle Paths.
Constructed Paths – Rural	Footpaths and Shared Path in Irrigation and Rural areas

Classification	Type	Definition
Arterial	State Road	Main road or highway declared as Arterial by the State Road Authority
Link Roads	Sealed	Sealed roads carrying very high traffic volumes and providing the principal routes for vehicles in and around the major urban areas, linking small townships to arterial roads and linking urban areas within the municipality.
Collector	Sealed	Sealed roads carrying moderate volumes of traffic and linking local areas to link and arterial roads within the municipality.
	Unsealed	Gravel roads within the municipality with relatively high traffic volumes, identified through consultation with local residents as being high priority roads, linking sealed collector roads also, school bus routes.
Industrial	Sealed	Sealed roads carrying predominantly heavy vehicle traffic to industrial facilities.
Local	Sealed	Sealed roads carrying only local traffic to provide access to private properties, from cul-de-sacs in residential areas, within recreation reserves, to horticultural properties and to small rural centres.
	Unsealed	Unsealed roads within the municipality carrying only low volumes for local traffic.
Limited	Unsealed	All-weather road with dimensions adequate to accommodate emergency vehicles within irrigation and rural areas that provide primary access to very few rateable properties with occupied houses.
Unmade Natural Surface	Unsealed	Unshaped road lacking imported pavement material but graded occasionally, typically only used by a few vehicles per day.
Laneway	Sealed	Sealed roads carrying only local traffic, typically providing secondary access to properties with more than one street frontage.
	Unsealed	Unsealed roads carrying only local traffic, typically providing occasional secondary access to properties with more than one street frontage.
Off-Street Car Parks	Sealed	Constructed sealed or unsealed parking lots on Council owned and/or maintained land.
	Unsealed	

Sealing of Unsealed Roads

Council has an extensive road network that is unsealed and recognises residents living in houses located along unsealed roads may prefer the section of roadway within their immediate vicinity be sealed.

Council acknowledges that it does not necessarily have the financial resources to meet all the infrastructure demands in the municipality. This includes meeting the community's demand to seal unsealed roads.

The cost to seal an unsealed road is not simply the cost of bitumen spray. It generally involves:

- Constructing and/or increasing the pavement depth,
- Reconstructing driveways and drainage including widening of culverts,
- Addressing environmental issues such as removal of trees and other native vegetation,
- Applying a primer and final seal.

An evaluation process has been developed to provide guidance on how Council evaluates requests to seal unsealed roads. The intent of this process is to ensure evaluations are applied consistently and objectively; ensuring a transparent, methodical, and equitable approach is applied to all requests to seal unsealed roads.

The Unsealed Roads Best Practice Guide by the Australian Roads Research Board (ARRB) outlines key principles in applying economic evaluations as a method to justify the sealing of a road.

The principles demonstrate that it is generally not economically warranted to seal a gravel road carrying fewer than 100 vehicles per day, whereas if the road is carrying over 250 vehicles per day, justification is probable.

Between the 100 and 250 vehicles per day is where additional social, practical or maintenance criteria may influence the warrants of sealing of these roads even though the economic benefit falls short.

The complete evaluation process used to assess Council road sealing requests can be found in Appendix 6.

Legislative Requirements

There are many legislative requirements relating to the management of assets. Legislative requirements that impact the delivery of road network assets are outlined below.

Legislation	Requirement
Disability Act 2006	Establishes a framework for providing support and services to people with disabilities throughout Victoria.
Disability Discrimination Act 1992	Sets out the responsibilities of Council and staff in dealing with access and use of public infrastructure.
Environment Protection Act 2017	Creates a legislative framework for the protection of the environment in Victoria having regard to the principles of environmental protection.
Local Government Act 2020 Local Government (Planning and Reporting) Regulations 2020	Sets out the role, purpose, responsibilities, and powers of local governments including the preparation of a long-term financial plan supported by asset management plans for sustainable service delivery.
Local Government Act 1989	Establishes the constitutional, electoral and operational arrangements for local government in Victoria. Mostly superseded by the Local Government Act 2020 however still provides statutory definition of what is a road.
Planning and Environment Act 1987	Sets out legislative requirements for planning and environmental concerns in new and upgraded areas. It allows for the impact of asset construction and growth and sets parameters to trigger Council activities/actions.
Road Management Act 2004 and associated Regulations and Codes of Practice	Establishes a coordinated management system for public roads that will promote safe and efficient state and local public road networks and the responsible use of road reserves for other legitimate purposes, such as the provision of utility services. Defines the responsible authorities for all roads within the state. It makes Council the controlling authority for Public Local Roads, Boundary Roads, and parts of Declared Roads within the municipal area and it is therefore responsible for managing the infrastructure assets within them.
Road Safety Act 1986	Safety requirements relating to the use and operation of the road network.
Road Safety Regulations 2009	Sets out regulations for implementing the Road Safety Act.
Transport Act 1983	Sets up structure for the provision and regulation of public and commercial transport.
Workplace Health & Safety Act 2011	To prevent a person's death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a relevant place.
Occupational Health and Safety Act 2004	Aims to secure the health, safety and welfare of people at work. It lays down general requirements that must be met at places of work in Victoria. The provisions of the Act cover every place of work in Victoria. The Act covers self-employed people as well as employees, employers, students, contractors and other visitors

Asset Maintenance Responsibilities

The assets located within the municipal road reserve covered by the Plan for which Council is responsible for maintenance are:

- Road Pavement (base material)
- Road Surface (bitumen or asphalt seal)
- Footpaths and Shared Paths
- Kerb and Channel
- Street Trees
- Carparks
- Other infrastructure such as traffic control devices (roundabouts, traffic humps, etc), line marking and signs.

The table on the following page, from the Roads and Footpaths Asset Management Plan indicates the extent of road network assets for which Council is responsible. Replacement value of the assets as of 30 June 2024 is \$746 million.

Laneways

Throughout the municipality, laneways exist due to either the initial Crown Subdivision of Townships or private subdivisions. The construction of these ranges from being formed and sealed through to undeveloped.

Maintenance and inspection of Council-owned laneways are undertaken as per the levels and frequencies outlined in this document.

An undeveloped laneway is considered a private road as per the relevant Local Government Act, and will only be opened, upgraded and constructed on the basis of benefiting landowners meeting the costs. Council has no responsibility for maintenance and inspection of private roads.

Landowners will be responsible for fencing repair and maintenance as well as litter and rubbish removal. Council's Local Laws have provisions to ensure that landholders follow through with their responsibilities.

Road Register

Council has a Public Road Register naming the roads it is the responsible Road Authority for under the Road Management Act 2004. This register records details of these public roads and ancillary areas for which it has a maintenance responsibility.

The Public Road Register is part of Council's road asset register. This also records information such as the type, condition, configuration and quantity of road assets for which it is responsible, together with a history of the assets including any additions, deletions and changes. Details of the value of infrastructure assets (eg. replacement value, depreciation) is also recorded in accordance with relevant accounting standards.

The Public Road Register is available as a PDF document on Council's website, or for inspection in hard copy at each of the Council's Customer Service Centres. It is updated annually. Changes to the Public Road Register will occur within 30 days of advice of such changes.

Responsibility of Ratepayers for Hazard Reduction

If Council becomes aware through routine inspections or notification from the public of an unacceptable hazard to road users emanating from ratepayer's property, Council will notify the owner and direct them to make the area safe and repair the defect. If the defect is not repaired, and depending on the level of risk assessed, Council may, at its own discretion, repair it as a charge against the property.



Category	Asset	Quantity	Replacement cost as of June 2024
Roads	Sealed Roads	1,069 km	\$636,912,620
	Unsealed Roads	4,249 km	
Footpaths and Shared Paths	Footpaths	359 km	\$69,944,419
	Shared Paths	90 km	
Kerb & Channel	Kerb & Channel	514 km	\$29,884,072
Bridges	Road Bridges	1	\$5,343,110
	Pedestrian Bridges	22	
Carparks	Carparks	3596m2	\$3,975,388
Total			\$746,059,609

Management and Maintenance of Unmade 'Paper' Roads

Council is not obliged to assume responsibility for any road until it has made a decision under the Act, that the road is reasonably required for general public use. An evaluation process has been developed where a road is to be deemed required for general public use and subsequently added to Council's Register of Public Roads. The inclusion of a road in the register is an acknowledgment by Council that it is the coordinating road authority with respect to the road, and therefore has responsibility for its ongoing management and maintenance in accordance with the Road Management Plan.

'Paper road' is a term commonly used for a road that is legally established (i.e. a designated road reservation is recorded in survey plans) but the physical road has not formally been constructed. Paper roads typically comprise a natural surface generally cleared for access to property and formed only with a worn path from local vehicle usage. Paper roads are not uncommon, with several hundred kilometers throughout the municipality. Although the public have the right to access these road reservations at any time, they are not included on Council's Register of Public Roads and as such, are not managed or maintained by Council.

Although there is no obligation to undertake maintenance on paper roads, the following exceptions may apply:

- Maintenance of fire access tracks as defined by the CFA and Municipal Fire Management Plan.
- To reduce fire risk at the request of the CFA.
- Where there is an identified hazard or risk of significant injury, or other legislative requirement (i.e. weed control, drainage etc) considered on a case by case basis.

Council will accept written applications from residents to formally construct or to take on responsibility for a road and applications will be generally assessed against the criteria outlined in the evaluation process.

Conditions and standards of construction will typically be in accordance with the Infrastructure Design Manual (IDM) and relevant engineering standards.

The formation/construction of a road (through any mechanism) to Council standards does not automatically imply that Council will include the road in the Register of Public Roads and assume management and maintenance responsibility. Council as a rule will only take on the management and maintenance of a road subject to the availability of funds, if it provides wider community benefit and if it satisfies the evaluation process outlined in Appendix 7, determining it 'reasonably required for public use'.

This evaluation process applies to paper roads within the local road network in Mildura Rural City Council.

Township Entrance Signage

Community town signage can be found at the entrance of a township within Mildura Rural City Council to inform visitors that they have arrived in a new town and give the community a sense of identification and pride.

Signage planning, design, installation and maintenance is to be completed in accordance with Council's Township Entrance Signage Guidelines and is a collaborative process between the community, Council and Department of Transport and Planning. Under this Road Management Plan, township entrance signage will be inspected along with other regulatory roadside signs as per the frequencies listed in Appendix 3.

Responsibility for the maintenance of this signage sits with the relevant community groups associated with the town each sign is located. Maintenance requirements are outlined in Council's Township Entrance Signage Guidelines.

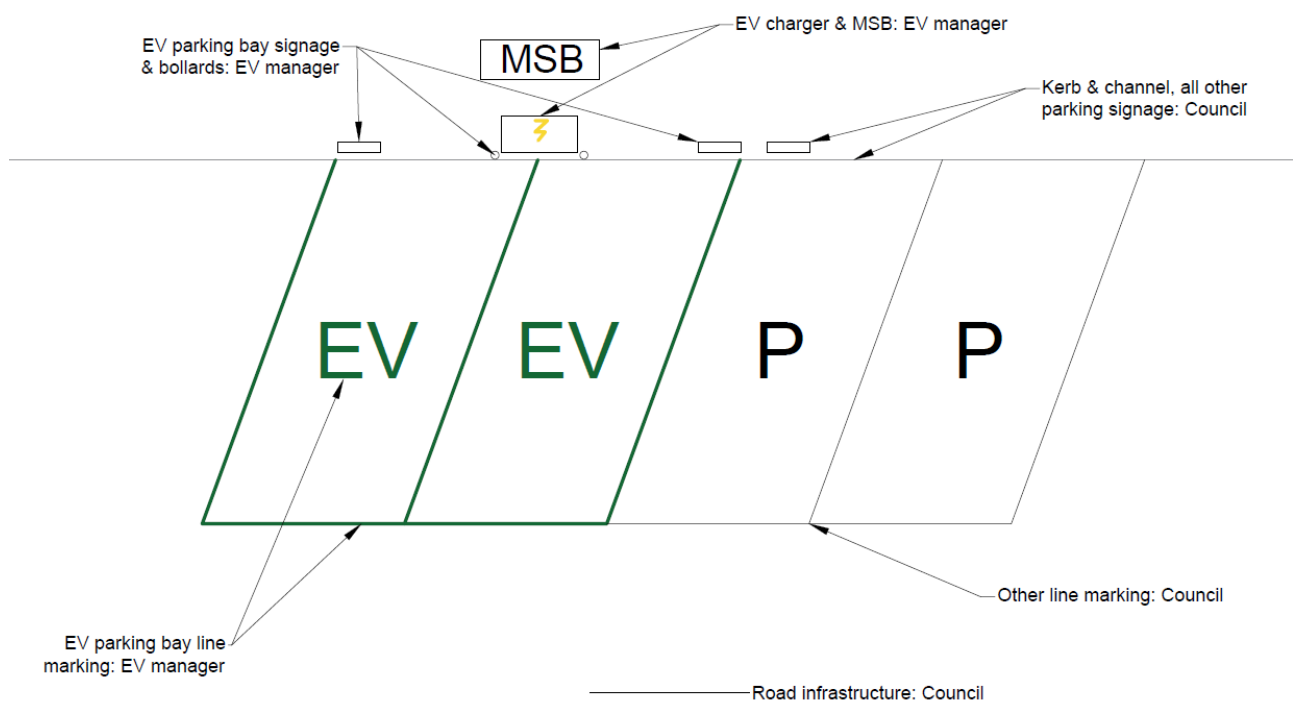
Tourist Business Signage

Similar to township entrance signage, these signs will be inspected along with other regulatory roadside signage by Council as per the frequencies listed in Appendix 3.

Responsibility for the maintenance and updating of this signage sits with the relevant businesses listed on each tourist sign. Requests for new and updated signage are to be made by the business owner through Council, which will then facilitate any signage work required at the expense of the business.

EV Charging Stations

Organisations may seek approval to install EV charging stations within Council's road reserve and will enter into a license agreement for use of this land within the reserve. All charging station-related infrastructure or modifications to the road reserve as a result will be the responsibility of the organisation that has entered into the leasing agreement. A breakdown of these responsibilities is shown in the image below. Note that the below image is for illustration purposes only and does not meet Council design guidelines. For the relevant guidelines please refer to Council's Electric Vehicle Charging Infrastructure Policy and Guidelines available on Council's website.



Demarcations of Responsibility

There are several areas where Municipal Roads interface with roads or railways which are maintained by other authorities such as neighbouring Municipalities, Department of Transport and Planning (DTP), Parks Victoria and VicTrack.

Irrigation Channel Crossings

Responsibility for maintenance and upgrading of existing bridges and culverts in public roads and public highways (as defined by the Road Management Act 2004) is the sole responsibility of Lower Murray Water (LMW) as the 'infrastructure manager'. This includes all approach and warning signage plus guardrails at each channel crossing. LMW must ensure all existing bridges and culverts are maintained and comply with directions given by the coordinating road authority, which for the purposes of the legislation is Council. Any damage to road infrastructure caused by failures of channel infrastructure will be repaired by LMW to the standards directed by the coordinating road authority. Refer to the below image.

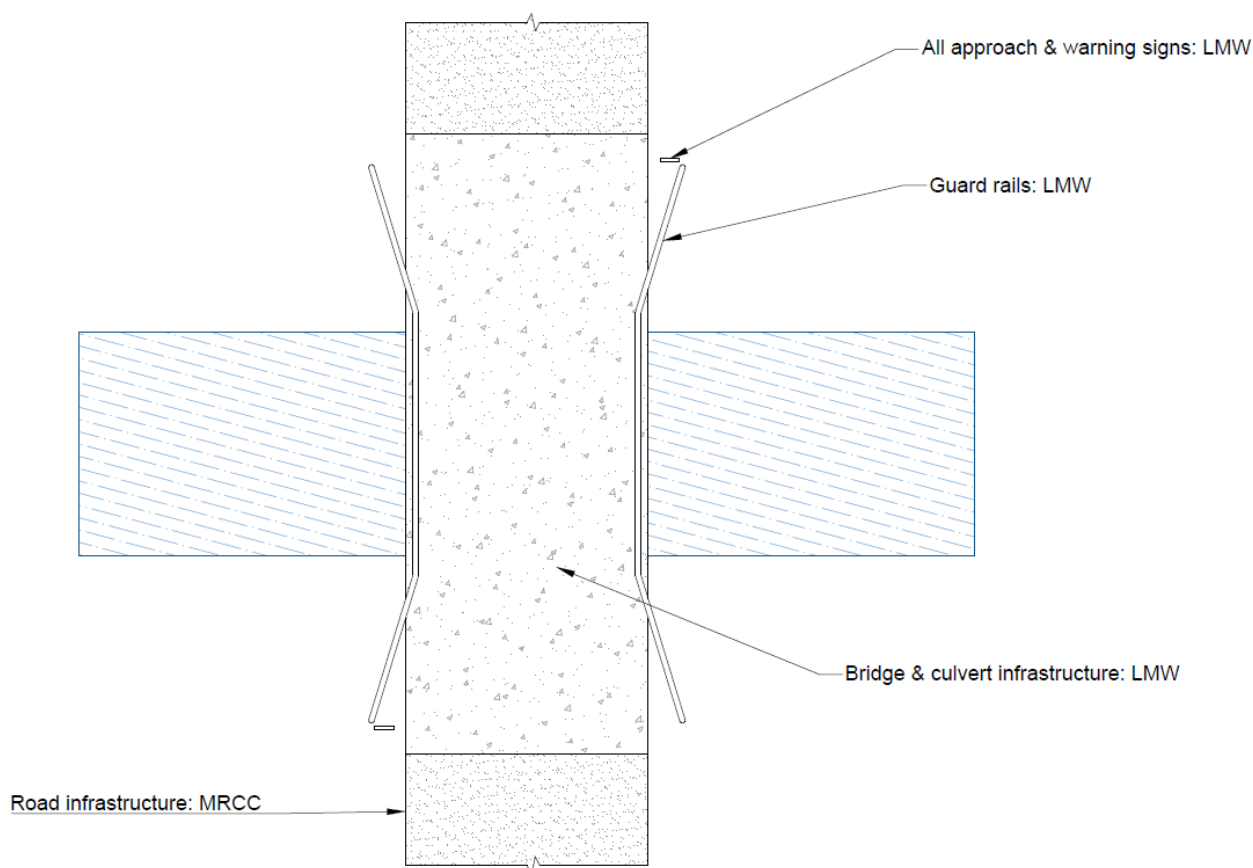
Arterial Roads

Responsibilities for Arterial Roads are divided between Department of Transport and Planning and Council. The Road Management Act 2004 Code of Practice, 'Operational Responsibilities for Public Roads', Gazetted on 30 May 2017, has the following purpose:

- to provide practical guidance by clarifying or determining how the operational responsibility for different parts or elements of a road reserve is to be allocated between road authorities; and
- to establish principles giving practical guidance for determining the boundary between a 'roadway', 'pathway' or 'shoulder', and for determining which road authority is responsible for road-related infrastructure.

Specific arrangements between Council and DTP are made to clarify any issues not contained within the Code of Practice.

Maps highlighting those roads for which DTP has responsibility are included in Appendix 6.



Boundary Roads

In the instance of boundary roads with neighbouring municipal Councils/Authorities, Council has agreements in place for the management functions of these roads with the following:

- VicTrack
- Department of Energy, Environment and Climate Action
- Parks Victoria
- Swan Hill Rural City Council
- West Wimmera Shire Council
- Hindmarsh Shire Council
- Yarriambiack Shire Council
- Buloke Shire Council
- Wentworth Shire Council
- Renmark Paringa Council
- Loxton Waikerie District Council
- Southern Mallee District Council

Private Infrastructure

Landowners are responsible for private roads. In some cases, these are listed in Council's register of public roads, noting that they are private roads, to remove uncertainty about responsibility for these roads.

Body Corporates are responsible for maintenance of any roads and footpaths constructed within their developments.

Crown Land

Several roads are located on Crown Land and are managed by the Department of Energy, Environment and Climate Action (DEECA). Roads through crown land managed by Council are recorded in Council's Register of Public Roads.

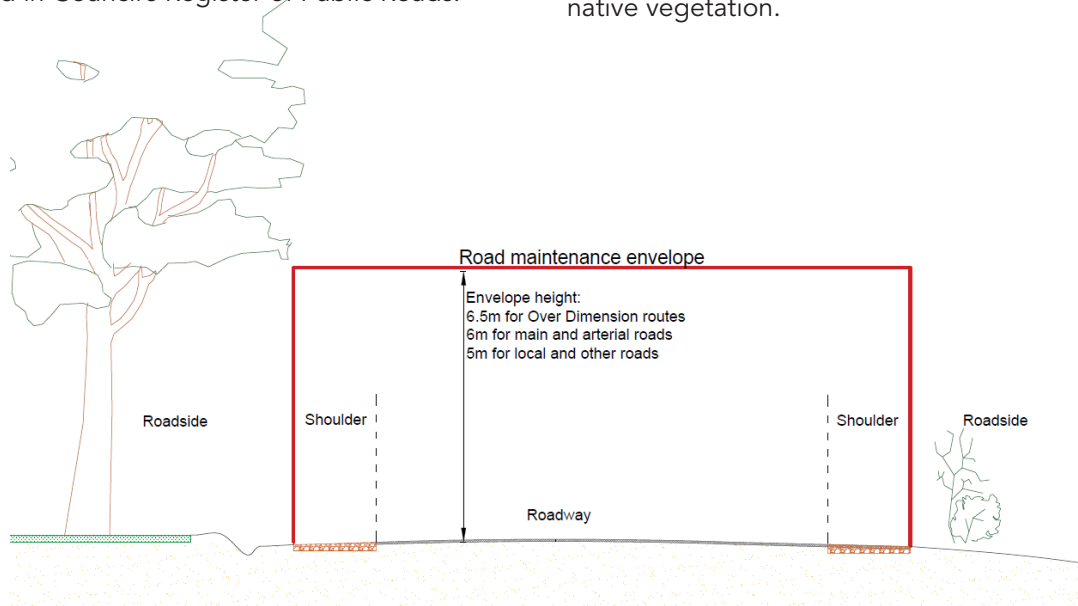
Roadside Vegetation

Clearing of land for development of urban, farming and agricultural zones has resulted in the decline and fragmentation of native vegetation communities over time. A large portion of the remaining remnant native vegetation exists along roadside corridors. Council has identified significant native vegetation corridors and zones within its Native Vegetation and Pest Management Plan. These areas are a priority for enhancement through strategic native revegetation and targeted invasive plant and animal control of which Council is responsible for within the road reserve. The Department of Energy, Environment and Climate Action is responsible for management of public land including state forests and crown land. All relevant legislation that is applicable to the management of native vegetation and pest species can be found in Council's Native Vegetation and Pest Management Plan.

In Victoria, Native vegetation removal is regulated under the Planning & Environment Act 1987. Clauses 52.16 and 52.17 applies to native vegetation. The Road Safety Exemption states that the requirement to obtain a permit does not apply to:

- Native Vegetation removed, destroyed or lopped to the minimum extent necessary by, on behalf of a public authority or municipal council to maintain the safe and efficient function of an existing road in accordance with written agreement of the secretary to the Department of Energy, Environment and Climate Action (as constituted under part 2 of the Conservation, Forests and Lands Act 1987).

The below cross-section shows the road maintenance envelope in which the exemption applies. A native vegetation disturbance form must be completed prior to any works affecting roadside native vegetation.



Infrastructure Within the Road Reserve

Other agencies or authorities are responsible for road and non-road infrastructure within the road reserve, for example.

Lower Murray Water is responsible for maintenance of:

- Underground sewer pipes, pits and pit lids
- Water valves and water mains
- Access roads to LMW facilities they own

Telstra and other communication utilities are responsible for maintenance of their pits and pit lids. Powercor is responsible for maintenance of power poles and power pits.

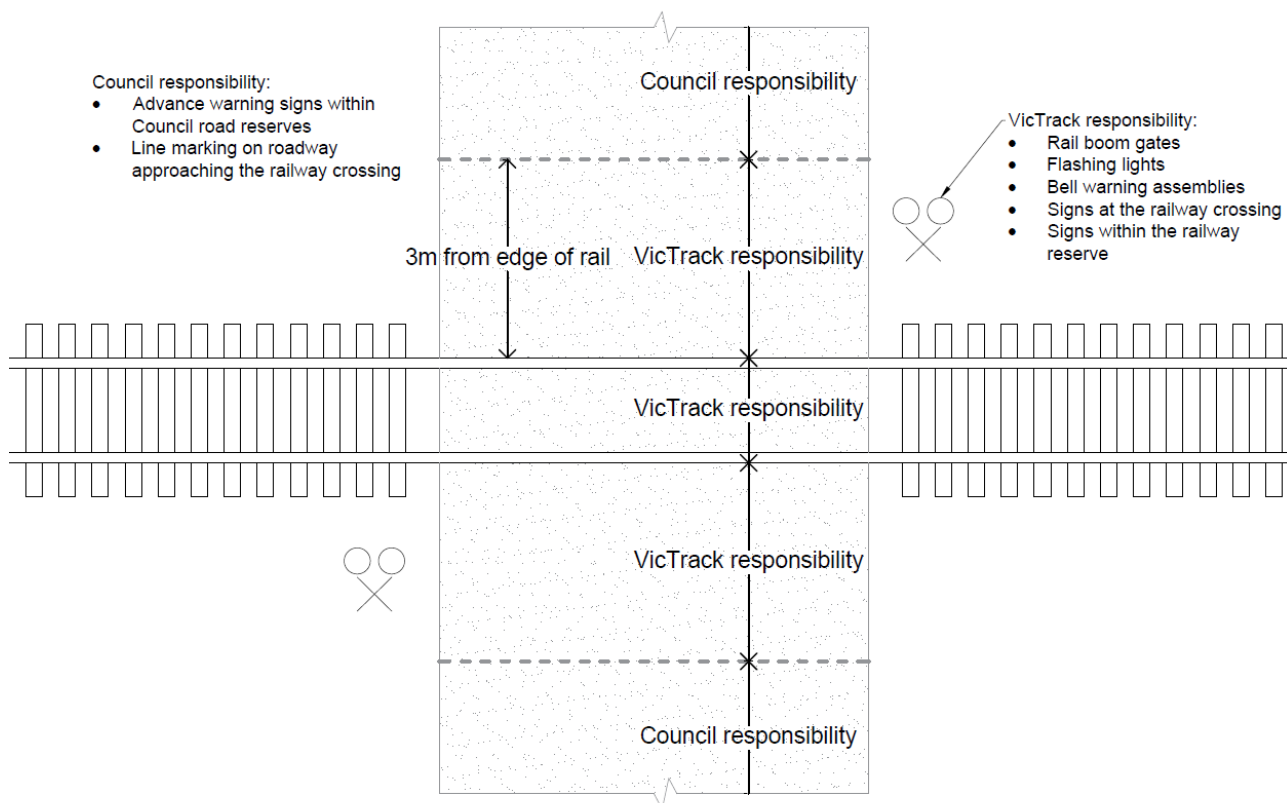
Consent for works on a road to install, maintain and operate any of this other infrastructure within the road reserve must be obtained in accordance with the Road Management (Works and Infrastructure) Regulations 2015.

Rail Interfaces

Council currently has interface agreements in place for rail or rail crossings throughout the municipality. These outline Council's responsibility for the maintenance and inspection of road infrastructure, signage and vegetation within the road reserve. Maintenance and inspection of rail infrastructure, signage and vegetation within the rail corridor is the responsibility of the rail infrastructure manager, typically VicTrack but may also be a private operator which has leased a portion of the relevant rail corridor.

Generally, the Rail Infrastructure Manager has maintenance responsibility for the roadway surface within 3m from each outer rail of its tracks at level crossings. Refer to the below image for more detail.

Additionally refer to the VicTrak Interface Agreement for Level Crossing and Grade Separated Interfaces dated 21 June 2022, available from Mildura Rural City Council's internal records.



Responsibilities of Road Users

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:

- physical characteristics of the road
- prevailing weather conditions
- level of visibility
- condition of the motor vehicle
- prevailing traffic conditions
- relevant road laws and advisory signs
- physical and mental condition of the driver

A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors. They must also have regard to the rights of other road users and take reasonable care to avoid any conduct that may endanger the safety or welfare of other road users. The road user should also take reasonable care to avoid any conduct that may damage road infrastructure and non-road infrastructure on or harm the environment of the road reserve.

Incident Claims

If a person proposes to commence a proceeding in a court based on a claim in relation to an incident arising out of the condition of a public road or infrastructure, the person must give written notice of the incident to the responsible road authority within the prescribed period of the incident occurring in accordance with s115 of the Road Management Act.

In accordance with s110 of the Road Management Act, Council is not legally liable for property damages where the value of the damage is equal to or less than the threshold amount.

Council By-Laws

Council has by-laws in place that restrict what activities can be undertaken within the road reserve and will issue permits for certain activities provided all conditions are met and adhered to. Where a member of the public or organisation proposes to undertake activities within the road reserve that may in any way impede access, or interfere with road infrastructure, it is their responsibility to apply to Council for a permit.

Local Law No.5

This local law, specifically known as 'Protection of Council Assets and Control of Building Sites' is in operation to protect public infrastructure assets and the environment from damage caused by building work.

In relation to management of the road network, this law sets an obligation that a person must not, without an Asset Protection Permit, remove, destroy, damage or interfere with, or cause, suffer or permit to be removed, damaged or interfered with, any Road, Council Land or other Council asset.

Road Opening Permits

A road opening permit is required for builders, contractors/road managers or public utilities to carry out excavation within road reserves.

Where works are being carried out within the road reserve following issue of a road opening permit, all road management and related works will be the responsibility of the applicant and not that of Council.

This is including but not limited to:

- Public safety
- Hoarding
- Stockpiles
- Traffic Management including signage
- Project Management
- Funding

Obligation to Maintain and Keep Safe

In relation to provision of access to the road reserve from adjoining properties, there are several assets within the road reserve that Council does not have an obligation to maintain.

These assets include:

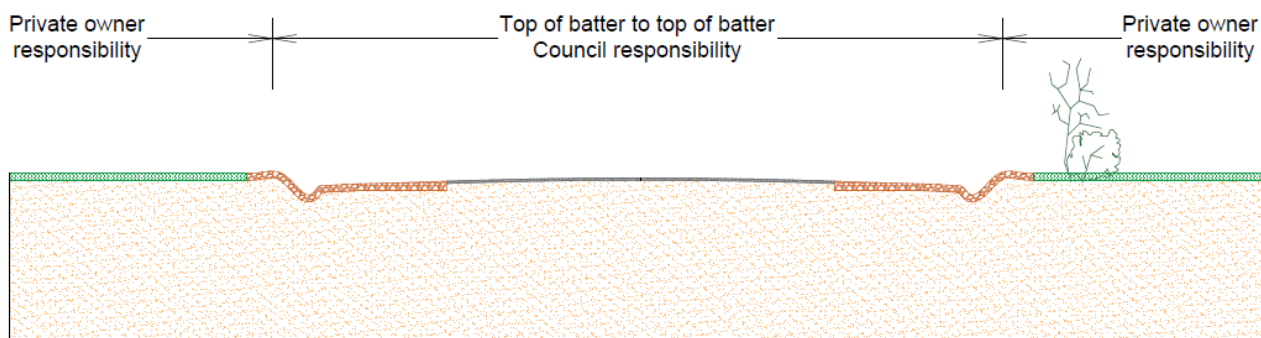
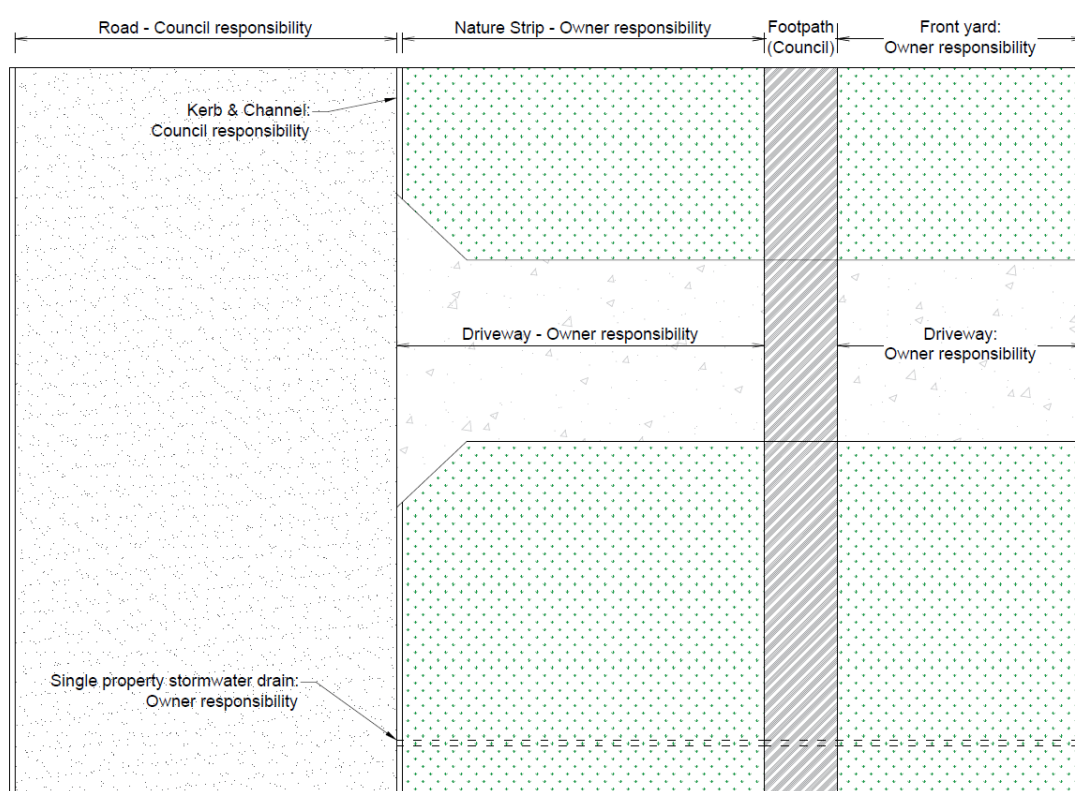
- Vehicle crossings (driveways)
- Nature strips and infill areas
- Single property stormwater drains
- Culvert crossings and endwalls over an open table drain
- Stock grids and gates

Refer to the below images showing the areas of responsibility for property owners in a typical urban street and rural road setting.

Heavy Vehicle Usage

Council has the ability to assess consent applications and issue consent notification to the National Heavy Vehicle Regulator (NHVR) and VicRoads for heavy vehicle use across Council's road network.

Restriction of heavy vehicle usage is required to protect Council's road infrastructure assets against incurring avoidable damage. Heavy vehicle operators need to be aware of the specific conditions regarding Council's rights to grant or refuse consent as well as the approved local roads for heavy vehicle usage.





Management of the Asset

Council's Asset Management Policy and Strategy emphasises that asset management must take a whole of organisation approach to achieve the Community and Council vision and long-term strategic objectives. The sustainable management of assets throughout their lifecycle is the responsibility of several areas across the organisation – those that manage the service to those who maintain the infrastructure. Details of roles and responsibilities can be found in Our Principles and Practices section of this plan.

Defect Intervention Levels and Response Times

The defect intervention level is that point where a defect requires remedial action. The implication of this is that defects can and will exist and to endeavour to address them immediately they are observed is impracticable due to the cost.

Appendix 1 provides schedules for Maintenance intervention criteria and response times.

Defect intervention is typically funded through Council's operational maintenance budget however when a defect is quite large or multiple smaller defects occur over a large section of a road, repair will be required to be funded out of Council's capital works program.

If a defect or multiple defects span an area of greater than 300m², the works required to make the repair are to be submitted as a capital works project. Consideration must be made to the most recent condition assessments made for the road.

Condition Standards

A periodic condition assessment is undertaken of the structural integrity of each of the road asset components. This information is used in financial modelling to determine the best time to undertake retreatment of the asset to restore it to its original condition. Long-term financial strategies can then be developed to plan for asset renewal funding.

The annual review of the strategic asset renewal/replacement needs utilising condition information on the various asset components. This is undertaken through the Roads and Footpaths Asset Management Plan, and provides the input for the development of the annual capital works program for consideration with the annual budget.

Exceptional Circumstances/Force Majeure

Council has an obligation to manage the municipal road network in accordance with its Road Management Plan.

Council also has responsibilities under the Emergency Management Act 2013 that includes a requirement to have a Municipal Emergency Management Plan. Through this Plan, it has responsibilities to plan for and aid emergency services and the community during an emergency or natural disaster.

In accordance with s83 of the Wrongs Act 1958 (Vic), Council reserves the right to suspend compliance with its Road Management Plan in the event of natural disasters and other events including, but not limited to, fires, floods, droughts and the like, together with human factors, such as a lack of Council staff or suitably qualified Contractors. In the event that the Council's Chief Executive Officer (CEO) has, pursuant to Section 83 of the above Act, to consider the limited financial resources of Council and its other conflicting priorities, meaning Council's Plan cannot be met, they will write to Council's Officer in charge of its Road Management Plan and inform them that some, or all, of the timeframes and response times are to be suspended. Once the events beyond the control of Council have abated or if the events have partly abated Council's CEO will write to Council's Officer responsible for Council's Plan and inform them which parts of Council's Plan are to be reactivated and when.

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.

Requests for Service

Customer Requests for Services, both internally and externally, are entered into Council's Customer Request Management System. This enables the requests to be recorded and tracked to facilitate action.

Road Inspection Guidance Manual

The Road Inspection Guidance Manual sets out how operational maintenance is to be carried out to meet the levels of service set by Council. This includes response times to each category of defect, inspection frequencies for the road hierarchies and inspection methodology to achieve a consistent approach across the entire road network within Council's allocated road operational budget.

Asset Inspections

Survey and inspection processes are required for competent management of the road network assets. A four-tier inspection regime has been implemented covering safety, incidents, defects and condition. Council's Road Inspection Guidance Manual and Appendix 2 and 3 list the inspection requirements in detail and also their frequencies.

The inspection program not only identifies safety defects that exceed stated intervention levels and facilitates timely repairs, it also feeds into and guides the development of maintenance and capital works programs.

The inspection regime for the road network covering safety, incidents, defects and condition contains the following:

- Programmed (Defect/Maintenance) Inspections
- Reactive/Safety Inspections
- Condition Inspections

Programmed and Condition Inspections are undertaken by way of a formal timetable regime. Condition inspections are conducted at a lesser frequency than programmed inspections that are designed to find defects due for rectification works.

Asset Lifecycle Activities

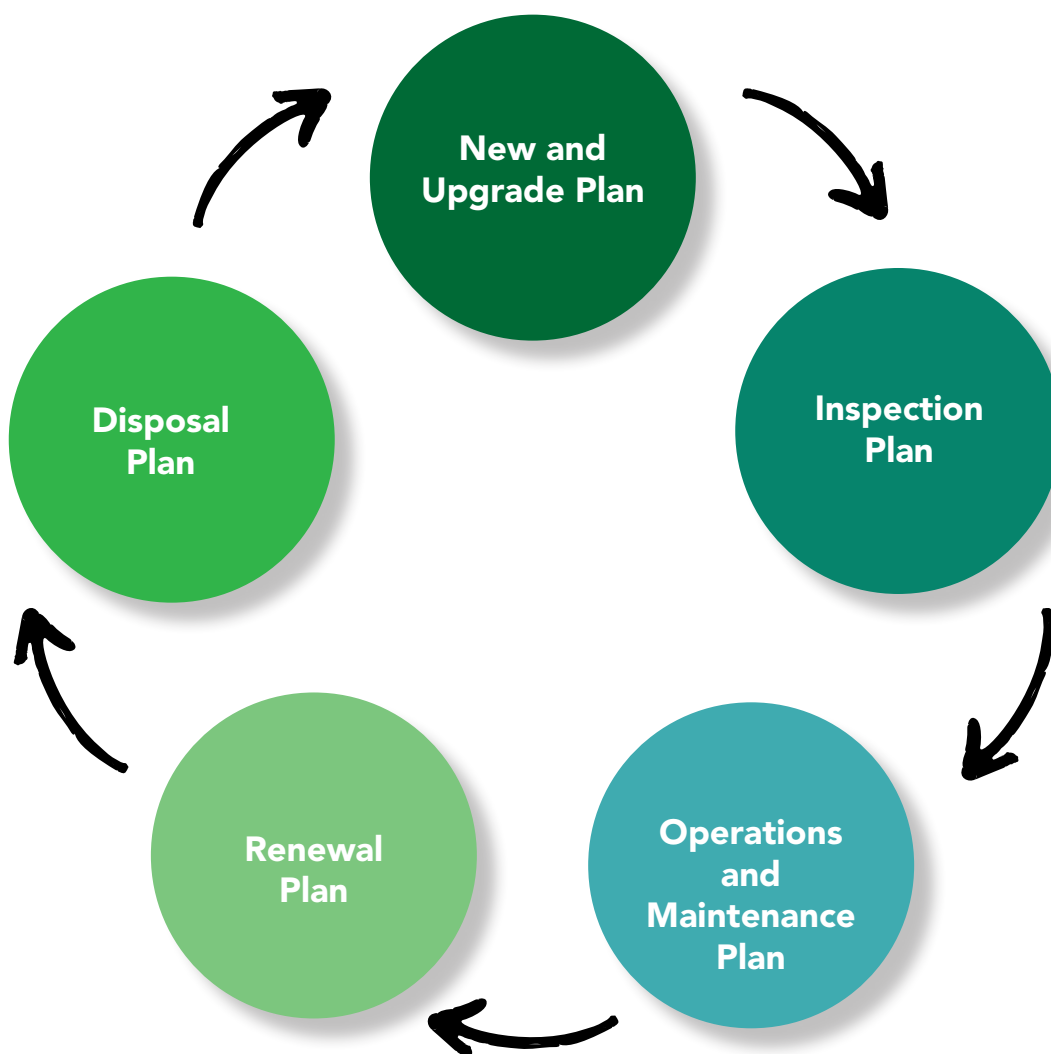
Council also considers the following matters as part of the development of the maintenance standards:

- Road condition surveys
- Routine maintenance inspections
- Routine maintenance standards
- Repair and maintenance works
- Temporary measures and works
- Emergency works

The outcome of the assessment of the various maintenance factors results is the preparation of the annual program for road maintenance, setting out the level of activities and resources to be considered with the annual budget.

The hierarchy of roads and pathways is used as the basis for determining the various standards across the road network in line with relevant risk factors, while considering the type, volume and nature of road usage.

The annual review of the strategic asset renewal/replacement needs, through the Roads and Footpaths Asset Management Plan, will provide the input for the development of the annual capital works program for consideration with the annual budget.





Our Principles and Practices

This section identifies the principles, strategies, practices and guidelines supporting Road Infrastructure Management at Mildura Rural City Council.

Asset Management System (Framework)

The Asset Management System is the set of interacting elements of an organisation to establish Asset Management policies and objectives, and the processes to achieve those objectives (ISO55000). Key principles in ISO55001 relating to the AM System includes:

- The organisation shall integrate the planning to achieve AM objectives with other organisational planning activities, including human resources, financial and other support functions ISO55001 Cl 6.2.2. This emphasises the importance of all business functions to AM. The AM System cannot standalone but needs to integrate effectively across the organisation.
- The need for documentation to support the AM System.
- The AM System must be well communicated within the organisation and with other stakeholders and understood by all those who have responsibilities in the AM System.
- There must be provision for Management Review and organisations must be able to demonstrate management commitment to the AM System.

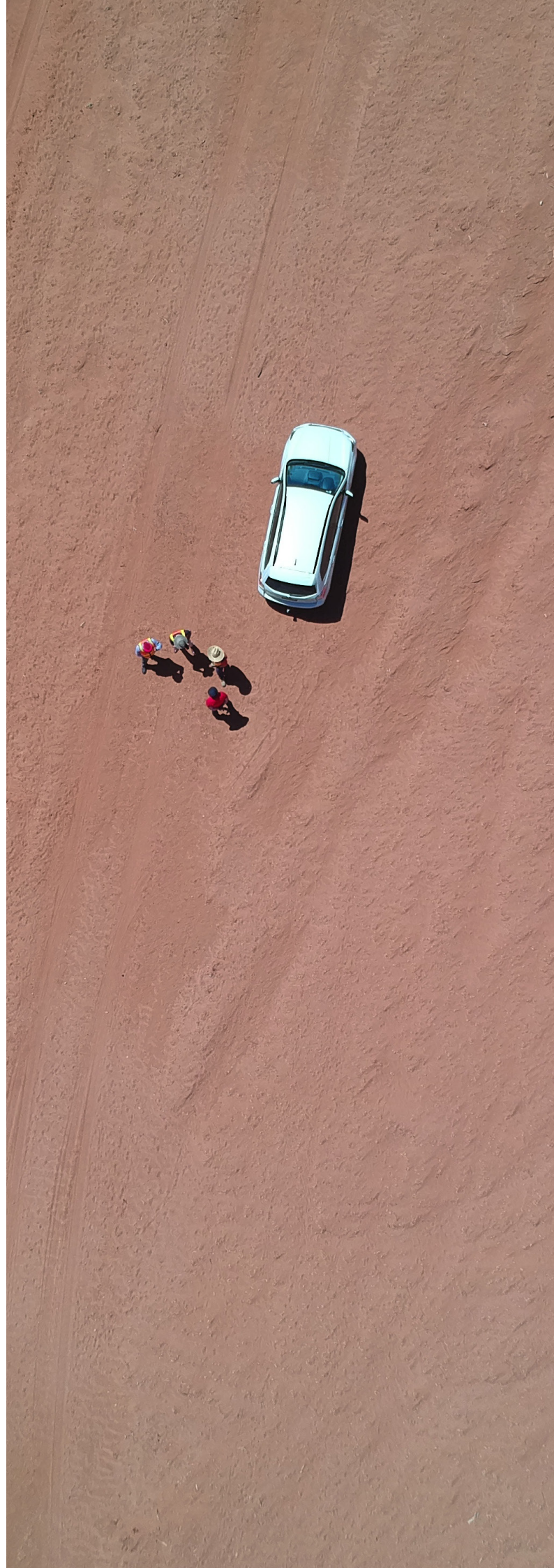
Our Asset Management Documents:

- Asset Management Policy CP031 – Sets guidelines for implementing consistent asset management practices across all areas of the organisation.
- Asset Management Strategy 2020 – Outlines Council's asset management principles and objectives and provides an action plan targeting five key focus areas: Data and Information, Governance, Integrated Planning, Education and Knowledge and Service Planning.
- Asset Management Plans – There are four plans focusing on Council's four major asset portfolios: Roads and Footpaths, Stormwater Drainage, Buildings and Facilities and Public Open Space.
- Data Management Guidelines – Provides a standardised approach in how Council structures, manages and maintains its asset data.
- Integrated Transport and Land Use Strategy – which will be the key document in setting future priorities for alterations to the road freight network.
- Asset Plan – A statutory plan under the Local Government Act 2020 that provides a strategic and financial view of how Council proposes to manage the assets it owns and controls.

Standards and Guidelines

The following standards, specifications and references are applicable for the design and maintenance of roads and footpaths within Mildura Rural City Council's road and footpath network:

- ARRB Sealed Local Roads Manual
- AS 2734 Guide to Good Asphalt Practice
- AAPA Bituminous Surfacing Manual
- ARRB Unsealed Roads Manual
- Australian Standards Field Guides HB81.1-81.9 for Traffic control at Works on Roads
- Austroads Guide to Sprayed Sealing
- Requirements by manufacturers for the use of proprietary products
- Project-specific Technical Specifications
- Risk Management Standard, AS/NZS ISO 31000:2009
- Department of Transport and Planning Standard Specification Section 750 - Routine Maintenance (Performance Based) Standard Specification Section 750 – Routine Maintenance
- MRCC Municipal Road Management Plan
- MRCC Native Vegetation and Pest Management Plan 2024-2028
- MRCC Service Level Agreement – Provision of Infrastructure Services
- Austroads Guide to Traffic Management Infrastructure Design Manual
- DEECA Procedure to rely on the road safety exemption in planning schemes



Roles and Responsibilities for Asset Management

The Local Government Act 2020 requires councils develop an integrated, longer-term and transparent approach to planning, organised around a 20-year community vision.

This, along with Council's Asset Management Policy CP031, emphasises the importance of taking a whole of organisation approach to asset management to achieve its vision and long-term strategic objectives.

Organisational asset management responsibilities are divided into four roles:

- Management of the Service** – Responsible for a service being delivered to the community and the interface between council and the community.
Responsibilities: Service planning, service operations, asset need identification, modification, upgrade or decommissioning/disposal.
- Management of the Asset** – Responsible for how assets are managed, including overall capital works planning on an asset group through the engagement of service providers, maintenance managers and other stakeholders.
Responsibilities: Asset design, capital works delivery, renewal and performance monitoring
- Management of Maintenance** – Responsible for ensuring the asset is functioning as designed to meet defined levels of service and industry standards. This is achieved by monitoring the asset through inspection programs and undertaking maintenance/operational activities.
Responsibilities: Asset inspections and maintenance
- Governance of the Asset Management System** – Responsible for setting up frameworks, systems and processes that can be used across the organisation for asset management-related activities.
Responsibilities: Asset revaluations and other state/federal reporting, asset data management, asset management framework.

Category	Management of the Service	Management of the Asset	Management of Maintenance	Governance of the AM System
Roads	Engineering Development and Delivery	Works & Infrastructure & Engineering Development and Delivery	Facilities & Assets	Facilities & Assets
Footpaths and Shared Paths	Engineering Development and Delivery	Works & Infrastructure & Engineering Development and Delivery	Facilities & Assets	Facilities & Assets
Kerb & Channel	Engineering Development and Delivery	Works & Infrastructure & Engineering Development and Delivery	Facilities & Assets	Facilities & Assets
Bridges	Engineering Development and Delivery	Works & Infrastructure & Engineering Development and Delivery	Facilities & Assets	Facilities & Assets
Carparks	Engineering Development and Delivery	Works & Infrastructure & Engineering Development and Delivery	Facilities & Assets	Facilities & Assets

Our Improvements and Monitoring

Performance Measures

The following performance measures are used to measure the performance of this plan:

- Community Surveys
- Customer Service Requests numbers
- Response times for addressing defects are met within the prescribed times
- Annual renewal programs are completed as scheduled

Audit Review Process

Mildura Rural City Council's Management Systems require ongoing internal auditing for compliance issues and external auditing for legislative purposes. This is to ensure that Council's services are performing consistently, and that Service Units' internal processes remain current.

Roads and Footpaths Asset Management Plan

The Roads and Footpaths Asset Management Plan will be reviewed during annual budget preparation and amended to recognise any changes in service levels and/or resources available to provide those services following the budget decision process. To ensure that the Asset Management Plan remains a useful document and relevant to the ongoing management of the asset, the Plan will be reviewed annually, with a full review completed every four years.

Road Management Plan Review

The Plan is a statutory document and is related closely to the Roads and Footpaths Asset Management Plan. Both will be reviewed at the same time to ensure that any changes necessary are incorporated into both documents. Both are to be reviewed in accordance with the Road Management (General) Regulations 2016.

Where there are changes to the RMP that require Council endorsement, the amended RMP will need to be put through the process of Council endorsement, gazettal notice of public exhibition, public exhibition, consideration by Council of any public comment, then approval of the amended document as adjusted, and gazettal notice of the adoption. The Roads and Footpaths Asset Management Plan may also need to be amended to ensure it matches the RMP.

Where changes are made that do not materially alter the technical aspects of management (standards and specifications) and seek only to enhance the information provided within the Plan, the changes will be approved by Council's General Manager Infrastructure & Assets.

Community Input and Engagement

Inquiries regarding changes to road infrastructure can be made through Council's customer request services. Any requests for changes to the service level of road infrastructure will be assessed against the criteria outlined in this Plan. If the criteria determines that changes to the Plan are recommended, then the review process above will be followed. A reply will be provided to the customer who has made the initial request once a determination has been made. Any material changes to the Plan will undergo public exhibition and must be approved by Council.

Improvement Plan

The following table lists identified actions necessary to enhance the management of Council's road and footpath assets. The primary focus over the next few years is to improve the assignment of our roads within each classification and review these in line with the current and future outcomes of Council's strategic direction and planning.

Task No	Task	Responsibility	Timeframe
1	Undertake a review of road and footpath hierarchies and associated maintenance intervention and response times based on importance and priority. Seek alignment with proposed VicMap classifications.	W&I ED&D F&A	4 years
2	Undertake workshop/s to review individual roads within the municipality and determine whether each road requires a change of assigned hierarchy.	W&I ED&D F&A	4 years
3	Review and implement a revised heavy vehicle restriction framework in line with outcomes of Council's Integrated Transport and Land use Strategy.	ED&D	4 years
4	Identify and recommend Council roads that would be suitable for lobbying to the State Road Authority to upgrade to Arterial classification.	W&I ED&D	4 years

ED&D Engineering Design & Development

W&I Works & Infrastructure

F&A Facilities & Assets



References

- Council Plan 2021-2025. Available from <https://www.mildura.vic.gov.au/Council/Policies-plans-and-strategies/Community-Vision-Council-Plan>
- Asset Plan 2022 – 2031. Available from <https://www.mildura.vic.gov.au/Council/Policies-plans-and-strategies/Council-Plans-Strategies>
- Asset Management Policy CP031. Available from <https://www.mildura.vic.gov.au/Council/Policies-plans-and-strategies/Council-Policies>
- Asset Management Strategy 2020. (Mildura Rural City Council Internal Document Only)
- Roads and Footpaths Asset Management Plan 2023-2027. (Mildura Rural City Council Internal Document Only)
- Public Road Register. Available from www.mildura.vic.gov.au/Services/Infrastructure-and-Parking/Footpaths-Roads
- Road Inspection Guidance Manual v4.1 April 2016. (Mildura Rural City Council Internal Document Only)
- Annual Report and Budget. Available from <https://www.mildura.vic.gov.au/Council/Policies-plans-and-strategies>
- Native Vegetation and Pest Management Plan 2024-2028. Available from <https://www.mildura.vic.gov.au/Council/Policies-plans-and-strategies/Council-Plans-Strategies>
- Service Level Agreement – Provision of Infrastructure Services Nov 2004.(Mildura Rural City Council Internal Document Only)
- Austroads Guide to Traffic Management. Available from <https://austroads.com.au/network-operations/network-management/guide-to-traffic-management>
- Road Management Act 2004 Code of Practice 'Operational Responsibility for Public Roads'. Available from [https://www.vic.gov.au/codes-practice-under-road-management-actPerpendicular Operational Boundaries Agreement.\(Mildura Rural City Council Internal Document Only](https://www.vic.gov.au/codes-practice-under-road-management-actPerpendicular Operational Boundaries Agreement.(Mildura Rural City Council Internal Document Only)
- Road Management Act Demarcation Resolution (Schedules 3, 4 and E (Mildura Rural City Council Internal Document Only)
- Township Entrance Signage Guidelines 2021. (Mildura Rural City Council Internal Document Only)
- Procedure to rely on the road safety exemption in planning schemes. Available from <https://www.environment.vic.gov.au/native-vegetation/native-vegetation-removal-regulations/exemptions-from-requiring-a-permit>

Key standards, manuals and guidelines include:

- International Infrastructure Management Manual Version 4.0 - 2011, IPWEA
- IPWEA-NAMS.AU Practice Notes 1 – Footpaths and Cycleways, 2007
- IPWEA-NAMS.AU Practice Notes 2 – Kerb and Channel, 2008
- Risk Management Standard, AS/NZS ISO 3100:2009
- All relevant Australian Standards and Codes of Practice
- 'Australian Rainfall and Runoff – A Guide to Flood Estimation' - Institution of Engineers Australia, 1987.

Other References include:

- DVC, 2006, 'Asset Investment Guidelines', 'Glossary', Department for Victorian Communities, Local Government Victoria, Melbourne
- IPWEA, 2011, 'International Infrastructure Management Manual', Institute of Public Works Engineering Australia, Sydney, www.ipwea.org.au
- Department of Transport and Planning Standard Specification Section 750 - Routine Maintenance (Performance Based)
- Austroads "A Guide to the Visual Assessment of Pavement Conditions (1987)"
- Unsealed Roads Manual – Guidelines to Good Practice – Revised August 2000
- Sealed Local Roads Manual – Guidelines to good practice: design, construction, maintenance and rehabilitation of pavements – Revised and expanded edition – July 2005

Appendices

Appendix 1 – Maintenance Intervention Levels

Defect Description	Hierarchy	Category	Maintenance Criteria	Response Time
SEALED PAVEMENT				
POTHOLE PATCHING Treatment of isolated failed pavement areas <0.25m ²	Link and Collector	1	1. Potholes in sealed pavement >300mm in diameter and >100mm deep 2. Repair of failed pavement areas that have resulted in holes (potholes), using appropriate materials to repair the potholes and restore the riding surface to a smooth condition.	72 Hours
		2		180 Days
	Industrial	1		72 Hours
		2		180 Days
	Local	1		72 Hours
		2		180 Days
	Laneways	1		72 Hours
		2		365 Days
	Car Parks	1		72 Hours
		2		365 Days
REGULATION OF WHEEL RUTS AND DEPRESSIONS Depressed or rutted areas of pavement <5m ² .	Link and Collector	1	1. All ruts or depressions >100mm depth measured with 1.2m straightedge transverse, or under a 3m straightedge longitudinal 2. All ruts or depressions >40mm and <100mm depth measured with 1.2m straightedge transverse, or under a 3m straightedge longitudinal	14 Days
		2		180 Days
	Industrial	1		14 Days
		2		180 Days
	Local	1		14 Days
		2		180 Days
	Laneways	1		14 Days
		2		365 Days
	Car Parks	1		14 Days
		2		365 Days
CRACK SEALING Filling of cracks and joints, excluding 'crocodile' cracking,	Link and Collector	All	Any Longitudinal cracking >2m in length and >=5mm in width Any Transverse cracking >2m in length and >=5mm in width	365 Days
	Industrial			365 Days
	Local			365 Days
	Laneways			365 Days
	Car Parks			365 Days
SURFACE TREATMENT Areas of pavement <25m ² with: (a) Loss of aggregate (b) Bleeding or flushing (c) Extensive or 'crocodile' cracking	Link and Collector	All	(a) stripping (>50% loss of aggregate for an area >5m ²) (b) bleeding/flushing for an area >50m ² (c) all 'crocodile' cracking	365 Days
	Industrial			365 Days
	Local			365 Days
	Laneways			365 Days
	Car Parks			365 Days
PAVEMENT CLEANING Cleaning of pavement including intersections, kerbs and channels to remove debris which is a danger to traffic or pedestrians or prevents the free drainage of the pavement.	Link and Collector	1	1. When fallen debris, slippery substances, accumulation of granular material, ponding of water or any other obstacle becomes a danger to traffic or pedestrians 2. When accumulation of aggregate, dirt or debris prevents the free drainage of the pavement	72 Hours
		2		180 Days
	Industrial	1		72 Hours
		2		180 Days
	Local	1		72 Hours
		2		180 Days
	Laneways	1		72 Hours
		2		365 Days
	Car Parks	1		72 Hours
		2		365 Days

EDGE REPAIR Repair of broken edges of seal to line and level to maintain nominal sealed width.	Link and Collector	1	1. When edge break exceeds 150mm laterally over at least a 1m length from the nominal seal line 2. When edge break >75mm and <150mm laterally over at least a 1m length from the nominal seal line	72 Hours
		2		180 Days
	Industrial	1		72 Hours
		2		180 Days
	Local	1		72 Hours
		2		180 Days
	Laneways	1		72 Hours
		2		365 Days
	Car Parks	1		72 Hours
		2		365 Days
DEFORMATION Treatment of isolated failed pavement areas between 0.25m ² and 30m ² in area and segment deformation >40mm	Link and Collector	All	All failed areas	180 Days
	Industrial			180 Days
	Local			365 Days
	Laneways			365 Days
	Car Parks			
UNSEALED SHOULDER (a) drop off from edge of seal to shoulder; (b) roughness, scouring or potholes; holding of water.	Link and Collector	1	1: Drop off/Build-up >100mm depth measured over a 20m length. 2: Drop off >50mm and <100mm depth measured over a 20m length. 2: Potholes, scouring or roughness >75mm depth measured with a 1.2m straightedge, or when there is holding of water	72 Hours
	Industrial	1		72 Hours
		1		72 Hours
	Local	2		180 Days
		Car Parks		2
	UNSEALED PAVEMENT			
UNSEALED ROAD Spot gravelling, pothole repair, grading or reshaping.	Link and Collector	1	1: Pothole In the traffic lane >500mm diameter and >150mm deep 2: Potholes, scouring or roughness >50mm in depth and <150mm in depth measured with 1.2m straightedge 2: Continuous corrugations over 20m exceeding 40mm in depth	72 Hours
		2		180 Days
	Local	1		72 Hours
		2		365 Days
	Car Parks	1		72 Hours
		2		365 Days
DRAINAGE				
SURFACE DRAINS AND VERGES Cleaning and reshaping to maintain flow of water and protect road and roadside from scour	Link and Collector	All	When there is, or is likely to be, ponding of water or scouring	180 Days
	Industrial			
	Local			
SUBSURFACE DRAINS Cleaning of outlets and pits to maintain flow of water	Link and Collector	All	When debris inhibits free flow	180 Days
	Industrial			
	Local			
	Car Parks			
CULVERT AND PIT CLEANING AND STORM WATER DRAINS Cleaning of culverts, pits and stormwater drains to maintain flow of water	Link and Collector	All	When debris inhibits free flow	180 Days
	Industrial			
	Local			
	Car Parks			

CULVERT AND PIT REPAIR Repair or replacement of damaged culverts, pits, surrounds, grates, lids or lintels and headwalls	Link and Collector	1	1: Damaged or missing drainage pit lids, surrounds, grates, in pedestrian areas or traffic lanes 2: When culvert or pit becomes non-functional	72 Hours
		2		180 Days
	Industrial	1		72 Hours
		2		180 Days
	Local	1		72 Hours
		2		180 Days
	Car Parks	1		72 Hours
		2		365 Days
KERB AND CHANNEL CLEANING Cleaning to maintain flow of water	Link and Collector	All	When debris, uplift, slumping or damage inhibits free flow	180 Days
	Industrial			180 Days
	Local			365 Days
	Laneways			365 Days
	Car Parks			365 Days
DRAINAGE BASINS Minor repairs of scouring on batters, slashing, mowing and weed control. Maintenance of all depth markers and warning signs.	All	All	Any scour depth >300mm Maintain vegetation height to max. 300mm Replace damaged or vandalised signs	180 Days
GROSS POLUTANT TRAPS This activity covers the routine inspection and cleaning of GPT's and litter baskets to ensure the GPT continues to operate as designed	All	All	When debris inhibits free flow	180 Days

Defect Description	Hierarchy	Category	Maintenance Criteria	Response Time
VEGETATION				
GRASS MOWING SEALED Mowing of roadside areas to maintain sight distance and reduce hazards to road users	Link & Collector	All	<ul style="list-style-type: none"> To maintain sight distance of 30m in advance of all road approaches and departures 3m behind the line of guideposts (if allowable) Where there are no guideposts mowing shall be to a width of 5m from the edge of pavement, if practicable Maintain grass length to a maximum 300mm 	180 Days
	Local			365 Days
GRASS MOWING UNSEALED Mowing of roadside areas to maintain sight distance and reduce hazards to road users	Link & Collector	All	<ul style="list-style-type: none"> To maintain sight distance of 30m in advance of all road approaches and departures 3m behind the line of guideposts (if allowable) Where there are no guideposts mowing shall be to a width of 5m from the edge of pavement, if practicable Maintain grass length to a maximum 300mm 	180 Days
	Local			365 Days

Defect Description	Hierarchy	Category	Maintenance Criteria	Response Time
EDGE TRIMMING Trimming of grass clear of kerbs or seal to maintain drainage	Link & Collector Industrial Local	All	All growth 100mm forward of back of kerb or seal.	180 Days 365 Days
GRASS AND WEED CONTROL Control of vegetation growth, including around road furniture, on paving over kerb and channel, on traffic islands and on the road pavement.	Link & Collector Industrial Local	All	<ul style="list-style-type: none">Grass and weeds that restrict intersection sight distance or obscure safety signsMaintain grass length to a maximum 300mm	180 Days 365 Days
TREE AND SHRUB MANAGEMENT Maintenance of roadside areas, including brush cutting, foliage trimming and removal of non-native vegetation.	Link & Collector	1	1: Tree limbs or trees that are in immediate danger of falling and causing a danger to the public	72 Hours
		2		180 Days
	Industrial	1	1: Trees and shrubs which restrict intersection sight distance or obscure safety signs, or intrude into clearance envelope over trafficable areas of roads and paths	72 Hours
		2		180 Days
	Local	1	2: Cut and remove new tree and shrub growth within drains, clear zones, the shoulder and verge Maintenance of vegetation to a minimum if 3m from edge of seal on sealed roads.	72 Hours
		2		365 Days
	Car Parks	1	2: Trim trees to maintain:	72 Hours
		2		365 Days
	Footpath	1	<ul style="list-style-type: none">Minimum 0.3m from back edge of kerb/or 1m from shoulder	72 Hours
	Footpath paved areas CBD and High use	2	<ul style="list-style-type: none">Minimum 3.5m height clearance over shoulderMinimum 4.9m height clearance over traffic lane	365 Days
	Footpath all other constructed		<ul style="list-style-type: none">Minimum 2.4m height clearance over footpathsBranches trimmed up to 1/3 foliage of each individual tree	365 Days

Defect Description	Hierarchy	Category	Maintenance Criteria	Response Time
NATIVE VEGETATION Maintenance of native vegetation in roadside areas to the minimum extent necessary in accordance with the Planning & Environment Act 1987	Link & Collector	1	1: Tree limbs or trees that are in immediate danger of falling and causing a danger to the public	72 Hours
		2	1: Removal (excluding large native canopy trees) to maintain existing road infrastructure, maintain existing sight lines and control pest animals and weeds.	180 Days
	Industrial	1	2: Lopping or pruning of trees, provided no more than 1/3 of the foliage of each individual tree is lopped or pruned.	72 Hours
		2	2: Vegetation removal (including lopping of overhanging branches from trees) from within the Road maintenance envelope. The road maintenance envelope extends over the roadway and shoulder as defined in the Road Management Act 2004 and includes a vertical clearance height as follows:	180 Days
	Local	1	- 6.5 meters for Over Dimension (OD) routes	72 Hours
		2	- 6 meters for main and arterial roads - 5 meters for local and all other roads	365 Days

Defect Description	Hierarchy	Category	Maintenance Criteria	Response Time	
ROAD FURNITURE					
SIGN REPAIR Repair, reerection and cleaning of signs, including supports.	Link & Collector	1	1: Any sign or support damage which is a hazard to the public	72 Hours	
		2		180 Days	
	Industrial	1	1: Regulatory and Warning signs missing or damaged at a critical location	72 Hours	
		2		180 Days	
	Local	1	2: Straighten signposts when more than 5 degrees off vertical, or replace when damage renders ineffective	72 Hours	
		2		180 Days	
	Car Parks	1	2: Clean sign and delineator faces when reflectivity is reduced due to accumulation of dirt	72 Hours	
		2		365 Days	
GUARD FENCE AND WIRE ROPE SAFETY BARRIER If defined as MRCC responsibility. Realignment, repair or replacement of isolated guard fence < = 15m/section, including terminal sections, posts, rails and cleaning of delineators.	Link & Collector	1	1: Missing or damaged at a critical location making them substantially ineffective 2: Defective guardrail, posts and hardware	30 Days	
		2		180 Days	
	Industrial	1		30 Days	
		2		180 Days	
	Local	1		30 Days	
		2		365 Days	
GUIDEPOSTS AND DELINEATORS Cleaning, painting and/or replacement of damaged and missing guideposts, marker posts and delineators. Straightening or replacement of crooked or bent guideposts	Link & Collector	1	1: Guideposts missing or damaged at a critical location	30 Days	
		2		180 Days	
	Industrial	1	1: Functional requirements not met	30 Days	
		2	1: Not visible from 150m at night, on low beam	180 Days	
	Local	1	2: Missing, bent or damaged guidepost, marker post or delineator	30 Days	
		2		365 Days	
	FOOTPATHS AND SHARED PATHS				
	SEALED/OTHER PAVED AREAS Replacement, repair or regulation of defective paved areas <2m².	All	1	1: Defective pedestrian areas on islands, footpaths and bicycle/shared paths with a step >50mm	180 Days
2			1: Reinstatements and unfilled gaps between footpath slabs 50mm or greater	365 Days	
	2: Defective pedestrian areas on islands, footpaths and bicycle/shared paths with a step >20mm and <50mm				
	2: Reinstatements and unfilled gaps between footpath slabs >20mm and <50mm				
CONSTRUCTED UNSEALED PATHS	1		1: Pothole >150mm in depth	72 Hours	
	2		2: Pothole >50mm and <150mm in depth and >300mm in diameter	365 Days	
		1: Washout/Scouring >150mm in depth			
		2: Washout/Scouring >50mm and <150mm in depth and >300mm in width			

Defect Description	Hierarchy	Category	Maintenance Criteria	Response Time
KERB AND CHANNEL	Link & Collector	All	>50mm step or misalignment	180 Days
Maintenance of all concrete kerb and channel adjacent to the carriageway	Industrial		180 days	
	Local		365 days	
	Car Parks		365 days	
EMERGENCY				
EMERGENCY CALLOUT				
Attend site and make safe any defects presenting a hazard to the public.	All	All	Any defect presenting a hazard to the public.	3 Hours
TREE BAYS	Link & Collector	All	>50mm step or misalignment	180 Days
Maintenance of all concrete kerb and channel that form part of tree bays in median or along roadside	Industrial		180 Days	
	Local		365 Days	
	Car Parks		365 Days	

* If a Response Time date elapses on a weekend or public holiday, the actual due date will be the next working day



Appendix 2 – Inspection Requirements

Inspection Type	Purpose	Inspection Performed by and Reporting Requirements
Reactive/Safety Inspection	<ul style="list-style-type: none"> Safety inspections are designed to identify all defects likely to create danger or serious inconvenience to users of the network or the wider community. Safety issues may be detected as the result of: <ol style="list-style-type: none"> formal programmed defect inspection; or observation followed by notification to Council by members of the community or Council employees while undertaking their normal work duties with a subsequent safety inspection to be conducted by an appropriate Council Officer 	<ul style="list-style-type: none"> Council representative with some knowledge of road maintenance techniques who may then call in a higher level of expertise if necessary Recording to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion
Incident Inspection	<ul style="list-style-type: none"> An inspection carried out to comply with the requirements the Road Management Act [Division 5 – Claims Procedure, Clause 116] This inspection enables an incident condition report to be prepared for use in legal proceedings and the gathering of information for the analysis of the causes of accidents and the planning and implementation of road management and safety measures 	<ul style="list-style-type: none"> Qualified engineer or experienced technical officer with extensive knowledge and experience in road construction and maintenance practices Formal Incident Report required, as described
Programmed Inspection	<ul style="list-style-type: none"> Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified in the Asset Management Plan A record of each street/road is to be completed detailing the name of the inspector, the inspection date, time and street/road name and a description of any defects found that are at the specified intervention levels defined in the Asset Management Plan In addition, a notation must be recorded of any street/road inspected where no defect was apparent under the specific rigour of the inspection 	<ul style="list-style-type: none"> Engineer or technical officer with knowledge of road maintenance techniques A record of the inspection is to be signed by the inspector for placing on Council's asset database for reference purposes (NB: this may include insurance or litigation requirements)
Condition Inspection	<ul style="list-style-type: none"> An inspection specifically to identify deficiencies in the structural integrity of the various components of the road infrastructure assets which if untreated, are likely to adversely affect network values. The deficiencies may well impact short-term serviceability as well as the ability of the component to continue to perform for the duration of its intended life span The condition inspection process must also meet the requirements for accounting regulations and asset management Regular or periodic assessment, measurement and interpretation of the resulting condition data is required to determine the need for any preventive or remedial action then development of relevant programs of rehabilitation or renewal works 	<ul style="list-style-type: none"> Inspection undertaken under the direction of a qualified engineer or experienced technical officer with extensive knowledge and experience in road construction and maintenance practices Specific data to be recorded is determined by requirements of the Asset Management Plan and the Asset Management Data System used to assess asset component needs.

Appendix 3 – Programmed Inspection Frequencies

Asset Group	Hierarchy Category	Inspection Type, Frequency and Department Responsible to undertake Inspection			
		Programmed	Branch	Condition	Branch
Sealed Roads	Link	6 months	Facilities & Assets	5 years	Facilities & Assets
	Collector	6 months	Facilities & Assets	5 years	Facilities & Assets
	Industrial	6 months	Facilities & Assets	5 years	Facilities & Assets
	Local	6 months	Facilities & Assets	5 years	Facilities & Assets
	Laneways	6 months	Facilities & Assets	5 years	Facilities & Assets
Unsealed Roads	Collector	6 months	Facilities & Assets	5 years	Facilities & Assets
	Local	6 months	Facilities & Assets	5 years	Facilities & Assets
	Limited	12 months	Facilities & Assets	5 years	Facilities & Assets
	Unmade Natural Surface	12 months	Facilities & Assets	5 years	Facilities & Assets
	Laneways – Urban only	6 months	Facilities & Assets	5 years	Facilities & Assets
Off-Street Car Parks	Sealed	6 months	Facilities & Assets	5 years	Facilities & Assets
	Unsealed	6 months	Facilities & Assets	5 years	Facilities & Assets
Bridges	Guardrail protection	6 months	Facilities & Assets	5 years	Facilities & Assets
	MRCC Responsibility only	6 months	Facilities & Assets	5 years	Facilities & Assets
Rail Crossings	Areas of MRCC responsibility only	6 months	Facilities & Assets	5 years	Facilities & Assets
Traffic Control Devices	Rubber speed cushions	12 months	Facilities & Assets	N/A	Facilities & Assets
	Concrete speed cushions	N/A	Facilities & Assets	5 years	Facilities & Assets

Asset Group	Hierarchy Category	Inspection Type, Frequency and Department Responsible to undertake Inspection			
		Programmed	Branch	Condition	Branch
Line marking	Link	6 months	Facilities & Assets	5 years	Facilities & Assets
	Collector	6 months	Facilities & Assets	5 years	Facilities & Assets
	Local	12 months	Facilities & Assets	5 years	Facilities & Assets
Roadside Furniture	Regulatory Signs	6 months	Facilities & Assets	N/A	Facilities & Assets
	Bus Shelters	2 years	Facilities & Assets	4 years	Facilities & Assets
Roadside Vegetation	Street Trees – Urban (General)	2 years	Parks & Recreation	N/A	Parks & Recreation
	Street Trees - Urban (Power line Clearance)	12 months	Parks & Recreation	N/A	Parks & Recreation
Footpaths and Shared Paths	Langtree Mall, Eighth and Ninth Street paved areas	6 months	Facilities & Assets	4 years	Facilities & Assets
	Mildura CBD and High Use Precinct	6 months	Facilities & Assets	4 years	Facilities & Assets
	Footpaths in other Urban Areas	12 months	Facilities & Assets	4 years	Facilities & Assets
	Footpaths in Irrigation and Rural areas	12 Months	Facilities & Assets	4 years	Facilities & Assets
Kerb and Channel (vantage point from road)	Link	6 months	Facilities & Assets	4 years	Facilities & Assets
	Collector	6 months	Facilities & Assets	4 years	Facilities & Assets
	Local	6 months	Facilities & Assets	4 years	Facilities & Assets
	Rural Irrigation Intersections	6 months	Facilities & Assets	4 years	Facilities & Assets

* If a Programmed Inspection Frequency elapses on a weekend or public holiday, the actual due date will be the next working day

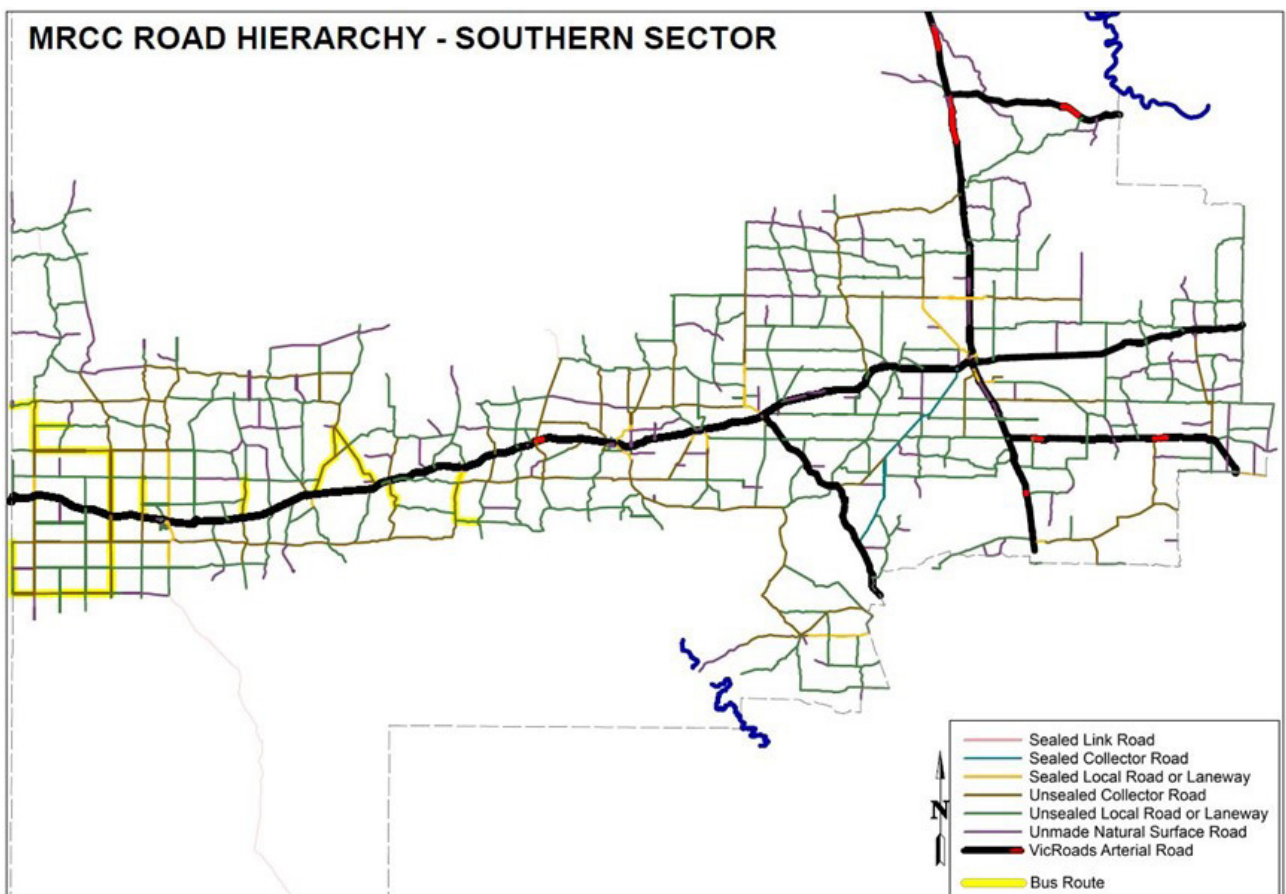
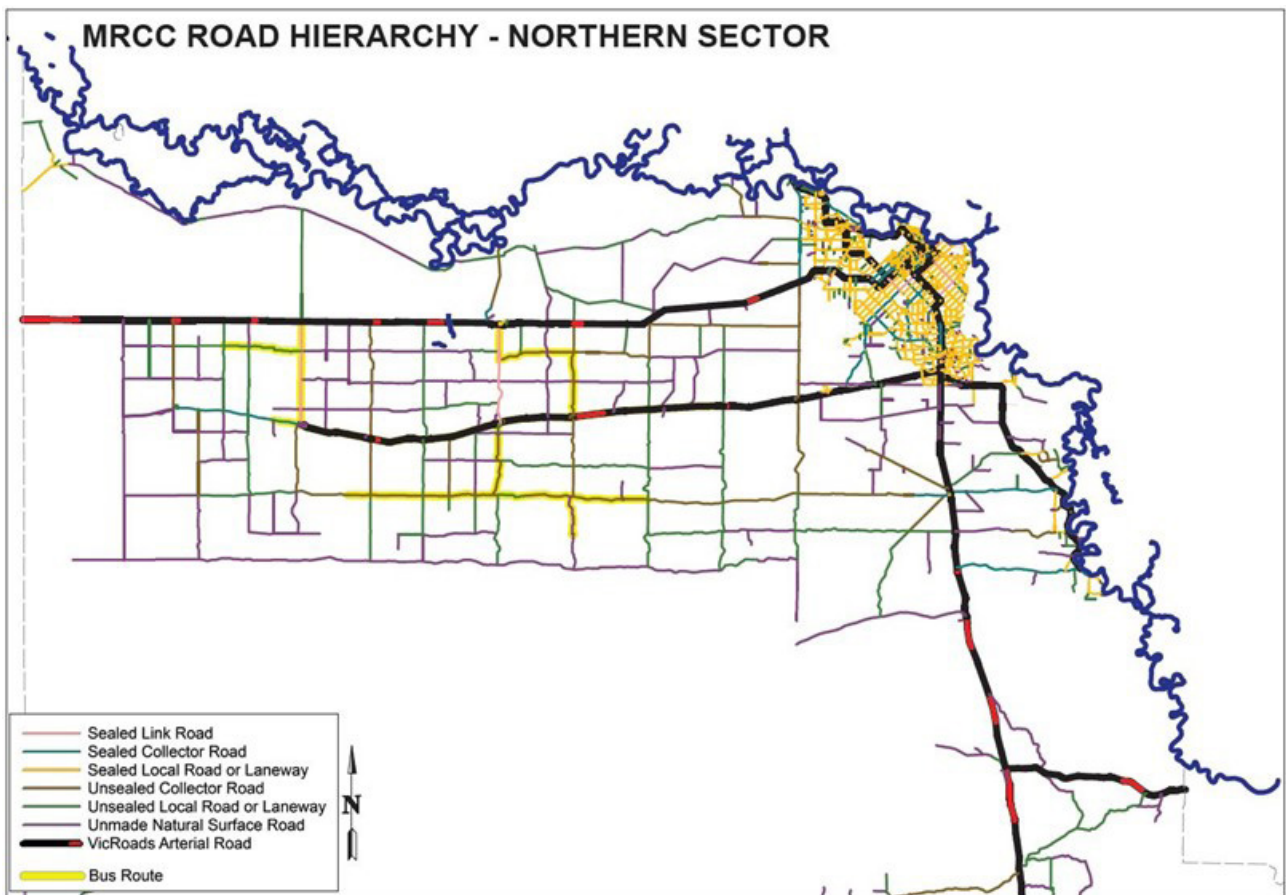
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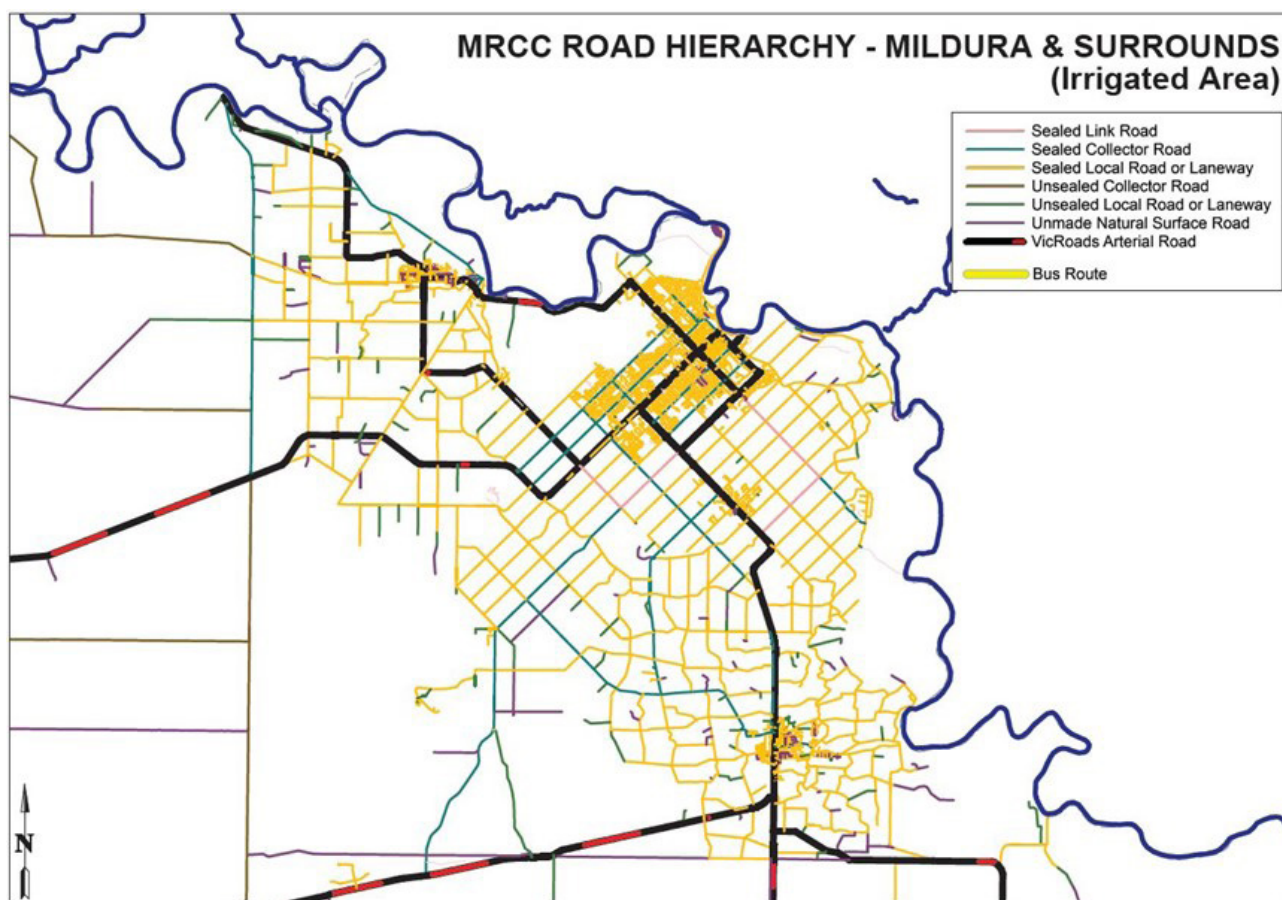
When applied to Inspection frequency, CRM (Customer Request) indicates that an inspection will only be undertaken upon a request being submitted and an assessment made as to whether an inspection is warranted on the grounds of a risk to public safety. Reactive inspections following customer requests are to be completed within 10 business days of the request.

N/A

This denotes that the issue is not applicable as that asset component does not exist in that category or an inspection is not warranted.

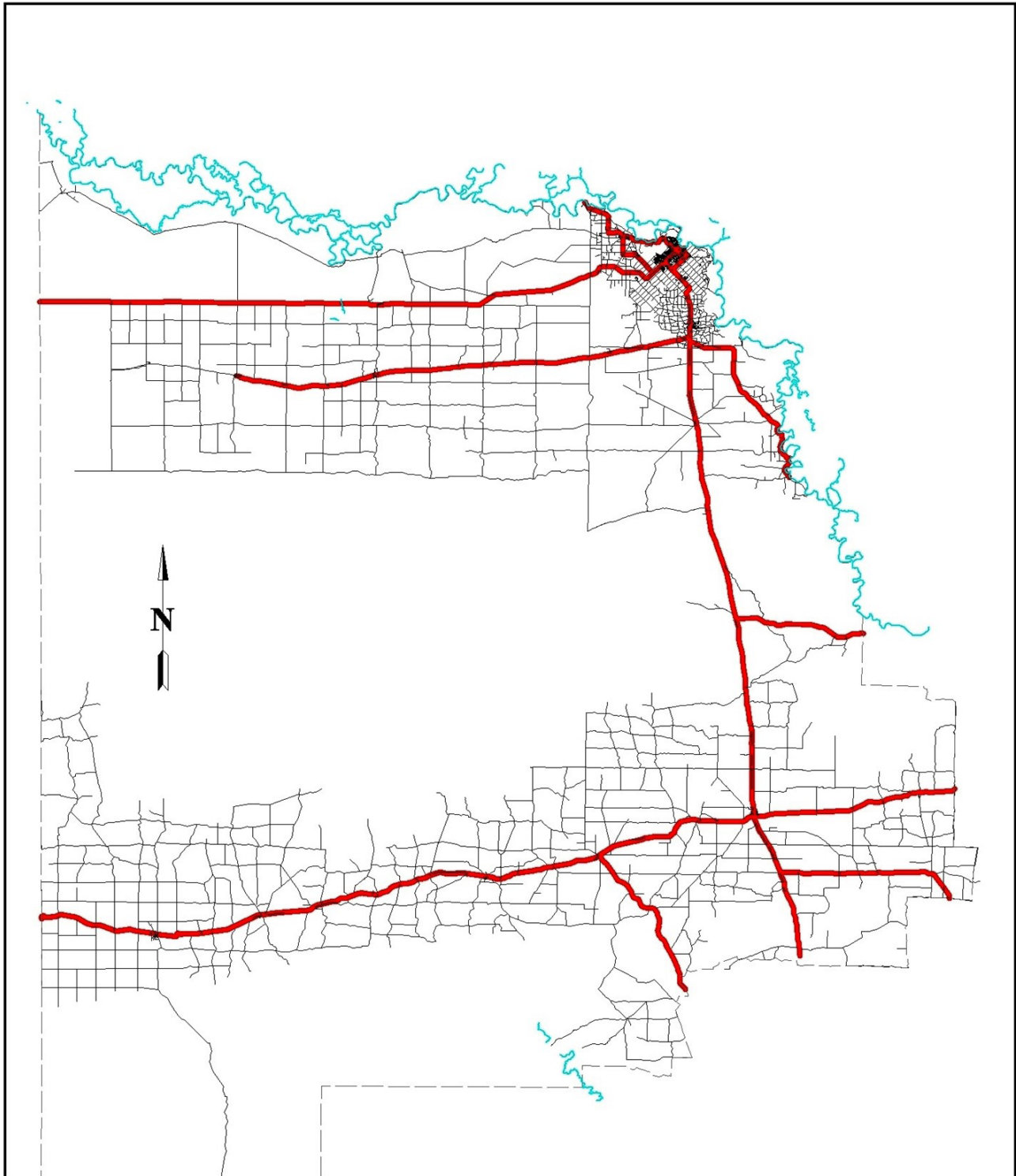
Appendix 4 – Road Hierarchy Maps





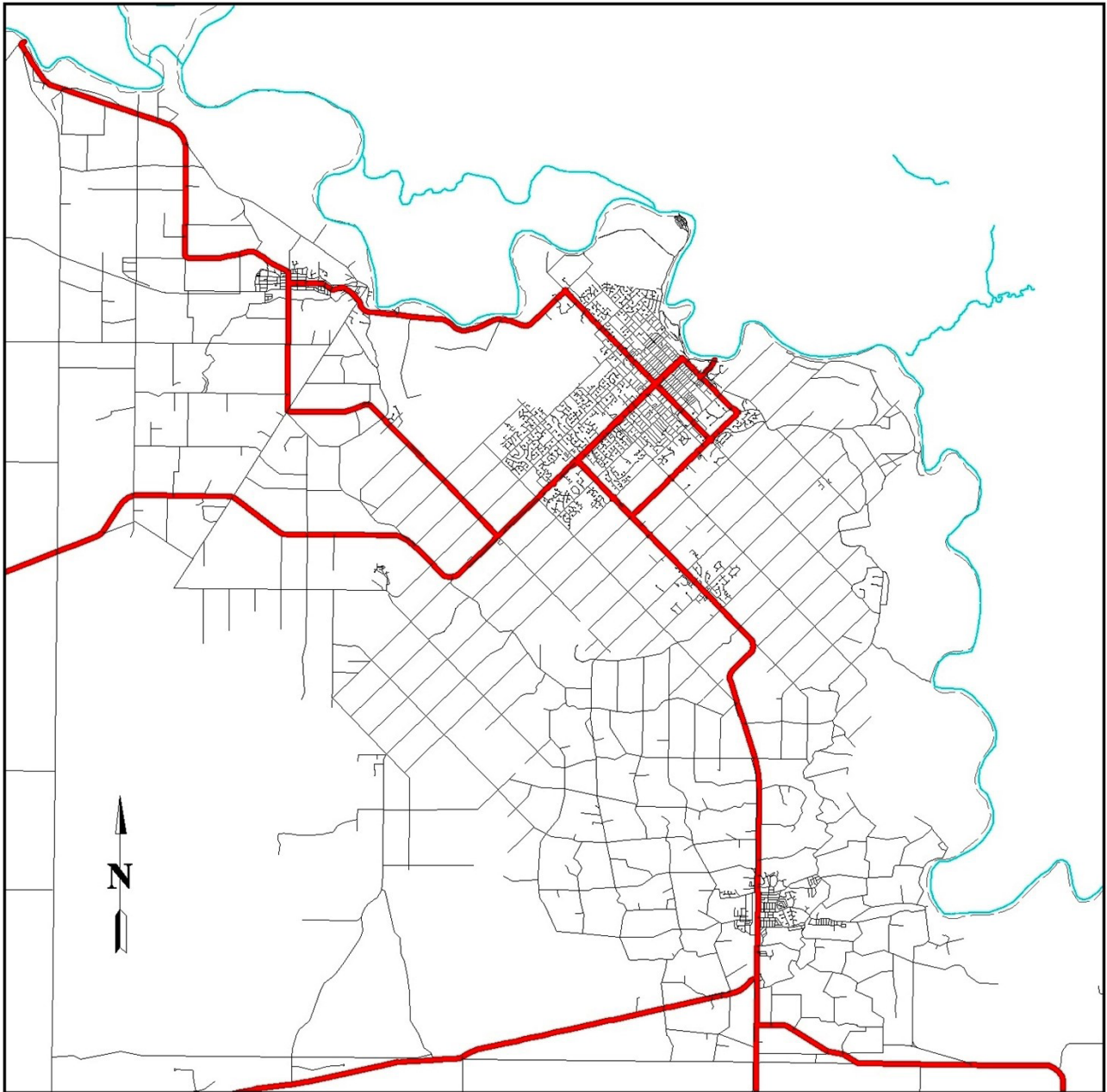
Appendix 5 - Department of Transport and Planning Zones

Roads marked red are declared Highways and Main Roads and are the responsibility of Department of Transport and Planning



Mildura Irrigated Area

Roads marked red are declared Highways and Main Roads and are the responsibility of Department of Transport and Planning



Appendix 6 – Sealing of Unsealed Roads Evaluation Process

This evaluation process applies to all Unsealed Local Roads listed in Council's Register of Public Roads.

This evaluation process does not apply to:

- Driveway accesses from the road to the property boundary
- Sealing of an unsealed road required because of an approval under the Planning and Environmental Act 1987

A three-step process is used to assess road sealing requests:

A. Determine the Average Daily Traffic (ADT) volume:

ADT volume will be determined using a traffic counter in place for a minimum of fourteen days. If seasonal variability is a known factor, traffic counts will be taken during the low season. Traffic counts will not be taken during Victorian school holidays.

If the ADT volume is less than 100 vehicles per day, the request to seal the road will not be approved.

If the ADT volume exceeds 250 vehicles per day, a cost benefit analysis will be undertaken to determine the economic benefit to Council. Should the cost benefit analysis confirm the economic benefit to Council, the request to seal the unsealed road will be approved and the sealing works will be entered into Council's Capital Works process for consideration in a future Capital Works Program. The delivery of the sealing works remains subject to Council's annual budget approval process.

If the ADT is between 100 and 250 vehicles per day, additional criteria will be applied to evaluate the request. Once the road has met the criteria identified then the road is evaluated for cost benefit analysis. The road needs to meet the following additional evaluation criteria:

- Crash history resulting in casualties for the last 5 years
- Percentage of heavy vehicle use exceeding 15%
- Road geometry (vertical/horizontal alignment, road width, drainage, etc.)
- Link to existing sealed roads
- Strategic route (school bus route, recognized

transport route, services a significant industry or facilities, etc.)

- Development density greater than 50 houses per kilometre.
- Average house set back less than 20m from road reserve.
- Reactive maintenance more than 3 times per annum

B. Establishing the provisional priority for delivery

Cost Benefit Analysis will to be applied to roads with an ADT volume more than 100. This will be carried out to establish the provisional prioritization of the road upgrade project. Projects will be then referred to Council's Capital Works Program.

The following variables will be considered in this analysis:

- The annual maintenance cost of the unsealed road based on actual expenditure.
- The estimated useful life and renewal cost of the unsealed road.
- The estimated capital cost to upgrade to a sealed road, considering the length of road proposed for sealing and the standard to which the sealed road will be constructed.
- The estimated annual maintenance cost of the sealed road; and
- The estimated useful life and renewal cost of the sealed road

Road sealing projects demonstrating a larger benefit relative to cost over their lifecycle will be given a higher priority for delivery in the capital works program list than those demonstrating a lower benefit relative to their cost.

C. Validation of the project priority

A provisional priority assigned to a new road upgrade project will be reviewed and validated by Council.

The delivery of projects remains subject to Council's annual budget approval processes, the availability of funding and opportunity to external funding.

Appendix 7 – Evaluation Process for Accepting Responsibility of Paper Roads

This evaluation process does not apply to:

- Private access ways from the road to the property boundary.
- Roads or road reservations under the management of other authorities including but not limited to, Department of Transport and Planning, Department of Energy, Environment and Climate Action or Lower Murray Water.

Should a landowner/s require access to private property via a paper road, the cost of any maintenance of that road is the responsibility of the landowner/s who use the road for access. Property owners may also choose to upgrade the section of road to a standard lower than Council would accept (akin to a driveway) to access their property, however this will be at their own cost and continued maintenance responsibility.

Paper roads may also be subject to a license by adjacent landowners under the Land Act. Similarly, in such circumstances, Council would not include this section of road in the public register nor undertake any road maintenance.

Council as a rule will only take on the management and maintenance of a road subject to the availability of funds, if it provides wider community benefit and if it satisfies the following minimum criteria, determining it 'reasonably required for public use'.

Mandatory Criteria (both must be satisfied):

- The road is a public highway.
- The road has been constructed to a standard acceptable to Council or Council has previously constructed the road.

Non-mandatory Criteria (at least 6 must be satisfied):

- The road provides primary access to at least one full time occupied residence
- The construction of the road provides clear benefit to more than one property owner
- The road provides access to public open space, community facilities, sporting facilities or car parking areas
- The road is named and signed
- The road has previously been regularly maintained by Council
- The road contains assets owned and maintained by public service authorities (e.g. gas, electricity, telecommunications, sewerage or water)
- The road connects into and forms part of the wider network of public roads
- The road is fenced on both sides
- The road has a minimum estimated average daily traffic count of 40 vehicles per day

Where a section of road does meet the above and is determined as reasonably required for public use, it does not automatically imply that Council will include the road in the Register of Public Roads and assume management and maintenance responsibility in every scenario. The set of criteria has however, been developed in order to reasonably consider the financial impacts on Council, management and maintenance implications, as well as a wider community benefit.

Where a section of road meets the above criteria and it is determined that it should be included on Council's Register of Public Roads, it will be assigned a hierarchy and managed and maintained in accordance with the Road Management Plan.

Appendix 8 – Glossary

Arterial Road	Freeways, Highways & Declared Main Roads which are managed by the state Government through the state road authority.
Asset	An item, thing or entity that has potential or actual value to an organisation.
Asset Hierarchy	Asset groups divided into classifications in order to manage the assets according to their function and use. Hierarchies are typically based on the assets function, type, or a combination of both.
Asset Management	The combination of management, financial, economic, engineering, and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner.
Asset Management Plan	A plan developed for the management of an asset portfolio that combines technical and financial management techniques over the lifecycle of the asset to determine the most cost-effective manner by which to provide a specific level of service.
Asset Management Framework	A set of documents, systems and processes that addresses the organisation's asset management responsibilities. In its simplest form an Asset Management Framework may just be the sum of the following documents: Asset Management Policy, Asset Management Strategy and Asset Management Plans.
Asset Management Strategy	A plan containing the long-term strategies of Council in the management of its community assets. Strategic plans have a strong focus on achieving organisational sustainability and a vision for the future.
Capital Expenditure	Expenditure used to create new assets, renew assets, expand, or upgrade assets or to increase the capacity of existing assets beyond their original design capacity or service potential. This expenditure increases the value of asset stock.
Coordinating Road Authority	The organisation which has the responsibility to coordinate works. As a general rule, for freeways and arterial roads it is the state road authority, for municipal roads it is Council and for roads in national and state parks it is the Department of Energy, Environment and Climate Action. The Demarcation Agreements will identify which organisation is the Coordinating Road Authority.
Condition	The physical state of the asset.
Defect	Imperfections that cause an inadequacy without changing the overall condition and functionality of an asset.
Demarcation agreement	A formal agreement between Council and another organisation that defines areas of responsibility
Footpath	A constructed sealed or unsealed pathway within the road reserve used by pedestrians. A footpath has been constructed by or on behalf of a road authority, the state, or relevant state body for use by the general public.
Infrastructure Manager	The person or body with responsibility for the provision, installation, maintenance or operation of non-road infrastructure in the road reserve, including Utilities and Providers of Public Transport.

Level of Service or Service Levels	Description of the service output for a particular activity or service area against which performance may be measured.
Maintenance	All actions necessary for retaining an asset as near as practicable to its original condition but excluding rehabilitation or renewal.
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 or Public Road	Roads for which Council is the Coordinating Road Authority. The Road Management Act 2004 imposes specific duties on Council with respect to the inspection, repair and maintenance of its municipal roads.
Native Vegetation	Native vegetation is defined in Clause 72 of the Victorian Planning Provisions and all local planning schemes as 'plants that are indigenous to Victoria, including trees, shrubs, herbs and grasses'.
Operating Expenditure	Expenditure for providing a service, which is continuously required including staff salaries and wages, plant hire, materials, power, fuel, accommodation and equipment rental, on-costs, and overheads. Operating expenditure excludes maintenance and depreciation.
Other Roads	Include roads in state forests and reserves, and roads on private property.
Paper Road	A road that is legally established, but the physical road has not formally been constructed.
Performance Monitoring	A proactive strategy for tracking the condition and performance of an asset in order to improve reliability and prevent downtime.
Public Highway	An area of land, over which the public may pass on or over at all times.
Renewal	Works to replace existing assets or facilities with assets or facilities of equivalent capacity or performance capability.
Road	Municipal Roads as defined by the Road Management Act 2004.
Road Infrastructure	Defined in the Road Management Act 2004 as the infrastructure which forms part of a roadway, pathway or shoulder including structures forming part of the roadway, pathway or shoulder; materials from which a roadway, pathway or shoulder is made.
Road Reserve	Refers to the area of land that is within the boundaries of a road. Example: any nature strip, forest, bushland, grassland or landscaped area and the road infrastructure would be within the road reserve.
Service Planning	Process applied to support the suitability of services to meet community needs now and into the future, through better understanding the level of services required, costs, mitigating risks, understanding capacity and capability, and understanding the expectation of stakeholders.
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.
Shared Path	Similar to a footpath, a constructed sealed or unsealed pathway within the road reserve designed with additional width to cater for use by pedestrians and cyclists.



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