



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 4 December 2019**

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

**Date: Wednesday, 4 December 2019**

**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 6 November 2019

## **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**

Nil

## 14 CUSTOMER CARE AND ADVOCACY REPORTS

### 14.1 SECTION 86 - DELEGATED COMMITTEES OF COUNCIL - REPORTS

**Author:** Michelle Morrow, Co-ordinator Governance

**Authoriser:** Derek Madden, Chief Executive Officer

**Attachments:**

1. s.86 Greendale Recreation Reserves Committee of Management Meeting Minutes - 8 October 2019 [↓](#) 
2. s.86 Lal Lal Soldiers' Memorial Hall Committee of Management Meeting Minutes - 7 October 2019 [↓](#) 

#### 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
Section 86 Greendale Recreation Reserves Committee of Management	Tuesday 8 October 2019	Cr. Tatchell
Section 86 Lal Lal Soldiers' Memorial Hall Committee of Management	Monday 7 October 2019	Community Members

#### RECOMMENDATION

**That Council approve the minutes of the following section 86 Committee Meetings:**

1. Section 86 Greendale Recreation Reserves Committee of Management Meeting on Tuesday 8 October 2019
2. Section 86 Lal Lal Soldiers' Memorial Hall Committee of Management Meeting on Monday 7 October 2019.

**Greendale Reserves Committee of Management  
BGM 2019**

<b>Attendees:</b>	Phil O'Keefe, Nick Myrianthis, John Speed, Eddie Salwe, Paul Hilder, Sarah Duncanson, Cr Paul Tatchell	
<b>Apologies:</b>		
<b>Date &amp; Time:</b>	Tuesday 8 <sup>th</sup> October 2019	
<b>Venue</b>	Greendale Hotel	
<b>Issue</b>	<b>Action</b>	<b>Timeframe</b>
<b>Previous minutes</b>	AGM September 2018 minutes were confirmed. Moved Nick, Seconded Phil	
<b>Matters arising</b>	Nil	
<b>Correspondence</b>	Nil	
<b>Presidents Report</b>	Phil discussed his report for 2018 – 2019, copy attached. Moved to be accepted by John and seconded by Eddie. Carried by members	
<b>Treasurers Report</b>	Nick tabled Profit & Loss and Balance sheet July 2017 to June 30th 2019 copies attached. Moved to be accepted by Paul and seconded by Phil. Carried by members	
<b>General Business</b>	Cr Tatchell chaired the meeting to elect a new committee and office bearers	
	Phil was nominated as President by Paul, seconded by Eddie. Carried by the members	
	Nick was nominated as Treasurer by Eddie seconded by John. Carried by the members.	
	John was nominated as Secretary by Phil, seconded by Eddie. Carried by the members.	
	Paul, Eddie and Sarah were elected as ordinary committee members	
	Paul Tatchell requested a copy of recent Master Plan. He suggested obtaining quotes for the smaller projects and offered to advocate for the Committees priorities. J Speed to email a copy of the Plan to Paul.	
Meeting closed 8.30pm		
<b>Next AGM</b>	<b>AGM to confirm committee members &amp; present annual reports, before Sept 2020</b>	

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**Greendale Reserves Committee of Management Annual General Meeting 2019****Presidents Report**

This year has been a successful year in that we have managed to achieve a number of goals that we set ourselves at the start of the year. These have included, the erection of extra exercise equipment on the walking path around Egan's reserve, the restoration of the front signage and establishment of a garden in front of that sign and finally the completion of the 5-year master plan. Additionally, and very exciting, is that we have a user group to the reserve namely the Greendale playgroup. From feedback received the activities held by this playgroup have been very well received with a lot of positive feedback for Egan's reserve.

The reserve continues attracts a lot of users over the course of the year, and both the warmer and cooler months. This has heightened our desire as a committee to pursue the viability of a community centre at Egan. Pleasingly the Moorabool Shire Council has taken this desire and built into the master plan a feasibility study regarding the erection of such a community centre. This was after community consultation was sought. Consultation which received both positive and negative responses, which to be honest was not really surprising. I'm sure when I speak for the rest of the committee that we are looking forward to seeing the next steps in this process. I'm sure I speak for the rest of the committee when I say I am excited to see the next steps in this process.

On a sad note we are very sorry to see the passing of counsellor Pat Toohey, who is been a great support for this committee and the Greendale community as a whole. Our condolences go to Pat's family and friends.

Finally, thanks again to members of the community who volunteer their time and expertise to look after this and the other reserves around the area. The efforts are fully appreciated.

Phil O'Keefe

## GREENDALE RESERVES MANAGEMENT COMMITTEE TREASURERS REPORT 2017-19

8 October 2019

Before commencing with this report, I would like to acknowledge the much appreciated assistance our local council member Pat Toohey had provided us over the years. He will always be remembered as a good friend to the Greendale Reserves Management Committee and will be missed.

Please find the Balance Sheets and Profit and Loss Reports for the Greendale Reserves Management Committee for the financial years 30 June 2018 and 2019.

The Committee remains in a strong financial position with total assets amounting to \$95,747.

There has been no change from the previous year in the value of Non-Current Assets for Buildings at Cost and Furniture and Fixtures which amounted to \$63,800.

Total funds in the Cheque account were \$9,607 compared to \$7,760 at the same time last year.

Total funds invested in fixed interest Term deposit has increased by \$233 from \$10,125 at 30 June 2018 to \$10,358.

Over the last year, we have incurred significant capital expenditure associated with:

- Installation of glass at the rotunda \$2,965;
- Purchase and installation of new playground equipment \$1,495; and
- Garden supplies \$124.

The above capital expenses were covered by a \$2,819 community grant from the Moorabool Shire Council received in October 2017, as well as contributions by the Greendale Reserves Management Committee. Of course, these projects would not have been possible without the ongoing support of community volunteers, particularly members of this Committee who continue to offer their time, tools and materials to see Egan's Reserve a great community asset.

The other major expense was Electricity costs which amounted to \$2,067.49 over the last 2 financial years. The Committee received recurrent funding of \$2,870 over the last 2 years to cover the cost of electricity.

The only other income received by the Committee was a generous donations from the Greendale Hotel in March 2018 totaling \$500.

There were no other fundraising activities over this period.

(Please note, all figures quoted above are GST free.)



Thank you

NICK MYRIANTHIS

(Treasurer, Greendale Reserves Management Committee)



**GREENDALE RESERVES MANAGEMENT COMMITTEE**  
 85 LONG GULLY ROAD  
 GREENDALE  
 VIC AUSTRALIA 3341

**Profit & Loss [Cash]**

**July 2017 through June 2019**

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Income		
Donations		\$500.00
Recurrent Shire Funding		\$5,688.74
Total Income		<u>\$6,188.74</u>
Cost of Sales		
Total Cost of Sales		<u>\$0.00</u>
Gross Profit		<u>\$6,188.74</u>
Expenses		
Recurrent Expenses		
Electricity	\$2,067.49	
Playground Expenses		
Playground/Garden supplies	\$123.64	
Working Bee Expenses		\$87.27
Drive In Event Expenses		
Grant Related Expenses		
Equipment and accessories	\$1,494.65	
Total Expenses		<u>\$3,773.05</u>
Operating Profit		<u>\$2,415.69</u>
Other Income		
Interest Income		\$233.00
Total Other Income		<u>\$233.00</u>
Other Expenses		
Net Profit (Loss)		<u>\$2,648.69</u>

**GREENDALE RESERVES MANAGEMENT COMMITTEE**  
 85 LONG GULLY ROAD  
 GREENDALE  
 VIC AUSTRALIA 3341

**Profit & Loss [Cash]**

July 2018 through June 2019

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Income		\$2,869.74
Recurrent Shire Funding		
Total Income		<u>\$2,869.74</u>
Cost of Sales		
Total Cost of Sales		<u>\$0.00</u>
Gross Profit		<u>\$2,869.74</u>
Expenses		
Recurrent Expenses		
Electricity	\$1,055.79	
Working Bee Expenses		\$87.27
Total Expenses		<u>\$1,143.06</u>
Operating Profit		<u>\$1,726.68</u>
Other Income		
Interest Income	\$233.00	
Total Other Income		<u>\$233.00</u>
Other Expenses		
Net Profit (Loss)		<u>\$1,959.68</u>

**GREENDALE RESERVES MANAGEMENT COMMITTEE**  
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**Profit & Loss [Cash]**

**July 2017 through June 2018**

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Income		
Donations		\$500.00
Recurrent Shire Funding		\$2,819.00
Total Income		<u>\$3,319.00</u>
Cost of Sales		
Total Cost of Sales		<u>\$0.00</u>
Gross Profit		<u>\$3,319.00</u>
Expenses		
Recurrent Expenses		
Electricity	\$1,011.70	
Playground Expenses		
Playground/Garden supplies	\$123.64	
Drive In Event Expenses		
Grant Related Expenses		
Equipment and accessories	\$1,494.65	
Total Expenses		<u>\$2,629.99</u>
Operating Profit		<u>\$689.01</u>
Other Income		
Other Expenses		
Net Profit (Loss)		<u>\$689.01</u>

**GREENDALE RESERVES MANAGEMENT COMMITTEE**  
 85 LONG GULLY ROAD  
 GREENDALE  
 VIC AUSTRALIA 3341

**Balance Sheet**

**As of June 2018**

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<b>Assets</b>			
<b>Current Assets</b>			
Cash On Hand			
Cheque Account	\$7,760.95		
Investment Account	\$10,125.34		
Total Cash On Hand		\$17,886.29	
Pledges Receivable		\$560.00	
Total Current Assets			\$18,446.29
<b>Property &amp; Equipment</b>			
Buildings			
Buildings at Cost	\$63,603.18		
Total Buildings		\$63,603.18	
Furniture & Fixtures			
Furniture & Fixtures at Cost	\$11,851.00		
Total Furniture & Fixtures		\$11,851.00	
Total Property & Equipment			\$75,454.18
<b>Total Assets</b>			<b>\$93,900.47</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
GST Liabilities			
GST Paid	\$0.00		
Total GST Liabilities		\$0.00	
Total Current Liabilities			\$0.00
<b>Total Liabilities</b>			<b>\$0.00</b>
<b>Net Assets</b>			<b>\$93,900.47</b>
<b>Equity</b>			
Prior Year's Surplus/Deficit		\$9,102.33	
Retained Earnings		\$33,809.11	
Current Year Surplus/Deficit		\$689.01	
Historical Balancing		\$50,300.02	
<b>Total Equity</b>			<b>\$93,900.47</b>

**GREENDALE RESERVES MANAGEMENT COMMITTEE**  
 85 LONG GULLY ROAD  
 GREENDALE  
 VIC AUSTRALIA 3341

**Balance Sheet**

**As of June 2019**

08/10/19  
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<b>Assets</b>			
Current Assets			
Cash On Hand			
Cheque Account	\$9,607.33		
Investment Account	\$10,358.34		
Total Cash On Hand	\$19,965.67		
Pledges Receivable	\$560.00		
Total Current Assets		\$20,525.67	
Property & Equipment			
Buildings			
Buildings at Cost	\$63,603.18		
Total Buildings	\$63,603.18		
Furniture & Fixtures			
Furniture & Fixtures at Cost	\$11,851.00		
Total Furniture & Fixtures	\$11,851.00		
Total Property & Equipment		\$75,454.18	
<b>Total Assets</b>			<b>\$95,979.85</b>
<b>Liabilities</b>			
Current Liabilities			
GST Balancing	\$234.00		
GST Liabilities			
GST Paid	-\$114.30		
Total GST Liabilities	-\$114.30		
Total Current Liabilities		\$119.70	
<b>Total Liabilities</b>			<b>\$119.70</b>
<b>Net Assets</b>			<b>\$95,860.15</b>
<b>Equity</b>			
Prior Year's Surplus/Deficit		\$9,102.33	
Retained Earnings		\$34,498.12	
Current Year Surplus/Deficit		\$1,959.68	
Historical Balancing		\$50,300.02	
<b>Total Equity</b>			<b>\$95,860.15</b>

**GREENDALE RESERVES MANAGEMENT COMMITTEE**  
 85 LONG GULLY ROAD  
 GREENDALE  
 VIC AUSTRALIA 3341

**General Ledger [Detail]**

01/07/17 To 30/06/19

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08/10/19

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ID#	Src	Date	Memo	Debit	Credit	Net Activity	Ending Balance
<b>1-1110 Cheque Account</b>							
<b>Beginning Balance:</b>			<b>\$10,201.51</b>				
eft	CD	31/07/17	Origin Energy El		\$253.10		\$9,948.41
CR000198	CR	09/08/17	Moorabool Shire	\$38.00			\$9,986.41
CR000200	CR	11/10/17	Moorabool Shire	\$2,819.00			\$12,805.41
CR000202	CR	01/11/17	Moorabool Shire	\$23.01			\$12,828.42
eft	CD	15/11/17	Blackwood Ridg		\$81.00		\$12,747.42
eft	CD	15/11/17	Commercial Gla		\$3,283.50		\$9,463.92
eft	CD	15/11/17	Origin Energy El		\$274.03		\$9,189.89
eft	CD	12/02/18	Origin Energy El		\$285.10		\$8,904.79
CR000203	CR	02/03/18	Greendale Coun	\$500.00			\$9,404.79
CR000204	CR	07/03/18	Moorabool Shire	\$330.00			\$9,734.79
eft	CD	30/04/18	Origin Energy El		\$300.64		\$9,434.15
CR000205	CR	09/05/18	Moorabool Shire	\$25.92			\$9,460.07
eft	CD	17/05/18	Blackwood Ridg		\$55.00		\$9,405.07
eft	CD	17/05/18	Imagination Play		\$1,644.12		\$7,760.95
eft	CD	06/08/18	Origin Energy El		\$299.12		\$7,461.83
CR000206	CR	15/08/18	Moorabool Shire	\$181.00			\$7,642.83
bpay	CD	17/12/18	Origin Energy El		\$290.93		\$7,351.90
pay	CD	18/02/19	Origin Energy El		\$302.43		\$7,049.47
bpay	CD	06/05/19	Origin Energy El		\$268.88		\$6,780.59
CR000207	CR	22/05/19	Moorabool Shire	\$53.00			\$6,833.59
CR000208	CR	29/05/19	Moorabool Shire	\$2,869.74			\$9,703.33
213	CD	26/06/19	Greendale Coun		\$96.00		\$9,607.33
<b>Total:</b>				<b>\$6,839.67</b>	<b>\$7,433.85</b>	<b>\$594.18cr</b>	<b>\$9,607.33</b>
<b>1-1120 Payroll Cheque Account</b>							
<b>Beginning Balance:</b>			<b>\$0.00</b>				
<b>Total:</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>1-1130 Cash Drawer</b>							
<b>Beginning Balance:</b>			<b>\$0.00</b>				
<b>Total:</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>1-1160 Investment Account</b>							
<b>Beginning Balance:</b>			<b>\$10,125.34</b>				
CR000211	CR	07/03/19	Commonwealth	\$233.00			\$10,358.34
<b>Total:</b>				<b>\$233.00</b>	<b>\$0.00</b>	<b>\$233.00</b>	<b>\$10,358.34</b>
<b>1-1170 Petty Cash</b>							
<b>Beginning Balance:</b>			<b>\$0.00</b>				
<b>Total:</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>1-1180 Undeposited Funds</b>							
<b>Beginning Balance:</b>			<b>\$0.00</b>				
<b>Total:</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

10/3/2019

NetBank - Transactions



Society Cheque Acct  
06 3824 1006 0109

Available Balance  
+ \$9,021.58 + \$9,021.58

Date	Transaction details	Amount	Total
04 Sep 2019	Direct Credit 065185 Moorabool Shire EFT069071	+ \$32.45	+ \$9,021.58
21 Aug 2019	Transfer to other Bank NetBank Eureka Concrete Ph	- \$369.00	+ \$8,989.13
21 Aug 2019	ORIGIN ENERGY NetBank BPAY 130112 30000672844	- \$248.00	+ \$8,358.73
28 Jun 2019	Chq 000213 presented	- \$96.00	+ \$8,607.33
29 May 2019	Direct Credit 065185 Moorabool Shire EFT067476	+ \$2,869.74	+ \$9,703.33
22 May 2019	Direct Credit 065185 Moorabool Shire EFT067345	+ \$53.00	+ \$8,833.99
06 May 2019	ORIGIN ENERGY NetBank BPAY 130112 30000672844 Origin	- \$268.88	+ \$6,780.59
18 Feb 2019	ORIGIN ENERGY NetBank BPAY 130112 30000872844 origin	- \$302.43	+ \$7,049.47
17 Dec 2018	Wol Branch Bacchus Marsh ORIGIN	- \$290.93	+ \$7,351.90
15 Aug 2019	Direct Credit 065185 Moorabool Shire EFT063173	+ \$181.00	+ \$7,642.83
06 Aug 2018	ORIGIN ENERGY NetBank BPAY 130112 30000672844 Origin Electricity	- \$299.12	+ \$7,461.83
17 May 2018	Transfer to other Bank NetBank imagination Play E	- \$1,644.12	+ \$7,760.95
17 May 2018	Transfer to other Bank NetBank Blackwood Ridge Re	- \$55.00	+ \$9,405.07
09 May 2018	Direct Credit 065185 Moorabool Shire EFT061535	+ \$25.92	+ \$9,460.07

There are no more transactions to display.

[https://www2.my.commbank.com.au/netbank/TransactionHistory/History.aspx?ACCOUNT\\_PRODUCT\\_TYPE=DDA&DEEPLINKING\\_WITH\\_CON...](https://www2.my.commbank.com.au/netbank/TransactionHistory/History.aspx?ACCOUNT_PRODUCT_TYPE=DDA&DEEPLINKING_WITH_CON...) 1/2

10/3/2019

NetBank - Transactions

Date	Transaction details	Amount	Total
30 Apr 2018	ORIGIN ENERGY NetBank BPAY 130112 30000672844 Due 4th May 2018	- \$300.64	+ \$8,434.15
07 Mar 2018	Direct Credit 066185 Moorabool Shire EFT060506	+ \$330.00	+ \$9,734.79
02 Mar 2018	Cheq Dep Branch Ballan	+ \$500.00	+ \$9,404.79
12 Feb 2018	ORIGIN ENERGY NetBank BPAY 130112 30000672844 Jan 18 invoice	- \$285.10	+ \$8,904.79
15 Nov 2017	ORIGIN ENERGY NetBank BPAY 130112 30000672844 Origin Egans Res	- \$274.03	+ \$9,189.89
16 Nov 2017	Transfer to other Bank NetBank Rotunda glass	- \$3,283.60	+ \$9,463.92
16 Nov 2017	Transfer to other Bank NetBank Gdale CoM	- \$81.00	+ \$12,747.42
01 Nov 2017	Direct Credit 066185 Moorabool Shire EFT056781	+ \$23.01	+ \$12,828.42
11 Oct 2017	Direct Credit 066185 Moorabool Shire EFT068466	+ \$2,819.00	+ \$12,805.41

There are no more transactions to display.



**Minutes: Special market meeting: 7 October 2019  
COMMITTEE**

**LAL LAL SOLDIER'S MEMORIAL HALL**

Meeting opened: 7.15 pm

Present: Engels Leoncini (chair), John McAuliffe, John Crick, Anne Crick, U. Diamond-Keith, Geoff Hewitt

Apologies: Sue Witherspoon, Peter Witherspoon

The minutes of the meeting held 10 September were approved

Moved: J. McAuliffe

Seconded: John Crick                      Carried

**BUSINESS ARISING**

Defer all matters to the November meeting, other than those related to the market and its organisation

**CORRESPONDENCE IN**

1. 19/9/19: N. Elford, PDF market promotion details
2. 19/9/19: B. Willian, absent until 24/9
3. 23/9/19: C. Meany, re ad draft
4. 24/9/19: B. Willian, ad draft
5. 24/9/19: N. Elford, ad draft approval
6. 24/9/19: E. Leoncini, ad draft approval
7. 25/9/19: B. Willian confirmation of ad booking and layout
8. 25/9/19: S. Lewin, consultation for draft infrastructure planning process (defer to November)
9. 2/10/19: J. Crick, market day money collection

**CORRESPONDENCE OUT**

1. 13/9/19: Committee & contacts, Minutes Sept meeting
2. 19/9/19: B. Willian, PDF Courier ad requirements
3. 19/9/19: C. Meaney, forwarding ad requirements in Willian's absence
4. 24/9/19: N. Elford, E. Leoncini, ad draft feedback request
5. 25/9/19: B. Willian, ad draft approval
6. 28/9/19: N. Elford, possible smallgoods vendors
7. 1/10/19: Committee, market meeting agenda with attachment
8. 2/10/19: J. Crick, past arrangements for money collection

**REPORTS:**

**Sub-Committee report**

Refer to Attachment 1

**ARRANGEMENTS**

1. **School:** Refer to Attachment 1
  - a. **Car boot sale**
  - b. **BBQ**
  - c. **Wood raffle**
  - d. **Jumping castle**

**Action:** follow up with Siobhan Gosney (school Principal)

**2. Market sites:**

- Forty-six sites in total, including activities and community groups

**3. Vendors:**

- Mildura fruit & veg attending
- Small goods vendor under discussion
- Lal Lal Race Course book sellers tentative
- Book sellers?

**Action:** Ursula Diamond-Keith to follow up re potential bookseller

**4. Activities:**

**a. CFA Junior competition**

- To be verified and site determined

**b. Farms 2 Us petting zoo**

- Require 6x10m and room to manoeuvre
- Hire payment finalised

**c. Face painting / clay**

- None

**Action:** Follow up with Siobhan re parent substitute

**d. Shearing**

- Organised

**e. Music**

- Previous presenter not continuing

**Action:** Nardia or Engels to approach Danny Lunn, Sue Quirk & Bernard to substitute

**f. PA system**

- Possible installation of speaker brackets

**Action:** Engels to contact 'Miss Jane' as possible spruiker

**5. Community groups:**

**a. CFA**

**Action:** Engels to check with Rachel Leoncini re information stand and participants

**b. History table**

- Usual position

**c. Landcare**

- Booked

**6. Displays:**

**a. Machinery display**

**Action:** Engels to contact Gary Hunter for farm equipment display to be situated behind hall.

**b. Car show**

- Cars to be displayed from hotel to market gate as per last year

**7. Raffle /donations:**

- Potential options for raffle:
  1. stall holder's donation basket
  2. chain saw
  3. other donations (Ursula Diamond-Keith to organise)
- Raffle tickets and donation tin to be situated at History table

**Actions:** (i) Engels to follow up with Gary hunter re chainsaw  
 (ii) Engels and Ursula to liaise re raffle tickets

**8. Promotion & Advertising:**

**a. The Ballarat Courier**

- Organised and underway from Sat. 5/10

**b. Roadside signage**

- Roadside signage to be amended to include car boot sale sign
- Clarendon and other roadside signage to be in place next week
- Shire to provide event, parking, disabled parking signs and withes hats

**Action:** John McAuliffe to arrange order with Shire and pick-up or drop-off

**c. Boot sale leaflet drop**

- School responsibility

**d. Radio**

- 3BA free site done but yet to appear

**Action:** Nardia to follow up

**e. Other**

- The Ballarat Courier: Community News page: Thursday issue/free

**Action:** Nardia to follow up

**9. Parking:**

**a. Disabled**

- Refer to roadside signage above

**b. Special events/disabled signage**

- Refer to roadside signage above

**Action:** Graeme Diamond-Keith to organise toilet signage

**c. ANZAC Park**

**Action:** Seal off park during working party, possibly Saturday 26/10

**10. Site preparation:**

**a. Hall**

**Actions:** (i) Anne Crick to mulch flower beds

(ii) Ursula and Graeme Diamond-Keith to check toilets and blower pathways

(iii) Nardia to organise table placement inside hall

**b. Field**

**Actions:** (i) hotel lease to remove temporary paddock fencing

(ii) Peter Morgan to be contacted to slash paddock

(iii) Engels and Geoff to organise sites for mapping in week before market

(iv) Site marking to be undertaken by Engels, Geoff and Robert Crick

**c. School**

**Action:** Follow up car boot sale sites with Principal

**11. Working party dates:**

- (i) Hall lay -out: 3.30 pm Friday 25 October
- (ii) Field lay-out & ANZAC Park: 2.00pm Saturday 26 October

**12. Other:**

**a. Money collection on market day**

- Engels & Geoff to collect while checking feedback on the day

**Action:** John Crick to provide receipt book and list of payments received and outstanding

**b. Rubbish bins**

- Hall bins only

**c. Gate keeping**

- As per previous years: Engels in front, Geoff in field, with perhaps Robert Crick to replace John on back gate

**d. Activity ideas for next year**

- NAB handball competition
- Rhino linings

**e. Clean -up**

- Nardia requires hall for *Essential Oils* presentation after market

Meeting closed: 8.10pm

**NEXT MEETING: 7.00 pm, Tuesday, 12 November**

**ATTACHMENT 1:**

**Sub-Committee report: meeting 18 Sept 2019, Lal Lal P. S (S. Gosney, N. Elford, E. Leoncini, G. Hewitt)**

**1. School:**

- a) Car Boot Sale
  - flyer delivered 18/9: three responses already
  - Placement: as previous or closer to market outside school boundary near tennis courts
- b) CFA junior competition
  - Suggested site: school oval
  - Engels to follow up whether competition is to provided
  - CFA Information site as usual
- c) BBQ
  - Need to ensure sufficient supply
- d) Wood raffle
  - Siobhan to organise
  - Placement outside field entrance as previously
- e) Jumping Castle
  - Possible fund raiser
  - Issues: cost, supervision, return on outlay

**2. Market:**

- a) Social media
  - Very positive response
- b) Coffee
  - One vendor only
  - Priority to local provider
  - Check to ensure capacity adequate for demand and willing to start at about 8 am
- c) Music
  - As per last year @ \$ 150. Nardia to negotiate
- d) History table
  - Table & site available as previously
  - Engels to check with Pat & Ursula re intentions
  - Site available for another stall if not required
- e) Donation box
  - As previous if history table active
  - Alternative to be considered if needed
- f) Stalls
  - Lacking fruit and veg., eggs, small goods vendors
  - Nardia to follow up with Springbank
  - Geoff to contact small goods vendor at Brown Hill market

**3. Advertising:**

- a) Signage

- Engels to follow up possibility of combining school and market roadside advertising
- b) The Courier
  - Nardia to forward facebook promotion sheet to Geoff as content for ads
  - Insertion dates: 5/10, 12/10,19/10/26/10
  - Geoff to review draft ad with Nardia and Engels
- c) Radio
  - Community promotions free
  - Refer to October meeting

**14.2 PROPOSED LAND EXCHANGE - BELLEVUE TOPS ESTATE, BACCHUS MARSH****Author:** Michelle Morrow, Co-ordinator Governance**Authoriser:** John Miller, Acting General Manager Customer Care and Advocacy**Attachments:**  
1. Attachment 1 Overall Plan Bellevue Tops Estate [↓](#)   
2. Attachment 2 Enlarged Plan Bellevue Tops Estate [↓](#) **PURPOSE**

This report is presented to Council as a result of concluding statutory processes required to be undertaken pursuant to sections 189 and 223 of the *Local Government Act 1989* (the Act), for the purposes of entering into a proposed land exchange with Bellevue Tops Pty Ltd.

**EXECUTIVE SUMMARY**

- Council intends to transfer to Bellevue Tops Pty Ltd, part of a Council reserve within the Bellevue Tops Estate (the Estate) in Bacchus Marsh, as a result of an agreement under section 173 of the *Planning and Environment Act 1987*.
- Council resolved at its Ordinary Meeting of Wednesday 2 October 2019, to commence the statutory procedures pursuant to sections 189 and 223 of the *Local Government Act 1989* (the Act).
- In accordance with section 223 of the *Local Government Act 1989*, Council provided public notice commencing Saturday 19 October 2019 to Monday 18 November 2019 and is required to formally consider any submissions received and allow any submitter to address Council in relation to their submission should they request to do so.

**RECOMMENDATION****That Council:**

1. **Enters into a land exchange with Bellevue Tops Pty Ltd, the developer of the Bellevue Tops Estate in Bacchus Marsh providing for:**
  - (a) **Council transferring to the Developer part of its land within the Estate, shown hatched on the Overall Plan attached to this report, and more particularly known as Lot 1 on Plan of Subdivision PS818729K.**
  - (b) **the Developer having previously transferred/vested in Council the land known as Road R2 and Reserve No.1 in Plan of Subdivision PS 731412Y (Stage 2) shown stippled and cross-hatched, respectively, on the Overall Plan attached to this report, and agreeing to create a walkway providing pedestrian access between Holman Crescent and Gothic Drive and to extend Holman Crescent, shown coloured yellow on the Overall Plan and in more detail on the Enlarged Plan attached to this report.**

**BACKGROUND**

Bellevue Tops Pty Ltd, the Developer of the Estate in Bacchus Marsh has approached Council regarding a proposed land exchange as part of the on-going development of the Estate.

The proposed land exchange arose from an agreement under section 173 of the *Planning and Environment Act 1987* which had been entered into between the parties at the time to give effect to the construction of Halletts Way and other ancillary issues associated with the development of the Estate, in accordance with previous decisions made by Council.

**PROPOSAL**

At the conclusion of the public submission period, no public submissions were received by Council.

It is recommended that Council now enters into a land exchange with Bellevue Tops Pty Ltd, the developer of the Bellevue Tops Estate in Bacchus Marsh providing for:

- a) Council transferring to the Developer part of its land within the Estate, shown hatched on the Overall Plan attached to this report, and more particularly known as Lot 1 on Plan of Subdivision PS818729K.
- b) the Developer having previously transferred/vested in Council the land known as Road R2 and Reserve No.1 in Plan of Subdivision PS 731412Y (Stage 2) shown stippled and cross-hatched, respectively, on the Overall Plan attached to this report, and agreeing to create a walkway providing pedestrian access between Holman Crescent and Gothic Drive and to extend Holman Crescent, shown coloured yellow on the Overall Plan and in more detail on the Enlarged Plan attached to this report.

**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 to enter into a proposed land exchange is consistent with the Council Plan 2017 – 2021.

**FINANCIAL IMPLICATIONS**

The proposed land exchange is being undertaken on the understanding that it will involve no financial compensation by either the Developer or Council for the parcels of land forming the exchange.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no risk and occupational health and safety issues identified in relation to this report. with the proposed land exchange.



**COMMUNICATIONS & CONSULTATION STRATEGY**

<b>Level of Engagement</b>	<b>Stakeholder</b>	<b>Activities</b>	<b>Location</b>	<b>Date</b>	<b>Outcome</b>
Public submissions	General public	Public notice in newspapers and Council website	Moorabool district	Oct/Nov 2019	General public supported to submit submissions

Under section 189 of the Act, a person has the right to make a submission under section 223 of the Act in relation to Council’s intention to exchange land with the Bellevue Tops Estate, Bacchus Marsh.

Section 223 of the Act requires Council to publish a public notice inviting public submissions for a period of no less than 28 days after the date of the publication of the public notice. A person making a submission is entitled to request in the submission that the person wishes to appear in person, at a meeting, to be heard in support of the submission. Council must then consider any submissions received in accordance with the Act.

Public notice was provided in the regional and local newspaper and on Council’s corporate website (section 82A) to provide an opportunity for the community and neighbouring landholders to support, object or make comment.

**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.

It is considered the recommendation contained in this report does not in any way limit, restrict or interfere with any human right established by the Victorian Charter of Human Rights.

**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 – John Miller*

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

*Author – Michelle Morrow*

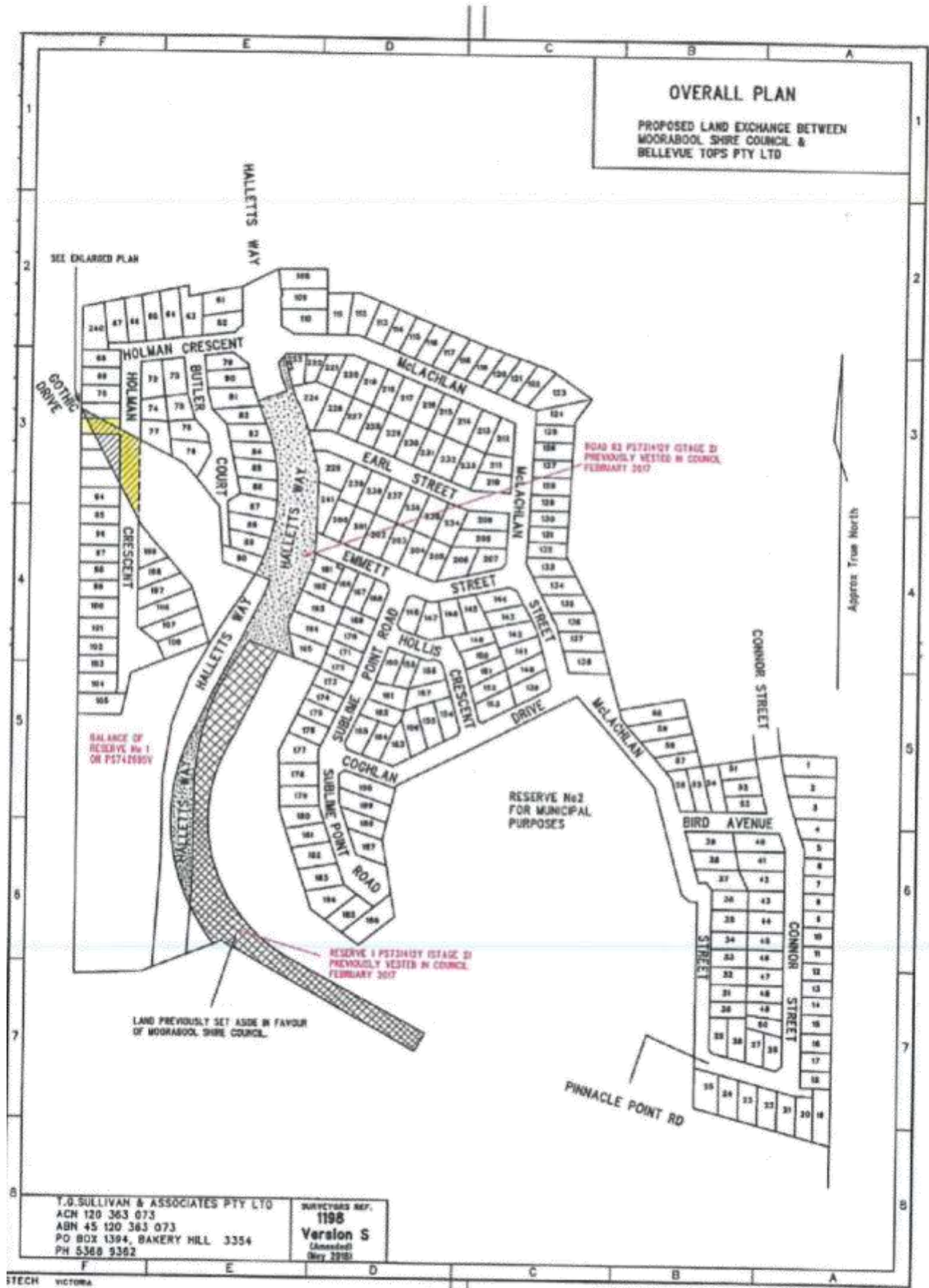
In providing this advice to Council as the Author, I have no interests to disclose in this report.

**CONCLUSION**

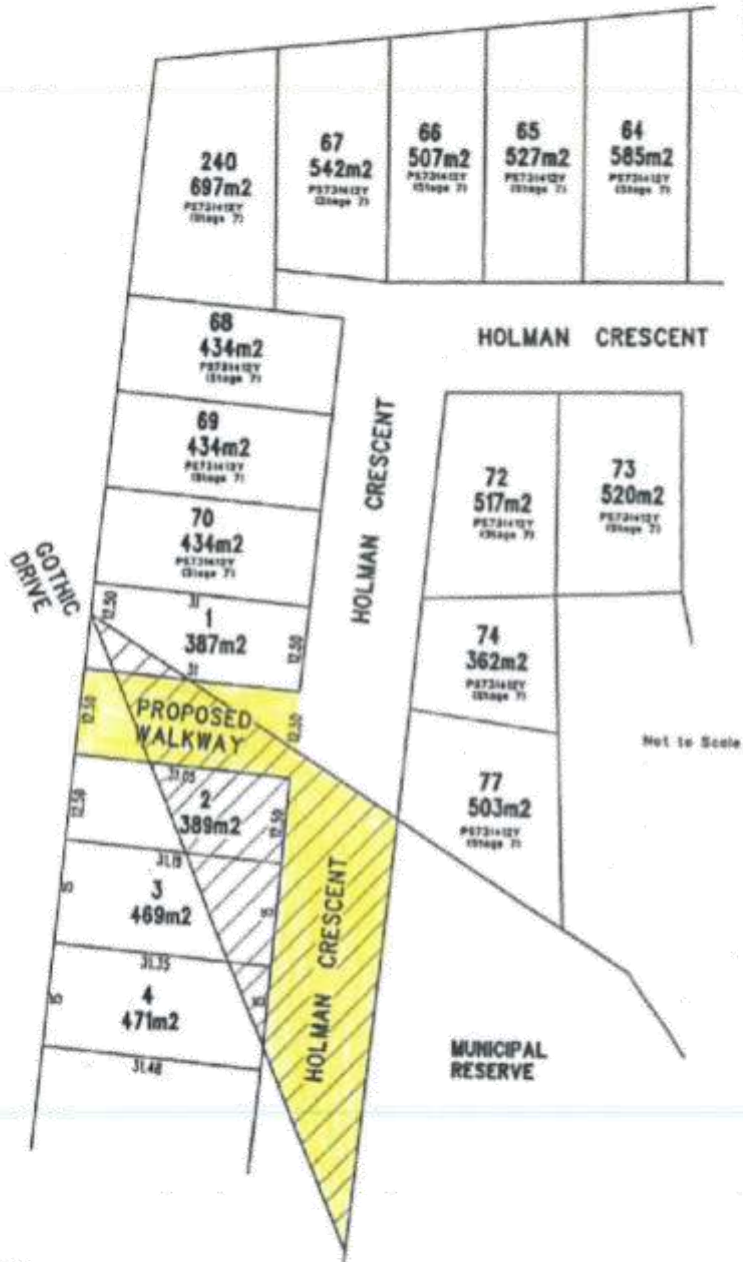
This proposed land exchange arose from an agreement under section 173 of the *Planning and Environment Act 1987* which had been entered into between the parties at the time to give effect to the construction of Halletts Way and other ancillary issues associated with the development of the Estate, in accordance with previous decisions made by Council.


At the conclusion of the public submission period undertaken in accordance with section 189 and section 223 of the Local Government Act 1989, no submissions were received by Council.


The matter is now presented to Council for consideration as recommended in this report.



**ENLARGED PLAN**  
 PROPOSED LAND EXCHANGE BETWEEN  
 MOORABOOL SHIRE COUNCIL &  
 BELLEVUE TOPS PTY LTD



 LOT 1 ON PLAN OF SUBDIVISION PS818729K TO BE TRANSFERRED FROM COUNCIL TO BELLEVUE TOPS PTY LTD

 LAND TO BE VESTED IN COUNCIL AS A WALKWAY AND PART OF HOLMAN CRESCENT BY BELLEVUE TOPS PTY LTD IN PS8272160

**14.3 CONSIDERATION OF INTENT TO SEEK A RATE CAP VARIATION FOR 2020/21****Author:** Steve Ivelja, Chief Financial Officer**Authoriser:** John Miller, Acting General Manager Customer Care and Advocacy**Attachments:** Nil**PURPOSE**

The purpose of this report is for Council to resolve the matter of whether it seeks to apply for a rate cap variation for the 2019/20 budgeting and planning cycle.

**EXECUTIVE SUMMARY**

- In the 2016/17 financial year, Moorabool Shire Council successfully applied to the Essential Services Commission (the ESC) for a rate cap variation.
- For each of the last 3 financial years, Council elected not to apply for further rate cap variations. The decision to not apply for a rate cap variation reflects the Council's desire to maintain its levels of service and infrastructure at current levels.
- There is a necessity for Council to resolve the matter of whether it plans to apply for a rate cap variation to enable adequate lead time for Officers to develop a project plan if necessary.

**RECOMMENDATION**

**That Council resolves to not apply for a rate cap variation for the 2020/21 financial year.**

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**BACKGROUND**

In the 2016/17 financial year, Moorabool Shire Council applied to the Essential Services Commission (the ESC) for a rate cap variation. Moorabool Shire was one of 9 Victorian Councils (out of 78) that applied to the ESC. Of the 9 Councils that applied, 6 Councils were successful in receiving either a full or a partial rate cap exemption. Moorabool Shire was one of only 2 Councils that received 'unqualified' support from the ESC to increase rates above the established Ministers Rate Cap of 2.5%.

Council's original rate cap application in 2016/17 was based on four years of rate cap variations. However at the time, due to the "Fair Go Rates" legislation being in the first year of its operation, Council was only allowed to apply for a one-year variation.

For each of the last 3 financial years, Council has elected not to apply for further rate cap variations. The decision to not apply for a rate cap variation reflects the Council's desire to maintain its levels of service and infrastructure at current levels.

**PROPOSAL**

That Council resolve the matter of whether it seeks to apply for a rate cap variation for the 2020/21 budgeting and planning cycle.

**COUNCIL PLAN**

The Council Plan 2017-2021 provides as follows:

**Strategic Objective 1: Providing Good Governance and Leadership**

**Context 1C: Our Business and Systems**

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

**FINANCIAL IMPLICATIONS**

Depending on whether Council elects to apply for a rate cap variation for the 2020/21 year and beyond, there will a disparity in the level of funds it will have at its disposal to invest for the benefit of the community.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

The financial stability of Council is identified in Councils Strategic Risk profile. Based on Council rates being capped at between 2.0% - 2.50% in 2020/21 (subject to confirmation) and projected CPI for future years, Council has currently assessed its ongoing financial sustainability as a medium risk. Several controls are in place to manage the ongoing financial sustainability of Council.

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial stability of Council	Limited funding or significant changes in funding sources limiting ability to deliver on Council’s objectives.	Medium	<p>Long term financial plan in place to document and review Council’s financial position and assist with strategic management of Council’s finances.</p> <p>Regular financial reporting to Audit &amp; Risk Advisory Committee aligns with Council reporting.</p> <p>Adherence to financial metrics as identified by VAGO and the LGPRF.</p> <p>Focus on advocacy to support achievement of identified community needs.</p> <p>External audits of financial accounts undertaken on annual basis for annual report and received an unqualified audit result.</p>

			<p>Service Review and Planning Policy and Framework implementation.</p> <p>Each service undertaking a review of their services every three to five years.</p> <p>Linking asset plans, community infrastructure plans and service plans to Council’s Long-Term Financial Plan.</p> <p>Borrowing funds within a sound financial management framework as a mechanism to finance major projects, as it spreads the payments for such assets across the generations who benefit.</p> <p>Cost control and identifying opportunities to increase revenue streams.</p> <p>Applying for a rate cap variation where required.</p>
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**COMMUNICATIONS & CONSULTATION STRATEGY**

The communication and consultation strategy is contingent upon Council’s decision as to whether it resolves to apply for a variation.

**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 – John Miller*

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

*Author – Steven Ivelja*

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

**CONCLUSION**

Council currently awaits the ministerial announcement of the rate cap for 2020/21. It is currently anticipated that the rate cap will be set at between 2.0% - 2.5%.

Whilst working within the confines of the rate cap continues to present challenges, Moorabool Shire has managed to gradually stabilise and improve its finances in a difficult environment. In the intervening years since Council originally applied for a rate cap variation it has indicated a desire to not seek a further rate cap variation.

Council may need to consider or re-assess its position in future years especially where the continued maturity in Council's Asset Management Systems indicate the existence of assets backlogs and/or insufficient funding to satisfy asset renewal demand.

Equally, if the Council wishes to expand or increase its levels of services and infrastructure beyond the relatively limited constraints of the current strategic financial plan, it may need to consider the option of applying for a rate cap variation in future years.



## 15 COMMUNITY ASSETS & INFRASTRUCTURE REPORTS

### 15.1 LOCAL AREA TRAFFIC MANAGEMENT PLAN (STAGE 3); DARLEY

**Author:** Jacque Younger, Acting Coordinator Assets

**Authoriser:** Phil Jeffrey, General Manager Community Assets & Infrastructure

**Attachments:**

1. Draft Local Area Traffic Management Plan (Stage 3) [↓](#) 
2. Draft Existing Conditions Assessment [↓](#) 

#### PURPOSE

The purpose of this report is to present the Draft Bacchus Marsh Local Area Traffic Management Plan (Stage 3) to Council and to seek in principle endorsement for the purpose of further public consultation.

#### 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 Bacchus Marsh Local Area Traffic Management Study (Stage 3) has been completed and draft plan developed.
- The purpose of a Local Area Traffic Management (LATM) Study is to view traffic management on a precinct basis rather than individual streets. As Bacchus Marsh continues grow, there has been significant increase in the number of traffic related enquiries.
- 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 development of a LATM Study supports key infrastructure objectives from the 2017-21 Council Plan and Bacchus Marsh Integrated Transport Strategy.

#### RECOMMENDATION

**That Council:**

1. **Endorses, in principle, the Draft Bacchus Marsh Local Area Traffic Management Plan (Stage 3) for the purpose of public consultation.**
2. **Requests that a further report be presented to Council on completion of that consultation.**

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#### 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 Lerderderg River to the east.

### **The Study Objectives**

The preparation of a LATM study 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:

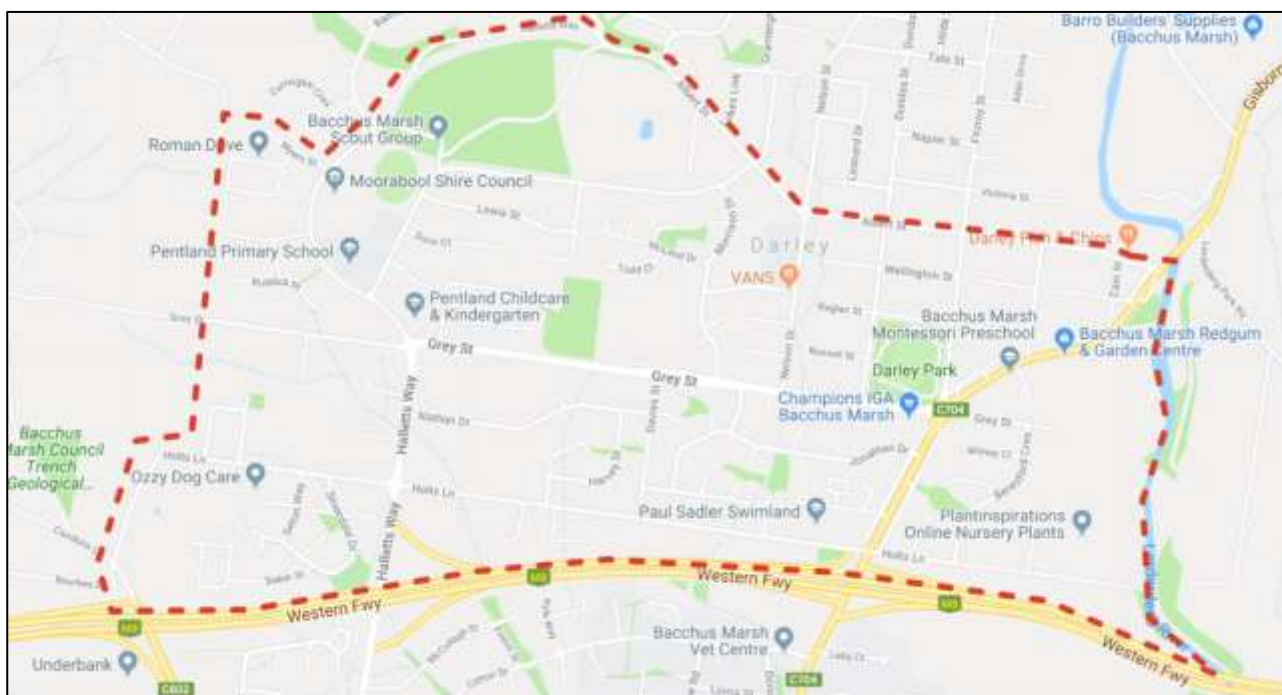
- Provide an integrated approach to managing traffic in local areas across all transport modes, through:
  - Investigating and addressing connectivity and safety along local travel routes;
  - Consideration and integration of local land uses and their specific needs;
  - Use of appropriate and effective 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) will form the focus area for the third LATM study to be undertaken and two individual precincts have been recommended in order to further stage the development of the studies over 2019/20 and 2020/21. 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:

<b>1. Existing Conditions Assessment</b>	
Initial works: <ul style="list-style-type: none"> <li>▪ Review of background information pertaining to the study area and other documents that may have an impact on key decisions.</li> <li>▪ Preparation of a Project Management Plan and Community Engagement Plan.</li> <li>▪ On-site inspections of the study areas to gain a thorough understanding of the existing conditions.</li> </ul>	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
<b>2. Development of Draft LATM Plan</b>	
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).	
Community engagement workshops (2) at Bacchus Marsh.	

<b>3. Finalisation of LATM Plan</b>	
Collation of results of community engagement.	
Final LATM Study Report and Plan.	
Presentation to Council for endorsement.	
Final community consultation letter.	

A copy of the Existing Conditions Assessment (ECA) Report and Draft LATM Plan is attached for Councillors information.

The ECA Report provides an overview of the project and study methodology, and summarises the key themes arising from the site analysis and feedback during phase 1 of the community consultation. This report has been utilised to develop the draft plan and proposed traffic management treatments.

**PROPOSAL**

The next stage of the project involves presenting the draft plan to the community and providing the opportunity for feedback on the proposed treatments. This phase of consultation will include a second letter to residents within the study area, online engagement including further use of interactive mapping, as well as two face to face community sessions proposed to be held in Bacchus Marsh during December 2019.

It is recommended that Councillors provide in principle endorsement of the attached Draft LATM Plan for the purpose of phase 2 of the community consultation.

**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 a LATM Plan for a precinct of Darley is a funded project, included in the 2017-21 Council Plan. As such there are no financial implications associated with the recommendation within this report.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

<b>Risk Identifier</b>	<b>Detail of Risk</b>	<b>Risk Rating</b>	<b>Control/s</b>
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

**COMMUNITY ENGAGEMENT 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	Residents advised of the final outcome
Inform	Wider community	Online engagement	Various	December 2019	As above

**COMMUNICATIONS & CONSULTATION STRATEGY**

Community participation is an important component of the study to assist in understanding the local issues. Significant community consultation will 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 – 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**

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) has been completed and draft plan developed.

It is recommended that Councillors endorse the draft documentation for the purpose of the next phase of community consultation.

# Draft LATM Plan

Bacchus Marsh Local Area Traffic Management Study – Stage 3

V190895



Prepared for  
Moorabool Shire Council

25 October 2019





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Principal

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D01	17/10/19	Draft Report	Kaitlin Chuo	Matthew Ballard
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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 Darley area (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.

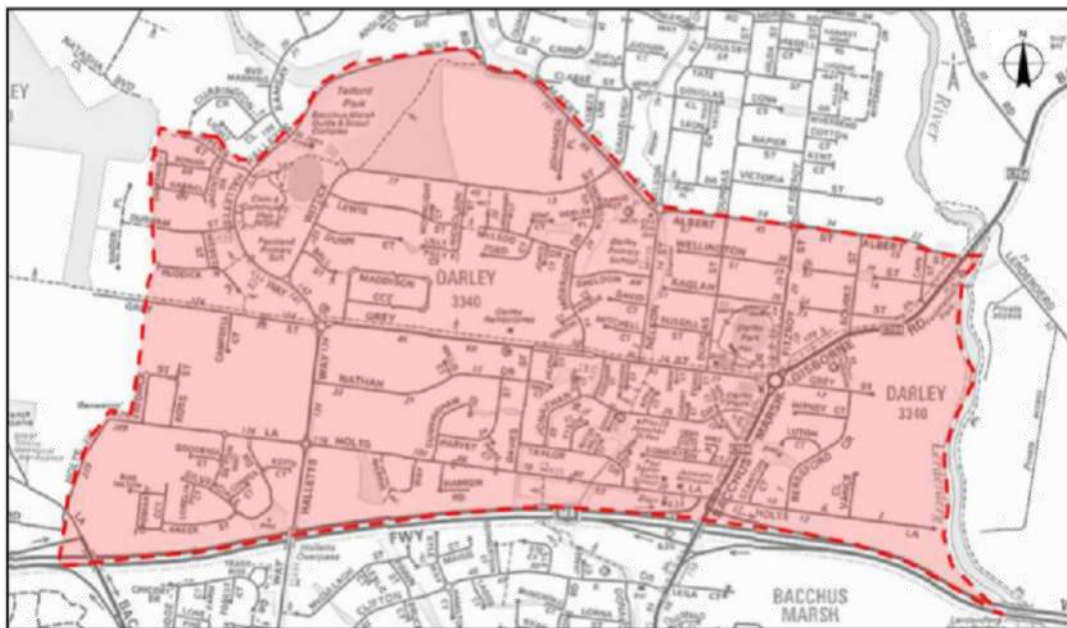
The following report provides a draft LATM plan to address the concerns raised during the first stage of the LATM plan, also conducted by Cardno, which consisted of an existing condition assessment of the study area (V190895REP001D01). This assessment collated relevant background information, traffic data, community consultation surveys and an on-site investigation, and should be read in conjunction with the Draft LATM plan outlined within this report.

In the course of preparing the Draft LATM plan, Cardno has consulted with Moorabool Shire Council to discuss 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 Lerderderg 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

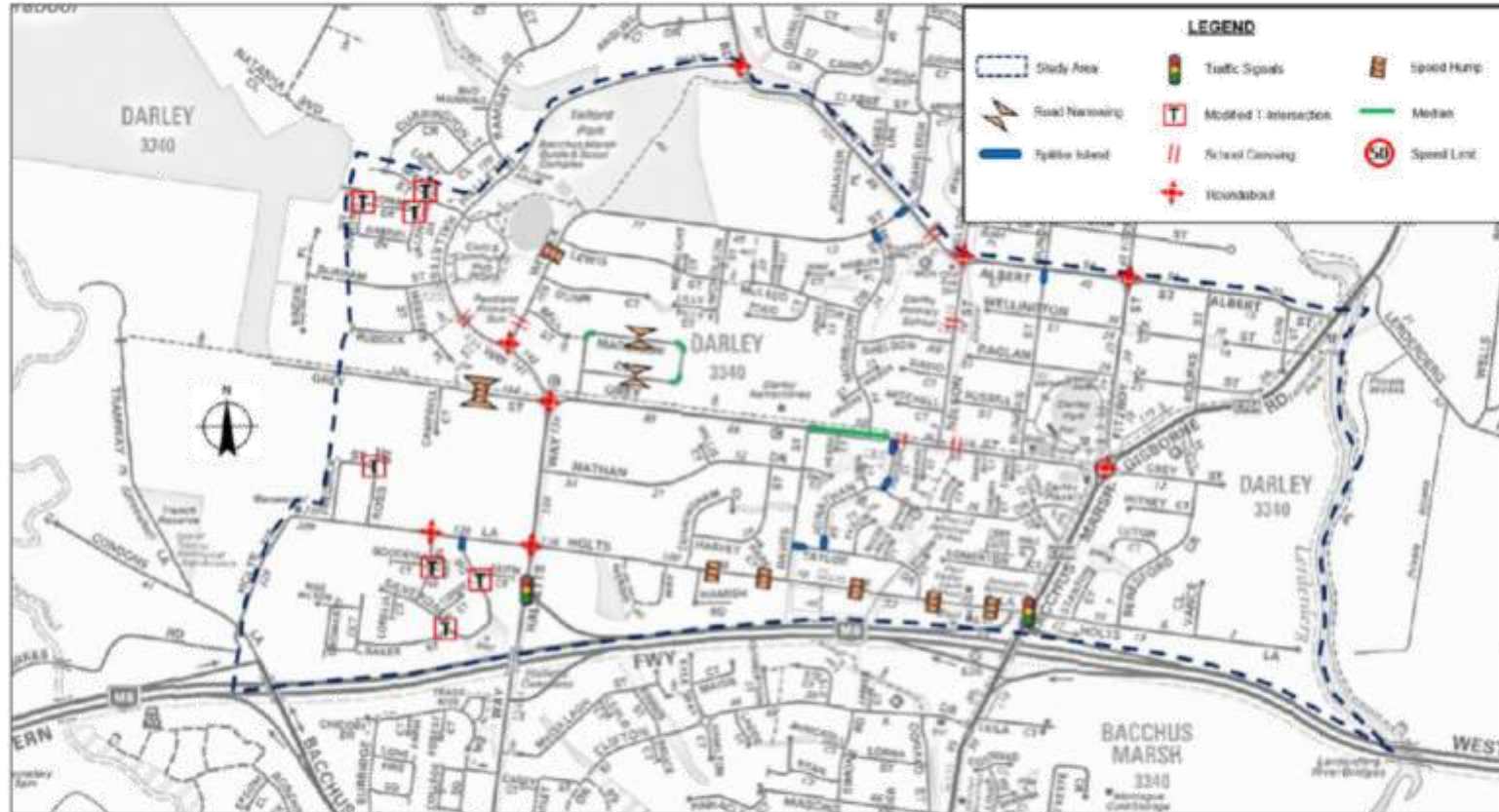


## 1.2 Existing LATM Measures

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



Figure 1-2 Existing Traffic Management Measures





## 2 Scope of Works

---

### 2.1 Overview

The Local Area Traffic Management (LATM) measures proposed in the following sections are informed by Cardno's understanding of the study area as set out within the Existing Conditions Assessment (V190895REP001D01) and the principles of the Austroads Guide to Local Area Traffic Management.

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

Within the study area there is one VicRoads operated road, which is Bacchus Marsh-Gisborne Road, operating in a north-south direction on the east side of the study area.

Similarly, although car parking issues can be highlighted by a LATM study, directly fixing parking supply issues is not the main intent of an LATM study. However, parking access can be addressed and where possible, car parking provision improvements can sometimes be made indirectly.

### 2.2 Complementary Projects

Cardno understands that a number of studies and projects are currently being undertaken by VicRoads, 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 Overview of Potential LATM Treatments

In order to guide decisions concerning implementation of certain measures, it is important to have a thorough understanding of the potential treatments available to address issues such as those raised by the local Bacchus Marsh community, throughout the study area.

The following sections comprise descriptions of several LATM treatments that are considered appropriate for the urban context of Darley, and provides the respective advantages and disadvantages of each treatment.

It is noted that these treatments may be considered individually or in combination with one other, and that on long stretches of road it is best to implement a number of treatments to maintain the same profile throughout.

#### 3.1 Centre Blister (or similar)

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 3-1 provides an example of a centre blister LATM treatment.

Figure 3-1 Centre Blister



Courtesy of Neamap

**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.



### 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 3-2 shows an example of a modified T-intersection treatment.

Figure 3-2 Modified T Intersection



Courtesy of Neamap

#### 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.

### 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 3-3 presents an example of a typical speed hump treatment.

Figure 3-3 Speed Hump



*Courtesy of Western Linemarking*

#### Advantages of speed 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 speed 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.





### 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 3-4 presents an example of a raised intersection treatment.

Figure 3-4 Raised Intersection



Courtesy of Nearmap

#### 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.



### 3.5 Left-In / Left-Out

A left-in/left-out treatment is typically represented by a raised triangular island at an intersection, which aims to obstruct right turns and through movements to and from the intersection, street or driveway. Figure 3-5 shows an example of a Left-In / Left-Out treatment.

Figure 3-5 Left-In / Left-Out



Courtesy of Neamap

#### Advantages of Left In / Left Out

- > Reduce the traffic volume;
- > Reduce the number of conflict points;
- > Provide a refuge for pedestrians and cyclists;
- > Reinforce the need for drivers crossing the dividing line to give way; and
- > May enhance the appearance of the street when landscaped.

#### Disadvantages of Left In / Left Out

- > Restrict access to local streets and / or driveways;
- > May create a squeeze point for cyclists;
- > Divert traffic to other local streets without the same restriction; and
- > Drivers may not comply if an appropriately designed median island is not incorporated.

### 3.6 Sharrows

Sharrows are pavement markings consisting of a bicycle symbol and two chevron markings. The intention of sharrows is to position cyclists into the centre of the traffic lane and to encourage them to mix with through traffic, to avoid conflicting with cars and other vehicles at narrow sections of road or squeeze points, such as small roundabouts. Figure 3-6 shows an example of a sharrow treatment at a roundabout.

Figure 3-6 Sharrows



*Courtesy of Drivingtests.co.nz*

#### Advantages of Sharrows

- > Encourage cyclists to ride in a safe road position;
- > Inexpensive to implement and maintain; and
- > Reinforce awareness of cyclists in local street networks.

#### Disadvantages of Sharrows

- > No regulations or road rules supporting the use of sharrows in Victoria;
- > May be confusing for drivers and cyclists; and
- > Limited research into the effectiveness of sharrows.



### 3.7 Full Road Closure

A full road closure is the closure of a street to two-way traffic. It serves as a means of eliminating through traffic from a street or simplifying an intersection layout to reduce the possible number of conflict points and the consequent crash risk. Figure 3-7 shows an example of a full road closure.

Figure 3-7 Full Road Closure



Courtesy of City of Stockton

#### Advantages of a Full Road Closure

- > Reduce traffic volumes;
- > Remove / reduce the number of conflict points when used at an intersection;
- > Increase pedestrian safety;
- > Remove non-local traffic;
- > Can accommodate pedestrian, cyclist and/or bus access; and
- > Provide landscaping opportunities.

#### Disadvantages of a Full Road Closure

- > May restrict or reduce accessibility for local residents;
- > May divert traffic to other adjacent local streets without closures, resulting in increased traffic volumes in those streets;
- > May restrict access by emergency services;
- > May increase travel times for some road users; and
- > May reduce the availability of on-street parking.

### 3.8 Surface 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 3-8 presents an example of a threshold treatment.

Figure 3-8 Threshold Treatment



Courtesy of Hamilton City Council

#### 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.

### 3.9 Other Treatment Options

Other treatment options available that have been utilised are more or less self-explanatory, all of the below treatments improve safety of both pedestrians, cyclists and drivers and/or define priority on sections of the roadway. These treatments are:

- > Speed Limit Reductions; and
- > Linemarking changes to improve clarity of communication.





## 4 Proposed LATM Measures and Recommendations

---

A number of proposed LATM measures have been recommended by Cardno to address the main traffic issues identified from the traffic data and community consultation data, in consultation with Council officers.

### 4.1 Key Issues

Issues have been identified through consultation via a community questionnaire survey, site observation, and analysis of the existing conditions via tube count surveys and existing traffic data provided by Council. The following 'key issues' were identified to guide the formulation of appropriate recommendations:

- > Speeding and hooning behaviour on Albert Street, Bourke Street, Davies Street, Dundas Street, Fitzroy Street, Grey Street, Halletts Way, Holts Lane, Jonathan Drive, Nathan Drive, Nelson Street, and Wittick Street;
- > Lack of footpath and/or footpath lighting throughout the study area;
- > Lack of crossing facilities to access Darley Park and the Darley Plaza shopping area at the southwestern corner of Grey Street and Gisborne Road;
- > Heavy truck high volume on Albert Street, Beresford Crescent, Davies Street, Dundas Street, Gisborne Road, Grey Street, Jonathan Drive, Halletts Way, Holts Lane, Nelson Street, and Wittick Street; and
- > On-street parking around Darley Park on days when Darley Market is in operation..

### 4.2 Objectives

The objectives of the proposed plan are as follows:

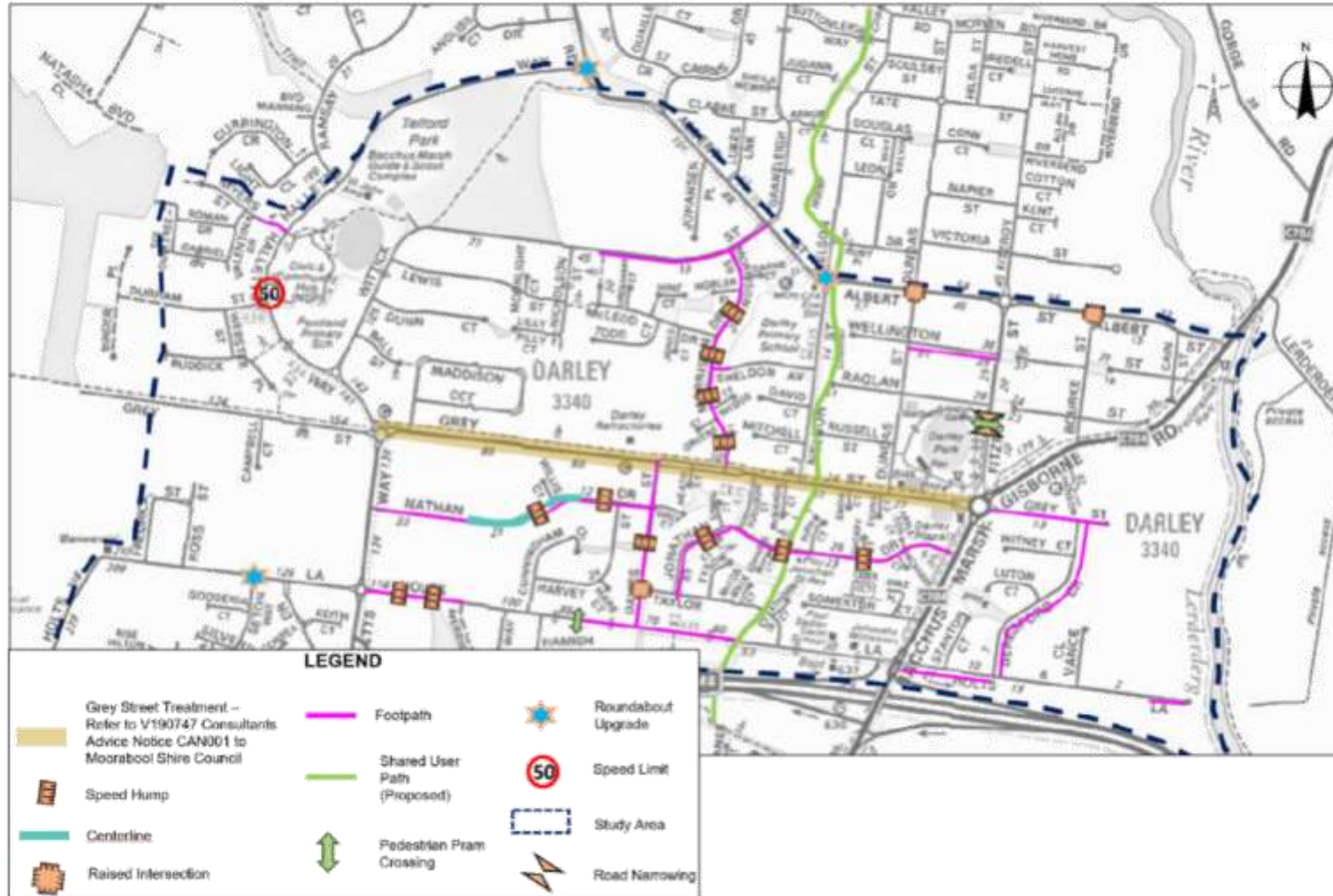
- > Speed calming on local streets that are being used as rat running routes;
- > Improve existing facilities to maximise traffic operation safety and efficiency;
- > Footpath provision to improve levels of accessibility for active road users;
- > Maximise the benefits of available funding, with priority given to locations with higher demand and greater level of community concerns; and
- > Maintain adequate levels of accessibility for local residents, public transport, businesses and emergency services.

### 4.3 Proposed LATM Treatments

The proposed LATM measures consider a range of traffic management treatments intended to address the key concerns outlined above. The proposed draft LATM is shown in Figure 4-1.



Figure 4-1 Proposed Draft LATM Plan



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#### 4.4 Proposed Treatments

The following sections provide a summary of all the individual treatments included in the initial traffic management plan:

##### 4.4.1 Albert Street

Albert Street is a wide corridor with long and straight alignment for the majority of the road, thus creating an environment that encourages speeding and hooning. The recorded 85<sup>th</sup> percentile speed is shown to be 61.2 km/hr in a 50 km/hr zone.

Albert Street between Links Road and Nelson Street is a bus route which had a relatively high Annual Average Daily Traffic Volume (AADT) of ,374 vehicles per day (vpd) recorded in 2019. It is therefore not suitable for many LATM measures. It is recommended, however, to upgrade the existing roundabout at Albert Street and Nelson Street intersection. In aerial images it can be seen clearly that the height of the roundabout does not achieve sufficient deflection, as shown in Figure 4-2. There are no other traffic calming devices near the existing children’s crossing outside Darley Primary School on Albert Street, which can also be seen in Figure 4-2 to the north-west of the roundabout, therefore it is recommended that the roundabout provide better deflection to improve safety at the children’s crossing.

Figure 4-2 The roundabout at the intersection of Albert Street and Nelson Street



Between Bacchus Marsh-Gisborne Road and Nelson Street the AADT is comparatively lower – 1,212vpd – and more practical for LATM devices. Currently there are no LATM measures along this length of Albert Street except for the roundabout at the intersection with Fitzroy Street, which results in two (2) uninterrupted lengths of road approximately 500 metres long. . Raised intersection treatments are suggested on Albert Street at the intersections with Bourke Street and Dundas Street to provide interruption and safer operation.

##### 4.4.2 Davies Street

Davies Street has a wide corridor width, and can be used for rat running as it connects Grey Street and Holts Lane, and is parallel with Bacchus Marsh-Gisborne Road and Halletts Way. To address the speeding issue as well as discouraging rat running, it is recommended to install speed humps along Davies Street.

A raised intersection treatment has been suggested for the intersection with Taylor Drive to address hooping behaviour raised in the public consultation, noting that the location of the intersection on a bus route will require the ramps to be bus operation friendly.

##### 4.4.3 Fitzroy Street

To provide better access to Darley Park for active road users, it is suggested to improve the crossing facilities on Fitzroy Street near the intersection with Raglan Street to connect the existing walkway footpaths



on either side of Fitzroy Street, as shown in Figure 4-3. The recommended measure is to install built-out kerbs with pram ramps at this location to provide a safer passage for pedestrians by narrowing the carriageway width for speed calming and also to shorten walking distance.

Figure 4-3 Fitzroy Street at the intersection with Raglan Street



It is also suggested to install footpath on Wellington Street between Fitzroy Street and Dundas Street to provide connection between two existing footpath pathways, further improving the accessibility for pedestrians to Darley Park.

#### 4.4.4 Grey Street

In August 2019 Cardno prepared a concept layout plan for Moorabool Shire Council for Grey Street to provide a more efficient cross section on Grey Street between Halletts Way and Bacchus Marsh-Gisborne Road, and improved pedestrian facilities at the eastern end of the study area, near the intersection with Bacchus Marsh-Gisborne Road.

The concept plan has proposed for kerbside parking lanes, on-street bicycle lanes, elongations of the central median islands, new footpath to connect the missing links between existing children’s crossings and footpaths, etc. The concept layout plan can be found in Appendix C for further information, noting that it is still subject to Council input.

#### 4.4.5 Halletts Way

Many residents have suggested through the consultation that the current environment on Halletts Way between Wittick Street and Myers Street does not support the speed limit of 40 km/hr and drivers rarely oblige to it. The speed limit in this area is recommended to be changed to 50 km/hr, although a 40k school zone should still be applied for Pentland Primary School during pick up/drop off hours.

#### 4.4.6 Holts Lane

The recorded 85<sup>th</sup> percentile operating speed was recorded to be 76.3 km/hr in 2017 between Cunningham Close and Halletts Way in a 50 km/hr speed limit zone. Since there are five existing speed humps along Holts Lane between Cunningham Close and Bacchus Marsh-Gisborne Road, it is considered appropriate to install three additional speed humps between Cunningham Close and Halletts Way to address the speeding issue.

Footpath is highly recommended to be installed along Holts Lane to connect the missing links between the existing footpath facilities. In particular, a connection at the eastern end of Holts Lane is recommended to access the walking trail along the Lerderderg River

The aerial image of the existing roundabout at the Holts Lane and Seton Way intersection shows that the roundabout is not providing sufficient deflection, thus minimal speed calming effect is achieved as shown in Figure 4-4. Improvements such as heightening and readjusting the size of the central island are recommended for investigation.

Figure 4-4 The intersection of Holts Lane and Seton Way



#### 4.4.7 Jonathan Drive

Jonathan Drive has both speeding and rat running issues. As it is a local road it is suitable for speed hump installation, however, it needs to be taken in consideration that a length of Jonathon Drive is also a bus route. A centerline is also recommended to be installed at the curvatures.

It is also recommended for additional footpath provision along Jonathan Drive, as it connects Bacchus Marsh-Gisborne Road, Taylor Drive, and Davies Street. Children can also be expected to be using Jonathan Drive regularly to access Darley Primary School.

#### 4.4.8 Morrison Drive

Morrison Drive connects Grey Street and Wittick Street and with a wide carriageway width, might be subject to speeding behaviour. Further data to confirm speeding behaviour is unavailable; however, if speeding behaviour is confirmed, the installation of speed humps is a suitable option for LATM implementation.

Footpath provision is also recommended to be improved along Morrison Drive as there is currently no footpath available on either side of the street and it is close to Darley Primary School where children are expected to be walking frequently.

#### 4.4.9 Nathan Drive

A speeding issue has been reported by the local residents along Nathan Drive. It is suggested that speed humps be installed along the street to address the speeding issue and also to discourage heavy truck traffic and potential rat running behaviour. Centerline linemarking should also be installed at the curvatures.

In addition, footpath provision is highly recommended as there is currently no footpath on either side of the street and a certain amount of foot traffic can be expected along Nathan Drive as it connects to Halletts Way, Davies Street, and also is in proximity to Darley Primary School.

#### 4.4.10 Nelson Street

Nelson Street provides the main access to Darley Primary School, and accordingly there is speeding issue and increasing heavy vehicle traffic along the road. However, the absence of kerb and channel on the eastern side of the road makes implementation of LATM devices impractical.

One option to improve the safety of the school operation along Nelson Street is to install footpath on the eastern side of the street, as many children are reportedly crossing Nelson Street between Grey Street and Darley Primary School unsafely due to the absence of footpath on the eastern side.

Bacchus Marsh Local Area Traffic  
Management Study – Stage 3

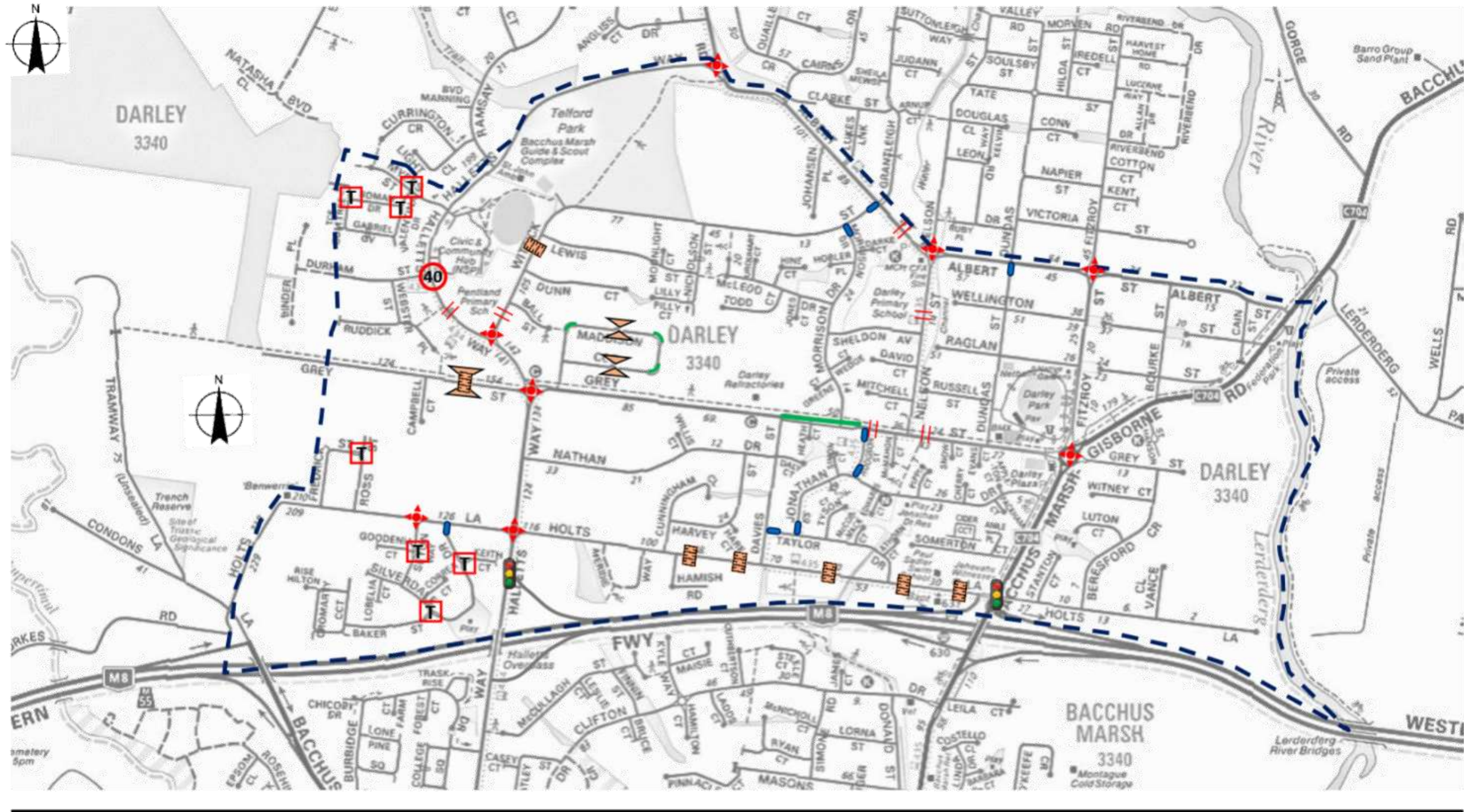
APPENDIX

A

EXISTING CONDITIONS

















Existing LATM Measures  
25/10/2019



Bacchus Marsh  
Local Area Traffic Management Study – Stage 3

**LEGEND**

-  Study Area
-  Traffic Signals
-  Speed Hump
-  Road Narrowing
-  Modified T-Intersection
-  Median
-  Splitter Island
-  School Crossing
-  Speed Limit
-  Roundabout

Bacchus Marsh Local Area Traffic  
Management Study – Stage 3

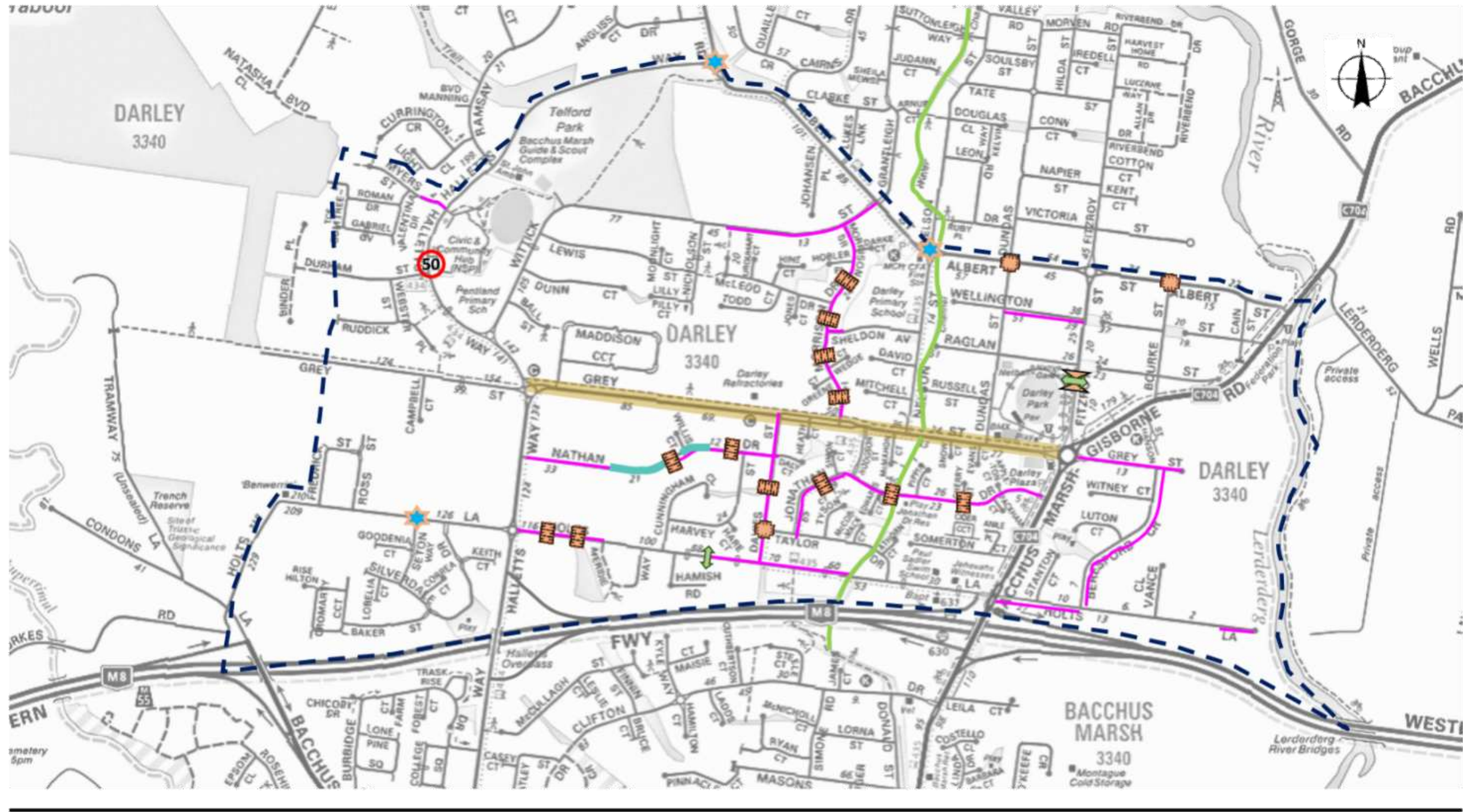
APPENDIX

**B**

DRAFT LATM MEASURES


















Proposed LATM Measures  
25/10/2019



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
-  Roundabout Upgrade
-  Speed Limit
-  Study Area
-  Road Narrowing

Bacchus Marsh Local Area Traffic  
Management Study – Stage 3

APPENDIX

C

GREY STREET TRAFFIC IMPROVEMENTS





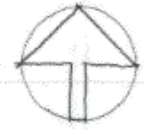


**GREY STREET DARLEY TRAFFIC IMPROVEMENTS  
SCHEMATIC - SHEET 1 OF 3**

MD/RT 31.719 1:500 CAO V190747





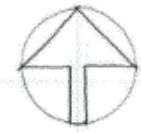


**GREY STREET DARLEY TRAFFIC IMPROVEMENTS**  
**SCHEMATIC - SHEET 2 OF 3**

MD/RT 317.19 1:500 EAO V190747







**GREY STREET DARLEY TRAFFIC IMPROVEMENTS  
SCHEMATIC - SHEET 3 OF 3**

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# 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.

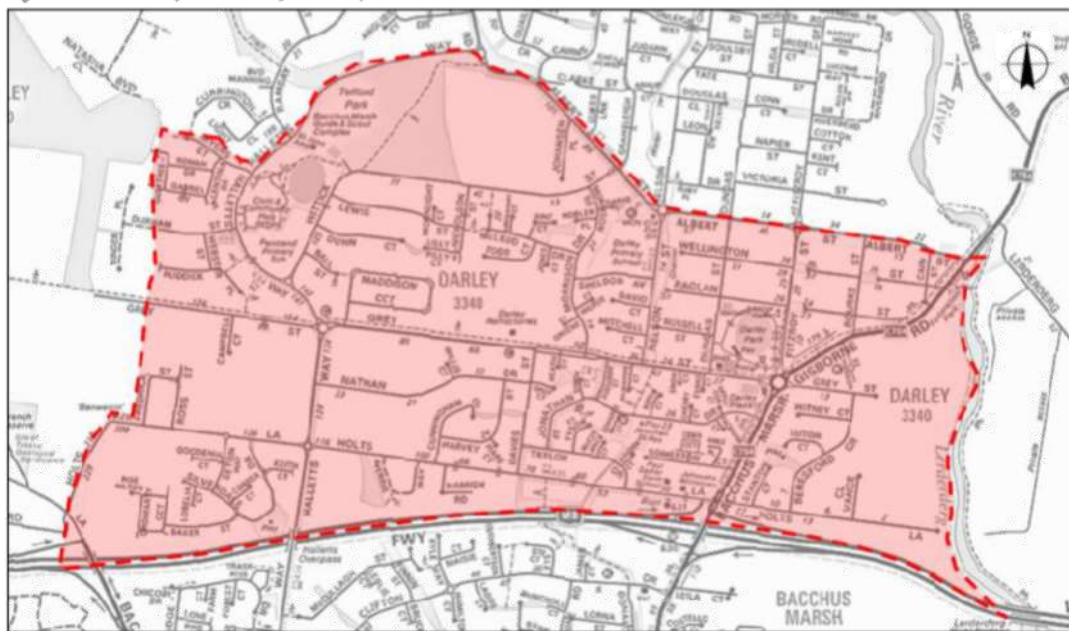
The existing conditions assessment will provide the basis for identifying and quantifying, where possible, traffic problems within the study area and prioritising areas or locations for treatment.

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.

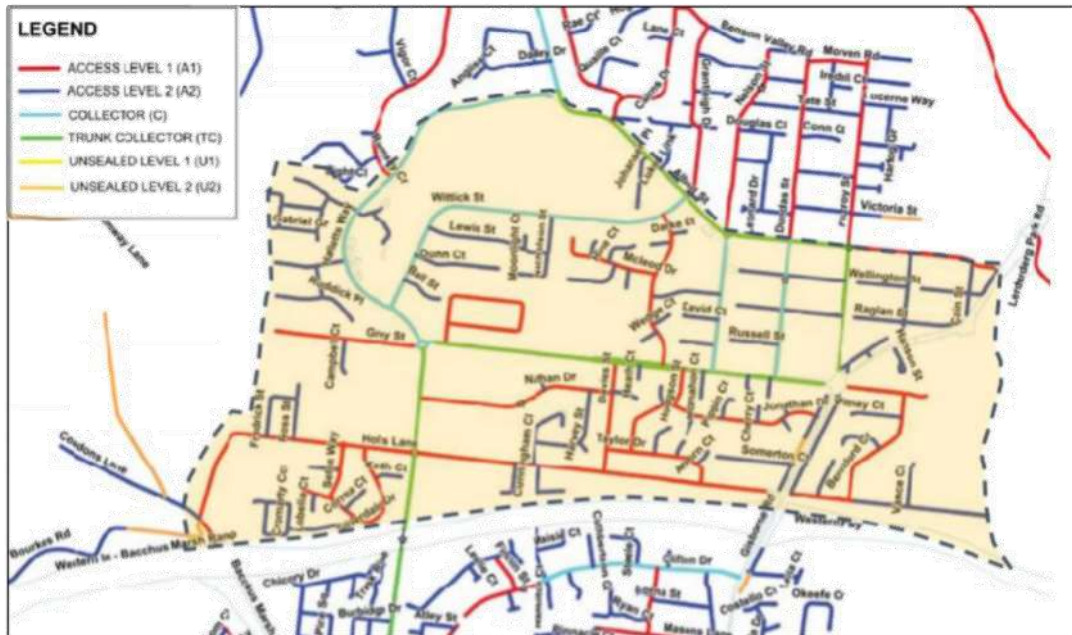
Traffic patterns in the local area are characterised by the function of Gisborne Road, Halletts Way, Grey Street and the Western Freeway (including location of on/off ramps), which play a significant role in moving traffic to the Western Freeway, Bacchus Marsh and onto the surrounding areas.

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

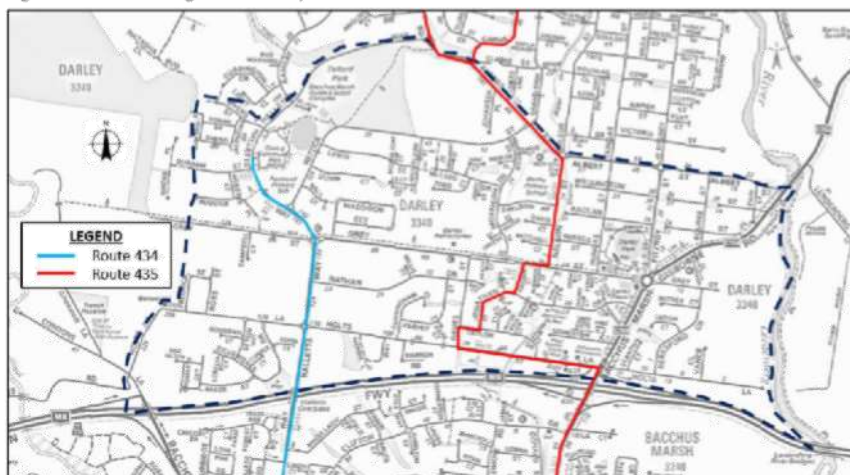
#### 3.3.1 Public Bus Routes

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.

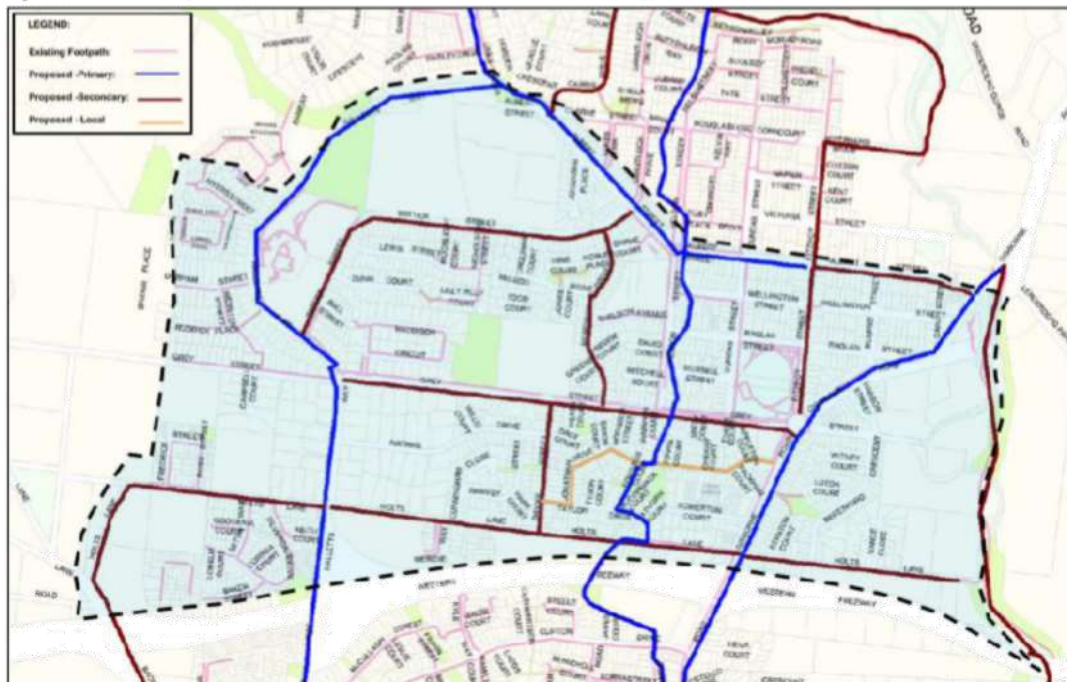
The need for increased pedestrian facilities within the study area is generally captured by the findings and recommendations of the Hike and Bike Strategy and Bacchus Marsh Integrated Transport Strategy outlined earlier in Section 2.1.

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**

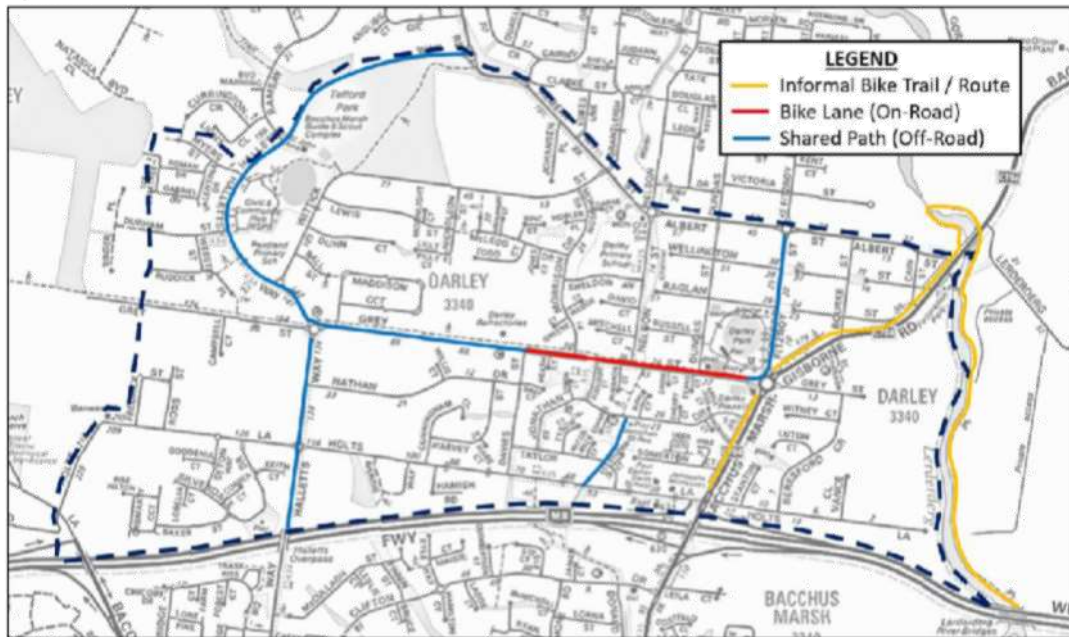
Cyclists in Darley generally rely on the network of local streets to travel through the town. Formal bicycle facilities are provided in specific areas of Bacchus Marsh, including:

- > 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:

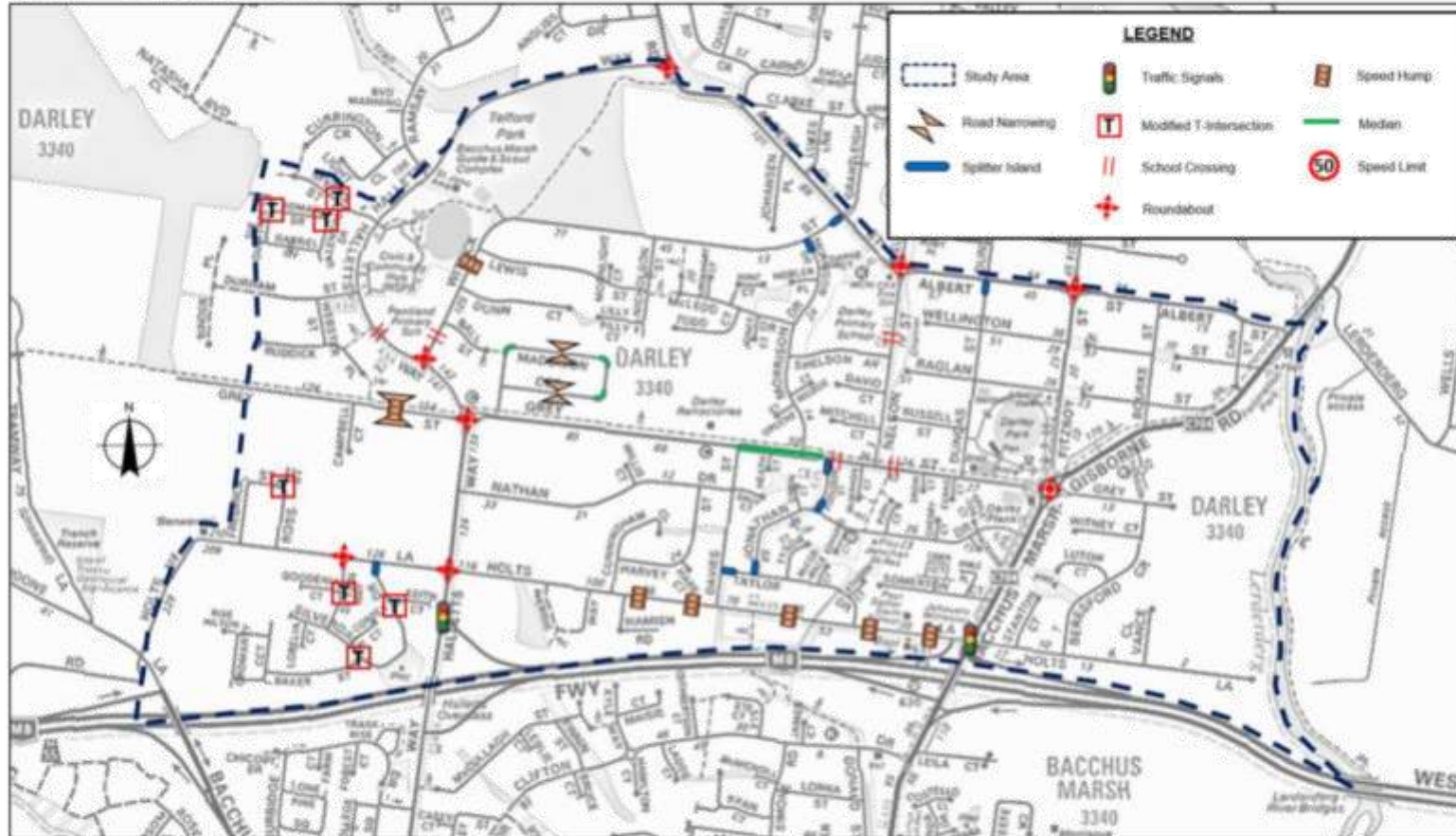
- > Speed Humps located on the following streets:
  - Holts Lane (5);
  - Wittick Street (1);
  - Grey Street (1);
  - Gabriel Grove;
- > School Crossings located on the following streets:
  - Grey Street (2);
  - Nelson Street (1);
  - Halletts Way (1);
  - Wittick Street (1);
- > Roundabouts located 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;
- > 85<sup>th</sup> percentile speed; and
- > Percentage of heavy vehicles.

Table 3-2 Summary of Existing Council Traffic Data

Location	Year	AADT	Heavy Vehicle %	85 <sup>th</sup> Percentile Speed (km/hr)
Albert Street, between Cain Street and Bourke Street	2017	1,212	11.1%	61.2
Albert Street, between Grantleigh 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 Cl 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 <sup>th</sup> 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 85<sup>th</sup> 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	-
<b>Total</b>	<b>1</b>	<b>6</b>	<b>11</b>	<b>100%</b>

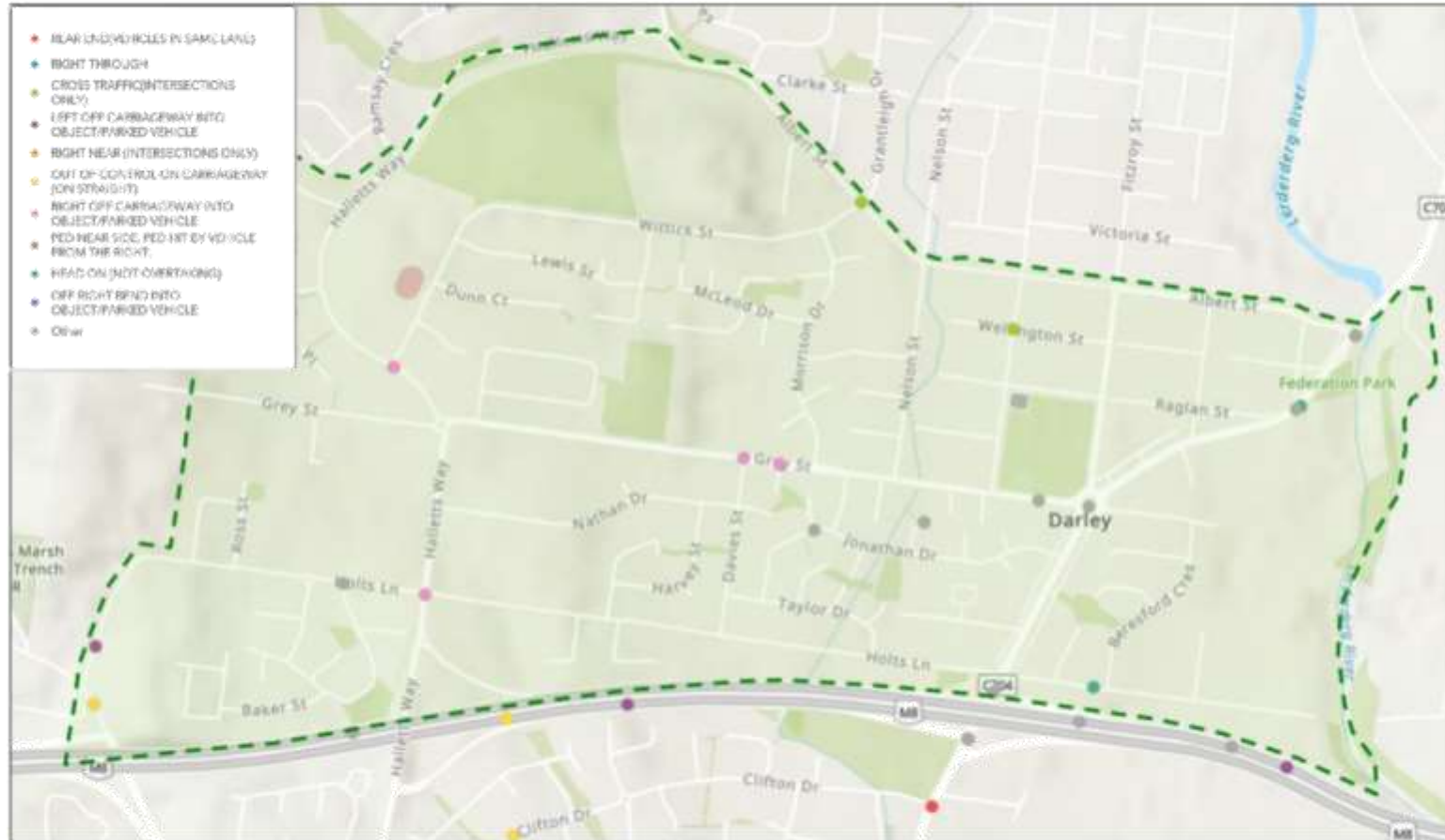
It is noted that 56% of the crashes were "run off roads", both on straight alignment and curves.

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).

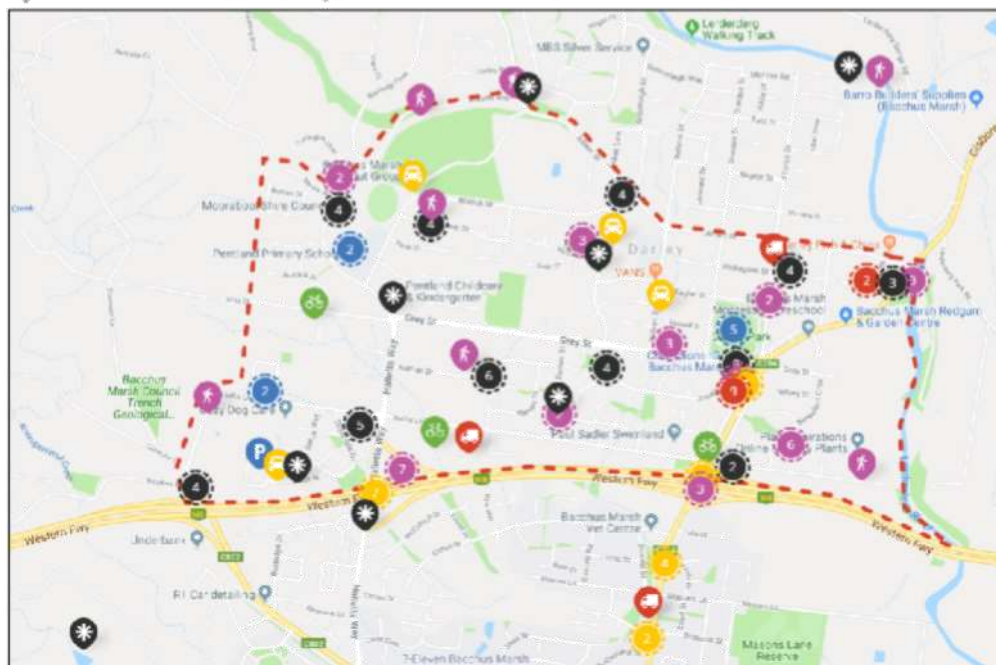
The six pins available to place, and the quantity of each pin placed in the study area, were as follows:

- > 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
Dangerous Intersection	Grey Street / Gisborne Road	3	7	10
	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
	Nelson Street	2	0	2
Lack of Lighting of Footpath	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 85<sup>th</sup> 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 85<sup>th</sup> 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 85<sup>th</sup> 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 85<sup>th</sup> 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 85<sup>th</sup> 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

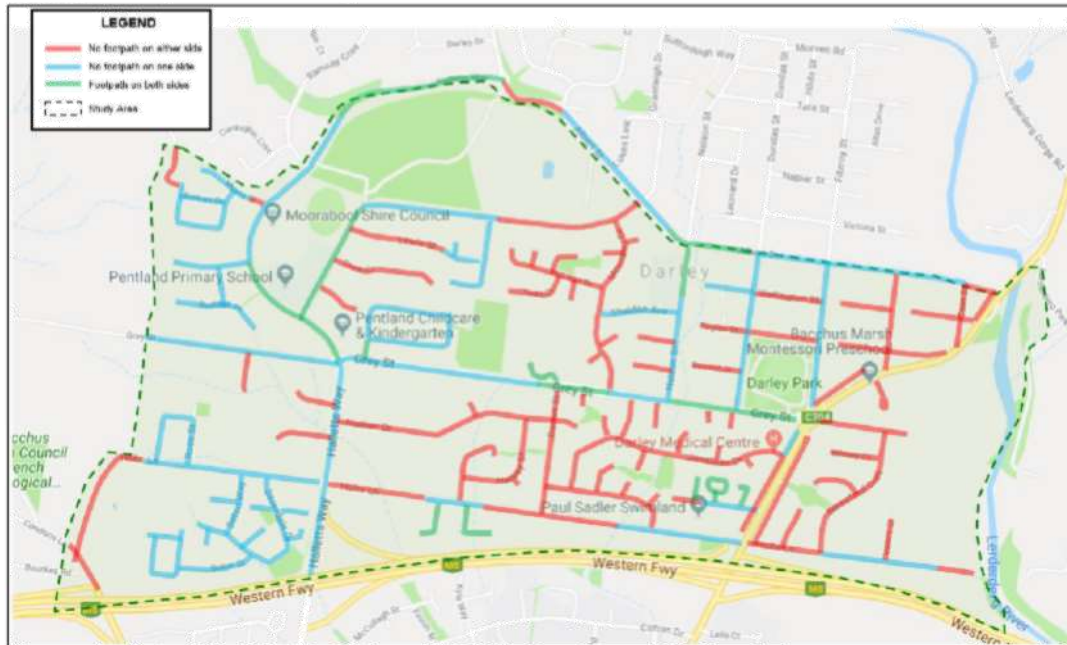




Figure 4-4 has shown that only a small portion of the network in the study area has a footpath on both sides of streets, and there are more roads without any footpath provision than roads with footpath on one side or on both sides.

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 85<sup>th</sup> percentile speed is 59.4 km/hr and 59.8 km/hr;
  - Children’s crossing on Albert Street: the 85<sup>th</sup> percentile speed is 59.7 km/hr;
  - Children’s crossing on Nelson Street: the 85<sup>th</sup> percentile speed is 55.4 km/hr;
- > Pentland Primary School;
  - Children’s crossing on Wittick Street: the 85<sup>th</sup> percentile speed is 65.7 km/hr; and
  - Children’s crossing on Halletts Way: the 85<sup>th</sup> 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

Road	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 (%)	Consultation 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
Wittick 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

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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

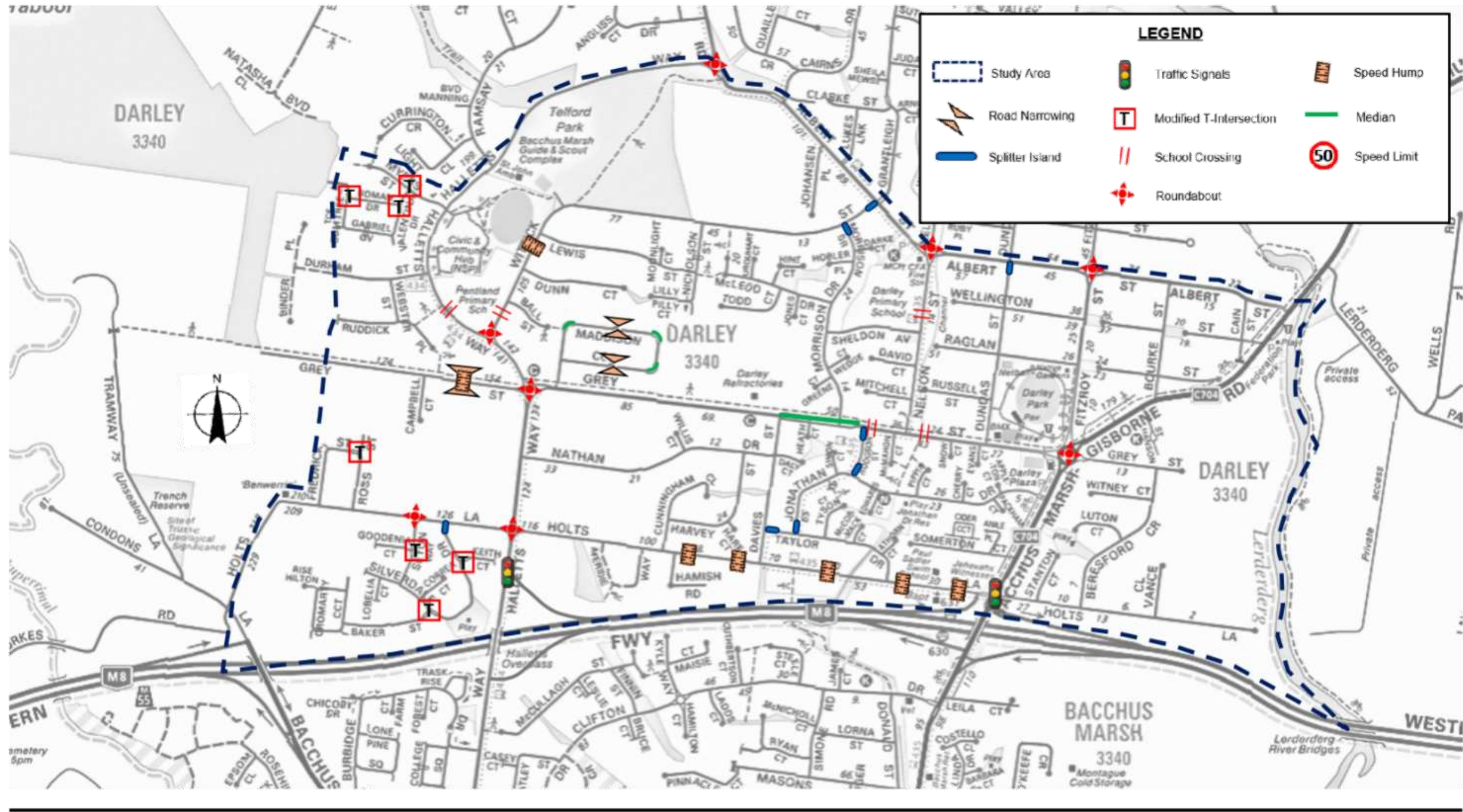
APPENDIX

A

EXISTING CONDITIONS







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:** Derek Madden, Chief Executive Officer

**Attachments:**

1. **Assembly of Councillors - Renewable Energy Framework Development** [↓](#) 
2. **Assembly of Councillors - Statutory and Annual Appointments Meeting - Council Committees** [↓](#) 
3. **Assembly of Councillors - Domestic Wastewater Management Plan** [↓](#) 

#### 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:**

- **Assembly of Councillors – Wednesday 6 November 2019 – Renewable Energy Framework Development**
- **Assembly of Councillors – Wednesday 6 November 2019 – Statutory & Annual Appointments Meeting – Council Committees**
- **Assembly of Councillors – Wednesday 6 November 2019 – Domestic Wastewater Management Plan**



# Assembly of Councillors

Date:	Wednesday 6 November, 2019
Venue:	Council Chambers, Ballan
Councillors:	Cr. Tatchell (Mayor) Cr. Bingham Cr. Dudzik Cr. Edwards Cr. Keogh Cr. Sullivan
Officers:	Derek Madden; Phil Jeffrey; Henry Bezuidenhout; Sally Jones; John Miller
Apologies:	

1. **Assembly opened at:** 2:35

2. **Disclosure of Conflict of Interests - Nil**

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. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or 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.

3. **Item Notes:**

**Renewable Energy Framework Development**

**Assembly closed at:** 2:58

Signed:

**Derek Madden**  
**Chief Executive Officer**

Date: 06.11.19



# Assembly of Councillors

Date:	Wednesday 6 November, 2019
Venue:	Council Chambers, Ballan
Councillors:	Cr. Tatchell (Mayor) Cr. Bingham Cr. Dudzik Cr. Edwards Cr. Keogh Cr. Sullivan
Officers:	Derek Madden; Phil Jeffrey; Henry Bezuidenhout; Sally Jones; John Miller
Apologies:	

1. Assembly opened at: 3:00

2. Disclosure of Conflict of Interests - Nil

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. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or 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.

3. Item Notes:

Statutory & Annual Appointments Meeting – Council Committees

Assembly closed at: 3:30

Signed:

.....  
Derek Madden  
Chief Executive Officer

Date: 06.11.19





# Assembly of Councillors

Date:	Wednesday 6 November, 2019
Venue:	Council Chambers, Ballan
Councillors:	Cr. Tatchell (Mayor) Cr. Bingham Cr. Dudzik Cr. Edwards Cr. Keogh Cr. Sullivan
Officers:	Derek Madden; Phil Jeffrey; Henry Bezuidenhout; Sally Jones; John Miller
Apologies:	

1. Assembly opened at: 3.30

2. Disclosure of Conflict of Interests - Nil

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. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or 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.

3. Item Notes:

Domestic Wastewater Management Plan

Assembly closed at: 4:00

Signed:

Derek Madden  
Chief Executive Officer

Date: 06.11.19



**17 NOTICES OF MOTION**

Nil

**18 NOTICES OF RESCISSION**

Nil

## **19 MAYOR'S REPORT**

### **19.1 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.**

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**20 COUNCILLORS' REPORTS****21 URGENT BUSINESS****22 CLOSED SESSION OF THE MEETING TO THE PUBLIC****RECOMMENDATION**

**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 following matters:**

**22.1 C20-2019/2020 - Haddon Drive and Gillespies Lane, Ballan**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

**22.2 Australia Day Award Recipients – Selection Panel**

Council is satisfied that, pursuant to Section 89(2) of the Local Government Act 1989, the information to be received, discussed or considered in relation to this agenda item is a matter which the Council considers would prejudice the Council or any person.

**22.3 Contract C21-2019/2020 - Werribee Vale Road, Bacchus Marsh – Upgrade**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

**22.4 Contract C19-2019/2020 - Bacchus Marsh Sports Precinct, Principal Consultancy**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

**22.5 Water Inundation; Halletts Way & Munro Court, Bacchus Marsh**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item relates to the personal hardship of any resident or ratepayer.

**22.6 Contract C22-2019/2020 - Customer, Property and Regulatory Systems Replacement Project**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

**22.7 Road Maintenance - Additional Funds Request**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is a matter which the Council considers would prejudice the Council or any person..

**22.8 Instrument of Appointment & Authorisation - Principal Conduct Officer**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is personnel matters.

**22.9 Tender recommendation for Provision of Home Modification and Property Maintenance service**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

**22.10 Tender recommendation for the provision of Delivered Meals**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

**22.11 Contract C13-2019/2020 - Bridge Upgrade Works Ballan Meredith Road, Morrisons**

Council is satisfied that, pursuant to Section 89(2) of the *Local Government Act 1989*, the information to be received, discussed or considered in relation to this agenda item is contractual matters.

Closed Session of the  
Meeting to the Public

Ordinary Meeting of Council –  
Wednesday 4 December 2019

for

Confidential Report Items 22.1 - 22.11



**23 MEETING CLOSURE**