

Unmade Public Roads Policy

1 Purpose

Council is responsible for 28Km of land classified as public roads that are currently not listed Council's assets register. They are properties (roads) that have been identified by the State Government Land and property Information (LPI) Department as Council property. These properties (roads) are defined by Council as Unmade Public Roads (UPR).

The purpose of this document is to communicate Council's policy regarding the management and maintenance of UPRs.

2 Policy

Council will only maintain roads that:

- Are listed on Council's assets register, and
- Have been constructed by Council, or another party, and to Council's standards, and
- Have been formally handed over to Council.

Council will compile a register of UPRs. This register will detail information including any improvements to an UPR made by others. The following is Council's policy on managing UPRs listed in the UPRs Register:

- Council will not conduct construction or maintenance activities on roads listed in the UPRs register except for emergency works required for public safety
- Council will conduct safety inspections of UPRs at minimum intervals of two years
- Council may, at its discretion, transfer a UPR to Council's road asset system if it is constructed to Council's approved standards (Auspec 2 Council Edition Development Specification Design 0161 CHCC Quality (construction))
- Constructing a UPR to Council standards does not automatically imply that Council will list it in the assets register and maintain the road.
- Council will only take over maintenance of a road if Council's determines that it serves a genuine public function, for example by providing access to a number of properties along the road.
- Property owners/ratepayers must gain prior Council (and Department of Land's for a Crown road) approval to upgrade their access along an unmade public road (s138 of the Roads Act 1993).

3 Definitions

Road Reserve: the section of land dedicated to be a road for public use typically from property boundary to the opposite property boundary

Maintain: to keep in appropriate condition

Unmade Public Road (UPR): Properties identified by the LPI Department as being Council property (road). UPR are these roads that Council has not undertaken any maintenance on them and have not been identified in Councils assets register. Some are formed roads, while others are driveways, tracks or uncleared bushland.

4 Key Responsibilities

Position	Directorate	Responsibility
Mayor	Council	To lead councillors in their understanding of, and compliance with this policy and guidelines.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with this policy and guidelines.
Directors	All Directorates	To communicate, implement and comply with this policy and related guidelines.
Council Leaders	All Directorates	To implement this policy and related procedures.
All Council officials	Council	To comply with this policy and related procedures.

5 References

- Auspec 2 Council Edition 2008, *Development Specification Design 0161 CHCC Quality (construction)*

6 Details of Approval and revision

- **Approval date: 26/10/2017**
- **Responsible Section: Roads and Open Space**
- **Superseded policies/procedures:**
- **Next review date: 26/10/2021**

Table of amendments

Amendment	Authoriser	Approval ref	Date