



AGENDA

Ordinary Council Meeting Wednesday, 4 March 2020

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Wednesday, 4 March 2020

Time: 6.00pm

Location: Council Chamber, 15 Stead Street, Ballan

**Derek Madden
Chief Executive Officer**

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1 OPENING OF MEETING AND PRAYER

Almighty God be with us as we work for the people of the Shire of Moorabool. Grant us wisdom that we may care for the Shire as true stewards of your creation. May we be aware of the great responsibilities placed upon us. Help us to be just in all our dealings and may our work prosper for the good of all. Amen.

2 ACKNOWLEDGEMENT OF COUNTRY

We respectfully acknowledge the traditional owners of this land, their spirits and ancestors.

3 RECORDING OF MEETING

In accordance with Moorabool Shire Council's Meeting Procedure Local Law, the Council will be recording this meeting. The following organisations have also been granted permission to make an audio recording:

- The Moorabool News; and
- The Star Weekly

4 PRESENT

5 APOLOGIES

6 CONFIRMATION OF MINUTES

Ordinary Council Meeting - Wednesday 5 February 2020

7 DISCLOSURE OF CONFLICTS OF INTEREST

Under the *Local Government Act 1989*, the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the *Local Government Act 1989* set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- A direct interest (section 77A, 77B)
- An indirect interest (see below)
 - indirect interest by close association (section 78)
 - indirect financial interest (section 78A)
 - indirect interest because of conflicting duty (section 78B)
 - indirect interest because of receipt of gift(s) (section 78C)
 - indirect interest through civil proceedings (section 78D)
 - indirect interest because of impact on residential amenity (section 78E)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the *Local Government Act 1989* (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) Leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) Remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

8 PUBLIC QUESTION TIME

The aim of Public Question Time is to provide an opportunity for the public to ask general questions at Council Meetings requiring routine responses. Public Question Time is conducted in accordance with Section 6.9 of the Council's Meeting Procedure Local Law No. 9.

Questions must be in writing on the form provided by the Council and submitted by 5.00pm on the day before the meeting. Members of the public can contact a Councillor and raise a question which the Councillor will submit on their behalf.

A question will only be read to the meeting if the Chairperson or other person authorised for this purpose by the Chairperson has determined that:

- (i) the person directing the question is present in the gallery;
- (ii) the question does not relate to a matter of the type described in section 89(2) of the Act (for confidential matters);
- (iii) the question does not relate to a matter in respect of which Council has no power to act;
- (iv) the question is not defamatory, indecent, abusive or objectionable in language or substance;
- (v) the question is not a repetition of a question already asked or answered (whether at the same or an earlier meeting); and

- (vi) the question is not asked to embarrass a Councillor, member of Council staff or member of the public.

A Councillor or Council officer may:

- (i) immediately answer the question asked; or
(ii) elect to have the question taken on notice until the next Ordinary meeting of Council; at which time the question must be answered and incorporated in the Agenda of the meeting under Public Question Time; or
(iii) elect to submit a written answer to the person asking the question within 10 working days.

Responses to public questions answered at the meeting, will be general in nature, provided in good faith and should not exceed two minutes. These responses will be summarised in the minutes of the meeting.

Public Question Time does not substitute for other forms of communication with or other formal business procedures of the Council.

9 PETITIONS

Nil

10 PRESENTATIONS/DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item.

No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

11 CHIEF EXECUTIVE OFFICER REPORTS

Nil

12 COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT REPORTS

Nil

13 COMMUNITY STRENGTHENING REPORTS

13.1 DEFINITION OF COMMUNITY GROUPS WHEN ASSESSING COMMUNITY GRANTS

Author: Tania Barry, Co-ordinator Community & Recreation Development

Authoriser: Sally Jones, General Manager Community Strengthening

Attachments: Nil

PURPOSE

The purpose of this report is to provide a response to a council action raised by Councillor Sullivan regarding the definition of community groups used when assessing community grants.

RECOMMENDATION

That Council note the following report regarding the definition of community groups when assessing community grants.

BACKGROUND

At the 3 July 2019 Ordinary Meeting of Council, Councillor Sullivan requested a report be provided to Council outlining the definition of a community group when assessing community grants.

PROPOSAL

The Moorabool Shire Council Community Grants Program provides \$270,400 annually to community groups and organisations. The key objective is to support the development and improvement of local projects, programs, events and initiatives, increasing resources and opportunities for local groups who have limited avenues of support, but wish to undertake activities that engage the wider community.

When assessing community grants, the assessment panel are governed by the Community Grants Program Guidelines, as endorsed by Council, and takes into consideration the following criteria:

- Whether the project takes place within Moorabool Shire and is for the benefit of its residents;
- Whether the group is an incorporated 'not-for-profit' organisation with an Australian Business Number (or auspice by one);
- Whether the funding is deemed the responsibility of State and/or Federal Government.

Taking place in Shire

The applicant for the community grant can be incorporated or unincorporated (with the appropriate auspice) however the project must be within the Shire or for the benefit of Moorabool Shire residents.

Incorporated 'not for profit organisations'

The definition used for a community organisation is consistent with the definition from the *Office of Best Practice Regulation* in the *Department of Prime Minister and Cabinet*:

'any organisation engaged in charitable or other community-based activity operating under Australian law and not established for the purpose of making a profit'

Not for profit status is ascertained at the beginning of the application process when the applicant discusses the grant with a Council officer and is also checked on receipt of each application. The assessment panel then considers whether the applicant organisation is putting forward a program or project that is of direct benefit to the Moorabool community and the project is assessed.

Unincorporated community organisations

An unincorporated applicant is a group of like-minded individuals working together to deliver a project that is being undertaken in the Shire or for the benefit of Shire residents. They currently require an auspice to apply for funding under Council's community grants program.

Is the project the responsibility of State and/or Federal Government?

All applications are given a preliminary assessment by the Community and Recreation Development Officer responsible for grants administration. All projects are reviewed to ascertain whether they are the responsibility of State or Federal Government, with further investigation undertaken by the Coordinator Community and Recreation Development if necessary. If the project is ascertained to be the responsibility of another level of Government, the application is deemed ineligible and does not proceed to assessment. Council's Community Grants Program Guidelines however, currently have the following provision:

Funding should be for projects and initiatives that directly support and promote local volunteers and, as such, applications for funding that are deemed the responsibility of State and Federal funding will not be given priority.

This indicates there may be discretion for a project that is deemed the responsibility of State or Federal Government to be funded if the grants program has sufficient funding available.

COUNCIL PLAN

The Council Plan 2017-2021 provides as follows:

Strategic Objective 4: Improve Social Outcomes

Context 4B: Community Connectedness and Capacity

The information contained in this report is consistent with the Council Plan 2017 – 2021.

FINANCIAL IMPLICATIONS

There are no financial implications.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Reputational	Inconsistent application of guidelines	Medium	Ensure guidelines are followed

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

Under section 80C of the *Local Government Act 1989* (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Sally Jones

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Tania Barry

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

This report has provided background regarding Council Community Grants Program and provided information regarding the assessment process and the definition used to identify community groups within Moorabool Shire.

13.2 CAT CURFEW

Author: Andy Gaze, Co-ordinator Community Health & Safety

Authoriser: Sally Jones, General Manager Community Strengthening

Attachments: 1. Attachment 1

PURPOSE

One of the key actions from the Council's Domestic Animal Management Plan (DAMP) was to consider and report back upon the feasibility of the introduction of a cat curfew within the Shire. Public consultation through the 'Have Your Say' portal was undertaken in 2019 and discussions undertaken with neighbouring Councils with regard to the effectiveness of cat curfews. This report details the findings of these investigations and seeks Council's direction on the way forward.

RECOMMENDATION

That Council resolves to:

1. Approve officers to undertake community consultation through the 'Have Your Say' portal for a six week timeframe over March and April 2020 on the following proposal.

Moorabool Shire Council seek community comment upon the proposal to make an order under Section 25 of the *Domestic Animal Act 1994* to introduce a sunset to sunrise cat curfew throughout the Moorabool Shire area. If community consultation supports the making of a cat curfew it is proposed that a cat curfew would commence on 1 January 2021.

2. Receive a further report on the results of the community consultation in July 2020 to consider the responses received.

BACKGROUND

Under Council's DAMP one of the key actions for 2019-20 is to:

Undertake a feasibility study for the introduction of a cat confinement/curfew order.

A feasibility study has been undertaken and this report provides options for Council to consider.

Under Section 25 *Domestic Animals Act 1994* Council may by resolution make an order stating times (if appropriate or all day) that restricts cats from being at large outside:

the premises of the owner or not securely confined to the owner's premises, in a municipal district or a specified part of a municipal district.

Once an order has come into force a cat owner found to not be complying with the requirements is guilty of an offence and liable to pay a penalty of not more than one (1) penalty unit for a first offence and three (3) penalty units for a second or subsequent offence. A penalty unit currently stands at \$165.22.

There is considerable evidence that cats are a major threat to native wildlife and that cats are at significant danger at night due to traffic. Contrary to popular belief, cats do not have to roam. Providing their basic needs are met, cats can enjoy longer and healthier lives when safely contained to the property.

A survey through the 'Have Your Say' portal was undertaken in 2019 to gauge public opinion on this issue. Council received over 300 responses with a full breakdown of the results shown in Attachment 1. In summary, of the people who responded over 41% were cat owners and of these 74% currently allow their cats outside. The majority of responders (78%) were in favour of a cat curfew and 64% of those were in favour of a 24 hour curfew. Interestingly however, 75% of the cat owners said they would be unlikely to comply with a 24 hour curfew and 39% a night time curfew. Those who responded supported a curfew principally to protect native wildlife.

The results show there is considerable desire for a cat curfew however cat owners are unlikely to comply with it; especially a 24 hour curfew.

The majority of our neighbouring Councils currently do not have a cat curfew in place. The exceptions being Ballarat City Council, which currently has one in place and Macedon Ranges Shire commencing a cat curfew on 1 July 2020. Officers have had discussions with several Councils that have curfews in place with the majority in support of the initiative as it promotes positive animal ownership whilst protecting native wildlife. The majority of these Councils however do not actively enforce the curfew, use it as an educative tool and have continued responding to complaints and cat trapping programs. Most Councils consulted with have confirmed that after an initial rise in complaints due to the high profile nature of such an initiative, complaints often reduce over time.

If Council were to consider the introduction of a cat curfew a number of issues require consideration to ensure Council can respond to any increase in complaints and animal impoundments. New initiative bids have been submitted to cope with this potential increased demand of:

- Six months Community Safety Officer position three months prior to introduction (to undertake educative initiative and awareness raising with the community) and three months post introduction to cope with the expected spike in complaints and thus trapping activities.
- Capital investment into the pound for the cattery to extend the currently undersized cattery section to one that can cope with the current demand and have overflow for potential demand in the short term as a result of the curfew.

Budget implications have been considered which may include the purchase of additional cat traps and an increase in vet fees due to the potential increase in cat impound numbers.

These costs may be offset somewhat by increased registration numbers and infringement revenue however on discussion with other Councils it seems many cats that are trapped are not reclaimed (not microchipped or registered) and as such homes need to be found for these animals through adoption programs and local refuges.

Consideration should be provided as to whether Council would prefer the introduction of a 24 hour curfew or a specifically timed curfew such as 6pm to 6am. A further consideration is whether the curfew is for the whole shire or for specific locations. The community consultation outcomes indicated a positive response to a 24 hour curfew, however, many respondents reported that they would not comply with such a curfew. Councils are generally split on a 24 hour or night time curfew, however, both Councils referred to in this report (Ballarat and Macedon Ranges) have a night time curfew only.

If Council were to be in favour of a curfew it would be considered essential that further community consultation occur regarding the full details of any proposal to ensure the community understand the implications prior to introduction.

PROPOSAL

That Council consider the community consultation outcomes and the contents of this report. If Councillors are still of the view that Council should proceed with a cat curfew, it is recommended that another round of consultation on the specific proposal be undertaken. The initial consultation was on the concept of a cat curfew and sought input whereas further consultation would be on a specific plan and as such the community would be able to comment on that rather than just the concept of a cat curfew. If Councillors do decide that the best way forward is further consultation on a cat curfew, consideration needs to be given to the potential budgetary and resource impact this may have and as such support the new initiatives that will allow Council officers to effectively introduce and to commence the role out of any curfew.

COUNCIL PLAN

The proposal is not provided for in the Council Plan 2017-2021 and can be actioned by referring the matter to Mid Year Budget Review or budget process.

POLICY IMPLICATIONS

The adopted Domestic Animal Management Plan required that a feasibility study be implemented with regard to the introduction of a cat confinement/curfew order. This report has detailed the findings of the investigation. Any adoption of a cat curfew has not been budgeted for and as such additional resources will need to be allocated in the 2020-21 budget if a cat curfew is to be introduced.

FINANCIAL IMPLICATIONS

There are considerable potential budgetary implications if a cat curfew were to be introduced as stated previously in this report. Budgetary issues have been placed into the 2020-21 budget papers and new initiatives are seeking additional funding to cover the foreseen costs of a curfew introduction.

Without additional funding, a cat curfew is likely to place considerable strain upon resources and lead to a level of service that would not meet the community's expectations.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

This is not considered to be a risk or Occupational Health and Safety issue.

COMMUNICATIONS & CONSULTATION STRATEGY

A comprehensive survey through Council's 'Have your Say' portal was undertaken in 2019. The results of the survey are shown in Attachment 1. If it is decided that a cat curfew is the preferred way forward, Council will need to further engage with community on the curfew and provide time for people to become aware of the concepts and how to comply. It would be considered best practice to consult further on a specific option prior to Council committing to an order under Section 25 Domestic Animals Act 1994.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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General Manager Community Strengthening – Sally Jones

In providing this advice to Council as the General Manager Community Strengthening, I have no interests to disclose in this report.

Author – Andy Gaze

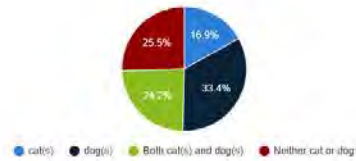
In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

The DAMP required Council to consider the feasibility of a cat curfew. This report has outlined the Community's response to the concept of a cat curfew as well as the additional resources likely to be required to introduce one. Before a final decision is made, it is considered that the best way forward would be to present a proposal to the public for further comment. It is considered that to meet community expectations, a timed shire-wide curfew be implemented as it is both manageable for the community and Council. It is further considered that to give the community time to consider and comment upon the proposal, they be given a six week time frame to consider the plan.

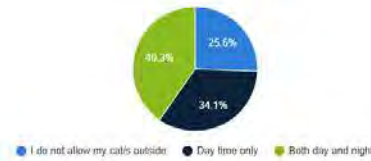
Officers believe that this proposal should be consulted upon for a six week timeframe through the 'Have Your Say' portal over March and April 2020 and a further report presented to Council in July 2020 with the findings to inform a decision on the feasibility of the introduction of a cat curfew.

Do you own a



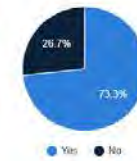
cat(s)	53
dog(s)	105
Both cat(s) and dog(s)	76
Neither cat or dog	80

Do you allow your cat/s to go outside?



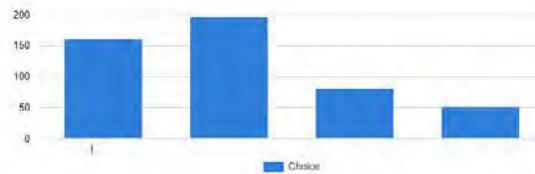
I do not allow my cat/s outside	33
Day time only	44
Both day and night	52

Have you ever experienced or seen problems caused by cats roaming?



Yes	228
No	83

What sort of problems have seen?



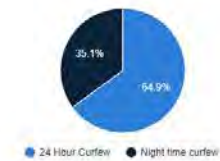
Impacts on wildlife	160
Nuisance behaviour	197
Indiscriminate breeding	82
Other (please list below)	52

Do you agree with the following statement? "Council should introduce a version of cat curfew."



Strongly agree	198
Agree	30
Neither agree or disagree	16
Disagree	18
Strongly disagree	49

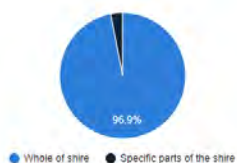
Are you in support of a 24-Hour curfew or a night time curfew (sunset to sunrise)?



24 Hour Curfew	140
Night time curfew	80

Do you support a curfew across the whole of shire or only specific areas?

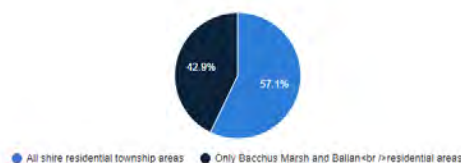
Chart options +



Whole of shire	221
Specific parts of the shire	7

Please specify where.

Chart options +



All shire residential township areas	4
Only Bacchus Marsh and Ballan residential areas	3
Other (please specify)	0

Why do you support the concept for a cat curfew?

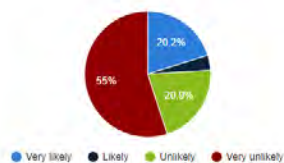
Chart options +



Protection of native wildlife	206
Reduce potential cat breeding	170
Reduce nuisance caused by cat/s	191
Reduce the likelihood of an increase in the feral cat population	186
Other (please list below)	29

Would you be likely to comply with a potential 24-hour curfew?

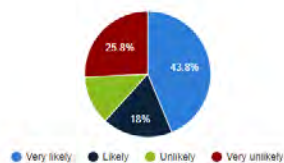
Chart options +



Very likely	26
Likely	5
Unlikely	27
Very unlikely	71

Would you be likely to comply with a potential night time curfew?

Chart options +



Very likely	56
Likely	23
Unlikely	16
Very unlikely	33

If a cat curfew was introduced, what amendments would you need to make to comply with any new requirements?

Chart options +



Keeping the cat/s indoors all the time / during the curfew period	40
Building a cat enclosure	29
Erecting cat proof fencing	21
I would not do anything different.	57
Unsure	12
Other (please list below)	18

Have you completed this form as a Moorabool resident or on behalf of an organisation?

Chart options +

What best reflects your organisation?

Chart options +

No chartable data.
Other (please specify)

0

If you would like to be updated as council considers a potential cat curfew, please provide your details below.

14 CUSTOMER CARE AND ADVOCACY REPORTS

14.1 SECTION 86 - DELEGATED COMMITTEES OF COUNCIL - REPORTS

Author: Michelle Morrow, Co-ordinator Governance

Authoriser: Caroline Buisson, General Manager Customer Care & Advocacy

Attachments: Nil

PURPOSE

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the *Local Government Act 1989*. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

EXECUTIVE SUMMARY

Councillors, as representatives of the following section 86 – Delegated Committees of Council, present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
s.86 Development Assessment Committee Meeting - Minutes	18 December 2019	All Councillors

RECOMMENDATION

That Council receive the report of the s.86 Development Assessment Committee Meeting on 18 December 2019.

14.2 ADVISORY COMMITTEES OF COUNCIL - REPORTS

Author: Michelle Morrow, Co-ordinator Governance

Authoriser: Caroline Buisson, General Manager Customer Care & Advocacy

- Attachments:**
1. **Audit and Risk Advisory Committee - Summary of Minutes - 1 May 2019**
 2. **Audit and Risk Advisory Committee - Summary of Minutes - 14 August 2019**
 3. **Audit and Risk Advisory Committee - Summary of Minutes - Special Meeting 3 September 2019**
 4. **Audit and Risk Advisory Committee - Summary of Minutes - 13 November 2019**

PURPOSE

Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Advisory Committees are required to report to Council at intervals determined by the Council.

EXECUTIVE SUMMARY

Councillors, as representatives of the following Advisory Committees of Council, present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representatives
Audit and Risk Advisory Committee	1 May 2019 14 August 2019 3 September 2019 (Special Meeting) 13 November 2019	Cr. Dudzik, Cr. Keogh

RECOMMENDATION

That Council receive the reports of the Audit and Risk Advisory Committee Meetings on 1 May 2019, 14 August 2019, 3 September 2019 (Special Meeting) and 13 November 2019.



AUDIT & RISK ADVISORY COMMITTEE MEETING

MINUTES of the
 Audit and Risk Advisory Committee Meeting (3rd Quarterly)
 held at Council Chamber, 15 Stead Street, Ballan, on
 Wednesday 1 May 2019 at 11.00am.

Members:	Mr. Mike Said Cr. Tonia Dudzik Cr. Paul Tatchell Ms. Linda MacRae	Chairperson (External Representative) East Moorabool Ward Councillor Central Moorabool Ward Councillor External Representative
Auditors:	Mr. Mark Holloway Ms. Cassandra Gravenall	HLB Mann Judd (VIC) Pty Ltd Crowe Horwath
Officers:	Mr. Derek Madden Mr. Danny Colgan Mr. Phil Jeffrey Mr. Satwinder Sandhu	Chief Executive Officer General Manager Community Development General Manager Community Assets & Infrastructure General Manager Community Planning

Derek Madden
Chief Executive Officer

AGENDA

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	<i>Nil</i>	5
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11.1	<i>Internal Audit Status Report 2018/19 – May 2019</i>	8
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13.	VAGO PERFORMANCE REPORTS	10
13.1	<i>VAGO Audit – Delivering Local Government Services – September 2018</i>	10
13.2	<i>VAGO Audit - Follow up of Oversight and Accountability of Committees of Management- September 2018</i>	10
14.	CORRESPONDENCE	11
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15.	GENERAL BUSINESS	11
	<i>Nil</i>	<i>11</i>
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MINUTES

1. OPENING OF MEETING

The Chairperson, Mr. Mike Said opened the meeting at 11.00am.

2. PRESENT

*Mr. Mike Said
Cr. Tonia Dudzik
Ms. Linda MacRae*

*Chairperson (External Representative)
East Moorabool Ward Councillor
External Representative*

In Attendance

*Mr. Derek Madden
Mr. Danny Colgan
Mr. Steve Ivelja
Mr. Mark Holloway
Ms. Cassandra Gravenell
Ms. Michelle Morrow
Mr. Ajay Ramdas*

*Chief Executive Officer
General Manager Community Development
Chief Financial Officer
HLB Mann Judd – Internal Auditor
Crowe Horwath – External Auditor
Coordinator Governance / Minute Taker
Senior Risk Advisor*

3. APOLOGIES

Cr. Paul Tatchell

Central Moorabool Ward Councillor

4. CONFIRMATION OF MINUTES**4.1 Audit and Risk Advisory Committee Meeting Minutes – February 2019*****Resolution:***

***Moved: Cr. Tonia Dudzik
Seconded: Ms. Linda MacRae***

That the Audit and Risk Advisory Committee:

- 1. Confirm the Minutes of the Audit and Risk Advisory Committee Meeting held on Wednesday 13 February 2019; and***
- 2. Provide a Summary of Minutes to Council at the Ordinary Meeting of Council.***

CARRIED.

5. MATTERS ARISING FROM PREVIOUS MINUTES**6. DISCLOSURE OF INTERESTS OR CONFLICTS OF INTEREST**

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7. CLOSED SESSION OF MEETING TO THE PUBLIC***Resolution:******Moved: Ms. Linda MacRae******Seconded: Cr. Tonia Dudzik***

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss the above matter, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personal matters;***
- (b) the personal hardship of any resident or ratepayer;***
- (c) industrial matters;***
- (d) contractual matters;***
- (e) proposed developments;***
- (f) legal advice;***
- (g) matters affecting the security of Council property;***
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;***
- (i) a resolution to close the meeting to members of the public.***

CARRIED.

The order of business changed to consider Items 11.1 to 11.3 – Internal Audit Reports at 11.07am.

8. AUDIT AND RISK ADVISORY COMMITTEE WORKPLAN**8.1 Audit and Risk Advisory Committee Charter*****Resolution:******Moved: Ms. Linda MacRae******Seconded: Cr. Tonia Dudzik******That the Audit and Risk Advisory Committee receives the Audit and Risk Advisory Committee Charter Matrix.*****CARRIED.****8.2 Outstanding Audit Committee Resolution Actions - Third Quarter 2018/19*****Resolution:******Moved: Ms. Linda MacRae******Seconded: Cr. Tonia Dudzik******That the Audit and Risk Advisory Committee receives the updated status reports for the third quarter 2018-19 for the following groups:***

- Group 1 – Audit Committee Resolution Actions***
- Group 2 – Internal Audit Recommendation Actions Pre August 2015***
- Group 3 – Internal Audit Recommendation Actions Post August 2015***

CARRIED.

9. OFFICER REPORTS

9.1 Risk and Occupational Health and Safety Management Report – Quarter 3 (January – March 2019)

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Tonia Dudzik

That the Audit and Risk Advisory Committee notes the Risk and Occupational Health and Safety Management Report for Quarter 3 – January – March 2019, as provided.

CARRIED.

9.2 Minutes of the Risk Management Steering Committee

Resolution:

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee notes the Minutes of the Risk Management Steering Committee of April 2019, as provided.

CARRIED.

9.3 Quarterly Financial Report March 2019

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Tonia Dudzik

That the Audit and Risk Advisory Committee receives the Quarterly Report – March 2019.

CARRIED.

10. OTHER REPORTS**10.1 Compliance with Legislation and Policies****Resolution:**

Moved: Cr. Tonia Dudzik
Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee receives the Compliance with Legislation and Policies Report.

CARRIED.

10.2 Significant Legal Matters Update**Resolution:**

Moved: Ms. Linda MacRae
Seconded: Cr. Tonia Dudzik

That the Audit and Risk Advisory Committee receives and notes the updates on Significant Legal Matters pertaining to Moorabool Shire Council.

CARRIED.

11. INTERNAL AUDIT**11.1 Internal Audit Status Report 2018/19 – May 2019****Resolution:**

Moved: Ms. Linda MacRae
Seconded: Cr. Tonia Dudzik

That the Audit and Risk Advisory Committee receives and notes the Internal Audit Status Report – May 2019 as presented.

CARRIED.

11.2 Internal Audit Plan (Draft) – Review of the Management of IT Equipment (including mobile devices)

Resolution:

Moved: Cr. Tonia Dudzik
Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee, having reviewed the Internal Audit Plan for the Review of the Management of IT Equipment (including mobile devices), approves it and notes the commencement of the internal audit.

CARRIED.

11.3 Internal Audit Plan (Final Report) – Review of Fraud Corruption and Control Framework

Resolution:

Moved: Cr. Tonia Dudzik
Seconded: Ms. Linda MacRae

That the Audit and Risk Committee:

- 1. receives and notes the Internal Audit Final Report – Review of Fraud Corruption and Control Framework; and***
- 2. requests officers to implement the recommended actions as stated in the Review of Fraud Corruption and Control Framework - Final Report.***

CARRIED.

The order of business returned to Item 8 – Audit and Risk Advisory Committee Workplan at 11.26am.

12. External Audit**12.1 Interim Management Letter****Resolution:****Moved: Ms. Linda MacRae****Seconded: Cr. Tonia Dudzik*****That the Interim Management Letter be received by the Audit and Risk Advisory Committee.*****CARRIED.****13. VAGO PERFORMANCE REPORTS****13.1 VAGO Audit – Delivering Local Government Services – September 2018****Resolution:****Moved: Cr. Tonia Dudzik****Seconded: Ms. Linda MacRae*****That the Audit and Risk Advisory Committee notes the overview of the audit conducted by the Victorian Auditor General's Office.*****CARRIED.****13.2 VAGO Audit - Follow up of Oversight and Accountability of Committees of Management- September 2018****Resolution:****Moved: Ms. Linda MacRae****Seconded: Cr. Tonia Dudzik*****That the Audit and Risk Advisory Committee notes the overview of the audit conducted by the Victorian Auditor General's Office.*****CARRIED.**

14. CORRESPONDENCE

14.1 VAGO

Resolution:

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee receives and notes the VAGO correspondence.


CARRIED.

15. GENERAL BUSINESS

Nil.

16. MEETING CLOSURE

The meeting closed at 12.38pm.

Confirmed:  Chairperson

MINUTES

AUDIT & RISK ADVISORY COMMITTEE MEETING

Minutes of the
 Audit and Risk Advisory Committee Meeting (4th Quarterly)
 held at James Young Room, Lerderderg Library,
 215 Main Street, Bacchus Marsh, on
 Wednesday 14 August 2019 at 9.00am

Members:	Mr. Mike Said Cr. Tonia Dudzik Cr. Paul Tatchell Ms. Linda MacRae	Chairperson (External Representative) East Moorabool Ward Councillor Central Moorabool Ward Councillor External Representative
Auditors:	Mr. Mark Holloway Ms. Cassandra Gravenall	HLB Mann Judd (VIC) Pty Ltd Crowe Horwath
Officers:	Mr. Derek Madden Ms. Sally Jones Mr. Phil Jeffrey Infrastructure	Chief Executive Officer General Manager Community Development General Manager Community Assets &

Derek Madden
Chief Executive Officer

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11.	INTERNAL AUDIT.....	10
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MINUTES

1. OPENING OF MEETING

The Chairperson, Mr. Mike Said opened the meeting at 11.00am.

2. PRESENT

<i>Mr. Mike Said</i>	<i>Chairperson (External Representative)</i>
<i>Cr. John Keogh</i>	<i>East Moorabool Ward Councillor</i>
<i>Ms. Linda MacRae</i>	<i>External Representative</i>

In Attendance

<i>Mr. Derek Madden</i>	<i>Chief Executive Officer</i>
<i>Ms. Sally Jones</i>	<i>General Manager Community Development</i>
<i>Mr. Phil Jeffrey</i>	<i>General Manager Assets and Infrastructure</i>
<i>Mr. Steve Ivelja</i>	<i>Chief Financial Officer</i>
<i>Ms. Yvonne Hansen</i>	<i>Manager Governance, Risk and Corporate Planning</i>
<i>Mr. Lalitha Koya</i>	<i>Manager Information, Communication and Technology</i>
<i>Mr. Mark Holloway</i>	<i>HLB Mann Judd – Internal Auditor</i>
<i>Ms. Michelle Morrow</i>	<i>Coordinator Governance / Minute Taker</i>
<i>Mr. Ajay Ramdas</i>	<i>Senior Risk Advisor</i>

3. APOLOGIES

<i>Cr. Paul Tatchell</i>	<i>Central Moorabool Ward Councillor</i>
<i>Cr. Tonia Dudzik</i>	<i>East Moorabool Ward Councillor</i>
<i>Ms. Cassandra Gravenell</i>	<i>Crowe Horwath – External Auditor</i>

4. CONFIRMATION OF MINUTES

4.1 Audit and Risk Advisory Committee Meeting Minutes – May 2019

Resolution:

Moved: Ms. Linda MacRae
Seconded: Cr. John Keogh

That the Audit and Risk Advisory Committee:

- 1. Confirm the Minutes of the Audit and Risk Advisory Committee Meeting held on Wednesday 1 May 2019; and*
- 2. Provide a Summary of Minutes to Council at the Ordinary Meeting of Council.*

CARRIED.

5. MATTERS ARISING FROM PREVIOUS MINUTES

Nil.

6. DISCLOSURE OF INTERESTS OR CONFLICTS OF INTEREST

Nil.

7. CLOSED SESSION OF MEETING TO THE PUBLIC

Resolution:

Moved: Ms. Linda MacRae
Seconded: Cr. John Keogh

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss the above matter, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personal matters;***
- (b) the personal hardship of any resident or ratepayer;***
- (c) industrial matters;***
- (d) contractual matters;***
- (e) proposed developments;***
- (f) legal advice;***
- (g) matters affecting the security of Council property;***
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;***
- (i) a resolution to close the meeting to members of the public.***

CARRIED.

8. AUDIT AND RISK ADVISORY COMMITTEE WORKPLAN

8.1 Audit and Risk Advisory Committee Charter

Resolution:

Moved: Cr. John Keogh
Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee receive the Audit and Risk Advisory Committee Charter Matrix.

CARRIED.

8.2 Outstanding Audit Committee Resolution Actions – Fourth Quarter 2018/19

Resolution:

Moved: Cr. John Keogh
Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee receive the updated status reports for the fourth quarter 2018-19 for the following groups:

- ***Group 1 – Audit Committee Resolution Actions***
- ***Group 2 – Internal Audit Recommendation Actions Pre August 2015***
- ***Group 3 – Internal Audit Recommendation Actions Post August 2015***

CARRIED.

8.3 Audit and Risk Advisory Committee Charter Matrix – 2019-2020

Resolution:

Moved: Cr. John Keogh
Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee receive and review the draft Audit and Risk Advisory Committee Charter Matrix for the 19/20 term.

CARRIED.

9. OFFICER REPORTS

9.1 Risk and Occupational Health and Safety Management Report – Quarter 4 (April – June 2019)

Recommendation:

That the Audit and Risk Advisory Committee note the Risk and Occupational Health and Safety Management Report for Quarter 4 – April – June 2019, as provided.

Resolution:

Moved: Ms. Linda MacRae
Seconded: Cr. John Keogh

- 1. That the Audit and Risk Advisory Committee note the Risk and Occupational Health and Safety Management Report for Quarter 4 – April – June 2019, as provided.***
- 2. That the actions resulting from the recommendations on page four of the Insurable Risk Review be reported to the November 2019 Audit and Risk Advisory Committee meeting.***

CARRIED.

9.2 Minutes of the Risk Management Steering Committee

Moved: Cr. John Keogh

Seconded: *Ms. Linda MacRae*

That the Audit and Risk Advisory Committee note the Minutes of the Risk Management Steering Committee of July 2019, as provided.

CARRIED.

9.3 Business Continuity Plan Scenario Testing

Recommendation:

That the Audit and Risk Advisory Committee note the Business Continuity Plan Scenario Testing Report, as provided.

Resolution:

Moved: *Ms. Linda MacRae*

Seconded: *Cr. John Keogh*

- 1. *That the Audit and Risk Advisory Committee note the Business Continuity Plan Scenario Testing Report, as provided.***
- 2. *That the Audit and Risk Advisory Committee note that items 8 and 9 of the recommendations in the Business Continuity Plan Scenario Testing report pertaining to further training will be concluded at the end of this calendar year.***

CARRIED.

9.4 Insurable Risk Review

Recommendation:

That the Audit and Risk Advisory Committee note the Insurable Risk Review report, as provided.

Resolution:

Moved: *Cr. John Keogh*

Seconded: *Ms. Linda MacRae*

- 1. *That the Audit and Risk Advisory Committee note the Insurable Risk Review report, as provided.***
- 2. *That upon completion of the Insurable Risk Review by Council's Insurance Broker and subsequent report to Council, that a report be presented to the Audit and Risk Advisory Committee advising of Council's consideration of the report.***

CARRIED.

9.5 IT Disaster Recovery Plan

Recommendation:

That the Audit and Risk Advisory Committee note the IT Disaster Recovery Plan, as provided.

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. John Keogh

1. ***That the Audit and Risk Advisory Committee note the IT Disaster Recovery Plan, as provided.***
2. ***That the IT Disaster Recovery Plan, in addition to the procedure, include a statement pertaining to a regular testing schedule.***

CARRIED.

9.6 2018/19 Procurement Audit Report Outcomes

Resolution:

Moved: Cr. John Keogh

Seconded: Ms. Linda MacRae

That the MSC Audit and Risk Committee receive and note the 2018/19 Procurement audit report and associated findings.

CARRIED.

9.7 VAGO self-assessment using VAGO key audit themes 30 June 2019

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. John Keogh

That the Audit Committee receive the VAGO self-assessment using VAGO key audit themes 30 June 2019 report.

CARRIED.

9.8 Councillor Code of Conduct and Employee (Staff), Volunteer and Contractor Code of Conduct Non-Compliance Report

Resolution:

***Moved: Cr. John Keogh
Seconded: Ms. Linda MacRae***

That the Audit and Risk Advisory Committee receive the Councillor Code of Conduct and Staff Code of Conduct – Report of Non-Compliance.

CARRIED.

10. OTHER REPORTS

10.1 Compliance with Legislation and Policies

Resolution:

***Moved: Ms. Linda MacRae
Seconded: Cr. John Keogh***

That the Audit and Risk Advisory Committee receive the Compliance with Legislation and Policies Report.

CARRIED.

10.2 Significant Legal Matters Update

Resolution:

***Moved: Cr. John Keogh
Seconded: Ms. Linda MacRae***

That the Audit and Risk Advisory Committee receive and note the updates on Significant Legal Matters pertaining to Moorabool Shire Council.

CARRIED.

10.3 IBAC – Local Government: Review of council works depots – May 2015

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. John Keogh

That the Audit and Risk Advisory Committee note the overview of the Review of Council Works Depots conducted by IBAC and Council's response to the findings of the review.

CARRIED.

11. INTERNAL AUDIT

11.1 Internal Audit Status Report – Final Report – Review of the Management of IT Equipment Inclusive of Mobile Devices

Recommendation:

That the Audit and Risk Advisory Committee receive and note the Internal Audit Status Report – Final Report, as presented.

Resolution:

Moved: Cr. John Keogh

Seconded: Ms. Linda MacRae

- 1. That the Audit and Risk Advisory Committee receive and note the Internal Audit Status Report – Final Report, as presented.***
- 2. That the Audit and Risk Advisory Committee recognises that the timeframe for Recommendation 9 is referred to 2020/2021 budget process.***

CARRIED.

11.2 Internal Audit Scoping Document –Review of Grants Management

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. John Keogh

That the Audit and Risk Advisory Committee receive and note the Internal Audit Scoping Document– Review of Grants Management, as presented.

CARRIED.

11.3 Internal Audit Status Report – August 2019

Resolution:

Moved: Cr. John Keogh
Seconded: Ms. Linda MacRae

That the Audit and Risk Advisory Committee receive and note the Internal Audit Status Report – August 2019, as presented.

CARRIED.

11.4 Strategic Internal Audit Plan

Resolution:

Moved: Ms. Linda MacRae
Seconded: Cr. John Keogh

That the Audit and Risk Advisory Committee receive and note the Internal Audit Status Report – August 2019, as presented.

CARRIED.

**12. External Audit
Nil.**

**13. VAGO PERFORMANCE REPORTS
Nil.**

14. CORRESPONDENCE
14.1 VAGO

Recommendation:

That the Audit and Risk Advisory Committee receive and note the VAGO correspondence.

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. John Keogh

- 1. That the Audit and Risk Advisory Committee receive and note the VAGO correspondence.**
- 2. That officers prepare self-assessment reports based on the following VAGO reports:**
 - Recommendation 4 of the Fraud and Corruption Control – Local Government pertaining to reporting of CEO expenditure.**
 - Local Government Assets – Asset Management and Compliance.**
 - Fraud and Corruption Control – Local Government**

CARRIED.

15. GENERAL BUSINESS
15.1 Halletts Way Extension – Street Lighting – Bacchus Marsh

Resolution:

Moved: Cr. John Keogh

Seconded: Ms. Linda MacRae

That a verbal update on the installation of street lighting on the Halletts Way extension in Bacchus Marsh be provided to the Audit and Risk Advisory Committee at the November 2019 meeting.

CARRIED.

16. MEETING CLOSURE

The meeting closed at 11.15am.

Confirmed:Chairperson



SPECIAL AUDIT & RISK ADVISORY COMMITTEE MEETING

Minutes of the
Special Audit and Risk Advisory Committee Meeting
held at Lerderberg Library, 215 Main Street, Bacchus Marsh on
Wednesday, 3 September 2019 at 9.00am

Members:	Mr. Mike Said Cr. Tonia Dudzik Cr. John Keogh Ms. Linda MacRae	Chairperson (External Representative) East Moorabool Ward Councillor East Moorabool Ward Councillor External Representative
Auditor:	Ms. Cassandra Gravenall	Crowe Horwath
Officers:	Mr. Derek Madden Mr. Steve Ivelja	Chief Executive Officer Chief Financial Officer

Derek Madden
Chief Executive Officer

1. Opening of Meeting

The Chairperson, Mr. Mike Said opened the meeting at 9.02am.

2. Present

Mr. Mike Said	Chairperson (External Representative)
Cr. John Keogh	East Moorabool Ward Councillor
Cr. Tonia Dudzik	East Moorabool Ward Councillor
Ms. Linda MacRae	External Representative

In Attendance

Mr. Derek Madden	Chief Executive Officer
Ms Sally Jones	General Manager Community Strengthening
Mr. Steve Ivelja	Chief Financial Officer
Ms. Yvonne Hansen	Manager Governance, Risk and Corporate Planning
Ms. Cassandra Gravenell	Crowe Horwath – External Auditor

3. Apologies

Nil.

4. Disclosure of Interests or Conflicts of Interest

Nil.

5. Closed Session of Meeting to the Public

6. External Auditor

6.1 Closing Report to the Audit and Risk Advisory Committee – Year Ended June 30, 2019

Resolution

Moved: Cr John Keogh

Seconded: Cr Tonia Dudzik

That the Closing Report – Year Ended June 30, 2019, presented by Crowe Horwath, be received by the Audit and Risk Advisory Committee.

CARRIED

6.2 Final Management Letter

Resolution

Moved: Cr Tonia Dudzik

Seconded: Cr John Keogh

That the Final Management Letter be received by the Audit and Risk Advisory Committee.

CARRIED

7. Officer Reports

Sally Jones left the meeting at 9.42am.

7.1 2018/19 Financial Statements

Resolution

Moved: Cr John Keogh

Seconded: Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Recommend, in accordance with section 132 of the Local Government Act 1989, that Council:
 - a) Adopts "in principle" and submits the 2018/19 Financial Statements to the Auditor-General for certification; and
 - b) Authorises Councillor Dudzik and Councillor Keogh to certify the 2018/19 Financial Statements in its final form.
2. Notes the recommended, unmodified audit opinion of the Auditor General.
10.5
3. Notes there are no new items identified during the final phase of the audit that required noting.
4. Thank and congratulate officers of Moorabool Shire Council and the agent for the Victorian Auditor General's Office, for their hard work and dedication in the delivery of successful financial statements for 2018/29.

CARRIED

7.2 2018/19 Performance Statement

Resolution

Moved: Cr. Dudzik

Seconded: Cr. Keogh

That the Audit and Risk Advisory Committee:

1. Recommend to Council, in accordance with section 132 of the *Local Government Act 1989*, that Council:
 - a) Adopts “in principle” the 2018/19 Performance Statement and submits the Performance Statement to the Victorian Auditor-General for certification; and
 - b) Authorises the Council’s Audit and Risk Advisory Committee Representatives, Councillor Dudzik and Councillor Keogh, to certify the 2018/19 Performance Statement in its final form.
2. Notes the recommended, unmodified audit opinion of the Auditor General.
3. Notes there are no new items identified during the final phase of the audit that required noting.
4. Thank and congratulate officers of Moorabool Shire Council and the agent for the Victorian Auditor General’s Office, for their hard work and dedication in the delivery of successful performance statements for 2018/29.

CARRIED

7.3 2018/19 Governance and Management Checklist

Resolution

Moved: Cr John Keogh

Seconded: Cr Tonia Dudzik

That the Audit and Risk Advisory Committee recommends that Council, in accordance with section 131(3) of the *Local Government Act 1989* and regulation 12 of the Local Government (Planning and Reporting) Regulations 2014, adopts the 2018/19 Governance and Management Checklist noting a number of commentary matters to be revisited.

CARRIED

7.4 2018/19 Service Performance Indicators – Report of Operations

Resolution

Moved: Ms Linda MacRae

Seconded: Cr John Keogh

That the Audit and Risk Advisory Committee receives and notes the Service Performance Indicators as attached to this report.

CARRIED

7.5 Management Representation Letter

Resolution

Moved: Cr Tonia Dudzik

Seconded: Ms Linda MacCrae

That the Audit and Risk Advisory Committee note the attached representation letter.

CARRIED

8. General Business

Nil.

Mr Derek Madden, Mr Steve Ivelja and Ms Yvonne Hansen left the meeting at 10.30am.

The Committee met in camera with the Victorian Auditor General’s Office agent.

9. Meeting Closure

The meeting closed at 10.55am.

Confirmed:Chairperson

MINUTES

AUDIT & RISK ADVISORY COMMITTEE MEETING

MINUTES of the
 Audit and Risk Advisory Committee Meeting (1st Quarterly)
 held at the James Young Room, Lerderderg Library,
 215 Main Street, Bacchus Marsh on
 Wednesday 13 November 2019 commencing at 9.00am

Members:	Mr. Mike Said Cr. Tonia Dudzik Cr. John Keogh Ms. Linda MacRae	Chairperson (External Representative) East Moorabool Ward Councillor East Moorabool Ward Councillor External Representative
Auditors:	Mr. Mark Holloway Ms. Cassandra Gravenall	HLB Mann Judd (VIC) Pty Ltd Crowe Horwath
Officers:	Mr. Derek Madden Mr. Phil Jeffrey Ms. Sally Jones Mr. John Miller	Chief Executive Officer General Manager Community Assets & Infrastructure General Manager Community Strengthening Acting General Manager Customer Care & Advocacy

Derek Madden
Chief Executive Officer

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15. GENERAL BUSINESS 11

16. MEETING CLOSURE 11

MINUTES

1. OPENING OF MEETING

The Chairperson, Mr. Mike Said opened the meeting at 9.03am.

2. PRESENT

Mr. Mike Said	Chairperson (External Representative)
Cr. Tonia Dudzik	East Moorabool Ward Councillor
Cr. John Keogh	East Moorabool Ward Councillor
Ms. Linda MacRae	External Representative

Mr. Derek Madden	Chief Executive Officer
Mr. Phil Jeffrey	General Manager Community Assets & Infrastructure
Ms. Sally Jones	General Manager Community Strengthening
Mr. Steve Ivelja	Chief Financial Officer
Ms. Yvonne Hansen	Manager Governance, Risk & Corporate Planning
Mr. Kundai Mtsambiwa	HLB Mann Judd (VIC) Pty Ltd

3. APOLOGIES

Mr. Mark Holloway	HLB Mann Judd (VIC) Pty Ltd
Ms. Cassandra Gravenall	Crowe Horwath

4. CONFIRMATION OF MINUTES

4.1 Audit and Risk Advisory Committee Meeting Minutes

Resolution:

Moved: Ms Linda MacRae

Seconded: Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Confirm the Minutes of the Audit and Risk Advisory Committee Meeting held on Wednesday 14 August 2019, noting that Cr Paul Tatchell is not a member of the Audit Committee, and the Minutes for the Special Audit and Risk Advisory Committee Meeting held on Wednesday 3 September 2019.
2. Provide a Summary of Minutes to Council at the Ordinary Meeting of Council.

CARRIED

5.

MATTERS ARISING FROM PREVIOUS MINUTES**5.1 Update on the Installation of Street Lighting - Halletts Way extension, Bacchus Marsh**

The Audit Committee agreed to bring forward item 9.7 for consideration.

9.7 Asset Management Update - October 2019**Resolution:**

Moved: Cr John Keogh

Seconded: Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Receive the Asset Management Update - October 2019.
2. Receive an Asset Management Plan update at the February 2020 and May 2020 Audit Committee meetings.

CARRIED

6. DISCLOSURE OF INTERESTS OR CONFLICTS OF INTEREST

Nil.

7. CLOSED SESSION OF MEETING TO THE PUBLIC**Resolution**

Moved: Ms Linda MacRae

Seconded: Cr Tonia Dudzik

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss the above matter, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personal matters;
- (b) the personal hardship of any resident or ratepayer;
- (c) industrial matters;
- (d) contractual matters;
- (e) proposed developments;
- (f) legal advice;
- (g) matters affecting the security of Council property;
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
- (i) a resolution to close the meeting to members of the public.

CARRIED

8. AUDIT AND RISK COMMITTEE WORKPLAN

8.1 Annual Review of actions required by the Audit & Risk Committee Charter**Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Committee receives and notes the Review of the Audit and Risk Committee Charter - Matrix 2018-2019.

CARRIED**8.2 Outstanding Audit Committee Resolution Actions – First Quarter 2019/20****Resolution:****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

1. That the Audit and Risk Advisory Committee receives the updated status reports for the first quarter 2019-2020 for the following groups:
 - Group 1 – Audit Committee Resolution Actions
 - Group 2 – Internal Audit Recommendation Actions Pre August 2015
2. Group 3 – Internal Audit Recommendation Actions Post August 2015 be deferred to the February 2020 Audit Committee meeting.

CARRIED**8.4 Audit and Risk Committee Meeting Dates for 2020****9. OFFICER REPORTS****9.1 Risk and Occupational Health and Safety Management Report – Quarter 1 (July – September 2019)****Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee:

1. Note the Risk and Occupational Health and Safety Management Report for Quarter 1 (July – September 2019), as provided.
2. Note the discussion regarding the OHS system, statistics and actions to identify any shift in risk ratings and incorporation into the Management Report.

CARRIED

9.2 Quarterly Financial Report September 2019**Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receive the Quarterly Report – September 2019.

CARRIED**9.3 Review of the Performance of External Auditors****Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receive and note the verbal report provided by Council's Chief Financial Officer, on the review of the performance of external auditors.

CARRIED**9.4 Assessment Report – Key Audit Findings in MSC Audit Strategy – Year Ending 30 June 2019****Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receive and note the verbal report provided by Council's Chief Financial Officer, on the Key Audit Findings in MSC Audit Strategy – Year Ending 30 June 2019.

CARRIED**9.5 IT Disaster Recovery Plan Update****Resolution:****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receive and note the updated IT Disaster Recovery Plan.

CARRIED

9.6 Vulnerability and Penetration Testing**Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee receive and note the report on Vulnerability and Penetration Testing, as provided and receive the results of testing at the May 2020 meeting.

CARRIED**9.8 2018/19 Annual Report – Management Section – Audit and Risk Advisory Committee****Resolution:****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee:

1. Receives and notes the content pertaining to the Audit and Risk Advisory Committee that has been included in the 2018/19 Annual Report.
2. Notes that the Annual Report has been refreshed.

CARRIED**10. OTHER REPORTS****10.1 Compliance with Legislation and Policies****Resolution****Moved:** Cr John Keogh**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Receive the Compliance with Legislation and Policies Report.
2. Confirm that the Procurement Policy be included in the 2019/2020 Audit Committee Work Plan, listed as the first item after receiving the minutes.

CARRIED

10.2 Significant Legal Matters Update**Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receive and note the updates on Significant Legal Matters pertaining to Moorabool Shire Council.

CARRIED**10.3 Evaluation of Audit & Risk Advisory Committee Self-Assessment Survey****Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee receive and note the Audit and Risk Advisory Committee Self-Assessment Report.

CARRIED**11. INTERNAL AUDIT****11.1 Strategic Internal Audit Plan 2019-2022 (2019-20 Focus)****Resolution****Moved:** Cr John Keogh**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee receives and notes the Strategic Internal Audit Plan 2019-2022 (2019-20 focus), as presented.

CARRIED**11.2 Internal Audit Status Report 2019-20 – November 2019****Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee receive and note the Internal Audit Status Report – November 2019, as presented.

CARRIED

12. EXTERNAL AUDIT

Nil.

13. VAGO PERFORMANCE REPORTS**13.1 Fraud and Corruption Control****Resolution:**

Moved: Cr John Keogh

Seconded: Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Note self-assessment report on Fraud and Corruption control.
2. Note that the Chief Executive Officer will re-distribute Fraud & Corruption information to Councillors.

CARRIED

13.2 Local Government Assets**Resolution**

Moved: Ms Linda MacRae

Seconded: Cr John Keogh

That the Audit and Risk Advisory Committee note that Council's self-assessment report on Local Government Assets will be presented at the February 2020 Audit and Risk Advisory Committee.

CARRIED

14. CORRESPONDENCE**14.1 VAGO****Resolution**

Moved: Cr Tonia Dudzik

Seconded: Ms Linda MacRae

That the Audit and Risk Advisory Committee receive and note the VAGO correspondence.

CARRIED

15. GENERAL BUSINESS

Nil.

16. MEETING CLOSURE

The meeting closed at 10.51pm.

MINUTES

15 COMMUNITY ASSETS & INFRASTRUCTURE REPORTS

15.1 DRAFT MOORABOOL COMMUNITY ROAD SAFETY STRATEGY

Author: Jacquie Younger, Asset Systems Officer

Authoriser: Phil Jeffrey, General Manager Community Assets & Infrastructure

Attachments: 1. Draft Moorabool Community Road Safety Strategy

PURPOSE

The purpose of this report is to present the Draft Moorabool Community Road Safety Strategy to Council and to seek in principle endorsement for the purpose of public exhibition.

EXECUTIVE SUMMARY

- Moorabool Shire Council was successful in obtaining funding for the development of a Community Road Safety Strategy through the Transport Accident Commission (TAC) Towards Zero Grant Program.
- The strategy builds on the positive work already undertaken by Council and sets out a range of improvement actions to be undertaken, to assist in reducing serious injury and fatality crashes within the Shire, in line with Safe System Principles (Safe Roads, Safe Speeds, Safe People and Safe Vehicles).
- Following significant consultation processes involving the community and key stakeholder groups, a Draft Moorabool Community Road Safety Strategy has been developed.

RECOMMENDATION

That Council:

1. **Endorses, in principle, the Draft Moorabool Community Road Safety Strategy for the purpose of public exhibition for a period of 28 days.**
2. **Requests that a further report be presented to Council on completion of the exhibition period.**

BACKGROUND

Moorabool Shire Council plays an important role in providing a safe travel environment for residents and visitors. A key part of this role includes the implementation of activities directed at reducing the likelihood and severity of road accidents and influencing driver behaviour by working in partnership with key road safety bodies and community groups.

Moorabool Shire Council was successful in obtaining funding for the development of a Community Road Safety Strategy through the Transport Accident Commission (TAC) Towards Zero Grant Program.

Following significant community and stakeholder consultation, a Draft Community Road Safety Strategy has been developed. The strategy outlines a four-year action plan in line with Safe System Principles (safe roads, safe speeds, safe people and safe vehicles) to assist in promoting safe travel with the aim of reducing serious injuries and fatalities within the municipality and provide a structured approach to guide Council in delivering projects and initiatives that meet the needs of the growing community.

The strategy builds on the positive work already undertaken by Council, acknowledging transport pressures faced, and confirms a commitment to the reduction of casualty accidents in line with Safe System principles of the Victorian Government’s Toward Zero Strategy.

PROPOSAL

The next stage of the project involves presenting the draft strategy to the community via a public exhibition process to provide the opportunity for feedback on the proposed actions. This phase of consultation will be conducted via online engagement through Council’s ‘Have Your Say’ page, with copies of the draft strategy and feedback forms being made available at Council offices for a period of 28 days.

It is recommended that Council provide in principle endorsement of the attached draft strategy for the purpose of public exhibition.

COUNCIL PLAN

The Council Plan 2017-2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1A: Our Assets and Infrastructure

The proposal is consistent with the Council Plan 2017 – 2021.

FINANCIAL IMPLICATIONS

Moorabool Shire Council was successful in obtaining funding for the development of a Community Road Safety Strategy through the Transport Accident Commission (TAC) Towards Zero Grant Program. As such there are no financial implications associated with the recommendation within this report.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial	Inadequate financial management resulting in insufficient funds to complete the project	Low	Adequate project scope and budget, procurement process, ongoing supervision of project financials
Community expectation	Community expectation of key project outcomes outside of the project scope	Low	Well scoped community consultation process and documentation, clear project objectives documented

COMMUNICATIONS & CONSULTATION STRATEGY

Community participation is an important component of the strategy development, assisting to better understand the local issues. Significant community consultation has been undertaken throughout the project, including the following:

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Direct phone call	Transport Accident Commission (TAC), Road Safe Central Highlands (RSCH), VicRoads, Victoria State Emergency Service (SES), CFA (Country Fire Authority), Public Transport Victoria (PTV)	One on one consultation	Various	October 2019	Stakeholders were asked specific relevant questions and encouraged to provide general feedback on key road safety issues within Moorabool
Media release through local paper, Councils Social Media and local radio station	All residents and visitors who live, work and travel in Moorabool	Community survey (online via Have Your Say and hard copy)	Various	October 2019	Encouraged to provide feedback on key road safety issues within Moorabool via Councils Have Your Say
Direct Emails	Various stakeholders, user and community groups (all Council databases)	Community survey (online via Have Your Say and hard copy)	Various	October 2019	Encouraged to provide feedback on key road safety issues within Moorabool via Councils Have Your Say
Community Workshops	All stakeholders, various user and community groups, residents and visitors who live, work and travel in Moorabool	Open community workshops (2)	Lerderderg Library and Ballan Council Chambers	November 2019	Encouraged to participate in workshops to give feedback and provide potential solutions on key road safety issues within Moorabool
Draft Moorabool Community Road Safety Strategy	All stakeholders, various user and community groups, residents and visitors who live, work and travel in Moorabool	Public exhibition	Various	Once endorsed for a period of 28 days	Encouraged to provide feedback on draft strategy via Councils Have Your Say

Final Moorabool Community Road Safety Strategy	All stakeholders, various user and community groups, residents and visitors who live, work and travel in Moorabool	Adoption	Various	Post public exhibition	Final strategy will be uploaded to Councils website and promoted via online media channels
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VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER’S DECLARATION OF CONFLICT OF INTERESTS

Under section 80C of the *Local Government Act 1989* (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Jacquie Younger

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

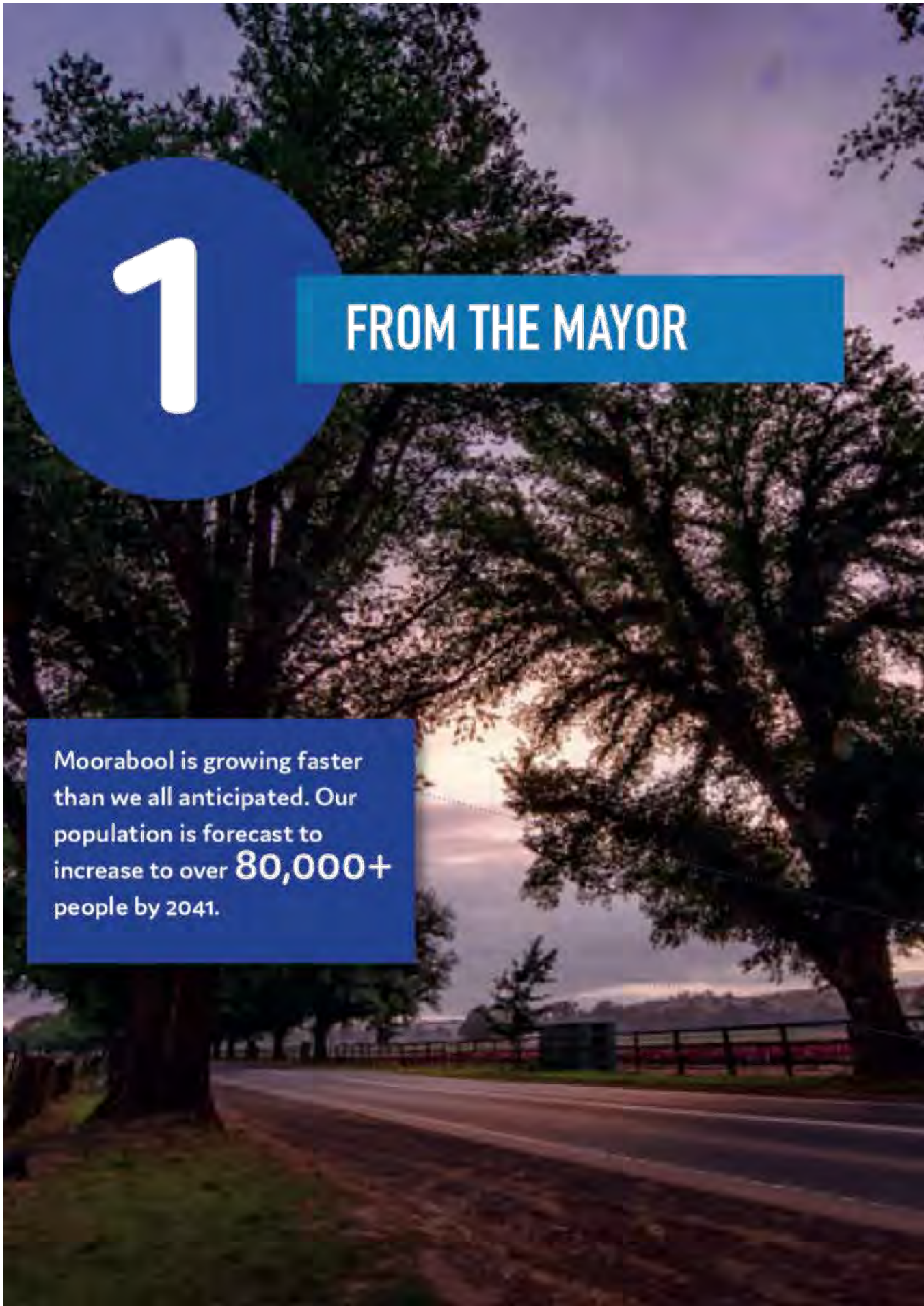
A draft Moorabool Community Road Safety Strategy has been developed which sets out a four-year action plan in line with Safe System Principles to assist in promoting safe travel within Moorabool Shire.

Stakeholders, various user and community groups, residents and visitors were encouraged to participate, provide feedback and potential solutions on key issues within the municipality and it is recommended that Councillors endorse the draft documentation for the purpose of public exhibition.

MOORABOOL COMMUNITY
ROAD SAFETY STRATEGY

2020-2024





1

FROM THE MAYOR

Moorabool is growing faster than we all anticipated. Our population is forecast to increase to over **80,000+** people by 2041.

Moorabool Shire is a fast-growing semi-rural municipality nestled between Melbourne, Geelong and Ballarat. It offers residents picturesque and friendly surrounds with the vibrancy of an active, growing community.

Moorabool is growing more quickly than we all anticipated. Our population is predicted to grow to 80,000+ by 2041. We can expect more vehicles on our roads, and more people using our road network than ever before. We want all residents, visitors and commercial drivers to be able to travel easily and safely and be protected from road crashes. So, we are committed to adopting the philosophy and principles of the globally recognised Safe System approach.

Moorabool Community Road Safety Strategy is built around the Safe System which will help us, over time, reduce the road toll to zero, in line with the Victorian Government's Towards Zero strategy.

We have reviewed road crash data, consulted with the community and used our own experience to identify where the most pressing issues are and understand what can be done to address those issues. Our aims for road safety improvement over the next four years are set out in the Action Plan in this strategy.

To achieve our road safety goals requires a shared responsibility. We will work hard to deliver our commitments and will work with our road safety partners in government, industry and the community. Development in the Shire will be managed in an environmentally, socially and financially responsible way. Together we can continue to reduce road trauma as our community grows and is ever more active.

The Moorabool Community Road Safety Strategy will help us make travelling around the Shire safer for everybody.

Cr David Edwards
Mayor, Moorabool Shire Council

THE SAFE SYSTEM ENCOMPASSES ALL FACTORS THAT CONTRIBUTE TO A CRASH.

- SAFER ROADS** :: Our roads should be designed, built and maintained in such a way that risk is avoided or minimised for road users, and the severity of potential crashes is reduced.
- SAFER SPEEDS** :: Our roads should have appropriate speed limits and road users should travel at speeds that are safe for the road conditions, so that the chances and consequences of a crash are reduced.
- SAFER PEOPLE** :: We should all exercise care, attention and awareness of others when we travel, for our own safety and the safety of others.
- SAFER VEHICLES** :: Vehicle safety features can help prevent crashes by automatically detecting dangerous situations and reacting appropriately, or by reducing the impact on vehicle occupants if there is a crash.

Our population is set to increase to **80,000+**.

80,000+



Moorabool Shire Council has a long-term vision of achieving the Towards Zero target of zero deaths and serious injury crashes on our roads.

In order to accomplish this goal, we recognise that traditional road safety engineering activities will not be enough, and we will have to do more.

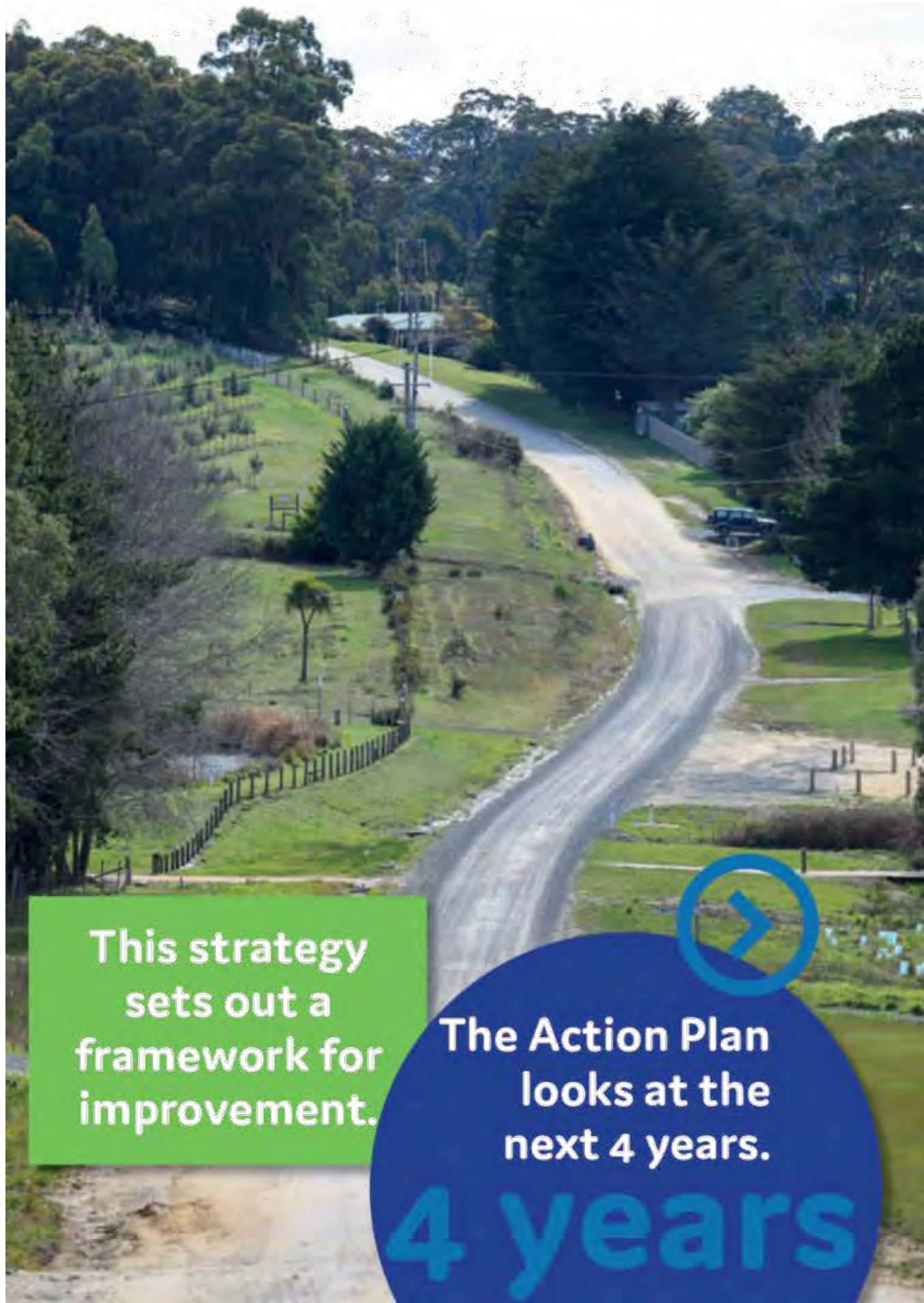
THIS MEANS WE WILL

1. Embrace the Safe System approach and act as an exemplar by encouraging others to do the same.
2. Support active transport such as walking and cycling which is extremely important for a healthy and sustainable community, recognising that pedestrians and cyclists are particularly vulnerable road users.
3. Collaborate with road safety partners, so that together we can achieve more than if we act in isolation.
4. Listen to, inform and engage with our community so that they have the opportunity to influence and contribute to road safety initiatives in the Shire.

Embracing the safe system approach means that we will:

- » Make the roads, paths, tracks and other transport infrastructure as safe as possible.
- » Encourage people to travel at safe speeds.
- » Encourage safe travel behaviour to minimise personal risks and risks to others.
- » Promote the use of vehicles that are safer for drivers, passengers and other people.

We will continue to improve road safety within our Shire for all road users by working together with our road safety partners and the community in general. This strategy sets out a framework for improvement and an Action Plan for the next four years.



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3 ABOUT THE SHIRE

Our Community	Our Roads
- 2016 Population 32,000	- Local roads 1460 km
- 2041 Predicted Population 80,000	- Sealed roads 890 km
	- Unsealed roads 570 km

Located 40km to the west of Melbourne.

40km

Moorabool Shire is located to the west of Melbourne, close to the Geelong and Melbourne seaports and 40km from Melbourne CBD. It is positioned along the major road and rail transport corridors between Melbourne and Adelaide.

Covering an area of 2,110 square kilometres, it encompasses many towns including Bacchus Marsh, Ballan, Gordon, Wallace, Mount Egerton and Blackwood. With national parks, forests, gorges, water catchments and mineral springs Moorabool provides an array of living options. Some of Moorabool's key attractions and natural assets include the Wombat State Forest, Brisbane Ranges National Park, Lerderderg State Park, Werribee Gorge State Park and Bacchus Marsh Avenue of Honour.

There is a thriving economy of over 5,500 businesses including construction, health care and social assistance, manufacturing, retail and education which contribute to an annual output of about \$2 billion.

Moorabool Shire Council is responsible for the management and maintenance of 1460km of local roads which comprise of 890km of sealed roads and 570km of unsealed roads including bridges, paths and roadside drainage. The freeway and arterial roads, which are roads connecting urban centres or connecting local roads to freeways, are managed by Regional Roads Victoria (the yellow roads in Figure 1).

At the 2016 Census, Moorabool had a population of 32,000 and this is predicted to grow to 80,000+ by 2041.



Figure 1: Map of Moorabool Shire

4

STATE AND LOCAL COMMITMENTS

Although we have been making gradual improvements, we know that it is becoming more and more difficult to maintain progress. However, we are determined to get those numbers down.

Our aim is for zero fatalities and serious injury crashes.

zero

At the time of writing this strategy, Victoria’s ‘Towards Zero Strategy and Action Plan 2016-2020’, was due to be updated/replaced, with an anticipated publication date at the end of 2020.

The new state strategy is expected to set targets for getting closer to zero fatalities and for significant reductions in serious injuries. This Moorabool Community Road Safety Strategy is aligned with the principles, best practice and aspirations of Towards Zero which will continue to be relevant in the new state strategy.

For this strategy, data from the period between 2014 and 2018, was analysed to identify crash types, crash conditions and trends.

Over this period 17 people died on roads within Moorabool’s boundaries and 226 were seriously injured (Figure 2). Latest data for 2019 became available during the writing of this strategy and shows that across the state road trauma numbers have increased compared to 2018.

In 2019 there were 7 fatalities in Moorabool.

Figure 3 shows the casualties numbers split between local roads which are managed by Council, and arterial roads and freeways managed by Regional Roads Victoria.



Figure 2: Annual Fatalities and Serious Injuries



Figure 3A: Annual Fatalities by Road Classification

Over a 5 year period there were:
(excluding 3 serious injuries whose locations are not known)

Local Roads

Fatalities **4**

Serious injuries **102**

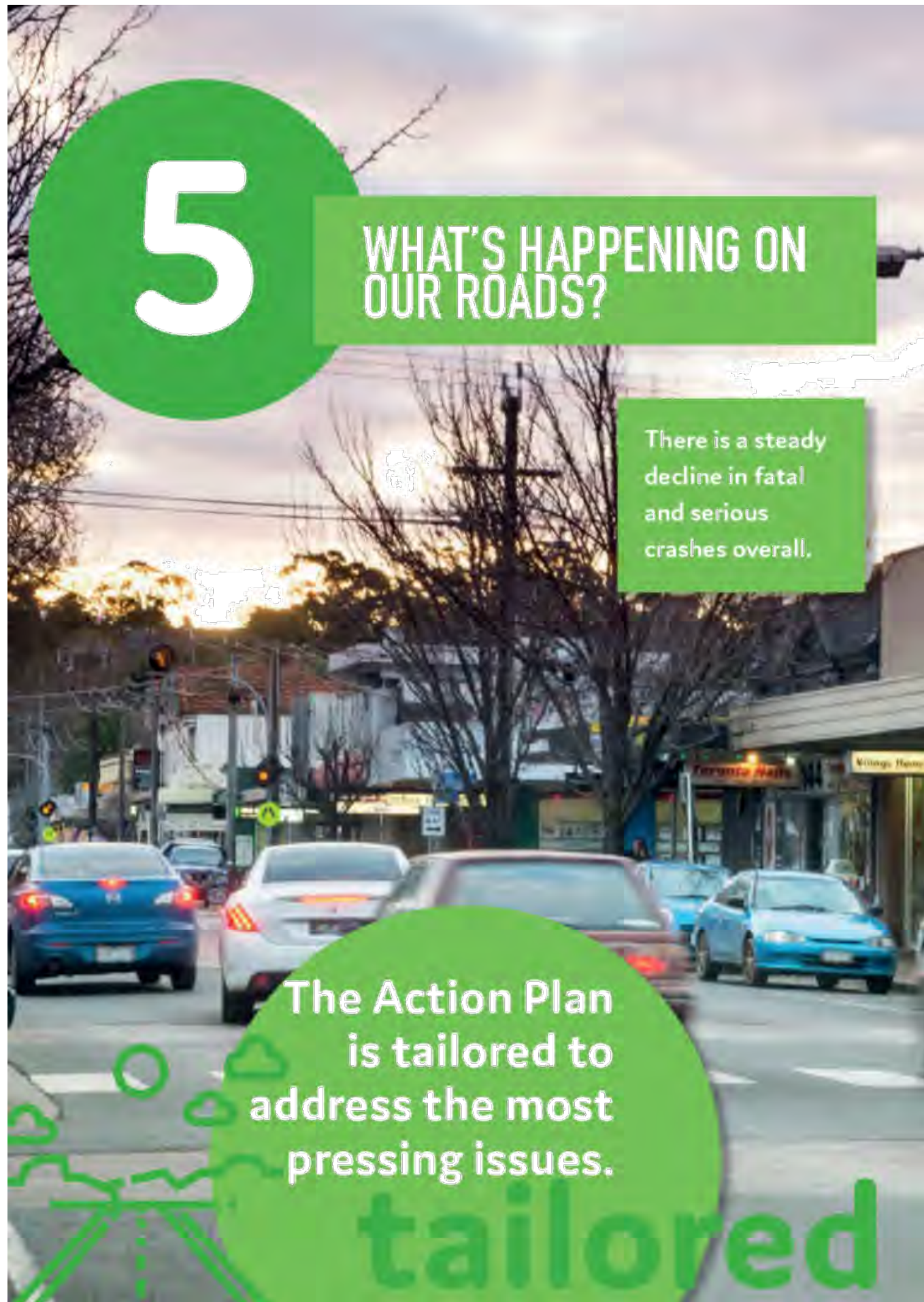
Arterial roads and freeways managed by Rural Roads Victoria

Fatalities **13**

Serious injuries **121**



Figure 3B: Annual Serious Injuries by Road Classification



To understand road safety issues in Moorabool Shire, we look at the data collected for crashes that have occurred on our roads and listen to the community to get the perspective of road users.

Road safety concerns highlighted by historical crash data trends



By looking at crash data over a 5-year period, we can build a picture of the type of crashes that are happening, when and where they are happening, and the conditions at the time. This helps us to understand the factors involved in crashes and what actions might be taken to improve safety.

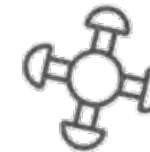
Road safety concerns highlighted by the road users



When developing this strategy, we conducted an online public survey and held two open community consultation sessions. We also collected feedback through regular forums held with a variety of interest groups, through our website and other communication channels. This information supplements our engineering data and gives us an insight into road safety issues that matter to the community.

These elements allow us to create a strategy and action plan tailored to address the most pressing road safety concerns in Moorabool.

Applying knowledge, expertise and best practice



This strategy was developed with guidance from a Working Group which drew on the local knowledge and expertise of specialists in Moorabool Shire Council and the practical experience of Victoria Police. The group was supported with input from a diverse group of stakeholders, including the Department of Transport, Regional Roads Victoria, Transport Accident Commission, State Emergency Service, Rural Ambulance Victoria, Country Fire Authority, Parks Victoria and RoadSafe Central Highlands.

What does the crash data show?

Analysis of crash data for the last 5 years provides valuable information on where to target road safety treatments and what kinds of treatments are likely to be most effective. An overview of the data shows that safety trends are generally positive and there are no 'stand out' areas demanding urgent attention. There are a few areas that provide an opportunity to further reduce casualty crashes as described below.

1. Fatal and serious injuries are declining but continued improvement is a challenge

As shown earlier in Figure 2, fatal and serious injuries are declining. This trend is mirrored in Figure 4 which shows the number of crashes involving fatal and serious injury (FSI).

Number of FSI Crashes

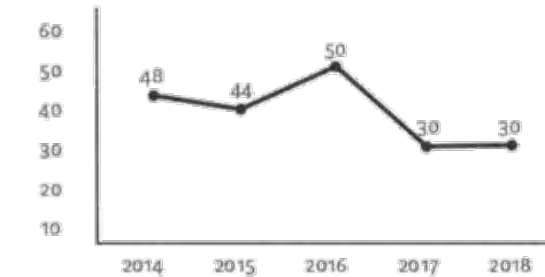


Figure 4: Yearly FSI Crashes

In the five years between 2014-2018, there were 453 crashes that resulted in fatal, serious or minor injuries. More than half of these crashes involved minor injuries, and 202 crashes resulted in FSI. Figure 4 shows that there is a steady decline in FSI crashes overall. Figure 5 shows that fatal crashes are trending slightly upward whilst serious injury crashes are trending down.

what's happening on our roads? continued

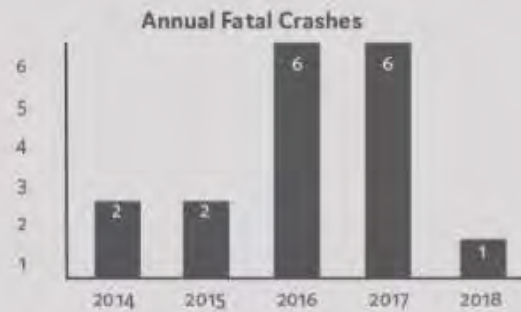


Figure 5A: Annual Fatal Crashes

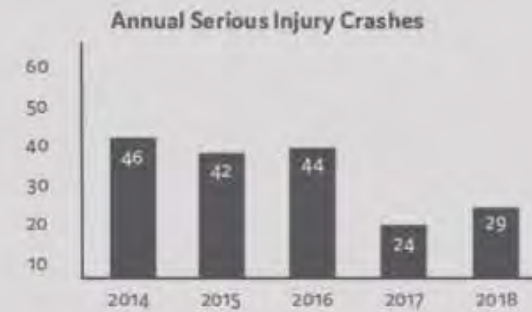


Figure 5B: Annual Serious Injury Crashes

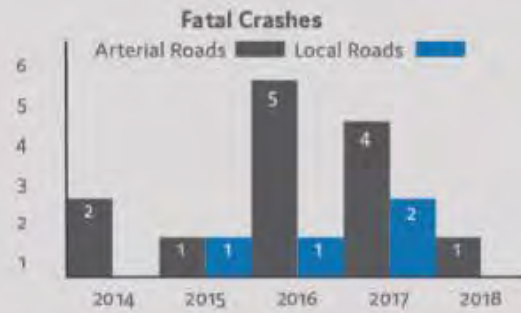


Figure 6A: Yearly Fatal Crashes by Road Classification



Figure 6B: Yearly Serious Injury Crashes by Road Classification

Crash 'hotspots' are Bacchus Marsh, Ballan, Lal Lal and Balliang East

Crash hotspots, for fatal and serious injuries, are usually in locations which combine lots of movements with higher speeds – leading to a higher likelihood of something going wrong. Crash data enables us to identify high risk locations that may be good candidates for road safety treatments, for example see the Heat Map, Figure 7.

Heat maps provide a high-level view of where crashes are occurring but they do not show why they are occurring – that requires more detailed investigation.

Although most of these roads shown on the heat map are arterial roads or freeways, some of the crashes may be at intersections with local roads. Not all safety treatments will be targeted at hotspots, sometimes opportunities arise for implementing improvements at other locations where the benefits outweigh the costs.



Figure 7: Heat Map showing Crash Hotspots



Our aim is to ensure that we continue the downward trend, which becomes more challenging as crash numbers decline.

what's happening on our roads? continued

There is an issue with run-off road crashes on high speed roads.

Run-off road crashes account for nearly 50% of all FSI crashes and these are split almost equally between local and arterial roads. Three quarters of these occurred on straight sections (not curves/bends) and the majority of these resulted in hitting an object or parked car. Figure 8 shows the most prevalent crash types.

Most Prevalent FSI Crash Types

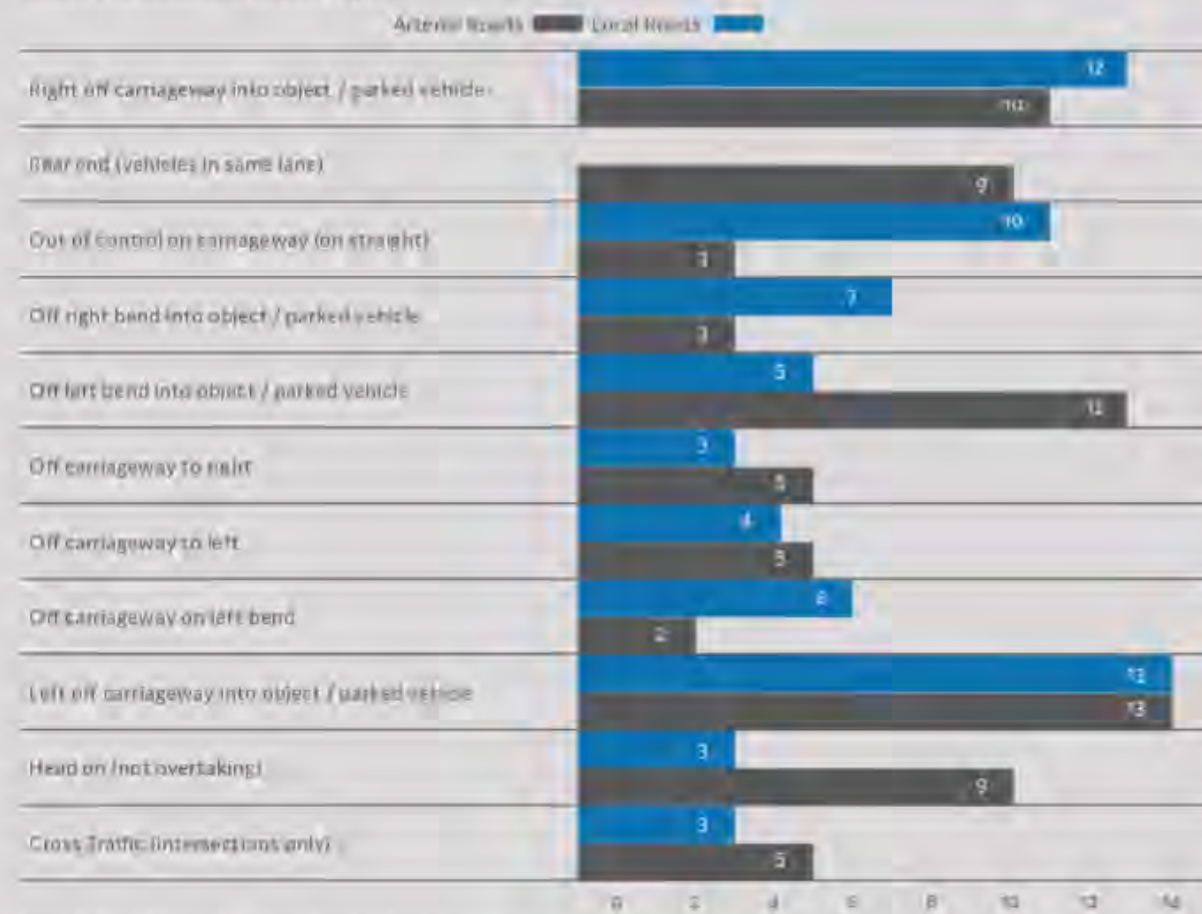


Figure 8: Most Prevalent FSI Crash Types by Road Classification

There is a high proportion of high-speed roads in the Shire and nearly 60% of FSI crashes occurred on roads with a 100km/hr or higher speed limit (Figure 9). This means that a large proportion of FSI crashes in Moorabool involved vehicles running-off straight sections of high speed roads. Data also shows that these crashes most often occur when driving conditions are good, for example, during daylight and dry weather.

Crashes of this type suggest that the cause may be driver distraction, lack of concentration and/or fatigue. When these crashes occur, the risk of obtaining a serious injury is increased or consequently could be fatal due to the speed at which vehicles are moving.

There are several road safety treatments which can help, including:

- » Safety barriers to prevent or minimise run-off road crashes;
- » Removal of, or protection from, objects that might be hit;
- » Lower speed limits to reduce impact forces;
- » Audio Tactile Line Markings to alert drivers that are drifting out of lane;
- » Sealed shoulders that allow more leeway for errant vehicles to get back into the traffic lane;
- » Roadside rest stop facilities; and
- » Education campaigns on distraction and fatigue.

FSI Crashes by Road Classification and Speed Limit

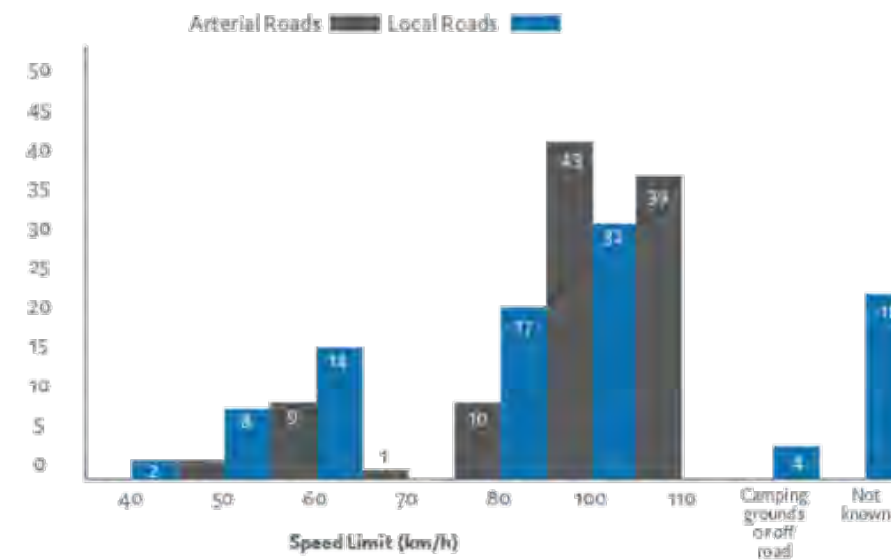


Figure 9: Road Speed Limit and Classification for FSI Crashes

what's happening on our roads? continued

Figure 10 and Figure 11 show the breakdown of FSI crashes between sealed and unsealed roads. Figure 10 includes both local and arterial roads within the Council whereas Figure 11 includes only local roads within the Council. There are 890km of sealed roads and 570kms of unsealed roads within Moorabool Shire.

The majority of crashes occur on sealed roads because that is where there is the most traffic. There are a disproportionately high number of 'out of control on a straight carriageway' crashes on unsealed roads. This is because unsealed roads are of a lower standard than sealed roads but still have a high speed limit.

Most Prevalent FSI Crashes on all Roads

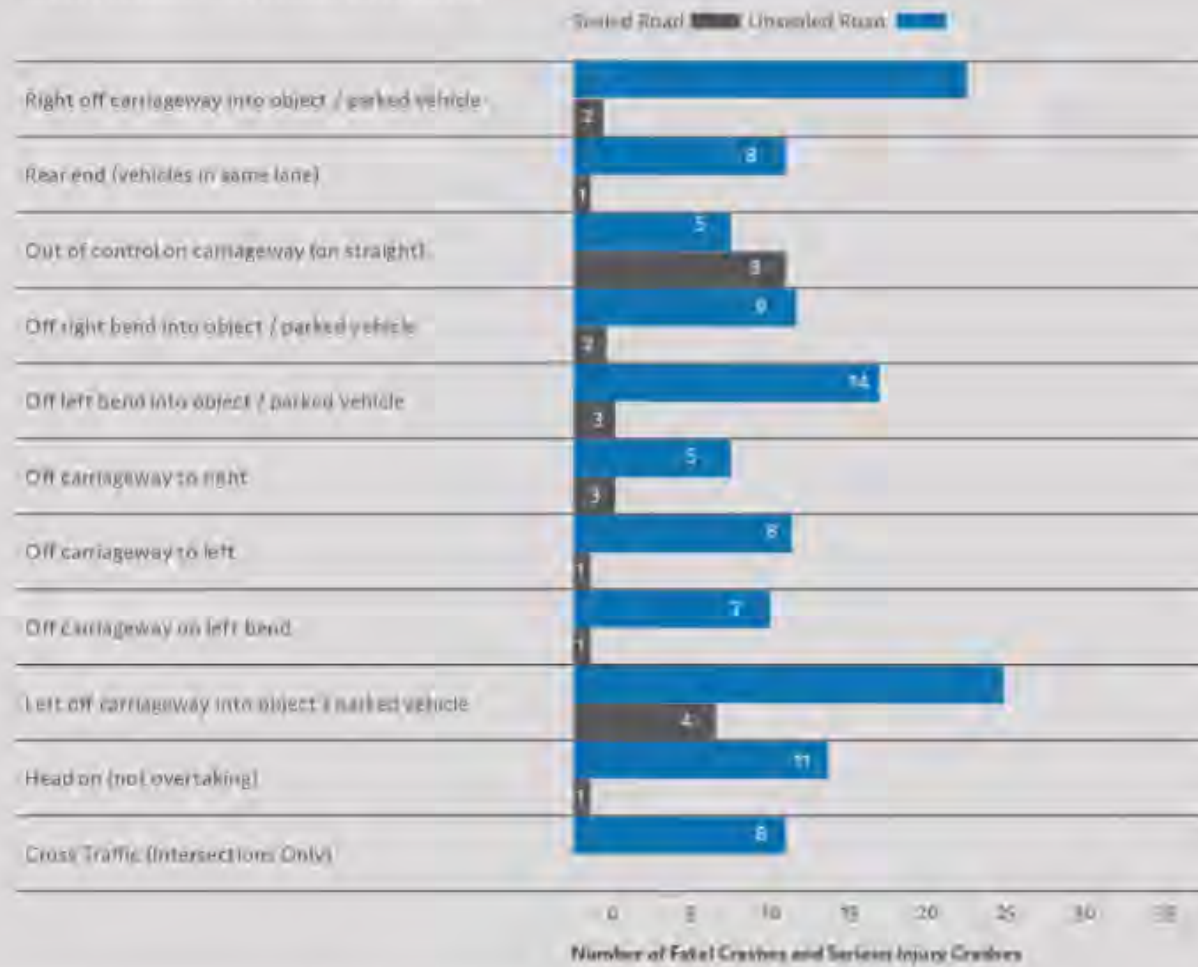


Figure 10: Most Prevalent FSI Crash Types on all Roads by Road Surface Condition

Most Prevalent FSI Crashes on Local Roads

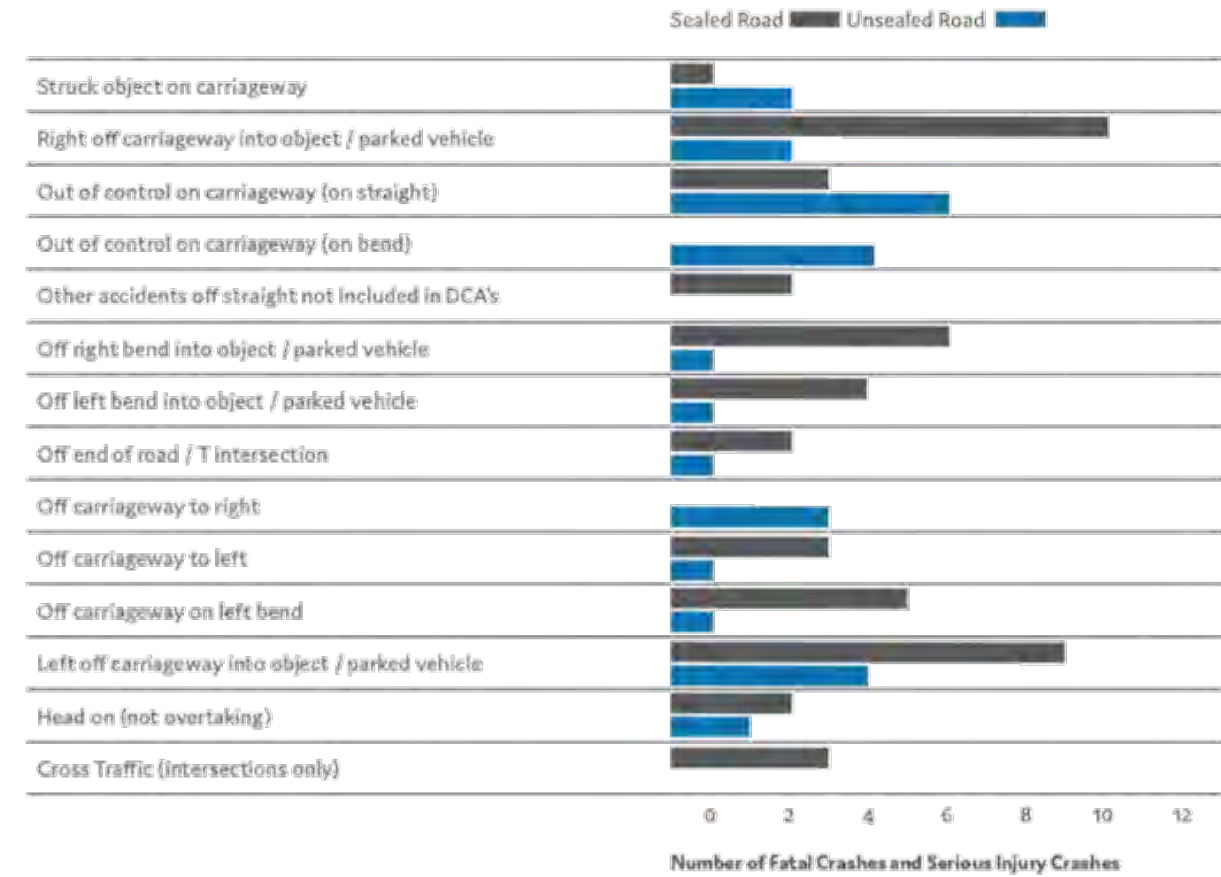


Figure 11: Most Prevalent FSI Crash Types on Local Roads by Road Surface Condition

Fatal Crashes



Figure 12A: Yearly Fatal Crashes by Road Surface Type

Serious Injury Crashes



Figure 12B: Yearly Serious Injury Crashes by Road Surface Type

what's happening on our roads? continued

At risk road user groups

Moorabool is a popular destination for visitors, holiday makers and through traffic. Approximately one third of FSI crashes involve non-residents. Actions in this strategy take into account the need to tackle visitor and through traffic issues (for example fatigue); but there are still significant challenges with improving safety, and safe driving behaviours, for local people who are not travelling long distances and know their roads well.

Middle aged adults between 30 and 50 years of age have the highest involvement in FSI crashes (see Figure 14). This is likely to be a reflection of the demographics for the shire where the median age is 39 years.

Young adults aged 17-25 account for 25% of the total fatal and serious injuries, which is disproportionately high for an age group that makes up about 10% of Moorabool's population.

FSI Crashes - Driver Origin

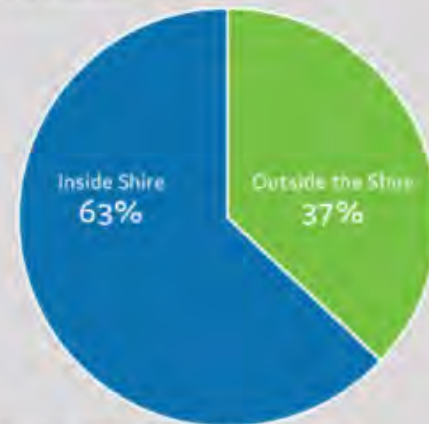


Figure 13: FSI Crashes by Origin of Drivers

These are typical figures for Victorian shires - the challenge for Moorabool and the whole state is to bring these numbers down. Council will continue to support campaigns, such as L2P Program and Fit to Drive, and consider vulnerable groups such as the young and old when implementing road safety initiatives.

The proportions of FSI crashes, broken down by user types, are not unusual. However, progress in respect of pedestrian safety, has been varied (see Figure 16) and given the steep incline between 2017-2018, there is a clear need to exercise vigilance.

Fatal and Serious Injuries by Age Group

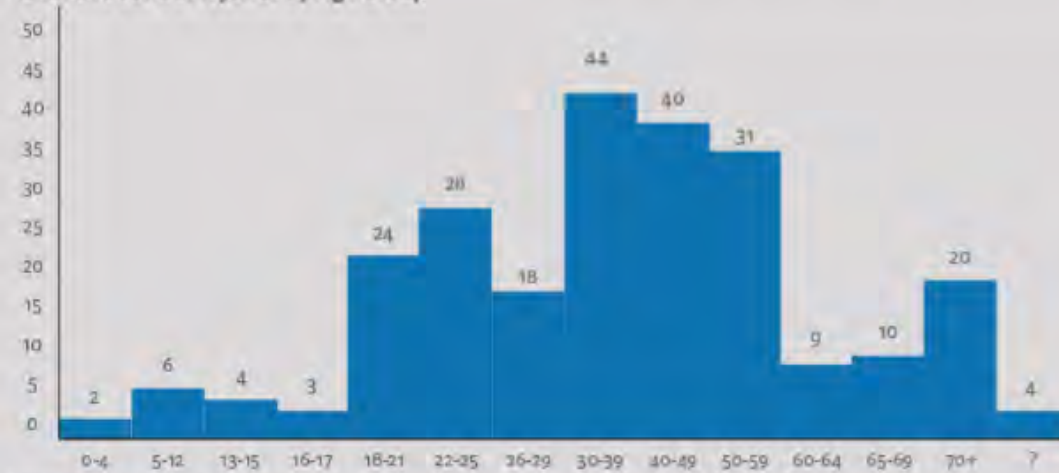


Figure 14: Distribution of Fatal and Serious Injuries by Age Group

Walking and cycling are critical to a healthy and vibrant community; and are an important part of a transport system that is environmentally and financial sustainable.

FSI Crashes (2014 - 2018)

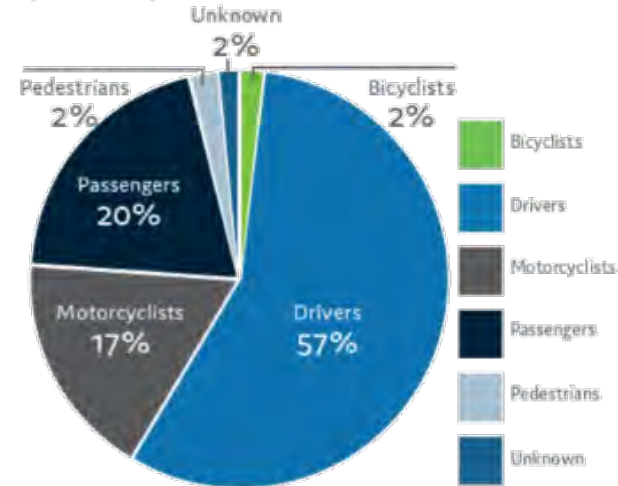


Figure 15: FSI Crashes by Road User Type

This strategy recognises the importance of vulnerable road users such as pedestrians and cyclists.



So, we will encourage and enable people to walk and cycle and recognise their safety needs.

Annual Trend for Pedestrian Crashes

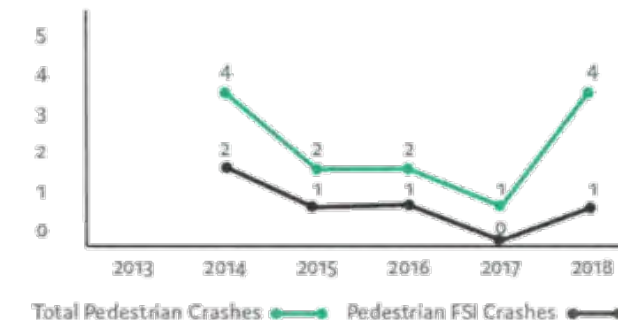


Figure 16: Pedestrian FSI over five-year period



Encouraging people to walk and cycle safely.

safely

what's happening on our roads? continued

All alcohol related crashes showed a decreasing trend

Despite an initial increase in 2015, Figure 17 shows the number of alcohol related crashes decreasing over the past 5 years. In the last year of data this reduction has become steeper. Council supports the state's efforts to separate drinking from driving and will take opportunities to promote drink driving messages to the community.

Across the state drug driving is a serious road safety issue. In the last five years approximately 41% of all drivers and motorcyclists killed who were tested, had drugs in their system, with cannabis and stimulants the most common substances detected. One in four Victorians who use drugs admit to driving under the influence of illicit drugs.

The number of drug tests conducted by Victoria Police has increased from 40,000 tests in 2014 to 150,000 tests in 2019. Council will continue to support policing and communication campaigns aimed at reducing drug driving.

Number of Alcohol Related Crashes Each Year

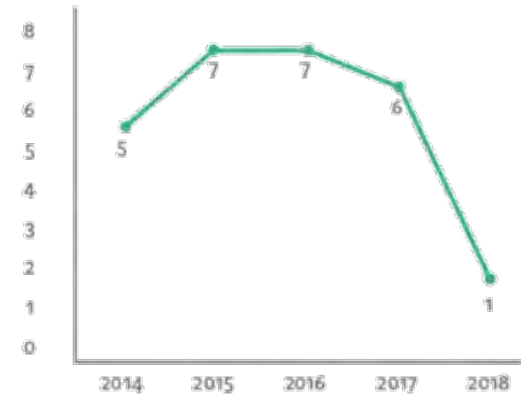


Figure 17: Yearly Trend of all Alcohol Related Crashes



What did you tell us?

To inform development of this strategy we invited residents and those who travel to or through the Shire to complete an online survey about their views on road safety. We also convened two community engagement meetings that were open to all residents and visitors to provide their views directly to Council staff. Some of the feedback is summarised below.

YOUR FEEDBACK

1. Most people use a car and have concerns with the quality of country roads; many people may be deterred from walking.
2. Many people are not satisfied with the quality of roads or the availability of footpaths and cycle paths.
3. Most people believe that speed limits are about right in town.
4. Many people believe that a significant percentage of other drivers exhibit poor or very poor behaviour on our roads.
5. Respondents identified their highest priority road safety issues.

1. Most people use a car and have concerns with the quality of country roads; many people may be deterred from walking.

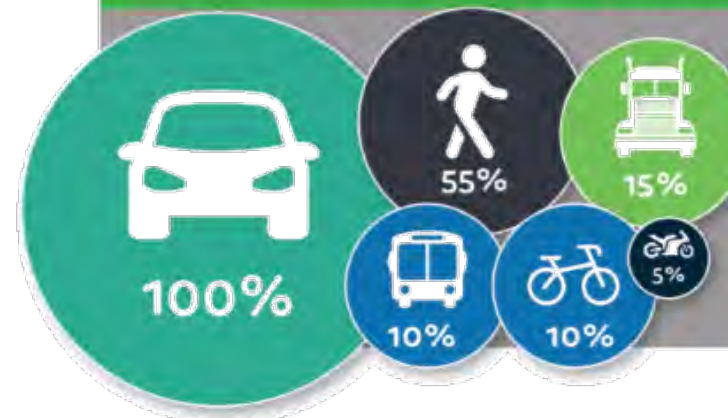
Car is the predominant mode of transport. Just under half of respondents indicated that they do not walk as a means of transport on a daily or weekly basis, see below.



What this means is:

- » If vehicle use grows in line with population growth, congestion and safety challenges will increase; and
- » the full benefit of walking, which is an important part of a sustainable transport system and a healthy lifestyle, is not being realised.

PROPORTION OF RESPONDENTS USING VARIOUS TRANSPORT MODES FREQUENTLY




The full benefit of walking is not being realised.

what's happening on our roads? continued

2.

Many people are not satisfied with the quality of roads or the availability of footpaths and cycle paths.



When asked to rate the safety of road infrastructure, many people were not satisfied and scored negatively, especially for infrastructure in country/rural areas.

The primary concern for drivers was the quality of the surfacing, particularly for country roads. Although crashes are rarely caused by substandard surface quality, the feedback has been noted. With regard to footpaths and cycle/shared paths the main concern was lack of infrastructure or paths being in close proximity to traffic. These concerns will influence Council's approach to infrastructure management road safety actions over the next four years.

3.

Most people believe that speed limits are about right in town.

Community consultation allowed a more detailed discussion of perceptions related to speed limits and revealed that the issues are complicated.

Roads are designed so that drivers can feel safe driving at the speed limit provided there are no other factors at play.

However, multiple factors such as poor weather conditions, unpredictable behaviour, distractions and lack of concentration can significantly increase risks. Additionally, there is a belief that travelling above the speed limit results in large travel time savings, when in fact time savings are negligible.

What this means is:

- » Speed limits will be reviewed where risks are high, especially for vulnerable users such as pedestrians and cyclists; and
- » Speed limits will be made more consistent across the shire so that people are more easily able to comply.

RESPONDENT VIEWS ON LEVELS OF SAFETY FOR ROADS INFRASTRUCTURE

	TOWN			COUNTRY		
	Less than Adequate	Adequate	More Than Adequate	Less than Adequate	Adequate	More Than Adequate
Roads	20%	70%	10%	65%	30%	5%
Footpath	15%	65%	20%	55%	35%	10%
Cycle/shared Path	45%	45%	10%	60%	35%	5%

It is important that people understand the risks involved in speeding and what it means to travel at safe speeds.

4.

Many people believe that a significant percentage of other drivers exhibit poor or very poor behaviour on our roads.

What this means is:

- » As a part of this strategy there are ongoing actions to work with road safety partners on education initiatives around sharing the road. Council will also explore opportunities to raise awareness of the dangers of distraction when driving (e.g. using mobile phones when driving).



car drivers. 1 in 2 poor/very poor

There were concerns around drivers not paying sufficient attention to the task of driving, or not being disciplined enough to maintain a good standard of driving for the whole journey. This related to issues such as lack of concentration, proneness to distraction and lack of consideration for other road users.



truck drivers. 1 in 3 poor/very poor

There was a general wariness around the imposing nature of large trucks on narrow local roads. They were perceived as a nuisance and a risk, although unsafe behaviours were not specifically identified.



cyclists. 1 in 3 poor/very poor

There was a common perception that cyclists were an impediment to safe and efficient traffic flow on narrow country roads, especially if riding two abreast.

There was a recurring perception that other road users can behave selfishly and do not 'share the road'


5.

Road Safety Issues.

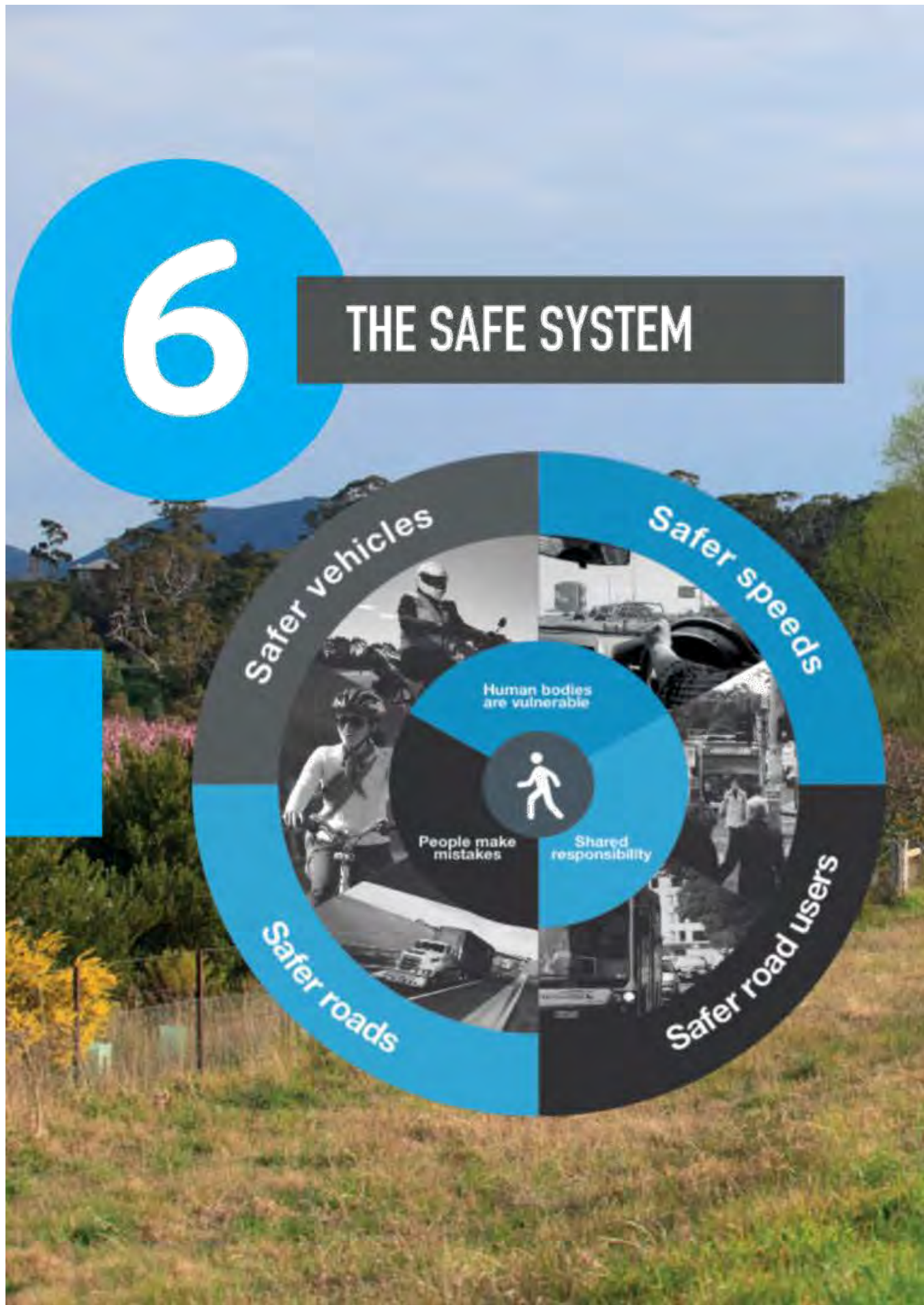
These issues have been noted and have influenced the development of this strategy and the list of actions shown in the Action Plan in Section 10.

What this means is:

- » Driver distraction and mobile phone use is a rapidly increasing concern for residents of Moorabool, reflecting similar rising concerns across the state; and
- » Roadside Hazards were mentioned frequently in two contexts: as an obstacle that could be struck in a crash, or as an obstruction to visibility.



- 85%** Road condition
- 45%** Distraction/lack of concentration (eg. mobile phones)
- 40%** Heavy vehicles on local roads
- 25%** Roadside hazards
- 20%** Lack of knowledge of road rules
- 15%** Drink/drug driving
- 15%** Inappropriate driving speed



The approach was pioneered in Sweden where it was used to reduce fatalities and serious injuries by almost 40 per cent over ten years. The system has been adopted nationally and at a state level in Australia, and Moorabool Shire Council is committed to using the Safe System in road safety projects and practices.

The Safe System is internationally regarded as the best framework with which to dramatically reduce road trauma.

Internationally regarded as the best way to reduce road trauma.
trauma

the safe system continued

Principles of the Safe System

The Safe System framework is based upon the following principles.

We will apply these principles to current and future projects and practices in Moorabool:

1. The only acceptable death or serious injury toll on our roads is zero (zero tolerance).

Everyone will be missed by someone.

Road safety needs to focus on the reduction of fatalities and life changing injuries.

2. People are vulnerable

If vehicles crash at high-speed, then our bodies are subjected to forces that they cannot withstand.

The approximate tolerances for the human body under different crash conditions are:

- » Head-on crash 70 km/h
- » Side impact crash with another vehicle 50 km/h
- » Side impact crash with a tree 30 km/h
- » Pedestrian crash 30 km/h

3. People make mistakes

Human error is inevitable, and on our roads human error can result in crashes and trauma. However, crashes need not (and should not) result in death or serious injury.

The Safe System recognises the unavoidable nature of human error, and rather than placing the blame on the road user, it recognises the need for those involved in road design, road maintenance, and road use to share responsibility for the large variety of factors that contribute to a crash. This approach addresses a broad range of road safety issues without diminishing the responsibilities of road users.

4. Shared responsibility

Creating a safe road network is everyone's responsibility. Businesses, organisations, individuals and Moorabool Shire all have a role to play in moving Towards Zero.

While our natural tolerances to physical forces are outside of our control, there is a lot that we can do to reduce or avoid physical impacts greater than can be withstood by the human body by addressing the elements of the Safe System.

The Safe System is composed of **four interacting elements** which encompass all the factors that contribute to a crash.

Elements of the Safe System

The Safe System is composed of four interacting elements which encompass all the factors that contribute to a crash. Understanding our road environment and where these elements can be better applied allows us to determine the measures that will best contribute to improving road safety.

The Safe System elements are described below:

Safer Roads

Road infrastructure plays a vital role in helping reduce crashes and minimising the severity of injuries if there is an accident.

Our roads should be designed and maintained so that risk is avoided or minimised for road users, and the severity of crashes is reduced.

Our roads should be forgiving of errors by road users and provide the safest possible outcome in adverse circumstances.

Safer Speeds

When a crash occurs, the weight and speed of the vehicle at the moment of impact determines how much force is transferred to the people involved.

For our fragile bodies, even a small difference in speed can mean the difference between life and death.

The 'Safe Speeds' element aims to ensure that speed limits are appropriate and that road users travel at speeds that are safe for the conditions.

Safer People

Crashes often involve an element of human error.

We should all pay care, attention and reasoning to the way that we use the roads.

This also means that we must be aware of the road rules and other road users - for all modes of transport.

Safer Vehicles

Newer and better safety features are continually being introduced to vehicles.

These features can assist in preventing crashes by automatically detecting dangerous situations and reacting appropriately, or by reducing the impact forces on those involved in a crash.

Increasingly safe vehicles play an important role in improving personal safety and reducing road trauma.

the safe system continued

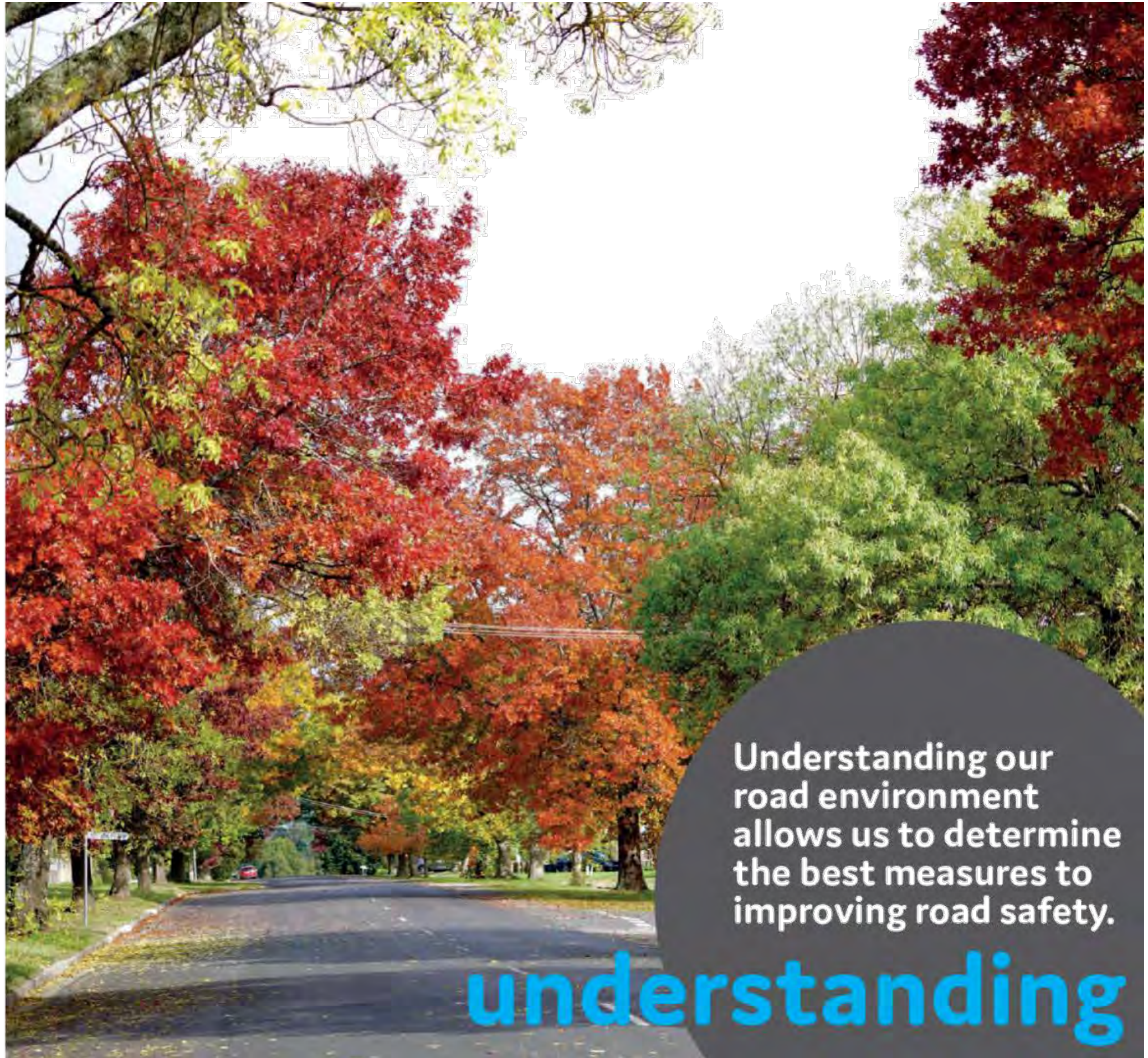
Post-Crash Care

Our goal of zero deaths and serious injuries will require time to achieve. While we strive to apply the Safe System to our road network, crashes will continue to occur. When a serious crash occurs, emergency services are required to attend the scene.

Accessibility to the crash location affects the time required for emergency response personnel to reach individuals injured in the crash. The length of time between when the crash occurs and when emergency treatment is received is a critical factor in the severity of a crash.

As such, it is essential that emergency response times and accessibility for emergency vehicles are considered in our road safety planning.

It is essential that emergency response times and accessibility for emergency vehicles are considered in our road safety planning.



Understanding our road environment allows us to determine the best measures to improving road safety.

understanding

7

WHAT WORKS AND WHAT DOESN'T?

Research has shown that road trauma can be reduced when:

1. We see a commitment from leaders;
2. We commit to a methodical approach;
3. The community is involved in planning and delivering road safety outcomes; and
4. We adopt safety measures that have been shown to be effective in the past.



Where the crash risk is high the speed needs to be reduced.

reduced

Safer Roads Infrastructure Improvements

- ✓ Identifying and addressing high risk locations with infrastructure to reduce the likelihood and consequence of crashes;
- ✓ Installing proven safety measures such as pedestrian and cycle friendly roundabouts, separated cycling facilities, pedestrian crossings and roadside barriers; and
- ✓ Gateway treatments on the approach to lower speed areas.

Safer Speeds Speed Management

- ✓ Reducing speeds where the crash risk is high;
- ✓ Reducing travel speeds to below 30km/h in locations where there is a risk of a crash between a pedestrian/cyclist and a car/truck;
- ✓ Supporting new speed limits with road infrastructure such as traffic calming measures, road surface changes or visual cues to drivers;
- ✓ Supporting speed limits with enforcement; and
- ✓ Reducing the number and frequency of speed limit changes.

These approaches and initiatives have proven to be effective in addressing some of the most common problems on our roads and as such they have influenced our strategy and our Action Plan (see section 10).

There is a lot of information available on road safety and the effects of different safety measures. This provides us with an excellent starting point when deciding what we should do to achieve the results we want.

what works and what doesn't continued

Safer People Education and Experience

- ✓ Road safety programs will be evidence based;
- ✓ Promoting a safer driving culture in local communities;
- ✓ Engaging the youth, their parents, and other partners who can deliver road safety messages to young drivers;
- ✓ Involving schools in road safety education and programs;
- ✓ Ensuring that educators on road safety are properly trained;
- ✓ Ensuring that programs are interactive, age appropriate and engaging;
- ✓ Delivering programs, especially for teenagers, that help people develop good judgement, resilience, coping strategies and refusal skills enabling them to act in a responsible and safe manner;
- ✓ Using resources available from Department of Transport, the TAC and other road safety agencies;
- ✓ Ensuring that adequate driving experience (120 hours or more) with a supervising driver is achieved for learner drivers; and
- ✓ Targeted campaigns addressing road safety issues and identifying actions for road user groups.

Fylan, F., Hempel, S., Grunfeld, B., Conner, M., Lawton, R. (2006), *Effective Interventions for Speeding Motorists. Road Safety Research Report No. 66*. London: Department for Transport.
 Darnton, A. (2008) *Lessons from theory to practice: Summary of Findings from GSR Behaviour Change Knowledge Review*. London: University of Westminster.

Safer People Enforcement

- ✓ Enforcement at locations with high risk of crashes;
- ✓ Providing information to the community about relevant road safety laws, the level of enforcement and legal consequences;
- ✓ Aligning enforcement activities with education and media campaigns; and
- ✓ Having a visible enforcement presence.

Safer Vehicles Safety Features

- ✓ The promotion of ANCAP Five Star safety rated vehicles;
- ✓ Intelligent speed assist devices that inform drivers of the speed limit; and
- ✓ Company policies that promote the safest vehicles and safe driving practices.

Health Communication Unit (2004). *Changing Behaviours: A Practical Framework*. Toronto: Centre for Health Promotion, University of Toronto
 RACV (2007) *The Effectiveness of Driver Training as a Road Safety Measure*. Monograph.
 VicRoads (2014) *Youth Road Safety – Effective Practice*, www.vicroads.vic.gov.au



Moorabool Community | Road Safety Strategy

Based on statistics from previous implementation, here are some of the things that we know are **not** effective in reducing road trauma:

- ✗ A culture of blame instead of looking at what can be done to improve the system as a whole;
- ✗ Training that involves off-road driver training and especially any driving skill-based programs such as 'advanced driver training'. This has been shown to increase risk taking behaviour by drivers;
- ✗ Stand-alone one day or one-off events, forums and expos run in isolation of evidence-based strategy;
- ✗ Fear appeals such as trauma ward visits, or testimonials from crash victims or offenders;
- ✗ Relying on driver simulators;
- ✗ Unnecessarily restricting the movement of pedestrians or cyclists;
- ✗ Adjustments in speed limits which are not evidence based; and
- ✗ Undertaking road safety work in isolation - without support from relevant State Government authorities such as Transport Accident Victoria, the Department of Transport and Public Transport Victoria.

RACV (2007) *The Effectiveness of Driver Training as a Road Safety Measure*. Monograph.
 VicRoads (2014) *Youth Road Safety – Effective Practice*, www.vicroads.vic.gov.au



In developing this strategy, the community input through the online survey, consultation sessions and other interest group forums has been excellent.

Safer Roads & Speeds

- » Report all road faults and hazards on local roads to **Moorabool Shire Council** 5366 7100 or via email info@moorabool.vic.gov.au
- » Report all road faults and hazards on arterial roads to **Regional Roads Victoria** 13 11 70
- » Report any crashes or incidents involving injury to **Victoria Police** so that they can be added to the State Government database of crashes.

Safer People

- » Behave the way you want others to behave while travelling. Keep to the speed limit and don't use your mobile phone while driving.
- » Always wear full safety gear if you travel on a motorbike or scooter.
- » Watch out for cyclists when entering and exiting parking spots and when opening your car door.
- » When riding a bike, always wear a bicycle helmet and **"be bright at night"** by fitting lights to your bike.
- » Report hoon behaviour to the **Hoon Hotline** on 1800 333 000.
- » Never exceed the speed limit, but also remember that it's a limit, not a target, and always drive to the conditions.
- » Share the road by being mindful of all other road users.
- » Plan your journey so that you know what conditions are going to be like and allow plenty of time for your journey so you don't feel the need to rush.
- » Identify a safe route to school for your children and teach them to use that route.
- » Assist a young driver to get 120 hours of supervised driving practice, making them safer when they become a probationary driver.
- » Consider becoming an L2P mentor to help a young driver without access to a supervisor get vital driving practice.
- » Direct young drivers to **SaferPplaters.com.au** to reduce their risks in their first years of driving

Safer Vehicles

- » Make sure that your next car is ANCAP 5 Star Safety rated and lobby your employer to provide the safest car in its class if you use work vehicles.
- » Consider using an intelligent speed assist device to make sure you don't exceed the speed limit.
- » Ensure your car is always in roadworthy condition and is regularly maintained.

In line with the Safe System approach and recognising that we all have a shared responsibility to make our roads safer, here are some of the ways that we can make a difference.

9

WHAT MOORABOOL SHIRE COUNCIL WILL DO

Moorabool Shire Council, like all Local Government Authorities, has important roles to play in improving road safety, including:

- » As a Road Authority, we have a primary responsibility for the safety of the roads we own and manage, including a duty of care towards road users.
- » As a Planning Authority, we have a duty to consider the implications of decisions regarding land use and developments and ensure that road safety is not compromised.
- » As an employer and fleet operator we have a duty to ensure the safe operation of our staff and vehicles (applying these principles and practices to our contractors) and to provide leadership to other organisations and the broader community in improving standards.
- » Lobbying higher levels of government for funding transport infrastructure and services which will benefit the community and for changes to legislation which may have a particular impact on its community, e.g. aspects of police traffic enforcement.
- » Engaging and empowering its community in relation to road safety issues, in encouraging safe road user behaviour, and in coordinating local resources for better road safety outcomes.

This strategy sets out a framework for improvement.

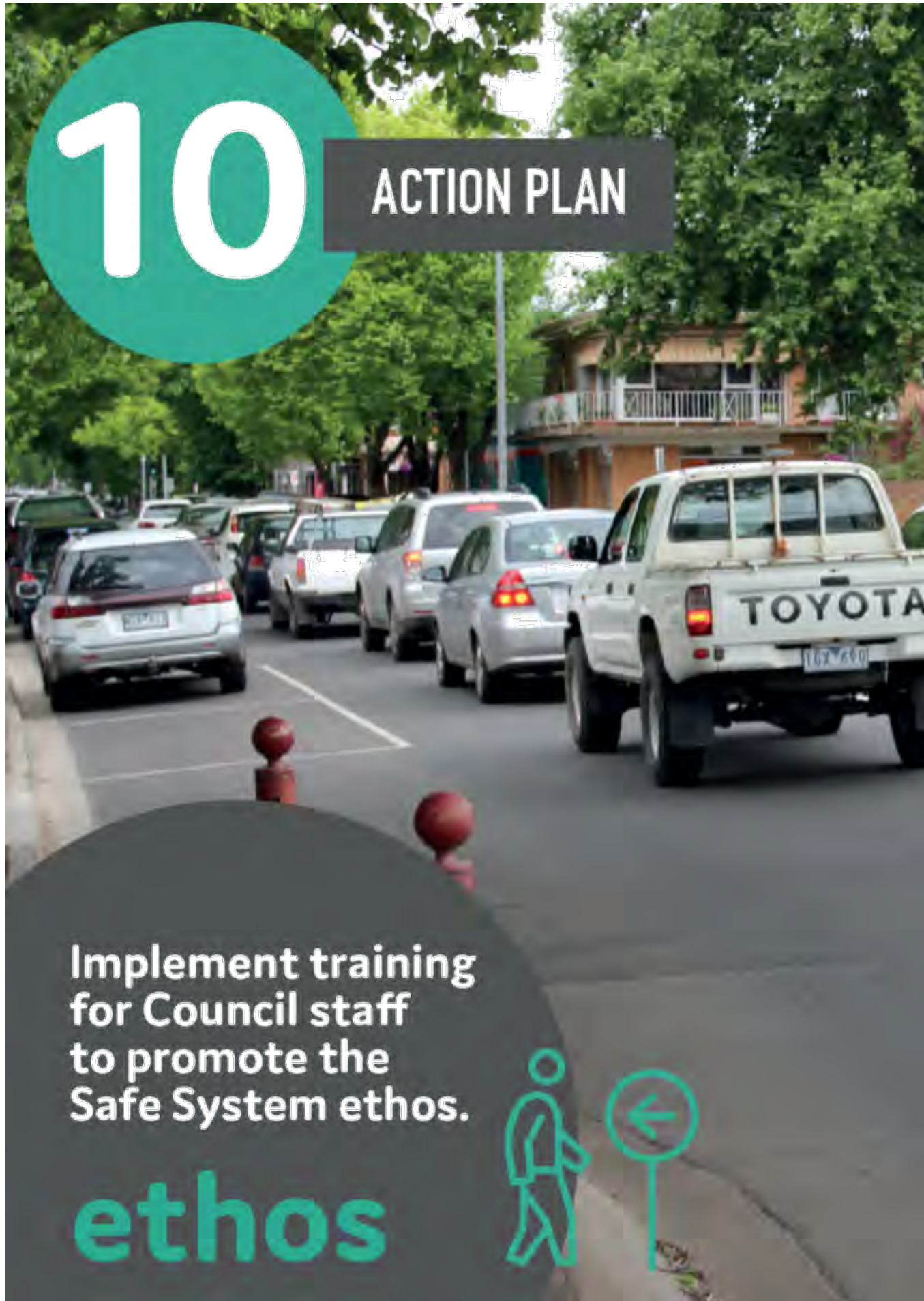
Together with our road safety partners and a more engaged community we can continue to improve road safety within the Shire for all road users - residents and visitors alike.

improvement

We are committed to improving road safety and the Towards Zero target of zero deaths and serious injury crashes on our roads. We will continue to play our part in a Victorian Road Safety Strategy.

Our road safety data, engineering and roads management experience and community feedback has helped us to identify broad safety improvement themes.

- 1. We will embrace the Safe System approach,** act as an exemplar and encourage others to do the same. This means that we will integrate the Safe System principles into our way of working, including the way that we plan, design, deliver, maintain and operate our road network. We will also build the Safe System capabilities of our staff, including following best safety practices when driving for work. See Action Plan Theme 1.
- 2. We will address the most severe risk locations and risk factors on our roads.** Road safety risks on Council managed roads will be investigated through regular planned inspections, through inspections prompted by community feedback and in response to crashes and crash history. Council will undertake road safety improvements based on evidence of need, value for money and prioritisation of resources. See Action Plan Theme 2.
- 3. We will promote the use of safe vehicles.** Modern vehicles with best in class safety features are much safer for drivers, passengers and other people. Council will continue to operate a fleet of vehicles with a 5-star ANCAP rating and will promote safe vehicles and safe driving policies with its service providers and wider industry. See Action Plan Theme 4.
- 4. We will encourage people to travel at safe speeds.** Council recognises the critical impact that speed has on road safety outcomes and will continue to conduct speed zone reviews as an important part of its Local Area Traffic Management Plan. Council supports the principle that speed limits should reflect the operating environment and be consistent across the Shire. We will work with the Department of Transport to achieve this, and also with Victoria Police and the community to address locations where speeding is perceived to be an issue. We will support initiatives that improve compliance with speed limits. See Action Plan Theme 3.
- 5. We will reduce risks for active transport users,** recognising how important this is for a healthy sustainable community and that pedestrians and cyclists are particularly vulnerable. We will continue to deliver the actions set out in our Moorabool Hike and Bike Strategy (June 2014) and Bacchus Marsh Integrated Transport Strategy (December 2015). We will work with schools to support and promote walking and cycling and ensure that pedestrian and cyclist safety is considered in all future planning programs. See Action Plan Theme 5.
- 6. We will engage with the community** to encourage and support safer behaviours. Opportunities will be identified and exploited to raise awareness and encourage appropriate behaviours relating to driver distraction and sharing the road with other vehicles, particularly large vehicles and cyclists. Engagement will be two-way, and the community will be able to input their ideas and views through various forums and communication channels such as Council's website. See Action Plan Theme 6.
- 7. We will work with road safety partners** to deliver the best possible safety solutions on both our local roads and arterial roads and freeways. Safety is a network wide and multi-faceted issue and, in keeping with the Safe System principle of 'shared responsibility', it is critical that we work hand in hand with safety partners such as the Department of Transport, Regional Roads Victoria, Victoria Police, State Emergency Service, Country Fire Authority and RoadSafe Central Highlands. Additionally, we will seek Federal and State Government funding where appropriate. See Action Plan Theme 7.



1. Safer System Approach We will embrace the Safe System approach and promote its application.

Initiative	Action	Performance Measure	Timeframe	Delivery Team
1.1	Council to formally commit to the Safe System approach and Towards Zero targets.	<ul style="list-style-type: none"> Formal internal launch of the Road Safety Strategy. Public launch of Road Safety Strategy on Council Website. 	2020	Communications and Asset Management Units
1.2	Implement training for the appropriate Council staff to promote a Safe System ethos.	<ul style="list-style-type: none"> Council leaders and senior management with road related responsibilities to be trained in Safe System principles. All staff involved in planning, design, construction, maintenance, landscaping and operations of roads to be trained in Safe System principles and best practice. 	2020-21	Asset Management Unit
1.3	When responding to the design for new developments road safety outcomes will be a priority consideration using the Safe System Principles.	<ul style="list-style-type: none"> Introduce a Safe System Principles check and allocate responsibility for its application. Introduce Road Safety Design Audits for new development works, where appropriate. 	2020-21	Planning and Engineering Services Units

2. Safer Roads We will address the most severe risk locations and risk factors on our roads.

Initiative	Action	Performance Measure	Timeframe	Delivery Team
2.1	Conduct road safety investigations and/or risk assessments in areas of high priority.	<ul style="list-style-type: none"> Undertake audits/assessments of routes with high crash rates. Undertake assessments of road configuration, alignment and traffic volumes to inform a program of road upgrades (see initiative 2.2). Introduce a Safe Systems principles check on road infrastructure upgrades, including signage and line marking improvements. Undertake an audit of Trunk Collector, Collector and Access 1 roads for the delineation improvements, including centrelines, edge lines RRRMs, signage and guideposts. 	2020-24	Asset Management Unit
2.2	Implement a program of delineation improvements on local roads.	<ul style="list-style-type: none"> All delineation improvements identified in the audit for Trunk Collector, Collector and Access 1 roads collated and referred to the Long Term Capital Improvement Program. 	2020-24	Asset Management Unit
2.3	Undertake road upgrades where warranted, as part of the Long Term Capital Improvement Program.	<ul style="list-style-type: none"> Include a program of road widening and upgrades in the Long Term Capital Improvement Program for implementation. Undertake a program of intersection sealing where gravel roads intersect with sealed roads. 	Annual	Asset Management and Engineering Services Units
2.4	Continue to conduct regular road inspections that will include identification of tree management and nature strip regulation requirements to ensure the safety of road users.	<ul style="list-style-type: none"> Expand Road Management Plan (RMP) inspections to include carriageway clearance for heavy vehicles in the next RMP review. Develop an infrastructure policy for nature strips that integrates the Safe System approach to road safety. 	2021	Operations Services and Asset Management Units
2.5	Develop a procedure for providing protection from roadside hazards where new works are undertaken based on road hierarchy, default speeds and traffic volumes.	<ul style="list-style-type: none"> Guidance written and integrated into procedures for new works. 	2021-22	Engineering Services Units
2.6	Work with developers to ensure new developments are designed and built to cater for local area traffic management needs.	<ul style="list-style-type: none"> Develop and implement a process that requires developers to design and build new developments with local road transport needs in mind. 	2021-22	Engineering Services and Planning Units

action plan continued

3. Safer Speeds We will encourage people to follow the 10 to 100 rule.

Initiative	Action	Performance Measure	Timeframe	Delivery Team
3.1	Continue to review speed zones within the Shire to address areas of high speed and ensure that speed limits align with Safe System principles.	<ul style="list-style-type: none"> Ensure that Safer Speed is always considered as part of the Local Area Traffic Management process. Advocate for new safer speed limits where appropriate. 	Ongoing	Asset Management Unit
3.2	Monitor speeding and other unsafe road user behaviour.	<ul style="list-style-type: none"> Review community feedback in relation to speeding and rat-running. Notify Victoria Police of areas identified as having issues with speeding or/road behaviour. 	Ongoing	Asset Management Unit

4. Safer Vehicles We will promote the use of safe vehicles.

Initiative	Action	Performance Measure	Timeframe	Delivery Team
4.1	Review and update Council's Fleet Policy	<ul style="list-style-type: none"> Review and update Council's Fleet Policy to incorporate latest appropriate vehicle safety developments. Fleet Policy to include a minimum 5-star ANCAP safety requirement. Develop and implement Council's Safe Driving Policy. 	2021-2022	Finance Unit
4.2	Encourage safe driving and use of safe vehicles.	<ul style="list-style-type: none"> Investigate the viability of specifying minimum safety standards for Council service provider vehicles. Ensure Council complies with National Heavy Vehicle Regulator chain of command requirements. 	2021-2022	Finance and Governance Units

5. Safer People We will encourage active transport.

Initiative	Action	Performance Measure	Timeframe	Delivery Team
5.1	Continue to complete inspections to ensure pathways are clear and accessible allowing the community to walk around the neighbourhood safely.	<ul style="list-style-type: none"> Conduct proactive and reactive inspections in accordance with Council's RMP. 	Ongoing	Asset Management Unit
5.2	Implement pedestrian improvements identified through the Local Area Traffic Management Process.	<ul style="list-style-type: none"> Include the identified list of works in the Long Term Capital Improvement Program, as appropriate. 	Ongoing	Asset Management Unit
5.3	Improve safety and connectivity for pedestrians and cyclists through the use of shared paths and bicycle lanes.	<ul style="list-style-type: none"> Conduct an audit of the existing shared path network to assess signage, markings and hazards. Include priority recommendations in the Long Term Capital Improvement Program. 	2021-22	Asset Management Unit
5.4	Ensure new developments are designed and built to cater for active and public transport.	<ul style="list-style-type: none"> Develop and implement a process that requires developers to design and build new developments with active and public transport in mind. 	2020-21	Engineering Services and Planning Units

6. Safer People We will engage with the community.

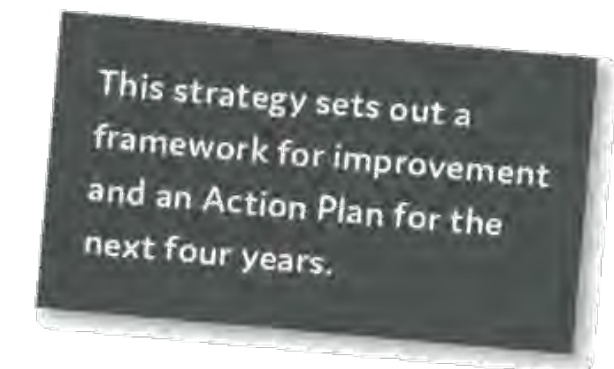
Initiative	Action	Performance Measure	Timeframe	Delivery Team
6.1	Promote community road safety messaging through Council's Moorabool Matters and social media channels.	<ul style="list-style-type: none"> Participate in National Road Safety Week annually and promote within the community. Share messages and information from road safety partners to the community. 	Ongoing	Communications Unit
6.2	Support education campaigns for older road users.	<ul style="list-style-type: none"> Support delivery of campaigns for safe walking, mobility scooters, driving and the use of public transport. 	2021-22	Aged & Disability Unit
6.3	Support education campaigns for younger road users.	<ul style="list-style-type: none"> Support delivery of campaigns for safe driving. Targeted messages may include: <ul style="list-style-type: none"> Towards Zero; Westam Highway Safety; Motorcycle Programs; LaP Program; Fit to Drive; Looking After Your Mate's Program; Road Safety Week; and Stop, Revive, Survive. 	2021-22	Child, Youth and Family Unit
6.4	Assist RoadSafe Central Highlands, Transport Accident Commission and Regional Roads Victoria to promote targeted road safety messages and programs.		Ongoing	Communications Unit

7. Working Together We will work with our Road Safety Partners.

Initiative	Action	Performance Measure	Timeframe	Delivery Team
7.1	Support road safety partners to promote road safety.	<ul style="list-style-type: none"> Support Regional Roads Victoria to promote infrastructure improvements on arterial road problem locations. Work with Public Transport Victoria and bus service operators to improve the safety of public transport and links for pedestrians and cyclists. 	Ongoing	Asset Management Unit
7.2	Proactively seek opportunities to apply for funding and grants to address road safety outcomes.	<ul style="list-style-type: none"> Review all available grant funding schemes and prepare a provisional and prioritised program of applications (including Blackspot Funding, TAC etc). 	Annual	Asset Management Unit
7.3	Council to attend RoadSafe Central Highlands meetings	<ul style="list-style-type: none"> Attend bimonthly meetings, provide data to inform the meetings and proactively support appropriate actions. Provide support in road safety promotional activities. 	Bimonthly	Asset Management Unit



Moorabool Community | Road Safety Strategy





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15.2 LOCAL AREA TRAFFIC MANAGEMENT PLAN (STAGE 3); DARLEY**Author:** Lace Daniel, Coordinator Asset Management**Authoriser:** Phil Jeffrey, General Manager Community Assets & Infrastructure**Attachments:**

1. Local Area Traffic Management Plan Darley
2. Existing Conditions Assessment (Stage 3)

PURPOSE

Following significant public consultation processes, the purpose of this report is to present the final Local Area Traffic Management Plan (Stage 3) Darley to Council for adoption.

EXECUTIVE SUMMARY

- To address the traffic impacts of growth within the Bacchus Marsh township and to help inform planning and management of road space usage, a Local Area Traffic Management Study (Stage 3) Darley has been completed and final plan developed.
- As Bacchus Marsh continues grow, there has been a significant increase in the number of traffic related enquiries. The purpose of a Local Area Traffic Management (LATM) Study is to view traffic management on a precinct basis rather than by individual location.
- The study area for Stage 3 is Darley, which extends from the north of the Western Freeway to Albert Street and is bounded by the Lerderderg River to the east. Stages 1 and 2 encompassed Bacchus Marsh central.
- The development of a LATM Study supports key infrastructure objectives from the 2017-21 Council Plan and Bacchus Marsh Integrated Transport Strategy.

RECOMMENDATION**That:**

1. Council adopts the Local Area Traffic Management Plan Stage 3 (Darley) and requests that a copy be made available on Council's website.
2. Officers write to residents within the LATM Study area, thanking them for their input and advising of Council's decision.
3. Projects within the LATM Plan be referred to the Long Term Capital Improvement Program.

BACKGROUND

The Bacchus Marsh Integrated Transport Strategy (BMITS) presents the vision for the transport network for Bacchus Marsh. One of the key recommendations of the strategy is to 'introduce the use of Local Area Traffic Management (LATM) studies and refer recommendations to Council's Capital Improvement Program'.

The preparation of a LATM study within a precinct of Bacchus Marsh aims to improve traffic management and road safety within the area. The LATM study which has been funded in the 2019/20 budget, seeks to view traffic management and associated treatments on a precinct basis rather than by individual street.

At present, Council receives a high volume of traffic related customer enquiries from the community that, due to the lack of such a precinct plan, are considered in isolation. This creates an ad hoc approach to traffic issues and the implementation of traffic management solutions.

The development of a LATM study will assist in providing a consistent approach to traffic related issues in the local area and also supports key infrastructure objectives from the 2017-21 Council Plan.

The study area for Stage 3 is Darley, which extends from the north of the Western Freeway to Albert Street and is bounded by the Lerderberg River to the east.

The LATM Objectives

The preparation of a LATM plan considers both the technical and community aspects and is intended to meet a number of key objectives, with consideration to the likely impact on the surrounding network:

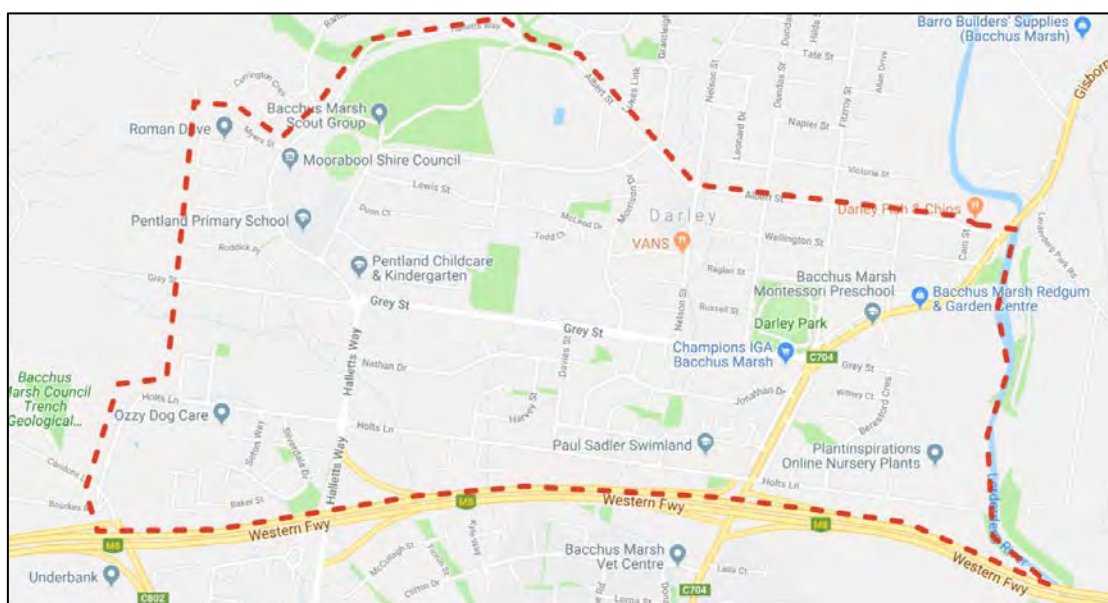
- Provide an integrated approach to managing traffic in local areas across all transport modes, through:
 - Investigating and addressing connectivity and safety along local travel routes;
 - Consideration and integration of local land uses and their specific needs;
 - Use of appropriate and effective traffic calming measures;
 - Making efficient and appropriate use of local on-street car parking provisions;
 - Ensuring that future population growth and transport demand are understood and accounted for; and
 - Defining the function of local streets as appropriate to their surrounding land uses, pedestrian, cycling and traffic volumes, natural features, and connectivity to surrounding areas.
- Reduce traffic volumes and speeds in local streets;
- Increase amenity and improve safety and access for residents, especially pedestrians and cyclists;
- Provide guidance for planners and engineers associated with the design, development and management of residential precincts;
- Ensure that transport issues are addressed in a manner that balances amenity, safety and mobility for all transport modes;
- Improve the environment, economic and social outcomes of the area;
- Identifying future priority projects to be considered for inclusion in Council's Capital Improvement Program; and
- Ensure the local community are engaged and consulted in the identification of issues and the development of treatments to mitigate these issues.

The LATM Area

The township has been divided into three key areas for the purpose of undertaking LATM studies over the coming years:

- LATM Area 1 Darley;
- LATM Area 2 Bacchus Marsh (completed); and
- LATM Area 3 Maddingley.

Area 1 (Darley) forms the focus area for the third LATM study to be undertaken, and two individual precincts have been recommended in order to stage the development of the studies over 2019/20 and 2020/21 (pending approval). The area for the current LATM study is outlined below.



The LATM Process

The following key activities will be undertaken as part of the development of the LATM study:

1. Existing Conditions Assessment	
Initial works: <ul style="list-style-type: none"> ▪ Review of background information pertaining to the study area and other documents that may have an impact on key decisions. ▪ Preparation of a Project Management Plan and Community Engagement Plan. ▪ On-site inspections of the study areas to gain a thorough understanding of the existing conditions. 	Complete
Community consultation letter and online survey (electronic and print distribution and use of interactive mapping) relating to traffic issues in the local area.	Complete
Collection and analysis of traffic data.	Complete
Preparation of an Existing Conditions Assessment Report.	Complete
2. Development of Draft LATM Plan	
Preparation of draft concept plans and proposed LATM treatments.	Complete

Preparation of draft LATM plan.	Complete
Community consultation letter and web survey (electronic and print distribution, and interactive map).	Complete
Community engagement workshops (2) at Darley Civic Hub Pavilion.	Complete
3. Finalisation of LATM Plan	
Collation of results of community engagement.	Complete
Final LATM Study Report and Plan.	Complete
Presentation to Council for endorsement.	March 2020
Final community consultation letter.	March 2020

The LATM Study involved extensive consultation with the community to help identify local traffic issues and potential improvements, in conjunction with engineering investigations in addition to the collection of traffic volume and speed information, and review of publicly available crash data.

The community consultation component of the study included two phases of engagement involving letter drop and an online interactive map as well as two community workshops, in order to understand the community's thoughts regarding necessary areas for improvement, as well as the suitability of proposed treatments.

Throughout the project consultation phases, almost 500 individual engagements with the community occurred via the different feedback mechanisms (online and face to face), including information on traffic issues being experienced, suggesting remedial actions and providing feedback on proposed treatments.

PROPOSAL

The objective of this study was to prepare a Local Area Traffic Management (LATM) plan for stage 3, which addresses the main traffic issues in the Darley area and reflects the requirements and expectations of the local community.

Information collected from the various consultation methods was used in conjunction with traffic data to provide the basis for formulating recommendations. The key issues identified generally related to traffic concerns such as heavy vehicle volumes, pedestrian and cyclist safety, traffic speed, irresponsible driving and traffic volumes.

Following the draft plan being presented to Council, a further phase of consultation resulted in some minor amendments to the plan (refer pages 3 and 4 of the document) including the following:

- Inclusion of a new footpath on Halletts Way, between Holts Lane and Grey Street
- Inclusion of a speed hump on Taylor Drive
- Inclusion of speed humps on Wittick Street
- Removal of two speed humps from Morrison Drive
- Inclusion of a modified intersection at Morrison Drive and Sheldon Avenue
- Amendment to the location of one speed hump on Nathan Drive
- Minor amendments to wording within the plan

Based on the preceding assessment undertaken by Cardno and community feedback on the proposed LATM Plan, the below list of treatments were developed.

Treatment ID	Treatment	Location	Cost (Estimate Only)	Total Score (10)	Priority
T015	Speed Hump	Wittick Street	\$8,000	8.5	High
T025	speed limit change	Halletts Way	\$1,000	8.25	High
T020	roundabout upgrades	Holts Lane	\$20,000	8	High
T018	roundabout upgrades	Albert Street	\$20,000	7.75	High
T019	roundabout upgrades	Halletts Way	\$20,000	7.5	High
T012	Speed Hump	Jonathan Drive	\$12,000	7.42	High
T004	Footpath	Jonathan Drive	\$72,250	7.315	High
T010	Speed Hump	Davies Street	\$4,000	7.19	High
T024	Centerline	Nathan Drive	\$2,000	7.125	High
T002	Footpath	Davies Street	\$34,000	7	Medium
T003	Footpath	Holts Lane	\$93,500	7	Medium
T006	Footpath	Myers Street	\$7,000	7	Medium
T011	Speed Hump	Holts Lane	\$8,000	7	Medium
T017	raised intersection	Davies Street	\$18,000	6.99	Medium
T009	Footpath	Wittick Street	\$42,500	6.8	Medium
T005	Footpath	Morrison Drive	\$51,000	6.75	Medium
T023	Modified T-Intersection	Morrison Drive	\$15,000	6.75	Medium
T008	Footpath	Wellington Street	\$21,250	6	Medium
T021	Pedestrian Crossing with Road Narrowing	Fitzroy Street	\$40,000	6	Medium
T014	Speed Hump	Nathan Drive	\$8,000	5.915	Medium
T013	Speed Hump	Morrison Drive	\$8,000	5.54	Medium
T016	raised intersection	Albert Street	\$36,000	5.5	Medium
T007	Footpath	Nathan Drive	\$63,750	4.835	Medium
T022	Pedestrian Crossing	Holts Lane	\$20,000	4.7	Medium
T001	Footpath	Beresford Crescent	\$42,500	4.76	Low
Total			\$667,750		

Following the LATM process undertaken as outlined above, it is now recommended that Councillors adopts the Local Area Traffic Management Plan (Stage 3) Darley.

COUNCIL PLAN

The Council Plan 2017-2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1A: Our Assets and Infrastructure

The proposal is consistent with the Council Plan 2017 – 2021.

FINANCIAL IMPLICATIONS

The development of the LATM Plan is a funded project, included in the 2017-21 Council Plan.

The total estimated value of treatments (Council) recommended in this plan is approximately \$670,000. Implementation of minor treatments may be able to be completed within existing budgets and other major treatments will be referred to Council’s Long Term Capital Improvement Program for consideration. Where applicable, grant funding may also be sought to assist in the implementation of treatments.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial	Inadequate financial management resulting in insufficient funds to complete the project.	Low	Adequate project scope and budget, procurement process, ongoing supervision of project financials.
Community expectation	Community expectation of key project outcomes outside of the project scope.	Low	Well scoped community consultation process and documentation, clear project objectives documented.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult and Involve	Residents within the study area	Direct mail out, online and face to face engagement	Various	August 2019 & December 2019	Residents encouraged and supported to provide feedback on key issues and draft documents
Consult and Involve	Wider community	Online and face to face engagement	Various	August 2019 & December 2019	As above
Inform	Residents within the study area	Direct mail out, online engagement	Various	December 2019	As above
Inform	Wider community	Online engagement	Various	December 2019 to	As above

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
				January 2020	
Inform	Residents within the study area and wider community	Direct mail out, online engagement	Various	March 2020	Residents advised of the final outcome

Community participation is an important component of the study to assist in understanding the local issues. Significant community consultation was be undertaken throughout the project, including the following:

- Direct mail outs to the study area;
- Community questionnaire (electronic);
- Interactive online mapping tool;
- Online engagement (Council website and social media pages);
- Community workshops (2) in Bacchus Marsh; and
- Reports to Council (2).

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER’S DECLARATION OF CONFLICT OF INTERESTS

Under section 80C of the *Local Government Act 1989* (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Jacquie Younger

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Phil Jeffrey

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

To address the traffic impacts of growth in the Bacchus Marsh township and help inform planning and management of road space usage, a LATM Study (Stage 3) Darley has been completed and final plan developed.

It is now recommended that Council adopts the Local Area Traffic Management Plan (Stage 3) Darley.

Final LATM Plan

Bacchus Marsh Local Area Traffic Management Study – Area 1

V190895



Prepared for
Moorabool Shire Council

7 February 2020





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Matthew Ballard
 Principal

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Document History

Version	Effective Date	Description of Revision	Prepared By	Reviewed By
F01	30/01/20	Draft Report	Kaitlin Chuo	Matthew Ballard
F02	07/02/20	Final Report – First Submission	Kaitlin Chuo	Matthew Ballard

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Executive Summary

Cardno was engaged by Moorabool Shire Council in July 2019 to develop a Local Area Traffic Management (LATM) plan for Stage 3 of the Bacchus Marsh study area in Darley (Area 1) between Albert Street and Western Freeway.

An LATM study is a formal way of addressing community concerns within the study area including, traffic, pedestrian and cyclist related issues within the local streets, whilst reflecting the requirements and expectations of the local community.

The initial consultation process involved the utilisation of an online interactive survey tool, namely Social Pinpoint, in September 2019, where local residents were invited to pinpoint key issues within the area. A total of 186 responses were received.

Community feedback received from the initial questionnaire survey was analysed together with a detailed existing conditions assessment to develop a Draft LATM plan proposal.

The draft plan was prepared and presented to the residents and businesses for initial consultation via Social Pinpoint. The public was also invited to attend community consultation sessions in person and provide additional feedback to the project team. The key traffic and transport issues the draft plan aimed to address included:

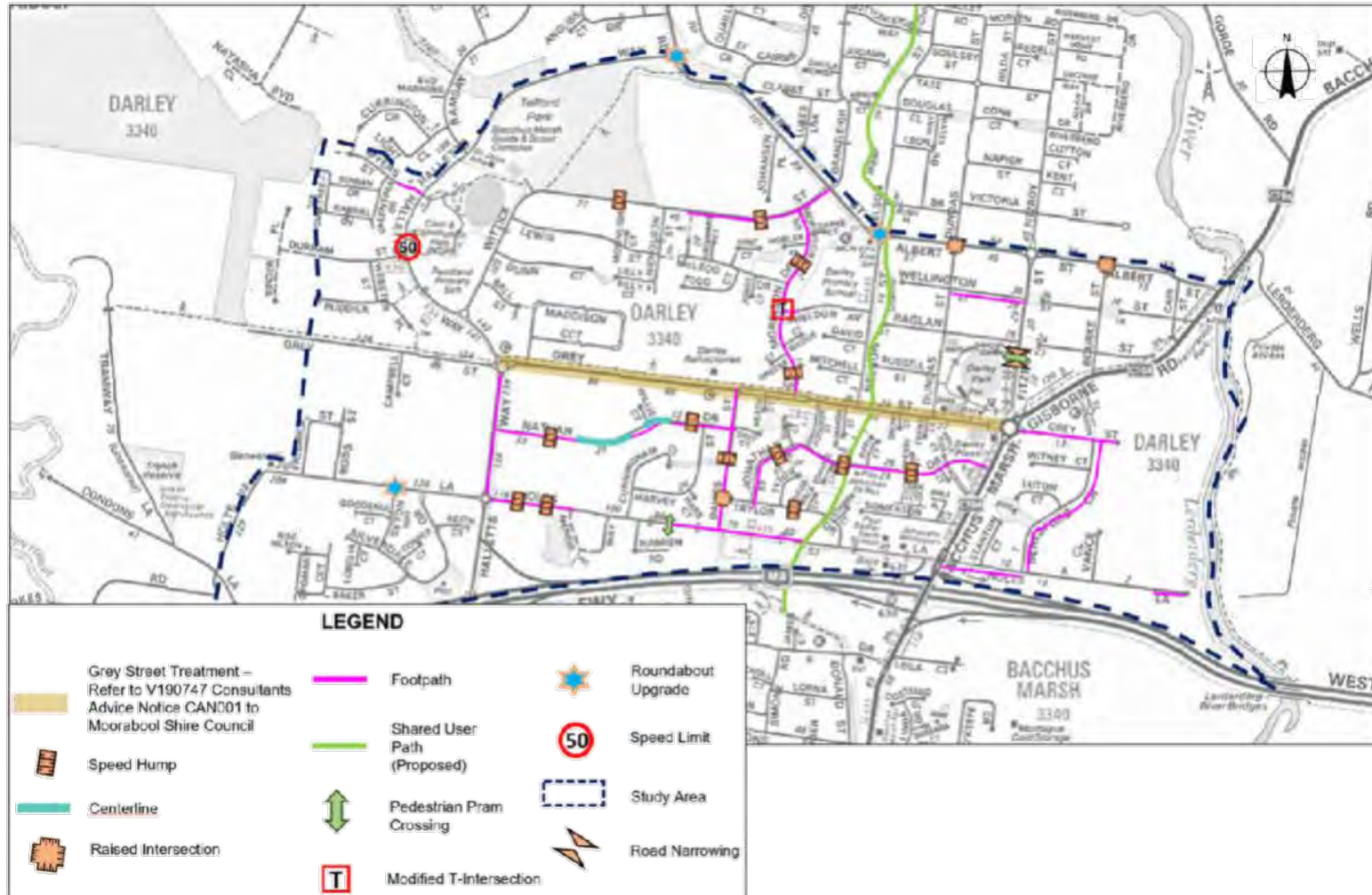
- > **Speeding:** Particularly on Grey Street and Albert Street;
- > **Pedestrian Safety:** there is a general lack of footpath facilities throughout the area. Residents were also concerned about the lack of crossing facilities around the shopping area at the southwestern corner of Grey Street and Gisborne Road;
- > **Congestion:** the congestion on Gisborne Road is impairing the access to the local streets that are connected to Gisborne Road; and
- > **Heavy Vehicles:** Particularly on Albert Street.

Community feedback was an important component of the study, and provided valuable insight to the importance of each treatment for the local area, as well as the benefit each treatment provided. A number of additional measures were subsequently included to address other concerns raised by the community.

Following further investigation, and having regard to the community consultations and feedback conducted during the study, a Final Local Area Traffic Management Plan was prepared as shown on the following page, and Appendix B, along with a priority ranking and associated cost estimate for each nominated measure. The treatments outlined within the final plan are to be funded as part of Council's Capital Works Program, when funding becomes available.



Final LATM Plan



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1 Introduction

Cardno has been engaged by Moorabool Shire Council to undertake a Local Area Traffic Management (LATM) study for the Bacchus Marsh Area. The study is being undertaken in response to increased population growth and subsequent traffic congestion, and is in direct response to recommendations within the Bacchus Marsh Integrated Transport Strategy.

The following report provides a Final LATM Plan to respond to feedback from the community consultation sessions on the Draft LATM Plan. This report should be read in conjunction with the Existing Conditions Assessment (Document Reference V190895REP001D01) and the Draft LATM Plan (Document Reference V190895REP002F01).

In the course of preparing the Final LATM Plan, Cardno has consulted with Moorabool Shire Council to inform the measures proposed.

1.1 Study Area

The study area is bound by Albert Street / Halletts Way to the north, the Western Freeway to the south, Holts Lane to the west, and Lerderberg River to the east. The extent of the study area is generally shown in Figure 1-1.

Figure 1-1 Bacchus Marsh LATM Study Area Map



1.2 Existing LATM Measures

The existing traffic management devices currently implemented in the local area by Council are shown in Figure 1-2.

1.3 Proposed LATM Measures

A series of proposed LATM measures was prepared by Cardno to address the main traffic issues identified from the traffic data and community consultation data, in consultation with Council officers. These proposals were previously presented in the Draft LATM Plan, which was central to the community consultation process and crucial to the development of the Final LATM Plan.

The proposed Draft LATM Plan measures are shown in Figure 1-3 while the final LATM plan is shown in Figure 1-4.



Figure 1-2 Existing Traffic Management Measures

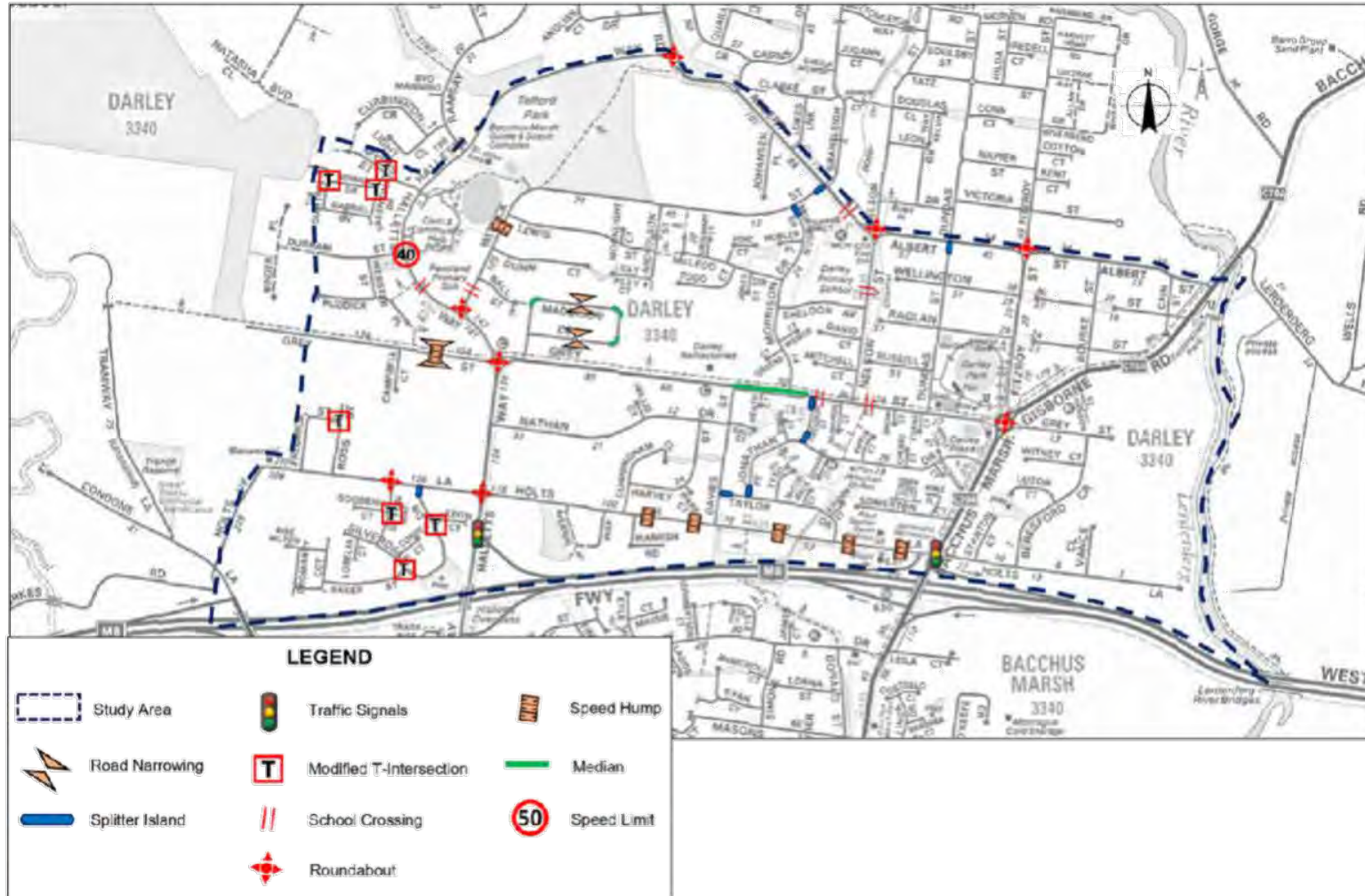
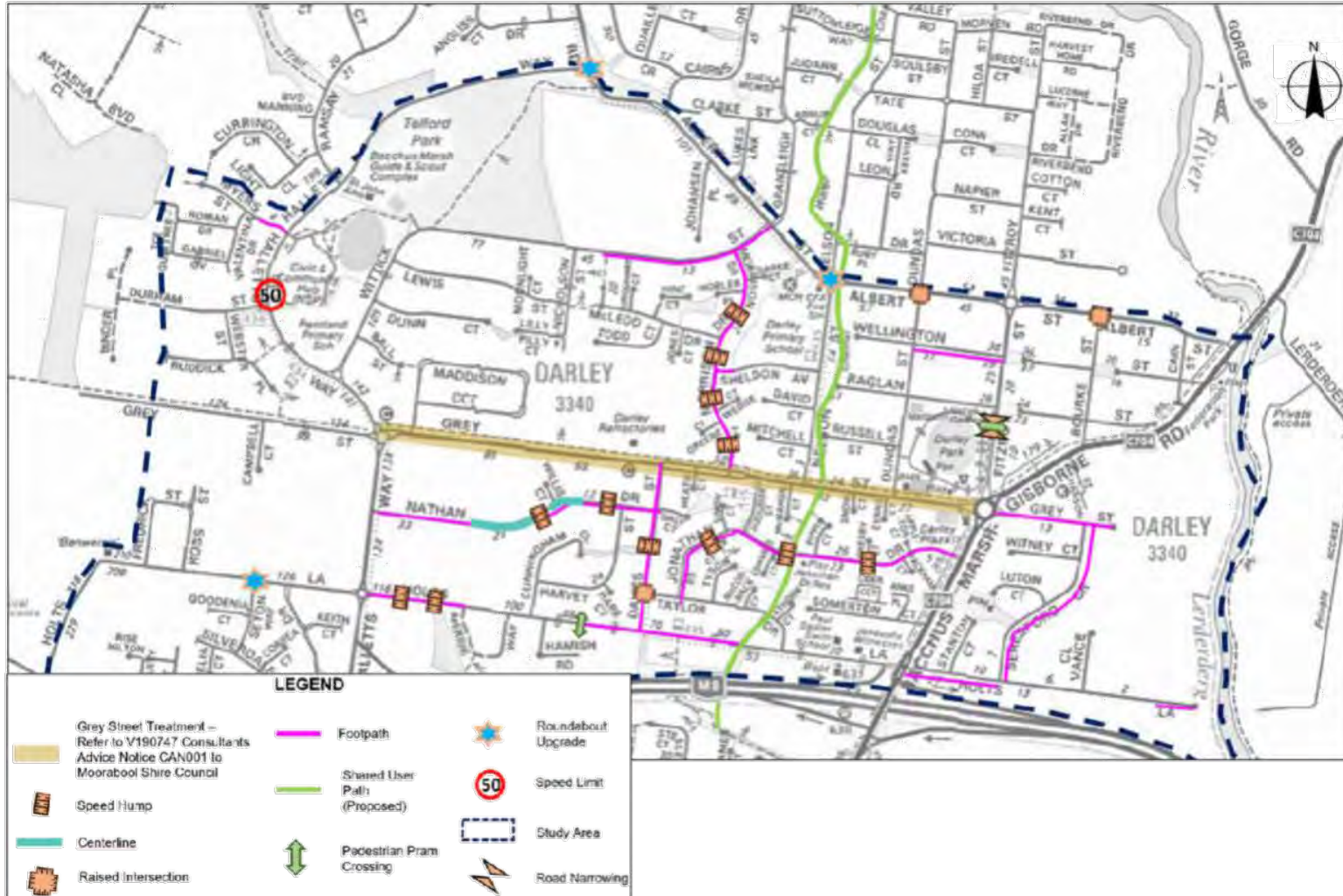




Figure 1-3 Proposed Draft LATM Measures

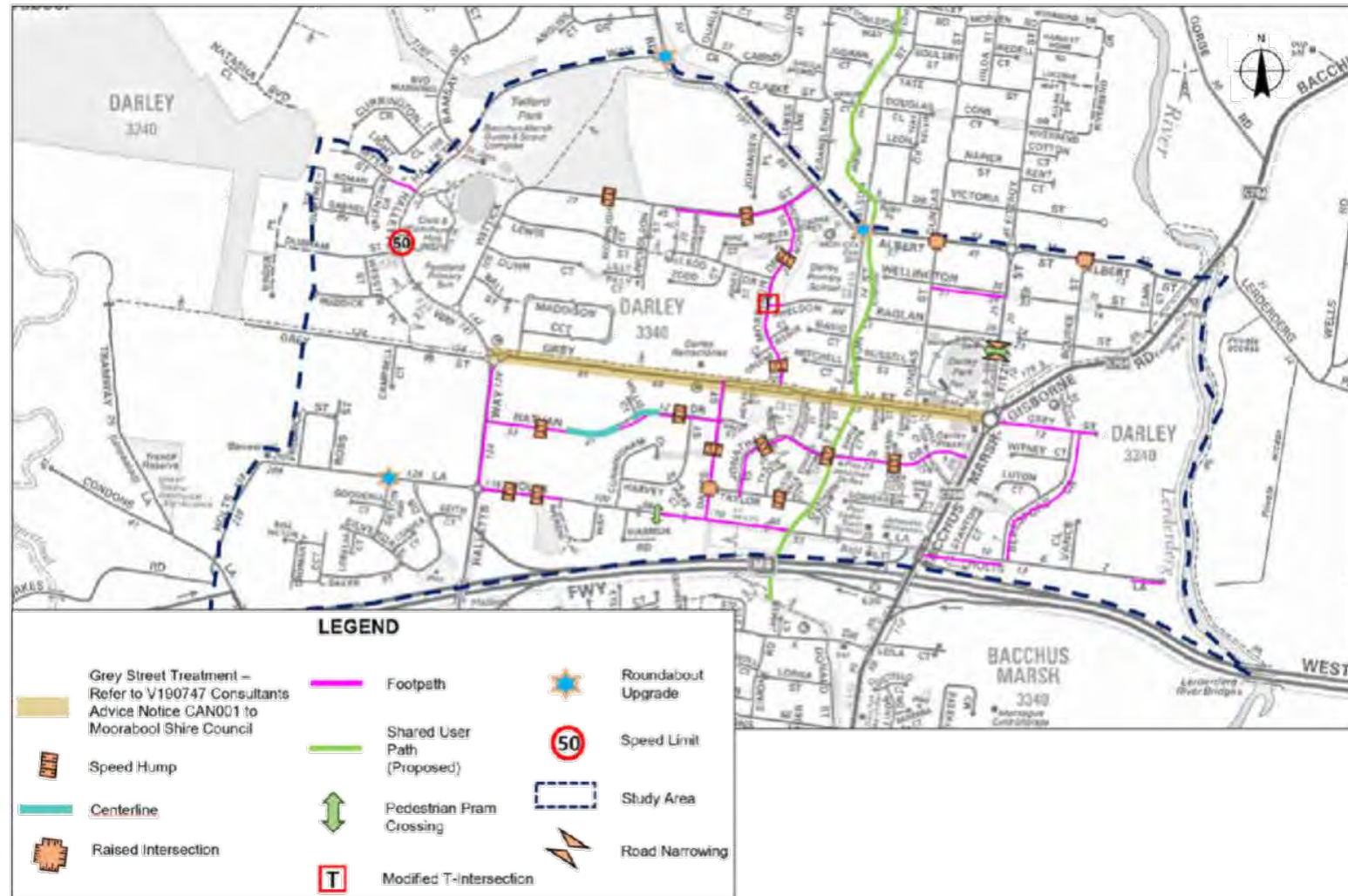


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Figure 1-4 Final LATM Measures



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2 Scope of This Report

2.1 Overview

The Final Local Area Traffic Management (LATM) Plan outlined in the following sections has been informed by Cardno's understanding of the study area as contained within the Existing Conditions Assessment (V190895REP001D01), the Draft LATM Plan (V190895REP002F01), and the findings of the Community Consultation.

The Final LATM Plan provides an overview of the community consultation process for the Draft LATM Plan, and the subsequent revisions to the plan in response to the community feedback.

It is imperative to understand that the scope of an LATM plan cannot directly impose measures on arterial roads managed by Department of Transport (DoT), as any works associated with maintenance or improvements to these roads cannot be undertaken by Council. However, an LATM plan nonetheless considers these roads at all stages and endeavours to accommodate the needs of the local community wherever possible.

Within the study area there is only one DoT operated road, which is Gisborne Road, operating in a north-south direction, located on the east part of the study area.

2.2 Complementary Projects

Cardno understands that a number of studies and projects are currently being undertaken by DoT, the Victorian Planning Authority, and Moorabool Shire Council that aim to address major concerns within the study area relating to traffic congestion and road safety. Significantly, it is understood that these studies and associated projects aim to address congestion along Gisborne Road/Grant Street (C704), as well as address concerns regarding heavy vehicle movements through the wider township. There is also a Grey Street Traffic Improvements study where Council seeks to better utilise the use of existing pavement and provide better pedestrian and cycling links.

Accordingly, it is noted here that this LATM study does not address community concerns relating to heavy vehicle movements and traffic congestion along Bacchus Marsh-Gisborne Road. Rather, this LATM study complements the broader studies being undertaken, whilst addressing concerns from the community regarding congestion and road safety within the local street network.



3 Community Consultation

3.1 Overview

Correspondence was sent to all properties within the study area on Thursday 5 December 2019, encouraging residents to visit haveyoursay.moorabool.vic.gov.au to view the draft plan and provide feedback on the proposed treatments via an interactive map or survey. The draft plan was also advertised in the local paper and on Council's social media advising that all residents are welcome to contribute.

Two drop-in community consultation sessions were held on Thursday 12th and Tuesday 17th December 2019 which allowed residents to view the plan in person, ask questions and have conversations around the recommendations.

At the drop-in sessions, Council and Cardno representatives provided background information about the LATM Study, the findings and observations, explained the proposed treatments, and sought the community's opinions on whether they supported the proposed plan, and if not, which elements of the proposed plan were they not supportive of. During the sessions, community members were asked to provide feedback on the Draft LATM plan, to allow for clarification, refinement, and identification of amendments to be incorporated into the Final LATM plan.

The interactive map provided descriptions of the proposed treatment at each location and the community's opinions were collected by asking whether they supported, partly supported, or do not support the treatment and/or its location. Additionally, interactive map users were prompted to indicate the priority ranking of the treatment on a five-point scale, with one being 'not urgent' to five being 'should be installed immediately'.

Responses to the proposed LATM plan were collated in electronic format through the interactive map until Friday 31st January 2020.

Copies of the letter and relevant consultation content are attached in Appendix A.

3.2 Drop in Session Response

Across the two community drop-in sessions, approximately 15 members of the community attended to provide detailed discussion and feedback about the Bacchus Marsh LATM Study. During these sessions, community members were invited to submit individual survey responses and place dots on maps of the Draft LATM Plan.

A total of 8 individual survey responses were received. A summary of the conclusions from key discussion points during the consultation and the individual survey responses are presented below:

- > Truck activities have increased throughout the area in the past decade;
- > Speeding issues throughout the study area;
- > There is need for LATM measures on Nathan Drive between No 25 and 37; and
- > Footpath installation on Wittick Street might interfere with property boundaries.

3.3 Online Interactive Map Response

The online interactive map recorded a total of 89 responses across 22 individual users.

A summary of the community's responses to the proposed LATM treatments is presented in Table 3-1.



Table 3-1 Online Interactive Map Responses

Treatment Type	Location	Responses					Average Priority Ranking
		Support	Partly Support	Don't Support	Total	% Support	
Speed Limit Change	Halletts Way	2	0	0	2	100%	4.5
Centerline	Nathan Drive	4	0	0	4	100%	3.25
Footpath	Davies Street	1	0	0	1	100%	4
	Holts Lane	3	1	0	4	100%	4
	Jonathan Drive	8	0	0	8	100%	4.63
	Morrison Street	3	1	0	4	100%	4.5
	Nathan Drive	1	0	2	3	33%	1.67
	Wittick Street	1	4	0	5	100%	2.6
	Pram Crossing	Fitzroy Street	1	0	0	1	100%
Holts Lane		0	0	1	1	0%	1
Raised Intersection	Albert Street	1	0	3	4	25%	2
	Davies Street	3	1	2	6	67%	4.3
Speed Hump	Davies Street	2	0	1	3	67%	3.67
	Holts Lane	1	0	1	2	50%	3
	Jonathan Drive	11	1	2	14	86%	3.4
	Nathan Drive	1	2	3	6	50%	2.83
	Morrison Drive	2	2	11	15	27%	2
Roundabout Upgrades	Albert St/Halletts Way	1	1	0	2	100%	3
	Albert St/Nelson St	1	1	0	2	100%	2.5
	Holts Lane/Seton Way	1	0	0	1	100%	4
Total		48	14	26	127	75%	3.2

As indicated in the above table, most of the proposed treatments received favourable responses with 16 of the 20 treatments receiving over 50% support. One notable observation regarding proposed speed hump on Morrison Drive is that the eleven "don't support" comments were made by two residents, whereas the four "support" and "partly support" comments were from four different residents.

The priority rankings for the proposed treatments were varied, with 7 of 20 treatments receiving a priority ranking of four or above (the treatment is considered urgent).

Six (6) treatments receiving a ranking of between three and four (the treatment is considered moderately urgent), with seven (7) treatments proposed receiving a ranking of less than three (the treatment is not considered urgent).

3.4 Other Non-LATM Comments

In addition to the comments relating to the LATM measures within the study area, several comments were received that are considered to be worthy of further investigation for other safety and operation related projects:

- > There is a visibility issue at the Halletts Way and Holts Lane roundabout for drivers;
- > The residents along the water channel parallel to Nelson Street have raised the concern that the proposed shared use path would be almost on the same level as the top of their house fences, thus allowing an obstructed view to their private backyard. The residents have requested design alternatives to provide more privacy; and
- > The roundabout of Links Road and Halletts Way needs to provide better crossing facilities for safer shared use path connection across the intersection.



3.5 Review of Community Responses

The responses from the community for each of the proposed LATM treatments that were considered a high priority, a low priority, were notably supported, or notably not supported, are detailed further in Table 3-2. This information is based on the responses to the community consultation sessions, the online interactive map, and other related correspondence.

Table 3-2 Detailed Community Feedback Summary

Treatment	Level of Support	Priority	Community Comments	Comments/Recommendation
Proposed 50 km/hr Speed Limit Change on Halletts Way	100%	4.5	None	-
Proposed Centerline on Nathan Drive	100%	3.25	"I understand that the center line would be for the full length of Nathan Drive and not just the section that has curb and channel."	Centreline is proposed only at the curves to guide vehicles to pass each other from opposite directions safely. Centerline on straight alignments would not be necessary.
Proposed Footpath on Davies Street	100%	4	None	-
Proposed Footpath on Holts Lane	100%	4	"Support all the way to Gisborne Road, for what reason would you partially lay footpath, pram crossing only to have a footpath end and people then walking on the road" "Footpaths all the way, down to traffic lights, don't understand why you would stop in sections" "consultation would be appreciated but fair enough in the footpath"	Footpaths are proposed to connect gaps between the existing footpaths.
Proposed Footpath on Jonathan Drive	100%	4.62	"Don't take out the corner indentation on Taylor and Davies as my visitors need to drive up that to avoid holding up local buses."	Concept design of the proposed LATM will be further consulted with affected residents prior to construction.
Proposed Footpath on Morrison Street	100%	4.5	None	-
Proposed Footpath on Nathan Drive	33%	1.7	"we have an acre block footpaths would take our country feel away not needed at all" "I don't consider there is a need. Children and others walking along Nathan Drive do not have nature strip obstructions that restrict walking. It is a problem if the people walking along Nathan Drive walk on the road because of the speed that cars travel along this road"	To improve travelling comfort and safety a paved footpath that is separate from the traffic lane is important, especially for more vulnerable road users such as children, baby prams, wheelchairs, etc. It can also assist to create a more "urban", slow-speed environment where motorists would be more cautious towards the other road users and decrease the severity and likelihood of crashes.



Treatment	Level of Support	Priority	Community Comments	Comments/Recommendation
Proposed Footpath on Wittick Street	100%	2.6	<p>"As a resident of one of the houses it would be great to have some consultation of what that would entail, where the path would cut into the current garden etc."</p> <p>"I support a footpath but as a resident who is affected, I would like consultation before trees and plants are uprooted to know exactly where it is going. I would like to transport what plants I can, trim what needs to be trimmed and move what we can. Landscaping of our area is affected. This land has been used and developed by the owner for some time and I feel we have cared for council land well, we deserve consultation before it is disrupted."</p> <p>"It all depends as where the footpath will be located and nobody can tell us! We went to the information day yesterday. All our properties have either retaining walls, gardens and trees that might have to be removed if the footpath is placed right next to our fence line. The retaining walls are there for a good reason as our blocks are extremely sloped and they keep the earth from spilling onto our driveways. The more viable and cost-effective option for the footpath would be on the opposite side to our houses, along the grassy strip. That way there is no disturbance to residents or services like NBN lines, electricity or water. Also, no removal of trees from residents' gardens, some who have nurtured their gardens to improve the streetscape for over 20 years. There is also a fire hydrant abutting our fence line so that should not be removed. If the footpath had to be placed on the houses side of the street, it should be placed at road level, in line with the gutters as council have done further down in Albert Street, that way no disturbance to residents' gardens or retaining walls. Where our house is located, the street dramatically slopes down to Albert Street and any footpath could become a water fall during heavy rainfall. As it is now, some houses have been flooded at the bottom of the street due to heavy rain as the water cascades down the street. The area in Albert Street where the footpaths have been placed alongside the road is close to the Darley Fish & Chip shop for your reference. Please consider the residents objections to having their gardens torn up, retaining walls demolished and damage to their property if a footpath is placed millimetres from our fence lines."</p>	<p>It is a valid concern that the installation of a footpath on Wittick Street between No 47 to Albert Street would require further investigation to avoid interfering with private property boundary line. Further consultation will be carried out with all the affected residents if the project progresses and detailed plans are prepared.</p>



Treatment	Level of Support	Priority	Community Comments	Comments/Recommendation
Proposed Pram Crossing on Fitzroy Street	100%	3	None	-
Proposed Pram Crossing on Holts Lane	0%	1	"Footpaths both sides of Holts Lane are more important than a pram crossing, I live at 92 Holts Lane and have women and children walking down hill on the road getting to the bus stop"	This does not detract from the proposal to provide a pram crossing.
Proposed Raised Intersections on Albert Street	25%	2	"I observe no traffic congestion here" "Main thoroughfare for emergency vehicles leaving Darley"	The purpose of raised intersection treatment is to slow down approaching speed from all directions to create a safer environment for all road users, rather than addressing traffic congestion. Emergency services will be included in the consultation process.
Proposed Raised Intersection on Davies Street and Taylor Drive	50%	4.3	"Speed hump needed in Taylor Drive because cars speed in Taylor to avoid Holts speed humps!" "if there's a traffic island further up Davies Street this is NOT necessary BUT a traffic island in Taylor street IS necessary as kids often play on the road, also there is a bend on the east end of the road that affects visibility, hence needs slower driving" "Think of the busses current is too small needs widening not raising" "Dangerous for BUSES Maybe think of flattening and enlarging the Taylor/Davies Street intersection" "But not a speed hump as well. Not necessary to do both"	One speed hump has been added to the final LATM plan. According to Austroads standards, speed calming devices need to be 75m-100m apart in order to be effective. The distance between the proposed raised intersection and proposed speed hump is roughly 100m. The raised intersection will be installed to cater for bus operation.
Proposed Speed Humps on Davies Street	67%	3.7	"A speed hump in Taylor Street more relevant."	One speed hump has been added to the final LATM plan.
Proposed Speed Humps on Holts Lane	50%	3	"Footpaths in both sides of the road, Pram crossings and still be walking on the road as there is no footpaths"	Footpath has been proposed on Holts Lane where there is no footpath on either side.



Treatment	Level of Support	Priority	Community Comments	Comments/Recommendation
Proposed Speed Humps on Jonathan Drive	86%	3.4	<p>"Due to the fact that Jonathan Drive has a lot of idiot drivers that speed and don't stop cars are likely to end up in houses. Yes something needs to be done but it's the Intersection of Jonathan Drive and Gisborne Road."</p> <p>"Speed Humps damage vehicle and unnecessarily restrict traffic flow."</p>	<p>The intersection of Jonathan Drive and Gisborne Road is under DoT jurisdiction and not part of this project.</p> <p>Due to the limitation of road width on Jonathan Drive there is no more effective LATM measure appropriate in this environment.</p>
Proposed Speed Humps on Nathan Drive	50%	2.83	<p>"1. A Speed Hump needs to be placed between Halletts Way and the Centre Line to slow driver speed prior to the S-bend in the road and the start of the downward grade. drivers tend to accelerate from Halletts Way and if they hit the hump on the down grade it could result in an accident.</p> <p>2. There is a break in the proposed footpath - is this intentional (if so why?) or is it just not completed?</p> <p>3. These improvements will assist in safety for motorists and residents, but please give further thought to the placement of the Street Humps. Thank you. Happy festive season."</p> <p>"Need to have at least one of the speed humps up near 40 Nathan as cars accelerate significantly when entering from Halletts Way at this point and there are young children living in this area."</p> <p>"This section of the road is very steep. The road, in conjunction with the speed humps, desperately need widening to provide increased safety."</p> <p>"Speed Humps damage vehicle and unnecessarily restrict traffic flow."</p>	<p>A speed hump has been added to the final LATM plan outside of No. 31 on Nathan Drive.</p> <p>Footpaths are proposed to connect gaps between the existing footpaths.</p> <p>Widening road width would not likely result in better road safety, but rather encourage higher operating speed.</p> <p>Similar to Jonathan Drive, Nathan Drive also has limited options for LATM measures due to its narrow road width.</p>
Proposed Speed Humps on Morrison Drive	27%	2	<p>"Too many speed humps for the length of the street"</p> <p>"Not quite sure why so many speed humps necessary"</p> <p>"Speed Humps damage vehicle and unnecessarily restrict traffic flow"</p> <p>"No data in the study to support this"</p> <p>"Living in Hine Court, Morrison Drive is my only path home. I do not believe there is any problem with traffic on Morrison Drive."</p>	<p>The four proposed speed humps have been reduced to two, with a modified T-intersection treatment proposed at the intersection of Morrison Drive and Sheldon Avenue.</p> <p>Morrison Drive is in close proximity to Darley Primary School, thus it is paramount that a slower speed environment is provided where children can be expected to frequently access.</p>



Treatment	Level of Support	Priority	Community Comments	Comments/Recommendation
Existing Roundabout Upgrade on Albert Street and Nelson Street	100%	2.5	"Must cater for emergency vehicles leaving adjacent station"	Emergency services will be included in the consultation
Existing Roundabout Upgrade on Halletts Way and Links Road	100%	3	"can't quite see what needs to change for the Halletts way/albert street one:	This roundabout has poor deflection for the left-turning vehicles from Albert Street turning into Halletts Way, thus creating a speeding risk.
Existing Roundabout Upgrade on Holts Lane and Seton Way	100%	4	None	-



4 Recommended Final Local Area Traffic Management Plan

4.1 Detailed of the Final LATM Plan

Based on the community consultation process, recommendations of Council and further investigations undertaken, the following adjustments to the LATM Plan have been made:

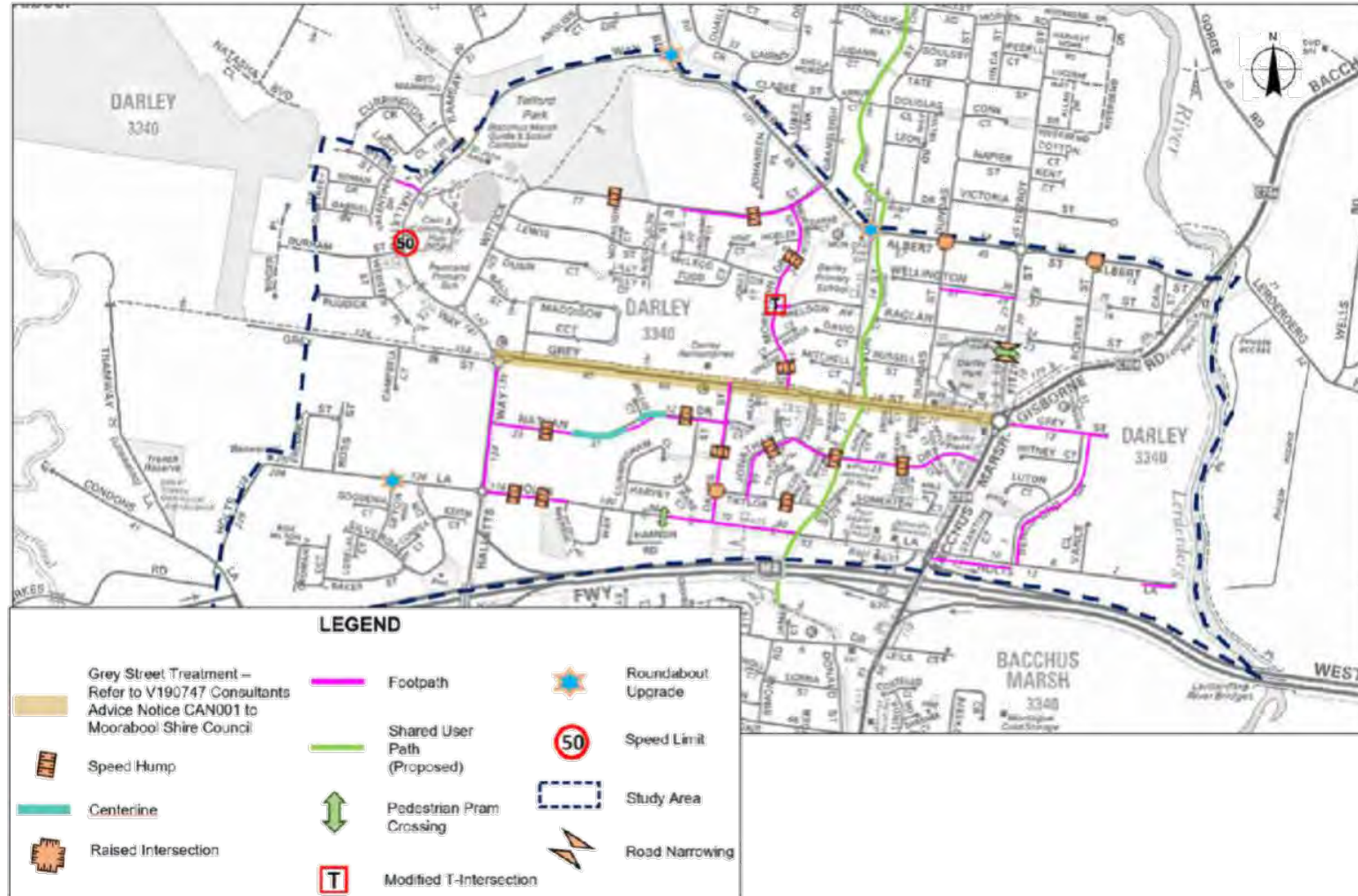
- > Add a speed hump outside of 19 Taylor Drive;
- > Add two speed humps on Witlick Street, outside of No 27 and No 75;
- > Remove two speed humps on Morrison Drive, and add a modified T-intersection treatment at the Sheldon Avenue and Morrison Drive intersection; and
- > Add a speed hump outside of 29 Nathan Drive.

4.2 Final LATM Plan

The recommended plan is shown in Figure 4-1. A detailed version can be seen in Appendix B.



Figure 4-1 Final Local Area Traffic Management Plan



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4.3 Overview of Treatments

The following section represents an overview of the more complex treatments and provides example images for these treatments.

4.3.1 Centre Blister

A centre blister is a concrete island positioned at the centreline (median) of a street with a wide oval plan shape that narrows the lanes, diverts the angle of traffic flow into and out of the device, and can be used to provide pedestrians with a refuge. Figure 4-2 provides an example of a centre blister LATM treatment.

Figure 4-2 Centre Blister



Advantages of Centre Blisters

- > Reduce vehicle speeds;
- > Prevent drivers from overtaking others;
- > Provide a refuge for pedestrians and cyclists crossing the street;
- > Flexibility in design allows buses and commercial traffic to be accommodated; and
- > Visually enhance the street through landscaping and reduce the 'gun barrel' effect on long straight roads.

Disadvantages of Centre Blisters

- > Prohibit or limit access and movement from driveways;
- > Reduce on-street parking adjacent to the islands;
- > Can create a squeeze point for cyclists if not appropriately catered for in the design;
- > May require kerb and footpath realignment in narrow streets;
- > Ineffective at reducing through traffic; and
- > Relatively expensive to install and maintain.



4.3.2 Modified T-Intersection

Modified T-Intersections are used to affect a change in the vehicle travel path, thereby slowing traffic via deflection of traffic movements and/or reassignment of priority. Figure 4-3 shows an example of a modified T-intersection treatment.

Figure 4-3 Modified T Intersection (Burbidge Dr / Lone Pine Sq, Bacchus Marsh)



Courtesy of Nearmap

Advantages of Modified T-Intersections

- > Control traffic movements and improve traffic flow;
- > Reduce vehicle speeds at the treatment point;
- > Facilitate safe pedestrian crossing;
- > Remove/reduce the number of vehicle conflict points;
- > Can lower vehicle speeds along the length of the street when installed in a series; and
- > Can accommodate buses and heavy vehicles.

Disadvantages of Modified T-Intersections

- > Relatively expensive devices;
- > Can create squeeze points for cyclists if not appropriately catered for in the design;
- > Reduce the availability of on-street parking opportunities.



4.3.3 Speed Hump

A speed hump is a speed reduction device in the form of a raised curved profile extending across the roadway. Speed humps are typically 70mm to 120mm high, with a total length of three to four metres. Figure 4-4 presents an example of a typical speed hump treatment.

Figure 4-4 Speed Hump



Advantages of road humps

- > Significantly reduce vehicle speeds in the vicinity of the device;
- > Can significantly reduce road crashes;
- > Relatively inexpensive to install and maintain;
- > Discourage through traffic;
- > Regulate speeds over the entire length of a street when used in a series; and
- > Can be designed to limit discomfort to cyclists.

Disadvantages of road humps

- > Traffic noise may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles;
- > Can divert traffic to nearby streets without LATM measures;
- > Can be uncomfortable for vehicle passengers and cyclists; and
- > May adversely affect access for buses, commercial vehicles and emergency vehicles.

4.3.4 Raised Treatment

A raised treatment is a raised section of roadway approximately 90mm to 100mm high, ramped up from the normal level of the street with a platform extending over more than a standard car length (at least 6 m but typically more). Raised sections of roadway can be located at mid-block locations, or they can cover an intersection between two roadways. Figure 4-5 presents an example of a raised intersection treatment.

Figure 4-5 Raised Intersection





Advantages of a Raised Treatment

- > Significantly reduce vehicle speeds in the vicinity of the device;
- > May discourage through traffic;
- > Can be used as a form of threshold treatment;
- > Can highlight the presence of an intersection; and
- > Can regulate speeds over the entire length of the street when used in a series.

Disadvantages of a Raised Intersection

- > Traffic noise may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles;
- > Can divert traffic to nearby streets without LATM measures;
- > Can be uncomfortable for vehicle passengers and cyclists; and
- > May adversely affect access for buses, commercial vehicles and emergency vehicles.
- > Require care that ramp markings are not confused with intersection control markings when located at an intersection.

4.3.5 Surface Treatment / Threshold Treatment

Surface treatments or threshold treatments (when used at an intersection or a driveway) are coloured and/or textured road surface treatments that contrast with the adjacent roadway. Surface treatments aim to alert drivers that they are entering a driving environment that is different from the one they have just left by the use of visual and/or tactile clues. Figure 4-6 presents an example of a threshold treatment.

Figure 4-6 Threshold Treatment (Clifton Dr / Cuthbertson Ct, Bacchus Marsh)



Courtesy of Nearnap

Advantages of Threshold Treatments

- > Reduce approach speeds to an intersection;
- > Highlight the presence of an intersection;
- > Provide separation between residential areas from areas of non-residential use; and
- > Alert the driver that they are entering into a local area.

Disadvantages of Threshold Treatments

- > Increase maintenance requirements;
- > Texturing may create stability problems for cyclists, motorcyclists and pedestrians;
- > Turning traffic from and into the low speed local area may be more likely to affect traffic flow on the connecting arterial roads;
- > Vehicle priority may be unclear to pedestrians in some circumstances; and
- > Effectiveness is limited unless complemented by other devices in the street.



4.3.6 Road Narrowing / Kerb Outstands

Road narrowing treatments involve narrowing the width of a road in a specific location to reduce vehicle speeds, improve delineation of road areas and minimise pedestrian crossing distances. Road narrowing is typically achieved by extending the kerb into the roadway via the use of kerb outstands, which can be used for landscaping. Figure 4-7 shows an example of a road narrowing treatment.

Figure 4-7 Road Narrowing Treatment (Graham St / Pitmer St, Bacchus Marsh)



Courtesy of Nearmap

Advantages of Road Narrowing Treatments

- > Reduce vehicle speeds;
- > Relatively low cost;
- > Opportunities for landscaping;
- > Relatively minimal impact for emergency vehicles; and
- > Significantly less disruptive than alternative LATM treatments.

Disadvantages of Threshold Treatments

- > Reduce parking supply;
- > Difficult to accommodate bicycle lanes;
- > Introduce squeeze points for cyclists; and
- > May increase congestion on high volume streets.



4.4 Cost Estimates & Treatment Priority List

Table 4-1 outlines the indicative treatment cost and priority of the Final LATM Plan. The estimated costs are indicative only, and have been prepared to assist in developing an implementation plan. The installation costs of traffic management can vary considerably and largely depend on the extent and design of devices. The main components that typically influence construction costs are the materials used, need for kerb reconstruction, impact on existing drainage, telecommunications pits, and discovery of other underground services e.g. gas, water, possible relocation of power poles, and degree and type of landscaping.

In the case of these works, while staging the construction of works is generally necessary due to funding constraints, the staging of works needs careful consideration to minimise the interim impact of treatments on surrounding streets.

In staging the works, Council should have regard to the following considerations:

- > The benefits should be immediate and obvious to residents. The staging should appear logical to residents to ensure acceptance of plan;
- > Locations where crash problems have been identified should be given a priority;
- > Maximum effort should be made to avoid transferring traffic impacts, regardless of their duration;
- > Installation should be delayed for treatments which may not be required or may need to be modified depending on the effects of earlier stages; and
- > Possible cost savings from grouping devices into a single stage or focusing on one location should be considered, where possible.

The priority of each treatment has been derived using a number of factors to create a priority ranking tool. Factors were allocated a score between 0 and 2, resulting in a priority score for each treatment out of 10 (with 10 representing the highest priority). This was combined with the second community consultation regarding the timing of the treatment, to determine a recommended time of implementation for each treatment where:

- > **High** – Should be actioned in the short term (1 – 2 years)
- > **Medium** – Should be actioned in a medium-term (2 – 5 years)
- > **Low** – Should be actioned in the long-term (5+ years)

The key factors and its ranking criteria are outlined below:

1. **Cost** – The cost of each treatment has been approximated based on the cost of construction / implementation only, and thus provides a general assessment of the cost comparison between each treatment. Given the approximated costs the treatments were given a cost score as follows:
 - > A score of 0 was given for any treatment costing more than \$200,000;
 - > A score of 0.5 was given for any treatment costing between \$50,000 and \$200,000;
 - > A score of 1.0 was given for any treatment costing between \$20,000 and \$50,000;
 - > A score of 1.5 was given for any treatment costing between \$10,000 and \$20,000; and
 - > A score of 2.0 was given for any treatment costing less than \$10,000.
2. **Importance** – The importance of each treatment was based on the community's priority ranking received via the online interactive map.
3. **Volume** – The score for volume was assessed similarly to cost. For locations where traffic volumes were unknown, volumes were projected from known nearby traffic volumes. The volume score was determined as follows:
 - > A score of 0.5 was given at locations with volumes less than 5,000 vpd;
 - > A score of 1.0 was given at locations with volumes between 5,000 and 10,000 vpd;
 - > A score of 1.5 was given at locations with volumes between 10,000 and 20,000 vpd; and
 - > A score of 2.0 was given at locations with volumes greater than 20,000 vpd.
4. **Speed / Safety** – The score for speed / safety aspects of each treatment was assessed based on the existing speed and safety issues at the location of each treatment. As such, locations where safety was flagged as a serious issue in combination with high speeds were given a high score, and locations where



speed and/or safety were not a major concern were given a lower score. All scores were assessed with consideration to the impact the proposed treatment would have in addressing speed and/or safety concerns.

5. Overall community feedback – The score for community feedback was assessed based on the overall community discussions and survey results regarding each treatment and issue that had been collated through the entire LATM study. The score was weighted towards the level of support received in the community workshops and online interactive map responses. At locations where a small number of responses were received, additional consideration was given to written feedback.



Table 4-1 Treatment Priority and Cost Summary Table

Treatment ID	Treatment	Location	Cost (Estimate Only)	Total Score (10)	Priority	Timeframe
T016	Speed Hump	Wiltick Street	\$8,000	8.5	High	1 - 2 years
T026	speed limit change	Halletts Way	\$1,000	8.3	High	1 - 2 years
T010	Footpath	Halletts Way	\$34,000	8.0	High	1 - 2 years
T021	roundabout upgrades	Hoits Lane	\$20,000	8.0	High	1 - 2 years
T019	roundabout upgrades	Albert Street	\$20,000	7.8	High	1 - 2 years
T020	roundabout upgrades	Halletts Way	\$20,000	7.5	High	1 - 2 years
T013	Speed Hump	Jonathan Drive	\$12,000	7.4	High	1 - 2 years
T004	Footpath	Jonathan Drive	\$72,250	7.3	High	1 - 2 years
T011	Speed Hump	Davies Street	\$4,000	7.2	High	1 - 2 years
T025	Centerline	Nathan Drive	\$2,000	7.1	High	1 - 2 years
T002	Footpath	Davies Street	\$34,000	7.0	Medium	2 - 5 years
T003	Footpath	Hoits Lane	\$93,500	7.0	Medium	2 - 5 years
T006	Footpath	Myers Street	\$7,000	7.0	Medium	2 - 5 years
T012	Speed Hump	Hoits Lane	\$8,000	7.0	Medium	2 - 5 years
T018	raised intersection	Davies Street	\$18,000	7.0	Medium	2 - 5 years
T009	Footpath	Wiltick Street	\$42,500	6.8	Medium	2 - 5 years
T005	Footpath	Morrison Drive	\$51,000	6.8	Medium	2 - 5 years
T024	Modified T-Intersection	Morrison Drive	\$15,000	6.8	Medium	2 - 5 years
T008	Footpath	Wellington Street	\$21,250	6.0	Medium	2 - 5 years
T022	Pedestrian Crossing with Road Narrowing	Fitzroy Street	\$40,000	6.0	Medium	2 - 5 years
T015	Speed Hump	Nathan Drive	\$8,000	5.9	Medium	2 - 5 years
T014	Speed Hump	Morrison Drive	\$8,000	5.5	Medium	2 - 5 years
T017	raised intersection	Albert Street	\$36,000	5.5	Medium	2 - 5 years
T007	Footpath	Nathan Drive	\$63,750	4.8	Medium	2 - 5 years
T023	Pedestrian Crossing	Hoits Lane	\$20,000	4.7	Medium	2 - 5 years
T001	Footpath	Beresford Crescent	\$42,500	4.8	Low	5+ years
			\$701,750.00			

*Cost estimates do not include costs associated with replacing existing drainage infrastructure.

Please refer to Appendix C for additional information regarding the priority ranking and cost estimates of these treatments.



5 Summary and Conclusions

The objective of this study was to prepare a Local Area Traffic Management (LATM) plan for the Bacchus Marsh Darley area, which addresses the main traffic issues in the area and reflects the requirements and expectations of the local community.

The LATM Study involved extensive consultation with the local community to identify local traffic issues and possible improvements, in conjunction with engineering investigations. Other components of the study have included the collection of traffic volume and speed information, as well as investigation of publicly available crash data.

The community consultation component of the study included an online interactive map and two community workshops, in order to understand the community's thoughts regarding necessary areas for improvement, as well as the suitability of proposed treatments.

The key issues identified in the study generally related to traffic concerns such as heavy vehicle volumes, pedestrian and cyclist safety, traffic speed, and irresponsible driving.

Based on the preceding assessment undertaken by Cardno and community feedback on the proposed Local Area Traffic Management Plan, the next steps are as follows:

- > The traffic treatments programs are to be listed in the Capital Work's Program to obtain funding from the Council;
- > Council will distribute a letter to the local community advising of the outcomes of the study and including the adopted Final Local Area Traffic Management Plan;
- > The implementation of traffic management measures will commence in the next 1-2 years. The order of implementation will be based off available funding, resource availability and the priority order outlined within this Final LATM Plan;
- > Where necessary, Council will consult with property owners abutting the device locations at the design stage regarding exact locations and design; and
- > Following installation, Council will continue to monitor safety and performance, to ensure that any effects caused by the imposed LATM measures are discovered and mitigated against.

OBBacchus Marsh Local Area Traffic Management Study – Area 1



To the Resident
«Address»
«Suburb» VIC «Post_Code»

<<DATE>>
Ref: JM: jy
RN: 16/03/005

Local Area Traffic Management Study (Stage 3) Darley – Community Consultation

As you would be aware, Moorabool Shire Council is undertaking a Local Area Traffic Management (LATM) study within a precinct of Darley, to improve traffic management and road safety within your area.

Council recently asked residents for their input, to assist in identifying the key traffic issues being experienced within the study area, as well as validating some of the issues previously raised. From the extensive feedback received, a draft LATM plan has been prepared and has been endorsed by Council for a further phase of community consultation.

A copy of the draft plan is available to view at haveyoursay.moorabool.vic.gov.au where residents are encouraged to provide comments on the proposed treatments via the link to the interactive map until **5.00pm Sunday 5 January 2020**.

In addition to this, two drop-in sessions will be held to allow residents to view the plan, ask questions and have conversations around the recommendations. Bookings are not required and residents can attend at any time during the sessions.

Session 1: Thursday 12 December 2019

4.30pm – 7.00pm
Darley Civic and Community Hub - Pavilion

Session 2: Tuesday 17 December 2019

4.30pm – 7.00pm
Darley Civic and Community Hub - Pavilion

We encourage residents to enter the Darley Civic and Community Hub via Wittick Street entrance and use the carpark closest to the Pavilion.

We look forward to receiving your feedback on the draft plan. Should you have any queries in relation to the above, please contact Matthew Ballard (Cardno) on 8415 7777.

Yours sincerely,

John Miller
Manager Assets



MOORABOOL
SHIRE COUNCIL

COMMUNITY CONSULTATION

BACCHUS MARSH LOCAL AREA TRAFFIC MANAGEMENT STUDY – Stage 3 (Darley)

Community Consultation (Phase 2); The Draft LATM Plan

Council recently asked residents for their input, to assist in identifying the key traffic issues being experienced within the study area, as well as validating some of the issues previously raised. Over 323 responses were received from the community, along with multiple other engagements, as part of this initial phase of consultation.

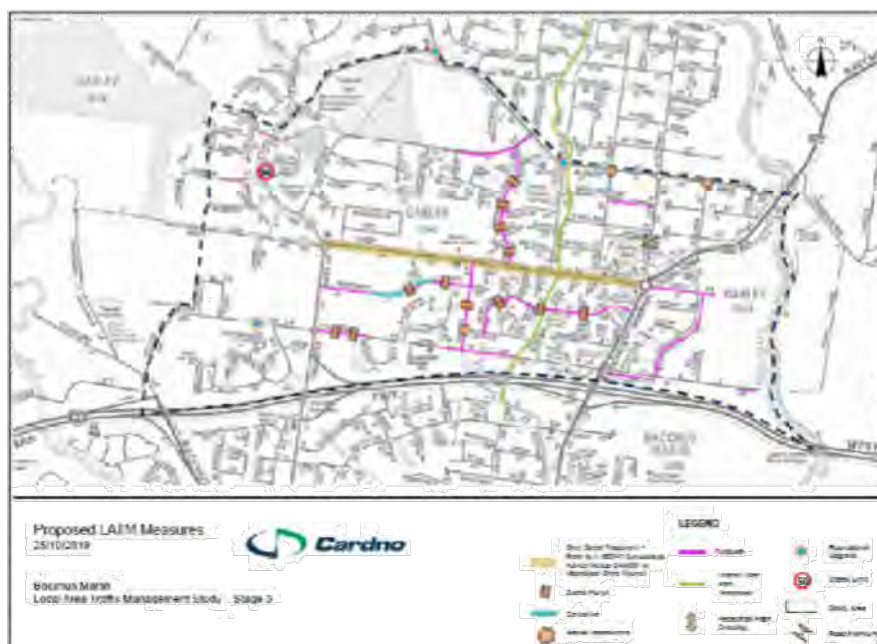
This feedback, along with traffic data collected, has been translated into a series of proposed treatments that aim to address the key traffic issues raised. The draft LATM plan has been endorsed by Council for Phase 2 of the consultation process and we now invite the community to provide further feedback on the plan until 5.00pm, Sunday 5 January 2020.

Visit haveyoursay.moorabool.vic.gov.au to view the draft documentation and provide feedback on the proposed treatments, or drop in to one of our information sessions to find out more:

Drop in Session 1	Drop in Session 2
Thursday 12 December 2019	Tuesday 17 December 2019
4.30pm – 7.00pm	4.30pm – 7.00pm
Darley Civic and Community Hub - Pavilion	Darley Civic and Community Hub - Pavilion

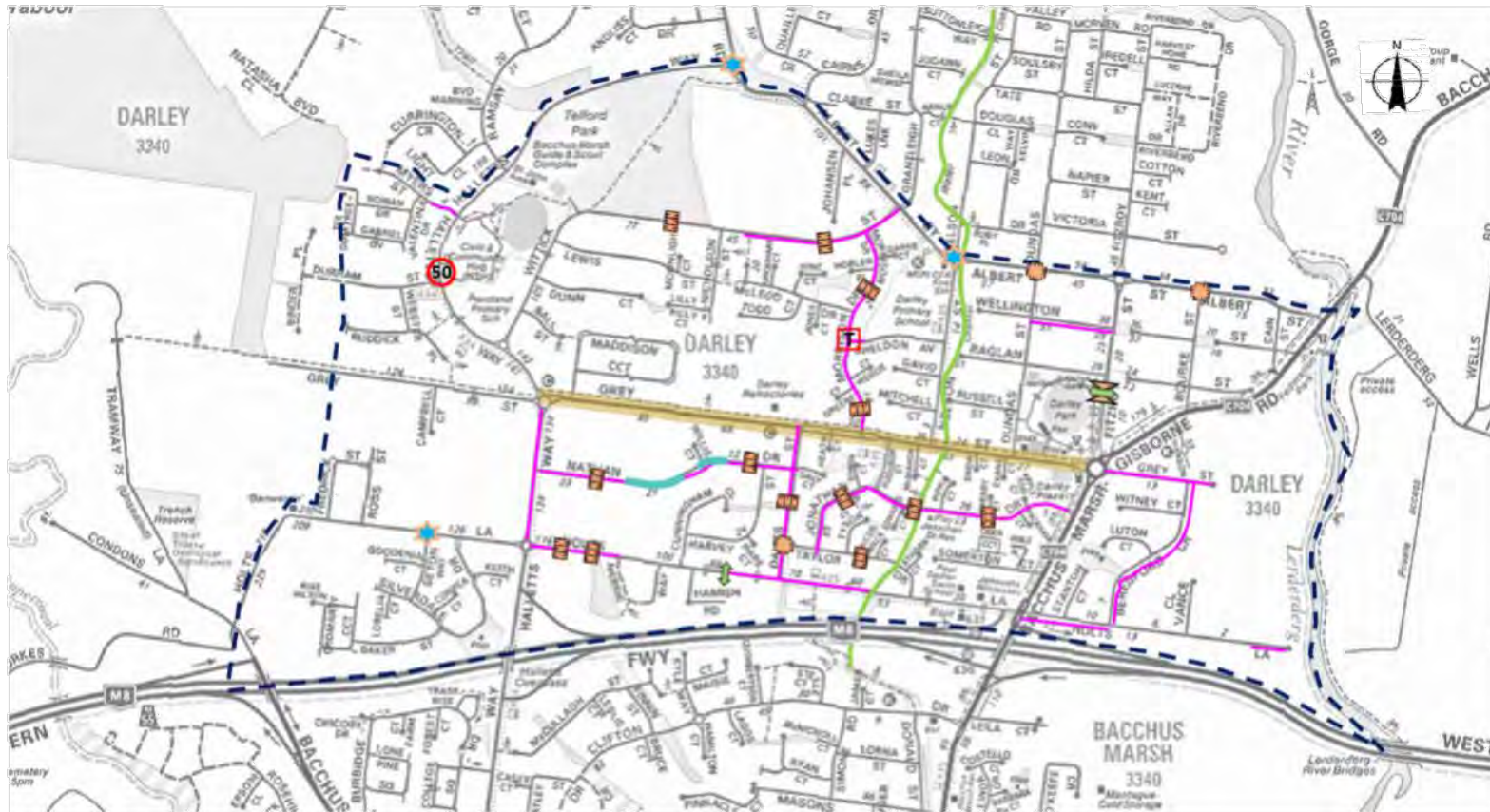
Bookings for the sessions are not required and residents can attend at any time during the sessions. We encourage residents to enter the Darley Civic and Community Hub via Wittick Street entrance and use the carpark closest to the Pavilion.

If you have any queries or require any further information, please contact Matthew Ballard (Cardno) on 8415 7777 or Council on 5366 7100.



OBBacchus Marsh Local Area Traffic Management Study – Area 1

















Finalised Proposed
LATM Measures
07/02/2020



Bacchus Marsh
Local Area Traffic Management Study – Stage 3

LEGEND

-  Grey Street Treatment – Refer to V190747 Consultants Advice Notice CAN001 to Moorabool Shire Council
-  Speed Hump
-  Centerline
-  Raised Intersection
-  Footpath
-  Shared User Path (Proposed)
-  Pedestrian Pram Crossing
-  Modified T-Intersection
-  Roundabout Upgrade
-  Speed Limit
-  Study Area
-  Road Narrowing

OBBacchus Marsh Local Area Traffic Management Study – Area 1



Appendix C: Cost Estimates & Priority Ranking

Item ID	Item Description	Location	Cost Estimate (\$)	Length (m)	Width (m)	Material	Completion %	Priority	Impact	Benefit	Cost/Benefit Ratio	Priority Score	Impact Score	Benefit Score	Overall Score	Priority	Responsible
T001	Footpath	Beesford Crescent	\$ 42,500	4.0	300	2.0	33%	1.0	1.5	0.5	2.0	0.7	4.8	Low	Council		
T002	Footpath	Davies Street	\$ 34,000	4.0	400	3.0	100.00%	1.0	2.0	0.5	1.5	2.0	7.0	Medium	Council		
T003	Footpath	Holtz Lane	\$ 93,500	4.0	1000	4.0	100.00%	0.5	2.0	0.5	2.0	2.0	7.0	Medium	Council		
T004	Footpath	Jonathan Drive	\$ 72,250	4.6	500	4.0	100.00%	0.5	2.3	0.5	2.0	2.0	7.3	High	Council		
T005	Footpath	Morrison Drive	\$ 51,000	4.5	1200	3.0	100.00%	0.5	2.5	0.5	1.5	2.0	6.8	Medium	Council		
T006	Footpath	Myers Street	\$ 7,000	4.0	100	1.0	100.00%	2.0	2.0	0.5	0.5	2.0	7.0	Medium	Council		
T007	Footpath	Nathan Drive	\$ 63,750	1.7	900	2.0	100.00%	0.5	0.8	0.5	1.0	2.0	4.8	Medium	Council		
T008	Footpath	Wellington Street	\$ 21,250	4.0	300	1.0	100.00%	1.0	2.0	0.5	0.5	2.0	6.0	Medium	Council		
T009	Footpath	Wittick Street	\$ 42,500	3.6	800	4.0	100.00%	1.0	1.8	0.5	2.0	2.0	6.8	Medium	Council		
T010	Footpath	Halletts Way	\$ 34,000	4	9000	4.0	100.00%	2.0	2.0	1.0	2.0	2.0	8.0	High	Council		
T011	Speed Hump	Davies Street	\$ 4,000.00	3.7	400	3.0	67.00%	2.0	1.9	1.5	1.5	1.5	7.0	High	Council		
T012	Speed Hump	Holtz Lane	\$ 8,000.00	3	1000	4.0	50.00%	2.0	1.5	0.5	2.0	1.0	7.0	Medium	Council		
T013	Speed Hump	Jonathan Drive	\$ 12,000.00	3.4	300	4.0	86.00%	1.5	1.7	1.5	2.0	1.7	7.4	High	Council		
T014	Speed Hump	Morrison Drive	\$ 8,000.00	2	1200	3.0	27.00%	2.0	1.0	0.5	1.5	0.5	5.5	Medium	Council		
T015	Speed Hump	Nathan Drive	\$ 8,000.00	3.65	300	2.0	50.00%	2.0	1.4	0.5	1.0	1.0	5.9	Medium	Council		
T016	Speed Hump	Wittick Street	\$ 8,000.00	4	800	4.0	100.00%	2.0	2.0	0.5	2.0	2.0	8.5	High	Council		
T017	raised intersection	Albert Street	\$ 36,000.00	2	9600	4.0	25.00%	1.0	1.0	1.5	2.0	0.5	5.8	Medium	Council		
T018	raised intersection	Davies Street	\$ 16,000.00	4.3	400	3.0	67.00%	1.5	2.2	0.5	1.5	1.3	7.0	Medium	Council		
T019	roundabout upgrades	Albert Street	\$ 20,000.00	2.5	1600	4.0	100.00%	1.8	1.3	1.5	2.0	2.0	7.8	High	Council		
T020	roundabout upgrades	Halletts Way	\$ 20,000.00	3	4000	4.0	100.00%	1.5	1.5	0.5	2.0	2.0	7.5	High	Council		
T021	roundabout upgrades	Holtz Lane	\$ 20,000.00	4	1000	4.0	100.00%	1.5	2.0	0.5	2.0	2.0	8.0	High	Council		
T022	Pedestrian Crossing with Road Narrowing	Fitzroy Street	\$ 40,000.00	3	5000	2.0	100.00%	1.0	1.5	0.5	1.0	2.0	6.0	Medium	Council		
T023	Pedestrian Crossing	Holtz Lane	\$ 20,000.00	1	1000	4.0	10.00%	1.8	0.5	0.5	2.0	0.2	4.3	Medium	Council		
T024	Modified T-Intersection	Morrison Drive	\$ 15,000.00	4.5	1200	3.0	50.00%	1.5	2.3	0.5	1.5	1.0	6.8	Medium	Council		
T025	Centerline	Nathan Drive	\$ 2,000.00	3.25	300	2.0	100.00%	2.0	1.8	0.5	1.0	2.0	7.1	High	Council		
T026	speed limit change	Halletts Way	\$ 1,000.00	4.5	4000	3.0	100.00%	2.0	2.3	0.5	1.5	2.0	8.3	High	Council		
			\$ 701,750.00														

ASSUMPTIONS

- that each item is completed separately or with only a few other items. If many of these are bulked together, a discount would be expected on a lot of these estimates
- Shared paths are 3m wide and standard footpaths are 1.5m. These are 175mm thick concrete footpath with 75mm crushed rock base.
- We have assumed the centre bisters will be landscaped with either grass or small plants, not concrete island infill. We estimate this would increase costs by around 50-60%
- Threshold treatments are assumed to be standard Council 3m wide raised pavements including line marking and signage.

Existing Conditions Assessment

Bacchus Marsh Local Area Traffic
Management Study – Stage 3

V190895



Prepared for
Moorabool Shire Council

26 September 2019





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1 Introduction

Cardno has been engaged by Moorabool Shire Council to undertake a Local Area Traffic Management (LATM) study for Darley Township (Stage 3 of the LATM study for the greater Bacchus Marsh township). The study is being undertaken in response to increased population growth and traffic volumes, and is in direct response to recommendations within the Bacchus Marsh Integrated Transport Strategy.

The following report outlines a summary of available data to establish the existing traffic and land use conditions within the study area. The data includes an assessment of traffic volume and speed surveys, road crash information and existing traffic management devices used throughout the area. Community input, including responses collated using an online interactive engagement tool and a letter drop survey, has been obtained to provide background and context.

The existing conditions assessment will provide the basis for identifying and quantifying, where possible, traffic problems within the study area and prioritising areas or locations for treatment.

In the course of preparing this assessment, the subject area and its environs have been inspected, relevant traffic data collected and analysed and background documents reviewed.

1.1 Study Area

The study area is bound by Albert Street / Halletts Way to the north, the Western Freeway to the south, Holts Lane to the west, and Lerderberg River to the east. The extent of the study area is generally shown in Figure 1-1.

Figure 1-1 Darley LATM Study Area Map





2 Study Methodology

A LATM study is a formal method of addressing traffic, pedestrian and cyclist related issues within the local streets of the study area, whilst reflecting the requirements and expectations of the local community. This has been achieved through a process of extensive existing conditions review and community consultation undertaken by Cardno and Moorabool Shire Council.

The key tasks carried out to determine the existing issues, concerns and opportunities within the study area are outlined below (discussed further in the following sections):

- > A review of relevant background information;
- > Consultation with the community and relevant stakeholders;
- > On-site investigations and familiarisation of the area; and
- > Data collection and collation including, but not limited to, volume, speed and crash data.

2.1 Background Information

The background documents and information relevant to this LATM study are outlined in the following sections.

2.1.1 Grey Street Traffic Improvements (2019)

Cardno was engaged by Moorabool Shire Council to provide Concept Layout Plans for road and traffic improvement works along Grey Street in Darley. The plans have been prepared with consideration to Moorabool Shire Council's desire to provide a more efficient cross section along Grey Street, as well as improved pedestrian facilities at the eastern end of Grey Street. Cardno has proposed two options, where a kerbside parking lane, cycle lane, pedestrian crossing facility, footpath, and kerb outstands are featured. This work is ongoing.

2.1.2 Bacchus Marsh Eastern Link Road Assessment – BMELR (2018-Ongoing)

Cardno is currently engaged by VicRoads to provide an assessment of up to six (6) eastern link road (ELR) corridors to connect Darley and surrounding areas in the north to Bacchus Marsh south of the Western Freeway and remove congestion on roads in the area.

Currently, the BMELR is in Phase 2 and is in the process of developing SVITM traffic models to assess the six (6) ELR corridors. Following the completion of this assessment, it is expected that the Bacchus Marsh Integrated Transport Strategy, completed in 2015, may be updated accordingly.

2.1.3 Bacchus Marsh Urban Growth Framework (2018)

The Bacchus Marsh Urban Growth Framework seeks to identify new areas for jobs, housing, and infrastructure within the wider Bacchus Marsh region. With population in Bacchus Marsh anticipated to more than double to 50,000 residents by 2041, this plan seeks to create a unified Bacchus Marsh uniting all neighbourhoods from Parwan to Darley.

Included within this plan are:

- > Extended open space links connecting Bacchus Marsh to Darley;
- > Urban renewal and consolidation opportunities within local activity centres, including redevelopment of the Darley Plaza; and
- > Land use investigation of Swans Road in Darley.

2.1.4 Moorabool Shire Council Road Management Plan (2017)

The Road Management Plan 2017-2021 (RMP) is a public document prepared by Moorabool Shire Council based on the requirements of the Road Management Act 2004. It establishes a management system for Council to inspect, maintain and repair its public roads based on policy and operational objectives. The RMP generally outlines the levels of service the community can expect, the monitoring process, performance standards, asset management policy framework, and infrastructure hierarchy.



2.1.5 Bacchus Marsh Integrated Transport Strategy (2015)

The Bacchus Marsh Integrated Transport Strategy (BMITS) report was prepared by Council to ensure that a high standard transport network is developed and maintained to accommodate the growing Bacchus Marsh, Darley and Maddingley community. From this strategy, the following relevant findings and recommendations are listed below:

- > The need for east facing freeway ramps on Halletts Way (complete);
- > Need to raise awareness, support initiatives and promote alternative, non-private vehicle, transport choices;
- > Planning for a third secondary school in the Darley area to reduce north-south travel patterns;
- > Promote pedestrian accessibility to the Darley Plaza;
- > Improve bus coverage, particular to service all residential areas and activity centres;
- > Construction of an eastern bypass around Bacchus Marsh;
- > The need for a network of connecting bicycle paths including the following within the study area:
 - Provide a shared path connection along the entire length of Halletts Way;
 - Shared path along Albert Street from Fitzroy Street to Dundas Street;
- > Construct footpath along the following streets within the study area:
 - Davies Street;
 - Taylor Drive;
 - Jonathan Drive;
 - Holts Lane;
 - Fitzroy Street (From Raglan Street to Albert Street); and
 - Wittick Street.

2.1.6 Hike and Bike Strategy (2014)

The Hike and Bike Strategy aims to guide Moorabool Shire Council in its decision making for future development, provision and marketing of these networks within the area.

This strategy put forward recommendations for future improvement and development works to increase walking and cycling. Within the study area, the following roads were identified:

- > Holts Lane;
- > Jonathan Drive;
- > Wittick Street;
- > The Water Channel Shared Pathway;
- > Fitzroy Street; and
- > Grey Street.

2.1.7 Housing Bacchus Marsh to 2041 (2016)

The Bacchus Marsh Housing Strategy was commissioned as part the Moorabool 2041 framework, which includes an Urban Growth Strategy, Small Towns Strategy, and Housing Strategy. Importantly, it acknowledges that Darley, Maddingley, and Bacchus Marsh currently have significant scale in separation due to infrastructure (Western Freeway between Darley and Bacchus Marsh) and natural features (Werribee River between Bacchus Marsh and Maddingley) which need to be addressed.

The Bacchus Marsh Housing Strategy analysed the housing situation within the Bacchus Marsh suburbs and assessed important issues in addition to supply and demand, including housing mix, lot sizes, affordability, and special housing needs.

Within Darley a total of 14 existing 'Precincts' were established, each with their own characteristics and attributes. These precincts are generally separated by primary local roads.



The analysis conducted shows that the greater portion of residential growth will be in greenfield residential land supply via the identification of new growth areas. It is estimated that there is approximately 20 years of broad hectare supply in the GAFP area.

2.2 Community Consultation

A key part of the development of the LATM Plan is engaging the local community to seek views and inputs, and assist with the identification of opportunities and priorities. Consultation with the community is an invaluable way of sourcing local knowledge and plays a major role in the LATM process. Without consultation, any scheme is unlikely to gain community acceptance and may not address residents' and/or business operators' concerns.

Accordingly, the views of all residents living or working within the study area were sought through various forms of consultation to ensure a thorough engagement process. To date, the community has been consulted regarding existing issues and concerns in the study area. The community will also be consulted in future stages of the LATM study to consider proposed LATM measures.

This initial stage has involved obtaining feedback from the community on what it considers to be the key traffic and transport issues in the study area. The community was kept informed and engaged through the development of the LATM Plan via the following communication measures:

- > A questionnaire survey conducted via an online community engagement tool;
- > Provision of information from Council's Community Call Log;
- > Advice from council officers from previous meetings with community members; and
- > Correspondence from local community groups.

The feedback received from all of these measures has been used to inform the development of the Draft LATM Plan.

2.3 Site Investigation

A site visit was carried out which reviewed all roads within the study area. The site visit was undertaken to obtain an overall 'feel' for the local road network, and to identify where traffic issues/conflicts may occur.

A site inventory and photographic survey was carried out on each street during the site visit, to assist in formulating the traffic management opportunities and recommendations. Considering the identified areas of localised issues based on the initial community consultation, the site visit observed the following:

- > Environments which are conducive to high speeds
- > Streets that experience high traffic volumes;
- > Illegal traffic movement / behaviour;
- > Facilities for pedestrians and cyclists;
- > The traffic composition (cars, commercial vehicles);
- > Intersection configurations and safety; and
- > Land use composition.



3 Existing Conditions

The following section provides a summary of available data used to establish the existing traffic and land use conditions within the study area.

The data includes road crash information and existing traffic management measures. In addition, community responses have been collated and analysed to identify locations within the study area with existing traffic management issues.

The existing conditions data will provide the basis for identifying and quantifying, where possible, traffic problems in the study area and prioritising areas or locations for treatment. A plan of the existing conditions is attached as Appendix A.

3.1 Land Use

The study area is predominantly residential in nature, with some commercial, public park & recreation, public use and low density residential zoned areas as shown in the Planning Scheme Zone map in Figure 3-1.

Significant land uses in the area include:

- > Darley Activity Centre;
- > Royal Freemasons Residential Aged Care;
- > Darley Primary School;
- > Pentland Primary School;
- > Bacchus Marsh Scout Group;
- > Darley Park;
- > Lerderberg River Walking Track;
- > Jonathan Drive Reserve;
- > Gisborne Road Reserve;
- > Darley Kindergarten; and
- > Moorabool Shire Council offices (Darley).

Beyond the study area, Darley Sand Quarry is located to the north via Gisborne Road. Additionally, it is noted that that trips generated towards the Bacchus Marsh Activity Centre, secondary schools, and Bacchus Marsh Railway Station to the south may have implications on the study area.

Figure 3-1 Planning Scheme Land Use Zones





3.2 Road Network Hierarchy

All roads under Council's jurisdiction are classified into a hierarchy, which is outlined in the RMP. The road network hierarchy establishes a framework for the different types of roads within the municipal road network to be categorised and attain distinct order and characteristics in relation to each other. The hierarchy takes into account the road's specific function, types of users and user numbers.

Council's hierarchy classification is divided into six road categories. Table 3-1 summarises Council's road hierarchy classification as presented in the RMP.

Table 3-1 Moorabool Shire Council Road Hierarchy Definitions

Code	Category	Description (urban)	Annual Average Daily Traffic (AADT)
TC	Trunk Collector	Provides a strategic link between arterial roads, suburbs, commercial areas, major housing areas or a defined destination. Access to tourist facilities or industrial centres and may include regional links. These roads carry the heaviest volumes of traffic and the typical speed limit is between 50 and 80km/h. Is typically defined by Connector Street Level 2 in the Planning Scheme and the IDM.	>3,000
C	Collector	Provides connection into residential areas. These roads carry heavy volumes of traffic and the typical speed limit is between 50 and 60km/h. Is typically defined by Connector Street Level 1 in the Planning Scheme and the IDM.	1,001 – 3,000
A1	Access Level 1	Medium to low traffic volume roads that provide access to local residents or secondary access to commercial areas. Typical speed limit is between 15 and 50km/h. Is typically defined by Access Street Level 1 and 2 in the Planning Scheme and the IDM	201 – 1,000
A2	Access Level 2	Low traffic volume roads and cul de sacs that provide access and secondary access to local residents and property. Typical speed limit is between 15 and 50km/h. Is typically defined by Access Place and Access Lane in the Planning Scheme and the IDM.	<200
U1	Unsealed Level 1	Unsealed roads with a traffic volume greater than 100 vehicles/day that provide access to local residents and property. Typical speed limit is between 15 and 60km/h.	>100
U2	Unsealed Level 2	Low traffic volume unsealed roads that provide access to local residents and property. Typical speed limit is between 15 and 60km/h.	<100

The study area comprises trunk collector roads, collector roads and access roads.

Traffic patterns in the local area are characterised by the function of Gisborne Road, Halletts Way, Grey Street and the Western Freeway (including location of on/off ramps), which play a significant role in moving traffic to the Western Freeway, Bacchus Marsh and onto the surrounding areas.

Figure 3-2 shows the road hierarchy in relation to the road network within the area.



Figure 3-2 Bacchus Marsh Road Network Plan (RMP 2017-2021)



3.3 Sustainable Transport

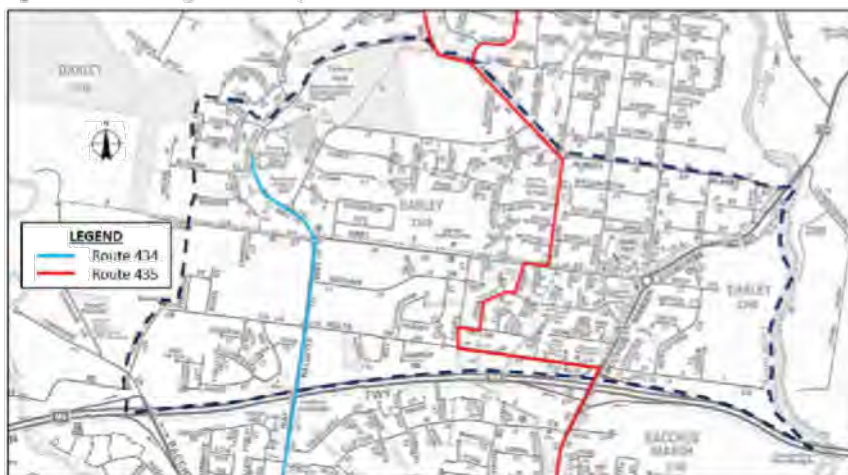
3.3.1 Public Bus Routes

A number of public bus routes use streets within the study area. The locations of these routes are shown in Figure 3-3. These routes all connect to Bacchus Marsh Railway Station to the south of the study area, providing connections towards Melbourne and towards Ballarat.

The following services operate in the local area:

- > **Route 434** operates a service between Telford Park (Darley) and Bacchus Marsh Station via Bellbrook Gardens Village, Bacchus Marsh SC. The service operates on Gisborne Road, Holts Lane, Davies Street, Taylor Drive, Jonathan Drive, Hodgson Street, Nelson Street and Albert Street within the Study Area; and
- > **Route 435** operates between Moorabool Shire Council, Darley to Bacchus Marsh Station via Bacchus Marsh SC. The service operates on Halletts Way within the Study Area.

Figure 3-3 Existing Public Transport Routes





3.3.2 Pedestrian Connections

A significant number of streets within the study area are not provided with footpaths on either side of the roadway, including in the vicinity of the Darley Activity Centre (particularly on Johnathan Drive) and approaching bus stops within the study area.

It is noted that some recent (within two (2) years) shared path additions have been made within the study area including along the water channel reserve between Holts Lane and Jonathan Drive, and connecting the Halletts Way shared path across the Western Freeway through to Bacchus Marsh in the south.

The need for increased pedestrian facilities within the study area is generally captured by the findings and recommendations of the Hike and Bike Strategy and Bacchus Marsh Integrated Transport Strategy outlined earlier in Section 2.1.

Some additional challenges highlighted for pedestrian accessibility within the Moorabool Shire Council's Integrated Transport Strategy relevant to the LATM study area are:

- > Providing a pedestrian network that services people of all ages and abilities;
- > Connecting people with public transport and working towards bus stops having access to the footpath network;
- > Lack of north-south connectivity through the township, exacerbated by limited connectivity across the Western Freeway;
- > Providing safe walking routes with increased levels of lighting and surveillance; and
- > Lack of connectivity between key activity areas including the central commercial area, schools, recreation reserves and train station.

Figure 3-4 outlines the existing and proposed pedestrian footpaths throughout the study area, as per the Bacchus Hike and Bike Strategy completed in 2015.

Figure 3-4 Existing & Proposed Pedestrian Facilities – Hike and Bike Strategy (2015)





3.3.3 Bicycle Connections

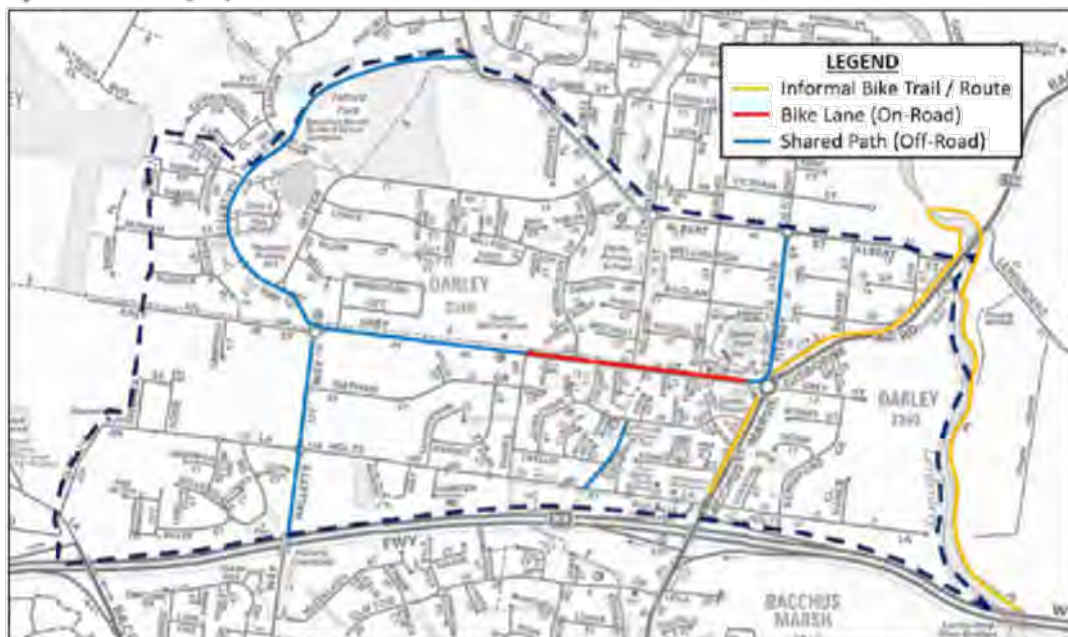
Cyclists in Darley generally rely on the network of local streets to travel through the town. Formal bicycle facilities are provided in specific areas of Bacchus Marsh, including:

- > Off-road shared path along Halletts Way between the Western Freeway and Albert Street;
- > Off-road shared path between Jonathan Drive and Holts Lane;
- > Off-road shared path on Grey Street between Davies Street and Halletts Way; and
- > On-road bicycle lane along Grey Street between Davies Street and Gisborne Road.

Additional connections are provided via an off-road bicycle track that runs along the Lerderderg River, and along Gisborne Road to the Darley Activity Centre

Figure 3-5 outlines the bicycle routes within the study area.

Figure 3-5 Existing Bicycle Routes





3.4 Existing Traffic Management

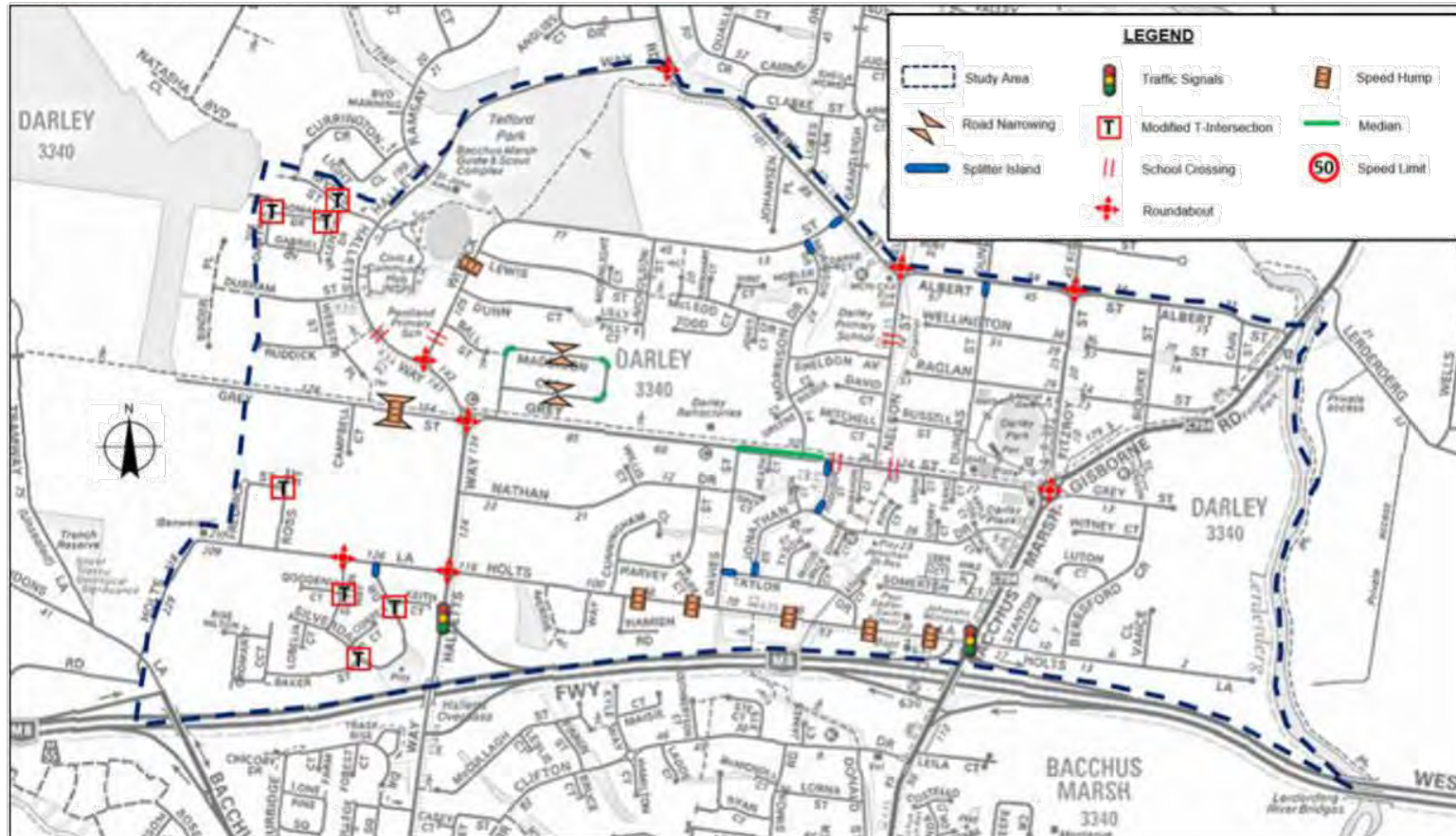
Existing traffic management devices have previously been implemented in the local area by Council and have generally been installed at isolated sites or on a street-by-street basis. Key traffic management treatments in the area include:

- > Speed Humps located on the following streets:
 - Holts Lane (5);
 - Wittick Street (1);
 - Grey Street (1);
 - Gabriel Grove;
- > School Crossings located on the following streets:
 - Grey Street (2);
 - Nelson Street (1);
 - Halletts Way (1);
 - Wittick Street (1);
- > Roundabouts located at the following intersections:
 - Halletts Way / Holts Lane;
 - Halletts Way / Grey Street;
 - Halletts Way / Wittick Street;
 - Halletts Way / Albert Street / Links Road;
 - Albert Street / Nelson Street;
 - Fitzroy Street / Albert Street;
 - Holts Lane / Seton Way;
 - Albert Street / Gisborne Road;
- > Modified T-Intersections located at the intersections of:
 - Seton Way / Goodenia Court;
 - Silverdale Drive / Keith Court;
 - Silverdale Drive / Baker Street;
 - Ross Street / Frederick Street;
- Roman Drive / Valentina Drive;
- Myers Street / Valentina Drive;
- Gumtree Terrace / Roman Drive;
- > Splitter Islands located at the following intersections:
 - Taylor Drive / Davies Street;
 - Jonathan Drive / Taylor Drive;
 - Hodgson Street / Jonathan Drive;
 - Hodgson Street / Grey Street;
 - Morrison Drive / Wittick Street;
 - Wittick Street / Albert Street;
 - Silverdale Drive / Holts Lane;
 - Albert Street / Dundas Street;
- > Median Treatment located on the following streets:
 - Grey Street between Davies Street & Hodgson Street;
 - Madison Court (3);
- > Road Narrowing treatments at the following locations:
 - Grey Street;
 - Madison Court (2);
- > Signalised Intersections located at the intersections of:
 - Gisborne Road / Western Freeway On-Ramp; and
 - Halletts Way / Western Freeway On-Ramp.

The existing traffic management throughout the study area is shown in Figure 3-6:



Figure 3-6 Existing Traffic Management Measures





3.5 Existing Traffic Data

Existing traffic data from previous studies conducted by Moorabool Shire Council has been collated. This is presented in Table 3-2.

The surveys included speed, classification (in accordance with Austroads 12-bin classification system) and volume by direction, with hourly (15-minute interval) and daily summaries including peak hours identified and reported. The key summary statistics were:

- > Total weekday average volume;
- > AM peak hour average volume;
- > PM peak hour average volume;
- > Average speed;
- > 85th percentile speed; and
- > Percentage of heavy vehicles.

Table 3-2 Summary of Existing Council Traffic Data

Location	Year	AADT	Heavy Vehicle %	85 th Percentile Speed (km/hr)
Albert Street, between Cain Street and Bourke Street	2017	1,212	11.1%	61.2
Albert Street, between Granteigh Drive and Lukes Link	2019	4,374	5.7%	59.7
Beresford Crescent, between Holts Lane and Grey Street	2019	325	11.0%	50.7
Bourke Street, Between Raglan Street & Wellington Street	2017	188	9.8%	55.4
Cairns Drive, Between Horder Crescent and Clarke Street	2018	1,868	7.0%	-
Condons Lane, North of Freeway	2017	662	7.5%	43.6
Davies Street, 50m North of Holts Lane	2018	569	13.0%	-
Davis Street, between Grey Street and Holts Lane	2019	366	5.2%	55.9
Dundas Street, Approximately 50m North of Grey Street	2018	1,561	14.0%	-
Dundas Street, between Albert Street and Wellington Street	2019	1,128	14.7%	58.8
Fitzroy Street, Near Gisborne Road Intersection	2018	6,106	5.0%	-
Fitzroy Street, North of Albert Street	2018	1,944	9.0%	-
Fitzroy Street, South of Albert Street	2017	5,608	4.7%	53.6
Grey Street, Approximately 50m West of Davies Street	2018	3,465	10.0%	-
Grey Street, East of Hodgson Street at school crossing	2017	4,390	6.8%	59.4
Grey Street, East of Nelson Street at school crossing	2017	4,971	4.6%	59.8
Grey Street, West of Bacchus Marsh Gisborne Road	2018	5,264	8.0%	-
Halletts Way, 400m west of Albert Street	2019	1,755	11.4%	60.1
Halletts Way, Between Holts Lane and Nathan Drive	2018	8,628	5.0%	-
Halletts Way, Between Wittick Street and Grey Street	2018	6,033	7.0%	-
Halletts Way, north of Western Freeway	2019	9,948	10.9%	63.0
Halletts Way, south of Durham Street	2019	3,882	12.3%	52.8
Holts Lane, 200m North of Condons Lane	2019	835	10.2%	-
Holts Lane, 400m West of Halletts Way	2016	844	5.5%	62.6
Holts Lane, 60m West of Cunningham Ct At Hill Crest	2018	1,020	7.0%	-
Holts Lane, Between Davies Street and Taylor Drive	2018	777	10.0%	-
Holts Lane, between Halletts Way and Cunningham in Dip	2017	1,050	23.6%	76.3



Location	Year	AADT	Heavy Vehicle %	85 th Percentile Speed (km/hr)
Holts Lane, between Stanton Court and Beresford Crescent	2019	614	22.2%	58.0
Holts Lane, East of Taylor Drive	2018	1,137	12.0%	-
Holts Lane, North of Condons Lane	2017	602	7.5%	65.9
Jonathan Drive, east of Edwards Court	2019	478	5.2%	59.5
Morrison Drive, 50m North of Grey Street	2018	1,198	4.0%	-
Nelson Street, 50m North of Grey Street	2018	1,774	11.0%	-
Nelson Street, South of Albert Street at school crossing	2017	978	7.7%	55.4
Sheldon Avenue, midblock between Morrison Drive and Nelson Street	2017	141	3.0%	43.6
Wellington Street, Near intersection with Fitzroy Street	2017	123	5.2%	37.1
Wittick Street, between Nicholson Street and Lewis Street	2019	730	15.6%	65.7
Wittick Street, East of Morrison Drive	2019	963	7.2%	54.9
Wittick Street, North of Halletts Way at School Crossing	2018	1,908	4.0%	-

Figure 3-7 presents the traffic volumes and the 85th percentile speed at all tube counts undertaken within the study area.

It is noted that the general speed limit for most of the streets in the study area that are part of the municipal road network is 50 km/h.

Figure 3-7 Summary of Council Data





3.6 Crash History

An assessment of the crash history for the study area was undertaken by analysing crash data for the past five calendar years obtained from the VicRoads Road Crash Information database. The database contains all reported casualty crashes, which include the categories of Fatal, Serious Injury and Other Injury crashes. Non-injury or property-damage only crashes are not included in this database.

The categories of crash severity are defined as follows:

- > **Fatal Injury** – one or more persons are killed in the crash, or die within 30 days from injuries sustained in the crash;
- > **Serious Injury** – one or more persons are admitted to hospital as a result of injuries sustained in the crash; and
- > **Other Injury** – one or more persons are given medical treatment for injuries sustained in the crash.

The crash data is used to identify 'hot spots' and provide particular attention to these locations in the development of the LATM. The crashes within the study area, which encompass the most recent five-year period, are shown in Table 3-3 and Figure 3-8.

Table 3-3 Crash Statistics Summary

Severity	Total No	Locations
Fatal	1	Holts Lane (1)
Serious Injury	6	Grey Street (2), Gisborne Road (2), Pippin Court (1), Holts Lane (1)
Other Injury	11	Gisborne Road (3), Halletts Way (2), Albert Street (1), Condons Lane (1), Dundas Street (1), Grey Street (1), Holts Lane (1), Jonathan Drive (1)

The roads within the area have had 18 recorded crashes during the five-year period ending January 2019. One (1) resulted in fatality, 6 resulted in serious injuries, and 11 resulted in other injuries.

Definitions for Classifying Accidents (DCA's) are used to describe crash types by indicating the initial movement of vehicles (and/or pedestrians) involved in a crash. The details of the crash history within the study area by DCA type are summarised in Table 3-4.

Table 3-4 Crash History by DCA Type in the Study Area

DCA By Crash Types	Fatal	Serious Injury	Other Injury	Total (%)
Pedestrian Related (100-109)	0	0	0	-
Vehicle from Adjacent Directions (110-119)	0	0	3	17%
Vehicles from Opposing Directions (120-129)	1	1	0	11%
Vehicles from Same Direction (130-139)	0	0	0	-
Manoeuvring Related (140-149)	0	1	2	17%
Overtaking Related (150-159)	0	0	0	-
On Path Related (160-169)	0	0	0	-
Off Road Related on Straight (170-179)	0	4	5	50%
Off Road Related on Curve (180-189)	0	0	1	6%
Passenger and Miscellaneous Related (190-199)	0	0	0	-
Total	1	6	11	100%

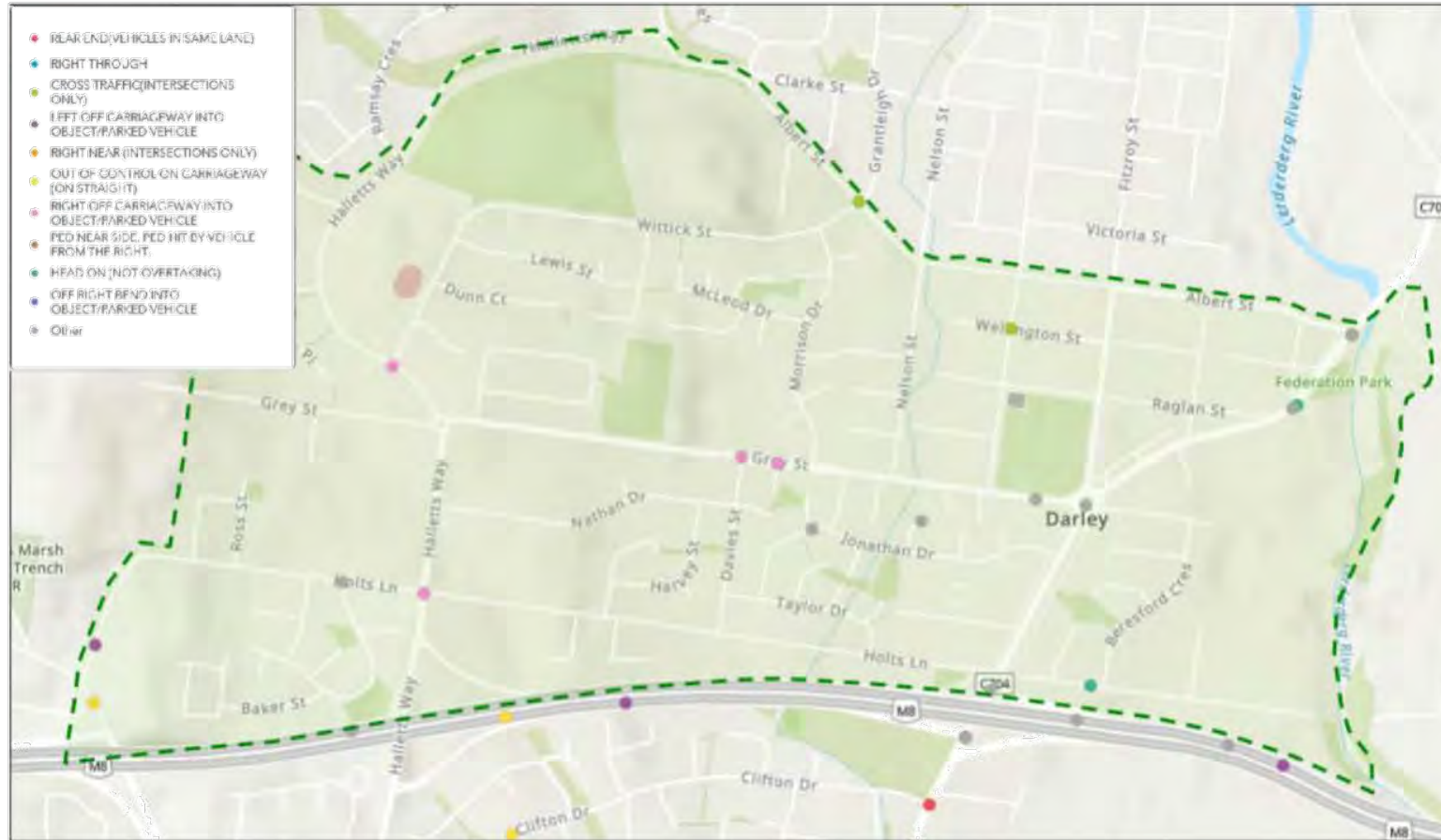
It is noted that 56% of the crashes were "run off roads", both on straight alignment and curves.

Crash Stats also notes whether a driver of any vehicle involved in the crash was under the influence of alcohol. Within the study area, 8 out of the 18 crashes over the last 5 years have involved a driver with alcohol in their system. This represents a high rate of 44%.

And among the "run off roads" type of crashes, 56% were under the influence of alcohol.



Figure 3-8 Crash Locations





4 Key Issues Identified

4.1 Community Input

The following summarises the traffic issues identified through consultation with the local community as part of this study.

4.1.1 Social Pinpoint - Online Interactive Survey

The local community was invited to comment on traffic issues within the LATM study area using an online interactive map located at: <https://msc.mysocialpinpoint.com/latm-stage-3#/>.

The interactive map invited users to provide feedback on traffic related issues within their neighbourhood. There were six categories available, and users could place pins relating to six different categories and provide comment at a location where they were aware of any existing issues. Overall, a total of 186 locations within the study area were identified as having an issue by the community, with many receiving additional comments, likes and dislikes at each location. It is noted that a number of pins may relate to the same issue (i.e. congestion along a street may have a number of pins dropped at different locations).

The six pins available to place, and the quantity of each pin placed in the study area, were as follows:

- > Traffic speed and irresponsible driving (65);
- > Pedestrian safety/facilities (60);
- > Congestion/traffic volumes (30);
- > Truck Traffic (15);
- > Park issues (12); and
- > Bicycle safety/facilities (4).

4.1.2 Survey Response

In addition to the 186 comments made throughout the study area a further 133 comments and 111 likes were received. There were no "dislikes" recorded. The location of these is shown in Figure 4-1.

Figure 4-1 Online Interactive Survey Pins



Courtesy of My Social Pinpoint (16/09/2019)



The responses are indicative of the traffic issues in the area that are at the forefront of the community's attention.

A summary of the main traffic problems identified by the community provided in the LATM study area is outlined in Table 4-1 through Table 4-4, with each table addressing each individual key issue.

**It is noted that the use of comments and likes can be subjective, with likes often relating to individual suggestions made within the comments. These suggestions are addressed in the following sections.*

Table 4-1 Summary of Online Interactive Survey – Traffic Speed / Irresponsible Driving

Issue	Location	Comments	Likes	Total Activity
Speeding / Hooning	Grey Street	6	9	15
	Albert Street	5	5	10
	Halletts Way	5	2	7
	Wellington Street	1	4	5
	Jonathan Drive	1	3	4
	Fitzroy Street	3	0	3
	Morrison Drive	2	0	2
	Nathan Drive	2	0	2
	Holts Lane	1	1	2
	Grey Street / Gisborne Road	3	7	10
Dangerous Intersection	Davies Street / Taylor Drive	1	3	4
	Albert Street / Gisborne Road	2	2	4
	Gisborne Road / Holts Lane	1	3	4
	Grey Street / shopping area vehicle crossings	1	3	4
	Gisborne Road / Wellington Street	1	1	2
	Halletts Way / Grey Street	1	1	2
Rat Running	Dundas Street	1	2	3

Table 4-2 Summary of Online Interactive Study – Pedestrian Safety Issues

Issue	Location	Comments	Likes	Total Activity
Lack of Footpath / Footpath Discontinuation	Holts Lane	3	0	3
	McLeod Drive	1	2	3
	Nathan Drive	2	1	3
	Jonathan Drive	2	0	2
Lack of Lighting of Footpath	Nelson Street	2	0	2
	Hine Court Reserve	2	3	
	Fitzroy Street	1	1	2
Lack of Crossing	Grey Street around the shopping area	3	11	14
	Grey Street / Gisborne Road	1	5	6
	Gisborne Road around the shopping area	1	1	2



Table 4-3 Summary of Online Interactive Survey – Congestion

Issue	Location	Comments	Likes	Total Activity
Congestion on Local Roads	Holts Lane / Gisborne Road	3	4	7
	Baker Street	2	2	4
	Halletts Way	1	3	4
	Jonathan Drive / Gisborne Road	1	3	4

Table 4-4 Summary of Online Interactive Survey – Heavy Truck

Issue	Location	Comments	Likes	Total Activity
Heavy Vehicles on Collector Roads	Albert Street	1	2	3
	Grey Street	1	1	2
Heavy Vehicles on Local Roads	Jonathan Drive	1	1	2

As can be seen from Table 4-1 through Table 4-4, the most common issues raised by residents regarding traffic conditions in the study area relates to:

- > **Speeding:** Particularly on Grey Street and Albert Street;
- > **Pedestrian Safety:** residents were especially concerned about the lack of crossing facilities around the shopping area at the southwestern corner of Grey Street and Gisborne Road;
- > **Congestion:** the congestion on Gisborne Road is impairing the access to the local streets that are connected to Gisborne Road; and
- > **Heavy Vehicles:** Particularly on Albert Street.

4.1.3 Summary of Key Issues

The key and/or repeated observations made by the respondents to the online interactive survey are outlined as follows:

The Darley Area

- > *Insufficient cycle paths/lanes are provided, which is unresponsive to motivate potential cyclists especially unsupervised children;*

Albert Street

- > *Speeding along the entire stretch;*
- > *The volume of heavy vehicles has increased and they have caused pavement deterioration;*
- > *Speeding along Gisborne Road makes it difficult to turn out of Albert Street;*

Baker Street

- > *Baker Street now serving as the only access for the new development the street is now undertaking a high traffic volume;*

Davies Street

- > *At the intersection with Taylor Drive, there is frequently hooning behaviour taking place;*

Dundas Street

- > *The street is being used as a rat run route as it is roundabout-free. There is speeding day and night;*

Darley Park

- > *Illegal parking during events, such as the Saturday markets, on the surrounding streets of Darley Park: Dundas Street, Grey Street, Fitzroy Street, and Raglan Street;*

Fitzroy Street

- > *Speeding along the road;*



- > *There is no lighting provided over the new footpath, a dangerous environment for pedestrians in dark;*

Gisborne Road

- > *Congestion on Gisborne Road;*
- > *The heavy vehicle volume has increased, damaging the road and disturbing peace in the neighbourhood especially in the early morning;*
- > *There are no crossing facilities provided to cross Gisborne Road to access the shopping area at the corner of Gisborne Road/Grey Street intersection;*
- > *Trips generated by the shopping area overflow to Gisborne Road and park over the grass;*

Grey Street

- > *Speeding along the road;*
- > *An increase in heavy vehicle traffic;*
- > *There are no crossing facilities provided to cross Grey Street to access the shopping area at the corner of Gisborne Road/Grey Street intersection;*
- > *The traffic direction at the shopping area is confusing and often misguides drivers;*
- > *Vehicles exiting the mall are causing near-misses;*
- > *Pedestrian and cyclist facilities at the roundabout with Gisborne Road need to be improved;*
- > *Speeding camera should be installed at the roundabout with Gisborne Road;*

Halletts Way

- > *Speeding along the road;*
- > *The current speed limit on Halletts Way between Myers Street and Wittick Street is 40 km/hr, which the current environment does not support, thus it is rarely adhered to. Suggest to increase to 50 km/hr. The speed limit around the school should be 40 km/hr only during school hours;*
- > *The bus stop between Western Freeway and Holts Lane is causing delay and should be relocated further away from the freeway ramps;*
- > *At the roundabout with Grey Street vehicles speed through without slowing down or give way;*

Holts Lane

- > *Speeding along the road;*
- > *At the intersection with Gisborne Road a left-turn/slip lane on the west leg would be helpful to alleviate the demand from the traffic congestion from Holts Lane;*
- > *At the intersection with Gisborne Road red running happens constantly;*
- > *Between Halletts Way to Cunningham Close there is no footpath, cycle lane, or lighting provided;*
- > *At the intersection with Beresford Crescent the visibility is blocked by vegetation;*
- > *In the area surrounded by Holts Lane, Fredrick Street, and Ross Street there is growing number of heavy vehicles parking overnight on the residential street;*

Jonathan Drive

- > *Speeding along Gisborne Road makes it difficult to turn out of Jonathan Drive;*
- > *Jonathan Drive is used as a rat run route from Gisborne Road, including many heavy vehicles;*
- > *There is no footpath provided on either side, very dangerous for children;*
- > *Children and teenagers are speeding with monkey/dirt bikes;*
- > *Trips generated by the shopping area overflow to Jonathan Drive and park over the grass;*



Lewis Street

- > No footpath provided on either side of the street;
- > Speeding throughout the street;

McLeod Drive

- > No footpath provided on either side of the street;
- > There is no lighting provided for the footpath in the Hine Court Reserve, making it unsafe when dark;

Morrison Drive

- > The curvature of the road makes speeding more dangerous;

Nathan Drive

- > Speeding along the road;
- > Between Halletts Way and Davies Street the crest and curvature of the alignment makes it dangerous around the bend, suggest to install centreline; there is also no footpath provided for this stretch of the road;

Nelson Street

- > The lack of footpath on the eastern side from Grey Street to Darley Primary School has resulted in dangerous crossing at Grey Street/Nelson Street intersection at great risk for children;

Ross Street

- > The new high-density housing was built without providing for off-street parking, causing a parking issue on the street;

Wellington Street

- > Speeding throughout the street, especially motorcycle speeding; and
- > Speeding along Gisborne Road makes it difficult to turn out of Wellington Street.

4.2 Engineering Investigations

Investigation of traffic issues raised by the local community and review of existing traffic and accident data identified a number of issues to be considered in the development of the LATM. The following sections discuss each category in depth.

4.2.1 Traffic Speed and Irresponsible Driving

Traffic speeds and irresponsible driving was raised as a concern throughout this study area at a number of locations. The following sections discuss streets that have been identified to have speeding issues and hooning behaviour in the study area, and a description of the issues as they present at each location.

4.2.1.1 Albert Street

Albert Street is a Collector with a wide carriageway width. There is some curvature on the northern end, but the majority of the road is of a straight alignment. There are no speed controls running from Nelson Street to Halletts Way. The setting of the road, therefore, encourages speeding and hooning.

There is also a children's crossing near the intersection with Nelson Street for Darley Primary School, but no speed calming devices were installed for the crossing.

There were total 13 residents that had voiced their concerns regarding speeding on Albert Street.



Figure 4-2 Albert Street, Looking north



4.2.1.2 Bourke Street

Bourke Street is a Local street with an approximately 13 metre carriageway width. As the on-street parking demand appears to be low (as shown in Figure 4-3) and the street is a straight and flat road, speeding behaviour is reflected in the high 85th percentile speed of 55.4 km/hr, as recorded in Table 3-2.

Figure 4-3 Bourke Street, looking north



4.2.1.3 Davies Street

Davies Street is a Local street with an approximately 10.5 metre carriageway width. It connects Grey Street and Holts Lane. Many drivers appear to use it as a shortcut to avoid the busier Halletts Way and Gisborne Road, including heavy vehicles. Four local residents have come forth with concerns of speeding on this street.

Figure 4-4 Davies Street, Looking South



4.2.1.4 Dundas Street

Similar to Bourke Street and Davies Street, Dundas Street is a Local street with wide carriageway, low on-road parking demand, and a straight and flat alignment. The environment is conducive to speeding, especially between Grey Street to Albert Street where there are no speed controls.

Figure 4-5 Dundas Street, Looking South



4.2.1.5 Fitzroy Street

Speeding is being reported on Fitzroy Street between Albert Street and Gisborne Road, when there is no parking demand generated (at times when there are no events held at Darley Park).

Figure 4-6 Fitzroy Street, Looking south



4.2.1.6 Gisborne Road

As Gisborne Road is a VicRoads State Arterial road, LATM measures will not be implemented. However, during public consultation, 10 comments referred to the speeding behaviour on Gisborne Road. It is recommended that assisting devices such as a speed camera, active warning signs, or enhanced linemarking and signage, in consideration with VicRoads, can be considered for Gisborne Road.

4.2.1.7 Grey Street

Grey Street is a Collector road. As the road is straight and extends for a substantial distance, speeding and hooning is a long-standing issue. This is especially the case between Gisborne Road and Halletts Way where there are no speed control devices.

There are two children’s crossings near Nelson Street to accommodate Darley Primary School. Tube counts installed near the two crossings have identified an 85th percentile speed of 59 km/hr in a 50 km/hr zone near both crossings. No additional speed calming devices are in place around the crossings to further enhance the safety of children when using the crossings in a high-speed area.

Figure 4-7 Grey Street, looking western at the children’s crossing



4.2.1.8 Halletts Way

Halletts Way is a Collector Road between Grey Street and the Bacchus Marsh Road. The road carries much of the traffic to and from Western Freeway and speeding is particularly an issue between the Bacchus Marsh Road and Holts Lane where there are no speed control measures for over one kilometre.

Between Ramsay Crescent and Wittick Street a permanent speed limit of 40 km/hr is enforced at all times. However, many comments in public consultation noted that this is impractical as the road condition does not facilitate the speed limit. Some had reflected that the 40 km/hr speed limit is appropriate around Pentland Primary School and Darley Kindergarten during school times, but this section of Halletts Way should be 50 km/hr outside of school hours.

Figure 4-8 Halletts Way, looking north



4.2.1.9 Holts Lane

There are five existing speed humps between Hamish Road and Gisborne Road, with the distance in between them ranging from approximately 140 metres to 200 metres. The database shows that these speed humps have been in existence since before 2014; nonetheless a tube count undertaken in 2017 between Halletts Way and Cunningham Close indicated that the 85th percentile speed was 76.3 km/hr in a 50 km/hr



speed limit zone. There were also seven complaints logged during the public consultation regarding the speeding behaviour on Holts Lane.

Figure 4-9 Holts Lane, looking West



4.2.1.10 Jonathan Drive

Jonathan Drive is wide and there are no speed control devices for the entire length. Reportedly many vehicles use Jonathan Drive as a rat run route to avoid Gisborne Road. Eight (8) comments were recorded regarding the speeding behaviour on Jonathan Drive.

Figure 4-10 Jonathan Drive, looking west



4.2.1.11 Nathan Drive

Nathan Drive runs parallel to Grey Street and connects Davies Street and Halletts Way, where there is a stretch of more than 500 metres that has no speed control devices.

Figure 4-11 Nathan Drive, looking west



4.2.1.12 Nelson Street

Darley Primary School is located on Nelson Street between Sheldon Avenue and Albert Street. Tube count installed near the children’s crossing outside of the school recorded an 85th percentile speed of more than 55 km/hr.



Figure 4-12 Nelson Street, looking south



4.2.1.13 Wittick Street

Wittick Street connects Albert Street and Halletts Way, and without speed control on the entire road it experiences speeding and hooning behaviour. The 85th percentile speed was 65.7 km/hr in a 50 km/hr speed limit zone.

Figure 4-13 Wittick Street, looking west



4.2.2 Pedestrian Safety

4.2.2.1 Lack of Footpath

The lack of footpath appears to be a prevalent issue throughout the study area. From the public consultation responses, 28 comments were made regarding the lack of footpath provision in Darley.

Figure 4-4 gives an overview on the footpath provision in the study area:

Figure 4-14 Footpath Provision in Darley Area

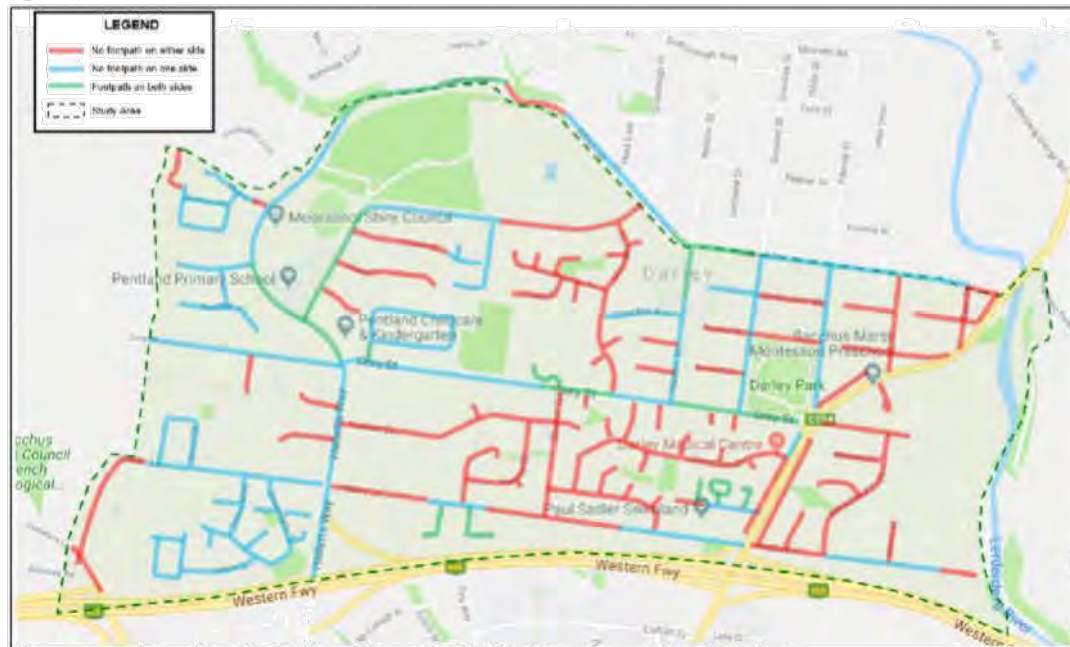




Figure 4-4 has shown that only a small portion of the network in the study area has a footpath on both sides of streets, and there are more roads without any footpath provision than roads with footpath on one side or on both sides.

4.2.2.2 *Crossing Facilities*

Several locations were nominated where there may be opportunities to install crossing facilities to allow active road users to access destination attractions. The locations identified are as follows:

- > Darley Park:
 - Raglan Street;
 - Fitzroy Street;
 - Dundas Street;
- > Shopping area at the southwestern corner of Grey Street and Gisborne Road:
 - Grey Street; and
 - Gisborne Road.

It is noted that the operating speed was proven to be high near some of the existing children’s crossings in the study area. They are listed as follows:

- > Darley Primary School:
 - Two children’s crossings on Grey Street: the 85th percentile speed is 59.4 km/hr and 59.8 km/hr;
 - Children’s crossing on Albert Street: the 85th percentile speed is 59.7 km/hr;
 - Children’s crossing on Nelson Street: the 85th percentile speed is 55.4 km/hr;
- > Pentland Primary School;
 - Children’s crossing on Wittick Street: the 85th percentile speed is 65.7 km/hr; and
 - Children’s crossing on Halletts Way: the 85th percentile speed is 52.8 km/hr in a 40 km/hr speed zone.

Further LATM measures should be investigated for these crossings.

4.2.2.3 *Lighting over Footpaths*

Some comments in the public consultation raised concerns regarding the lack of lighting over some of the footpaths, as listed below:

- > Fitzroy Street, the entire stretch;
- > Gisborne Road on the bridge over Western Freeway;
- > Halletts Way on the bridge over Western Freeway; and
- > Hine Court Reserve.

4.2.3 **Truck Traffic**

Table 4-5 outlines the truck traffic issues in the study area:

Table 4-5 Truck Traffic Issue in Darley Area

Issue	HV %	Consultation Comments
Albert Street	11.1%	Heavy vehicles causing pavement deterioration
Beresford Crescent	11.0%	Heavy vehicles using Beresford Crescent to avoid Gisborne Road
Davies Street	13.0%	-
Dundas Street	14.7%	-
Gisborne Road	-	Increased heavy vehicle flow, causing safety concerns, road damage, and noise in mornings



Road	HV (%)	Contributions Comments
Grey Street	10.0%	An increased in heavy vehicle traffic
Jonathan Drive	-	Heavy vehicle using Jonathan Drive to avoid Gisborne Road
Halletts Way	12.3%	-
Holts Lane	23.6%	-
Nelson Street	11.0%	Increased traffic flow
Witlick Street	15.6%	-

4.2.4 Congestion

Fourteen (14) residents raised concerns regarding congestion on Gisborne Road, and also the difficulty of accessing local streets off Gisborne Road because of the congestion.

Some have also expressed opinions that Baker Street has become increasing congested in the recent years, being the only access for the new development in the area.

4.2.5 On-Street Parking

The high demand in parking during Darley Market that is held on the first Saturday of every month at Darley Park is causing concerns on Dundas Street, Grey Street, Fitzroy Street, and Raglan Street. Six residents have raised the issues that the vehicles are often parked illegally, and they block visibility at driveways and intersections.

Some residents have remarked that the on-road parking spaces along Halletts Way should be implemented with a time limit parking restriction, thus allowing the residents and local visitors to utilise the parking spaces instead of being used by employees of the schools and the Council.

4.2.6 Cycling Safety/Facilities

A number of responses from the community consultation indicated that alternative routes that divert bicycle movements from the heavily trafficked roads (Gisborne Road and Main Street) are required to make cycling in the area safer. Generally, it is evident that due to the surrounding environment, cycling is a relatively unattractive mode of transport in the area for most residents.



5 Conclusion

The object of this study is to prepare a Local Area Traffic Management (LATM) Plan for the Darley area, which addresses the main traffic issues in the area and reflects the requirements and expectations of the local community.

In this stage, the existing conditions of the study area, including the issues raised by the community have been assessed. This stage required consultation with the local community to identify local traffic issues and possible improvements, in conjunction with engineering investigations undertaken by Cardno.

The key issues identified in the study generally relate to traffic concerns such as speeding and hooning, pedestrian safety, and heavy truck volume. Specifically, some of the key issues identified are:

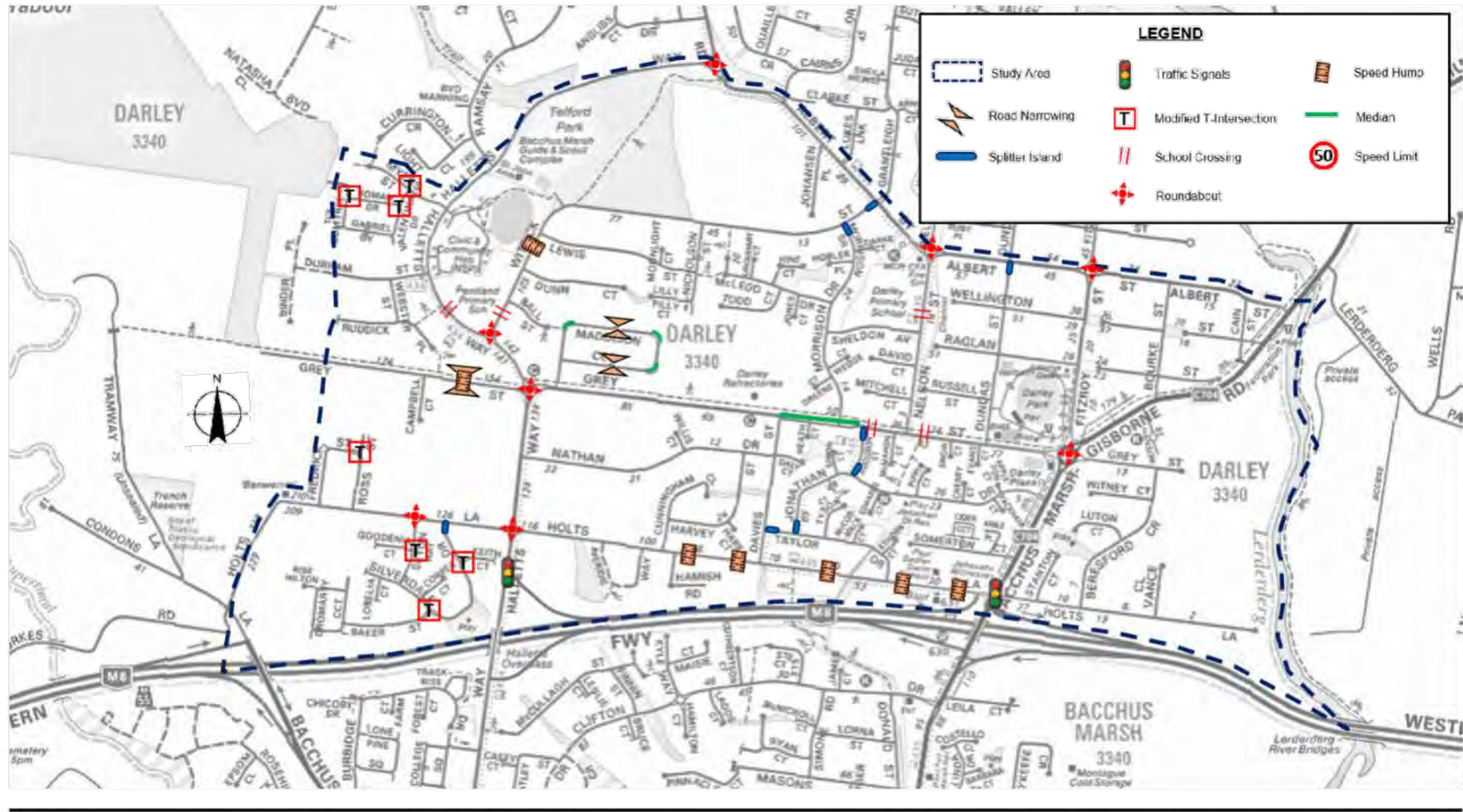
- > Speeding and hooning is prevalent throughout the area;
- > The lack of footpath provision; and
- > Heavy truck volumes on local streets.

Some recommendations to address these issues are listed as follows, but not limited to:

- > Investigate appropriate locations for LATM implementations, such as roundabouts, speed humps, wombat crossings, etc.;
- > For locations where LATM is inappropriate, explore possibilities of other measures such as speed camera, active warning signs, signage and linemarkings, etc.;
- > Monitor and regulate heavy vehicle traffic on arterial and local roads in the study area;
- > Investigate to install footpaths, prioritise locations by foot traffic;
- > Improve cycling facilities in the study area; and
- > Reinforce safety around children's crossings.

Bacchus Marsh Local Area Traffic Management Study – Stage 3

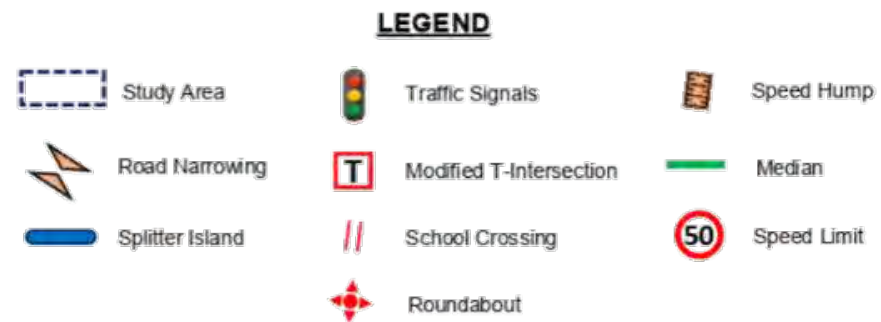




Existing LATM Measures
10/09/2019



Bacchus Marsh
Local Area Traffic Management Study – Stage 3



16 OTHER REPORTS

16.1 ASSEMBLY OF COUNCILLORS

Author: Renee Hodgson, Governance Officer

Authoriser: Caroline Buisson, General Manager Customer Care & Advocacy

Attachments:

1. Assembly of Councillors - Wednesday 22 January 2020
2. Assembly of Councillors - Wednesday 5 February 2020
3. Assembly of Councillors - Wednesday 19 February 2020

BACKGROUND

Section 76(AA) of the *Local Government Act 1989* defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Meeting of Council, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable:

- (a) reported to the next ordinary meeting of the Council; and
- (b) incorporated in the minutes of that council meeting. (s. 80A(2))

A record of Assemblies of Councillors is provided for consideration.

RECOMMENDATION

That Council receive the record of Assemblies of Councillors, as follows:

1. **Assembly of Councillors – Wednesday 22 January 2020:**
 - (a) **SRV – Funding Round Proposed Projects and Update on Grants**
 - (b) **Review of the Draft OMC Agenda**
2. **Assembly of Councillors – Wednesday 5 February 2020:**
 - (a) **Presentation by Chair of Audit Committee**
 - (b) **Councillor Appointments to Committees**
 - (c) **Community Grants Program Review**
3. **Assembly of Councillors – Wednesday 19 February 2020:**
 - (a) **High Level Overview of the Budget and Long Term Financial Plan 2020/21**
 - (b) **Review of the OMC Agenda and Review of the DAC Agenda**
 - (c) **Maddingley Brown Coal**
 - (d) **Presentation/Discussion by Transurban**

Assembly of Councillors

Date:	Wednesday, 22 January 2020
Venue:	North Wing Meeting Room 1, Darley Civic & Community Hub
Councillors:	Cr. Edwards (Mayor) Cr. Dudzik Cr. Keogh Cr. Sullivan Cr. Tatchell
Officers:	Derek Madden, Caroline Buisson, Phil Jeffrey , Sally Jones, Henry Bezuidenhout
Apologies:	Cr. Borgelt, Cr. Bingham

Disclosure of Conflict of Interests –
Nil.

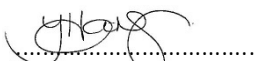
Items:

Councillors received briefings on the following items:

1. 2.10pm SRV – Funding Round Proposed Projects and Update on Grants
2. 4.20pm Review of the Draft OMC Agenda

Assembly closed at: 5.07pm

Signed:



Yvonne Hansen
Manager Governance, Risk & Corporate Planning
Date: 22.01.2020

Assembly of Councillors

Date:	Wednesday, 5 February 2020
Venue:	Council Chambers, Ballan
Councillors:	Cr. Edwards (Mayor) (from 2.33pm) Cr. Bingham (from 2.33pm) Cr. Borgelt Cr. Dudzik Cr. Keogh Cr. Sullivan (from 3.06pm) Cr. Tatchell (from 2.38pm)
Officers:	Derek Madden, Caroline Buisson (Item 1), Phil Jeffrey (Item 3) , Sally Jones, Henry Bezuidenhout, Yvonne Hansen
Apologies:	Nil

Disclosure of Conflict of Interests –

Nil.

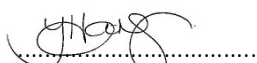
Items:

Councillors received briefings on the following items:

1. 2.23pm Presentation by Chair of Audit Committee
2. 3.06pm Councillor Appointments to Committees
3. 3.10pm Community Grants Program Review

Assembly closed at: 3.55pm

Signed:



Yvonne Hansen

Manager Governance, Risk & Corporate Planning

Date: 5.02.2020

Assembly of Councillors

Date:	Wednesday 19 February 2020
Venue:	North Wing Meeting Room 1, Darley Civic & Community Hub (Items 1-3) North Wing Meeting Rooms 2 & 3, Darley Civic & Community Hub (Item 4)
Councillors:	Cr. Edwards (Mayor) Cr. Bingham (Item 2 onwards) Cr. Borgelt Cr. Dudzik Cr. Keogh Cr. Sullivan Cr. Tatchell (Item 3 onwards)
Officers:	Derek Madden, Caroline Buisson, Phil Jeffrey, Sally Jones, Henry Bezuidenhout, Yvonne Hansen, Steve Ivelja (Item 1), Tom Laurie (Item 4), Vanessa Osborn (Item 4),
Attendees:	Representatives from Transurban (Item 4)
Apologies:	Cr. Tatchell (Items 1 & 2)

Disclosure of Conflict of Interests –

Nil.

Items:

Councillors received briefings on the following items:

1. 2.13pm High Level Overview of the Budget and Long Term Financial Plan 2020/21
2. 2.49pm Review of the OMC Agenda and Review of the DAC Agenda
3. 3.09pm Maddingley Brown Coal
4. 4.00pm Presentation/Discussion by Transurban

Assembly closed at: 6.00pm

Signed:



Yvonne Hansen

Manager Governance, Risk & Corporate Planning

Date: 19/02/2020

17 NOTICES OF MOTION

Nil

18 MAYOR'S REPORT

18.1 MAYOR'S REPORT

Author: Dianne Elshaug, Co-ordinator CEOs Office

Authoriser: Derek Madden, Chief Executive Officer

Attachments: Nil

PURPOSE

To provide details to the community on the meetings and events attended by the Mayor since the last Ordinary Meeting of Council.

EXECUTIVE SUMMARY

- That the Mayor's Report be tabled for consideration at the Ordinary Meeting of Council.

RECOMMENDATION

That Council resolves to receive the Mayor's Report.

- 19 COUNCILLORS' REPORTS**
- 20 URGENT BUSINESS**
- 21 CLOSED SESSION OF THE MEETING TO THE PUBLIC**
Nil
- 22 MEETING CLOSURE**