

CONSTRUCTION OF ROADS ON ROAD RESERVE

Policy statement

Gympie Regional Council controls many hundreds of kilometres of road reserve on which there is no Council-maintained road. Motorists who use these road reserves often request that a road be upgraded and/or maintained by Council.

Council will not take over maintenance of an unmaintained road unless it is constructed to a suitable standard so that it is not an unreasonable burden on Council's capital and maintenance budgets. This will invariably mean that some amount of upgrading is required before Council will take over a previously unmaintained road.

Council will not upgrade and subsequently maintain a road unless the initial upgrading work is funded by the applicant and the work is to Council standard. Council may consider contributing funds unless the upgrading is a requirement of a development approval.

1. Definition

This Procedure applies to the construction of road on road reserve that will become a maintained road on Council's Road Register (ISDI010D).

2. Works not included

Minor Works do not require formal approval. Council Procedure – Minor Works on Road Reserve refers (ISP020).

This Procedure does not apply to work on State-controlled roads, which are controlled by the Department of Transport and Main Roads.

3. Access for developments

Proposed developments are regulated by the Planning act 2016 and Council's Planning Scheme. This procedure does not apply to road upgrading required for development.

4. Requests for road construction (not development related)

- Council approval is required to upgrade or construct a road on a council-controlled road reserve. GRC requires the works to be funded by the applicant.
- Council has discretion to approve a subsidy of up to 50 per cent towards the cost of upgrading a road to maintained standard on the condition that Council carries out the design and construction and the work is not development related.
- The required road design and construction standards will be the standard nominated by Council's Director Infrastructure Services. The construction of roads in urban areas will be to a bitumen seal specification.
- The works must be on road reserve, to be surveyed if necessary.

- If the works are proposed to be carried out by a contractor, plans and specifications will be required to be submitted to Council's Director Infrastructure Services for approval prior to work commencing.
- The standard of plans and specifications required for a contractor will be determined by Council's Director Infrastructure Services and will reflect the extent and consequences of the proposed work. A pre-start meeting and regular inspections will be required and a formal acceptance process completed.
- Upon acceptance of the work, Council's Road Register will be amended to reflect the maintenance status of the new work.
- Note that if Council carries out the work, the same standards of work will apply as with a contractor.

5. Details of Council subsidy arrangements

Where a Council subsidy is sought for the works, the following will apply.

- The applicant makes a written request for Council to provide an estimate of cost for the works. Infrastructure Services will provide a cost estimate including a 10 per cent contingency allowance.
- If the applicant wishes to proceed, a written response is required including a commitment to paying at least 50 per cent of the cost and requesting a Council subsidy.
- If Council agrees to a subsidy, the applicant will be required to pay the agreed portion of the estimate cost prior to works commencing or alternatively, agree to a payment plan to pay in instalments over a period of time.
- The applicant's contribution is a fixed amount. In the event that the actual cost is less than the estimate, a portion of the savings will be refunded to the applicant (in proportion to the original subsidy arrangement).

Note that in considering a subsidy request, Council may take into account the overall cost of the works, the number of residences and vacant properties involved and other circumstances surrounding the unmaintained road.

6. Accesses on unmaintained roads (not associated with a development)

Where an applicant wishes to construct a low standard driveway or access track (ie not a road) within an unmaintained road reserve, the requirements of Procedure ISP020 (Minor Works on Roads Reserves) shall apply. In addition, it is the applicant's responsibility to ensure the following:

- the works must be of a minor nature (ie earthworks < 100 cubic metres) and must not be assessable as Operational Works under Council's Planning Scheme, and
- the works must comply with all relevant state and federal legislation, including environmental, native title and cultural heritage legislation as applicable.

Note that Council approval is required to connect a driveway to a Council maintained road (refer ISF157).

7. Liability

Council accepts full liability for roads categorised as maintained in the Gympie Regional Council Road Register.

8. Related documentation

ISPOL015 Road Network Policy

ISP018 Road Maintenance Procedure

ISP020 Minor Works on Road Reserve Procedure

ISP016 Upgrading of Gravel Roads with Bitumen Seals Procedure