



## FOOTPATH INSPECTION AND MAINTENANCE POLICY

Document No: A3755300

### Objective:

To define Ipswich City Council's overall intentions and guiding principles in relation to the inspection and maintenance of constructed footpaths within the City.

### 1. Related Links:

- Queensland Local Government Act 2009
- Local Government Regulation 2012
- Ipswich Community Plan I2031
- Ipswich City Council Corporate Plan 2012 - 2017
- Ipswich City Council Infrastructure Asset Management Policy
- Ipswich City Council Integrated Risk Management Policy
- Ipswich Transport Plan

Specific legislation covering legal liability in Queensland:

- Civil Liability Act 2003 (Qld)
- Civil Liability Regulation 2003 (Qld)
- Personal Injuries Proceedings Act 2002 (Qld) ("PIPA")
- Personal Injuries Proceedings Regulation 2002 (Qld)

### 2. Policy Outcome:

To manage Ipswich City Council (Council) constructed footpath assets in accordance with defined levels of service and accepted risk management guidelines, whilst minimising lifecycle costs.

### 3. Policy Scope:

This policy applies to all constructed pathways owned by Council.  
It does not include marked bike-lanes on road carriage-ways.

### 4. Policy Statement:

Council will:

- Manage its network of constructed pedestrian and bicycle pathways in a pro-active manner that will provide a safe and functional environment for users, with due regard for budget limitations.
- Manage the constructed pathway network in support of defined levels of service, and in accordance with relevant legislation, regulation, licenses, permits, approvals and authorities.
- Undertake regular inspections of the constructed pathway network in accordance with adopted schedules based on the assessed risk associated with each segment of the network.
- Establish inspection frequencies which reflect the volume and type of pedestrian traffic as well as site-specific risk factors for each segment of the network.
- Record defects which exceed documented intervention levels and prioritise them for action using risk-

based methodology which acknowledges the severity of the defects and their location within the network.

- Carry out suitable maintenance to recorded defects in accordance with adopted service standards and within budgetary constraints.
- Provide an appropriate level of funding for maintenance of the constructed pathway network each year, within budgetary constraints.
- Clearly allocate responsibilities for the inspection and maintenance of the constructed pathway network at the appropriate levels within Council and build competency through the provision of structured training.
- Document and implement procedures and protocols to cover the inspection, defect recording, prioritisation and scheduling of maintenance for the constructed pathway network within the City.
- Incorporate all relevant procedures and methodologies in Council's Asset Management Plans.
- Review the Levels of Service, risk evaluation matrices, inspection protocols, prioritisation methodologies and associated procedures on a regular basis in accordance with the relevant Asset Management Plans and other referenced corporate documents.

This Footpath Inspection and Maintenance Policy is supported by Council's Strategic Asset Management Framework and Asset Management Plans, which detail the asset management processes and systems that will be used to implement this policy.

## **5. Responsibilities and Review:**

This Policy is to be:

- Understood and implemented where appropriate by all Council Officers.
- Reviewed and amended in accordance with Council policy review process(es).

## **6. Definitions:**

### **Asset management**

The combination of management, financial, economic, engineering and other practices applied to physical assets, with the objective of providing the required level of service in the most cost effective manner.

### **Level of service**

The defined service standard for a particular activity or service area (e.g. roads, sporting fields) against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental acceptability and cost.

### **Lifecycle costs**

The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs.

### **Maintenance**

All actions necessary for retaining an asset as near as practicable to its original condition and service potential, but excluding rehabilitation or renewal.

### **Rehabilitation**

Works to rebuild or replace parts of an asset, to restore it to a required functional condition and deliver its original service potential.

### **Renewal**

Works to upgrade, refurbish or replace existing assets to equivalent capacity, performance capability or service potential.

**Risk**

Risk is defined in the Australian/New Zealand Standard AS/NZS ISO 31000:2009 (Risk management-Principles and guidelines) as the “effect of uncertainty on objectives”. NOTE 4 of the Standard states: “Risk is often expressed in terms of a combination of the consequences of an event (including changes in circumstances) and the associated likelihood ... of occurrence”.

**Date of Council Resolution:** 21 March 2014

**Date of Review:** 29 November 2016

**Committee Reference and Date:** Policy and Administration Board No. 2014(02) of 4 March 2014 - City Management and Finance Committee No. 2014(03) of 11 March 2014

**No. of Resolution:** 5A

**Date to be reviewed:** 29 November 2018