

1 Purpose

This policy defines Council's response to requests or applications to upgrade or extend its road network, to ensure a consistent, equitable and transparent process is applied to these requests or applications.

2 Scope and applications

2.1 Road upgrades

Road upgrades apply to all sections of roads listed in Council's Road Register as maintained by Council (that is sealed, gravel and formed roads).

2.2 Road network extensions

Road network extensions apply to all sections of road listed in Council's Road Register not maintained by Council (that is unformed roads in general).

2.3 Exclusions

This policy does not apply to:

- a State-controlled road;
- a road upgrade or road extension that is subject to a development application under the Toowoomba Region Planning Scheme;
- upgrading of the road network associated with Council's long term asset management plans, asset renewal program and/or transport planning program;
- an access point designated as a driveway crossover (generally traversing from the shoulder of a road directly to a property boundary);
- a request for road maintenance;
- an access road through private land; or
- an existing agreement with Council for a privately maintained road.

3 Principles

This policy aligns with Council's 2024 - 2029 Corporate Plan focus area/s of people/place/prosperity/performance.

- 2.3 Plan for and manage infrastructure assets sustainably
- 2.4 Continue to pursue active and equitable transport initiatives
- 4.2 Continue to pursue prudent financial management and sustainability
- 4.3 Delivery of community and customer-focused service

In addition to upholding the Corporate Plan principles outlined above, Council is committed to upholding the obligations within the *Human Rights Act 2019* by giving proper consideration to the provisions of the Act when making decisions relevant to this policy.

4 Content

4.1 General

Council's Road Register lists all roads and road reserves within the Toowoomba Region, including:

1. who is responsible for managing the road (either the State or Council, with the exception of private roads);

2. the surface type of the road (sealed, gravel, formed or unformed); and
3. who is responsible for maintaining the road.

For the purposes of this policy, upgrades only apply to roads already recognised in Council's Road Register as formed and maintained by Council. Extensions apply to unformed roads which are not maintained by Council.

Council is under no obligation to form, construct, upgrade or extend a road, irrespective of its status in the Councils Road Register.

Council may at its own discretion undertake works to upgrade or extend a road in accordance with Council priorities.

Council may also, at its own discretion consider privately delivered works to upgrade or extend the road network.

4.2 Minimum standards

The minimum Council standard required for a road upgrade or extension will generally be as follows:
Toowoomba Regional Council Planning Scheme Policy SC6.2 PSP No. 2 – Engineering Standards - Roads and Drainage Infrastructure

5 Responsibilities/accountabilities

5.1 General Manager Infrastructure Services Group

The General Manager Infrastructure Services Group is responsible for authorising exceptions to the standards contained in this policy.

5.2 Manager Transport and Drainage Planning Branch

The Manager Transport and Drainage Planning is responsible for administering and updating the policy.

6 Relevant laws

Environmental Protection Act 1994

Local Government Act 2009

Transport Infrastructure Act 1994

Work Health and Safety Act 2011

Transport Operations (Road Use Management) Act 1995

Transport Operations (Road Use Management) – Road Rules 2009

Native Title Act 1993 (Cth)

Aboriginal Cultural Heritage Act 2003

Environmental Protection and Biodiversity Conservation Act 1999 (Cth)

Biosecurity Act 2014

Local Law No. 1 (Administration) 2020

Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018

Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2025

Subordinate Local Law No. 1.16 (Gates and Grids) 2020

7 Related policies/documents

Members of the public can access Council policies on Council's website. If a policy listed below does not appear on tr.qld.gov.au please contact 131 872 or email info@tr.qld.gov.au to request a copy. Staff may access policies via the [Policy Register and Review Schedule](#).

Council policies

Nil

Other documents

[Corporate Plan 2024/29](#)

Toowoomba Regional Council Planning Scheme Policy SC6.2 PSP No. 2 – Engineering Standards - Roads and Drainage Infrastructure

TRC [Road Register](#)

Queensland Manual of Uniform Traffic Control Devices.

AS1742.3: 2019. Manual of Uniform Traffic Control Devices.

Austrroads Guide to Road Design.

IPWEAQ Lower Order Roads Design Guidelines

8 Related forms

Nil

9 Definitions

Term	Definition
formed road	commonly understood as a 'road', has a constructed road that is managed and maintained. Formed roads may be 'unsealed' gravel (with controlled granular material) roads (normally a rural road), sealed or surfaced roads.
privately maintained road	roads maintained by a third party or private entity. All maintenance enquiries related to privately maintained roads should be directed to the road's maintenance authority.
road	• area of land that is dedicated to public use as a road; or • an area of land that: – is developed for, or has as 1 of its main uses, the driving or riding of motor vehicles; and – is open to, or used by, the public; or • a footpath or bicycle path; or • a bridge, culvert, ford, tunnel or viaduct. However, a road does not include: • a State-controlled road; or • a public thoroughfare easement

Term	Definition
road network	all sections of road recognised within Council's Road Register
road extension	a road segment currently shown as unmaintained in Council's Road Register may be extended to a minimum of a gravel maintained road
road upgrade	a road segment currently shown as maintained in Council's Road Register may be upgraded to a higher standard surface, maintained road
road reserve	dedicated areas of land itself located property boundary to property boundary and dedicated as a public road.
unformed road	commonly understood as a road reserve where the road has not been constructed and is not managed or maintained

10 Policy details

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Contact officer:	Manager Transport and Drainage Planning		
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11 Revision history

Policy version	Approval date	DM Reference
1.00	24 January 2012	3698866v6
2.00	16 May 2023	3698866v7
2.00	19 September 2023	3698866v8
3.00	04 August 2026	12513994v3

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