

Ongoing Transfer of Custody: Roads Records

NO. 2633

Responsibility for managing roads may be transferred between State and Local Government. This happens when roads are reclassified. For example, a State Highway may become a subsidiary road, or vice versa.

This Transfer of Custody is an ongoing authority issued by the State Archivist. It allows you to transfer roads-related records to the new responsible organisation.

Affected organisations should work together to:

- identify relevant records
- transfer records in accessible and usable formats.

Examples of relevant records and their retention periods are described in our Disposal Schedules.

I, Ross Latham, State Archivist, approve the transfer of the relevant roads-related records between State and Local Government organisations.

I authorise this ongoing Transfer of Custody under section 20(2)(b) of the *Archives Act 1983* (Tas).



Ross Latham
State Archivist
Office of the State Archivist
Tasmanian Archives

21 October 2026

More information

Legislation

Road reclassifications are authorised under the *Roads and Jetties Act 1935* (Tas).

Notice of affected roads is published in the *Tasmanian Government Gazette*. This includes the name of the relevant Proclamation.

Full details of the road reclassification are in the relevant:

- *Proclamation under the Roads and Jetties Act 1935* or
- *Proclamation under the Highways Act 1951 and the Roads and Jetties Act 1935*.

Tasmanian Government Gazette website: <https://www.gazette.tas.gov.au/>

Tasmanian Legislation website: <https://www.legislation.tas.gov.au/>

Disposal Schedules

The relevant Disposal Schedules are:

- *Disposal Schedule for Transport Infrastructure and Services of Department of Infrastructure, Energy and Resources* (DS43). See: 2.0.0 Transport Engineering
- *Disposal Schedule for Functional Records of Local Government* (DA2200). See: 28.00.00 Roads.

DA2200 is under review and will be replaced by:

- *Disposal Schedule for Local Government – Amenity and Infrastructure* (DA2578). See: 04.00 Roads Management. This schedule is still a draft, please contact us for more information.

Office of the State Archivist website: <https://osa.tas.gov.au/>

CONTACT US

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Document Development History

Version	Date	Comments
1	07/10/2026	Authorised release