Murrindindi

Shire Council

Rural Roadside Management Plan Implementation Plan

2014 - 2018

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1. Purpose

This Implementation Plan has been developed to ensure that Council's approach to rural roadside management, as articulated in the Rural Roadside Management Plan is implemented. The purpose of the plan is to:

- Help staff articulate to customers or community what Council's role is concerning roadside management, and what activities Council delivers proactively and reactively in relation to road and roadside activities.
- Be a point of reference for staff when dealing with issues and/or customer requests ensuring that our dealings are conducted in a consistent and appropriate way.
- Provide a four year action plan for works to be implemented in Council's annual business planning cycle to continually improve the management of rural roadsides.

2. Strategic Context

The Rural Roadside Management Plan provides the strategic direction for rural roadside management in Murrindindi Shire. The Plan sets out Council's position for managing rural roadsides including:

- Governance arrangements specifically the scope, who the Plan is for, its lifespan, reviewing and reporting process.
- Context for roadside management.
- Environmental condition of Council's rural roadsides including conservation values.
- Roles, responsibilities and legal duties.
- Council's approach to managing roadsides.
- Standards to be achieved during the implementation of this Plan.

- Relevant legislation to consider when conducting management activities on roadsides.

Of particular importance is the articulation of Council's approach to managing roadsides including:

Roadside Management Principles

Roadside Management Aims

Roadside Management Standards
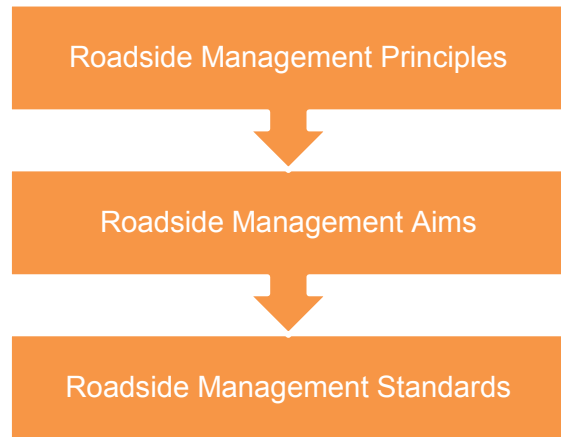
For further details please review Council's Rural Roadside Management Plan.

3. Operational Context

The Implementation Plan has been developed to ensure that Council staff, other agencies and the community adopt the Council's standards for rural roadside management and work together to achieve the aims of Council's Rural Roadside Management Plan.

The Rural Roadside Management Guidelines (for community and Council) and the Code of Practice (for Council only) are resources to assist stakeholders in this task.

The Implementation Plan will assist Council staff communicate what Council's role is, and what can and cannot be done on rural roadsides. It also articulates what needs to be done to improve roadside management with the inclusion of a four year action plan.

This action plan will be reviewed in line with the Rural Roadside Management Plan's strategic review process.

A key component of this review will be to assess how rural roadside management is fairing against aims of the Plan.

4. Development process of this Plan

An internal working group of key Council staff and the Murrindindi Environment Advisory Committee have helped to guide the development of Council's Rural Roadside Management Plan which has included a broader consultation process with key stakeholder groups.

In May 2013, a range of stakeholders met to discuss municipal rural roadside management and what needs to be done to improve its approach in Murrindindi Shire.

Stakeholders were asked to assess a range of roadside management activities in terms of their impact on three areas:

- Natural environment (including native flora and fauna, cultural heritage and visual amenity).
- Community safety (including fire and fuel load management).
- Asset functionality (road and traffic hazard management, other asset maintenance).

The consultation was conducted in two forms. The first form was an internal workshop with Council staff. The second form was an external workshop with other government agencies, community groups and associations.

The consultation process was the same in each workshop; but the roadside management activities assessed were different. Table 1 (overleaf) provides a summary of the roadside management activities assessed in each workshop and their risk rating.

For specific details a copy of the 'outcomes report' for each workshop is available via Council's record management system. In each workshop stakeholders were asked to rate roadside management activities as low, medium or high in risk.

Once risk ratings were established, the consultation process worked to identify actions or 'pieces of work' that could be done to better manage the risk and its impact on the three areas identified above.

Table 1: Priority roadside activities rated during stakeholder consultation

Roadside Activity	Risk Rating
Native vegetation removal including tree lopping, pruning, trimming	High
Road maintenance slashing, spraying, drainage	High
Fire management slashing	High
Machinery and equipment movement and type	High
Emergency response & recovery	Medium to High[1]
Road construction works, widening, upgrading, re-sealing, re-sheeting, grading	High
Roadside weed control	Medium to High
Utility services wishing to construct or maintain assets	Medium to High
Property owners wishing to conduct soft or hard landscaping	Medium to High
Revegetation by volunteer groups	Low to Medium
Recreational activities by trail users/visitors	Low
Stock grazing	Low to Medium
Fencing	Medium
Timber harvesting and firewood collection	Medium to High

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[1] Activities that were rated in a range, for example medium to high, or low to medium reflect the perspective that the risk priority depends on the scale, location and/or potential for damage. For example, in the context of emergency response, it depends on how many trees fell during a storm event, the density of debris on roads and other access areas, and how much damage it created to assets such as roads, signage, fencing etc.

Each action was collated and summarised as a 'piece of work' that needs to be done. These 'pieces of work' have informed the development of the Action Plan 2014-2018 and broadly involve improvements in the following areas:

- Data and knowledge
- Policy and process
- Education and awareness
- Service delivery

As a secondary task in each workshop the stakeholders were also asked to confirm their understanding about what Council's aims should be in relation to its approach to roadside management.

Each workshop illustrated broad stakeholder support for aims that would address the following management issues:

- Fire risk
- Road safety
- Environmental conservation
- Asset maintenance and construction
- Education and awareness raising
- Good governance

Using this direction, the Murrindindi Environment Advisory Committee helped to refine the aims into the statements which now appear in Council's Rural Roadside Management Plan. Council's aims are:

- Manage fire risk through a considered and sensitive approach to fuel load reduction.
- Maintain the function of rural roads as a safe and reliable corridor for traffic movement.
- Preserve and enhance flora and fauna habitat.
- Manage the impact of asset maintenance and construction in roadside environments.
- Ensure Council, other agencies and property owners meet their legislative responsibilities.
- Promote the range of values provided by roadsides to the

community through engagement and education.
- Monitor the effectiveness of this Rural Roadside Management Plan and its associated standards, guidelines and code of practice.

A summary of the consultation and development process for the Rural Roadside Management Plan is captured in Figure 1.

Figure 1: Plan development process
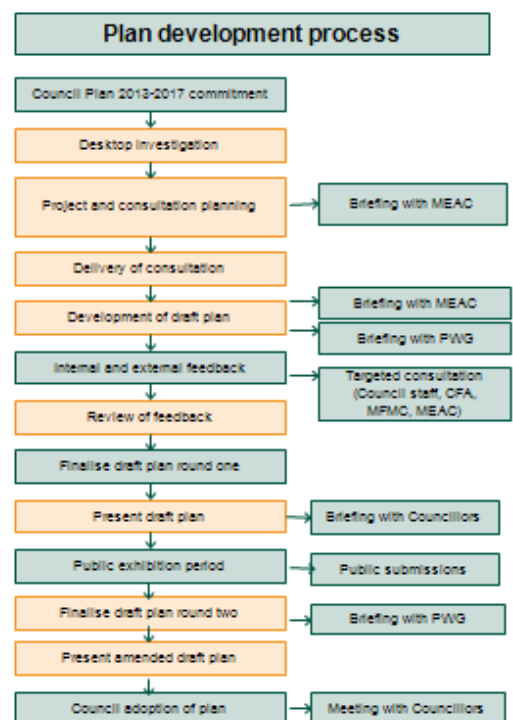
5. What does Council do?

This section helps Council communicate what it does.

Council proactively and reactively manages municipal roads and roadsides. *It is important to note that Council is fully responsible for the management of roadsides for which it is the designated responsible road authority under the Road Management Act 2004.*

5.1 Proactive management activities

Road Inspections

Council undertakes various inspections and audits of its public roads to determine the condition of its road infrastructure. Types of inspections include:

- Defects inspection
- Road safety inspection
- Night inspection to check functionality of sign and hazard markers
- Bridge condition assessment
- Footpath hazard inspection
- Post natural disaster i.e. floods, fires etc.
- Lifecycle condition audit to enable long term asset management

Road Maintenance

Inspections help to develop annual maintenance plans. Repairs and maintenance requirements are based on the identification of any defects that reach nominated intervention levels as outlined in Council's Road Management Plan. These works may include:

- Slashing and spraying for visibility and other maintenance reasons (1.5m behind the guidepost)
- Slashing for fire risk mitigation (to reduce fuel loads on designated fuel reduction corridors and access tracks)

- Removal of trees or limbs intruding into road (minimum 5 m height clearance)
- Removal of hazardous trees
- Drainage or pit cleaning
- Removal of obstacles in traffic lanes such as fallen trees or limbs
- Repair of potholes in traffic lanes
- Installation of non-reflective regulatory signs and hazard markers
- Repair of drop-off from edge of seal to shoulder
- Repair of rough surface on unsealed roads

Road Upgrades

Council delivers a program of works to renew or upgrade Council's existing road assets. Council is also responsible for the construction of new assets or managing additional road assets that have been constructed by private developers.

While these works are not directly on roadsides, they will often impact on the values of roadside reserves. They include:

- Road Renewal

Council undertakes an annual program of gravel re-sheeting, road resealing, road rehabilitation and bridge replacement.

Council also identifies roads that need upgrading including road widening, road sealing, and bridge load capacity. These types of projects may also arise from special charge schemes, where Council has an agreement to conduct works funded directly by private landholders who have requested them.

- New Road, Trail or Pathway Assets

Council may construct new roads, trails, pathways or bridge assets. New roads built by developers (sub-division developments) and transferred to Council are also examples of new projects that add to Council's asset

stock. New assets require an increase in both annual maintenance and renewal funding.

Weed Control

Annually, Council or its contractors will undertake weed control works on municipal roadsides. This service is heavily dependent on grant funding from the State or Federal Governments. Roadsides earmarked for control are selected based on a set of priorities outlined in Council's Roadside Weed and Pest Animal Control Plan.

Vegetation Management

Council has assessed the environmental value of 289 municipal roadsides throughout the Shire. High to very High conservation roadsides are prioritised for protection from threats such as road construction, maintenance, other third party works and environmental weeds.

Council works with Friends of Groups/Landcare Groups to support activities such as revegetation, weed control and other environmental enhancement activities.

Council's Environment Programs Unit works closely with staff in other Council departments through environmental referrals to ensure Council-led and third party works are abiding by environmental legislation and following appropriate environmental procedures.

Signage and conservation status of roadsides

In order to maximise community knowledge and understanding, it is Council's responsibility to adequately communicate the conservation status of medium to very high conservation roadsides and any special maintenance/management requirements on these. This includes providing adequate signage on high conservation roadsides, and communicating with

internal staff, contractors and external stakeholders.

5.2 Reactive management activities

Customer requests

From time to time Council receives information from the public about potential road hazards that warrant inspection. Council officers assess the urgency of the matter and an appropriate inspection response time is determined in line with Council's Road Management Plan.

Requests vary from case to case and may be in relation to:

- Roadside slashing
- Roadside weeds
- Pathway or road repairs
- Drainage issues
- Overgrown vegetation and fire risk
- Hazardous trees

Emergency response

Council provides an emergency (24/7) call out service associated with road hazards caused by storm events or other natural disasters. Council works in conjunction with other emergency agencies to resource clean-up and recovery efforts such as cleaning of debris, or reconstruction of damaged assets e.g. bridges, culverts etc.

6. What can and cannot be done on roadsides

This section helps Council communicate what cannot be done on roadsides.

Council recognises that, in many cases, managing roadsides is a shared responsibility between adjacent property owners, other agencies and Council.

When undertaking activities on a Council roadside, Council has certain expectations of its own staff, property owners and agencies. This is particularly so in roadsides of high environmental significance.

These expectations are based around meeting legal obligations in areas such as: managing fire risk; maintaining public safety; and protecting environmental values such as habitat for threatened flora and fauna species.

The authorisation of works or activities to be undertaken on a roadside, for example approved works in response to a customer request must be based on the standards of Council's Rural Roadside Management Plan.

A quick 'reference table' for what can and cannot be done in roadsides is provided in Table 2, Section 6.1. This reference table can assist in decision making when it comes to responding to a customer request.

6.1 What activities can be done on roadsides?

Table 2 outlines the rules for what can be done on a roadside. Council requires anyone undertaking work or engaging in activities on roadsides to observe best practice standards wherever possible. Further guidance on best practice standards can be found in the Rural Roadside Management Guidelines and Rural Roadside Code of Practice.

It is mandatory for all Council-led infrastructure works to comply with the Guidelines and Code of Practice. Council expects other agencies, property owners and utility service authorities to use these documents as a guide to best practice when carrying out authorised or permitted works.

Table 2: What activities can be done on roadsides?

Activity	Rule	Reference	Seek advice from
Council-led capital works and maintenance requests	New and programmed works must have environmental impact assessments prior to design and/or delivery. Customer requests that have immediate planning and environmental issues must be referred for appropriate action.	Rural Roadside Management Guidelines: Guideline 2 refer also to Code of Practice.	Environmental Programs Unit
Emergency works in response to weather events.	Activities to remove fallen timber in roadside reserves can occur with balanced consideration of conservation value, fire hazard and road safety issues.	Rural Roadside Management Guidelines: Guideline 5	Environmental Programs Unit

Activity	Rule	Reference	Seek advice from
Fencing	Can occur in roadside reserves through permitted approvals. Vegetation removal must be within the requirements of the Murrindindi Planning Scheme and where possible, must occur on the property owner's side of the fence.	Rural Roadside Management Guidelines: Guideline 1	Planning Department
Firewood Collection	Is highly discouraged, but can occur on a roadside if a local laws permit has been sought and approved. Permits must stipulate specific conditions that are set by Council's Environmental Programs Unit.	Rural Roadside Management Guidelines: Guideline 6	Local Laws & Environmental Programs Unit
Fire Prevention	Can only be undertaken on roadsides that are part of a Council led program and/or a stand-alone agreement between Council and a third party (i.e. property owner or agency) that meets conditions set by the Council.	Rural Roadside Management Guidelines: Guideline 5, refer also to Code of Practice.	Municipal Fire Prevention Officer & Environmental Programs Unit
Heritage	Some areas along our roadsides and rail trails have places and objects of heritage significance that are protected under legislation. If protected you cannot undertake works unless investigating the need for permits or heritage management plans.	Rural Roadside Management Guidelines: Guideline 6, refer also to Code of Practice.	Planning Department and Environmental Programs Unit
Livestock Grazing	Can occur on a roadside if a local laws permit has been sought and approved. Permit must stipulate specific conditions that are set by Council's Environment Programs Unit.	Rural Roadside Management Guidelines: Guideline 1	Local Laws & Environmental Programs Unit

Activity	Rule	Reference	Seek advice from
Machinery and Vehicle Movement, Parking and Hygiene	Machinery must be cleaned down before entering and exiting a site to control spread of noxious weeds. Council led works should park and turn machinery in areas identified by the Environmental Programs Unit.	Rural Roadside Management Guidelines: Guideline 5, refer also to Code of Practice.	Environmental Programs Unit
Major utility and non-utility works in a roadside reserve	Can occur only if a Consent for Works Permit has been issued by Council's Asset and Development Services Department and associated fees paid to the Council by the applicant.	Rural Roadside Management Guidelines: Guideline 2	Assets and Development Department
Native Vegetation removal	Can only be removed, pruned or lopped through permitted clearance approvals from Council's Planning Department.	Rural Roadside Management Guidelines: Guideline 6	Planning Department, Environmental Programs Unit
Revegetation	Can occur in roadside reserves through approved Landcare Projects and other initiatives. Revegetation must be undertaken in accordance with standards set by the Council.	Rural Roadside Management Guidelines: Guideline 6	Environmental Programs Unit, Municipal Fire Prevention Officer, Parks, Gardens & Road Maintenance
Roadside Weeds	Hand pulling, spraying and/or if required, mechanical works can be undertaken on roadsides within a Council approved program and/or stand-alone agreement between the Council and a third party (i.e. property owner or agency).	Rural Roadside Management Guidelines: Guideline 6	Environmental Programs Unit
Seed collection	Collection of seeds may be undertaken if approved by DEPI and/or Council as the land manager.	Rural Roadside Management Guidelines: Guideline 6	

Activity	Rule	Reference	Seek advice from
Slashing	Can only occur in Council led or approved works. Slashing should be undertaken with consideration to roadside conservation value.	Rural Roadside Management Guidelines: Guideline 3, refer also to Code of Practice	Parks, Gardens & Road Maintenance, Environmental Programs Unit & Municipal Fire Prevention Officer
Spraying	Can only occur in Council led or approved works. Spraying with approved herbicides can be used to maintain road and drainage function such as vegetation control in table drains, around guideposts and signs, and within roadside reserves to control noxious weeds. Spraying is not allowed in highly sensitive areas i.e. some *Highly Significant Roadsides* and *Special Protection Zones*.	Rural Roadside Management Guidelines: Guideline 3, refer also to Code of Practice	Parks, Gardens & Road Maintenance, Environmental Programs Unit & Municipal Fire Prevention Officer

6.2 What activities cannot be done on roadsides?

Table 3 outlines the rules for what cannot be done on a roadside. These rules are underpinned by legislation and by non-statutory controls such as policies, codes and guidelines. Some rules must be followed as required by law, while others have been developed to reflect best practice. Council expects all stakeholders to comply with these rules to protect community safety and the health of our natural environment.

Table 3: Activities on roadsides that are restricted or prohibited

Activity	Rule	Compliance Details	Seek advice from
Slashing	You cannot slash in Special Protection Zones, or when native flora is in flower (exceptions may apply if safety risks i.e. drainage function, fire risk outweigh benefit of retaining flora, as determined by on-site assessments).	Encouraged: • Rural Roadside Management Guidelines • Rural Roadside Code of Practice	Environmental Programs Unit
Spraying	You cannot use herbicides for spraying activities directly near waterways,	Encouraged: • Rural Roadside	Environmental Programs Unit

Activity	Rule	Compliance Details	Seek advice from
	dams, organic farms, schools or in Special Protection Zones. Special Protection Zones are a Forest Management Planning Tool that can be searched for via DEPI Biodiversity Interactive Maps. You cannot blanket spray on any roadside.	Management Guidelines • Rural Roadside Code of Practice • Agricultural and Veterinary Chemicals (Control of Use) Act 1992	
Council led capital works and maintenance.	You cannot authorise any new or programmed works without understanding your legal requirements from a planning and environmental perspective.	Law: • Murrindindi Shire Planning Scheme • Planning and Environment Act 1987 • Other environmental legislation.	Environmental Programs Unit
Fencing	Fencing should only be undertaken within the provisions of the *Murrindindi Shire Planning Scheme*. Works must be approved under the Consent for Works process, and undertaken in accordance with conditions set out by Council as the land manager.	Law: • Murrindindi Shire Planning Scheme • Planning and Environment Act 1987 • Road Management Act 2004	Planning Department, Infrastructure Assets & Environmental Programs Unit
Firewood Collection	Firewood collection permits should not be issued without consideration of roadside conservation value. Collection must not occur on roadsides without a permit.	Law: • Community Local Law 2012 • Murrindindi Shire Planning Scheme • Road Management Act 2004	Local Laws & Environmental Programs Unit
Fire Prevention	You cannot undertake any form of fire prevention unless it is within an approved works program and/or a stand-alone written agreement.	Law: • Community Local Law 2012 • Murrindindi Shire Planning Scheme • Emergency Management Act 1986 • Country Fire Authority Act 1958	Municipal Fire Management & Environmental Programs Unit

Activity	Rule	Compliance Details	Seek advice from
Heritage	Some areas along our roadsides and rail trails have places and objects of heritage significance that are protected under legislation. If protected you cannot undertake works unless investigating the need for permits or heritage management plans.	Rural Roadside Management Guidelines	Planning Department and Environmental Programs Unit
Livestock Grazing	Livestock grazing permits should not be issued without consideration of roadside conservation value. Grazing must not occur on roadsides without a permit, and must be undertaken in accordance with conditions set out by Council as the land manager.	Law: • Community Local Law 2012 • Murrindindi Shire Planning Scheme • Road Management Act 2004	Local Laws & Environmental Programs Unit
Machinery and Vehicle Movement and Parking	Large machinery and equipment used in capital works or maintenance programs should not be freely driven or parked in *highly significant* or *significant areas on a roadside* unless designated as a turning and/or parking spot, as defined by Council's Environmental Programs Unit.	Encouraged: • Rural Roadside Management Guidelines • Rural Roadside Code of Practice	Environmental Programs Unit
Native Vegetation Removal	You cannot remove, lop or prune any forms of native vegetation if you do not have a permit under the *Murrindindi Shire Planning Scheme* and/or approval from the land manager (i.e. Council).	Law: • Murrindindi Shire Planning Scheme • Planning and Environment Act 1987 • Other environmental legislation.	Planning Department & Environmental Programs Unit
Revegetation	Revegetation must not occur in locations or areas where it will present road safety and fire hazards (i.e. close to road clearance zones, utility assets such as water tanks, fire access, telecom access points, power lines etc.).	Law: • Community Local Law 2012 • Murrindindi Shire Planning Scheme • Road Management Act 2004 • Emergency Management Act	Environmental Programs Unit

Activity	Rule	Compliance Details	Seek advice from
		1986 • Country Fire Authority Act 1958 • Electricity Safety Act 1998	
Major utility and non-utility works in a roadside reserve.	You cannot perform any major utility and non-utility works in a roadside reserve that involve the need for earthworks (unless exempt) without seeking consent from Council as the responsible road authority.	Law: • Community Local Law 2012 • Murrindindi Shire Planning Scheme • Road Management Act 2004	Infrastructure Assets & Environmental Programs Unit

7. Who has what responsibility?

It is essential that each department is fully aware of their responsibilities in the delivery of this Implementation Plan and that responsible officers understand their role and responsibilities in meeting the roadside management standards of Council's Rural Roadside Management Plan.

The implementation of Council's Rural Roadside Management Plan will rely on various departments or units in Council which are outlined in Table 4.

Table 4: Council Department Functions

Department /Unit	Function
Infrastructure Assets and Development	Assessing and planning for infrastructure renewal and provision in the Shire. This includes design, tendering, contracting and supervising various works in Council's capital works program. In addition to this the department approves and permits development activities required under the Road Management Act on Council managed roadsides.
Infrastructure Operations	Inspection, repair and maintenance of Council's public open spaces, roads and road reserves.
Planning and Development Permit Approvals	Processes all planning applications, and provides advice about development proposals which require a planning permit. The service also monitors the Murrindindi Shire Planning Scheme, prepares major policy documents and prepares amendments to the Murrindindi Shire Planning Scheme.
Fire Prevention	Coordinates the Municipal Fire Management Committee; and, develops, implements and enforces annual fire prevention works in the Shire.
Local Laws	Facilitates a safer community and a protected environment through traffic management, domestic animal management, and enforcement of local laws i.e. firewood collection, stock grazing etc.
Environmental Programs Unit	Provision of advice internally and externally on best practice in environmental management and delivery of land management projects such as revegetation and weed control.
Economic Development and Tourism	Promotes economic development and tourism opportunities including strategic planning, partnerships and events coordination such as festivals, markets, or recreational pursuits in the Shire.
Community services	Promotes activities on roadsides, trails, pathways that support the health and wellbeing of community.

8. What tools are available to assist?

There are a range of tools which can be used to ensure decision making accords with Council's Rural Roadside Management Plan. Table 5 provides a list of such tools.

Table 5: Decisions making support tools

Name of tool	Tool type
Roadside conservation value mapping	Booklet, GIS mapping
Flora and fauna species records	GIS mapping
Ecological vegetation class type	GIS mapping
Biodiversity significance area	GIS mapping
Environmental Standards in Infrastructure Works.	Policy Procedure
Municipal Fire Management Plan – Murrindindi Shire and Lake Mountain	Outlines the Council's approach to fire management in the Shire.
Rural Roadside Management Plan	Strategic direction and articulation of Council's rural roadside management aims and standards.
Rural Roadside Management Guidelines	Guidelines for general use by property owners, Council staff, contractors, utility service authorities etc .
Rural Roadside Code of Practice	Code of Practice for assets, capital works, operations, major/minor utility and non-utility works requests.

9. What work needs to be done?

9.1 Action Plan

The Action Plan 2014 - 2018 has been designed to ensure the aims and standards of Council's Rural Roadside Management Plan are achieved. The consultation process for developing this action plan identified four broad improvement areas for the Council: data and knowledge, policy and process, education and awareness and service delivery. These areas have helped to structure the Plan's actions against the aims and standards of the Council's Rural Roadside Management Plan.

The development of the Action Plan has found that one action has capacity to deliver on a number of the Plan's aims and standards. To reflect this, the Action Plan has repeated actions where 'cross over' occurs. These are marked with an (*). This will assist departmental staff identify projects they are responsible for implementing and what aim(s) and standard(s) they will help to achieve in regard to Council's approach to managing rural roadsides.

Aim1: Manage fire risk through a considered and sensitive approach to fuel load reduction						
Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility	
4 — Fire prevention works included in Murrindindi Shire and Lake Mountain Municipal Fire Management Plan are to be carried out based on an understanding of roadside conservation value.	1.1 Develop spatial mapping of priority fire risk roadsides overlayed with roadside conservation value.	Data and knowledge	2014/15	Internal staff time.	Environmental Programs Unit	
4	1.2 Deliver Council's annual fuel load reduction programs on roadsides and trails in a manner that is sensitive to roadside conservation values.	Service delivery	Annually	Internal staff time.	Municipal Fire Management	
5 — Fire prevention works not included in the Murrindindi and Lake Mountain Municipal Fire Management Plan (for example CFA brigade led) are to be carried out in consultation with Council and in accordance with this Plan.	1.3 Ensure roadside fire risk and conservation value mapping is accessible via Council's internal systems and Council's website.	Data and knowledge	2014/15	Internal staff time	Environmental Programs Unit	

Aim1: Manage fire risk through a considered and sensitive approach to fuel load reduction

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
Specific treatments such as slashing and spraying must be based on an understanding of roadside conservation value and follow Council's Roadside Management Guidelines.					
5	1.4 Promote the use of this data to help influence environmentally sensitive fire prevention works.	Data and knowledge	2015/16	Internal staff time	Municipal Fire Management
5	1.5 Work with local CFA brigades to support development of fire prevention plans (outside of Council's annual fuel load reduction program) that consider sensitive to roadside conservation values.	Service delivery	2015/16	External funding	Municipal Fire Management
5	1.6 Develop and deliver engagement with the CFA and other agencies on the topic of managing fire risk on highly significant roadsides.	Education and awareness	2015/16 and then ongoing	External funding	Municipal Fire Management
5	1.7 Identify ways in which Council, DEPI and other organisations can assist in the provision of ecological advice during the planning and delivery of CFA-led fire	Service delivery	2015/16	External funding	Environmental Programs Unit

Aim1: Manage fire risk through a considered and sensitive approach to fuel load reduction

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
	prevention works on high bushfire risk roadsides.				
5	1.8 Develop and implement a 'managing native vegetation for bushfire risk' communication campaign with targeted messages around fuel load reduction on roadsides.	Education and awareness	Annual	Internal staff time	Environmental Programs Unit & Municipal Fire Management
5	1.9 Liaise with other agencies, such as CFA, DEPI, service clubs such as Rotary and local firewood enterprises to develop cost effective solutions for reducing the amount of timber and fine fuels on roadsides (debris from extreme weather events).	Service delivery	2015/16	External funding	Environmental Programs Unit & Municipal Fire Management
6 The guidelines for *Managing vegetation after extreme weather or storm events"* should be followed to assist clean up of vegetation and debris following an extreme weather event.	1.10 Develop guidelines for vegetation management following extreme weather events with the aim of reducing the amount debris and timber left on roadside reserves.*	Policy and process	2014/15	Internal staff time	Environmental Programs Unit & Roads & Parks Maintenance

Aim 2: Maintain the function of rural roadsides as a safe and reliable corridor for traffic movement.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
3 Council's infrastructure works must avoid and minimise the impacts on roadside conservation value – both in planning, delivery and finalisation. If offsets are required they must be budgeted for and legally secured prior to works commencing.	2.1 Develop biodiversity offset guidelines that assist to provide further information on managing native vegetation loss on municipal roadsides.*	Policy and process	2014/15	Internal staff time	Environmental Programs Unit
3	2.2 Review and refine Council's system for removal of vegetation under the road maintenance exemption and prepare annual reports as per Council's Memorandum of Understanding with the Department of Environment and Primary Industries.	Policy and process	2015/16	Internal staff time	Environmental Programs Unit & Roads & Parks Maintenance
3	2.3 Incorporate drainage assessments into rural road inspections to establish opportunities for improving drainage prioritising roadside areas close to waterways.	Service delivery	2015/16 and then ongoing	Internal staff time	Roads & Parks Maintenance
3	2.4 When upgrading or hiring plant and equipment or engaging contractors, choose machinery and	Service delivery	Ongoing	Capital or Operational expenditure	Roads & Parks Maintenance

Aim 2: Maintain the function of rural roadsides as a safe and reliable corridor for traffic movement.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
	equipment that is better able to assist crew members comply with the Roadside Code of Practice (i.e. chippers, cherry pickers, smaller machines for lower impact, weed hygiene gear such as air pumps, cleaning kits etc.)				
3	2.5 Purchase Australian Standard for Amenity Tree Pruning (Minimal Disturbance Techniques) and promote correct arboriculture techniques to enable crews to comply with tree maintenance standards outlined in the Rural Roadside Code of Practice.	Service delivery	2014/15 and then ongoing.	Operational expenditure	Environmental Programs Unit
3	2.6 Review and refine Council's record keeping system documenting the use of chemicals and poison sprayed for roadside maintenance and control in accordance with the Agricultural and Veterinary Chemicals Code Act 1994.	Policy and process	2016/17	Internal staff time	Environmental Programs Unit & Parks & Road Maintenance

Aim 2: Maintain the function of rural roadsides as a safe and reliable corridor for traffic movement.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
3	2.7 Deliver training to outdoor staff every two years on responsible herbicide use and application to ensure compliance with Agricultural and Veterinary Chemicals Act 1992.	Education and Awareness	2016/17	Operational expenditure	Environmental Programs Unit
3	2.8 Identify and map turning and parking areas, and stockpile sites, including the allocation of new areas and sites. Develop a register for each site identifying the weed status and how each area and site should be managed.	Service delivery	2016/17	Operational expenditure	Environmental Programs Unit
3	2.9 Develop and procure signs to place on designated stockpile/ dumpsites, and turning and parking areas to assist in identification.	Service delivery	2016/17 and then ongoing	Operational expenditure	Environmental Programs Unit
6	2.10 Develop guidelines for vegetation management following extreme weather events with the aim of reducing the amount of debris and timber left on roadside reserves.* The guidelines for 'Managing vegetation after extreme weather or storm events" should be followed to assist clean up of vegetation and debris following an extreme weather event.	Policy and process	2014/15	Internal staff time	Environmental Programs Unit

Aim 2: Maintain the function of rural roadsides as a safe and reliable corridor for traffic movement.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
6 Any revegetation activities in a Council roadside reserve, rural trail or pathway should follow Council's *Revegetation Guidelines*.	2.11 Develop a set of revegetation guidelines for planting trees and shrubs along rural roadsides and trails.*	Policy and process	2015/16	Internal staff time	Environmental Programs Unit

Aim 3: Preserve and enhance flora and fauna habitat.

Rural Roadside Management Plan Standard (#)		Action	Improvement area	Timeline	Resources	Responsibility
Activities to preserve and enhance biodiversity values must be delivered in accordance with Council's Environment Strategy and other environmental plans.	7	3.1 Develop biodiversity offset guidelines that provide further information on managing native vegetation loss on municipal roadsides.*	Policy and process	2014/15	Internal staff time	Environmental Programs Unit
	7	3.2 Review local planning policy framework including overlays which could be used to protect high value roadside corridors.	Policy and process	2015/16	Internal staff time	Environmental Programs Unit & Planning Department
	7	3.3 Develop an appendix to the Community Local Law that provides guidance to property owners around how native vegetation should be managed on roadsides adjacent to their property (not including removal of standing trees).	Policy and process	2015/16	Internal staff time	Environmental Programs Unit & Local Laws
	7	3.4 Procure new and maintain existing roadside and rail trail signage alerting the occurrence of significant roadside vegetation and other significant areas.	Education and awareness	Annually	Operational expenditure	Environmental Programs Unit & Roads and Parks Maintenance
	7	3.5 Procure wildlife crossing signs in areas where they are absent and where high wildlife movement across roads occurs.	Education and awareness	2016/17	External Funding.	Environmental Programs Unit

Aim 3: Preserve and enhance flora and fauna habitat.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
7	3.6 Control weeds on roadsides in accordance with Council's Roadside Weed and Pest Animal Control Program. Seek ongoing streams of funding from government and non-government sources to expand Council's existing program.	Service delivery	Annually	Operational expenditure and external funding.	Environmental Programs Unit
7	3.7 Use the Murrindindi Weed iApp to help share knowledge about the presence and location of declared and environmental weeds on Council controlled roadsides.	Education and awareness	Annually	Internal staff time.	Environmental Programs Unit
7	3.8 Work closely with DEPI to promote the use of designated firewood collection areas, identify existing barriers to collection and find solutions to address (that encourage people to use collection areas instead of roadsides).*	Education and awareness	2015/16	Internal staff time	Environmental Programs Unit
7	3.9 Review Local Laws permit system for firewood	Policy and process	2016/17	Internal staff time	Local Laws & Environmental

Aim 3: Preserve and enhance flora and fauna habitat.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
	collection and stock grazing, investigating options for introducing fees, timeframes and conditions in permits based on roadside conservation value.*				Programs Unit
7	3.10 Improve our understanding of and promote sites of cultural and heritage value located on roadsides.*	Data and knowledge	2015/16	Internal staff time	Planning
7	3.11 Identify and promote all Special Protection Zones within a 1km radius of Murrindindi Shire roadside reserves and ensure zones are integrated in roadside conservation mapping.*	Data and knowledge	2016/17	Operational expenditure	Environmental Programs Unit
7	3.12 Develop a register of known certified organic properties and where possible, avoid spraying in areas adjoining these properties.	Data and knowledge	2016/17	Operational expenditure	Environmental Programs Unit
7	3.13 Re-assess all roadside conservation values determined during 2009-2011 mapping (for benchmarking	Data and knowledge	2017/18	Operational expenditure	Environmental Programs Unit

Aim 3: Preserve and enhance flora and fauna habitat.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
	comparisons) – where funding allows, include those not previously surveyed such as the Great Victorian Rail Trail.				
7	3.14 Liaise with DEPI to ensure Council is provided with latest biodiversity mapping (annually) to be included in Council's database and GIS layers.	Data and knowledge	Annually	Internal staff time	Environmental Programs Unit
7	3.15 Develop an online map that is publicly accessible via Council's website identifying the conservation value of rural roadsides.*	Data and knowledge	2017/18	Operational expenditure	Information Technology
7	3.16 Develop a set of revegetation guidelines for planting trees and shrubs along rural roadsides and trails.*	Policy and process	2015/16	Internal staff time	Environmental Programs Unit
7	3.17 Work in partnership with Parks Vic/DEPI/Police to investigate possible solutions to address illegal 4WD and other car based recreation activities occurring on and adjacent to Council managed roadsides.	Education and awareness	2016/17	Internal staff time	Environmental Programs Unit & Local Laws

Aim 3: Preserve and enhance flora and fauna habitat.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
7	3.18 Work in partnership with local groups and schools to undertake environmental enhancement activities on roadsides and rail trail.	Service delivery	Annually	Internal staff time	Environmental Programs Unit
7	3.19 Work in partnership with local groups and schools to plan and deliver Clean Up Australia day events on roadsides.	Service delivery	Annually	Internal staff time	Environmental Programs Unit
7	3.20 Investigate the possibility of resourcing internal clean ups of litter on roadsides at selected sites of concern (via outdoor operations staff) once or twice a year.	Service delivery	Annually	Internal staff time	Roads & Parks Maintenance

Aim 4: Manage the impact of recreation, agriculture, asset maintenance and construction activities in roadside environments.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
3 Council's infrastructure works must avoid and minimise the impacts on roadside conservation value – both in planning, delivery and finalisation. If offsets are required they must be budgeted for and legally secured prior to works commencing.	4.1 Develop and implement an internal policy and procedure for managing the environmental impacts of Council infrastructure works.	Policy and process	2014/15	Internal staff time	Environmental Programs Unit
3	4.2 Develop biodiversity offset guidelines that assist to provide further information on managing native vegetation loss on municipal roadsides.*	Policy and process	2014/15	Internal staff time	Environmental Programs Unit
3	4.3 Include specifications in all tender documents for Council led road construction and maintenance works that indicate all works should comply with Council's Rural Roadside Management Guidelines and Code of Practice.	Policy and process	2016/17	Internal staff time	Infrastructure Assets and Development & Procurement
3	4.4 Develop annual information and/or training activities with Council staff and contractors that educate in weed management, native plant identification, tree pruning and other codes of practice.	Education and awareness	Annually	Internal staff time	Environmental Programs Unit

Aim 4: Manage the impact of recreation, agriculture, asset maintenance and construction activities in roadside environments.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
8	Under the Road Management Act 2004 written consent for utility and non-utility works in a roadside reserve may be required, and if so, must be obtained from the Council as the public road authority/manager before works commence.	4.5 Develop MOUs with utility service authorities to encourage better liaison around works on Council roadsides. MOUs should include commitments to set minimum standards to be observed when planning works, such as ensuring proper consultation and planning works in advance so conservation value can be considered and works adjusted accordingly.	Policy and process	2017/18	Internal staff time	Environmental Programs Unit & Assets and Development
9	Where applicable, Council's Rural Roadside Management Guidelines and/or Code of Practice should be adhered to by a third party seeking consent from Council under the Road Management Act 2004 (to conduct either non utility or utility major works).	4.6 Ensure a copy of Council's Guidelines and/or Code of Practice is provided to a customer seeking consent for works permits	Data and knowledge	2015/16	Internal staff time	Assets and Development
10	The Murrindindi Planning Scheme and Community Local Law 2012 must be observed at all times including compliance with all of its provisions and permit systems.	4.7 Review Local Laws permit system for firewood collection and stock grazing, investigating options to introduce fees, timeframes and conditions in permits based on roadside conservation	Policy and process	2016/17	Internal staff time	Local Laws & Environmental Programs Unit

Aim 4: Manage the impact of recreation, agriculture, asset maintenance and construction activities in roadside environments.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
	value.*				
10	4.8 Work closely with DEPI to promote the use of designated firewood collection areas, identify existing barriers to collection and find solutions to address (that encourage people to use collection areas instead of roadsides).*	Education and awareness	2015/16 and then ongoing.	Internal staff time	Environmental Programs Unit
10	4.9 Develop and implement a communications campaign to help educate residents about their legal and moral duties in roadside and trail use. Reference the planning and local laws systems including conditions and enforcement implications. Include the topics of: recreation, illegal native vegetation removal, firewood collection, livestock grazing, rubbish dumping etc.*	Education and awareness	Annually	Operational expenditure	Environmental Programs Unit, Planning and Local Laws

Aim 4: Manage the impact of recreation, agriculture, asset maintenance and construction activities in roadside environments.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
11	Any request to Council for a major or minor utility works in a roadside reserve should be referred to the appropriate departments(s) if the application reaches internal referral triggers. Permitted approvals must be issued in consideration of the referred department(s) considerations.				
	4.10 Include specific conditions related to managing impacts on roadside conservation value in consent for works permits.	Policy and process	2016/17	Internal staff time	Assets and Development

Aim 5: Ensure Council, other agencies and property owners meet their legislative responsibilities.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
1	All activities requiring removal, destruction or lopping of native vegetation must be conducted in accordance to the Murrindindi Planning Scheme. This requires a planning permit to be issued by the Council unless exempt under the Planning Scheme.	5.1 Develop biodiversity offset guidelines that provide information on managing native vegetation loss on municipal roadsides.*	Policy and process	2014/15	Internal staff time	Environmental Programs Unit
2	Any activity requiring removal, destruction or lopping of vegetation (dead or alive but not including removal of standing trees) that does not trigger the need for a planning permit or consent for works on a roadside must be done in accordance with the Community Local Law 2012.	5.2 Develop and implement an appendix to the local law that provides guidance on how to manage native vegetation works not requiring and/or exempt from a planning or consent for works approvals.	Policy and process	2015/16	Internal staff time	Environmental Programs Unit
10	The Murrindindi Planning Scheme and Community Local Law 2012 must be observed at all times including compliance with all of its provisions and permit systems.	5.3 Instigate a process improvement project internally to improve the way Council responds to roadside management issues through customer requests and enquiries i.e. internal referral process between Local Laws, Roads & Parks Maintenance, Infrastructure Assets, Statutory Planning and Environment	Policy and process	2016/17	Operational expenditure	Environmental Programs Unit

Aim 5: Ensure Council, other agencies and property owners meet their legislative responsibilities.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
10	5.4 Review Local Laws permit system for firewood collection and stock grazing, investigating options for introducing fees, timeframes and conditions in permits based on roadside conservation value.*	Policy and process	2016/17	Internal staff time	Local Laws & Environmental Programs Unit
10	5.5 Develop and implement a communications campaign educate residents about their legal and moral duties in roadside and trail use. Reference the planning and local laws system including its conditions and enforcement implications. Include the topics of: recreation, illegal native vegetation removal, firewood collection, livestock grazing, rubbish dumping etc.*	Education and awareness	Annually	Operational expenditure	Environmental Programs Unit, Planning and Local Laws

Aim 6: Promote the range of values provided by roadsides to the community through engagement and education.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
13	Council will communicate roadside values to community including environmental, land and cultural management values. 6.1 Improve our understanding of and promote sites of cultural and heritage value located on roadsides.*	Data and knowledge	2015/16	Internal staff time	Planning
13	6.2 Identify and promote all Special Protection Zones within a 1km radius of Murrindindi Shire roadside reserves and ensure zones are integrated in roadside conservation mapping.*	Data and knowledge	2016/17	Internal staff time	Environmental Programs Unit
13	6.3 Develop an online map that is publicly accessible via Council's website, identifying the conservation value of rural roadsides.*	Data and knowledge	2017/18	Operational expenditure	Information Technology
13	6.4 Design an engagement program with different sectors of the community to promote the value of highly significant roadsides.	Education and awareness	Annually	Operational expenditure	Environmental Programs Unit

Aim 7: Monitor the effectiveness of this Rural Roadside Management Plan and its associated standards.

Rural Roadside Management Plan Standard (#)	Action	Improvement area	Timeline	Resources	Responsibility
All	7.1 To review the implementation of this plan annually to reassess the validity of Council's aims and standards.	Policy and process	Annually	Internal staff time	Environmental Programs Unit
All	7.2 Prepare an annual report summarising implementation progress of the Plan, outlining some of the key achievements that Council has accomplished.	Policy and process	Annually	Internal staff time	Environmental Programs Unit

Appendix 1 - List of stakeholders consulted

The list of stakeholders consulted in the development of Council's Rural Roadside Management Plan includes:

- Council staff
- Councillors
- Murrindindi Environment Advisory Committee
- Municipal Fire Management Committee
- Upper Goulburn Landcare Network and member group representatives
- Blackberry Action Group representatives
- Tourism and Business Association representatives
- Upper Goulburn Field Naturalists
- Mount Pleasant Reserve Committee of Management
- Department of Environment and Primary Industries (including Parks Vic)
- Goulburn Broken Catchment Management Authority
- Vic Roads
- Country Fire Authority and local fire brigades
- Goulburn Valley Water
- SP Ausnet
- Telstra