

Ordinary Meeting of Council Agenda

to be held on Tuesday 5 September 2017 at 7.00pm Richmond Town Hall

Arrangements to ensure our meetings are accessible to the public

Council meetings are held at either the Richmond Town Hall or the Fitzroy Town Hall. The following arrangements are in place to ensure they are accessible to the public:

- Entrance ramps and lifts (off Moor Street at Fitzroy, entry foyer at Richmond).
- Interpreting assistance is available by arrangement (tel. 9205 5110).
- Auslan interpreting is available by arrangement (tel. 9205 5110).
- A hearing loop is available at Richmond only and the receiver accessory is available by arrangement (tel. 9205 5110).
- Proposed resolutions are displayed on large screen.
- An electronic sound system amplifies Councillors' debate.
- Disability accessible toilet facilities are available at each venue.

Recording and Publication of Meetings

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Order of business

- 1. Statement of recognition of Wurundjeri Land
- 2. Attendance, apologies and requests for leave of absence
- 3. Declarations of conflict of interest (Councillors and staff)
- 4. Confidential business reports
- 5. Confirmation of minutes
- 6. Petitions and joint letters
- 7. Public question time
- 8. General business
- 9. Delegates' reports
- 10. Questions without notice
- 11. Council business reports
- 12. Notices of motion
- 13. Urgent business

1. Statement of Recognition of Wurundjeri Land

"Welcome to the City of Yarra."

"Yarra City Council acknowledges the Wurundjeri as the Traditional Owners of this country, pays tribute to all Aboriginal and Torres Strait Islander people in Yarra and gives respect to the Elders past and present."

2. Attendance, apologies and requests for leave of absence

Anticipated attendees:

Councillors

- Cr Amanda Stone (Mayor)
- Cr Danae Bosler
- Cr Misha Coleman
- Cr Jackie Fristacky
- Cr Stephen Jolly
- Cr Mike McEvoy
- Cr Daniel Nguyen
- Cr James Searle

Council officers

- Vijaya Vaidyanath (Chief Executive Officer)
- Ivan Gilbert (Group Manager CEO's Office)
- Andrew Day (Director Corporate, Business and Finance)
- Chris Leivers (Director Community Wellbeing)
- Bruce Phillips (Director Planning and Place Making)
- Jane Waldock (Assistant Director Planning and Place making)
- Guy Wilson-Browne (Director City Works and Assets)
- Fred Warner (Group Manager People, Culture and Community)
- Mel Nikou (Governance Officer)

Leave of absence

Cr Mi-Lin Chen Yi Mei

3. Declarations of conflict of interest (Councillors and staff)

4. Confidential business reports

Item

- 4.1 Contractual matters
- 4.2 Matters relating to legal advice
- 4.3 Personnel matters

Confidential business reports

The following items were deemed by the Chief Executive Officer to be suitable for consideration in closed session in accordance with section 89 (2) of the *Local Government Act* 1989. In accordance with that Act, Council may resolve to consider these issues in open or closed session.

RECOMMENDATION

- 1. That the meeting be closed to members of the public, in accordance with section 89 (2) of the *Local Government Act* 1989, to allow consideration of:
 - (a) contractual matters;
 - (b) matters relating to legal advice; and
 - (c) personnel matters.
- 2. That all information contained within the Confidential Business Reports section of this agenda and reproduced as Council Minutes be treated as being and remaining strictly confidential in accordance with the provisions of sections 77 and 89 of the *Local Government Act* 1989 until Council resolves otherwise.

5. Confirmation of minutes

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on Tuesday 15 August 2017 be confirmed.

6. Petitions and joint letters

7. Public question time

Yarra City Council welcomes questions from members of the community.

Public question time procedure

Ideally, questions should be submitted to Council in writing by midday on the day of the meeting via the form available on our website. Submitting your question in advance helps us to provide a more comprehensive answer. Questions that have been submitted in advance will be answered first.

Public question time is an opportunity to ask questions about issues for which you have not been able to gain a satisfactory response on a matter. As such, public question time is not:

- a time to make statements or engage in debate with Councillors;
- a forum to be used in relation to planning application matters which are required to be submitted and considered as part of the formal planning submission;
- a forum for initially raising operational matters, which should be directed to the administration in the first instance.

If you wish to raise matters in relation to an item on this meeting agenda, Council will consider submissions on these items in conjunction with and prior to debate on that agenda item.

When you are invited by the meeting chairperson to ask your question, please come forward and take a seat at the microphone and:

- state your name clearly for the record;
- direct your questions to the chairperson;
- ask a maximum of two questions;
- speak for a maximum of five minutes;
- refrain from repeating questions that have been asked previously by yourself or others; and
- remain silent following your question unless called upon by the chairperson to make further comment or to clarify any aspects.

8. General business

9. Delegates' reports

10. Questions without notice

11. Council business reports

Item		Page	Rec. Page	Report Presenter
11.1	Station Street, North Carlton - Temporary Road Closure	8	15	Richard Young – Manager Traffic and Engineering
11.2	Rose Street Feet First Pedestrian Improvement Project - Brunswick Street to Nicholson Street	109	117	Richard Young – Manager Traffic and Engineering
11.3	30 km/h Speed Limit Pre-Trial Study	123	130	Richard Young – Manager Traffic and Engineering
11.4	Proposed Discontinuance of Road at Mollison Street, Abbotsford - Development of Pocket Park - Consideration of Submissions	159	162	Bill Graham – Coordinator Valuations
11.5	Yarra Libraries Draft Strategic Plan 2017- 2020	177	182	Felicity Macchion – Manager Yarra Libraries
11.6	Domestic Animal Management Plan (DAMP) adoption	215	219	Stewart Martin – Manager Compliance
11.7	2016/17 Annual Financial Statements and Performance Statement adoption 'in principle'.	245	247	Ange Marshall – Chief Financial Officer
11.8	Instruments of Delegation to the Chief Executive Officer and to Council Staff	304	306	Ivan Gilbert - Group Manager Chief Executive's Office
11.9	Councillor Attendance at COP23	369	370	Ivan Gilbert - Group Manager Chief Executive's Office
11.10	Mayoral attendance at the Climate Change and City Transformation Forum 2017 and the EcoMobility World Festival and Congress 2017	375	377	Ivan Gilbert - Group Manager Chief Executive's Office
11.11	Report on Assemblies of Councillors Held - July to August 2017	382	383	Ivan Gilbert - Group Manager Chief Executive's Office

The public submission period is an opportunity to provide information to Council, not to ask questions or engage in debate.

Public submissions procedure

When you are invited by the meeting chairperson to make your submission, please come forward and take a seat at the microphone and:

- state your name clearly for the record;
- direct your submission to the chairperson;
- speak for a maximum of five minutes;
- confine your remarks to the matter under consideration;
- refrain from repeating information already provided by previous submitters; and
- remain silent following your submission unless called upon by the chairperson to make further comment.

12. Notices of motion

Item		Page	Rec. Page	Report Presenter
12.1	Notice of Motion No 16 of 2017 Civic Flag Policy and Flying of Richmond Football Club Flag at Richmond Town Hall	389	390	Daniel Nguyen - Councillor

13. Urgent business

Nil

11.1 Station Street, North Carlton - Temporary Road Closure

Trim Record Number: D17/114983

Responsible Officer: Acting Director City Works and Assets

Purpose

- 1. To present to Council an updated draft version of the information to be provided to VicRoads to allow it to write its report on the proposal to close Station Street, North Carlton at the intersection with Princes Street, on a temporary basis for the purposes of undertaking a traffic diversion experiment.
- 2. A previous draft version of the information to be provided to VicRoads has been updated with additional information as instructed by the Council resolution of 20 December 2016. This is principally the inclusion of a place making assessment undertaken to explore how the southern end of Station Street could be activated to the benefit of the community with a temporary or longer term road closure in place.

Background

- 3. Following a submission made by a resident of Station Street to Council at its meeting of 10 November 2015, Council resolved to explore the possible continuation of a temporary closure of Station Street that was in place to facilitate Melbourne Water Sewer Upgrade works at the time. The Melbourne Water works were completed in March 2016 and Station Street was reopened to traffic following the completion of the works.
- 4. Council considered subsequent officer reports on this matter at its meetings of 15 December 2015, 19 April 2016 and 2 August 2016. At these meetings Council considered, amongst other officer feedback, the results of a public consultation exercise and the processes involved in temporarily closing a road for the purposes of undertaking a traffic diversion experiment.
- 5. Schedule 11, Section 10, of the Local Government Act (LGA) 1989 allows Council to block or restrict the passage or access of vehicles on a road, for as long as necessary, for the purposes of undertaking a genuine traffic diversion experiment. However, Council must not exercise this power unless it has considered a report from VicRoads on the matter.
- 6. To assist VicRoads in writing its report to Council on this matter, Council is required to provide VicRoads with a range of information as specified within Traffic Engineering Manual, Volume 1, Chapter 13: Road Closures (VicRoads, 2014).
- 7. A draft version of the information to be provided to VicRoads was previously presented to Council at its meeting of 20 December 2016. This information included:
 - (a) an independent Traffic Impact Assessment (TIA) undertaken by GTA Consultants. The TIA investigates traffic, transport and safety impacts on the local and arterial road network associated with the proposal in line with industry standard techniques and upto-date data and analysis as required by VicRoads;
 - (b) photographic and other evidence as required by the 2 August 2016 Council resolution. As this information is not typically required or requested by VicRoads, inclusion of this information was agreed between Councillors and VicRoads officers at a meeting in mid-2016; and
 - (c) other background information as required by VicRoads and officer comment, clarification or opinion as the day-to-day managers of the local road network.
- 8. Following consideration of the officer report and supporting information to be provided to VicRoads at the Ordinary Meeting of Council held on 20 December 2016, Council noted and resolved:
 - 1. That Council notes:

- (a) the reports on Station Street presented on traffic management issues proposed to be sent to VicRoads to allow it to write its report on the proposal to close Station Street, North Carlton at the intersection with Princes Street, on a temporary basis for the purposes of undertaking a traffic diversion experiment;
- (b) objectives applicable to VicRoads under the Transport Integration Act 2010 (Section 86) which include considerations of minimising adverse environmental impacts of the road system and contribution to social wellbeing and supporting liveable communities
- (c) the Station Street resident submissions;
 - on Station Street as a neighbourhood residential street and the impacts of traffic queuing on Station Street to access the busy Princes Street arterial road, on families and children in Station Street, the Lady Gowrie Childcare Centre, and Carlton Neighbourhood Learning Centre;
 - (ii) that the closing of Station St/Princes St intersection temporarily for the Melbourne Water works between January 2015 and March 2016 removed safety issues residents faced on a daily basis, from the numbers of cars using Station Street as a by-pass; and
 - (iii) seeking further consideration of safety and amenity concerns related to the above, including their close proximity to some 60,000 vehicles per day along Princes Street.
- (d) That the GTA report did not have access to information on traffic assessments undertaken during the 14 month period of the Melbourne Water sewer works temporary closure of Station Street:
 - (i) Melbourne Water commissioned traffic study by Cardno transport and traffic analysts;
 - (ii) Melbourne Water post-closure resident survey; an
 - (iii) City of Yarra traffic analysis contained in report to Council on 19 April 2016.

2. That Council resolves:

- (a) to prepare a place-making assessment and proposal for the Southern end of Station Street adjacent to the Neighbourhood Learning Centre (assuming a road closure) and that it include;
 - (i) ways to engage the neighbourhood community with the activities and programs at the Neighbourhood Learning Centre;
 - (ii) public art and other outdoor activities that would be enabled by the road closure;
 - (iii) community garden projects that would be enabled by the road closure; and
 - (iv) other benefits to the community enabled by the road closure; and
- (b) to undertake this place-making proposal using the remaining budget allocated for the temporary road closure;
- (c) to defer submission of the report to VicRoads in order to enable place-making, environmental, social and amenity issues to be included, together with the opportunity for community input into those considerations; and
- (d) That a further report be presented to Council which includes this additional information prior to presentation to VicRoads.

Traffic Impact Assessment

9. With reference to resolution 1(d) (i) of the 20 December Council resolution, officers did not provide GTA consultants with the Melbourne Water commissioned traffic report *Carlton Main Sewer Upgrade Traffic Management Review 8 April 2015.*

- 10. Officers were extensively involved in the review of this traffic report during the Carlton Main Sewer Upgrade Project. The Melbourne Water traffic report was not provided to the consultant on the basis that:
 - (a) the Melbourne Water traffic report was undertaken mid-way through the sewer upgrade project at which point there were road closures in place on Scotchmer Street, between Rae Street and Nicholson Street, and at Station Street at the intersection of Princes Street;
 - (b) when the assessment was undertaken, there was a significant redistribution of traffic in the North Carlton and North Fitzroy area due to the Scotchmer Street closure;
 - (c) the Melbourne Water traffic report focused on the impacts associated with the Scotchmer Street closure. There was minimal mention or consideration given to the Station Street closure:
 - (d) no traffic data or analysis was undertaken within the vicinity of the Station Street closure, with the nearest traffic counts to the site being undertaken near Pigdon Street; and
 - (e) any impacts associated with the Station Street closure at that time could not be isolated from the key Scotchmer Street closure.
- 11. Given that there is no relevant information in the Melbourne Water traffic report to inform decision making, Council officers have not included it within the information to be provided to VicRoads as it is unnecessary to its needs.
- 12. With reference to resolution 1(d) (ii) of the 20 December Council resolution, the Melbourne Water resident survey was conducted to evaluate the effectiveness of Melbourne Water's engagement and communication with local residents and businesses affected by the Carlton Main Sewer Upgrade Project.
- 13. The Melbourne Water resident survey has not been released publicly and it is for the internal records of Melbourne Water only.
- 14. With reference to resolution 1(d) (iii) of the 20 December Council resolution, officers did provide GTA consultants with the City of Yarra traffic analysis contained in report to Council on 19 April 2016.
- 15. The components of the City of Yarra traffic analysis considered pertinent to its assessment was included in the GTA report.
- 16. During recent consultation on the place making assessment for Station Street, Council received one submission that the traffic volumes on Station Street had not returned to normal following the Melbourne Water works by the time the independent TIA was undertaken.
- 17. Council officers have conducted a spot traffic volume survey on Station Street in July 2017 outside of the school holiday period. There were no other major disruptions to the local or wider road network on the date of the spot survey.
- 18. This traffic count indicated that slightly fewer vehicles were using Station Street to access Princes Street during the peak period on the July 2017 survey day in comparison to the level of traffic recorded when the TIA was undertaken.
- 19. Council officers consider that the consultant had the required information to undertake its independent traffic assessment and that this assessment has been undertaken in line with industry standard techniques as required by VicRoads.

Place Making Assessment

- 20. With reference to resolution 2(a) of the 20 December Council resolution, a place making assessment has been prepared by a consultant commissioned by officers.
- 21. A copy of the place making assessment report prepared by CoDesign Studios is included in the information to be provided to VicRoads in Attachment 1.

- 22. The place making assessment was undertaken to provide an understanding of the potential short and longer term options of how road space on Station Street could be used to activate or improve the amenity of the street to the benefit of the local community, with either a temporary (short term) or permanent (long term) road closure in place.
- 23. The consultant was tasked with preparing two concept designs that could be implemented during the 12 month temporary closure (if approved) and a concept design providing the longer term vision of how space at the southern end of Station Street could be used if the temporary closure became permanent.
- 24. A community led approach was undertaken by the consultant team to help develop the proposed place making concept designs for Station Street. This has been key to understanding any constraints and how the community would prefer to see this space be used (if at all).

Stage 1 Consultation

- 25. The development of place making options was informed by a range of consultation (Stage 1 consultation) including:
 - (a) door knocking nearby properties on Station Street and Princes Street on 6 April 2017, 9
 May 2017 and 10 May 2017;
 - (b) A meeting with Carlton Neighbourhood Learning Centre (CNLC) on 11 April 2017;
 - (c) A post card sent to all Yarra residents and stakeholders within 200 metres of the southern end of Station Street to invite feedback (approximately 300 properties were sent a postcard). This postcard was distributed on 3 May 2017;
 - (d) A Your-Say-Yarra online survey to invite ideas between 3 May 2017 and 25 May 2017; and
 - (e) A drop-in community session held at CNLC on 25 May 2017.
- 26. Community feedback to assist the consultant in developing place making options was generally low.
- 27. A total of 11 responses were received via the Your Say Yarra online survey. Four responses provided support for place making in some form, whilst seven responses opposed closing Station Street in any form.
- 28. 23 additional submissions relating solely to the temporary road closure proposal were received by email during the Stage 1 consultation period. Six submissions were in favour of the proposal and 17 submissions opposed the proposal.
- 29. During the Stage 1 consultation period, a member of the community started an online Change.org petition opposing the road closure in any form. This petition has been signed by 262 people, including a mixture of residents and commuters who use Canning Street as a cycle route.
- 30. A total of 29 community members visited the drop in workshop held on 25 May 2017.
- 31. Whilst some community members were clearly against the proposal in any form, the drop in workshop provided some ideas on the form of place making and street activation that could occur with a temporary road closure in place and potentially in the longer term.
 - Place Making Concept Designs
- 32. Three place making concept designs were developed by CoDesign Studio based on feedback provided during Stage 1 consultation.
- 33. A copy of the concept designs is provided in the CoDesign Studio place making report to be provided to VicRoads (Attachment 1).
- 34. Full sized copies of the concept designs and recommended design are also provided as Attachment 2.

Concept Design Option 1

- 35. Option 1 is a proposed 12 month trial which includes temporary planting close to the Station Street / Princes Street intersection, with some further planting provided in between existing on-street parking spaces.
- 36. Option 1 retains all on-street parking and includes no on-street activities or public space.
- 37. The cost of the provision of the temporary plantings is estimated to cost between \$3,000 and \$6.000.
- 38. The cost to maintain the temporary plantings for the 12-month trial period is estimated to cost in the order of \$9.000.

Concept Design Option 2

- 39. Option 2 is a proposed 12 month trial which includes temporary plantings as per Option 1, street paintings and art and a multipurpose public space for street activities.
- 40. Option 2 requires the potential loss of six on-street parking spaces to accommodate the multipurpose public space.
- 41. The cost of the provision of the Option 2 infrastructure is estimated to cost between \$6,000 and \$10,000.
- 42. The cost to maintain the Option 2 infrastructure for the 12 month trial period is estimated to cost in the order of \$9,000.

Concept Design Option 3

- 43. Option 3 is a proposed longer term option in the event of a successful 12 month trial of the road closure.
- 44. Option 3 includes the same design components as Option 2 (planting, street art and multipurpose public space) although temporary infrastructure is replaced by permanent infrastructure.
- 45. Option 3 requires the potential loss of six on-street parking spaces to accommodate the multipurpose public space.
- 46. The cost of a permanent option is not clear at this stage. Further assessment and consultation would be required to determine permanent infrastructure options.

Stage 2 Consultation

- 47. A post card sent to all Yarra residents and stakeholders within 200 metres of the southern end of Station Street to invite feedback on the concept designs. This postcard was distributed on 21 June 2017.
- 48. The community was also able to provide feedback on the options via a Your-Say-Yarra online survey. This survey was open between 21 June 2017 and 14 July 2017.
- 49. Community support for place making at the southern end of Station Street was very low.
- 50. A total of seven responses regarding place making were received. This represents an approximate 2% response rate from the 300 properties directly invited to provide feedback.
- 51. Three responses were in favour of the concept design options (Option 2 or 3) that encouraged street activities and provision of public space, albeit one response was opposed to a reduction in on-street parking.
- 52. Four responses were in favour of Option 1(i.e. some further greenery), but opposed street activities or any loss of on-street parking.
- 53. The majority of feedback (over 80% of responses) during the Stage 2 Consultation was opposition to the road closure.

- Outcomes of place making assessment
- 54. The place making assessment notes that the majority of feedback through the process was not supportive of a road closure which would make place making activities not feasible.
- 55. The assessment recommends that place making should be limited to the provision of a buffered landscape at the Station Street / Princes Street intersection should Council proceed with the temporary road closure.
- 56. In the event of a temporary road closure, consideration should also be given to possible short term activation of the road space such as one-off afternoon events.

Transport Integration Act assessment

- 57. With reference to resolution 1(b), 2(c) and 2(d) of the 20 December Council resolution, officers have undertaken an assessment of the proposal in line with the requirements of the Transport Integration Act.
- 58. A copy of the assessment has been included in the information to be provided to VicRoads in Attachment 1.

Information to be provided to VicRoads

- 59. A draft version of the information to be provided to VicRoads is attached to this report (refer to Attachment 1) and includes:
 - (a) the independent Traffic Impact Assessment (TIA) undertaken by GTA Consultants;
 - (b) photographic and other evidence as required by the 2 August 2016 Council resolution;
 - (c) the place making assessment report undertaken by CoDesign Studio;
 - (d) the officer assessment of the proposal in line with the objectives of the Transport Integration Act; and
 - (e) other background information as required by VicRoads and officer comment, clarification or opinion as the day-to-day managers of the local road network.
- 60. Council officers consider that the required information has been prepared to allow VicRoads to write its report on this matter.
- 61. On receipt, the VicRoads report on this matter will be presented to Council for consideration. If Council's decision is to proceed with the closure, officers will present the key findings of the study to the wider North Carlton community and will seek feedback on the proposal in accordance with Section 223 of the Local Government Act 1989. The results of the community consultation and any other representations will be presented to Council for a final decision.
- 62. The expected timelines for this process is shown in Table 1.

Table 1: Process and reporting timelines

Process	Timeline
VicRoads to prepare report to Council	September 2017
VicRoads report presented to Council	October 2017
Community consultation	October 2017 / November 2017
Presentation of consultation results to Council	December 2017

External Consultation

63. External consultation undertaken during the place making assessment is provided earlier in this report.

- 64. In line with the requirements of Traffic Engineering Manual, Volume 1, Chapter 13: Road Closures (VicRoads, 2014), a range of stakeholders including Bicycle Network, Victoria Walks, public transport operators and the emergency services have been consulted regarding the proposed temporary closure.
- 65. The public transport operators and emergency services (including ambulance, fire and police services) consider that the temporary road closure will not have a significant impact on its respective operations.
- 66. Bicycle Network opposes the road closure on the basis that any additional traffic using Canning Street will impact on the safety and amenity of the Canning Street strategic cycling corridor.

Internal Consultation (One Yarra)

Proposed temporary road closure

67. Council's Strategic Transport Unit has previously been consulted on this matter and considers that any increase in traffic on or across Canning Street would be detrimental to the operation of the regionally significant Canning Street cycling corridor.

Place making assessment

68. Council's City Works, Communications, Open Space and Recreation and Urban Design teams have been actively consulted and have provided input into the place making assessment from project scoping through to feedback into the concept designs.

Financial Implications

- 69. There are no financial issues arising from the recommendations contained in this report.
- 70. Council has allocated a budget of \$50,000 for this project. This budget has been spent on the Traffic Impact Assessment and Place Making Assessment undertaken to inform decision making on the temporary road closure proposal.
- 71. Should Council wish to proceed with the proposal following receipt of the VicRoads report on the matter, there will be a requirement to seek feedback on the proposal in accordance with Section 223 of the Local Government Act 1989. This consultation is estimated to cost in the order of \$5,000 dollars and will be need to be funded from existing budget allocations.

Economic Implications

72. There are no economic issues arising from the recommendations contained in this report.

Sustainability Implications

73. There are no sustainability issues arising from the recommendations contained in this report.

Social Implications

74. There are no social issues arising from the recommendations contained in this report.

Human Rights Implications

75. There are no human rights issues arising from the recommendations contained in this report.

Communications with CALD Communities Implications

76. A language advisory panel will be included in any future correspondence with residents and owner non-occupiers. This will include contact details and a reference number to access Council's interpreter services.

Council Plan, Strategy and Policy Implications

77. The proposal to install a temporary road closure at Station Street for the purposes of undertaking a traffic diversion experiment is included as an action in Section 3.09 of Council's Annual Plan for 2016/17.

Legal Implications

78. There are no legal issues arising from the recommendations contained in this report.

Other Issues

79. There are no other issues arising from the recommendations contained in this report.

Options

80. No option exists as Council must receive a report from VicRoads on this matter. Hence the Traffic Impact Assessment and other attached documents must be submitted to VicRoads to allow it to write its report as it is a requirement of the Local Government Act 1989.

Conclusion

- 81. Council has resolved to proceed with the process to close Station Street, North Carlton at the intersection with Princes Street, on a temporary basis for the purposes of undertaking a traffic diversion experiment.
- 82. Schedule 11, Section 10, of the Local Government Act (LGA) 1989 allows Council to block or restrict the passage or access of vehicles on a road, for as long as necessary, for the purposes of undertaking a genuine traffic diversion experiment. However, Council must not exercise this power unless it has considered a report from VicRoads on the matter.
- 83. The information required from Council to assist VicRoads in preparing its report on this matter has been prepared and is ready to be sent to VicRoads.
- 84. On receipt, the VicRoads report on this matter will be presented to Council for consideration. If Council's decision is to proceed with the closure, officers will present the key findings of the study to the wider North Carlton community and will seek feedback on the proposal in accordance with Section 223 of the LGA 1989. The results of the community consultation and any other representations will be presented to Council for a final decision.

RECOMMENDATION

1. That the prepared information be sent to VicRoads to allow it to write its report on the proposal to close Station Street, North Carlton at the intersection with Princes Street, on a temporary basis for 12 months for the purposes of undertaking a traffic diversion experiment.

CONTACT OFFICER: Danny Millican

TITLE: Senior Traffic Engineer

TEL: 9205 5762

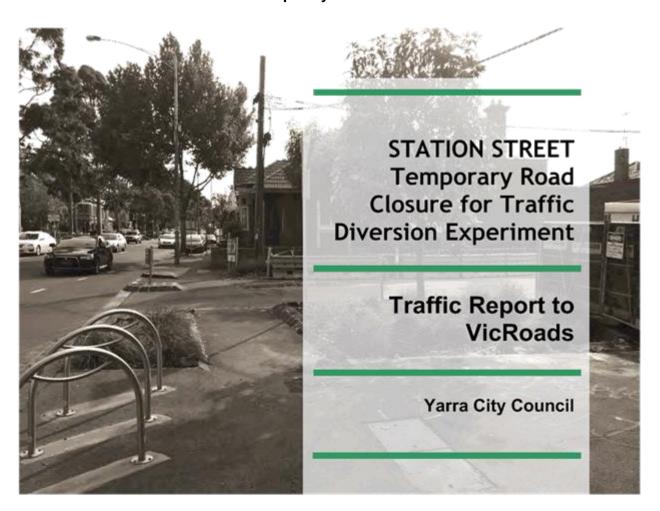
Attachments

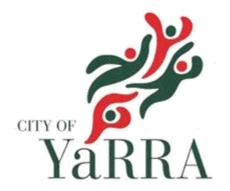
Station Street Road Temporary Road Closure - Draft Information to VicRoads

2 Place Making Assessment Concept and Recommended Design(s)

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Attachment 1 - Station Street Road Temporary Road Closure - Draft Information to VicRoads





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STATION STREET ROAD CLOSURE

Traffic Diversion Experiment

1. Introduction

In April 2016, Yarra City Council resolved to progress with a proposal to temporarily close Station Street at the intersection of Princes Street, North Carlton, to vehicles for the purposes of undertaking a traffic diversion experiment.

This traffic diversion experiment will be initially undertaken for a 12 month period. The decision to proceed with the traffic diversion experiment will be made by Council in late 2017 following further consultation with the North Carlton community.

In line with Schedule 11, Section 10, of the Local Government Act 1989, Council is seeking a report from VicRoads on this matter.

This document provides the information required by VicRoads to prepare its report. Specifically, this includes:

- Section 2: An independent Traffic Impact Assessment (TIA) undertaken by GTA Consultants.
- Section 3: In line with the Yarra City Council Resolution of 2 August 2016, resident submissions received prior to the resolution on amenity and safety issues on Station Street between Lee Street and Princes Street have been provided.

A brief summary of the community consultation undertaken during the Place Making Assessment (Section 4) is also provided.

- Section 4: An independent Place Making Assessment undertaken by CoDesign Studios (as per Yarra City Council resolution of 20 December 2016).
- Section 5: An assessment of the proposal against the objectives of the Transport Integration Act (as per Yarra City Council resolution of 20 December 2016).
- Section 6: Additional information required by VicRoads as per Section 13.4.2 and 13.5 of Traffic Engineering Manual (TEM) Volume 1 Chapter 13: Road Closure (VicRoads, August 2014), including Council officer comment.

Section 2: GTA Consultants Traffic Impact Assessment





Station Street Road Closure Carlton North Transport Impact Assessment

Client // Yarra City Council

Office // VIC

Reference // V105900

Date // 25/11/16

Station Street Road Closure

Carlton North

Transport Impact Assessment

Issue: C 25/11/16

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1. Introduction

1.1 Background & Purpose

The City of Yarra is currently considering what the benefits and impacts are of temporarily closing Station Street, at its intersection with Princes Street in North Carlton, for the purposes of undertaking a traffic diversion experiment.

The closure has previously been suggested as part of a Local Area Traffic Management Study of the North Carlton area in 2003. This proposal only restricted egress (southbound) movements from Station Street to Princes Street due to expected redistributed rat-running traffic caused by other traffic management measures being implemented in the precinct.

Moreover, Station Street was temporarily closed at this location between January 2015 and March 2016 by Melbourne Water to enable them to upgrade the sewer network. Consequently, the City of Yarra has consulted with North Carlton residents about formally closing Station Street at Princes Street in February and March 2016. The responses from the community indicated that only half are supportive of the closure, with those not being supportive largely being concerned about traffic redistribution impacts onto surrounding streets.

GTA Consultants was commissioned by the City of Yarra in September 2016 to undertake a transport impact assessment of the proposed closure of Station Street at Princes Street. The assessment aims to provide an understanding of what the potential implications of the closure are, as well as whether the associated benefits and impacts are material.

1.2 Proposed Closure

The proposed road closure is located in North Carlton, at the intersection of Station Street and Princes Street. The location of the closure is shown in Figure 1.1.

Figure 1.1: Subject Site and its Environs



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1.3 Methodology

The report is an assessment of the anticipated transport implications of the proposed closure of Station Street and has been completed through the following steps:

- A policy review of relevant transport documents affecting and guiding the development and management of the area
- Setting out the existing transport conditions in the area to understand the current access arrangements and what impact the proposal will have of current users
- The collection and analysis of traffic data to understand how motorists currently access and travel through the area
- A traffic assessment of the proposal to identify how the resulting road network will operate in the future and what impacts there will be on current users
- Provide a summary of conclusions of what the potential implications of the closure are, as well as whether the associated benefits and impacts are material to current users
- vi Provide a recommendation about whether the proposed closure of Station Street should be pursued further.

1.4 References

In preparing this report, reference has been made to the following:

- Documentation provided by the City of Yarra
- O City of Yarra Local Area Traffic Management Plan
- VicRoads Traffic Engineering Manual Volume 1: Chapter 13
- traffic and car parking surveys undertaken by GTA Consultants as referenced in the context of this report
- an inspection of the site and its surrounds 0
- other documents as nominated.





Background

2.1 Policy & Strategies

There are a number of policies and strategies prepared by national, state and local government bodies that help inform how the North Carlton area should be developed and managed into the future. Those that have the highest relevance in regards to the proposed closure of Station Street is discussed below.

2.1.1 VicRoads SmartRoads Policy

SmartRoads is a VicRoads policy which sets strategic 'modal' priorities on the road network and underpins many of the strategies significant to the operational directions that support broader strategies around land use and transport.

"There is no single solution to managing congestion on our roads. Sustainable management of congestion will require an integrated approach involving better management of the existing network, building new infrastructure, visionary land use planning, encouraging sustainable transport modes, and changes in behaviour by individuals, businesses and government."

All road users will continue to have access to all roads. However, certain routes will be managed to work better for cars while others for public transport, cyclists and pedestrians during the various peak and off-peak periods.

The VicRoads SmartRoads Network Operating Plan for the area surrounding the subject site has been reproduced in Figure 2.1.

Carhon, Lygon Street

Carhon, Lygon Street

Fitzroy, Sri

Fitzroy, Brunswick Street

Fitzroy, Brunswick Street

Future Trafic Route

Figure 2.1: VicRoads SmartRoads Network Operating Plan -- City of Hobsons Bay

Source: VicRoads Website

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Figure 2.1 illustrates the following arterial road network priorities in the area:

- Princes Street is nominated as a Preferred Traffic Route
- Nicholson Street is nominated as a Traffic Route and Tram Priority Route
- Rathdowne Street is a Bus and Bicycle Priority Route
- Canning Street is a Bicycle Priority Route.

On this basis, it can be understood that the proposed closure of Station Street will prevent vehicular access to a Preferred Traffic Route.

2.1.2 Yarra City Council Local Area Traffic Management Plan

The City of Yarra Council adopted its Local Area Traffic Management Policy in May 2014. The policy outlines Council's process for conducting Local Area Traffic Management (LATM) studies. The aim of the policy is to reduce traffic volume and speeds on local roads and provide a safer environment for cyclists and pedestrians. The LATM Policy separates the City of Yarra into 21 precincts, of which North Carlton is the #2 precinct, bound by Park Street to the north, Nicholson Street to the east, Princes Street to the south and Lygon Street to the west.

The LATM Policy sets out the following processes in undertaking studies:

- Upon receipt of requests, Council officers will make a preliminary site visit and review available traffic data to quantify if there is a readily apparent road safety problem.
- If the site is not considered a road safety issue, officers will refer this to the LATM priority ranking list.
- o If a safety issue is identified from the analysis of site investigations, evidentiary traffic data and engineering assessment, officers may decide to bypass the LATM process and consider another appropriate course of action to address the issue.

The LATM priority ranking list is based on a warrants system to determine the priorities for competing LATM works. These precincts will be ranked according to the following criteria using available data:

- Casualty crashes any reported fatalities, serious injuries and other injuries in the last five years on local streets or intersections;
- Traffic speed any local street with an 85th percentile speed generally greater than 44km/h:
- Traffic volume any local street with an average weekday traffic volume generally greater than 1,000 vehicles;
- Through traffic any local street with a peak hour to 24-hour volume ratio generally in excess of 14%;
- Heavy vehicles any local street with a proportion of commercial vehicles to all traffic generally in excess of 5%;
- Activity land use generators (e.g. hospitals and schools) considered in terms of likely pedestrian and bicycle generation, especially by vulnerable road users; and
- Resident complaints expressed by the number of received letters, petitions and notes to file from Council officers.

Each year Council officers review the LATM priority ranking list as part of developing budgets and traffic management programs for the subsequent financial year, and advise councillors accordingly.

It is unclear at this time how the proposed closure of Station Street ranks against other LATM issues within the municipality. However, as part of this study, consideration is being given to each the criteria used to assess such matters.

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2.2 Temporary Closure (Water Main Upgrade)

Between January 2015 and March 2016, Melbourne Water closed various streets in North Carlton and North Fitzroy to enable them to replace a 114-year old section of the Carlton main sewer. These closures included Scotchmer Street, Amess Street and Station Street, and resulted in changes to traffic patterns through the wider North Carlton and North Fitzroy areas.

The works on Station Street required that it be closed at its intersection with Princes Street. During this time, pedestrian access was maintained along Station Street to Princes Street, but access by cars and cyclists was prevented, with detours in place.

Councillors and Council Officers met with VicRoads in mid-2016 about the potential of continuing the road closure on Station Street. While VicRoads noted that they had not observed any notable impact on the arterial road network with the closures in place, they did indicate they needed an assessment of the potential impacts in the area once traffic patterns returned to normal following the reopening of Scotchmer Street, Amess Street and Station Street.

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3. Baseline Conditions

3.1 Carlton North Demographics

The North Carlton LATM Policy precinct (#2) is bound by Park Street to the north, Nicholson Street to the east, Princes Street to the south and Lygon Street to the west. Within this area, the below key demographics have been identified.

3.1.1 Population

According to data collected in 2015, Carlton North has a population of approximately 9,086 people. The area is highly accessible for tertiary institutions located in central Melbourne, with almost one in five residents studying at a university.

3.1.2 Land Use

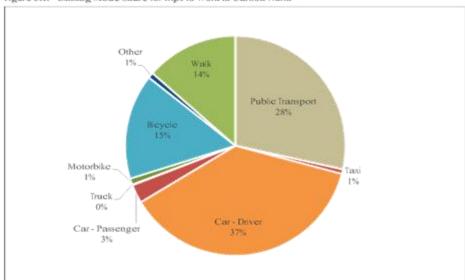
The area is predominantly residential; however, the following major non-residential land uses exist:

- Curtain Square, which is approx. 350m northwest of Station Street
- Carlton North Primary School, which is approx. 200m northwest of Station Street.

3.1.3 Mode Splits

Existing mode split data has been sourced from ABS 2011 Journey to Work Data, for residents of Carlton North. This data represents those who use one mode of transport only. Figure 3.1 shows that approximately 40% of those living in Carlton North drive their own car to get to work, almost 30% utilise public transport and 30% use some form of active travel (i.e. cycle or walk).

Figure 3.1: Existing Mode Share for Trips to Work in Carlton North



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3.2 Road Network

3.2.1 Adjoining Roads

Station Street

Station Street functions as a local road in the Yarra Planning Scheme. It is a two-way road aligned in a north-south direction and configured with a two-lane, six-metre-wide carriageway set within a 20-metre-wide road reserve (approx.). Kerbside parking is permitted on both sides of the road, subject to time restrictions. There is an on-road bicycle lane in the northbound direction and a marked mixed traffic bicycle route in the southbound direction along Station Street.

Station Street carries approximately 1,000 vehicles per day1.

Nicholson Street

Nicholson Street functions as a primary arterial road and is located within a Road Zone (Category 1) in the Yarra Planning Scheme. It is a two-way road aligned in a north-south direction and generally configured with a four-lane, 23-metre-wide carriageway set within a 31metre-wide road reserve (approx.). Two tram lanes are located in the middle of the road. Some kerbside parking is permitted, subject to time restrictions. There are no bicycle lanes provided along Nicholson Street.

Nicholson Street carries approximately 10,000 vehicles per day.2

Canning Street

Station Street functions as a local road in the Yarra Planning Scheme. It is a two-way road aligned in a north-south direction and configured with a two-lane, 19-metre-wide carriageway set within a 29-metre-wide road reserve (approx.). Included within the carriageway are bicycle lanes in both directions, and an eight-metre-wide central median. Some kerbside parking is permitted, subject to time restrictions. Bicycles are catered for on Canning Street in on-road lanes in both directions.

Canning Street carries approximately 550 vehicles per day.1

Rathdowne Street

Rathdowne Street functions as a collector road in the Yarra Planning Scheme. It is a two-way road aligned in a north-south direction and is generally configured with a three-lane, 20-metrewide carriageway set within a 31-metre-wide road reserve (approx.). Included within the carriageway are bicycle lanes in both directions, and a three-meter-wide central median. Some kerbside parking is permitted, subject to time restrictions

Rathdowne carries approximately 10,500 vehicles per day.1

Lee Street functions as a local road in the Yarra Planning Scheme. It is a two-way road aligned in an east-west direction and configured with a two-lane, 14-metre-wide carriageway set within a 20-metre-wide road reserve (approx.). Included within the carriageway are bicycle lanes in both directions, and a three-metre-wide central median. Some kerbside parking is permitted, subject to time restrictions.

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Based on traffic counts undertaken by GTA between 8 September 2016 and 14 September 2016.

Source: VicRoads Traffic Profile

Lee Street carries approximately 800 vehicles per day.1

Davis Street

Davis Street functions as a local road in the Yarra Planning Scheme. It is a two-way road aligned in an east-west direction and configured with a two-lane, 8-metre-wide carriageway set within a 20-metre-wide road reserve (approx.). Some kerbside parking is permitted, subject to time

Davis Street carries approximately 700 vehicles per day.1

Princes Street

Princes Street functions as a primary arterial road and is located within a Road Zone (Category 1) in the Yarra Planning Scheme. It is a two-way road aligned in an east-west direction and is generally configured with a 6-lane, 22-metre-wide carriageway set within a 30-metre-wide road reserve (approx.), including a central median. Some kerbside parking is permitted, subject to time restrictions.

Princes Street carries approximately 29,000 vehicles per day.2

Surrounding Intersections

Key intersections in the vicinity of the site include:

- Station Street / Princes Street (unsignalised T-intersection)
- Station Street / Lee Street (unsignalised X-intersection)
- Station Street / Newry Street (unsignalised X-intersection)
- Canning Street / Princes Street (signalised X-intersection)
- Canning Street / Davis Street (unsignalised T-intersection)
- Princes Street / Nicholson Street / Alexandra Parade (signalised X-intersection)
- Princes Street / Rathdowne Street (signalised X-intersection).

3.2.3 Existing Traffic Controls

A number of existing traffic controls and movement restrictions exist within the North Carlton area, proximate to Station Street. These include no entry, no right turn and various street closures.

These traffic controls within 500m of the proposed closure are shown in Figure 3.2.

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Figure 3.2: Existing Traffic Controls

Base Map Source: Google Maps

3.3 Crash Stats

A review of the reported casualty accident history for the roads and intersections adjoining the subject site has been sourced from VicRoads CrashStats accident database. This database records all accidents causing injury that have occurred in Victoria since 1987 (as recorded by Victorian Police) and categorises these accidents as follows:

- Fatal injury: at least one person was killed in the accident or died within 30 days as a result of the accident.
- Serious injury: at least one person was sent to hospital as a result of the accident.
- Other injury: at least one person required medical treatment as a result of the accident.

A summary of accidents in the vicinity of the proposed closure is shown in Figure 3.3.

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Figure 3.3: Crash Stats in the Vicinity of the Site

A summary of the accidents shown in Figure 3.3 in the vicinity of the site for the last available fiveyear period is presented in Table 3.1.

Table 3.1: Casualty Accident History

Location	Accident No.				
Location	Fatality crashes	Serious Injury crashes	Other Injury crashes		
Roads in Vicinity of the Site			1		
Station Street	0	0	0		
Canning Street	0	1	3		
Rathdowne Street	0	3	1		
Nearby Intersections					
Princes Street / Station Street	0	0	0		
Princes Street / Canning Street	0	0	1		
Princes Street / Rathdowne Street	0	0	13		

Source: VicRoads

Figure 3.3 and Table 3.1 indicates that no injuries have been recorded as a result of vehicles travelling along and turning out of Station Street on Princes Street (noting the temporary closure for sewer works).

Moreover, the following accidents have been recorded in the area, which could be further impacted by displaced traffic that currently uses Station Street to access Princes Street:

- There has been a total of 15 crashes at the Princes Street/Rathdowne Street, and one at the Princes Street/Canning Street intersection
- Along Rathdowne Street there have been a total four crashes recorded
- Along Canning Street there have been a total of four crashes, noting that the three at the Lee Street intersection all involving and resulting in injuries to cyclists (one serious).

Given the above there is no historic accident trend that exists with Station Street or its intersection with Princes Street.

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3.4 Public Transport

Figure 3.4 shows the subject site in relation to existing public transport routes within its vicinity.

Figure 3.4: Public Transport Map



As indicated in Figure 3.4, the area surrounding Station Street is well serviced by public transport, with bus and tram routes operating frequently within the vicinity of the proposed closure. It is noted that the closure of Station Street would have no direct impact on existing public transport routes or stops. However, consideration of any traffic impacts from the re-routing of vehicles is considered further in Section 5.

3.5 Pedestrian Infrastructure

Pedestrian paths are located on all footpaths in the vicinity of the site, with signalised pedestrian crossings on Princes Street at the intersections with Rathdowne Street, Canning Street and Nicholson Street.

3.6 Cycle Infrastructure

The Principal Bicycle Network (PBN) is a network of on and off-road cycling conidors that have been identified to support cycling for transport and access major destinations in metropolitan Melbourne. The PBN was reviewed and updated in 2012 by VicRoads and all local Councils.

The PBN is also a 'bicycle infrastructure planning tool' to guide State investment in the planning and development of the future metropolitan Melbourne bicycle network. In this regard, a subset

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of the PBN has been identified and elevated to a higher level of priority, mainly on the basis of potential for separation from motorised traffic, making these routes more attractive to less experienced bike riders. These cycling corridors are referred to as Bicycle Priority Routes (BPRs) and form part of the modal priorities for the road network set out in the VicRoads SmartRoads Network Operating Plans for each municipality (as shown in Figure 2.1 for the study area).

Proximate to Station Street, the following BPR's are indicated in Figure 2.1:

- Canning Street
- o Rathdowne Street.

It is noted that the type of bicycle facility (i.e. on or off-road and separated or shared) has not been indicated as part of the PBN and BPRs. Rather, the PBN and BPRs show the proposed cycling network. The associated facilities should be delivered in accordance with the relevant standards and guidelines, such as the Australian Standards, Austroads Guides and VicRoads' Cycle Notes.

In addition, Strategic Cycle Conidors (SCC) form another subset of the PBN, and represent an initiative outlined in Plan Melbourne to support walking and cycling in Central Melbourne. SCCs are intended to be conidors designed to provide high quality bicycle infrastructure to, and around, major activity areas in metropolitan Melbourne. The SCC's are shown in Figure 3.53.

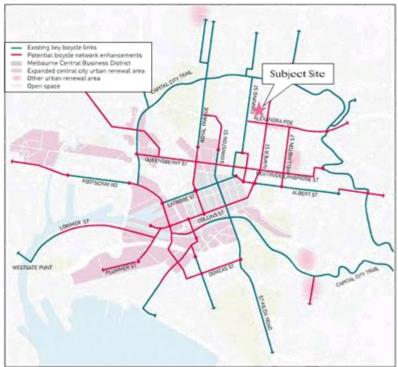


Figure 3.5: Strategic Cycle Corridors

Source: Plan Melbourne

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Further information regarding the PBN and BPRs is available at https://www.vicroads.vic.gov.au/traffe-and-road-use/cycling/bicycle-network-planning

Figure 3.5 indicates that Canning Street and Princes Street form part of the proposed SCC network.

It is also noted that the southbound bicycle lane on Canning Street between Lee Street and Princes Street has recently been relocated from being between the traffic and parking lanes, to the right-hand side of the traffic lane, up against the central median.

This arrangement has been implemented given the following benefits:

- Better connects with the signalised crossing facilities of Princes Street
- Locates cyclists away from the car door opening area of the kerbside parking lane
- Removes the conflict point between left-turning vehicles from Lee Street into Canning Street, and left-turning vehicles from Station Street into Princes Street.

While the above benefits have been achieved, this arrangement places cyclists on the right-hand side of traffic, which is not where motorists expect cyclists to be. This could potentially result in motorists that are turning right-in and out of Davis Street from Station Street to not be looking where the southbound cyclists are coming from.

However, this potential conflict issue is not considered significant given the signage and linemarking that is in place, especially the green bicycle lane pavement markings across the central medial break. To further improve the level of safety at this location, consideration could be given to raising the bicycle lane, even if only 50mm or similar (i.e. not kerb high) to further raise the awareness and slow down approaching motorists.

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4. Data Collection & Analysis

4.1 Overview

A range of targeted site observations, surveys and analysis has been undertaken to understand how users currently access and travel through the area. The associated information has been used to inform what impacts and / or benefits the closure of Station Street will have in the area.

4.2 Site Observations

Site observations were undertaken on Tuesday 13 September 2016, which was at the same time as the majority of the survey data was collected. This was in an effort to verify the survey data, but also provide greater context and understanding of user behaviour in the area.

A summary of the key site observations during the AM and PM peak periods are set out below.

4.2.1 Princes Street / Station Street

On-site surveys of the Princes Street / Station Street intersection were undertaken during the peak periods to understand what proportion of vehicles exiting Station Street cross the adjacent three eastbound traffic lanes to access the right-turn lane and travel south on Nicholson Street. Concerns have been raised about this movement and that the potential closure of Station Street would eliminate this movement from occurring.

It is noted that should Station Street be closed that those currently completing this movement would most likely go to Canning Street instead. While they would still need to cross three traffic lanes to access the right-tum lane, they would be able to do it over a longer distance, so is likely to have some safety improvements.

However, it is noted that there are many other examples in the area where local roads intersect major roads, such as Drummond Street, Rae Street and Gore Street to the east and west along Princes Street and Alexander Parade, and they seem to genially operate satisfactorily.

Also, the intersection of Canning Street and Princes Street is a partially signalised intersection, with a dedicated bicycle lane on the right-hand side of the road. Vehicles making the left-hand turn movement from Canning Street to Princes Street are restricted by a left turn arrow. The arrow is red during the majority of the pedestrian and cyclist crossing phases, to separate vehicle and pedestrian movements, but does drop out before the end of pedestrian and cyclist crossing phases to provide opportunity for vehicles to exit Canning Street before traffic along Princes Street get the green phase.

From these on-site surveys the vehicles turning left out of Station Street did the following:

- In the AM period (7:45-8:15am), 48 vehicles turned left out of Station Street, with three (6%) vehicles moving to the right hand lane to turn right onto Nicholson Street.
- In the PM period (5:00-5:30pm), 6 vehicles turned left out of Station Street, with one (16%) vehicle moving to the right hand lane to turn right onto Nicholson Street.

These observations indicate that a very low proportion of vehicles in both peaks make this movement. However, it was also observed to be very difficult to complete this movement due to there being an almost continuous traffic stream and/or vehicles queued in the lanes they



needed to cross and finally enter. In fact, vehicles trying to complete this manoeuvre generally have to rely on other motorists to let them in.

As such, this movement was observed to occur at low speeds, which means the potential severity of any crash would be minor. However, those making these movements likely cause other motorists to become frustrated with them, such as those waiting to get out of Station Street.

4.2.2 Queuing

From our on-site observations in the peak periods, the following locations was observed.

- Vehicles turning out of Station Street onto Princes Street formed a queue in the morning of up to 35m (up to six cars), due to the limited opportunities to enter the Princes Street traffic lanes.
- Queuing on Rathdowne Street was observed to queue back from Princes Street to Curtain Square (i.e. approx. 350m) during the AM peak period. This queue typically did not clear each cycle, as the amount of green time given to the northern approach was fairly limited, but also due to there only being one approach lane serving the associated traffic volume. This issue was not observed in the PM peak period, including with the southern approach to Princes Street, which accommodates more vehicles.
- Canning Street experienced minimal queuing, with the maximum queue observed containing two vehicles.

4.2.3 Key Trip Attractors

The land uses surrounding the site are largely residential, with some exceptions, including the Carlton Neighbourhood Learning Centre (20 Princes St), local shops, restaurants and gyms.

The most significant nearby attraction is the Carlton North Primary School (60 Lee St). The school has approximately 275 pupils, between the years of Prep and Year 7. This site generates substantial traffic, particularly during morning and afternoon school peak periods when students are being picked-up and dropped-off.

Working with the schools to understand how the pick-off / drop-off arrangements and demands can be better managed is likely something already being undertaken, but if material changes can be achieved, it would likely result in significant congestion and amenity improvements in the area. Such activities are being completed around Australia, with one of the leading school travel plan guides / tool kits being available through the following link:

http://www.darwin.nt.gov.au/sites/default/files/Active Schools Toolkit web.pdf

4.3 Data Collection

The following data was collected by GTA in order to assess the operation of the site and surrounding area:

- i Weekday AM and PM (Tuesday 13 September) peak period movement counts (all modes) at the following intersections:
 - Station Street / Princes Street
 - Station Street / Lee Street
 - Station Street / Newry Street
 - Canning Street / Princes Street
 - Canning Street / Davis Street.



- ii Weekend midday (Saturday 10 September) and weekday AM and PM (Tuesday 13 September) peak period movement counts (all modes) at the Canning Street / Lee Street intersection.
- iii Obtain a typical weeks' worth of SCATS⁴ data (from Friday 9 September until Thursday 15 September) and the operational sheets for the following signalised intersections:
 - Princes Street / Nicholson Street / Alexandra Parade
 - Princes Street / Canning Street
 - Princes Street / Rathdowne Street.
- iv Peak period sample surveys of the above signalised intersections to identify the following:
 - 0 turning splits from lanes that support more than one turning movement
 - queue lengths for each turning movement.
- v Undertake tube counts for a 7-day period (from Friday 9 September until Thursday 15 September) at 17 locations.
- vi Numberplate surveys at 10 locations, to identify the access routes of those currently utilising Station Street during a typical weekday AM period (Tuesday 13 September).

4.4 Data Analysis

4.4.1 Intersection Summaries

GTA Consultants undertook traffic movement counts at the intersections listed above on Tuesday 13 September 2016.

The AM (8:00am-9:00am) and PM (5:00pm-6:00pm) peak hour traffic volumes are shown in Figure 4.1 and Figure 4.2, respectively.

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Sydney Coordinated Adaptive Traffic System (8CATS) is a sophisticated and dynamic intelligent transport system used for day to day monitoring and operation. It provides traffic signal coordination that improves both traffic flow and safety for all road users.



Figure 4.1: Existing AM Peak Hour Traffic Volumes (8:00am-9:00am)

Figure 4.2: Existing PM Peak Hour Traffic Volumes (5:00pm-6:00pm)



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Figure 4.1 and Figure 4.2 indicates that along and proximate to Station Street the following key movements currently occur:

- In the AM peak period the main route through the local road network is via Station Street, Lee Street, Canning Street and Davis Street.
- In the AM peak 100 vehicles access Princes Street via Station Street, and only 32 vehicles access Princes Street via Canning Street.
- In the PM peak period the volumes within the local road network are quite low, with the highest movement being 42 vehicles travelling out of Davis Street onto Canning Street, of which approximately half turn left and the other half right towards Princes Street.
- In the PM peak 12 vehicles access Princes Street via Station Street, and again 32 vehicles access Princes Street via Canning Street.

4.4.2 Canning Street Bicycle Data

Super Tuesday

Data undertaken during the Super Tuesday Cycle Count (undertaken on 1 March 2015 from 7:00am-9:00am and 3 March 2016 from 7:00am-9:00am) indicates that there has been a 15% increase in cyclist traffic at the Canning Street/Princes Street intersection in the last year. Further, these counts have shown that Canning Street has the third highest on-road cyclist volumes travelling into the CBD (after St Kilda Road and Royal Parade).

Table 4.1: Super Tuesday Cycle Count Data (7:00am to 9:00am)

Intersection	2015 Volume	2016 Volume	Change	% Difference
Canning St/Princes Street (all directions)	1,054	1,215	+161	+15%

GTA Cycle Counts

GTA conducted counts of the Canning Street / Princes Street intersection in the AM (8-9) and PM (5-6) peak. A summary of the peak hour results is provided as follows:

- AM Volumes:
 - Southbound 299 (i.e. toward the city)
 - Northbound 22 (i.e. away from city)
- PM Volumes:
 - Southbound 11 (i.e. toward the city)
 - Northbound 223 (i.e. away from city)

4.4.3 Pneumatic Tube Counts

Pneumatic tubes were installed in a number of locations in the nearby area to determine the existing traffic flows through the road network over the course of the week starting Friday 9 September until Thursday 15 September.

During that week, the day during which the network accommodated the highest traffic demand was on Thursday, and the traffic conditions recorded on this day are summarised in Table 4.2.



Table 4.2: Existing Traffic Flows

Location	AM Peak (8:00-9:00)	PM Peak (3:00-4:00)	PM Peak (5:00-6:00)	Daily Total	85th %ile Speed
Pidgon Street between Drummond Street and Rathdowne Street	509	550	632	6,411	39.7
Rathdowne Street south of Pidgon Street	512	645	829	8,461	41.4
Richardson Street between Drummond Street and Rathdowne Street	181	146	173	1,828	27.6
Drummond Street between Richardson Street and Macpherson Street	255	57	67	1,123	39.9
Fenwick Street between Drummond Street and Rathdowne Street	97	33	36	626	36.1
Drummond Street between Newry Street and Lee Street	368	64	66	1,336	39.1
Rathdowne Street between Newry Street and Ogrady Street	574	931	1,148	12,506	40.7
Davis Street between ROWY and Canning Street	92	69	54	719	45.0
Canning Street between Princess Street and Davis Street	46	45	53	548	35.2
Station Street near #207	93	27	22	452	30.6
Lee Street between Station Street and Canning Street	131	55	52	799	34.8
Station Street near #258	208	60	65	1,028	37.5
Rae Street between Alexandra Parade and York Street	238	110	111	1,649	38.9
Fenwick Street between Station Street and Canning Street	90	80	87	1,115	37.7
Richardson Street between Station Street and Canning Street	358	292	334	3,691	37.7
Pidgon Street between Station Street and Canning Street	449	429	446	5,202	37.0

Table 4.2 indicates that the local roads in the area all generally operate as per their classification within the road network, as indicated through the traffic volume ranges and target speeds for each road type set out in Table C1 of Clause 56.06 of the Yarra Planning Scheme. The only roads that do not strictly comply with Table C1 of Clause 56.06 of the Yarra Planning Scheme are Rathdowne Street and Richardson Street, which exceed the upper daily traffic volume ranges of 7,000 and 3,000 vehicles per day, but significantly and only over specific blocks, which is common within built up areas like Carlton North.

While the Thursday was identified to accommodate the highest traffic volumes, the majority of the survey activities occurred on Tuesday 13 September, which based on the pneumatic tube counts accommodated traffic volumes that were 6% less than what was recorded on the Thursday, which is not considered to be material on the overall operation of the road network.

As such, and for comparison purposes, further detail relating to the AM and PM peak period results from the pneumatic tube counts are discussed based on what was recorded on the Tuesday below.

Morning Peak

Figure 4.3 shows the morning peak for vehicles travelling in the wider North Carlton neighbourhood that may be affected by the proposed closure of Station Street.



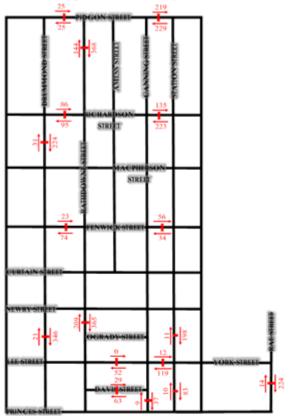


Figure 4.3: Morning Peak, Tuesday 13 September - 8:00am-9:00am

Figure 4.3 indicates that:

- Most (58%) vehicles that use Station Street north of Lee Street do not continue along Station Street between Lee Street and Princes Street
- Station Street is more utilised than Canning Street for vehicles wishing to travel eastbound onto Princes Street, with 99 vehicles exiting Station Street and 41 exiting Canning Street
- Station Street carries far fewer vehicles (198) than Rathdowne Street (365) or Drummond Street (346)between Lee Street and Newry Street.
- Vehicles travelling along Station Street north of Lee Street exiting the neighbourhood to the west are using Lee Street or Davis Street.

Afternoon Peak

In order to ensure that the peak traffic was recorded correctly, two afternoon peaks have been reported as follows to enable consideration of both the PM peak associated with the Carlton North Primary School and typical commuter peak period:

- School peak between 3:00pm and 4:00pm, as shown in Figure 4.4
- Commuter peak between 5:00pm and 6:00pm, as shown in Figure 4.5.

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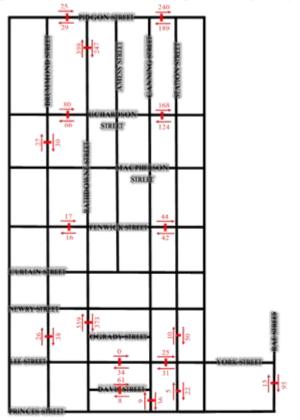


Figure 4.4: School PM Peak, Tuesday 13 September - 3:00pm-4:00pm

Figure 4.4 indicates the school PM peak occurs from 3:00pm to 4:00pm. During this time, the following has been identified from the recorded traffic:

- Station Street is less utilised than any of the surrounding streets for southbound movements
- Majority of vehicles travelling southbound along Station Street turn right into Lee Street rather than continuing along Station Street to Princes Street.



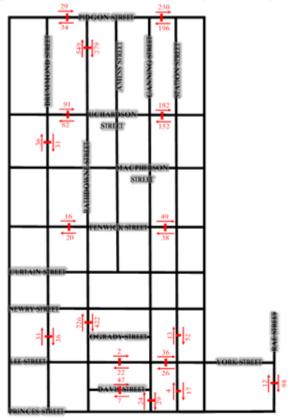


Figure 4.5: Commuter PM Peak, Tuesday 13 September - 5:00pm-6:00pm

Figure 4.5 indicates the commuter PM peak occurs from 5:00pm to 6:00pm. During this time, the following has been identified from the recorded traffic:

- The commuter PM peak accommodates higher traffic volumes than the PM school peak.
- Local traffic movement patterns are generally the same in the commuter PM peak as the PM school peak.

It is noted that there are some minor discrepancies between the pneumatic tube counts and the intersection turning movement counts. These are largely explained due to the differences in the locations the associated surveys occurred (i.e. the pneumatic tube counts don't occur at the intersections), and that there are traffic activities occurring between them.

4.4.4 Origin - Destination Data

In order to determine the routes motorists utilise in accessing the Station Street / Princes Street intersection, origin destination data was collected for vehicles passing a number of checkpoints in the nearby local road network.

These surveys were completed on Tuesday 13 September 2016, between 7:30 and 9:30am, considered to be the peak time for vehicles to be accessing the network.



Sites that origin destination data has been collected are marked in blue and purple in Figure 4.6. The red numbers adjacent to each site show the number of trips that have originated from the said site and are recorded going through the Station Street / Princes Street intersection (total number is indicated in red next to the Station Street / Princes Street intersection.

Figure 4.6: Origin and Destination of Vehicles using Station Street



Figure 4.6 indicates the following in terms of the origin and destination of vehicles in the AM peak hour that used Station Street to access Princes Street:

- A total of 24 vehicles originated from one of the other nine sites
- O No vehicles from Lee Street used Station Street to access Princes Street
- 14 vehicles originated from outside the North Carlton neighbourhood
- The remaining 10 vehicles that were only detected at Site #8 (Station Street / Newry Street intersection) are considered to originate from within the local neighbourhood.



4.4.5 Traffic Volume Comparisons

In order to confirm whether the traffic data collected in September 2016 was representative of typical conditions the following has been identified:

- Surveys occurred on a typical weekday, noting that it was during the school term and no public holidays occurred across the associated week
- SCAIS data of the signalised intersections along Princes Street for a number of days throughout the year has found that the volumes recorded along Princes Street on Tuesday 13 September 2016 was around 85% of the peak volumes identified.
- A comparison between traffic volumes recorded in 2009 on a number of the local roads to those in September 2016 are presented in Table 4.3 and show they are generally similar, except along Station Street (between Princes Street and Lee Street), where volumes have decreased significantly.

Table 4.3: Data Comparison 2009 and 2016

Daily Volume (2009)	Comparative Location (2016)	Daily Volume (2016)
559	Canning Street between Princess Street and Davis Street	620
759	Davis Street between Rathdowne Street and Canning Street	719
921	Lee Street between Station Street and Canning Street	854
432	Lee Street between Rathdowne Street and Canning Street	391
1,019	Station Street near #258	1,028
747	Station Street near #207	473
	(2009) 559 759 921 432 1,019	2509 Canning Street between Princess Street and Davis Street Davis Street between Rathdowne Street and Canning Street Lee Street between Station Street and Canning Street Lee Street between Rathdowne Street and Canning Street Lee Street between Rathdowne Street and Canning Street Station Street near #258

It is also noted that since 2009 and 2016 there has not been any significant developments accommodated proximate to Station Street, except for general increased residential dwelling densities, which are gradual in this area. This is reflected in the traffic volume comparisons in Table 4.3, where the traffic volumes in 2009 are similar to those in 2016.

4.5 Station Street Traffic Generation

Only 24 of the 100 vehicles that use Station Street to access Princes Street in the AM peak hour come from a location to the north of Newry Street. This occurs even though the traffic volumes at each intersection along Station Street between Newry Street and Princes Street seem to be fairly balanced, i.e. the number of movements at each intersection are generally the same.

However, the other 76 vehicles are believed to be generated from the mostly residential dwellings accessed from the rear laneways that intersect Station Street and the many on-street car spaces along Station Street. In essence, there are vehicles starting and finishing their trips within each block, as well as some turning around, such as those accessing the Carlton Neighbourhood Learning Centre.

This can be seen through Figure 4.7, which shows on an aerial photograph the following being accommodated in the associated area that generates these vehicles movements:

- in the order of 100 kerbside car parking spaces
- in the order of 200 dwellings accessed from connecting rear laneways.



Ather Street

Figure 4.7: Map of Where 76 Vehicles Exiting Station Street is Generated From

Given the level of development and public on-street car parking that exists in the area identified in Figure 4.7, it is considered reasonable that some 76 vehicle movements could be generated along Station Street that want to access Princes Street at its southern end, as well as various other vehicles finishing their trips in this area of turning around after a short stop, such as the Carlton Neighbourhood Learning Centre.



5. Traffic Impact

5.1 Intersection Modelling

Intersection modelling has been undertaken using SIDRA Intersection 75, in order to understand how the following intersections currently operate, and how they might in the future should Station Street be closed.

- Nicholson Street / Princes Street signalised intersection
- Canning Street / Princes Street give-way controlled T-intersection
- Rathdowne Street /Princes Street signalised intersection.

The commonly used measure of intersection performance is referred to as the Degree of Saturation (DOS). The DOS represents the flow-to-capacity ratio for the most critical movement on each leg of the intersection. For signalised intersections, a DOS of around 0.95 has been typically considered the 'ideal' limit, and for non-signalised intersections a DOS of 0.90 has been typically considered the 'ideal' limit's, beyond which queues and delays increase disproportionately.

5.1.1 Existing Conditions

Table 5.1 presents a summary of the existing operation of the three intersections, with full results presented in Appendix A of this report.

Table 5.1: Existing Operating Conditions

Peak Hour	Approach	DOS	Average Delay (sec)	95 th Percentile Queue (m)
Princes Stree	t and Rathdowne Street			
	Rathdowne Street (South)	0.764	66 sec	60.2 m
***	Princes Street (East)	0.789	25 sec	344.6 m
AM	Rathdowne Street (North)	0.562	57 sec	107.0 m
	Princes Street (West)	# 0.791	27 sec	180.1 m
	Rathdowne Street (South)	0.796	44 sec	259.7 m
Pa 4	Princes Street (East)	# 0.798	36 sec	309.9 m
PM	Rathdowne Street (North)	0.527	66 sec	71.3 m
	Princes Street (West)	0.789	37 sec	296.1 m

SIDRA INTERSECTION adopts the following criteria for Level of Service assessment:

	I m EE marin m	Interse	Intersection Degree of Saturation (DOS)						
Level of Service		Unsignalised Intersection	Signalised Intersection	Roundabout					
Α	Excellent	<=0.60	<=0.60	<=0.60					
В	Very Good	0.60-0.70	0.60-0.70	0.60-0.70					
C	Good	0.70-0.80	0.70-0.90	0.70-0.85					
D	Acceptable	0.80-0.90	0.90-0.95	0.85-0.95					
8	Poor	0.90-1.00	0.95-1.00	0.95-1.00					
F	Very Poor	>=1,0	>=1,0	>=1.0					

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SIDRA is used for intersection and network capacity, level of service and performance analysis. Program used under license from Akcelik & Associates Pty Ltd.

Peak Hour	Approach	DOS	Average Delay (sec)	95 ^h Percentile Queue (m)	
Princes Stree	t and Canning Street				
	Canning Street (North)	0.023	7 sec	3.6 m	
AM	Princes Street (West)	0.436	6 sec	108.0 m	
Dh.4	Canning Street (North)	0.023	7 sec	3.6 m	
PM	Princes Street (West)	# 0.568	7 sec	167.4 m	
Princes Stree	t, Nicholson Street and Alexandra Pa	rade			
	Nicholson Street (South)	# 0.802	64 sec	73.0 m	
AM	Alexandra Parade (East)	0.754	29 sec	341.1 m	
AM	Nicholson Street (North)	0.792	64 sec	172.7 m	
	Princes Street (West)	0.681	27 sec	274.8 m	
	Nicholson Street (South)	0.872	63 sec	284.0 m	
****	Alexandra Parade (East)	0.796	36 sec	293.7 m	
PM	Nicholson Street (North)	0.677	60 sec	132.4 m	
	Princes Street (West)	# 1.019	130 sec	708.5 m	

DOS - Degree of Saturation, # - Intersection DOS

Table 5.1 indicates that the above intersections currently operates well with minimal queues and delays on all approaches, except for the Princes Street / Nicholson Street / Alexandra Parade intersection in the PM peak, whereby the western leg is at capacity during this period.

It is also noted that the existing conditions SIDRA Model in the AM for the Rathdowne Street / Princes Street intersection and Canning Street / Princes Street intersection indicates queue lengths on the north approaches that are less than what was observed on-site. This is due to the SIDRA Models considering the associated intersections in isolation. In reality they are impacted by constraints and queuing that occurs at adjacent intersections.

While these intersections have not been calibrated to try and reflect the queue lengths observed, the following should be noted and applied to the post-development models to better reflect what the actual queuing will be:

- Rathdowne Street / Princes Street intersection: North approach queue was 107m in the SIDRA Model but 350m observed due to congestion along Rathdowne Street to the south.
- Canning Street / Princes Street intersection: North approach queue was 4m in the SIDRA Model but 14m observed due to queuing back from Nicholson Street on Princes Street.

5.1.2 Post Road Closure

With the closure of Station Street, it is not clear exactly how motorists that currently use it to access Princes Street will change their behaviour. However, for assessment purposes the following two scenarios have been tested:

- Scenario 1: Closure of Station Street, with traffic redistributed throughout the local road network (i.e. Canning Street, Lee Street and Davis Street) in the same proportions as currently exhibited.
- Scenario 2: Closure of Station Street, with all vehicles using the Station Street / Princes
 Street intersection assumed to now use the Canning Street / Princes Street intersection.

Moreover, it is acknowledged that only in the AM peak period will there be a significant change in traffic patterns in the local road network with the closure of Station Street.



As such, Table 5.2 and Table 5.3 show the additional volumes in the AM peak of the local road network for both Scenario 1 and Scenario 2, respectively.

Table 5.2: Scenario 1 - Additional Volumes

Charact	MIA Disch I seed se	Pinorion	E-1-d	Futi	ire	N 62
Street	Mid-Block Location	Direction	Existing	Additional	Total	% Change
D	between Canning Street and	Eastbound	27	41	68	152%
Davis Street	Rathdowne Street	Westbound	61		61	
	between Canning Street and Rathdowne Street	Westbound	72	47	119	65%
Lee Street	between Station and Canning	Eastbound	9		9	
	Street	Westbound	136	101	237	74%
	between Princes Street and	Northbound	11	1	12	9%
Canning	Davis Street	Southbound	29	- 11	40	38%
Street	between Davis Street and Lee	Northbound	10	2	12	20%
	Street	Southbound	75	54	129	
Station	between Lee Street and	Northbound	235		235	
Street	Newry Street	Southbound	8	-	8	

Table 5.2 shows that by using the existing distribution throughout the local road network, in the AM peak, 47 vehicles continue westbound along Lee Street, while 54 travel southbound along Canning Street, with only 11 continuing to the Princes Street intersection. These numbers are low, with no more than one additional vehicle movement per minute on each of these roads to what they currently accommodate. As such, is not expected to have a material impact on their current operations.

Table 5.3: Scenario 2 - Additional Volumes

P4		Pol	F-1-1	Fute	ire	w 62
Street	Mid-Block Location	Direction	Existing	Additional	Total	% Change
D (- C	between Canning Street and	Eastbound	27		27	-
Davis Street	Rathdowne Street	Westbound	61		61	-
Lee Street	between Canning Street and Rathdowne Street	Westbound	72	-	72	-
	between Station and Canning	Eastbound	9	-	9	-
	Street	Westbound	136	101	237	74%
	between Princes Street and	Northbound	11	1	12	9%
Canning	Davis Street	Southbound	29	101	130	348%
Street	between Davis Street and Lee	Northbound	10	-	10	
	Street	Southbound	75	101	176	135%
Station	between Lee Street and	Northbound	235		235	-
Street	Newry Street	Southbound	8	-	8	-

Table 5.3 demonstrates that all 101 vehicles currently using Station Street will continue along Lee and Canning Street, to exit at Princes Street.

Furthermore, based on only the Canning Street / Princes Street intersection of those been modelled will experience significant changes to their future operation.

As such, Table 5.4 presents a summary of the future operation of the Canning Street / Princes Street intersection under the above two scenarios, with full results of the intersection modelling provided in Appendix A of this report.



Table 5.4: Canning Street / Princes Street Intersection 8:00am-9:00am

Canada		noe	Average Below (con)	95 th Percentile Queue		
Scenario	Approach	DOS	Average Delay (sec)	veh	m	
Scenario 1	Canning Street (North)	0.031	9 sec	0.7 veh	4.9 m	
scenano i	Princes Street (West)	0.436	6 sec	15.4 veh	108.1 m	
Samuela 2	Canning Street (North)	0.095	10 sec	2.3 veh	15.9 m.	
Scenario 2	Princes Street (West)	0.436	6 sec	15.4 veh	108.1 m	

DOS - Degree of Saturation, # - Intersection DOS

Note: This model is based on an existing conditions model that has not been calibrated and is only appropriate for comparative purposes to understand the extent of changes that occur in the operation of the intersection.

Table 5.4 indicates the following with the future operation of the Canning Street / Princes Street intersection based on the above two scenarios with the closure of Station Street:

- Scenario 1: Based on traffic volumes generally changing based on the current distributions
 in the area, the intersection still operates well, but queuing along Canning Street increases
 from 3m to 5m. However, calibrating the results to reflect observed conditions indicates
 that the existing 14m (two vehicle) queue will increase to 21m (3 vehicles).
- Scenario 2: Based on all the traffic volumes from Station Street using Canning Street to access Princes Street, the intersection still operates well, but the queuing along Canning Street increases from 3m to 16m. Once these results have been calibrated, the existing 14m (two vehicle) queue will increase to 63m (9 vehicles).

5.2 Network Implications

Based on the access arrangements available with the local road network in this area and the existing traffic volumes that have been recorded, it is considered that the most likely of the two scenarios to occur with the closure of Station Street at Princes Street is Scenario 2. This is considered to be the case as you can only turn-left-out onto Princes Street, so these vehicles will be expected to continue to do this if forced to Canning Street instead of changing the direction they are travelling in a congested network, which is what is required based on Scenario 1.

On this basis, it is expected that queuing along Canning Street back from Princes Street will likely extend to Davis Street at times. This will in turn result in some of the 75 vehicles that turn right into Davis Street to be caught up in this queue, which will increase these users' delays.

In terms of the cyclists that currently use Canning Street, the increased southbound traffic volumes with the closure of Station Street is not considered to have a significant impact on them. However, it is considered to be safer that cars travelling along Canning Road in a southbound direction before turning right into Davis Street do so in free-flow conditions, because if queued they won't have as clear sight-lines of the approaching cyclists as drivers will need to look over their shoulders.

It is also noted that with increased left-turning volumes coming out of Canning Street that there is a potential for increased conflicts with pedestrians crossing Princes Street, as drivers will be looking to the west for a gap in the traffic stream, while the pedestrian crossing facility is on the left-hand side of Canning Street. It is noted that a left-turn red arrow is in place to help with this potential conflict, but is not held for the entire time pedestrians are crossing Princes Street.

Beyond this, there is not expected to be any significant impacts on the rest of the existing transport network (noting 14 vehicles use the local road network in this precinct), whether it is the road based public transport services / reliability, arterial road network or emergency vehicles access arrangements.



6. Conclusions & Recommendations

6.1 Summary of Conclusions

Based on the analysis and discussions presented within this report, the following conclusions have been made regarding the temporary closure of Station Street at Princes Street:

- The closure was previously suggested in a LATM Study in 2003 for Northern Carlton as a
 potential response to expected changes in local traffic movements.
- Station Street is a local road that, at its southern end, intersects with Princes Street, which is an arterial road managed by VicRoads, and based on their SmartRoads Policy is a Preferred Traffic Route
- Station Street carries approximately 1,000 vehicles per day, with 100 vehicles in the AM
 peak hour, 22 vehicles in the school PM peak hour and 12 vehicles in the commuter PM
 peak hour turn left-out and access Princes Street.
- There are no accidents that have been recorded along Station Street between and including Newry Street and Princes Street over the latest available five-year period, noting the Station Street / Princes Street intersection was closed over a 15 month period
- From on-site surveys the vehicles turning left out of Station Street did the following:
 - In the AM period (7:45-8:15am), 48 vehicles turned left out of Station Street, with three (6%) vehicles moving to the right hand lane to turn right onto Nicholson Street.
 - In the PM period (5:00-5:30pm), six vehicles turned left out of Station Street, with one (16%) vehicle moving to the right hand lane to turn right onto Nicholson Street.
- Of the 100 vehicles that turned out of Station Street in the AM peak hour, 24 vehicles were identified to have originated from a location north of Newry Street, with only 14 of these originated from outside the North Carlton neighbourhood, so the majority are considered to be local generated traffic.
- Should those that currently use Station Street to access Princes Street use Canning Street when it is closed, it is expected that queuing along Canning Street will occur, namely as queuing back from Princes Street will extend back past Davis Street at times and also prevent the 75 vehicles wanting to turn right into Davis Street.
- Potential safety impacts with pedestrians and cyclists as follows may occur with the additional traffic using Canning Street:
 - Queued vehicles waiting to turn right into Davis Street may not see the southbound cyclists as clearly as they would do in free flow conditions
 - When vehicles turn left out of Canning Street they are looking to the right, but the signalised crossing facility on Princes Street is on the left-hand side of Canning Street
- Broader impacts on the existing transport network are considered to be minimal with the closure of Station Street.



6.2 Recommendation

The analysis and discussions presented within this report has identified that there is not an existing issue with regard to the level of traffic and speed on Station Street for access to Princes Street. Those that currently use Station Street to access Princes Street have been found to mostly be generated by those that live on and proximate to Station Street (i.e. local trips).

However, there are a relatively small number of vehicles that cross the three through lanes to access the right-turn lane on Princes Street to travel southbound on Nicholson Street. While this is not ideal, and has some potential safety issues, there is no crash history and the manoeuvre occurs in a congested road environment, where vehicle speeds on Princes Street are low, at least in the peak commuter periods.

The analysis and on-site observations indicate that there is no existing significant queuing or delays in accessing Princes Street from Station Street or Canning Street. However, should Station Street be closed the majority of the traffic accessing Princes Street via Station Street will then use Canning Street, which is expected to see queues increase from 14m (two vehicle) to 63m (9 vehicles). With this increased queuing on Canning Street, it will at times extend back pass Davis Street and also prevent the 75 vehicles wanting to turn right into Davis Street, which will increase delays for all these vehicles.

The increased queuing on Canning Street following the closure of Station Street could be mitigated through modified signal coordination on Princes Street, but would require VicRoads support and ongoing monitoring.

In summary, there is not considered to be an existing issue with the operation and use of Station Street. It has low speeds, volumes and crash history with the majority of users being local generated trips. However, there is a potential for increased congestion on Canning Street with the closure of Station Street due to the redistributed traffic volumes still wanting to access Princes Street. As such, the closure of Station Street at Princes Street is not considered to achieve any major benefits to the network, and has the potential to result in more congestion on Canning



Appendix A



SIDRA Intersection 7 Outputs

Station Street Road Closure, Carlton North GTAconsultants



Site: 4381 [Princes /Rathdowne AM 8-9]

New Site

Signals - Fixed Time Isolated Cycle Time = 150 seconds (User-Given Cycle Time)

Variable Sequence Analysis applied. The results are given for the selected output sequence.

Mov	OD	Demand		Deg.	Average	Level of	95% Back		Prop.	Effective	Average
ID	Mov	Total	HV	Satn	Delay	Service	Vehicles	Distance	Queued	Stop Rate	Speed
		veh/h	%	v/c	sec		veh	m		per veh	km/t
South	: Rathdow										
1	L2	63	0.0	0.098	40.5	LOS D	3.1	21.5	0.71	0.72	35.4
2	T1	139	0.0	0.334	53.7	LOS D	8.6	60.2	0.89	0.73	32.1
3	R2	197	0.0	0.764	83.3	LOSF	7.7	53.7	1.00	0.89	20.0
Appro	ach	399	0.0	0.764	66.2	LOSE	8.6	60.2	0.92	0.81	26.2
East:	Princes S	treet									
4	L2	133	0.0	0.789	31.8	LOS C	48.9	342.1	0.85	0.80	35.0
5	T1	2306	0.0	0.789	25.0	LOS C	49.2	344.6	0.81	0.75	37.5
6	R2	40	0.0	0.149	21.5	LOS C	1.1	7.5	0.67	0.71	39.
Appro	ach	2479	0.0	0.789	25.3	LOS C	49.2	344.6	0.81	0.75	37.
North:	Rathdow	ne Street									
7	L2	4	0.0	0.562	62.4	LOS E	15.3	107.0	0.95	0.80	25.3
8	T1	447	0.0	0.562	56.6	LOS E	15.3	107.0	0.94	0.79	31.3
9	R2	26	0.0	0.128	65.5	LOS E	1.7	11.8	0.90	0.72	28.
Appro	ach	478	0.0	0.562	57.1	LOS E	15.3	107.0	0.94	0.79	31.
West:	Princes S	treet									
10	L2	549	0.0	0.526	26.1	LOS C	24.8	173.4	0.66	0.79	41.
11	T1	1194	0.0	0.526	20.6	LOS C	25.7	180.1	0.66	0.60	40.
12	R2	185	0.0	0.791	66.6	LOSE	10.9	76.0	1.00	1.01	28.
Appro	ach	1928	0.0	0.791	26.6	LOSC	25.7	180.1	0.69	0.69	38.
All Ve	hicles	5284	0.0	0.791	31.8	LOS C	49.2	344.6	0.79	0.74	35.

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Move	ement Performance - Pede	estrians						
Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Effective Stop Rate per ped
P1	South Full Crossing	53	21.4	LOS C	0.1	0.1	0.53	0.53
P2	East Full Crossing	53	62.7	LOS F	0.2	0.2	0.92	0.92
P3	North Full Crossing	53	4.8	LOS A	0.1	0.1	0.25	0.25
P4	West Full Crossing	53	63.6	LOS F	0.2	0.2	0.92	0.92
All Pe	edestrians	211	38.1	LOS D			0.66	0.66

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay)
Pedestrian movement LOS values are based on average delay per pedestrian movement.
Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

Site: 4381 [Princes /Rathdowne PM 5-6]

New Site

Signals - Fixed Time Isolated Cycle Time = 150 seconds (User-Given Cycle Time)

Variable Sequence Analysis applied. The results are given for the selected output sequence.

Mov	OD	Demand		Deg.	Average	Level of	95% Back		Prop.	Effective	Average
ID	Mov	Total	HV	Satn	Delay	Service	Vehicles	Distance	Queued	Stop Rate	Speed
		veh/h	%	v/c	sec		veh	m		per veh	km/t
South	: Rathdow										
1	L2	156	0.0	0.188	31.9	LOS C	6.7	47.2	0.64	0.74	38.7
2	T1	569	0.0	0.796	45.6	LOS D	37.1	259.7	0.96	0.87	34.5
3	R2	581	0.0	0.686	45.7	LOS D	16.2	113.1	0.94	0.83	28.4
Appro	ach	1306	0.0	0.796	44.0	LOS D	37.1	259.7	0.91	0.84	32.5
East:	Princes St	treet									
4	L2	224	0.0	0.791	40.2	LOS D	43.9	307.5	0.91	0.85	31.
5	T1	1603	0.0	0.791	34.2	LOS C	44.3	309.9	0.86	0.79	32.5
6	R2	153	0.0	0.798	51.0	LOS D	7.2	50.4	1.00	0.92	26.
Appro	ach	1980	0.0	0.798	36.2	LOS D	44.3	309.9	0.88	0.81	32.2
North:	Rathdow	ne Street									
7	L2	46	0.0	0.527	70.1	LOS E	10.2	71.3	0.97	0.79	23.
8	T1	246	0.0	0.527	64.4	LOS E	10.2	71.3	0.97	0.79	29.
9	R2	29	0.0	0.258	75.0	LOS E	2.1	14.5	0.96	0.74	26.
Appro	ach	322	0.0	0.527	66.2	LOS E	10.2	71.3	0.97	0.79	28.
West:	Princes S	treet									
10	L2	25	0.0	0.789	43.1	LOS D	42.2	295.6	0.92	0.84	36.
11	T1	1885	0.0	0.789	36.6	LOS D	42.3	296.1	0.90	0.81	32.
12	R2	63	0.0	0.365	35.7	LOS D	2.3	16.2	0.89	0.75	37.
Appro	ach	1974	0.0	0.789	36.6	LOS D	42.3	296.1	0.90	0.81	32.
All Ve	hicles	5582	0.0	0.798	39.9	LOS D	44.3	309.9	0.90	0.81	32.

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Move	ement Performance - Pede	estrians						
Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Effective Stop Rate per ped
P1	South Full Crossing	53	30.1	LOS D	0.1	0.1	0.63	0.63
P2	East Full Crossing	53	69.3	LOS F	0.2	0.2	0.96	0.96
P3	North Full Crossing	53	12.6	LOS B	0.1	0.1	0.57	0.57
P4	West Full Crossing	53	44.2	LOS E	0.2	0.2	0.77	0.77
All Pe	edestrians	211	39.0	LOS D			0.73	0.73

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay)
Pedestrian movement LOS values are based on average delay per pedestrian movement.
Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

Site: 4415 [Princes Street/Canning Street AM - 8-9 - Existing]

Three-way intersection with "Seagull" treatment (Signals) Signals - Fixed Time Isolated Cycle Time = 150 seconds (User-Given Cycle Time)

Mov	OD	Demand	Flows	Deg.	Average	Level of	95% Back	of Queue	Prop.	Effective	Average
ID	Mov	Total veh/h	HV %	Satn v/c	Delay sec	Service	Vehicles veh	Distance	Queued	Stop Rate per veh	Speed km/h
East:	Princes St	reet								10.	
5	T1	2555	0.0	0.555	6.3	LOSA	22.9	160.6	0.41	0.38	45.8
Appro	ach	2555	0.0	0.555	6.3	LOSA	22.9	160.6	0.41	0.38	45.8
North:	Canning	Street									
7	L2	34	0.0	0.023	7.0	LOSA	0.5	3.6	0.23	0.53	36.0
Appro	ach	34	0.0	0.023	7.0	LOSA	0.5	3.6	0.23	0.53	36.0
West:	Princes S	treet									
10	L2	13	0.0	0.436	11.0	LOS B	15.4	107.9	0.35	0.33	51.1
11	T1	1993	0.0	0.436	5.4	LOSA	15.4	108.0	0.35	0.33	47.3
Appro	ach	2005	0.0	0.436	5.5	LOSA	15.4	108.0	0.35	0.33	47.4
All Ve	hicles	4594	0.0	0.555	6.0	LOSA	22.9	160.6	0.39	0.36	46.3

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab). Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Stop Rate per ped
P2	East Full Crossing	53	69,3	LOS F	0.2	0.2	0.96	0.96
P3	North Full Crossing	53	5.9	LOS A	0.1	0.1	0.28	0.28
P4	West Full Crossing	53	69.3	LOS F	0.2	0.2	0.96	0.96
All Pe	edestrians	158	48.1	LOSE			0.73	0.73

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay) Pedestrian movement LOS values are based on average delay per pedestrian movement. Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

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Organisation: GTA CONSULTANTS | Processed: Tuesday, 25 October 2016 11:10:09 AM

Project: P:\V10500-10599\V105900 - Station Street Road Closure, North Carlton\Modelling\v415 Princes Canning\161019sidra-V105900 -

Princes Canning 4415.sip7

Site: 4415 [Princes Street/Canning Street PM - 5-6 - Existing]

Three-way intersection with "Seagull" treatment (Signals)
Signals - Fixed Time Isolated Cycle Time = 150 seconds (User-Given Cycle Time)

Mov	OD	Demand	Flows	Deg.	Average	Level of	95% Back	of Queue	Prop.	Effective	Average
ID	Mov	Total veh/h	HV %	Satn v/c	Delay sec	Service	Vehicles veh	Distance	Queued	Stop Rate per veh	Speed km/h
East:	Princes St	treet								10.	
5	T1	2006	0.0	0.436	5.4	LOSA	15.4	108.0	0.35	0.32	47.4
Appro	ach	2006	0.0	0.436	5.4	LOSA	15.4	108.0	0.35	0.32	47.4
North:	Canning	Street									
7	L2	34	0.0	0.023	7.0	LOSA	0.5	3.6	0.23	0.53	36.0
Appro	ach	34	0.0	0.023	7.0	LOSA	0.5	3.6	0.23	0.53	36.0
West:	Princes S	treet									
10	L2	16	0.0	0.568	12.0	LOS B	23.9	167.2	0.42	0.40	50.0
11	T1	2598	0.0	0.568	6.5	LOSA	23.9	167.4	0.42	0.39	45.5
Appro	ach	2614	0.0	0.568	6.5	LOSA	23.9	167.4	0.42	0.39	45.6
All Ve	hicles	4654	0.0	0.568	6.0	LOSA	23.9	167.4	0.39	0.36	46.2

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab). Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Mov		Demand	Average	Level of	Average Back	of Queue	Prop.	Effective
ID	Description	Flow ped/h	Delay sec	Service	Pedestrian ped	Distance m	Queued	Stop Rate per ped
2	East Full Crossing	53	69.3	LOS F	0.2	0.2	0.96	0.96
3	North Full Crossing	53	5.9	LOSA	0.1	0.1	0.28	0.28
4	West Full Crossing	53	69.3	LOS F	0.2	0.2	0.96	0.96
All Pe	edestrians	158	48.1	LOSE			0.73	0.73

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay)
Pedestrian movement LOS values are based on average delay per pedestrian movement.
Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

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Project: P:\V10500-10599\V105900 - Station Street Road Closure, North Carlton\Modelling\v4415 Princes Canning\161019sidra-V105900
Princes Canning 4415.sip7

Site: 1 [Existing AM Peak - Test - Updated Vols]

Alexandra Parade and Nicholson Street

Signals - Fixed Time Isolated Cycle Time = 160 seconds (User-Given Cycle Time)

Mov	OD	Demand		Deg.	Average	Level of	95% Back	of Queue	Prop.	Effective	Average
ID	Mov	Total	HV	Satn	Delay	Service	Vehicles	Distance	Queued	Stop Rate	Speed
		veh/h	%	v/c	sec		veh	m		per veh	km/t
South		n Street (So									
1	L2	91	0.0	0.438	62.7	LOS E	10.2	72.1	0.90	0.77	29.8
2	T1	217	3.0	0.438	57.1	LOS E	10.2	72.1	0.90	0.75	30.9
3	R2	153	0.0	0.802	74.8	LOS E	10.4	72.5	1.00	0.99	26.9
Appro	ach	460	1.4	0.802	64.1	LOSE	10.4	73.0	0.93	0.83	29.3
East:	Alexandra	Parade (Eas	st Approa	ach)							
4	L2	553	0.0	0.487	22.0	LOS C	22.4	156.8	0.58	0.77	43.2
5	T1	2393	5.0	0.754	28.6	LOS C	46.7	341.1	0.83	0.77	40.9
6	R2	89	0.0	0.723	89.5	LOS F	7.3	51.0	1.00	0.84	24.3
Appro	ach	3035	3.9	0.754	29.2	LOSC	46.7	341.1	0.79	0.77	40.5
North:	Nicholso	n Street (Nor	th Appro	ach)							
7	L2	135	0.0	0.792	69.4	LOSE	24.3	172.7	1.00	1.00	28.8
8	T1	461	3.0	0.792	64.3	LOS E	24.3	172.7	0.97	0.93	29.2
9	R2	100	0.0	0.403	57.4	LOS E	6.3	44.2	0.90	0.78	30.8
Appro	ach	696	2.0	0.792	64.3	LOS E	24.3	172.7	0.97	0.92	29.3
West:	Alexandra	a Parade (We	est Appro	ach)							
10	L2	35	0.0	0.681	30.7	LOS C	22.9	166.4	0.68	0.62	41.5
11	T1	2047	5.0	0.681	26.8	LOS C	37.6	274.8	0.72	0.65	41.7
12	R2	35	0.0	0.281	36.4	LOS D	1.4	9.8	0.87	0.74	37.2
Appro	ach	2117	4.8	0.681	27.0	LOS C	37.6	274.8	0.72	0.65	41.6
	hicles	6307	3.8	0.802	34.9	LOS C	46.7	341.1	0.80	0.75	38.1

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Effective Stop Rate per ped
P1	South Full Crossing	53	21.6	LOS C	0.1	0.1	0.52	0.52
P2	East Full Crossing	53	70.5	LOS F	0.2	0.2	0.94	0.94
P3	North Full Crossing	53	24.8	LOS C	0.1	0.1	0.56	0.56
P4	West Full Crossing	53	68.6	LOS F	0.2	0.2	0.93	0.93
All Pe	destrians	211	46.4	LOS E			0.74	0.74

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay)
Pedestrian movement LOS values are based on average delay per pedestrian movement.
Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

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Site: 1 [Existing PM Peak - Test - 5-6 - Updated Vols]

Alexandra Parade and Nicholson Street

Mov	OD	Demand	Flows	Deg.	Average	Level of	95% Back	of Queue	Prop.	Effective	Average
ID	Mov	Total	HV	Satn	Delay	Service	Vehicles	Distance	Queued	Stop Rate	Speed
		veh/h	%	v/c	sec		veh	m		per veh	km/t
South		n Street (So									
1	L2	35	0.0	0.872	70.5	LOS E	39.6	284.0	1.00	0.97	28.8
2	T1	771	3.0	0.872	64.7	LOS E	39.6	284.0	0.96	0.94	29.3
3	R2	252	0.0	0.824	54.9	LOS D	16.0	112.3	0.94	0.89	31.5
Appro	ach	1057	2.2	0.872	62.5	LOSE	39.6	284.0	0.96	0.93	29.8
East:	Alexandra	Parade (Ea	st Approa	ach)							
4	L2	321	0.0	0.297	19.2	LOS B	10.8	75.9	0.52	0.73	44.7
5	T1	1897	5.0	0.736	37.5	LOS D	40.2	293.7	0.88	0.80	37.2
6	R2	120	0.0	0.796	58.6	LOS E	6.0	41.8	1.00	0.87	30.5
Appro	ach	2338	4.1	0.796	36.1	LOS D	40.2	293.7	0.84	0.79	37.6
North:	Nicholson	n Street (Nor	rth Appro	ach)							
7	L2	205	0.0	0.677	61.0	LOS E	18.7	132.4	0.94	1.00	30.4
8	T1	321	3.0	0.677	60.4	LOS E	18.7	132.4	0.95	0.87	30.0
9	R2	48	0.0	0.355	50.5	LOS D	2.6	18.3	0.97	0.74	32.7
Appro	ach	575	1.7	0.677	59.8	LOS E	18.7	132.4	0.95	0.91	30.4
West:	Alexandra	Parade (W	est Appro	ach)							
10	L2	56	0.0	1.019	156.4	LOS F	64.7	470.4	1.00	1.28	17.1
11	T1	2564	5.0	1.019	131.0	LOS F	97.1	708.5	1.00	1.27	19.1
12	R2	40	0.0	0.248	34.6	LOS C	1.5	10.6	0.85	0.74	37.9
Appro	ach	2660	4.8	1.019	130.1	LOS F	97.1	708.5	1.00	1.27	19.2
ΔII Vo	hicles	6629	3.9	1,019	80.1	LOSF	97.1	708.5	0.93	1.01	26.0

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Effective Stop Rate per ped
P1	South Full Crossing	53	30.7	LOS D	0.1	0.1	0.62	0.62
P2	East Full Crossing	53	74.3	LOS F	0.2	0.2	0.96	0.96
P3	North Full Crossing	53	31.3	LOS D	0.1	0.1	0.63	0.63
P4	West Full Crossing	53	57.1	LOS E	0.2	0.2	0.85	0.85
All Pe	destrians	211	48.3	LOS E			0.76	0.76

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay)
Pedestrian movement LOS values are based on average delay per pedestrian movement.
Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

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MOVEMENT SUMMARY

Site: 4415 [Princes Street/Canning Street AM - 8-9 - Future - Scenario 1]

Three-way intersection with "Seagull" treatment (Signals)
Signals - Fixed Time Isolated Cycle Time = 150 seconds (User-Given Cycle Time)

Mov	OD	Demand	Flows	Deg.	Average	Level of	95% Back	of Queue	Prop.	Effective	Average
ID	Mov	Total veh/h	HV %	Satn v/c	Delay sec	Service	Vehicles veh	Distance m	Queued	Stop Rate per veh	Speed km/h
East:	Princes St	treet								10.	
5	T1	2555	0.0	0.555	6.3	LOSA	22.9	160.6	0.41	0.38	45.8
Appro	ach	2555	0.0	0.555	6.3	LOSA	22.9	160.6	0.41	0.38	45.8
North:	: Canning	Street									
7	L2	45	0.0	0.031	7.0	LOSA	0.7	4.9	0.23	0.53	36.0
Appro	ach	45	0.0	0.031	7.0	LOSA	0.7	4.9	0.23	0.53	36.0
West:	Princes S	treet									
10	L2	14	0.0	0.436	11.0	LOS B	15.4	108.0	0.35	0.33	51.1
11	T1	1993	0.0	0.436	5.4	LOSA	15.4	108.1	0.35	0.33	47.3
Appro	ach	2006	0.0	0.436	5.5	LOSA	15.4	108.1	0.35	0.33	47.4
All Ve	hicles	4606	0.0	0.555	6.0	LOSA	22.9	160.6	0.38	0.36	46.2

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab). Vehicle movement LOS values are based on average delay per movement.

Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Stop Rate per ped
P2	East Full Crossing	53	69,3	LOS F	0.2	0.2	0.96	0.96
P3	North Full Crossing	53	5.9	LOS A	0.1	0.1	0.28	0.28
P4	West Full Crossing	53	69.3	LOS F	0.2	0.2	0.96	0.96
All Pe	edestrians	158	48.1	LOSE			0.73	0.73

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay)
Pedestrian movement LOS values are based on average delay per pedestrian movement.
Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

SIDRA INTERSECTION 7.0 | Copyright © 2000-2016 Akcelik and Associates Pty Ltd | sidrasolutions.com
Organisation: GTA CONSULTANTS | Processed: Tuesday, 25 October 2016 11:10:09 AM
Project: P:\V10500-10599\V105900 - Station Street Road Closure, North Carlton\Modelling\v4415 Princes Canning\161019sidra-V105900 Princes Canning 4415.sip7

Site: 4415 [Princes Street/Canning Street AM - 8-9 - Future - Scenario 2]

Three-way intersection with "Seagull" treatment (Signals)

Signals - Fixed Time Isolated Cycle Time = 150 seconds (User-Given Cycle Time)

Mov	OD	Demand	Flows	Deg.	Average	Level of	95% Back	of Queue	Prop.	Effective	Average
ID	Mov	Total veh/h	HV %	Satn v/c	Delay sec	Service	Vehicles veh	Distance m	Queued	Stop Rate per veh	Speed km/h
East:	Princes St	reet								10.	
5	T1	2555	0.0	0.555	6.3	LOSA	22.9	160.6	0.41	0.38	45.8
Appro	ach	2555	0.0	0.555	6.3	LOSA	22.9	160.6	0.41	0.38	45.8
North:	Canning	Street									
7	L2	139	0.0	0.095	7.2	LOSA	2.3	15.9	0.25	0.55	35.9
Appro	ach	139	0.0	0.095	7.2	LOSA	2.3	15.9	0.25	0.55	35.9
West:	Princes S	treet									
10	L2	14	0.0	0.436	11.0	LOS B	15.4	108.0	0.35	0.33	51.1
11	T1	1993	0.0	0.436	5.4	LOSA	15.4	108.1	0.35	0.33	47.3
Appro	ach	2006	0.0	0.436	5.5	LOSA	15.4	108.1	0.35	0.33	47.4
All Ve	hicles	4700	0.0	0.555	6.0	LOSA	22.9	160.6	0.38	0.36	45.7

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement. Intersection and Approach LOS values are based on average delay for all vehicle movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Mov ID	Description	Demand Flow ped/h	Average Delay sec		Average Back Pedestrian ped	of Queue Distance m	Prop. Queued	Effective Stop Rate per ped
P2	East Full Crossing	53	69,3	LOS F	0.2	0.2	0.96	0.96
P3	North Full Crossing	53	5.9	LOSA	0.1	0.1	0.28	0.28
P4	West Full Crossing	53	69.3	LOS F	0.2	0.2	0.96	0.96
All Pe	destrians	158	48.1	LOSE			0.73	0.73

Level of Service (LOS) Method: SIDRA Pedestrian LOS Method (Based on Average Delay) Pedestrian movement LOS values are based on average delay per pedestrian movement. Intersection LOS value for Pedestrians is based on average delay for all pedestrian movements.

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Organisation: GTA CONSULTANTS | Processed: Tuesday, 25 October 2016 11:10:10 AM

Project: P:\V10500-10599\V105900 - Station Street Road Closure, North Carlton\Modelling\v415 Princes Canning\161019sidra-V105900 -

Princes Canning 4415.sip7

STATION STREET ROAD CLOSURE Traffic Diversion Experiment	
Section 3: Community consultation and resident feedback	

3. Community feedback

3.1 Community consultation exercise (February i March 2016)

Initial community consultation was undertaken in February and March 2016 to provide an understanding of the level of support for a temporary closure of Station Street (refer to Figure 1 for consultation area).

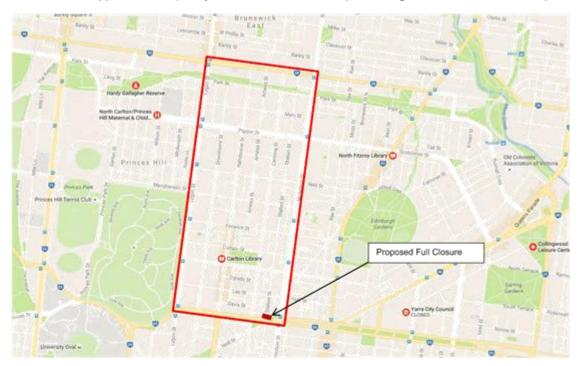


Figure 1. Consultation Area (area bounded by Princes St, Nicholson St, park St, Lygon Street in North Carlton)

A detailed review of the consultation results showed:

- a) the whole Carlton North consultation area 50% support closure, 50% do not support closure (354 responses total);
- properties on Station Street 78% support closure, 22% do not support closure (100 responses total, which are included in the total responses of 354); and
- c) properties that are potentially both collectively and individually affected by the closure and displaced traffic (the area bound by Rathdowne Street, Lee Street, Nicholson Street and Princes Street) see Figure 2 below (51 responses total, which are included in the total responses of 354)

Street	Description	Support Closure	Do Not Support Closure	Number of Responses
Station Street	between Lee St and Princes St	82%	18%	17
Lee Street	between Rathdowne St and Nicholson St	70%	30%	10
Rathdowne Street	between Lee St and Princes St	33%	66%	6
Davis Street	between Rathdowne St and Canning St	0%	100%	4
Canning Street	between Lee St and Princes St	17%	83%	6
Nicholson Street	between Lee St and Princes St	66%	33%	3
Princes Street	between Rathdowne St and Nicholson St	20%	80%	5

Figure 2. Break down of Survey Results

The top reasons cited for either support or opposition to the temporary closure is shown in Figure 3.

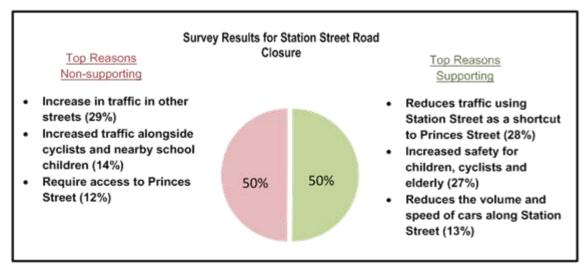


Figure 3. Break down of Survey Results

3.2 Station Street (between Lee Street and Princes Street) resident feedback

Council has received submissions from <u>some</u> residents over a number of years expressing concerns regarding safety and the type and level of traffic using Station Street. Submissions made by residents from 2010 onwards is summarised below, whilst a submission made to Council by a local resident at the 10 November 2015 Council meeting is provided in Appendix 1:

Bank up of arterial traffic using Station Street seeking to exit into Princes Street as an alternative to
the Nicholson Street arterial road. Station Street has been observed by residents as a rat-running
route to access Alexandra Parade. Photograph 1 has been submitted by resident to indicate queue
lengths.



Photograph 1. Queues on Station Street pre-Melbourne Water works closure

- The worsening nature of traffic in this local residential street over the years. This included:
 - · Increase in volume of traffic in Station Street over the years
 - High speeds observed from vehicles on Station Street
- · Non-compliance with Stop Signs on Station Street
- Resident concerns with cars exiting Station Street to Princes Street and damaging the traffic treatment
- Safety concerns regarding cars exiting Station Street and crossing four lanes to get to the right turn lane to Nicholson Street. Photograph 2 shows a truck exiting Station Street and encroaching onto Princes Street.



Photograph 2. Truck encroaching onto Princes Street

3.3 Community consultation exercise May / June 2017

Further to Council resolution of 20 December 2016, a place making assessment has been prepared by a consultant commissioned by officers (refer to Section 4 for consultant report).

A community led approach was undertaken by the consultant team to help develop the proposed place making concept designs for Station Street. This has been key to understanding any constraints and how the community would prefer to see this space be used (if at all).

Stage 1 Consultation

The development of place making options was informed by a range of consultation (Stage 1 consultation).

This consultation targeted residents and stakeholders with 200 metres of the southern end of Station Street, although there was opportunity for the wider community to make suggestions via an online survey.

A total of 11 responses were received via the online survey. Four responses provided support for place making in some form, whilst seven responses opposed closing Station Street in any form.

23 additional submissions relating solely to the temporary road closure proposal were received by email during the Stage 1 consultation period. Six submissions were in favour of the proposal and 17 submissions opposed the proposal.

During the Stage 1 consultation period, a member of the community started an online Change.org petition opposing the road closure in any form. This petition has been signed by 262 people, including a mixture of residents and commuters who use Canning Street as a cycle route.

Stage 2 Consultation

A second stage of consultation was undertaken to understand the level of support for three placemaking options developed by the consultant. Again, this consultation targeted residents and stakeholders with 200 metres of the southern end of Station Street, although there was opportunity for the wider community to make suggestions via an online survey.

A total of seven responses in support of placemaking were received.

The majority of feedback (over 80% of responses) during the Stage 2 Consultation was opposition to the road closure.

53

Attachment 1 - Station Street Road Temporary Road Closure - Draft Information to VicRoads
Section 4: Codesign Studios Place Making Assessment

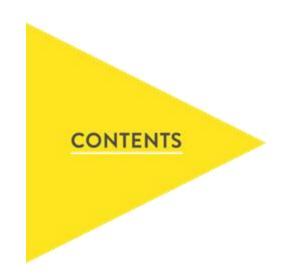
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Attachment 1 - Station Street Road Temporary Road Closure - Draft Information to VicRoads





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01. OVERVIEW

CONTEXT

City of Yarra is exploring placemaking opportunities that would be made possible by temporarily closing the southern section of Station Street, North Carlton. To understand the longer term implications of this intervention, CoDesign Studio was invited to facilitate a placemaking assessment with local residents and businesses to explore the ideas for re-purposing this road space. This included exploring opportunities and constraints for improved public amenity. From this initial round of community engagement, three concept options were developed with Hansen Partnership and presented to the community for feedback. The concepts were then updated to reflect feedback and form a suite of placemaking recommendations.

This document outlines the project objectives, engagement approach, feedback outcomes, limitations and recommendations for placemaking in Station Street.

WHY IS THIS IMPORTANT?

In 2015, the Southern end of Station Street was closed due to Melbourne Water upgrades. From this, a number of local residents expressed their desire to see the road closed permanently.

Following this, Council resolved to progress with a proposal to temporarily close Station Street for a 12 month period for the purposes of undertaking a traffic diversion experiment. In order to inform this process, Council has commissioned a range of further assessments including this placemaking assessment conducted by CoDesign Studio.

Note: CNLC refers to Carlton Neighbourhood Learning Centre

PROJECT OBJECTIVES

The **overall objective** of the Station Street placemaking assessment, is to offer an opportunity for local businesses and residents to provide feedback and ideas for community led activation in the context of a temporary but full road closure of Station Street. This feedback then formulates a set of placemaking recommendations as outlined in this document.

In undertaking the Placemaking Assessment, CoDesign Studio's objectives were to;

- Understand possible uses of the site, by inviting placemaking ideas.
- Improve awareness of the project and provide opportunities for local residents to input placemaking ideas.
- Provide a forum for local residents to offer their ideas in person, online or via more direct communication lines: (email, telephone)
- > Develop three schematic placemaking concepts for further feedback and review.
- Provide recommendation for preferred option/s based on feedback.
- Make recommendations on placemaking aspects of the project.

It was *not* the objective of this project to assess traffic implications of the potential temporary road closure, nor to provide recommendations of whether a full road closure (temporary 12 months, or permanently) should or should not proceed on traffic grounds.

ENGAGEMENT SUMMARY

In April, local residents were door-knocked and invited to attend a drop-in ideas workshop held in May, of which 29 locals attended to put forward ideas and feedback. From this, three placemaking concepts were produced and included in an online survey for further feedback of which there were 29 respondents from Carlton, North Carlton, Thornbury and Northcote.

KEY PROJECT OUTCOMES

- > Key issues and feedback raised at community workshop and via the Your Say Yarra online platform, in relation to a proposed temporary road closure, included: Concern over loss of parking, traffic impacts to neighbouring streets, cyclist safety, child safety, and emergency access.
- The majority of feedback was not supportive of a road closure (only 6 online responses were in favour of closing the road for placemaking). Some of these responses were not willing to trade off on-street parking which limits the extent of placemaking that can occur. The Carlton Neighbourlhood Learning Centre (CNLC) was also not in favour of losing car spaces.

KEY RECOMMENDATIONS

Based on community feedback, CoDesign Studio has provided a placemaking recommendation (See Chapter 7).

STATION STREET - EVALUATION REPOR

02. STATION STREET SITE

KEY PLACE AUDIT OBSERVATIONS

CoDesign Studio conducted a short place audit of the Station Street site to understand pedestrian and driver behaviour as well as site opportunities and constraints. The following key observations were drawn; (see Appendix B for summary sheet)

- On-street parking outside Carlton Neighbourthood Learning Centre (CNLC) being used by Melbourne Water for storage.
- Minimal pedestrian and vehicle movements observed on Station Street during site visit.
- Parking on east of Station Street is 90 degree and west is parallel.
- CNLC and Brandon Hotel are key public facilities.
- Proximity of busy Princes Street a potential hazard to encouraging unsupervised active public use of Southern Section of Station Street.



CODESIGN STUDIO

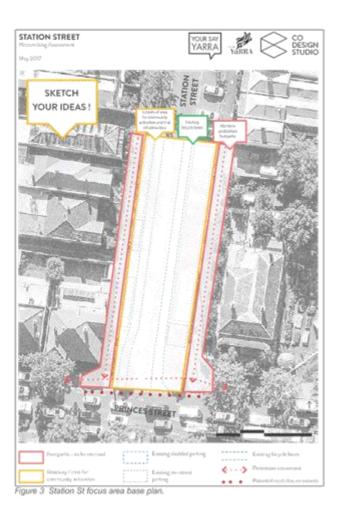
KEY DESIGN PRINCIPLES

From site observations and feedback;

- Landscaped closure buffer required Proximity of busy Princes Street a potential hazard to encouraging active public use of Southern Section of Station Street.
- Focus area for placemaking and street activation adjacent to CNLC and between 205 Station Street and Princes Street intersection.
- Maximise greening opportunities at closure area and throughout focus area.
- 4. Maintain existing footpaths
- Maintain cycle access and pedestrian access.



Figure 2 Station St and Princes St intersection.

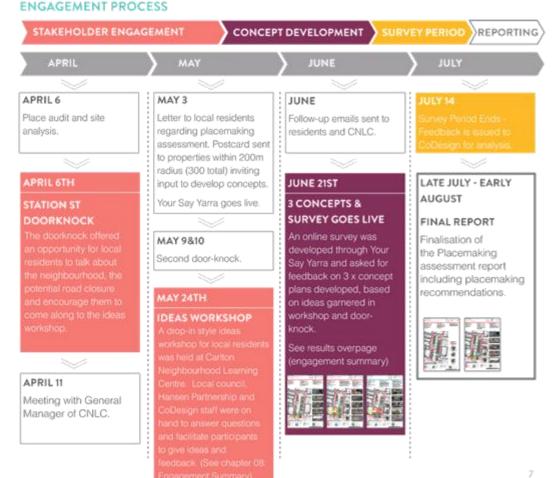


03. ENGAGEMENT APPROACH

CoDesign Studio worked closely with City of Yarra to review the engagement approaches to date to inform the development of a communications strategy and time-line associated with the placemaking master plan (see right). After an inception phase, door-knocking with immediate residents helped get the conversation started. This was followed by a 'drop-in' workshop at the Carlton Neighbourhood Learning Centre (CNLC). Feedback from this workshop was used to inform 3 x placemaking concepts. Finally, a survey was produced offering a chance to galvanise input to date and offer a forum for further comments and feedback on the three developed concepts for a potential Station Street road closure trial.

ENGAGEMENT PRINCIPLES

- Have an open and honest discussion through various engagement approaches: door knocking, online forum, survey, drop-in workshop, email and telephone.
- Use simple, cohesive and inclusive messaging across all materials and engagement forums.
- Have face to face conversations with key stakeholders.
- 4. Have clear resources and access to information.
- Collect and evaluate by capturing input and conversation data through memos, post-its, email response and online survey responses.



04. ENGAGEMENT SUMMARY

DOOR KNOCK, INITIAL STAKEHOLDERS CONVERSATIONS & YOURSAY YARRA PHASE 1

Over two visits (April 6th and May 9), CoDesign Studio door knocked local Station Street residents towards the Princes Street intersection. Your Say Yarra page went live, inviting input to help develop concept designs.

Who did we speak to: 22 residents homes (door knock) and CNLC (separate meeting).

YourSay Yarra: 139 people visited the page and 13 have contributed.

Key feedback points:

- Most residents spoken to were keen to be involved in the discussion and ideas workshop.
- Most residents spoken to were noted to be supportive of the closure.
- Carlton NLC: Supportive of place-making projects that involve centre students and staff. Noted that CNLC can support local community groups to undertake projects.
- Carlton NLC: Access and parking are very important as visitors, staff and users of the centre are not local and come via vehicle.
- YourSay Yarra Phase 1: (as of May 25th)Of the 13 responses, nine opposed the closure and only four provided suggestions for placemaking including added greenery and ball play.

DROP-IN IDEAS WORKSHOP

An open ideas workshop was held at the Carlton Neighbourhood Learning Centre on the evening of 6-8pm, May 25th. Local residents in North Carlton within 200 metres of the site were directly invited.

Facilitators:

CoDesign Studio, Hansen Partnership, and City of Yarra.

Who did we speak to: 29 residents homes

Key feedback points:

- Some (11) residents stated they were clearly against the road closure on grounds of traffic, protection of Canning Street from added traffic.
- Some residents stated they are conditionally supportive of the road closure, expressing concerns for traffic impact in neighbouring streets.
- Residents were generally supportive of short term activation eg. Weekends, festivals.
- There was support for added greenery in the form of planter boxes.

CONCEPTS - YOUR SAY YARRA PHASE 2

An online survey was developed to provide a single and focussed portal for participants to;

- Vote on preferred concept option and response to particular infrastructure elements for Station Street road closure (temporary and permanent)
- Gather basic demographics of respondents(age, gender, local suburb, and relationship to Station Street)

Who did we speak to: 27 respondents completed the survey.

Key results and analysis are as follows: Further summary of results in appendix.

- > 15 Female, 12 Male,
- Majority from Carlton North 74% with others from Carlton, Thornbury, Northcote and Fitzroy.
- Majority live in Yarra 74% with less than half 37% working in Yarra.
- Majority say they cycle through the area 48% than drive 33%.
- > 81% percent of respondents preferred none of the proposed concepts and for Station Street to remain open. This strongly suggests that a full road closure is not supported.
- Minimal support (68% opposed) for removal of on-street carparking for 12 months or more in exchange for public space.

3 CODESIGN STUDIC

05. ENGAGEMENT OUTCOMES

This evaluation is a summary of feedback from initial door-knocking, meeting with CNLC, Drop-in Ideas Workshop, Your Say Yarra (phase 1 and 2) and direct feedback via phone/email.

KEY THEMES

The following key themes were identified.

Road Space Reallocation

There was low levels of support for road space reallocation to public space in the context of a temporary full road closure.

'48 Hours' - Short Term Activation

There was stronger support for placemaking initiatives that used the roadway for up to 48 hours. Such as street festivals (jazz, food), temporary sports, pop-up spaces, community murai/art.

Better utilise existing green spaces and The Carlton Neighbourhood Learning Centre

Suggestions were made for placemaking opportunities to be explored at existing public spaces (eg. Nicholson Street Reserve) or the CNLC facility instead of the roadway. Reasons given include established communities already meet and the centre is open to the wider community to hire or host community gatherings.

Child Safety

Concerns were raised about increased risk to child safety due to perceived increase in vehicle traffic around Carlton North Primary as a result of the proposed road closure.

Cyclist Safety

Concerns were raised regarding increased risk to cyclist safety due to anticipated increase in vehicle traffic around Carlton North Primary as a result of the proposed road closure.

Increased Traffic Spillage

Concerns were raised over the impact of increased traffic to surrounding streets, namely Lee and Canning Streets. Some residents suggested they would be more supportive of a road closure if these anticipated traffic impacts could be addressed.

Protection of Canning Street

Canning Street serves as a main bicycle corridor connecting the City and Northern Suburbs. Concerns were raised at both the ideas workshop, online survey and via Bicycle Network that an estimated increase in traffic will increase risk to cyclists and pedestrians using Canning Street. A Change.org petition was initiated to seek support for keeping Station Street open. There were 262 supporters for this local resident led petition.

Emergency Access

Concerns were raised about blocking access of emergency access vehicles should a full road closure proceed. While there may be minimal actual delay or imposition to emergency access, the perception is there is a problem and should be noted.

Parking

The Carlton Neighbourhood Learning Centre and some residents expressed strong desire for parking not to be reduced.



Figure 4 Station St 'drop-in' session



Figure 5 Station St example concept.

STATION STREET - EVALUATION REPORT

06. PLACEMAKING CONCEPT PLANS

KEY PLACE MAKING IDEAS

Following community feedback, 2 x placemaking concept plans were developed to explore options for a 12 month placemaking trial and 1 x concept which formalises trialled interventions as a long term option. All options included maintaining existing footpaths, cycling access and pedestrian access. (See appendix C for estimated costs and larger concept plan images)

TEMPORARY OPTION 1 12 MONTHS TRIAL

- > Lowest cost option that adds greenery and minimal parking restriction.
- > Can be trialled for 12 months and removed
- > Pedestrian footpaths maintained



TEMPORARY OPTION 2 12 MONTHS TRIAL

- > Capitalise on street closure and move closure boundary north to maximise public space area for community and Carlton Neighbourhood Learning Centre use.
- > Can be trialled for 12 months and removed.



LONG TERM OPTION 3 12 MONTHS TRIAL

- > Evolution of 'Option 2: 12 month trial' which formalise trialled interventions
- > Capitalise on street closure and move closure boundary north to maximise public space area for community and Carlton Neighbourhood Learning Centre use.



See Chapter 07: Recommendations for updated concepts based on potential trail road closure scenarios.

CODESIGN STEIDIG

07. RECOMMENDATIONS

PLACEMAKING RECOMMENDATIONS

Should council proceed with the road closure trial, we recommend that a small amount of funding be allocated to support placemaking in this area.

There was some support for one-off placemaking events that would not require a road closure on an ongoing basis, for example a street party or supervised play street event that would require a temporary road closure for only an afternoon of a weekend day.

Recommended placemaking activities include:

- Short term activation Allocate funds to support respondents who put forward ideas that would make community-led placemaking events such as events or community lunches simpler and easier to carry out. (See 08 Case Study: The Neighbourhood Project, p13)
- Community road safety initiative could be explored with partners such as TAC or Vicroads, trialling a community-led, low-cost, high impact road safety intervention. (See case study: South Melbourne Market)
- Greening: Landscaped buffer to Princes Street is well considered (See diagram right)
- Bicycle awareness: Bicycle decals are installed to increase awareness (See diagram right)

The diagram to the right represents the road closure proceeding whereby;

- > Small community events (3 hours to 2 days) could be planned subject to traffic management plan and trail closure of southern section of Station Street.
- > Bicycle access is maintained
- > Existing footpaths maintained
- Existing carparking is maintained (See appendix C for larger version)



STATION STREET - EVALUATION REPORT

08. CASE STUDIES

THE NEIGHBOURHOOD PROJECT

The Neighbourhood project is a CoDesign initiative that invites Councils along with community groups, organisations, residents and local businesses to apply through an Expression Of Interest process to receive funding and training to bring their ideas to life. Selected groups receive mentoring and training across 5 days of time over 3 months to develop and install their project idea.

Community groups from different councils have worked together to achieve projects such as a trial local dog park, community art festival and a laneway greening initiative.

Images - Top: Process Diagram Left: Community Art Fair, Cardinia Lakes, VIC Right: Dog Park, Brooklyn, VIC







SOUTH MELBOURNE MARKET

In late 2016, Cecil Street South Melbourne, CoDesign Studio worked with local council and market traders to design and install low-cost infrastructure changes including public seating and novel surface decals to increase awareness of pedestrian priority zones to passing drivers. Traders successfully lobbied the council and Mayor to increase the length of the trial

This is a successful outcome showing how consistent, open and engaging consultation and testing can lead to low cost, high impact interventions shaped by the community for the community.





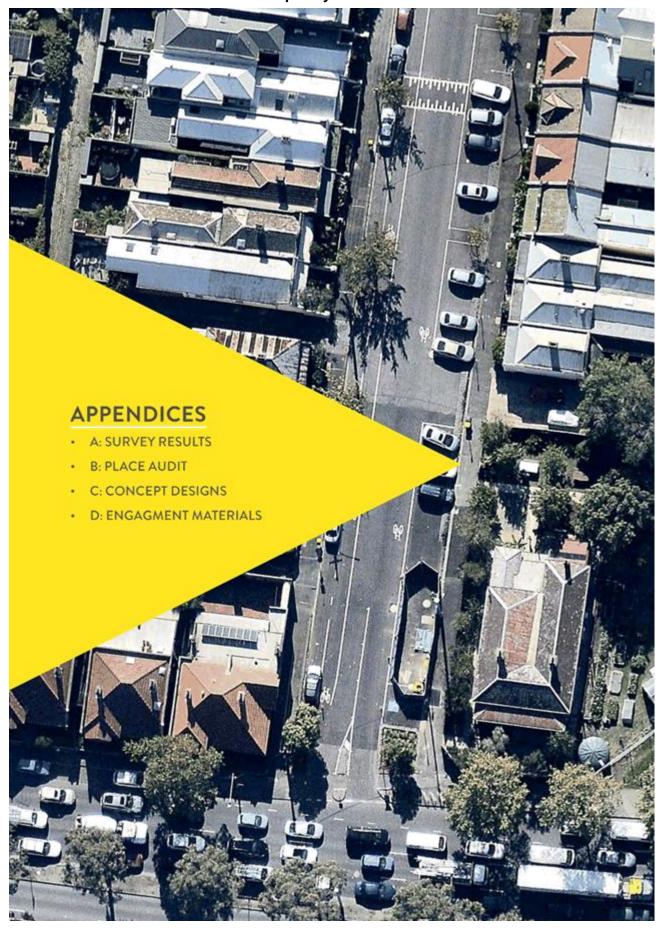
2 CODESIGN STEIDIG

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Attachment 1 - Station Street Road Temporary Road Closure - Draft Information to VicRoads



APPENDIX A: SURVEY RESULTS SUMMARY

SURVEY RESULTS

- > 27 respondents completed the survey.
- 15 Female, 12 Male.
- Majority from Carlton North 74% with others from Carlton, Thornbury, Northcote and Fitzroy.
- Majority live in Yarra 74% with less than half 37% working in Yarra.
- Majority say they cycle through the area 48% than drive 33%.

Q1: Which concept design do you prefer?

81% percent of respondents preferred none of the proposed concepts and for Station Street to remain open. This strongly suggests that a full road closure is not supported.

Q2: What is your view of the following elements being included in the final concept design?

Q2.1: Do you support additional greenery throughout the road closure area.

54% were strongly opposed, 32% supported or strongly supported, 14% were neutral. This suggests that there is only minor support for additional greening in the street.

Q2.2: Car-park linemarking

50% opposed or strongly opposed, 36% supported, 14% neutral. It is noted that key stakeholder CNLC strongly supports line-marking of the car-parks adjacent to the centre to increase parking efficiency

Q2.3: Tables and Seats

63% opposed or strongly opposed, 18% supported and 19% neutral.

Q2.4: Additional Bike Parking

50% opposed additional bike parking, 40% supported

Q2.5: Space for play, activities and events

62% strongly opposed or opposed, 28% supported

Q2.6: Remove some on-street parking to create additional public space

68% strongly opposed or opposed, only 18% supported.

Common themes from respondent comments; (as per 04: Engagement Outcomes)

- > Road space reallocation
- Short term activation of road space (ie. weekend event)
- Look at other local public spaces or CNLC for placemaking initiatives.
- Child safety due to redistribution of traffic with a temporary road closure in place.
- Cyclist safety due to redistribution of traffic with a temporary road closure in place.
- Concern over increased traffic spillage with a road closure in place.
- > Protection of Canning St.
- > Emergency Access
- > Parking

Note: City of Yarra has raw survey results and comments on file, hence only a summary is included here.

APPENDIX B: PLACE AUDIT



1716YAR STATION ST ISS: For information APR 2017

DATE: Thursday 06/04/2017

TIME: 3 - Spri

PERFORMED BY: Ryan Morondy and Albert Chong SITE: Station St / Princes St, North Carlton - Sunny 25 degrees

KEY OBSERVATIONS - PEDESTRIANS

- KEY RISK BEHAVIOUR: Lack of awareness due to looking down at phone whilst walking.
- Minimal pedestrian traffic predominantly street residents walking home.
- People driving and parking along street and walking to nearby destinations - 9
- > Few dog walkers 7
- > Families with pram and child 7
- Slight increase of pedestrian traffic around 4:30-5pm.
- Destinations located at either end of audit site
 Brandon Hotel and Carlton Neighbourhood Learning Centre.
- Few people sitting in small groups outside Brandon Hotel.

WHO WAS USING THE STREET?





KEY OBSERVATIONS - CYCLISTS

- > 36 cyclists observed.
- Minimal cyclist traffic along Station St. Large volume on Lee St. Larger volume of cycling traffic expected along Canning St (parallel to Station St).
- Bicycle numbers increasing at 4.30 5pm. Note: decrease in car traffic at same time.
- Other modes observed scooters (2), skateboards (3) and a tandem bike.
- Very little cycling traffic at Princes St end of street due to high volume of car traffic and lack of dedicated cycle lane.
- Parking space outside Learning Centre unavailable due to sewage works.

MAP KEY

- pedestrian movement
- cycle movement weight represents predominance
- parking occupied by works

- × standing
- sitting
- audit position



CODESIGN STUDIO

APPENDIX C: CONCEPT DESIGNS

PLACEMAKING RECOMMENDATION

RECOMMENDATION

12 Months Trial

Estimated Cost: \$3,000 - 6,000 (low)

Pros: Trial only, adaptable, low-cost, high impact

changes.

Cons: Additional maintenance

Main Works:

- > Temporary planter built around existing median
- > Cyclist alert strips added.
- > Small events (3 hours to 2 days) could be planned subject to traffic management plan and trail closure of southern section of Station Street.

PLACEMAKING ASSESSMENT OPTIONS

OPTION 1

12 Months Trial

Estimated Cost: \$3,000 - 6,000 (low)

Pros: Trial only, adaptable, low-cost, minimal intervention on carspace

Cons: Durability risk, ongoing maintenance

OPTION 2

12 Months Trial

Estimated Cost: \$6,000 - 10,000 (low-medium) Pros: Trial only, adaptable, low-cost, high impact

changes.

Cons: Additional maintenance

Main Works:

- > Added greenery between car spaces
- > Temporary car park line marking
- > Temporary planter built around existing median island.
- > Cyclist alert strips added

Main Works:

- > Added greenery throughout road closure area.
- > 4-6 car spaces traded for added street greenery usable public space
- > Car park line marking
- > Temporary planter built at southern end of Station Street
- > Added temporary seating

Main Works:

- > Raised pedestrian footpath at Station Street and Princes Street intersection.
- > Added greenery throughout road closure area.
- > 4-6 car spaces traded for added street greenery usable public space
- > Permanent car park line-marking
- > Verge garden bed at closure intersection
- > Space for temporary seating

OPTION 3

Long Term / Permanent Estimated Cost: \$10,000+

Pros: Permanent, medium-cost, high impact.

Cons: Higher cost than temporary options. Would require additional and ongoing maintenance

Developed post community engagement.



Developed for Your Say Yarra Survey.

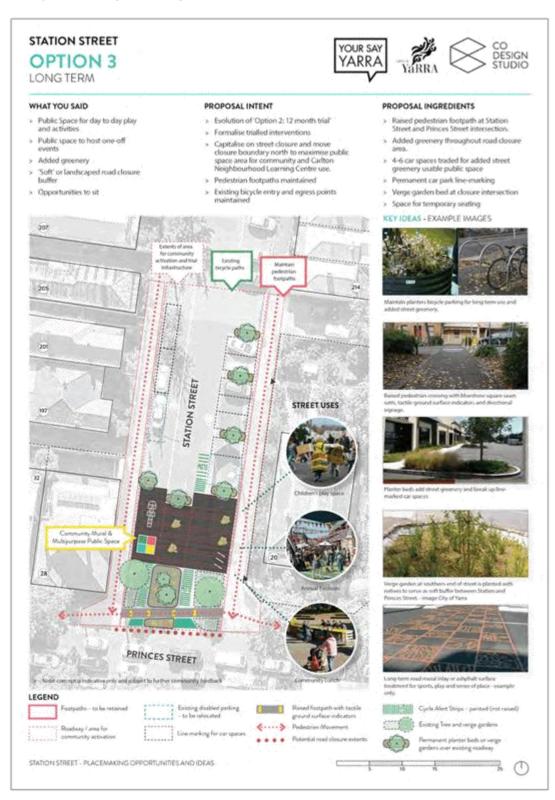


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STATION STREET - EVALUATION REPORT

APPENDIX D: ENGAGEMENT MATERIALS

DROP-IN IDEAS WORKSHOP

Workshop participants were walked through the follow sequence of panels, and encouraged to contribute ideas could be implemented over 48 and vote on other ideas using the postcards and post in notes;

A1 Board #1 - Big Framing Question: "How can we make Station Street happier, healthier and safer?"

A1 Board #2 - Ideas Board - 48 hours: What activation or community ideas could be implemented over 48 hours

A1 Board #3 - Ideas Board - 48 Days (1-2 months): What activation or community ideas could be implemented over 48 Days.

A1 Board #4 - Ideas Board - 48 Weeks (10 -12 months): What activation or community ideas Weeks

A1 Board # 5 - Other Comments: Throughout the process, they may have comments on issues such as parking, access, greenery, safety, noise to name a few. These were noted down on post it notes and placed on this board.

A1 Board # 6 - Large Aerial Plan: A large aerial map marked up with non-negotiable design elements (footpaths, cycle access, disabled parking) and extent of important areas ie. closure area, and existing parking.





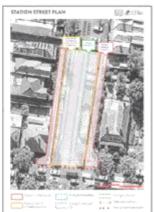












STATION STREET RO	OAD CLOSURE
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Traffic Diversion Experiment

Section 5: Assessment of the proposal in line with the objectives of the Transport Integration Act (2010)

STATION STREET ROAD CLOSURE

Traffic Diversion Experiment

5. Transport Integration Act assessment

Division 2—Transport system objectives

8. Social and economic inclusion		
The transport system should provide a means by which persons can access social and economic opportunities to support individual and community wellbeing including by—		
 (a) minimising barriers to access so that so far as is possible the transport system is available to as many persons as wish to use it; 	The road closure does not minimise or increase any barriers to accessing the transport system, providing there is no associated reduction to parking. On-street parking in the vicinity of the road closure is regularly used by elderly and mobility impaired users to access facilities at the Carlton Neighbourhood Learning Centre.	
(b) providing tailored infrastructure, services and support for persons who find it difficult to use the transport system.	The road closure does not minimise or increase any barriers to accessing the transport system, providing there is no associated reduction to parking. On-street parking in the vicinity of the road closure is regularly used by elderly and mobility impaired users to access facilities at the Carlton Neighbourhood Learning Centre.	
9. Economic prosperity		
The transport system should facilitate economic prosperity by—		
 (a) enabling efficient and effective access for persons and goods to places of employment, markets and services; 	There is likely to be an increase in vehicle journey time for some residents and local businesses. Any change is likely to be very minimal and very localised. There will be no change in non-vehicle accessibility.	
(b) increasing efficiency through reducing costs and improving timeliness;	There is likely to be an increase in vehicle journey time for some residents and local businesses. Any change is likely to be very minimal and very localised. There will be no change in non-vehicle accessibility.	
(c) fostering competition by providing access to markets;	Not Applicable	
(d) facilitating investment in Victoria;	Not Applicable	
(e) supporting financial sustainability.	Not Applicable	

10. Environmental sustainability			
The transport system should actively contribute to environmental sustainability by—			
(a) protecting, conserving and improving the natural environment;	There is likely to be an opportunity to plant a couple of trees. Any change is likely to be minimal and very localised.		
 (b) avoiding, minimising and offsetting harm to the local and global environment, including through transport-related emissions and pollutants and the loss of biodiversity; 	The street carries a low number of vehicles, and there is unlikely to be any material change in the number of vehicles in the neighbourhood. Any change is likely to be very minimal and very localised. There is no expected change in walking, cycling or public transport use.		
 (c) promoting forms of transport and the use of forms of energy and transport technologies which have the least impact on the natural environment and reduce the overall contribution of transport-related greenhouse gas emissions; 	Not Applicable		
 (d) improving the environmental performance of all forms of transport and the forms of energy used in transport; 	The street carries a low number of vehicles, and there is unlikely to be any material change in the number of vehicles in the neighbourhood. Any change is likely to be very minimal and very localised. There is no expected change in walking, cycling or public transport use.		
(e) preparing for and adapting to the challenges presented by climate change.	The street carries a low number of vehicles, and there is unlikely to be any material change in the number of vehicles in the neighbourhood. Any change is likely to be very minimal and very localised. There is no expected change in walking, cycling or public transport use.		
11. Integration of transport and land use			
The transport system should provide for the effective integration of transport and land use and facilitate access to social and economic opportunities.	Likely to be very limited change, if any, to transport system or land use.		
2. Without limiting the generality of subsection (1), transport and land use should be effectively integrated so as to improve accessibility and transport efficiency with a focus on—			
 (a) maximising access to residences, employment, markets, services and recreation; 	There is likely to be an increase in vehicle journey time for some residents and local businesses. Any change is likely to be very minimal and very localised. There will be no change in non-vehicle accessibility.		
(b) planning and developing the transport system more effectively;	Not applicable. Proposal has been developed outside of Council's adopted traffic and transport planning mechanism.		

(c) reducing the need for private motor vehicle transport and the extent of travel;	Not applicable. There is unlikely to be any change in current transport use.
(d) facilitating better access to, and greater mobility within, local communities.	Not applicable. There is unlikely to be any change in mobility.
Without limiting the generality of subsection (1), the transport system and land use should be aligned, complementary and supportive and ensure that—	
(a) transport decisions are made having regard to the current and future impact on land use;	The proposal will likely result in some inconvenience for existing local businesses, although access to properties will be retained. There is unlikely to be any significant change in land use away from predominantly low density residential use.
 (b) land use decisions are made having regard for the current and future development and operation of the transport system; 	There is unlikely to be any significant change in land use away from predominantly low density residential use.
(c) transport infrastructure and services are provided in a timely manner to support changing land use and associated transport demand.	Not Applicable
4. Without limiting the generality of subsection (1), the transport system should improve the amenity of communities and minimise impacts of the transport system on adjacent land uses.	Not applicable. There is unlikely to be any significant reduction in traffic in the neighbourhood. Any reduction of traffic on Station Street is likely to result in an increase in traffic elsewhere in the neighbourhood.
12. Efficiency, coordination and reliability	
 The transport system should facilitate network-wide efficient, coordinated and reliable movements of persons and goods at all times. 	Any impacts will be local and within local road network. Any change is likely to be very minimal and very localised.

2. Without limiting the generality of subsection (1), the transport system should—	
 (a) balance efficiency across the network so as to optimise the network capacity of all modes of transport and reduce journey times; 	Any impacts will be local and within local road network. Any change is likely to be very minimal and very localised.
(b) maximise the efficient use of resources including infrastructure, land, services and energy;	Not applicable.
(c) facilitate integrated and seamless travel within and between different modes of transport;	Not applicable. Any change is likely to be very minimal and very localised.
(d) provide predictable and reliable services and journey times and minimise any inconvenience caused by disruptions to the transport system.	Not applicable. Any change is likely to be very minimal and very localised.
13. Safety and health and wellbeing	
The transport system should be safe and support health and wellbeing.	The proposal is not expected to result in an increase in walking, cycling or public transport use. There is unlikely to be any significant reduction in traffic in the neighbourhood. Any reduction of traffic on Station Street is likely to result in an increase in traffic elsewhere in the neighbourhood.
2. Without limiting the generality of subsection (1), the transport system should—	
(a) seek to continually improve the safety performance of the transport system through—	
(i) safe transport infrastructure;	Not Applicable
(ii) safe forms of transport;	Not Applicable
(iii) safe transport system user behaviour;	Not Applicable
(b) avoid and minimise the risk of harm to persons arising from the transport system;	Traffic will likely be diverted onto Canning Street as the alternative access to Princes Street. Canning Street is a major bicycle route. Whilst infrastructure is in place on Canning Street to help minimise conflict between vehicles and cyclists, the increase in vehicles using Canning Street is a concern to some cyclists. The current level of vehicles using Station Street is very low.
(c) promote forms of transport and the use of forms of energy which have the greatest benefit for, and least negative impact on, health and wellbeing.	Not Applicable - the closure does not promote alternative forms of transport.

STATION STREET ROAD CLOSURE

Traffic Diversion Experiment

Section 6: Additional information required by VicRoads as per Traffic Engineering Manual Volume 1, Chapter 13: Road Closure

6. Additional information and Council officer comment

6.1 Closure type

The proposed temporary road closure is located at the intersection of Station Street and Princes Street, North Carlton (refer to Figure 4).



Figure 4. Subject Site and its Environs Proposed Closure

Station Street access to and from Princes Street will be closed to vehicles only. The road closure treatment (i.e. bollards / barriers) will be placed on Station Street and will allow bicycles to pass through the closure. Pedestrian footpaths will remain open.

The required approvals for traffic management and associated signage on the local and arterial road network will be sought from VicRoads prior to the closure.

6.2 Background and objective of closure

A road closure on Station Street has previously been proposed as part of a Local Area Traffic Management Study of the North Carlton area in 2003. This was to only restrict egress (southbound) movements from Station Street to Princes Street due to expected redirected rat-running traffic caused by other measures being implemented in the precinct. It was decided at the time that this was a lower priority measure given the lower level of traffic using Station Street in comparison to other streets and the road closure was not implemented.

As part of works to upgrade the sewer network in North Carlton, Melbourne Water established a work site at the southern end of Station Street at the intersection with Princes Street between January 2015 and March 2016.

The worksite at Station Street extended across the full width of the road carriageway meaning that the movement of vehicular traffic along the street was effectively blocked at this location during the 15 month period.

In December 2015, the decision to progress with the currently proposed temporary closure was made on the basis of the effectiveness of the (Melbourne Water) road blockage in addressing the following concerns expressed by some residents of Station Street:

- the previous lengthy bank up of arterial traffic using Station Street seeking to exit into Princes Street (i.e. before the Melbourne Water works); and
- the risk to cars crossing 4 lanes on Princes Street, to reach the right turn lane on Princes Street at Nicholson Street to turn south towards the CBD.

In February 2016, the City of Yarra undertook a public consultation exercise in the North Carlton LATM 2 Precinct to gain an initial understanding of the level of potential support for a temporary road closure.

The results of the consultation indicated that approximately 50% of residents in the Carlton LATM 2 Precinct supported a temporary closure, whilst half opposed. The key concern for some residents is the potential impacts associated with a redistribution of traffic into other streets in the area.

In April 2016, Yarra City Council resolved to progress with a proposal to temporarily close Station Street at the intersection of Princes Street, North Carlton, to vehicles for the purposes of undertaking a traffic diversion experiment.

6.3 Land use

Station Street is in North Carlton which is a Neighbourhood Residential Zone (NRZ1). North Carlton and the surrounding area is largely residential with a few industrial and commercial properties as shown in Figure 5. North Carlton primary school is located at the intersection of Lee Street and Canning Street.



Figure 5. Land use & developments

6.4 Controls within 500m of the closure

Information on traffic controls within 500m of the proposed temporary closure is shown in Section 3.2 of the GTA Traffic Impact Assessment (refer to Section 2 of this document).

6.5 Street and road network hierarchy

Information on the street and road network hierarchy is provided in Section 3.2 of the GTA Traffic Impact Assessment (refer to Section 2 of this document).

6.6 Previous closures and traffic diversion experiments

The proposed temporary road closure has not been subject of a previous traffic diversion experiment.

The Station Street / Princes Street intersection was closed between January 2015 and March 2016 as part of the Melbourne Water North Carlton Sewer Upgrade works.

Councillors and Council officers met with VicRoads in mid-2016 regarding a temporary closure on Station Street. VicRoads officers noted that there were no notable impacts on the arterial road network during this time.

6.7 Consultation with emergency services

Consultation with Victoria Police, Ambulance Victoria and Metropolitan Fire Brigade was conducted in November 2016. All parties have no major concerns regarding the proposed closure.

The Metropolitan Fire Brigade (MFB) noted possible extended response times to the premises in the southern area of Station Street due to the road closure. MFB noted that this will be offset by a communications plan and ongoing familiarisation of the area by those stations responding to "Alarms of Fire".

6.8 Consultation with public transport operators

Public Transport Victoria and bus operators Dysons and Transdev have expressed no objections towards the proposal.

6.9 Consultation with Bicycle Network

Initial consultation with Bicycle Network has indicated that it strongly opposes the Station Street temporary closure on the basis that the closure is highly likely to result in an increase in traffic using Canning Street to access Princes Street.

Bicycle Network considers that an increase in traffic using Station Street will decrease both the level of service (i.e. amenity) and safety for bike riders on Canning Street. Bicycle Network has noted that Canning Street is the third busiest on-road cycle route in Melbourne and that bike rider traffic on Canning Street increased by 15% in 2016 in comparison to the previous year. As similar increases in bike riders using Canning Street is anticipated in the future, Bicycle Network considers that it would not be appropriate to encourage more motor vehicles along this key bicycle corridor.

6.10 Communication and stakeholder engagement plan

The report provided by VicRoads will be presented to Council for consideration.

If the subsequent decision is to proceed with the temporary closure, Council will present the key findings of the study to the wider North Carlton community and will seek feedback on the proposal in accordance with Section 223 of the Local Government Act 1989. This will allow residents and other stakeholders the

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opportunity to make representations to Council in writing or in person before any decision on the installation of the closure is made by the Council.

If Council proceeds with the temporary road closure, the closure with be advertised in line with the requirements of the Local Government Act 1989. Any required traffic management approvals will be sought from VicRoads.

With a temporary closure in place, any impacted residents or stakeholders wishing to make a complaint or communicate with Council will be handled in line with Council's Customer Service Charter.

Utilities or other companies who undertake works within the road reserve will be managed by Council's Construction Management branch in line with current construction traffic management practices and policies.

Should any issues occur with the temporary closure, VicRoads and other key stakeholders will be consulted at an officer level as per current reporting and feedback processes. Any required changes will be communicated to the community.

The temporary closure will be evaluated after 12 months and a report will be presented to Council on the success of the closure. As part of this report, key stakeholders such as VicRoads, Bicycle Victoria and important local land uses (i.e. North Carlton Primary School) will be consulted with. Any decision to continue or end the temporary closure will be communicated to the community in accordance with Section 223 of the Local Government Act 1989.

6.11 Extent of traffic impacts and mitigation measures

The extent of the impacts on the road and transport network resulting from the proposal is set out in Section 5 (Traffic Impact) and Section 6 (Conclusions and Recommendations) of the GTA Traffic Impact Assessment (refer to Section 2 of this document).

The scope of works was previously agreed between Council and VicRoads officers.

Council officers have undertaken numerous on-site observations on Station Street (most recently in July 2017) and confirm that the traffic conditions presented in the TIA are representative of current typical traffic conditions on Station Street (i.e. maximum queue lengths of around 6 vehicles during the AM peak hour, with periods of the AM peak hour with no queuing at all, and a limited number of vehicles accessing Nicholson Street from Station Street via the right turn lane on Princes Street).

Council officers note that the scenarios tested by GTA Consultants represent the worst case or high impact outcomes for traffic impact testing purposes only. Applying the assumptions used by GTA over the course of the full day would see daily increases of traffic on Canning Street in the order of 105 to 470 vehicles per day (refer to Table 1).

Table 1 Daily traffic flows on Canning Street (between Davis Street and Princes Street) using GTA assumptions

	Existing daily traffic volume on Canning Street (approx. vehicles per day)	Increased number of vehicles using Canning Street (vehicles per day)	Future Daily Traffic Flow on Canning Street as per GTA scenarios
Scenario 1	550 to 620	105 to 110	655 to 730
Scenario 2	550 to 620	450 to 470	1,000 to 1,090

Council officers also consider that there is unlikely to be any traffic or safety related impact on the broader road network as evident by the limited notable impacts on the road network during the full closure of the Station Street / Princes Street intersection between January 2015 and March 2016 associated with Melbourne Water upgrade works.

As any increased congestion associated with the temporary closure will only be on the local road network, no mitigation measures are proposed at this stage. All required signage and road closure treatments (i.e. bollards / barriers) will be supplied and funded by Council. Council officers will undertake on-going monitoring of the closure as part of the overall evaluation process.

The potential safety impacts for pedestrians and cyclists on Canning Street will need to be given further consideration by Council before a decision is made on the closure particularly given:

- The recent accident history involving cyclists on Canning Street, with one accident occurring after the changes to the lane arrangements on Canning Street.
- The very low levels of traffic and lack of identified traffic and safety issues on Station Street between Lee Street and Princes Street.
- The only changes to amenity on Station Street will be predominantly for those residents between Lee Street and Princes Street whilst any perceived amenity and safety issues and vehicle queuing will be transferred to other local streets in the area.
- The road closure has limited overall benefit for the North Carlton community and does not address
 potential rat-running between Station Street and Rathdowne Street (via Lee Street or Davis Street,
 with these vehicles crossing the bicycle lanes on Canning Street). The road closure on Station Street
 at the intersection with Princes Street may limit future options in addressing this issue.

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Attachment 1 - Station Street Road Temporary Road Closure - Draft Information to VicRoads

STATION	STREET	ROAD	CLOSURE
T	raffic Div	ersion E	Experiment

Appendix 1: Resident Submission to 10 November 2015 Council Meeting

Why Station St should stay closed at Princes St

- FACT 1: The upgrade of the Carlton Sewer has created a forced closure of Station Street, Carlton North at Princes Street. Noise levels from the drilling and reduced parking have caused headaches for residents, but there's a silver lining. The closure has created an extremely positive impact on local residents and the community our streets are now safe for pedestrians and cyclists again as we have cleared our residential area of rat runners.
- FACT 2: Councillors may be aware of the extensive North Carlton LATM review in 2002/03, in which GTA consultants recommended the closure of Station/Princes Streets. It was supported by local residents but not actioned. The 2014/15 LATM failed to happen, and is proposed for 2017/18. This means NO action 2019/20 18 years after the first recommendation.
- FACT 3: Meanwhile many similar residential streets have been closed at Princes St (such as the Carlton side of Station Street) to improve residential safety and traffic flow of Princes Street.
- FACT 4: Before the sewer works closure, cars exiting Station St would cut directly across four east-bound lanes of Princes St to turn south into Nicholson St. This dangerous practice caused regular accidents and has now ceased with the closure.



- FACT 5: Significantly reduced traffic is now diverted down Canning Street, where traffic lights allow for a safe exit from Canning St into Princes St, with greater time to change lanes for a turn into Nicholson St.
- FACT 6: Princes St traffic flow has improved significantly without cars forcing their way into traffic from Station St. We don't hear any car horns in peak hour any more.
- FACT 7: Carlton Neighbourhood Learning Centre users could not access parking due to the peak hour traffic backed up on Station St. That problem is solved by the closure.
- FACT 8: Pedestrians and cyclists on the north side of Princes St could not cross Station St without putting themselves in danger due to the traffic exiting Station Street. That problem is solved by the closure.
- FACT 9: Cars cutting the corner from Station St into Princes St have destroyed the bluestone curb on the east corner, which has been replaced many times by the council. This won't happen anymore.
- FACT 10: Three east bound lanes on Princes St become four lanes at the intersection of Station St. Before the closure, this encouraged morning rat running which started at Amess St to avoid Nicholson St. The morning rat run on residential streets has been significantly reduced pushing traffic back onto Nicholson St. Installation of 40KPH signs and speed bumps on Station did not help, but the closure helped immediately meaning fewer cars at children's centres including Gowrie, Carlton North Kindergarten and Carlton North Primary
- FACT 11: Cyclists riding west along Lee Street put their lives in danger in peak times when Station St is open to traffic (as Lee Street is a one-way street and they do not expect to give way). The temporary closure means safer access to Canning St and the Yarra Trail for cyclists.
- FACT 12: Cars travelling south along Princes St avoided the left turning lights at Nicholson Street by turning left at Station Street (speeding along the Station Street bike lane) and accessed Nicholson Street via Lee Street. No longer do we have speeding rat runners using residential streets as a short-cut.
- FACT 13: Closing the street would allow beautification and greenery from Princes St. The Carlton Neighbourhood Learning Centre could use the space for a community garden.

Developed post community engagement.



Developed for Your Say Yarra Survey.

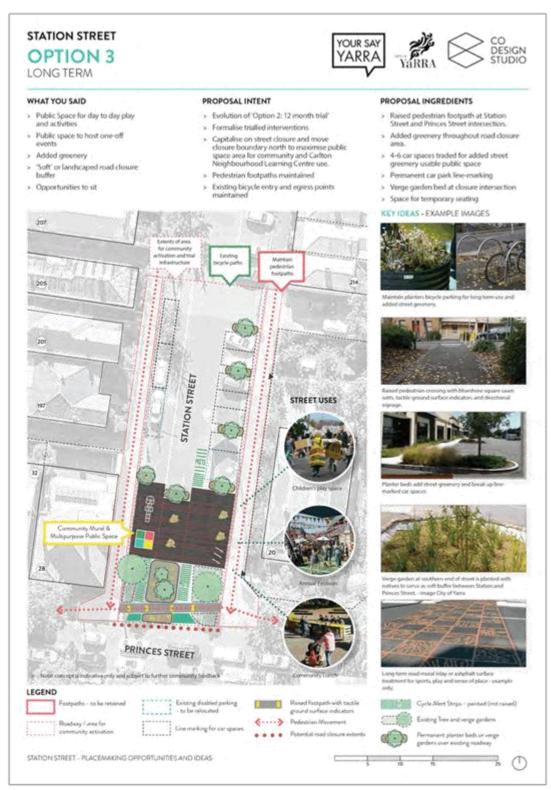


Developed for Your Say Yarra Survey.



CODESIGN STUDIO

Developed for Your Say Yarra Survey.



STATION STREET - EVALUATION REPORT

11.2 Rose Street Feet First Pedestrian Improvement Project - Brunswick Street to Nicholson Street

Trim Record Number: D17/109597

Responsible Officer: Acting Director City Works and Assets

Purpose

1. To report on the Rose Street Feet First pedestrian improvement project.

2. To adopt the recommendations to proceed with the pedestrian improvement treatments along Rose Street, Fitzroy, subject to funding.

Background

3. Rose Street is a local street connecting Nicholson, Brunswick and Smith Streets, Fitzroy.

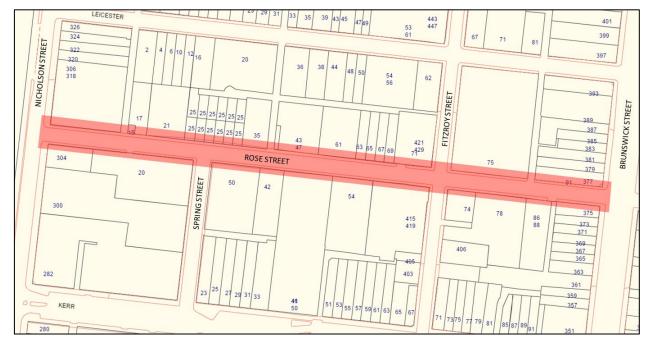


Figure 1: Rose Street Feet First project area

- 4. Rose Street forms part of a preferred east-west pedestrian connection, together with Keele Street, between Nicholson Street and the Victoria Park railway station, with pedestrian crossing facilities located at Smith, Wellington and Gold Streets.
- 5. The section of Rose Street between Brunswick Street and Nicholson Street carries high pedestrian volumes on the weekend, who are attracted to the Rose Street Market, cafes, private car parks and other businesses in the area.
- 6. Over 700 pedestrians per hour walk on this section of Rose Street on Saturdays and Sundays, with 20 per cent of pedestrians walking on the roadway.
- 7. The Rose Street Feet First project was a collaboration between Council and the community to find ways to improve pedestrian access, safety and the streetscape along Rose Street, between Brunswick Street and Nicholson Street.
- 8. The project investigated more innovative ways to make these improvements; recognising that infrastructure changes, such as widening footpaths, raising the road level and redesigning drainage, are cost-prohibitive and may not be possible in this inner city location.
- 9. In 2015, Council undertook a Local Area Traffic Management (LATM) study in the Rose Precinct bound by Alexandra Parade, Smith, Johnston and Nicholson Streets, Fitzroy.
- 10. The study aimed to address traffic issues in local streets, including traffic speed and volume, through-traffic, safety at intersections, and pedestrian and cyclist safety.

- 11. On 7 July 2015, Council endorsed a Traffic Management Plan (TMP) to address the traffic issues. Key components of the TMP were to:
 - (a) Introduce one-way (westbound) traffic flow on Rose Street, between Brunswick Street and Nicholson Street; and
 - (b) Introduce a shared zone to improve the pedestrian conditions.
- 12. A shared zone is a road where pedestrians, cyclists and vehicles all share the roadway. They are used in urban areas where it is common for pedestrians to walk on the roadway, due a lack of adequate footpaths and/or high numbers of pedestrians.
- 13. A shared zone regulates pedestrians on the roadway. The Victorian Road Rules state that a driver must give way to any pedestrian in the shared zone. Speed limits of 10 km/h are typical in shared zones to improve the safety of all road users.
- 14. In October 2016, Council obtained a \$25,000 Transport Accident Commission (TAC) grant to conduct a study for the creation of a shared zone along Rose Street.
- 15. In February 2017, Hansen Partnership was engaged to undertake the concept design and consultation component of the shared zone.
- 16. Traffic engineering consultant Traffix Group was engaged to conduct a traffic impact assessment on the one-way traffic change.

External Consultation

- 17. Two rounds of community engagement were undertaken comprising
 - (a) Stage One Project initiation to identify issues and ideas:
 - (i) Traders' meeting 8 March 2017;
 - (ii) Postcard and online engagement through Your Say Yarra website 10 to 24 March 2017;
 - (iii) On-site information session 18 March 2017:
 - (b) Stage Two Presentation of concepts for feedback to develop a final recommended concept:
 - (i) Traders' meeting 10 May 2017;
 - (ii) Postcard, email and online engagement through Your Say Yarra 12 May to 9 June 2017; and
 - (iii) On-site information session 20 May 2017.
- 18. Throughout the consultation there was strong support for the project and its objective to improve pedestrian access, safety and the streetscape along Rose Street.
- 19. The consultation was incredibly successful, with good participation and constructive feedback provided throughout. Some examples of the feedback received included:

"Well done for undertaking it. Rose Street has the potential to be a much better shared space."

"It's great that Yarra Council is undertaking this project."

"Great to see some thought being put into improvements!"

"Good to involve the local residents in Council decision making."

"I love the community engagement and consultation having gone to the discussion on Saturday 18 March with the Hansen team and City of Yarra representatives."

- 20. Overall statistics for the consultation included:
 - (a) Fifteen traders attended each traders' meeting;
 - (b) 1,000 postcards were distributed in both Stages One and Two of the consultation;
 - (c) 40 people attended each on-site information session;

- (d) 100 visits to Your Say Yarra with 21 responses provided in Stage One; and
- (e) 216 visits to Your Say Yarra with 131 downloads and 25 responses provided in Stage Two.
- 21. The issues identified in the external consultation were:
 - (a) Accessibility;
 - (b) One-way traffic change;
 - (c) Amenity;
 - (d) Parking;
 - (e) Heritage, art and events; and
 - (f) Street cleaning, waste management and maintenance.

Internal Consultation (One Yarra)

- 22. An internal working group collaborated on the project, made up of representatives from Traffic and Special Projects, Communications, Open Space, City Strategy, Arts and Culture, Strategic Transport, Parking Management, Engineering and Asset Management, City Works, Compliance, Parking Services, Planning and Construction Management.
- 23. The issues identified in the internal consultation were similar to those raised in the external consultation.

Financial Implications

- 24. The Rose Street Feet First project is estimated to cost approximately \$322,000, which includes a new raised threshold treatment at the intersection of Rose Street and Nicholson Street.
- 25. The project will not commence until total funding is available.
- 26. Council's resolution on 6 June 2017 is to deliver the outstanding Rose Precinct LATM works in 2018/19 and 2019/20, as part of a \$1 million matched funding grant from the VicRoads Safe Travel Speeds in Local Streets program.
- 27. Up to \$150,000 can be funded from Council's 2018/19 Local Area Place Making (formerly LATM) budget.
- 28. The remainder of funding shall be sourced through external grants from VicRoads and the TAC for delivery in 2018/19.

Economic Implications

29. Economic benefits to local businesses are likely by improving pedestrian access, safety and the streetscape along Rose Street.

Sustainability Implications

30. There are no sustainability issues arising from the recommendations contained in this report.

Social Implications

31. Walking and accessibility issues along Rose Street are best managed through the introduction of a shared zone.

Human Rights Implications

32. There are no human rights issues arising from the recommendations contained in this report.

Communications with CALD Communities Implications

33. A language advisory panel was included in postcards delivered to residents and businesses. This included contact details and a reference number to access Council's interpreter services.

Council Plan, Strategy and Policy Implications

- 34. Council Plan 2013-2017 Strategic Objective 3: Making Yarra More Liveable lists the following points applicable to this project:
 - (a) continue to identify opportunities to convert road spaces and laneways for parks and improved pedestrian spaces; and
 - (b) increased pedestrian activity and safety through improved access and infrastructure. This needs to include improved access for mobility aid devices.
- 35. Council's Strategic Transport Statement (2012 update) actions 1.2, 1.3, 1.6, 1.8, 1.9 commit to improve pedestrian facilities and safety including developing shared zones.

Legal Implications

- 36. In accordance with Section 34 of the Victorian Road Management Act 2004 Council's obligations as a Responsible Road Authority include:
 - (a) to provide and maintain, as part of a network of roads, roads for use by the community served by the road authority;
 - (b) to manage the use of roads having regard to the principle that the primary purpose of a road is to be used by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and on the environment; and
 - (c) to manage traffic on roads in a manner that enhances the safe and efficient operation of roads.
- 37. Approval for major traffic control items, such as shared zones, is required from VicRoads.

Other Issues

Accessibility

- 38. The accessibility issues and high pedestrian traffic (particularly on weekends) are best managed through the introduction of a shared zone to regulate and encourage pedestrians on the roadway.
- 39. It was noted that traditional infrastructure changes, such as widening footpaths, raising the road level and redesigning drainage, are cost-prohibitive and may not be possible in this inner city location. Issues include:
 - (a) the narrowness of Rose Street prevents widening of the footpaths without the need to remove parking or impacting access to adjacent properties;
 - (b) further constraints placed by electricity poles, sign posts, ticket machines, and bins; and
 - (c) driveway crossovers to private properties.
- 40. Accessible pram ramps and street painting are recommended at the intersection of Rose Street and Fitzroy Street to address immediate accessibility issues.
- 41. Cross-traffic movements, such as the southbound movement at the intersection of Fitzroy Street and Rose Street, are discouraged in shared zones. A separate proposal to alter the traffic flow along Fitzroy Street will be investigated to reduce or remove the cross-traffic movement at Rose Street subject to local consultation.
- 42. A raised threshold treatment at the intersection of Rose Street and Nicholson Street, estimated to cost \$55,000, is recommended to improve pedestrian safety and accessibility at this location.

One-way traffic change

43. Consultation revealed considerable opposition to a one-way (westbound) traffic change in Rose Street, particularly from local traders, operators of the private car parks and residents of surrounding streets such as Kerr Street.

- 44. A review of the previous LATM study revealed a number of issues with the one-way change. These included:
 - (a) an increase in daily traffic volumes on Rose Street since the study (from 533 up to 2,098 vehicles a day). This would lead to greater traffic redistribution to the surrounding area; and
 - (b) a low response rate to the original one-way proposal from those directly affected, with only four responses received (three in support and one opposed).
- 45. The one-way (westbound) traffic change would cause significant redistribution issues to the surrounding road network:
 - (a) Kerr Street: from 1,634 up to 2,373 vehicles on a weekday and 2,092 up to 2,960 on a Saturday;
 - (b) Fitzroy Street: from 138 up to 460 vehicles on a weekday and 186 up to 441 vehicles on a Saturday;
 - (c) Spring Street: from 468 up to 591 vehicles on a weekday and 642 up to 808 vehicles on a Saturday; and
 - (d) Westgarth Street: from 916 up to 1,080 vehicles on a weekday and 1,217 up to 1,536 vehicles on a Saturday.
- 46. Officers recommend not proceeding with the one-way change in view of the increased traffic redistribution. **See Attachment 1 for the traffic impact assessment summary**

Amenity

- 47. The installation of additional street trees within Rose Street is not possible due to underground and above ground services such as water, electricity, sewerage, gas and telecommunications lines.
- 48. Planter boxes incorporating public seating are recommended for trees and shrubs.
- 49. It is noted that the operational budget will need to be increased by \$9,000 annually to maintain the planter boxes, street trees and shrubs.
- 50. Additional bike parking is recommended to meet the existing high demand.
- 51. Currently the street lighting levels along Rose Street are acceptable for a local residential street.
- 52. However community feedback indicates demand for increased street lighting to address safety concerns. A quote is being prepared by CitiPower for brighter but more energy efficient lights. It is estimated that the upgrade will be in the order of \$20,000 at this stage. Officers are of the view that the existing lighting be retained and its effectiveness be reviewed after 12 months.
- 53. Community demand for a public toilet in the northern part of Fitzroy will be investigated through the development of the Brunswick Street Master Plan and/or the Yarra City Council Public Toilet Strategy.

Parking

54. There has been strong support from traders, residents and the wider community for the removal of some on-street parking to facilitate pedestrian improvements along Rose Street. See Figure 2

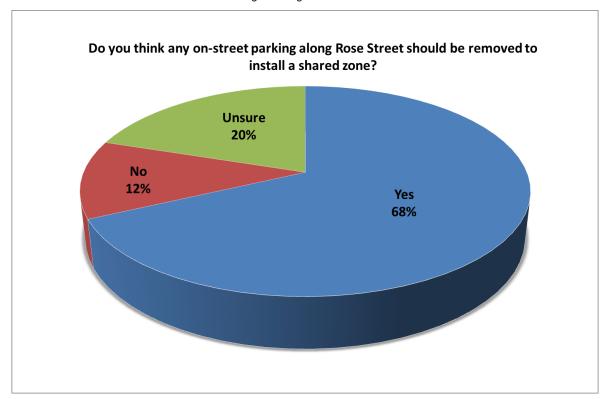


Figure 2: Stage Two community consultation – response to parking removal

- 55. The following parking changes are proposed:
 - (a) replace six parking spaces with pedestrian pause points containing planter boxes, trees and shrubs, bike racks, public seating and street litter bins;
 - (b) convert two parking spaces to dedicated loading zones or similar outside Rose Street Market and near the intersection of Fitzroy Street; and
 - (c) reinstate a redundant driveway crossover outside 88 Rose Street to formalise one additional paid parking space.

Heritage, art and events

- 56. Rose Street has a unique artistic character that should be reflected in the shared zone design and treatments. It is well-recognised that Rose Street has some of the best examples of street art in Melbourne, attracting local and international tourists alike.
- 57. There is strong support for opportunities for art installations, either temporary or permanent.
- 58. The physical constraints placed by the narrowness of the street makes it difficult for art to be installed on the street level. Instead opportunities to install art on the road surface or above the road level are recommended.
- 59. Council's Public Art Policy will guide the commissioning of artists.
- 60. Consultation with the community and traders indicated interest in developing opportunities for events, street activation and business in this area.
- 61. It is recommended that Council continues to collaborate with the community and traders of Rose Street.

Street cleaning, waste management and maintenance

- 62. Bin storage and waste collection are major concerns among the Rose Street community. The large number of bins at the Brunswick Street end was especially highlighted.
- 63. The narrowness of the footpaths means that pedestrians are forced onto the roadway when bins are placed for collection. This is a common issue throughout Yarra City Council, and the creation of a shared zone in Rose Street will improve pedestrian access when bins are out.
- 64. Local Laws prevent setting up designated bin storage areas in public areas.

- 65. There is no immediate solution to address the bin issues. Council's Compliance Administration Team and Waste Management department shall monitor and respond to bin placement and collection issues.
- 66. An additional two public street litter bins are proposed outside Grace Café and the Rose Street Market.
- 67. In response to community feedback, Rose Street between will be added to the enhanced street sweeping program, increasing the mechanical street sweeping from a monthly to a weekly frequency.
- 68. It is noted that the operational budget will need to be increased by \$13,000 annually for the enhanced weekly street sweeping program, pressure washing street cleaning and street litter bin collection.

Options

- 69. Two concept designs for the shared zone were provided for consultation in Stage Two. **See Attachment 2 for preliminary concept designs.**
- 70. Concept Option 1 incorporated a flexible design that could be used to test changes to the street layout as a short-term experiment lasting up to five years, through the provision of pedestrian pause points in place of existing car parking spaces.
- 71. Concept Option 2 incorporated a repeating design element to break up the linearity of the street, through tree planting and bluestone paving banding to provide a visual cue to slow vehicles.
- 72. Each concept was restricted to the same budget.
- 73. Concept Option 1 received 57 per cent support compared to 30 per cent for Concept Option 2. **See Figure 3**

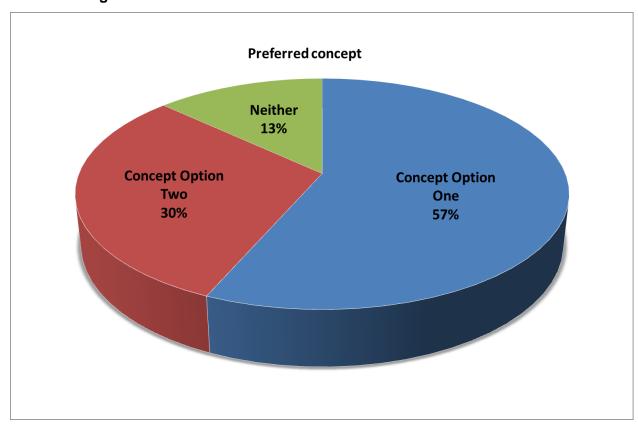


Figure 3: Stage Two community consultation – response to preferred concept

74. A final recommended shared zone concept was prepared based on the preferred Concept Option 1 and other feedback. **See Attachment 3 for final recommended concept.**

Conclusion

- 75. The proposal for one-way (westbound) traffic change along Rose Street is no longer supported in view of the updated traffic impact assessment and community opposition to the change.
- 76. The accessibility issues and high pedestrian traffic (particularly on weekends) are best managed through the introduction of a shared zone to regulate and encourage pedestrians on the roadway.
- 77. The final recommended concept provides a flexible design which can be used to test changes to the street layout, such as through the provision of pedestrian pause points in place of existing car parking spaces. **See Attachment 3 for final recommended concept**
- 78. Annual maintenance costs for new infrastructure of \$9,000 for planter boxes, street trees and shrubs and \$13,000 for an enhanced weekly street sweeping program, pressure washing street cleaning and street litter bin collection be included in future maintenance schedules.
- 79. Street lighting to be reviewed as per item 81.
- 80. The design aims to support the change of Rose Street to a shared zone and the priority of pedestrians over vehicle movement.
- 81. Key design features include:
 - (a) A 10 km/h speed limit to reduce traffic speed;
 - (b) The replacement of six parking spaces with pedestrian pause points containing planter boxes, trees and shrubs, bike racks, public seating and street litter bins;
 - (c) Two dedicated loading zones or similar outside Rose Street Market and near the intersection of Fitzroy Street;
 - (d) Reinstatement of a redundant driveway crossover outside 88 Rose Street to formalise one additional paid parking space and repair the footpath;
 - (e) Painted treatments on the roadway;
 - (f) Opportunities for art installations, including those above the street level at the Brunswick Street entrance;
 - (g) Pram ramps and street painting at the intersection of Rose Street and Fitzroy Street to address the immediate accessibility issues; and
 - (h) A raised threshold treatment at the intersection of Rose Street and Nicholson Street.
- 82. Monitoring, further testing and evaluation will be carried out as required following the completion of the project, including a 12 month review as part of formal reporting to VicRoads, TAC and Council.

RECOMMENDATION

1. That Council:

- endorse the final recommended shared zone concept that provides a flexible design which can be used to test changes to the street layout, estimated at \$322,000. See
 Attachment 3 for final recommended concept;
- (b) abandon a proposed one-way (westbound) traffic change along Rose Street in view of the updated traffic impact assessment and community opposition to the change;
- (c) note that an additional annual operating budget of \$9,000 is required to maintain new planter boxes, street trees and shrubs;
- (d) note that an additional annual operating budget of \$13,000 is required for an enhanced weekly street sweeping program, pressure washing street cleaning and street litter bin collection:
- (e) continues to collaborate with the community and traders of Rose Street to develop opportunities for events, street activation and business in this area;
- (f) note that the project will not commence until total funding is available;
- (g) acknowledges that the budget for Rose Street will be in the order of \$150,000 from Council's 2018/19 Local Area Place Making (LAPM) budget;
- (h) acknowledges that additional funding, in the order of \$172,000, will be sought through grants from VicRoads and the TAC for delivery in 2018/19; and
- (i) notes that monitoring, further testing and evaluation, including street lighting, will be carried out as required following the completion of the project, including a 12 month review as part of formal reporting to VicRoads, TAC and Council.

CONTACT OFFICER: Ted Teo

TITLE: Senior Projects Engineer

TEL: 0429 706 592

Attachments

- 1 Traffic Impact Assessment Conclusions One-way Change on Rose Street
- 2 Preliminary Concept Designs for Rose Street Shared Zone
- 3 Final Recommended Concept for Rose Street Shared Zone

Attachment 1 - Traffic Impact Assessment Conclusions - One-way Change on Rose Street



Traffic Impact Assessment

Rose Street, Fitzroy - Brunswick Street to Nicholson Street: Proposed One-Way

6 Conclusions

Having undertaken a detailed traffic engineering assessment of One-Way (Westbound) Proposal on Rose Street, Fitzroy between Brunswick Street and Nicholson Street, we are of the opinion that:

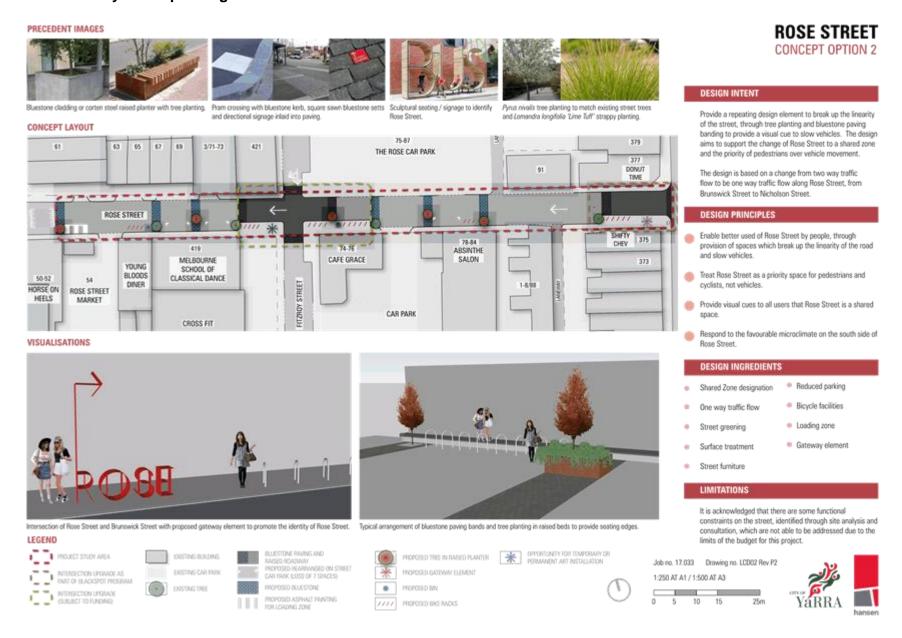
- there has been a significant increase in the daily traffic volumes and significant changes to the directional splits on Rose Street, since the one-way proposal was first suggested as part of the Rose Precinct LATM study in 2015,
- the one-way (westbound) proposal would cause the redistribution of eastbound traffic from Rose
 Street to the surrounding road network,
 - the daily traffic volume on Kerr Street is expected to exceed the environmental capacity for local streets on both weekdays and Saturdays,
 - the peak hour traffic redistributions would not noticeably impact the operation of the VicRoads arterial road network, including the Kerr Street / Nicholson Street intersection, and
 - the peak hour traffic redistributions may cause minor increases in the delay experienced by vehicles at the west approach (Kerr Street) of the Brunswick Street / Kerr Street intersection.
- residents and patrons of the off-street carparks and local businesses on Rose Street wishing to travel to Brunswick Street would be required to take longer routes to reach their destinations,
 - for residents between Nicholson Street and Spring Street, this would involve travelling via the arterial road network (Nicholson Street) to travel to the east, and
 - for patrons of the off-street carparks and local businesses, this would involve utilising both
 Fitzroy Street, Spring Street and Kerr Street to travel to the east or north.
- d) local traders and the operators of the off-street carparks have raised concerns about losing the relatively direct access from their site to Brunswick Street as a result of the one-way proposal,
- e) parking may not necessarily need to be removed to accommodate a contra-flow bicycle lane (given parking is already restricted on the north side). However a contra-flow bike lane may create confusion and reduce pedestrian amenity if a shared zone is introduced in the future,
- f) it is recommended that Council not proceed with the current proposal for the one-way (westbound) operation of Rose Street between Brunswick Street and Nicholson Street and that Council investigate alternative options to improve the pedestrian facilities on Rose Street. The following alternative proposals have been suggested for further investigation:
 - abandon the one-way proposal and implement a 'shared zone' on Rose Street between Brunswick Street and Nicholson Street,
 - switch the direction of the one-way to implement one-way (eastbound) along Rose Street between Brunswick Street and Nicholson Street,
 - reduce the length of the current one-way (westbound) proposal to only include the section of Rose Street between Fitzroy Street and Nicholson Street,
 - reduce the length and switch the direction of the current proposal to implement one-way (eastbound) on Rose Street between Fitzroy Street and Nicholson Street, and
 - implement the current one-way (westbound) proposal only on weekends when pedestrian volumes are highest.

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Attachment 2 - Preliminary Concept Designs for Rose Street Shared Zone



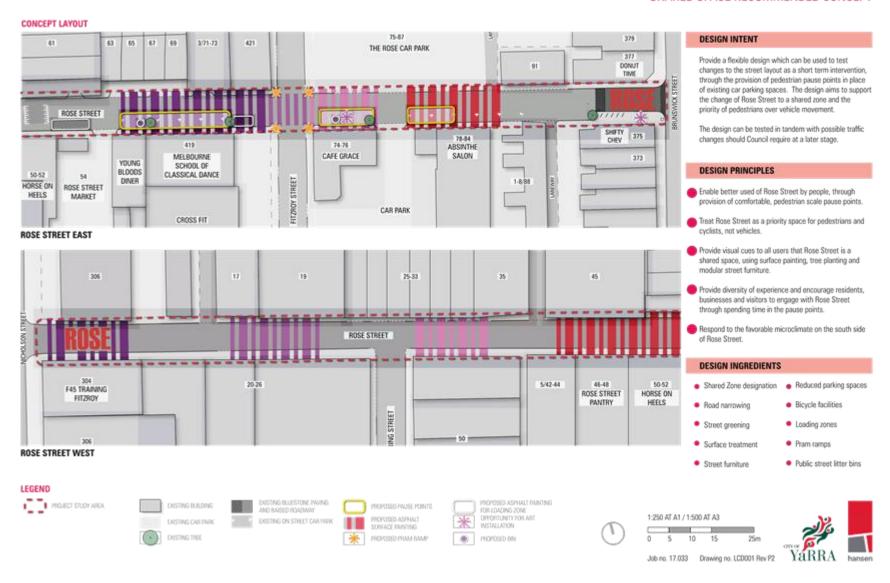
Attachment 2 - Preliminary Concept Designs for Rose Street Shared Zone



Attachment 3 - Final Recommended Concept for Rose Street Shared Zone

ROSE STREET

SHARED SPACE RECOMMENDED CONCEPT



ROSE STREET

SHARED SPACE RECOMMENDED CONCEPT

PRECEDENT IMAGES



Rexible timber seating and raised garden bed / tree planters which are modular and can be arranged in different combinations.





Combined flexible timber seating and planter.



Bright and colourful asphalt surface painting used as a visual cue for pedestrian priority and to enhance street character.





Tree species of Lagerstroemia indica 'Sioux' and low growing strub species of Rosmarinus officinalis 'prostratus'

PAUSE POINT VISUALISATIONS





Visualisations to illustrate a typical arrangement of raised planters and bicycle racks at a pause point, with individual tree planters, planters with trellis for shade, provision of seating, and asphalt surface painting.



11.3 30 km/h Speed Limit Pre-Trial Study

Trim Record Number: D17/111391

Responsible Officer: Manager Traffic and Special Projects

Purpose

1. To report on the 30 km/h speed limit pre-trial study.

2. To adopt the recommendations to proceed with a trial of 30 km/h speed limits on local residential streets in the Rose and Gold Local Area Place Making (LAPM) precincts of Fitzroy and Collingwood, subject to funding.

Background

- 3. Council's Strategic Transport Statement (2012 update) provides the following strategic direction:
 - (a) 1.3 Once all local streets are reduced to 40 km/h, begin a progressive program of applying for 30 km/h speed limits in residential areas; and
 - (b) 1.26 Continue to lobby the State government to implement safe and consistent speed limits, with a long term view to implement 30 km/h zones in residential precincts across the municipality.
- 4. All local residential streets in Yarra were reduced to a 40 km/h speed limit in 2013/14.
- 5. The Yarra Environment Strategy 2013-2017 specifies a trial of 30 km/h speed limits in LAPM precincts, where suitable and feasible. This forms part of Action 3.1.3.1 Advocate and work with key stakeholders to support sustainable transport, such as walking and cycling.
- 6. In February 2016, Council resolved to explore the potential for an area-wide 30 km/h trial and research study in the Rose LAPM precinct of Fitzroy, bound by Alexandra Parade, Nicholson, Johnston and Smith Streets.
- 7. In October 2016, Council received a \$25,000 Transport Accident Commission (TAC) Local Government Grant to undertake a pre-trial study.
- 8. In January 2017, the Monash University Accident Research Centre (MUARC) was engaged to undertake the pre-trial study.
- 9. The pre-trial study would:
 - (a) provide context and evidence to support the trial;
 - (b) address potential issues when conducting the trial;
 - (c) develop parameters on evaluating the success of the trial; and
 - (d) assemble quantitative and qualitative data in preparation for the trial, including baseline research into community attitudes on 30 km/h speed limits.

Context to 30 km/h trial

- Yarra City Council has been a leader in encouraging lower speeds through its extensive Local Area Place Making (LAPM) program and the implementation of 40 km/h speed limits on all local streets.
- 11. The number of serious injury and fatal road crashes in Yarra has been trending downwards since 2010.
- 12. Despite the positive outcomes, vulnerable road users in Yarra are still overrepresented in road injuries, particularly cyclists and pedestrians. **See Figure 1**

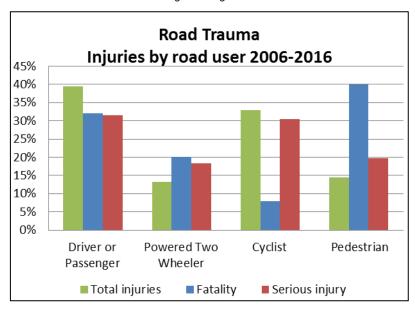


Figure 1: Road trauma in the City of Yarra

- 13. Since 2012 there have been over 100 crashes in the Rose and Gold LAPM precincts of Fitzroy and Collingwood. Over 90 per cent of these crashes involved pedestrians, cyclists and motorbike riders, and one third resulted in serious injury.
- 14. Further reduction in vehicle speed is the best opportunity to reduce the number and severity of injury crashes involving vulnerable road users.
- 15. Victoria's Road Safety Strategy and Action Plan Towards Zero 2016-2020 advocates for reduced speeds, with 30 km/h as an appropriate speed to reduce road trauma in areas frequented by vulnerable road users.
- 16. This is an opportunity for the City of Yarra to show leadership in this area and help in addressing the Towards Zero initiative, now accepted as a guiding road safety initiative in Victoria and internationally.

Evidence to support a trial

- 17. The following evidence was provided by MUARC in the pre-trial final report: **See Attachment**1 for full MUARC report
 - (a) the chance of a pedestrian dying when hit by a motor vehicle drops by more than half when the impact speed is reduced from 40 km/h to 30 km/h;
 - (b) A 1 km/h decrease in travelling speed would lead to a 2–3% reduction in road crashes;
 - (c) In 1996, the United Kingdom's centre for research on transport safety (Transport Research Laboratory) evaluated 200 zones in Great Britain where the speed limit was reduced from 30 mph to 20 mph (equivalent of 50 km/h to 30 km/h) (Webster, Mackie, & Trl, 1996). This study observed a reduction in speeds of 9 mph (14 km/h), traffic volume by 27%, and fatal and serious injuries by 70%;
 - (d) speed limits of 30 km/h or 20 mph apply in local areas across the world, most notably in the UK and Europe; and
 - (e) the 20's Plenty Initiative advocates for 20 mph as the default speed limit in local streets in the UK. The Initiative started 10 years ago and now has more than 60 councils signed up to the program, with an aim to cover all local roads in the UK by 2020.
- 18. Improved levels of active travel may result from a reduced speed limit. A 20 mph pilot study in South Central Edinburgh (UK) reported:
 - (a) 7% increase in walking trips;
 - (b) 5% increase in cycling trips;
 - (c) 3% fewer car trips;

- (d) proportion of children walking to school increased from 63% to 65%; and
- (e) proportion of children cycling to school increased from 4% to 12%, with notable increases in older primary school age children cycling to school from 3% to 22%.
- 19. The South Central Edinburgh pilot study also saw improvements in community perceptions on safety as a result of a reduced speed limit:
 - (a) 78% thought their street was safe for walking and cycling, compared to 71% before the pilot;
 - (b) 18% thought traffic speeds in the local area were unsafe for cycling, compared to 26% before the pilot; and
 - (c) 12% thought traffic speeds in the local area were unsafe for walking, compared to 17% before the pilot.

Potential issues when conducting the trial

Trial size

- 20. The original trial area was proposed to be the Rose LAPM precinct of Fitzroy, bound by Alexandra Parade, Nicholson, Johnston and Smith Streets.
- 21. The Rose LAPM precinct is already heavily traffic calmed with road humps, one-way streets, roundabouts, traffic islands, kerb extensions and raised threshold treatments at intersections.
- 22. The 85th percentile traffic speed in the Rose precinct is 34.6 km/h.
- 23. Further traffic calming options are limited so the decision to trial a 30 km/h area speed limit in the Rose LAPM precinct was due to a desire to reduce speed and improve the safety of pedestrians and cyclists in the area. For example, Napier Street is considered to be a "nursery" bike route for families and inexperienced cyclists.
- 24. Council officers, MUARC and key stakeholders such as VicRoads and TAC expressed a desire to expand the trial area to ensure the findings are more robust. **See Attachment 2**
- 25. An expanded trial allows it to be eligible for external funding, and increases its credibility as a test-case for wider application across Yarra and indeed Australia.
- 26. The trial is proposed to be expanded further east to Hoddle Street, including the neighbouring Gold LAPM precinct of Collingwood. The shopping strips along Brunswick Street and Smith Street are not proposed to change due to the presence of trams and changes needed to upgrade electronic signs and traffic signals. The perimeter streets are also not proposed to change. **See Figure 2**



Figure 2: Proposed 30 km/h trial and control areas

- 27. The 85th percentile traffic speed in the Gold LAPM precinct is 40.6 km/h.
- 28. Another benefit of a larger trial is a 60 per cent increase in the population for which to conduct qualitative assessment.

Enhanced collaboration

- 29. Enhanced collaboration between Council, the Victorian Government, community and industry is critical to the success of a trial.
- 30. In 2016 and 2017, Yarra received support for the 30 km/h trial from stakeholders including VicRoads, TAC, MUARC, Bicycle Network, Victoria Walks and Victoria Police.
- 31. These stakeholders are keen to support a trial that can be used as a case study to assess the effectiveness and outcomes of the road safety measure, as well as in encouraging walking and cycling. **See Attachment 3**
- 32. MUARC was keen to point out that there is a need to carefully stage the introduction of a trial to maximise its success. Without adequate consultation, positive benefits such as slower speeds and fewer crashes may not occur.
- 33. A sufficient period is recommended for continuing meetings, workshops, and other local forms of consultation with residents. This would increase the chance of a positive outcome when the new limits are introduced.

<u>Funding</u>

- 34. Additional funding is required to undertake the trial to its full potential.
- 35. This funding would allow for a stronger focus on marketing, advertising, community engagement and assessment.
- 36. VicRoads and TAC have indicated strong support for the trial and external funding may be available through programs such as the VicRoads Safe Travel Speeds in Local Streets program. **See Attachment 2**

Low initial community support for a trial

- 37. It is important to understand that underlying the 30 km/h trial will be a scientific evidence-based research study.
- 38. An initial low level of community support for a trial should not dispel the merits of undertaking a trial.
- 39. Council policies and strategies also support a 30 km/h trial.
- 40. As part of a scientific study, it is important to obtain baseline unbiased community feedback.
- 41. The feedback received would then help to understand why the community may be opposed to 30 km/h speed limits.
- 42. Targeted marketing, advertising and engagement will then be delivered to educate and improve the community's understanding and support for 30 km/h speed limits. **See Items 32** and **33**
- 43. International studies show that support for reduced speed limits increases once a trial is implemented. The South Central Edinburgh 20 mph pilot study showed support grew from 68 per cent before the pilot to 79 per cent after the pilot.

Evaluation of a trial

- 44. The scientific credibility and independence of the evaluation is important when negotiating for a greater roll-out across Yarra and for promoting the success of the trial among the key stakeholders.
- 45. The neighbouring Fitzroy and Collingwood LAPM precincts (between Johnston Street and Victoria Parade) shall be used as the control area for the study.
- 46. A scientific control is a common research tool that gives a baseline to compare results. For example, a medical study will typically use a trial group and a control group. The trial group gets the real medicine and the control group gets a placebo. The medicine would therefore be successful if the trial group experience improvement, whereas the control group did not.
- 47. While the speed limit will not change in Fitzroy and Collingwood LAPM precincts, the same quantitative and qualitative assessments shall be undertaken across both trial and control areas. Indications of a successful trial may include:
 - (a) reduce traffic speeds and volumes in the trial area compared to the control area;
 - (b) increased walking and cycling trips in the trial area compared to the control area;
 - (c) reduced crash and injury rates in the trial area compared to the control area; and
 - (d) higher levels of support and community perceptions to 30 km/h speed limits by residents of the trial area compared to the control area.
- 48. The 30 km/h trial is proposed to comprise:
 - (a) A 12 month trial of all local residential streets within Alexandra Parade and Hoddle, Nicholson and Johnston Streets;
 - (b) no speed limit changes are proposed for Smith and Brunswick Streets;
 - (c) community attitude surveys to 30 km/h speed limits;
 - (d) traffic speed, volume and travel time comparisons;
 - (e) active transport evaluation such as pedestrian and cyclist counts;
 - (f) crash statistics; and
 - (g) monitoring and evaluation will be carried out during the trial, including a formal report to VicRoads, TAC and Council upon the trial completion.

External Consultation

- 49. Community engagement was undertaken between 22 May and 23 June 2017, comprising:
 - (a) 13,000 postcards sent to residents and businesses in the trial area (Rose and Gold LAPM precincts) and control area (Fitzroy and Collingwood LAPM precincts);
 - (b) Online engagement and survey through Your Say Yarra website; and
 - (c) Hard copies of the survey were provided on request.
- 50. A baseline research survey on community attitudes to local traffic and speed was undertaken between 29 May and 16 June 2017, comprising:
 - (a) 4,000 posted letters to randomly selected householders and businesses in the trial and control areas;
 - (b) participants were invited to complete a 10-minute online survey; and
 - (c) hard copies of the survey were provided on request.
- 51. Overall statistics for the consultation included:
 - (a) over 500 visits to Your Say Yarra with over 220 survey responses; and
 - (b) 531 completed and 38 partially completed baseline research surveys (over 15% response rate after accounting for returned letters).

Your Say Yarra Survey

- 52. Overall there was 45% support for 30 km/h speed limits in local residential streets.
- 53. There was significant interest from people living outside Fitzroy and Collingwood, with 65 per cent support for 30 km/h speed limits.
- 54. If only properties of Fitzroy and Collingwood (Rose, Gold, Fitzroy and Collingwood LAPM precincts) are considered, there is 40% support, 57% opposition and 3% neutral.
- 55. The strongest level of support came from:
 - (a) residents of Fitzroy LAPM precinct (55%);
 - (b) 60-74 year olds (58%);
 - (c) occupants of semi-detached, row or terrace homes (60%);
 - (d) residents living 10 or more years in the area (50%); and
 - (e) households with members with permanent or long-term disability (58%).
- 56. The lowest level of support came from:
 - (a) residents of Collingwood LAPM precinct (26%);
 - (b) 20-34 year olds (30%);
 - (c) couples only households (34%);
 - (d) private rental households (27%);
 - (e) occupants of flats, units and apartments (27%); and
 - (f) residents living 1-5 years in the area (25%).
- 57. Residents of Rose LAPM precinct indicated 33% support and 67% opposition.
- 58. Residents of Gold LAPM precinct indicated 38% support and 62% opposition.

Internal Consultation (One Yarra)

59. This project has involved Traffic and Special Projects, Strategic Transport, Communications and Social Policy and Research departments.

Financial Implications

- 60. The total cost for the trial is estimated to be \$170,000 comprising of:
 - (a) \$11,000 for signs and road marking;
 - (b) \$16,000 for traffic, pedestrian and cyclist data collection;
 - (c) \$50,000 for advertising, marketing and engagement;
 - (d) \$50,000 for MUARC to independently evaluate and provide professional services to support the trial;
 - (e) \$27,000 for printing, postage and administration; and
 - (f) An additional 10% contingency.
- 61. \$25,000 has been allocated to the 30 km/h trial in the 2017/18 Council budget.
- 62. \$145,000 shall be sourced through external grants from VicRoads and TAC, with full-funding possible under the VicRoads Safe Travel Speeds in Local Streets program.

Economic Implications

63. There are no economic issues arising from the recommendations contained in this report.

Sustainability Implications

64. There are no sustainability issues arising from the recommendations contained in this report.

Social Implications

65. There are no social issues arising from the recommendations contained in this report.

Human Rights Implications

66. There are no human rights issues arising from the recommendations contained in this report.

Communications with CALD Communities Implications

67. A language advisory panel was included in postcards and letters delivered to residents and businesses. This included contact details and a reference number to access Council's interpreter services.

Council Plan, Strategy and Policy Implications

- 68. Council's Strategic Transport Statement (2012 update) provides the following strategic direction:
 - (a) 1.3 Once all local streets are reduced to 40 km/h, begin a progressive program of applying for 30 km/h speed limits in residential areas; and
 - (b) 1.26 Continue to lobby the State government to implement safe and consistent speed limits, with a long term view to implement 30 km/h zones in residential precincts across the municipality.
- 69. The Yarra Environment Strategy 2013-2017 specifies a trial of 30 km/h speed limits in LAPM precincts, where suitable and feasible. This forms part of Action 3.1.3.1 Advocate and work with key stakeholders to support sustainable transport, such as walking and cycling.
- 70. Council's Safe Travel Strategy 2016 vision is to have no deaths or serious injuries on Yarra roads by 2026.

Legal Implications

- 71. In accordance with Section 34 of the Victorian Road Management Act 2004 Council's obligations as a Responsible Road Authority include:
 - (a) to provide and maintain, as part of a network of roads, roads for use by the community served by the road authority;

- (b) to manage the use of roads having regard to the principle that the primary purpose of a road is to be used by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and on the environment: and
- (c) to manage traffic on roads in a manner that enhances the safe and efficient operation of roads.
- 72. VicRoads has provided in-principal approval for 30 km/h speed limits along local residential streets proposed in this trial.

Other Issues

73. There are no other issues arising from the recommendations contained in this report.

Options

- 74. Conduct a 12-month trial of the Rose and Gold LAPM precincts of Fitzroy and Collingwood, excluding Brunswick and Smith Streets, subject to external funding from VicRoads and TAC.
- 75. Conduct a 12-month trial of the Rose precinct only, excluding Brunswick and Smith Streets, noting that external funding will not be available and the trial will be unlikely to serve as a test-case for a wider application of 30 km/h.

Conclusion

- 76. Conduct a 12-month trial in the Rose and Gold LAPM precincts of Fitzroy and Collingwood, excluding Brunswick and Smith Streets, subject to external funding from VicRoads and TAC.
- 77. A further reduction in vehicle speed is the best opportunity to reduce the number and severity of injury crashes involving vulnerable road users, such as pedestrians and cyclists.
- 78. This is an opportunity for the City of Yarra to show leadership in this area and help in addressing the Towards Zero initiative, now accepted as a guiding road safety initiative in Victoria and internationally.
- 79. An expanded trial area allows the trial to be eligible for external funding, and increases its credibility as a test-case for wider application across Yarra and indeed Australia.
- 80. Underlying the 30 km/h trial will be a scientific evidence-based research study.
- 81. An enhanced collaboration between Council, the Victorian Government, community and industry is critical to the success of a trial.

RECOMMENDATION

- That Council:
 - (a) endorse a 12-month trial in the Rose and Gold LAPM precincts of Fitzroy and Collingwood, excluding Brunswick and Smith Streets, subject to external funding from VicRoads and TAC;
 - (b) notes the 30 km/h pre-trial report prepared by MUARC to provide context and evidence to support the trial, address potential issues when conducting the trial, and develop parameters on evaluating the success of the trial; **See Attachment 1**
 - (c) acknowledges that \$25,000 from Council's 2017/18 budget will be used in this trial; and
 - (d) acknowledges that \$145,000 of additional funding is required to undertake the trial to its full potential and will be sourced through external grants from VicRoads and TAC.

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Attachments

- Monash University Accident Research Centre 30 km/h Pre-Trial Report
- 2 Support emails 30 km/h trial from VicRoads and TAC
- 3 Support letters for 30 km/h trial Bicycle Network, Victoria Walks, VicRoads



City of Yarra - 30km/h Speed Limit: Pre-Trial Final Report

Authors: Professor Brian Fildes Assoc. Professor Jennie Oxley Brendan Lawrence

August 2017

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MONASH UNIVERSITY ACCIDENT RESEARCH CENTRE REPORT DOCUMENTATION PAGE

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City of Yarra, in co	njunction with the Tra	nsport Accident Con	nmission of Victoria	(TAC)	

Abstract:

The City of Yarra in Victoria is contemplating the introduction of a trial of 30km/h in local streets in the ROSE region of Fitzroy. The Monash University Accident Research Centre was commissioned to provide advice and identify any potential issues for conducting such a trial and to develop clear parameters on quantitative and qualitative data collection and analysis to measure its success. This report documents our findings for the pre-trial study and makes several recommendations for implementing the proposed trial to ensure maximum benefits in terms of its success and safety to the residents. These cover areas such as the study region, the need for a control region, data collection and measures of success, trial implementation and evaluation, as well as other recommendations including funding, staffing, and timing for the program. It is acknowledged that the trial is expected to provide improved safety and other community benefits, and is a worthy initiative for the City of Yarra.

Key Words:	Disclaimer
Speed Reduction, Safety, Acciden Community Benefits	ts, Injuries, This report is disseminated in the interest of information exchange. The views expressed here are those of the authors, and not necessarily those of the City of Yarra or the TAC.

Reproduction of this page is authorised.

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EXECUTIVE SUMMARY

The City of Yarra in Victoria is contemplating the introduction of a trial of 30km/h in local streets in the ROSE region of Fitzroy. The Monash University Accident Research Centre was commissioned to provide advice and identify any potential issues when conducting the trial and to develop clear parameters on quantitative and qualitative data collection and analysis to measure the success of the trial in the future. This report documents the issues surrounding the pre-trial study and makes recommendations implementing the trial to ensure maximum benefits in terms of its success and safety to the residents.

Pedestrian Safety

The evidence in terms of safety to residents in local streets from slower speeds is definitive. Findings by researchers such as Pasanen (1991) and Wramborg (2005) shows that the chance of a pedestrian dying when hit by a motor vehicle drops by more than half when the impact speed is reduced from 40km/h to 30km/h. In addition, the World Health Organisation noted that only a 1 km/h decrease in travelling speed would lead to a 2–3% reduction in road crashes.

There are other benefits in reducing speeds in local streets. Earlier evidence from the UK 20's Plenty initiative shows that speeds reduced with lower speed limits and with experience, residents supported these reductions and took more ownership of their streets.

The 20's Plenty Initiative

Lower speeds in local streets in the UK were first introduced in Sheffield in the early 1990s. The 20's Plenty program formally started 10 years ago and more than 60 councils in the UK have since signed up to the program. The Nottingham City Council conducted an initial trial program in the Sherwood precinct of Nottingham in 2012 and with its success, has now expanded into all the 10-precincts in the Nottingham region. Rod King, founder of the initiative noted that the program aims to have a 20mph default speed limit on all urban roads in the UK by 2020.

Findings from a survey conducted in Sherwood in 2014 found that there was significant support for 20mph speed limits where 63% of respondents supported the introduction of a 20mph speed limit on their street and 52% of respondents would like to see 20mph speed limits extended to other parts of the City. In terms of safety benefits, they found a speed reduction of 1mph average speed in the region with a 3mph reduction in the 85th percentile speed limit. These would amount to a significant reduction in crashes and injuries, especially to vulnerable road users, in the region.

Data collection and success of the trial

The need for data to demonstrate the success of the trial is key if this trial is to be successful and elicit the strong support of such a trial for the Yarra region and elsewhere. From the experience of the 20's Plenty successes, several relevant key issues were identified for the City of Yarra trial as below:

- There is benefit in expanding the trial area beyond just ROSE in Fitzroy to include the GOLD region of Collingwood will ensure the findings are more robust in such a trial;
- The need for a "control" area (untreated region) to separate the effects of the trial from more general speed influences in the region is recommended (suggestions included);
- Data collection can be undertaken by the City of Yarra but independent design and analysis of the findings will ensure that the benefits that are perceived to be less biased;
- Crash reduction may not be a indicative measure of success in such a small-scale trial. However, mean speed and 85th percentile speeds reductions are, compared with control speeds;

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Community acceptance is also a useful measure of success and community benefit, and needs
to be collected before, during, and after the trial. Other measures are also outlined in the body
of the report.

Implementation Recommendations

The following key messages of importance that were stressed from the experience in Nottingham for the City of Yarra trial are noted below:

- Principally, the need for patience, time, commitment, endurance, constant positive advice, and strong support by the Council;
- Workshops among the key stakeholders are critical to ensure ongoing support by these
 organisations and resolution of any major issues that might arise during the program;
- Workshops among the community are an important means of ensuring a collaborative approach between the council and residents in the trial regions;
- Letter drops, marketing materials, slogans, and simple brochures to promote the program and knowledge why it is important for the residents in the trial areas;
- Launch of the program can be a community event children, police, community leaders, positive media and widespread attendance are other important measures;
- The use of "Champions" is also a key factor in the program's success;
- Findings from local and other evaluations helps overcome concerns by the residents;
- Subsequent roll-outs in other areas, supported by previous programs showing the benefits can be easier, given findings and support by residents in the previous trial region;

Evaluation Recommendations

Evaluation is always a critical part of marketing the success of the trial and areas where lower speed limits across the region could be improved. The scientific credibility and independence of the evaluation is important when negotiating for a greater roll-out across the City of Yarra (and in other local government regions too) and for promoting the success of the trial among the key stakeholders. Indeed, many of the potential funders of the trial will insist on such an evaluation to justify their involvement in the trial.

Other Issues

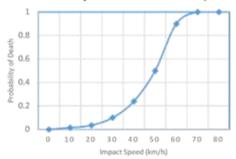
Funding for the trial will require considerable funding. Possibilities for external funding to help fund the increased size and scope of the trial could include the VicRoads Innovation Community Grant, the Safe System Road Infrastructure Program, and/or the TAC. It is hoped that the program described would help increase the chances for external funding to deliver the trial in 2017/18 and beyond.

Clearly, the need for sufficient, adequate funding, and an appropriate level of staffing are paramount for delivering a successful and beneficial program such as this. If funding can be provided by the end of 2017, it is recommended that the trial commence in January 2018 with introductory community consultations during the rest of 2017.

INTRODUCTION

The World Health Organisation identified speed as a key risk factor in road safety internationally¹. They note that in high-income countries, speed contributes to about 30% of deaths on the road and is a major factor in the severity of injuries that result from crashes. They claim that controlling vehicle speed can not only prevent crashes happening but can reduce the impact when they do occur, lessening the severity of injuries sustained by the victims. They note that studies suggest that a 1 km/h decrease in

Pedestrian fatality risk as a function of the impact



Source: Pasanen, 1991; From WHO (2004)

travelling speed would lead to a 2-3% reduction in road crashes.

A trial of 30km/h area-wide speed limits is proposed by the City of Yarra, supported by the TAC Local Government Grant, 25 August 2016. This is an important initiative not only for the City of Yarra residents but for other regions in Victoria and elsewhere. This is an opportunity for the City of Yarra to show leadership in this area and help in addressing the Towards ZERO initiative, now accepted as a key goal in guiding road safety initiatives in this state².

Objectives

The Monash University Accident Research Centre were commissioned by the City of Yarra to undertake a pre-trial study of introducing a 30 km/h area speed limit in the Fitzroy area. The objectives for the study were to:

- · Provide supporting evidence and justification to trial a 30 km/h area wide speed limit.
- · Identify and address any potential issues when conducting the trial.
- Develop clear parameters on quantitative and qualitative data collection and analysis to measure the success of the trial in the future.

Background evidence

There is substantive evidence that motor-vehicle speed reduction is an effective approach to reducing the risk of crash and severe injury, some of which is derived from the following research (Anderson, McLean, Farmer, Lee, & Brooks, 1997; European Transport Safety Council, 1995; Islam, El-Basyouny, & Ibrahim, 2014; Kloeden, Ponte, & McLean, 2001; Oxley, Diamantopoulou, & Corben, 2001; Tefft, 2013). At lower motor-vehicle speeds, the driver is afforded greater time to recognise hazards, a reduced distance travelled whilst reacting to the hazard and after braking, and a reduced likelihood of losing control of their vehicle (Fildes, Langford, Andrea, & Scully, 2005). Other road users are afforded greater ability to judge the speed of an approaching motor-vehicle, and more opportunity to avoid the collision.

Importantly, should a collision ensue, the impact forces exchanged between road users decreases, and so too the probability that these forces exceed those able to be tolerated by the road users

¹ World Health Organisation (2004) Road Safety - Speed Fact sheet

² TAC Towards ZERO, https://www.tac.vic.gov.au/road-safety/tac-campaigns/tac-latest-campaigns/towards-zero

without sustaining an injury. Vulnerable road users are particularly sensitive to this interaction, and it has been demonstrated that the probability of severe or fatal pedestrian injury increases exponentially with impact speed (Elvik, 2013; Nilsson, Lund Institute Of Technology, & Society, 2004; Wramborg, Swedish National, & Transport Research, 2005). An often cited view, is that to offer greater protection for pedestrians in particular (as less is known about cyclists), the prevailing road conditions must discourage motor-vehicle speeds in excess of 30 km/h. It should not be overlooked; however, that the critical impact speed (above which severe injury is highly likely) may indeed be lower than 30 km/h (Jurewicz, Sobhani, Woolley, Dutschke, & Corben, 2015).

The speed at which a motorist drives is influenced by a range of road, enforcement, road user, environmental, and vehicle factors (Fildes et al., 2005), and an intention to reduce speeds must take all into account. The speed limit has the greatest influence on the choice of speed; yet, only if the road environment is complementary. In low speed environments, reduced speed limits (30 km/h or 20 m/h) are often accompanied by traffic calming measures (e.g. narrowing, speed humps, conversion to one-way streets), and the effect of this combination on reducing the incidence and severity of injury is attracting growing research interest.

There have been several comprehensive reviews of the effectiveness of reducing speeds on injury incidence, in what are characteristically inner urban streets. One review systematically combined the findings of 33 studies that individually examined the effect of area-wide traffic calming on the safety of all road users (Elvik, 2001). The studies included in this review, examined the effect of traffic calming in areas that were predominantly residential, often close to a Central Activity District of a major city, and generally between 0.25 and 1.5 km² in size. This study found an average reduction in the number of crashes, associated with area-wide traffic calming on local roads (not necessarily speed limit reduction), of around 25%.

A more recent review also sought to systematically combine the findings of individual studies of similar remit (Bunn et al., 2009). This review included 22 studies (controlled before and after studies) that examined the effect of area-wide traffic calming on traffic-related injuries. The authors of this study concluded that area-wide traffic calming may be a promising approach to reduce the number of road traffic injuries and fatalities; yet, also noted that more rigorous evaluations of initiatives are needed.

In 1996, the United Kingdom's centre for research on transport safety (Transport Research Laboratory) evaluated 200 zones in Great Britain where the speed limit was reduced from 30 mph to 20 mph (equiv. 50 km/h to 30 km/h) (Webster, Mackie, & Trl, 1996). This study observed a reduction in speeds of 9 mph (14km/h), traffic flows by 27%, and fatal and serious injuries by 70%. In a follow-up study of 78 zones largely in residential areas of Great Britain, similar trends were observed. Specifically, there were marked reductions in mean traffic speeds and volumes, along with reductions in fatal and serious injuries for pedestrians, child pedestrians, cyclists, powered two wheelers, car occupants, and other child casualties (Webster & Layfield, 2007). The findings of this review have been supported by more recent studies of these 20 mph zones (Grundy et al., 2009; Li & Graham, 2016).

The "20s Plenty" for Us Initiative

The 20s Plenty Initiative was formally setup in the UK by Rod King MBE in 2007. The very first scheme of a 20mph local speed zone was installed in Sheffield in the early 1990s (Forster, 2015). Today, approximately 60 local councils in the UK have signed onto the initiative (see Attachment 1) and it is planned to have a default speed limit on all urban roads in the UK by 2020.

The founder and campaign director, Rod King MBE, noted that these are not just the odd road but for all residential streets and many city centres, leaving just the arterial roads above 20mph. He claimed that they also have 350 local community campaigns running across the country to support

this initiative. Of special interest, he stressed that "our experience tells us that the key to maximising compliance is community engagement and making the 20mph limit area wide enough so that most drivers will feel ownership on their own home streets" (King, 2017).

Nottingham City Council

Nottingham City Council, United Kingdom, has successfully introduced 20mph speed limits to all 10 precincts under its jurisdiction (730,000 population), using the momentum of the 20's Plenty initiative. To help understand the strategy used and issues faced by Nottingham City Council, Scott Talbot-Hartshorn, Team Leader, Walking, Cycling & Safety, Nottingham City Council, invited Professor Fildes, Monash University Accident Research Centre, to meet with Sarah Cooke and Chris Berry from the Road Safety Development division.

The Council conducted an initial trial program (case study) in a region in the Sherwood precinct of Nottingham (population approx. 16,000 people). It began in 2012 and the reduced speed limits were introduced in April 2013. The Sherwood Area was selected as the trial area due to it being relatively compact and containing a variety of residential, industrial, and retail parts therefore providing a useful representative study. The trial demonstrated positive benefits, and justified expanding 20mph speed limits across all the 10-precincts in the Nottingham region. Full details of the discussions are attached in Attachment 2. The following key issues of particular relevance to the 30km/h trial proposed in the City of Yarra are noted below:

- Principally, the need for patience, time, commitment, endurance, constant positive advice, and support by the Council they felt were vital factors for success.
- They kept stressing not to move too quickly and to bring the community along with them if the program is to succeed.
- Letter drops, marketing materials, slogans, simple brochures, all help.
- Launch of the program can be a community event children, police, community leaders, positive media and widespread attendance are other important measures.
- The use of "Champions" is also a key factor in the program's success.
- Findings from local and other evaluations helps overcome concerns by the residents.
- Subsequent roll-outs in other areas, supported by previous programs showing the benefits, were easier given findings and support by residents in the previous region.
- Any additional support from other trials is also important.

A survey conducted at the end of the trial (in 2014), identified significant support for 20mph speed limits. Specifically, 63% of respondents supported the introduction of a 20mph speed limit on their street, and 52% of respondents were supportive of extending 20mph speed limits to other parts of the City. The trial evaluation also identified meaningful reductions in travel speeds. They found a reduction of 1mph in average speed within the trial area, and importantly, a 3mph reduction in the 85th percentile speed. These would amount to a significant reduction in crashes and injuries in the region, especially to vulnerable road users.

Footscray CBD

As part of the SSRIP program, the Maribyrnong City Council recently announced plans to introduce some 30 km/h speed limits in the Footscray Central Business District, primarily to reduce the incidence and severity of pedestrian injuries. This presents an opportunity for the City of Yarra to observe the reaction of residents and other stakeholders to these changes, so to address these concerns in the

consultation stages of the City of Yarra trial. To date, initial reactions to the proposed changes in Footscray were based on concerns of the motivation underpinning the change (revenue raising), that travel speeds already being suitably slow due to congestion, and the perception that a 40 km/h speed limit being appropriate in highly pedestrianised areas. These concerns are quite predictable in the early stages of such a trial and can be addressed during the consultation phase.

KEY ISSUES FOR THE CITY OF YARRA TRIAL

This interim report sets out some key findings to date and several issues that could impact on the success of the program. These findings have arisen from a review of the literature, discussions with Nottingham City Council, the 20s Plenty for Us program, and early discussions with the City of Yarra officers of the trial. It is important for road safety as well as the credibility of the study that these issues be fully considered by the Yarra City Council. The likelihood of success is maximised by addressing these issues.

Study area

The study area has been specified as the Rose precinct of Fitzroy as illustrated in Figure 1 opposite, comprising the area bounded by Johnston, Smith and Nicholson Streets and Alexandra Parade. It is proposed to trial 30 km/h speed limits on all local roads with the exception of Brunswick Street and Smith Street. The study region is comprised of approximately 3,800 residents, around 8 kilometres of (eligible) local roads, and land uses predominantly zoned as neighbourhood residential, commercial, and mixed-use. This is a small



Figure 1: Rose Precinct in Fitzroy

study region for conducting a speed-limit reduction trial, as there are likely to be specific qualities of this precinct that differentiate Rose from other precincts in Fitzroy. It is important that the study region be reasonably representative of Yarra if the outcome of the trial can be adopted across all precincts. An alternative would be to consider expanding the 30km/h trial into a broader region encompassing both the Rose and the adjacent Gold precincts of Fitzroy and Collingwood as shown in Figure 2.



Figure 2: Rose and Gold Precincts as an alternative trial site likely to be dismissed as a simple unrepresentative outcome.

This would at least give a sizable increase in the population of residents in the study area (from 3,800 to 6,000 residents, a 60% increase), the length of local road eligible for speed-limit reduction, and help ensure that the results of the trial are more representative of the region at large. Of course, this would represent an increase in the cost of the study which is dealt with in a later section of the report, but would certainly make for a more definitive outcome of the trial and less

The need for a control area

In conducting an evaluation of the effectiveness of a treatment (eg: the 30km/h trial), it is normal to include a region nearby to act as a baseline for comparison³. The region must be representative of the control population so that any local influences that might unduly influence the effect of the speed limit trial are equal in both treatment and control regions (e.g. changes in traffic congestion). An example of this is when a new drug is being tested for which a control is used, often from a similar population who do not receive the treatment.

A control comparison is essential to minimize the effects of any other outside influences (apart from the treatment itself). Controls



Figure 3: Possible treatment and control regions

increase the reliability of the results, through comparing treatment and control results from the trial. Figure 3 shows one option for a control region assuming the treatment area is both the ROSE and GOLD precincts, but this can be negotiated. An implication of including a control area is the additional data collection requirements. These are outlined in the Outcome Measures section of the report.

Staging the project

It is understood that there is a need to carefully stage the introduction of a trial such as this one, to maximise its success. In the Nottingham City Council 20mph trial, for example, care was taken not to leap immediately into changing the speed limits without a reasonable period of consultation with the Council, local stakeholders, and especially residents. Often, the immediate response from these groups is to resist change. Without adequate consultation, positive benefits such as slower speeds and fewer crashes may not occur. This can be inferred to mean that the trial was not a success, rather than inadequate preparation to minimise resistance.

The current plan outlined in the Table attached, calls for the introduction of the trial within just a few months from conception. The Nottingham City Council stressed the importance of consultation in their finding of a 1mph reduction in average speed (and a 3mph reduction in the 85th percentile) in their Sherwood precinct trial. They also noted that this was further critical when they came to expanding the lower speed limit in other precincts. It would seem advisable to allow a sufficient period (perhaps 6 months or more) for continuing meetings, workshops, and other local forms of consultation with residents. This would increase the chance of a positive response when the new limits are introduced.

Timetable

A possible Timetable for an expanded study is shown in the Gantt Chart below, taking into account the comments and suggestions of previous successful trials and a keenness to ensure that the City of Yarra trial is of maximum success.

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³ Wikipedia Scientific control - https://en.wikipedia.org/wiki/Scientific_control

	2017									2018	2018 2019			
Task	02	03	04	05	06	07	08	09	10	11	12	01-12	01-03	04-06
MUARC Commissioned														
Progress meeting														
Meet with Victoria Police														
Presentation to Council of the Interim Report by MUARC														
Stakeholders workshop														
Application to Victorian Government for continuing Grant														
Finalise the community survey														
Data collection community survey														
VicRoads approval for speed limit change in Rose														
Draft pre-trial report			Interior											
Final pre-trial report														
Council report and presentation														
Decision on funding for implementing the Trial														
Develop a communication and engagement plan														
Implementation of community workshops														
Implementation of community discussions														
Additional community engagement initiatives														
30 km/h speed limit signs installed														
Speed limit trial begins														
Trial evaluation & report														
Stakeholders workshop & media														
Decision on expanding lower speed limit to other regions														

The GREEN bars represents the current project for which funding is secured.

The RED bars represent the implementation and evaluation stages for which additional funding is required.

Outcome measures

It is proposed that the evaluation trial will be predominantly a combination of qualitative survey responses, both before and after implementation, and quantitative speed and volume measures. These could include:

- Travel speeds in selected streets similar to what is currently collected regularly in the regions.
 These include mean, median and 85th percentile speeds, both before and after in both the trial and control regions, enabling a definitive analysis of speed reductions as a result of the trial intervention throughout the trial period;
- Surveys of community acceptance of 30 km/h speed limits, as planned for the before-study noted above. It would be advisable to conduct these during and after conclusion of the trial to show trends of greater acceptance with time during the implementation phase;
- Given the small scope of the trial, it is not possible to conduct a robust statistical analysis of the number and severity of crashes. However, the number of police reported crashes before and during the trial will be reported for examining any trends in crash reductions;
- 4. Changes in the pedestrian and bicyclist traffic would be expected from the trial as people gain confidence in its usefulness. As these changes are traditionally determined from analysis of CCTV cameras, observation studies or detailed surveys (census analyses) they can be expensive. However, a select random observation study of the type and frequency of bicycle and pedestrian movements before and during the trial is recommended.
- 5. Further measures of community acceptance can also be gained by involvement and assessment at appropriate events during the trial. There are a number of possibilities that the council might consider during this period such as council updates (written and invites), BBQs, safety days, workshops, and forums, to help promote and spread information on the trial success. Media can also be recruited for these events to help spread-the-word and the image of City of Yarra.
- 6. Other opportunities of outcome measures should be explored when they come to notice. For instance, an origin-destination survey could also be considered. It might be that people driving through the study region are non-residents, who therefore, will not be targeted by the community consultation.

Implementation & evaluation

The UK experience showed the need for community engagement to ensure that most drivers (and residents) feel ownership of the program on their own home streets. It is important, therefore, that the pre-trial includes a reasonable period of consultation with the local residents. Surveys are important for assessing before, during, and after, the trial is implemented. These surveys become an additional outcome measure of the success of the trial that will help in rolling lower speed limits out more widely in the area.

In addition, Nottingham City Council found that several local resident workshops they conducted across the trial area was also an important initiative to help sway the non-believers in terms of the need for the trial, the personal benefits to them, and an opportunity to address the myths among the community. Workshop sessions with local traders might be particularly important to assure them their livelihood will not be affected. From the discussions held in February in the UK, it was apparent that through these workshops, resident support grew significantly.

Evaluation is always a critical part of marketing the success of the trial and areas where lower speed limits across the region could be improved. The scientific credibility and independence of the evaluation is important when negotiating for a greater roll-out across the City of Yarra (and in other local government regions too) and for promoting the success of the trial among the key stakeholders. Indeed, many of the potential funders of the trial will insist on such an evaluation to justify their involvement in the trial.

Signage

At some point of the trial, the Council need to consider additional signage placed at critical threshold entry points along the area trial boundary or where there is no change with new speed imit.

This is important in terms of alerting local travellers of the trial in progress, the sponsor's needs, as well as to keep stressing the road



safety message currently being promoted, not only in Victoria but in the rest of Australasia too. Of course, there will be a need for installation of standard 30kmh speed limits in the affected areas.

It could also be useful to consider other signage, too, such as "The residents would like to thank you for driving at 30km/h" or "The residents would like to thank you for lowering your speeds" or more simply, just "Thank you for driving slowly". The idea is to transfer the wish of the low speed limit from road authority to the community and also to convey the purpose of the low speed limit to the drivers. These signs could be installed say 6 months after the installation of the 30km/h signs and after the initial assessment to help reinforce drivers to comply. Speed surveys are required to assess the effectiveness of these signs.

Project funding

What is outlined above will clearly require substantial funding, but importantly, bring not only the local residents along, but also the key stakeholders. Possibilities for external funding to help fund the increased size and scope of the trial as outlined may include the VicRoads Innovation Community Grant, the Safe System Road Infrastructure Program and/or the TAC Local Government Grant. It is hoped that the changes described above would help to increase our chances for external funding to deliver the trial in 2017/18 and beyond.

Total Cost of the Sherwood scheme

Financial Year	Total Allocation*
2011/2012	\$165,000
2012/2013	\$410,000
2013/2014	\$50,000
Total Cost	\$625,000

^{*}GBP converted to A\$ at 1.642 (4/4/17)

Of interest, the total cost of the Sherwood Scheme are shown in the Table opposite, and are indicative of what a comprehensive (and successful) trial might cost. These costs of course are in GBP more than 5 years ago and may need to be inflated to current values. They also only included costs to the Nottingham City Council and don't include any additional allowances for external consultants or any other local special

requirements such as any special signage discussed above or other needs. These costs, however, allow for salary costs for the two fulltime members of the Road Safety Development team.

Study Team

The final key issue and one that should not be overlooked in terms of guaranteeing success of the program is the resources required to manage and implement the program outlined above. By way of example, the Sherwood pilot involved 2-fulltime officers as well as contributions from the Team Leader, Walking, Cycling & Safety and other key council members. This was considered to be a minimal team needed to address all the issues, including program management, consultations with key stakeholders, attendance at council meetings and addressing council issues and concerns, media involvement, and most of all, consultation and communication with local residents to address their issues and concerns. As noted in their lessons learned from the citywide 20mph speed limit trial, "The main challenge when undertaking a project of this scale was that few, if any (similar) schemes of this size had been carried out ... previously" (Nottingham Sherwood Pilot, May 2014).

Clearly, the need for sufficient, adequate funding, and staffing are paramount for delivering a successful and beneficial program such as this one.

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Attachment 1 - Monash University Accident Research Centre 30 km/h Pre-Trial Report

Webster, D. C., Mackie, A. M., & Trl. (1996). REVIEW OF TRAFFIC CALMING SCHEMES IN 20 MPH ZONES. TRL REPORT 215, 41 p.

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Attachment 1 - "20s Plenty for Us" - UK Council's committed

Already more than half of the largest 40 urban authorities in the UK have a policy of setting 20mph as the default for all their streets. The complete list of places implementing a community-wide 20mph default with populations include:-

Edinburgh (495360)	Otley (14124)	
Fife (368,100)	Oxford (150200)	
Fressingfield (900)	Portsmouth (205400)	
Glasgow City (598830)	Rochdale (211900)	
Greenwich(LB) (255500)	Sefton (272000)	
Hackney (LB) (247200)	Sheffield (551800)	
Hammersmith & Fulham	Shipley (28162)	
(LB) (182400)	Southampton (239700)	
Haringey (LB) (255500)	Southwark (LB) (288700)	
Hounslow (LB) (265568)	St Helens (102629)	
Islington (LB) (206300)	Tower Hamlets (LB)	
Lambeth (LB) (304500)	(256000)	
Lancashire (1461400)	Tregony (1000)	
Leicester (329600)	Waltham Forest(LB)	
Lewisham (275885)	(259700)	
Limpley Stoke (900)	West Dunbartonshire (89,600)	
Liverpool (465700)	Wandsworth (LB) (312145)	
Middlesbrough (138400)	Warrington (202700)	
Middleton (500)	Westbourne (2309)	
Newcastle-upon-Tyne	Whitchurch, Hants (4800)	
(279100)	Wigan (318100)	
Norwich (213,166)	York (197800)	
Nottingham (303900)	1014 (13/000)	
	Fife (368,100) Fressingfield (900) Glasgow City (598830) Greenwich(LB) (255500) Hackney (LB) (247200) Hammersmith & Fulham (LB) (182400) Haringey (LB) (255500) Hounslow (LB) (265568) Islington (LB) (206300) Lambeth (LB) (304500) Lancashire (1461400) Leicester (329600) Lewisham (275885) Limpley Stoke (900) Liverpool (465700) Middlesbrough (138400) Middleton (500) Newcastle-upon-Tyne (279100) Norwich (213,166)	

Attachment 2 - Nottingham Urban Area Local Sustainable Transport Fund Case Study: Citywide 20mph Speed Limits – Sherwood Pilot, May 2014

1. Description of Project/Scheme

Nottingham City Council is committed to providing more 20mph speed limits across the City, where public support exists, such as around educational establishments, shopping areas, residential areas and community facilities. The 20mph scheme supports the Council's strategic priority for Safer, Neighbourhood, Family and Healthy Nottingham partnership visions. The scheme aims to consult, develop and consider 20mph speed limits with citizens in all residential areas of Nottingham.

The project forms part of Workstrand B 'Establish a network of Community Smarter Travel Hubs', specifically measure B6.1 Places for People; Delivery of a programme of 20mph speed limit schemes across the City. Additional funding is provided from the Local Transport Fund (LTP).

This case study will provide an overview of the 20mph programme, focusing on the pilot area of Sherwood.

A reduction in speed limit across the City to 20mph in residential areas will benefit all citizens and focuses on reclaiming residential streets for the community, improving safety and creating a more attractive walking and cycling environment.

Nottingham has been divided into areas for consideration of 20mph speed limits. The Sherwood Area was selected as the pilot area due to it being relatively compact and containing a variety of residential, industrial and retail parts therefore providing a useful representative study. These areas are not based on ward boundaries but the natural intersection of roads and have been labelled as Sherwood, Bestwood, Bulwell, Radford and Lenton, Meadows, Wilford, Clifton, Dales, Bilborough and Wollaton (please see appendix 1 citywide plan).

The pilot area of Sherwood helped to shape the process and policies for extending 20mph speed limits to other areas of the City. Lessons learnt from each stage of the development of the proposals have influenced the overall progression of the scheme.

The engagement work carried out in the Sherwood area was the first stage in developing a strategy for the city-wide 20mph proposals. With this first area proposals were sent out as a blank canvas showing all roads within the area as roads to be considered for a 20mph speed limit, this included residential, busier distribution and A&B roads within the area. A questionnaire accompanied the proposals and asked whether citizens would like to see 20mph speed limits include major roads such as the A and B roads within the area, 75% of respondents replied no to this question. Based on this feedback for future areas all A and B roads were identified as remaining at their existing speed limits at the beginning of the engagement period and removed from the proposals. Many citizens also requested the exclusion of a number of busier local distributor roads within the area, it was therefore decided to retain these roads within the proposals and use the feedback received during the engagement, consultation and advertisement period for the proposals to decide whether they would be included or excluded from the 20mph limit.

Consultation with stakeholders such as Nottinghamshire Police, public transport and private hire companies also helped to develop the proposals and to create effective partnership working in moving forward with the 20mph speed limits across the City.

The pilot area established a signing strategy for the 20mph speed limit striking a balance between ensuring that the speed limit is clearly signed whilst reducing unnecessary street clutter through reviewing the general signage within the area.

Following the Sherwood pilot the process for introducing 20mph speed limits begins with community engagement work followed by a formal and legal consultation and advertisement of the Traffic Regulation Order. All of these stages help to develop 20mph speed limit proposals which are unique and relevant to each specific neighbourhood, establishing which roads are suitable for inclusion and exclusion from the 20mph speed limit based on the feedback received. Data is also collected for vehicle speed and flow and walking and cycling counts on a number of roads within each area. The 20mph speed limit is then constructed on site using speed limit terminal signage and additional repeater signage within the speed limit to act as reminders for drivers, the legal order is sealed and the new speed limit is brought into force. Shortly after the speed limit comes into force a community launch event is held within the area promoting healthy, sustainable transport for all. Approximately one year after the 20mph speed limit has been introduced the after data for the scheme is collected.

Background

The implementation of 20mph speed limits outside of schools in Nottingham City has been previously identified as a beneficial project to decrease speeds and improve road safety for children and students on school journeys. Legislation to introduce 20mph speed limits in residential areas has now been implemented allowing a more flexible approach to creating a 20mph speed limit which covers roads within the wider community. Benefits of the lower speed limit will be shared with the wider community moving towards a safer and more pleasant street environment for all.

Following consultation with the Portfolio Holder for Planning and Transportation, considering 20mph speed limits in residential areas was adopted as Council policy and investigations began on developing an area-wide 20mph speed limit in the pilot area of Sherwood using £100,000 from the Local Transport Plan 2011/12 to begin work on the proposals. Following the successful award of the Local Sustainable Transport Fund (LSTF) main bid funding allocation to the City Council in June 2012 the 20mph programme was accelerated utilising both LSTF and LTP funding allocations.

The first stage of the Sherwood scheme began in January 2012 with the launch of community engagement activities for the 20mph speed limit proposals. The public engagement period ran until the end of June 2012 with the formal consultation and traffic regulation advertisement following from August to December 2012. Following consideration of all of the feedback received a final decision was recorded by the Portfolio Holder for Planning and Transportation in January 2013 regarding the roads to be included within the 20mph speed limit and giving approval for the scheme to go ahead. Construction began on the Sherwood area-wide 20mph speed limit in February 2013 with the new speed limit completed and coming into force on the 24th April 2013, a launch event was held on the same day. The full costs for the Sherwood area amounted to approximately £380,000, these costs included much of the preliminary investigation work and forward planning required for considering area-wide 20mph speed limits across the City. The scheme was delivered by the Traffic & Safety Team and constructed on site by the Highway and Energy Infrastructure Team.

2. Project/scheme objectives

The potential benefits of a 20mph speed limit area are;

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- Streets that are more cycle and pedestrian friendly
- Greater ownership of streets and public places
- Improved air Quality
- Safer Road junctions
- Reduced Traffic Noise
- Minimal effect on overall journey times
- Potential reduction in the number and severity of accidents

It is important to emphasize that as well as influencing safety; 20mph speed limits can influence quality of life, the environment and the local economy. Levels of walking and cycling and the speed and flow of traffic within each area will be collected as part of the proposals to assess the effectiveness of the 20mph speed limits implemented.

3. Outcomes/impacts of scheme

The Sherwood area consisted of approximately 11,000 properties all of which were consulted with regarding the 20mph speed limit proposals. Leaflets and questionnaires were distributed in January 2012 to all properties within the area, of these 9% (937) of completed questionnaires were returned. This initial consultation showed significant support for 20mph speed limits; 63% of respondents supported the introduction of a 20mph speed limit on their street and 52% of respondents would like to see 20mph speed limits extended to other parts of the City. During the consultation and advertisement period which ran between July 2012 and December 2012, 192 further direct responses were received regarding the 20mph speed limit proposals.

Various data collection was conducted prior to the introduction of a 20mph speed limit in Sherwood in April 2013. Speed and flow data was collected at locations on 12 varying types of roads and walking and cycling counts conducted on 12 roads within the Sherwood area. After surveys were conducted once the 20mph speed limit had been in place one year in April 2014. Reported injury accident data is not yet available for the full year post implementation. Summary sheets of the before and after data for all data collected are attached in appendix 2.

The data collected thus far shows that there is not a great change in mean speeds in the area, this is perhaps because, for the most part mean speeds were already low, making a number of the roads suitable for inclusion within the 20mph schemes (advice from the Department for Transport suggests that roads with existing mean speeds of 24mph are most appropriate for inclusion within a 20mph scheme). Where mean speeds have increased they were already, and remain, below the given speed limit on the road in question be that 20mph or 30mph. As the table shows perhaps the most encouraging sign is that in 6 of the 7 sites included in the 20mph speed limit have seen a reduction in 85th percentile speeds. This means a drop in speeds of those drivers who were driving the fastest on those roads.

The walking and cycling data is also positive showing that levels of walking are increasing overall across the area, it is also interesting to note that cycling appears to have decreased on many of the roads excluded from the 20mph speed limit, although disappointing to see a reduction in cycling overall in the area.

The information available to date is representative of the results in other cities who have implemented large scale 20mph speed limits which have been enforced through signing only and not supported by the implementation of additional engineering methods such as traffic calming features.

4. Detailed financial information

The table below summarises the total cost of the Sherwood Scheme.

Financial	LTP	LSTF	Total Allocation
Year	£	£	£
2011/12	100,000	0	100,000
2012/13	0	£250,000	£250,000
2013/14	0	£30,000	£30,000
Total	£100,000	£280,000	£380,000

Lessons learned

The main challenge when undertaking a project of this scale was that few, if any schemes of this size had been carried out within the Nottingham City conurbation previously. Guidance was therefore sought from other Core Cities and authorities who had experience in implementing area wide, large scale 20mph speed limits. Following the completion of the pilot area there is now a better understanding of the complexity of delivering an are wide 20mph speed limit, a lessons learnt session was used to improve the delivery of 20mph speed limits in other areas of the City.

Following the pilot we have simplified the engagement process and have created a 20mph page on Nottingham City Council's Website which provides more information on Nottingham's 20mph speed limit proposals providing both area specific information and a more general overview.

Additional challenges encountered during the installation of the scheme was ensuring that the signing strategy was clear in informing drivers of the lower limit whilst keeping sign clutter to a minimum. Managing the existing signage already in place on street with the new speed limit signage requirements also proved difficult at locations where there is a need for multiple signs such as controlled parking zones, bus lanes and traffic calming.

Our work in the Sherwood area has helped to establish partnerships with Nottinghamshire Police, the Greater Nottingham Partnership, Public Health and Neighbourhood Development Teams all of which will assist with progressing with 20mph proposals in other areas. We will continue to adapt and improve our processes based on our experiences in each area.

Key lessons learnt from the Sherwood pilot scheme are;

- The importance of effective community engagement particularly engaging with local champions to promote 20mph speed limits within their own community.
- Early consultation with key stakeholders to ensure a coordinated approach to implementing the proposals and identifying challenges early on in the process.
- Ensuring simple, clear information on the proposals is available from a variety of sources such as Council website and social networking sites, local media and in local facilities such as libraries and schools.
- Committing to a signage strategy to maintain consistency across the City and ensure the 20mph speed limit is clear to all road users.

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Completing a full review of signage once a scheme is installed to ensure all legal requirements for the new speed limit are met.

Future plans

To progress the programme for delivering 20mph speed limits in its current format continuing to consult and develop 20mph speed limits with each neighbourhood on an area by area basis, using the allocations from the LSTF and LTP to complete as many areas as possible by the close of 2015/16. Area-wide 20mph speed limits are now complete in the Sherwood, Bestwood and Bulwell areas. During this financial year (2014/15) the areas of Radford and Lenton, Meadsows, Clifton and Wilford will be completed.

Email correspondence between Council, VicRoads and TAC

From: Sam.Wade@roads.vic.gov.au [mailto:Sam.Wade@roads.vic.gov.au]

Sent: Thursday, 6 April 2017 9:51 AM

To: Teo, Ted

Cc: Bill.Bui@roads.vic.gov.au; Brendan Lawrence; Brian Fildes; Millican, Danny; graeme.kittle@police.vic.gov.au; jason.stakic@roads.vic.gov.au; Jennie Oxley; Martin.Habgood@roads.vic.gov.au; Rachel.Carlisle@roads.vic.gov.au;

stephen.j.wilson@police.vic.gov.au; Tahlee_Norton@tac.vic.gov.au; John.Matta@roads.vic.gov.au;

Hafez_Alavi@tac.vic.gov.au; Michael_Nieuwesteeg@tac.vic.gov.au

Subject: TRIM: Re: Yarra City Council 30 km/h area speed limit trial - update and proposed changes

Hi Ted

Thank you for informing us of your proposal to extend the 30km/h speed limit into the Gold zone.

The Safe System Road Infrastructure Program (SSRIP) team is very keen to see the results of this project and support this project going ahead. We believe its important to assess the impact of the 30km/h speed limit signs alone, particularly within Gold zone.

If required, SSRIP is open to discuss additional traffic calming treatments once the trial has been completed.

As you may know, the SSRIP team is developing a Safer Travel Speeds on Local Streets program which is proposed to fund of speed reductions and local traffic speed calming treatments. A portion of funding within this program will be allocated for innovative projects, such as yours. TAC and SSRIP can give in principal support for funding through this program.

The method of approval will be through a "joint committee presentation" whereby the Council would present the project and benefits to SSRIP, TAC and VicRoads Metro North West Region for formal endorsement for funding. It is expected this could be done around the June mark once the Investment Plan is signed off. The SSRIP team will keep you and the region informed as this business case progresses.

I have spoken with Jason Stakic of VicRoads and he has also expressed support for the extension on behalf of the Region. Approval for the actual signs will be required through an MoA with the Region.

In summary - please be confident to proceed.

If you have any questions, please feel free to contact me.

Kind regards

Sam Wade | A/Program Planning Coordinator Safe System Road Infrastructure Program VicRoads | 1 McNab Avenue, Footscray, 3011 T 03 8572 7987 E sam.wade@roads.vic.gov.au W vicroads.vic.gov.au



Towards Zero | Facebook | Twitter | YouTube | Real-Time Traffic Alerts

From: Tahlee_Norton@tac.vic.gov.au [mailto:Tahlee_Norton@tac.vic.gov.au]

Sent: Tuesday, 4 April 2017 3:17 PM

To: Teo, Ted

Subject: TRIM: Fw: Yarra City Council 30 km/h area speed limit trial - update and proposed changes

Hi Ted

Thanks for the update.

At this point, we are happy with your suggestions.

It could be possible to seek a TAC Community Road Safety Grant for community engagement costs. It is a separate program to the Local Government Grants.

I have attached a link below for you to get some more information - there will be another round running in August, after this one closes on April 13.

http://www.tac.vic.gov.au/about-the-tac/grants/community-road-safety-grants

Any questions, please don't hesitate to call me.

Thanks

Tahlee

Norton	60 Brougham St Geelong Vic 3220 www.tac.vic.gov.au	TAC	Transport Accident Commission	TOWARDS (ZERO)
Transport Accident Commission				



June 30, 2016

Kate Butler Senior Transport Engineer City of Yarra PO Box 168, Richmond VIC 3121

Dear Kate,

The City of Yarra is to be congratulated as the first council in Australia set to apply 30km/h speed limits across a residential and dense mixed use precinct.

Bicycle Network strongly supports the application of 30km/h speed limits on local streets and busy retail precincts. Best practice research shows that the risk of serious injury and death to vulnerable road users increases markedly as impact speeds increase above 30km/h. And active travel rates go up as speeds go down.

Bicycle Network wishes to express its support for a detailed pre-evaluative study and concept design for a 30km/h trial in the Rose LATM precinct in Fitzroy.

Providing a detailed study during the pilot project within the City of Yarra will assist in establishing the case for similar schemes across the municipality and other municipality across Victoria and Australia in the future.

Sincerely,

Garry Brennan Senior Policy Advisor Bicycle Network



Victoria Walks Inc. Level 7, 225 Bourke Street Melbourne VIC 3000 P: 03 9662 3975 www.victoriawalks.org.au

Kate Butler Senior Transport Engineer City of Yarra PO Box 168, Richmond VIC 3121

18 August 2016

Dear Kate,

I write to congratulate the City of Yarra on the intention to apply 30km/h speed limits across a residential and dense mixed use precinct in the municipality.

Victoria Walks strongly supports the application of 30km/h speed limits on local streets and busy pedestrian areas.

There is unequivocal evidence that 30 km/h is safer than higher speed limits. There is strong evidence to suggest that a 30 km/h limit is necessary to give a pedestrian a good chance of surviving a crash. Studies have shown that less than 10% of pedestrians would die when struck by a vehicle travelling at 30 km/h, compared with fatality rates of around 25% at 40 km/h and over 80% at 50

The benefits of 30 km/h speed zones have been demonstrated in practice. A comprehensive study of the introduction of 20 mph (32km/h) zones in London found a 32% reduction in pedestrian casualties (fatalities and injuries). The benefits for child pedestrians were even more significant – a 47% reduction for those aged 0-5 and a 51% reduction for 6-11 year olds. There was a decrease of 42% for traffic casualties overall.²

While international results such as these are impressive, we need a local precedent to build public and political support. We see a 30 km/h trial as a critically important step in achieving the aspirations of Towards Zero 2016//2020 Victoria's Road Safety Strategy and Action Plan.

Victoria Walks strongly supports a pre-evaluative study and a 30km/h trial in the Rose LATM precinct in Fitzroy.

Yours sincerely,

Ben Rossiter **Executive Officer**

VicRoads (2016). Draft Speed Zoning Guidelines, July 2016.
 Grundy, C; Steinbach, R; Edwards, P; Green, J; Armstrong, B; Wilkinson, P (2009). 'Effect of 20 mph traffic speed zones on road injuries in London, 1986-2006: controlled interrupted time series analysis," BMJ 2009;339:b4469



Metropolitan North West Region

499 Ballarat Road Sunshine Victoria 3020

Send Correspondence to: mnw.mail@roads.vic.gov.au

Parcels and Drawings to:

Private 8ag 4000 Sunshine Victoria 3020

vicroads vic dov au

Ms Kate Butler Yarra City Council PO Box 168 RICHMOND VIC 3121

Dear Ms Butler

RE: 30KM/H SPEED LIMIT TRIAL - CITY OF YARRA

I refer to the City of Yarra's proposed submission to the Transport Accident Commission (TAC) for a Local Government grant to implement a 30km/h speed zone trial pre-evaluation study within the municipality.

It is understood that the trial is proposed on streets managed by the Council within the area bounded by Alexandra Parade, Smith Street, Johnston Street and Nicholson Street (in Fitzroy), which were selected due to the level of existing traffic calming measures and various land use types within this area. It is understood that the speed zone trial will not be implemented along the perimeter roads (mentioned above) as well as higher-order roads within the study area (i.e. Brunswick Street).

VicRoads would be pleased to work with the Council and other stakeholders during the study. We are interested in ensuring that the evaluation of the trial is based on sound principles to support decision making as established in VicRoads' Conducting On-road Trials of New & Innovative Treatments Guideline, as follows:

- . The treatment is a viable option that addresses an identified problem or offers a new opportunity;
- Minimise, as far as practicable, all safety, legal, reputational and financial risks associated with trial;
- Ensure that the trial will enable the benefits and disbenefits of the treatment to be evaluated;
- Identify and engage key stakeholders and community to ensure that the trial is conducted in a robust and efficient manner, and that ensures broad support and hence road user compliance;
- If there are unacceptable safety, operational or other adverse impacts during a trial, or the trial is
 unsuccessful, trial sites be reinstated to their original, or acceptable, condition as soon as practicable;
- . The outcome of the trial is to be communicated to all key stakeholders and the community.

We look forward to working with the Council and support the undertaking of a trial to measure the impacts of a 30km/h speed zone. Should you have any queries, or wish to discuss this matter further, Mr Jason Stakic, VicRoads' Team Leader Traffic & Planning Central (Tel: 9313 1209) would be pleased to assist.

Yours sincerely

VINCE PUNARO REGIONAL DIRECTOR

5 19 12016

vicroads.vic.gov.au

VICTORIA State Government

VicRosas ABN 61 760 960 460

11.4 Proposed Discontinuance of Road at Mollison Street, Abbotsford - Development of Pocket Park - Consideration of Submissions

Trim Record Number: D17/115255

Responsible Officer: Chief Financial Officer

Purpose

 For Council to consider whether the road shown hatched on the plan contained in Attachment 1 to this report (Plan), being the part of Mollison Street, Abbotsford, and part of the road contained in Book W No. 115 (Road), should be discontinued pursuant to the Local Government Act 1989 (Act) and for Council to retain the land for the purposes of developing a pocket park on the discontinued land (Proposal).

Background

- 2. The Road is registered in the name of Charles Nicholson, Thomas Turner A'Beckett and George Sebastian Jenkins (**Owners**). A copy of the title to the Road is contained in Attachment 2 to this report.
- 3. The Road is shown hatched on the Plan and is constructed as a road.
- 4. At its meeting on 6 September 2016, Council resolved "to commence the process for partial road discontinuance of the eastern section of Mollison Street (being the Road) pursuant to clause 3 of Schedule 10 of the Act.
- 5. Extensive consultation occurred as part of the discussions around the creation of the new park. The road discontinuance process is the formal requirement for the creation of the new park as a legal entity.
- 6. A copy of the final concept plan endorsed by Council at the 6 September 2016 meeting is contained in Attachment 3 to this report.

Discussion

Road Status

- It is established that the Road is a road which Council has the power to consider discontinuing pursuant to the Act. Upon being discontinued, the Road will vest in the Council Statutory/Public Authorities
- 8. The following Statutory/Public Authorities have been advised of the proposed road discontinuance and have asked to respond to the question of whether they have any existing assets in the Road which should be saved under section 207C of the Act: City West Water (CWW), APA Group, VicRoads, CitiPower, Telstra, Ambulance Victoria, Metropolitan Fire and Emergency Services Board (MFB) and Optus.
- 9. As of the date of this report, responses have not been received from VicRoads and Optus.
- 10. In an email dated 17 January 2017, Ambulance Victoria advised that it has no objection to the Proposal.
- 11. In an email dated 23 January 2017, MFB advised that it has no objection to the Proposal.
- 12. In a letter dated 14 February 2017, CWW advised that it did not object to the Proposal subject to the following conditions:
 - (a) a certified title plan must show a 2.0m wide centrally located sewerage easement to be in favour of CWW pursuant to section 12(1) of the *Subdivision Act 1988*. This plan must then be referred to CWW for its consideration:
 - (b) any proposed fences must be located a minimum distance of 800mm clear of the centreline of existing CWW sewer mains;

- (c) any proposed fence lines must be located a minimum distance of 1.0m from sewer manholes and/or sewer inspection shafts; and
- (d) any proposal to build over a sewer asset will require CWW's written consent (i.e. Build-Over Application approval).
- 13. In a letter dated 21 February 2017, CitiPower advised that it has assets in the near vicinity of the Road but does not object to the Proposal.
- 14. In a letter dated 22 February 2017, Telstra advised that it has assets in the near vicinity of the Road, but does not object to the Proposal.
- 15. In an email dated 27 February 2017, APA Group advised that it has assets in the near vicinity of the Road, but does not object to the Proposal, subject to the construction of any above ground structures or fixtures to avoid being located within 3.0m of existing gas main located in Charles Street.
- 16. Copies of the correspondence from the various Statutory/Public Authorities are contained in Attachment 4 to this report.

Public Notice

- 17. The required public notice pursuant to section 223 of the Act was given in the Age and The Weekly Review.
- 18. By letter dated 14 June 2017, Council informed owners and occupiers (**Local Owners**) in the immediate vicinity of the Road of the Proposal, and provided them a copy of public notice and invited the Local Owners to make a submission regarding the proposal.
- 19. Extensive community consultation occurred throughout 2016 as part of the original consultation for the creation of the park. The outcome of this consultation process was considered by Council as its meeting of 6 September 2016.
- 20. Council's Open Space and Recreation Branch have also provided periodic Public Updates regarding the status of the Proposal as required by the September resolution.

Submissions Regarding Proposal

- 21. Council received 3 submissions regarding the Proposal. Copies of the submissions are contained in Attachment 5 to this report.
- 22. The key elements of the submissions received in relation to the Proposal may be summarised as follows:
 - (a) the Road is required for access to Mollison Street by residents and visitors:
 - (b) the Road is required for access to Mollison Street service authorities, such as emergency services; and
 - (c) the Proposal will reduce the street parking available to residents in and around Mollison Street.
- 23. The following officer comments are offered in respect of the key elements of the submissions made in relation to the Proposal:
 - (a) an evaluation of the traffic and parking impacts of a temporary road closure of Mollison Street was previously carried out by Traffix Group on behalf of Council. It was found that the trial closure of Mollison Street did not generate any issues from a traffic point of view that would present any long-term negative impacts if the Proposal was to proceed;
 - (b) in correspondence received from Ambulance Victoria and the MFB dated 17 and 23 January 2017 respectively, Ambulance Victoria and the MFB confirmed that the Proposal was unlikely to impact emergency services access to Mollison Street; and
 - (c) Council has considered a number of options to mitigate the loss of resident parking spaces.

Financial Implications

24. The costs associated with discontinuance have been allowed for in the Development Proposal costs.

Economic Implications

25. Nil

Sustainability Implications

26. Nil

Social Implications

27. Nil

Human Rights Implications

28. Nil

Communications with CALD Communities Implications

29. All Notices and correspondence issued with respect of this report will contain referral information to Yarralink Interpreter Service.

Council Plan, Strategy and Policy Implications

- 30. The creation of a new pocket park on Mollison Street, at the corner of Charles Street, Abbotsford is a specific recommendation of the Yarra Open Space Strategy.
- 31. The proposal is consistent with the following Council strategy of "Making Yarra more liveable":
 - (a) continue to identify opportunities to convert road spaces and laneways for parks or improved pedestrian spaces; and
 - (b) increase the amount of public and open space in areas with least access, in accordance with the Open Space Strategy.

Legal Implications

32. If the Road is discontinued, a title to the former road will be created in the Name of Council. All of the required CWW conditions will be notated on the title.

Other Issues

33. Nil

Options

34. Nil

Conclusion

35. After hearing submissions, Council must now determine whether the Road is reasonably required for public use in order to decide whether the Road should be discontinued pursuant to clause 3 of schedule 10 of the Act.

RECOMMENDATION

- 1. That Council, having considered all submissions received in response to the public notice and having heard the people who requested to be heard in support of their submission in accordance with section 223 of the Local Government Act 1989 (Act), regarding Council's proposal to discontinue and retain for municipal purposes, the road shown hatched on the title plan contained in Attachment 1 to this report (Road), being part of the land contained in Book W No.115, acting under clause 3 of Schedule 10 of the Act:
 - (a) resolves, having followed all the required statutory procedures pursuant to section 207A and 223 of the Act pursuant to its power under clause 3 of Schedule 10 of the Act and being of the opinion that the Road is not reasonably required for public use, it discontinues the Road;
 - (b) directs that a notice pursuant to the provisions of clause 3(a) of Schedule 10 of the Act is to be published in the *Victoria Government Gazette*;
 - (c) directs that any right, power of interest held by any statutory/public authority in connection with any sewers, drains, pipes, wires or cables under control of the authority in or near the Road which are to be saved pursuant to section 207A of the Act be saved:
 - (d) directs that the CEO sign any transfer or transfers of the Road and any other documents required to be signed in connection with the discontinuance of the Road;
 - (e) directs that all persons who have made a submission be advised of Council's decision; and
 - (f) directs that Council's Open Space and Recreation Branch should undertake the work necessary to facilitate the construction of the pocket park and fulfil Council's resolution of the 6 September 2016.

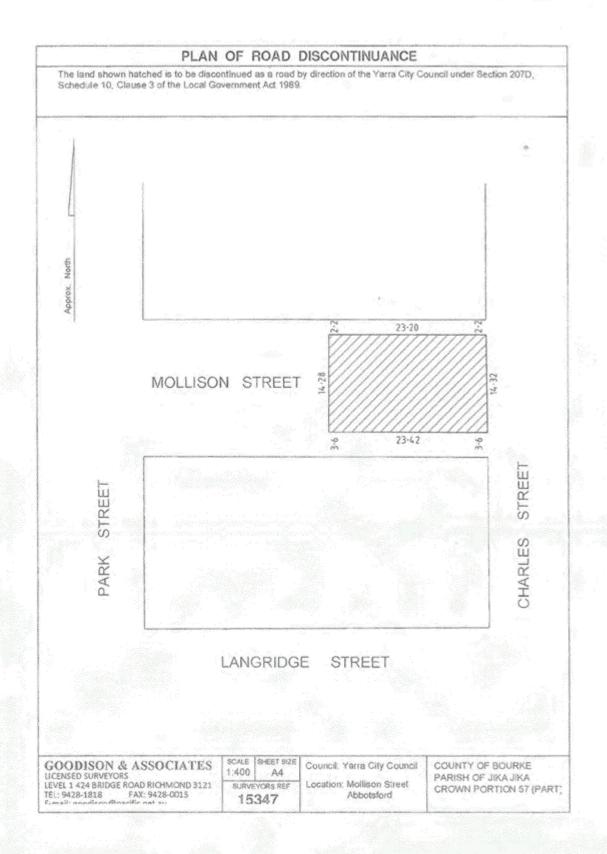
CONTACT OFFICER: Bill Graham

TITLE: Coordinator Valuations

TEL: 9205 5270

Attachments

- 1 Plan
- 2 Title Copy
- 3 Park Concept Plan
- 4 Authority Correspondence
- 5 Submissions



RECONSTANCE	
BOOK W No. 115	PARTIES
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IIA.	Thomas Turner A BECKETT
PORTION 57.	George Sebartion JENKINS.
PACISH OF JINA JINA.	M
THE CHAIN OF TITLE UP TO BUT NO INCLUDING BOOK	80
	5 GK







Graham, Bill

From:

Group Manager 5 <group.manager5@ambulance.vic.gov.au>

Sent:

Tuesday, 17 January 2017 8:19 PM

To:

O'Byrne, Fiona

Subject:

FW: Proposed road closure at Mollison Street, on the corner of Charles Street,

Abbotsford

Fiona,

I have reviewed the outline and the details in your small below. These works are unlikely to impact ambulance service delivery and am therefore happy to endorse.

Please give me a call if you have any further questions

Regards,

How

Huw Colechin A/Group Manager 5 Metropolitan West Region

Ambulance Victoria

102/65 Fennell Street Port Melbourne Vic 3207

T 03 9922 1721 M 0409 923 609

E group manager5@ambulance.vic.gov.au

W ambulance vic gov.au



From: EMU - Road Closures

Sent: Tuesday, 17 January 2017 11:08 AM

To: Group Manager 5

Subject: FW: Proposed road closure at Mollison Street, on the corner of Charles Street, Abbotsford

For response direct to City of Yarra pls - AV input required.

Thank you

Graham, Bill

From:

SELLECK, David < DSELLECK@mfb.vic.gov.au>

Sent:

Monday, 23 January 2017 2:22 PM

To:

O'Byrne, Fiona

Subject:

RE: Proposed Mollison Street Road Closure, at the corner of Charles Street,

Abbotsford

Good afternoon Flona,

Yes I am the contact person re Mollison St Road Closure.

I met with officers and crews on site at Moliison St/Charles St on Friday.

At this stage there doesn't seem to be any major concerns other than the ability to site aerial appliances in Mollison Street west of Charles Street and in Charles St with the introduction of new trees to be planted on the old road way.

There was also a noticeable absence of access to water mains in the immediate area, not sure if this is part of the works to be completed but worth looking at an additional hydrant in that area.

Please call me if you wish to discuss any of the concerns raised.

Regards,

David Selleck

David Selleck | Commander Community Resilience Central District

assorptiates insign managation services bowl 456 Albert Street | Melbourne | Vic 3002 Ptv 0427154 283 | 9865 4261

Email: dselleck@mfb.vic.gov.au

From: O'Byrne, Fiona [mailto:Fiona.OByrne@yarracity.vic.gov.au]

Sent: Monday, 23 January 2017 1:50 PM

To: SELLECK, David

Subject: FW: Proposed Mollison Street Road Closure, at the corner of Charles Street, Abbotsford

" MFB: external message processed. Details at bottom of ontail "

Dear Mr Selleck,

Just following up on the email below. Can you please advise if you are the appropriate contact person for this query.

Many thanks, Flona

From: O'Byrne, Flona

Sent: Thursday, 12 January 2017 1:59 PM

To: 'DSELLECK@mfb.vic.gov.au'

Subject: Proposed Mollison Street Road Closure, at the curner of Charles Street, Abbotsford

9



14 February 2017

FIONA O'BYRNE CITY OF YARRA PO BOX 168 RICHMOND VIC 3121

ABN: 70 056 902 467 1 McNab Avenue Footscray Vic 3011 Australia Locked Bag 350 Sunshine Vic 3020 DX 30311 Sunshine

citywestwater.com.au Telephone (03) 9313 8422 Facsimila (03) 9313 8417

Dear Flona,

Location:

PROPOSED ROAD DISCONTINUANCE MOLLISON STREET, ABBOTSFORD

CWW Reference:

17/58

Council Reference: D2017/0017418

I refer to your email received by City West Water (CWW) regarding the proposed Road Discontinuance at the above location and request for comment from CWW. Enclosed for your information are copies of CWW's requirements for working in the vicinity of water and sewer assets and plans of the general area.

As you will see on the plans provided, the parcel of land proposed for Discontinuance contains an existing CWW sewer main. It is with respect to this asset that CWW currently objects to this proposal subject to the following:

- 1. A certified Title Plan must show a 2.0m wide Sewerage Easement centrally located over the sewer main in favour of CWW pursuant to Section 12(1) of the Subdivision Act. This plan must then be referred to CWW for consideration prior to offering a withdrawal of objection.
- 2. Any proposed fences must be located a minimum distance of 800mm clear of the centreline of existing CWW sewer mains.
- 3. Any proposed fence lines must be located a minimum distance of 1.0m from sewer manholes and/or sewer inspection shafts.
- 4. Any proposal to build over CWW assets will require CWW's written consent (i.e. Build-Over Application approval).

Naturally, extreme care must be taken when working in the vicinity of CWW assets and CWW will seek cost recovery for any damage caused to its assets that can be attributed to your works.

If you have any questions, please do not hesitate to contact me on 0407 528 605.

Yours faithfully,

Mark Abraham

Technical Officer, Other Authorities Works



Our ref: 306138293 Your ref: D02016/0134716

21 February 2017

Floria O'Byrne Open Space Planing & Design Yarra City Council PO Box 168 RICHMOND VIC 3121

Dear Flona.

RE: ROAD DISCONTINUANCE FOR MOLLISON ST, ABBOTSFORD BETWEEN PARK & CHARLES STREETS.

Thank you for your letter dated 02 February 2017 requesting if CitiPower has any comment or requirement for the proposed closure of the above.

CitiPower has no objection to the proposed discontinuance, however there are 2 high voltage and 1 low voltage underground cables installed in the northern footpath of Mollison Street. As per the Concept Design council will have to apply to "Dial Before You Dig" and the "No Go Zone" for approval due to the tree planning along the existing northern footpath area to ensure that clearances are maintained prior to commencing works.

For your convenience I have enclosed the link below for "No Go Zone":

https://www.citipower.com.au/working-with-us/suppliers/online-permit-applications/sitevisit/

Please call me on (03) 9297 6051 if you have any queries.

Yours faithfully.

Kevin Rice Customer Requests Officer 03 9297 6051

CitiPower Pty Am is one as ose

25 Poorly Nr. Standy - POSTAL ADDRESS Locked bag 14001. Melbourie/NG 8001



Date: 22/02/2017

Your Ref: - D2016/0134744 Our Ref: MF190453-1

Fiona O'Byrne Fiona.obyrne@yarracity.vic.gov.au Telstra Plan Services

Level 18, 275 George Street Brisbane, QLD 4000

Postal Address: Locked Bag 3820 Brisbane, QLD 4000

Email: F0501488@team.telstra.com

Dear Fiona,

Re: Proposed Road Discontinuance- Mollison Street, Abbotsford, between Park and Charles Street.

Thank you for your original communication dated 02/02/2017 in relation to the location specified above.

Telstra's plant records indicate that there are **Telstra** assets in the near vicinity. Subject to your compliance with the below conditions however, **Telstra** has **NO OBJECTIONS** to the **Application** for Permanent Road Closure.

We note that our plant records merely indicate the approximate location of the Telstra assets and should not be relied upon as depicting a true and accurate reflection of the exact location of the assets. Accordingly, we note that all individuals have a legal "Duty of Care" that must be observed when working in the vicinity of Telstra's communication plant. It is the constructor's/land owner's responsibility to anticipate and request the nominal location of Telstra plant via Dial Before You Dig "1100" number in advance of any construction activities in the vicinity of Telstra's assets.

On receipt of plans, notwithstanding the recorded location of Telstra's plant, the constructor/land owner is responsible for obtaining a Telstra accredited Asset Plant Locator to perform cable location, potholing and physical exposure to confirm the actual location of the plant prior to the commencement of site civil work. Telstra reserves all rights to recover compensation for loss or damage caused by interference to its cable network or other property.

For information on current services connected to a property and organizing new connections please contact sales on 13 22 03.

Telstra would also appreciate due confirmation in the event that you contemplate divesting your interest or control of this land so that Telstra may update its Cadastre records. Information regarding acquisition of the land would be of benefit to us and should be directed to the following location:

VICTORIA

TELETIA CONGUNATION LIMITED 1/89 35 USS 775 316; Lievel No. 275 theory Street Grassine QLC 4661 - Phone 1809 850 443 - Pay 97 3927 9/50 (91871/467) No. Notice Server Telephone - Letter Telephone

Telstra - Cadastre Updates PO Box 61 Ballarat VIC 3353 Attention: - Team Leader F1501634@team.telstra.com F1103432@team.telstra.com

Yours sincerely,

Megan Smith

Teistra Teistra Pian Services

for Manager - Adrian Wellington Plan Services F0501488@team.telstra.com

TELS THA CORP. GLACK (ON CLUMP OF MANY 32 OS), 375 5503) Cores 18, 327 General Street Bristonic Oct. (05) - 6 1800 601 642 - 6 07 (07) 3240

Colthup, Gary <gary.colthup@apa.com.au>
Monday, 27 February 2017 2:54 PM
O'Byrne, Fiona
Read, Matthew
Proposed Road Discontinuance, Mollison Street, Abbotsford, between Park and
Charles Street
APA-Plan-Y039-055.pdf

Fiona.

As shown by the enclosed District Plan, Yarra 500: 039-055, APA Group has no existing gas reticulation located in the subject area.

However, APA Group does have an existing 40mm high pressure gas reticulation main located in Charles Street, (1.0m offset), that will be in close proximity to this discontinuance. APA Group advises the following:

 During the development of this open space area, (ie: along the boundary line adjoining Charles Street), the construction of any above ground structures or fixtures (ie: shelters, bench seats etc), will need to avoid being located within 3.0m of the existing gas main, to allow APA Group unrestricted future access to this gas main should it become necessary to carry out any necessary maintenance or repair works.

However, provide the above condition is complied with APA Group has no objection to this section of right of way, (RW058), being discontinued and developed as a new open space area for Abbotsford.

regards

G. Colthup Technical Officer – Third Party Works

APA Group Planning & Integrity 1 Wood Street, Thomastown, Vic. 3074

(03) 9463 8404

From: O'Byrne, Flona [mailto:Fiona.OByrne@varracity.vic.gov.au]

Sent: Thursday, 2 February 2017 12:36 PM

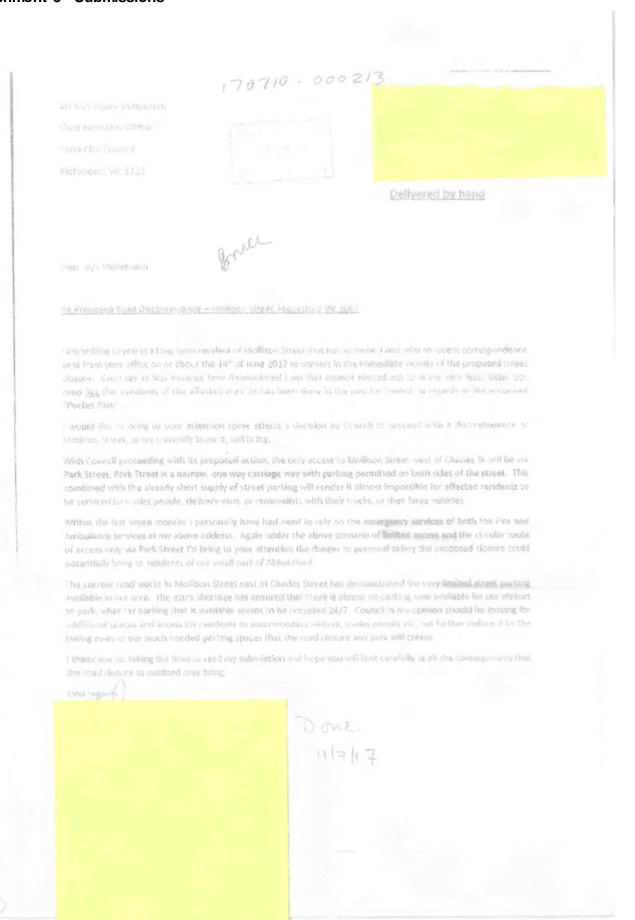
To: Colthup, Gary

Subject: Proposed Road Discontinuance, Mollison Street, Abbotsford, between Park and Charles Street

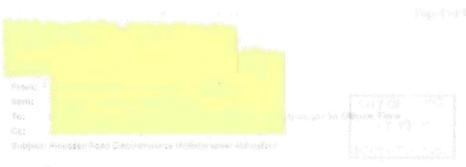
Dear Gary,

Please find attached a letter regarding the proposed road discontinuance at Mollison Street, Abbotsford, between Park and Charles Street.

If you have any queries regarding this matter, or require further information, please contact me on 9205 5768.



170710-000 225 Flaye Valdyanath Chief Executive Officer Yarra City Council PO 8ox 168 Richmond 3121 Ref: 017/75755 Dear Madam. Proposed Discontinuance of Road at Mollison Street, Abbotsford -Creation of new Council Park. Regarding the letter dated *14 July 2017 (s.c.). We are aware that this letter has only been distributed to Property Owners at his stage of process. Submissions from other residents who are now becoming aware of the impact these changes, or who have recently moved into the neighbourhood are apparently been ignored. We submit that all residences in the area be letterboxed, and extended time should be allowed for submissions. There has been no comment made to advise of any change to traffic flow in Park Street. Representation has reasonably been made that access to the corner of Mollison and Park would only be possible from the north - unless you are a cyclist. A suitable alternative would be to permit antry into Park Street from Langridge street to Mollison Street. Has emergency vehicle access to the closed area been assessed by emergency services representatives? What provision will be made in the closed area for such access? We have previously raised the issue of reduced access (owing to the greater ristance of travel from any parked vehicle) to our residences, for tradespapple, visitors and physically impaired individuals. How will this be mitigated in the proposed closure? Yours Sincerely.



Jear Mr Gratians

i refer to your letter ref 0.17/75765 dated 14 July 2017 (aid), pre-dated today

I wish to make a submission and request that you forward this small as I do not have time to make a written submission.

I andoestand the proposal to close Mollison Street and have been involved in the Park process.

I have also constantly mentioned to the Council my concerns regarding access to our property for emergency services, removalists, deliveries etc as a result of the closure of access from Langridge Street vis Charles Street.

I requested that if the Park was going to happen consideration should be given to allowing access to Mollison street via Park Street by making the short stretch of road between Langridge and Mollison a 2 way street.

I helieve that this could be easily done by placing a STOP sign at the junction of Park and Mollison and the removal of a few car parking spots between Language and Mollison.

Please confirm that this submission will be provided to the Council by the due date of July 7 2017.

I have co'd the CEO of Yarra Council, my neighbours and Figna who has been the overall driver of this project from the council.



11.5 Yarra Libraries Draft Strategic Plan 2017-2020

Trim Record Number: D17/109546

Responsible Officer: Director Community Wellbeing

Purpose

1. To seek Council's adoption of the attached Yarra Libraries Strategic Plan 2017–2020.

Background

- 2. The new Yarra Libraries Strategic Plan 2017–2020 builds on the achievements of the Yarra Libraries Strategic Plan 2013–2016.
- 3. This strategic plan provides a comprehensive framework for the development and implementation of public library services in Yarra for the next three years.

External Consultation

Consultation informing the Strategy

- 4. This draft Strategy was developed through an in-depth consultation process run in the second half of 2016 and the beginning of 2017. It encompassed a series of workshops, targeted outreach consultations with hard-to-reach groups, an informal online survey (used as a conversation tool by library staff), and conversations with library users, community members, and service providers.
- 5. During the two years leading up to these consultation activities, Yarra Libraries also conducted surveys on all aspects of the service. These were distributed electronically and made available at all library branches in multiple community languages, with response numbers totalling up to 2,075, the highest rate of response for any Council survey at the time. The resulting data was used as the basis of the consultation for this strategy.
- 6. For the 2016–17 consultation period, we specifically sought out and engaged with particular groups of people who can be difficult to reach. Rather than simply surveying our library users, we had conversations with people in library venues and at events, and we went out into the community to speak with people who both do and do not use our libraries to find out what they want, and what they need.
- 7. The strongest theme that we identified through these conversations was the consistent desire for social connectedness, be it through activities, technology, or use of flexible communal space. Many people were also keen to find ways to share skills, knowledge and resources through the library.
- 8. Most of the feedback received during the consultation was very positive and affirmed the path that Yarra Libraries is on. Feedback across different people and groups was consistent, with similar ideas and themes.
- 9. The biggest gap we identified, was in people's understanding of what Yarra Libraries offers. Communicating the breadth and scope of public libraries is an ongoing challenge for the entire sector. While Yarra Libraries' profile has been raised considerably since the previous strategy, there is clearly some more work to do in this area, both for Yarra and the public library sector as a whole.
- 10. Overall, we are confident that Yarra Libraries will be able to continue strengthening the relationship with the community, and spreading the word that the libraries are a welcoming and inclusive place for all.
- 11. Yarra Libraries approaches consultation with our community as an ongoing endeavour, encouraging input from our library users on a daily basis through our interactions with them. We accept and encourage verbal feedback, have hard copy feedback forms prominently available, and we make good use of social media.

- 12. Full details of the consultation process for development of the strategy are captured in Appendix B in The Draft Strategy (Attachment 1).
 - Consultation of the draft Strategy
- 13. The draft Yarra Libraries Strategic Plan 2017-2020 document has been available for the past four weeks for the public to read and contribute feedback.
- 14. The draft Strategy document was posted on the Yarra Libraries and Yarra Council websites, and available in hard copy at all Yarra Libraries branches.
- 15. It was promoted to library users and the broader community through online media by both Yarra Libraries and Yarra Council.
- 16. The Community Partnerships Unit invited feedback on the draft Yarra Libraries Strategic Plan through the Aboriginal, multicultural and community grants networks.
- 17. Yarra Libraries Management Team has consulted on the draft with the following community advisory committees:
 - (a) Libraries Advisory Committee;
 - (b) Disability Advisory Committee; and
 - (c) Yarra Multicultural Advisory Group.
- 18. Everyone who took part in the strategy development was contacted directly and invited to read the draft and provide feedback.
- 19. There were only three feedback submissions received, and the anecdotal comments were largely positive, with one community member commenting, 'I did have a look at your draft plan and it looks really great.'
- 20. All feedback received was considered, and to strengthen the plan, the following changes were made:
 - (a) **Action 2.1** had the following measure added: Review accessibility of existing library technologies.
 - (b) **Action 3.6** had the following measure added in response to a comment from a Disability Advisory Group member: Explore ways to connect Home Library Service users with library community activities.
 - (c) **Action 4.2** was altered from:
 - Support opportunities for young people, parents, carers and guardians to improve digital and information literacy skills, to:

Support opportunities for the whole Yarra community to improve digital and information skills.

And the first measure for Action 4.2 was changed from:

Seek funding to continue and extend Digital Bootcamp for young people and housing estate residents, to:

Seek funding to continue and extend Digital Bootcamp for young people, housing estate residents, seniors groups and nursing home residents.

(d) **Action 5.1** had the following measures added, with regard to strengthening the library's existing collection of Aboriginal books, DVDs and music:

*Review the relevance and appropriateness of material in the collection.

Consult with the Community Partnerships Unit on process and materials.

Internal Consultation (One Yarra)

21. Yarra Libraries is always on the lookout for opportunities to work with our colleagues across the organisation, and this is reflected in the action plan for the first year, which includes collaborations with areas such as Family, Youth & Children's Services, Aged & Disability Services, Arts, Culture & Venues, and Community Partnerships.

- 22. The steering committee for this project included management-level representatives from Corporate Planning & Performance, Family, Youth & Children's Services and Community Partnerships.
- 23. As part of the consultation for this strategy, we ran a facilitated workshop to which all of our Yarra colleagues were invited. We were pleased to have an excellent turnout from many areas of Council, demonstrating the goodwill that Library Services has generated through our openness to collaboration and input. A number of people who could not attend contacted the Library Development Officer later with their input, which was welcome.
- 24. Many of the ideas that were generated at that workshop, and in conversations that followed, were incorporated into the strategy and the first year action plan. Actions to which the Library Service has already committed in other Yarra strategies were also cross-referenced and included in this strategy.
- 25. Yarra Libraries is pleased to be able to strengthen our offering to the community by working inclusively as One Yarra.
- 26. The Yarra Libraries Management Team contacted all Council officers who took part in the development of the strategic plan to invite their input on the draft strategy document.
- 27. The Yarra Libraries Management Team presented on the draft strategy to the Community Wellbeing's Divisional Leadership Team.
- 28. The project steering committee closely reviewed the draft strategy document.
- 29. Colleagues from other units across Council provided entirely positive feedback, in which it was noted that the Yarra Libraries Strategic Plan 2017–2020 is considered to be a useful, strong and accessible strategic document.

Financial Implications

- 30. All actions in the first year Action Plan have been costed within the existing resources of Yarra Libraries' operational budget.
- 31. All proposed commitments and actions for future years will be subject to Council's consideration and approval during annual budget planning cycle. These will continue to be developed and monitored during the life of the plan and presented to Council as part of Library Services' annual reporting process.

Economic Implications

- 32. The return to our community on Council's investment in public libraries is overwhelmingly positive, as demonstrated in the *Dollars, Sense and Public Libraries* report (State Library of Victoria, 2011).
- 33. This important study into the socio-economic value of public libraries by the State Library of Victoria and Public Libraries Victoria Network, found the following key economic benefits of government investment in public libraries:
 - (a) the majority of Victorians are public library users;
 - (b) 63% of Victorian householders used a public library in the past 12 months;
 - (c) for every dollar invested in Victoria's public libraries, \$3.56 is the average rate of return in community benefits;
 - (d) public libraries supported 4,430 jobs, contributed \$722 million to income and added \$120 million to the Victorian Gross State Product; and
 - (e) library users receive services valued at \$419 per year, per person.

Sustainability Implications

34. Yarra Libraries offers community initiatives through programs, services and collections that support Council's sustainability objective.

- 35. In collaboration with Council's Sustainability Unit, Yarra Libraries plays an active role in the development and delivery of sustainability awareness and education initiatives and will continue to raise awareness and inclusion on what we all know is a major social, cultural and environmental issue.
- 36. The sharing of resources that Yarra Libraries facilitates for the community is an inherently sustainable endeavour that is being continuously assessed and improved.

Social Implications

- 37. Library spaces are becoming increasingly important to the community, as places where people can gather and take part in a range of programs and activities that provide meaningful opportunities for social interaction, imaginative play and life-long learning. Additionally, people use the library to seek high levels of assistance with technology and language skills, and to navigate the complexities of government bureaucracy, which increasingly is being digitised.
- 38. One of the most predominant themes of what people are seeking from Yarra Libraries is social connection, be it through activities, technology, or simply having a free and accessible space where they can relax, learn, explore, play and engage with other people.
- 39. Yarra Libraries provide this 'third place' after home and school, study or work, libraries are a neutral place that is separate from home and work (or school), where everybody is welcome. Yarra Libraries is free and inclusive, fostering community connection and breaking down the barriers of social isolation and exclusion.

Human Rights Implications

- 40. Yarra Libraries Strategic Plan 2017–2020 actively supports and complies with the Charter of Human Rights 2006, which lists 20 substantive rights. This strong commitment to social justice underpins everything that the library service does.
- 41. The rights listed in the charter that are of notable relevance to public libraries, and specifically to this strategy document, are:
 - (a) freedom of thought, conscience, religion and belief;
 - (b) freedom of expression;
 - (c) taking part in public life; and
 - (d) cultural life.

Communications with CALD Communities Implications

- 42. The consultation process for this Strategy was inclusive of Yarra's CALD communities, through direct outreach activities, conversations in community languages with library users, and by the Community Partnerships Unit's promotion of the consultation through their networks.
- 43. The draft Strategy actively supports delivery of actions that correspond with the Multicultural Partnerships Plan, such as promoting the 'Racism, it stops with me' campaign.
- 44. During the initial surveys that formed the basis of the draft Strategy, Library Services broke new ground by being the first Council unit to have translated versions of the survey materials available online in all of Yarra's predominant community languages. Additionally, our CALD outreach staff have personally connected and spoken with the Chinese, Vietnamese, Arabic and Greek communities in their primary language to seek their input.
- 45. Yarra Libraries employs staff who can speak Vietnamese, Mandarin, Cantonese, Arabic, Greek and Italian with our library users, and we offer activities and services in a variety of community languages.

Council Plan, Strategy and Policy Implications

46. The Council Plan 2017–21 informs the development and delivery of Yarra Libraries services and programs. The applicable objectives are as follows:

- (a) Objective 1: City of Yarra, a place where ... Community health, safety and wellbeing are a focus in everything we do;
- (b) Objective 2: City of Yarra, a place where ...Inclusion, diversity and uniqueness are welcomed, respected and celebrated;
- (c) Objective 3: City of Yarra, a place where ... Council leads on sustainability and protects and enhances its natural environment; and
- (d) Objective 5: City of Yarra, a place where ...Local businesses prosper and creative and knowledge industries thrive.

Legal Implications

47. There are no legal implications inherent in this report, or the proposed Strategic Plan.

Other Issues

- 48. During the last four years Yarra Libraries has successfully reinvented our spaces, collections, programs, activities and ourselves, to meet the evolving needs of our community. A success story in every way, our statistics across all areas have been trending upward since that time. In our last reporting period, Yarra Libraries':
 - (a) memberships increased by 2.8%;
 - (b) library visits increased by 11.8%; and
 - (c) Wi-Fi usage increased by 52%.
- 49. In the current reporting period all of these figures have increased again with the opening of Bargoonga Nganjin, where loans have doubled, library visits have quadrupled, and demand for loans and use of our Wi-Fi is unprecedented. This draft Strategy and the proposed annual actions will enable the library service to continue to improve, respond, and grow with these changing community needs.
- 50. The draft Yarra Libraries Strategy 2017-2020 builds on the previous Yarra Libraries Strategy and will provide direction for Yarra's Library Services through the next three years to continue this strong engagement with our community.
- 51. Yarra Libraries' vision for this period is: Connect, Discover, Inspire.
- 52. The Strategy has been written in plain language with the intent that anyone who picks it up will be able to read and understand it, making it as accessible as possible to staff, stakeholders and community alike.
- 53. Through an extensive consultation with the community, library users, internal and external stakeholders, and potential partners, Yarra Libraries identified six strategic priorities.
- 54. The six priorities are:
 - 1. Creating opportunities for learning and literacy.
 - 2. Putting people first.
 - Connecting with our community.
 - 4. Discovering through technology.
 - Curating inspired collections.
 - Providing places for all people.
- 55. Every year for the life of the Strategy, Yarra Libraries will develop action plans based on these six themes, with the proposed first year action plan shown as Appendix A in The Draft Strategy, which can be found at Attachment 1.

Options

56. No alternative options are presented for consideration. The development of a new Yarra Libraries Strategic Plan 2017–2020 provides the framework for the effective management and delivery of Yarra's public library service.

Conclusion

- 57. Yarra Libraries makes a significant and much valued contribution to the community, something that has been reinforced by the feedback received from the community and internal and external stakeholders throughout the consultation process.
- 58. Yarra Libraries seeks out new ideas, innovative work methods and opportunities which has made us a leader in the Victorian public library sector. This draft Yarra Libraries Strategy 2017-2020 will enable us to continue leading the way, and provide the best possible service for Yarra's diverse community.
- 59. This draft Strategy is the blueprint that will guide Yarra's Library Services through the next three years, continuing the journey that Yarra Libraries began with our last strategy, Building Community Discovery 2013–16.

RECOMMENDATION

1. That:

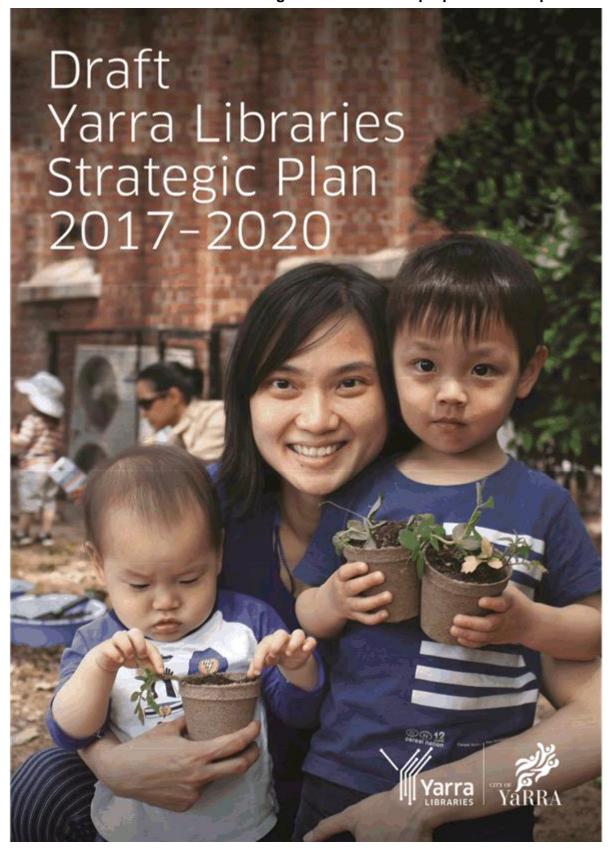
(a) Council adopts the attached Yarra Libraries Strategic Plan 2017–2020.

CONTACT OFFICER: Felicity Macchion

TITLE: Library Development & Projects Officer

TEL: 9205 5389

Attachments



Agenda Page 184

May	or's/	Message	3
Intro	oduc	tion	4
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Yarra City Council acknowledges the Wurundjeri as the Traditional Owners of the land, pays tribute to all Aboriginal and Torres Strait Islander peoples, and gives respect to Elders past and present.

Mayor's Message

MESSAGE TO BE INCLUDED AFTER DRAFT ENDORSED



Introduction

This strategy is the blueprint that will guide Yarra's library services through the next three years.

Yarra Libraries, like all public library services, has recently undergone a complete transformation. Leaving no stone unturned, we have reinvented our spaces, collections, programs and activities – and ourselves – to meet the evolving needs of our community. And the transition will continue.

Libraries have become active, multi-use spaces that reflect the many different ways in which people want to use them. These spaces are not limited to our library buildings either. We are increasingly extending services into the community through outreach into people's homes and community meeting places, into parks and onto the street. Increasingly mobile technology enables a growing part of the library to be wherever people need it, 24-hours a day. Being agile and responsive to community need is a key priority for Yarra Libraries and informs everything we do.

Yarra's rapidly increasing population is living in closer quarters than ever before. With space at a premium, and more people living alone, having a place where we can go to pursue our interests and connect with other people is becoming increasingly essential.

A rich spectrum of people call Yarra home. For some residents, the library is a type of luxury, or extra, while for others, the library is a vital part of everyday life, providing access to resources and services that may not be freely available elsewhere. Importantly, the library is a place where all people are welcome, and everyone belongs, regardless of who they are and what has brought them the space. The library is an equal access space, partly because, in a world of user-pay systems, the library is free.

Public libraries first emerged from Mechanics' Institutes, which were established to empower working class people by providing more equitable access to information and education. There was a belief at the time that by making information freely accessible, people who were previously uneducated could rise up through the class structure to lead a better life. Today's public libraries continue this fundamental commitment to social justice – they remain freely accessible to all and provide a collective repository for local knowledge. Our staff support this by promoting access to information, resources and the many ways of learning. Recent research has demonstrated that, for every government dollar invested in libraries, the value returned to the community is at least 3.56 times more, 1 an impressive figure, even without considering the additional value provided through jobs and contribution to the state economy.

The community of library users has broadened since the Mechanics' Institute days, but the libraries' core business, the focus on empowering people through access to information and learning, has remained. Ongoing change is an essential part of this responsive relationship with the community and helps to ensure that Yarra Libraries will continue to be a welcoming, accessible and inspiring place – where people always come first.

¹ SGS Economics and Planning (2011), Dollars, Sense and Public Libraries, p. 5.

Vision

Connect Discover Inspire

Purpose

Our libraries provide a place for all people to connect with others, discover new things and find inspiration, both within the library walls and beyond.

Developing priorities for Yarra Libraries

Through an in-depth consultation process we identified six priority areas for this strategy (see Appendix B for consultation details). We asked library users, community service providers, Council staff, and the broader Yarra community what they would like Yarra Libraries to do, and developed the priorities from their answers.

Each priority is a strategic direction for Yarra Libraries to follow during the next three years. The priorities will guide development of an annual action plan, which will respond to our community's evolving needs. The action plan for the coming year is attached in Appendix A, and should be read alongside the priorities so that the reason for each action will be clear.

Creating an action plan every year will ensure we have a mechanism to respond effectively to growth and change. Yarra Libraries approaches consultation with our community as an ongoing endeavour, seeking out the community's opinion on specific issues, such as services and collections, and encouraging general input from library users on a daily basis.

During the life of this strategy we will continue to:

- · Encourage verbal feedback.
- Conduct surveys.
- Ensure inclusive engagement processes.
- Seek feedback following events and activities.
- Encourage people to contact us online, through the website and social media.
- · Have hard copy feedback forms prominently available wherever we work.
- Target groups that are harder to reach with engagement methods that suit them.
- Consult with our Library Advisory Committee and other Council advisory groups as appropriate.

Through these measures we will keep up an ongoing conversation with the community, while building relationships and evaluating our work. As we capture and respond to feedback, we will use it to fuel a process of ongoing improvement.

Our priorities for 2017–2020

Priority 1: Creating opportunities for learning and literacy

First and foremost, Yarra Libraries provides opportunities and resources for learning, literacy and creativity.

The libraries are here for everyone and dedicated to learning needs at all stages of life. From creative play to scheduled learning activities, and basic to advanced skill levels, everyone can find an opportunity to learn and grow at Yarra Libraries. For some, this will be basic literacy, for others it may be learning to use, or having the opportunity to play with, technology.

Yarra Libraries is already providing one-on-one support for individuals with low literacy, digital literacy skills or limited access to technology, to navigate eGovernment platforms, fill out forms and apply for jobs online. These are partnerships we will continue to build.

Some people may want to create or join a special interest group, to connect with like-minded people in the community. Others will be looking for a resource-rich environment that feeds their creative impulses. Our ever-growing collections and resources support learning experiences at all levels, and our staff are here to facilitate connections.

And we're not just confining these opportunities to spaces within the library walls. We understand that not everyone is able to come to us, so we will continue to extend our services to wherever they are needed. As always, Yarra Libraries staff will be the key to finding out how our libraries, and their diverse programs, events, and collections, can best serve the Yarra community to learn throughout their lives.

'The library has extended my ability to spell correctly and my knowledge, enabling me to speak with authority when socialising.'

- Home Library user

Priority 2: Putting people first

We recognise that people use the library in many different ways, and we want to ensure that your library experience suits you.

Yarra Libraries is committed to providing excellent customer service by creating positive experiences for everyone. Our staff can connect you with programs, ideas, resources, collections and events, and help you with research or unfamiliar technologies. Or if you prefer to be left alone, you can use our facilities and online services independently, without any direct interaction.

We focus on people, and develop new programs and services that respond to the community's needs. Effective use of technology means that people can use the library independently, and when our staff are needed, they now have more time to spend with library users, helping with enquiries, delivering activities, and building programs. The ongoing conversations we have with everyone help us to better what is needed, and enable us to provide better service for all library users, especially those who can be hard to reach.

At Yarra Libraries we welcome and include everyone, irrespective of their background, persuasion, religion, abilities, age or interests. We will always ensure that our libraries have a personal touch, and look forward to finding new ways to extend our reach and create library experiences designed around people.

'I'm a long-time local to this neighbourhood, and I walked past the doors of the library for many years. My needs finally drew me in and it was the best thing I ever did.'

- Annette, Richmond

Priority 3: Connecting with our community

Libraries are vital hubs for connection and collaboration.

People love coming to the library to connect with other people, and we love being part of this. Whether through books, activities, study, internet access or relaxation, human connection is a big priority for everyone. For some, this might be the alone-together intimacy of reading in the company of others, while other people want to meet like-minded folks to share skills, knowledge and conversation.

During the community consultation for this strategy, people repeatedly told us that they come to libraries to connect with other people. This connection is one of the things that Yarra staff most love about working in the libraries, and it is a purpose that resonates with community service providers and officers from other areas of Council. That's why we are committed to keeping community connection a central focus in our day-to-day operations, and throughout our programs and activities.

The programs we run to create these connections are as diverse as the people who attend them. Some of the activities and events include food, cooking, craft, electronics, entertainment, genealogy, Indigenous storytelling, language clubs, homework and research. And we're discovering more areas of interest to explore all the time.

We will continue to reach out across the community to partner and work with other groups and organisations, to find ways to deliver our services beyond the library walls. We will also search for new ways of reaching the community by partnering with other services within Council itself. We will seek to increase collaborations in what we do to bring the best to our community.

'I support community libraries, particularly for young children and older people. It gives people who are isolated, for example, a connection to a community.'

- Ros, Fitzroy

Priority 4: Discovering through technology

Technology is changing the ways in which we learn, connect and collaborate.

As this change continues, it's vital that everyone has access to the kind of technology that suits them, and a chance to develop their digital skills.

Many people want library services to be available 24/7, and effective use of technology is the first step in making this happen. Through our website, we are working hard to develop our online presence, and we are expanding our digital services and resources. We will continue to explore technologies to support social connectedness, and we are keen to facilitate access to both basic and advanced technologies that people might not have at home.

Increasingly, digital technologies are an everyday part of life. People are required to interact with each other, with services and with government online, but not everyone in Yarra has a computer. Others have access to technology, but don't know how to use it, while some people have a basic understanding, but are seeking to improve their skills and discover new technologies.

Yarra Libraries is dedicated to bridging the digital divide to ensure that no one is left behind. For some, this will mean learning to set up an email account and accessing online services. For others, it will mean learning about social media and digital safety. And some people will want to learn how to code, build robotics or tinker with electronics projects.

It's not all about entry level support, we can also facilitate use of high-end technology for those who are looking to develop their existing expertise. Whether you're a tech-savvy expert looking to expand your skills, or an absolute beginner, Yarra Libraries' staff can link you with activities and programs, or help you take that first tentative step. The tech-world is marching ahead with ever-increasing pace and we want everyone to benefit from this.

How do you imagine Yarra Libraries in the future?

'Lots more interactive, more ways to link with technology, easier to find things, definitely don't think about hundreds of books!'

- Fitzroy local, Atherton Gardens Family Fun Day

Priority 5: Curating inspired collections

Our collections underpin everything we do at Yarra Libraries.

Many people have asked us whether there will be books in the library of the future. We're happy to say that yes, our much-loved book collections will still be there for browsing, discovering, reading and learning. Our collections will also continue to evolve so we can open doors to new and exciting ways to learn and share.

Heritage items, local history archives and environmental technologies are just some of our existing collection types, and where possible we will look to expand this to include other kinds of items in the future. The steady incorporation of ebooks and digital resources will complement the possibility of borrowing things like tools, gadgets and technology. We are also working towards the digitisation of collection items such as local history collections. Our focus will always be on increasing and supporting ways for people to learn, connect, make, imagine and discover.

Curating inspired collections relies on us understanding what inspires our community. We encourage everyone to keep us abreast of what they want to see and use in our libraries. We take requests to purchase items, encourage feedback and can help support individual research.

Our collections will continue to grow and develop according to diverse community needs. In some cases we may ask people to help build our collections too. This might include assisting people to curate, capture and share their own stories and local histories, or choosing what they want to see and use in our specialised language collections.

'Access to all requested books. Delightful book deliveries, cheerful and knowledgeable. The personal contact is very important, it makes you feel that the books are alive.'

Home Library user

Priority 6: Providing places for all people

While the library spaces and the ways we use them are rapidly changing, our libraries remain free and accessible, and everyone is welcome.

Libraries are more than just places to search for and find books. They are community hubs for learning, creating, studying, relaxing, accessing technology, connecting with others or finding some personal space. Our library spaces are evolving to reflect the different ways that people want to use them.

More than this though, our libraries are no longer limited to the physical library space. We reach into homes through delivery services. We are on the street, in shopping centres and in local parks through various programs and pop-up events. We're in local neighbourhood houses and on housing estates through partnership activities. And increasingly, our libraries are online and virtual – and therefore 24/7. During our consultation for this strategy, we heard that everyone wants the library in all these places and more – and that's where we intend to go.

People also want to see more interconnectedness between other libraries, not just locally but around the world, and this is something we are striving to deliver. Yarra Libraries is a unique community asset, and we intend to continue to improve our buildings, our virtual spaces, our presence out in the community, and find new ways to make places for all people.

'I would like to say how very much I love Richmond Library. It's one of my happy spaces!'

- Meg, Richmond

What now?

Our priorities for the next three years continue the journey that Yarra Libraries began with our last strategy, *Building Community Discovery 2013–16*. The community's input for that strategy, along with the appetite for transformation that has swept through the public library sector, established a mandate for change in every area of our library service.

From spaces to collections, from staffing structures, to events and programs, we left no stone unturned as we reinvented Yarra Libraries. A success story in every way, our stats across all areas have been trending upward since that time, reflecting the hard work that led us to where we are now. We're thrilled with this result. During the last reporting period before this strategy, Yarra Libraries' memberships increased by 2.8%, library visits increased by 11.8%, and our wifi usage increased by a whopping 52%. In the current reporting period all of these figures have increased again with the opening of Bargoonga Nganjin, where loans have doubled, library visits have quadrupled, and demand for loans and use of our wifi is unprecedented.

Our staff continue to rise to each challenge, and remain the cornerstone in a solid foundation on which we will keep building.

Consultation for our current strategy has confirmed that community members, library staff, service providers, and our colleagues at Council and in other library services, are all on the same page as to where Yarra Libraries should head to next. We look forward to making the most of this collective energy to continue collaborating and evolving in response to our community's changing needs.

With an eye on industry trends, and a commitment to ongoing consultation, Yarra Libraries will keep seeking out new ideas, innovative work methods and opportunities to provide the best possible service for Yarra's diverse community.

Appendices

Appendix A: Annual Action Plan - Year One

Budget note: All actions in this plan have been costed within the existing resources of Yarra Libraries' operational budget.

1. Creating opportunities for learning and literacy

Action	Responsibility	Timeline	Measures	Budget
1.1 Ensure that lifelong learning programs re Yarra's cultural diversity and encourage different ways of learning and obtaining information. ²	Library Community Programs & Outreach team Library Digital team Aged & Disability Services	June 2018/ ongoing	Utilise a range of communication and learning methodologies to engage people with limited literacy in learning opportunities within libraries:	Within existing operational resources
1.2 Organise information and training session aimed at CALD communities and Librarie staff, which provide capacity building opportunities such as computer skills and of MyGov. ³	Library Digital Team Community	June 2018	At least four training sessions delivered to CALD communities. At least one information session run in collaboration with DHHS – in multiple community languages. At least one staff training session to enable them to assist CALD and other community groups to access E-Gov and E-business websites and tools. Work with Family, Youth & Children's Services to extend this assistance to young people.	Within existing operational resources

² This action also appears in Yarra's Positive Ageing Strategy 2014–2017

³ This action also appears in Yarra's Multicultural Partnerships Plan 2015–2018

Action	Responsibility	Timeline	Measures	Budget
Run targeted events and programs promoting health, life-skills and life-issues.	Library Community Programs & Outreach Team Library Children's & Youth Services Team Family, Youth & Children's Services	June 2018	Engage guest speakers and subject matter experts. Seek guidance from other areas of Council's Community Wellbeing division. Encourage online discussions. Work with Family, Youth & Children's Services to design a program around health and lifestyle for young people.	Within existing operational resources
Purchase and display Aboriginal Languages of Victoria Map at all of our branches from Victorian Aboriginal Corporations of Languages (VCAL). ⁴	Library Leadership Team	May 2018	Contact VACL to purchase. Assess cost, raise PO. Laminate and display in prominent area across five library branches.	Within existing operational resources

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⁴ This action also appears in Yarra's Aboriginal Partnerships Plan 2015–2018

2. Putting people first

Action	Responsibility	Timeline	Measures	Budget
Work constantly to remove barriers to participation at Yarra Libraries.	Library Leadership Team Library Development & Project Officer Yarra Libraries Access Ambassadors Libraries Technical Services team Aged & Disability Services Family, Youth & Children's Services All other Yarra Libraries staff	August 2017 August 2017 September 2017 December 2018 June 2018 September 2017	Establish Yarra Libraries Access Ambassadors to promote accessibility at each library branch. Train Access Ambassadors in assistive technologies and other resources to enhance accessibility of library spaces and services. Promote Access Ambassadors accessibility program. Complete at least four accessibility facilities audits, using DHHS standards, and keep an issues log about library accessibility. Include accessible activities and events in programming. Children's & Youth Services Team Leader to work with Council's Family, Youth & Children's Services team to remove barriers to membership for young people under 18. Review accessibility of existing library technologies.	Within existing operational resources
2.2 Promote libraries far and wide.	Library Marketing Team Leader Library Leadership Team All other Yarra Libraries staff	June 2018/ ongoing	Promote libraries services to increase profile and reach. Build e-news membership and increase social media followers. Promote extended opening hours through social media, on signage and print media. Consult staff about extended opening hours and address any emerging issues.	Within existing operational resources
Maintain connection with Council's Aboriginal community activities through membership of the Reconciliation Action Plan (RAP) working group.	Library Coordinator Community Learning & Partnerships Library Children's & Youth Services Team Leader	July 2017– June 2018	Maintain RAP group membership of two library services representatives. Attend monthly meetings to report on Yarra Libraries and Aboriginal Community projects. Seek opportunities to build connections between libraries and other parts of Council.	Within existing operational resources

Action	Responsibility	Timeline	Measures	Budget
	Community Partnerships			
Find ways to facilitate skills and knowledge sharing amongst people in the community.	Library Community Programs & Outreach Team Library Coordinator Community Learning & Partnerships Library Children's & Youth Services Team Leader Family, Youth & Children's Services	June 2018	Identify and engage library users with specialised knowledge, skills or teaching experience who want to share their knowledge with other library users (eg. special interest groups, panel discussions etc). Work with internal partners to identify opportunities to share creative work.	Within existing operational resources
Review structure and Terms of Reference for the Library Advisory Committee (LAC) to explore additional opportunities for input and involvement in library projects.	Library Management Team	December 2017	Hold workshop with LAC members to identify opportunities for more active involvement. Review and (if appropriate) revise LAC Terms of Reference. Consider expansion of membership to include a greater diversity of ages and cultural backgrounds. Work with other areas of Council, such as Family, Youth & Children's Services, to identify candidates to apply for any new committee positions. Engage with other Council advisory groups for input.	Within existing operational resources

Action	Responsibility	Timeline	Measures	Budget
Support opportunities which empower CALD communities, promote intercultural relations, combat racism, celebrate diversity and acknowledge the multicultural heritage of Yarra. ⁵	Library Community Programs & Outreach Team Community Partnerships	June 2018	Promote campaign 'Racism. It stops with me' campaign to community and Council staff in English and key community languages. Promote council events within the libraries including Cultural Diversity Week/Harmony Day (March) and Refugee Week (June). Work with Neighbourhood Houses on any activities and promotion.	Within existing operational resources



⁵ A variation of this action appears in Yarra's Multicultural Partnerships Plan 2015–2018

3. Connecting with our community

Acti	on Responsibility		Timeline	Measures	Budget
	Celebrate National Reconciliation Week and deliver an internal event for Yarra staff. ⁶	Library Ewing Trust Officer Arts, Culture & Venues Community Partnerships Communications & Engagement	June 2018	Members of the Reconciliation Action Plan group will be asked to attend and invite staff. Efforts made to encourage people to attend from across the organisation. High levels of staff participation from across Council.	Within existing operational resources
	Yarra Libraries will continue to show a strong commitment to the Wurundjeri people by incorporating key events celebrating our first peoples. ⁷	Library Community Programs & Outreach Team Community Partnerships	June 2018	Consult Aboriginal Partnerships Officer on programming opportunities. Contact Wurundjeri Council to assess opportunities and associated costs. Include at least four events in the Yarra Libraries program that celebrate and promote Aboriginal Culture.	Within existing operational resources
	Participate in Indigenous Literacy Day 2017 by donating proceeds from a book sale to the Indigenous Literacy Foundation, and organising a campfire storytelling event with Wurundjeri Elders. ⁸	Library Children's & Youth Team Leader Library Community Programs & Outreach Team Community Partnerships	September 2017	Work closely with the Aboriginal Partnerships Officer to organise storytelling around the campfire as part of one of Yarra Libraries' Family Fun Days at Atherton or Edinburgh Gardens. Coordinate book sale on or close to Indigenous Literacy Day. Register book sale with Indigenous Literacy Foundation. Deposit book sale proceeds with Indigenous Literacy Foundation.	Within existing operational resources

<sup>This action also appears in Yarra's Aboriginal Partnerships Plan 2015–2018
A version of this action also appears in Yarra's Aboriginal Partnerships Plan 2015–2018
A version of this action also appears in Yarra's Aboriginal Partnerships Plan 2015–2018</sup>

Act	tion	Responsibility	Timeline	Measures	Budget
3.4	Create and cultivate opportunities for cultural exchange between community groups, providing opportunities for sharing of traditions and cultural practices. ⁹	Library Community Programs & Outreach Team Library Children's & Youth Services Team Community Partnerships Children's Youth & Family Services Aged & Disability Services	June 2018	Connect CALD groups and individuals with Council departments, to link in to initiatives and projects, enhancing relationship and capacity building. Work with Family, Youth & Children's Services and Aged & Disability Services to identify opportunities for intergenerational CALD and cultural exchange activities.	Within existing operational resources
3.5	Provide opportunities for Council to build strong relationships with multicultural groups, and enable these groups to contribute to Council processes as active, informed citizens who are involved in the life of their communities. ¹⁰	Library Community Programs & Outreach Team Library Development & Projects Officer Community Partnerships	June 2018	Establish and run at least four community-led programming and outreach activities to establish and strengthen links with ethnospecific multicultural groups and leaders in Yarra. Facilitate at least two networking and collaboration events per year, between groups, service providers and Yarra Libraries.	Within existing operational resources
3.6	Take the library to hard-to- reach groups, including those who are culturally, linguistically and/or socially isolated.	Library Community Programs & Outreach Team Library Children's & Youth Services Team Library Digital & Community Learning Team Library Development & Projects Officer Family, Youth & Children's Services Community Partnerships	June 2018/Ongoing	Work with Family, Youth & Children's Services to identify ways to take the library to young people from a variety of cultural and socio-economic backgrounds. Work with Community Partnerships to identify outreach opportunities. Run a pop-up library event at Balit Narrum, Northern Division Aboriginal Disability Network. Run a pop-up library at Billabong BBQ. Facilitate wifi and digital technology for Billabong BBQ. Explore ways to connect Home Library Service users with library community	Within existing operational resources

⁹ This action also appears in *Multicultural Partnerships Plan 2015–2018*¹⁰ A version of this action also appears in the *Multicultural Partnerships Plan 2015–2018*.

Action	Responsibility	Timeline	Measures	Budget
			activities.	
3.7 Continue to develop welcoming and safe opportunities for young and middle years children, and young people, to exercise their sense of curiosity, develop new skills and enjoy learning with family and friends, such as through programs and activities at Yarra Libraries, playgroups and other options.	Library Children's & Youth Services Team Family, Youth & Children's Services	December 2017	Evidence of cross collaboration and communication. Number of early years' services and activities provided in Council facilities. Evidence of communication of programs to culturally and linguistically diverse and vulnerable residents and ancillary services. Work with Family, Youth & Children's Services to find ways to better integrate our respective school holiday programs.	Within existing operational resources
Maintain a strong connection with Yarra's Neighbourhood Houses. 12	Library Coordinator Community Learning & Partnerships Library Leadership Team	June 2018	Coordinator to attend regular meetings of the Yarra Neighbourhood Houses Network. Collaborate with Neighbourhood Houses to deliver programs and activities (e.g. movies in the park).	Within existing operational resources
3.9 Strengthen connections with public housing estates.	Library Coordinator Community Learning & Partnerships Family, Youth & Children's Services	December 2017	Ensure regular representation at Atherton Gardens Residents Association meetings. Evaluate success of pop-up library services and outdoor cinema at Richmond Estate and plan future programs. Initiate contact with Collingwood Estate and Belgium Avenue Neighbourhood House and seek opportunities to collaborate and build links. Collaborate with Family, Youth & Children's	Within existing operational resources

A version of this action also appears in the Early Years Strategy 2015–2018.
 A version of this action also appears in the Neighbourhood Houses Strategy and Action Plan.

Action	Responsibility	Timeline	Measures	Budget
			Services to build links with the Youth Centre in order to deliver events and activities together.	



4. Discovering through technology

Action	n Responsibility Timeline		Measures	Budget	
Provide opportunities for middle years children and young people to access information, connect and network via new web and mobile technologies and age- appropriate social networking tools.	Library Digital Services Library Children's & Youth Services Family, Youth & Children's Services	June 2018/ongoing	Seek feedback on digital services and programs for young people through youth and middle years networks eg. Youth Advisory Committee and Youth Ambassadors. Targeted promotion of programs through social media – using the platforms that target demographic use. Engage young people with creative technologies. Teach eSmart cyber-safety tools and resources for young people to stay safe online.	Within existing operational resources	
4.2 Support opportunities for the whole Yarra community to improve digital and information literacy skills. ¹⁴	Library Digital Team Library Children's & Youth Services Team Family, Youth & Children's Services	June 2018/ongoing	Seek funding to continue and extend Digital Bootcamp for young people, housing estate residents, seniors groups and nursing home residents. Undertake ongoing evaluation of digital literacy programming to build successful, responsive programs and replace outdated programs. Engage young people in using creative technologies. Teach eSmart cyber-safety tools and resources for young people to stay safe online.	Within existing operational resources	
4.3 Support and facilitate community access to technology.	Library Team Leader Digital & Community Learning Library Digital Team Library Coordinator Community Learning &	June 2018/ongoing	Continue digital coaching or similar program to provide one-on-one digital support to people who need it. Provide comfortable learning environments for people at all stages of learning. Investigate models for loaning technology and/or connectivity devices (e.g. dongle with data allowance) to library members. Increase engagement through play and informal learning.	Within existing operational resources	

¹³ A version of this action appears in the Middle Years Strategy Action Plan 2014–2017.
14 A version of this action appears in the Yarra Youth Policy 2013–2016.

Action	Responsibility	Timeline	Measures	Budget
	Partnerships		Support programming for people with more advanced technological skills. Promote use of eSmart cyber-safety tools and resources.	
Run podcast and live stream events.	Library Team Leader Marketing Library Coordinator Community Learning & Partnerships	June 2018/ ongoing	Trial Facebook Live as a platform for live streaming at least four events in a two month period. Record stats across multiple events to evaluate increased remote access library participation.	Within existing operational resources
4.5 Complete first draft of Libraries IT Roadmap.	Library Coordinator Resource & Technology Library Manager ICT Services Team	June 2018	Research and write complete first draft of Libraries IT Roadmap.	Within existing operational resources
Promote eSmart cyber-safety tools and resources throughout Yarra Libraries' digital services and programs.	Library Digital Team All Library staff	Ongoing	Ensure principles of eSmart Libraries are embedded in our digital literacy services and programs. Promote the use of eSmart tools and resources to everyone who engages with Yarra Libraries digital facilities and services.	Within existing operational resources

5. Curating inspired collections

Action	Responsibility	Timeline	Measures	Budget
5.1 Strengthen the existing Aboriginal book, DVD and music CD collections at Yarra Libraries, particularly at the Fitzroy Library Branch. 15	Library Team Leader Collections Community Partnerships Library Development & Project Officer Libraries Technical Services team	November 2017	Expand Yarra Libraries Aboriginal book, DVD and music CD collections at Yarra Libraries, particularly at the Fitzroy Library Branch. Review the relevance and appropriateness of the material in the collection. Consult with the Community Partnerships Unit on process and materials.	Within existing operational resources
5.2 Strengthen the diversity of collection content and material for youth to better reflect diversity of Yarra's readers.	Library Team Leader Collections Library Team Leader Children's & Youth Services Family, Youth & Children's Services	June 2018	Work with Family, Youth & Children's Services to engage the Yarra Youth Advisory Committee (YYAC) and other youth groups to consult on the Young Adult Collection.	Within existing operational resources
5.3 Undertake stage one of oral history project to build a repository of local knowledge as part of the Yarra Libraries history collection. 16	Library Team Leader Collections Library Team Leader Digital & Community Learning	June 2018	 Work with communities and local history societies to develop a framework for an oral history project focused on capturing the voices of under underrepresented heritage (including older residents, migrants and Aboriginal people). 	Within existing operational resources
5.4 Capture the diversity of Yarra as seen through the lives of residents from many cultures. ¹⁷	Library Team Leader Community Programs &	June 2018	 Work with communities and local history societies to capture a series of 'Inspiring Stories' in nine community languages. 	Within existing operational resources

This action also appears in Yarra's Aboriginal Partnerships Plan 2015–2018
 This action also appears in Yarra Heritage Strategy 2015–2018
 This action also appears in Positive Aging Strategy 2014–2017

Action	Responsibility	Timeline	Measures	Budget
	Outreach Local History Librarians Aged & Disability Services			
5.5 Expand e-collections.	Library Team Leader Collections Library Team Leader Marketing Library Team Leader Children's & Youth Services Library Coordinator Resources & Technology	June 2018	Increase promotion of ebooks and digital resources to the community. Develop the e-collection content.	Within existing operational resources
5.6 Facilitate access to the collection by artists, experts and researchers.	Library Team Leader Collections Library Coordinator Community Leaming & Partnerships Local History Societies Community Partnerships	June 2018	More specialist practitioners access the collection for specific projects. Investigate possible connections to Council's Community Grants program.	Within existing operational resources

Action	Responsibility	Timeline	Measures	Budget
5.7 Facilitate better access to Yarra collections through digitisation.	Library Team Leader Digital & Community Learning	June 2018	Continue to digitise Yarra Libraries' Local History Collection. Digitise at least one more category of the collection (e.g. rates records, photographs, maps). Investigate the possibility of working with Arts & Culture to digitise the Art & Heritage collection.	Within existing operational resources



6. Providing places for all people

Action	Responsibility	Timeline	Measures	Budget
Make library spaces vibrant and inviting in collaboration with Arts and Cultural Services. ¹⁸	Library Leadership Team Arts and Cultural Services Family, Youth & Children's Services	June 2018	 Work closely with Arts & Culture to facilitate exhibition of locally-relevant culturally and artistically diverse works through library spaces. Consult with Family, Youth & Children's Services to identify opportunities to include work by young people in library displays. 	Within existing operational resources
6.2 Actively encourage vulnerable people to utilise libraries spaces and services, and support staff to engage with vulnerable library users.	Library Leadership Team All Yarra Libraries Staff	ongoing	Connect with at least four community service providers who are working with vulnerable communities eg. homelessness, domestic violence, LGBTQI and older people. Run at least one training session with libraries staff on working with vulnerable communities (eg. responding to ice-affected people).	Within existing operational resources
6.3 Explore opportunities for ongoing renewal of facilities to ensure we meet emerging community needs and expectations. ¹⁹	Library Management Team Library Leadership Team	June 2018	 Explore available funding sources within and external to Council to support building and infrastructure improvements in 2018–19. 	Within existing operational resources
6.4 Investigate opportunities to create connected outdoor/ indoor spaces in all of Yarra's libraries.	Library Management Team	June 2018	 Consult Open Space, Sustainability and Building Services branches to identify opportunities for 'greening' library spaces and improving the interface between indoors and outdoors, with a view to implement in years two and onwards. 	Within existing operational resources

A version of this action also appears in the Arts and Cultural Strategy 2016–2020
A version of this action also appears in the Richmond South Community Infrastructure Neighbourhood Plan.

Action	Responsibility	Timeline	Measures	Budget
6.5 Work with Venues & Events team to improve access to bookable spaces.	Library Manager Coordinator Venues	June 2018	Wider promotion of bookable spaces.	Within existing operational resources
Create versatile spaces that don't sacrifice comfort or functionality.	Library Management Team Library Leadership Team	June 2018/ ongoing	Evaluate current library spaces to assess accessibility, including future-proof furniture, power points and public rest rooms.	Within existing operational resources



Appendix B: Consultation

Laying the groundwork

This strategy was developed through an in-depth consultation process run in the second half of 2016 and the beginning of 2017. It encompassed a series of workshops, targeted outreach consultations with hard-to-reach groups, an informal online survey (used as a conversation tool by library staff), and conversations with library users, community members, service providers and Council staff.

During the two years leading up to these consultation activities, we also conducted surveys on all aspects of the service. This provided a firm foundation for a deeper, qualitative approach. The data gathered was used to inform the development of the Yarra Libraries Learning Framework in 2015, and also as the basis of the consultation for this strategy. The findings, along with industry-based research, were drawn together in a discussion paper and project plan, which laid out the consultation path. There is a video available here that shows what our community said in their own words during the initial consultation (or if you are reading this in hard copy, the link is https://youtu.be/gYu3bNEo5fQ).

The two library user surveys gathered feedback firstly on library service delivery, performance, and programs, and secondly on the library collections, gauging community interests, and current and future collection needs. Additionally, following a benchmarking process, we polled library users as to their preferred library opening times, from two different options.

The surveys were distributed electronically and made available at all library branches in multiple community languages. Our circulation of the surveys and the opening hours poll reached 32,247 people and had about a 10% response rate. The new opening hours have since been implemented, as has the Learning Framework, which is ongoing.

Thanks to this groundwork, when the 2016–17 consultation period was planned for this strategy, we were keenly aware that we were starting in a strong position to deepen the conversation with our community, instead of covering the same ground (and give our community consultation exhaustion!).

Consultation activities

We specifically sought out and engaged with particular groups who can be difficult to reach. Rather than formally surveying our library users, we had conversations with people in our venues and at our events, and we went out into the community to speak with people who both do and do not use our libraries to find out what they want, and what they need.

Consultation activities included:

- · Four focus-group workshops
- Early childhood drawing activities

and

- Conversations with:
 - People attending craft activities
 - CALD community library users (including Vietnamese, Chinese, Greek and French language speakers)
 - The local Aboriginal community at Billabong BBQ

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- People attending Family Fun Days and the Youth Services Block Party on the Atherton Gardens Estate
- The Yarra Aboriginal Services Network
- People from the LGBTIQ community at Midsumma Carnival
- Those who use our Home Library Service
- Local seniors groups
- Yarra Libraries' Advisory Committee
- Yarra's Disability Advisory Committee
- Community service providers
- Council officers
- Local schools
- Parents
- Children
- Young people

The consultation was publicised through various networks across Yarra through these channels:

- Yarra Libraries eNewsletter
- Facebook
- Twitter
- Posters
- Fliers
- · Phone calls to existing and potential community partners
- And emails to:
 - Yarra Council's Community Grants List
 - Multicultural Partnerships network
 - Service providers who work with the Community Partnerships team
 - Yarra Libraries' Advisory Committee
 - Existing and potential community partners

Service providers and existing and potential community partners were all telephoned and encouraged to provide feedback, either on the spot or through further contact or a workshop. Throughout the consultation, word of mouth spread, and individual people who had heard about the consultation phoned, emailed or visited the Library Development & Projects Officer to feed ideas into the strategy.

Yarra Libraries' staff would like to extend a big thank you to everyone who took part in shaping this important future blueprint.

Our ongoing conversation

Yarra Libraries approaches consultation with our community as an ongoing endeavour. While we do regularly seek the community's opinion on specific issues, such as services and collections, we are open to, and encourage input from, our library users on a daily basis through our interactions with them. We accept and encourage verbal feedback, have hard copy feedback forms prominently available, and we make good use of social media.

As providers of a frontline Council service, library staff have regular, personal contact with everyone who comes into our libraries, and increasingly with other groups in the community through our outreach programs. This has ensured that we are involved in a continuous conversation with all of our library users. Our staff are familiar with them, and more broadly with the Yarra Community.

Through this dedicated approach to building relationships with the groups and individuals who use our spaces and services, we have come to know the community very well.

Results

The strongest theme that we identified through these conversations was the consistent desire for social connectedness, be it through activities, technology, or use of flexible communal space. Many people were also keen to find ways to share skills, knowledge and resources through the library.

On the whole, much of the feedback we received during this process was very positive and affirmed the path that Yarra Libraries is on. Where we found the biggest gap was in people's understanding of what Yarra Libraries offers. Communicating the breadth and scope of public libraries is an issue that largely results from the recent transformation of the sector to expand beyond books and collections, to focus on activities, technology, learning and outreach. While Yarra Libraries' profile has been raised considerably since the previous strategy was established, there is clearly some more work to do in this area, both for Yarra and the public library sector as a whole.

Overall, we are confident that Yarra Libraries will be able to continue strengthening our relationship with the community, and spreading the word that the libraries are a welcoming and inclusive place for all.

Research

Further to our consultation with the Yarra community, this strategy is informed by a wealth of knowledge held across many branches and units of Yarra City Council, as well as by industry research.

Relevant Council Documents

The various Council plans and strategies that intersect with Yarra Libraries' vision are:

- Aboriginal Partnerships Plan 2015–18
- Access and Inclusion Plan 2014–17
- Arts and Cultural Strategy 2016–20
- Council Plan 2017–2021
- Early Years Strategy 2014–17
- Economic Development Strategy 2015–20
- Middle Years Strategy 2014–17
- Multicultural Partnerships Plan 2015–18
- Positive Ageing Strategy 2014–17
- Strategic Community Infrastructure Framework
- Yarra Heritage Strategy 2015–2018
- Yarra Libraries Collection Plans 2016–17
- Yarra Libraries Learning Framework 2015
- Yarra Libraries Strategy 2017–20 Discussion Paper
- Yarra Youth Policy and Action Plan 2013–16

Relevant Industry Reports

- ALIA (2015), Australian Public Library Alliance National Strategy and Action Plan 2015– 18.
- Library Board of Victoria and Public Libraries Victoria Network (Revised 2014), Framework for Collaboration.
- 3. State Library of Victoria (2011), Dollars, Sense and Public Libraries.

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- State Library of Victoria (2015), Reading and Literacy for all: A Strategic Framework for Victorian Public Libraries 2015–2018.
- State Library of Victoria and Public Libraries Victoria Network (2014), Creative Communities: The cultural benefits of Victorian public libraries.
- State Library of Victoria and Public Libraries Victoria Network (2014), Victorian Public Libraries: Our Future, Our Skills Research Report.



11.6 Domestic Animal Management Plan (DAMP) adoption

Trim Record Number: D17/64370

Responsible Officer: Manager Compliance and Parking Services

Purpose

1. The purpose of this report is to present the draft Domestic Animal Management (DAM) Plan 2017 -2021 (Attachment A) for Council adoption.

Background

- 2. Under Section 68A of the Domestic Animals Act 1994, every Council must prepare a Domestic Animal Management Plan, as follows:
 - 68A Councils to prepare Domestic Animal Management Plans
 - (1) Every Council must, in consultation with the Secretary (of the Department of Economic Development, Jobs, Transport and Resources), prepare at 4 year intervals a domestic animal management plan.
 - (2) A Domestic Animal Management Plan prepared by a Council must—
 - (a) set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
 - (b) outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and
 - (c) outline programs, services and strategies which the Council intends to pursue in its municipal district—
 - (i) to promote and encourage the responsible ownership of dogs and cats; and
 - (ii) to ensure that people comply with this Act, the regulations and any related legislation; and
 - (iii) to minimise the risk of attacks by dogs on people and animals; and
 - (iv) to address any over-population and high euthanasia rates for dogs and cats; and
 - (v) to encourage the registration and identification of dogs and cats; and
 - (vi) to minimise the potential for dogs and cats to create a nuisance; and
 - (vii) to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and
 - (d) provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
 - (e) provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
 - (f) provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.
 - (3) Every Council must—
 - (a) review its domestic animal management plan annually and, if appropriate, amend the plan; and
 - (b) provide the Secretary with a copy of the plan and any amendments to the plan; and Yarra City Council Ordinary Meeting of Council Agenda Tuesday 5 September 2017

- (c) publish an evaluation of its implementation of the plan in its annual report.
- 3. The DAMP has been developed using the template provided by the Secretary and responds to the changes that have been introduced in the Act over the past four years.

Outline of key issues/options

- 4. The key issue addressed by the plan is the manner in which Council will discharge its duties as prescribed in the Domestic Animals Act 1994.
- 5. The plan aims to provide a balanced approach to animal control that meets both community expectations and Councils statutory obligations.
- 6. The Domestic Animal Management Plan 2017- 2021 continues to identify the key issues such as:
 - (a) training of animal management officers;
 - (b) the continued success of registration and identification initiatives;
 - (c) to minimise the potential for dogs and cats to create a nuisance;
 - (d) the impact of pets not contained within the property of their owners;
 - (e) to promote and encourage the responsible ownership of dogs and cats; and
 - (f) to address any over-population and high euthanasia rates for dogs and cats.
- 7. The development of the plan is to be considered in three stages, namely:
 - (a) preparation of a draft plan for discussion and comment;
 - (b) public and internal consultation; and
 - (c) Adoption.
- 8. The initial draft preparation involved reviewing the existing plan, reviewing data associated with animal management operational activities over the period of the previous plan and consultation with the Animal Management Team

External Consultation

- 9. A Communications Plan was developed in consultation with Council's Communications team to ensure that as many members of the community were engaged in the process as possible.
- 10. The external public consultation was conducted from 12 April 19 May 2017: The table below outlines the activities undertaken and relevant statistics.

Online Survey (Have Your Say) - Yarra website	269 visitors, 27 participants engaged,
0 "15 1 1/7 "	73 downloaded a document
Councils' Facebook / Twitter accounts	11,809 saw the post,
	409 engaged with the post
In person	Gleadell Street Market Community Stall
	Saturday 6 May 10am-12pm- Officers were
	available to discuss the plan and responsible
	pet ownership.
Consultation information cards	500 handed out over the 28 day period in parks
	and were available at all Council officers
	including libraries etc.

11. Online Survey results (Have your Say): Of the twenty seven (27) engaged respondents to the survey questions the following are directly relevant to the DAM plan.

Activity	% satisfied with current actions.
Promote and encourage the responsible ownership of dogs and cats	78% - satisfied
Ensure registration and identification of dogs and cats	93% - satisfied
Respond to issues raised by the community about nuisance animals	82% - satisfied
Minimise the risk of attacks by dogs on people and animals	86% - satisfied
Ensure dangerous, menacing or restricted dog breeds are kept in compliance with the Domestic Animals Act and regulations	89% - satisfied
Address potential over population and high euthanasia	82% - satisfied
Provide for the review of other matters related to the management of dogs and cats	67% - satisfied

12. The survey responses below are useful in relation to improving our service to certain aspects of our interaction with the community. However it must be noted these activities are not directly related or required to be formally included in the DAM plan although the percentage of satisfaction with the activity is generally very high.

Activity	% satisfied with current actions.
Council Officer patrols and presence in council parks	60% - satisfied
Signage in parks (e.g. off leash and on leash locations	78% - satisfied
Fencing and off leash enclosures	75% - satisfied
Provision of dog pick up bags	78% - satisfied
Pet education and obedience programs	90% - satisfied
Provision of water bowls	78% - satisfied

- 13. The draft DAM Plan was accepted by the majority of the respondents, however a number of issues were raised which included animal waste removal, dog sizes and breeds and designation of parks etc. which are issues that need to be addressed with individual animal owners.
- 14. In addition to advertising and seeking comments from the public, the project advisors invited a range of stakeholders to participate in the consultation process such as:
 - (a) Yarra sporting clubs;
 - (b) Dog walking groups;
 - (c) Local veterinarians;
 - (d) Domestic animal businesses;
 - (e) RSPCA;

- (f) Parks Victoria; and
- (g) Lost Dog's Home.

Internal Consultation (One Yarra)

- 15. On 15 February 2017 a draft DAM plan inviting feedback was sent to Managers Open Space & Recreation, Family Services, Aged Services, Infrastructure & Leisure Services along with all Yarra Advisory Group Coordinators.
- 16. Officers attended an Active ageing advisory group meeting to discuss the topic and consultation.
- 17. A draft DAM plan outlining the key aspects and inviting feedback was sent to all Councillors on 13 April 2017.

Financial Implications

18. The Plan development and implementation process is envisaged to fall within the current Council adopted budget.

Economic Implications

19. There are no known economic implications.

Sustainability Implications

20. There are no known sustainability implications.

Social Implications

21. The continued development and subsequent adoption by Council of the Domestic Animal Management Plan 2017-2021 will have a positive impact on community and social wellbeing as well as exploring measures that will bring a positive impact on the natural environment and wildlife habitat within the municipality. In addition it will encourage responsible pet ownership and assist in dealing with companion animals that support isolated owners or those requiring assistance.

Human Rights Implications

22. There are no known human rights implications as a result of this report or plan.

Communications with CALD Communities Implications

- 23. The draft plan was sent to fifteen (15) City of Yarra Advisory Group Coordinators on 15 February 2017 inviting feedback.
- 24. Council's Active Ageing Advisory Group invited Council's Coordinator Civic Compliance to their meeting to discuss the draft DAM plan and possible outcomes. There was no negative feedback provided.
- 25. 500 individual 'Have your say' cards which included information in multiple languages were handed out in parks and at the Gleadell street Market on 6 May 2017 as well as being available at all Yarra customer service centres and libraries

Council Plan, Strategy and Policy Implications

26. The DAM Plan considers parts of section 3 (year 4) - Making Yarra More Liveable of the Council Plan 2013-17.

Legal Implications

Under Section 68A of the Domestic Animals Act 1994, every Council must prepare a
 Domestic Animal Management Plan every four years. The new four (4) year plan is due by 3
 November 2017.

Other Issues

28. No other issues.

Options

29. Council has the option to adopt the draft plan or propose amendments to the plan prior to adoption.

Conclusion

30. The DAM Plan for the City of Yarra has been developed in accordance with the legislative and the Department of Economic Development, Jobs, Transport and Resources requirements.

RECOMMENDATION

- 1. That Council:
 - (a) adopt the draft City of Yarra Domestic Animal Management Plan (DAMP) 2017-21; and
 - (b) authorise Officers to submit the Domestic Animal Management Plan 2017-21 to the Department of Economic Development, Jobs, Transport and Resources in accordance with the legislative requirement by 1 November 2017.

CONTACT OFFICER: Steve Alexander

TITLE: Coordinator, Civic Compliance

TEL: 9205 5166

Attachments

1 Draft - Domestic Animal Management Plan DAMP 2017 - 2021



City of Yarra Domestic Animal Management Plan

2017-2021

Responsible Directorate: Corporate, Business and Finance

Adopted: To be advised Review date: Annually

Expiration date: 1 November 2021

Domestic Animal Management Plan (DAMP) 2017-2021

DOMESTIC ANIMAL MANAGEMENT PLANS

Under Section 68A of the Domestic Animals Act 1994 (The Act), every Council must prepare a domestic animal management plan, as follows:

68A Councils to prepare domestic animal management plans

- Every Council must, in consultation with the Secretary (of the Department of Economic Development, Jobs, Transport and Resources) DEDJTR, prepare at 4 year intervals a domestic animal management plan.
- (2) A domestic animal management plan prepared by a Council must—
 - (a) set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
 - (b) outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and
 - (c) outline programs, services and strategies which the Council intends to pursue in its municipal district—
 - to promote and encourage the responsible ownership of dogs and cats; and
 - (ii) to ensure that people comply with this Act, the regulations and any related legislation; and
 - (iii) to minimise the risk of attacks by dogs on people and animals; and
 - (iv) to address any over-population and high euthanasia rates for dogs and cats; and
 - (v) to encourage the registration and identification of dogs and cats; and
 - (vi) to minimise the potential for dogs and cats to create a nuisance; and
 - (vii) to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and
 - (d) provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
 - (e) provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary;
 and
 - (f) provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.
- (3) Every Council must-

- (a) review its domestic animal management plan annually and, if appropriate, amend the plan; and
- (b) provide the Secretary with a copy of the plan and any amendments to the plan; and
- (c) publish an evaluation of its implementation of the plan in its annual report.

INTRODUCTION

The City of Yarra was created in June 1994 following the Victorian Government's restructure of local government. The City of Yarra is located close to Melbourne's Central Business District. Neighbouring Councils are Moreland and Darebin (to the north), Boroondara (to the east), Stonnington (to the south), and Melbourne (to the west). The City of Yarra includes the suburbs of Abbotsford, Alphington (part), Burnley, North Carlton, Clifton Hill, Collingwood, Cremorne, Fairfield (part), Fitzroy, North Fitzroy, Princes Hill and Richmond.

The traditional owners of the land are the Wurundjeri Aboriginal people who originally inhabited the area that is now known as Fitzroy, Richmond and Collingwood. Yarra continues to be an important meeting place for Aboriginal people in Victoria.

Yarra has more than 230 hectares of open space including large historical gardens particularly Edinburgh Gardens in North Fitzroy and Darling Gardens in Clifton Hill. The Merri Creek and Yarra River, which form two of Yarra's boundaries, have adjoining linear open space reserves which are highly valued by residents of Yarra and wider metropolitan Melbourne for their recreational and nature conservation values.

The current estimated population for the municipality is more than 85,000.

The Victorian State Government amended the Domestic Animals Act 1994, to improve animal management in Victoria, by requiring that all Councils have a Domestic Animal Management Plan (referred to hereafter in this document as the DAMP). The City of Yarra supports this strategic approach and has developed its DAMP using the guidelines provided by the Department of Economic Development, Jobs, Transport and Resources (DEDJTR).

The DAMP is required to specifically inform both the State Government and interested parties how the City of Yarra has equipped and trained its authorised officers, and provided processes for them to enforce the Domestic Animals Act 1994 and associated Regulations. The DAMP is not intended to regulate how the City of Yarra investigates or enforces its Local Laws or other Policies which relate to the management of animals. These Local Laws and Policies may be referred to where they complement the DAMP, and will be enforced in conjunction with the DAMP where appropriate.

The City of Yarra encourages responsible animal ownership and recognises the positive benefits associated with pets. Animal ownership can provide community members with opportunities to connect with other people and encourages greater use of open space.

Council's role in Animal Management

Council play a number of roles within the scope of animal management. In the City of Yarra responsible pet ownership will focus on:

Responsible Pet ownership

Council's key focus in the delivery of animal management services are:

- To promote responsible pet ownership in the City of Yarra;
- To respond to issues raised by the community about nuisance animals (e.g. barking dogs);
- To enforce the legislation relating to animals;
- To encourage the registration of companion animals;
- To educate the community on topics related to animal management and control.

Process applied in developing this plan

The DAMP was prepared by the Compliance and Parking branch. Other relevant areas of Council and external stakeholders and agencies have also been consulted regarding the content of this plan.

TRAINING OF AUTHORISED OFFICERS

68(A)(2)(b) Outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of Domestic Animals Act 1994 in the Council's municipal district.

CONTEXT

The purpose of this plan is to provide the City of Yarra with a strategic framework that delivers policy direction and action plans for animal control services for the next four years.

The Domestic Animals Act 1994 confers a range of powers and responsibilities to Councils for the delivery of animal control services. This plan articulates how Council intends to discharge its responsibilities as prescribed in the Act.

There were 5498 dogs and 2383 cats registered within the City of Yarra in 2016-17 (as of 31December 2016). In the 2015-16 registration years there were 4901 dogs and 2154 cats registered. There has been a steady increase in the registration of dogs and cats as a result of registration incentives and improved operational methods including the increase of parks patrols on the weekend and introduction of the Compliance and Education Officer (Parks).

There are currently 9 Domestic Animal Businesses registered in the City of Yarra as of 31 December 2016.

The Animal Management Team consists of two full time Animal Management Officers and one full time Compliance and Education (Parks) Officer.

1. CURRENT AND PLANNED TRAINING

The City of Yarra employs three full time Animal Management Officers:

- -Senior Animal Management Officer
- -Animal Management Officer
- -Compliance and Education Officer (Parks)

Their primary responsibilities are to deliver animal control, education and enforcement activities in accordance with the Domestic Animals Act and the Council's General Local Law 2016.

The table below sets out the training activities currently undertaken by Animal Management Officers and those activities that are anticipated in the life of the plan.

Authorised Officer Training	Current (2017)	Planned (state when)	
Industry training – animal handling, animal assessment, statement taking, prosecution, computer skills. Senior Animal Management Officer Animal Management Officer (Parks) OH&S training- dealing with aggressive customers Senior Animal Management Officer Animal Management Officer	Completed Ongoing training Completed All 3 completed	2017 Refresh in 2018	
Compliance and Education Officer (Parks) Cert IV in Local Government Senior Animal Management Officer Animal Management Officer Compliance and Education Officer (Parks)	Completed Applied Relevant Experience (over 5 years)	2017	
Department of Economic Development, Jobs, Transport and Resources – training and information days Senior Animal Management Officer Animal Management Officer Compliance and Education Officer (Parks)	All 3 attended	Several times each year, as required	

Domestic Animal Management Plan (DAMP) 2017-2021

Hands on animal handling training – provider Lost Dogs Home	All 3 completed	Refresher in 2018
Senior Animal Management Officer		
Animal Management Officer		
Compliance and Education Officer (Parks)		
Induction training with Senior Officer and council e- learning	All 3 completed	Ongoing courses and e-learning
Senior Animal Management Officer		
Animal Management Officer		
Compliance and Education Officer (Parks)		
Australian Institute of Animal Management annual conference		All 3 to attend in 2017
Senior Animal Management Officer	2016	
Animal Management Officer	No	
Compliance and Education Officer (Parks)	No	

OUR PLANS

Objective 1: Develop a training policy that clearly identifies minimum training requirements and any additional training needs that should be undertaken by Authorised Officers by January 2019.

Activity	When	Evaluation
Identify minimum industry and	By January	Documentation to be finalised and
legislative training requirements via	2019	incorporated into the Performance
consultation with management and		Development Review
staff. Training to be documented on a		
register.		Staff to complete minimum training
		within 6 months from date of
		commencement.
Identify additional training	By January	Documentation to be finalised and
opportunities by consultation with	2019 and as	considered by Compliance and
management and staff. All	required	parking management team.
Compliance officers (local laws) will		
maintain skills in animal handling		Staff complete minimum training
and management		within 6 months from date of
		commencement

Objective 2: Review and update current Standard Operating Procedures (SOP's) within the branch in consultation with officers and management to enable consistent enforcement and education.

Activity	When	Evaluation
Coordinator to distribute SOP's after reviewing to all officers for comment and feedback to enable best practice and confirm legislative requirements. Discuss with Officers in meetings and during Council's performance review process.	By June 2018	Regular meetings with staff and individuals, review and consult with the coordinator and management. Update and review current SOP's

Objective 3: Improve officer's ability to correctly identify dog breeds and interpret Breed Standards that may be prescribed from time to time.

Activity	When	Evaluation
Industry training as available from DEDJTR for Officer to attend and complete.	January 2020 as available	Completion of formal training and incorporated in the annual Performance Development Review and within budget constraints

Objective 4: All Officers to be offered the opportunity to complete formal prosecution training.

Activity	When	Evaluation
Officers to develop the ability to prosecute in Court and gain the necessary skills in understanding the	June 2020	Review the Officers who undertook the training and provide hands on experience. Document outcomes in
prosecution process. To be considered as appropriate.		Performance Development Review.

Objective 5: To maintain high technical legislative knowledge within the team.

Activity	When	Evaluation
Monthly case conferencing with Senior Animal Management Officer and Coordinator.	Monthly from 2017	Confirm the understanding of any legislative changes including amendments to the Council Order with staff at each session.

2. REGISTRATION AND IDENTIFICATION

The Domestic Animals Act 1994, 68A (2) (c) (v) provides that Council must: "... outline programs, services and strategies to encourage the registration and identification of dogs and cats..."

The following data illustrates the trends in domestic animal registrations during the period of the previous Domestic Animal Management Plan.

Annual Registrations	2014-15	2015-16	2016-17(as of 31/12/16)
Cats	1977	2154	2383
Dogs	4285	4901	5498
Total	6262	7055	7881

Cat registrations have increased.

There has been a 20.5% increase in cat registrations over the period 2011-12 to 2016-17.

Dog registrations have increased.

Dog registrations have increased by 14.5% over the period.

Overall domestic animal registrations have increased.

There has been a 25.9% net increase in pet registrations since the previous Domestic Animal Management Plan was adopted by Council. During the whole of the period, Council has maintained actions from the previous plan by:

- Follow up of non-renewed registrations through a mail-out of reminder letters and SMS's, including reviewing and improving the process
- Review of the current methodology for unpaid registrations
- Review of the promotional material regarding positive benefits from registration
- Liaison with local Veterinary Practices to ensure relevant information on responsible pet ownership is available
- Increase education in parks and awareness to register by Compliance officers.

In accordance with the Plan, Animal Management Officers also provided feedback to the organisation's Communications team with a view to ensuring the message to the public about positive benefits of registration and identification remains relevant.

Registration and Identification - Our Orders, Local Laws, Council Policies and Procedures

Local Laws:

City of Yarra General Local Law 2016 (which was adopted September 2016) section 60 regulates the number of cats and dogs that can be kept on a property. Unless permitted under the Planning Scheme applicable to the land, a person must not, without a permit, keep or allow to be kept on any land, any more of each species or group of animals and birds specified in the Local Law.

Council Policies and Procedures:

- Application for registration and renewal of registration of dogs and cats (form approved by Council and fixing fees)
- Procedure associated with seizure and impounding of unregistered and/or unidentified dogs and cats
- Process associated with issuing notices to comply, infringement notices and filing charges for prosecution regarding dogs and/or cats that are not desexed
- Prescribed yearly follow up each June to follow up on unpaid renewals.

Cats and Compulsory Desexing

On 1 March 2010, Council introduced compulsory cat desexing with the Council Order under The Act to reduce the number of stray and feral cats in the community. Cat owners in the City of Yarra must have their cat desexed before it may be registered for the first time at three months of age.

Desexing not only reduces the population of stray, unwanted animals, but it also helps pets to live longer and healthier lives. Owners of cats already registered with Council which are not desexed must have their cat desexed prior to renewing their pet registration. Exceptions apply when a veterinarian has advised against desexing for health reasons or where a cat is being kept for recognised breeding purposes. Owners will need to provide Council with a letter from their veterinarian or a copy of their breeding certificate.

Reduced Fees

Reduced registration fees are applicable for people who hold a State Concession (must be eligible within the meaning of State Concessions Act 1986) you must supply your current Department of Social Security Pension Number, Department of Veterans Affair Pension Number or Health Care Card Number.

In special cases where financial hardship may be proved, the Manager Compliance and Parking may waive all or part of a registration fee.

Our current Education/Promotion Activities

Our activities include:

 Production and dissemination of a range of information brochures relating to positive responsible pet ownership

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Domestic Animal Management Plan (DAMP) 2017-2021

- Display information in a range of public places and veterinary practices
- Follow-up/reminders for non-renewed registrations
- Maintain information on Council's website
- Promote private event pet days like 'dogapolooza'
- Conduct regular park patrols and liaise with sporting clubs
- Assist Council's Open Space department in park sign audits and provide feedback and details.
- Annual letter sent to primary school encouraging them to participate in Councils primary school education program.
- Offering local schools educational assistance

Our current Compliance Activities

Activities include:

- Regular park patrols for direct engagement with pet owners and pets including random checks of registration and tag details.
- Enforcement via Infringement notices, official warnings and prosecutions as required
- Follow-up of notification from Lost Dogs Home of claimed or rehoused pets within the municipality
- Follow-up of unpaid renewals via telephone and door knocking as appropriate.
- Authorised Officer equipped with microchip scanners.
- Annual audit of all Domestic Animal Businesses.
- Annual audit of declared dangerous/menacing dogs.
- Increased number of animal transport vehicles.
- Educational activities school talks, Yarra news and the website information

The table below details the type and number of offences that have resulted in the issue of enforcement notices.

Enforcement Action by Offence Category	2014-15	2015-16	2016-17 (as of 31/12/16)
Dog/cat not wearing ID marker	7	17	11
Dog at large daytime	157	128	124
Dog at large night time	49	39	56
Nuisance dog/cat	7	0	0
Dog/cat in prohibited place	7	56	94
Fail to register dog/cat	117	188	351

Fail to renew registration dog/cat	39	37	210
Dog attack - non-serious injury	0	2	4
Allow dog to rush or chase	0	0	0
Prosecutions – e.g. serious dog attacks	N/A	N/A	8

Summary

Overall Council's strategies have resulted in an increase of registration and compliance within the municipality. The increase of park patrols and the introduction of the Compliance and Education (Parks) Officer have enabled Council to identify educational opportunities in particular on weekends. Council will be looking at improving responsible pet ownership over the next four years. The objectives include:

- To provide a visible and proactive public relations interface with all park users.
- To proactively patrol all the major parks and gardens within the City of Yarra with a
 view to ensuring that there is good order within those parks and gardens and that good
 governance is achieved.
- Actively and positively ensure compliance with the Domestic Animal Act 1994 and Council's Local Law within the municipality and specifically within Council's parks and gardens.
- To undertake investigations, resolve requests collect and transport animals and where necessary take appropriate enforcement action in order to obtain compliance with the Domestic Animals Act 1994, related legislation and Council Local Laws within Council's parks and gardens.

OUR PLANS

Objective 1: Improve registrations in relation to unpaid renewals. Annually

Activity	When	Evaluation
Mail out registrations in March and have a set plan in relation to follow up of unpaid renewals in conjunction with the administration team.	Annually in January	Monitor unpaid renewals from previous years and follow up action. Monitor total registration numbers

Objective 2: Improve registration database with correct information and reduce dogs wandering at large with follow up enforcement action.

Activity	When	Evaluation
Ensure all seized and impounded animals are registered to their owner prior to release.	Prior to release	Review data from pound and monitor registration details
Review pound performance and address where required.		

Domestic Animal Management Plan (DAMP) 2017-2021

Objective 3: Improve responsible pet ownership and education in relation to registration requirements

Activity	When	Evaluation
Meet park patrol targets and increase	Weekly over	Monitor enforcement action and
officer presence in parks	four years	interaction with community at parks.
		Seek feedback from sporting clubs and general public
Review website and explore other communication opportunities that arise through technological advancement	January 2019	Determine communication feedback and monitor views per page on website.
All new registration from February are given 3 months free registration via a 15 month expiry date	yearly	Monitor registration applications and numbers - depending on budget impacts
Provide a subsidised de-sexing	2017 and as	Monitor uptake from the community
program in conjunction with Lost	required	and registration outcomes -
Dog's Home		depending on budget impacts

3. NUISANCE

68A (2) (c) (VI) Outline programs, services and strategies to minimise the potential for dogs and cats to create a nuisance

- Also addresses 68A (2) (a), (c) (i), (c) (ii), (d), (f)

Cat trapping process updated Barking Dog process updated Cat cage service updated

CURRENT SITUATION

The data below illustrates the number of contacts received by Council from customers in relation to nuisance caused by cats and dogs:

Nature of Complaint	2014-15	2015-16	2016-17(as of 31/12/16)
Barking Dogs	180	175	97
Domestic Animal Pick- up	304	338	289
Dog Faeces	28	22	21
Excess Animal Permits	17	11	6

Cat Cage Requests	50	56	37
General animal requests	219	544	991

Some categories of complaint generate more than one contact with Council as part of an ongoing investigation process.

The numbers of complaints regarding barking dogs continues on a downward trend. An improved implemented process has resulted in fewer ongoing and repeated complaints. Council has increased its focus on education and dispute resolution.

City of Yarra Council encourages dog owners to maintain adequate fencing to prevent animals wandering from their premises. Council provides services to collect wandering animals and may impound dogs, issue Infringements and prosecute pet owners when an offence is found.

Council provides a cat trapping program and any registered cat that is trapped will be identified through its registration tag and returned to its owner, who may be issued with a notice under section 23of the Act and subject to prosecution should the cat be trapped again.

The cat trapping procedure is reviewed yearly in conjunction with the administration team and statistics obtained from the Lost Dogs Home. An improved cat cage and trapping procedure has led to improvements in officer safety.

Our Orders, Local Laws, Council Policies and Procedures List Orders:

- Council Order (reviewed in 2015) Order requiring dogs and/or cats to be restrained in a specific manner when in public places (s.26)
- Council Order Order prohibiting dogs and/or cats from being present in specific areas of the municipal district (s.26)

List Local Laws:

Council's General Local Law regulates the number of cats and dogs that may be kept on private property. In addition the local law requires dog owners to remove and dispose of any waste deposited by the dog. It's also an offence not to carry a litter device when out in public with a dog.

List Council Policies and Procedures:

Current Standard Operating Procedures and processes:

- Brief preparation
- Statement guidelines
- Infringement notices Animals
- Decision to destroy or declare dangerous dog
- Dog attack rush investigation
- Conducting proactive park patrols

Domestic Animal Management Plan (DAMP) 2017-2021

- Dog at large contained
- Summaries for investigations
- Animal handling
- Seizure protocol
- Surrender of animals

Our current Education/Promotion Activities

- Primary schools encouraged to participate in Council's schools visitation program
- Periodical review of Council Orders made pursuant to s.26 Domestic Animals Act 1994
- Ongoing review of signage related to control of dogs in parks
- Education/enforcement campaign through programmed park patrols
- Review and evaluate the success of the education/enforcement campaign
- Provision of information to complainants and cat owners in relation to cat trespass on other properties
- Provision of information to dog owners and complainants in relation to issues of noise from barking dogs

Our current Compliance Activities

- Proactive patrols of Council parks and reserves, activity centres and residential areas
- Investigations of both reported and proactively detected complaints and breaches
- Ensure that notices to comply, notices of objection, infringements, warnings and prosecutions are in line with Council Policy and Procedures
- Actively work with other agencies on the broader nuisance issues, including the DEDJTR, Municipal Association of Victoria (MAV) and Victoria Police.
- Take appropriate enforcement action in a timely manner, including the issue of notices to comply and warning notices, infringements, animal management agreements or prosecutions.
- Follow up on all unpaid registration renewals via telephone and random door knocking.

Summary

The nuisance caused by barking dogs is a matter that requires an ongoing assessment of the levels of reasonable complaint and whether or not Council's activities in any way help reduce these levels. In the same way, the issue of cat trespass is affected greatly by the levels of compliance and responsible pet ownership and future actions will be aimed at reviewing and upgrading actions by Council depending on the complaint levels. Senior Officers regularly meet with management to discuss process improvements in dealing with noise and other nuisances. This will continue yearly as per the plan.

OUR PLANS

Objective 1: Reduce dog nuisance complaints.

response to complaints about barking dogs and explore best practice models quarterly report and compare jobs received versus jobs completed	Activity	When	Evaluation
educative materials	response to complaints about barking dogs and explore best practice models to inform a revised procedure and		

Objective 2: Reduce nuisance and promote responsible pet ownership in parks

Activity	When	Evaluation
Review existing Council Orders and consult with internal stakeholders with a view to understanding the need for change and meeting Council's Open Space	January 2021	Complete review and implement changes
Participate in Council and private run events and expos. Provide advertising material and brochures.	As required	Feedback and interaction prom community and organisations conducting events.

Objective 3: Reduce cat nuisance and promote responsible cat nuisance.

Activity	When	Evaluation
Update Council's webpage with links to the DEDJTR webpage on cat containment.	January 2020	Complete review and implement changes
Review existing publications about responsible cat ownership from a range of organisations and providers with the view to making such publications available at Council offices and libraries		

Objective 4: Assist dog owners to fully understand Yarra's General Local Law that requires owners remove faeces deposited by their animals in public places.

Activity	When	Evaluation
With assistance from the Open Space department. Identify and understand the parks and reserves where there is a higher prevalence of owners failing to remove faeces deposited by their dogs. Increase park patrols.	January 2019	Complete review and implement changes – depending on budget implications

Design temporary signage (containing educative messages) that are highly portable and display such signs for short periods on a rotation basis at the identified parks and	
reserves	

4. DOG ATTACKS

68A (2) (c) (iii) Outline programs, services and strategies to minimise the risk of attacks by dogs on people and animals

Also addresses 68A (2) (a), (c) (i), (c) (ii), (d), (f)

CURRENT SITUATION

The table below shows a consistency in the number of dog attacks reported.

The higher number of prosecutions in 2016 can be attributed to the restructure of the Animal Management Department, the appointing of a Senior Animal Management Officer and a review of all processes and procedures.

Dog Attacks & Actions Taken	2014-15	2015-16	2016-17(as of 31/12/16)
Reported Attacks & Rushes	65	73	64
Prosecutions	5	5	10
Infringement Notices Issued	6	7	3
Seized as a result of a dog attack	1	1	3

Our Orders, Local Laws, Council Policies and Procedures List Orders:

- Order requiring dogs to be restrained in a specific manner when in public places (s.26)
- Order requiring dogs from being present in specific areas of the municipal district (s.26)

List Local Laws:

Council's General Local Law regulates the total of animals that can be kept at a private property. In addition the General Local Law regulates the control of dogs being walked or exercised in a public space by commercial dog walkers.

List Council Policies and Procedures:

Current Standard Operating Procedures and legislative processes:

- Statement guidelines
- Infringement notices Animals
- Decision to destroy or declare dangerous dog
- Dog attack rush investigation
- Conducting proactive park patrols
- Dog at large contained
- Animal handling
- Seizure protocol
- Statutory process regarding seizure of documents (s.75 Domestic Animals Act 1994)
- Statutory process for serving notices of seizure relating to seizing of identified dogs (s.84H Domestic Animals Act 1994)
- Statutory process for owners and established practice when recovering dogs that have been seized by Council (s.84M Domestic Animals Act 1994)
- Statutory process associated with disposal of seized dogs (s.840 Domestic Animals Act 1994)
- Statutory process associated with destruction of dogs after Court order or exercising Council power to destroy a dog (s.84P Domestic Animals Act 1994)
- Statutory process associated with registration of dogs and the fee structure for registration (Schedule to the Domestic Animals Act 1994)
- Statutory process associated with seizure and impounding of dogs after a dog attack
- Statutory process associated with issuing notices to comply, infringement notices and filing charges for prosecution.

Our current Education/Promotion Activities

- Primary schools encouraged to participate in Council's schools visitation program
- Periodical review of Council Orders made pursuant to s.26 Domestic Animals Act 1994
- Ongoing review of signage related to control of dogs in parks
- Education/enforcement campaign through programmed park patrols
- Review and evaluate the success of the education/enforcement campaign
- Regular feedback in relation to Court outcomes via internal media.

Our current Compliance Activities

- The conduct of regular park patrols from all officers including local laws, animal management and education officer.
- Council offers educational presentations at schools
- Investigation of all complaints with a view to taking enforcement action where appropriate
- Issuing of Infringement notices or warnings where appropriate
- Regular updates of Council's website

Summary

Dog attacks remain a key priority in relation to enforcement planning. The data above indicates a high success rate in all matters taken to prosecution. The focus moving forward will be to educate the community with a view to reduce the number of dog attacks reported. Having highly skilled trained staff is another key to Council's success in moving forward over the next four years.

OUR PLANS

Objective 1: Increase reporting of dog attacks in the community

Activity	When	Evaluation
Improve public awareness of what a dog attack is and how to report using media articles, website and attendance at the community stall at the Gleadell Street Market and other community events	Start June 2018	Meet regularly with Council's communication department and provide feedback and articles for the website and other public advertising outlets.

Objective 2: Reduce the number of dog attacks that occur within the municipality

Activity	When	Evaluation
Provide ongoing officer training in relation to public education and feedback to the community	Quarterly case conferencing starting June 2018	Monitor community feedback and notes in park patrol notes and provide feedback at meetings
Set park patrol targets for all officers	ongoing	One on one meetings with officers to determine enforcement and education in parks

5. <u>DANGEROUS, MENACING AND RESTRICTED BREED</u> DOGS

68A(2)(c)(vii) Outline programs, services and strategies to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations

Also addresses 68A (2) (a), (c) (i), (c) (ii), (d), (f)

CURRENT SITUATION

Classification	2014-15	2015-16	2016-17(as of 31/12/16)
Restricted Breed	0	0	0
Dangerous Dogs	2	1	1
Menacing Dogs	1	1	1

There are only two (see above table) currently registered with Council. Reports of restricted breed dogs are relatively few within the City of Yarra.

Our Orders, Local Laws, Council Policies and Procedures

List Council Policies and Procedures:

- Standard Operating Procedure associated with seizure and impounding of dangerous and restricted breed dogs
- Enforcement process associated with issuing seizure notices, infringement notices and filing charges for prosecution regarding dangerous, menacing and restricted breed dogs
- Statutory procedure regarding seizure of documents (s.75 Domestic Animals Act 1994)
- Statutory procedure for declaring a dog dangerous (s.34 Domestic Animals Act 1994)
- Statutory procedure for declaring a dog menacing (s.41A Domestic Animals Act 1994)
- Statutory procedure for providing details of dangerous dogs to the Victorian Declared Dog Registry (VDDR) (s.44AE Domestic Animals Act 1994)
- Statutory procedure to provide details on VDDR of dogs destroyed in relation to s.84TA, TB and TC (s.44AEA Domestic Animals Act 1994)

Our current Education/Promotion Activities

- Primary schools encouraged to participate in Council's schools visitation program
- Periodical review of Council Orders made pursuant to s.26 Domestic Animals Act 1994
- Yearly inspections to meet legislative housing requirements

Our current Compliance Activities

- Investigate all complaints with a view to court proceedings or other action
- Issuing of infringement notices or warnings, depending on the case severity
- Yearly inspections of known premises which dangerous, menacing or restricted breed dogs are kept
- Provide community with information on the types of declared dogs and how they
 are to be identified and kept in compliance with the Domestic Animals Act and
 Regulations, including prescribed collars, signage on premises, housing and
 general control
- Ensure that Council has effective declaration process to avoid declarations being overturned at VCAT and ensure that the declaration policies are specific for each type, namely Dangerous, Menacing and Restricted breeds

Summary

Restricted breed, menacing and declared dangerous dogs are not a significant problem within the City of Yarra. Low numbers mean inspections for compliance are conducted regularly and processes are thorough.

OUR PLANS

Objective 1: Identify and register all Declared Dogs in the municipality annually.

Activity	When	Evaluation
Conduct unannounced audit inspections of declared Dangerous and Restricted Breed dogs annually to ensure they are identified and being kept in compliance with the Act and Regulations;	annually	Administration team to set proactive jobs for the officer to complete and record against the property
Audit VDDR database	annually	Senior Officer to confirm and cross reference April 11 yearly

6. OVERPOPULATION AND HIGH EUTHANASIA

68A (2) (c) (IV) Outline programs, services and strategies to address any overpopulation and high euthanasia rates for dogs and cats
- Also addresses 68A (2) (a), (c) (i), (c) (ii), (d), (f)

CURRENT SITUATION

The table below highlights the low number of dogs and cats euthanised within the City of Yarra

Dogs	2014-15	2015-16	2016-17(as of 31/12/16)
Impounded	187	192	182
Returned to Owner	168 (90%)	166 (86%)	160 (88%)
Impounded - Not Released			
Euthanasia (feral or unsafe to be rehoused)	8 (4%)	13 (7%)	7 (4%)
Transportation			
Rehoused	11 (6%)	13 (7%)	13 (7%)
Remaining in Pound	0	0	2 (1%)
Total Dogs	187	192	182
Cats			
Impounded	197	140	134
Returned to Owner	44 (22%)	44 (31%)	41 (31%)
Impounded - Not Released			
Euthanasia (feral or unsafe to be rehoused)	108 (55%)	73 (52%)	51 (38%)
Transportation			1
Rehoused	45 (23%)	23 (16%)	41 (31%)
Remaining in Pound	0	0	1 (Less than 1%)
Total Cats	197	140	134

Our Orders, Local Laws, Council Policies and Procedures List Orders:

On 1 March 2010, Council introduced compulsory cat desexing to reduce the number of stray and feral cats in the community. Cat owners in the City of Yarra must have their cat desexed before it may be registered for the first time at three months of age.

List Local Laws:

City of Yarra General Local Law of 2016 section 60 regulates the number of cats and dogs that can be kept on a property - A maximum of 2 dogs and 2 cats per property and a maximum of 1 dog and 1 cat per unit or flat.

List Council Policies and Procedures:

- Statutory process associated with seizure and impounding of dogs after a dog attack
- Statutory process associated with issuing notices to comply, infringement notices and filing charges for prosecution.
- Standard operating procedure in relation to cat trapping

Our current Education/Promotion Activities

- Cat trapping hire service available to all residents
- Run a subsidised desexing voucher program with registrations for eligible pet owners
- Promote the confinement to owners premises of cats to prevent straying and possible euthanasia if unregistered
- Website information updated regularly
- Process associated with seizure and impounding of dogs and cats in the community
- Desexing promotion with new registration

Our current Compliance Activities

Authorised officers conduct routine trapping of feral cats.

- Investigation of reports of animal hoarding
- Limiting the numbers of permitted animals
- Ensure that impounded animals are de-sexed prior to release from the pound facility
- Conduct compliance patrols to pick up feral and stray cats and dogs to reduce unplanned breeding
- Referral to welfare groups for initial rehousing
- Regular patrols for direct engagement with pet owners and pets
- Enforcement via infringement notices
- Follow-up of notification from pet welfare agencies of claimed or rehoused pets within the municipality
- Maintain a cost effective pound release fee in relation to actual cost to Council

Summary

There is a low number of dogs and cats euthanised within the City of Yarra. Cat trapping is a low priority in Yarra and the level of complaints about nuisance cats suggests that 'cat over population' is not a wide problem within the municipality. Cat owners in Yarra must have their cat desexed before it may be registered for the first time at three months of age. Owners of cats already registered with Council that are not desexed must have their cat desexed prior to renewing their pet registration. Councils will continue to promote responsible pet ownership and mandatory desexing.

OUR PLANS

Objective 1: Raise awareness and promote the benefits of desexing.

Activity	When	Evaluation
Discount desexing days and ongoing	ongoing	Monitor vouchers being approved
subsidised desexing for pets of low		and Senior Animal Management

income earners via agreements with local vet clinics with support from National Desexing Networks.	Officer to monitor euthanasia rates from pound reports monthly
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Objective 2: Raise awareness about semi-owned cat population

Activity	When	Evaluation
Attend industry conferences eg.	Annually	Allow budget for two officers to
AAMI to identify current trends and		attend conferences and provide
methods for raising awareness		feedback to management and staff

7. DOMESTIC ANIMAL BUSINESSES

68A (2)(c)(ii) Outline programs, services and strategies which the Council intends to pursue in its municipal district to ensure that people comply with this Act, the regulations and any related legislation

Also addresses 68A (2) (a), (c) (i), (d), (f)

CURRENT SITUATION

There are currently 9 registered Domestic Animal Businesses (DAB's) consisting of:

- one dog training establishment
- eight boarding establishments

All DABs are audited annually as stated in the previous Domestic Animal Management Plan and only minor noncompliance issues have been detected to date. These issues have been quickly rectified.

Our Orders, Local Laws and Council Policies and Procedures List Local Laws:

Council has not made any Orders or Local Laws specific to Domestic Animal Businesses.

List Council Policies and Procedures:

- Domestic Animal Businesses must be registered
- All Domestic Animal Businesses are audited periodically
- Standard record/audit sheets on database of registered Domestic Animal Businesses
- Any new businesses must have planning permission and be subject to a full inspection before registration
- Non-compliance and cruelty issues are investigated accordingly.

Our current Education/Promotion Activities

- Provide all Domestic Animal Businesses with relevant Code of Practice
- Domestic Animals Unit fact sheets on Domestic Animal Businesses available in Council
 offices and given or sent to registered Domestic Animal Businesses
- annual DAB audit and inspections for compliance with the relevant Code of Practice

Our current Compliance Activities

- register all domestic animal businesses within the municipality
- annual audit of all domestic animal businesses for compliance with the Code of Practice, and conduct random audits and inspections if complaints are received or breaches are suspected
- follow up any noncompliance with the provision of correct documentation and information, education of both management and staff and prosecution where warranted
- Regular patrols for new/non-registered Domestic Animal Businesses
- Unannounced inspections

Summary

Scheduled compliance/educational activities will continue as well as the adoption of a range of methods to identify any previously unknown Domestic Animal Business activities within the municipality. The City of Yarra will continue to educate and provide updated information to DAB proprietors.

OUR PLANS

Objective 1: Identify and register all Domestic Animal Businesses in the municipality by June annually.

Activity	When	Evaluation
Identify all businesses that should be	Annually in	Follow up on previous Dab and
registered DABs in the municipality,	April -May	establish any pattern or specific
using yellow pages (or similar,		locations.
including online sites) identify		
businesses selling pets / pet products /		
services in the municipality. Follow		
up to determine whether they are and		
should be registered with council.		

Objective 2: Annually inspect and audit all registered domestic animal businesses

Cojective 2.11 initiatily inspect and address	t dill regionered do	meone unima outsinesses.
Activity	tivity When	
Senior Animal Management Officer	Annually in	Complete audit form and register
to arrange annual inspections to be	June	against business on Council's
conducted with another officer		corporate database.
		_

8. OTHER MATTERS

68A (2) (e) Provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary

CURRENT SITUATION

The City of Yarra currently has set Emergency Management plans in place and regularly conducts pre-planned events. Establishing trends and addressing matters that arise is something Council will address annually during the review. Matters highlighted at any industry based conference or by the media and general community are to be formally reviewed.

Summary

The current situation in relation to animal management appears to be healthy given the restructure in 2015-16 which allowed the branch to appoint a Senior Animal Management officer and a Compliance and Education (Parks) officer which enabled an increase of park patrols and a greater presence on the weekend.

In accordance with s68A (3) of the Domestic Animals Act, Council is required to review this plan annually and if appropriate amend the plan. Council must also publish an evaluation of its implementation of the plan in its annual report. For enquiries regarding this plan please contact Steve Alexander — Coordinator Civic Compliance on 9205-5166 or steve.alexander@yarracity.vic.gov.au.

Review dates: November 2018 November 2019 November 2020

The 2017-21 was Published in Councils report on (add once published)

ANNUAL REVIEW OF PLAN AND ANNUAL REPORTING

- 68A (3) Every Council must—
 - review its domestic animal management plan annually and, if appropriate, amend the plan
 - (b) provide the Department of Primary Industries' Secretary with a copy of the plan and any amendments to the plan
 - (c) publish an evaluation of its implementation of the plan in its annual report.

11.7 2016/17 Annual Financial Statements and Performance Statement adoption 'in principle'.

Trim Record Number: D17/121987

Responsible Officer: Director Corporate, Business and Finance

Purpose

1. To adopt the 2016/17 Annual Financial Statements and Local Government Performance Reporting Framework (LGPRF) Reports (including the Performance Statement) 'in principle', receive the recommendations of Council's Audit Committee, and nominate two Councillors to certify the statements in their final form.

Background

- 2. The 2016/17 draft Annual Financial Statements and LGPRF Reports (including the Performance Statement) accompanying this report reflect the financial results and Council Plan outcomes for the 2016/17 financial year.
- 3. Council's Audit Committee considered the 2016/17 draft Annual Financial Statements and the LGPRF Reports at its meeting on 22 August 2017.
- 4. Comment and explanation on the draft Annual Financial Statements and Performance Statement was provided by Council officers in relation to a range of presentation and disclosure items raised by the Committee.
- 5. Following the Audit Committee's detailed consideration of the 2016/17 draft Annual Financial Statements, Performance Statement and related Auditor's report, the Audit Committee resolved as follows:
 - (a) to recommend to Council the 2016/17 draft Annual Financial Statements and Performance Statement subject to any minor amendments as suggested by VAGO; and
 - (b) to recommend the 'in principle' adoption of the 2016/17 draft Annual Financial Statements and Performance Statement by Council at its Meeting on 5 September 2017, subject to a number of changes being made as follows:
 - (i) Page 13 Note 2 Employee Costs to document the work areas where agency costs have been generated;
 - (ii) Page 13 Note 2 to note property depreciation reduction;
 - (iii) Page 27 Note 23 to update Infrastructure Asset Values to read 2017 figure and include Trees Asset category; and
 - (iv) Page 39 Note 37 Senior Officer Remuneration requires commentary.

It was noted that other minor adjustments and corrections will be made that are not material in nature.

6. As part of the 2016/17 Local Government Performance Reporting Framework, Local Government Victoria requires Council to sign-off the Performance Statement, Report of Operations and Governance and Management Checklist prior to 19 September 2017. This is the last Council meeting where this can occur.

Consultation

- 7. The 2016/17 draft Annual Financial Statements and Performance Statement have been prepared in accordance with Australian Accounting Standards, the *Local Government Act* 1989, and the Local Government (Planning and Reporting) Regulations 2014.
- 8. Advice has been provided by representatives of HLB Mann Judd External Auditors, as appointed by the Victorian Auditor-General's Office, during the course of the year-end audit cycle in relation to the presentation of the Annual Financial Statements and Performance Statement.

9. The Audit Committee has also provided feedback in relation to disclosure of information presented in the Annual Financial Statements and Performance Statement.

Financial Implications

- 10. The 2016/17 draft Annual Financial Statements reflect an operating surplus of \$17.5 million. This result represents a favourable variance of \$12.45 million to the adopted budgeted result of \$5.05 million surplus. This is the accrual accounting result, prepared in accordance with the Australian Accounting Standards, it is not a surplus cash result.
- 11. Operating revenue of \$180.68 million was \$4.48 million favourable compared to the budget of \$176.19 million. The major favourable components were user fees, and operating and capital grants; offset in part by less than expected parking revenue. Some of the additional grant revenue was received in advance for 2017/18 and is required to be utilised this financial year.
- 12. Operating expenditure of \$163.17 million was \$7.97 million favourable to the budget of \$171.14 million. This was mainly due to savings on depreciation and materials and services, including legal fees. Some of the savings on materials and services will be required to be utilised this financial year.
- 13. Council's equity increased by \$17.55 million which is the surplus result of \$17.5 million plus a \$44 thousand revaluation increment on Council's Art Works. Current assets increased by \$11.25 million mainly due to a higher cash balance with the take up of budgeted loan funds late in the financial year. Non-current assets increased by \$14.3 million due to the net result of capital expenditure on assets less depreciation. Current liabilities decreased slightly due to lower trade and other payables than last year. Non-current liabilities increased due to the take up of the \$13.5 million in loan funds.
- 14. Council's cash flow result reflects an increase in cash of \$11.61 million, mainly due to the take up of the budgeted loan funds (\$13.5 million). Council's closing cash balance was \$34.15 million. This balance will be utilised to fund carried forward capital projects and unspent grant funds received in 2016/17, as well as covering Council's current liabilities due for payment during this financial year.

Economic Implications

15. There are no economic implications.

Sustainability Implications

16. There are no sustainability implications.

Social Implications

17. There are no social implications.

Human Rights Implications

18. There are no human rights implications.

Communications with CALD Communities Implications

19. There are no CALD community implications and therefore no communication is required.

Council Plan, Strategy and Policy Implications

20. The 2016/17 Performance Statement records Council's performance over a range of performance indicators as required by the *Local Government Act* 1989 and the Local Government (Planning and Reporting) Regulations 2014 as part of the Local Government Performance Reporting Framework. Council Plan targets were determined in the 2016/17 Adopted Budget.

Legal Implications

21. Council is required to certify the draft Annual Financial Statements and Performance Statement 'in principle' each year in order to lodge the statements so they can be formally certified by the Victorian Auditor-General's Office (VAGO). Certified annual accounts are also required to be lodged with the Minister by 30 September this year.

Other Issues

22. The draft Annual Financial Statements and LGPRF Reports are subject to final audit certification and some changes may be required in consultation with VAGO. It is not anticipated, however, that there will be any material change to the accompanying draft statements.

Options

23. There are no further options.

Conclusion

24. Council is required to adopt 'in principle' the financial statements, and the LGPRF Reports each year, which will be lodged with the Minister after full audit clearance from the Victorian Auditor-General.

RECOMMENDATION

- 1. That Council:
 - (a) notes the accompanying 2016/17 Annual Financial Statements and LGPRF Reports (including the Performance Statement), and receives the endorsement of Council's Audit Committee;
 - (b) adopts the 2016/17 Annual Financial Statements and Local Government Performance Reporting Framework Reports (including the Performance Statement), 'in principle' prior to them being provided to the Victorian Auditor-General's Office for audit sign off;
 - (c) nominates the Mayor and Audit Committee member Councillor Amanda Stone, and Audit Committee member Councillor Misha Coleman, as the two Councillors to certify the Annual Financial Statements and Performance Statement;
 - (d) authorises the nominated Councillors to accept any further recommended changes by the Victorian Auditor-General's Office; and
 - (e) designates Angelica Marshall, Chief Financial Officer, as Principal Accounting Officer to certify the Annual Financial Statements and Performance Statement, as required by the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

CONTACT OFFICER: Ange Marshall

TITLE: Chief Financial Officer

TEL: 9205 5544

Attachments

1 Draft Annual Financial Statements 2016-17 - Adoption in Principle

2 Draft LGPRF Reports 2016-17 (including Performance Statement) - Adoption in Principle

YARRA CITY COUNCIL ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 June 2017

Yarra City Council 2016/2017 Financial Report

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Comprehensive Income Statement For the Year Ended 30 June 2017			
	Note	2017 \$'000	2010 \$'000
Income		*****	
Rates and charges	3	101,482	97,912
Statutory fees and fines	4	26,929	26,242
User fees	5	27,582	24,555
Government grants - operating	6	13,178	10,313
Government grants - capital	6	3,160	1,927
Contributions and reimbursements	7	5,888	7,371
Net gain/(loss) on disposal of property, infrastructure,	8		
plant and equipment	٥	563	49
Other income	9	1,897	2,541
Total Income	-	180,679	170,910
Expenses			
Employee costs	10	78,003	75,871
Materials and services	11	60,218	61,881
Bad and doubtful debts	12	2,392	1,486
Depreciation and amortisation	13	20,347	19,614
Borrowing costs	14	1,605	1,508
Other expenses	15	608	541
Total Expenses		163,173	160,901
Surplus/(deficit) for the year		17,506	10,009
Other comprehensive income Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	28	44	89,475

The above comprehensive income statement should be read in conjunction with the accompanying notes

Total Comprehensive Result

99,484

17,550

a City Council 2016/2017 Financial Report			Page 2
Balance	Sheet		
As at 30 Ju	ıne 2017		
	Note	2017	2016
		\$'000	\$'000
ASSETS			
Current assets			
Cash and cash equivalents	17	22,152	20,544
Other financial assets	18	12,000	2,000
Trade and other receivables	19	14,197	12,780
Inventories	20	128	130
Non-current assets classified as held for sale	21	-	696
Other assets	22	371	1,443
Total current assets		48,848	37,593
Non-current assets			
Trade and other receivables	19	-	20
Investments in associates and joint ventures	16	235	235
Property, infrastructure, plant and equipment	23	1,685,039	1,670,714
Total non-current assets		1,685,274	1,670,969
TOTAL ASSETS		1,734,122	1,708,562
LIABILITIES			
Current liabilities			
Trade and other payables	24	10,149	17,311
Trust funds and deposits	25	8,569	6,418
Provisions	26	12,582	12,771
Interest-bearing loans and borrowings	27	1,133	
Total current liabilities		32,434	36,500
Non-current liabilities			
Provisions	26	1,484	1,416
Other Liabilities	25	225	585
Interest-bearing loans and borrowings	27	44,867	32,500
Total non-current liabilities	_	46,576	34,501
TOTAL LIABILITIES		79,010	71,001
NET ASSETS		1,655,112	1,637,561
EQUITY			
Accumulated surplus		598,773	581,748
Reserves	28	1,056,339	1,055,813
TOTAL EQUITY	-	1,655,112	1,637,561
TO TAL EQUIT	-	1,000,112	1,001,001

The above balance sheet should be read in conjunction with the accompanying notes.

Yarra City Council 2016/2017 Financial Report

Statement o	f Changes	in Equity
For the Year	Ended 30.	June 2017

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2017		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserves \$'000	Other Reserves \$'000
Balance at beginning of the financial year		1,637,561	581,748	1,035,634	20,179
Surplus/(deficit) for the year		17,506	17,506	-	
Net asset revaluation increment/(decrement)	28(a)	44		44	-
Transfers to other reserves	28(b)	-	(3,869)	-	3,869
Transfers from other reserves	28(b)		3,388		(3,388)
	_				
Balance at end of the financial year		1,655,112	598,773	1,035,678	20,661

2016		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserves \$'000	Other Reserves \$'000
Balance at beginning of the financial year		1,538,077	571,739	946,159	20,179
Surplus/(deficit) for the year		10,009	10,009		
Net asset revaluation increment/(decrement)	28(a)	89,475		89,475	-
Transfers to other reserves	28(b)		(5,506)	-	5,506
Transfers from other reserves	28(b)	-	5,506	-	(5,506)
Balance at end of the financial year	_	1,637,561	581,748	1,035,634	20,179

The above statement of changes in equity should be read in conjunction with the accompanying notes.

ra City Council 2016/2017 Financial Report			Page 4
Statement of Cash			
For the Year Ended 30	June 2017	7	
	Notes	2017 Inflows/ (Outflows) \$'000	2016 Inflows/ (Outflows) \$'000
Cash flows from operating activities	Hotes	* 000	*****
Rates and charges		100,846	99,438
Statutory fees and fines		27,566	24,849
User fees		29,306	23,773
Government grants - operating		13,377	10,424
Government grants - capital		3,161	1,927
Contributions and reimbursements		6,004	9,317
Trust funds and deposits received		14,200	15,232
Other receipts		1,642	1,952
Employee costs		(77,064)	(74,361)
Materials and services		(78,609)	(71,000
		(14,199)	(15,291
Trust funds and deposits repaid Net GST refund		4 , ,	
Net GST retund		6,759	5,788
Net cash provided by/(used in) operating activities	29	32,988	32,049
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment		(34,187)	(30,578
Proceeds from sale of property, plant and equipment	8	818	147
Net cash provided by/(used in) investing activities	_	(33,369)	(30,431
Cash flows from financing activities			
Finance costs		(1,511)	(1,508
Proceeds from borrowings		13,500	(1,500)
Proceeds from borrowings		10,000	
Net cash provided financing activities	=	11,989	(1,508)
		44.000	400
Net increase/(decrease) in cash and cash equivalents		11,608	109
Cash and cash equivalents at the beginning of the financial year		22,544	22,435
Cash and cash equivalents at the end of the financial year	17	34,152	22,544

The above statement of cash flows should be read in conjunction with the accompanying notes.

Page 5

2,799

1,036

3,030

18

100

12,183

30,640

10,246

18,809

1,585

30,640

3,157

1,324

3,389

115

124

14,747

34,279

10,958

20,096

3,225

34,279

Yarra City Council 2016/2017 Financial Report

Footpaths and cycleways

Waste management

Total infrastructure

Represented by: New asset expenditure

Asset renewal expenditure

Asset upgrade expenditure

Recreational, leisure and community facilities

Parks, open space and streetscapes

Total capital works expenditure

Total capital works expenditure

Drainage

Statement of Capital Works For the Year Ended 30 June 2017			
	2017	201	
Property	\$'000	\$'000	
Buildings	15.053	14,636	
Total buildings	15,053	14,636	
Total property	15,053	14,636	
Plant and equipment			
Plant, machinery and equipment	1,440	894	
Fixtures, fittings and furniture	145	157	
Computers and telecommunications	2,231	1,990	
Library books	662	780	
Total plant and equipment	4,478	3,82	
Infrastructure			
Roads	6,639	5,18	
Bridges		19	

The above statement of capital works should be read with the accompanying notes.

Yarra City Council 2016/2017 Financial Report

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Notes to the Financial Report for the Year Ended 30 June 2017

Introduction

The City of Yarra was established by an Order of the Governor in Council on 22 June 1994 and is a body corporate. The Council's main office is located at 333 Bridge Road Richmond.

Statement of Compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

Yerra City Council 2016/2017 Financial Report

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Notes to the Financial Report for the Year Ended 30 June 2017

Note 1 Significant Accounting Policies

(a) Basis of Accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 1 (b))
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 1 (d))
- the determination of employee provisions (refer to Note 1 (g))

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Change in Accounting Policy

There have been no changes in accounting policies from the previous period.

(c) Accounting for investments in associates and joint arrangements

Associates

Associates are all entities over which Council has significant influence but not control or joint control, investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

(d) Revenue recognition

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

Rates and charges

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

Statutory fees and fines

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

User fees

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

Grant

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note 6. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

Contributions

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

Sale of property, infrastructure, plant and equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Interest

Interest is recognised as it is earned.

(e) Fair Value Measurement

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Yerra City Council 2016/2017 Financial Report Note 1 Significant Accounting Policies (continued)

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(f) Cash and cash equivalent assets

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

(g) Trade and other receivables

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(h) Recognition and measurement of property, infrastructure, plant and equipment and intangibles Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in this note have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

The following classes of assets have been recognised in Note 23. In accordance with Council policy, the threshold limits listed below have been applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year:

	2017	2017
	Periods	Threshold limit
Class of Asset		
Land & Buildings		
Land	NII	Nil
Land under roads acquired after 30 June 2008	Nil	Nil
Buildings	100 years	\$10,000
Heritage Assets		
Heritage assets	100 years	Nil
Plant & Equipment		
Plant & machinery	7-10 years	\$500
Furniture, equipment & computers	3-10 years	\$500
Library books	6-7 years	Nil
Library audio and visual	4 years	Nil
Infrastructure		
Roads - substructure	120 years	\$50,000
- seal	20 years	\$15,000
Footpaths - substructure	75 years	\$25,000
- seal	30 years	\$15,000
Kerb and channel	50 years	\$25,000
Drains	120 years	\$25,000
Bridges	120 years	\$25,000
Lanes - substructure	120 years	\$50,000
- seal	50 years	\$15,000
Other		
Mobile garbage bins/recycling crates	10 years	\$500
Irrigation & sprinkler systems	10 years	\$500
Street furniture	20 years	\$500
Parks & gardens furniture & equipment	20 years	\$500
Playground equipment	10 years	\$500

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 23 Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets every 2 years. The valuation is performed either by experienced council officers or independent experts.

Where assets are revalued, the revaluation increments are credited directly to the applicable asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the value of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the Asset Revaluation Reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Yerra City Council 2016/2017 Financial Report

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Note 1 Significant Accounting Policies (continued)

(i) Investments and other financial assets

Initial recognition and measurement

Financial assets are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset. Financial instruments are initially measured at fair value plus transaction costs.

(j) Inventories

Inventories of saleable items and consumable stores have been valued at the lower of cost or net realisable value.

(k) -Recognition and measurement of property, infrastructure, plant and equipment and intangibles

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in Note 1(d) have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 23 Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets every 2 years. The valuation is performed either by experienced council officers or independent experts.

Where assets are revalued, the revaluation increments are credited directly to the applicable asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the value of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the Asset Revaluation Reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Land Under Roads

Any lands under roads acquired after 30 June 2008 will be bought to account using the deemed cost basis. No land under roads have been acquired since 30 June 2008. Council does not recognise land under roads that it controlled prior to 30 June 2008 in its financial report.

(I) Depreciation of property, plant and equipment and infrastructure.

Buildings, infrastructure, plant and equipment, and other assets (except trees) having limited useful lives are systematically depreciated over their Where assets have separate identifiable components that have distinct useful lives and/or residual values a separate depreciation rate is determined Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.		
	Periods	Threshold limit
Property	2017	2017
Land	N/A	Ni
Land under roads acquired after 30 June 2008	N/A	NE
Buildings	100 years	\$10,000
Heritage Assets		
Heritage Assets	100 years	Nil
Plant & Equipment		
Plant & machinery	7-10 years	\$500
Furniture, equipment & computers	3-10 years	\$500
Library books	6-7 years	Nii
Library audio and visual	4 years	Nil
Infrastructure	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
Roads - substructure	120 years	\$50,000
- seal	20 years	\$15,000
Footpaths - substructure	75 years	\$25,000
- seal	30 years	\$15,000
Kerb and channel	50 years	\$25,000
Drains	120 years	\$25,000
Bridges	120 years	\$25,000
Lane - substructure	120 years	\$50,000
- seal	50 years	\$15,000
Other		
Mobile garbage bins/recycling crates	10 years	\$500
Irrigation & sprinkler systems	10 years	\$500
Street furniture	20 years	\$500
Parks & gardens furniture & equipment	20 years	\$500
Playground equipment	10 years	\$500
Fencing	10 years	Nil

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Note 1 Significant Accounting Policies (continued)

(m) Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and is subject to depreciation. The carrying value of the replaced asset is expensed.

(n) Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(o) Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as Trust Funds until they are returned or forfeited (refer to Note 25).

(p) Borrowings

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. The Council has categorised all its interest-bearing liabilities as financial liabilities at amortised cost.

Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings, and finance lease charges.

(q) Employee costs and benefits

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current liability - unconditional LSL is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at :

- present value component that is not expected to be wholly settled within 12 months.
- nominal value component that is expected to be wholly settled within 12 months.

Classification of employee costs

Non-current liability - conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non - current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

Superannuation

The amount charged to the Comprehensive Operating Statement in respect of superannuation represents contributions made or due by Yarra City Council to the relevant superannuation plans in respect to the services of Yarra City Council's staff (both past and present). Superannuation contributions are made to the plans based on the relevant rules of each plan and any relevant compulsory superannuation requirements that Yarra City Council is required to comply with (refer Note 33).

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Note 1 Significant Accounting Policies (continued)

(r) Leases

Finance leases

Leases of assets where substantially all the risks and rewards incidental to ownership of the asset, are transferred to the Council are classified as finance leases. Council does not have any finance leases.

Operating leases

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

(s) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(t) Financial Guarantees

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet, are disclosed at Note 34 contingent liabilities and contingent assets.

(u) Contingent assets and contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a Note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of Note and presented inclusive of the GST payable.

(v) Rounding

Unless otherwise stated, amounts in the report have been rounded to the nearest thousand dollars.

(w) Pending accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2017 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Revenue from contracts with customers (AASB 15) (applies 2018/19)

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

Leases (AASB 16) (applies 2019/20)

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Council has a number of operating leases that will be impacted as a result of this change. This will see assets and liabilities of approximately \$2.6 million recognised.

Note 2 Budget comparison

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10% or \$250K where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures are those adopted by Council on 7 June 2016. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

(a) Income and expenditure

	Budget 2016/17 \$'000	Actual 2016/17 \$'000	Variance \$'000 Fav/(Unfav)	Variance % Fav/(Unfav)	Note
Revenues from ordinary activities					
Rates and charges	101,964	101,482	(482)	(0.47)	1.1
Statutory fees and fines	28,617	26,929	(1,688)	(5.90)	1.2
User fees	25,574	27,582	2,008	7.85	1.3
Grants - operating	10,975	13,178	2,203	20.07	1.4
Grants - capital	1,281	3,161	1,880	146.73	1.5
Reimbursements & Contributions	5,644	5,888	244	4.32	
assets	805	563	(242)	(30.03)	1.6
Other income	1,334	1,897	563	42.24	1.7
Total revenues	176,194	180,680	4,486	2.55	
Expenses from ordinary activities					
Employee costs	76,651	78,003	(1,352)	(1.76)	1.8
Materials and services	67,725	60,218	7,507	11.09	1.9
Bad and doubtful debts	2,540	2,392	148	5.83	
Depreciation	21,561	20,347	1,214	5.63	1.10
Borrowing costs	2,139	1,605	534	24.99	1.11
Other expenses	527	608	(81)	(15.40)	
Total expenses	171,143	163,173	7,970	4.66	
Surplus/(Deficit) for the year	5,051	17,506	12,455	246.59	

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Note 2 Budget comparison

(b)	Explanation of material variations	Constitution (accounts the total constitution of the constitution
Note	<u>ltem</u>	Explanation
1.1	Rates and charges	Rates and charges are unfavourable to budget by \$0.48M (0.5%) mainly due to lower supplementary rate income raised for the year than expected.
1.2	Statutory fees and fines	Parking Revenue is unfavourable to budget by \$1.69M (5.9%) mainly due to lower fees received from parking meters. This is primarily due to the delay in implementation of the electronic parking sensors which is expected to be further rolled out in 2017. Some parking bays have been removed (in Victoria Parade and Wellington Street) which has also reduced income from these locations.
1.3	User Fees	User Fees are favourable to budget by \$2.01M (7.9%) mainly due to additional town planning fees received in conjunction with the statutory price increase during the year. Increased membership fees for Leisure Services and commercial property rents received are also attributable to the variance.
1.4	Grants - operating	Operating Grants favourable to budget by \$2.20M (20.1%) is mainly due to additional grant income received in advance in 2016/17 from the Victorian Grants Commission for 50% (\$925k) of the 2017/18 grants program. This funding will need to be carried over into 2017/18. Additional income was also received from State Government for Council's preschool program.
1.5	Grants - capital	Capital Grants favourable to budget by \$1.88M (146.7%) mainly due to additional Roads to Recovery and Blackspot funded programs which are included in Council's capital works program.
1.6	Net gain (loss) on disposal of non current assets	Net gain (loss) on disposal of non current assets is \$0.24M (30.03%) unfavourable compared to budget due to delayed vehicle trade-ins and the review of leasing options compared to outright purchase acquisition.
1.7	Other Income	Other Income is favourable to budget by \$0.56M (42.2%) mainly due to additional income received for non-voter penalties following the Council elections. Additional income was also received due to a transfer of funds for Williams Reserve from trust accounts. These funds were utilised within the capital works program in 2016/17.
1.8	Employee Costs	Employee Costs are unfavourable to budget by \$1.35M (1.8%) partly due to additional costs incurred for family leave payments and higher than budgeted superannuation costs. Additional costs were incurred for redundancies and termination payments and additional agency staff costs incurred in children's services at the child care centres and kindergartens, as well as in parking and school crossings programs.
1.9	Materials and Services	Materials and services costs are favourable to budget by \$7.507M (11.09%) mainly due to lower than anticipated expenditure in legal fees, as well as a saving for insurance premiums following a change of insurer, and also contract savings for open space maintenance works following contract renegotiation. There were also savings for meals delivery and other aged support services contracts as part of the transition to the NDIS. These are offset by transfers from the capital works program for works that were not capital in nature.
1.10	Depreciation	Depreciation was favourable to budget by \$1.21M (5.63%) due to lower than anticipated capital works expenditure and lower capitalisation of assets.
1.11	Borrowing Costs	Borrowing costs is favourable to budget by \$0.53M (25%) due to the loan borrowings included in the budget being taken up later in the year than anticipated.

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Note 2 Budget comparison

(c) Capital Works

	Budget 2016/17 \$'000	Actual 2016/17 \$'000	Variance \$'000 Fav/(Unfav)	Variance % Fav/(Unfav)	Note
Property					
Buildings	17,973	15,053	2,920	16.25	2.1
Total buildings	17,973	15,053	2,920	16.25	
Total property	17,973	15,053	2,920	16.25	
Plant and equipment Plant, machinery and equipment	1,195	1,440	(245)	(20.54)	2.2
Fixtures, fittings and furniture	270	145	125	46.25	2.3
Computers and telecommunications	3,352	2,231	1,121	33.45	2.4
Library projects	650	662	(12)	(1.82)	
Total plant and equipment	5,467	4,478	989	18.08	
Infrastructure					
Roads	4,927	6,639	(1,712)	,	
Bridges	50	-	50	100.00	2.6
Footpaths and cycleways	3,775	3,157	618	16.38	2.7
Drainage	1,370	1,324	46	3.33	
Recreational, leisure and community facilities	8,424	3,389	5,035	59.77	2.8
Waste management	60	115	(55)	(91.32)	2.9
Parks, open space and streetscapes	-	124	(124)	-	
Total infrastructure	18,606	14,747	3,859	20.74	
Total capital works expenditure	42,047	34,279	7,768	18.48	
Represented by:					
New asset expenditure	16,115	10,958	5,157	32.00	
Asset renewal expenditure	25,307	20,096	5,211	20.59	
Asset upgrade expenditure	625	3,225	(2,600)	(416.00)	
Total capital works expenditure	42,047	34,279	7,768	18.47	

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Note 2 Budget comparison

(d) Explanation of material variations

THE RESERVE THE PARTY NAMED IN		
IMPORTATION IN	laniaman	Explanation

Note	Item	Explanation
2.1	Buildings	Buildings are \$2.92M (16.3%) below budget mainly due to savings this financial year in the construction of the North Fitzroy Community Hub Project, as well as deferred expenditure for Fitzroy Swimming Pool works and roof works at Fitzroy Town Hall. These works are scheduled for 2017/18.
2.2	Plant, machinery and equipment	Plant, machinery and equipment are \$0.26M (20.5%) below budget mainly due to lower passenger fleet replacement
2.3	Fixtures, fittings and furniture	Fixtures, fittings and furniture is \$0.13M (46.3%) below budget mainly due to lower than anticipated purchases of furniture for Council owned community facilities.
2.4	Computers and Telecommunications	Computers and telecommunications are \$1.12M (33.5%) below budget due to deferred expenditure for the asset management and telecommunications systems, as well as leasing instead of purchase of the parking sensor technology.
2.5	Roads	Roads assets are \$1.71M (34.75%) above budget mainly due to additional works associated with the receipt of Black Spot funding during the year.
2.6	Bridges	Bridges assets are \$0.05M (100%) lower than budget due to the expenditure being funded via the maintenance program.
2.7	Footpaths and cycleways	Footpaths and cycleways is \$0.62M (16.4%) below budget mainly due to deferred expenditure for Rushall Reserve and Williams Reserve.
2.8	Recreational, leisure and community facilities	Recreational, leisure and community facilities is \$5.04M (59.8%) below budget due to the budgeted open space land acquisition not proceeding, as well as deferred expenditure for some projects where design, consultation and works have commenced.
2.9	Waste Management	Waste Management is \$0.55M (91.3%) higher than budget due to the purchase of more waste bins than originally anticipated.

ouncil 2016/2017 Financial Report		Page 16
Rates and charges	2017 \$'000	2016 \$'000
Council uses Net Annual Value (NAV) as the basis of valuation of all properties within the municipal district. The NAV of a property is its imputed rental value.		
The valuation base used to calculate general rates for 2016/17 was \$2,509 million (2015/16 \$2,073 million) with the increase in the rate base resulting from the return of supplementary valuations for properties constructed and/or building works completed since the return of the previous general revaluation of land for rating purposes as at 1 January 2014.		
The 2016/17 rate in the NAV dollar was 4.0109 cents. The 2015/16 rate in the NAV dollar was 4.622 cents.		
Residential Commercial Industrial Supplementary rates and rate adjustments Garbage bin charge Interest on rates	72,255 20,700 7,098 1,028 50 351 101,482	67,612 21,059 6,772 2,107 49 313
	Rates and charges Council uses Net Annual Value (NAV) as the basis of valuation of all properties within the municipal district. The NAV of a property is its imputed rental value. The valuation base used to calculate general rates for 2016/17 was \$2,509 million (2015/16 \$2,073 million) with the increase in the rate base resulting from the return of supplementary valuations for properties constructed and/or building works completed since the return of the previous general revaluation of land for rating purposes as at 1 January 2014. The 2016/17 rate in the NAV dollar was 4.0109 cents. The 2015/16 rate in the NAV dollar was 4.622 cents. Residential Commercial Industrial Supplementary rates and rate adjustments Garbage bin charge	Rates and charges Council uses Net Annual Value (NAV) as the basis of valuation of all properties within the municipal district. The NAV of a property is its imputed rental value. The valuation base used to calculate general rates for 2016/17 was \$2,509 million (2015/16 \$2,073 million) with the increase in the rate base resulting from the return of supplementary valuations for properties constructed and/or building works completed since the return of the previous general revaluation of land for rating purposes as at 1 January 2014. The 2016/17 rate in the NAV dollar was 4.0109 cents. The 2015/16 rate in the NAV dollar was 4.622 cents. Residential 72,255 Commercial Industrial 7,098 Supplementary rates and rate adjustments 50

A general revaluation of land for rating purposes within the municipal district was undertaken as at 1 January 2016 and was first applied to the rating period commencing 1 July 2016.

The date of the next general revaluation of land for rating purposes within the municipal district is 1 January 2018 and the valuation will be first applied in the rating year commencing 1 July 2018.

Rate income has increased compared to the previous year mainly due to the specified rate cap increase of 2.5% but also due to supplementary rates raised during the year which has seen residential property classification increases and a reduction in commercial properties.

Note 4 Statutory fees and fines

	Infringements & costs	15,803	15,084
	PERIN court recoveries	2,197	1,938
	Fees - parking meters/ticket machines	7,133	7,499
	Permits	1,796	1,721
	Total statutory fees and fines	26,929	26,242
Note 5	User fees		
	Leisure centres and golf course fees	9,657	9,197
	Child care/children's program fees	3,207	2,597
	Town planning fees	2,879	1,894
	Registration fees	1,344	1,364
	Pre schools	647	615
	Aged services fees	209	302
	Road occupation permit fees	2,566	2,501
	Library fees and fines	102	60
	Footpath advertising & display	694	597
	Building services fees	224	221
	Valuation fees/supplementary charges	522	303
	Kerb market fees	232	220
	Land information certificates	116	107
	Local laws fines	922	1,253
	Rent*	1,773	1,518
	Permits - Bins and Skips	152	162
	After School Program	153	126
	Vacation Care Program	144	146
	Report and Consent Fees	135	-
	Road Inspection Fees	719	660
	Hall hire	471	438
	Asset Protection Permits	197	163
	Signs and goods permit fees	176	
	Other fees and charges	341	111
	Total user fees	27,582	24,555

^{*} In 2016/17 Rent has been reclassified from Other Income to User fees

Yarra City	Council 2016/2017 Financial Report		Page 17
Note 6	Government grants	2017	2016
	•	\$1000	\$'000
	Government grants were received in respect of the following:	****	****
	Summary of grants		
	Commonwealth funded grants	11,349	7,150
	State funded grants	4,989	5,090
	Total Grants Received	16,338	12,240
	Operating Grants		
	Recurrent - Commonwealth Government		
	Victoria Grants Commission - general purpose	2,714	890
	Family Services	4,529	3,551
	Aged Services - Home Care Services	957	873
	Recurrent - State Government		
	Aged Services Assessment and Planning	2,920	2,728
	School crossing supervisors	219	229
	Library	626	617
	Maternal and child health	584	517
	Community safety	249	82
	Other	66	183
	Total recurrent operating grants	12,864	9,670
	Non-record Commenced Commenced		
	Non-recurrent - Commonwealth Government		222
	Environmental planning	45	320
	Non-recurrent - State Government		
	Community health	32	26
	Family and children	96	297
	Other	140	
	Total non-recurrent operating grants	313	643
	Total operating grants	13,177	10,313
	Capital grants		
	Recurrent - Commonwealth Government		
	Roads to recovery	506	201
	Total recurrent capital grants	506	201
	Non-recurrent - Commonwealth Government		
	Buildings	170	1,315
	Plant, machinery and equipment	92	1,010
	Roads - Black Spot funding	1,769	411
	Other	624	
	Total non-recurrent capital grants	2,655	1,726
	Total capital grants	3,161	1,927
	Total grants	16,338	12,240
	Unspent grants received on condition that they be spent in a specific r	nanner	
	Balance at start of year	-	
	Received during the financial year and remained unspent at balance date	220	-
	Received in prior years and spent during the financial year		1,791
	Balance at year end	220	1,791

Yarra City	Council 2016/2017 Financial Report		Page 18
		2017 \$'000	2016 \$'000
Note 7	Monetary contributions and reimbursements	****	****
	Resort and recreation fees*	3,870	5,506
	Road reinstatements	262	154
	Reimbursements Legal Fees	358	394
	Recycling	557	339
	Road maintenance/works (other)	309	311
	Kerb market fees	365	517
	Other	167	150
	Total monetary contributions and reimbursements	5,888	7,371

^{*} Resort and recreation fees received during the year and not spent are transferred to reserves pursuant to section 18 of the Subdivision Act 1988, (Resort and Recreation Reserve) (Note 28(b)).

Note 8	Net gain/(loss) on disposal of non-current assets		
Note o			
	Plant & Equipment Proceeds from sale of assets	878	147
	Written down value of assets sold/disposed	(323)	(98)
	Profit/(loss) on sale/disposal of property, plant and equipment	555	49
	Roads - Right of way Proceeds from sale of assets	34	
	Written down value of assets sold/disposed	(26)	-
	Profit/(loss) on sale/disposal of property, plant and equipment	(20)	
	Summary	040	147
	Proceeds from sale of assets	912	(98)
	Written down value of assets sold/disposed Profit/(loss) on sale/disposal of property, plant and equipment	(349)	49
	Pronu(ross) on sale/disposal of property, plant and equipment		
Note 9	Other income		
	Interest	375	434
	Victorian Electoral Commission fines	340	
	Hall Hire	95	105
	Waste Management	156	193
	Venues and events	-	70
	Recreational Services	210	-
	Strategic Planning	67	60
	Early Years Unit	69	15
	Disadvantaged Accessibility	96	85
	Leisure Services	35	37
	Financial Accounting	70	90
	Sales proceeds Right of way*	-	1,251
	Other	384	201
	Total other income	1,897	2,541

^{*} In 2015/16 Sales proceeds Right of way were classified as other income (note 9); in 2016/17 Sales proceeds Right of way are included as Net gain(loss) on disposal of non-current assets (note 8).

rra City Council	2016/2017 Financial Report		Page 1
		2017	201
Note 10 (a)	Employee Costs	\$'000	\$'00
	Wages and salaries	58,349	55,409
	WorkCover	914	555
	Casual staff	3,504	3,92
	Superannuation	5,749	5,59
	Fringe benefits tax	441	44
	Other	9,045	9,95
	Total employee costs	78,003	75,87
Note 10 (b)	Superannuation		
	Council made contributions to the following funds:		
	Defined benefit fund		
	Employer contributions to Local Authorities Superannuation Fund (Vision		
	Super)	462	47
	Employer contributions - other funds	-	-
		462	47
	Employer contributions payable at reporting date.	- 102	
	Accumulation funds		
	Employer contributions to Local Authorities Superannuation Fund (Vision		
	Super)	3,022	3,02
	Employer contributions - other funds	2,265	2,09
	· · · · · · · · · · · · · · · · · · ·	5,287	5,11
	Employer contributions payable at reporting date.	-	-
	Refer to note 33 for further information relating to Council's superannuation	obligations.	
lote 11	Materials and services		
	Materials and services	21,879	23,04
	Contract payments	20,578	20,28
	Building maintenance	4,554	4,70
	General maintenance	3.198	3,02
	Utilities	3,214	3,46
	Information technology	2,721	2,64
	Insurance	1,327	1,98
	Consultants	2,747	2,74
	Total materials and services	60,218	61,88
lote 12	·		
	Bad and doubtful debts		
	Parking infringement debtors	2,392	1,35
	Other debtors	-	13
	Total bad and doubtful debts	2,392	1,486

Yarra City C	ouncil 2016/2017 Financial Report		Page 20
		2017 \$'000	2016 \$'000
Note 13	Depreciation and amortisation		
	Property	2,421	2,628
	Plant and equipment	3,263	3,074
	Infrastructure	13,229	12,154
	Intangible assets	1,434	1,758
	Total depreciation	20,347	19,614
	Refer to Note 23 for a detailed break down of depreciation and amortisation charges. Property depreciation decreased in 2016/17 due to a devaluation of building assets in 2015/16.		
Note 14	Borrowing costs		
	Interest - on borrowings	1,605	1,508
	Total borrowing costs	1,605	1,508
Note 15	Other expenses		
	Auditors' remuneration - VAGO - audit of the financial statements,		
	performance statement and grant acquittals	72	66
	Auditors' remuneration - Internal	214	184
	Councillors' allowances	295	291
	Other	28	-
	Total other expenses	608	541
Note 16	Investments in associates and joint ventures		
	Council's carrying value (at cost) of investment in Regional Kitchens P/L, incorporating RFK P/L (Trading as Community Chef)	230	230
	Municipal Association Purchasing Scheme (Procurement Australia)	5	5_
	Total investments	235	235

Yarra City Co	uncil 2016/2017 Financial Report		Page 21
		2017	2016
Note 47	Cook and each equivalents	\$'000	\$'000
Note 17	Cash and cash equivalents		
	Cash at bank	1,142	2,034
	Cash on hand	10	10
	Term deposit investments*	21,000	18,500
	Total cash and cash equivalents	22,152	20,544
	*In 2016/17 \$2m of term deposit investments have been reclassified to distatutory purposes.		s for
	Council has cash assets of \$9.4m (\$6.2m in 2015/16) that are subject to	restriction:	
	Trust funds and deposits (note 25) Public open space / parking reserves (note 28b)	8,794 561	7,003
	Total restricted funds	9,355	7,003
	Total unrestricted cash and cash equivalents	12,797	13,541
	Intended allocations Although not statutorily restricted the following amounts have been alloc future purposes by Council:	ated for specific	
	- Cash held to fund carried forward capital works	3,959	6,325
	- Trade and other payables	335	-,
	Total funds subject to intended allocations	4,294	6 225
	rotal failus subject to interided airocations	4,294	6,325
Note 18	Other financial assets		
	Term deposits	12,000	2,000
	Total financial assets	12,000	2,000
Note 19	Trade and other receivables		
	Current		
	Rates debtors	4,492	3,856
	Parking infringement debtors	26,869	24,082
	Provision for doubtful debts - parking infringements	(22,029)	(19,638)
	Other debtors	3,867	4,197
	Provision for doubtful debts - other debtors Workcover	(973)	(1,211)
	GST recoverable from ATO	171	152
	OST Tecoverable IIOTI ATO	1,800 14,197	1,342
	Non-current	14,107	12,700
	Park Place Child Care Centre Inc Loan		20
	Total Receivables	14,197	12,800
(-)	Assiss of Baselushian		12,000
(a)	Ageing of Receivables At balance date trade and other receivables debtors representing financi impaired. These amounts relate to a number of independent customers thistory of default. The ageing of the Council's trade & other receivables (receivables) was:	or whom there is no	recent
	Current and past due by up to 30 days	3,172	1,661
	Past due between 31 and 180 days	1,153	2,822
	Past due between 181 and 365 days	570	2,093
	Past due by more than 1 year Total trade & other receivables	4,809 9,704	2,368
		9,704	8,944
(b)	Movement in provisions for doubtful debts	****	
	Balance at the beginning of the year	20,849	19,353
	New Provisions recognised during the year Amounts already provided for and written off as uncollectible	2,392	1,496
	Balance at end of year	23,002	20,849
		EVIVUE	20,045

Yarra City Co	uncil 2016/2017 Financial Report		Page 22
		2017 \$'000	2016 \$'000
Note 20	Inventories		
	Merchandise General Total inventories	122 6 128	126 4 130
Note 21	Non-current assets classified as held for sale		
	Motor Vehicles held for sale at cost Total non-current assets held for resale		696 696
Note 22	Other assets		
	Accrued income - Government grants and interest income	169	280
	Prepayments - vehicle registrations and insurance	202	1,163
	Total other assets	371	1,443

	Summary of property, infrastructure, plant and equip	At Fair Value 30 June 2016								
	Land									
	Land								WDV	
	Land					Depreciation	Disposal	Transfers	00 tolle 2011	
		\$'000	\$'000	\$1000	\$1000	\$'000	\$'000	\$'000	\$'000	
	Buildings	827,253	1,680						828,933	
	Plant and Equipment	178,875 26,044	22,274			(2,374)			198,775	
	Infrastructure	628,836	5,819		44	(5,410)		696	26,867	
	Work in progress	9,705	11,120 3,096			(12,562)	(26)	(0.705)	627,368	
	Troix in progress	1,670,712	43,989		44	(20,347)	(350)	(9,705)		
	Summary of Work in Progress	Opening WIP	Additions	Transfers	Write Offs	Closing WIP	, , , , , , , , , , , , , , , , , , , ,	(-)/	1,004,000	
	Buildings	9,705	3,096	(9,705)	Willie Oils	3,096				
	Total	9,705	3,096	(9,705)		3,096				
						.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
	Land and Buildings	Land - specialised	Land - non specialised	Land improvements	Total Land	Heritage Buildings	Buildings - specialised	Buildings - non specialised	Work in Progress	Total Property
	e 1 July 2016	734,166	83,902	9,185	827,253		257,132		9,705	1,094,090
	ed depreciation at 1 July 2016	704,100							-,	
Zumulan	ed depreciation at 1 July 2016				<u> </u>		(78,258)			(78,258)
		734,166	83,902	9,185	827,253		178,875	-	9,705	1,015,833
	s in fair value									
quisition	of assets at fair value	-	-	1,680	1,680	-	22,274		3,096	27,050
evaluation	n increments (decrements)	-								
ir value o	of assets disposed									
ansfers										
	-	-	-	1,680	1,680	-	22,274		3,096	27,050
ovement	s in accumulated depreciation			.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	.,,				0,000	21,000
epreciatio	on and amortisation						(2,374)	-		(2,374)
evaluation	n increments (decrements)						(2,5.4)			(2,514)
	ed depreciation of disposals	_		_						
ansfers	ou depresentation disposals			-						
arisiers			-			-	(0.074)	<u> </u>	(9,705)	(9,705)
		<u> </u>		-		-	(2,374)		(9,705)	(12,079)
fair value	e 30 June 2017	734,166	83,902	10,865	828,933	-	279,407	-	3,096	1,111,436
cumulate	ed depreciation at 30 June 2017	-	-	-		-	(80,632)	-	-	(80,632)
		734,166	83,902	10,865	828,933	-	198,775	-	3,096	1,030,804

Note 23 Property, infrastructure, plant and equipment (continued)

Plant and Equipment	Heritage plant and equipment	Motor Vehicles	Plant, machinery and equipment	Inigation and sprinkler systems	Street furniture	Parks and gardens furniture and equipment	Playground equipment	Fencing	Mobile garbage bins/recycling crates	Computers and Mobile Phones :		Library books	Total plant and equipment
At fair value 1 July 2016 Accumulated depreciation at 1 July 2016	4,650 (195)	5,746 (3,250)	7,340 (3,219)	1,579 (1,510)	15,874 (11,474)	7,788 (6,141)	1,259 (1,092)	1,963	2,606 (2,303)	21,844 (18,191)	11,263 (8,864)	6,827 (4,709)	88,739 (62,695)
Movements in fair value	4,455	2,496	4,121	69	4,400	1,647	167	216	303	3,653	2,399	2,118	26,044
Acquisition of assets at fair value	51	837	157		67	747	67	133	249	2,315	534	662	5,819
Revaluation increments (decrements)	44	-	-	-	-		-	-	-	(2.050)	-	-	44
Fair value of assets disposed Impairment losses recognised in operating result		(1,362)					(110)	-		(7,359)		-	(8,831)
Asset held for resale		1,927		-			-	-				-	1,927
Transfers	95	1,402	157		- 67	747	(44)	133	249	(5,044)	534	662	(1,042)
	- 50	1,402	107		- 0/	741	(44)	133	248	(5,044)	334	002	(1,042)
Movements in accumulated depreciation Depreciation and amortisation Accumulated depreciation of disposals Impairment losses recognised in operating result Asset held for resale Transfers	(46)	1,038 (1,231)		,,	,,,,,	(202)	(39) 110	(49)		(1,450) 7,359	(613)	(554)	(5,410) 8,507 - (1,231)
	(46)	(1,427)	(689)	(36)	(452)	(202)	71	(49)	(47)	5,910	(613)	(554)	1,866
At fair value 30 June 2017 Accumulated depreciation at 30 June 2017	4,745 (241) 4,504	7,148 (4,677) 2,471	7,497 (3,908) 3,589	1,579 (1,546) 33	15,941 (11,926) 4,015	8,535 (6,343) 2,192	1,215 (1,021) 194	2,096 (1,796) 300	2,855 (2,350) 505	16,800 (12,281) 4,518	11,797 (9,477) 2,320	7,489 (5,263) 2,226	87,697 (60,829) 26,867
	4,304	6,4/1	3,000	33	4,010	6,132	134	300	205	4.010	6,360	4.440	20,007

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Note 23 Property, infrastructure, plant and equipment (continued)

	Roads	Footpaths and cycleways	Drainage	Kerb and channel	Bridges	Lanes	Trees and Tree Infrastructure	Work In Progress	Total infrastructure
Infrastructure									
At fair value 1 July 2016	361,350	122,193	102,777	134,294	5,146	89,182	7,318		822,259
Accumulated depreciation at 1 July 2016	(80,930)	(21,667)	(46,864)	(26,504)	(2,449)	(15,009)	-,		(193,423)
	280,420	100,525	55,913	107,790	2,697	74,173	7,318	-	628,836
Movements in fair value									
Acquisition of assets at fair value	2,891	1,112	3,559	3,559		-	-		11,120
Revaluation increments (decrements)									
Fair value of assets disposed						(31)			(31)
Impairment losses recognised in operating result									
Transfers									
	2,891	1,112	3,559	3,559		(31)	-		11,089
Movements in accumulated depreciation		46							
Depreciation and amortisation	(5,330)	(2,460)	(1,005)	(2,686)	(51)	(1,030)	-		(12,562)
Accumulated depreciation of disposals						5			5
Impairment lossess recognised in operating result Transfers									
Transfers	(5.000)	(0.400)	74 AAT)	10.0001	1841	11 000			*
	(5,330)	(2,460)	(1,005)	(2,686)	(51)	(1,025)		*	(12,557)
At fair value 30 June 2017	201011	400.000							
	364,241	123,305	106,335	137,852	5,146	89,151	7,318	*	833,348
Accumulated depreciation at 30 June 2017	(86,259)	(24,128)	(47,869)	(29,190)	(2,500)	(16,033)		*	(205,980)
	277,982	99,177	58,466	108,662	2,646	73,118	7,318		627,368

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Note 23 Property, infrastructure, plant and equipment (continued)

Valuation of land and buildings

Valuations of land and buildings were undertaken by Westlink Consulting under the supervision of William J Graham, City Valuer, A.V.L.E (Vals), Qualified Valuer. The valuation of buildings was replacement cost less accumulated depreciation and was first applied as at 30 June 2016. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where building use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for undeveloped and/or unserviced characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	DoV
Land - Non specialised		83,902	*	June 2016
Land - Specialised			745,031	June 2016
Buildings - Specialised			198,775	June 2016
Total		83,902	943,806	

Definition of Land and Buildings Levels 1,2 and 3 - as per note 1(e) fair value measurement

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

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Note 23 Property, Infrastructure, Plant and Equipment (cont.)

Valuation of infrastructure assets

Valuation of infrastructure assets was undertaken by Jim Vokolos, B.Eng (Civil), Qualified Engineer. The valuations are at replacement costs less accumulated depreciation and were first applied as at 30 June 2015.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1	Level 2	Level 3	DoV
•	\$'000	\$'000	\$'000	
Roads			277,982	June 2015
Bridges	-		2,646	June 2013
Footpaths, Lanes and Kerb and channel		-	280,957	June 2015
Drainage			58,466	June 2015
Trees	-		7,318	June 2004
Total		a.	627,368	

Valuation of bridges

Valuation of bridges were undertaken by Jim Vokolos, B.Eng (civil), Qualified Engineer. The valuations were applied as at 30 June 2013.

Valuation of Trees

Council valuation of trees was performed by Stewart Campbell, Senior Arborist, Advanced Certificate of Arboriculture, Advanced Certificate of Management and was applied in 2004.

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Note 23 Property, infrastructure, plant and equipment (cont) Description of significant unobservable inputs into level 3 valuations

Specialised land is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 15% and 30%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$2,000 and \$3,500 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$185 to \$25,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and are currently at 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 20 years to 120 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

An independent valuation of Council's specialised land and buildings was undertaken by Westlink Consulting under the supervision of William J Graham, City Valuer, A.V.L.E (Vals), Qualified Valuer. The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2016.

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		2017 \$'000	2016 \$'000
Note 24	Trade and other payables		
	Trade creditors	7,848	11,864
	Superannuation	40	154
	Accrued expenses	2,261	5,293
	Total trade and other payables	10,149	17,311
Note 25	Trust funds and deposits Current		
	Drainage works deposits	29	
	Retention amounts*	29	96
	Refundable deposit	3,243	2,331
	Other refundable deposits	214	186
	Income in advance**	147	223
		3,662	2,836
	 In 2016/17 Retention amounts have been reclassified from Trade and Trust funds and deposits. In 2016/17 Income in advance has been included with Trust funds a 		
	Fire services levy	4,907	3,582
		8,569	6,418
	Non-current		
	Other Liabilities	225	585
	Total trust funds and deposits	8,794	7,003

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Fire Service Levy - Council is the collection agent for the fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Yarra City Co	uncil 2016/2017 Financial Report		Page 30
		2017	2016
Note 26	Provisions	\$1000	\$'000
Note 20	Current		
	Current provisions expected to be wholly settled within 12 months		
	Annual leave	4,079	3,931
	TOIL	58	*
	Long service leave (Notes 1(g))	1,058	1,027
	Unfunded Superannuation Liability Current provisions expected to be wholly settled after 12 months		
	Annual leave	971	992
	Long service leave (Notes 1(g))	6,416	6,821
	Total current provisions	12,582	12,771
	**		
	Non-current		
	Long service leave (Notes 1(g))	1,484	1,416
		1,404	1,410
	LSL representing less than 7 years of continuous service is measured at present value.		
	*		
	Aggregate carrying amount of employee entitlements Current	12,582	12,771
	Non-current	1,484	1,416
	Total provisions	14,066	14,187
	Sum of full-time equivalent staff numbers	666	646
	The following assumptions were adopted in measuring the present value of long term employee benefits		
	Weighted average increase in employee costs	2.0%	4.0%
	Weighted average discount rates	2.41%	1.88%
	Weighted average settlement period	5.65 years	5.65 years
Note 27	Interest-bearing loans and borrowings	2017	2016
	•	\$'000	\$'000
	Current Loans - secured*	1,133	-
	Non-current		
	Loans - secured*	44,867	32,500
	Total interest-bearing loans and borrowings	46,000	32,500
	The maturity profile for Council's borrowings* and other liabilities is	as follows:	
	Not later than one year	1,275	
	Later than one year and not later than five years	37,762	32,500
	Later than five years	6,963	20.500
		46,000	32,500

^{*} Borrowings are secured by way of mortgages over the general rates of Council.

	Reserves			
		Balance at beginning of reporting period	Increment (decrement)	Balance at end of reporting period
)	Asset revaluation reserves	\$*000	\$1000	\$'000
	2017			
	Property			
	Land	620,737		620.737
	Buildings	46,546		46.546
	Heritage buildings	2,860		2,860
	Trentage contings	670,143		
	Infrastructure	670,143	•	670,143
	Road Substructure	119.478		119,478
	Road Seal	10.693		10.693
	Footpaths Substructure	40.701	-	40,701
	Footpaths Seal	28.770		28,770
	Drains	3,609		3,609
	Bridges	1,000	*	1,000
	Lane Substructure	16,236	•	16,236
	Lane Seal	45.636	•	45.636
	Kerb and channel	99.355		99,355
	Trees	13		99,300
	Art, Heritage and Culture	13	44	44
	Art, heritage and Custore	365,491	44	365,535
	Total Asset revaluation reserves	1,035,634	44	1,035,678
	The asset revaluation reserve is used to rec	ord the increased (net) value of Cour	ncii's assets over time	
	The asset revaluation reserve is used to reco	ord the increased (net) value of Cour	ncil's assets over time.	
	2016 Property	ord the increased (net) value of Cour	ncil's assets over time.	
	2016	ord the increased (net) value of Cour 521,925	ncil's assets over time. 98,812	
	2016 Property			620,737
	2016 Property Land	521,925	98,812	620,737 46,546 2,860
	2016 Property Land Buildings Hentage buildings	521,925 55,883	98,812	620,737 46,546
	2016 Property Land Buildings Heritage buildings	521,925 55,883 2,860	98,812 (9,337)	620,737 46,546 2,860
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure	521,925 55,883 2,860	98,812 (9,337)	620,737 46,546 2,860 670,143
	2016 Property Land Buildings Heritage buildings	521,925 55,883 2,860 580,668	98,812 (9,337) 	620,737 46,546 2,860 670,143 119,478
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure	521,925 55,883 2,860 580,668 119,478	98,812 (9,337) - 89,475	620,737 46,546 2,860 670,143 119,478 10,693
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal	521,925 55,883 2,860 580,668 119,478 10,693	98,812 (9,337) - 89,475	620,737 46,546 2,860 670,143 119,478 10,693 40,701
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure	521,925 55,883 2,860 580,668 119,478 10,693 40,701	98,812 (9,337) - 89,475	620,737 46,546 2,866 670,143 119,478 10,693 40,701 28,770
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Seal	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770	98,812 (9,337) - 89,475	620,733 46,546 2,866 670,143 119,478 10,693 40,770 28,777 3,608
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Substructure Footpaths Seal Drains	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770 3,609	98,812 (9,337) - 89,475	620,737 46,546 2,860 670,143 119,478 10,693 40,701 28,770 3,609 1,000
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Seal Drains Bridges	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770 3,609 1,000	98,812 (9,337) - - - - - - -	620,737 46,546 2,860
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Seal Drains Bridges Lane Substructure	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770 3,609 1,000 16,236	98,812 (9,337) - - - - - - -	620,737 46,546 2,860 670,143 119,478 10,693 40,701 28,770 3,609 1,000 16,238 45,638
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Seal Drains Bridges Lane Substructure Lane Seal	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770 3,609 1,000 16,236 45,636	98,812 (9,337) - 89,475	620,737 46,546 2,866 670,143 119,478 10,693 40,701 28,770 3,609 1,000
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Seal Drains Bridges Lane Substructure Lane Seal Kerb and channel	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770 3,609 1,000 16,236 45,636 99,355	98,812 (9,337) - 89,475	620,733 46,546 2,866 670,143 119,473 10,693 40,701 28,770 3,609 1,000 16,236 45,633 99,358
	2016 Property Land Buildings Heritage buildings Infrastructure Road Substructure Road Seal Footpaths Substructure Footpaths Seal Drains Bridges Lane Substructure Lane Seal Kerb and channel	521,925 55,883 2,860 580,668 119,478 10,693 40,701 28,770 3,609 1,000 16,236 45,636 99,355	98,812 (9,337) - 89,475	620,73' 46,54' 2,86' 670,143' 119,47' 10,69' 40,70' 28,77' 3,60' 1,00' 16,23' 45,63' 99,35'

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Note 28	Reserves (continued)				
		Balance at beginning of Year	Transfer to accumulated surplus	Transfer from accumulated surplus	Balance at end of Year
(b)	Other reserves	\$1000	\$1000	\$1000	\$'000
	2017				
	Resort and recreation (a) General reserve (b) Parking (c) Community Infrastructure Fund (d)	20,100	(3,388)	3,870 - - -	482 20,100 79
	Total Other reserves	20,179	(3,388)	3,870	20,661
	2016				
	Resort and recreation (a)	17,090	(22,596)	5,506	
	General reserve (b)			20,100	20,100
	Parking (c)	79			79
	Community Infrastructure Fund (d)	3,010	(3,010)	-	-
	Total Other reserves	20,179	(25,606)	25,606	20,179

⁽a) Resort and Recreation reserve relates to contributions received as Public Open Space Levies pursuant to the provisions of Section 18 of the Subdivision Act 1988. The reserve will be used to fund eligible open space capital works projects.

⁽b) General reserve relates to unrestricted Council expenditure for a range of possible capital works projects which may include open space projects as assessed with each annual budget process into the future. These are currently not cashed backed.

⁽c) Parking reserve relates to contributions received in lieu of the provision of parking spaces required for property developments. This reserve will be used in the provision of additional car parking spaces as required.

⁽d) Council originally set up a Community Infrastructure Fund which was intended for an indoor sporting facility some time in the future.

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Note 29 Reconciliation of cash flows from operating activities to surplus/(deficit)	2017 \$'000	2016 \$'000
Surplus/(deficit) for the year	17,506	10,009
Depreciation	20,347	19,614
Finance costs	1,605	-
(Profit)/loss on disposal of non current assets (refer to Note 8)	(563)	(49)
Change in assets and liabilities:		
(Increase)/decrease in receivables	(1,397)	10
(Increase)/decrease in other assets	1,072	(705)
Increase/(decrease) in payables	(7,614)	1,425
Increase/(decrease) in other liabilities	2,151	749
(Increase)/decrease in inventories	2	5
Increase/(decrease) in employee benefits	(121)	1,047
(Increase)/Decrease in non current assets held for sale	-	(56)
Net cash provided by/(used in) operating activities	32,988	32,048
Note 30 Financing facilities		
Bank overdraft	10,000	10,000
Purchasing cards	500	500
Total facilities	10,500	10,500
Used purchasing card facilities	(21)	(44)
Unused facilities	10,479	10,456

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Note 31 Commitments

The Council has entered into the following commitments:

2017	Not later than	Later than 1 year	Later than 2 years	Later than	Total
	1 year	and not later than	and not later than	5 years	
	'	2 years	5 years	'	
	(\$) '000	(\$) '000	(\$) '000	(\$) '000	(\$) '000
Operating					
Street cleaning services	2,884	2,971	9,458	6,788	22,101
Garbage collection and recycling	8,176	8,421	26,810	19,240	62,647
Open space management	5,660	5,834	18,595	- 1	30,089
Information systems & technology	3,106	3,199	3,285	- 1	9,590
Insurances	1,189	-	-	- 1	1,189
Cleaning contracts for Council buildings	1,476	1,520	1,613	- 1	4,609
Family Services	1,245	1,283	-	- 1	2,528
Home Care	1,833	1,889		-	3,722
Capital					
Construction works	1,127		-	-	1,127
Total*	26,696	25,117	59,761	26,028	137,602

^{*} Contract commitments for 2017/18 onwards include Council contracts for known lump sum contract amounts. Contract commitments for 2015/16 included contracts subject to variation, panel contracts and also schedule of rates components where the commitment could vary.

2016	Not later than	Later than 1 year	Later than 2 years	Later than	Total
	1 year	and not later than	and not later than	5 years	
		2 years	5 years	'	
	(\$) '000	(\$) '000	(\$) '000	(\$) '000	(\$) '000
Operating					
Street cleaning services	3,761	4,596	14,920		23,277
Garbage collection and recycling	6,544	6,740	6,942	29,915	50,141
Open space management	1,817	0,740	0,512	20,010	1,817
Consultancies	3,428	3,428	10,284		17,140
Information systems & technology	2,342	3,420	10,204	:	2,342
Insurances	1,200			[]	1,200
Home Care	1,748	1,800		[3,548
Cleaning contracts for Council buildings	1,620	1,636	1,652	:	4,908
Family Services	114	115	1,002	[]	229
Parking meter maintenance	150	110		[]	150
Maintenance	2,524	2,549	13,047	2,651	20,771
Animal pound services	65	65	65	2,001	195
Professional services	4.072	4.072	4,072	[]	12,216
Bioremediation	150	150	450	[750
	2,373	2,397	7.335	[12,105
Community services	2,373	2,397	7,335	· · I	12,100
Capital					
Construction works	10,596			-	10,596
Plant and equipment	330	330	· 330	-	990
Total	42,834	27,878	59,097	32,566	162,375

^{*} During 2015/16 Council re-tendered the garbage collection and recycling contract which extends into future years.

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	2017 \$'000	2016 \$*000
Note 32 Operating lease commitments		
At the reporting date, the Council had the following obligations under non-cancellable operating leases for equipment, land and buildings for use within Council activities (these obligations are not recognised as liabilities):	1	
Not later than one year	1,173	142
Later than one year and not later than five years	1,405	124
Later than five years		-
	2.578	266

Note 33 Superannuation

Yarra City Council (the Council) makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2017, this was 9.5% as required under Superannuation Guarantee (SG) legislation).

Defined Benefit

Yarra City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Yarra City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Yarra City Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2016, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 102.0%. To determine the VBI, the Fund Actuary used the following long-term assumptions:

Net investment returns	7.0% pa
Salary information	4.25% pa
Price inflation (CPI)	2.5% pa

The VBI at 30 June 2017 was 103.1%.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 2016 interim actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer Contributions

Regular Contribution

On the basis of the results of the 2016 interim actuarial investigation conducted by the Fund Actuary. Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2017, this rate was 9,5% of members' salaries (9,5% in 2015/2016). This rate will increase in line with any increase to the contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retrement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall cocurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%. In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated. Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

2016 interim actuarial investigation surplus amounts

The Fund's interim actuarial investigation as at 30 June 2016 identified the following in the defined benefit category of which Council is a contributing employer:

A VBI surplus of \$40.3 million; and

A total service liability surplus of \$156 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2016. The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses. Council was notified of the 30 June 2016 VBI during August 2016.

2017 Full triennial actuarial investigation

A full actuarial investigation is being conducted for the Fund's position as at 30 June 2017. It is anticipated that this actuarial investigation will be completed in December 2017.

Future superannuation contributions

In addition to the disclosed contributions, Yarra City Council has paid unfunded liability payments to Vision Super totalling \$0 during the 2016/17 year (2015/16 \$0). There were \$0 contributions outstanding and \$0 loans issued from or to the above schemes as at 30 June 2017. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2018 are \$450K.

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Note 34 Contingent liabilities and contingent assets

(a) arlsing from Public Liability

As a local authority we manage parks, reserves, roads, and other land holdings and, as a result, receive potential claims arising from incidents which occur on land managed by Council. There are a number of outstanding claims against Council in this regard. Council carries \$200 million of public liability insurance and an excess of \$50,000 on this policy in 2016/17. Therefore, the maximum liability of Council in any single claim is the extent of its excess. The primary insurer is Epsilon Underwriting Agencies. There are no claims of which Council is aware which would fall outside the terms of Council's policy.

(b) arising from Professional Indemnity

As a local authority with statutory regulatory responsibilities, including the responsibility of issuing permits and approvals, Council receives potential claims for damages arising from actions of Council or its officers. Council carries \$100 million of professional indemnity insurance and an excess of \$50,000 on this policy in 2016/17. Therefore, the maximum liability of Council in any single claim is the extent of its excess. The primary insurer is Epsilon Underwriting Agencies. There are no instances or claims of which Council is aware which would fall outside the terms of Council's policy.

(c) arising from Legal Matters

The Council is presently involved in several confidential legal matters, which are being conducted through Council's solicitors. This includes a legal matter involving the Metropolitan Fire and Emergency Services Board (MFESB) and Council concerning possible soil contamination issues at the Burnley Depot site.

As these matters are yet to be finalised, and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial report.

Yarra City Council 2016/2017 Financial Report

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Note 35 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with only immaterial exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Our interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. We manage interest rate risk by adopting an investment policy that ensures:

- diversification of investment product
- monitoring of return on investment.
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with;
- we may require collateral where appropriate; and
- we only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 34.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or we will not have sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

- To help reduce these risks Councit:

 have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade, Details of the maturity profile for borrowings are disclosed at Note 29.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Fair value

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 2% and -1% in market interest rates (AUD) from year-end rate.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

Yarra City	y Council 2016/2017 Financial Report			Page 38
Note 36 Related party disclosures				
(i)	Related Parties			
	Parent entity			
	Yarra City Council is the parent entity			
	Interests in subsidiaries and associates are detailed in	note 16.		
(ii)				
		· · · · · · · · · · · · · · · · · · ·		
		, ,		
		*	1 July 20	" 30 Juli 2017
		•		
			1 July 201	16 - 22 Oct 2016
	Cr Simon Huggins	;	_	
		annis		
			22 Oct 201	6 - 30 Jun 2017
		Mei		×
			2017	2016
	Total number of Councillors*		14	
	Chief Executive Officer and other Key Managemen	t Personnel		
	Total Key Management Personnel		23	19
	* Council elections were held in October 2016 resulting	g in 5 newly elected Councillors		
(iii)	Remuneration of Key Management Personnel			
			\$,000	\$,000
		is as follows:	2 727	2.072
	-		445	-
			3.176	3.266
		we liability and fringe henefite tay	0,110	0,200
			d any related a	entities fall
		da remaneradori irom ocurion ari	a arry related t	Jilious, ion
	The same of the sa		2017	2016
				No
			-	-
			-	
			4	
			-	
	,		-	
			-	
			-	
	\$230,000 - \$239,999		1	-
	\$250,000 - \$259,999		1	2
	\$260,000 - \$269,999		2	1
	\$350,000 - \$359,999		23	18
			23	10

Key management personnel (KMP) include the current 9 councillors and also the 5 previous councillors who changed as a result of the October 2016 elections. KMP also include the CEO and Directors/Group Managers (8).

^{**} Total remuneration includes salary, superannuation and councillor reimbursement allowance but no leave liability.

Yarra City Coun	cii 2016/2017 Financial Report		Page 39
Note 36	Related party transactions (continued)		
		2017 \$'000	2016 \$'000
6	v) Transactions with related parties		
	During the period Council did not enter into transactions with related parties.		
(v) Outstanding balances with related parties		
	The were no balances outstanding at the end of the reporting period in relation to transactions with related parties		
(ri) Loans to/from related parties There were no loans in existence at balance date that have been made, guaranteed or secured by the council to a related party.		
(~	ii) Commitments to/from related parties There were no commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party.		
Note 37 (a)	Senior Officer Remuneration		
	A Senior Officer is an officer of Council, other than Key Management Personnel, who		
	has management responsibilities and whose total annual remuneration exceeds \$142,00	0:	
	Income range:	2017 No.	2016 No.
	\$142,000 - \$149,999	1	1
	\$150,000 - \$159,999	1	2
	\$160,000 - \$169,999 \$170,000 - \$179,999	5 5	6
	\$180,000 - \$189,999	2	1
	\$190,000 - \$199,999		14
			14
	Total remuneration for the reporting year for Senior Officers Included above,	\$'000	\$'000
	amounted to:	2,546	2,355
Note 37 (b)	Other Officer Remuneration		
	Other officers whose annual remuneration exceeds \$142,000:		
	Income range:	2017 No.	2016 No.
	\$142,000 - \$149,999	10	7
	\$150,000 - \$159,999	6	7
	\$160,000 - \$169,999	3	3
	\$170,000 - \$179,999	19	18
	Total remuneration for the reporting year for other officers included above.	\$1000	\$1000
	amounted to:	2,883	2,766
	Other officer remuneration may include overtime and/or on-call allowances.		
Note 38	Events occurring after balance date		

No matters have occurred after balance date that require disclosure in the financial

report.

Yarra City Council 2016/2017 Financial Report

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Certification of the Financial Report

In my opinion, the accompanying financial report has been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and Interpretations, and other mandatory professional reporting requirements.

Angelica Marshall CFO and Principal Accounting Officer 6 September 2017 Richmond

In our opinion, the accompanying financial report presents fairly the financial transactions of Yarra City Council for the year ended 30 June 2017 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial report to be misleading or inaccurate.

On 5 September 2017, we were authorised by the Council to certify the financial report in its final form on behalf of the Council.

Amanda Stone Mayor 6 September 2017 Richmond

Misha Coleman Councillor 6 September 2017 Richmond

Vijaya Vaidyanath Chief Executive Officer 6 September 2017 Richmond

Local Government Performance Reporting Framework

Yarra City Council

The Local Government Performance Reporting Framework is an annual reporting framework, developed by the Department of Environment, Land, Water and Planning. All Victorian Councils are legislative requirement to complete the report in accordance with the departmental guidelines and templates. Reporting commenced in 2014/15,

Reports Report of Operations – Lists all non-financial indicators (including audited)

Performance Statement - Lists all audited indicators from the Report of

Operations

Governance and Management Checklist - Council's key Policy and reporting

compliance

Note: reporting format complies with DELWP template

Indicators audited by VAGO appointed Auditors

Service	Indicator
Aquatic Facilities -	AF6 Utilisation of Aquatic Facilities
	Note: by definition Yarra's aquatic facilities are 'indoor pools'
Animal Management -	AM4 Animal Management Prosecutions
Food Safety -	FS4 Critical and Major Non-compliance Notifications
Governance -	G5 Satisfaction with Council Decisions
Libraries -	LB4 Active Library Members
Maternal and Child Health -	MC4 Participation in MCH Service
	MC5 Participation in MCH Services by Aboriginal Children
Roads -	R5 Satisfaction with Sealed Local Roads
Statutory Planning-	SP4 Planning Decisions Upheld at VCAT
Waste Collection -	WC5 Kerbside Collection of Waste Diverted from Landfill
Financial Performance Indica	ators - All
Sustainable Capacity Indicat	ors - All

Optional Indicators Economic Development

Immunisation Sports Ground Street Sweeping

Optional indicators are not active on the DELWP website, no reports are available to provide comparison with previous years or other Council's. Currently Council has opted not to report on optional indicators. Council will review the

report on optional indicators, council will review

reporting on these indicators in 2017/18.

Collated by Corporate Planning and Performance Branch

Attachment 2 - Draft LGPRF Reports 2016-17	(including Performance Statement) -	Adoption
in Principle		



Report of Operations

Collated by Corporate Planning and Performance Branch

REPORT OF OPERATIONS				
Service Performance Indicators	Results	Results	Results	
Service/indicator (measure Aquatic Facilities	2015	2016	2017	Material Variations and Comments
Satisfaction				
User satisfaction with aquatic facilities (optional)	80.70	81.80	84.20	Result from the Annual Customer Satisfaction Survey. This continues
[User satisfaction with how council has performed on provision of aquatic				to be a solid result within acceptable tolerances
facilities]				
Service standard				
Health inspections of aquatic facilities	2.00	3.00	4.33	Additional inspections were carried out on spa pools.
[Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]				
Health and Safety				
Reportable safety incidents at aquatic facilities	*O*	1.00	0.00	No reportable safety incidents occurred during the period.
[Number of WorkSafe reportable aquatic facility safety incidents]				
Service cost				
Cost of indoor aquatic facilities	\$1.14	\$1.18	\$0.49	Comment pending
[Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]				
Service Cost				
Cost of outdoor aquatic facilities	\$0.00	\$0.00	\$0.00	All City if Yama pools are consider indoor pools in accordance with LGPRF guidelin
[Direct cost of outdoor aquatic facilities less income received / Number of				
visits to outdoor aquatic facilities]				
Utilisation				This is a strong result and reflects significantly higher than average
Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population]	11.80	11.63	11.96	utilisation
Animal Management				
Timeliness				The time to action request remains under 3 days and is within
Time taken to action animal management requests	0.00	2.06	2.46	acceptable paramaters
[Number of days between receipt and first response action for all animal				
management requests / Number of animal management requests]				
Service standard				This is discussed by the first and discussed as being a section of an
Animals reclaimed	64.00%	72.85%	55.49%	This indicator now includes feral and diseased animals captured or surrendered to the pound service. These animals cannot be
7-11-11-11-11-11-11-11-11-11-11-11-11-11	0.10010	12.00.0		reclaimed and were not included in previous years figures.
[Number of animals reclaimed / Number of animals collected] x100				
Service cost				
Cost of animal management service	\$44.24	\$40.11	\$51.98	Staff costs have increased to include an additional enforcement and
Efficient cost of the policy management consists (Number of expirity and				education resource.
[Direct cost of the animal management service / Number of registered animals]				
Health and safety				
				Council has increased its patrol activity including follow-up of alleged
Animal management prosecutions	4.00	5.00	11.00	dog attacks where the owner could not originally be identified resulting
				in an increase in prosecutions.
[Number of successful animal management prosecutions] Food Safety				
Timeliness				
				From 1 July 2016, Time taken to action food complaints has been
				reported by calendar year. Previously this indicator was reported by
Time taken to action food complaints	0.00	1.42	1.88	financial year. This has been implemented to better align reporting
,	****			with the Department of Health and Human Services. This may result
				in some variances year on year. Time taken to action food complaints remains within 2 days.
[Number of days between receipt and first response action for all food				
complaints / Number of food complaints]				
Service standard				
Food safety assessments	100.00%	98.15%	99.83%	This continues to ba a solid result within acceptable tolerances.
[Number of registered class 1 food premises and class 2 food premises				
that receive an annual food safety assessment in accordance with the				
Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in				
accordance with the Food Act 1984] x100				
Service cost				
Cost of food safety service	\$426.06	\$407.79	\$356.34	Reduction in costs due to operational efficiencies.
[Direct cost of the food safety service / Number of food premises				
registered or notified in accordance with the Food Act 1984]				
Health and safety				
				From 1 July 2016, 'Critical and major non-compliance outcome
				notifications' has been be reported by calendar year. Previously this
Critical and major non-compliance outcome notifications	99.00%	100.00%	100.00%	indicator was reported by financial year. This has been implemented to halfve allow recording with the Department of blanks and killman.
				to better align reporting with the Department of Health and Human Services. This may result in some variances year on year.
[Number of critical non-compliance outcome notifications and major non-				
compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance				
notifications about a food premises] x100				

Performance Reporting Template 2016-2017 Output 1-Report of Operations

REPORT OF OPERATIONS				
Service Performance Indicators	Results	Results	Results	
Service/indicator/measure	2015	2016	2017	Material Variations and Comments
Governance Transparency				
rransparency				
Council decisions made at meetings closed to the public	13.00%	12.67%	11.29%	Council has actively sought to increase the transparency of decision making by reducing the number resolutions made at closed meetings.
[Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100				
Consultation and engagement Satisfaction with community consultation and engagement Community satisfaction sating out of 100 with how Council has performed on community consultation and engagement.	69.90	69.90	68.50	Result from the Annual Customer Satisfaction Survey. This continues to be a solid result within acceptable tolerances
Attendance				
Councility attendance at council meetings [The sum of the number of Councilions who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councilions elected at the last Council general election)] x100	88.00%	92.06%	93.00%	This continues to be a solid result within acceptable tolerances.
Service cost Cost of governance	\$52,164.89	\$51,508.85	\$41,026.22	There was a decrease in Councillor operational expenditure attributed in part to reduced expenditure as a result of Council elections and a change in Councils telecommunications contract resulting in reduction in costs.
[Direct cost of the governance service / Number of Councillors elected at the last Council general election]				
Satisfaction Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed	65.80	68.60	67.00	Result from the Annual Customer Satisfaction Survey. This continues to be a solid result within acceptable tolerances
in making decisions in the interest of the community]				
Home and Community Care (HACC)				
Timeliness				Reporting on HACC ceased on 1 July 2016 due to the introduction of
Time taken to commence the HACC service [Number of days between the referral of a new client and the commencement of HACC service / Number of new clients who have	0.00	33.72	Reporting Ceased 1 July 2016	the Commonwealth Government's NDIS and CHSP programs
received a HACC service] Service standard				
Compliance with Community Care Common Standards [Number of Community Care Common Standards expected outcomes met. *Number of expected outcomes under the Community Care Common Standards. *Standards. **Transaction** **Transac	83.00%	83.33%	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
Service cost Cost of domestic care service (Cost of the domestic care service / Hours of domestic care service	\$0.00	\$65.34		Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
provided]			2016	
Service cost Cost of personal care service [Cost of the personal care service / Hours of personal care service provided]	\$0.00	\$65.34	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
Service cost Cost of respite care service [Cost of the respite care service / Hours of respite care service provided]	\$0.00	\$65.34	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
Participation Participation in HACC service [Number of people that received a HACC service / Municipal target	16.00%	13.44%	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
population for HACC services) x100 Participation Participation Participation in HACC service by CALD people [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	13.00%	10.24%	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2015 due to the introduction of the Commonwealth Government's NDIS and CHSP programs

Service Performance Indicators	Results	Results	Results	
Service/indicator/measure	2015	2016	2017	Material Variations and Comments
Libraries				
Utilisation Library collection usage	4.00	4.46	4.30	Temporary closure of Richmond library for refurbishments and closure of North Filtroy library for the opening of the new Bargoonga Nganjin. North Fitzroy Library had a significant impact on number of loans which in turn affected the library collection usage.
[Number of library collection item loans / Number of library collection items]				
Resource standard				
Standard of library collection	90.00%	99.14%	67.67%	2015 and 2016 result did not account for existing shelf stock over the 5 years and measured only additions. Calculation now refers to the lotal collection.
(Number of library collection items purchased in the last 5 years / Number of library collection items] x100 Service cost				
Cost of library service	\$8.25	\$9.53	\$8.70	Significant savings were achieved in the operational budget 2017 due to improved efficiencies and savings due to staff vacancies.
[Direct cost of the library service / Number of visits] Participation	18.94%	17.39%	17.82%	This continues to be a sufficient it within accountable telescope
Active library members [Number of active library members / Municipal population] x100	10.34%	17.39%	17.82%	This continues to be a solid result within acceptable tolerances.
Maternal and Child Health (MCH)				
Satisfaction Participation in first MCH home visit [Number of first MCH home visits / Number of birth notifications received]	102.00%	102.72%	93.20%	Overall increase in service delivery hours offered through the service. Proportional decrease in first time participation due to a number of factors, including population increase, population migration and data management changes.
x100 Service standard Infant envolvents in the MCH service	100.00%	97.00%	101.85%	This continues to be a solid result within acceptable tolerances.
[Number of Infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100				
Service cost Cost of the MCH service	\$0.00	\$90.71	\$84.55	Overall number of service hours delivered has increased. Whilst Council's financial investment in the service has also increased, the
Proceeds the Management of the second of the Management				service has proportionally delivered more service hours, due to higher demand.
[Cost of the MCH service / Hours worked by MCH nurses] Participation				Description of the second of t
Participation in the MCH service	83.00%	79.82%	79.38%	Demand for service delivery has increased as the Yama population continues to grow. Actual number of service hours has increased, but proportion of the population participating has reduced slightly.
Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 Participation				
Participation in the MCH service by Aboriginal children	74.00%	59.72%	63.41%	Increase in overall demand due to minor variations in the Yarra ATSI population and participation rates in the Victorian Aboriginal
[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100				Health Service.

REPORT OF OPERATIONS				
Service Performance Indicators	Results	Results	Results	
Service/indicator (measure	2015	2016	2017	Material Variations and Comments
Notes Satisfaction of use				
Sealed local road requests	81.02	96.75	107.49	Slight increase in requests, Council has introduced a new web portal allowing the community to lodge requests directly into Council's system.
[Number of sealed local road requests / Kilometres of sealed local roads] x100				ayana.
Condition	******			
Sealed local roads maintained to condition standards (Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads); x100 Service cost	98.00%	98.39%	98.75%	This continues to be a solid result within acceptable tolerances.
Cost of sealed local road reconstruction	\$216.07	\$265.71	\$247.35	The vast majority of sealed road reconstructions in Yarra involve reconstruction of bluestone laneways. Councils Road Materials Policy sipulates that all laneways in heritage overlay areas are to be constructed in bluestones, which significantly increases costs.
[Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] Service Cost				сопальсяет ін оценопен, мінся зідянськоў экспеціясь соніз.
Cost of sealed local road resealing	\$36.93	\$36.22	\$30.87	Cost reduction were achieved through economies of scale on a number of large resealing projects.
[Direct cost of sealed local road reseating / Square metres of sealed local roads resealed] Satisfaction				number or arge researing projects.
Satisfaction with sealed local roads	72.40	73.30	72.30	Result from the Annual Customer Satisfaction Survey. This continues
[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]				to be a solid result within acceptable tolerances.
Statutory Planning Timeliness				
Time taken to decide planning applications (The median number of days between receipt of a planning application and	106.00	117.00	118.00	The Yarra Planning Scheme is complex and the level of rigour of analysis required for applications is high. The indicator is measuring all applications (from minor to very major) and is recording a 'median' tumaround time (this statistic is also irrespective of whether or not the 'statutory clock' has stopped because of Further information requests of the applicant). NB. The office charts tumaround times for 4 types of applications for monthly review.
a decision on the application] Service standard				
Planning applications decided within required time frames	51.00%	43.61%	54.44%	From 1 July 2016 this indicator has been be updated to include VicSmart planning applications which should be assessed within 10 days. This may result in some variances year on year.
[[Number of regular planning application decisions made within 60 days) = (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100 Service cost				
Cost of statutory planning service	\$2,496.15	\$3,047.50	\$3,332.87	White the overall cost of delivering planning services in 2017 was relatively comparable with the 2016 figures, the number of applications received were lower therefore the average cost is higher
[Direct cost of the statutory planning service / Number of planning applications received]				
Decision making				
Council planning decisions upheld at VCAT	87.00%	78.69%	74.07%	The number of Council decisions upheld by VCAT was lower when compared to 2016, this variance up or down will constitue until Cound has embedded clear policy within the planning scheme to direct growth. This work is currently being undertaken but word be incorporated into the planning scheme for another 12 – 18 months.
Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100				and the granding state of the second 15 - 10 finishes.

Performance Reporting Yemplate 2016-2017 Output 1-Report of Operations

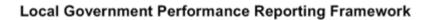
REPORT OF OPERATIONS				
Service Performance Indicators Service/indicator/measure	Results 2015	Results	Results	
***************************************	2015	2016	2017	Material Variations and Comments
Waste Collection Satisfaction				
Karbside bin collection requests	81.70	57.62	62.19	The new waste collection contracts commenced on 1st July 2016. The collection runs for the new contract were different to the previous contract resulting in an increase in calls to lodge a collection request from residents while the contractor was still collecting.
(Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households) x1000 Service standard				
Kartiside collection bins missed	1.27	1.05	3.68	The new kerbside collection contract commenced on 1st July 2016, introducing changes to the previous collection schedule. Residents were informed of the new collection schedule and time however during the contract transition quarter from 1st July 2016 to 30th September 2017 the number of reported missed collections was unusually high (470). The high number of reported missed collections during the contract transition quarter has skewed the annual results.
[Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000 Sarvice cost				
Service cost				The new waste collection contracts commenced on 1st July 2016.
Cost of kerbside gerbage bin collection service	\$98.19	\$98.56	\$115.95	Council entered into a rigorous tendering process to arrive at the best competitive market price for the service.
[Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins] Service cost				
Cost of kerbside recyclables collection service	\$50.43	\$49.81	\$71.09	The new waste collection contracts commenced on 1st July 2016. Council entered into a rigorous tendering process to arrive at the best
[Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins] Waste diversion				competitive market price for the service.
Kerbside collection waste diverted from landfill	37.00%	38.52%	37.36%	This measurement is based on the behaviour of residents. The continuous increase in Mutti Unit Developments (MUD's) could also skew this number as behaviour in single dwellings appears to be different than the behaviour in MUD's. Council continues to environmental sustainability and the benefits of recycling promote
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins) x 100				and the second s

REPORT OF OPERATIONS				
Service Performance Indicators	Results	Results 2016	Results	
Service/indicator/measure Economic Development (optional)	2015	2016	2017	Material Variations and Comments
Participation				
- and -				The indicator is not active on the DELWP website to provide a
Participation in business development activities	0.00%	0.00%	0.00%	comparison with other Council's. Currently Council has opted not to
				report on optional indicators.
[Number of businesses with an ABN in the municipality that participate in a				
business development activity / Number of businesses with an ABN in the				
municipality x100 Service standard				
pervice standard				The indicator is not active on the DELWP website to provide a
Delivery of planned business development activities	0.00%	0.00%	0.00%	comparison with other Council's. Currently Council has opted not to
				report on optional indicators.
[Number of business development activities delivered / Number of planned				
business development activities] x100				
Service cost				
0.1.1	****			The indicator is not active on the DELWP website to provide a
Cost of economic development service	\$0.00	\$0.00	\$0.00	comparison with other Council's. Currently Council has opted not to report on optional indicators.
[Direct cost of delivering the economic development service / Number of				перин от органия визиалия.
businesses with an ABN in the municipality]				
Economic activity				
				The indicator is not active on the DELWP website to provide a
Percent change in number of businesses	0.00%	0.00%	0.00%	comparison with other Council's. Currently Council has opted not to
				report on optional indicators.
[Number of businesses with an ABN in the municipality at the end of the				
financial year less the number of businesses at the start of the financial year / Number of businesses with an ABN in the municipality at the start of				
the financial year) x100				
Immunisation (optional)				
Satisfaction				
				The indicator is not active on the DELWP website to provide a
User satisfaction with immunisation service	0.00	0.00	0.00	comparison with other Council's. Currently Council has opted not to
Elements for for the bound of the confirmation of this trans				report on optional indicators.
[User satisfaction with how council has performed on provision of children immunisation service]				
Service standard				
				The indicator is not active on the DELWP website to provide a
Vaccination of children by council	0.00%	0.00%	0.00%	comparison with other Council's. Currently Council has opted not to
				report on optional indicators.
[Percentage of children fully vaccinated by council]				
				The indicator is not active on the DELWP website to provide a
Return of consent cards by secondary school children	0.00%	0.00%	0.00%	comparison with other Council's. Currently Council has opted not to
[Number of secondary school consent cards returned / Total number of				report on optional indicators.
secondary school children) x100				
Service cost				
				The indicator is not active on the DELWP website to provide a
Cost of immunisation service	\$0.00	\$0.00	\$0.00	comparison with other Council's. Currently Council has opted not to
				report on optional indicators.
[Direct cost of immunisation service / Total number of vaccinations]				
Participation				The indicates is not eather so the DELWD cockets to consider
Vaccination of children	0.00%	0.00%	0.00%	The indicator is not active on the DELWP website to provide a comparison with other Council's. Currently Council has opted not to
- AND THE PARTY OF	4.447	4.5017	2.30%	report on optional indicators.
[Percentage of children who are fully vaccinated in each age group]				
				The indicator is not active on the DELWP website to provide a
Vaccination of secondary school children	0.00%	0.00%	0.00%	comparison with other Council's. Currently Council has opted not to
				report on optional indicators.
[Number of secondary school children fully vaccinated by council / Total				
number of secondary school children) x100				

Performance Reporting Template 2006-2007 Output 8-Report of Operations

REPORT OF OPERATIONS				
Service Performance Indicators	Results	Results	Results	March March and American
Service/indicator/measure	2015	2016	2017	Material Variations and Comments
Sports Grounds (optional) Utilisation				
Visiteireit				The indicator is not active on the DELWP website to provide a
Structured activities on sports fields	0.00	0.00	0.00	comparison with other Council's. Currently Council has opted not to report on optional indicators.
Number of structured activities / Total number of sports fields] Condition				
Condition of sports fields	0.00	0.00	0.00	The indicator is not active on the DELWP website to provide a comparison with other Council's. Currently Council has opted not to report on optional indicators.
Number of days sports fields are unavailable for structured activities due to condition excluding maintenance and reconstruction/tedevelopment / Total number of sports fields)				
Service cost				
Cost of aports grounds	\$0.00	\$0.00	\$0.00	The indicator is not active on the DEL/NP website to provide a comparison with other Council's. Currently Council has opted not to seport on optional indicators.
[Direct cost of sports grounds / Total number of sports fields]				
Availability				
Population per sports field	0.00	0.00	0.00	The indicator is not active on the DELWP website to provide a comparison with other Council's. Currently Council has opted not to report on optional indicators.
[Municipal population / Total number of sports fields]				
Street Sweeping (optional)				
Satisfaction				The fadinites is not sold a set the DES WED conhelin to somethic or
Street sweeping requests	0.00	0.00	0.00	The indicator is not active on the DELWP website to provide a comparison with other Council's. Currently Council has opted not to report on optional indicators.
Number of abset sweeping requests / Total number of sealed local road households subject to a street sweeping service] Service standard				
Frequency of sealed local road seesping	0.00	0.00	0.00	The indicator is not active on the DELWP website to provide a comparison with other Council's. Currently Council has opted not to report on optional indicators.
Number of kilometres of sealed local roads swept / Total kilometres of local sealed local roads required to be swept) Service cost				пероп он орожна жизания.
				The indicator is not active on the DELWP website to provide a
Cost of street sweeping service	\$0.00	\$0.00	\$0.00	comparison with other Council's. Currently Council has opted not to report on optional indicators.
Direct cost of street sweeping service / Total kilometres of sealed local loads required to be swept)				
Environmental and flooding risk				The Later of the L
Routine cleaning of sealed local road pits	0.00%	0.00%	0.00%	The indicator is not active on the DELNIP website to provide a comparison with other Council's. Currently Council has opted not to report on optional indicators.
(Number of sealed local road pits requiring cleaning following routine inspection / Total number of sealed local road pits inspected) x100				

Attachment 2 - Draft LGPRF Reports 2016-17	(including Performance Statement) -	Adoption
in Principle		



Performance Statement

Collated by Corporate Planning and Performance Branch

PERFORMANCE STATEMENT Bustainable Capacity Indicators				
Indicator Investory	Results 2015	Results 2916	Results 2017	Material Variations and Consensts
Population				Expenses per head of conditions have decreased because total
Expanses per head of municipal population (Table expanses i Municipal population)	\$1,796.32	SUNNAN	\$1,797.22	expenses have increased by a lower percentage than the population. Previous year's data has included Land as part of the calculation.
Infraetructure per hood of municipal population	\$10,154,00	518,740,27	\$9,376.05	Dased on the formula within the template, the correct application is to exclude Land. Council's Land value in \$6200.
(Value of infrastructure i Municipal population) Population density per length of mod	275.54	263.52	292.07	
[Municipal population ! Kitametres of local roads]	2034	280 102	SHELVE	This is a solid result and within acceptable telerances.
Own-source revenue per head of municipal population	\$1,650.50	\$1,613.11	\$1,795.01	Own-source revolute has increased due to rate income increasing in
(Den-source revenue / Manicipal population) Recurrent grants				the with the rate-cap as well as higher user their resulting from an
Recurrent grants per band of municipal population	\$139.25	\$110.72	\$546.45	Additional grant income received for Family Services programs. \$1M of the 2017/16 Victorian Grants Commission allocation was received in the 2016/17 francisk pair.
[Percurrent grants Municipal population]				
Disadvantage Relative Socio-Economic Disadvantago	8.00	8.01	8.00	No change to this result.
[Index of Relative Socio-Economic Disarkentage by docks] Service Performance Indicators				
Service/indicator Imeasure	Results 2015	Results 2016	Results 2017	
Aqueto Facilities	2015	29%	2017	Motorial Voriations and Comments
400ksetion GMandon of equatic facilities [Sumbor of visits to equatic facilities Municipal population] Anthree filterappement	11.80	11.63	11.90	This is a strong result and reflects significantly higher than average officialism
Moulth and safety				Council has increased its patrol activity including follow-up of alleged
Anima' management presocutions [Namber of successful animal management procedures]	4.00	5.08	11.00	dog attacks where the owner could retrorgately be identified resulting in an increase in presentations.
Food Safety				
Mexith and safety				
Citical and major non-compliance automo extilications	99.00%	100.00%	100.00%	From 1 July 2018, "Critical and major non-compliance outcome registrating" has been be registrately by calcentar year. Proviously this indicater was repeted by three-call year. This has been imprised to better align registrag with the Department of Health and Human.
(Number of critical son-compliance autome notifications and major non- compliance notifications alocal a food promises followed up in Number of critical ison-compliance substant notifications and major non-compliance and footborns with a stread previously strill.				Services. This may result in some variances year on year.
Governance Sastafaction Sastafaction with source! decisions	65.80	65.60	67.00	Result from the Annual Customer Safethation Survey, This continues to be a solid result within acceptable tolerances.
[Community satisfaction rating out of 100 with how osunci has performed in making decisions in the interest of the community]				
Home and Community Care (HRCC)				
Participation Participation in HACC service	10.00%	1346	Reporting Ceased 1 July	Reporting on HACC coases on 1 July 2016 due to the introduction of the
Plantition of people that received a MACC service / Municipal target	11000	1,544.5	2016	Conmonwells Government's NOS and CHSP programs
population for MRCC services(x106 Participation				
Participation in HACC service by CALD people	0.005	10.24%	Reporting	Reporting on HACC ceased on 1 July 2016 due to the introduction of the
(Number of CALD people into Incave a HACC serves / Municipal target			Ceased 1 July 2016	Concessoalth Government's NOS and CHSP programs
copulation in relation to CALD people for HACC services] x160 Libraries				
Participation				
Active library members (Number of active library members / Municipal population) x100	1834%	17.39%	17.82%	This continues to be a solid result within acceptable tolerances.
Maturial and Child Houth (MCH) Participation				
				Demand for service delivery has increased as the Yama population
Participation in the IKCV service	83.00%	70.82%	79.58%	continues to grow. Actual number of service hours has increased, but proportion of the population participating has reduced slightly.
[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service[x160				
Perticipation				
Participation in the IRCH sension by Aboriginal children	74.00%	5072%	63.41%	Domand for service-delivery has increased as the Yama population continues to grow.
[Number of Aboriginal children who attend the MCH service at least once (in				
the year) I Number of Aborginal children enrolled in the MCH service) x100. Reads				
Satisfaction				
Satisfaction with sewind local courts	72.40	73.30	72.30	Result from the Annual Costomer Satisfaction Survey. This continues to be a solid result within acceptable briefances.
(Community satisfaction rating out of 100 with how council has performed on the condition of snaled local routs).				
Statutory Planning				
Secialon making				The number of Council decisions upheld by YCAT was lower when
Council planning decisions upheld at VCAT	87.00%	7689%	74,07%	compared to 2016, this seriance up-or down will continue until Council has embedded stear policy within the planning scheme to direct growth. This work is currently being undertaken but work be incorporated into
[Number of VCAT decisions that did not set aside councils docs on in				the planning scheme for another 12 – 15 months.
relation to a planning againston (Nember of VCAT dace one in relation to planning applicational x100				
Waste Collection				
Whate diversion				This measurement is based on the behaviour of roudents. The
Ketaide calector wate diversal han landfill	37.00%	38.52%	37.38%	coefficions increase in Multi-Unit Developments (MUDIs) could alto sizes this number as behaviour in single divellings appears to be different than the behaviour in MUDIs. Council certificaes to
(Weight of recyclables and green organics collected from verbeide bine.)				environmental sustainability and the benefits of recycling promote
Weight of garbage, recyclaries and green organics collected from kerbside bind(x100				

PERFORMANCE STATEMENT								
Economic Development (optional)								
Economic activity								
Change in number of businesses	0.00%	10%	0.00%					The indicator is not active on the DELRIP website to provide a comparison with other Council's. Currently Council has sylled not to
								report on optional notication.
[Number of businesses with an ASN in the municipality of the end of the financial year less the number of businesses at the start of the financial year.								
/Number of businesses with an ASN in the municipality at the start of the								
francial year x NS								
Immunisation (aptional)		_						
Participation								
								The indicator is not active on the DELWP website to provide a
Viscolnation of abilities	0.02%	0.00%	0.00%					comparison with other Council's. Currently Council has upted not to
								report on optional indicators.
[Porcentage of children who are fully saccinated in each age group]								
								The indicator is not active on the DELAP wobsite to provide a
Viscolnellon of secondary softsoil children	0.00%	6.00%	0.00%					comparison with other Council's. Currently Council has opted not to
								report on optional indicators.
[Number of secondary school children fully vaccinated by council / Total number of secondary school children) x100								
Sports Grounds (optional)		_	_					
Availability								
								The indicator is not active on the DELARP website to provide a
Propulation per aports first	0.00	0.03	6.00					comparison with other Council's, Currently Council has apted not to
								report on optional indicators.
[Maricipal population / Total number of sports fields]								
Street Sweeping (optional)								
Environmental and flooding-fish								
								The indicator is not active on the DELWP website to provide a
Restino cleaning of assisté local road pits	0.00%	0.00%	0.00%					comparison with other Council's. Gunnelly Council has epted not to report on optional indications.
Mississ of cooled hard and also receives charges behavior or the								NOON ENGINEERING LIBERTY.
[Number of useled local read pits requiring cleaning following reatine inspection / Total number of sealed local road pits inspected; x100								
Financial Performance Indicators								
	Results	Results	Results		Fore	neets		
Diemension indicator (moscure	2015	2914	2017	2018	2019	2920	2921	Material Variations and Comments
Efficiency								
Asvenue level								Average residential rates per residential property have incerased due to
Average residential rate per residential property assessment	\$1,476.90	\$1,540.41	\$1,017.29	\$1,675.17	\$1,042.95	\$1,011.36	\$1,580.37	rates increasing in line with the rate cap as well as supplementary
[Residential rate revenue / Number of residential property assessments]								revenue received.
Expenditure level								Expenses per properly assessment have decreased because properly
Expenses per property assasses	\$3,153,01	\$1,126.00	\$3,086.70	\$3,250.39	\$3,165,05	\$1,125.34	\$1,080.75	assessments have increased by a higher percentage than expenditure.
[First exponses / Number of properly assessments]								
Workforce turnover								
Resignations and transinations compared to surroge staff	11.95	15.60%	22.71%	17.28%	17.20%	17.28%	17.28%	Provious year's data had included vacant positions as part of the calculation. Based on the formula within the template, the correct
Anapatra sa suraba trabas trabas trabas tra	11.00	10.000	44.774	11.200	17 20 16	11.2015		application is to exclude vacant positions.
(Number of permanent staff resignations and terminations i Average number								
of permanent staff for the financial year) x100								
Liquidity								
Working capital								
Current assets company to current labilities	105.21%	102.87%	150.01%	106.90%	105.17%	100,00%	117.01%	Council torrowed \$10.0M in May 2017 for capital works funding. There
	100,013	702.871	10010110	196.00.0		1000 000 00	0.00	were no borrowings in 2015/16.
[Carrent assets / Carrent labilities] x100								
Sinverticited cash								
Shreatricted cash Unrestrand each compared to current habilities	10.	27.49%	635%	40.50%	37.50%	40.00%	40.05	
Generalized cash compared to current kelolities	ngs.	27.46%	63.57%	40.53%		40.875	40.9%	Council borrowed \$15.5M in May 2017 for capital winks funding. There were no borrowings in 2015/19.
Construited cash compared to current habitions (Silvestricted cash / Current labilities) x100	w	27.46%	63.5%	40.53%		40.83%	4595	
Gineshchid asch companiel to ownert kehittes Sürreshickel asch i Current labilitier(x100 OMegrifiera	ngs.	27.46%	63.5%	40.576		40.87%	40.8%	
Omestrome cach compared to current labelities Dimentificated cach Current labelities s100 Obligations Asset renewal					37.50%			were no borrowings in 2010/16.
Gineshchid asch companiel to ownert kehittes Sürreshickel asch i Current labilitier(x100 OMegrifiera	67.05	27.46%	63.57% 58.77%	40.53% 125.62%		40.87% H1.70%	47.95% 901.67%	
Generalized death companied to connect bediffices Silveratricated costs in Commit labelities v1000 Gillingations Asset innereal Asset innereal companied to dispersiolation Death more all express of interest decreased of the connect and v1000					37.50%			were no borrowings in 2010/19.
Omerancind cosh compared to connect backling (Directricide cosh) Commel labelities (1000 Öldigelines Asset reviewal Asset reviewal compared to depositation [Passet reviewal assets of backlines and backwarings	83.05	9590%	98.77%	121.02%	37.50% 115.08%	111,70%	101.075	were no bottowings in 2015/16. This continues to be a solid result within acceptable followances.
Generalized death companied to connect bediffices Silveratricated costs in Commit labelities v1000 Gillingations Asset innereal Asset innereal companied to dispersiolation Death more all express of interest decreased of the connect and v1000					37.50%			were no bottowings in 2816 NJ. This continues to be a solid result within acceptable followances.
Generalized death companied to connect bediffied (Directhisted cash i Current last itsne) x100 Obligations Asset reviewal companied to dispensiolation (Plastal traversal in agreems i Food dispensiolating (VIII) Loons and Sermentings Loons and Sermentings Loons and Sermentings Loons and Sermentings Loons and Sermentings (Plasta reviewal) x100 (Serversi Serversing Loons and Serversings) (Plasta reventual) x100 (Serversi Serversing Loons and Serversings) (Plasta reventual) x100	25.00%	9530% 23.19%	98.77% 45.47%	125.62%	37.50% 115.08% 40.27%	911,70% 37,80%	901.87% 26.53%	we're no botrowings in 2010/16. This confinem to be a reald result within acceptable followings. Council acrossed \$11.5M in May 2017 for capital werks funding. There we're no borrowings in 2010/16.
Omenhated cash compared to connect backling (Directricized cash) Commel labelities (1000 Ghigginess Asset reviews) Asset reviews of compared to dependation (Pleast-traveal exception) (Asset depreciation) (Pleast-traveal exception) (Asset depreciation) (Asset asset	83.05	9590%	98.77%	121.02%	37.50% 115.08%	111,70%	101.075	were no betrowings in 2015/16. This continues to be a solid result within acceptable followances. Council acrowed \$15.5M in May 2017 for capital works funding. There
Generalizated death companied to current bediffied Silverant-inded cash i Current last itsnel; x100 Obligations Asset invalence Asset invalence Florat invalence of opposed to dispensiolation (Florat invalence opposed to dispensiolation) (Florat invalence opposed in florat dispressor (Florat dispressor) Lasters and betweekings Lasters and betweekings Lasters and betweekings (Florat invalence opposed to invalence opposed to interest opposed to	25.00%	9530% 23.19%	98.77% 45.47%	125.62% 42.78%	37.50% 115.08% 40.27%	911,70% 37,80%	901.87% 26.53%	This confinent to be a solid result within acceptable followers. Closed iconowed \$15.5M in May 2517 for capital works funding. There were no betrowings in 2515 fill.
Orestricted cash compared to connect backlines (Directricted cash) Connect backlines (Directricted cash) Connect backlines (Directricted cash) Connect backlines (Asset reviewal Asset reviewal Asset reviewal Asset depressed in depressable (Pasted moves all expensed in Asset depressable) (Lacens and depressed in Asset depressable) (Lacens and depressed program of in releas (International registrates and depressings) in Rate reviewal (International Connections) (International	25.00%	9530% 23.19%	98.77% 45.47%	125.62% 42.78%	37.50% 115.08% 40.27%	911,70% 37,80%	901.87% 26.53%	were no bottowings in 2816/16. This confinem to be a reald result within acceptable followings. Council acrowed \$11.5M in May 2007 for capital weeks funding. There were no becomings in 2859 file.
Generalizated death compared to current backflows Stimments for cash of Current backflows (1000 Obligations Asset mensels Asset mensels Asset mensels Asset mensels Death mensels Asset mensels Asset mensels Death mensels Asset mensels Death mensels Asset mensels Death	83.00% 26.00%	95.90% 23.19% 1.54%	58,77% 45,47% 1,49%	125.62% 42.78% 3.08%	37.50% 115.08% 40.27% 2.87%	111,70% 37,80% 2,87%	901.075 26.575 2.795	were no botrowings in 2015-19. This confines to be a solid result within acceptable followore. Closed isonowed \$15.5M in May 2007 for capital works funding. There were no botrowings in 2015-19. This confines to be a solid result within acceptable followores.
Orestricted cash compared to connect backlines (Directricted cash) Connect backlines (Directricted cash) Connect backlines (Directricted cash) Connect backlines (Asset reviewal Asset reviewal Asset reviewal Asset depressed in depressable (Pasted moves all expensed in Asset depressable) (Lacens and depressed in Asset depressable) (Lacens and depressed program of in releas (International registrates and depressings) in Rate reviewal (International Connections) (International	25.00%	9530% 23.19%	98.77% 45.47%	125.62% 42.78%	37.50% 115.08% 40.27%	911,70% 37,80%	901.87% 26.53%	we're no botowings in 2765-16. This continues to be a reckl result within acceptable tolerances. Council isonowed \$15.5M in May 2017 for capital weeks funding. There were no bottowings in 2765-16. This continues to be a solid result within acceptable tolerances. Council isonowed \$15.5M in May 2017 for capital weeks funding. There
Generalizated cash compared to current bedrifters Silbrentinisted cash i Current last itsnel s100 Obligations Asset invariousl Asset invarious	83.00% 26.00%	95.90% 23.19% 1.54%	58,77% 45,47% 1,49%	125.62% 42.78% 3.08%	37.50% 115.08% 40.27% 2.87%	111,70% 37,80% 2,87%	901.075 26.575 2.795	were no botrowings in 2015-19. This confines to be a solid result within acceptable followore. Closed isonowed \$15.5M in May 2007 for capital works funding. There were no botrowings in 2015-19. This confines to be a solid result within acceptable followores.
Generalizated death compared to current backflows Stimments for cash of Current backflows (1000 Obligations Asset mensels Asset mensels Asset mensels Asset mensels Death mensels Asset mensels Asset mensels Death mensels Asset mensels Death mensels Asset mensels Death	83.00% 26.00%	95.90% 23.19% 1.54%	58,77% 45,47% 1,49%	125.62% 42.78% 3.08%	37.50% 115.08% 40.27% 2.87%	111,70% 37,80% 2,87%	901.075 26.575 2.795	we're no botowings in 2765-16. This continues to be a reckl result within acceptable tolerances. Council isonowed \$15.5M in May 2017 for capital weeks funding. There were no bottowings in 2765-16. This continues to be a solid result within acceptable tolerances. Council isonowed \$15.5M in May 2017 for capital weeks funding. There
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Performance Enganting Template 2003-2007 Shipped 2003-2007

Attachment 2 - Draft LGPRF Reports 2016-17	(including Performance Statement) -	Adoption
in Principle		



Governance and Management Checklist

Collated by Corporate Planning and Performance Branch

Attachment 2 - Draft LGPRF Reports 2016-17 (including Performance Statement) - Adoption in Principle

Asset Management Firategy 03/04/2012 Roods Asset Management Plan 19/09/2013 Rodds Asset Management Plan 19/09/2013 Rodds Asset Management Plan 19/09/2013 Rodds Asset Management Plan 19/09/2008 Rodds Asset Management Plan 19/08/2008 Rating strategy	60 60 60	3 Strategic Resource Plan	2016-17 YES or NO YES YES YES YES	Date if YES (single item/date 24/06/2014 24/06/2014 1/08/2017 1/08/2017		Reason(s) if answer is NOCommentary or link to doc if answer is YES
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11.8 Instruments of Delegation to the Chief Executive Officer and to Council Staff

Trim Record Number: D17/92467

Responsible Officer: Group Manager Chief Executive's Office

Purpose

- 1. For Council to update the following Instruments of Delegation in accordance with the requirements of the Local Government Act 1989:
 - (a) Instrument of Delegation from Council to the Chief Executive Officer; and
 - (b) Instrument of Delegation from Council to Council Staff.

Background

- 2. Section 98(1) of the Local Government Act provides that a Council may by instrument of delegation, delegate to a member of its staff, any power, duty or function of a Council under the Local Government Act or any other Act, subject to certain exclusions.
- 3. Council has previously utilised two delegation documents:
 - (a) A delegation from Council to its Chief Executive Officer; and
 - (b) A delegation from Council to Council staff, covering the *Domestic Animals Act* 1994; *Environment Protection Act* 1970; *Food Act* 1984; *Heritage Act* 1995; *Planning and Environment* Act 1987; *Rail Safety (Local Operations) Act* 2006; *Residential Tenancies Act* 1997, the *Road Management Act* 2004 and the related regulations.
- 4. The need to have two Instruments of Delegation arises from the fact that while most powers assigned to the Chief Executive Officer via the instrument in (a) can then be further delegated by her to relevant Council officers, a small number of Acts specifically prohibit subdelegation in this way. These Acts are specifically listed in the instrument in (b) and delegated directly from Council to the relevant Council officers (including the Chief Executive Officer).
- 5. Section 98(6) of the Local Government Act requires that Council "must review within the period of 12 months after a general election all delegations which are in force and have been made by the Council".
- 6. Given the date of the Council election (22 October 2016) Council must review its existing instruments of Delegation on or before Monday 23 October 2017.
 - Instrument of Delegation to the Chief Executive Officer
- 7. A review of the Instrument of Delegation to the Chief Executive Officer was conducted, concluding that the current level of delegation is serving Council well, and striking an appropriate balance which enables efficient organisational decision making through the Chief Executive Officer's delegation and appropriate oversight by the Council.
- 8. Particular focus was placed on the level of financial delegation provided to the Chief Executive Officer to determine whether it should be altered to enable more operational contracts to be awarded under delegated authority, rather than requiring a Council resolution.
- 9. During the 2016/2017 year, Council considered and awarded twelve contracts that exceeded the Chief Executive Officer's delegated authority (which is currently \$750,000). An examination of the likely implications of altering the financial delegation was conducted, based on the following two options:
 - (a) increasing the Chief Executive Officer's financial delegation to \$1,000,000, which would have enabled two of the contracts to be awarded under delegation; and
 - (b) adding a provision to enable the Chief Executive Officer to award multiple-year service contracts that do not exceed both 5 years in length and \$500,000 per year, which would have enabled six of the contracts to be awarded under delegation.

- 10. Given the relatively small number of contracts currently required to be considered by Council, and the benefit in retaining the existing high levels of oversight, it is recommended that Council retain the current level of financial delegation to the Chief Executive Officer.
- 11. Aside from formatting changes, no changes to the previous instrument are recommended.

 Instrument of Delegation to Members of Council Staff
- 12. A review of the Instrument of Delegation to Members of Council Staff was conducted, focusing on legislative changes that have taken place since the previous Instrument was issued and organisation realignments and changes to responsibility.
- 13. As part of the development of model Instruments of Delegation, Council's solicitors reviewed the changed legislation on Council's behalf, and recommended the following changes:
 - (a) the expiry of the Planning and Environment (Fees) Interim Regulations 2014 and the making of the Planning and Environment (Fees) Regulations 2016;
 - (b) the expiry of the Road Management (General) Regulations 2016 and the making of the Road Management (General) Regulations 2016;
 - (c) the supersedence of the Growth Areas Authority by the Victorian Planning Authority upon the coming into force of the Victorian Planning Authority Act 2017; and
 - (d) minor administrative amendments.
- 14. Other changes recommended by officers include:
 - (a) inclusion of the Chief Executive Officer to ensure there can be no dispute as to whether she has necessary delegated authority;
 - (b) changes to the definition of delegates to include their line management up to, and including, their Director;
 - (c) Re-naming of 'G20' to 'G30' and G30' to 'G40' to ensure these group names are identical to those used in the instrument of Sub-delegation from the Chief Executive Officer to Staff; and
 - (d) Re-allocation of responsibilities to reflect changes in responsibility arising from organisational changes since the previous instrument was issued.
- 15. Aside from formatting changes, no other changes to the previous instrument are recommended.

External Consultation

16. Officers consulted with Council's solicitors in the development of these Instruments of Delegation (see further detail under Legal Implications below).

Internal Consultation (One Yarra)

17. Relevant senior Council Officers were consulted in the review of the Instrument of Delegation to Members of Council Staff.

Financial Implications

18. There are no financial implications arising from the preparation of this report.

Economic Implications

There are no economic implications arising from the preparation of this report.

Sustainability Implications

20. There are no sustainability implications arising from the preparation of this report.

Social Implications

21. There are no social implications arising from the preparation of this report.

Human Rights Implications

22. There are no Human Rights implications arising from the preparation of this report.

Communications with CALD Communities Implications

23. There were no communications with CALD communities undertaken in the development of this report.

Council Plan, Strategy and Policy Implications

24. The efficient operation of the organisation is reliant upon making good use of measures such as Instruments of Delegations, for the Chief Executive and other Staff Members.

Legal Implications

- 25. Council's solicitors have developed model Instruments of Delegation for the Local Government sector. The use of these model instruments ensures that Council is able to benefit from advice developed specifically for the local government sector at a minimal cost. This service is delivered under a subscription model, with regular updates provided throughout the year, at a minimum of six monthly and also as required upon the alteration of legislation.
- 26. While section 98(6) of the Local Government Act requires that Council review all delegations which have been made by the Council within twelve months of the election, the Act is silent on the implications of a failure to conduct a review. While it is likely that the existing instruments would continue to be valid, the legal uncertainty arising from this failure would have to potential to leave all delegated decision open to legal challenge. This issues would significantly impact Council's operation and is an unacceptable risk that cannot be tolerated or mitigated.

Other Issues

27. There are no other issues identified as arising from the preparation of this report.

Options

28. As an alternative to adopting the attached draft Instruments of Delegation, it is open to Council to make any necessary alterations, including changing of responsibilities or the alteration or addition of conditions.

Conclusion

29. Council officers recommend that Council approve the updated Instruments of Delegation documents as attached.

RECOMMENDATION

- 1. That Council endorse and execute:
 - (a) the Instrument of Delegation by the Council to the Chief Executive Officer (Attachment 1); and
 - (b) the Instrument of Delegation by the Council to Members of Council Staff (Attachment 2).

CONTACT OFFICER: Rhys Thomas

TITLE: Senior Governance Advisor

TEL: 9205 5302

Attachments

1 DRAFT Instrument of Delegation (Council to CEO)

2 DRAFT Instrument of Delegation (Council to staff)



Instrument of Delegation

INSTRUMENT OF DELEGATION BY THE COUNCIL TO THE CHIEF EXECUTIVE OFFICER

In exercise of the power conferred by section 98(1) of the Local Government Act 1989 (the Act) and all other powers enabling it, the Yarra City Council (Council) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation, and declares that -

- this Instrument of Delegation is authorised by a Resolution of Council passed on 5 September 2017;
- 2. the delegation -
 - comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2. is subject to any conditions and limitations set out in the Schedule;
 - must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4. remains in force until Council resolves to vary or revoke it.
- the member of Council staff occupying the position or title of or acting in the position of Chief
 Executive Officer may delegate to a member of Council staff any of the powers (other than the
 power of delegation conferred by section 98(3) of the Act or any other powers not capable of
 sub-delegation) which this Instrument of Delegation delegates to him or her.

The Common Seal of the Yarra City Council was Offixed hereto in the Oresence of:		
Cr Amanda Stone Mayor Yarra City Council	Vijaya Vaidyanath Chief Executive Officer Yarra City Council	
September 2017		

SCHEDULE

The power to:

- determine any issue;
- take any action; or
- 3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing:

- 4. If the issue, action, act or thing is an issue, action, act or thing which involves:
 - 4.1. awarding a contract exceeding the value of 750,000;
 - 4.2. making a local law under Part 5 of the Act;
 - 4.3. approval of the Council Plan under s.125 of the Act;
 - 4.4. adoption of the Strategic Resource Plan under s.126 of the Act;
 - 4.5. preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
 - 4.6. adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
 - 4.7. determining pursuant to s.37 of the Act that an extraordinary vacancy on Council not be filled:
 - 4.8. exempting a member of a special committee who is not a Councillor from submitting a return under s.81 of the Act;
 - appointment of councillor or community delegates or representatives to external organisations; or
 - 4.10. the return of the general valuation and any supplementary valuations;
- if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
- if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council:
- if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 7.1. policy; or
 - 7.2. strategy

adopted by Council;

- if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
- the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.



Instrument of Delegation

INSTRUMENT OF DELEGATION BY THE COUNCIL TO MEMBERS OF COUNCIL STAFF

In exercise of the power conferred by section 98(1) of the Local Government Act 1989 and the other legislation referred to in the attached Schedule, the Council:

- delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the Chief Executive Officer and to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
- 2. records that a reference in the Schedule to:

		7,000
CHP	means	Coordinator Health Protection; Manager Compliance and Parking Services; AND Director Corporate, Business and Finance
CMO	means	Construction Management Officer; Coordinator Construction Management and Support; Manager Construction Management; AND Director City Works and Assets
DCWA	means	Director City Works and Assets
DPPM	means	Director Planning and Place Making
EHO	means	Environmental Health Officer; Team Leader Health Protection; Coordinator Health Protection; Manager Compliance and Parking Services; AND Director Corporate, Business and Finance
G10	means	Director Planning and Place Making; Manager City Strategy; Manager Statutory Planning; Coordinator Statutory Planning; Coordinator Strategic Planning; AND Appeals Advocate
G30	means	Director Planning and Place Making; Manager City Strategy; Manager Statutory Planning; Coordinator Statutory Planning; Coordinator Strategic Planning; Appeals Advocate; Principal Planner; Senior Statutory Planner; Senior Strategic Planner; Subdivision Planner

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G40	means	Director Planning and Place Making;
340	illeans	Manager City Strategy;
		Manager Statutory Planning;
		Coordinator Statutory Planning;
		Coordinator Strategic Planning;
		Appeals Advocate;
		Principal Planner:
		Senior Statutory Planner;
		Senior Strategic Planner;
		Statutory Planner:
		Strategic Planner; AND
		Subdivision Planner
MCM	means	Manager Construction Management; AND
		Director City Works and Assets
MCPS	means	Manager Compliance and Parking Services AND
		Director Corporate, Business and Finance
MCS	means	Manager City Strategy AND
		Director Planning and Place Making
MEAM	means	Manager Engineering and Asset Management AND
		Director City Works and Assets
MSP	means	Manager Statutory Planning AND
		Director Planning and Place Making
PO	means	All statutory and strategic planning officers and planning
		administrative staff; AND
		Director Planning and Place Making
SGA	means	Senior Governance Advisor AND
	760	Group Manager Chief Executive's Office
TLHP	means	Team Leader Health Protection;
		Coordinator Health Protection;
		Manager Compliance and Parking Services AND
		Director Corporate, Business and Finance
UMPS	means	Unit Manager Property Services; AND
		Group Manager Chief Executive's Office

declares that:

- this Instrument of Delegation is authorised by a resolution of Council passed on 5 September 2017; and
- 3.2. the delegation:
 - comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 3.2.2. remains in force until varied or revoked;
 - is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
 - must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

Instrument updated 5 September 2017

- 3.3. the delegate must not determine the issue, take the action or do the act or thing:
 - 3.3.1. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 3.3.2. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategy

adopted by Council; or

- 3.3.3. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
- 3.3.4. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The Common Seal of the Yarra City Council was affixed hereto in the presence of:

Cr Amanda Stone Mayor Yarra City Council

5 September 2017

Vijaya Vaidyanath Chief Executive Officer Yarra City Council

Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

SCHEDULE

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S6. Instrument of Delegation – Members of Staff [628721: 19425605_1]

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

DOMESTIC A	DOMESTIC ANIMALS ACT 1994				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS		
s.41A(1)	power to declare a dog to be a menacing dog	MCPS	Council may delegate this power to an authorised officer		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ENVIRONMENT PROTECTION ACT 1970					
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.53M(3)	power to require further information	EHO			
s.53M(4)	duty to advise applicant that application is not to be dealt with	ЕНО			
s.53M(5)	duty to approve plans, issue permit or refuse permit	ЕНО	refusal must be ratified by council or it is of no effect		
s.53M(6)	power to refuse to issue septic tank permit	ЕНО	refusal must be ratified by council or it is of no effect		
s.53M(7)	duty to refuse to issue a permit in circumstances in (a)-(c)	EHO	refusal must be ratified by council or it is of no effect		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	TLHP	If section 19(1) applies
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	TLHP	If section 19(1) applies
s.19(3)	power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	СНР	If section 19(1) applies Only in relation to temporary food premises or mobile food premises
s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	СНР	If section 19(1) applies
s.19(6)(a)	duty to revoke arry order under section 19 if satisfied that an order has been complied with	TLHP	If section 19(1) applies
s.19(6)(b)	duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	TLHP	If section 19(1) applies
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c).	TLHP	where council is the registration authority

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19AA(4)(c)	power to direct, in an order made under s.19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	TLHP	Note: the power to direct the matters under s.19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s.19AA(7)	duty to revoke order issued under s.19AA and give written notice of revocation, if satisfied that that order has been complied with	TLHP	where council is the registration authority
s.19CB(4)(b)	power to request copy of records	ЕНО	where council is the registration authority
s.19E(1)(d)	power to request a copy of the food safety program	EHO	where council is the registration authority
s.19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHO	where council is the registration authority
s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	-	where council is the registration authority
s.19NA(1)	power to request food safety audit reports	EHO	where council is the registration authority
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	MCPS	
.19UA	power to charge fees for conducting a food safety assessment or inspection	CHP	except for an assessment required by a declaration under section 19C or an inspection under sections 38B(1)(c) or 39.

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

FOOD ACT 1984					
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHO	where council is the registration authority		
s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	СНР	where council is the registration authority		
s.19W(3)(b)	power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	EHO	where council is the registration authority		
	power to register, renew or transfer registration	EHO	where council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see section 58A(2))		
s.38AA(5)	power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	ЕНО	where council is the registration authority		
s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	СНР	where council is the registration authority		
s.38A(4)	power to request a copy of a completed food safety program template	EHO	where council is the registration authority		
s.38B(1)(a)	duty to assess the application and determine which class of food premises under section 19C the food premises belongs	EHO	where council is the registration authority		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

FOOD ACT 198	14		
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.388(1)(b)	duty to ensure proprietor has complied with requirements of section 38A	ЕНО	where council is the registration authority
s.388(2)	duty to be satisfied of the matters in section 388(2)(a)-(b)	EHO	where council is the registration authority
s.38D(1)	duty to ensure compliance with the applicable provisions of section 38C and inspect the premises if required by section 39	EHO	where council is the registration authority
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	ЕНО	where council is the registration authority
s.38D(3)	power to request copies of any audit reports	ЕНО	where council is the registration authority
s.38E(2)	power to register the food premises on a conditional basis	EHO	where council is the registration authority; not exceeding the prescribed time limit defined under subsection (5).
s.38E(4)	duty to register the food premises when conditions are satisfied	EHO	where council is the registration authority
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	EHO	where council is the registration authority
s.39A	power to register, renew or transfer food premises despite minor defects	ЕНО	where council is the registration authority only if satisfied of matters in subsections (2)(a) (c)
s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and</i> <i>Wellbeing Act</i> 2008	EHO	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

FOOD ACT 1984				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	EHO	where council is the registration authority	
s.40D(1)	power to suspend or revoke the registration of food premises	СНР	where council is the registration authority	
s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	ЕНО	where council is the registration authority	
s.43F(7)	power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	ЕНО	where council is the registration authority	
s.46(5)	power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	EHO	where council is the registration authority	

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HERITAGE ACT 1995				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.84(2)	power to sub-delegate Executive Director's functions	DPPM	must obtain Executive Director's written consent first.	

Instrument updated 5 September 2017 Page 9 of 60

Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	power to prepare an amendment to the Victorian Planning Provisions	DPPM	if authorised by the Minister
s.4G	function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	G10	
s.4H	duty to make amendment to Victorian Planning Provisions available	PO	
s.4I	duty to keep Victorian Planning Provisions and other documents availables	PO	
s.8A(2)	power to prepare amendment to the planning scheme where the Minister has given consent under s.8A	DPPM	
s. 8A(3)	power to apply to Minister to prepare an amendment to the planning scheme	DPPM	
s.8A(5)	function of receiving notice of the Minister's decision	G10	
s.8A(7)	power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	DPPM	
s.88(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DPPM	
s.12(3)	power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	G10	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12A(1)	duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under section 19 of the Planning and Environment (Planning Schemes) Act 1996)	DPPM	
s.128(1)	duty to review planning scheme	G10	
s.128(2)	duty to review planning scheme at direction of Minister	G10	
s.128(5)	duty to report findings of review of planning scheme to Minister without delay	G10	
s.14	duties of a Responsible Authority as set out in subsections (a) to (d)	CMO; PO	
s.17(1)	duty of giving copy amendment to the planning scheme	G40	
s.17(2)	duty of giving copy s.173 agreement	G40	
s.17(3)	duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	G40	
s.18	duty to make amendment etc. available	PO	
s.19	power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under section 19 to a planning scheme	G10	

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Column 1 PROVISION	Column 2 THING DELEGATED	Column 3 DELEGATE	Column 4 CONDITIONS & LIMITATIONS	
			scheme to designate Council as an acquiring authority.	
s.20(1)	power to apply to Minister for exemption from the requirements of section 19	G10		
s.21(2)	duty to make submissions available	G40		
s.21A(4)	duty to publish notice in accordance with section	G10		
s.22	duty to consider all submissions	G10		
s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	MCS		
s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	G10		
s.24	function to represent council and present a submission at a panel hearing (including a hearing referred to in section 96D)	G40		
s.26(1)	power to make report available for inspection	DPPM		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.26(2)	duty to keep report of panel available for inspection	DPPM	
s.27(2)	power to apply for exemption if panel's report not received	G10	
s.28	duty to notify the Minister if abandoning an amendment	DPPM	Note: the power to make a decision to abandon an amendment cannot be delegated
s.30(4)(a)	duty to say if amendment has lapsed	DPPM	
s.30(4)(b)	duty to provide information in writing upon request	DPPM	
s.32(2)	duty to give more notice if required	G10	
s.33(1)	duty to give more notice of changes to an amendment	G10	
s.36(2)	duty to give notice of approval of amendment	G10	
s.38(5)	duty to give notice of revocation of an amendment	G10	
s.39	function of being a party to a proceeding commenced under section 39 and duty to comply with determination by VCAT	G10	
s.40(1)	function of lodging copy of approved amendment	G10	
s.41	duty to make approved amendment available	PO	
s.42	duty to make copy of planning scheme available	PO	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46AS(ac)	power to request the Victorian Planning Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	DPPM	
s.46GF	duty to comply with directions issued by the Minister	-	
s.46GG	duty to include a condition in a permit relating to matters set out in s.46GG(c) and (d)	-	
s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	-	where council is a collecting agency
s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	-	where council is a collecting agency
s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	-	where council is a collecting agency
s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under part 2 of the Planning and Environment Act 1987	-	must be done in accordance with Local Government Act 1989.

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46GI(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	-	
s.46GI(3)	duty to apply levy amount only in accordance with s.46GI(3) (a) and (b)	-	
s46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the <i>Planning and Environment Act</i> 1987 if satisfied that the development is not to proceed	-	
s.46GI(5)	duty to take action described in s.46GI(5)(c) – (e) where s.46GI(5)(a) and (b) applies.	-	
s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	-	where council is a collecting agency
s.46GM	duty to prepare report and give a report to the Minister	-	where council is a collecting agency or development agency
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	G10	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	G10	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	G10	
s.460(1)(a) & (2)(a)	power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	G10	
s.460(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	G10	
s.46P(1)	power to require payment of amount of levy under section 46N or section 46O to be satisfactorily secured	G10	
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	G10	
s.46Q(1)	duty to keep proper accounts of levies paid	MSP	
s.46Q(1A)	duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	G10	
s.46Q(2)	duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	G10	
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	G10	only applies when levy is paid to Council as 'development agency'

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46Q(4)(c)	duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the council or for the provision by the council of works, services or facilities in an area under s.46Q(4)(a)	G10	must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	G10	must be done in accordance with Part 3
s46Q(4)(e)	duty to expend that amount on other works etc.	MSP	with the consent of, and in the manner approved by, the Minister
s.46QC	power to recover any amount of levy payable under Part 3B	G10	
s.46QD	duty to prepare report and give a report to the Minister	MSP	where council is a collecting agency or development agency
s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	PO	
s.46Y	duty to carry out works in conformity with the approved strategy plan	G10	
s.47	power to decide that an application for a planning permit does not comply with that Act	G10	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	PO	
s.49(2)	duty to make register available for inspection	PO	
s.50(4)	duty to amend application	G40	
s.50(5)	power to refuse to amend application	G10	
s.50(6)	duty to make note of amendment to application in register	G40	
s.50A(1)	power to make amendment to application	G40	
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	G40	
s.50A(4)	duty to note amendment to application in register	G40	
s.51	duty to make copy of application available for inspection	PO	
s.52(1)(a)	duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	G40	
s.52(1)(b)	duty to give notice of the application to other municipal councils where appropriate	G40	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	G40	
s.52(1)(ca)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	G40	
s.52(1)(cb)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	G40	
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	G40	
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	G10	
s.52(3)	power to give any further notice of an application where appropriate	G40	
s.53(1)	power to require the applicant to give notice under section S2(1) to persons specified by it	G40	
s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	G40	
s.54(1)	power to require the applicant to provide more information	G40	
s.54(1A)	duty to give notice in writing of information required under section 54(1)	G40	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.54(18)	duty to specify the lapse date for an application	G40	
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	G40	
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time und section 54A(3)	G40	
s.55(1)	duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	G40	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	G10	
s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	G40	
s.57(5)	duty to make available for inspection copy of all objections	PO	
s.57A(4)	duty to amend application in accordance with applicant's request, subject to section 57A(5)	G40	
s.57A(5)	power to refuse to amend application	PO	
s.57A(6)	duty to note amendments to application in register	G40	
s.57B(1)	duty to determine whether and to whom notice should be given	G10	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.578(2)	duty to consider certain matters in determining whether notice should be given	PO	
s.57C(1)	duty to give copy of amended application to referral authority	G40	
s.58	duty to consider every application for a permit	G40	
s.58A	power to request advice from the Planning Application Committee	G10	
s.60	duty to consider certain matters	G40	
s60(1A)	duty to consider certain matters.	G40	
s.60(18)	duty to consider number of objectors in considering whether use or development may have significant social effect	G40	
s.61(1)	power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	MSP	the permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006
s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	G30	
s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	G10	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without Minister's consent	-	
s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	G10	
s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	G30	
s.62(1)	duty to include certain conditions in deciding to grant a permit	G30	
s.62(2)	power to include other conditions	G10	
s.62(4)	duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	G30	
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	G10	
s.62(5)(b)	power to include a permit condition that specified works be provided on or to the land or paid for in accordance with section 173 agreement	G30	
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	G30	
s.62(6)(a)	duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with section 62(5) or section 46N	G30	

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Column 1	Column 2 THING DELEGATED	Column 3	Column 4 CONDITIONS & LIMITATIONS
PROVISION		DELEGATE	
s.62(6)(b)	duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in section 62(1)(a)	G30	
s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	G40	
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	G40	this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64(3)	duty not to issue a permit until after the specified period	G40	this provision applies also to a decision to gran an amendment to a permit - see section 75
s.64(5)	duty to give each objector a copy of an exempt decision	DPPM	this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64A	duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	G10	this provision applies also to a decision to gran an amendment to a permit - see section 75A
s.65(1)	duty to give notice of refusal to grant permit to applicant and person who objected under section 57	G40	
s.66(1)	duty to give notice under section 64 or section 65 and copy permit to relevant determining referral authorities	G40	

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Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	G40	if the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority	
s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	G40	if the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit	
s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under section 64 or 65	G40	if the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit	
s.69(1)	function of receiving application for extension of time of permit	G40		
s.69(1A)	function of receiving application for extension of time to complete development	G40		
s.69(2)	power to extend time	G10		
s.70	duty to make copy permit available for inspection	PO		
s.71(1)	power to correct certain mistakes	G10		

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Column 1	Column 2 THING DELEGATED	Column 3	Column 4	
PROVISION		DELEGATE	CONDITIONS & LIMITATIONS	
s.71(2)	duty to note corrections in register	G30		
s.73	power to decide to grant amendment subject to conditions	G40		
s.74	duty to issue amended permit to applicant if no objectors	G40		
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	G40		
s.76A(1)	duty to give relevant determining referral authorities copy of amended permit and copy of notice	G40		
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	G40	if the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority	
s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	G40	if the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under section 64 or 76	G40	if the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s.76D	duty to comply with direction of Minister to issue amended permit	G40	
5.83	function of being respondent to an appeal	G40	
s.83B	duty to give or publish notice of application for review	G40	
s.84(1)	power to decide on an application at any time after an appeal is lodged against failure to grant a permit	G40	
s.84(2)	duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	G40	
s.84(3)	duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	G40	
s.84(6)	duty to issue permit on receipt of advice within 3 working days	G40	
s.86	duty to issue a permit at order of Tribunal within 3 working days	G40	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	CMO; G10	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	CMO; G40	
s.91(2)	duty to comply with the directions of VCAT	CMO; G40	
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	G40	
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under section 90	CMO; G40	
s.93(2)	duty to give notice of VCAT order to stop development	CMO; G40	
s.95(3)	function of referring certain applications to the Minister	G10	
s.95(4)	duty to comply with an order or direction	G40	
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	G10	
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	G10	
s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	MCS; MSP	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	G10	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.96F	duty to consider the panel's report under section 96E	G10	
s.96G(1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under section 23 of the Pianning and Environment (Pianning Schemes) Act 1996)	G10	
s.96H(3)	power to give notice in compliance with Minister's direction	G30	
s.96J	power to issue permit as directed by the Minister	G10	
s.96K	duty to comply with direction of the Minister to give notice of refusal	G30	
s. 96Z	duty to keep levy certificates given to it under ss. 47 or 96A for no less than 5 years from receipt of the certificate	G10	
s.97C	power to request Minister to decide the application	G10	
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	G40	
s.97G(3)	function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	G10	
s.97G(6)	duty to make a copy of permits issued under section 97F available for inspection	PO	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
.97L	duty to include Ministerial decisions in a register kept under section 49	PO	
s.97MH	duty to provide information or assistance to the Planning Application Committee	G30	
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	G10	
s.970	duty to consider application and issue or refuse to issue certificate of compliance	CMO; G30	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	CMO; G40	
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	G10	
s.97Q(4)	duty to comply with directions of VCAT	CMO; G40	
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	PO	
s.98(1)8(2)	function of receiving claim for compensation in certain circumstances	G10	
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	G10	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1 PROVISION	Column 2 THING DELEGATED	Column 3 DELEGATE	Column 4 CONDITIONS & LIMITATIONS
s.103	power to reject a claim for compensation in certain circumstances	G10	
s.107(1)	function of receiving claim for compensation	G10	
s.107(3)	power to agree to extend time for making claim	-	
s.114(1)	power to apply to the VCAT for an enforcement order	CMO; G10	
s.117(1)(a)	function of making a submission to the VCAT where objections are received	CMO; G40	
s.120(1)	power to apply for an interim enforcement order where section 114 application has been made	CM0; G10	
s.123(1)	power to carry out work required by enforcement order and recover costs	CMO; G10	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	DPPM	except Crown Land
s.129	function of recovering penalties	G10; MCPS	
s.130(5)	power to allow person served with an infringement notice further time	G10; MCPS	
s.149A(1)	power to refer a matter to the VCAT for determination	CMO; G10	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	G10	
s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under subsection (2B)power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4)	G10	where council is the relevant planning authority
s.171(2)(f)	power to carry out studies and commission reports	G40	
s.171(2)(g)	power to grant and reserve easements	G10	
s.173	power to enter into agreement covering matters set out in section 174	G10	
	power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	G10	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	power to give consent on behalf of Council, where an agreement made under section 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	G10	
s.177(2)	power to end a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DPPM	
s.178	power to amend a s.173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	G40	
s.178A(1)	function of receiving application to amend or end an agreement	G40	
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1)	G40	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	G10	
s.178A(5)	power to propose to amend or end an agreement	G10	
s.1788(1)	duty to consider certain matters when considering proposal to amend an agreement	G40	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	G40	
s.178C(2)	duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	G40	
s.178C(4)	function of determining how to give notice under s.178C(2)	G40	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	G40	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	G10	If no objections are made under s.178D Must consider matters in s.178B
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	G10	If no objections are made under s.178D Must consider matters in s.1788
s.178E(2)(c)	power to refuse to amend or end the agreement	G10	If no objections are made under s.178D Must consider matters in s.1788
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	G10	After considering objections, submissions ar matters in s.1788
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	G10	After considering objections, submissions ar matters in s.1788

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	G10	After considering objections, submissions and matters in s.1788
s.178E(3)(d)	power to refuse to amend or end the agreement	G10	After considering objections, submissions and matters in s.1788
s.178F(1)	duty to give notice of its decision under s.178E(3)(a) or (b)	G40	
s.178F(2)	duty to give notice of its decision under s.178E(2)(c) or (3)(d)	G40	
s.178F(4)	duty not to proceed to amend or end an agreement under s.178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	G40	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	DPPM	
s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	G10	
s.178I(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	G40	
s.179(2)	duty to make available for inspection copy agreement	PO	
s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	G30	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	G40	
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	G40	
s.182	power to enforce an agreement	G10	
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	G40	
s.184F(1)	power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	G10	
s.184F(2)	duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	G40	
s.184F(3)	duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	G40	
s.184F(5)	function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	G40	
s.184G(2)	duty to comply with a direction of the Tribunal	G40	
s.184G(3)	duty to give notice as directed by the Tribunal	G40	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.198(1)	function to receive application for planning certificate	G40	
s.199(1)	duty to give planning certificate to applicant	G40	
s.201(1)	function of receiving application for declaration of underlying zoning	G30	
s.201(3)	duty to make declaration	G30	
-	power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	G30	
	power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	G30	
	power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	G30	
-	power to give written authorisation in accordance with a provision of a planning scheme	G30	
s.201UAB(1)	function of providing the Victoria Planning Authority with information relating to any land within municipal district	G30	
s.201UAB(2)	duty to provide the Victoria Planning Authority with information requested under subsection (1) as soon as possible	DPPM	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

PLANNING AND ENVIRONMENT ACT 1987					
Column 1 Column 2 Column 3 Column 4					
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.224(8)	duty to provide information requested by Victoria Planning Authority under s.201UAB(1) not yet provided to Growth Areas Authority to Victorian Planning Authority	DPPM			

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

RAIL SAFETY (I	LOCAL OPERATIONS) ACT 2006		
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.33	duty to comply with a direction of the Safety Director under this section	MEAM	where council is a utility under section 3
s.33A	duty to comply with a direction of the Safety Director to give effect to arrangements under this section	MEAM	duty of council as a road authority under the Road Management Act 2004
s.34	duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under section 33(1)	MEAM	where council is a utility under section 3
s.34C(2)	function of entering into safety interface agreements with rail infrastructure manager	MEAM	where council is the relevant road authority
s.34D(1)	function of working in conjunction with rall infrastructure manager in determining whether risks to safety need to be managed	MEAM	where council is the relevant road authority
s.34D(2)	function of receiving written notice of opinion	MEAM	where council is the relevant road authority
s.34D(4)	function of entering into safety interface agreement with infrastructure manager	MEAM	where council is the relevant road authority
s.34E(1){a}	duty to identify and assess risks to safety	MEAM	where council is the relevant road authority
s.34E(1)(b)	duty to determine measures to manage any risks identified and assessed having regard to items set out in section 34E(2)(a)-(c)	MEAM	where council is the relevant road authority
s.34E(3)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	MEAM	where council is the relevant road authority

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS	
s.34F(1)(a)	duty to identify and assess risks to safety, if written notice has been received under section 34D(2)(a)	MEAM	where council is the relevant road authority	
s.34F(1)(b)	duty to determine measures to manage any risks identified and assessed, if written notice has been received under section 34D(2)(a)	MEAM	where council is the relevant road authority	
s.34F(2)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	MEAM	where council is the relevant road authority	
s.34H	power to identify and assess risks to safety as required under sections 34B, 34C, 34D, 34E or 34F in accordance with subsections (a)-{c}	MEAM	where council is the relevant road authority	
s.34l	function of entering into safety interface agreements	MEAM	where council is the relevant road authority	
s.34J(2)	function of receiving notice from Safety Director	DCWA	where council is the relevant road authority	
s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	MEAM	where council is the relevant road authority	
s.34K(2)	duty to maintain a register of items set out in subsections (a)-(b)	MEAM	where council is the relevant road authority	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

RESIDENTIAL 1	RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.142D	function of receiving notice regarding an unregistered rooming house	EHO		
s.142G(1)	duty to enter required information in Rooming House Register for each rooming house in municipal district	EHO		
s. 142G(2)	power to enter certain information in the Rooming House Register	EHO		
s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	EHO		
s.252	power to give tenant a notice to vacate rented premises if subsection (1) applies	UMPS	where council is the landlord	
s.262(1)	power to give tenant a notice to vacate rented premises	UMPS	where council is the landlord	
s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	UMPS		
s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	-		
s.522(1)	power to give a compliance notice to a person	-		
s.525(2)	power to authorise an officer to exercise powers in section S26 (either generally or in a particular case)	-		
s.525(4)	duty to issue identity card to authorised officers	-		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

RESIDENTIAL 1	RESIDENTIAL TENANCIES ACT 1997				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.526(5)	duty to keep record of entry by authorised officer under section 526	-			
s.526A(3)	function of receiving report of inspection	-			
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	-			

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAG	ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.11(1)	power to declare a road by publishing a notice in the Government Gazette	MEAM	obtain consent in circumstances specified in section 11(2)		
s.11(8)	power to name a road or change the name of a road by publishing notice in Government Gazette	SGA			
s.11(9)(b)	duty to advise Registrar	SGA			
s.11(10)	duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	SGA	clause subject to section 11(10A)		
s.11(10A)	duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	SGA	where council is the coordinating road authority		
s.12(2)	power to discontinue road or part of a road	MEAM	were council is the coordinating road authority		
s.12(4)	power to publish, and provide copy, notice of proposed discontinuance	MEAM	power of coordinating road authority where it is the discontinuing body		
			unless subsection (11) applies		
s.12(5)	duty to consider written submissions received within 28 days of notice	MEAM	duty of coordinating road authority where it is the discontinuing body		
			unless subsection (11) applies		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAG	GEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.12(6)	function of hearing a person in support of their written submission	MEAM	function of coordinating road authority where is the discontinuing body	
			unless subsection (11) applies	
s.12(7)	duty to fix day, time and place of meeting under subsection (6) and to give notice	MEAM	duty of coordinating road authority where it is the discontinuing body	
			unless subsection (11) applies	
s.12(10)	duty to notify of decision made	MEAM	duty of coordinating road authority where it is the discontinuing body	
			does not apply where an exemption is specified by the regulations or given by the Minister	
s.13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	MEAM	power of coordinating road authority and obtain consent under section 13(3) and section 13(4) as appropriate	
s.14(4)	function of receiving notice from VicRoads	MEAM		
s.14(7)	power to appeal against decision of VicRoads	MEAM		
s.15(1)	power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	MEAM		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAG	ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	MEAM			
s.15(2)	duty to include details of arrangement in public roads register	MEAM			
s.16(7)	power to enter into an arrangement under section 15	MEAM			
s.16(8)	duty to enter details of determination in public roads register	MEAM			
s.17(2)	duty to register public road in public roads register	MEAM	where council is the coordinating road authorit		
s.17(3)	power to decide that a road is reasonably required for general public use	MEAM	where council is the coordinating road authorit		
s.17(3)	duty to register a road reasonably required for general public use in public roads register	MEAM	where council is the coordinating road authorit		
s.17(4)	power to decide that a road is no longer reasonably required for general public use	MEAM	where council is the coordinating road authorit		
s.17(4)	duty to remove road no longer reasonably required for general public use from public roads register	MEAM	where council is the coordinating road authorit		
s.18(1)	power to designate ancillary area	MEAM	where council is the coordinating road authority, and obtain consent in circumstances specified in section 18(2)		
s.18(3)	duty to record designation in public roads register	MEAM	where council is the coordinating road authorit		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAG	ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	MEAM			
s.19(4)	duty to specify details of discontinuance in public roads register	MEAM			
s.19(5)	duty to ensure public roads register is available for public inspection	MEAM			
s.21	function of replying to request for information or advice	MEAM	obtain consent in circumstances specified in section 11(2)		
s.22(2)	function of commenting on proposed direction	MEAM			
s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	MEAM			
s.22(5)	duty to give effect to a direction under this section.	MEAM			
s.40(1)	duty to inspect, maintain and repair a public road.	MEAM			
s.40(5)	power to inspect, maintain and repair a road which is not a public road	MEAM			
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	MEAM			
s.42(1)	power to declare a public road as a controlled access road	MEAM	power of coordinating road authority and Schedule 2 also applies		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANA	GEMENT ACT 2004		
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.42(2)	power to amend or revoke declaration by notice published in Government Gazette	MEAM	power of coordinating road authority and Schedule 2 also applies
s.42A(3)	duty to consult with VicRoads before road is specified	MEAM	where council is the coordinating road authority if road is a municipal road or part thereof
s.42A(4)	power to approve Minister's decision to specify a road as a specified freight road	MEAM	where council is the coordinating road authority if road is a municipal road or part thereof and where road is to be specified a freight road
s.48EA	duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DCWA	where council is the responsible road authority, infrastructure manager or works manager
s.48M(3)	function of consulting with the relevant authority for purposes of developing guidelines under section 48M	DCWA	
s.49	power to develop and publish a road management plan	MEAM	
s.51	power to determine standards by incorporating the standards in a road management plan	MEAM	
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	MEAM	
s.54(2)	duty to give notice of proposal to make a road management plan	MEAM	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAG	ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	MEAM			
s.54(6)	power to amend road management plan	MEAM			
s.54(7)	duty to incorporate the amendments into the road management plan	MEAM			
s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	MEAM			
s.63(1)	power to consent to conduct of works on road	MEAM	where council is the coordinating road authority		
s.63(2)(e)	power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	MEAM	where council is the infrastructure manager		
s.64(1)	duty to comply with clause 13 of Schedule 7	MEAM	where council is the infrastructure manager or works manager		
s.66(1)	power to consent to structure etc	MEAM; MCM; MCPS	where council is the coordinating road authority		
s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	MCPS	where council is the coordinating road authority		
s.67(3)	power to request information	MCPS	where council is the coordinating road authority		
s.68(2)	power to request information	MCPS	where council is the coordinating road authority		

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ROAD MANAG	GEMENT ACT 2004		
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.71(3)	power to appoint an authorised officer	DCWA	
s.72	duty to issue an identity card to each authorised officer	DCWA	
s.85	function of receiving report from authorised officer	DCWA	
s.86	duty to keep register re section 85 matters	MEAM	
s.87(1)	function of receiving complaints	MEAM	
s.87(2)	duty to investigate complaint and provide report	MEAM	
s.112(2)	power to recover damages in court	DCWA	
s.116	power to cause or carry out inspection	MEAM	
s.119(2)	function of consulting with VicRoads	MEAM	
s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	MEAM	
s.120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	MEAM	
s.121(1)	power to enter into an agreement in respect of works	MEAM	
s.122(1)	power to charge and recover fees	DCWA	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.123(1)	power to charge for any service	DCWA		
Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	DCWA		
Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	DCWA		
Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	MEAM		
Schedule 2 Clause 4	function of receiving details of proposal from VicRoads	MEAM		
Schedule 2 Clause 5	duty to publish notice of declaration	MEAM		
Schedule 7, Clause 7(1)	duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	MEAM	where council is the infrastructure manager o works manager	
Schedule 7, Clause 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	MEAM	where council is the infrastructure manager of works manager	

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ROAD MANAGEMENT ACT 2004					
Column 1	Column 2	Column 3	Column 4 CONDITIONS & LIMITATIONS		
PROVISION	THING DELEGATED	DELEGATE			
Schedule 7, Clause 9(1)	duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	MEAM	where council is the infrastructure manager or works manager responsible for non-road infrastructure		
Schedule 7, Clause 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	MEAM	where council is the infrastructure manager or works manager		
Schedule 7, Clause 10(2)	where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	MEAM	where council is the infrastructure manager or works manager		
Schedule 7 Clause 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement works	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 12(4)	duty to ensure that works are conducted by an appropriately qualified person	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 12(5)	power to recover casts	MEAM	where council is the coordinating road authority		
Schedule 7, Clause 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2)	MEAM	where council is the works manager		

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ROAD MANAGEMENT ACT 2004					
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
Schedule 7 Clause 13(2)	power to vary notice period	MEAM	where council is the coordinating road authority		
Schedule 7, Clause 13(3)	duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1)	MEAM	where council is the infrastructure manager		
Schedule 7 Clause 16(1)	power to consent to proposed works	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 16(4)	duty to consult	MEAM	where council is the coordinating road authority, responsible authority or infrastructure manager		
Schedule 7 Clause 16(5)	power to consent to proposed works	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 16(6)	power to set reasonable conditions on consent	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 16(8)	power to include consents and conditions	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 18(1)	power to enter into an agreement	MEAM	where council is the coordinating road authority		

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ROAD MANAGEMENT ACT 2004					
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	MEAM	where council is the coordinating road authority		
Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	MEAM	where council is the coordinating road authority		
Schedule 7A Clause 2	power to cause street lights to be installed on roads	MEAM	power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road		
Schedule 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an arterial road	MEAM	where council is the responsible road authority		
Schedule 7A Clause 3(1)(e)	duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	MEAM	where council is the responsible road authority		
Schedule 7A Clause (3)(1)(f),	duty to pay installation and percentage of operation costs of street lighting —for arterial roads in accordance with clauses 3(2) and 4	MEAM	duty of council as responsible road authority that installed the light (re: installation costs) and where council is relevant municipal council (re: operating costs)		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

Column 1	Column 2	Column 3	Column 4 CONDITIONS AND LIMITATIONS	
PROVISION	THING DELEGATED	DELEGATE		
r. 6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	MCS	where Council is not the planning authority and the amendment affects land within its municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.	
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section S4 of the Act	G40		
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	G40	where Council is the responsible authority	
r.25(b))	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	G40	where Council is not the responsible authority but the relevant land is within Council's municipal district	
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	MCS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.	

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016					
Column 1	Column 2	Column 4			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS		
r.19	power to waive or rebate a fee relating to an amendment of a planning scheme	G10			
r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	G10			
r.21	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.19 or 20 $$	G40			

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ROAD MANAGEMENT (GENERAL) REGULATIONS 2016					
Column 1	Column 2	Column 3	Column 4 CONDITIONS & LIMITATIONS		
PROVISION	THING DELEGATED	DELEGATE			
r.8(1)	duty to conduct reviews of road management plan	MEAM			
r.9(2)	duty to produce written report of review of road management plan and make report available	MEAM			
r.9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	MEAM	where council is the coordinating road authority		
r.10	duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the Act	MEAM			
r.13(1)	Duty to publish notice of amendments to road management plan	MEAM	where council is the coordinating road authority		
r.13(3)	duty to record on road management plan the substance and date of effect of amendment	MEAM			
r.16(3)	power to issue permit	MEAM	where council is the coordinating road authorit		
r.18(1)	power to give written consent re damage to road	MEAM	where council is the coordinating road authorit		
r.23(2)	power to make submission to Tribunal	MEAM	where council is the coordinating road authorit		
r.23(4)	power to charge a fee for application under section 66(1) Road Management Act	MEAM	where council is the coordinating road authorit		

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016					
Column 1	Column 2	Column 4			
PROVISION	VISION THING DELEGATED DELEGATE		CONDITIONS & LIMITATIONS		
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	MEAM	where council is the responsible road authority		
r.25(2)	power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	MEAM	where council is the responsible road authority		
r.25(5)	power to recover in the Magistrates' Court, expenses from person responsible	MEAM			

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Attachment 2 - DRAFT Instrument of Delegation (Council to staff)

ROAD MANAG	ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015					
Column 1 Column 2 Column 3 Column 4						
PROVISION THING DELEGATED DELEGATE CONDITIONS & LIMITATI						
r.15	power to exempt a person from requirement under clause 13(1) of Schedule 7 of the Act to give notice as to the completion of those works	MEAM	where council is the coordinating road authority and where consent given under section 63(1) of the Act			
r.22(2)	power to waive whole or part of fee in certain circumstances	MEAM	where council is the coordinating road authority			

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11.9 Councillor Attendance at COP23

Trim Record Number: D17/120385

Responsible Officer: Chief Executive Officer

Purpose

 To approve the attendance by Councillor Amanda Stone, at the 23rd Annual Conference of the Parties (COP23), which is held from 11-13 November 2017 as part of the 2017 United Nations Climate Change Conference held at the World Conference Centre in Bonn, Germany.

Background

- 2. In July 2017, Council received an invitation from Ashok-Alexander Sridharan, the Mayor of Bonn, Germany and the First Vice President of (ICLEI International Council for Local Environmental Initiatives) to send a representative to the "Climate Summit of Local and Regional Leaders" during COP23, in Bonn, Germany. The summit is billed as the premier gathering of local and regional governments, at the 23rd annual United Nations Climate Change Conference (COP23).
- 3. This high level conference will form positions to implement the agreements from COP22 in Paris. It will also include a 3 day programme for Mayors with connections to ICLEI to share achievements and importantly, learn from others to take the next steps in climate change management and implementation initiatives.
- 4. Participation in this conference will enable the Mayor to:- showcase the achievements of Yarra Council in reducing greenhouse gas emissions; develop valuable international connections; investigate avenues for progressing our carbon management strategies into the future; add to Council's understanding of trends in carbon management, and partnerships with business and community to reduce carbon emissions.
- 5. The conference takes place in an interval where no Council meetings or briefings are scheduled and leave of absence is therefore not required.

External Consultation

6. Not applicable.

Internal Consultation (One Yarra)

7. Not applicable.

Financial Implications

- 8. The approximate costs associated with attendance at the Assembly are estimated as follows:
 - (a) \$ 0 for conference registration (complementary for ICLEI associated Councils);
 - (b) \$2,500 for accommodation;
 - (c) \$2,000 for economy airfares; and
 - (d) other minor costs including meals, taxis and incidentals.
- Provision is made in the Council budget for Councillors to attend approved conferences and assemblies.
- 10. Cr Stone has indicated her willingness to meet 50% of the total cost of the trip, reducing the cost to Council by that amount.

Economic Implications

11. There are no economic implications arising from this report.

Sustainability Implications

- 12. Council's has a long standing involvement with and commitment to, the goals of ICLEI and which form a key part of its commitment to fostering a sustainable local community.
- 13. There are no specific sustainability implications arising from the recommendations of this report. Conversely it provides the opportunity to showcase the achievements of Yarra Council in reducing greenhouse gas emissions and importantly, to develop valuable international connections for progressing our carbon management strategies into the future.

Social Implications

14. There are no social implications arising from this report.

Human Rights Implications

15. There are no human rights implications arising from this report.

Communications with CALD Communities Implications

16. There are no communications with CALD communities implications arising from this report.

Council Plan, Strategy and Policy Implications

- 17. The Yarra City Council Council Plan 2017-2021 includes a high level objective of 'a sustainable Yarra where Council leads on sustainability and protects and enhances its natural environment'. Ongoing involvement with the internationally respected organisation ICLEI, is consistent with this commitment.
- 18. The Council Plan also includes commitments to fostering a culture of continuous improvement and innovation (Strategy 7.1) and to advocating in the best interests in our community (Strategy 7.9). Attendance at a conferences of this standing is consistent to our commitment to ongoing learning and to showcasing the work of Council as part of our advocacy efforts.

Legal Implications

19. There are no legal issues concerned with attendance by Councillors at the conference, save that details of interstate travel (dates, attendees and costs) must be recorded in the interstate travel register, in accordance with the Local Government (General) Regulations 2015.

Other Issues

20. None applicable.

Options

21. None applicable.

Conclusion

22. That Council authorise the attendance of Councillor Stone at the 23rd Annual Conference of the Parties (COP23) on 11-13 November 2017 in Bonn, Germany.

RECOMMENDATION

1. That Council pursuant to Council's Expense Entitlement Policy approve attendance by Councillor Amanda Stone at the 23rd Annual Conference of the Parties (COP23) on 11-13 November 2017 in Bonn, Germany.

CONTACT OFFICER: Ivan Gilbert

TITLE: Group Manager Chief Executive's Office

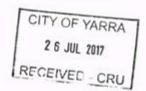
TEL: 9205 5110

Attachments

1 Invitation to Climate Summit of Local and Regional Leaders 11 - 13 November 2017

Attachment 1 - Invitation to Climate Summit of Local and Regional Leaders 11 - 13 November 2017

Der Oberbürgermeister





Mayor Amanda Stone - City of Yarra PO Box 168 Richmond 3121 Victoria Australia

Bonn, Germany, July 2017

Invitation to the "Climate Summit of Local and Regional Leaders" during COP23, in Bonn, Germany

Dear Mayor Stone,

As the Mayor of Bonn and the First Vice President of ICLEI – Local Governments for Sustainability, it is my honor to invite you to the "Climate Summit of Local and Regional Leaders" on 12 November 2017, in Bonn, Germany, as the premier gathering of local and regional governments, at the 23rd United Nations Climate Change Conference (COP23).

The Summit is co-hosted by the City of Bonn and the State of North Rhine-Westphalia, with support from the German Federal Government. It will be organized in partnership with the UNFCCC Secretariat, UN and EU institutions, as well as all major networks and initiatives of local and regional governments. Considerable financial support is provided in addition by our special partner, the German Federal Ministry for Economic Cooperation and Development (BMZ).

During COP23, national governments will negotiate the rule book for the implementation of the Paris Agreement and the efforts needed to fast forward climate action at global and national levels. In that sense, the US Government's announcement to withdraw the United States from the Paris Agreement is most regrettable. The Paris Agreement enjoys profound credibility, as it was forged by all nations and is supported by a growing wave of cities, regions, states, businesses, investors and citizens worldwide, including in the USA.

Against this backdrop, the Summit will serve as our platform to highlight that we are climate leaders, willing to solidify our resolve and increase our commitment to keep global warming well below two degrees Celsius, aiming at 1.5 degrees Celsius.

Stadthaus Berliner Ptatz 2, 53111 Bonn Germany

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Secretary for the Steven Engage

In addition, the Summit will offer a unique opportunity to announce our new initiatives and strategic coalitions to the global community at COP23.

The Summit will focus on four primary themes:

- Multilevel action and governance to achieve the Paris climate goals, thus showing how initiatives of local and regional governments support the implementation of national climate action plans and advance global climate targets;
- Holistic approaches to sustainable development that link our climate action with our sustainable development goals, territorial and urban development;
- Our engagement with our communities and businesses to ensure maximum involvement with our local stakeholders;
- 4. Partnerships for action, driven by local and regional governments, in particular in the Global South, Least Developed Countries and Small Island Developing States, in order to ensure we account for the urgent needs of the most vulnerable cities and regions.

Your personal participation will not only showcase your commitment to climate action in your own jurisdiction, as well as your engagement in global climate initiatives, but will enrich the Summit enormously. Together, we can craft and send a strong global message for joint action!

Please note that we are organizing a number of side events and social gatherings before and after the Summit - on 11 November and 13 November - to which you will be kindly invited, as part of the overall engagement of local and regional governments throughout the two weeks of COP23.

Please contact cop23.bonn@iclei.org to RSVP your participation in the Summit and refer to www.citiesandregions.org for further program updates.

Should you already plan your trip to Bonn and be in need of support booking an appropriate accommodation in Bonn and the region, please contact the hotel reservation team at the Tourism and Congress Office of Bonn Region via email to reservierung@bonn-region.de or phone +49 (0) 228 / 91041-33.

I look forward to meeting with you in Bonn on 11, 12 and 13 November, 2017.

Yours sincerely,

Ashok-Alexander Sridharan

Mayor of Bonn First Vice President of ICLEI



LOCAL AND REGIONAL GOVERNMENTS AT COP23

FEATURING THE LEADERS' SUMMIT, SUMMIT DIALOGUES AND CITIES & REGIONS PAVILION

At the 23rd United Nations Climate Change Conference in November 2017, local and regional governments will once again prove they are at the forefront of climate action. They will show their contribution to accelerating national and global efforts.

12 NOVEMBER

CLIMATE SUMMIT OF LOCAL AND REGIONAL LEADERS

The culmination point for all local and regional government proposals, commitments and messages at COP23. It is designed to unlock key partnerships, strengthen collaboration between local and regional governments and facilitate direct interaction with national delegates.

9-14 NOVEMBER

SUMMIT DIALOGUES

Six consecutive days of heightened activity by local and regional governments before, during and after the Leaders' Summit. The Summit Dialogues will shape messages delivered to nations and other climate stakeholders.

6-17 NOVEMBER

CITIES & REGIONS PAVILION

The home base for local and regional governments, offering a space for constant exchanges, meetings and partnership-building.

For more information, contact cop23.bonn@iclei.org or visit citiesandregions.org

The Summit will focus on four key themes:

MULTILEVEL GOVERNANCE TO ACHIEVE NATIONALLY DETERMINED CONTRIBUTIONS

Local and regional governments are in a unique position to help national governments shape and implement national climate action plans and raise their current levels of ambition.

HOLISTIC APPROACHES TO SUSTAINABLE DEVELOPMENT

Holistic approaches to sustainable development that link our climate action with our sustainable development goals, territorial and urban development.

COMMUNITY AND BUSINESS ENGAGEMENT

Participatory planning, stakeholders engagement and awareness-raising with communities and business leaders plays a major role in local action.

PARTNERSHIPS FOR ACTION IN AFRICA, LEAST DEVELOPED COUNTRIES AND SMALL ISLAND DEVELOPING STATES

Increased support and collaboration are critical for local and regional governments in Africa, Least Developed Countries and Small Islands Developing States, which face significant climate risks.

11.10 Mayoral attendance at the Climate Change and City Transformation Forum 2017 and the EcoMobility World Festival and Congress 2017

Trim Record Number: D17/123846

Responsible Officer: Chief Executive Officer

Note

This report is purposely presented following the previous report recommending the Mayor be authorised to accept the invitation to COP23 in Bonn, Germany. Due to the time commitment required to attend these conferences, the Mayor has indicated that she is only able to make one overseas trip. In the event that Council resolves to send the Mayor as its representative to Germany, it is intended that this report be withdrawn.

Purpose

1. To approve the attendance by Councillor Amanda Stone, at the Climate Change and City Transformation Forum 2017 and the EcoMobility World Festival and Congress 2017, which will both be held in Taiwan between 29 September and 4 October 2017.

Background

Climate Change and City Transformation Forum 2017

- 2. In July 2017, Council received an invitation from Dr Eric Liluan Chu, Mayor of the new Taipai City Government, to send the Mayor to represent Council at the Climate Change and City Transformation Forum 2017 to be held in New Taipei City, Taiwan, on 29-30 September 2017.
- 3. This event is an ICLEI led forum on "Climate Change and City Transformation" and provides an opportunity for the Mayor to interact and share experiences with Mayors from across the world and to share Council's experiences by showcasing the City of Yarra's activities in contributing to the achievement of the Paris Agreement.
 - EcoMobility World Festival 2017 and the EcoMobility Congress 2017
- 4. In July 2017, Council received an invitation from Gino Van Begin, Secretary General ICLEI Local Governments for Sustainability and Chen Chu, Mayor, City of Kaohsiung, to send the Mayor to represent Council at the EcoMobility World Festival 2017 and the EcoMobility Congress 2017 to be held in Kaohsiung, Chinese Taipei from 2 to 4 October.
- 5. Specifically, the invitation is extended to the Mayor to attend the "Mayors Roundtable: Urban Mobility as a means to create liveable cities" a plenary discussion amongst high-level city leaders who will present their experiences and plans for urban mobility advancement to enhance liveability at their respective cities.
- 6. Given Council's significant experiences in fostering sustainable transport alternatives, this roundtable is relevant to the Yarra community.
- 7. Attendance at the conference would require leave of absence for the Council meeting on Tuesday 3 October 2017.

External Consultation

8. Not applicable.

Internal Consultation (One Yarra)

Not applicable.

Financial Implications

10. The invitation extended to the Mayor for both conferences is for airfares, accommodation and transport between the two cities to be met entirely by the conference organisers. This offer is contingent on attendance at both conferences and is extended to the Mayor only.

11. The only costs that would fall to Council would be minor costs associated with local transport, non-included meals and incidentals. This is expected to be less than \$500, which is well within the budget provision which is made for Councillors to attend approved conferences and assemblies.

Economic Implications

12. There are no economic implications arising from this report.

Sustainability Implications

- 13. Council's long standing involvement with, and commitment to the goals of, ICLEI is part of its commitment to fostering sustainable local communities.
- 14. There are no specific sustainability implications arising from the recommendations of this report.

Social Implications

15. There are no social implications arising from this report.

Human Rights Implications

16. There are no human rights implications arising from this report.

Communications with CALD Communities Implications

17. There are no communications with CALD communities implications arising from this report.

Council Plan, Strategy and Policy Implications

- 18. The Yarra City Council Council Plan 2017-2021 includes a high level objective of 'a sustainable Yarra where Council leads on sustainability and protects and enhances its natural environment'. Ongoing involvement and leadership in ICLEI is consistent with this commitment.
- 19. The Council Plan also includes commitments to fostering a culture of continuous improvement and innovation (Strategy 7.1) and to advocating in the best interests in our community (Strategy 7.9). Attendances at conferences of this type is consistent to our commitment to ongoing learning and to showcasing the work of Council as part of our advocacy efforts.

Legal Implications

20. There are no legal issues concerned with attendance by Councillors at the conference, save that details of interstate travel (dates, attendees and costs) must be recorded in the interstate travel register, in accordance with the Local Government (General) Regulations 2015.

Other Issues

21. None applicable.

Options

22. None applicable.

Conclusion

23. That Council authorise the attendance of Councillor Stone at the Climate Change and City Transformation Forum 2017 and the EcoMobility World Festival and Congress 2017, which will both be held in Taiwan between 29 September and 4 October 2017.

RECOMMENDATION

1. That Council:

- (a) pursuant to Council's Expense Entitlement Policy approve attendance by Councillor Amanda Stone at the Climate Change and City Transformation Forum 2017 to be held in New Taipei City, Taiwan, on 29-30 September 2017;
- (b) pursuant to Council's Expense Entitlement Policy approve attendance by Councillor Amanda Stone at the EcoMobility World Festival 2017 and the EcoMobility Congress 2017 to be held in Kaohsiung, Chinese Taipei from 2 to 4 October; and
- (c) grant leave of absence to Cr Amanda Stone for the Ordinary Council Meeting on 3 October 2017.

CONTACT OFFICER: Ivan Gilbert

TITLE: Group Manager Chief Executive's Office

TEL: 9205 5110

Attachments

1 Invitation to Climate Change and City Transformation Forum

2 Invitation to EcoMobility World Festival and Congress

Attachment 1 - Invitation to Climate Change and City Transformation Forum





Invitation to Climate Change and City Transformation Forum 2017

June 27, 2017

Dear Mayor,

The Climate Change and City Transformation Forum will be held in New Taipei City, Taiwan, on September 29-30, 2017. We sincerely invite you to join us at this important gathering of city leaders from around the world.

As we know, the world's cities account for 70 percent of greenhouse gas emissions. In other words, cities play a huge role in the creation of climate change. But cities are also vital in terms of its mitigation. Therefore, ICLIE-led forums aim to support the Global Covenant of Mayor that strengthens city collaboration and connects city leaders to join in collective effort to have an efficient impact in the fight against climate change.

The Forum will be guided by the theme "Climate Change and City Transformation" that focuses on the action items in order to achieve the priorities of The Paris Agreement. It also serves as a platform for city leaders to share their experiences in tackling issues related to climate change and city transformation. Should you be able to join us at the Forum, you are welcome to share your city's exciting climate initiatives during the Mayoral Sessions with other mayors, vice mayors, and experts from around the world in attendance.

If you will honor us with your presence, please reach out to aj2099@ntpc.gov.tw for more details. We look forward to your participation at the Climate Change and City Transformation Forum 2017.

Yours Sincerely,

Dr. Eric Liluan Chu

Mayor

Attachment 2 - Invitation to EcoMobility World Festival and Congress





EcoMobility World Festival 1-31 October 2017 EcoMobility World Congress 2-4 October 2017

One month.
One neighborhood.



27 July 2017

Mayor Amanda Stone

City of Yarra PO Box 168 Richmond Vic 3121 Australia

Invitation to participate in the EcoMobility World Festival 2017

and the

EcoMobility World Congress 2017

from 2 to 4 October 2017 in Kaohsiung, Chinese Taipei

Dear Mayor Stone,

The City of Kaohsiung will be hosting the third EcoMobility World Festival in the month of October 2017, organized in partnership with ICLEI – Local Governments for Sustainability. A concurrent event to the EcoMobility World Festival 2017 is the EcoMobility World Congress 2017, which will take place on 2 to 4 October 2017. Our Congress theme this year is "livable, shared and intelligent".

It is our pleasure to extend to you a warm invitation to actively take part in the high-level segment of the EcoMobility World Festival and Congress 2017, from 2 to 4 October 2017 in Kaohsiung, Chinese Taipei, namely the

Mayors Roundtable: Urban Mobility as a means to create livable cities, a Mayors' Banquet, an international press conference and the Mayors' EcoMobility Ride, and Closing Plenary to present the Declaration.

A selected group of Governors, Mayors and Deputy Mayors from local governments of all world regions leading the field of sustainable urban transportation will convene in Kaohsiung to discuss key strategies towards EcoMobility and the related climate policies. The **EcoMobility Congress 2017** includes a specific Mayors' Track for high-level participants. Please find more information on that at the end of this letter.

We also invite you to review and adopt the "Declaration on [to be confirmed]" that shall be produced, perused and adopted by other city leaders in Kaohsiung. The messages from the Declaration will serve as the inputs for local governments and their key strategic partners towards the United Nations Climate Change Conference (COP23) to be held in Bonn, Germany in November 2017.

During the **EcoMobility World Festival 2017**, the historical Hamasen district in Kaohsiung will become car-free for the month of October 2017. The mobility needs of residents will be met through public transport, in combination with walking, cycling and the use of diverse small electric vehicles. It is envisaged that the neighbourhood will be car-free and be filled with various cultural activities, vehicle experiences, street sports, concerts, and parades. Through these activities, citizens and visitors are able to walk, ride and use alternative modes of transport vehicles of their choice. An International EcoMobility Exhibition targeting the public, solution providers, and businesses will also introduce various mobility possibilities.

Attachment 2 - Invitation to EcoMobility World Festival and Congress





EcoMobility World Festival 1-31 October 2017 EcoMobility World Congress 2-4 October 2017





www.ecomobilityfestival.org

We will be delighted to receive confirmation of your presence at the EcoMobility World Festival 2017 and the EcoMobility Congress 2017 to design your personal involvement in this mayoral initiative. We will be very glad to know if you can make it for the entire schedule or only to certain parts of it. Further, in case you are unable to participate, your recommendation of a high-level representative, particularly your deputy in charge of transportation, would be greatly appreciated.

Attached to this letter is a copy of the EcoMobility Congress 2017 programme. Further details are available on our website www.ecomobilityfestival.org. Our EcoMobility team is available to assist with any enquiries and logistics related to your participation. Details are included below.

We look forward to hearing from you and discussing your involvement further.

Yours sincerely,

Gino Van Begin

Secretary General

ICLEI - Local Governments for Sustainability

Gino Van Bogin

Chen Chew Chen Chu

Mayor, City of Kaohsiung

Alliance Chair of EcoMobility Alliance

ICLEI-Local Governments for Sustainability



Attachment 2 - Invitation to EcoMobility World Festival and Congress





EcoMobility World Festival 1-31 October 2017 EcoMobility World Congress 2-4 October 2017

One month.
One neighborhood.



www.ecortsobilityfestivation

The EcoMobility Congress 2017 Mayors' Track

The EcoMobility Congress 2017 includes a Mayors' Track – a specific agenda tailored for local leaders to maximize your experience of the Festival and Congress within the few days. This will also enhance your opportunities to network with other local leaders and ensure that you have preferential involvement in the Festival and Congress. The Mayors' Track includes:

2 October 2017

 The Congress Opening Ceremony will be organised to set the tone for the Congress, as well as a Welcome Reception at the end of the day hosted by Kaohsiung City.

3 October 2017

The Mayors' Roundtable: Urban Mobility as a Means to Create Liveable Cities, a plenary
discussion amongst high-level city leaders who will present their experiences and plans for urban
mobility advancement to enhance liveability at their respective cities. The outcome of the
roundtable will shape and provide a strong political input to the "Declaration on [to be confirmed]".

The **Declaration** on [to be confirmed] will demonstrate local governments' commitments towards sustainable urban mobility, as well as the required framework conditions in an international climate agreement. We sincerely invite you to support the declaration which is based on people-oriented approaches to overturn car-dependent lifestyles, and to create accessible and liveable urban landscape. City leaders will agree on tangible and ambitious goals to be achieved in their cities by 2030 in the areas of urban mobility.

- The Mayors' Roundtable will be followed by an International Press Conference to express commitment to the public.
- A Mayors' Exhibition Visit and the Mayors' EcoMobility Ride where Mayors will have a
 chance to visit, learn, and ride innovative electric vehicles and other means of transportation in
 the urban area. Kaohsiung city will also share their achievements in transforming the
 neighbourhood into an ecomobile-friendly one. Mayors will also have an opportunity to
 experience Kaohsiung's cultural and historical beauty.
- A Mayor's afternoon will be organized for official mayor-to-mayor engagement, personal meetings (to be confirmed) and media interviews with mayors. This is for mayors who are willing to meet the media and have a personal interview.
- A Mayors' Banquet will be held for all Mayors, Vice mayors, heads of transport, city leaders and speakers. This would be an excellent avenue for more interaction and exchange amongst the key transport leaders in a less formal atmosphere.

4 October 2017

A Closing Plenary where all Mayors will present the Declaration and a Farewell Dinner on 4 October 2017 will conclude the Decision-Makers' Track at the EcoMobility Congress 2017.



11.11 Report on Assemblies of Councillors Held - July to August 2017

Trim Record Number: D17/123420

Responsible Officer: Chief Executive Officer

Purpose

1. To report on the number of Assemblies of Councillors held since the previous Report.

Background

- 2. The Local Government Act 1989 (The Act) now requires that ... "The Chief Executive Officer must ensure that the written record of an assembly of Councillors is, as soon as practicable:
 - (a) reported at an ordinary meeting of the Council; and
 - (b) incorporated in the minutes of that Council meeting....".

Consultation

Not applicable.

Financial Implications

4. Not applicable.

Economic Implications

Not applicable.

Sustainability Implications

6. Not applicable.

Social Implications

7. Not applicable.

Human Rights Implications

8. Not applicable.

Communications with CALD Communities Implications

Not applicable.

Council Plan, Strategy and Policy Implications

10. Not applicable.

Legal Implications

11. Section 80A (2) of The Act, was amended and becoming operative from 24 September 2010 to now require the above information be reported to the next available Council Meeting and also be recorded into the Minutes of the Council.

Other Issues

Not applicable.

Options

13. Nil.

Conclusion

14. That Council formally note and record the Assemblies of Councillors report as detailed in Attachment 1 hereto.

RECOMMENDATION

1. That Council formally note and record the Assemblies of Councillors report as detailed in Attachment 1 hereto.

CONTACT OFFICER: Ivan Gilbert

TITLE: Group Manager Chief Executive's Office

TEL: 9205 5110

Attachments

1 Assemblies of Councillors Held - 6 July to 28 August 2017

Assemblies of Councillors Held - Period: 6 July to 28 August 2017

Reported to Council: Meeting: 5 September 2017

Assembly No. for Period	Date: Time: Venue:	Attendance: - Councillors - Officers	Conflict of Interest Disclosures	Briefing Items
1	06.07.2017 8.00am Alfro Hub, Carlton North	Councillors: - Fristacky Officers: - Manager City Strategy - Coordinator Economic Development - Business Development Officer	NO	Matters Discussed: Yarra's Draft Spatial Economic and Employment Strategy Young Entrepreneurs in the North Mentoring program
2	11.07.2017 4.30pm – 6.30pm Willow Centre, Abbotsford	Councillors: - McEvoy Officers: - Director Community Wellbeing - Manager Aged and Disability Services - Senior Coordinator Strategic Planning - Disability Planning Officer	NO	Matters Discussed: Accessibility requirements in the new Planning Scheme Development of a new Disability Action Plan VCOSS seminar on housing opportunities under NDIS

Assembly No. for Period	Date: Time: Venue:	Attendance: - Councillors - Officers	Conflict of Interest Disclosures	Briefing Items
3	11.07.2017 6.30pm Collingwood Town Hall	Councillors: - Stone - Chen Yi Mei - Bosler - Fristacky - McEvoy - Nguyen - Searle Officers: - Chief Executive Officer - Group Manger Chief Executive's Office - Director Planning & Place Making - Director Corporate, Business & Finance - Director City Works and Assets - Group Manager People, Culture and Community - Manager Traffic and Special Projects - Executive Planner - Community Partners hips Unit Manager - Special Projects Officer External Guests: Landers and Rogers	NO	No. 1 Confidential Matter No. 2 The January 26 Project No. 3 The Yarra Development Contributions Plan No. 4 Route 96 Tram Improvements No.5 Rex Avenue Land being acquired by VicRoads No.6 Doncaster Rail Project
4	17.07.2017 6.30pm Richmond Town Hall	Councillors: - Stone - Coleman - Bosler - Fristacky - Searle Officers: - Chief Executive Officer - Group Manger Chief Executive's Office - Director Planning & Place Making - Assistant Planning and Place Making - Director Corporate, Business & Finance - Director City Works and Assets - Director Community Wellbeing - Director Advocacy and Engagement - Group Manager People, Culture and Community External Guests: VicRoads	YES	Councillors Briefing No. 1 Chandler Highway Update No. 2 Council Funding of SES Units No. 3 Melbourne Renewable Energy Project Update No. 4 Presentation of Submissions to the amended draft 2017/2018 Budget No.5 O-Bikes No.6 Review of Forward Report Schedule No.7 Agenda Review

Assembly No. for Period	Date: Time: Venue:	Attendance: - Councillors - Officers	Conflict of Interest Disclosures	Briefing Items
5	24.07.2017 6.00pm Richmond Library	Councillors: - Jolly - Fristacky - Searle Officers: - Manager City Strategy - Strategic Planner - Urban Designer - Urban Designer	NO	Heritage Advisory Committee Matters Discussed: - Urban Design and built form in commercial centres - Planning scheme rewrite - Richmond and Burnley Historical Society - Heritage Strategy - Heritage Training for staff
6	31.07.2017 6.30pm Richmond Town Hall	Councillors: - Stone - Coleman - Chen Yi Mei - Bosler - Fristacky - McEvoy - Nguyen - Searle Officers: - Chief Executive Officer - Senior Governance Advisor - Director Planning & Place Making - Assistant Director Planning and Place Making - Director Corporate, Business & Finance - Director City Works and Assets - Director Advocacy and Engagement - Group Manager People, Culture and Community - Chief Financial Officer - Manager Corporate Planning and Performance - Unit Manager Social Policy and Research - Senior Coordinator Statutory Planner - Senior Planner – Community Health and Safety	NO	No. 1 Confidential Matter No. 2 Council Plan 2017-21, 2017-18 Budget and Long Term Financial No. 3 Strategy Discussion No. 4 Discussion Paper: Social and Affordable Housing Policy Considerations No. 5 Amendment C209 to the Yarra Planning Scheme - Revised Clause 22.09 Licensed Premises Policy - Consideration of Panel report No. 6 Management of OBIKES and bike sharing schemes in Yarra No. 7 150 Yarra Boulevard Richmond No. 8 Digital Transmission of Council Meetings – verbal No. 9 Review Forward Report Schedule – verbal No. 10

Assembly No. for Period	Date: Time: Venue:	Attendance: - Councillors - Officers	Conflict of Interest Disclosures	Briefing Items
				Agenda Review – verbal
7	02.08.2017 2.00pm Richmond Town Hall	Councillors:	NO	Yarra Multicultural Advisory Group Matters Discussed: - Library Strategy - Census Results
8	02.08.2017 4.30pm Richmond Town Hall	Councillors: - Searle Officers: - Manager Familyand Children's Services - Unit Manager Social Policy and Research - Senior Planner – Community Health and Safety	NO	Yarra Health and Wellbeing Advisory Committee Matters Discussed: - AOD Priorities for the North Western Melbourne Primary Health Network - Perceptions of Safety - Census Data – Key Differences between 2011 and 2016 - Council Plan, Work Plan - Evaluation framework and role of committee and best way to run meetings to benefit members
9	14.08.2017 6.30pm Richmond Town Hall	Councillors: - Stone - Chen Yi Mei - Coleman - Bosler - Fristacky - Nguyen - Searle Officers: - Chief Executive Officer - Acting Group Manager Chief Executive's Office	NO	Councillors Briefing No. 1 Streamlining Hoddle Street No. 2 Confidential Matter No. 3 Yarra City Councils Procurement Policy 2017 Review No. 4 Update on National Aged Care and Disability Reforms No.5

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Assembly No. for Period	Date: Time: Venue:	Attendance: - Councillors - Officers	Conflict of Interest Disclosures	Briefing Items
		 Director Planning and Place Making Assistant Director Planning and Place Making Director Corporate Business and Finance Director Community Wellbeing Manager Aged and Disability Services Waste Minimisation and Agriculture Coordinator Manager Risk, Audit and Procurement Communications – Advocacy, Engagement and Media Unit Manager External Guests: VicRoads		Food Waste Diversion Project No.6 Community Facilities at former AMCOR Site, Alphington No.7 Inner Metropolitan Partnerships No.8 Review Forward Report Schedule No.9 Agenda Review
10	28.08.2017 6.00pm	Councillors: - Stone - Coleman - Fristacky - McEvoy - Searle	NO	Special Councillors Briefing No. 1 Property Strategy
	Richmond Town Hall	Officers: - Chief Executive Officer - Acting Group Manager Chief Executive's Office - Director Planning & Place Making - Assistant Director Planning & Place Making - Director Corporate, Business & Finance - Acting Director City Works and Assets - Director Community Wellbeing		

12.1 Notice of Motion No 16 of 2017 Civic Flag Policy and Flying of Richmond Football Club Flag at Richmond Town Hall

Trim Record Number: D17/124402

Responsible Officer: Group Manager Chief Executive's Office

I, Councillor Daniel Nguyen, hereby give notice that it is my intention to move the following motion at the Ordinary Meeting of Council to be held on 5 September 2017:

'That Council:

- (a) note the adopted Civic Flag Policy provides for flying of the Richmond Football Club flag at Richmond Town Hall for one week from Monday preceding the AFL Grand Final if Richmond Football Club qualifies for the AFL Grand Final and then for a further week if they win the premiership;
- (b) note that the Richmond Football Club has qualified to play in the AFL Final Series;
- (c) amend the Civic Flag Policy to also provide for the:
 - (i) Richmond Football Club flag to be flown on the community flagpole at the Richmond Town Hall from Friday morning to Monday morning every weekend during the AFL final series from the Friday prior to the final series commencing and each week-end that the Richmond Football Club plays in the AFL Final series, and consequently that:
 - (ii) Collingwood Football Club flag to be flown at the secondary flagpole at the Collingwood Town Hall from Friday morning to Monday morning every weekend during the AFL final series from the Friday prior to the final series commencing and every week-end that the Collingwood Football Club plays in the AFL Final series; and
 - (iii) Brisbane Lion's Football Club flag to be flown on the secondary flagpole at the Fitzroy Town Hall from Friday morning to Monday morning every weekend during the AFL final series from the Friday prior to the final series commencing and every week-end that the Brisbane Lion's Football Club plays in the AFL Final series."

RECOMMENDATION

1. That Council:

- (a) note the adopted Civic Flag Policy provides for flying of the Richmond Football Club flag at Richmond Town Hall for one week from Monday preceding the AFL Grand Final if Richmond Football Club qualifies for the AFL Grand Final and then for a further week if they win the premiership;
- (b) note that the Richmond Football Club has qualified to play in the AFL Final Series;
- (c) amend the Civic Flag Policy to also provide for the:
 - (i) Richmond Football Club flag to be flown on the community flagpole at the Richmond Town Hall from Friday morning to Monday morning every weekend during the AFL final series from the Friday prior to the final series commencing and each week-end that the Richmond Football Club plays in the AFL Final series, and consequently that;
 - (ii) Collingwood Football Club flag to be flown at the secondary flagpole at the Collingwood Town Hall from Friday morning to Monday morning every weekend during the AFL final series from the Friday prior to the final series commencing and every week-end that the Collingwood Football Club plays in the AFL Final series; and
 - (iii) Brisbane Lion's Football Club flag to be flown on the secondary flagpole at the Fitzroy Town Hall from Friday morning to Monday morning every weekend during the AFL final series from the Friday prior to the final series commencing and every week-end that the Brisbane Lion's Football Club plays in the AFL Final series.