

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	Before 24 Apr 1990	-	Before 24 Apr 1990
2	9 Apr 1996	242	9 Apr 1996
3	14 Jan 2003	25	14 Jan 2003
4	11 May 2010	0142	11 May 2010
5	11 Nov 2014	0392	11 Nov 2014
6	12 Jun 2018	18/174	13 Jul 2018
7	09 Jul 2024	24/182	08 Aug 2024

2 Policy Objective

To establish a standard for providing culverts to enable access from a formed road to rural and urban properties not serviced by kerb and guttering. Constructed culverts accesses are not usually associated with unformed roads.

3 Policy Statement

- 3.1 Where an existing formed road exists at the date of inception of this policy the property owner shall be responsible for the full cost to provide a culvert access to each property entrance. The owners shall also be responsible for ongoing maintenance of the culvert structure.
- 3.2 Routine maintenance such as grading or addition of gravel pavement to a formed road shall not constitute construction or reconstruction and hence shall not alter the responsibility for provision of property access.
- 3.3 Where a new road or street is constructed by Council and there is a need to provide an access culvert as a result of that construction then Council will bear the cost as part of the construction for one (1) culvert. A maximum of two (2) culverts to each property will be considered on a case by case basis.
- 3.4 Where an existing formed road or street is reconstructed and there is a need to adjust the location, length, size or level of an existing access culvert, Council will bear the cost of such adjustment as part of the reconstruction. The existing culverts and headwalls, unless reused, shall remain the property of the current land owner served by the access.
- 3.5 Access culverts shall be constructed in accordance with Griffith City Council Engineering Guidelines – Subdivisions and Redevelopment Standards – December 2008
- 3.6 Culverts shall be installed to levels and locations approved by Griffith City Council where required.

- 3.7 Minimum size of a culvert is 375mm diameter unless agreed by Council.
- 3.8 A standard fee as detailed in Council's Revenue Policy is payable to provide (clause 6) above.
- 3.9 Property owners are responsible for maintenance of accesses from edge of shoulder on unsealed roads and edge of bitumen for sealed roads, to property boundaries as set out above, or Council may require removal of the access
- 3.10 Replacement of all access culverts will be at the minimum width, as set out in Griffith City Council Engineering Guidelines – Subdivisions and Redevelopment Standards – December 2008.
- 3.11 Any works completed on an access to a property within the Road Reserve must have a Section 138 of the Roads Act approval. This application will be submitted through the NSW Planning Portal.

4 Definitions

Unformed road in the context of this Policy is a 'track' used for access which has not been shaped to provide a surface or drainage and does not have table drains.

Formed road in the context of this Policy is any road that has been shaped by mechanical means so as to create a defined surface (not necessarily all weather) on which vehicles travel and which has table drains for collection and drainage of surface water runoff.

Maintenance is routine activity including grading which does not materially change the structure of the formed road. The addition of a gravel pavement to an otherwise 'ungravelled' road is deemed to be routine maintenance in the context of this Policy.

Construction is the provision of a new formed road where no formed road previously existed. This results in a significantly different road after construction to what existed prior to construction.

Reconstruction is revamping of an existing formed road such that there is material difference between the new and old regards alignment, width, shape or level.

5 Exceptions

None

6 Legislation

Roads Act 1993
Roads Regulation 1993

7 Related Documents

Griffith City Council: Engineering Guidelines – Subdivision and Redevelopment Standards.
Griffith City Council: Road Maintenance Management Procedure.
Griffith City Council: Revenue Policy
Griffith City Council: Driveways – Maintenance & Width (CS-CP-402)
Griffith City Council: Standard Drawing STD-RD-17 Rural Driveway with Culvert Arrangement

8 Directorate

Infrastructure & Operations