



*We're working for  
Western Australia.*

# Operational Procedure 113

## Maintenance Responsibility within Town Sites

# Contents

1	PURPOSE .....	3
2	DEFINITIONS .....	3
3	BACKGROUND AND APPROACH.....	3
4	MAINTENANCE RESPONSIBILITIES WITHIN TOWN SITES .....	4
5	REFERENCES AND RELATED DOCUMENTS .....	6

# Document Control

<b>Owner</b>	Director Network Management
<b>Custodian</b>	Asset Maintenance Manager
<b>Document Number</b>	D19#990949
<b>Issue Date</b>	04/01/2022
<b>Review Frequency</b>	Three Yearly

# Amendments

Revision Number	Revision Date	Description of Key Changes	Section / Page No.
2	04/01/2022	<ul style="list-style-type: none"> <li>Added link to Policy and Application Guidelines for Advertising signs within and beyond State Road Reserves</li> <li>Updated to new corporate format</li> </ul>	All
1	20/11/2019	Initial Issue	All

## 1 PURPOSE

This document is to provide guidance to both Main Roads Western Australia (Main Roads) and Local Government (LG), as to the allocation of responsibility of each authority in regards to maintenance of state and local roads, including intersection, road and road reserves within town sites or built up areas.

## 2 DEFINITIONS

Term	Definition
<b>Delegated Areas</b>	Areas identified within the Interim Policies for Control of Advertisements and Management of Main Road Reserves (May 1973) where the Commissioner of Main Roads delegated the “control of most advertisements and the management of main road verges” to Local Government.
<b>Town site</b>	Any area of land: <ol style="list-style-type: none"> <li>a) constituted, defined or reserved as the site of a town or village under any Act;</li> <li>b) adjoining an area referred to in paragraph “a” immediately above which is built up with structures devoted to business, industry or dwelling houses at intervals of less than 100 metres; or</li> <li>c) which does not adjoin an area referred to in paragraph “a” or “b” immediately above which is built up with structures devoted to business, industry or dwelling houses at intervals of less than 100 metres for a distance of 500 metres or more.</li> </ol>
<b>TSGI</b>	Tactile Surface Ground Indicators

## 3 BACKGROUND AND APPROACH

In May 1973 the Department of Main Roads secretary wrote to all local governments advising of an interim policy for Control of Advertisements and Management of Main Roads Reserves<sup>1</sup>. This document gave direction from the Commissioner that local governments would be responsible for the maintenance of the main road reserve within in specific locations known as Delegated Areas.

Local government’s maintenance responsibility excludes:

- The road pavement between kerbs;
- Associated drainage; and
- Median strips.

The 1973 interim policy is based on s16(2) of the *Main Roads Act 1930* which states:

*“...the existing powers of any local authority over any main road shall not be taken away but shall be subject to the control and direction of the Commissioner of Main Roads and the control, and management of main road verges to local authorities.”*

<sup>1</sup> [D19#436762 Interim Policies for Control of Advertisements and Management of Main Road Reserves \(May 1973\)](#)

The way in which Main Roads manages the maintenance responsibility of state roads within town sites and built up areas follows the principles set out in the interim policies and has not materially changed since 1973.

In practice, MRWA will determine the area based on town site boundary, built up area and/or LG verge assets, for example footpaths, gardens and signage. The extent of Delegated Areas are contained in individual schedules as detailed in section 5.

Main Roads published the current Policy and Application Guidelines for Advertising signs within and beyond State Road Reserves<sup>2</sup> on <https://www.mainroads.wa.gov.au>.

Main Roads will retain all responsibility and control of the entire road reserve for State roads subject to control of access.

## 4 MAINTENANCE RESPONSIBILITIES WITHIN TOWN SITES

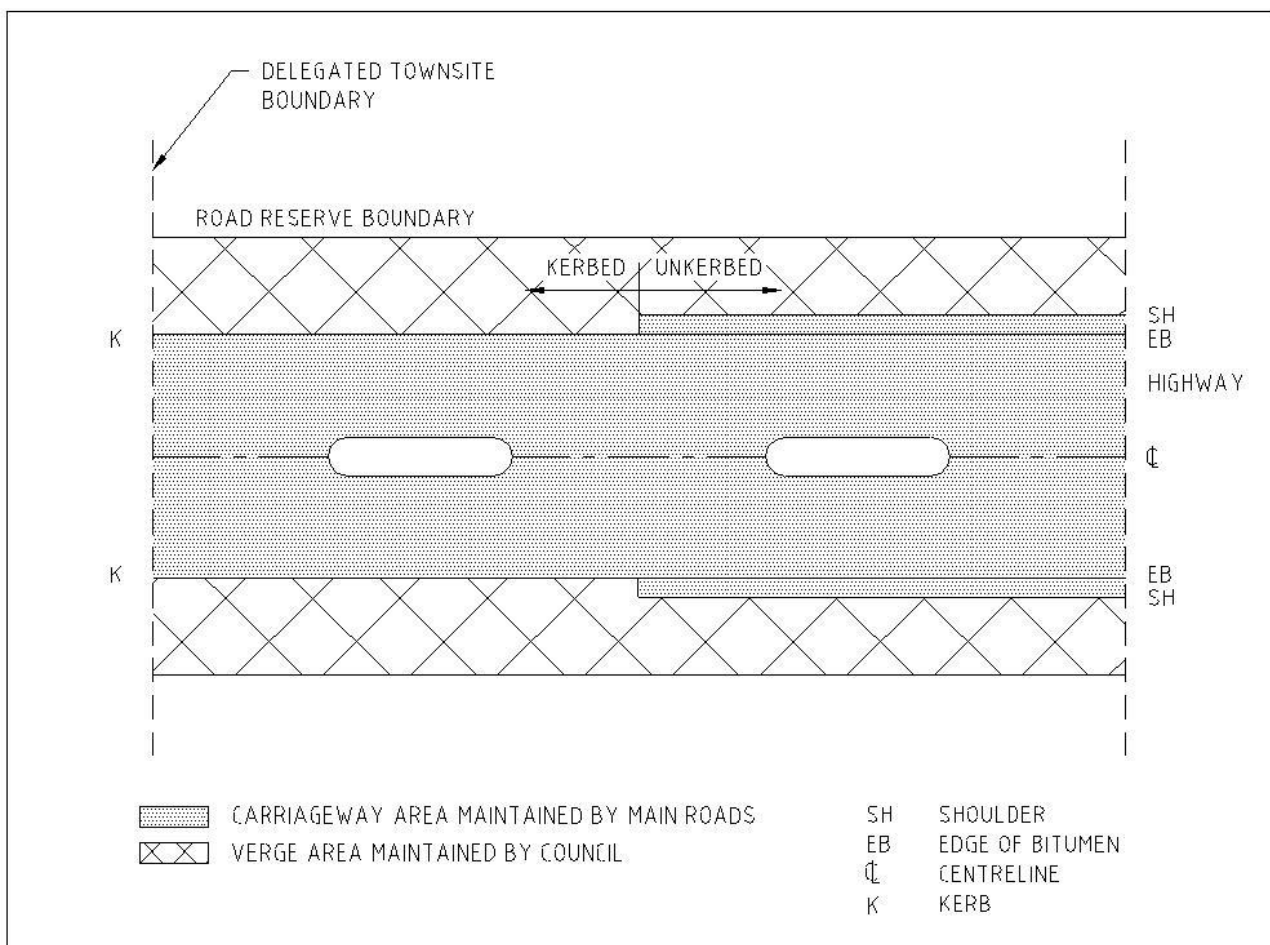


Figure 1 - Townsite

In delegated areas within town sites, Main Roads will be responsible for a width of 9.8 m (see note <sup>3</sup>), including 1.2m shoulders, or kerb to kerb, whichever is the lesser, where kerbing is present.

<sup>2</sup> <https://www.mainroads.wa.gov.au/globalassets/technical-commercial/technical-library/road-and-traffic-engineering/traffic-management/policy-and-application-guidelines-for-advertising-signs-within-and-beyond-state-road-reserves.pdf>

<sup>3</sup> The 1973 interim policy for Control of Advertisements and Management of Main Roads Reserves specifies 32ft which equates to 9.754 m

For typical rural cross-sections consisting of carriageway open table drain exists, Main Roads is responsible to the top of the back slope of table drain. If no table drain exists, e.g. in raised formation, Main Roads is responsible for maintenance to bottom of batter slope.

**Main Roads** will maintain the following within town sites, unless specifically agreed with the relevant LG;

- a) any part of the carriageway located 'kerb to kerb' that could be made available for through traffic (including acceleration and deceleration lanes);
- b) shoulders (sealed or unsealed) where there is no formal designated parking;
- c) on-road bicycle lanes;
- d) kerb or table drains adjacent to any part of the carriageway available for through traffic;
- e) drainage pits and underground drainage collecting runoff from through carriageways and associated junction pits in medians and through carriageways;
- f) all road markings on the through carriageways (but excluding parking bays);
- g) traffic safety barriers where the traffic safety barriers are for the safety and protection of through traffic;
- h) signs and delineation provided for the control and guidance of traffic travelling along, or entering, the through carriageways of the ordinary highway (whether located in either the central median or roadside);
- i) central medians and any of Main Roads' assets or vegetation thereon, including pedestrian fencing, Tactile Surface Ground Indicators (TSGI) and pathways linking to a pedestrian crossing or children's crossing on the highway;
- j) pedestrian grab rails and bollards associated with pathways across a central median, including on footpaths;
- k) all electronic traffic signs including variable speed signs, and other on-road electrical assets for traffic management on the ordinary highway;
- l) pedestrian and guard controlled crossings;
- m) any road related area designated for the ordinary highway by Main Roads, as the coordinating road authority; and
- n) any road-related infrastructure (e.g. table drains) for the full width of the road reserve; within the limits of responsibility shown in Figure 1.

**Main Roads** will also retain the management responsibility for the following:

- a) road closures
- b) driveway access
- c) placement of public utility services along or across the reserve
- d) placement of structures (drilling rigs, shafts & posts for signs)
- e) consent to leases or licenses e.g. mining tenements
- f) provision of at grade pedestrian facilities
- g) provision of grade separated pedestrian crossings, subject to agreement with the LG
- h) approval for the erection and display of advertising signs:
  - i) within the road reserve; or
  - ii) exceeding 2.5m<sup>2</sup> in area in the vicinity of the highway or main road within the limits of responsibility shown in Figure 1.

**Main Roads** will not maintain assets on central medians owned by bodies other than Main Roads (e.g. community facilities or landscaping installed thereon by a Local Government).

**Main Roads** may consider requests from Local Governments for a transfer to Main Roads of road management functions with respect to the roadside within an urban area where:

- substantial lengths of roadside (such as continuous lengths of roadside greater than 1 kilometre) have adjacent residential areas that back onto the road (with no direct access); and
- it is considered that the roadside principally performs a highway (rather than a community) function.

**Local Government** is responsible for the maintenance of:

- a) pathways outside of the 'kerb to kerb' limits of the through carriageways;
- b) indented parking bays and any other part of the carriageway located 'kerb to kerb' that could not be made available for through traffic (being located either on the side of the road, or in the central median), and adjacent kerb;
- c) road markings for all parking bays;
- d) drainage pits and underground drainage outside of through carriageways and underground drainage that is part of a Local Government drainage scheme;
- e) off road bicycle paths within the road reserve;
- f) information bays;
- g) nature strips on verges including vegetation;
- h) local signage including street names signs, local direction signs, parking signs for the control of stopping or parking (whether located between intersections or on the approach/departure sides of intersections);
- i) litter bins and furniture provided for pedestrians;
- j) pedestrian fencing outside of central medians;
- k) TSGI in footpaths and kerb ramps and at bus stops (except at central medians); and
- l) assets on central medians that are owned by the Local Government (e.g. community facilities or landscaping).

## 5 REFERENCES AND RELATED DOCUMENTS

Document Number	Description
D19#436762	1973 – Interim Policy for Control of Advertisements and Management of Main Roads Reserves
	<a href="https://www.mainroads.wa.gov.au/globalassets/technical-commercial/technical-library/road-and-traffic-engineering/traffic-management/policy-and-application-guidelines-for-advertising-signs-within-and-beyond-state-road-reserves.pdf">https://www.mainroads.wa.gov.au/globalassets/technical-commercial/technical-library/road-and-traffic-engineering/traffic-management/policy-and-application-guidelines-for-advertising-signs-within-and-beyond-state-road-reserves.pdf</a>
TBC	Kimberley Region Townsite Locations
TBC	Pilbara Region Townsite Locations
TBC	Midwest-Gascoyne Region Townsite Locations
TBC	Wheatbelt Region Townsite Locations
TBC	Metropolitan Region Townsite Locations
TBC	Goldfields- Esperance Region Townsite Locations
TBC	South West Region Townsite Locations
TBC	Great Southern Region Townsite Locations