knox

Knox City Council

Knox City Council

Road Management Plan Review 2025

Date Updated:	19 June 2025
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Knox Explorer Reference:	D25-187895

April 2025

Contents

1. Introduction

1.1. Executive Summary

The Knox Road Management Plan (RMP) was developed to document Council's approach to the management of public roads within the municipality. If complied with, the RMP provides Council with a policy defence against civil liability claims associated with its inspection, maintenance and repair of roads and road related assets under its management.

The RMP was developed in accordance with the Road Management Act (2004), supporting regulations and codes of practice. The RMP is now subject to a formal review in accordance with the Road Management (General) Regulations 2016. This latest review is the sixth, with previous reviews being undertaken in 2006, 2009, 2013, 2017, and 2021. The RMP has been amended four times in 2006, 2010, 2015 and in November 2023.

The latest RMP amendment involved a major rewrite and implemented recommendations from the 2021 RMP review including internal audit actions and Council's insurer's recommendations. The amendment removed non RMP related assets, significantly reduced the number of RMP maintenance activities and clarified service level standards.

For this review, Council's inspection and maintenance performance data has been extracted from the Confirm asset management system for the period 1 Jan 2021 until 31 Dec 2024. The scope of maintenance activities included is consistent with the 2021 review. The decision to keep the scope the same is due to a delay implementing system changes resulting from the last amendment of the RMP and sporadic usage of new defect types. Summary results of the investigation are tabled in section 3. The results show that although Knox is performing well across most RMP asset classes, it falls short of achieving 100% compliance.

Council's RMP inspection cycles, intervention levels and reactive response times both initial and rectification have once again been benchmarked against similar Councils. For most measures, Council's service levels conform with the majority group, however there are a very small number of instances where Council's service level may be considered an outlier.

In February 2025 Council's insurer, Municipal Association of Victoria Insurance (MAV), provided an MAV - RMP Template (template) and a key differences spreadsheet, which highlighted possible exposure for a few standards within Council's RMP, when compared to their template. The insurer recommended that in due course, Council should either adopt the MAV template or amend their own RMP's to align with the MAV template. Cost estimates to implement the template's improved standards were provided by Operations and advice from the Risk and Insurance team sought. Other Councils, having the same insurer, were asked how they intended to respond.

The review recommendation is not to transition to the MAV template at this stage. The review has determined that Council's standards are appropriate and that it's RMP operates in accordance

with the purpose (a) of the Road Management Act (2004) which states *to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources*.

This review has identified that some administrative changes are required. These are summarised below and detailed in Appendix 4.

- Remove or make current the work order process diagram.
- Clarify proactive inspection cycles and remove notation from the Hazard Inspection Frequency table.
- Remove non RMP related asset classes from the Hazard Inspection Frequency table for consistency.
- Fix typographic errors throughout the document.
- Insert or amend content from the MAV RMP template as appropriate.

The RMP review and subsequent amendment process are outlined within the Victorian Government's Road Management (General) Regulations (2016). Although the regulations do not strictly dictate the timing for implementation of proposed amendments, it is generally expected that the RMP will be amended between twelve and eighteen months following Council endorsement of the review report.

1.2. Purpose of the Report

Section 50 of the Road Management Act (2004) states that the purposes of a Road Management Plan are:

a. to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources; and

b. to set the relevant standard concerning the discharge of duties in the performance of those road management functions.

General functions of a road authority are set out in section 34 of the Act and are reproduced below:

(1) A road authority has the following public functions:

a. to provide and maintain, as part of a network of roads, roads for use by the community served by the road authority.

b. to manage the use of roads having regard to the principle that the primary purpose of a road is to be used by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and the environment.

c. to manage traffic on roads in a manner that enhances the safe and efficient operation of roads.

c(a) to design, construct, inspect, repair, and maintain roads and road infrastructure.

d. to coordinate the installation of infrastructure on roads and the conduct of other works in such a way as to minimise, as far as is reasonably practicable, adverse impacts on the provision of utility or public transport services.

e. to undertake works and activities which promote the functions referred to in paragraphs (a), (b), (c), and (ca) and to undertake activities that promote the position in section (d).

(2) The general functions conferred on a road authority under subsection (1) are not construed as limiting any other functions conferred on a road authority by or under this Act or any other Act.

(3) In seeking to achieve its functions, a road authority should:

a. consult with the community and disseminate information concerning the exercise of those functions.

b. take steps as are reasonably practicable to ensure the structural integrity and safety of public roads under this Act.

In essence, a Road Management Plan provides several benefits to Council including, but not limited to:

- Proactive management of road and road-related assets (asset management).
- Minimisation of public safety risk.
- Greater transparency in processes.
- Improved auditability of performance.
- Reduced insurance premiums; and
- A policy defence against civil liability claims.

2. Defining the Scope of this Review

Road Management (General) Regulations 2016, Part 3 Division 1(9) states that:

> *In conducting a review of its road management plan, a road authority must ensure that the standards in relation to, and the priorities to be given to, the inspection, maintenance, and repair of the roads and classes of roads to which the Plan relates are appropriate.*

Like the review undertaken in 2021, this review takes a fresh look at all aspects of the current RMP and assesses whether each element remains **appropriate**, **reasonable** and **deliverable**. All elements of Council's existing Road Management Plan (including all attachments) have been considered on this basis.

The assessment has considered changes to the Road Management Act and other relevant regulations and codes of practice enacted since the last Review in 2021.

The assessment of **appropriateness** and **reasonableness** was based on:

- Benchmarking of Road Management Plan inspection frequencies, intervention levels and repair timeframes made by neighbouring Councils.
- Consideration of the MAV Insurance – Knox – Current RMP vs MAV RMP Template recommendations.
- Benchmarking of Council's performance indicators through Local Government Victoria's Know my Council portal; and
- Customer satisfaction data and feedback from the Knox community, where available.

Assessment of ***deliverability*** was based on:

- Inspection, maintenance and repair performance, as recorded in Council's Work Order System (Confirm).
- Annual internal audits, as undertaken by the Asset Strategy team within Council.
- Recent audit report recommendations as reported by:
    - Council's Strategic Infrastructure Department.
    - Council's Insurer.

Feedback from Council staff responsible for the implementation of the Plan including the Director – Infrastructure, Manager - Operations, Manager - Strategic Infrastructure, Executive Engineer (Operations), Coordinator - Works, Coordinator – Asset Strategy, Asset Systems Development Officer and Asset Engineer.

Council's Instrument of Delegation, road and path hierarchies, and recommendations from relevant plans and strategies were also reviewed.

In addition to meeting the legislated review requirements, the review process has been used to recommend work practice improvements to improve ongoing compliance with the RMP.

Where evidence suggests aspects of the RMP are unrealistic or unachievable, based on data analysis, changes to the RMP have been recommended. Care has been taken to ensure all proposed changes have a rational or plausible basis and are not unduly liberal so that the “policy defence” remains available.

3. Assessment of Reasonableness and Deliverability

3.1. Local Government Community Satisfaction Survey

Council participates in the annual Local Government Community Satisfaction Survey (LGCSS), which is coordinated by the Department of Government Services.

The Victorian Community Satisfaction Survey (CSS) creates a vital interface between the Council and their community. Held annually, the CSS asks the opinions of local people about the place they live, work and play and provides confidence for councils in their efforts and abilities.

The CSS provides Council with feedback on community satisfaction each year. Council performance is benchmarked against the performance of seventy-seven other Victorian Councils. Although the survey is pitched at a relatively high level, it provides local government with information about how its performance is rated over time by the communities they represent.

The CSS seeks the community's satisfaction with sealed local roads. Council's score compared to the Similar Council Average and the All Council Average is displayed in Figure1. The results shows that the scores for Knox have been equal to the Similar Council Average, and favourable to the All Council Average benchmarks, for three of the past four years. The score for 2023/2024 has significantly improved in comparison to 2022/2023. This improvement is reflected in Councils asset management system with the total number of customer enquiries for road surface related issues reducing by 12% in 2023/2024 compared to 2022/2023. New community satisfaction data for 2024/2025 has just been provided to Council, with indicators showing a 1% improvement for sealed local roads. Satisfaction with VicRoads managed roads was 6% lower than Council managed roads

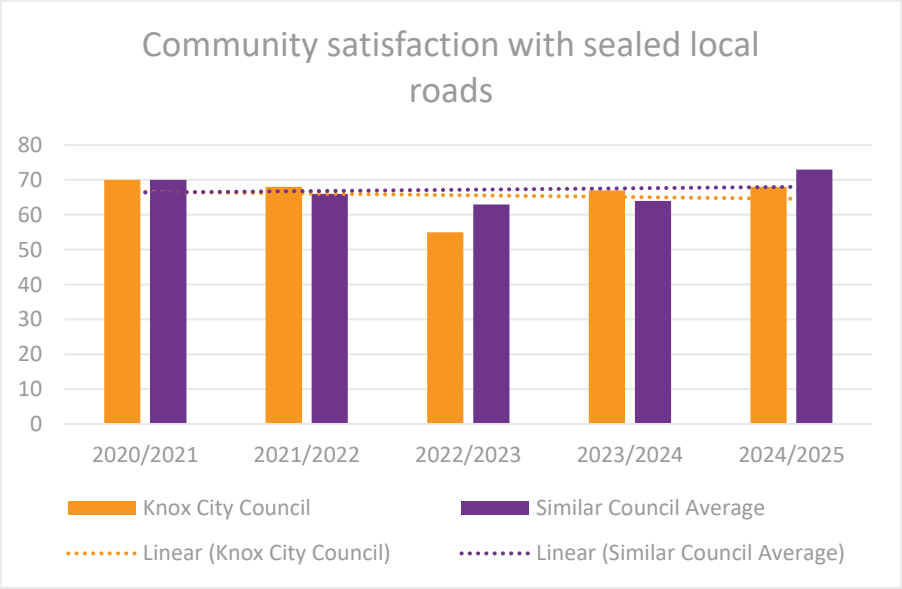

Figure 1 – Community Satisfaction with sealed local roads for the period 2020/2021 until 2024/2025

3.2. Local Government Performance Reporting Framework: 2021 - 2024

3.2.1. Sealed local road requests per 100km of sealed local roads:

Council participates in the annual Local Government Performance Reporting Framework (LGPRF) coordinated by Department of Government Services. The framework ensures that all councils are measuring and reporting on their performance consistently. The LGPRF was introduced in 2012 with mandatory reporting commencing July 1, 2014. Two indicators contained within the LGPRF are relevant to the RMP Review:

An increase in rainfall in 2022/2023 resulted in a rise of pothole, edge repair and minor surface treatment requests. Apart from the unusual weather event in 2022/2023, the median value for Knox has remained consistent and favourable when compared to the Similar Council Average and All Council Average. The low number of requests suggests Councils proactive inspection programs are capturing issues and having repairs completed prior to the issues being reported by the community.

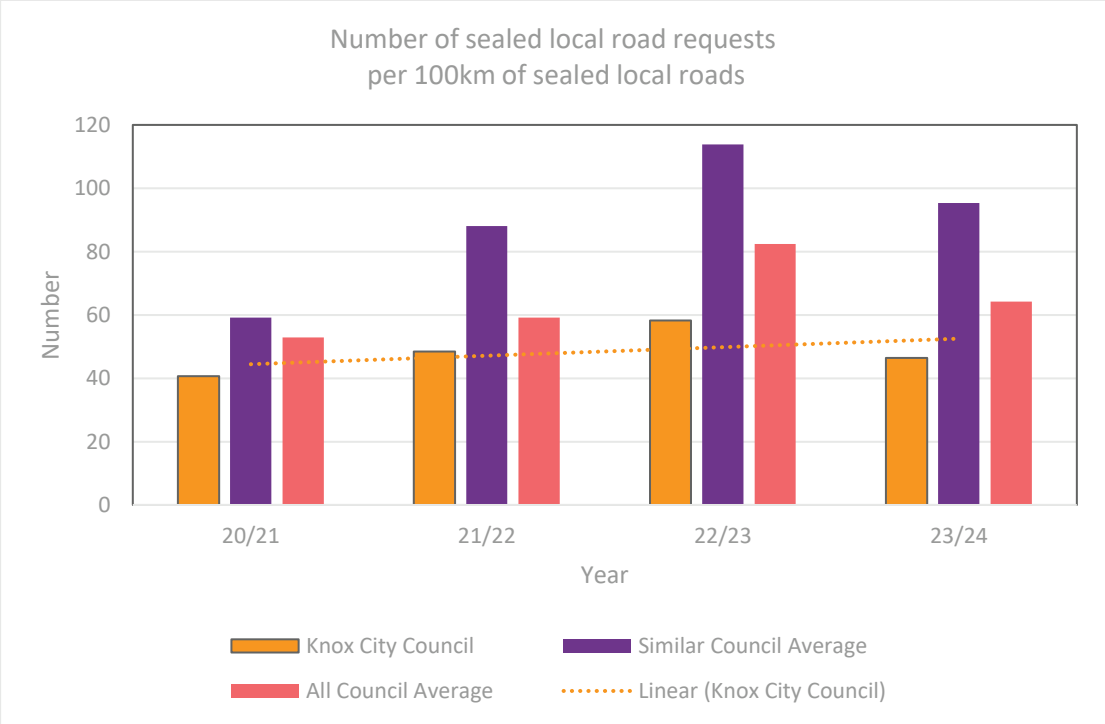

Figure 2 – Number of sealed local road requests per 100km of sealed local road – 2020/2021 to 2023/2024

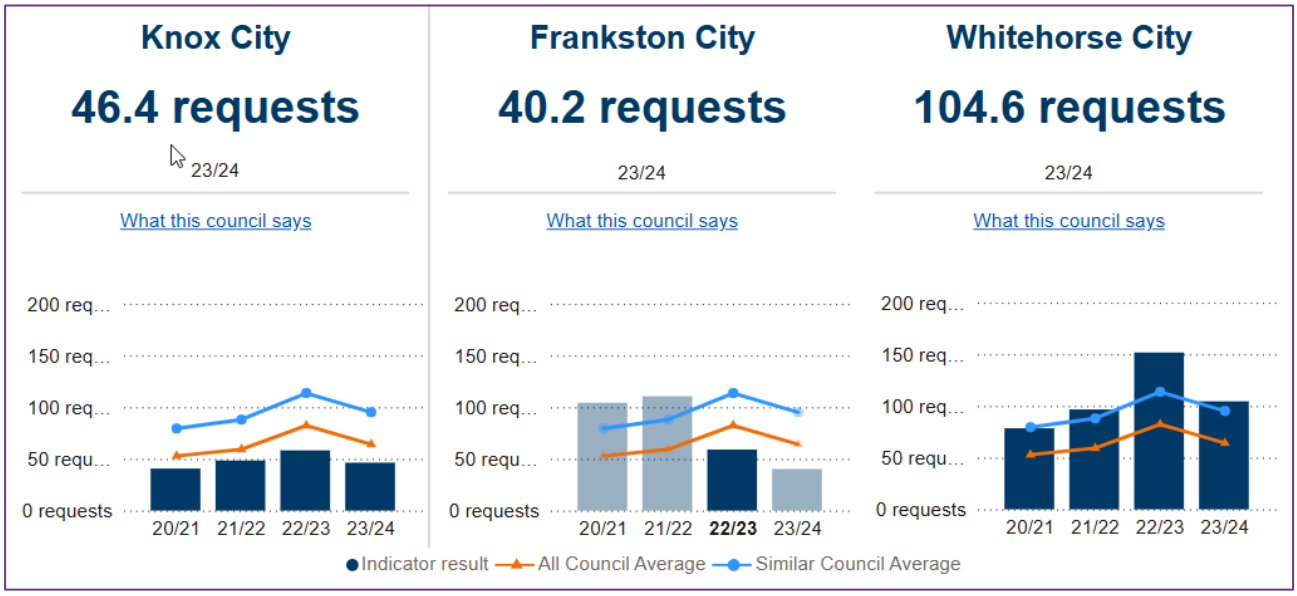

Figure 3 – Council comparison - Number of sealed local road requests per 100km of sealed local road – 2023/2024

3.2.2. Sealed local roads maintained to condition standards:

The second LGPRF indicator measures the percentage of sealed local roads below the renewal intervention level set by Council and therefore do not require renewal. The measure includes road surface, road pavement and kerb and channel.

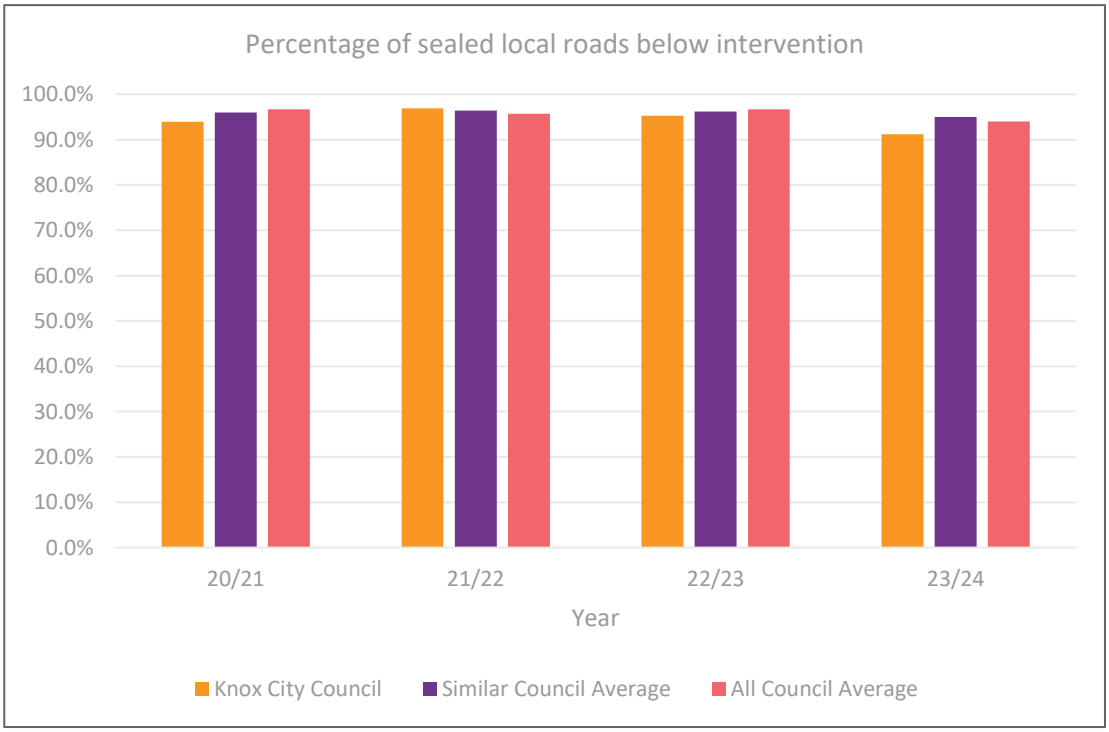

Figure 4 – Percentage of sealed local roads below intervention.

A decrease in the percentage of local roads below intervention in 2023/2024 resulted from receiving a fresh set of condition data in 2023. Unfortunately, Knox's position across the review period remains below the Similar Council and All Council averages however this performance indicator is not solely attributable to RMP related activities.

3.3. RMP Service level benchmarking

Two benchmarking activities have been completed for this review:

1. Benchmarking against neighbouring councils using the South Eastern Metropolitan Capital Works and Asset Managers (SEMCAM) spreadsheet
2. Benchmarking Councils current RMP standards against the MAV template standards

3.3.1. Benchmarking against neighbouring councils using the South Eastern Metropolitan Capital Works and Asset Managers (SEMCAM) spreadsheet

The South Eastern Metropolitan Capital Works and Asset Managers, (SEMCAM), group contains members from seventeen Councils across southeastern Melbourne. A key benefit of membership comes from the sharing of information for comparative purposes. Relevant to this review is a spreadsheet that captures RMP information including inspection frequencies, intervention levels and repair response times. Twelve of the seventeen SEMCAM members have provided their details. A desensitized version is attached as Appendix 1.

The spreadsheet demonstrates that in most cases Knox inspection frequencies, intervention levels and target timeframes are consistent with the majority of other SEMCAM Councils. Knox's initial response targets, which include inspection of the reported issue and a make safe process, for road potholes, footpath displacements, missing pit lids and kerb and channel issues are shorter than most other Councils. For some activities, Knox's repair response time is longer than other Councils, however the Knox standard applied is the same regardless of asset hierarchy whereas other Councils vary.

3.3.2. Benchmarking Councils current RMP standards against the MAV template standards.

In February 2025, Council's insurer MAV Insurance released the MAV - RMP Template and provided comments and recommendations where standards differed between their template and Councils RMP for roads, footpaths, roadside vegetation and kerb and channel. Appendix 2 contains the insurers findings and recommendations colour coded in order of potential risk.

Recommendations coloured yellow suggests an unreasonable risk control where Council should consider the benefits of amending the standard to the MAV template. These recommendations included:

- Increase the frequency of proactive inspections for local footpaths and unsealed roads.

- Reduce repair timeframes for potholes on link and collector roads.
- Reduce repair timeframes for key and commercial footpaths.

Funding is currently not available to implement these recommendations.

- Increasing the frequency of proactive inspections for local footpaths and unsealed roads is estimated to cost in the vicinity of $100K. Benchmarking across South Eastern Metropolitan councils does not identify that Council's inspection frequencies for local footpaths are outliers.
- Knox's initial response targets, which include inspection and a make safe process, for road potholes and footpath displacements are shorter than most other Councils. Make safe processes usually involves filling potholes in roads and applying wedges or grinds to footpaths.
- Council's RMP operates in accordance with the Road Management Act (2004) which states the purpose of a Road Management Plan is *to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources.*

Recommendations coloured grey suggests an absent/ambiguous/unmeasurable risk control where Council should consider including the standard recommended in the MAV template. These recommendations included:

- Include repair timeframes for roadside vegetation and footpath vegetation height clearance.
- Include intervention standards for kerb and channel displacement.
- Include repair timeframes for kerb and channel.

Council will include these three recommendations the next amendment of the RMP.

3.4. Performance Assessment

The Road Management Act (2004) provides relevant Road Authorities a policy defence on the premise it complies with its Service Levels outlined in its RMP. If the Road Authority demonstrates compliance, this can mitigate the exposure to personal and property claims.

For this review, Council's proactive hazard inspection and maintenance performance data has been extracted from the Confirm asset management system for the period 1 Jan 2021 until 31 Dec 2024. The scope of maintenance activities included is consistent with the 2021 review. The decision to keep the scope the same is due to a delay implementing system changes resulting from the last amendment of the RMP and sporadic usage of new defect types.

Summary results of the investigation are tabled in section 3. In summary:

- 98% (average) of proactive hazard inspections completed in accordance with the RMP
- 97% (average) of initial responses completed in accordance with the RMP
- 99% (average) of rectification works completed in accordance with the RMP

Table 1 shows that Councils performance across the past four RMP reviews is steadily improving.

Performance target	2013	2017	2021	2024
Proactive hazard inspection	95%	97%	Note 1	98%
Initial response performance	86%	95%	94%	97%
Rectification works	91%	96%	91%	99%

Table 1: Performance across the past three RMP reviews
Note 1. Not measured

3.4.1. Performance Assessment – Proactive hazard inspections

Table 2 displays Councils operational approach to comply with the proactive inspection cycles contained within its RMP. The municipal area of Knox is split into 49 inspection zones to which the inspection routes are assigned. Inspection routes group asset classes and hierarchies. An annual schedule of inspections is split into two-month cycles. By analysing system data, Councils compliance with its proactive inspection cycles has been calculated at 98%.

Council's KPI target for proactive hazard inspections is 100%. Reasons for not achieving the target were investigated and included:

- Systematic issues due to incorrect data configuration when implementing Confirm or late data entry of new assets,
- A small number of Inspections being completed late, and
- A small number of inspections are missing with potential causes being either a device synchronization failure, or an operator error

Inspection Route	Asset Category	Hierarchy	Cycle	Compliance %
RMP Bridges and Culverts	Bridges / Structures	All	6 Month	99.5%
RMP Bus Shelters	Bus Shelters	All	1 Year	100.0%
RMP Drain	Internal and External Drainage	Collector, Industrial, Access & VicRoads	1 Year	99.9%
RMP Road (Link) - and ext. Drain	External Drainage	Link Roads	6 Month	94.9%
	Kerb and Channel			
	Road Pavement			
	Signs - Regulatory and Warning			
	Retaining Walls, Stairs, Minor Structures			
	Road Surface			
	Local Area Traffic Management devices			
	Road Furniture			
RMP Road (Collector and Industrial, Key Access Footpaths	Kerb and Channel	Collector & Industrial Roads, Key Access Footpaths	1 Year	100%
	Road Pavement			
	Signs - Regulatory and Warning			
	Retaining Walls, Stairs, Minor Structures			
	Road Surface			
	Local Area Traffic Management devices			
	Footpath			
	Road Furniture			
RMP Road (Local Roads)	Kerb and Channel	Local Roads, Footpaths (Local Access Routes, Industrial Routes, Reserve Routes)	2 Year	100.0%
	Road Pavement			
	Signs - Regulatory and Warning			
	Retaining Walls, Stairs, Minor Structures			
	Road Surface			
	Local Area Traffic Management devices			
	Footpath			
	Road Furniture			
Footpaths (Commercial)	Footpath	Commercial	6 Month	99.7%
School Crossings	School Crossings	All	1 Year	100.0%
Shared Paths	Shared Paths	All	1 Year	86.6%
Total				**98.0%**

Table 2: Summary RMP Proactive Inspections

3.4.2. Performance Assessment – Reactive Works Orders

Table 3 displays Council's performance in meeting its initial response and rectification time targets for the past four years. The total column represents the total number of jobs across the four years divided by the total number of jobs completed on time. Only a small number of reactive maintenance jobs, (less than 25 per asset type), were linked to Bridge and Culverts, Unsealed Roads, Local Area Traffic Management, Bus Stops and Roadside Vegetation. Knox's initial response targets, which include inspection and a make safe process, for road potholes and footpath displacements are shorter than most other Councils. Make safe processes usually involves filling potholes in roads and applying wedges or grinds to footpaths. However, Table 3 identifies that Knox has yet to achieve 100% compliance for Initial Response and Rectification Time targets for a range of RMP related maintenance activities.

Asset Class Targets		Total	2021	2022	2023	2024
Bridges & Culverts	Initial Response	88%	83%	100%	80%	86%
	Rectification Time	78%	100%	67%	100%	-
Bus Shelters	Initial Response	100%	100%	100%	100%	100%
	Rectification Time	57%	-	100%	0%	0%
Drainage	Initial Response	98%	99%	97%	98%	97%
	Rectification Time	99%	100%	99%	99%	98%
Footpaths	Initial Response	95%	95%	94%	97%	95%
	Rectification Time	99%	99%	99%	100%	98%
Kerb & Channel	Initial Response	91%	84%	89%	98%	92%
	Rectification Time	99%	92%	100%	100%	100%
LATMs	Initial Response	71%	100%	-	60%	70%
	Rectification Time	100%	-	-	-	100%
Road Furniture	Initial Response	96%	95%	94%	100%	95%
	Rectification Time	96%	94%	93%	100%	99%
Road Pavement	Initial Response		-	-	-	-
	Rectification Time		-	-	-	-
Road Surface	Initial Response	95%	95%	95%	97%	93%
	Rectification Time	100%	99%	100%	100%	100%
Road Vegetation	Initial Response	98%	-	-	100%	100%
	Rectification Time	100%	-	-	100%	100%
Shared Paths	Initial Response	92%	95%	91%	94%	89%
	Rectification Time	99%	100%	94%	100%	99%
Signs	Initial Response	98%	97%	97%	100%	99%
	Rectification Time	98%	97%	98%	100%	99%
Unsealed Roads	Initial Response	85%	96%	95%	87%	68%
	Rectification Time	95%	-	100%	100%	92%
Total	Initial Response	97%	97%	95%	98%	95%
	Rectification Time	99%	99%	99%	99%	98%

Table 3: Summary RMP Initial Response and Rectification Completion.

Table 4 displays the total number of maintenance jobs per asset class between 1 Jan 2021 and 31 Dec 2024 in descending order of the number of jobs. In total 15,681 RMP reactive maintenance jobs were completed. 84% of the total were associated with three asset classes:

- Drainage assets (51%),
- Footpaths (19%), and
- Signs (14%).

The reactive maintenance activity that had the most jobs were clear blocked drainage pits; however, it is difficult to determine how many of these jobs were linked to drainage pits in road reserves compared to easements drains. The most prevalent RMP maintenance activities were concrete footpath maintenance, sign maintenance, and pothole repairs. The rectified on-time performance percentages for these activities were 99%, 99%, and 97% respectively.

Asset Class	Number of Jobs	% of Total Jobs	Main Activity (No of jobs)
Drainage	7946	51%	Clear blocked drainage pits (5218 jobs)
Footpath	2921	19%	Concrete footpath maintenance (2740 jobs)
Signs	2194	14%	Sign maintenance regulatory/warning (1412 jobs)
Road Surface	977	6%	Pothole repair / minor patching (680 jobs)
Shared Paths	890	6%	
Road Furniture	587	4%	
Kerb and Channel	104	1%	
Bridge and Culvert	23	0%	
Unsealed Roads	20	0%	
LATM	10	0%	
Bus Shelters	7	0%	
Roadside Vegetation	2	0%	
Total Jobs	15816	100%	

Table 4: Summary RMP Reactive Maintenance Jobs between 1 Jan 2021 and 31 Dec 2024.

3.4.3. Performance Assessment – RMP Compliance Internal Audits

The Road Management Plan Compliance Internal Audit is an annual business plan activity to assess that current processes, inspections and maintenance activities are being undertaken in accordance with Council's Road Management Plan (RMP), and to demonstrate to Council's insurer that Council has in place a process of self-regulation.

The process focuses on a small set of randomly selected Works Orders and supporting field sheets/documentation provided by relevant Operations staff. Steps include:

- a desktop systems-based audit of the works order information, and
- an onsite validation of completed work.

Table 5 shows Councils performance across the review period for Roads, Footpaths and Shared Paths. No audit was completed in 2021 due to Covid travel restrictions. The results show a high level of compliance with this internal audit process.

Asset Class	2022	2023	2024
Roads	100%	100%	95%
Footpath	100%	95%	100%
Shared Path	100%	100%	80%

Table 5: RMP Compliance Internal Audits

4. Conclusion and recommendations

In conclusion:

- The Road Management Plan Review has been conducted in accordance with achieving the purpose defined in the Road Management (General) Regulations 2016.
- The review has involved completing a range of activities to assess the appropriateness, reasonableness and deliverability of Council's Road Management Plan standards.
- The result of the review identifies that Councils inspection, maintenance and repair standards are appropriate and achievable.
- Council's RMP operates in accordance with the Road Management Act (2004) which states the purpose of a Road Management Plan is *to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources.*
- Comparisons to previous reviews demonstrate gradual improvement however Council has not reached one hundred percent compliance.

This review has identified that some administrative changes are required. These are summarised below and detailed in Appendix 4.

- Remove or make current the work order process diagram.
- Clarify proactive inspection cycles and remove notation from the Hazard Inspection Frequency table.
- Remove non RMP related asset classes from the Hazard Inspection Frequency table for consistency.
- Fix typographic errors throughout the document.
- Insert or amend, (non-standard related), content from the MAV - RMP template as appropriate.

1. Summary of Recommendations

1.1. Recommended amendments to Council's RMP

No	Page	Recommendation	Nature of Amendment
1	12	Update references to Confirm implementation to describe current state	Administrative
2	13	Remove or make current the work order process diagram	Administrative
3	17	Section 2.2 Dot point 7 – move to new section 2.3(a) Add new Dot point - On road carparks.	Administrative
4	17	Add new subsections 2.3(a) Within road reserve and 2.3(b) Not within the road reserve. Move Dot point 5 Drainage to subsection 2.3(b) Dot point 7 - replace uninformed with unformed Dot point 9 - replace on with in Add new Dot point to section 2.3(a) – Vehicle cross overs	Administrative
5	22	Replace words 6 months with more frequent	Administrative
6	23	Hazard Inspection Frequencies Table Remove Bike racks, Bins, Fire plug markers, Miscellaneous roadside furniture and Street light infrastructure Remove Signs - Other. Remove Road Pavement. Remove Roadside vegetation in vicinity of overhead cables. Remove VicRoads arterial roads. Update inspection cycles to reduce notation ambiguity.	Administrative - no change in standard as these asset classes have no associated maintenance activities.
7	28 29	Appendix 1. Kerb and Channel - add vertical and horizontal displacement Obstructions - add vegetation overhang	Administrative - increase in standard
8	6	Legislative and Statutory requirements - Add Wrongs Act 1958	Administrative
9	7	Stakeholder Lists - expand to match MAV Template	Administrative
10	26	Management during emergency situations. Consider whether a more formal approach is required. Refer MAV Template.	Administrative

1.2. Recommended actions not resulting in amendments to Councils RMP

No	Recommended Action	Responsibility
1	Provide further training to relevant Operations staff on usage of the new RMP Subject Types and Defect types	Strategic Infrastructure
2		
3		

Appendix 1. SEMCAM Comparisons

				SEMCAM Council											
	Inspection Frequency	**KNOX**	**MAV**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Roads	High	6 m	1-6 m	12 m	6 m	3 m	6 m	12 m	6 m	6 m		12 m	1 M	6 m	6 m
	Medium	12 m	6-24 m	12 m	6 m	6 m	12 m	36 m	12-18 m	6 m		24 m	1M	12 m	12 m
	Low	24 m	6-24 m	12 m	12 m	12 m	24 m	Reactive	24 m	13 m		24 m	12M	48 m	36 m
	Night	-	-	Undef		Undef	6 - 24 m	Nil		Nil		Nil	3Y-6Y		
Kerb	High	6 m		12 m		3 m	6 m	12 m		13 m		12 m	1 M	as per roads	as per roads
	Medium	12 m		12 m		6 m	12 m	36 m		13 m		24 m	1M	as per roads	as per roads
	Low	24 m		12 m		12 m	24 m	Reactive		13 m		24 m	12M	as per roads	as per roads
Drainage		as per roads		36 m		24 m	3 - 36 m	12-36 m	as per roads	Undef		as per roads	5Y		
Footpaths	High	6 m	1-6 m	6 m	6 m	6 m	1-6 m	6 m	12 m	6 m	6 m	3 m	6M	6 m	6 m
	Medium	12 m		6 m	-	Undef	12 m	12 m		13 m	24 m	6 m	12M	-	12 m
	Low	24 m	6-24 m	12 m	12 m	36 m	24 m	36 m	48 m	39 m	24 m	24 m	24M	12 m	36 m
	Shared	12 m		See Low and High		Undef	6-12 m			Not defined		12 m		-	12-36 m
Signs		As per Road		Undef		12 m	Undertaken with Roads or Pathways	as per roads		Undef		as per roads	3Y-6Y	as per roads	as per roads
Bridges	Level 1 (defect)	6 m		12 m	6 m	6 m	6 m		6 m	13 m	12 m	24 m	18M		
	Level 2 (condition)	24 m		As necessary	5 years	60 m	Not defined in RMP (2-3 years)			48 m		24 m	5Y		
Retaining walls		As per Road		Undef		Undef	Undertaken with Pathways		Undef	Undef		24 m			
Vegetation and trees		As per Road		Undef		Undef	HV - 12 m LV - 24 m			Undef		as per roads	6Y		

				SEMCAM Council											
	Inspection Frequency	**KNOX**	**MAV**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Sealed road potholes	**Intervention level**														
	depth	50 mm	50-70mm	25	50mm	50mm	>50mm	50 mm	50mm	>50mm	≥ 100mm	50mm	35-50mm	50mm	70mm
	diameter	300 mm	300 or >300	300	300mm	300mm	>300mm	300 mm	200mm	>300mm	≥ 300mm	300m	150-200mm	300mm	150-300mm
	and / or	and	and	and	and	and	and	and	and	Undef	and/or	and	and		and/or
	Reactive Inspection														
	High	2 d	2-10 d	7 d	2 d	10 d	2 d	5 d	10 d	Undef		5 d		5 d	14 d
	Medium	2 d		7 d	2 d	10 d	2 d	5 d	10 d	Undef		5 d		5 d	21 d
	Low	2 d	5-10 d	45 d	2 d	10 d	2 d	10 d	10 d	Undef		5 d		20 d	21 d
	Emergency		4 hr - 1 d	1 d		6 hr			2 d	Undef					
	Repair response time														
	High	32 d	4 -10 d	7 d	7 d	10 d	30 d		10 d	14 d	10 d	10 d	7D	5 d	14 d
	Medium	32 d	2 w- 1 month	7 d	14 d	10 d	30 d		10 d	14 d	15 d	10 d	14D	5 d	21 d
	Low	32 d		45 d	14 d	10 d	30 d		10 d	45 d	15 d	10 d	8W	20 d	21 d
Unsealed road potholes	**Intervention level**		-												
	depth	50 mm	-	Undef		40 mm	150mm		50 mm	Undef	≥ 100mm	150mm	50mm		
	diameter	300 mm	-	Undef		20% area per km	>300mm		300 mm	Undef	20%	500mm			
	and / or	and	-	Undef		and	and		and	Undef	and	and	and		
	Reactive Inspection	3 d	-	Undef		10 d	2 d			Undef		5 d			
	Repair response time	32 d	-	Undef		20 d	30 d		20 d	Undef	10 d	30 d	6M		
	Intervention level		-												

				SEMCAM Council											
	Inspection Frequency	**KNOX**	**MAV**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Unsealed road rutting, corrugations	depth	50mm	-	Undef		Undef	>100mm		Undef	>100mm	≥ 100mm	150mm	150mm		
	over length	over 20% of surface	-	Undef		Undef	50%		Undef	>75%	≥ 20%	3m	5m		
	Reactive Inspection	3 d	-	Undef		Undef	2 d		Undef	Undef		5 d			
	Repair response time	32 d	-	Undef		Undef	30 d		Undef	360 d	10 d	30 d	6m		
Footpath displacements	**Intervention level**														
	High	20 mm	20-30mm	25mm	20-30mm	20 mm	>25mm	25 mm	25 mm	>15mm	≥ 25mm	10mm	30mm		
	Medium	20 mm	20-30mm	25mm	20-30mm	Undef	>25mm	25 mm	25 mm	>15mm		20mm	30mm		
	Low	20 mm	20-30mm	25mm	20-30mm	20 mm	>25mm	25mm	25mm	>20mm		20mm	30mm		
	Reactive Inspection														
	High	3 d	2 - 10 d	7 d	7-28 d	10 d	2 d	10 d	2 d	Undef		5 d		5 d	
	Medium	3d		7 d		10 d	2 d	20 d	2 d	Undef		5 d		20 d	
	Low	3 d	5-10 d	45 d	14-28 d	10 d	2 d	60 d	2 d	Undef		5 d			
	Emergency		4 hr - 1 d	7 d		6 hr			4 hr	Undef					
	Repair response time														
	High	50 d	2 w - 1 month	7 d	14 d	10 d	45 d		10 d	15 d	10 d	10 d	14D	5 d	
	Medium	50 d		60 d	14 d	Undef	45 d		10 d	45 d	15 d	10 d	8W		
	Low	50 d	2 w - 3 m	60 d	14 d	30 d	45 d		10 d	90 d	30 d	10 d	6M	20 d	
Footpath cracking	**Intervention level**		-												
	Width	20 mm	-	Undef		20 mm (over 0.5m)	>15mm	Undef	Undef	Undef		>20mm	20mm		

				SEMCAM Council											
	Inspection Frequency	**KNOX**	**MAV**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
	Reactive Inspection		-	Undef		10 d	2 d	Undef	2 d	Undef		5 d			
	Repair response time		-	Undef	14 d	10 - 30 d	45 d	Undef	10 d	Undef		10 d	Same as displacements	5 -20 d	
Footpath undulations	**Intervention level**		-												
	depth		-	Undef		Undef	>100mm	Undef	Undef	Undef		20mm / 30mm	120mm		
	over length		-	Undef		Undef	Undef	Undef	Undef	Undef		1 m / 3m	1.2m		
	Reactive Inspection		-	Undef		Undef	2 d	Undef	2 d	Undef		5 d			
	Repair response time		-	Undef	14 d	Undef	45 d	Undef	10 d	Undef		10 d	14D		
Kerb & Channel	**Intervention level**		-	50mm		80mm	>50mm in 10m	100mm	100mm	>50mm		>50mm in 10m	50mm		
	Reactive Inspection		-												
	High	3 d	-	Undef		10 d	3 d	10 d	2 d	Undef		5 d		5 d	
	Medium	3 d	-	Undef		10 d	3 d	10 d	2 d	Undef		5 d		20 d	
	Low	3 d	-	Undef		10 d	3 d	60 d	2 d	Undef		5 d			
	Emergency		-	Undef		6 hr			4 hr	Undef					
	Repair response time		-												
	High	150 d	-	7 d		20 d	120 d		60 d	90 d		10 d	12W		
	Medium	150 d	-	45 d		20 d	120 d		60 d	90 d		10 d	12W		
	Low	150 d	-	45 d		20 d	120 d		60 d	180 d		10 d	6M		
Pit cover missing, damaged	Hazardous to public		-			6 hr									
	Reactive Inspection	3 d	-	1 d		10 d	2 d	2 d	4 hr - 2 d	Undef		1 d			

				SEMCAM Council											
	Inspection Frequency	**KNOX**	**MAV**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
	Repair response time	120 d	-	45 d	14 d	10 - 30 d	5 d		30 d	5 d	10 d	1 -5 d	7D		
Signs missing, illegible, damaged	**Reactive Inspection**	3 d	-	Undef		10 d	2 d	5 d	2 d	Undef		5 d		10 d	4-6 m
	Repair response time	45/150 d	-	Undef		20 d	14/40 d	5 d	10-30 d	14 d	10-15 d	5 d	3D-12W		
Bridges, structures	Damage deterioration - risk to public		-			6 hr									
	Reactive Inspection	2 d	-	Undef		10 d	2 d		4 hr - 2 d	Undef		5 d			
	Repair response time	64 d	-	Undef	28 d	30 d	100 - 150 d		Undef	Undef		10 d	3D		
Road overhead vegetation clearance	Clearance		4 - 4.5m	Undef		Out of scope	< 4.5m	4m	4.1m	Undef		4.5m	3.75m		
	Repair response time														
	High		1 week-3m	Undef		Out of scope	30 d	30 d	20 d	Undef		20 d	12W		
	Medium			Undef		Out of scope	30 d	30 d	20 d	Undef		10 d	12W		
	Low		2 w - 3m	Undef		Out of scope	30 d	30 d	20 d	Undef		10 d	6Yrs		
Footpath overhead vegetation clearance	Clearance		2.5 - 3m	Undef	2.5m	Out of scope	< 2.5m	3m	3m	Undef		2.5m	2m		
	Repair response time														

				SEMCAM Council											
	Inspection Frequency	**KNOX**	**MAV**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
	High		2 w - 3 m	Undef		Out of scope	30 d	30 d	20 d	Undef		20 d	1Y		
	Medium			Undef		Out of scope	30 d	30 d	20 d	Undef		10 d	2Y		
	Low		2 w - 3 m	Undef	70 d	Out of scope	30 d	30 d	20 d	Undef		10 d	6Y		
Procedure manual for inspections		no		No		Undef	No			Undef		No			

Appendix 2. Knox current RMP to MAV RMP Template.

RMP Category	Knox RMP Standard vs. Template	Comments & Recommendations	Recommended Minimum RMP Standard
1 - Proactive Inspection Road - Highest	>3-6 months		
2 - Proactive Inspection Road - Lowest	>12-24 months	Amend proactive inspection of lowest category roads to >12 -24 months, or as close to standard as achievable. If RMP standard is not achevable, document reasoning.	>12-24 months
3 - Proactive Inspection Footpath - Highest	>3-6 months		
4 - Proactive Inspection Footpath - Lowest	>12-24 months	Amend proactive inspection of lowest category footpaths to >6 -12 months, or as close to standard as achievable. If RMP standard is not achevable, document reasoning.	>6-12 months
5 - Proactive Inspection Sealed Laneways	>12-24 months	Amend proactive inspection of sealed laneways to >12 -24 months, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>12-24 months
6 - Proactive Inspection Unsealed Roads - Highest	>12-24 months	Amend proactive inspection of highest category unsealed roads to >6 -12 months, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>6-12 months
7 - Proactive Inspection Kerb & Channel - Highest	>3-6 months		>3-6 months
8 - Reactive Inspections - Highest	2 days		10 wd
9 - Reactive Inspections - Lowest	10 days		10 wd
10 - Emergency Response	1 day		2wd
11 - Pothole Depth Intervention Level	>50mm		>70mm
12 - Pothole Diameter Intervention Level	>300mm		
13 - Pothole Repair Timeframe - Highest	>1-3 months	Amend repair timframe for highest category pothole defects to as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>1-2 weeks
14 - Pothole Repair Timeframe - Lowest	>1-3 months		
15 - Veg Road Overhead Clearance - Highest	?		
16 - Veg Road Repair Timeframe- Highest	?		>1-2 weeks
17 - Veg Road Repair Timeframe- Lowest	?		
18 - Footpath Intervention Level	20mm		
19 - Footpath Repair Timeframe Highest	>1-3 months	Amend repair timframe for highest category footpath defects to at least 4 weeks, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>2-4 weeks
20 - Footpath Repair Timeframe Lowest	>1-3 months		
21 - Veg Footpaths Overhead Clearance - Highest	?		
22 - Veg Footpaths Repair Timeframe - Highest	?		>2-4 weeks
23 - Veg Footpaths Repair Timeframe - Lowest	?		
24 - Kerb & Channel - Vertical Intervention Level	?	Amend kerb & channel vertical intervention level to >75mm, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>75mm
25 - Kerb & Channel - Horizontal Intervention Level	?	Consider including a horizontal K&C intervention level of >75mm, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>75mm
26 - Kerb & Channel Repair Timeframe - Highest	?	Consider amending highest K&C repair timeline to a maximun of 4 weeks, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>2-4 weeks
27 - Kerb & Channel Repair Timeframe - Lowest	?	Consider amending lowest K&C repair timeline to a maximun of 3 months, or as close to standard as achievable. If MAV Template standard is not achevable, document reasoning.	>1-3 months
28 - Kerb & Channel Inspection Vantage	Unclear	Document kerb and channel inspections are to be carried out from the footpath - high traffic areas as a minimum.	From Footpath

Highly conservative risk control	Standard is highly conservative - Consider benefits / resource impacts of amending standard to MAV Template.
Conservative risk control	Standard is conservative - Consider benefits / resource impacts of amending standard to MAV Template.
Adequate/Reasonable risk control	Standard is considered reasonable. Council's RMP is defendable in the event of a claim.
Unreasonable risk control	Current standard is potentially unreasonable - Consider benefits of amending standard to MAV Template.
Highly unresonable risk control	Current standard is highly unreasonable - Consider benefits of amending standard to MAV Template.
Absent / ambigious / unmeasureable risk control	No standard is highly unreasonable - Consider including standard recommended the MAV Template.

This report compares key intervention and measurement levels documented in Council's publicly available RMP (Jan 2024) with the MAV Insurance RMP Template.