

## Policy 5.02 Transport Infrastructure Services

<b>Directorate</b>	Assets and Operations
<b>Responsible Officer</b>	Director Assets and Operations

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### Record of Administrative Amendments

Amendment Version No.:	Description of Administrative Amendment	Date Reviewed
2.2	Version placed on public exhibition (D25/39582)	May 2025
2.1	Review of policy in accordance with Section 165 of the <i>Local Government Act 1993</i>  Workshopped with Councillors on 30 April 2025	March 2025
<u>1</u>	<u>Alignment with proposed SAMP and LTFP 2026-2035</u>	1/4/2025

# 1 Introduction

## 1.1 Scope

This policy encompasses the processes required to manage the design, construction, operation and maintenance of all transport network assets, owned and managed by Council in providing Transport Infrastructure Services to the community. Example assets include but are not limited to:

- Roads (including line marking and roadside furniture)
- Structures
- Footpaths
- Shared pathways
- Drainage
- Kerb and gutter

This policy also provides a framework for management processes of 3<sup>rd</sup> party assets not owned, operated or maintained by Council that may impact transport network corridors such as utilities and private assets (including but not limited to vehicular crossings and cattle grids).

This policy and relevant procedures have been aligned with the Transport Strategy Strategic Asset Management Plan, Long Term Financial Plan and corresponding Infrastructure Asset Management Plans.

## 1.2 Purpose

- To adopt a formalised and consistent approach to the planning, development, operation and management of Council's transport network and sustainable provision of Transport infrastructure Services.
- To actively develop, name and manage transport infrastructure assets owned and managed by BVSC for the safety and benefit of users.
- To outline the steps and precautions required to eliminate or reduce risks from Council's transport infrastructure.

## 1.3 Definitions

Word or Terminology	Description
Roads	<p>A road is an area that is open to or used by the public and is developed for, or has one of its uses, the driving or riding of motor vehicles.</p> <p>Council roads are grouped into a three-tier administrative classification system of State, Regional and Local Roads. State Roads are the major arterial links throughout the state and within major urban areas. Regional Roads are routes of secondary importance between State Roads and Local Roads which together with the State Roads, provide the main connections to and between smaller towns and districts and perform a sub arterial function in major urban areas. Local Roads comprise the remaining council controlled roads which provide for local circulation and access.</p>
Structures	<p>Includes bridges (&gt;6m length), major culverts (&gt;1.8m span or 3sq.m in plan area) causeways, wharves &amp; jetties, footbridges and retaining walls</p>

Word or Terminology	Description
Pedestrian/foot Path	These are formally constructed paved paths in urban areas that form part of the network. Generally, they are 1.2 metres wide and are within the road reserve on urban streets, however some do exist within the open space/recreation network. In central business districts paved areas are regarded as footpaths and usually exist between property boundary and kerb line.
Shared pathways	A shared path is where pedestrians and cyclists share the same path space. These are formally constructed paved or gravel paths that are off-road in urban areas and form part of the cycleway network. Usually 2.5 metres wide, they exist within road or recreation reserves.  Shared paths within the road reserve will be segmented between street intersections.
Drainage	The natural or artificial means of intercepting and removing surface or subsurface water, usually by gravity.
Kerb and Gutter	Kerb & Gutter (channel) is typically a concrete or stone structure typically located at the edge of a road designed to provide road drainage, and as a barrier to prevent vehicles from leaving the road carriageway
Line marking	Road lines and markings like painted arrows, painted islands and kerb lines tell where road users can and can't go on the road.
Roadside furniture	Signage, guard rail, guideposts, bus shelters, lighting, seating
Cattle grids	A type of obstacle used to prevent livestock, such as sheep or cattle, from passing along a road. It consists of a depression in the road covered by a transverse grid of bars or tubes, normally made of metal and firmly fixed to the ground on either side of the depression, such that the gaps between them are wide enough to not allow an animal to cross but sufficiently narrow so as not to impede a wheeled vehicle. Commonly privately owned.

## 2 Legislation

*Australian Standard AS1428 (Set) – Design for Access and Mobility (Set)*

*AS/NZS ISO 31000:2009 Risk management Principles and Guidelines*

*AS/NZS ISO 55000:2015 Asset Management Principles and Guidelines*

*AS 1742 Manual of uniform traffic control devices 2023*

*Local Government Act 1993 and Regulations under the Act*

*NSW Roads Act 1993-*

*Environmental Planning and Assessment Act 1979 (NSW)*

*Disability Discrimination Act 1992 (Commonwealth)*

*AS1428-Pts 1-5 (2011) Design for Access and Mobility*

*Work Health & Safety Act 2011*

*Coastal Management Act 2016*

*Crown Lands Act 2016*

*Fisheries Management Act 1994*

*National Parks and Wildlife Act 1974*

*Native Vegetation Act 2003*

*Threatened Species Conservation Act 1995*

Civil Liability Act 2002

Protection of the Environment Operations Act 1997

NSW Local Government Act 1993

## 3 Implementation

### 3.1 Policy Statement

Bega Valley Shire Council will sustain levels of service and manage our duty of care to users of the Transport network by:

- Providing infrastructure within Council's transport network that is fit for use, safe and accessible within adopted financial constraints.
- Efficiently allocating available funding and resources for the maintenance and repair of the transport network according to the adopted long term financial plan scenario.
- Developing a priority for maintenance and capital works as outlined in infrastructure Asset Management Plans and the Strategic Asset Management Plan
- Developing systems and procedures for recording and reporting on the transport network that is measurable and demonstrates Council's ability to meet agreed levels of service within the adopted financial constraints.
- Assessing future network requirements including standards of design and construction
- Applying relevant and appropriate standards and guidelines for maintenance, construction and development within the Shire.
- Consulting with the community with regard to levels of service and future needs and priorities.
- Adhering as far as reasonably practicable to the requirements of relevant Acts, Standards as far as reasonably practicable within financial constraints and also consider Guidelines within financial constraints, with regards to Council being responsible for the planning, management and maintenance of transport infrastructure.
- Advocating with higher levels of government and agencies for transport related infrastructure and funding that complements our transport network
- Assessing the magnitude of risks from the consequence/likelihood risk matrix with the aim to eliminate or reduce the level of risk relating to transport infrastructure assets and the community.

### 3.2 Responsibilities

#### 3.2.1 Elected Council

- Act as stewards for Council's transport infrastructure assets on behalf of the community
- Adopt the Transport Infrastructure Services Policy and monitor its outcomes
- Consider the impact on Council's Transport infrastructure asset base and organisation of planning, financial and service level decisions
- Consider the impact on the community of planning, financial and service level decisions impacting Council's Transport infrastructure-A assets and Sservices

#### 3.2.2 Chief Executive Officer (CEO), Leadership Executive Group (LEG)

- Ensure that sound business principles are reflected in the development and implementation of the infrastructure Asset Management Plans for Transport infrastructure Sservices

- Determine levels of service, risk and cost standards in consultation with the community as they apply to Transport infrastructure S services
- Provide upon request by relevant stakeholders, Council's infrastructure Asset Management Plans that reflect current conditions and risks
- Ensure the impact on Council's Transport infrastructure asset base is considered when making recommendations to Council in relation to planning and financial matters or the delivery of services
- Ensure resources are appropriately allocated to Transport infrastructure S service asset management to ensure sustainable service delivery
- Ensure compliance with legal obligations and other corporate policies and procedures when integrating and implementing Transport infrastructure S service asset management responsibilities
- Oversee the development, monitoring and review of Transport infrastructure S service and Transport infrastructure related asset policies, strategies and plans using best practice management principles
- Report implementation progress and effectiveness to the elected body on a regular basis.

### 3.2.3 (Assets and Operations Directorate)

- Monitor implementation progress of the Transport infrastructure S services Policy and Transport infrastructure related Asset Management Plans and identify corrective actions if required
- Develop and implement effective Transport infrastructure S service asset management practices with staff who are adequately trained
- Advocate to higher levels of government for additional funding and projects that support Council's strategic Transport infrastructure S service outcomes and goals

### 3.2.4 (Works and Assets Branch)

- Plan, manage, operate, maintain, renew and/or upgrade Transport infrastructure S service related assets in accordance with Transport infrastructure Asset Management Plans and the adopted Long Term Financial Plan scenario
- Monitor and report on implementation of Delivery Plan and Operational Outcomes as they relate to Transport infrastructure S service related Asset Management Plans
- Develop and manage asset data for reporting on implementation of Transport infrastructure S service related Asset Management Plans as they apply to asset operation, maintenance and renewal and/or upgrade plans and Operational Plan outcomes
- Keep abreast of best practice and innovation whilst minimising whole of life costs with regard to asset and Transport infrastructure service delivery planning
- Provide professional advice and comment to other departments of Council in relation to Transport infrastructure S service related asset management
- Develop strategic plans to guide capital works (renewals, improvements, and new assets) to ensure projects are based on community needs, service levels and will deliver good value to the community through their lifecycle based on the infrastructure Asset Management Plans and adopted Long Term Financial Plan scenario.
- Consider asset rationalisations and redistributions to best meet current and future community needs and best use of available resources.
- Support advocacy activities to higher levels of government through preparation of project business cases, grant applications and participation in relevant forums

## 4 Supporting documents

### 4.1.1 BVSC Procedures that relate to this Policy

The following procedures are aligned with this policy and aim to actively manage transport assets owned and operated by Bega Valley Shire Council.

Procedure No.:	Procedure Name	External or Internal Procedure
5.02.011	Roadside Signage	External
5.02.022	Construction of vehicular crossings	External
5.02.033	Public Gates and Stock Grids within the Road Reserve	External
5.02.04	Guardrails	External
5.02.05	National Heavy Vehicle and Oversize/Overmass Permits	External
5.02.067	Private works on verges and road reserves	External
5.02.10	Street Lighting	External
5.02.13	Advice to residents – /work/roadroad work condition	External



#### 4.1.2 BVSC Policies that Relate to this Policy

Policy No.:	Policy Name
5.01	Asset Management
3.07	Climate Change
6.10	Communications
3.09	Dedication of Public Land
3.02	Environmental Management
6.06	Financial Management
4.13	Heritage Works of a Minor Nature
6.08	Procurement of Assets and Services
6.03	Risk Management and Insurance
3.03	Soil and Water Management
6.05	Work Health and safety
6.08	Procurement of Goods and Services

**Note:** Policy details may change from time to time. To ensure you are viewing the most recent version please view Council's adopted Policies and Procedures on Council website: