

	COUNCIL POLICY	POLICY NUMBER
	PEDESTRIAN SAFETY AND FOOTPATHS	C 015
RESPONSIBLE OFFICER	APPROVAL DATE	REVIEW DATE
GENERAL MANAGER	27 JULY 2006	March 2024

1.0 POLICY STATEMENT

- 1.1 Council has a duty of care to ensure the safety of pedestrians in the Tasman Municipality through the development and maintenance of Council footpaths and the strategic identification, prioritising and sustainable funding of additional footpaths and tracks.

2.0 OBJECTIVE

- 2.1 To ensure safe access for pedestrians and other users of Council's footpaths. This policy will enable Council to be proactive in identifying hazards and risks associated with the approved footpath network and to limit the number of possible public liability claims.
- 2.2 To identify and prioritise the needs and opportunities for new footpaths and tracks or the extension to existing pedestrian assets. These shall be incorporated into the Council Long Term Financial Plan and associated annual capital budget process as applicable.
- 2.3 To identify and prioritise other mechanisms for increasing pedestrian safety such as additional or revised signage, road barriers and/or road construction, and changes to speed limits.

3.0 SCOPE

- 3.1 This policy will apply to all existing and proposed Council maintained footpaths and tracks, and pedestrian accesses within the Municipality.

4.0 PROCEDURE

- 4.1 Identification and Recording
- (i) The two methods of discovering a hazard (vertical displacement, uneven surface, slipperiness, lighting) are by proactive and reactive inspections. Once identified, details of the failed footpath are recorded into a database for evaluation.
 - (ii) Formalised inspections of all footpaths in townships conducted at programmed frequencies determined by location, type, estimated number of pedestrians and previous history. A newly constructed footpath once completed and accepted, is placed on the program for routine inspections.
 - (iii) Verbal or written reports/complaints from the general public or council staff – may or may not have been discovered as a result of an incident or insurance claim. The effected footpath is then inspected and evaluated by the appropriate officer.

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4.2 Risk Rating Assessment

- (i) There are three control measures that will be implemented depending on the priority rating value of the risk:
- Low – Action is to be taken when resources are available.
 - Medium – Make the area safe if possible and then place the hazard into the maintenance programme (within 30 days).
 - High – Isolate the affected area immediately to exclude access to the site by the erection of temporary barriers or barricades. Repair or replace the failed area (within 2 days).

4.3 Inspection Frequency

- (i) Once all footpaths have been initially evaluated and rated, it is proposed that each township area will be re-inspected and re-evaluated periodically based on the risk rating as shown in Table 4.3 – Inspection Frequency.

Table 4.3 Inspection Frequency

LOCATION	INSPECTION FREQUENCY
Notification – associated with a fall reported	24 hours
Notification – by public request	48 hours
Low/Medium/High Pedestrian Volumes	Annually

4.4 Programmed Strategy, Budget and Resources

- (i) Council's footpaths will be inspected prior to setting the budget each year. This will enable resources to be allocated for asset maintenance, renewal or replacement as required.
- (ii) As part of the annual budget preparation, Council will strategically consider demographic, safety and amenity needs and opportunities for:
- (a) additional footpaths or as extensions to the existing network; and
 - (b) mechanisms for increasing pedestrian safety.

These considerations shall be made in accordance with the Long-Term Financial Plan.

Policy Developed and approved: July 2006
Policy reviewed: July 2014, July 2016 & March 2017, March 2019, March 2024
Policy next review: March 2026

Blake Repine

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