

Attachment 1

Glossary of Terms

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Listing of Road Assets

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Glossary of Terms

Arterial Roads	A road that is declared to be an arterial road under Section 14 of the Road Management Act, 2004.
Asset Creation	The provision of an asset to satisfy or improve a level of service, provide for new demand from customers, or to provide a commercial return, e.g. new subdivisions.
Asset Disposal	Removal of an asset that is no longer required or becomes uneconomical to maintain or rehabilitate.
Asset Lifecycle	The cycle of stages that an asset goes through from planning and design to construction, operation, maintenance, renewal and decommissioning or disposal.
Asset Management System	Computer based application that stores the Knox Public Road Register, the Knox Asset Register and other asset information used for financial, economic, engineering and management processes related to physical assets.
Capital Expansion	Expenditure on extending an existing infrastructure network to make the asset available to a new group of community users, e.g. extending a road or shared path network.
Capital Renewal	Expenditure on renewing an existing asset or a portion of an infrastructure network which increases the service potential or extends the life, e.g. resurfacing a sealed road, pavement rehabilitation.
Capital Upgrade	Expenditure on upgrading the standard of an existing asset or infrastructure network to provide a higher level of service to community users, e.g. widening the pavement and sealed area of an existing road, sealing an existing unsealed road.
Coordinating Road Authority	A road authority which has coordinating road functions as defined by The Road Management Act.
Current Service Level	Describes the maintenance activity to be undertaken and the intervention level that will serve as a trigger point to determine whether repair works are to be carried out.
Maintenance	Expenditure to maintain the asset in use without increasing its service potential or life, e.g. repairing a pothole in a road, repairs to prevent early failure of an asset.

Non-Road Infrastructure	<p>Infrastructure in, on, under or over a road which is not road infrastructure;</p> <p>Note See the definition of <i>road infrastructure</i>.</p> <p>Example</p> <ul style="list-style-type: none"> ▪ Non-road infrastructure would include gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure (including boom gates, level crossings and tram safety zones), bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities.
Reactive Maintenance	<p>Maintenance works undertaken to provide temporary or permanent repair to provide protection against potential risks and /or to rectify a failure to restore the asset's intended functionality.</p>
Responsible Road Authority	<p>A road authority which has operational road functions as defined by the Road Management Act.</p>
Road-Related Infrastructure	<p>Infrastructure which is installed or constructed by the relevant road authority for road-related purposes to</p> <p>(a) facilitate the operation or use of the roadway or pathway; or</p> <p>(b) support or protect the roadway or pathway;</p> <p>Examples</p> <ul style="list-style-type: none"> ▪ A traffic control sign, traffic light, street light, road drain or embankment would be road-related infrastructure. ▪ A noise wall, gate, post or board installed on the road reserve by the relevant road authority for road-related purposes would be road-related infrastructure.
Roadside	<p>Any land that is within the boundaries of a road (other than the shoulders of the road) which is not a roadway or a pathway and includes the land on which any vehicle crossing or pathway which connects from a roadway or pathway on a road to other land has been constructed.</p> <p>Example</p> <p>Any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.</p>
Routine Maintenance	<p>Maintenance works undertaken to <i>preserve</i> the life of the asset and ensure that it <i>retains</i> its intended functionality.</p>

Rural Arterial Roads	Arterial roads through areas that are not considered to be urban areas as defined in the Road Management Act, 2004. (Refer Attachment 7 for a map of non-urban arterial roads in the City of Knox).
Target time for Initial Response	<p>Identified target period for a Council Officer to inspect the site if required, identify the defect and assess the associated public safety risk level in accordance with the process set out in Attachment 5. This target time is only applicable when Council is notified of a defect by an External Customer.</p> <p>The public safety risk level will define the need and timeframe for temporary protection works which may include warning signage, asset closure, or other appropriate measure to minimise localised risk.</p> <p>NOTE 1 day = 24 hour period across a business day</p>
Target time for Rectification Works	<p>Identified target period for completion of maintenance works necessary to rectify the failure or restore the asset's intended functionality.</p> <p>Where inadequate funding is available, rectification works may be limited to temporary protection works including closure of the asset.</p> <p>NOTE 1 day = 24 hour period across a business day</p>
Temporary Protection Works	Maintenance intervention measures intended to minimise localised risk until a defect can be repaired or returned to a functional status. May include warning signage, asset closure, or other appropriate measure.
Urban Arterial Roads	<p>Arterial roads through an urban area, where an urban area is as defined in the Road Management Act, 2004, an area in which –</p> <ul style="list-style-type: none"> a) a speed limit of 60 km/hr or less applies not being a speed limit which applies only because of a temporary reason such as road works or a street event; or b) there are buildings on land next to the road, or there is street lighting at intervals not exceeding 100m for <ul style="list-style-type: none"> i) a distance of at least 500m; or ii) if the length of road is less than 500m, over the length of the road <p>(Refer Attachment 7 for a map of urban and rural arterial roads in the City of Knox).</p>
Work Order System	Computer application used by Knox Operations Centre staff to record all road maintenance and inspection activities defined in the Road Maintenance Management Plan (Attachment 4) (Refer to Attachment 9 - Work Order System Flowchart).

Listing of Road Assets

The following list of road assets includes Council's 'road related' and non-road related' assets within the road reserve that have been included in this plan.

Non road-related assets may be managed in accordance with the service levels and inspection frequencies outlined in the plan and are included to provide an indicator of services provided by Council.

Note: Council does not accept responsibility under The Act for:

- road reserves with no constructed vehicular or pedestrian assets for access;
- common property access ways;
- private roads;
- Council off street car parks as defined in Chapter 2 of the Road Management Plan
- general horticultural management of trees (including tree health)

Bridges/ Structures	Timber, concrete, steel and composite road or pedestrian bridges, major culverts and boardwalks. Structures include retaining walls, stairs and estate entrance walls.
Bus Shelters	Structures located within or adjacent to the road reserve designed to provide rest areas and weather protection for waiting bus passengers. Excludes all shelters under maintenance/management contracts with external operators.
Drainage	Pipes, culverts, pits (grated, side entry, and junction pits), pit lintels, table drains, spoon drains, gross pollutant traps, and litter baskets located within the road reserve specifically designed for the transfer of stormwater from road surfaces.
Drains - Table	Drainage channels constructed to collect stormwater that has fallen onto a roadway or batters of a cutting and flowed to the edge of the formation.
Footpaths	Constructed areas for use by pedestrians using materials such as concrete, asphalt, block pavers or granitic material. Also section of path across driveway crossovers (refer Section 1, Figure 1) and tactile pavers.
Kerb & Channel	Rollover, barrier kerb or plinth within road reserves including along indented parking bays, and dished or other concrete interfaces at parking bays/ bus stops and road closures.
Local Area Traffic Treatments (LATMs)	Constructed devices used to control traffic movements on any road surface including roundabouts, splitter islands, slow points, outstands or other traffic delineators.

Road Furniture	<p>Includes bike racks, bins, fencing, fireplugs, guardrail, guideposts, street lighting, and miscellaneous furniture such as: seating, flagpoles, and planter boxes. Note: fencing includes timber, pine log, ARC, single bollard, wire mesh, rail barrier, pedestrian fencing and fencing associated with school crossings (excluding property fencing).</p> <p>Street Lighting includes non-standard Category V and Category B public lighting as defined in AS1158-1997 Public Lighting Code, mounting brackets and poles used to illuminate roads and road related assets. Excludes standard globes and luminaires which are maintained by the relevant Energy company.</p>
Road Pavement	Sub grade, sub base and first layer of asphalt of all constructed roads.
Road Surface	Wearing course on all constructed roads including asphalt, brick paved and concrete surfaces. Includes all areas between lip of kerb on kerbed roads and all sealed surfaces up to the shoulder on unkerbed roads. Includes speed humps, pavement markings, on-road indented parking bays and threshold treatments.
Roadside Vegetation	Trees and shrubs within the road reserve. This includes significant vegetation habitats, managed by the Knox Bushland Crew, and located within road reserves and tree reserves abutting road reserves.
Shared Paths	Constructed areas for shared use by pedestrians and cyclists using materials such as concrete, asphalt, block pavers or granitic material and tactile pavers. Includes signage related to the function of shared paths ie regulatory, warning, special purpose, directional or informative
Signs	Regulatory, warning, special purpose/ information signage provided for the control and/ or guidance of traffic - as approved by Council or other regulatory bodies for use within or relevant to activities on a road reserve. Includes sign specific poles, posts and foundations. Directional/street name and parking signs.
Unsealed Roads	Any constructed road that does not have a sealed road surface.
VicRoads (Urban) Arterial Roads	A road that is declared to be an arterial road under Section 14 of the Road Management Act, 2004 and listed in Table 5 of the Knox Public Road Register

Council's management practices regarding property driveways and property drainage is described below.

1. Property Driveways

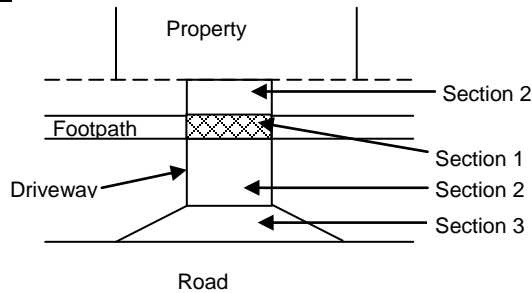


Figure 1 - Property Driveways (Vehicle Crossovers)

Council does have a statutory duty to inspect, maintain and repair sections 1 and 3 of the vehicle crossover as illustrated in Figure 1 above. Both Section 1 and 3 will be inspected for hazards and maintained to specified service levels.

Council does not have a statutory duty to inspect, maintain and repair section 2. Section 2 is the responsibility of the resident to construct (to Council standards), alter and maintain.

2. Property Drainage

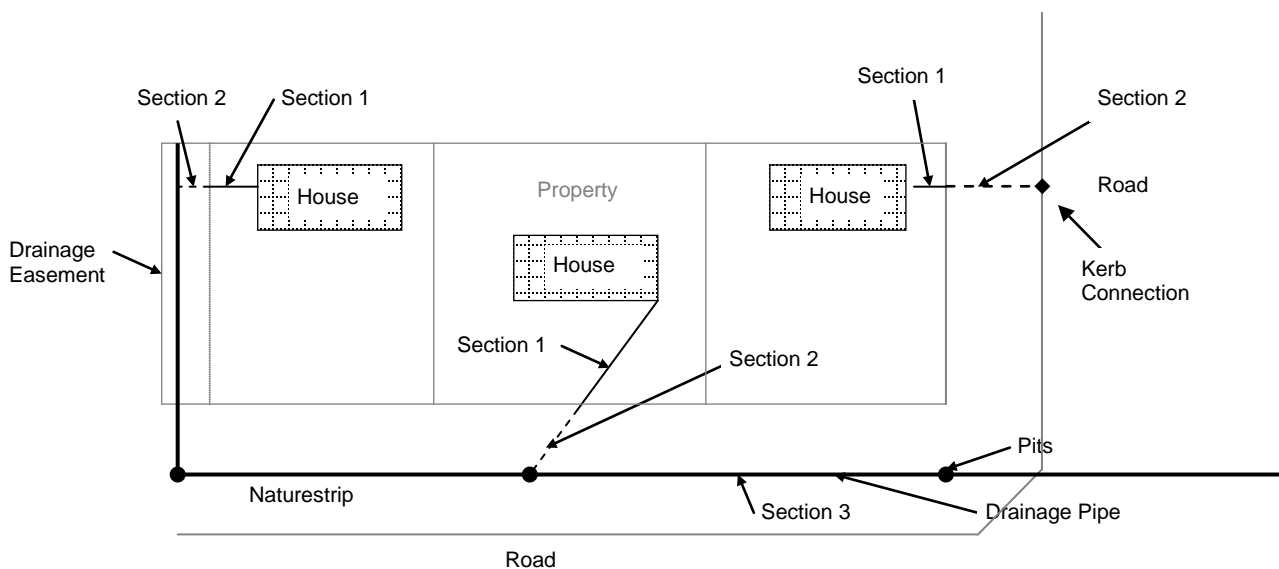


Figure 2 - Property Drains

Council has a duty to inspect, maintain and repair Section 3 as illustrated in the figure above. Section 3 will be inspected for hazards and maintained to specified service levels.

Council does not have a statutory duty to inspect, maintain and repair Sections 1 and 2. Household drainage (including tapping) is the responsibility of the resident to construct (to Council standards), alter and maintain. Council is not required to inspect section 1 and 2 for hazards. These assets are not required to be maintained to specified service levels.

Drainage pipes and pits located within drainage easements in private properties are Council assets. Connection from a residential building to Council's drainage system or kerbing is the responsibility of the resident to construct (to Council standards), alter and maintain at their cost.