



**BITUMEN AND
ASPHALT
RESURFACING
POLICY**

Document Version Control			
Responsible Department	Prepared By	Resolution No.	Review Period
Infrastructure and Engineering Services	Paul Gallagher	2009/373	Three (3) years
Infrastructure and Engineering Services	Melanie Slimming	2024/129	Four (4) Years

PURPOSE

Council is committed to minimizing the impact of road damage and maintaining the road network through effective resealing practices. This policy outlines Council's responsibilities, safety precautions, and requirements for engaging contractors, ensuring public safety, and maintaining roads in optimal condition within budget limitations.

OBJECTIVE

The objective of this policy is to provide clear guidance to Council on the processes involved in bitumen and asphalt resurfacing. This is aimed at minimizing public liability exposure associated with the provision of road services to the community. Council will adhere to procedures based on current best practices outlined in StateWide Mutual's "Bitumen and Asphalt Resurfacing Best Practice Manual."

RESPONSIBILITIES AND PROCEDURES

1. **Inspection** Council will conduct regular inspections of its road network to assess sealing and resealing requirements. These inspections will be carried out according to Council's Asset Inspection Register and through designated surveys as requested by the Infrastructure and Engineering Services team.
2. **Assessment** Findings from inspections will be assessed to prioritize roads for sealing and resealing based on surface condition, road importance, and elapsed time since the last treatment.
3. **Risk Controls** Council will implement risk controls in accordance with the hierarchy of risk management:
 - Eliminate risks where feasible,
 - Reduce risks to an acceptable level,
 - Accept risks only when unavoidable. The implementation of these controls will follow techniques outlined in the "Bitumen and Asphalt Resurfacing Procedures," managed by the Director of Infrastructure and Engineering Services.
4. **Monitoring** The effectiveness of risk control mechanisms in the sealing and resealing program will be monitored regularly. The Director of Infrastructure and Engineering Services is responsible for overseeing this monitoring process to ensure continuous improvement.
5. **Resource Allocation** Council will allocate adequate human and financial resources to conduct inspections, assess projects, and implement necessary controls as per this policy and associated procedures.

SAFETY PRECAUTIONS

Council will ensure that all activities related to road resealing are conducted with the utmost consideration for public safety. This includes:

- Implementing traffic management plans to minimize disruptions and ensure safe passage for road users,
- Using signage and temporary speed limits where necessary to alert drivers,
- Employing contractors with appropriate qualifications and experience, including public liability insurance coverage,
- Conducting regular safety audits and assessments to mitigate risks to workers and the public.

REFERENCES

This policy complies with:

- RTA RMCC Contract MR89,
- Statewide Best Practice Manual "Bitumen & Asphalt Resurfacing,"
- Council's internal Risk Management Procedures for Bitumen and Asphalt Resurfacing.

REVIEW AND COMPLIANCE

This policy will be reviewed every four (4) years to ensure it remains aligned with best practices and regulatory requirements. Compliance will be assessed against benchmarks set by regional and state councils, with annual reports submitted to Council's insurer for evaluation.