



SHIRE COUNCIL
Blayney

Road Hierarchy, Renewal and Maintenance Policy

Policy	25G
Officer Responsible	Director Infrastructure Services
Last Review Date	16/12/2025

Strategic Policy

OBJECTIVES

To ensure that roads are maintained in compliance with relevant legislative requirements.

To ensure that local and regional road maintenance is undertaken within the financial constraints and competing interests placed on Council, and in accordance with the limit of funds available as determined in Council's Transportation Asset Management Plan and Long Term Financial Plan.

To provide clear information on the level of service that Council will provide to maintain roads defined within the Road Hierarchy, and the physical point at which Council ceases to maintain roads.

To establish procedures that provide a simple, systematic and readily usable risk management approach to the maintenance of public roads to minimise potential hazards to road users resulting in public liability claims or injuries.

DEFINITIONS

“Crown Road” means a public road that is declared to be a crown road for the purposes of the Roads Act 1993.

“Public road” means:

- a) any road that is opened or dedicated as a public road, whether under the Roads Act 1993 or any other Act or law,
- b) any road that is declared to be a public road for the purposes of the Roads Act 1993, and
- c) any road that complies with Clause 701 of the Local Government Act, 1993.

“Regional roads” are roads defined by the state as performing a function between that of State road and a local road and provide for travel between smaller towns and districts and perform a sub-arterial function within major urban centres. They receive part funding by the State Government.

“road” includes:

- a) the airspace above the surface of the road, and
- b) the soil beneath the surface of the road, and
- c) any bridge, tunnel, causeway, road-ferry, ford or other work or structure forming part of the road.

“carry out road work” includes carry out any activity in connection with the construction, erection, installation, maintenance, repair, removal or replacement of a road work.

“Asset Register” refers to Council's financial register of all fixed assets, including all road related infrastructure.

SCOPE

The Policy outlines Council's level of service for road renewal and maintenance activities and details procedures for the management of the road network, road related infrastructure and activities. In particular, the Policy covers the following areas:

- Road hierarchy,
- Renewal standards,
- Road maintenance and maintenance limits, and
- Acceptance of roads to the financial Road Asset Register.

Other objectives consistent with this policy include:

- Advocating for and facilitating the maintenance and improvement of roads and related infrastructure that are the responsibility of NSW Government agencies,
- Providing access throughout the Shire to facilitate the provision of assistance in times of emergency,
- Protecting and maintaining roadside vegetation and the control of non-native species, particularly noxious weeds in accordance with Blayney Shire Council's Roadside Vegetation Management Plan,
- Minimising any adverse environmental impacts of roads,
- Contribute to effective fire control,
- Providing for the grazing of livestock on rural roads in accordance with the Local Land Services Act 2013 and Roads Act 1993, and
- Treat ratepayers equitably in the allocation of maintenance services.

Road Hierarchy:

Council uses a 6 level road hierarchy based on the Local Government Functional Road Classification (Institute of Public Works Engineering Australasia), which determines the road class based on:

- Regional Road classification,
- Function within the road network,
- Typical traffic volumes,
- Number of heavy vehicles,
- School bus routes, and
- Level of connectivity it provides.

The road classes are shown in Table 1 below.

Under the *Roads Act 1993 (NSW)*, Council is the roads authority for public roads within its local government area. However, Council's responsibility to maintain a road only extends to those roads that are formed and open for public use. There is no statutory obligation for Council to construct or maintain unformed or "paper" road reserves. Any unformed or "paper" roads do not fall within Council's road hierarchy and Council will not accept any maintenance responsibilities.

Renewal Standards:

Council has a set of target renewal standards for each road class. These apply to sealed roads, as it is unlikely Council will renew an unsealed road, other than through the maintenance program.

Table 1:

Road Hierarchy – Target Renewal Standards						
Class	Description	Road Seal Standard			Line Marking	
		Seal Width (m)	Lane Width (m)	Shoulder Width (m)	Centre Line	Fog Line
1	Main Arterial	9.0	3.5	1.0	Yes	Yes
2	Shire Arterial	8.0	3.5	0.5	Yes	Yes
3	Main Collector	7.5	3.25	0.5	Yes	As Req.
4	Collector	7.0	3.0	0.5	As Req.	No
5	Access	6.0	3.0	None	No	No
6	Road Reserve / No dwelling access	No Renewal Standard				

Renewal frequency:

The time intervals for renewal works on sealed roads are based on the life for which each road component is designed and within the limits of Council's finances, as set out in the Transportation Asset Management Plan and Long Term Financial Plan. These targets are indicative, as the need for any renewal works will be assessed based on the condition of the road component on a rolling (approximately) 3-year basis. Unsealed roads are included in the maintenance standards.

Table 2:

Road Hierarchy – Sealed Road Target Renewal Frequency						
Class	Top Surface (Years)			Pavement Base Layer (Years)	Pavement Sub Base Layer (Years)	Formation / Earthworks (Years)
	Spray Seal	Asphalt	Concrete			
1	15	20	80	40	200	Infinite
2	18	25	80	50	200	Infinite
3	25	25	80	60	200	Infinite
4	25	NA	80	65	200	Infinite
5	30	NA	80	75	200	Infinite
6	NA					

Other road assets, including Bridges, Culverts, Urban Stormwater and Kerb and Gutter have varying renewal frequencies and are considered on a case-by-case basis, based on condition, function or capacity. These asset sub classes will be covered in other policies.

Maintenance Activities:

In order to prioritise maintenance activities on the Sealed and Unsealed road network, Council has adopted a Response Priority Matrix, which has been developed in line with Councils Enterprise Risk Management Policy and Plan.

The Response Priority Matrix uses a similar approach to a risk matrix, but in this instance only refers to the priority with which Council assigns to the response to an identified maintenance defect.

The actual response time will be determined by the severity of the defect, the hierarchy of the road, and the availability of resources. A response may range from placement of temporary signage to major repairs.

A major failure of road infrastructure is individually assessed and is treated in accordance with the Risk Rating Matrix within Council’s Enterprise Risk Management Policy and Plan framework. This would illicit an individually prioritised response and would not be managed as a maintenance activity.

For maintenance activities the Priority Response Matrix is shown in Figure 1 below

Figure 1: Priority Response Matrix

Defect Severity	High	Very High	Very High	High	Medium
		Very High	High	Medium	Medium
		High	Medium	Medium	Low
	Low	Medium	Medium	Low	Low
		Class 1			Class 5
		Road Hierarchy / Traffic Volume			

Sealed Road Maintenance:

For the purposes of this Policy, Council accepts the maintenance for the full length of all existing sealed public roads included in its asset register. This does not include that portion of a sealed road that leaves the road reserve, and terminates within private property.

Sealed roads are formally condition assessed on a rolling 3-year (approximately) basis utilising electronic / laser measurement of rutting and cracking. The survey generates a Seal and Pavement condition rating, which is used to develop the ongoing resealing, pavement rehabilitation and heavy patching programs.

In addition to these assessments, Council staff undertake ongoing assessments of the sealed road network and prioritise repairs and maintenance on an as needs basis. Following a customer request, relevant staff will assess any defects and allocate a priority in line with Council's Priority Response Matrix (Figure 1).

Table 3:

Maintenance standards for Sealed Roads			
Class	Inspection Program	Maintenance Intervention Level	Response Priority¹
1	3 Yearly, Staff informal, Customer Request	Surface defect (Pothole)	H
		Edge drop (>150mm depth)	VH
		Delineation (Guide Posts, Linemarking)	M
		Pavement Failure (Shoves >100mm)	VH
		Visibility encroachment (Vegetation)	M
2		Surface defect (Pothole)	H
		Edge drop (>150mm depth)	VH
		Delineation (Guide Posts, Linemarking)	L
		Pavement Failure (Shoves >100mm)	VH
		Visibility encroachment (Vegetation)	M
3		Surface defect (Pothole)	M
		Edge drop (>150mm depth)	H
		Delineation (Guide Posts, Linemarking)	M
		Pavement Failure (Shoves >100mm)	H
		Visibility encroachment (Vegetation)	M
4		Surface defect (Pothole)	M
		Edge drop (>150mm depth)	M
		Delineation (Guide Posts, Linemarking)	L
		Pavement Failure (Shoves >100mm)	H
		Visibility encroachment (Vegetation)	L

Maintenance standards for Sealed Roads			
Class	Inspection Program	Maintenance Intervention Level	Response Priority¹
5	3 Yearly, Staff informal, Customer Request	Surface defect (Pothole)	L
		Edge drop (>150mm depth)	M
		Delineation (Guide Posts, Linemarking)	L
		Pavement Failure (Shoves >100mm)	L
		Visibility encroachment (Vegetation)	L
6	NA	Council will not maintain these roads	

¹ Defect response priority is determined with reference to Council's Enterprise Risk Management Policy and Plan.

Unsealed Road Maintenance:

For unsealed roads, it is recognised that condition varies greatly due to traffic type and usage, topography, available construction and maintenance materials and can vary greatly along the length of a road. Over the full road length, various homogenous segments will generally remain in a good level of service with other sections tending to be in a poorer state.

Council undertakes regular inspections of its unsealed road network, as detailed in the Table 4 below. Unsealed roads are assessed for their drivability, profile (shape) and percentage of gravel remaining. Other defects in the road are also recorded and considered in developing an actual response.

Response priorities are determined with reference to Council's Risk Management Policy and Plan.

An Unsealed Class 5 road can be further divided into category A and B segments. Class 5A segments of a road are defined as the road to the point of the second last lawfully continuously occupied residence. Class 5B segments are from the second last to the last lawfully continuously occupied dwelling access, or other facility approved by Council. Council will not maintain roads beyond the last lawfully continuously occupied dwelling access, or other facility approved by Council.

Class 5B segments will be inspected as Class 5 roads as detailed in the Table 4 below. Required maintenance will be determined and programmed following each inspection, will generally be minimal in nature, but sufficient to ensure the road is trafficable. They are not included on a scheduled grading program. These roads / road segments will be maintained on an as needs basis and as Council funding permits.

Council will not maintain Class 6 roads at Council expense, and they are not included in Council's Financial Assistance Grant (FAG) calculations or Council's asset register. They include but are not limited to Crown or Council Road Reserves with no formed road; evidence of vehicular tracks; or evidence of previously formed road structure.

Where a property owner has placed a gate, cattle grid or other barrier over a road on a Crown Road Reserve, Council will deem the road beyond the gate / barrier to be a Class 6 road and will not undertake any inspection or maintenance of that road segment. Where this occurs on a Council owned Road Reserve, Council will require the removal of the gate / barrier at the property owner's expense, and will not maintain the gated segment until removal is completed.

Council will consider 'closing' and selling or leasing roads to property owners who wish to acquire or maintain a road segment at a higher standard than Council's budgetary constraints allow.

Table 4:

Maintenance standards for Unsealed Roads			
Class	Inspection Program	Maintenance Intervention Level	Response Priority¹
1	3 monthly, Customer Request	Surface defect (Roughness)	VH
		Edge drop (>150mm depth)	M
		Delineation (Guide Posts, Signs)	L
		Pavement Failure (Rutting, Bogs)	VH
		Visibility encroachment (Vegetation)	L
		Scours (Washout in travelled area)	H
2	N.A	N.A (There are no Class 2 Unsealed Roads)	NA
3	6 monthly, Customer Request	Surface defect (Roughness)	H
		Edge drop (>150mm depth)	M
		Delineation (Guide Posts, Signs)	L
		Pavement Failure (Rutting, Bogs)	H
		Visibility encroachment (Vegetation)	L
		Scours (Washout in travelled area)	M
4	12 monthly, Customer Request	Surface defect (Roughness)	L
		Edge drop (>150mm depth)	H
		Delineation (Guide Posts, Signs)	L
		Pavement Failure (Rutting, Bogs)	M
		Visibility encroachment (Vegetation)	L
		Scours (Washout in travelled area)	M

Maintenance standards for Unsealed Roads			
Class	Inspection Program	Maintenance Intervention Level	Response Priority ¹
5A	12 monthly, Customer Request	Surface defect (Roughness)	L
		Edge drop (>150mm depth)	M
		Delineation (Guide Posts, Signs)	L
		Pavement Failure (Rutting, Bogs)	M
		Visibility encroachment (Vegetation)	L
		Scours (Washout in travelled area)	M
5B		When access not possible	H
6	NA	Council does not maintain these roads	

¹ Defect response priority is determined with reference to Council's Risk Management Policy and Plan.

Acceptance of Roads onto the Road Asset Register:

The asset register has been determined by assessing and measuring all current roads maintained by Council. These include roads that have been constructed by Council or by another party to Council standards and formally handed to and accepted by Council.

They are stored in Council's Asset Management System, which also contains information on some roads that are not maintained by Council. These roads are not included in Councils Financial Assistance Grant (FAG) calculations or included in Councils asset register.

For Council to accept any additional road on to the asset register, the road must meet all of the criteria outlined below:

1. The subject road will be the sole means of access to at least one lawful continuously occupied residence with an approved dwelling consent, or other facility approved by Council. If a residence is able to obtain access from another maintained road, the road may not be included.
2. The road shall be constructed at no cost to Council to the required standard as determined from Council's 'Guidelines for Engineering Works'.
3. The maximum length accepted shall be the distance to the access point of the last lawful continuously occupied residence(s) with a lawful dwelling consent, or other facility approved by Council.
4. The constructed road shall be wholly located within the designated road reserve. Where this is not practical, it may be acceptable to realign the road reserve, with all costs to be met by the applicant.
5. There shall be no timber bridges located on the subject road and any culvert or bridge structures shall comply with the relevant Australian Standards and any provisions within Council's 'Guidelines for Engineering Works'.

6. Where Council accepts the transfer of a Crown Road it shall approach the State Government to have the road reclassified as a public road over the nominated length. If the road is accepted for inclusion to the asset register, all costs for reclassification are to be met by the applicant.

Additions to the asset register will only be considered on a written request to Council or lodgement of a Development Application. In determining a written request or an application, Council will consider the above criteria, Council's financial position, the maintainability of the road including the gradient and the additional road length.

Where Council accepts additional lengths of road in association with a Development Application for a dwelling-house or dwelling envelope the road transfer and construction will be required prior to the release of the subdivision / occupation certificate.

LEGISLATIVE AND POLICY LINKS

This Policy complies with various provisions of the Civil Liability Act 2002 [NSW] including sections 42, 43 and 45 by ensuring resources allocated to an asset and its maintenance are utilised to meet Council's commitments and in accordance with other relevant Legislation and associated Regulations.

These include, but are not limited to:

- NSW Roads Act, 1993,
- Local Government Act 1993,
- Disability Inclusion Act 2014,
- Environmental Planning and Assessment Act 1979,
- Civil Liability Act 2002,
- Blayney Shire Council Enterprise Risk Management Policy and Plan,
- Blayney Shire Council Complaints Management Policy,
- Blayney Shire Council Legislative Compliance Policy,
- Blayney Shire Council Work Health and Safety Policy,
- Blayney Shire Council Asset Management Policy,
- Blayney Shire Council Road and Bridge Naming Policy.

IMPLEMENTATION

Appeals to the Policy or its application can only be made by submission to a Council meeting.

End of Policy

	Date	Minute
Adopted:	20/04/2020	2004/012
Last Review:	21/11/2022	2211/010
	21/03/2023¹	2303/019
	16/12/2026	2512/010
Next Review:	19/12/2029	

1: Council endorsement of Blayney Shire Road Hierarchy Map (attachment) – March 2023

