

Road Strategy Implementation Plan

1. Introduction

This document is a schedule to the Road Strategy (the Strategy) and should be read in conjunction with that Strategy.

The Strategy has been developed with consideration to the linkages with a range of strategic documents, legislation, guidelines and standards relating to Council's provision of road network. It provides guiding principles and key strategic areas which influence all other plans, policies and strategies associated with the efficient and sustainable management of the road network within the Scenic Rim region.

2. Terms of this Implementation Plan

- i. This Implementation Plan will commence at its adoption by Council.
- ii. As a schedule to the Strategy, the purpose of this Implementation Plan is to provide guidance and timing of identified strategies within the Strategy document.
- iii. This Implementation Plan will cease when the overarching Road Strategy expires.
- iv. This Implementation Plan will be reviewed and updated annually. Each version will be given a new review and issue date.

3. Performance and Reporting Arrangements

Reporting on the delivery of the Implementation Plan will be undertaken using Council's Cycle program on a monthly basis. This Plan outlines specific requirements with regard to each of the strategies identified in the Strategic Priority Areas.

3.1. Reporting

Performance reports are to be generated to address the Strategic Priority Areas Council as per the following milestones:

Milestones	Due date
Updates provided to Director Infrastructure Services on identified strategies to be delivered within the reporting year	Monthly
Operational Strategic Outcomes	As specified within detail of this plan
Update of Implementation Plan achievements provided to the Chief Executive Officer.	Annually

3.2. Performance Benchmarks

Performance benchmarks have been developed to measure achievement within each Strategic Priority Area due within the annual reporting cycle.

4. Strategic Priority Areas

The following key Strategic Priority Areas of focus for the Scenic Rim region, are contained within this Implementation Plan.

- Community Service Levels
- Road Network Infrastructure
- Infrastructure Operation and Maintenance
- Land Use Planning
- Project Prioritisation
- Private and Utility Infrastructure in Road Reserve

5. Implementation of Strategies

The following strategies have been developed as part of the Strategy to address the needs for the provision of a safe road network for visitors and residents to commute throughout the Scenic Rim region.

5.1. Strategic Priority Area 1: Community Service Levels

Strategic Priority Area 1 was developed to ensure the road network provides a level of service that meets the needs of the community.

Action Strategy 1.1	Align levels of service with the road hierarchy to identify minimum acceptable service standards and desired service standards, for roads across the region.		
Responsible Officer	Works Engineer (Maintenance)		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review Hierarchy Classification levels of service.	December	-	-
Undertake a review of the level of service provided for each road segment against the road hierarchy classification level of service.	December	December	December
Report Customer Feedback.			
Review KPI/s for the Road Network.	January	January	January
Report Developed KPI/s.	quarterly	quarterly	quarterly

Action Strategy 1.2	Roads which meet the minimum acceptable service standard, and have a low crash history, are to be rehabilitated on current alignment and with the same seal width.		
Responsible Officer	Senior Works Engineer		
Commencement Date	1/7/2015		
Due Date	15/11/2015		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Identify and review road sections which meet the minimum acceptable service standard, have a low crash history and require rehabilitation.	August	August	August
Review Rehabilitation Prioritisation Model.	August	August	August
Prioritise identified rehabilitation sections in accordance with Rehabilitation Prioritisation Model.	October	October	October
Include prioritised identified rehabilitation sections in 10 year Capital Works Program, for adoption by Council.	November	November	November

Action Strategy 1.3	Roads which are required to meet the desired service standard are to be reconstructed to current standards based on their hierarchy.		
Responsible Officer	Senior Works Engineer		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Identify and review road sections which do not meet desired service standards and require reconstruction.	August	August	August
Review Road Reconstruction Prioritisation Model.	August	August	August
Prioritise identified sections of road which require reconstruction in accordance with Road Reconstruction Prioritisation Model.	October	October	October
Include prioritised identified road sections for reconstruction in 10 year Capital Works Program, for adoption by Council.	November	November	November

5.2. Strategic Priority Area 2: Road Network Infrastructure

Strategic Priority Area 2 was developed to provide a network of roads to service the range of needs of the community throughout the region in a sustainable manner.

Action Strategy 2.1	Redefine the road hierarchy, to determine more suitably functional classes. Review the road hierarchy annually.		
Responsible Officer	Works Engineer		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review Road Hierarchy Classification System.	December	-	-
Undertake a review of the individual identified Road Hierarchy Classification for each road segment.	August	August	August
Develop and implement a Traffic Count and Assessment Program.	July	July	July
Update Road Traffic Count and Assessment Attributes.	Quarterly	Quarterly	Quarterly

Action Strategy 2.2	Road classes and types within the network are upgraded to relevant functional classes on a prioritised basis.		
Responsible Officer	Senior Works Engineer		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Identify and review a list of roads that require upgrading to relevant functional classes and develop projects to suit the upgrade required.	September	September	September
Review Upgrade Prioritisation Model for Road works.	September	September	September
Prioritise upgrade projects in accordance with Upgrade Prioritisation Model for road projects.	October	October	October
Include in prioritised upgrade projects in 10 year Capital Works Program, for adoption, by Council.	November	November	November

Action Strategy 2.3	Council retains an Asset Register which lists all Council controlled roads.		
Responsible Officer	Works Engineer (Maintenance)		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review and update Asset Register of all Council controlled roads, including donated road assets.	October	October	October
Update Asset Register of all Council controlled roads to include donated roads.	June	June	June
Develop and maintain a detailed map of all Council controlled roads.	December	December	December
Identify and maintain a list of road reserves that are used by the public but not considered a Council Asset.	December	December	December

Action Strategy 2.4	Review Roads Asset Management Plans as appropriate to ensure the strategies are reflected in the investment plans.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review Roads Asset Management Plans to ensure the identified strategy updates are reflected in the Investment Plans.	March	March	March

Action Strategy 2.5	Recognise the current funding gap between the demand for renewal of roads and available funds, and determine delivery options for long term sustainability of the road network.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Determine the funding gap between the demand for renewal of roads and available funds.	November	November	November
Review delivery options for long term sustainability of the road network and include these options in the Roads Asset Management Plan.	November	November	November
Implement adopted change in delivery of the road network asset.	July	July	July

Action Strategy 2.6	Roads that are not within the road reserve are rectified through the realignment of either the road pavement or the road reserve.
Responsible Officer	Works Engineer (Maintenance)
Commencement Date	1/7/2015
Due Date	30/6/2016

REPORTABLE MILESTONES / PROGRESS ACTIVITIES

Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Identify a process by which roads off alignment are identified.	August		
Develop and maintain a list of roads off alignment.	October	Ongoing	Ongoing
Develop a prioritisation model for the assessment of roads off alignment.	September		
Prioritise the rectification of roads off alignment.	October	October	October
Undertake the delivery of the roads off alignment rectification.	Ongoing	Ongoing	Ongoing

Action Strategy 2.7	Requests for extensions to the road network are considered by Council and are to be constructed to appropriate standards.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2016		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Requests for extensions to the road network are considered by Council.	As required	As required	As required
Approve road extensions are to be constructed to current standards through application.	As required	As required	As required
Adjustments to road maintenance and future capital requirements are reported and included in the long term financial plans.	December	December	December

5.3. Strategic Priority Area 3: Infrastructure Operation and Maintenance

Strategic Priority Area 3 was developed to ensure the constructed infrastructure operates in an efficient and effective manner to meet the service level expected of the infrastructure over the life of the asset.

Action Strategy 3.1	The Maintenance Management Manual for road infrastructure is reviewed annually.		
Responsible Officer	Works Engineer (Maintenance)		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
The Maintenance Management Manual for road infrastructure is reviewed annually.	September	September	September

Action Strategy 3.2	Develop and implement an operational delivery plan to ensure road infrastructure conforms to achieve service levels. (e.g. signs visibility/ vegetation management)
Responsible Officer	Works Engineer (Maintenance)
Commencement Date	1/2/2014
Due Date	30/6/2016

REPORTABLE MILESTONES / PROGRESS ACTIVITIES

Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Develop an operational delivery plan for road infrastructure which conforms to determined levels of service	March	July	July
Implement the operational delivery plan for road infrastructure	-	Quarterly	Quarterly
Review the implementation of an operational delivery plan to ensure road infrastructure	June	June	June

Action Strategy 3.3	Develop and implement a maintenance inspection program to ensure defects are logged and rectified on a prioritised basis.
Responsible Officer	Works Engineer (Maintenance)
Commencement Date	1/2/2014
Due Date	30/6/2016

REPORTABLE MILESTONES / PROGRESS ACTIVITIES

Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review and issue maintenance inspection program to ensure defects are logged and rectified on a prioritised basis for all road classifications.	July	July	July
Ensure the inspection program of the road network is undertaken in accordance with the issued program.	Quarterly	Quarterly	Quarterly
Ensure defects within the road network are logged, prioritised and rectified in accordance with intervention requirements, and within budgetary requirements.	Quarterly	Quarterly	Quarterly

Action Strategy 3.4	The Quality Management System is reviewed and accreditation maintained.		
Responsible Officer	Works Coordinator		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Internal Quality Management Audit Scheduled developed, approved, and issued.	July	July	July
Identified audits undertaken in accordance with the Audit Schedule.	Quarterly	Quarterly	Quarterly
Appropriate level of accreditation of the Quality Management System achieved and maintained.	June	June	June

5.4. Strategic Priority Area 4: Land Use Planning

Strategic Priority Area 4 was developed to ensure land use planning delivers development that has a focus on sustainable and efficient road networks.

Action Strategy 4.1	The Scenic Rim Regional Council Planning Scheme is developed with consideration of the principles and key actions of this strategy.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Ensure any updates of the planning scheme for Scenic Rim Regional Council consider the principles and key actions of the Road Strategy through participation in the review of the scheme.	June	-	-

Action Strategy 4.2	Development in the Scenic Rim region is managed to ensure a sustainable, planned road network is created.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Ensure development in the Scenic Rim region is conditioned to provide a sustainable, planned road network.	Ongoing	Ongoing	Ongoing

Action Strategy 4.3	Priority Infrastructure Plans are integrated with other strategic Council documents to ensure the road network is developed to meet community needs.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Priority Infrastructure Plans are integrated with other strategic Council documents to ensure the road network is maintained appropriately.	June	-	-

5.5. Strategic Priority Area 5: Project Prioritisation

Strategic Priority Area 5 was developed to ensure renewal, upgrades and new road infrastructure projects are prioritised according to a risk mitigation approach.

Action Strategy 5.1	Determine criteria for prioritisation of projects in the range of classifications of roads as determined from the road hierarchy.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review the prioritisation methodology and budgetary arrangements based on the different classes of roads, as determined from the road hierarchy for both capital and maintenance.	September	September	September
Report any planned changes to current methodologies used to formulate the Road budget to the Executive Team.	October	October	October
Implement any approved changes to the current methodologies used to produce the Road budget for the following financial year.	February	February	February

Action Strategy 5.2	Review the road infrastructure project prioritisation models on an annual basis.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Undertake a review of all road related prioritisation models to ensure efficient outcomes are achieved for the service levels provided.[CG1]	June	June	June

Action Strategy 5.3	Undertake an annual reassessment of the 10 Year Capital Works Program based on the revised project prioritisation models.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2014		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Undertake an assessment of the 10 Year Capital Works Program (Roads) based on the revised project prioritisation models.	November	November	November
Present the revised 10 Year Capital Works (Roads) Program to Council for adoption for planning purposes and future budget considerations.	December	December	December

Action Strategy 5.4	The Reseals Program Methodology is reviewed annually to ensure correct prioritisation of roads for reseal and rehabilitation.
Responsible Officer	Works Engineer (Maintenance)
Commencement Date	1/2/2014
Due Date	31/8/2015

REPORTABLE MILESTONES / PROGRESS ACTIVITIES

Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review Road Reseal Program methodology to ensure correct prioritisation of roads for reseal and rehabilitation for approval by Director Infrastructure Services.	July	July	July
Develop prioritised list of reseal projects including program schedule, for approval by Director Infrastructure Services.	August	August	August
Report on implementation of approved list of reseal projects.	Quarterly	Quarterly	Quarterly

5.6. Strategic Priority Area 6: Private and Utility Infrastructure in Road Reserve

Strategic Priority Area 3 was developed to ensure the installation of private infrastructure in road reserves does not compromise the function and safety of the road.

Action Strategy 6.1	Ensure road and transport assets maintain their service levels by monitoring the current and potential impact of private infrastructure in road reserves through the use of standards for private infrastructure and the permit process.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2015		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Maintain a list of the types of private and utility infrastructure that may impact the road network.	July	July	July
Review the requirement for permits and licences for each specific type of private infrastructure within the road reserve.	December	December	December

Action Strategy 6.2	Ensure safe passage by users of the road network through standards and permits, to allow only safe structures within the road reserve.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Implement the requirement for permits and licences for each specific type of private infrastructure within the road reserve and report the number implemented.	Quarterly	Quarterly	Quarterly
Assess and condition Land Activity Notices (LANS) for utility infrastructure within the road reserve and report the number assessed.	Quarterly	Quarterly	Quarterly

Action Strategy 6.3	Develop a monitoring and inspection process, based on self-assessment of private infrastructure, in road reserves on a risk management approach.		
Responsible Officer	Manager Works		
Commencement Date	1/2/2014		
Due Date	30/6/2016		
REPORTABLE MILESTONES / PROGRESS ACTIVITIES			
Activity Description	Op Plan 15/16	Op Plan 16/17	Op Plan 16/17
Review the monitoring and inspection process, based on self-assessment and risk management, as appropriate, for private infrastructure in road reserves.	October	October	October
Report on the Implementation of a monitoring and inspection process, based on self-assessment, as appropriate, for private infrastructure in road reserves.	June	June	June