

# Requests for Upgrades to the Road Network

<b>Council Policy Number</b>	<b>054</b>
Date adopted	17 November 2021
Scheduled for review	November 2024



Council Policy

## 1. Preamble

Campaspe Shire Council (Council) is committed to retaining the inspection, maintenance, and repair of its public roads network at its current level of service.

## 2. Purpose

To provide a basis for assessing applications to upgrade the road network.

## 3. Definitions

Nil

## 4. Policy Statement

Council recognises that there are legitimate reasons to consider upgrading elements of the road network.

### 4.1 Improvements include:

- a. Upgrading a gravel road to a sealed road
- b. Upgrading an earth road to a gravel or sealed road
- c. Widening a sealed road, including the sealing of the shoulders of a road
- d. Application of a dust suppression treatment

### 4.2 Council will consider undertaking upgrades to the road network when:

- a. Traffic counts warrant an improvement
- b. All weather access is required to an existing or proposed residence, business, intensive livestock, dairy or industry
- c. Dust is adversely impacting houses on a gravel road, provided the landowner contributes 50% of the cost of the works
- d. There are adequate funds to carry out the proposed works; priority is given to funding the renewal of existing road infrastructure in preference to improving the level of service of the road network.
- e. There are benefitting landowners willing to contribute to the actual cost of the works, commensurate with the benefit that they receive.

### 4.3 Council's priorities for expenditure on its road network are, in order:

- a. maintaining the existing road network at its current level of service
- b. funding improvements to intersections and other locations to improve the safety of motorists, cyclists and pedestrians
- c. works that reduce the future maintenance costs of Council and enhance the life of existing assets
- d. upgrades to the road network.

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#### 4.4 Payment for Works regardless of type

- If an application is approved by Council, and landowner/s are required to contribute to the works, contributions must be paid in full as invoiced by Council before works commence, unless otherwise approved in writing by Council.
- Council may allow landowners to make payment instalments (plus interest) under this policy, over a timeframe approved in writing by Council
- Council will consider using a Special Charge Scheme to fund the work, when there are more than two adjoining landowners wishing to upgrade the length or width of road.
- The newly upgraded road and associated infrastructure, including but not limited to intersection, safety, signage and drainage works, will be delivered to the standards of the operative Infrastructure Design Manual at the time of the work, unless expressly stated otherwise.
- Special charge schemes will be in accordance with the *Local Government Act* Part 8, Div 1, Sec. 163 – 166 and Council Policy 134 – Rates and Charges.

#### 5. Exclusions

If the road is subject to a planning permit, the permit holder must pay for the upgrade of the road, unless expressly stated otherwise in the permit.

#### 6. Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian Charter of *Human Rights and Responsibilities Act 2006*.

#### 7. Related Legislation

*The Road Management Act 2004*

*The Local Government Act 2020*

#### 8. Attachments

Procedure PR137 - Assessing Requests for Upgrades to the Road Network

#### 9. Review Period

Three years

#### Responsible Officer

Manager Assets

#### 10. Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter the policy, such a change may be made administratively.

Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

**11. Approval History**

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Revised	1 March 2021	Administrative update to apply consistent reference to Campaspe Shire Council ('Council')	
Revised	17 November 2021	Minute Book Reference No	9 (item 9.8)

Chief Executive Officer: .....  .....

Date: ..... 22 November 2021 .....

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# Assessing Requests for Upgrades to the Road Network

<b>Procedure Number</b>	<b>PR137</b>
Date adopted	17 November 2021
Scheduled for review	November 2024



## 1. Purpose

This procedure applies to all applications made to improve the level of service of the road network under Council Policy 054 - Request for Upgrades to the Road Network.

## 2. Procedure Statement

This procedure applies to the following types of applications:

1. Opening a Government Road, to provide access to an allotment for a dwelling or business
  2. Upgrade of earth or gravel roads to sealed roads.
  3. Dust suppression works for houses on gravel roads
- The procedure for each application is detailed below.

### 2.1 Opening a Government Road to provide access to an allotment

This type of application normally results from:

- A planning application to construct a dwelling or business on a leased or unconstructed government road.
- A request to provide access to an allotment

In both cases the applicant must pay the full cost of the improvement works.

The minimum standard for access to a dwelling or a house is a 4 metre wide, 150mm gravel pavement.

If the road is leased, the applicant will first need to obtain approval from the Department of Environment, Land, Water and Planning to have the road opened.

### 2.2 Upgrade of gravel or earth roads to sealed roads. – decision requirements of Council

Approval will be given to upgrade an earth or gravel road to a sealed road, provided the applicant pays the full cost of undertaking the work, unless the following applies:

- i. If the total cost to provide a sealed road is less than the total cost to provide a gravel road (over the life of the road), Council may consider contributing funds to the works.
- ii. There is an established wider community benefit, beyond the abutting landowners
- iii. Each year prior to the budget process, an analysis will be undertaken of the costs to maintain and provide gravel roads compared to sealed roads.

As a guide, any gravel road that has more than:

- a. 300 vehicles per day, or
- b. 200 vehicles per day with more than 40 percent commercial vehicles, or
- c. is graded more than six times per year.

will be analysed and compared to the cost to maintain and provide a sealed road, including sealing gravel shoulders on narrow roads.

If any roads are identified and the costs of providing a sealed road is less than the cost to provide and maintain a gravel road, they may be considered during the budget as new and/or upgrade works.

If the road does not meet the above requirements (a-c), or the Council cannot, or chooses not to fund it, then any improvements must be funded under the “special charge scheme” provisions i.e. costs are assigned based on the standard, those who benefit pay.

Sealing and associated infrastructure works must be constructed to the standard specified in the Infrastructure Design Manual.

### 2.2.1. Business and residential specific requirements

Approval will be further subject:

- i. In the case of providing an all-weather gravel access road to an existing residence; by the shortest route from the existing road network if no all-weather access is currently available. Council will pay the full cost of undertaking the work if there are sufficient funds allocated in the budget for this purpose. In some cases, a planning permit condition may require the full cost to be paid by the applicant.
- ii. In the case of providing an all-weather gravel access road to a business, intensive livestock operation such as a dairy or the like; by the shortest route from the existing road network if the annual average daily traffic (AADT) count is less than 50 and no all-weather gravel access road is currently available, the applicant must pay the full cost of the works.
- iii. In the case of providing an all-weather gravel access road to a business, intensive livestock operation such as a dairy or the like; by the shortest route from the existing road network if the annual average daily traffic (AADT) count is greater than 50 and no all-weather gravel access road is currently available. Council will consider contributing up to 50% of the cost based on public / private benefit, provided that Council has the funds available for this purpose.

Priority will be given to higher trafficked roads first and Council will maintain the gravel road (at its cost) after it is constructed.

## 2.3 Dust suppression works for houses on gravel roads

There are two general types of dust suppression treatments:

- Sealing of road
- Gravel treatments

Council will allocate a maximum of \$50,000 to the dust suppression program in any one financial year with those funds coming from the general budget allocation for gravel road re-sheeting.

### 2.3.a. When dust suppression process no longer applies

When a project involves more than two adjoining landowners, the project will be considered as an upgrade from a gravel road to a sealed road, which has higher construction standards. This includes the requirement for funding being way of a special charge scheme.

### 2.3.b. Bitumen Seal Treatment for dust suppression

Applications for sealing of a gravel road to control dust will be considered from any owner of a house located within 300 metres of a road frontage.

Council will contribute 50% of the cost of sealing roads:

- Between 100 and 200 metres for a single residence
- 300 metres if the single residence is located at the intersection of two gravel roads

Council will pay 100% of the cost of sealing gaps in seal sections less than 100m in length. This provision also applies to unsealed shoulders in urban areas.

The minimum construction standard for dust control seals is:

- Seal width: 4 metre minimum
- Pavement depth: 150mm minimum
- Shoulder width: 1.5 metre minimum

### 2.3.c. Gravel Treatment for dust suppression

Approval may be given to apply a low fines crushed rock product for a 150 metre section past a residence, if the residence is up to 100 metres from the road, provided that the resident meets the cost of supply and cartage of the crushed rock i.e. excluding placement costs.

If a residence is greater than 100 metres from the road, the landowner will be responsible for the total cost of supplying and placement of dust suppression material.

Once a landowner has paid for dust suppression works on a gravel road, Council will replace the treatment (at its cost) when the roads are resheeted.

### 3. Exclusions

Nil

### 4. Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian Charter of *Human Rights and Responsibilities Act 2006*.

### 5. Definitions

Nil

### 6. Related Legislation

Nil

### 7. Attachments

Nil

### 8. Review Period

Three years

### Responsible Officer

Manager Assets

### 9. Administrative Updates

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### 10. Approval History

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