



WEDDIN SHIRE COUNCIL

POLICY NUMBER: 5.10.1

POLICY FOR INSPECTION OF ROADS

Adopted: 21 June 2018

POLICY

1. **Title:** POLICY FOR INSPECTION OF ROADS

2. **Number:** 5.10.1

3. **Purpose:**

The aim of this policy is to provide a standard, by which Shire roads can be assessed, thereby reducing potential liability exposures. The process will follow the risk management principles of identification, evaluation and control in addressing the maintenance and repair of roads.

This process will also improve the overall quality of maintenance and repair procedures and direct resources to areas of greatest need.

This systematic identification of hazards within the Shire's road network complies with Council's requirements under the Roads Act 1993 to have a Road Register in place.

4. **Application**

This policy applies to all Shire Roads and Streets including Regional Roads but excluding State Roads

5. **associated Legislation and Other References**

- Civil liability Act 2002
- Local Government Act 1993

6. **Policy Provisions**

Inspections will be carried out by the Special Projects Engineer or Local Roads Ganger. State Road inspections are conducted by the Highway Ganger on a weekly basis as required under the RMCC.

Regional Roads 236 and 239 will be inspected every two weeks Regional Roads 237 and 398 every four weeks, bitumen shire roads every three months, town and village streets every three months and gravel roads will be inspected every six months. This conforms to the Institute of Public Works Engineers Association standards.

Complaints from road users will be inspected as required utilising this policy.

As information is collected, an evaluation is done and a ranking allocated to assist in setting the hazard priority.

This information is assessed against three criteria – the location of the damage within the road, the road hierarchy and the hazard type. Each criterion is broken into five categories, with category 1 being less important than category 2 and so on.

See Tables 1, 2 and 3 below.

The numerical values for each category are then transposed into the formula in Equation 1. This provides a Road Risk Rating upon which priorities will be set and control measures scheduled.

Table 4 indicates our Road Risk Action Response.

Table 1 - Damage Location within the Road

Category	Description
1	Road reserve or median.
2	Road Shoulder.
3	Parking Lane.
4	Traffic lane.
5	Total carriageway.

Table 2 - Road Hierarchy Urban and Rural Roads

Category	Description
1	Local Access - Urban Street with <200 vpd or Rural Road/ Village Street with <20 vpd
2	Collector - Urban Street with 200 - 400 vpd or Rural Road/ Village Street with 20 - 50 vpd
3	Distributor - Urban street with 400 - 2000 vpd or Rural Road/ Village Street with 50 - 100 vpd
4	Sub Arterial - Urban street with > 2000 vpd or Rural Road/ Village Street with > 100 vpd
5	Arterial Roads – Rural Road > 200 vpd

Table 3 SEALED ROADS - Hazard Types and Severity

Description of Hazard	Category				
	1	2	3	4	5
Obstructions and Substances on Road					
Small sized object with a maximum dimension of < 100mm	X				
Medium sized object with a maximum dimension between 100 and 200mm		X			
Large object with a maximum dimension of greater then 200mm			X		
Spilled Materials on Roads					
Moderate spills of granular materials	X				
Large spills of granular materials, any spills of oil or other slippery substance		X			
Large spills of oil, wet clay or other slippery substance.					X
Potholes					
Pothole diameter 200mm to 300mm and/or depth of 50mm to 75mm.	X				
Pothole with diameter > 300mm and/or depth > 75mm			X		
Shoving and/or Rutting					
Deformations 50mm - 100mm deep and > 4m long	X				
Deformations > 100mm deep and > 4m long and/or ponding hazard	X				
Edge Drop and Pavement Joints					
Drop 50mm to 75mm and > 5m long.	X				
Drop 75mm - 150mm and > 5m long.		X			
Drop > 150mm and > 5m long.				X	

Table 3 UNSEALED ROADS - Hazard Types and Severity

Description of Hazard	Category				
	1	2	3	4	5
Rutting and Scouring					
Up to 50mm deep and 150mm - 300mm wide and < 10m long.	X				
Up to 50mm deep and 150mm - 300mm wide and > 10m long.		X			
50mm - 100mm deep, < 150mm wide and < 10m long		X			
50mm - 100mm deep, < 150mm wide and > 10m long			X		
50mm - 100mm deep, 150mm - 300mm wide and < 10m long			X		
50mm - 100mm deep, 150mm - 300mm wide and > 10m long				X	
> 100mm deep and > 300mm wide					X
Potholes					
diameter 150mm to 300mm, depth < 50mm and length affected < 10m.	X				
diameter 150mm to 300mm, depth < 50mm and length affected > 10m.		X			
dia 150mm to 300mm, depth 50mm - 100mm and length affected < 10m.		X			
dia 150mm to 300mm, depth 50mm - 100mm and length affected > 10m.			X		
dia > 300mm, depth 50mm - 100mm and length affected < 10m.			X		
dia > 300mm, depth 50mm - 100mm and length affected > 10m.				X	
dia > 300mm and/or depth > 100mm.					X

Table 3 UNSEALED ROADS - Hazard Types and Severity Contd

Corrugations					
Description of Hazard	Category				
	1	2	3	4	5
15mm to 25mm deep and length affected < 10m.		X			
15mm to 25mm deep and length affected > 10m.			X		
> 25mm deep and length affected < 10m.			X		
>25mm deep and length affected > 10m.				X	

Table 3 SIGNAGE & ROADSIDE FURNITURE - Hazard Types and Severity

Description of Hazard	Category				
	1	2	3	4	5
Signage					
Regulatory and Warning Signs					
In poor condition		X			
Missing or illegible					X
All Other Signs					
In poor condition	X				
Missing or illegible		X			
Guideposts					
In poor condition	X				
Missing		X			
In a dangerous condition or location					X
Delineation					
In poor condition		X			
Missing or in a critical location					X
Guardrail and Safety Fencing					
In poor condition	X				
Missing or in a dangerous condition or location		X			
Road Markings					
Longitudinal Line Markings, Transverse Markings, Pavement Symbols and Pavement Markers					
Missing or illegible or in a non-critical location	X				
Missing or illegible or in a critical location					X

Note: A critical location is a location where the road alignment and/or pavement width and/or geometry are identified as a hazard that will have a significant impact on the travelling public (cars, trucks, motor cycles bicycles and pedestrians). The tables are designed to assist council to assign the "Road Risk Rating (RRR)". This RRR is a figure calculated by Council, that enables a priority to be placed on the repair and maintenance requested.

The Road Risk Rating is calculated by applying the category that suits the description of the situation from Tables 1, 2 and 3 and applying them into Equation 1.

Equation 1.

Location (Table 1)	+	(Road Hierarchy) (Table 2)	x2	+	Physical Description (Table 3)	=	Road Risk Rating
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Table 4 - ROAD RISK ACTION RESPONSE FOR COUNCIL ROADS

Risk Rating	Priority	Control Mechanism	Response Time
4 or less	Low	Monitor	Not applicable
5 to 9	Low	Programmed into maintenance works. => Effect repair. =>	As resources permit. Within 12 months.
10 to 14	Medium	Programmed into maintenance works. => Effect repair. =>	As resources permit. Within 6 months.
15 to 18	High	Inspect by competent person and make safe => Effect Repair. =>	Within 48 hours. Within 2 working weeks.
> 18	Urgent	Inspect by competent person and make safe => Effect Repair. =>	Within 8 hours. Within 2 working days.

7. Review and Amendment

- This policy shall be reviewed by September 2021 and thereafter at four (4) yearly intervals, to ensure it meets all statutory requirements and the needs of Council.
- This policy may be amended or cancelled by Council at any time without prior notice or obligation to any employee.

8. Adoption

This policy commences as from the date of adoption by Council being

9. History

Version	Details
	Adopted