



EXTENSIONS AND ACCESS TO THE ROAD NETWORK

Original Adopted Date: 23 June 2010
Policy Number: GRC 0038
Policy Type: Strategic
Responsible Officer: Director of Engineering Services
Department: Engineering Services

Version	Decision Number or CEO Approval	Decision Date	Status / History
1	OM-0140/10	23 June 2010	Review October 2011
2	OM-0219/11	26 October 2011	Review October 2013
3	OM-0184/13	30 October 2013	Review October 2018
4	OM-0243/15	16 December 2015	Review December 2020
5	OM-119/21	26 May 2021	Review May 2026

1. DEFINITIONS

1.1. Road

- (a) an area of land that is dedicated to public use as a road; or
- (b) an area of land that:-
 - (i) is developed for, or has as 1 of its main uses, the driving or riding of motor vehicles; and
 - (ii) is open to, or used by, the public; or
- (c) a footpath or bicycle path; or
- (d) a bridge, culvert, ferry, ford, punt, tunnel or viaduct.

However, a road does not include:-

- (a) a State-controlled road; or
- (b) a public thoroughfare easement.

1.2. Unmade Road

A road that has had no capital improvements including clearing, forming, and gravelling. Notwithstanding this, an unmade road may be trafficable, however is considered not generally used by the public. Unmade Roads are not included in Council's Road Register and are not maintained.

1.3. Unformed Road

A road that has been cleared and open to, and customarily used by the public.

1.4. Formed Road

A road that has been cleared and formed by grading so that stormwater will drain off laterally. A formed road would usually have table drains, outlet drains and crossfall with the running surface consisting of natural materials.

1.5. Gravelled Road

A road that has been cleared, formed and surfaced with gravel paving material (usually transported to the site).

1.6. Sealed Road

A gravelled road that has had a single or multiple application of bitumen and screening aggregates or asphaltic concrete applied as a running surface.

1.7. Existing Dwelling

A constructed and approved Class 1a or 1b building (Building Code of Australia 2009 Volume 2) for use as a habitable building.

2. BACKGROUND

Under Division 1, Part 3 of the Local Government Act 2009, Council has control over all roads in its local government area. Extensions and/or access to the road network are required from time to time. This control over roads has a concomitant legal obligation on Council to ensure roads are maintained to an appropriate standard within the limitations of its resources.

Council must exercise control over extensions and access to the road network so as to ensure the inherent legal obligations are met and that there is not an undue risk to Council of litigation as well as ensuring that the works are funded and constructed by the appropriate persons and to appropriate standards.

3. POLICY STATEMENT

(a) Road Access

- It is the responsibility of the property owner to construct and maintain an access from the constructed road to the property.
- Any proposed work that will interfere with an existing road, including kerb & channel or paved footpath, will require written approval from Council prior to work commencing.
- The standard of access shall be generally in accordance with the following:-
 - Institute of Public Works Engineering Australia (Queensland Division Inc) Standard Drawing R-0050 Residential Driveway
 - Institute of Public Works Engineering Australia (Queensland Division Inc) Standard Drawing R-0051 Commercial Driveway Type A
 - Institute of Public Works Engineering Australia (Queensland Division Inc) Standard Drawing R-0052 Commercial Driveway Type B
 - GRC Standard Drawing R-01 Rev B
 - GRC Standard Drawing R-02 Rev B

(b) Road Extensions

- Council will not undertake capital improvements or maintenance works to unmade / unformed roads for the provision of access where the road does not provide access to a property with an existing dwelling.
- Any proposed work within a road reserve will require a written request by way of an Operational Works Application and written approval from Council prior to work commencing. This includes any clearing and formation works but does not include the construction of an access track or driveway from the constructed road to the property boundary.
- Approval for clearing of vegetation must be obtained from the Department of Natural Resources & Mines if required. Council reserves the right to refuse or object to any application for clearing works.
- All works are to be constructed by Council or an approved contractor who must meet the required standards in terms of:-
 - Experience
 - Quality Assurance
 - Workplace Health & Safety
 - Insurances
- The standard of road construction shall be generally in accordance with the following:-
 - Institute of Public Works Engineering Australia (Queensland Division Inc) standard drawings:-
 - R-0031 Type Cross Sections, Residential & Rural Residential Roads
 - R-0033 Type Cross Sections, Rural Roads
 - The Department of Transport & Main Roads Manual of Uniform Traffic Control Devices

- Vertical and horizontal alignment to the satisfaction of Councils Director Engineering Services.

- Where, due to the topography of the area the road traverses, it is necessary to provide drainage structures, the applicant will be responsible for the provision of same to a nominal design of :-
 - 375mm diameter RCP pipe culvert with approved headwalls and a nominal length of 9.76 metres. Culvert construction will be in accordance with the relevant drawings from the Department of Transport & Main Roads Standard Drawings – Roads.

Where a more significant drainage structure is deemed necessary, Council will consider a funding contribution request from the proponent.

- No works deviating from the gazetted road reserve will be accepted.
- When roads have been completed, inspected and accepted by Council, Council will have responsibility for all ongoing maintenance and improvement works as dictated by resource and budgetary constraints.
- At the discretion of the Director Engineering Services, appropriate signage may be erected on unmade, unformed or formed roads to advise the public that the road is not maintained beyond a particular location, is maintained to a limited degree or to warn the public that there may be a particular hazard ahead (Refer to Attachment A for typical wording).
- Council shall maintain a Road Register. This register will list and provide a map of all roads maintained by Council.
- Council will consider funding an extension to the road network in accordance with the following:-

Situation	Assessment
Road extension required in an urban, rural residential or rural lifestyle area	No contribution
Road extension required to provide access to an existing or proposed dwelling in a rural area (refer Note 1 below)	25% contribution to a maximum of the calculated amount listed in Attachment B.
Road extension required to provide access to a new or expanded rural industry (refer Note 2 below)	50% contribution to a maximum of the calculated amount listed in Attachment B

** The maximum contribution shall be subject to an annual increase of 2.5% effective 26 May 2021 – see Attachment B*

Note 2: Applies after a demonstrated need for upgrading due to an expansion of grazing or agricultural activities (typically greater than 50Ha in scope) that contribute positively to the local economy. Does not apply to works authorised under a Reconfiguration of a Lot or a Material Change of Use including all intensive activities.

Note 3: Assessed by Council's Director Engineering Services

Note 4: Assessed by full Council

- Council may consider funding capital improvements to any road as part of its annual Capital Works Program and Budget.
- A person must not, without lawful excuse or the written approval of Council, carry out works on a road or interfere with a road or its operations. Council will reserve the right to dismantle or alter the works or fix any damage caused by the works at the expense of the person who undertook the works. Council will also reserve the right to not maintain or improve the road.

4. POLICY PURPOSE

The purpose of this policy is to ensure that any extensions or accesses to the road network are constructed to the required standard and that the limitations of Council's contribution to such works are clear.

5. POLICY OBJECTIVES

The objectives of this policy are to:-

- Provide clear guidelines on the required construction standard of road extensions and accesses.
- Provide clear direction for staff in assessing applications for works.
- Provide guidelines for applicants, staff and Council in determining appropriate contributions to proposed works.

6. SCOPE

This policy applies to extensions or accesses to the existing road network. The requirements for new works as a result of a Reconfiguration of a Lot (ROL) or Material Change of Use (MCU) will be detailed in the appropriate Development Approval (DA) and associated Operational Works Approval.

7. REVIEW DATE

May 2026

ATTACHMENTS

Attachment A: Typical Warning Sign Wording

Attachment B: Annual Increases, Maximum Contributions Table

Attachment A: Typical Warning Sign Wording

Typical Warning Sign Wording



Attachment B: Annual Increases, Maximum Contributions Table

****The maximum contribution shall be subject to an annual increase of 2.5% effective 26 May, annually.***

Situation	Effective	Assessment
Road extension required in an urban, rural residential or rural lifestyle area	26 May 2021	No contribution
Road extension required to provide access to an existing or proposed dwelling in a rural area	26 May 2021 26 May 2022 26 May 2023 26 May 2024 26 May 2025	25% contribution to a maximum of \$8,700* 25% contribution to a maximum of \$8,920* 25% contribution to a maximum of \$9,150* 25% contribution to a maximum of \$9,380* 25% contribution to a maximum of \$9,620*
Road extension required to provide access to a new or expanded rural industry	26 May 2021 26 May 2022 26 May 2023 26 May 2024 26 May 2025	50% contribution to a maximum of \$23,575* 50% contribution to a maximum of \$24,165* 50% contribution to a maximum of \$24,770* 50% contribution to a maximum of \$25,390* 50% contribution to a maximum of \$26,025*