

NOTICE OF MEETING



TRANSPORT AND INFRASTRUCTURE ADVISORY COMMITTEE MEETING

A Transport and Infrastructure Advisory Committee Meeting of Byron Shire Council will be held as follows:

Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 18 May 2017
Time	9.00am

A handwritten signature in black ink, appearing to read 'Phil Holloway'.

Phil Holloway
Director Infrastructure Services

CONFLICT OF INTERESTS

What is a “Conflict of Interests” - A conflict of interests can be of two types:

Pecuniary - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

Non-pecuniary – a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

Remoteness – a person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

Who has a Pecuniary Interest? - a person has a pecuniary interest in a matter if the pecuniary interest is the interest of the person, or another person with whom the person is associated (see below).

Relatives, Partners - a person is taken to have a pecuniary interest in a matter if:

- The person’s spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. “Relative”, in relation to a person means any of the following:

(a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person’s spouse;

(b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

No Interest in the Matter - however, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

Disclosure and participation in meetings

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

No Knowledge - a person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

Participation in Meetings Despite Pecuniary Interest (S 452 Act)

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

Non-pecuniary Interests - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

RECORDING OF VOTING ON PLANNING MATTERS

Clause 375A of the Local Government Act 1993 – Recording of voting on planning matters

- (1) In this section, **planning decision** means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979:
 - (a) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but
 - (b) not including the making of an order under Division 2A of Part 6 of that Act.
- (2) The general manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- (3) For the purpose of maintaining the register, a division is required to be called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- (4) Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document, and is to include the information required by the regulations.
- (5) This section extends to a meeting that is closed to the public.

BYRON SHIRE COUNCIL
TRANSPORT AND INFRASTRUCTURE ADVISORY COMMITTEE MEETING

BUSINESS OF MEETING

1. APOLOGIES

2. DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

3.1 Transport and Infrastructure Advisory Committee Meeting held on 16 February 2017

4. STAFF REPORTS

Infrastructure Services

4.1	Draft 2017/18 Capital Works Program for Local and Regional Roads	4
4.2	Asset Risk Management	13
4.3	2016/17 Local Roads Capital Works Program Progress.....	19

STAFF REPORTS - INFRASTRUCTURE SERVICES

Report No. 4.1 **Draft 2017/18 Capital Works Program for Local and Regional Roads**

Directorate: Infrastructure Services

5 **Report Author:** Tony Nash, Manager Works

File No: I2017/224

Theme: Community Infrastructure
Local Roads and Drainage

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Summary:

At the Transport and Infrastructure Advisory Committee Meeting, held on 16 February 2017, the Committee requested a report regarding the Draft 2017/18 Capital Works Program for local and regional roads.

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RECOMMENDATION:

That the information in this report about the Draft 2017/18 Capital Works Program for local and regional roads be noted.

Attachments:

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1 Draft 2017/18 Local and Regional Roads Capital Works Program , E2017/30883 , page 9 [↓](#)

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

Report

The Draft Capital Works Program for 2017/18 has been considered by Council at its meeting on 20 April 2017 as part of the Integrated Planning & Reporting documents, as follows:

- a) Community Strategic Plan 2027
- b) Delivery Program 2017-2021 and Operational Plan 2017-2018

The documents have been placed on public exhibition and submissions will be received up until 18 May 2017.

Summary information on the budgets allocated for 2017/18 for local roads is shown in Table 1:

Table 1

Bridges	\$2,560,000
Cycleways	\$1,243,300
Footpaths, Kerb & Gutter	\$410,900
Drainage	\$374,000
Reseals	\$1,321,000
Road Reconstruction	\$28,868,200
TOTAL	\$34,777,400

Of the \$28,868,200 allocated for road reconstruction, \$24,112,000 is allocated to two projects, being:

1. Byron Bay Bypass (RMS) \$19,812,000
2. Bayshore and Ewingsdale Roundabout (RMS) \$4,300,000

The list of all projects in the Local Roads and Drainage and RMS financial sub programs for local roads and regional roads, respectively, are shown in Table 2:

Table 2

Project Description	Location	Ref		Budget
Local Roads & Drainage				
Bridges				
Main Arm Rd Blindmouth Creek	Rural North	Upgrade		400,000
O'Meara's Bridge Renewal	Rural South	Renewal		600,000
Purchase of Surplus ADF Bridges	Rural North	Renewal		460,000
Scarrabellotis Bridge Renewal	Rural South	Renewal		1,100,000
				\$2,560,000
Cycleways				
Shire Wide - Bike Plan	Byron Bay	New	Planning Only	60,000
Balemo Drive Off-Road Shared Path	Ocean Shores	New		618,800
Lismore Road Off-Road Shared Path Investigations	Bangalow	New	Design Only	120,000
Broken Head Road Off-Road Shared Path	Suffolk Park	New		292,600
Ewingsdale Road Off-Road Shared Path Hospital to Highway	Byron Bay	New		151,900
				\$1,243,300
Footpaths, Kerb & Gutter				
Access ramps and footpaths Works	Other	Upgrade		60,500
Replacement of damaged Kerb and Gutter Shire Wide as per inspection Report	Other	Renewal		24,900
Replacement of damaged Footpaths Shire Wide as per inspection Report	Other	Renewal		95,500
Massinger St - Lawson to Carlyle	Byron Bay	New		170,000

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

Shire Wide - PAMP (Pedestrian Access Management Plan)	Byron Bay	New	Planning Only	60,000 \$410,900
Drainage				
Bangalow Wetland Maintenance (use Levy as this funded the wetland)	Bangalow	Renewal		2,000
Burns Street Open Drain Maintenance (use Levy as this funded the wetland)	Byron Bay	Renewal		1,000
Lilly Pilly Drain Maintenance (use Levy as this funded the wetland)	Byron Bay	Renewal		1,000
Ivory Curl Overland Flow Path	Bangalow	Renewal		40,000
Bay Lane overland flowpath and system upgrade	Byron Bay	Upgrade		96,000
8 Jubilee Ave - resolve flooding in front yard and nature strip	Mullumbimby	Upgrade		40,000
SGB Street Drainage Upgrade - Helen Street (east)	Ocean Shores	Upgrade		100,000
SGB Street Drainage Upgrade - Elizabeth Street - Design	Ocean Shores	Upgrade	Design Only	15,000
Remove last fish passage barrier on Byron Creek	Bangalow	Renewal		12,000
River Street Scour Protection Works	Ocean Shores	Upgrade		47,000
Purchase Gridflow Software	Other	New	Planning Only	20,000 \$374,000
Reseals				
Coolamon Scenic Drive CH2760-3290 (Reseal)	Rural South	Renewal		43,000
Coolamon Scenic Drive CH10000-10510 (Reseal)	Rural South	Renewal		54,000
Federal Drive CH9430-9680 (Reseal)	Rural South	Renewal		35,000
Federal Drive CH6910-8250 (Reseal)	Rural South	Renewal		90,000
Federal Drive CH8510-8790 (Reseal)	Rural South	Renewal		29,000
Possum Creek Road CH0-1440 (Reseal)	Rural South	Renewal		90,000
Friday Hut Road CH4570-6270 (Reseal)	Rural South	Renewal		89,000
Goonengerry Road CH0-6520 (Reseal)	Rural South	Renewal		222,000
The Pocket Road CH7280-7430 (Reseal)	Rural North	Renewal		26,000
The Pocket Road CH8160-8660 (Reseal)	Rural North	Renewal		35,000
Tyagarah Road CH2680-4320 (Reseal)	Rural South	Renewal		130,000
Bangalow Road CH780-1630 (Reseal)	Byron Bay	Renewal		146,000
Childe Street (Reseal)	Byron Bay	Renewal		47,000
Giaor Street (Reseal)	Byron Bay	Renewal		25,000
Paterson Street (Reseal)	Byron Bay	Renewal		260,000 \$1,321,000
Road Reconstruction				
Rifle Range Road Intersection Upgrade at Lismore Road	Bangalow	Upgrade		441,200
Broken Head Road	Rural South	Renewal		1,191,600
The Pocket Road Segment 568.10 (CH1.79-2.81km)	Rural North	Renewal	Design Only	28,900
Bangalow Road (Hayters Hill)	Rural South	Renewal		650,000
Byron Bay Bypass (RMS)	Byron Bay	New		19,812,000
Bayshore and Ewingsdale Roundabout (RMS)	Byron Bay	Upgrade		4,300,000
Station Street, Bangalow	Bangalow	Renewal	Design Only	46,600
Pine Avenue (Garden to Riverside)	Mullumbimby	Renewal		610,000
The Terrace, Brunswick Heads	Brunswick Heads	Renewal		379,400
Lighthouse Road, Byron (Massinger to Tallow Beach Road)	Byron Bay	Renewal		350,000
Lawson Street, Byron (Middleton to Tennyson)	Byron Bay	Renewal	Design Only	30,000
Middleton St (Marvel St to Kingsley)	Byron Bay	Renewal	Design Only	21,000
DESIGN ONLY - Kendall RAB	Byron Bay	Upgrade	Design Only	65,500
DESIGN ONLY - Ewingsdale Rd (Highway to McGettigans RAB)	Byron Bay	Upgrade	Design Only	120,000
Coolamon Scenic Drive Speed Review and line marking	Rural South	Renewal		30,000

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

Deacon and Station Street Intersection Bangalow	Bangalow	Renewal		70,000
Byron Street Byron Bay Jonson to Railway Corridor	Byron Bay	Renewal		200,000
BBMP (Byron Bay Master Plan) -Railway Precinct Activation	Byron Bay	Upgrade		500,000
Shirley Street – Widening Investigation	Byron Bay	Upgrade	Design Only	22,000
				\$28,868,200
Local Roads & Drainage - Total				34,777,400

RMS				
Regional Road Repair Program - Broken Head Rd - pavement reconstruction 3.2km to 3.725km from Clifford Street	Rural South	Renewal	Funding over 17/18 & 18/19	298,500
RMS - Total				298,500

The source of funds for each project is detailed in the attached document..

A number of projects are reliant upon grant funding being received, being:

- 5
- Shire Wide - Bike Plan
 - Balem Drive Off-Road Shared Path
 - Lismore Road Off-Road Shared Path Investigations
 - Broken Head Road Off-Road Shared Path
 - 10 • Ewingsdale Road Off-Road Shared Path Hospital to Highway
 - Shire Wide - PAMP (Pedestrian Access Management Plan)
 - Byron Bay Bypass (RMS)
 - Bayshore and Ewingsdale Roundabout (RMS)
 - 15 • Regional Road Repair Program - Broken Head Rd - pavement reconstruction 3.2km to 3.725km from Clifford Street

The Council resolution from the meeting on 20 April 2017 regarding roadworks, in progress or proposed is as follows:

- 20 **Res 17-136**
That Council prepare and maintain a list or list/s on the Council website of roads that are currently underway or in the schedule of works, including new builds, upgrades and repairs, that:
- 25 1. *is prepared monthly on a rolling 4-year cycle of works including anticipated start date of repairs/upgrades to each road*
2. *shows the current status of each road with respect to any funding contingencies*
3. *links with the budget for roads*
4. *enables feedback from residents with respect to any road on the list or any road that it is felt should be on the list that isn't on the list*
- 30 5. *is/are live by 1 July 2017*

Works, Media and IT staff will be actioning this resolution for the 2017/18 Capital Works Program for Local and Regional Roads once it is approved by Council at its June meeting and aim to have it active for 1 July 2017 or as soon as possible afterwards. Preliminary works has started now.

35 Financial Implications

There are no negative implications proposed in this report.

Statutory and Policy Compliance Implications

There are no negative implications proposed in this report.

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BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1 - ATTACHMENT 1

Project Description	Location	Ref		Budget	Grants / Contribs	Section 94 Plan	Catchment/ Purpose	Loans	Reserves	Reserve Description	Existing Special Rate Funding	Proposed 2017/18 Special Rate Funding	Council Revenue
Local Roads & Drainage													
Bridges													
Main Arm Rd Blindmouth Creek	Rural North	Upgrade		400,000		400,000	MB - Road Upgrading						
O'Meara's Bridge Renewal	Rural South	Renewal		600,000				600,000					
Purchase of Surplus ADF Bridges	Rural North	Renewal		460,000				460,000					
Scarrabellotis Bridge Renewal	Rural South	Renewal		1,100,000				1,100,000					
				2,560,000									
Cycleways													
Shire Wide - Bike Plan	Byron Bay	New	Planning Only	60,000	45,000								15,000
Balemo Drive Off-Road Shared Path	Ocean Shores	New		618,800	312,100	306,700	OS - Cycleways						
Lismore Road Off-Road Shared Path Investigations	Bangalow	New	Design Only	120,000	90,000	30,000	BA - Cycleways						
Broken Head Road Off-Road Shared Path	Suffolk Park	New		292,600	150,100	142,500	BB - Cycleways						
Ewingsdale Road Off-Road Shared Path Hospital to Highway	Byron Bay	New		151,900	77,700	74,200	BB - Cycleways						
				1,243,300									
Footpaths, Kerb & Gutter													
Access ramps and footpaths Works	Other	Upgrade		60,500		12,000					44,000		4,500
Replacement of damaged Kerb and Gutter Shire Wide as per inspection Report	Other	Renewal		24,900							23,900		1,000
Replacement of damaged Footpaths Shire Wide as per inspection Report	Other	Renewal		95,500							95,500		
Massinger St - Lawson to Carlyle	Byron Bay	New		170,000									170,000
Shire Wide - PAMP (Pedestrian Access Management Plan)	Byron Bay	New	Planning Only	60,000	45,000	15,000							
				410,900									

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1 - ATTACHMENT 1

Project Description	Location	Ref		Budget	Grants / Contribs	Section 94 Plan	Catchment/ Purpose	Loans	Reserves	Reserve Description	Existing Special Rate Funding	Proposed 2017/18 Special Rate Funding	Council Revenue
Drainage													
Bangalow Wetland Maintenance (use Levy as this funded the wetland)	Bangalow	Renewal		2,000					2,000	Stormwater Drainage			
Burns Street Open Drain Maintenance (use Levy as this funded the wetland)	Byron Bay	Renewal		1,000					1,000	Stormwater Drainage			
Lilly Pilly Drain Maintenance (use Levy as this funded the wetland)	Byron Bay	Renewal		1,000					1,000	Stormwater Drainage			
Ivory Curl Overland Flow Path	Bangalow	Renewal		40,000					40,000	Stormwater Drainage			
Bay Lane overland flowpath and system upgrade	Byron Bay	Upgrade		96,000					96,000	Stormwater Drainage			
8 Jubilee Ave - resolve flooding in front yard and nature strip	Mullumbimby	Upgrade		40,000					40,000	Stormwater Drainage			
SGB Street Drainage Upgrade - Helen Street (east)	Ocean Shores	Upgrade		100,000					100,000	Stormwater Drainage			
SGB Street Drainage Upgrade - Elizabeth Street - Design	Ocean Shores	Upgrade	Design Only	15,000					15,000	Stormwater Drainage			
Remove last fish passage barrier on Byron Creeek	Bangalow	Renewal		12,000									12,000
River Street Scour Protection Works	Ocean Shores	Upgrade		47,000									47,000
Purchase Gridflow Software	Other	New	Planning Only	20,000									20,000
				374,000									
Reseals													
Coolamon Scenic Drive CH2760-3290 (Reseal)	Rural South	Renewal		43,000					43,000	Infrastructure Renewal			
Coolamon Scenic Drive CH10000-10510 (Reseal)	Rural South	Renewal		54,000									54,000
Federal Drive CH9430-9680 (Reseal)	Rural South	Renewal		35,000							35,000		
Federal Drive CH6910-8250 (Reseal)	Rural South	Renewal		90,000									90,000

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1 - ATTACHMENT 1

Project Description	Location	Ref		Budget	Grants / Contribs	Section 94 Plan	Catchment/ Purpose	Loans	Reserves	Reserve Description	Existing Special Rate Funding	Proposed 2017/18 Special Rate Funding	Council Revenue
Federal Drive CH8510-8790 (Reseal)	Rural South	Renewal		29,000									29,000
Possum Creek Road CH0-1440 (Reseal)	Rural South	Renewal		90,000							90,000		
Friday Hut Road CH4570-6270 (Reseal)	Rural South	Renewal		89,000							89,000		
Goonengerry Road CH0-6520 (Reseal)	Rural South	Renewal		222,000					200,000	Infrastructure Renewal			22,000
The Pocket Road CH7280-7430 (Reseal)	Rural North	Renewal		26,000							26,000		
The Pocket Road CH8160-8660 (Reseal)	Rural North	Renewal		35,000					35,000	Infrastructure Renewal			
Tyagarah Road CH2680-4320 (Reseal)	Rural South	Renewal		130,000					65,400	Infrastructure Renewal	64,600		
Bangalow Road CH780-1630 (Reseal)	Byron Bay	Renewal		146,000					146,000	Infrastructure Renewal			
Childe Street (Reseal)	Byron Bay	Renewal		47,000					47,000	Infrastructure Renewal			
Giaor Street (Reseal)	Byron Bay	Renewal		25,000					25,000	Infrastructure Renewal			
Paterson Street (Reseal)	Byron Bay	Renewal		260,000					260,000	Infrastructure Renewal			
				1,321,000									
Road Reconstruction													
Rifle Range Road Intersection Upgrade at Lismore Road	Bangalow	Upgrade		441,200		441,200	BA - Road Upgrading						
Broken Head Road	Rural South	Renewal		1,191,600		442,000	Quarry - Road Upgrading		449,600	Infrastructure Renewal		300,000	
The Pocket Road Segment 568.10 (CH1.79-2.81km)	Rural North	Renewal	Design Only	28,900		28,900	RN - Rural Roads						
Bangalow Road (Hayters Hill)	Rural South	Renewal		650,000	250,000				400,000	Infrastructure Renewal			
Byron Bay Bypass (RMS)	Byron Bay	New		19,812,000	17,312,000	2,500,000	BB - Road Upgrading						
Bayshore and Ewingsdale Roundabout (RMS)	Byron Bay	Upgrade		4,300,000	1,980,300	2,319,700	\$2,630,000 BB - Road Upgrading \$120,000 SW - Road Upgrading						
Station Street, Bangalow	Bangalow	Renewal	Design Only	46,600								46,600	
Pine Avenue (Garden to Riverside)	Mullumbimby	Renewal		610,000					534,500	Infrastructure Renewal		75,500	

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1 - ATTACHMENT 1

Project Description	Location	Ref		Budget	Grants / Contribs	Section 94 Plan	Catchment/ Purpose	Loans	Reserves	Reserve Description	Existing Special Rate Funding	Proposed 2017/18 Special Rate Funding	Council Revenue
The Terrace, Brunswick Heads	Brunswick Heads	Renewal		379,400								379,400	
Lighthouse Road, Byron (Massinger to Tallow Beach Road)	Byron Bay	Renewal		350,000					350,000	Infrastructure Renewal			
Lawson Street, Byron (Middleton to Tennyson)	Byron Bay	Renewal	Design Only	30,000					30,000	Infrastructure Renewal			
Middleton St (Marvel St to Kingsley)	Byron Bay	Renewal	Design Only	21,000					21,000	Infrastructure Renewal			
DESIGN ONLY - Kendall RAB	Byron Bay	Upgrade	Design Only	65,500					60,000	Infrastructure Renewal			5,500
DESIGN ONLY - Ewingsdale Rd (Highway to McGettigans RAB)	Byron Bay	Upgrade	Design Only	120,000		120,000	BB - Road Upgrading		0	Infrastructure Renewal			
Coolamon Scenic Drive Speed Review and line marking	Rural South	Renewal		30,000									30,000
Deacon and Station Street Intersection Bangalow	Bangalow	Renewal		70,000					70,000	Infrastructure Renewal			
Byron Street Byron Bay Jonson to Railway Corridor	Byron Bay	Renewal		200,000					200,000	Infrastructure Renewal			
BBMP (Byron Bay Master Plan) -Railway Precinct Activation	Byron Bay	Upgrade		500,000					500,000	Infrastructure Renewal			
Shirley Street – Widening Investigation	Byron Bay	Upgrade	Design Only	22,000					22,000	Infrastructure Renewal			
				28,868,200									
Local Roads & Drainage - Total				34,777,400	20,262,200	6,832,200		2,160,000	3,753,500		468,000	801,500	500,000
RMS													
Regional Road Repair Program - Broken Head Rd - pavement reconstruction 3.2km to 3.725km from Clifford Street	Rural South	Renewal	Funding over 17/18 & 18/19	298,500	298,500								
RMS - Total				298,500	298,500	0		0	0		0	0	0

Report No. 4.2 **Asset Risk Management**
Directorate: Infrastructure Services
Report Author: Blyth Short, Asset Management Coordinator
File No: I2017/471
5 **Theme:** Community Infrastructure
 Asset Management

Summary:

10 The objective of the risk management process with regards to general fund infrastructure assets is to ensure that:

- all significant operational and organisational risks are understood and identified
- the highest risks that need to be addressed in the short to medium term are identified
- strategies and treatments to address risks are identified and applied

20 For the maintenance and capital renewal of the high risk assets Council has both a documented process and a complex risk matrix database to determine the order of priority.

RECOMMENDATION:

That Council notes the report presented to the Transport and Infrastructure Advisory Committee (TIAC) regarding Asset Risk Management (#I2017/471).

Attachments:

- 1 Example of a Completed Risk Matrix for Rural Major Culverts, E2017/31120 , page 18 [↓](#)

Report

5 Council has a documented Infrastructure Services Risk Management Procedure (E2015/23531). This has been a living document that has had several revisions and continues to be adjusted as the organisation reaches higher levels of asset management maturity and capability. The current version includes general fund infrastructure assets and high risk assets.

10 Council has various Asset Inspectors who have programed inspection regimes. The majority are using *Reflect* software to perform these inspections using Android devices. The table below summarises the different asset types, officers and frequency of inspections.

Table 1

Asset Type	Officer	Frequency
Roads	Asset Inspection Officer	Refer to E2015/23531 Inspection Interval Table 1.2
Footpaths/cycleways	Asset Inspection Officer	Yearly
Urban Drainage	Team Leader Reticulation/Pump Stations	Refer to E2015/23531 Table 2.1 Drainage Location Hierarchy and Inspection Interval
Rural Drainage - Major Culverts	Asset Engineer	All assets inspected within a 5 year period. High Risk prioritised.
Rural Drainage - Causeways	Asset Engineer	All assets inspected within a 5 year period. High Risk prioritised.
Bridges	Contractor (Level 2 & 3) and Council (Level 1)	Yearly
Retaining Walls	Asset Engineer	All assets inspected within a 5 year period. High Risk prioritised.
Roadside Barriers	Asset Engineer	All assets inspected within a 5 year period. High Risk prioritised.
Parks & Sports Fields	Supervisors (Parks, Sports Fields & CBD)	Refer to E2015/23531 Inspection Interval Table
Airfield	Asset Maintenance Inspection officer (OSRR), Technical officer Open Space and Reserves , Supervisor Parks North, OS Facilities Officer, and Team Leader Open Space	7 days a week

15 High Risk Assets

20 For the maintenance and capital renewal of the high risk assets Council has recently developed a complex risk matrix register to determine the order of priority. This risk register resides in the Authority Asset Register. The High Risk Asset (Risk Matrix) is identified in Section 6 of Risk Management Procedure (E2015/23531). These Risk Matrixes not only take current asset condition into consideration, but also many other environmental and social factors that have an impact on that particular asset.

Each Risk Matrix is a combination of a calculation spread sheet and an accompanying table guide. The spread sheet holds all unique asset data and calculates the output in the form of a Risk Rating Score. This Risk Rating Score can then be sorted (the higher the score the higher the risk to Council) to give each asset a Risk Priority. The Risk Rating score is also stored against the asset in the asset register to enable easy reporting.

The prioritised Risk Matrix calculations for our highest risk assets can be found in Council's electronic document management system (TRIM):

- Risk Matrix for Rural Major Culverts (E2016/85145)
- Risk Matrix for Rural Causeways (E2016/85152)
- Risk Matrix for Bridges (E2016/85259)
- Risk Matrix for Retaining Walls (E2016/85260)

The Risk Matrix table guides are to help explain how the calculation spread sheet is weighted. This includes each Integer Ranking (weighting) for each Indicator Variable (factor that affects the asset).

Methodology

Once a condition assessment has been carried out on an asset, the new condition score is to be added to the applicable Risk Matrix calculation spread sheet (as well as to Authority and GIS). The spread sheet is then to be sorted from Highest Risk Rating Score to Lowest. The Risk Priority (always in first column) will then have to be manually adjusted. The new Risk Rating Score for that asset is to be added to Authority. If weightings need to be changed or added, the applicable table guide is updated to reflect these changes.

Note: The data in the Risk Matrix calculation spread sheet (e.g. AADT, Bus Route etc) should be checked periodically to maintain accuracy.

Example Table Guide

The following Table Guide is used consistently throughout the Infrastructure Services Risk Management Procedure (E2015/23531) and is adjusted according to industry standards, Councils capacity and Statewide Mutual Best Practice Guidelines for each asset class.

Table 2 – Example “Guide to Rural Major Culvert Risk Rating”

Indicator Variable	Rating	Integer Ranking
Major Culvert Condition	5	50
	4	40
	3	30
	2	20
	1	10
Number of Accidents within 100m of Asset	>2	10
	1-2	5
	0	0
Number of Properties Serviced	>20	10
	10-20	5
	<10	0
Bus Route	Yes	10
	No	0
Through Road	No	10
	Yes	0
Location: Road Hierarchy	Regional	10
	Distributor	9

Indicator Variable	Rating	Integer Ranking
	Collector	8
	Local	7
	Access	6
	Rural Major	10
	Rural Minor	7
	Rural Access	5
Length >= 6m (Measured between the points where the straight headwalls meet the wingwalls)	Yes	10
	No	0
AADT	>500	10
	400-500	9
	300-400	8
	200-300	7
	150-200	6
	100-150	5
	50-100	4
	<50	3
100yr Flood Zone	Yes	10
	No	0
Conduit Size	Small Conduits <=300mm	10 5
	Large Conduits >300mm	
RISK RATING	TOTAL	140

Note: Risk Rating Score = Major Culvert Condition + Number of Accidents within 100m of Asset + Number of Properties Serviced + Bus Route + Through Road + Length >= 6m + AADT + 100yr Flood Zone + Conduit Size

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Risk Matrix Outputs

Attachment 1 to this report is an example of a completed Risk Matrix for Rural Major Culverts. Note Risk priority score on the LHS column.

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Temporary Control Measures and Treatments

For various asset classes there are temporary control measures once a defect is identified to minimise the risk. This depends heavily on resources.

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Options to treat risks posed by assets include (but not limited to):

- risk elimination
- reduction in the cause or likelihood of the event occurring
- reduction in the consequence or severity of the event if it were to occur
- increasing the maintenance regime
- initiating Council improvements
- changing operating process and procedures
- sharing the risk through insurance or contracts
- doing nothing and accepting the risk

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(IOS, 2009)

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References:

International Organisation for Standardization, 2009, 'ISO 31000:2009 Risk Management – Principles and Guidelines')

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Financial Implications

Council's Special Rate Variation Application is supported by the Strategic Asset Management Plan and Long term Financial Plan which are both based on a risk based approach to asset management.

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Statutory and Policy Compliance Implications

15 Asset inspection and asset risk assessment are key activities detailed in the International Infrastructure Management Manual and underpin due diligence.

BYRON SHIRE COUNCIL

STAFF REPORTS - INFRASTRUCTURE SERVICES

4.2 - ATTACHMENT 1

RURAL MAJOR CULVERT RISK MATRIX

INDICATOR VARIABLE Risk Priority	Asset ID	Condition	Number of Accidents within 100m of Asset (last 5 years)	Number of Properties Serviced	Bus Route	Through Road	Location: Road Hierarchy	AADT (2014/2015) - Closest Count	100 Year Flood Zone	Length >= 6m	Conduit Size	CALCULATIONS	Condition Score	Accidents Score	Properties serviced Score	Bus Route Score	Through Road Score	Location: Road Score	AAADT Score	100 Year Flood Score	Length Score	Conduit Size Score	RISK RATING SCORE
1	17289	4	>2	>20	Yes	Yes	REGIONAL	>500	Yes	No	>300mm	40	10	10	10	0	10	10	10	0	5	105	
2	17327	3	>2	>20	No	No	RURAL MINOR	>500	Yes	Yes	>300mm	30	10	10	0	10	7	10	10	10	5	102	
3	17320	4	1-2	>20	Yes	Yes	REGIONAL	>500	No	Yes	>300mm	40	5	10	10	0	10	10	10	0	10	5	100
4	60645	3	1-2	>20	Yes	Yes	RURAL MAJOR	>500	Yes	Yes	>300mm	30	5	10	10	0	10	10	10	10	5	100	
5	17312	4	1-2	>20	No	No	RURAL MAJOR	400-500	No	Yes	>300mm	40	5	10	0	10	10	9	0	10	5	99	
6	17288	3	0	>20	Yes	Yes	REGIONAL	>500	Yes	Yes	>300mm	30	0	10	10	0	10	10	10	10	5	95	
7	17324	5	0	>20	No	No	RURAL MAJOR	>500	No	No	>300mm	50	0	10	0	10	10	10	0	0	5	95	
8	60015	3	0	>20	Yes	Yes	RURAL MAJOR	>500	Yes	Yes	>300mm	30	0	10	10	0	10	10	10	10	5	95	
9	60639	3	>2	>20	Yes	Yes	REGIONAL	>500	Yes	No	>300mm	30	10	10	10	0	10	10	10	0	5	95	
10	17305	4	0	>20	No	Yes	RURAL MINOR	>500	Yes	Yes	>300mm	40	0	10	0	0	7	10	10	10	5	92	
11	17326	3	0	>20	No	No	RURAL MINOR	>500	Yes	Yes	>300mm	30	0	10	0	10	7	10	10	10	5	92	
12	17281	3	1-2	>20	Yes	Yes	REGIONAL	>500	No	Yes	>300mm	30	5	10	10	0	10	10	0	10	5	90	
13	17284	3	1-2	>20	No	Yes	RURAL MAJOR	>500	Yes	Yes	>300mm	30	5	10	0	0	10	10	10	10	5	90	
14	17306	4	1-2	>20	No	Yes	RURAL MINOR	>500	Yes	No	>300mm	40	5	10	0	0	7	10	10	0	5	87	
15	17340	4	0	>20	No	No	RURAL ACCESS	200-300	Yes	No	>300mm	40	0	10	0	10	5	7	10	0	5	87	
16	56351	3	1-2	>20	No	No	RURAL MINOR	>500	No	Yes	>300mm	30	5	10	0	10	7	10	0	10	5	87	
17	17282	3	0	>20	Yes	Yes	REGIONAL	>500	No	Yes	>300mm	30	0	10	10	0	10	10	0	10	5	85	
18	17286	4	0	>20	No	Yes	RURAL MAJOR	>500	Yes	No	>300mm	40	0	10	0	0	10	10	10	0	5	85	
19	17287	3	0	>20	Yes	Yes	REGIONAL	>500	Yes	No	>300mm	30	0	10	10	0	10	10	10	0	5	85	
20	17290	4	0	>20	Yes	Yes	REGIONAL	>500	No	No	>300mm	40	0	10	10	0	10	10	0	0	5	85	
21	17300	2	>2	>20	Yes	Yes	REGIONAL	>500	No	Yes	>300mm	20	10	10	10	0	10	10	0	10	5	85	
22	17308	3	0	>20	No	Yes	RURAL MAJOR	>500	Yes	Yes	>300mm	30	0	10	0	0	10	10	10	10	5	85	
23	17310	3	0	>20	No	Yes	RURAL MAJOR	>500	Yes	Yes	>300mm	30	0	10	0	0	10	10	10	10	5	85	
24	17314	3	1-2	>20	No	No	RURAL ACCESS	>500	No	Yes	>300mm	30	5	10	0	10	5	10	0	10	5	85	
25	17338	4	0	>20	No	Yes	REGIONAL	>500	Yes	No	>300mm	40	0	10	0	0	10	10	10	0	5	85	
26	17296	4	0	>20	Yes	Yes	RURAL MINOR	>500	No	No	>300mm	40	0	10	10	0	7	10	0	0	5	82	
27	17297	3	0	>20	Yes	Yes	RURAL MINOR	>500	No	Yes	>300mm	30	0	10	10	0	7	10	0	10	5	82	
28	17329	3	0	>20	No	Yes	RURAL MINOR	>500	Yes	Yes	>300mm	30	0	10	0	0	7	10	10	10	5	82	
29	17339	3	0	10 to 20	No	No	RURAL ACCESS	200-300	Yes	Yes	>300mm	30	0	5	0	10	5	7	10	10	5	82	
30	56349	3	0	>20	No	No	RURAL MINOR	>500	Yes	No	>300mm	30	0	10	0	10	7	10	10	0	5	82	
31	17278	3	>2	>20	No	Yes	RURAL MINOR	400-500	Yes	No	>300mm	30	10	10	0	0	7	9	10	0	5	81	
32	17309	3	1-2	>20	No	Yes	RURAL MAJOR	>500	Yes	No	>300mm	30	5	10	0	0	10	10	10	0	5	80	
33	17316	3	1-2	>20	No	Yes	RURAL MAJOR	>500	Yes	No	>300mm	30	5	10	0	0	10	10	10	0	5	80	
34	17321	3	1-2	>20	Yes	Yes	REGIONAL	>500	No	No	>300mm	30	5	10	10	0	10	10	0	0	5	80	
35	17336	4	1-2	>20	No	Yes	RURAL MAJOR	>500	No	No	>300mm	40	5	10	0	0	10	10	0	0	5	80	
36	17302	3	0	>20	No	Yes	RURAL MINOR	200-300	Yes	Yes	>300mm	30	0	10	0	0	7	7	10	10	5	79	
37	17323	3	1-2	>20	No	Yes	RURAL MINOR	>500	Yes	No	>300mm	30	5	10	0	0	7	10	10	0	5	77	
38	17328	3	1-2	>20	No	Yes	RURAL MINOR	>500	Yes	No	>300mm	30	5	10	0	0	7	10	10	0	5	77	
39	17276	3	0	>20	No	Yes	RURAL MAJOR	>500	Yes	No	>300mm	30	0	10	0	0	10	10	10	0	5	75	
40	17280	3	0	>20	Yes	Yes	REGIONAL	>500	No	No	>300mm	30	0	10	10	0	10	10	0	0	5	75	
41	17285	3	0	>20	No	Yes	RURAL MAJOR	>500	Yes	No	>300mm	30	0	10	0	0	10	10	10	0	5	75	
42	17292	3	0	>20	No	Yes	RURAL MAJOR	>500	No	Yes	>300mm	30	0	10	0	0	10	10	0	10	5	75	
43	17299	3	0	>20	Yes	Yes	RURAL MAJOR	>500	No	No	>300mm	30	0	10	10	0	10	10	0	0	5	75	
44	17315	4	0	>20	No	No	RURAL MINOR	>500	No	No	>300mm	40	0	10	0	0	10	10	0	0	5	75	

Report No. 4.3 **2016/17 Local Roads Capital Works Program Progress**
Directorate: Infrastructure Services
Report Author: Tony Nash, Manager Works
File No: I2017/588
5 **Theme:** Community Infrastructure
 Local Roads and Drainage

10

RECOMMENDATION:

That Council notes the actions taken to implement the 2016/17 Local Roads Capital Works Program.

15

Report

Projects completed to date throughout 2016/17

- 5 • Coolamon Scenic Drive Safer Roads Project.
- Broken Head Road, south of Clifford Street, Suffolk Park
- Broken Head Road – near House 763
- Tweed Valley Way / Brunswick Valley Way roundabout
- Massinger Street pavement renewal & stormwater drainage
- 10 • Lighthouse Road & Lawson Street pavement renewal
- Myocum Road near Barlow’s Diary
- Reseal Program preparation works – shoulder grading & AC heavy patching
- Ruskin Lane, Byron Bay
- Bangalow Weir hard rock works, community planting day and signage
- 15 • Beach Ave South, Golden Beach infiltration pits
- Myocum Road west of Ewingsdale Road highway interchange
- Beach Ave South Golden Beach road pavement renewal
- Bangalow Weir community planting day
- Reseal Program preparation works – gravel heavy patching
- 20 • Marine Parade, Wategos - Stages 1, 2 and 3
- Lawson St / Massinger Street roundabout – contract works
- Tyagarah Road – Black spot upgrade
- Bangalow Rail Footbridge (*see images below*)



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- Peter St - SGB stormwater drainage improvements (see images below)





- Replacement of damaged k&g program
- River Street, New Brighton (see images below)
- The Esplanade, New Brighton (see images below)

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Works currently in Progress:

- Robin Street – South Golden Beach, stormwater drainage improvements
- 5 • Federal Drive, Goonengerry (see images below)





- Sunrise Boulevard/Ewingsdale Roundabout Construction (contract)
- Orana Road, Ocean Shores - Reconstruction

Works to be commenced in May & June 2017

- Resumption & continuation of 3 to 5 June 2016 Flood Damage restoration works
- Coomburra Crescent, Ocean Shores
- Byron Street, Byron Bay
- Leslie Street Drainage, Bangalow
- 22 Bangalow Rd drainage, Byron Bay

Consultation:

5 There has been consultation within the Works Team for the preparation of this report; implementation of the 2016/17 Local Roads Capital Works Program and the individual projects at our weekly meetings; periodic preconstruction meetings; and one off site and office meetings on individual projects. This will continue throughout 2016/17.

10 Status reports of the delivery of the 2016/17 Local Roads Capital Works Program will be provided to each meeting of the Transport and Infrastructure Advisory Committee during this FY.

Financial Implications

All projects are fully funded by Council for delivery in 2016/17.

15 **Statutory and Policy Compliance Implications**

There are no negative impacts proposed in this report.