

 KAIPARA DISTRICT <small>Two Oceans Two Harbours</small>	Title of Policy	Kaipara District Council Rooding Policy		
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1 Introduction

In 1990 Council adopted a Rooding and Bridging policy.

Since 1990 significant changes have occurred in the administration of Council's roads. Major changes include:

- i) The contracting out of all rooding professional services and physical works;
- ii) An improved Annual Plan process to develop forward programmes;
- iii) An improved road inventory system; and
- iv) More responsive customer services systems.

Council's rooding policy has been reviewed to reflect the current situation.

2 RAMM

Council operates a computerised Road Assessment and Maintenance Management (RAMM) System.

This system has three major components:

- i) **Road Inventory Files.** All the physical features of every Council road including fixtures such as signs, culverts, road markers etcetera are recorded.
- ii) **Road Condition Files.** Road roughness and a statistical sampling of road defects are recorded to help predict trends.
- iii) **Maintenance Records.** Records of historical maintenance costs can be stored for future reference.

3 Roading Categories

All roads in the District have been classified into four classifications. Council unsealed roads are coded "U" and sealed roads are coded "T".

The roading classifications are as follows:

Classification	Category	Description
Strategic	State Highways	Main routes from district to district
Arterial	U3, T3	Main routes in the district
Collector	U2, T2	Distribute traffic between arterial and local roads and provide connections between arterial roads
Local	U1, T1	All other roads in the District

The classification of all Council's maintained roads is defined in RAMM.

4 Maintained roading network

Council will endeavour to maintain a formed road access to one point for each property owner. Where this is not economically feasible, legal access by foot only or by navigable river or along a beach may be an option. Refer to s321 of the Local Government Act 1974.

Where a road effectively becomes a private driveway, Council may elect to dispense with further maintenance.

The extent of Council's maintained roading network is defined in the RAMM inventory files.

A schedule of maintained roads and their categories is attached as Appendix 2.

5 New road standards

New roads constructed in the District shall be designed and built in accordance with the following mandatory and guideline requirements.

- (i) **Mandatory requirements** - As provided in Council's current District Planning Scheme and Ordinances as outlined in the Kaipara District Council District Scheme.

(ii) **Guidelines**

- Code of Practice for Urban Land Subdivision - NZS 4404
- Guide to Geometric Standards for Rural Roads - TNZ
- NAASRA Road Guidelines and TNZ supplements
- Highway Surface Drainage Design Guidelines - TNZ
- Bituminous Sealing Manual - TNZ

6 New bridge standards

New bridges shall be designed and built in accordance with the Transit New Zealand Bridge Manual - Design and Evaluation.

7 Existing road and bridge maintenance standards

Council will generally maintain roads and bridges to their existing standard. Where finances permit staged improvements will be undertaken to bring facilities closer to new road or bridge standards.

Details of Council's maintenance standards are specified in the current Kaipara District Council Roading Network Maintenance Contract documents.

8 Signs and markings

Road signs and markings shall be in accordance with the current Transit New Zealand Manual of Traffic Signs and Markings.

9 Street lighting

Urban street lighting shall be in accordance with NZS 6701 : Code of Practice for Road Lighting.

10 Gates and cattle stops across roads

- No one shall construct a gate or cattle stop across a road without Council's written permission (Local Government Act, s344).
- Where a road has been fenced off with a gate, cattle stop or similar structure across it, or fenced to the edge of the formed carriageway, Council's maintenance shall stop at that point. Maintenance beyond this point shall be the property owner's responsibility.
- Should the property owners wish Council to resume maintenance again, then that portion of the road will need to be brought up to a satisfactory standard again, and the obstruction removed prior to Council resuming responsibility at Council's discretion.

11 Vehicle crossings

(Local Government Act - s335 and Kaipara District Bylaws - District Scheme)

- Vehicle crossings shall be provided at the applicant's expense, to an approved design under Council's consultant's supervision.
- In terms of the Bylaws, Council may refuse consent where, in its opinion, the existence of the crossing may cause danger or obstruction.

- iii) Upgrading of surface water channels may necessitate the installation of a culvert where no culvert has been placed before. Property owners will be required to provide new culvert pipes.
- iv) Where Council upgrades a road necessitating the replacement of approved culverts or crossings, Council will replace these at no cost to the property owner.
- v) Where a crossing is damaged, Council will undertake the necessary repair and to recover costs from the party responsible.
- vi) Scheduled crossings across Council drains in drainage areas shall comply with the drainage bylaws.
- (vii) On sealed roads, entranceways shall be sealed to avoid damage to the edge of the road seal.

12 Maintenance of urban grassed berms

- i) The property owner shall be responsible for the maintenance of the grass berm outside their property.
- ii) With respect to cutting of grass berms by Council, in special circumstances, Council will continue existing practice, however these shall be kept under review.

13 Temporary electric fences on road reserves

Temporary electric fences shall be kept back clear of any surface water channel or 1.5m minimum from the edge of the carriageway and shall be erected using temporary standards. Star pickets (waratahs) or timber posts are not acceptable.

No livestock shall be retained on the road reserve after dark.

Any damage to the road, road edge or surface water channel due to grazing shall be repaired at the offender's expense.

14 Temporary load restrictions to roads and bridges

Where roads or bridges in the district are liable to be damaged by heavy motor vehicles, Council will impose temporary weight restrictions on the advice of the Manager Community Assets.

The temporary weight restrictions will be imposed under the provisions of the Heavy Motor Vehicle Regulations 1974, Clauses 10 and 11.

The maximum period of any notified weight restriction is 12 months. New restrictions can be re-imposed on expiry of the original notice.

15 Vegetation control using chemicals

Spraying will only be carried out where no other alternative and cost-effective method can be used.

In general if a property owner is maintaining their frontage in a neat and tidy appearance then no spraying will be carried out.

Council will keep a register of properties which do not want spraying carried out outside on their frontages provided the property owner carries out the following:

- 1 Mows the grass shoulder 1.5m wide behind the edge of the seal or metal shoulder without damaging the road shoulder or surface water channel.
- 2 Keeps culvert inlets and outlets free of vegetation and silt in a condition that offers no restriction to water flow.
- 3 Removes all noxious weeds from the road berms before they flower each season. Also removes the following plants and trees: Pine trees, gum trees, wattle trees, pampas grass, macrocarpa and woolly nightshade (known as tobacco plant).

Chemicals are not to be used:

- a Within 100m of schools and early childhood centres one hour before and after when they are in use.
- b Near shops, bus stops and footpaths between 7.00am and 6.00pm.
- c When the wind speed is greater than 10 km/hr.

When spraying is to be carried out on a public reserve signs are to be displayed one hour before spraying commences to one hour afterward.

A public notice is to be placed in the local newspaper, whose circulation covers the area to be sprayed, at least five (5) working days before spraying is to commence. The advertisement is to have the following:

- a Kaipara District Council letterhead
- b Due start date and finish date
- c Type of chemical to be used (common name)
- d Area to be sprayed
- e Contractor's contact person e.g. name and telephone number

In areas with polyhouses within 100m of the road reserve the property owner is to be notified at least twenty-four (24) hours before spraying is to commence in front of the polyhouses.

If the spraying is to be postponed due to adverse conditions such as heavy rain or wind, the polyhouse owners need to be notified as soon as it becomes apparent that spraying will not be done.

When land drainage waterways are to be sprayed the property owner is to be notified at least forty-eight (48) hours before spraying is to commence on the property.

16 Seal extensions

- 1 Council will commit \$336,000 of rates to an ongoing seal extension programme.
- 2 Seal extension will only be undertaken if Transfund New Zealand funding is available.
- 3 Sealing of bridge approaches will be undertaken as money allows, doing the projects to make up to the \$336,000 of rates funding commitment.
- 4 Roads to be sealed will be ranked in order of traffic counts.

17 Dust Sealing (Inserted January 2003)

Council will consider the dust sealing of lightly trafficked roads that do not meet Council's seal extension criteria, if the affected property owners meet the cost to Council after deduction of any Transfund New Zealand subsidy.

(Explanation: Dust sealing is usually an acceptable maintenance expenditure on roads with high maintenance costs, despite their low traffic volumes.)

Ongoing maintenance of the dust seal would be a Council expense, because of the savings in unsealed road maintenance.

Dust seals are not the same as a seal extension designed for high traffic loading and are not widely applicable.

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Appendix 2

Schedule of maintained roads and their categories