PLACE MAKING ADVISORY COMMITTEE

WEDNESDAY 14 DECEMBER 2016
Council Chambers, Ballan
3.00pm – 4.00pm

Attendees
Cr. Tom Sullivan Councillor, West Moorabool Ward
Cr. Paul Tatchell Councillor, Central Moorabool Ward
Cr. John Keogh Councillor, East Moorabool Ward
Phil Jeffrey General Manager Infrastructure
Satwinder Sandhu General Manager Growth & Development

AGENDA

1 Meeting Opening Page 2
2 Appointment of Chair Page 2
3 Declaration of Conflicts of Interest Page 2
4 Confirmation of Minutes Page 2
4.1 Confirmation of Minutes – Wednesday 17 August, 2016 Page 2
5 Infrastructure Reports Page 3
5.1 Inglis Street, Ballan, Streetscape Masterplan Page 3
5.2 O’Loughlin Road, Grenville Page 12
6 Growth & Development Reports Page 17
7 Closed Session of Advisory Committee Page 18
8 Next Scheduled Meeting Page 18
9 Meeting Closure Page 18
1. MEETING OPENING

1.1 Present & Apologies

2. APPOINTMENT OF CHAIR

3. DECLARATION OF CONFLICTS OF INTEREST

3.1 Conflicts of Interest

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

Recommendation:

That the Place Making Advisory Committee confirm the minutes of the meeting held on Wednesday 17 August 2016.
5. INFRASTRUCTURE REPORTS

5.1 Inglis Street, Ballan Streetscape Masterplan

Introduction

Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

The purpose of this report is to present the Place Making Committee with the Draft Inglis Street, Ballan Streetscape Masterplan, and recommend the report be presented to Council at the Special Meeting of Council on Wednesday 21 December, 2016.

Council has included in the 2016/17 Capital Improvement Program an allocation of $400,000 for the replacement of footpaths in Inglis Street, Ballan (between Fisken Street and Stead Street). This project forms part of an overall streetscape redevelopment that is an important first step in creating attractive and vibrant high quality landscaped public spaces for a growing community.

To help guide footpath renewal works, a Masterplan (MP) has been prepared for the Inglis Street precinct (between Cowie Street and Stead Street). This MP addresses footpath materials, street plantings, street furniture, seating areas and other points of focus.

Fig 1. Masterplan focus – Inglis Street, Ballan (from Cowie Street to Stead Street)

This project has been initiated through the recently adopted Ballan Structure Plan that aims to improve streetscape amenity within the Inglis Street precinct and surrounding residential areas.
Proposal

Specialist consultants were engaged to progress the streetscape MP and complete detailed documentation for Stage 1 works (between Fisken Street and Stead Street) to allow procurement and delivery of the streetscape project this financial year.

The scope of this project includes footpath replacement works. Additional items including landscaping, furniture replacement and amendments to kerb and channel are not within the currently budgeted project, although may be accommodated if budget allows.

Preparation of the draft MP has been undertaken using the following methodology:

- Appointment of consultant.
- Project clarification.
- Literature review of strategic documentation.
- Community engagement:
  - Project Control Group meetings.
  - Community Reference Group meetings.
  - Community engagement sessions.
- Detailed site assessment.
- Development of draft MP.
- Final MP (to follow).
- Detailed documentation for Stage 1 works (to follow).

Masterplan Objectives

The approach taken through the development phase of the MP was to ensure that design responds to place, people and the contemporary role of the Ballan, with key objectives including:

- Enhanced mobility for pedestrians and improved integration with public transport.
- Upgrading of streetscape amenity and infrastructure.
- General public safety.
- Fostering of civic pride.

To achieve this, consideration was given to the following:

Context

- Appreciating the role of the main street in the context of Ballan and the broader Moorabool region.
- Understanding existing conditions and the success of previous streetscape works.
- Developing streetscape treatments which produce appropriate interfaces with adjoining commercial uses.
- Defining ‘gateways’ to the precinct and incorporating subtle transitions responding to site conditions.
- Accommodating the needs of a population with varied interests, mobility and local knowledge.
- Working within the limitations of existing civil and servicing infrastructure.
- Creating a sense of unity within the Town Centre.

Creating a Sense of Place

- Identifying a character that is relevant to the historical, contemporary, social and cultural connections of Ballan.
Responding to existing character with design solutions considering more than ‘pavements, bins and seats’.

- Improving amenity, attractiveness and sustainability through the use of appropriate materials.
- Creating a seamless interplay between hard and soft landscape, circulation routes and gathering places.
- Planting design that makes a strong and positive contribution to the character of the streetscape.

**Establishing People Friendly Public Places**

- Balancing vehicle demand with pedestrian amenity via the creation of clear and safe pedestrian environments.
- Siting public amenities for safety and convenience whilst creating a place which is comfortable for people.
- Creating an environment that feels safe and secure to users during day or night.
- Ensuring that materials, pavement, site furniture details and planting areas are viable in the long term.

**Community Engagement**

An engagement process has occurred to date with the following groups to seek community feedback on the draft MP.

**Community Reference Group (CRG)**

This group was established to oversee the MP development phase. The CRG includes various traders, a representative from the Ballan Chamber of Commerce, the Ward Councillor and a member of the Ballan community. Following the finalisation of the MP, there is interest from the group to continue on through the detailed design and implementation phases of the project. The CRG provided guidance in relation to the draft document.

**Trader Discussions**

Prior to each community engagement session, various traders from within the Inglis Street precinct were consulted and their thoughts documented and considered through the MP development phase.

**Community**

A number of open house sessions were held to provide an opportunity for the community to feed in their thoughts and help set the future direction of capital upgrades within the Inglis Street precinct.

The first session was held on 23 August, 2016 from 4.30pm-7.00pm where members of the CRG and the community were invited to view a number of visual images and precinct themes on display to facilitate discussion, with questions posed to the community in relation to:

1. Pavement treatments (eg. asphalt/bluestone, exposed aggregate concrete, pavers).
2. Potential seating and furniture themes (eg. existing furniture, contemporary aluminium/steel, traditional timber/steel).
3. Potential street tree themes to guide replacement (eg. replace with similar, replace with evergreen trees, replace with flowering trees).
4. Existing grassed naturestrip locations (eg. maintain existing, replace with pavement and/or landscaping treatment).
5. Potential focal spaces within the Inglis Street precinct.
6. Proposal to increase parking within the Inglis Street precinct.

The meeting was attended by 35-40 people. Key outcomes of the session were:

- Preference for an asphalt and bluestone paving treatment, to ensure simplicity of the streetscape and allow a strong focus on built form and landscape outcomes.
- A preference for traditional street furniture.
- New street tree plantings to complement existing species.
- A move towards removal of grassed naturestrips within the precinct.
- The provision of additional parking within the precinct, whilst maintaining amenity.
- Undergrounding of power was a strong push from the community.

A detailed list of both trader and community feedback can be found in Appendix B.

**Detailed Site Assessment**

Existing site conditions were assessed and included:

*Physical characteristics* – including level changes and landform, visual character and key views, opportunities to reinforce positive characteristics, plant material, impacts of infrastructure, gateway locations and environments.

*Built Form and Land Use* - the patterns of activity, linkages to community focal points, quality of built for, quality of existing street furniture, pavements, traffic management devices, barriers, etc.

*Vehicular, Cyclist and Pedestrian Circulation* - determine existing key pedestrian and cyclist links, review pedestrian/vehicle conflicts, bicycle facilities, public transport routes.

Preliminary discussions have also occurred with service authorities including Powercor, with opportunities for consolidating overhead powerlines or ideally have these services underground investigated. At this stage, consolidation of overhead lines will not be supported by Powercor. Conceptual design work is currently underway to further inform future conduit locations and firm up pricing.

**Development of the Draft Masterplan**

The draft MP has been developed following consultation with various traders, the Community Reference Group and the community. A review of existing site conditions has occurred.

The draft MP is attached in Appendix A and includes the key features:

*Identification and recognition of key focal spaces*

Though the use of alternative pavement treatments, street furniture and feature planting, there is recognition of key focal spaces throughout the streetscape.
Improved Pedestrian Connectivity

Further to the recent crossings installed within the precinct, an analysis of pedestrian connectivity within the precinct has identified a number of further opportunities, including:

- Kerb outstand opposite the Ballan Post Office.
- Kerb outstand opposite the Ballan Mechanics Institute (adjacent to the Modern Day Bakery).
- Raised intersection at Fisken Street.

Pavement Treatment

An asphalt and bluestone paving pavement treatment has been proposed within the precinct.

Various examples of the proposed pavement treatment (asphalt/bluestone paving)

Seating and Furniture

Examples of the proposed seating/furniture themes
**Landscaping Considerations**

There are a number of factors that were considered in relation to the provision of additional street trees within the precinct, including:

- Overhead powerlines located on the northern side of Inglis Street, limiting the planting of large tree species.
- Visual amenity.
- Current lifespan of existing trees.
- Underground services.

The draft MP includes the provision of a double canopy of trees that will allow for large trees to be placed in suitable locations, either within the existing pathway footprint or in strategically placed kerb outstands. Additional planting of smaller tree species will provide for a double canopy effect and allow some flexibility to ensure there is sufficient colour and foliage throughout the year.

**Examples of the proposed tree species**

**Capacity Improvements to Car Parking**

Throughout the MP development phase, car parking within the precinct was reviewed with a proposal to amend the angle of current car parking bays from 30 degrees to 45 degrees.

Further to this, kerb and channel improvement works from Stead Street to Duncan Street scheduled for commence in January 2017 will see current parking arrangements amended to provide an increase of 16 bays.

<table>
<thead>
<tr>
<th>Location</th>
<th>Existing</th>
<th>Proposed</th>
<th>Increase of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cowie Street to Fisken Street</td>
<td>39</td>
<td>54</td>
<td>15</td>
</tr>
<tr>
<td>Fisken Street to Stead Street</td>
<td>41</td>
<td>48</td>
<td>7</td>
</tr>
<tr>
<td>Stead Street to Duncan Street</td>
<td>44</td>
<td>60</td>
<td>16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>124</strong></td>
<td><strong>162</strong></td>
<td><strong>38</strong></td>
</tr>
</tbody>
</table>

Inglis Street precinct - car parking bay amendments
A second community engagement session was held on Monday 14 November providing an opportunity for the community to view the draft MP that has been developed. General feedback received on the night was positive, with the draft MP responding to the vision of the traders and community, the project key objectives and design consideration with respect to context, creating a sense of place and establishing people friendly public places.

Possible Funding Opportunities

An opportunity exists for a submission to the Regional Development Victoria Regional Jobs and Infrastructure Fund that will include a broader scoped project (from Cowie Street to Stead Street) leveraging the existing capital allocation. This could include implementation of the full masterplan with the option of undergrounding power and a roundabout at Inglis/Cowie. An estimated project value is 3.0M-$3.5M, but could be scaled to exclude power and roundabout options.

Next Steps

It is the intention to present the draft MP at the Special Meeting of Council on Wednesday 21 December, 2016 for endorsement. Following this, detailed design of Stage 1 works will commence to enable delivery of the streetscape project this financial year. In the event the further funding opportunity is successful, further design work will be required and construction timeframes extended.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

<table>
<thead>
<tr>
<th>Key Result Area</th>
<th>Representation and leadership of our community</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective</td>
<td>Advocate for services and infrastructure that meets the Shire’s existing and futures needs</td>
</tr>
<tr>
<td>Strategy</td>
<td>Advocate on behalf of the community to improve services and infrastructure within the Shire</td>
</tr>
</tbody>
</table>

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

Council has included in the 2016/17 Capital Improvement Program an allocation of $400,000 for the replacement of footpaths in Inglis Street, Ballan (between Fisken Street and Stead Street). Additional items including landscaping, furniture replacement and amendments to kerb and channel are not within the currently budgeted project, although may be accommodated if budget allows. The MP development has been funded from this allocation.

Following completion of works funded in 2016/17, the remaining works will be referred to the Long Term Capital Improvement Program for consideration in future budgets or through grant opportunities.

Risk & Occupational Health & Safety Issues

There is no direct Risk or Occupational Health and Safety issues that need to be considered as part of this report.
Communications and Consultation Strategy

The following community engagement activities have been undertaken, in accordance with the Council’s Community Engagement Policy and Framework.

Masterplan Development

<table>
<thead>
<tr>
<th>Level of Engagement</th>
<th>Stakeholder</th>
<th>Activities</th>
<th>Location</th>
<th>Date</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consult</td>
<td>Community Reference Group</td>
<td>Meetings &amp; Informal Discussions</td>
<td>Ballan</td>
<td>2016</td>
<td>Feedback including concerns raised were reflected in the draft MP</td>
</tr>
<tr>
<td>Consult</td>
<td>Various Traders</td>
<td>Informal Discussions</td>
<td>Ballan</td>
<td>23 Aug 2016</td>
<td>Feedback including concerns raised were reflected in the draft MP</td>
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<td></td>
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<td></td>
<td>14 Nov 2016</td>
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</tr>
<tr>
<td>Consult</td>
<td>Community</td>
<td>Open house session</td>
<td>Ballan</td>
<td>23 Aug 2016</td>
<td>Feedback including concerns raised were reflected in the draft MP</td>
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<td>Issues and opportunities document</td>
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<td>presented with feedback requested</td>
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<td></td>
<td>Draft MP was displayed for comment</td>
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<td></td>
<td></td>
<td>14 Nov 2016</td>
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</tbody>
</table>


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 – Sam Romaszko*

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

**Conclusion**

A draft MP has been prepared following a community engagement process for consideration and comment by the Place Making Advisory Committee.

Following adoption of the draft MP, detailed design of Stage 1 can continue.

**Recommendation:**

**That the Place Making Advisory Committee:**

1. Receives the draft Ballan Streetscape Master Plan.

2. Requests that the draft Ballan Streetscape Master Plan (with any amendments identified) be presented to the next Meeting of Council for endorsement for the purpose of a four week public exhibition period.

3. Requests that Council receive a further report at the conclusion of the exhibition period seeking adoption of the Ballan Streetscape Master Plan.

4. Recommends to Council that officers pursue external funding opportunities for the overall project.
5.2 Request for Maintenance; O'Loughlin Road Reserve, Grenville

Introduction

Author: John Miller
General Manager: Phil Jeffrey

Council has received correspondence on several occasions, from a resident of Grenville in relation to the maintenance of O'Loughlin Road. The resident has raised concerns about the current condition of the road surface, the ability for emergency services to find and access his property in an emergency, and increased risk during fires for them to be able to safely evacuate.

This report includes officers’ assessment and recommendation in relation to this issue.

Background

In accordance with Council’s Road Management Plan (RMP) and register of public roads, O'Loughlin Road commences at the intersection of Sand Road and terminates after 310 metres. The remainder of the O'Loughlin Road reserve extends from the end of the road section (310 metres) to the beginning of 81 O'Loughlin Road and is not listed on Council’s register of public roads.

This section is approximately 1,000 metres long and it is classified as a ‘public highway’ as defined in Road Management Act 2004 (Vic). Any person is legally permitted to use the road reserve, and this is often referred to as a ‘paper road’. Approximately 490 metres of the O'Loughlin Road reserve (paper road) has an agricultural licence in favour of the owner of property 81 O'Loughlin Road. The licence commenced on 1 October 1994 for a period of 99 years. The remaining 510 metres is a ‘paper road’, of which there are a number throughout the Shire.
A planning permit was issued for a dwelling and ancillary outbuilding (garage) in 2013. The permit was granted on 22 November, 2013 with no conditions to upgrade the, approximately 510m, section of the 'paper road' to a minimum standard required to access the property.

The dwelling is currently occupied and a business run from the property. The owner has raised following issues:

1. The ability of emergency services to accurately find and attend an emergency at this property should the need arise.
2. The ability to clearly explain to people how to access the property even in a non-emergency situation.
3. The area is in a bush fire zone. In the event of bush fire, it would be hard to evacuate from a ‘paper road’.
4. During heavy rain the condition of the road would be inaccessible.

Currently the owners of 81 O’Loughlin Road are using a Hall Road, which is a private road inside private property. The Department of Environment, Land, Water and Planning (DEWLP) has vested this land to Hancock Victorian Plantations Pty Ltd and as such should be considered as private land and as such ‘Hall Road’ is a private road and technically should not be used by the general public.

Notwithstanding the above, Council is not obliged to assume responsibility for any ‘paper road’ until it has made a decision under the Road Management Act 2004, that the road is reasonably required for general public use. Council’s RMP sets the criteria for when a road will be deemed required for general public use and subsequently added to its register of public roads and managed accordingly.

In this case, even with the construction of a dwelling, the criteria under the RMP is not met and typically would not be considered for addition to the road register.

Proposal

Given the above information, an assessment has been undertaken determining that the road does not meet the minimum requirement for Council to consider adding this section of Road to its Road Register.

An alternative option may be that the property owner/s may choose to construct this section of road to a standard acceptable to Council, at the cost of the benefitting property owners and Council would subsequently assume ownership and maintenance responsibility for that section of additional road. A special charge scheme could be implemented to construct the road with contributions from land owners.

The property owners may also choose to upgrade the section of road to a standard lower than Council would accept (akin to a driveway) to access their property at their cost and Council will continue to maintain the first 300 metres of O’Loughlin Road.
Policy Implications

The 2013 - 2017 Council Plan provides as follows:

**Key Result Area**  Enhanced infrastructure and natural and built environment

**Objective**  Ensure current and future infrastructure meets the needs of the community

**Strategy**  Provision of effective and safe transport networks

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications associated with the recommendation within this report.

However, if Council resolved to construct the road to the entrance of 81 O’Loughlin Road, the upgrade would cost approximately $40,000 depending on the extent of drainage works.

Risk & Occupational Health & Safety Issues

There are no Occupational Health & Safety issues associated with the recommendation within this report.

Communications and Consultation Strategy

The property owner will be notified of the outcome following a formal resolution of Council.


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

Conclusion

Correspondence has been received requesting that Council construct and maintain the ‘paper road’ section of O’Loughlin Road (approximately 510m). This request has been assessed against the criteria contained within Council’s RMP and does not meet the minimum requirement for Council to consider adding this section of Road to its Road Register.
Recommendation:

That the Place Making Advisory Committee:

1. Receive the report in relation to O'Loughlin Road, Grenville.

2. Request that the report be presented to Council endorsing the following recommendation:

   a. That O'Loughlin Road, beyond the 310 metres currently in the Road Management Plan not be added to the Register of Public Roads until upgrades are undertaken in accordance with Council standards.

   b. If property owner(s) in O'Loughlin ‘paper road’ wish to pursue the construction of the road to a standard acceptable to Council, at the cost of the benefitting property owners, Council would subsequently assume ownership and maintenance responsibility for that additional section of road.

   c. Requests officers to write to property owners along O'Loughlan Road gauging support or otherwise to a special charge scheme.

   d. Acknowledge that the public and property owners are legally permitted to use this road reserve (i.e. O'Loughlin 'Paper Road') to access property.
6. GROWTH & DEVELOPMENT REPORTS

Nil
7. CLOSED SESSION OF ADVISORY COMMITTEE
   Nil

8. NEXT SCHEDULED MEETING
   Wednesday 15 February, 2017.

9. MEETING CLOSURE
MINUTES
PLACE MAKING ADVISORY COMMITTEE

WEDNESDAY 17 AUGUST 2016
Council Chambers, Ballan
4.00pm – 5.00pm

MEETING OPENING

The Chair welcomed all and opened the meeting at 4.00pm.

ATTENDANCE

Cr Pat Toohey, Chair
Cr Tom Sullivan
Cr John Spain
Mr Rob Croxford
Mr Justin Horne
Ms Lace Daniel

Councillor – Woodlands Ward
Councillor – West Moorabool Ward
Councillor – East Moorabool Ward
Chief Executive Officer
Coordinator Environmental Planning
Minute Taker

APOLOGIES

Mr Phil Jeffrey
Mr Satwinder Sandhu

General Manager Infrastructure
General Manager Growth & Development

CONFLICTS OF INTEREST

No conflicts of interest were declared at the meeting.

CONFIRMATION OF MINUTES

Resolution:

That the Place Making Advisory Committee confirm the minutes of the meeting held on Wednesday 20 April 2016.

Moved: Cr Spain
Seconded: Cr Sullivan

CARRIED

INFRASTRUCTURE REPORTS

Nil

GROWTH & DEVELOPMENT REPORTS

5.1 Draft Moorabool Sustainable Environment Strategy
Recommendation:

That the Place Making Advisory Committee:

1. Receives the draft Moorabool Sustainable Environment Strategy for the purpose of feedback to officers.

2. Recommends that Council endorses the strategy for the purpose of public consultation for a period of 4 weeks.

3. Requests that a further report be presented to the Place Making Advisory Committee at the conclusion of the public consultation period.

Resolution:

That the Place Making Advisory Committee:

1. Provides in principle endorsement of the Moorabool Sustainable Environment Strategy with the following amendments to the Implementation Plan:

   - The inclusion of a resourcing plan, outlining timeframes and priorities of proposed actions (high/medium/low), as well as indicative resourcing requirements and percentage contributions from each partner agency.
   - The inclusion of references to government legislation.

2. Recommends that the draft document be presented to the September Ordinary Meeting of Council.

3. Recommends to Council that the draft document be presented to the incoming Council, with in principle endorsement.

Moved: Cr Spain
Seconded: Cr Sullivan
CARRIED

5.2 On Road Cycle Racing Policy

Resolution:

That the Place Making Advisory Committee:

1. Receives the draft On Road Cycle Racing Policy for the purpose of review and feedback to officers.

2. Recommends that the draft On Road Cycle Racing Policy be presented to Council to lay on the table prior to adoption, as per policy protocol.

Moved: Cr Sullivan
Seconded: Cr Spain
CARRIED
CLOSED SESSION OF THE MEETING
Nil

DATE OF THE NEXT MEETING

Wednesday 19 October 2016

MEETING CLOSURE

The Chair thanked all and closed the meeting at 4.52pm.
ATTACHMENT 5.1; Inglis Street, Ballan, Streetscape Masterplan
section CC typical road cross section

existing crossover
replace with sealed pavement

proposed large tree
next to parking space

east of footpath

extant of footpath

parking lane

extant of footpath

extant of footpath
Quercus palustris: Pin Oak
Quercus bicolor: Swamp Oak
Tilia cordata: Linden
Ulmus glabra: Scotch Elm
Lagerstroemia fauriei 'Sioux'
Ulmus parvifolia 'Todd'

JNGLIS STREET, BALLAN
TREES