

# **COUNCIL AGENDA**

# Wednesday 10 August 2022

Commencing 7 pm

# Council Chamber, Moreland Civic Centre, 90 Bell Street, Coburg

# Language Link

This is the Agenda for the Council meeting. For assistance with any of the agenda items, please telephone 9240 1111.

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## Acknowledgement of the traditional custodians of the City of Moreland

Moreland City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Custodians of the lands and waterways in the area now known as Moreland, and pays respect to their elders past, present, and emerging, as well as to all First Nations communities who significantly contribute to the life of the area.

## Information about Council Meetings

These notes have been developed to help people better understand Council meetings. All meetings are conducted in accordance with Council's Governance Rules.

WELCOME The Mayor, who chairs the meeting, formally opens the meeting.

**APOLOGIES** Where a Councillor is not present, their absence is noted in the minutes of the meeting. Council may also approve leaves of absence in this part of the meeting.

**DISCLOSURES OF CONFLICTS INTERESTS** A Councillor has a duty to disclose any direct or indirect financial or other interests, they may have in any matter to be considered by Council that evening.

**CONFIRMATION OF MINUTES** The minutes of the previous meeting are put before Council to confirm the accuracy and completeness of the record.

**ACKNOWLEDGEMENTS AND OTHER MATTERS** At each Council Meeting provision of 10 minutes will be made in the Agenda for the Mayor and Councillors to acknowledge and recognise achievements of local individuals and organisations; and raise matters considered important to Council.

**PETITIONS** Council receives petitions from citizens on various issues. Council formally accepts petitions at Council meetings.

**PUBLIC QUESTION TIME** This is an opportunity (30 minutes), for citizens of Moreland to raise questions with Councillors.

**COUNCIL REPORTS** Council officers prepare detailed reports, which are considered by Councillors and a Council position is adopted on the matters considered. The Mayor can invite firstly Councillors, secondly Officers, and then citizens in attendance to identify Council reports which should be given priority by the meeting and considered in the early part of the meeting.

**NOTICES OF MOTION** A motion which has been submitted to the Chief Executive Officer no later than 12 pm (noon) 10 days prior to the meeting which is intended to be included in the agenda. The motion should outline the policy, financial and resourcing implications.

**NOTICE OF RESCISSION** A Councillor may propose a motion to rescind a resolution of the Council, provided the previous resolution has not been acted on, and a notice is delivered to the CEO or delegate setting out the resolution to be rescinded and the meeting and date when the resolution was carried. If a motion for rescission is lost, a similar motion may not be put before the Council for at least one month from the date it was last lost, unless the Council resolves that the notice of motion be re-listed at a future meeting.

**FORESHADOWED ITEMS** This is an opportunity for Councillors to raise items proposed to be submitted as Notices of Motion at future meetings.

**URGENT BUSINESS** The Chief Executive Officer or Councillors, with the approval of the meeting, may submit items of Urgent Business (being a matter not listed on the agenda) but requiring a prompt decision by Council.

**CONFIDENTIAL BUSINESS** Whilst all Council meetings of Council are open to the public, Council has the power under the *Local Government Act 2020* to close its meeting to the public in certain circumstances which are noted where appropriate on the Council Agenda. Where this occurs, members of the public leave the Council Chamber or Meeting room while the matter is being discussed.

CLOSE OF MEETING The Mayor will formally close the meeting and thank all present.

**NEXT MEETING DATE** The next Council meeting will be held on Wednesday 14 September 2022 commencing at 7 pm, in the Council Chamber, Moreland Civic Centre, 90 Bell Street, Coburg. The next Council Meeting for Planning and Related Matters will be held on Wednesday 24 August 2022 commencing at 6.30 pm, in the Council Chamber, Moreland Civic Centre, 90 Bell Street, Coburg.

#### WELCOME

#### 1. APOLOGIES/LEAVE OF ABSENCE

#### 2. DISCLOSURES OF CONFLICTS OF INTEREST

#### 3. MINUTE CONFIRMATION

The minutes of the Council Meeting held on 13 July 2022 be confirmed.

#### 4. ACKNOWLEDGEMENTS AND OTHER MATTERS

#### 5. PETITIONS

5.1 PETITION - ADDITIONAL SIGNATURES - RENAMING MORELAND: GIVE OUR COMMUNITY A SAY

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8.

#### 8.3 NAMING LANEWAYS

#### 9. NOTICE OF RESCISSION

Nil

#### 10. FORESHADOWED ITEMS

#### 11. URGENT BUSINESS

#### 12. CONFIDENTIAL BUSINESS

#### 12.1 MORELAND AFFORDABLE HOUSING LTD - ENDORSEMENT OF COUNCIL APPOINTED BOARD DIRECTORS

Pursuant to section 3(1)(f) of the Local Government Act 2020 this report has been designated as confidential because it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The report contains the personal information of candidates for the Moreland Affordable Housing Board.

## 5. PETITIONS

## 5.1 PETITION - ADDITIONAL SIGNATURES - RENAMING MORELAND: GIVE OUR COMMUNITY A SAY

An additional 279 signatures have been submitted to a petition received at the July 2022 Council meeting (Item 5.1) requesting Council gives the community a say in renaming Moreland. The Petition was received at the July 2022 Council meeting with 893 signatures and referred to the Director Community for consideration and response.

A sample of the first 2 pages of the additional signatures submitted is at Attachment 1.

## **Officer Recommendation**

That Council:

- 1. Receives the additional 279 signatures to the petition received at the July 2022 Council meeting, requesting Council gives the community a say in the renaming of Moreland.
- 2. Refers the additional signatures to the petition received at the July 2022 Council meeting, requesting Council gives the community a say in the renaming of Moreland to the Director Community for consideration and response.

## Attachment/s

**1**. Petition - Additional Signatures - Renaming Moreland: Give our D22/337903 community a say

change.org	Start a petition	My petitions	Browse	Contributions	Q	Log in
Petation details. Com	ments Updates					

Renaming Moreland: Give Our Community A Say

is renaming our city. Our residents and ratepayers have been shuf out of this process.	First name First name Last name Last name Lost name Piease enter a last name.
Renaming Moreland started this petition to Melissa Horne (Victorian State Government Minister for Local Government) and 4 others	Email Email
We acknowledge the Traditional Owners of this land and our local area, the Wurundjeri Woi Wurrung people. We pay our respects to the Elders, past, present, and future.	Metourine, 3000 Australia Display my name and comment on this
As a group of local parents, business owners, and ratepayers who care about the future of our city and area - we are concerned with the way Moreland City Council has engaged the community in renaming our city.	Detition
Moreland City Council engages with local issues with poor governance and secrecy. Councillors are using ratepayers' money for their own agendas - all whilst looking to avoid scrutiny.	Thus Lien units benche at any time
The backroom deals and secret negotiations need to stop.	
Mayor Mark Riley was alerted to the issue last year by an urgent letter from a group of people, including a former Greens Councillor. It is unclear how this research project commerced and who funded it. The letter came without any official letterhead.	
The council has used the letter and its own backroom deals as a way to give them the self-right to change the city name.	
The backroom meetings are hidden. What was discussed is missing Records of minutes are not disclosed. The community questions on the matter are shut down.	
This renaming process should happen if our community support it. Give them a proper say. Not a one-way community consultation process designed to tick a box.	
Let them suggest a name as you promised.	
We deserve better. Our community deserves better.	
We call on the Victorian State Government Minister for Local Government Hon Melissa Horne and Moreland City Council CEO Cathy Henderson & Eamonn Fennessy Director, Community and Mayor Mark Riley to perform the following actions:	
<ol> <li>Provide a public copy of the letter Mayor Mark Riley sent to the State Government Minister for the renaming process.</li> </ol>	
<ol> <li>Investigate and confirm whether any councillors or council officers had a prior engagement with the group or its participants who seen the urgent letter to the council regarding the name research, and whether the council had funded this project prior to December 2021.</li> </ol>	
3. Commit to providing a separate line item in the budget for all expenses related to the remaining process and engagement in accodance with the public transparency polog. This includes items which may have been absorbed from other budgets including any marketing, communications, engagement, hirding any fees and meetings field.	
<ol> <li>Identify and confirm whether any council officers, councillors or third-party providers had or hold any conflict of interests regarding this process and name change.</li> </ol>	
<ol> <li>Rework the community engagement process to include a provision for the community to suggest names as was initially promised by the council resolutions of 13th December 2021.</li> </ol>	

fe ir d	nust be held online and offline with th or residents and ratepayers to have a mpact assessment to be first underta lisclosed (as per Information Commis equirements).	say. A privacy ken and
ti e m a c	Ipdate the existing engagement proc he final vote/decision to be based on ngagement or voting process. Where nay be deemed unacceptable by the 5 nd voted upon as the preferred name ommunity, an independent assessme arried out.	the community such a name state Minister e by the
p o	ngage with other First Nations peopl eek their opinions and views regardir rocess. Work with these groups to id ptions if the renaming process does ndigenous name.	ng the renaming entify other
R C A P tt C b	lequire that all future and current wo efference groups be subject to the san ulles and obligations of Advisory Com ornideration given to the Freedom of ct 1982 (Vic) particularly sections 7 ar rinciple of proactive release of Inform e FOI Professional Standards. As su ommunity or third-party engagemen y or via ocuncil for funding or a proje equired to abide by these rules and s	ne Governance Imittees, with Information di 16, and the hation as per h, any t group formed ct would be
ti o a g	trovide a record of all engagements occurred for the renaming process an the council along with any minutes ar utcomes not previously publicised. V re not available, this is to be formed roug's participants with the assistan overnance staff and an independent	id table these to ad a summary of Where minutes based on the ce of
e	commit to reviewing governance per istablish a new key performance indi ouncil's CEO and officers to ensure t re upheld.	cator for
28	Start a petition of your own This petition starter stood up and took action. Will you do the same?	Start a petition

6. Engage with the community to vote on a suggested

Updates

Almost 1,000 Signatures - Help us reach the goal

Thanks for signing this petition and for demanding more transparsing
from Moreland Cip Counct. When we started this petition, we had 100
signatures. Now we are close to the 1.000 milestone. We continue to...

Enterprise Menual

Language Menual

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Name

City	State	Postal Code	Country	Signed On
		3044	Australia	8/07/2022
Melbourne		3000	Australia	8/07/2022
Melbourne		3000	Australia	8/07/2022
Melbourne		3000	Australia	8/07/2022
Melbourne		3000	Australia	8/07/2022
		3046	Australia	8/07/2022
		3806	Australia	9/07/2022
Melbourne		3000	Australia	9/07/2022
Melbourne		3000	Australia	9/07/2022
Melbourne		3000	Australia	11/07/2022
Melbourne		3000	Australia	11/07/2022
Melbourne		3000	Australia	11/07/2022
		2540	Australia	12/07/2022
Melbourne		3939	Australia	13/07/2022
BRUNSWICK		3056	Australia	20/07/2022
		2515	Australia	20/07/2022
 Melbourne		3199	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Cameron Park		2285	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Melbourne			Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Nambour sunshir	ne coast, Quee	Australia	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Coburg		3058	Australia	20/07/2022
		2281	Australia	20/07/2022
		5171	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Sydney		2000	Australia	20/07/2022
Hornsby		1630	Australia	20/07/2022
Melbourne		3207	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
Adelaide		5000	Australia	20/07/2022
Melbourne		3000	Australia	20/07/2022
		3049	Australia	20/07/2022
Sydney		2000	Australia	21/07/2022
		4124	Australia	21/07/2022
Melbourne		3000	Australia	21/07/2022
Melbourne		3145	Australia	21/07/2022
Melbourne		3000	Australia	21/07/2022



Sydney	2000 Australia	21/07/2022
Cleveland	4163 Australia	21/07/2022
Preston	3072 Australia	21/07/2022
Melbourne	3000 Australia	21/07/2022
Melbourne	3000 Australia	21/07/2022
Perth	6000 Australia	21/07/2022
Melbourne	3000 Australia	21/07/2022
Sydney	2000 Australia	21/07/2022
Andergrove Queensland	4740 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Glenroy	3046 Australia	22/07/2022
amber st	31 Australia	22/07/2022
Sydney	4000 Australia	22/07/2022
Gold coast	u cant know Australia	22/07/2022
Eastwood	2122 Australia	22/07/2022
Cooranbong	2265 Australia	22/07/2022
Sydney	2770 Australia	22/07/2022
Sydney	2000 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Melbourne	3196 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Alexandria	2015 Australia	22/07/2022
	Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Pascoe vale South	3044 Australia	22/07/2022
Stawell	3380 Australia	22/07/2022
Melbourne	3058 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Coburg	3058 Australia	22/07/2022
Melbourne	3008 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Croydon	3136 Australia	22/07/2022
Melbourne	3427 Australia	22/07/2022
Melbourne	3000 Australia	22/07/2022
Melbourne	3058 Australia	22/07/2022
Melbourne	3000 Australia	23/07/2022
Ruse	2560 Australia	23/07/2022
Kellyville	2155 Australia	23/07/2022
	3037 Australia	23/07/2022
Elizabeth Bay, Sydney	2011 Australia	23/07/2022
merlynston	3058 Australia	23/07/2022

## 7. COUNCIL REPORTS

## 7.1 COBURG HEALTH AND COMMUNITY SERVICES PRECINCT: ENDORSEMENT OF THE COBURG HEALTH PRECINCT MASTERPLAN

### **Director Place and Environment, Joseph Tabacco**

## Property, Place and Design

## **Officer Recommendation**

That Council:

- 1. Notes recent community and stakeholder feedback provided to Coburg Health Hub Pty Ltd and how this has been incorporated into the draft masterplan for the proposed Coburg Health and Community Services Precinct
- 2. Endorses the latest draft of the Coburg Health Precinct Masterplan (Attachment 1) to enable the project to progress to detailed planning and design, and the subsequent lodging of a planning application for consideration by the Planning and Related Matters Committee
- 3. Notes progress towards finalising and executing the Contract of Sale to Coburg Health Hub Pty Ltd or appropriate nominee, in line with Council's decision of 8 December 2021 and reflecting the key terms outlined within the Council report including long term lease arrangements for not-for-profit and community service providers within the precinct
- 4. Notes the negotiations as part of the finalisation of the Contract of Sale include the lease of up to 58 car parking spaces for Council and community use for an initial term of 10 years with two further terms of ten and five years respectively, a substantial discount to market rent and an annual rent review of 3%
- 5. Notes steps taken to subdivide the land containing the bluestone cottage complex and the land to its west in order to retain them in Council's ownership, to renew the lease of the Coburg Historical Society, and to update the Contract of Sale to reflect the financial contribution to the works to the bluestone cottage complex by Coburg Health Hub Pty Ltd of \$200,000 and project management of these works at no cost to Council.

## REPORT

## **Executive Summary**

Moreland is facing existing and projected future shortfalls in key services such as GPs, aged care, chiropractors, dentists, medical radiation practitioners, occupational therapists, optometrists, pharmacists, physiotherapists, podiatrists and psychologists. Since identifying this growing gap in local health and community services, Council has maintained a long-held ambition to bring new services to central Coburg.

Actions have been taken across multiple terms of Council to attempt to deliver a new precinct focussed on health and community services, including assembling the necessary land (from the early 1980s to the 2010s), enshrining a health and community services precinct within the Coburg Structure Plan (2006), and seeking a partner who can deliver such a precinct through multiple Requests for Qualifications (most recently in 2018).

In 2020, Coburg Health Hub Pty Ltd (then Medela), approached Council with a proposal that exceeded the requirements of the Request for Qualifications.

Since this initial proposal, Council officers have worked with Coburg Health Hub to strengthen the proposal to maximise the community benefit that could be delivered, for example through:

- Maximising the number of services provided by not-for-profit providers and steps to secure a funding partner that is a not-for-profit superfund;
- Maximising the number of health and community services available to members of the community on low incomes;
- Subdividing the land containing the heritage listed bluestone cottage complex, and retaining it in Council ownership;
- Enabling upgrades to the bluestone cottage complex, with Coburg Health Hub committing in-kind project management services and a financial contribution of \$200,000 to the works, in consultation with the Coburg Historical Society; and
- Improving the design to better respect local heritage and to maximise the quality and functionality of public open space.

In response to Council's requests, the project, as set out in the draft masterplan, is now significantly stronger than Coburg Health Hub's initial proposal or than previous proposals to deliver a health precinct on this site, which comprised a single large private hospital.

Coburg Health Hub's masterplan outlines a campus style precinct with services meeting needs across the age spectrum from childcare to aged care, and with a large range of services including a mental health facility, short-stay hospital, GP superclinic and allied health services.

The projected economic benefit of the project includes \$160 million of direct investment by Coburg Health Hub and their funders in the delivery of the health precinct, creating a further \$300 million of projected benefit to the local Moreland economy, and up to 1,000 jobs in the construction and operational phases of the project.

Since Council's decision at its December 2021 meeting, Council officers have progressed key matters including:

- Executing the revised Heads of Agreement;
- Finalising the Contract of Sale ready for execution;
- Preparing the Plan of Subdivision of the bluestone cottage complex and the land to its west;
- Providing feedback on the draft masterplan as part of Coburg Health Hub's community and stakeholder engagement; and
- Finalising terms for Council to lease back some car parking within the development for staff and community use.

As Council is acting in its corporate capacity at this stage of the project, as opposed to its capacity as Planning Authority, the nature of the endorsement of the masterplan relates to its alignment with the Heads of Agreement and key terms. Advice from Council's legal advisors indicate that Coburg Health Hub have now met all requirements.

Given this, and the review of the masterplan by experts across Council, officers now recommend that Council endorses the draft masterplan to enable the next stage of detailed planning to occur.

## **Previous Council Decisions**

#### **Coburg Health and Community Service Precinct: Proposed Sale of Land at Bell Street Coburg** – 8 December 2021

That Council having followed the required statutory procedures pursuant to section 114 of the Local Government Act 2020 and Section 223 of the Local Government Act 1989:

- 1. Notes submissions received in respect of Council's proposal to sell the land comprising of approximately 14,500 square metres contained in certificates of title volume 10192 folio 590, volume 11411 folios 002 and 003 and generally known as 29, 31, 46, 52, 60 and 62 Urquhart Street, Coburg, 72, 74 76, 78 and 80 Bell Street Coburg, (land), by private treaty to Coburg Health Hub Pty Ltd (CHH) and resolves to sell the land to facilitate a health precinct in accordance with the Coburg Structure Plan.
- 2. Authorises the Chief Executive Officer to make an application to commence the subdivision process to amend the subdivision boundary to excise the bluestone cottage complex and the land to its west from the sale, retaining it in Council ownership, and begin the process of renewing Coburg Historical Society's lease for the complex.
- 3. Notes the intention to include the refurbishment of the bluestone cottage complex (including the heritage-listed detached kitchen), the rebuilding of the annex (of around 110 square metres), and the creation of a new historic garden surrounding the cottage, in the contract with Coburg Health Hub so that this work can happen concurrently with the health precinct delivery and be done in an integrated and cost-effective way, to Council's scope of works. Further that the annex not be demolished until the replacement building is constructed and that a further discussion be held about the potential to reduce the size of the 18-car space car park in order to expand the area available for the bluestone cottage heritage precinct.
- 4. Resolves that the proposed sale of land is conditional upon Coburg Health Hub agreeing to an additional financial contribution of \$100,000 toward the refurbishment of the bluestone cottage and construction of new annex and historic garden within the bluestone cottage complex in addition to the \$100,000 already proposed in the Key Terms.
- 5. Notes that the total contribution from Coburg Health Hub toward the bluestone cottage complex improvements subject to point 4 above increases from \$220,000 to \$320,000 which includes an in-kind contribution currently estimated at \$120,000 for project management services.
- 6. Makes all relevant changes to the Heads of Agreement, contract of sale, and any other relevant documentation to implement points 4 and 5 above.
- 7. Resolves to sell the land to Coburg Health Hub, as set out in the updated Heads of Agreement amended to include points 4, 5 and 6 above and summarised in the Key Terms table of this report, for the purposes of creating a health and community services precinct.
- 8. Notes the email from the Coburg Historical Society to all Councillors dated 7/12/2021, outlining outstanding concerns about the refurbishment works and broader Coburg Health Hub redevelopment, and commits to working constructively with the CHS to iron out these technical and design issues.
- 9. Notes the proposed terms include measures to ensure the health and community services precinct includes a high proportion (over 50%) of community and not for profit providers on long term leases, high quality publicly accessible open space, commitment to community engagement beyond the requirements of the planning process, requirements to commence and complete the project within agreed timescales, as well as other community benefits, and that the land not be transferred until these conditions have been satisfied.

- 10. Authorises the Chief Executive Officer to negotiate the final sale price and terms in accordance with this report and do all things necessary to affect the sale of the land to Coburg Health Hub, including signing any Heads of Agreement, Contract of Sale, Section 173 agreement, transfer documentation and any other documents required for the transfer of the land.
- 11. Notes the feedback from the community engagement process and the strong support for the provision of additional health services in Coburg and authorises the Director Engagement and Partnerships to write to each person who made a submission informing them of Council's decision and reasons for its decision in respect of Council's proposal to sell the land.

#### Proposed Health Precinct at Bell Street, Coburg – 11 August 2021

Council resolved to "Approve the commencement of the process under Section 114 of the Local Government Act 2020 to consider the sale of the land ... comprising of approximately 15,700 square metres of land contained in ... for the creation of a staged development of a health and community services precinct."

#### Proposed Coburg Health Precinct - 12 August 2020

Council resolved to enter into the Heads of Agreement with Medela Properties (now Coburg Health Hub Pty Ltd).

#### The Coburg Initiative - Health and Wellbeing Precinct Proposal – 10 June 2020

Council noted the initial proposal from Medela Properties (now Coburg Health Hub Pty Ltd) and authorised the preparation of a Heads of Agreement

#### The Coburg Initiative - 10 October 2018

Council noted the Request For Quotation process received no conforming bids and resolved to explore alternative approaches to redevelopment that could deliver employment on the site, including aged care and allied health services.

# The Coburg Initiative - Update On Development Clusters 1 and 2 (Coburg Square And Hospital) – 9 August 2017

Council endorsed a tender process to seek a suitably qualified operator interested in delivering a hospital or major health facility on the site.

#### Amendment C123 to the Moreland Planning Scheme - Coburg Activity Centre -Consideration of Panel Report and Adoption - 12 December 2014

Council resolved to formally adopt the Planning Scheme Amendment, to facilitate appropriate development in the activity centre.

#### **DED37/13 – The Coburg Initiative – Hospital/ Major Health Facility Update** – 8 May 2013

Council resolved to negotiate and enter into a Heads of Agreement with Epworth Health Care.

#### Expression of Interest – The Coburg Initiative – 14 March 2012

Council resolved to proceed with the Expression of Interest process to obtain an interested party to develop a hospital or major medical facility on the Coburg hospital site.

#### The Coburg Initiative Update - 8 February 2012

Council resolved to prepare and release an Expression of Interest to the market for the hospital site.

# **The Coburg Initiative - Place Framework Public Exhibition Final Sign Off** - 8 December 2010

Council resolved to formally adopt The Colours of Coburg: Place Framework and associated strategies, which defines the desired land use for the site as a hospital or major health facility.

## 1. Policy Context

Council has a longstanding vision to bring new health and community services to Coburg, to address growing gaps in local service provision.

The development of the Coburg Health and Community Services Precinct is reflected in key strategic plans of Council, including:

#### Moreland Community Vision 2021-2031

- A healthy and caring Moreland
- We have our basic needs met. We have ready access to mental health, crisis and domestic violence services as well as high quality health care.

#### Council Plan 2021-2025

Theme 3: A healthy and caring Moreland, which includes, Major Initiatives and Priority number 14:

- *'Pursue the development of a health and community services hub (health precinct within the Coburg activity centre).* 

#### Council Action Plan 2022-2023

Action 132:

- Finalise contract terms for the transfer of land for the purposes of a new health and community services precinct within Coburg.

#### **Local Area Planning**

At a local area level, planning for the Coburg Activity Centre, identifies the site adjacent to the Coburg Civic Centre and Coburg Town Hall as a designated hospital or major health facility. This is noted through several local area planning policies including:

- Moreland Planning Scheme

The Local Planning Policy Framework, Activity Centre Zone Controls applying to land within the Coburg Principal Activity Centre provides land use and built form controls based on the Central Coburg 2020 Structure Plan and Colours of Coburg Place Framework noted below.

- <u>Central Coburg 2020 Structure Plan</u> (2006)

Within 'Precinct 8' providing planning controls and objectives for the site.

- Colours of Coburg Place Framework (2010)

Within this plan the site is nominated as a location for a 'Key Community Infrastructure Project' including 'Health and Wellbeing – ... hospital or major health facility; Moreland Combined Community Health Centre; ... There is considerable scope to include additional office in association with civic centre that can also support the activities of a major private hospital ... and complete the range of activities that establish a health and wellbeing hub.'

#### 2. Background

#### **Growing Need for Services**

The designation of a health and community services precinct in Coburg was as a direct result of identified need. Research, studies and analysis carried out during the planning phases for this project highlighted:

- High wait time for services, with a particular concern for the elderly and CALD communities and need for more accessible services;
- Population growth leading to increased need for local services;

- High population growth of people over the age of 50 will create growing need in the aged care sector; and
- Local need for primary/allied health facilities, primary health services such as dentists, medical radiation practitioners, physiotherapists and psychologists, and GP providers.

#### Coburg Health Hub Pty Ltd Proposal

In April 2020, Council received an unsolicited offer from Medela (now Coburg Health Hub Pty Ltd) to deliver a campus style health and community services precinct next to Council's offices at 29, 31, 46, 52, 60 and 62 Urquhart Street, Coburg, also 72, 74 76, 78 and 80 Bell Street Coburg (the land).

The development will deliver Council's long-standing aspiration to bring new health and community services to the area and will address gaps in local service provision. The project will provide improved access to health services for the local community, through:

- an acute hospital
- consulting suites
- GP clinic (bulk billed)
- radiology
- pathology
- pharmacy
- dentistry
- mental health in-patient and day programs
- community health
- residential aged care
- assisted living units
- aged care support
- transitional care and
- childcare and early learning centre

#### **Community Support for the Proposal**

An extensive engagement program was delivered over 5 weeks in August and September 2021, as part of the statutory consultation conducted regarding the sale of land.

The engagement process resulted in a high degree of community support: 73% of 432 submitters supported the sale of the land for the purpose of developing a health and community services precinct.

At its 8 December 2021 Council meeting, having considered the feedback received from the community, Council resolved to sell the land to Coburg Health Hub Pty Ltd to facilitate the development of a health and community services precinct.

A revised Heads of Agreement was executed by Coburg Health Hub and Council on 1 February 2022, reflecting the updated terms and conditions negotiated in relation to the Council decision, which will flow through into the Contract of Sale.

#### The Draft Masterplan

Given the significance of this project, and the level of interest from the community, Council asked Coburg Health Hub to do some additional engagement with the community and to prepare a draft masterplan to capture how the elements of the decision made in December 2021 would be translated into the project, particularly in relation to the subdivision of the land containing the bluestone cottage complex and the creation of a new road between Council's office and the health precinct. Presentation of the masterplan to Council at this point is not part of the normal statutory planning process. It is an additional step negotiated to allow Council and the community an early insight into how the plans are evolving before moving into the detailed planning phase.

Coburg Health Hub carried out community and stakeholder engagement in May and June 2022, and updated their masterplan (**Attachment 1**) to reflect community aspirations in addition to the December 2021 Council decision.

The masterplan responds to issues and concerns raised through the consultation period (refer Section 4) and incorporates feedback from the community, stakeholders and Council officers. Changes also reflect engagement with future tenants on their organisational and operational needs.

## 3. Issues

#### Alignment of the Draft Masterplan with the 8 December 2021 Council Resolution

The Coburg Health Precinct Masterplan aligns with relevant actions documented from the 8 December 2021 Council resolution, as set out below.

Council Decision 8 December 2021 – Key Actions Relevant to the Masterplan	Provision within Masterplan	Aligned?
Amendment of the subdivision boundary to excise the bluestone cottage complex and the land to its west from the sale, retaining it in Council ownership.	The bluestone cottage complex and retained land have been removed from the masterplan reflecting the decision made by Council.	✓
Refurbishment of the bluestone cottage complex, the rebuilding of the annex, and the creation of a new historic garden.	The masterplan notes Council requirement for refurbishments and works. The draft masterplan highlights that the number of buildings has been reduced, which has enabled generous setbacks to be provided to the north and east of the bluestone cottage.	~
A financial contribution from Coburg Health Hub to the refurbishment works of the bluestone cottage complex	Noted in the masterplan	~
Provision of high quality publicly accessible open space	Significant provision of publicly accessible open space is noted as a key feature of the masterplan. This is indicated as a central landscape spine with indigenous vegetation and landscaping, and has reflected community and Wurundjeri Woi Wurrung feedback, incorporating water features throughout the site, building on the presence of the nearby Merri Creek.	~
Commitment to community engagement beyond the requirements of the planning process	Coburg Health Hub have conducted community and stakeholder engagement on their masterplan, including a survey and pop ups. This has gone beyond requirements of the statutory planning process. The engagement was carried out in May and June 2022 is detailed in Section 4 of this report.	✓

#### Updates to the Masterplan Following Community Engagement

The Coburg Health Precinct Masterplan reflects issues raised through engagement by Coburg Health Hub, as well as feedback from key stakeholders and future tenants.

Notable changes to the proposal considered by Council on the 8 December 2021 include:

Update to Masterplan	Detail
Built form setbacks to accommodate the Bluestone Cottage	The proposal has been rearranged to accommodate the land retained by Council and now provides a reduced number of buildings. This has enabled generous setbacks to be provided to the north and east of the heritage bluestone cottage complex, with an increased green landscaped buffer.
Improved open space	Open space to be provided through a central landscaped spine and central piazza.
Recognition of First Nations communities in the design	The masterplan provides additional seating areas within the public realm including a 'yarning' circle, and will incorporate water features through the site, building on the presence of the nearby Merri Creek.
Crossovers and vehicular access points for car park and drop-off functions	The number of crossover points has been reduced to enhance safety, and incorporates principles that include active transport options (e.g. vehicle free zones, bike parking and end of trip facilities).
Improved safety	The proposal provides more active street edges and clear sightlines to address safety throughout the precinct.

#### **Consideration of the Masterplan**

The masterplan has been reviewed in detail by experts from across Council, who are supportive of the direction the project is taking. All matters raised by Council officers have been addressed, or will be addressed in the next stage of the project as it moves into detailed planning.

Council's legal advisers have indicated that Coburg Health Hub has met the requirements of the Council resolution from the 8 December 2021 and that its masterplan reflects the terms of the updated Heads of Agreement executed in February 2022.

Council officers recommend that the masterplan is endorsed and now proceed through to detailed planning phase.

#### **Next Project Phase: Planning Application**

Pending Council endorsement of the Coburg Health Precinct Masterplan, the next phase of this project requires Coburg Health Hub to further develop plans, and to prepare and lodge a planning application.

During this next step, Council's planning officers, with the support of other internal teams, will consider detailed plans and other supporting reports and analysis including heritage report, environmentally sustainable design assessment, traffic impact assessment and detailed assessment of the development in the context of the activity centre controls within the Moreland Planning Scheme.

It is intended that the plans will be exhibited to the community at this stage, for example through notices displayed on the site and letters sent to nearby properties.

The application is anticipated to be considered by Council through a Planning and Related Matters Committee in early 2023.

#### Car Park Lease

As noted in the 8 December 2021 Council Report, a portion of Council's land identified for the Health Precinct is presently used as hardstand at-grade car park for the Coburg Civic Centre and Town Hall.

In order to retain some parking spaces, Council has negotiated that Coburg Health Hub provide replacement car parking to meet ongoing Civic Centre and Town Hall needs within the development. Given the changing nature of car park usage with greater use of sustainable transport options, and the move over the last few years in relation to working from home, the need for staff car parking is projected to decrease. The Contract of Sale has therefore been developed to allow for the greatest flexibility for these car parking spaces. The car parking arrangements allow for:

- Car parking spaces in the land retained by Council will include those for community users of the Town Hall, and be placed nearest to it;
- Council's exclusive use of up to 58 spaces within the development;
- Long term tenure with an initial term of ten years with two further terms of ten and five years respectively; and
- A sub-market, highly competitive rate with a 3% rental increase per annum
- Flexibility to reduce the number of leased spaces as needed across the lease.

#### Climate emergency and environmental sustainability implications

It is noted that 'Sustainable' is one of the 8 Key Strategic Principles within the draft masterplan which talks of reducing environmental impacts through efficient use of water, energy, materials and waste; ensuring buildings are designed to be low carbon and energy efficient; biophilic design; and ensuring resilience for current and future climate conditions.

The draft masterplan was reviewed by Council's Sustainability and Climate team who gave feedback on the detailed plans and supporting reports they would require in the next phase of the project to ensure the project meets or exceeds sustainability targets.

#### Economic sustainability implications

The project will deliver a major economic stimulus in the heart of Coburg through an estimated \$160 million investment, the creation of approximately 350 jobs during construction and 600 jobs on the site within the medical and related service sectors.

It is estimated this will provide a broader economic benefit of \$300 million to the Moreland economy.

#### Legal and risk considerations

A large project of this type, that involves multiple parties, always includes an element of risk. The project has continued to have the oversight and advise of both legal and probity advisors to ensure the highest integrity standards are achieved, and risks to Council are continually examined and managed.

The risks of non-delivery of the project, or of it stalling part-way through, are specifically contemplated and dealt with through the Heads of Agreement and Contract of Sale.

#### Possibility of Nomination

One of the conditions precedent to the settlement of the land transaction is evidence of funding for the development of the precinct. Coburg Health Hub has been working with a not-for-profit superannuation fund as the potential funder of the development. As contracts between the parties are drawn up, it is possible that the funder will become a nominee, i.e. a party to the legal agreement in addition to Coburg Health Hub as a substitute, alternative or additional purchaser.

This can only happen if the nominee is to the satisfaction and with the written consent of Council. All requirements and obligations negotiated with Coburg Health Hub will be in place whether there is a nominee or not.

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities. Key sections in the Charter relevant to this report are freedom of movement (section 12) taking part in public life (section 18), and Cultural Rights (section 19).

Future services and infrastructure will be fully accessible compliant with the Disability Discrimination Act 1992 requirements. Reflected in contract terms the proposal requires not for profit providers to be provided (achieves accessibility of services on the site, maximising outcomes for those on low incomes or experiencing multiple forms of disadvantage). The masterplan provides a substantial area of publicly accessible open space which may be used and accessed by the broader community. The process for the development of the masterplan sought to engage and express cultural rights, through design and concept discussions with the Wurundjeri Woi Wurrung (provides a generous contribution to place through cultural references that will be executed through the development).

#### 4. Community consultation and engagement

#### **Statutory Consultation**

Council carried out an extensive community engagement program to consider this project over 5 weeks in August and September 2021. Activities included public notice on site, mail-outs to over 7,000 homes, 2 Zoom webinars, newsletter articles, multiple social media posts, direct contact with key stakeholders, and through Council's dedicated community engagement platform Conversations Moreland. There was then a public Hearing of Submissions in September.

432 people made submissions, of which 73% supported the proposal going ahead. By far the most expressed sentiment in the consultation was that new health and community services are needed in the area.

#### Coburg Health Hub Engagement on Masterplan

Community engagement was also conducted by Coburg Health Hub at the request of Council to enable the community an additional chance to inform the masterplan, prior to the project moving into the more detailed design and planning phase.

Coburg Health Hub conducted community engagement Between the 16 May - 6 June 2022.

Engagement activities included:

- Online survey (116 respondents);
- Two pop-up face to face sessions (34 surveys completed at these sessions);
- Direct meetings with stakeholders (The Coburg Historical Society, Wurundjeri Woi Wurrung);
- Workshops with precinct users, including potential tenants; and
- Direct meetings with Council officers expert in urban design, placemaking, transport, planning and environmentally sustainable development.

Key Issues raised, and feedback provided is summarised on page 8 of the masterplan, and stakeholder and community feedback are outlined through the document in considering each design principle.

#### The Bluestone Cottage Complex and the Coburg Historical Society

The masterplan reflects Council's decision to excise the land containing the bluestone cottage complex and the land to its west, and retain it in Council's ownership.

This parcel of land will also be improved, but is subject to a separate design and delivery process in consultation with the Coburg Historical Society. It is intended that Council is briefed on the design of this section once a brief of works has been developed later this year. This brief will include:

- The proposed scale of the rebuilt annex, new historic garden area and car parking targeting users of the Town Hall and bluestone cottage;
- Interfaces with the health precinct and the Civic Precinct;
- Coburg Historical Society's feedback and aspirations; and
- The project delivery arrangements, including the contractual arrangements with Coburg Health Hub around delivery to Council's satisfaction.

Coburg Health Hub are contributing \$200,000 towards the refurbishment works, and project management services at no cost to Council, in order to enable the capital works to proceed despite their not being part of Council's budget or Capital Works Program.

The proposed lease renewal for the Coburg Historical Society was consulted on as part of Council's budget process in June, and is progressing.

#### Engaging the Coburg Historical Society on the Masterplan

Council officers met with the Coburg Historical Society over the last months to:

- Provide a high-level overview of the process of engagement for Coburg Health Hub's masterplan;
- Discuss the assignment of representatives to a Working Group that will be consulted on the bluestone cottage complex works;
- Introduce representatives of Coburg Health Hub to enable the Coburg Historical Society to discuss and provide direct feedback during the development of the masterplan; and
- Provide an early viewing of the masterplan by representatives of Coburg Health Hub (meeting scheduled but not yet hold at the time of writing this report).

#### **Next Steps**

The Coburg Historical Society have been invited to nominate members who will represent their organisation during the development of plans for the bluestone cottage complex. They will be invited to share their aspirations in detail, give feedback on the brief setting out Council's objectives for the project, and have the opportunity to view the works as they progress.

Some feedback has already been shared by the Coburg Historical Society, relating to security, links to the civic precinct, the design of the historic garden, retention of trees on the retained land area, location of car parking and the annex, that will be considered and where feasible, incorporated during the next project stage.

## 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### 6. Financial and Resources Implications

The costs associated with facilitating the project are covered through Council's Property and Place operational budget.

It is noted Coburg Health Hub, through the delivery of this project will provide financial contribution of \$200,000 and in-kind project management of works to Council assets including the construction of a road.

## 7. Implementation

Subject to Council endorsement of the Coburg Health Precinct Masterplan, a summary guide of next steps include:

August 2022	Coburg Health Hub will further develop plans and Town Planning drawings and commission relevant studies to progress their development proposal.
August / September 2022	The establishment of a working group for the works to the bluestone cottage complex and retained land (including car parking and road designs). The group will play a critical role in facilitating the intended outcomes, bringing together in a formalised manner Coburg Health Hub and the Coburg Historical Society with oversight from Council officers.
Late 2022	Coburg Health Hub will prepare and lodge a planning application.
Early 2023	It is intended that the plans will be exhibited to the community at this stage, for example through notices displayed on the site and letters sent to nearby properties.
Early 2023	Consideration of Planning Application by Council through a Planning and Related Matters Committee.
Mid - Late 2023	Transaction of sale. Ownership of the land contained in Lot 2 on plan of subdivision PS907817S (known as 80 Bell Street, Coburg) will transfer to Coburg Health Hub.
2024	Commence Construction of Works

## Attachment/s

1. Draft Coburg Health Precinct Master Plan D22/323433



## Acknowledgement of Country



Coburg Health Hub acknowledges the Wurundjeri Woi Wurrung people of the Kulin Nation as the Traditional Custodians of the lands and waterways of this municipal area, and pay respect to their Elders past, present, and emerging, as well as to all First Nations' communities who significantly contribute to the life of the region.



## Introduction



Historically, local residents have had to travel to Melbourne to seek specialist care in world class facilities.

With the proposed Coburg Healthcare Precinct, this will no longer be the case.

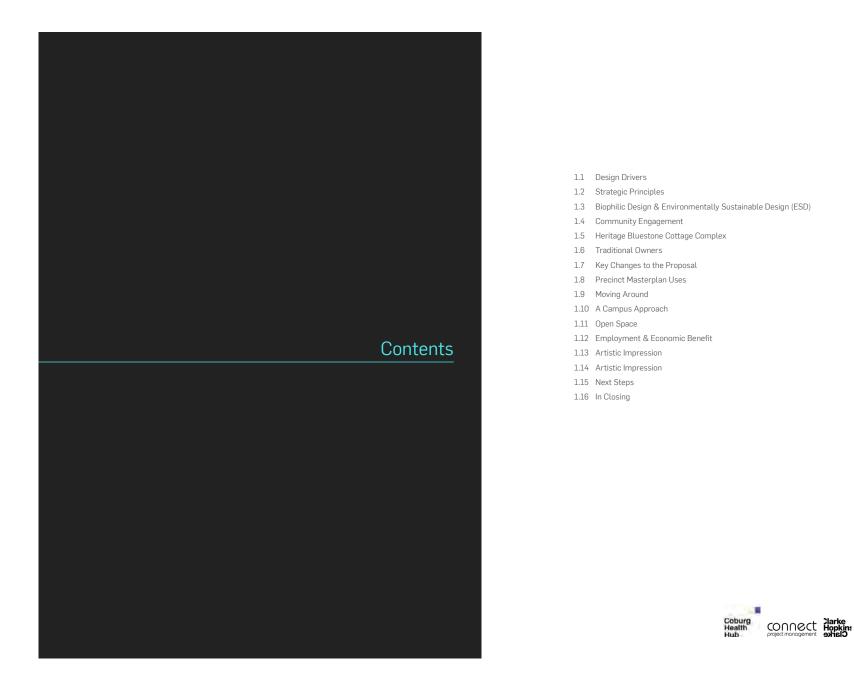
The vision and goal of Coburg Health Hub is to provide contemporary health spaces, and to create a campus style wellbeing hub that reflects the municipalities culture and diversity and responds to its health needs.

In December of 2021, Council resolved to sell vacant land on the corner of Bell Street and Pentridge Boulevard (and Urquhart Street) to Coburg Health Hub (CHH) to enable the development of an integrated healthcare precinct. As part of the agreement, Council asked CHH to prepare a document outlining the direction the precinct planning was headed, prior to the formal planning process.

A draft masterplan for the development was prepared by CHH and its consultant team, after taking into consideration planning constraints and likely tenant requirements. This document is the first step in the progression of a formal development proposal for public exhibition, which will form part of the next stage.

For the masterplan, CHH committed to engage with key stakeholders to ensure alignment with community needs and aspirations, the outcomes of which are incorporated in this document.





## **1.1** Design Drivers

# A HEALTH VILLAGE



Series of buildings

ndividual Identity

Connection to land

People Focuse

# **GROUNDED IN HISTORY OF PLACE**



Multicultural Community

Bluestone Cottage

Pentridge Precinct

Natural Environments



#### Strategic Principles 1.2



#### ICONIC

- Celebrate the prominence of the site and Create a true mixed-use health and location on major metropolitan transport corridors to create a landmark for Coburg.
- · Create a strong "sense of place" through distinct, high quality architecture and public realm.
- and interesting and site responsive design.
- · Celebrate local valued landmarks such as the heritage cottage

#### VIBRANT

wellbeing community through a diversity of curated and co-located land uses including mental health, aged care, primary care, childcare, education, retail, and community uses.

 Utilise the topography of the site to create 
 Create a 24hour economy and a place that is active both day and night with vibrant and safe public spaces.

· Create a health and wellbeing environment that welcomes patients, workers, visitors, and aged care residents at all times.

#### HEALTHY

 Create a healthy community that promotes health and wellbeing of patients, workers visitors and aged care residents. Provide a series of precinct-based walking, play areas and cycling paths that encourage exercise and active transport modes. Provide a high-quality public realm that provides opportunity for social interaction.

connections with way finding that helps link surrounding destinations. Provide convenient access for vehicles and emergency service vehicles without compromising pedestrian and cycle movement.

CONNECTED

 Future proof the precinct to adapt to changes in public transit and mobility services as they evolve.

#### SMART · Provide a series of pedestrian and cycle

· Provide a "systems thinking" approach integrating urban design and strategic thinking.

· Foster strategic partnerships to enable innovative outcomes. · Create a place that is flexible to respond to

health services changes over time. · Embed a deliverability and stage-ability to the precinct.

#### SUSTAINABLE

- Create a healthy place that reduces environmental impacts through efficient use of water, energy, materials, and waste. . Ensure buildings are designed to be low-
- carbon and energy efficient. Integrate biophilic design for the health and wellbeing of visitors, workers, care residents

and the community. Ensure resilience for current and future

climatic conditions.

connect Hopkin 06

## **1.3** Biophilic Design & Environmentally Sustainable Design (ESD)



Environmentally sustainable design (ESD) is widely recognised as a key strategy for reducing the impact of buildings on the environment.

ESD focuses on energy conservation and efficiency by improving the thermal performance of buildings and promoting the use of renewable resources. However, emphasis and dependence on technology alone is not enough. Critically important in wellbeing precincts is the human dimension and our desire to connect with nature. Biophilic design (BD) is based on the concept of health and wellbeing and it underpins the positive effect that enhanced human-nature connectedness can bring to both building occupants and the environment.

Combined, ESD and BD will provide a better environmental response which will lead to more sustainable outcomes.

#### **Biophilic Design**

Biophilic design is the way in which architects incorporate nature into building spaces to contribute to the health and well-being of occupants. The design principles will create an environment that soothes, comforts, calms and orientates, making it extremely beneficial to health and wellbeing.

More than just a philosophy—biophilic design has been found to support cognitive function, physical health, and psychological well-being.

The benefits of biophilic design for heath precincts include:

- · Faster patient recovery.
- Decreased dependency on medication.
- · Patient and staff wellness and productivity.

#### Environmentally Sustainable Design

Environmentally sustainable design principles aim to improve the health and comfort of buildings for occupants whilst at the same time reducing negative impacts on the environment.

The benefits of environmentally sustainable design for heath precincts include:

- · optimising site potential by utilising north facing elements
- Including renewable energy generation
- using environmentally friendly materials
- using energy and water efficient appliances
- enhancing indoor environmental quality via cross flow ventilation and access to natural light
- · optimising operational and maintenance practices.



## **1.4** Community Engagement



The draft masterplan provides the conceptual layout which will guide the precinct's future development.

CHH engaged with community and project stakeholders on its masterplan via an online survey, pop-up engagement events, direct meetings and project workshops.

The Directors of CHH held two pop-up events directly engaging with the community.

Through the community engagement, CHH sought community members views that would help shape the masterplan design including:

- Inclusion of First Nations health services requirements and cultural aspects including story telling, naming or public art
- Connection to the Coburg Historical Society
- · Ancillary services to be co-located onsite (providing they meet community, health and wellbeing aims)
- Materiality and function of the site (look, feel, form and uses). Testing the campus approach.
- Celebrating the many cultural and historical connections to the site and Coburg (design elements, public realm treatments, activations)
- Understanding access to the site and preferred mode of transport and needed infrastructure (drop off points, including treatment)
- · Level of support for, and ways to encourage community wellbeing and local economic benefit
- Extending patient care into public built form and landscape to aid treatment and recovery (biophilic design)
- Ways to make the site inclusive, safer and open to community use
- · Level of support for sustainability initiatives and environmental design



## **1.5** Heritage Bluestone Cottage Complex



At the 08 December 2021 Council meeting, Council resolved to retain the Bluestone Cottage which houses Coburg Historical Society, and surrounding land, in its ownership. CHH was happy to accommodate this change which has been incorporated in the draft masterplan.

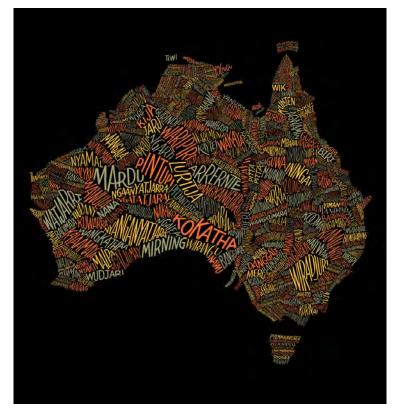
Council also decided to refurbish the Bluestone Cottage, create a heritage garden and replace the storage annex.

CHH agreed to contribute \$200,000 and project management services towards the future works which will be subject to an independent and separate design and planning process, in consultation with the Coburg Historical Society.

<b>Design Principles &amp; Decisions</b>	Stakeholder Community Feedback	To be Resolved in Permit Phase
Respecting importance of the Bluestone Cottage via increased setbacks and interface, celebrating the significance of the cottage.	"The Bluestone Cottage should be a stand out feature and visitors to the health hub could be encouraged to engage with local history."	
	"The Bluestone Cottage should be a standout feature and visitors to the Health Hub could be encouraged to engage with local history."	
Retention of mature trees wherever possible.	"Trees behind the bluestone cottage to screen buildings."	
Creating a safe, secure and accessible environment around the complex.		



#### Traditional Owners 1.6



Design Principles &	Stakeholder Community	To be Resolved in Permit
Decisions	Feedback	Phase
	"Acknowledge traditional owners in design"	Ongoing workshops with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation. Ongoing consultation with health service organisations to determine opportunities for First Nations' health services. An Aboriginal Cultural Heritage Management Plan will be prepared as part of the detailed design phase.



## **1.7** Key Changes to the Proposal

The following amendments to the design of our proposal are the result of the community & stakeholder engagement process which CHH has undertaken:

- · Exclusion of the Bluestone Cottage Complex land and the surrounding land
- Providing substantial setbacks from the Bluestone Cottage and stepped built form, with increased green landscaped buffer
- · Arrangement of built form to accommodate the reduced site area and land to be retained by Council.
- Reduction in the number of crossovers into the site
- · Introduction of additional seating areas within the public realm including a 'yarning' circle
- · A greater focus on green spaces and introduction of water features
- · Improved safety via clear sight lines throughout the precinct
- Higher level of street level activation



## **1.8** Precinct Masterplan Uses



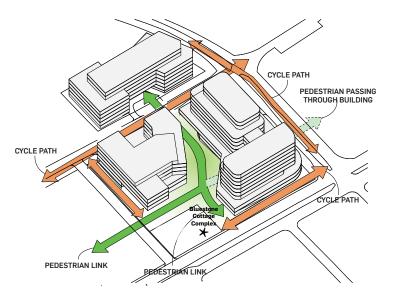
Building	Uses		
Α	•	Acute Hospital	
	•	Consulting Suites	
	•	Precinct Parking	
	•	Education/ Office	
	•	GP Clinic Bulk billed	
	•	Radiology	
	•	Pathology	
	•	Pharmacy	
	•	Dentistry	
В	•	Mental health in-patient care and day programs	
	•	Community Health	
С	•	Residential Aged Care	
	•	Assisted Living Units	
	•	Aged Care Support	
	•	Transitional Care	
	•	Child Care & Early Learning Centre	

 $^{\ast}\mbox{Area}$  subject to change with further design development and detailed tenant briefs



#### SITE PLAN

# **1.9** Moving Around



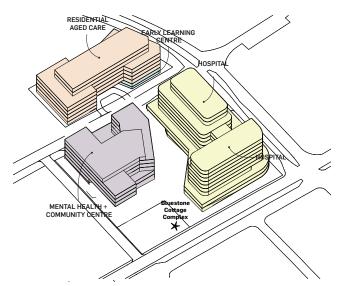
Design Principles & Decisions	Community Feedback	To be Resolved in Permit Phase
Vehicles interface directly with the edges of the buildings to remove the dominance of the car from the centre of the site. Servicing and car parking are also separated from the pedestrian plane.	Clear need for convenient and affordable car parking "Convenient Pick Up and Drop Off zones and access points around the precinct" "This area needs great links to council, Sydney Rd shops, Pentridge precinct and ample underground car parking" "Electric charging car parks"	Detailed plans will be accompanied by supporting reports including a precinct wide Traffic Impact Assessment and recommended traffic movement inline with the Moreland Planning Scheme and Activity Centre controls. Urquhart Street has been proposed to be 2 way from Pentridge Boulevard to the entrance of the Aged Care Facility in order to facilitate access. The proposal remains subject to further investigations into traffic generation and consultation with Council.
Allow permeability through the site focusing on pedestrians and integrating all active transport options in a safe manner	Safe bike and pedestrian access through the precinct "Good places to lock up bikes" Public transport links with limited access to cars on podium level	Reduce vehicle crossovers to allow a safe environment for active transport options. The podium/piazza will be free of vehicles with convenient parking provided. Bike parking and end of trip facilities will be incorporated into the future design.
Back of house services and facilities to minimise impacts on streets and be located out of view with safe entry and egress points.	Service access to and from the site	Potential conflicts between service vehicles and public access will need to be resolved with Council.
Clear signage for wayfinding	"Easy to find services in the precinct"	Landmark signage to be part of the development proposal.



COBURG HEALTH PRECINCT DRAFT MASTERPLAN | JULY 2022

Council Meeting 10 August 2022

# **1.10** A Campus Approach



Design Principles & Decisions	Stakeholder & Community Feedback	To be Resolved in Permit Phase
The suite of buildings with diverse uses create a health campus through a variety of shared service uses across multiple buildings around a central piazza and green open space.	"Places to sit and socialise " Positive feedback for the central activated piazza with a combination of retail, medical and allied services. "Great opportunity to design a meaningful space for the community"	A sense of arrival to the precinct and activation of street frontages within public spaces to be considered .
Building façade treatments are to ensure visual interest and articulation and activated edges.	"More interesting design" "Incorporate cafes & gyms" "Not another ugly design" "I think the history and built heritage of Coburg should be referenced in the outdoor design features and colours."	Varying façade typologies will be utilized across the buildings. Future design work and planning process will progress these concepts.
Safe and inclusive spaces	"Safety and security out of daylight hours important" "Ensuring it remains a well lite safe place that avoids prolonged congregation of groups	The proposed precinct will respond to best practices safety guidelines throughout the design.
Carefully crafted buildings are positioned to maximise views in addition to permitting northerly sun into central piazza. A series of building are proposed. The development will not seek to use nor exceed maximum allowable heights.	'Clear view between buildings' "Open design" "Varying heights of building"	The future planning process will include full consideration of the of the Moreland Planning Scheme and Activity Centre controls.



COBURG HEALTH PRECINCT DRAFT MASTERPLAN | JULY 2022

Council Meeting 10 August 2022

# 1.11 Open Space



Design Principles & Decisions	Community Feedback	To be Resolved in Permit Phase	
Open space and piazza create clear site lines through the site and central landscaped spine with public open space, in keeping with local landmarks and vegetation, including water features.	Good lighting and visibility through the site "Tree planting to cool all that concrete" "Natural environment with established trees" "Trees with trunks and visible- foliage in canopies"	A detailed landscape plan will be provided for approval as part of the permit application to ensure a quality public realm is delivered	
Improve amenity and provide public seating, social and respite spaces	"Year-round weather protection" "Social distanced seating options" Features to create a safe space	Spaces of focus or interest for small gatherings will be scattered throughout the precinct.	
To provide a permeable public pedestrian environment and accessibility around and through the precinct	"Water features as a connection to Merri Creek" Green natural spaces and integrated landscaped pathways "Clear site near vegetation (ie so that any persons nearby are visible), welcoming entrances, not just walls"	open space, in keeping with local landmarks and vegetation will be refined via the permit process. An accessibility consultant will be engaged as part of the permit application.	

## **1.12** Employment & Economic Benefit





CHH will invest in excess of **<u>\$160m</u>** to deliver the Coburg Health Precinct.

During construction, the project is expected to create approximately **350 jobs** across all facets of the industry.

On completion, the precinct will accommodate more than **<u>600 workers</u>** from medical practitioners, through to nursing, administration, educators, retail, and support functions.

The economic benefit to the local economy will be significant, contributing to the vibrant and diverse Coburg landscape.

Economic indicators suggest that the project will generate **<u>\$300 million</u>** in value to the community through direct, indirect and induced impacts.





# **1.13** Artistic Impression



\*Artistic Impression



# **1.14** Artistic Impression



\*Artistic Impression



## 1.15 Next Steps

Coburg Health Hub has consulted with the community, key stakeholders and Council to develop the masterplan for the proposed Coburg Health Precinct.

The next stage of the project will involve preparing a detailed  $\mbox{Permit}$  Application for the use and development of the site.

CHH is committed to delivering a project which will benefit the health and wellbeing of the Moreland Community, in an environment and built form that will be a positive addition to the Coburg landscape.

December 2020	Ø	Vision & Masterplan presented to Council
August 2021	Ø	Council resolved to commence Statutory process
August 2021		Public Consultation
December 2021	Ø	Council resolved to sell the land to CHH
May 2022	Ø	Community & Stakeholder Engagement
June 2022	Ø	Revised Draft Masterplan presented
August 2022	Ø	Engagement of Consultants - Workshops with Stakeholders
September 2022	Ø	Permit Application
November 2022	$\bigcirc$	Permit public notice/ exhibition
June 2023	Ø	Permit Approval
August 2023	$\bigcirc$	Commence Construction



## **1.16** In Closing

This proposal is the result of the last two years engaging with and understanding community needs and opportunities to use as a cornerstone for our methodology to ensure we are creating sustainable, healthy and liveable places.

It will facilitate greater access to primary and community health care in Melbourne's northern suburbs and provide community providers an opportunity to increase their service delivery to best meet the needs of its community.

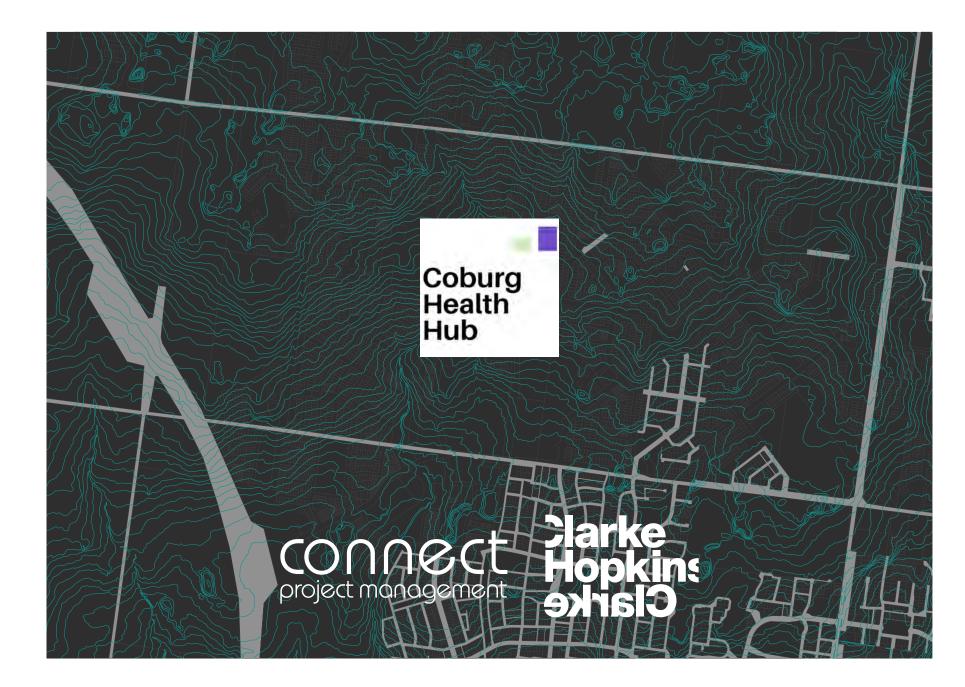
This location provides an attractive opportunity for a health precinct with the site uniquely placed in terms of exposure & accessibility. This masterplan delivers on our vision to create a world-class health precinct for the community.

We have consulted, we have listened, we have planned, and we have budgeted. This underscores our strong commitment to this project and our ability to deliver it.

Over the next few months, we will commence scoping, drawing plans and designing the various buildings on the site.

As always, we will continue working with all stakeholders on this important project.





## 7.2 KENT ROAD, PASCOE VALE TRIAL SEPARATED BIKE LANES -OUTCOME OF 12-MONTH TRIAL

**Director City Infrastructure, Anita Curnow** 

## Transport

## Officer Recommendation

- 1. Notes the significant technical investigations, data analysis and community engagement undertaken since commencement of the Kent Road separated bike lane trial and key findings.
- 2. Resolves to conclude the trial and undertake functional and detailed design to make permanent the separated bike lane on Kent Road, Pascoe Vale largely in line with the current trial (Option 1) but modified to address feedback from the trial including:
  - a) Maintain physical separation for bike riders from vehicles including dedicated 1.5 m bike lanes and physical separation between bike lanes and parked cars of 0.8 m on both sides of the street
  - b) Reallocate 0.2 m, gained through narrowing physical separator width, to vehicle and parking lanes
  - c) Replace the continuous bike lane separator used in the trial with intermittent separators providing gaps between the physical barriers that improve accessibility for pedestrians, particularly those with mobility impairments, when crossing the street or exiting parked cars
  - d) Provision for improved waste bin siting for collection
  - e) Provision for enhanced street sweeping of the bicycle facilities
  - f) A lower cost solution.
- 3. Resolves to undertake further engagement with residents, business(es) and sporting clubs on Kent Road directly affected by the bike lane through the detailed design stage in accordance with the adopted community engagement process for future bike projects to consider local issues such as driveway accessibility and clear pedestrian access pathways.
- 4. Resolves to implement the following interventions that will contribute additional benefits to road safety, amenity and accessibility, including:
  - a) Design and construction of the raised pedestrian crossing, east of Joffre Road, in Council's capital works plan, for delivery by end of 2022/23 financial year (subject to State Government (Department of Transport) approval and lead times for infrastructure).
  - b) Design and construction of traffic calming treatments at Cornwall Road, Pascoe Vale and Kent Road.
  - c) Investigate opportunities for street beautification projects including but not limited to further street tree planting and seats.
  - d) Investigate opportunities for widespread safety and behaviour change campaigns in partnership with state and local governments.
- 5. Resolves to continue to monitor the infrastructure after implementation including receiving feedback from the community in accordance with the 'post implementation' phase of the adopted community engagement process for future bike projects.

## **Executive Summary**

The Kent Road Separated Bike Lane Trial was part of Council's response to COVID-19, a fast-tracked delivery of a strategic section of the Coburg to Glenroy bike route that is envisaged to be a connected, safe and efficient route suitable for bike riders of all confidence levels.

The bike lanes were installed using temporary infrastructure to allow Council to monitor their performance and make real-time adjustments based on community feedback over the course of the trial, before making a final decision.

Through evidence and technical investigations, Council officers determined that the separated bike lanes have had no negative impacts to road safety, on-street car parking availability and rat-running on Kent Road and surrounding local streets. Findings from the investigations and analysis include:

- a) Improved road safety conditions for bike riders;
- An increase of 21% in the average daily number of people riding bikes on Kent Road throughout the trial compared to ridership at two state government control sites (St Georges Road and Capital City Trail) that had reductions of 12% and increase of 5% respectively (refer to Attachment 1);
- c) A notable increase in female participation in bike riding on Kent Road since the introduction of the separated riding infrastructure;
- d) No significant impacts to travel speeds, on-street car parking availability, traffic volumes and rat-running on Kent Road and surrounding local streets.

Even on game day at adjacent Cole Reserve, the data did not raise issues of concern, despite some extra parking in Joffre Road. Throughout the trial, Council has observed an average overall daily increase in people riding bikes using the separated infrastructure when compared to local bike riding facilities that have not been upgraded, including a notable increase in female participation.

Council has also undertaken wider engagement and received feedback from the community throughout the trial via engagement activities and through contact with officers. Council received considerable feedback from the community about specific concerns with the trial. Through proactive engagement and listening to further input on the trial, officers have sought to understand the specific challenges for residents, for those parking near the medical centre and for those crossing the road. A large petition was submitted to Council at the July 2022 meeting seeking Council's removal of the bike lanes due to concerns about safety (refer 5.3).

The key issues arising through the trial discussed in detail within this report can be summarised into three key themes:

- 1. Bike lane design, including impact to road space allocation and pedestrian accessibility
- 2. Amenity impact of bike lanes, including debris in the bike lanes and also the need to protect existing trees
- 3. Perceived road safety issues, including safety concerns in the design for pedestrians and the need to ensure the design protects all road users.

Council officers have determined that the current trial concept of long segments of separator kerb between the bike lanes and parked cars would deliver a satisfactory outcome in accordance with appropriate design and road safety standards. However, since the trial commenced, new alternative products resulting in physical separation have become available on the market.

Council officers recommend that Council conclude the separated bike lane trial on Kent Road, resolving to support separated bike lane infrastructure on this road, modified to use the alternative separation product. Officers recommend Council to undertake further engagement on the details of the final design with residents, business(es) and the sporting clubs directly affected by the bike lane to discuss localised issues such as driveway accessibility.

Council officers also recommend that Council implement other interventions to support additional road safety, amenity and accessibility benefits on Kent Road.

With the updated design and other elements, officers commend the separated bike lanes to Council. The solution is significantly improved because of the feedback received. Nonetheless there will be some community members who will not support this outcome.

In the northern parts of Moreland and particularly for east-west travel, cycling is a lot less prevalent and it is not as well catered for as the south in terms of routes for getting around that are protected from vehicles. Experience in the Brunswick area suggests that investing in bike facilities attracts new users over the long term. Bike riding will only increase if there are facilities provided to suit the 'interested but concerned' users.

Therefore, officers are recommending that Council retains the bike lanes, implementing the design changes that will make it operate significantly better, and supporting the long-term goal of increasing bike riding for transport.

## **Previous Council Decisions**

## Kent Road Separated Bike Lane Trial - 9 March 2022

That Council:

- 1. Notes the design options and the evaluation assessment for the trial-separated bike lane designs for Kent Road, Pascoe Vale:
- 2. Notes the Kent Road Community Design Review Panel Report.
- 3. Resolves to complete the 12-month trial period for the Kent Road separated lanes in order to collect data on usage by pedestrians, cyclists, and car drivers for all four seasons before the decision is taken on the final option for bike lanes on Kent Road.
- 4. Notes in February 2022 the Department of Transport approved Council's request for speed limit reductions to 40 km/h on Kent Road as part of the trial period.
- 5. Endorses the proposed process for future bike projects to engage with the community at multiple times throughout the strategic and design process of bike lane infrastructure in accordance with Council's Community Engagement Policy 2020.
- 6. Thanks the community members who provided feedback, the Community Design Review Panel and guest speakers for their contribution.

#### Kent Road Separated Bicycle Lane Options - 8 September 2021

- 1. Notes the six alternative design options and the evaluation assessment for the trialseparated bike lane designs for Kent Road, Pascoe Vale at Attachment 1 which responds to the specific Council resolution at its August 2021 meeting, noting:
  - a) The current design is considered, on balance a well-performing option suitable to continuation of a trial with minor amendments.
  - b) Option One (minimum width bi-directional separated bike lanes and physical separator) and Option Three (widening of the south side footpath to allow for bikes and footpath off road) meet design considerations but are not suitable for trial implementation as they require detailed design at the Cumberland Road roundabout including footpath realignment into the park and Department of Transport approval.

- c) Option Two (bike lanes max 1.2m with plastic bollards as separators) provides insufficient bike lane width and is considered unsafe for either a trial or permanent street-cross section design for Kent Road.
- d) Option Four (widening of the south side footpath to allow shared path) is considered unsafe for either a trial or permanent street-cross section design for Kent Road due to the inherent issues with shared paths.
- e) Option Five (similar to current trial but removes physical concrete separator and replaces with 0.8m plastic bollard treatment similar to Northumberland Road) is a minor adaptation to the current design which delivers improvements to pedestrian walkability, future street waste collection and marginal improvement to vehicle operating widths and turning circles for driveways.
- f) Option Six (removal of parking on southern side and reduction in width of physical separators) requires removal of on-street parking on the southern side of Kent Road and allocation of that road space to allow continuous two-way traffic flow in a low speed environment.
- 2. Considers a new option "Option 7" that is similar to Option 4 but widens the shared path to 3m and reduces the space for utility poles to 0.8m. If in-principle approval is given by the utility company, and a road safety audit raises no major concerns, that Council adds this option to the engagement process noting that the scope and costs of the works involved in this option would mean that this option is not suitable for a trial. If the utility company and/or the road safety audit does not support the relocation of the utility poles, that this option proceeds no further.
- 3. Undertakes community engagement on the current trial design, in addition to alternative design options one, three, five and six (see Attachment 1) and option 7 (as outlined in resolution 2) as per Council's Community Engagement Policy (2020).
- 4. Receives a report by February 2022 including:
  - a) Findings from the community engagement on the current design, in addition to alternative design options one, three, five and six (see Attachment 1) and option 7 (as outlined in resolution 2).
  - b) Research and data analysis during the intervening period on cycling uptake, changes in vehicle speeds and volume, traffic incident reports and parking assessments
  - c) Recommendations to Council for the remainder of the trial period.
  - d) Recommendations to Council for consultation on future bike lane projects based on outcomes from proposed Kent Road community engagement process.
- 5. During the intervening period of engaging the community with the various bike lane options, continue to make alterations on the Kent Road bike trial in response to observations and feedback including:
  - a) Review turning movements at individual driveways to ensure residents can drive in and out of their driveways along Kent Road adequately.
  - b) Consult with the owners and occupiers of Kent Road between Cornwall Road and Cumberland Road to gauge support a parking ban during the trial period on the southern side of Kent Road either all day or during waste collection on Wednesday (5am to 12 noon).
- 6. Delegates approval to the Director City Futures for parking restriction modifications on Kent and Northumberland Roads (Pascoe Vale) and Dawson Street, Brunswick (and immediately surrounding streets) to address any identified issues during the trial period only.

7. Notes that a zebra crossing (including potential raised platform) on Kent Road (immediately east of Joffre Road) will to be considered as part of all bike options and will be reported back to Council with the recommendation on how to proceed with bike lanes on Kent Road. Council also notes that Department of Transport approval will be required.

**Dedicated Bicycle Lanes on Kent Road and Northumberland Road Pascoe Vale** - 11 August 2021

- 1. Notes that some members of the community do not feel that sufficient consultation has occurred with regard to some of Moreland's recent, temporary, pop-up bike lanes, particularly on Kent Road, Pascoe Vale.
- 2. Notes that community members and the Pascoe Vale Medical Centre have identified a number of access, safety and parking issues on Kent Road since the installation of the temporary bike lanes.
- 3. Notes that a common theme of the community feedback is that the current bike lane design on Kent Road makes the road too narrow for motorists to pass each other and to park their cars.
- 4. Notes the purpose of the below, potential design changes at point 8a) are intended to:
  - a) Give back more road space to motorists in light of the feedback received by some residents
  - b) maintain physically separated infrastructure for residents who ride bikes
  - c) allow for easier parking and access to homes, the Pascoe Vale Medical Centre, and Cole Reserve
- 5. Notes that Kent Road and Northumberland Road are identified in Council's 10 Year Bicycle and Pedestrian Plan as strategic cycling corridors.
- 6. Notes the need to provide physically separated cycling infrastructure to encourage people of all ages and abilities to ride a bike, whilst also maintaining a safe road network.
- 7. Notes the recent Monash University and VicHealth survey (2020) study showing 83% of Moreland residents would ride a bike more often if they had safe, physically separated infrastructure to use.
- 8. Receives a report at its September 2021 meeting, investigating how to continue the Kent Road trial using alternative design options that retain physically separated cycling infrastructure to keep residents on bikes safe, as well as providing more road space to motorists in light of concerns raised by some residents. Council officers should investigate options such as:
  - a) Bi-directional bike lanes involving the removal of one of the physically separated bike lanes on Kent Road and replacing with a consolidated, bi-directional bike lane on the opposite side of the road. One option would involve the removal of the existing bike lane on the north side of Kent Road and the installation of a bidirectional bike lane on the south side of the road.
  - b) allowing removal of all concrete barriers on Kent Road and replace with plastic bollards on the south side only and the bike width lane should not exceed 1.2 metres.
  - c) widening of the south side footpath on Kent Rd for example up to 1.8 metres to allow for bike lanes and pedestrian footpath that would be similar to what we have on Rhodes Parade, Oak Park, the continuation of Boundary Road, Pascoe Vale.

- d) Investigate the installation of a pedestrian crossing on Kent Rd opposite Cole Reserve.
- e) the option of a shared path for cyclists and pedestrians on the southern side of Kent Rd
- f) Include recommendations for improving the consultation process for future projects involving separated bike lanes.

Safe Movement of Pedestrians and Cyclists - Covid-19 Response - 8 July 2020

That Council:

• • •

4. Approves the following projects as described in this report to be delivered as soon as possible, subject to external/grant funding being secured.

- *i.* An expanded zebra crossing program (up to \$500,000);
- *ii.* An expanded pedestrian threshold program (up to \$500,000);
- *iii.* Pop up separated bicycle lanes on Dawson Street, Brunswick between the Upfield shared path and Barry Street (\$105,000);
- *iv.* Pop up shared zones on Albert Street and Victoria Street in Brunswick East at the Fleming Park shared path (\$150,000);
- v. Pop up separated bicycle lanes on Kent Road, Pascoe Vale, between Cornwall Road and Cumberland Road (\$60,000);
- vi. Pop up separated bicycle lanes on Northumberland Road, Pascoe Vale between Rhodes Parade and the KW Joyce Reserve shared path (\$66,000);

Notice of Motion - Moreland's Transport Response to COVID-19 and Social Distancing Requirements - 13 May 2020

That Council:

• • ••

- 5. Receives a report at the July Council meeting detailing further opportunities to support safe movement for pedestrians and cyclists during the COVID-19 state of emergency including:
  - a) Opportunities to repurpose car parking to support safe pedestrian or cyclist movements;
  - b) Locations for trials of 30km/h speed limits on local roads, as per MITS 2019;
  - c) Pedestrian and cycling improvements that could be delivered in the short term.

#### Moreland Integrated Transport Strategy Review - 9 December 2020

- 1. Reaffirms the objective of mode shift to more sustainable transport options, noting that this requires strong investment in public transport, cycling, walking and other sustainable transport infrastructure, as well as incentives and encouragements to take up sustainable transport.
- 2. Recognises that using sustainable alternatives to driving is difficult for many in Moreland, partly due to lack of investment in the public transport system by the state government, particularly in the North of Moreland.

## 1. Policy Context

## Council Plan 2021-2025

The Council plan sets out Council's and community's vision for the future. Key objectives and strategies related to this report include:

- 2. To contribute to the health, safety, and security of everyone living in our diverse community and to increase safe, accessible, physically active and enjoyable ways to get around Moreland, especially via walking, cycling and public transport.
  - 2.1. Build safe, accessible and high-quality bike and pedestrian infrastructure to create links between areas of high pedestrian and cycling demand, especially the Coburg to Glenroy bike path
  - 2.2. Scope and implement suburb based active transport (bike and pedestrian) improvements (prioritising Fawkner, Gowanbrae, Hadfield, Oak Park, Pascoe Vale and Glenroy)
  - 2.5. Facilitate substantially increased use of active transport in the community through targeted programs which include a focus on children, young people, families and older people
  - 2.6. Collaborate with the community to improve pedestrian and cycling infrastructure on a case-by-case basis

## Moreland Integrated Transport Strategy (2019)

The Moreland Integrated Transport Strategy 2019 is Council's current transport strategy and it encourages greater take up of sustainable transport alternatives. The strategy includes actions which commit Council to:

- Reallocate road space and car parking according to the road user hierarchy (in descending order: pedestrians, cyclists, public transport users and motorists).
- Work together with state government to, among other things:
  - Continue to implement 40 km/h speed limits on local roads
  - Install direct, safe and convenient crossings where lots of pedestrians and cyclists want to cross, even where VicRoads warrants aren't met
  - Increase pedestrian and cyclist priority at signals and crossings.

## Zero Carbon Moreland (2018)

Council's Zero Carbon Moreland 2040 Framework outlines the community vision and strategic directions for the transition to zero carbon in Moreland by 2040. In 2019/20, transport was recorded to contribute 17 per cent of all carbon emissions in the Moreland local government area and 13 per cent were from private motor vehicles. The 2040 vision for Sustainable Transport includes:

- Most people choose to walk or cycle to get around locally because its healthy, free, safe and convenient
- Moreland is known for its pedestrian and cycle-friendly streetscapes

This overarching Framework informed 5-yearly action plans to drive the transition to zero emissions including:

- Investing in infrastructure to support active travel and public transport
- Reallocate space used for private vehicle travel and parking to support sustainable transport use and other purposes.

In addition, Council resolved in December 2021 to adopt an interim target towards the Zero Carbon by 2040 goal of a reduction of emissions by 75 per cent by 2030.

## Urban Heat Island Effect Action Plan (2016)

In 2016 Council adopted the Urban Heat Island Effect Action Plan to create a city more resilient to urban heat and climate change. Protecting and enhancing tree canopy cover and green spaces are important considerations for future bicycle and pedestrian projects.

## **Community Engagement Policy (2020)**

Council has recently adopted a new Community Engagement Policy (2020) to align with the new Local Government Act 2020. It sets directions for how Council will engage with the community on decisions that impact them, including future bicycle and pedestrian projects.

## 2. Background

At its July 2020 Council meeting, Council allocated an additional \$1.68 million in the 2020/21 budget for walking and cycling projects in response to the COVID-19 State of Emergency in Victoria.

This investment aimed to encourage as many people as possible to walk or ride a bike particularly for shorter trips to local shops, parks and amenities. This was particularly relevant as social distancing requirements would lead to a significant decrease in public transport use.

It also reflected the need to provide high quality and safe active travel infrastructure to ensure that walking and riding can be considered as legitimate viable travel options for all members of our community to provide choice in how they travel, rather than a one-size fits all approach. This is particularly important for the female cohort in our community who ride bikes for transport significantly less often than males. It is of fundamental importance that all sectors of our community have the same opportunities to travel and these physically separated bike lanes are specifically encouraging those "interested but concerned" members of the community that would take up cycling if safe options were provided.

The Kent Road trial bike lanes fill one of the few missing links in the Coburg to Glenroy bike route. The Coburg to Glenroy Bike route is envisaged to be a connected, safe and efficient route suitable for bike riders of all confidence levels. It connects many major and local destinations including Glenroy and Coburg Activity Centres, local shopping centres, Pascoe Vale Girls Secondary College and open spaces.

Planning for the bike route is occurring in stages. As shown in *Figure 1*, key links along this route have already been constructed, represented by the solid green lines. The purple line represents the shared path through KW Joyce reserve and the current trials on Northumberland Road and Kent Road are shown in yellow and orange respectively. The dashed blue lines represent the work currently being managed by the State Government (Department of Transport).



Figure 1: Coburg to Glenroy bike route

The bike lanes on Kent Road, Pascoe Vale were installed using temporary infrastructure to allow council to monitor their performance and make real-time adjustments based on community feedback over the course of the trial before making a final decision. A typical cross-section of Kent Road trial separated bike lanes is shown in *Figure 2*.

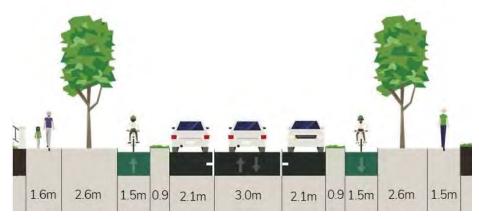


Figure 2: Cross-section of current trial on Kent Road, Pascoe Vale

Since installation, Council has made several amendments and changes to the design in response to feedback during the course of the trial, including:

- Repairing the travel path for cyclists by removing potholes and cracks
- Installing "No Stopping" areas where vehicles can pull in to allow oncoming vehicles to pass
- Removing "No Stopping" areas on Cumberland Road just south of Kent Road, creating between 16 and 18 new on-street parking spaces near the sporting ovals and medical centre
- Installing 2-3 disabled parking bays immediately outside the medical centre on Joffre Road and 5 min restrictions signs for drop offs near the medical centre.

Additionally, Council officers requested a speed limit reduction with the Department of Transport on the bike trial roads (Kent Road, Northumberland Road and Dawson Street) from existing speeds down to 40 km/h. Approval for speed limit reductions was provided by the Department in mid-February 2022 and will be implemented on Kent Road subject to Council's resolution on the future of the bike lane at the August 2022 Council Meeting.

During the trial, there has been considerable feedback from the community about the installed trial and options considered, both supportive and not supportive. At the 8 September 2021 Council Meeting, Council resolved to undertake community consultation on the current design and five alternatives, summarised as:

- Option One: current trial design minimum width separated bike lanes
- Option Two: minimum width bi-directional separated bike lane
- Option Three: change kerb alignment to widen road space
- Option Four: minimum width separated bike lanes with traffic bollards
- Option Five: Minimum width separated bike lanes; parking removed on southern side
- Option Six: 3 metre shared path; Kent Road as before trial

At the 9 March 2022 Council Meeting, Council received a report including:

- Details of the six design options and assessments of them by an accredited road safety auditor
- Findings from the community engagement on the current design and five alternative options
- Research and data analysis during the intervening period on cycling uptake, changes in vehicle speeds and volume, traffic incident reports and parking assessments.
- Recommendations to Council to make permanent the current trial infrastructure with amendments to the design following community feedback
- Recommendations to Council for consultation on future bike lane projects based on outcomes from proposed Kent Road community engagement process.

At this meeting Council resolved to complete the 12-month trial period for the Kent Road separated lanes in order to collect data on usage by pedestrians, cyclists, and car drivers for all four seasons before the decision is taken on the final option for bike lanes on Kent Road.

## 3. Issues

Since commencing the trial in July 2021, Council has undertaken extensive technical investigations and data analysis on the usage of Kent Road by all users, including bike riders, pedestrians and vehicles. Council has also undertaken wider engagement and received feedback from the community throughout the trial via engagement activities and through contact with officers.

This report outlines relevant information informing the officer recommendation and is discussed as follows:

- Section 3.1 provides a summary of the data collection and methodology undertaken throughout the trial
- Section 3.2 provides a summary of the community engagement and outcomes
- Section 3.3 provides a discussion on the key issues which have emerged throughout this trial including community feedback and data analysis where relevant
- Section 3.4 provides the officer recommendations and next steps

## 3.1 Data collection

Council undertook survey counts of the bikes, pedestrians and vehicles using Kent Road, Pascoe Vale to see how the trial has been performing. A survey count is an automated process to observe and record the number, speed, direction and type of user.

Council engaged an independent research company to undertake these surveys at regular intervals in order to view longer term trends that may fluctuate across shorter time periods (such as lockdowns, weather, etc). Two main methods are used to record the information:

- Tube counters placed across the street identify the number, type and speed of vehicles
- A camera identifies the number, direction and approximate age and gender of bike riders and pedestrians.

Council undertook surveys of bikes, pedestrians and vehicles across five time periods and seven survey areas around Kent Road, including:

- Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

The location of each of the surveys is shown in figure 2, including:

- 1. Kent Road, between Cornwall Road and Cumberland Road. Counter located at 130 Kent Road
- 2. Kent Road east of Cumberland Road. Counter located at 92 Kent Road
- 3. Valerie Street. Counter located between 12 and 16 Valerie Street
- 4. Kitchener Road. Counter located at 14 Kitchener Road
- 5. Joffre Road. Counter located between 12 and 14 Joffre Road
- 6. KW Joyce Reserve. Counter at Kent Road and Cornwall Road (only bike and pedestrian counts)
- 7. Cornwall Road. Counter located at 57 Cornwall Road

Vehicle surveys were taken over seven days, commencing from first day of each survey period. Parking surveys were also undertaken in the Kent Road area during the same periods as shown in Figure 3.



Figure 3: Transport survey locations for Kent Road, Pascoe Vale

Bike, pedestrian and vehicle survey counts provide a useful snapshot in time of the impact of changes during the trial period. Council can compare information gathered during the trial periods and compare this to information before the trial infrastructure was installed in December 2020.

In addition, bike counter data from the Department of Transport (VicRoads) website<sup>1</sup> was accessed at nearby "control" locations for the same dates as the Kent Road data, to allow relative underlying trends (e.g. relating to weather and COVID impacts) to be considered when reviewing the Kent Road data. These control locations were Capital City Trail in Princes Hill and St Georges Road in Northcote. (Note: the Upfield Line shared use path was impacted by level crossing removal works and the Merri Creek Trail counter data was unavailable for the 2022 dates, so these sites could not be relied upon as control locations).

Officers reviewed the transport survey data on the usage by bike riders, pedestrians and vehicles throughout all four seasons. Detailed findings of the Kent Road Transport Survey Count Data is summarised in Section 3.3 of this report, can be found at **Attachment 1** and **Attachment 2**.

## 3.2 Community engagement

Council engaged an independent community engagement specialist, Max Hardy Consulting to provide a range of opportunities for the community to provide feedback on the design options. The engagement outcomes report prepared by Max Hardy Consulting were presented to the 9 March 2022 Council Meeting.

The engagement included interviews with seven interested and affected stakeholders, 45 participants in a project webinar, 421 responses to a broad community survey and a more detailed in-depth discussion with 21 members on the Community Design Review panel. The seven stakeholders interviewed included representatives from the PVH Medical Centre, the Moreland Bicycle Users Group, past participants from the early engagement of the Kent Road bike lane trials (Stage 1 from July and August 2021), and several interviews with residents that lived on or near Kent Road and had previously participated in engagement or provided feedback to Council.

In addition to the engagement activities, Council undertook extensive communications activities leading up to and throughout the engagement period including social media posts, emails to project subscribers, newsletter articles and letters to residents. As restrictions eased, over 500 printed flyers were letter-dropped in the local area and to the PVH Medical Centre to reach a broader audience that may not have accessed the online material. Officers also offered to meet face to face with those in the local area who could not access the materials or engage online.

Council also prepared a Project Information Booklet for the bike lane project to provide engagement participants at each stage with the available and relevant information to inform their contributions. To improve the accessibility of the information, the booklet was also translated into Italian and Greek as the top two languages, after English, spoken in Pascoe Vale and Moreland more generally.

<sup>&</sup>lt;sup>1</sup> https://www.vicroads.vic.gov.au/traffic-and-road-use/road-network-and-performance/road-use-and-performance

The survey identified that Options One (43%), Three (42%) and Six (46%) had the highest levels of community support (when considering both 'very supportive' and 'somewhat supportive' responses). The survey results also showed the diverse views of the community regarding this project more generally, with all options attracting unsupportive ratings from roughly half of the responses. The key themes raised in the survey comments were similar to those mentioned in the stakeholder interviews and included safety concerns, desires for the removal of the current trial and concrete barriers, retention of road space for cars to allow for parking, access and traffic flow, small design suggestions, a desire to retain the cycle lanes and support active transport and consideration of the wider network and location of this route.

In-depth engagement about the bike lanes and alternative design options was undertaken with a Community Design Review Panel. The panel comprised members with broad representation and an interest in the project. The Panel included a range of ages, genders, and preferred transport mode and expressed views for, against or neutral towards the Kent Road Trial Bike Lane project. The Panel members participated in detailed discussions across two sessions in November 2021 where they also heard from other stakeholders including the Department of Transport, Victoria Police, bike and pedestrian user and advocacy groups, a resident who nominated to speak, and a representative from PVH Medical Centre on Kent Road, Pascoe Vale.

The panel outcomes identified that those opposed to the trial bike lane had very little support for any of the options, though some were prepared to tolerate Option Six. For those more supportive and open to the trial bike lanes Option One was the more strongly supported approach.

Overall, the engagement has identified that much of the opposition and negative feedback towards the bike lanes was due to the lack of engagement and poor communication with the affected community before the bike lanes were implemented, and only some opposition was due to specifics of the design. These issues have become so closely tied together in the online debate and community discussion that it has been difficult to determine relative support for the different options.

#### 3.3 Emerging themes throughout the trial

#### Narrowing of road space to vehicles

Before the trial, Kent Road was wide enough to allow two way free-flowing vehicle traffic with parked cars on both sides of the street. The trial design narrows the available road space for vehicles and requires traffic to yield and give way to each other at narrow points, such as when two cars are parked next opposite one another.

The narrower space for vehicles requires drivers to change their behaviour to match the prevailing road conditions.

After installation of the trial infrastructure, a crash occurred on Kent Road, Pascoe Vale between two vehicles. A review of the crash data shows that the crash was the result of driver error under new traffic conditions rather than an issue with the street design.

Since the crash, as mentioned above, Council has installed "No Stopping" areas at intervals on Kent Road where vehicles can pull in to allow oncoming vehicles to pass.

#### Engagement feedback

Engagement feedback on this issue was mixed. Some residents and users felt that Kent Road should be returned to its pre-trial design by removing the separated bike lanes because the narrower vehicle lane was unsafe and would lead to congestion.

Other engagement participants indicated the trial layout is a more equitable distribution of road space between all road users and should be kept.

## Data analysis

When making changes to the transport network, it is important to measure and consider the potential impacts across the wider network. One of the potential implications of reduced traffic volume on one street is for that traffic to move to another local street, also known as rat-running.

As shown in Figure 4, average daily vehicle volumes on Kent Road, Pascoe Vale have gradually reduced and are now lower than before the trial. In all instances, on recorded sites, vehicle volumes are now the same, or lower than before the trial.

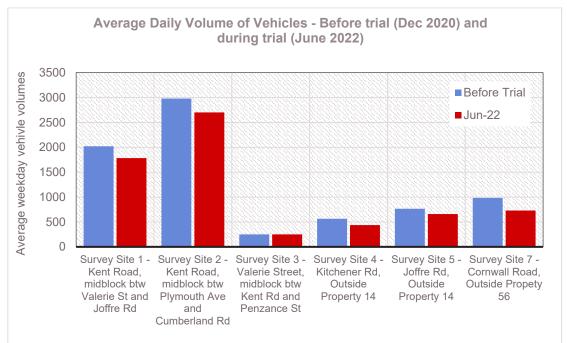


Figure 4: Average daily vehicle volumes before the trial in December 2020 compared to during the trial in June 2022

## Officer comment

Vehicle lane widths throughout the municipality vary. On local streets with parking permitted along both kerbs it is common for the road width to allow only one vehicle to travel between two parked cars at any one time. This is commonplace in many residential streets not only throughout Moreland, but all over Metropolitan Melbourne.

The reduced average daily vehicle volume across all sites indicates that the separated bike lanes have not had a detrimental impact on Kent Road and the surrounding local street network.

It has been noted, however, that many drivers have parked vehicles with two wheels up on the kerb separator during the trial. This suggests discomfort with leaving vehicles parked opposite one another, even though the statutory requirement to leave a gap of 3 metres is able to be met.

In addition to the changes already introduced to have some "No Stopping" areas to allow vehicles to give way to oncoming traffic, officers have identified an opportunity to reduce the 'buffer width from 0.9 m to 0.8 m on each side. This would reallocate 0.2 m back to the vehicle road space, providing 3.2 m at a minimum. If it is determined to implement this option, consideration will also be given to additional guidance such as indicating parking spaces for drivers seeking to park on Kent Road.

Some road users may perceive that a narrower road width reduces road safety. Delivering infrastructure that is as safe as possible is a key objective of all road treatments. To achieve this, it is important to assess whether proposed treatments deliver reduced risk for road users. Road safety risk is measured by undertaking a Road Safety Audit (RSA). An RSA is always completed by a qualified and accredited RSA team and can be done at any stage or the project depending on the complexity. A Road Safety Audit was undertaken for Kent Road and all alternative design options.

The likelihood of a crash occurring is always higher when new infrastructure is installed as users become accustomed to the changes. Since the first incident shortly after commencement of the trial, no further incidents have been reported.

Officers are confident that while the proposed treatment creates the need for drivers to anticipate the next move of oncoming vehicles to know when to yield and when to proceed, this heightens the driver's awareness and result in driving behaviour to match the conditions. As mentioned, this is a common feature on residential streets across Melbourne. The current Kent Road design encourages drivers to travel with more caution and at a slower speed.

Conversely, people riding bikes benefit significantly from the physical separation achieved through the Kent Road treatment, reducing the risk of interactions between them and motorised vehicles and thereby improving road safety.

#### Changed conditions for pedestrians crossing the street

Construction of raised physical barriers separating the bike lane from parked cars has created additional kerbs for people to cross the street or when exiting a parked car.

## Engagement feedback

Residents and visitors to the street have indicated a greater level of difficulty exiting parked vehicles onto the raised kerb than before the trial, particularly for those with mobility impairments or additional equipment, such as the elderly with a walking frame, people requiring a wheelchair, or young families with prams.

#### **Officer comment**

The August 2021 Council resolution requested an investigation into a pedestrian crossing on Kent Road near Cole Reserve and Joffre Road. In response, a concept design has been prepared for a raised pedestrian crossing in this location, as shown in Figure 5.

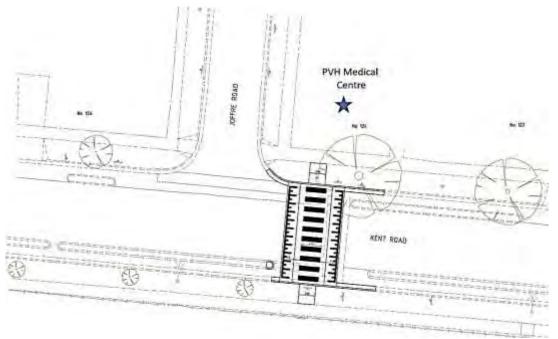


Figure 5: Concept design of proposed raised pedestrian crossing Kent Road, Pascoe Vale.

The design of the crossing is compatible with any of the Kent Road bike lane design options. The design will allow pedestrians to cross the street while remaining at the same level with the paths on north and south side of the street. The state government (Department of Transport) has provided in-principle support, noting the detailed design will resolve street lighting and sight lines to pedestrian movements.

An alternative treatment for the physical separator is recommended to mitigate the issue of crossing multiple raised kerbs. This is discussed in section 3.4.

## Difficulty with waste collection

Waste collection with separated bike lanes is a new process for Moreland Council. The current trial infrastructure requires residents to place their bins on the raised physical separators for collection.

#### Engagement feedback

Council heard feedback about the difficulty some residents have in lifting the bins into place and the tendency for the bins to fall off the physical separator islands.

#### Officer comment

Council has investigated alternative means to support waste collection services on Kent Road. Hatched line marking adjacent to driveways is proposed that will provide a designated space to bin placement. An example of how this could apply to Kent Road is shown in Figure 6.

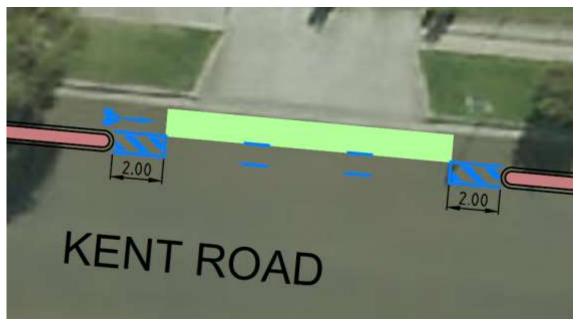


Figure 6: Preliminary concept plan of hatched line marking to improve placement of bins and collection service

#### Street sweeping

The Kent Road separated bike lanes are one of the first of their kind in Moreland. During the trial officers observed that leaf litter and debris from the temporary 'fill' used in the physical separators is more prone to gather in the bike lanes.

To date, Council has undertaken manual sweeping of the current bike lanes. While this process is appropriate for a limited section of road for a trial period. However it would be an overly resource and time intensive cleaning process as more separated bike lanes are introduced across the municipality in the future.

#### Engagement feedback

Council heard feedback about the impact which the debris has on street amenity as well as the ability to bike riders to use the lane.

## **Officer comment**

Alternative design treatments for the physical separator is recommended that will help mitigate the issue for street sweeping. Section 3.4 provides further information and proposed next steps.

#### Car parking access on Kent Road and surrounding streets

Installation of the bike lanes required removing 12 on-street car parking spaces from Kent Road for give-way points and adequate clearance from intersections.

Following installation of the bike lanes, Council removed a redundant no-stopping restriction on Cumberland Road which created an additional 16 on-street car parking spaces. There is a net positive of 4 parking spaces in the surrounding area.

#### Engagement feedback

Feedback during engagement has indicated that on-street car parking and access to the PVH Medical Centre is a key consideration for residents and PVH staff and visitors since the trial bike lanes were installed.

#### Data analysis

The average and maximum on-street car parking occupancy in the survey area including Cornwall Road, Cumberland Road, Kitchener Road, Joffre Road, Valerie Street and Kent Road was observed to change across all four seasons as shown in Table 1.

The lowest car parking occupancy was observed in March 2022 and the highest was observed in June 2022.

Table 1: Breakdown of daily average and daily maximum percentage of car parking occupancy across parking survey area (including Kent Road) between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

	Thursday Parking % occupancy		Friday Parking % occupancy		Saturday Parking % occupancy		Sunday Parking % occupancy	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
December '20	42	47	44	49	40	45	39	43
September '21	38	41	34	39	37	40	35	40
December '21	43	46	42	45	41	45	40	43
March '22	26	31	26	35	21	31	26	34
June '22	45	55	46	51	50	59	48	53

#### Officer comment

As shown in the parking assessments for Kent Road, Pascoe Vale and surrounding streets any demand for parking due to the removal of parking bays on Kent Road has been redistributed within the neighbouring streets. This ensures that ample parking supply is available in the precinct.

The maximum parking occupancy of 59 per cent was observed on Saturday 18 June 2022 (a football game day at Cole Reserve). This indicates that the reduction of available parking on Kent Road between Cornwall Road and Cumberland Road has not caused flow-on capacity issues in the surrounding local area during peak periods of use. It is noted that there are localised impacts on this day on Joffre Road which are discussed below.

In response to feedback about access to PVH medical centre, Council installed 2-3 disabled parking bays immediately outside the medical centre on Joffre Road, as well as 5 min restrictions signs for drop offs near the medical centre.

The disability parking bays that are installed on Joffre Road provide a similar level of access to other on-street disability parking bays found commonly throughout Moreland.

In addition to on-street parking, the PVH Medical Centre has 10 off street parking spots, and one 1 additional disabled parking bay for use by visitors to the centre.

## Parking access on Joffre Road during peak periods of use

The Cole Reserve football and cricket clubs are likely generate times of peak-usage with visitors to the area at different times of the week and year due to the seasonality of sport.

## Engagement feedback

Feedback received during the trial indicated concern over parking availability during peak periods, particularly for access to Cole Reserve for players and spectators and also tendency for some people to park with one wheel on the raised kerb profile.

## Data analysis

As per the Council resolution in March 2022, Council undertook transport survey counts during March 2022 and June 2022 to better understand the impact of local football matches on transport movements in the local area.

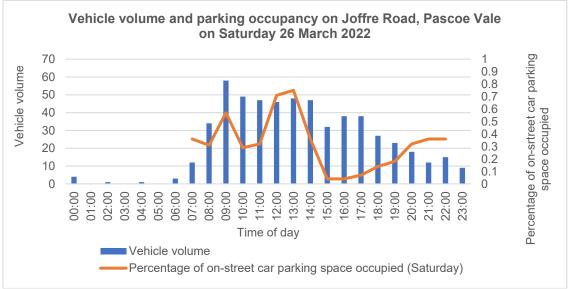


Figure 7: Vehicle volume and parking occupancy Joffre Road, Pascoe Vale on Saturday 26 March

On Saturday 26 March 2022, two practice matches were held at Cole Reserve by the Coburg Districts Football Club Senior Men and Women teams. During these matches, parking occupancy nearby on Joffre Road, Pascoe Vale was observed to increase, peaking at approximately 75 per cent between midday and 1:00 pm, as shown in Figure 7. Parking occupancy quickly dissipated after this time. During the same time period, total vehicle volumes on Joffre Road were approximately 50 per hour, this is less than one per minute and is considered well within acceptable levels for a local street.

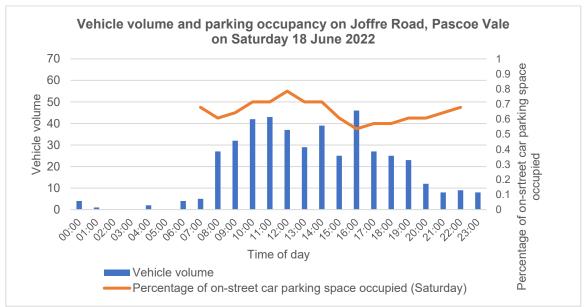


Figure 8: Vehicle volume and parking occupancy Joffre Road, Pascoe Vale on Saturday 18 June

On Saturday 18 June 2022, two matches were held at Cole Reserve by the Coburg Districts Football Club. During these matches, parking occupancy nearby on Joffre Road, Pascoe Vale was observed to increase between 70 per cent and 79 per cent from 10:00 am to 2:00 pm, as shown in *Figure 8*. During the same time period, total vehicle volumes on Joffre Road were approximately 43 per hour, this is less than one per minute and considered within acceptable levels for a local street.

#### **Officer comment**

Overall, the observed parking occupancy and vehicle volumes are considered localised, manageable and within acceptable limits as per Moreland's Parking Management Policy.

Council will continue to monitor the on-street parking conditions, educate motorists about correct parking and enforce parking related road rules.

#### Protection of existing trees

In 2016, Council adopted the Urban Heat Island Effect (UHIE) Action Plan to create a city more resilient to urban heat and climate change. The vision of the Urban Forest Strategy (2017 - 2027) is to promote and encourage the transformation of Moreland into a municipality where healthy trees and vegetation are a core part of the urban environment in order to create a cooler, greener and more liveable city.

In 2019 Council declared a 'climate emergency' committing to urgent action to respond to climate change and promoting environmentally friendly transport.

Two of the alternative design options under consideration (Options 3 and 6) during the engagement on the Kent Road trial separated bike lanes involves removing all trees on the southern side of the street. Not only would this be a poor outcome for the urban heat island effect, but would mean that the dedicated path to which pedestrians and bike riders are being funnelled to is unshaded.

#### Engagement feedback

Council received feedback during the engagement that the protection of existing trees and amenity is important.

#### **Officer comment**

Protecting and enhancing tree canopy cover and green spaces are important strategic considerations when planning for future bicycle and pedestrian projects because pedestrians and cyclists prefer to travel down shady, sheltered streets. The impact of tree canopy cover is shown in Figure 9.

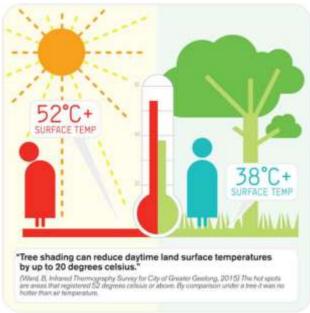


Figure 9: Areas without tree canopy cover can have significantly higher temperatures than those with tree canopy.

As shown in Figure 10, Kent Road, Pascoe Vale between Cornwall Road and Cumberland Road currently has only 10 to 20 per cent tree canopy coverage.

Protecting existing tree canopies and seeking opportunities to increase street tree planting are identified as strategic actions in both the Urban Heat Island Effect Action Plan and the Urban Forest Strategy. These actions were recently endorsed in the Council Plan 2021 – 2025, with a commitment to "strive to protect people's health, plants and animals".

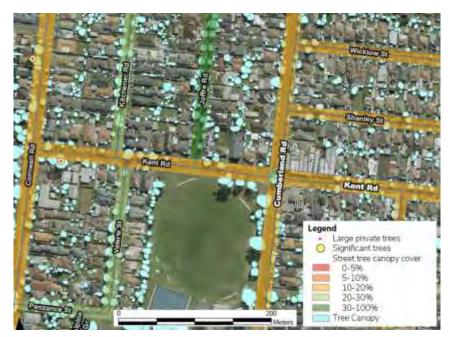


Figure 10: Canopy coverage on Kent Road, Pascoe Vale and surrounding streets.

## Shared paths (option 6)

Shared paths are typically not the preferred design intervention, particularly in road reserves where there are access requirements across the path to private property.

One of the alternative design options under consideration during the engagement on Kent Road trial bike lane involves constructing a shared user path on the southern side of the street.

## Engagement feedback

Engagement on Kent Road design alternatives identified that those opposed to the trial bike lane had very little support for any of the options, though some were prepared to tolerate Option Six which includes a 3-metre shared path.

## **Officer comment**

One of the most common complaints Council receives from cyclists and pedestrians is the conflict that occurs on shared paths as bike riders tend to travel at higher speeds relative to pedestrians, making it an uncomfortable, less predictable and unsafe experience to walk on a path.

Victoria Walks is a health promotion charity established in 2009 with the aim to facilitate and inspire more walking throughout the community. Victoria Walks has compiled a wide range of research related to shared paths and perceived risks. Its research reports (source: https://www.victoriawalks.org.au/research/#shared-paths), identify:

- that for those aged 75 and over, walking makes up 77 per cent of their total physical activity
- In a survey of 1,128 Victorians aged 60 or over, 39 per cent identified bicycle riders on shared paths as a moderate or major constraint to their walking
- In a survey of 607 Victorians with vision impairment, 8 per cent had been involved in a collision and 20 per cent were in a near collision as a pedestrian over the previous five years and 24 per cent of these incidents were with bicycle riders

Delivering separated bicycle lanes also aligns with a list of Council-endorsed positions including the Moreland Integrated Transport Strategy, Urban Heat Island Policy, Zero Carbon Moreland 2040 Framework, and the Climate Emergency Action Plan. These policies highlight the importance to promote sustainable transport, increase green spaces and reduce hard surfaces (e.g. concrete and asphalt). In off-street locations such as parks, shared paths are still preferred as it reduces the amount of green space removed, and most pedestrians do not need to walk on the path as they have access to alternative paths including grassed areas.

Separated bicycle lanes are the preferred on-street design treatment for Moreland's residential streets as they reduce conflict between pedestrians and cyclists and cyclists and vehicles. This is further compounded by the increasing uptake of faster, heavier e-bikes reducing further council's acceptance of shared paths solutions, especially in urban areas.

Option Six proposes to create a shared path on the southern side of the street and remove the separated bike lanes. This option will put pedestrians and cyclists in instances of additional conflict and will reduce the level of service for both types of user and reducing the attractiveness of both active travel options.

#### **Cornwall Road and Kent Road traffic calming treatment**

The Kent Road trial separated bike lanes connects from Kent Road to a new shared path through KW Joyce Reserve. Both are part of the broader Coburg to Glenroy bike route.

#### Engagement feedback

Council has heard that pedestrian and cyclist safety are important considerations for any of the future designs.

#### **Officer comment**

Council has assessed the perceived safety concerns at this intersection, noting the potential perceived conflict point between vehicles travelling north-south on Cornwall Road and cyclists and pedestrians crossing east-west between the KW Joyce Reserve shared path and Kent Road.

Perception of risk can stop people choosing to walk or ride a bicycle. Vulnerable road users (pedestrians and cyclists) are at a greater risk of being injured if involved in a crash, so are unlikely to choose to walk or ride if they feel unsafe.

There is no crash history at this intersection to indicate higher levels of risk.

To help address perceptions of risk, a speed hump is recommended north of Kent Road and associated signage, as shown in Figure 11, as suitable traffic calming measures to reduce the likelihood of any conflict between vehicles, bike riders and pedestrians. This will complement the existing speed hump to the south of Kent Road.



Figure 11: Concept design of proposed traffic management treatment on Cornwall Road, Pascoe Vale. Please note, bike lane infrastructure on Kent Road as discussed in this report is not shown.

## Changes to Cumberland Road and Kent Road intersection treatment

The Victorian Government is investing \$4.48 million to provide a cycle link east of Cumberland Road via Kent Road to Derby Street and then south to O'Hea Street.

Part of these works include traffic calming improvements to the Cumberland Road and Kent Road roundabout. The Victorian Government is proposing to deliver speed cushions on the approaches to the roundabout. These speed cushions will slow down vehicles travelling through the intersection and improve safety for cyclists merging back into the surrounding network.

### Engagement feedback

During engagement Council heard feedback from the community about the broader connections and missing links making up the Coburg to Glenroy bike route including a desire to better understand what the Victorian Government is delivering on Kent Road (east of Cumberland Road) and Derby Street.

## **Officer comment**

Council has provisionally supported the design as an interim solution which includes a mix of traffic cushions, speed limit reductions, painted bike lanes and speed humps. Council will undertake further technical investigations to upgrade this infrastructure periodically in line with the refresh of our capital works program. Works are expected to be complete by the end of 2022.

#### Bike riding along Kent Road separated bike lane

The trial separated bike lanes on Kent Road were installed to fill a missing link in the Coburg to Glenroy bike route. Separated bike lanes provide separation to bike riders from vehicles which is not available under normal road conditions. On-road bike lanes with no separation often put bike riders in higher risk environments, such as car-dooring, being 'squeezed' by a passing vehicle in a narrow road space or being 'cut-off' by a turning vehicle. Bike riders with low experience, such as children, are particularly at risk in on-road environments as they are not familiar with road rules.

#### Engagement feedback

Throughout the trial, Council has received feedback from users and residents of Kent Road that the bike lanes are hardly used by bike riders.

#### Data analysis

*Figure 12* shows the bike counter data for Kent Road.

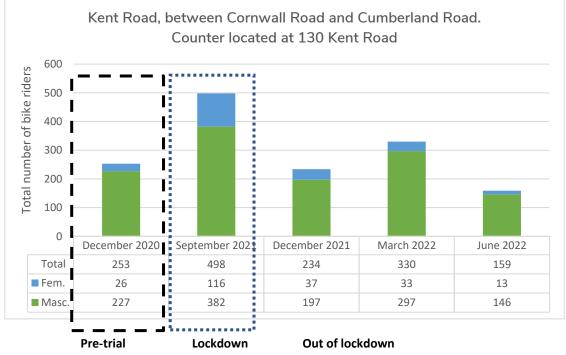


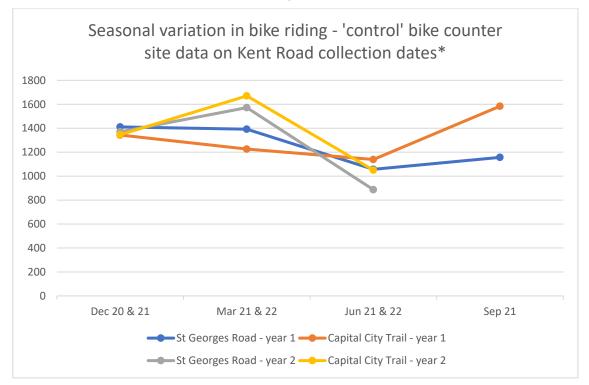
Figure 12: Bike ridership survey results for Kent Road, Pascoe Vale

It is clear from this chart that bike volumes are highly variable. In order to interpret the data, it is useful to access comparative data for the same collection days in the area, on bike routes unaffected by works, to understand underlying trends in bike riding volumes. It is helpful to use 'control sites' to assist with addressing two questions: i) to what extent is the Kent Road data affected by seasonality and ii) is there evidence of growth in bike riding on Kent Road as a result of the trial?

Department of Transport data on two control bike routes in the area has been used to assist this understanding – Capital City Trail in Princes Hill and St Georges Road, Northcote.

On the first question, the data in *Figure 13* reinforces the general understanding that whether for transport or recreational purposes (or both), bike riding is significantly affected by weather.

While the March and September data are somewhat dispersed, those data points and the December and June data points do suggest that there is reduced cycling in the winter months compared to the rest of the year.



\* Data for March 2021 and June 2021 was included in this analysis, for the equivalent 4-day period as the 2022 dates, to assist with assessment of seasonality

#### Figure 13: Seasonality of bike counter data – control sites (Source: VicRoads bike counter data)

On the second question of underlying growth in bike riding, the two control sites were analysed on the same dates as the subject site, and it is apparent that the average daily volumes during the trial on Kent Road were 121 per cent of the December 2020 average, compared to 88 per cent for the Capital City Trail and 105 per cent for St Georges Road.

This provides some confidence that the Kent Road bike lanes have attracted additional bike riders.

	Total Bike volumes detected	Control site	Control site	Subject site
Month	Collection days and lockdown status	St Georges Road	Capital City Trail	Kent Road
Before trial				
Dec- 20	Thursday 3 December to Sunday 6 December 2020 out of lockdown	5644	5372	253
During trial				
Sep- 21	Thursday 9 September to Sunday 12 September 2021 in lockdown	4628	6336	498
Dec- 21	Thursday 2 December to Sunday 5 December 2021 out of lockdown	5480	5384	234

Mar- 22	Thursday 24 March to Sunday 27 March 2022, out of lockdown	6288	6680	330
Jun- 22	Thursday 16 June to Sunday 19 June 2022, out of lockdown	3548	4200	159
Average daily volume on collection days during trial relative to before trial		88%	105%	121%

Further, with reference to *Figure 12*, it is also evident that the number of female riders (as estimated) is significantly higher than male riders. While the overall growth is 21 per cent, the growth in female riders is estimated at 91 per cent and males at 13 per cent. Even allowing for statistical variation, this is a significant result and suggests that the separated lanes have been particularly attractive to female riders – known to be more concerned about riding in mixed traffic than male riders.

## **Officer comment**

The positive uptake in bike riding seen on the Kent Road trial separated bike lanes between December 2020 and September 2021 as shown in Figure 12 indicates the program's success during COVID in encouraging more trips to be made by bike riding, as outlined in the July 2020 officer report on the Safe Movement of Pedestrians and Cyclists - COVID-19 response.

Experience demonstrates that continued investment to create safe, efficient and connected cycling infrastructure will provide a genuine alternative for people in the long-term. New bike riders take time to see the infrastructure there, know where it goes, what it connects to, and then seeing others using it to feel confident to take it up themselves. It occurs gradually, but steadily over time.

A similar trend is observed in Brunswick as infrastructure investments by Council 15 to 20 years ago continue to lead to increased participation in cycling. From 2011 to 2016, journey to work data indicates that cycling increased from 9.3 per cent to 12.1 per cent respectively (source: Australian Bureau of Statistics, Census data, 2011 and 2016). Brunswick has the highest journey to work cycling rate in Victoria.

## 3.4 Recommendations for future of Kent Road bike lane

Officers have reviewed the range of themes emerging throughout the trial, data analysis and community engagement activities. Officers recommend that Council conclude the trial and resolve to deliver separated bike lanes on Kent Road, Pascoe Vale between Cumberland Road and Cornwall Road generally in accordance with Option 1.

While the current trial design, with some amendments, delivers a suitable outcome, officers have identified new, alternative design products that have recently become available on the market which could be pursued on the street including a combination of smaller physical separator islands and line marking.

This treatment was recently deployed in the City of Melbourne, as shown in Figure 14.



Figure 14: Concept design of proposed raised pedestrian crossing Kent Road, Pascoe Vale. Source: City of Melbourne

An example cross section of this potential treatment applied to Kent Road compared to the current trial is below in Figure 15:



Figure 15: Conceptual cross-section of potential amended bike lane with intermitted raised separator and painted lines for Kent Road, Pascoe Vale between Cornwall Road and Cumberland Road.

It is expected that this treatment would address some issues identified during the Kent Road bike lanes trials, and offer multiple benefits including:

- retaining safety for bike riders by providing physical separation from vehicles
- aligning with proposed waste collection processes as bins can be placed within line marking
- enabling residents and visitors to Kent Road, particularly visitors to the PVH medical centre to exit parked vehicles more easily by removing additional impediments to cross the street and including space adjacent to parked cars to place wheelchairs, walking aids, prams and other equipment
- allow street cleansing processes to be restarted using Council's existing fleet

• delivering cost effective solutions for a similar benefit. Intermittent physical separators are much cheaper than the installation of concrete-filled physical separators

Council officers recommend Council resolves to conclude the trial and undertake functional and detailed design to make permanent the separated bike lane on Kent Road, Pascoe Vale to achieve multiple benefits, including:

- Maintain physical separation for bike riders from vehicles including dedicated 1.5m bike lanes and a physical separation between bike lanes and parked cars of 0.8m on both sides of the street
- Reallocate 0.2m, gained through efficiencies to physical separator width, to vehicle and parking lanes
- Improve accessibility for pedestrians, particularly those with mobility impairments to cross the street or exit parked cars
- Improve waste collection and street cleansing processes
- Deliver a more cost-effective solution

In doing so, officers recommend Council to undertake limited community engagement with only residents, business(es) and the sporting clubs directly affected by the bike lane to discussed localised issues such as driveway accessibility.

In the intervening period, officers recommend the current trial infrastructure to remain in place as no immediate safety or functionality issues are present.

This physical separator design will also be complemented by other changes to the street to address areas of poor or moderate outcomes, as outlined in the March 2022 Council report (7.2) including:

- Installation of a new raised pedestrian crossing over Kent Road, Pascoe Vale immediately east of Joffre Road, opposite the PVH Medical Centre
- Installation of traffic calming treatments at Cornwall Road and Kent Road
- Include additional space adjacent to driveways for hatched line marking to assist waste collection and vehicles getting into and out of driveways
- Create additional gaps in physical barriers opposite the intersections to allow cyclists to merge into the bike lane
- Reduce physical barrier width to 0.8m to provide an addition 0.2m to the road reserve
- Signage placed on barriers to more clearly indicate areas for no-stopping for vehicles
- Signage in the area and improved line marking to clearly indicate bike lanes for riding
- Investigate opportunities for street beautification projects including but not limited to further street tree planting and seats
- Investigate opportunities for widespread safety and behaviour change campaigns in partnership with state and local governments

## 3.5 Community impact

Extensive community engagement has been undertaken since the trial commenced in June 2021. The recommendation proposes to consult residents, business(es) and sporting clubs on Kent Road between Cumberland Road and Cornwall Road on alternative designs for the raised physical separator.

There have been two phases of engagement occurring throughout the trial period for Kent Road, they include engagement undertaken by Red Road consulting in July and August 2021 and engagement undertaken by Max Hardy Consulting as detailed in this report.

The consultation will be delivered at the 'functional design' stage of Council's endorsed community engagement process for bike lane projects.

## 3.6 Climate emergency and environmental sustainability implications

Transport accounts for more than one third of an average household's carbon emissions in Moreland, and almost one fifth of overall carbon gas emissions in Victoria and Australia. A separated bike lane on Kent Road, Pascoe Vale will support safe, efficient and accessible alternatives to private vehicle trips; will significantly contribute to reduced emissions and reducing the impact of global warming on future generations.

## 3.9 Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

Key sections in the Charter that are relevant to this report are recognition and equality before the law (section 8), freedom of movement (section 12) and taking part in public life (section 18).

The majority of the actions proposed in this report contribute positively to freedom of movement by making walking and bike riding safer and more accessible options for moving around Moreland for more people.

Some actions, such as the removal of car parking presents a more significant issue, particularly where parking occupancy is high and a reduction in the number of spaces may make it more difficult for a person to find a space. Changes to parking will occur through due process including consultation with the community and survey of parking requirements. In addition, no proposed action entails removal of a disability parking space.

It is considered that this impact on this right is justified by the positive impact on freedom of movement and safety for people cycling in the area. The proposal already minimises the reduction in car parking spaces as much as possible. As such, it is considered that the right to freedom of movement has not been unreasonably limited by the recommendations in this report.

The recommendation also proposed to investigate alternative physical separation treatment options with the community. Some options, such as the one proposed, can improve access for people compared to the current trial design, including providing space for people with wheelchairs, prams or other walking aids a space adjacent to their vehicle.

## 4. Community consultation and engagement

If Council adopts the recommendations, officers will begin preparing a functional design and implementation of the treatment as outlined in recommendation in consultation with the community.

#### Affected persons rights and interests

Before making a decision that affects a person's rights, Council must identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey those views regarding the effect on their rights and consider those views.

To date, Council has undertaken significant consultation across the community including interviews with key stakeholders, a broad community survey, and a community review panel.

The recommendation of this report outlines that Council will undertake limited consultation at the 'functional design' stage specifically with residents, business(es) and sporting clubs, to refine consider localised issues such as driveway accessibility on Kent Road between Cumberland Road and Cornwall Road.

## 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## 6. Financial and Resources Implications

Council has committed \$400k to the 2022/2023 budget to implement its recommendations to this trial, and other trials that will be considered at the August 2022 Council meeting. Appropriate resources will be allocated then to implement the project including design, consultation and project management.

## 7. Implementation

If council adopts the recommendations, Council officers will begin preparation of the functional design on consultation with the community and implement the permanent treatment as soon as possible.

Council's resolution will be communicated via the Kent Road Conversations Moreland Webpage, email to project subscribers, and letter box drop to residents, owners and businesses on Kent Road and adjoining streets in the shorter term.

## Attachment/s

- 1↓
   Kent Road Separated Bicycle Lane Trial Transport Survey counts
   D22/327988

   review
   2↓
   Transport survey
   D22/206520
- **2** Transport survey counts Kent Road and surrounds June survey D22/306539



# Kent Road, Pascoe Vale

**Separated bicycle lane trial** 

Transport survey counts review

# Moving safely in Moreland

The Council Plan 2021-2025 includes Theme 2: Moving and living safely in Moreland. Under this theme, Strategy 2.1 is "Build safe, accessible and high-quality bike and pedestrian infrastructure to create links between areas of high pedestrian and cycling demand, especially the Coburg to Glenroy bike path".

# Background to Kent Road separated bike lane trial

During the COVID-19 pandemic, there was an increase in the number of people using Moreland walking and cycling paths. To accommodate this, Council decided to invest an additional \$1.68 million walking and cycling improvements such as bike lanes and shared zones.

In total, 4 bike lane projects and 2 shared zone projects were endorsed by Council to be installed as trials in June 2021. All projects except the Albion Street bike lanes had been identified in Council's adopted future capital works program, but were fast-tracked as part of our COVID-19 response. The Albion Street bike lanes were included in these trials as they formed part of the detour route needed due to the Level Crossing Removal (LXRP) works. Unlike most of Council's infrastructure projects, the trials were designed as 'learning through trial' projects with community engagement based around the implemented trial rather than design concepts not yet installed.

These trials were installed using materials that could be modified or removed, meaning that changes to final designs could be made based on both feedback from the community and technical findings.



Figure 1: Separated bike lane on Kent Road, Pascoe Vale



Figure 2: Strategic role of Kent Road in Coburg to Glenroy bike route

# **Trial on Kent Road**

In June 2021, we installed trial separated bike lanes on Kent Road (as shown in Figure 1) as well as other sites in Pascoe Vale as part of the Coburg to Glenroy bike route.

This is a low-stress cycling route, suitable for cyclists of all confidence levels, that safely and effectively connects to shops, schools, open space and community facilities.

As illustrated in Figure 2, the new bike lanes in Kent Road (shown in orange) link up existing sections of bike facility and allow for a more complete bicycle network as part of the Coburg to Glenroy bike route. As the Department of Transport controls some of the roads on this route, the final decision on the type of installation on those roads is not under Council's control. The proposed treatments on the dashed blue section of the route in Figure 2 are not consistent with Council's objective for separated facilities. Similarly, the Department has identified a northern section of Cumberland Road for non-separated bike facilities. This section can form the function of providing access to the Coburg to Glenroy route, but is not part of Council's preferred route.

# **Benefits of separated bike lanes**

A separated bicycle lane is where there is a physical barrier between cyclists and traffic. This separation between cyclists and traffic helps encourage more people to ride, including cyclists with lower levels of confidence, and underrepresented groups such as women, children, and the elderly. This is particularly important in Moreland.

In 2020, VicHealth and Monash University surveyed over 4,000 people across 37 local government areas in Greater Melbourne and regional Victoria.

The research found that 83 per cent of people in Moreland would consider cycling as an option in some instances but are often afraid to do so if required to ride among vehicles or pedestrians.

Physically separated bike lanes provide people a chance to ride bikes with physical separation from cars and pedestrians and can empower that 83 per cent to ride their bike more often.

# **Trial objectives**

The broad objective of the trial, given the strategic importance of the route, was to determine the pros and cons of a separated bike facility.

This would be determined from a combination of community engagement and transport surveys, focusing on the experiences of people riding bikes, pedestrians, residents, other adjacent land users, local traffic, and parking.

# **Community engagement**

Throughout the 12-month trial we engaged with the community at various points to understand community sentiment, identify potential improvements, and allow the community to make suggestions for improvements.

Reference is made to the separate community engagement report "Kent Road Community Design Review Panel Report (D22/5548) and future engagement process for bike lane projects, drawing on the lessons learned with this project (D22/301624), both of which can be found on the Conversations Moreland webpage for these trials (https://conversations.moreland.vic.gov.au).

## Data collection

Council monitored this trial with a survey of bikes, pedestrians and vehicles using Kent Road and the surrounding streets. This was done with tube counters and a camera.

The remainder of this report is focused on the data collected before and during the trial, comparison of the bicycle counter data to publicly available bicycle counter data on nearby routes, and the conclusions that can be made.

# Bike, pedestrian, and vehicle survey counts

Vehicle survey counts allow us to effectively track vehicle, pedestrian, and bike activity in an area. Council engaged an independent research company to undertake these surveys using two methods:

• Tube counters placed across the street identify the number, type, and speed of vehicles, and

• A camera identifies the number, direction and approximate age and gender of bike riders and pedestrians.

Council is provided the raw data from these counts and can compare information gathered during the trial periods and compare this to information before the trial infrastructure was installed.



Figure 3: Separated bike lane on Kent Road, Pascoe Vale

## Survey locations and data

Council undertook surveys across five survey periods to capture data on the usage of Kent Road by bikes, pedestrians, and vehicles, including:

- Summer: Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Spring: Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Summer: Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Autumn: Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Winter: Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

The location of each of the surveys is shown in Figure 4, including:

- 1. Kent Road, between Cornwall Road and Cumberland Road. Counter located at 130 Kent Road
- 2. Kent Road east of Cumberland Road. Counter located at 92 Kent Road
- 3. Valerie Street. Counter located between 12 and 16 Valerie Street
- 4. Kitchener Road. Counter located at 14 Kitchener Road
- 5. Joffre Road. Counter located between 12 and 14 Joffre Road
- 6. KW Joyce Reserve. Counter at Kent Road and Cornwall Road (Pedestrian and bike count only)
- 7. Cornwall Road. Counter located at 57 Cornwall Road

Vehicle surveys were taken over seven days, commencing from first day of each survey period. Parking surveys were also undertaken in the Kent Road area during the same periods as shown in Figure 4.



Figure 4: Transport survey locations for Kent Road, Pascoe Vale

# Potential considerations with the data and survey methodology

## 1. Weather observations

Short term changes in weather conditions can impact the number of people likely to participate in outdoor activities such as riding and walking. Historical weather observations are provided below for each of the survey periods:

Table 1: Weather observations	from Econdon Airport	Duropy of Motoprology station	number 06020
Table L. VVeauler observations	TOTT ESSENDON AIRDOR.	Dureau of Meleorology Station	

Survey period		Minimum temperature (C)	Maximum temperature (C)	Rainfall (mm)
December 2020	Thursday, 3 Dec	9.4	25	0
	Friday, 4 Dec	10.2	24.4	0
before trial. out of	Saturday, 5 Dec	12.4	28.4	0
lockdown	Sunday, 6 Dec	12	21.6	0
September	Thursday, 9 Sept	11.2	24.6	0
2021	Friday, 10 Sept	9.6	18.8	0
during trial, in	Saturday, 11 Sept	12.1	22.9	0
lockdown	Sunday, 12 Sept	8.3	15.7	0
December 2021	Thursday, 2 Dec	16.4	33	22.6
	Friday, 3 Dec	10.3	20.2	3.6
during trial, out of	Saturday, 4 Dec	9.8	19.4	0
lockdown	Sunday, 5 Dec	9.4	20.8	0
March	Thursday, 24 March	11.6	20.8	0
<b>2022</b> durina	Friday, 25 March	12.2	21.1	0
trial, out of	Saturday 26 March	9.7	24.3	0
lockdown	Sunday, 27 March	11.2	29.1	0
June 2022	Thursday, 16 June	9.3	14.2	0.2
during	Friday, 17 June	9.9	13.9	9.6
trial, out of lockdown	Saturday, 18 June	6	16.7	0
ISCKUOVII	Sunday, 19 June	2.5	15.5	0

### 2. Impact of Victorian Government Department of health restrictions (Melbourne lockdowns)

The first survey recorded in December 2020 was outside of Melbourne's lockdown with travel patterns and daily life gradually returning to normal including a return to work in the office. September 2021 was during Melbourne's 6th lockdown where there were only 5 reasons to leave home. The third and fourth surveys in December 2021 and March 2022 were outside of Melbourne's lockdown with travel patterns and daily life returning to normal including school in person and people beginning to return to work in the office.

Typically, lockdowns have seen fewer commuting trips for work or other purposes such as socialising and organised sport but have led to a greater number of recreational walking and riding trips in local areas. It is likely travel patterns and reasons for travel would change in and out of lockdowns.

#### 3. Time of year

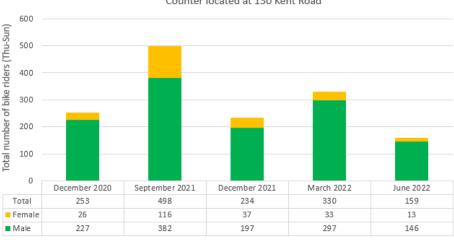
Time of year may also impact survey outcomes. Under normal circumstances, transport survey counts are not conducted during school holidays as traffic patterns are too irregular and would likely miss key user groups including schools such as Pascoe Vale Girls Secondary College and work-related commuting trips.

The Cole Reserve football and cricket clubs will likely generate times of peak-usage with visitors to the area at different times of the week and year due to the seasonality of sport. The March 2022 and June 2022 survey counts were taken over weekends where football matches were played at Cole Reserve, Pascoe Vale.

# Key findings - bike riders

A summary of key findings is below. Detailed survey data can be found on the Kent Road Conversations Moreland webpage.

1. Observed increase in bike riders from before trial (December 2020) to during trial (March 2022) indicates uptake in people who are riding on separated, safe and convenient infrastructure as part of a longer-term trend. Decrease in riders observed during the winter survey in June.



Kent Road, between Cornwall Road and Cumberland Road, Pascoe Vale Counter located at 130 Kent Road

Figure 5: Changes in bike rider counts at 130 Kent Road between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

\*Note: Gender split is estimated from video footage.

#### Officer comment:

Investment in separated cycling infrastructure is likely to encourage a long-term, gradual increase in bike riding. The significant uptake in bike riding seen on the Kent Road trial separated bike lanes between December 2020 and September 2021 indicates the program's success during COVID in encouraging more trips to be made by bike riding, especially by women. The September counts show that bike riders doubled overall, but most notably, female ridership increased by 350 per cent.

By December 2021, travel patterns and daily life were gradually returning to normal, including a return to the office. Despite the slight drop in overall numbers in this period, female ridership still increased by 42 per cent. It is also worth noting that weather conditions on the first day of the survey were particularly hot and wet, which may have impacted ridership that day.

Experience demonstrates that continued investment to create safe, efficient, and connected cycling infrastructure will provide a genuine alternative for people in the long-term. New bike riders take time to see the infrastructure there, know where it goes, what it connects to, and then seeing others using it to feel confident to take it up themselves. It occurs gradually, but steadily over time.

The observed increase in bike riders in March 2022 is an early indication of people beginning to consider cycling as a genuine alternative due to investment in safe, efficient, and connected bike riding infrastructure. A similar trend is observed in Brunswick as infrastructure investments by Council 15 to 20 years ago continue to lead to increased participation in cycling. From 2011 to 2016, journey to work data indicates that cycling increased from 9.3 per cent to 12.1 per cent respectively (source: Australian Bureau of Statistics, Census data, 2011 and 2016). Brunswick has the highest journey to work cycling rate in Victoria.

There was a decrease in the total number of bike riders observed on Kent Road during the winter survey in June 2022. A decrease in ridership can typically be expected during colder, winter months.

Comparison with data from control sites:

The below map in Figure 6 is a screenshot of the VicRoads bicycle counter data map<sup>1</sup>. There are bicycle counter sites on the Merri Creek, St Georges Road (x2), Capital City Trail and Upfield Shared Use Path. Having continuously recorded data on these sites presents an opportunity to use them as a reference, to identify where the variations in the Kent Road data is relative to background trends, and where it may be attributable to the Kent Road separated bike path.

Unfortunately, the Merri Creek site has not retained any data since January 2022. The Upfield site has been recording continuously, but usage has been impacted (positively) by the upgrade of the Shared Use Path as part of Level Crossing Removal works, and so is not a reliable 'untouched' comparator.

It was therefore determined to use the St Georges Road Northcote and Capital City Trail sites as comparators – shown as 'control sites' on Figure 6. These two control sites are collector bike paths and have significantly more bike riders using them but comparisons to trends is useful.

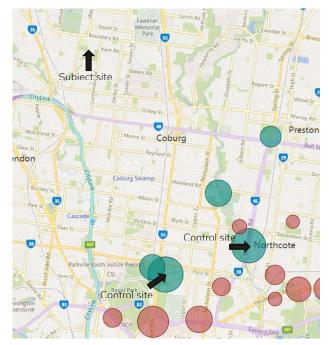


Figure 6: Bicycle counter control sites (Source: VicRoads)

The data extracted for the control sites from the above interactive dashboard was for the exact days that Kent Road data was collected, namely:

- Summer: Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Spring: Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Summer: Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Autumn: Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Winter: Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

<sup>&</sup>lt;sup>1</sup> https://www.vicroads.vic.gov.au/traffic-and-road-use/road-network-and-performance/road-use-and-performance (interactive dashboard, Bicycle Speed and Volumes)

The total volume detected for each of the four-day periods of data collection at the control sites is shown alongside the Kent Road data in Table 2.

Table 2: Bike counter data - control and subject sites

	Bike volumes detected	Control site	Control site	Subject site	
Month	Collection days and lockdown status	St Georges Road	Capital City Trail	Kent Road	
Before tria	l i i i i i i i i i i i i i i i i i i i				
Dec- 20	Thursday 3 December to Sunday 6 December 2020 out of lockdown	5644	5372	253	
During tria	l				
Sep- 21	Thursday 9 September to Sunday 12 September 2021 in lockdown	4628	6336	498	
Dec- 21	Thursday 2 December to Sunday 5 December 2021 out of lockdown	5480	5384	234	
Mar- 22	Thursday 24 March to Sunday 27 March 2022, out of lockdown	6288	6680	330	
Jun- 22	Thursday 16 June to Sunday 19 June 2022, out of lockdown	3548	4200	159	
Average daily volume on collection days during trial relative to before trial		88%	105%	121%	

This data is also represented in the chart below (Figure 7) that shows the relatively higher increase of bicycle volumes on Kent Road during the trial versus before the trial infrastructure was installed (a 21% increase on December 2020 or 121%) compared to the Capital City Trail (5% increase or 105%) and St Georges Road (12% decrease or 88%).

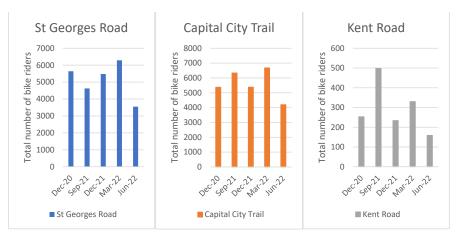


Figure 7: Total bicycle counter data at Kent Road and control sites, relative to December 2020

It is distinct in the comparison charts in Figure 7 that there was a relatively <u>very</u> high number of users in the Kent Road bike lanes during lockdown in September 2021 compared to the respective increases during the same period at the control sites. This is likely due to the implementation of physically separated infrastructure on Kent Road. However, the Kent Road figures from the other three seasons of data collection don't trend significantly differently from the control sites in that Dec 2021 data is at similar levels to the Dec 2020 levels, the ridership increase in March 2022 across all sites and then drops significantly in June 2022. This suggests that the overall usage patterns in riding was the same in Kent Road as it was in the other two control sites.

While June 2022 was not during a lockdown, the combined effects of winter weather and suppressed demand (with many people choosing to work from home, or at home with illness) are likely to contribute to the lower volumes across the control and subject sites at that time. Kent Road was not alone in the reduction in demand in June 2022.

2. Observed increases in the number of female bike riders during the trial in September 2021, December 2021, and March 2022 compared to the survey period before the trial indicates uptake in a user group that may have been less likely to ride without separated and convenient infrastructure.

#### Officer comment:

Another view of the Kent Road data is the gender split (as approximated by camera processing software to either male or female stereotypes). While apparent in Figure 5 above, Table 3 reiterates the data about gender split for Kent Road. In summary, whilst both male and female ridership has both increased since before the trail, female ridership is estimated to have increased by 91% on pre trial numbers, compared to only 13% for males.

Table 3: Kent Road bike counts by estimated gender (average daily volume)

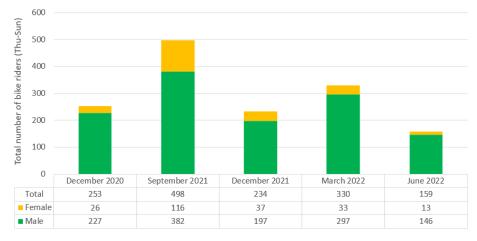
Month	Collection days and lockdown status	Kent Road – all bike riders	Kent Road – bike riders estimated as female	Kent Road – bike riders estimated as male
Before t	rial			
Dec- 20	Thursday 3 December to Sunday 6 December 2020 out of lockdown	253	26	227
During trial				
Sep- 21	Thursday 9 September to Sunday 12 September 2021 in lockdown	498	116	382
Dec- 21	Thursday 2 December to Sunday 5 December 2021 out of lockdown	234	37	197
Mar- 22	Thursday 24 March to Sunday 27 March 2022, out of lockdown	330	33	297
Jun- 22	Thursday 16 June to Sunday 19 June 2022, out of lockdown	159	23	146
-	e daily volume on collection days during tive to before trial	121%	191%	113%

The physically separated bike lanes have resulted in a measurable uptake in female ridership. During the September 2021 lockdown, the counts showed a significant 350 per cent increase in female ridership. Not only did the number of female riders increase, but so did their percentage of the total trips. Prior to the trials, only 26 of the total 253 riders counted were female. This represented just 10 per cent of all trips and is indicative that pre-trial infrastructure was less viable for female riders. Despite the small drop in overall riders in December 2021 compared to December 2020, female ridership increased by 42 per cent overall. The portion of female riders was also 16 per cent, higher than the pre-trial conditions of 10 per cent. The March 2022 survey data shows an increase in female ridership of 27 per cent, with the percentage of females riding and the percentage of females out of the total riders maintained at pretrial conditions at 10%. This indicates the separated bike lanes are encouraging the "interested in cycling but concerned" user group to ride a bike.

The trend of increased proportions of female riders and total number of female riders did not continue in the June survey period.

# Key findings – people walking

3. More people out walking in September 2021, and a gradual increase in March 2022 and June 2022 compared to before the trial (December 2020).



Kent Road, between Cornwall Road and Cumberland Road, Pascoe Vale Counter located at 130 Kent Road

Figure 8: Breakdown of observed number of people out walking at 130 Kent Road between December 2020, September 2021, December 2021, March 2022 and June 2022 survey periods, Thursday to Sunday.

\* Note: Gender split is estimated using video footage.

#### Officer comment:

Any changes to the way streets look and feel can influence the way people choose to get around. The new shared path through KW Joyce Reserve has likely made Kent Road and nearby Cole Reserve more accessible walking routes and destinations. This is likely applicable to the increase in walking observed on Kent Road in September 2021 during Melbourne's 6th lockdown.

The continued uptake in walking observed between March 2022 and June 2022 (during trial) indicates a greater number of people are choosing to walk through this area and nearby new infrastructure than before the trial. The slight ridership dip in the December results is likely due to indecent weather conditions on the first day of the survey – 2 December 2021. The increase in June and March is likely attributable to pedestrians and visitors to Cole Reserve attending football matches.

## Key findings - motorised vehicles

4. Average daily vehicle numbers are generally reduced or similar across all sites by June 2022 compared to before the trial (December 2020) without detrimental flow-on impacts to the surrounding local street network. Vehicle numbers in September 2021 were lower.

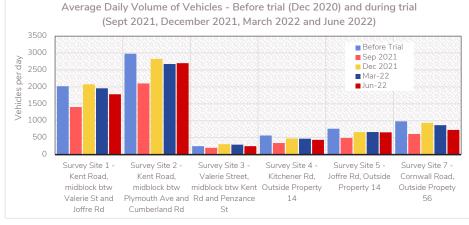


Figure 9: Daily average number of vehicles recorded at each of the vehicle counter survey sites between December 2020, September 2021, December 2021, March 2022 and June 2022 for seven-day survey period Thursday to Wednesday. Note that Survey Site 6 - KW George Reserve is not included on this graph, due to the site counting bicycles and pedestrians only.

#### Officer comment:

When making changes to a local link, it is important to measure and consider the potential impacts across the surrounding network.

The decrease in vehicle numbers between December 2020 and September 2021 is very likely a result of changes travel patterns as a result of Melbourne's 6th lockdown. By December 2021, travel patterns and daily life were gradually returning to normal, including a return to the office. This provides a useful comparison to December 2020 in similar out-of-lockdown conditions but before the trial was implemented.

By June 2022, there has been a slight reduction in the average daily volume of vehicles observed on all roads surveyed. One of the potential impacts of reduced traffic flow on one street, is for that traffic to move to another local street, also known as rat-running. But this has not occurred here, rather less people are driving on these streets.

 The average car parking occupancy on Kent Road, Pascoe Vale was observed to change across all 4 seasons. The lowest car parking occupancy was observed in March 2022 and the highest was observed in June 2022.

Table 4: Breakdown of daily average and daily maximum percentage of car parking occupancy on Kent Road (between Cornwall Road and Cumberland Road) between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

	Thursday Parking % occupancy		Friday Parking % occupancy		Saturday Parking % occupancy		<b>Sunday</b> Parking % occupancy	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
December '20	47	57	51	64	46	61	43	52
September '21	31	38	31	40	35	50	21	29
December '21	47	58	49	60	45	65	36	50
March '22	25	42	27	46	18	29	16	25
June '22	46	58	48	58	60	85	49	56

Officer comment:

The car parking occupancy surveys on Kent Road, Pascoe Vale indicate a changing demand for onstreet car parking across all-four seasons of the trial. Parking occupancy observed during the trial in December 2021, is similar to the parking occupancy before the trial in December 2020.

The rise in car parking occupancy observed on Saturday 18 June 2022 is potentially associated with football matches played at Cole Reserve, Pascoe Vale on the same day. A typical gauge for high parking efficiency is where one in every 8 car parking spaces is available, this equates to approximately 85% occupancy. Parking was observed to be above 80% for three hours on this day, indicating that parking is operating at a high efficiency during peak periods of use.

Junior football was also held at Cole Reserve on Sunday 19 June 2022, but no significant changes were observed to on-street parking occupancy on this day.

The data shows that Kent Road has significant spare parking capacity most of the time, with good parking efficiency even on football match day.

6. The average and maximum on-street car parking occupancy in the survey area including Cornwall Road, Cumberland Road, Kitchener Road, Joffre Road, Valerie Street and Kent Road was observed to change across all four seasons. All levels of car parking occupancy are within suitable thresholds in accordance with the parking management policy.

Table 5: Breakdown of daily average and daily maximum percentage of car parking occupancy on Kent Road (between Cornwall Road and Cumberland Road) between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

	<b>Thursday</b> Parking % occupancy		<b>Friday</b> Parking % occupancy		<b>Saturday</b> Parking % occupancy		<b>Sunday</b> Parking % occupancy	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
December '20	42	47	44	49	40	45	39	43
September '21	38	41	34	39	37	40	35	40
December '21	43	46	42	45	41	45	40	43
March '22	26	31	26	35	21	31	26	34
June '22	45	55	46	51	50	59	48	53

### Officer comment:

Across the broader survey area including Cornwall Road, Cumberland Road, Kitchener Road, Joffre Road, Valerie Street and Kent Road, the parking surveys indicate any demand for parking has been redistributed within the neighbouring streets. This redistribution has occurred without exceeding suitable occupancy thresholds as outlined in the Parking Management Policy that would typically indicate the need for additional parking restrictions. This suggests that the introduction of the bike lanes is not attributable to changes to parking availability in the area.

Since the bike lanes were installed, Council has installed 3 disabled parking bays abutting the site on Joffre Road to improve access for those that need it most to the medical centre. Parking surveys have indicated that these parking bays are used and not over capacity.

Council also reviewed the parking restrictions in the area and removed "No Stopping" areas on Cumberland Road just south of Kent Road, creating between 16 and 18 new on-street parking spaces. Overall, this is an increase in the available parking in the area compared to before the trial was implemented.

A maximum percentage of occupancy observed on Saturday 18 June 2022 of 59% indicates that the reduction of parking observed on Kent Road between Cornwall Road and Cumberland Road has not had detrimental flow on impacts to the surrounding local area during peak periods of use such as football matches as Cole Reserve. Rather, it shows significant spare parking capacity in these local streets.

7. Marginal changes to traffic movements during peak periods of use, such as football matches at Cole Reserve, can be observed on Joffre Road. These impacts are localised, manageable and within acceptable limits as per Moreland's Parking Management Policy.



Figure 10: Vehicle volume on Joffre Road, Pascoe Vale on Saturday 18 June 2022 compared to percentage of on-street parking spaces occupied.

#### Officer comment:

As per the Council resolution in March 2022, Council undertook transport survey counts during March 2022 and June 2022 to better understand the impact of local football matches on transport movements in the local area. The average parking occupancy on Joffre Road during the June survey was higher than recorded in March, but still operating within efficient thresholds. No other streets surveyed neared capacity, though.

On Saturday 18 June 2022, two matches were held at Cole Reserve by the Coburg Districts Football Club. During these matches, parking occupancy nearby on Joffre Road, Pascoe Vale was observed to increase between 70% and 79% from 10:00am to 2:00pm. These impacts are considered localised, manageable and within acceptable limits as per Moreland's Parking Management Policy.

During the same time, total vehicle volumes on Joffre Road were approximately 43 per hour, this is less than one per minute and considered within acceptable levels for a local street.

The higher parking occupancy recorded at 10:00pm and 7:00am in June 2022, compared to March 2022 likely indicates that more residents were parking their vehicles on the street, potentially contributing to the higher base levels of parking observed throughout the day. This is typical of local, residential streets throughout the municipality.

## **Summary of findings**

The separated bike lane trial on Kent Road attracted additional people riding bikes. This was most prevalent during the lockdown period in September 2021, relative to Kent Road in December 2020, but also relative to September 2021 for two bike counter control sites in the

region, suggesting that the increase was not only attributable to the higher levels of bike riding during the lockdown, but to something specific to the Kent Road bike lanes.

The high numbers of people riding bikes included an increase in the number of women riding bikes. This indicates an uptake not only of general bike riders, but of user groups that may have been less likely to ride without the separated lanes.

Relative to December 2020, the variation in numbers of bike riders on Kent Road for December 2021, March 2022 and June 2022 were generally in line with the control sites.

There was an increase of pedestrian activity in the Kent Road area. In part, this may be attributable to extra people walking along Kent Road to and from their parked vehicles on game days in March and June 2022.

Meanwhile, the number of cars in the area reduced without any negative flow-on impacts to the surrounding local streets. There were also fewer cars parked on-street in the area, noting the effect of Saturday game days at Cole Reserve to increase parking occupancy a little (but not Sunday junior football days).

Officer recommendations regarding the Kent Road separated bike lanes account for the data presented in this report and the results of community feedback.

# Kent Road and surrounds detailed transport survey counts

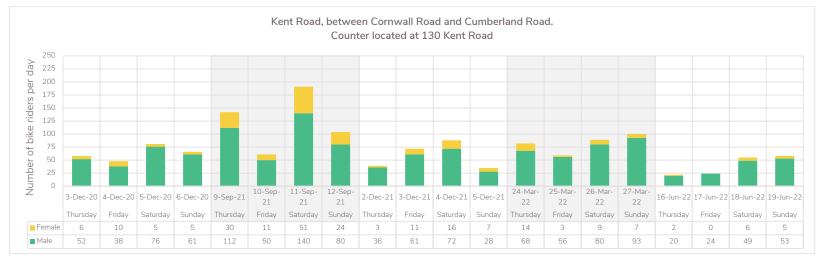
Council undertook surveys of bikes, pedestrians and vehicles across five time periods and seven survey areas around Kent Road, including:

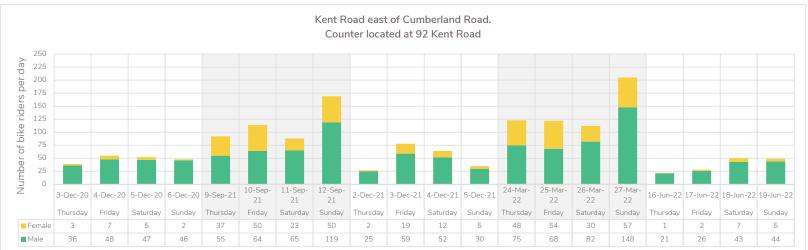
- Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

This document contains the detailed information from these surveys for comparison across the survey sites and survey periods and should be read alongside the summary document.

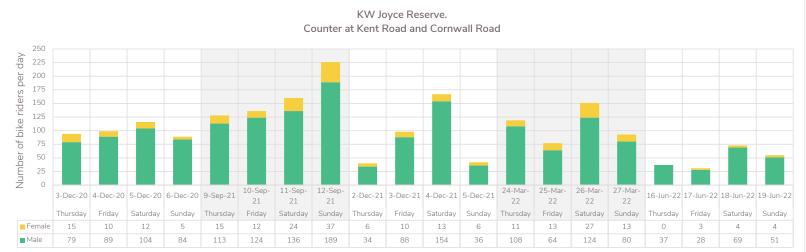
## Bicycle counts

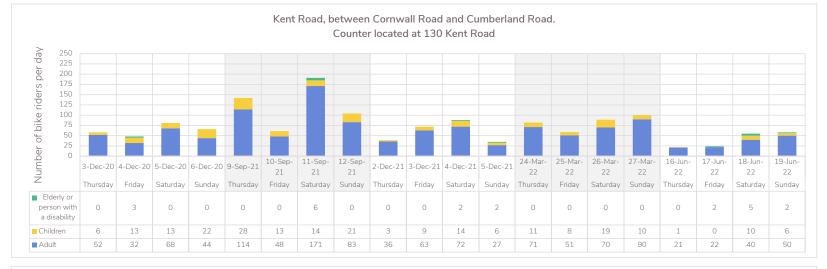
The below data shows the detailed breakdown of observed sex of bike riders as either male or female.



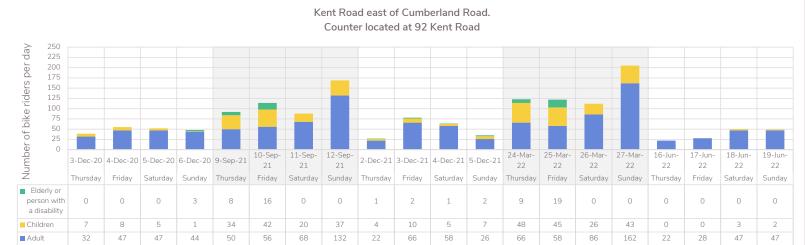








The below data shows the detailed breakdown of observed age/demographic of bike riders as either adult, children or the elderly or person with a disability.

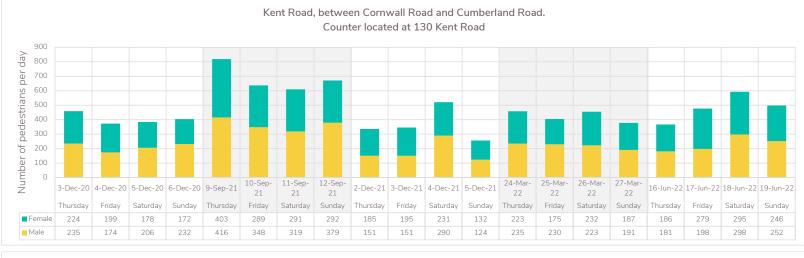


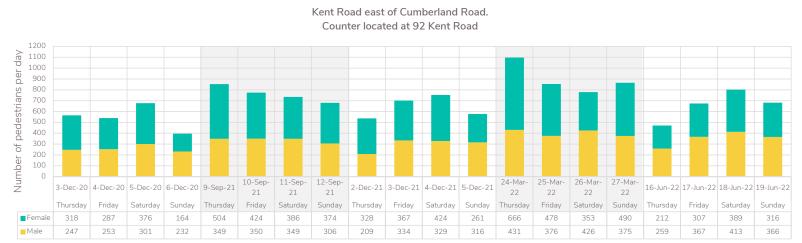




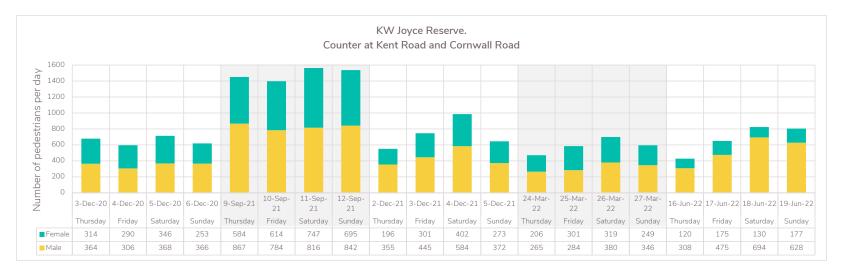
## Pedestrian counts

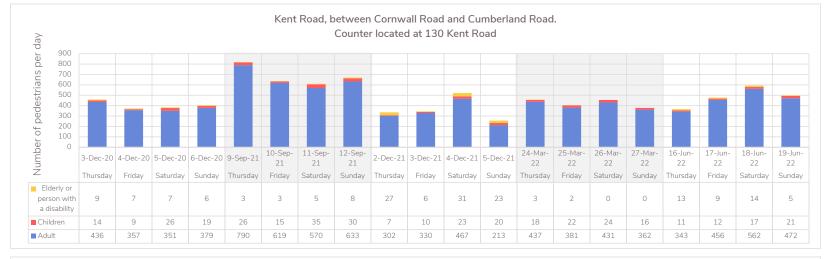
The below data shows the detailed breakdown of observed sex of pedestrians as either male or female.



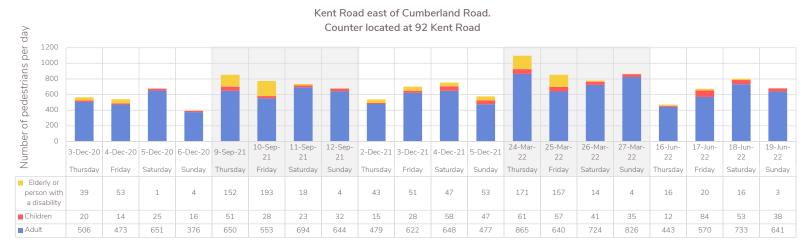


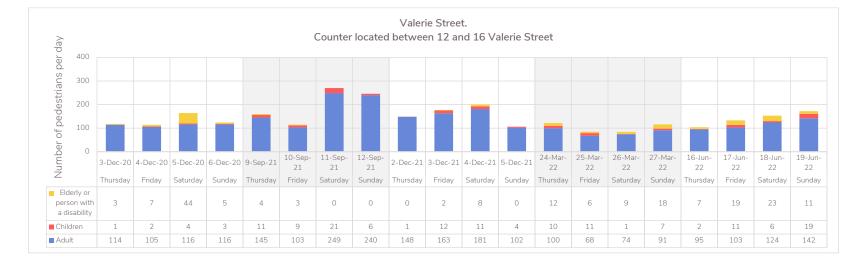


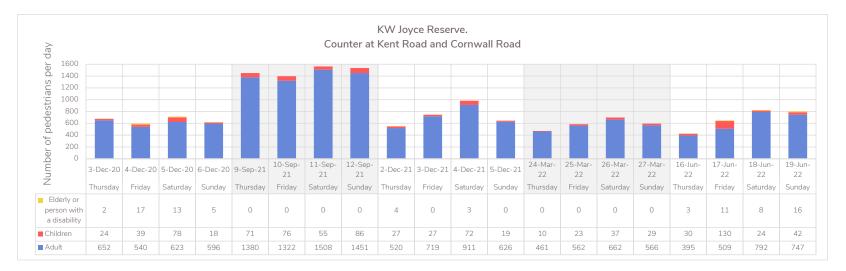




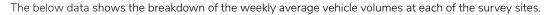
The below data shows the detailed breakdown of observed age/demographic of pedestrians, as either adult, children or the elderly or person with a disability.

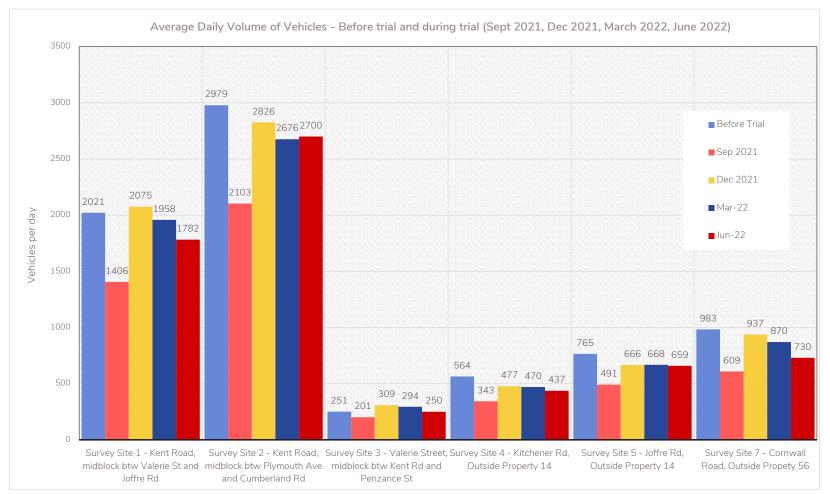


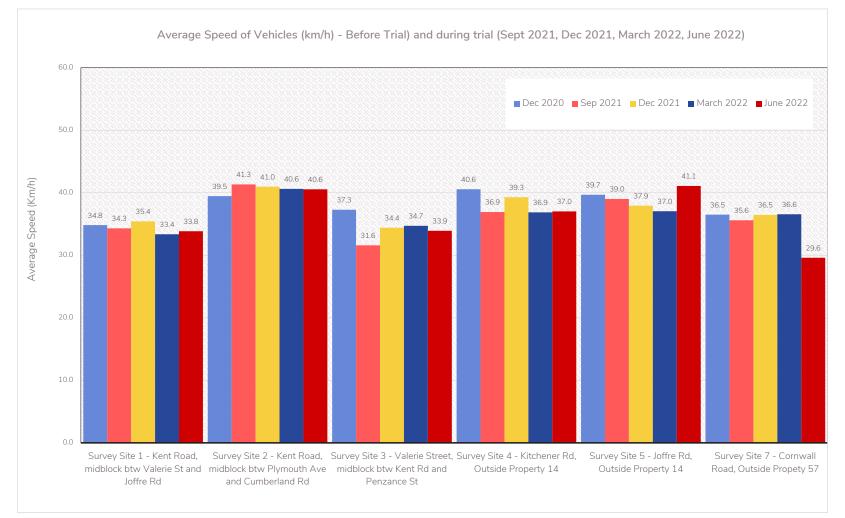




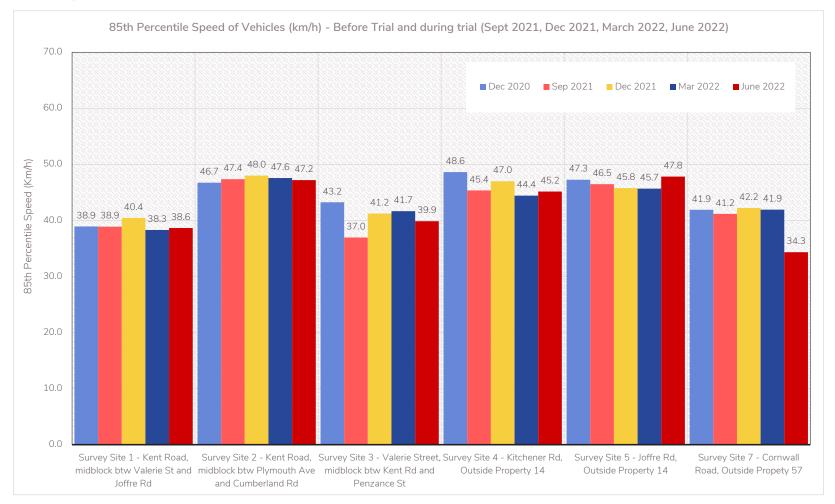
## Vehicle surveys





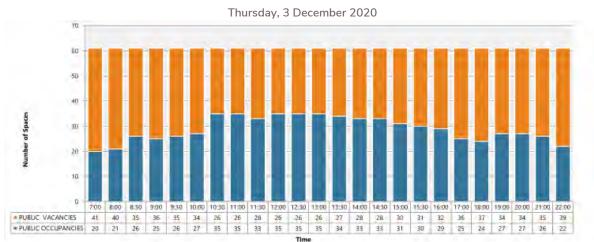


## The below data shows the breakdown of average (mean) vehicle speeds at each of the survey sites.

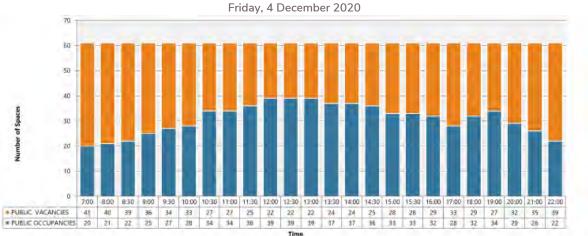


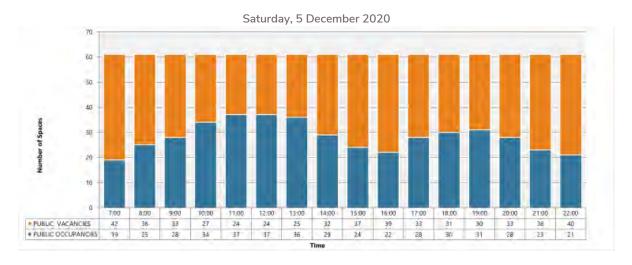
The below data shows the breakdown of 85<sup>th</sup> percentile vehicle speeds at each of the survey sites. This means that 85 per cent of vehicles are travelling at or under this speed.

## Parking Survey – Kent Road only

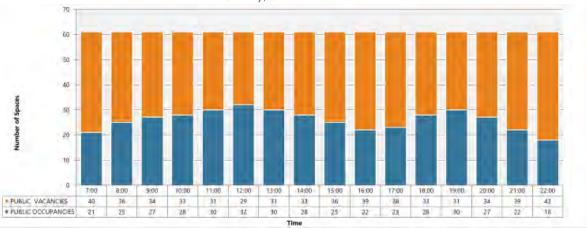


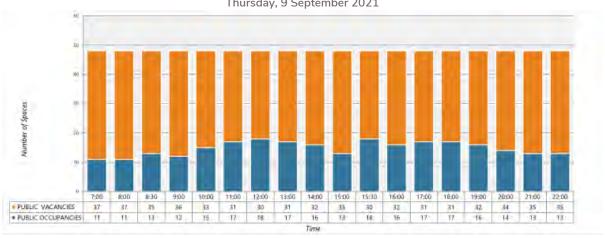
The below data shows the half-hourly or hourly parking occupancy of each day of the survey periods on Kent Road, Pascoe Vale.





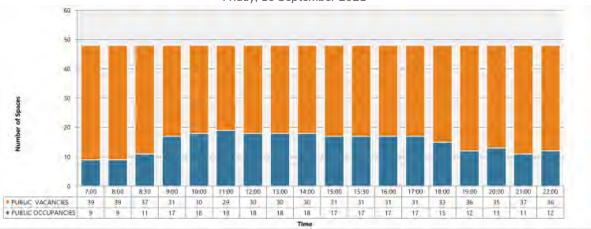
Sunday, 6 December 2020

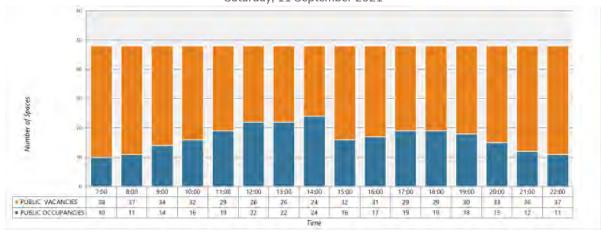




Thursday, 9 September 2021

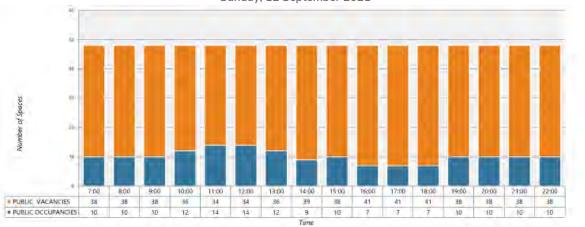
Friday, 10 September 2021

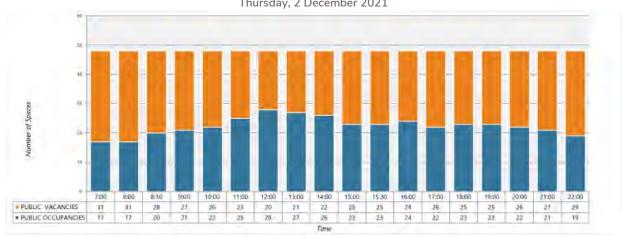




Saturday, 11 September 2021

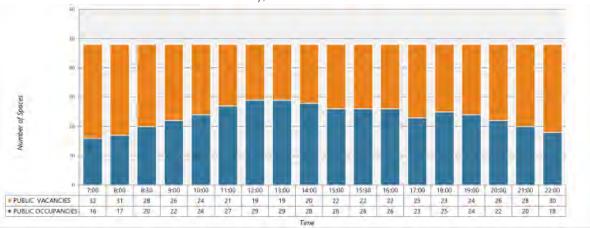
Sunday, 12 September 2021

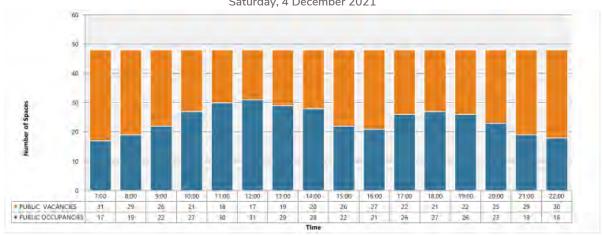




Thursday, 2 December 2021

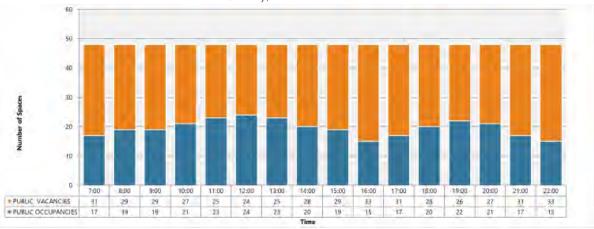
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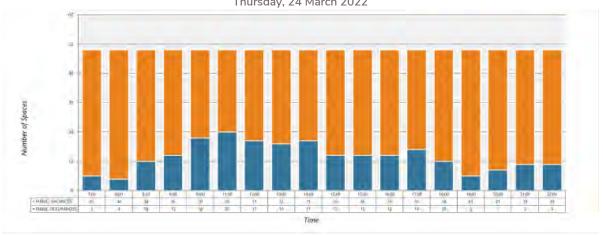




Saturday, 4 December 2021

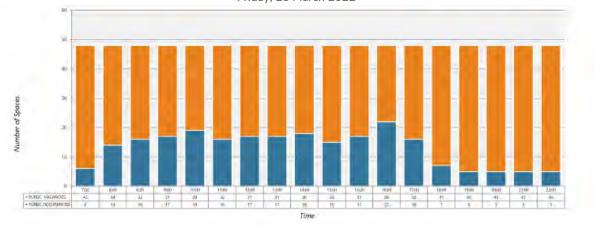
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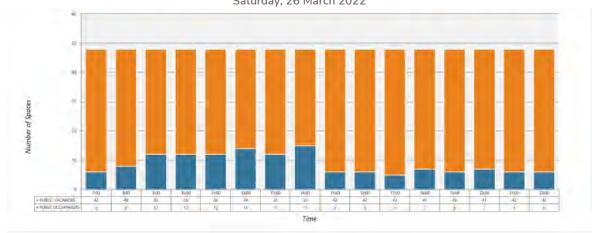




Thursday, 24 March 2022

Friday, 25 March 2022

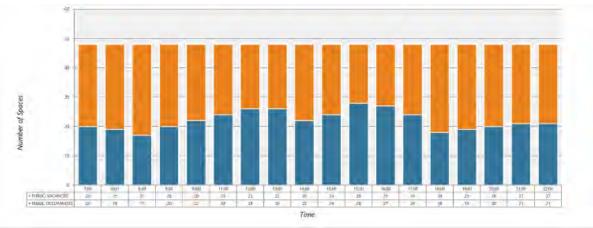




Saturday, 26 March 2022

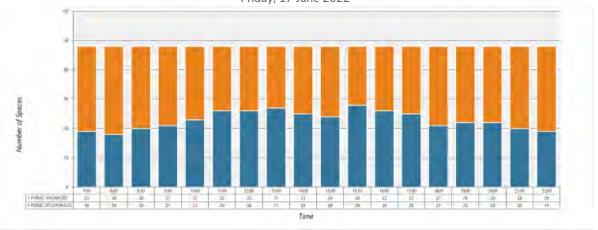
Sunday, 27 March 2022





Thursday, 16 June 2022

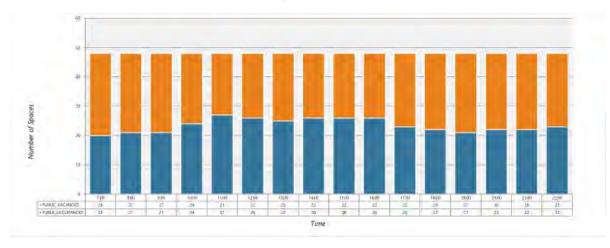
Friday, 17 June 2022





Saturday, 18 June 2022

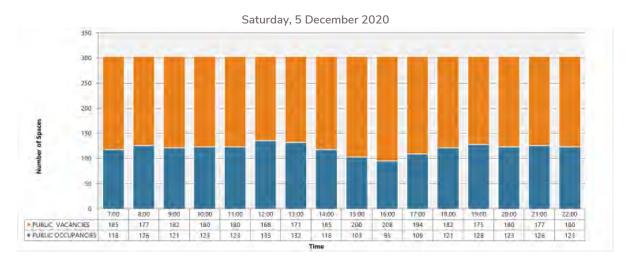
Sunday, 19 June 2022



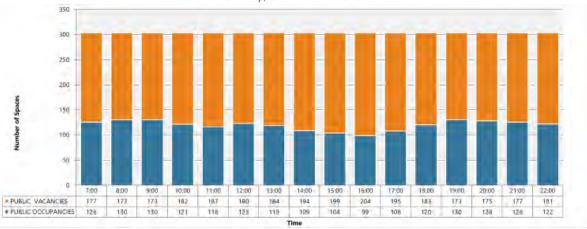
#### Parking Survey – Parking survey area

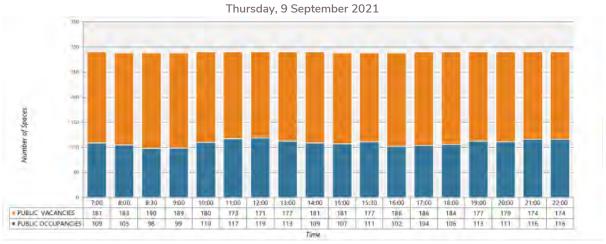
The below data shows the hourly parking occupancy of each day of the survey periods across the whole parking survey area including Cornwall Road, Cumberland Road, Kitchener Road, Joffre Road, Valerie Street and Kent Road in Pascoe Vale.



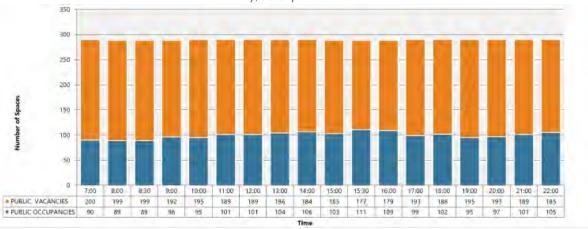


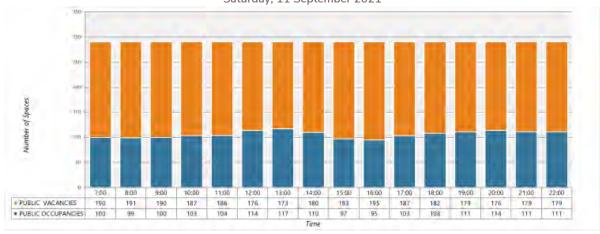






Friday, 10 September 2021





Saturday, 11 September 2021

#### Sunday, 12 September 2021

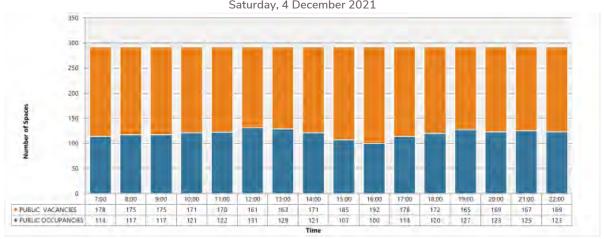




Thursday, 2 December 2021

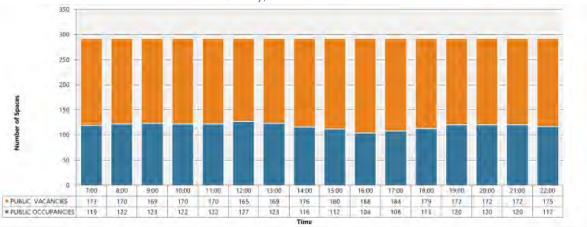
Friday, 3 December 2021

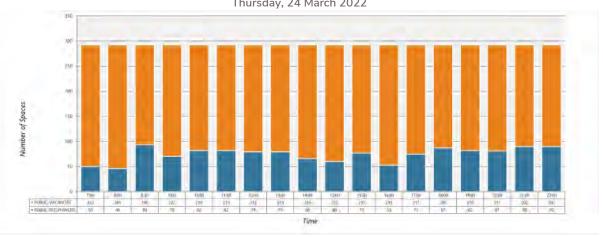




Saturday, 4 December 2021

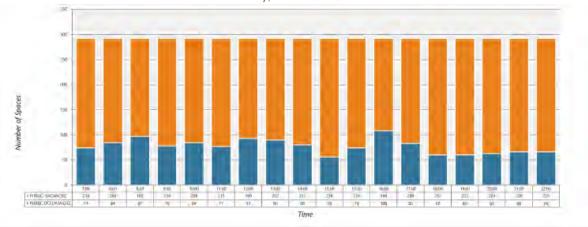
Sunday, 5 December 2021

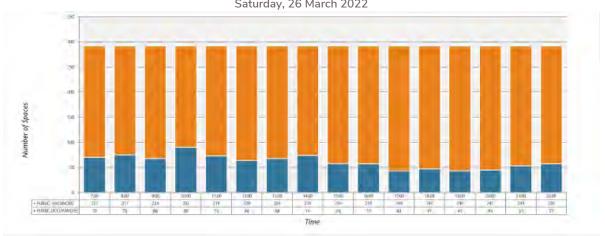




Thursday, 24 March 2022

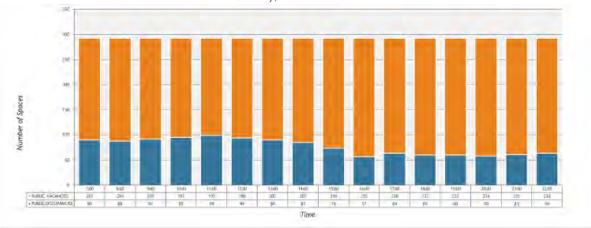
Friday, 25 March 2022

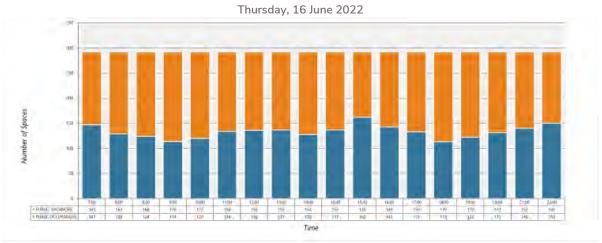




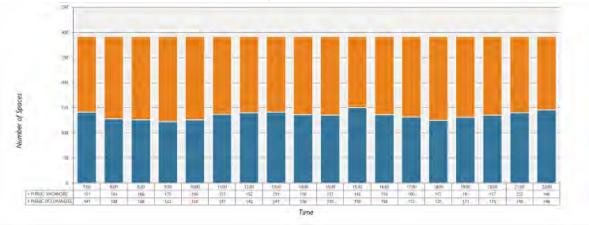
Saturday, 26 March 2022

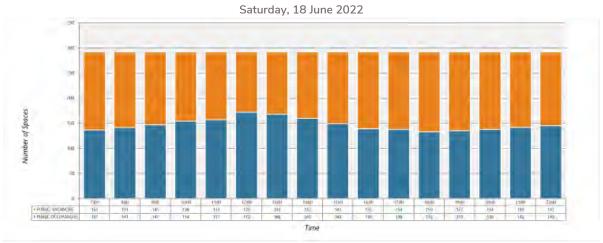
Sunday, 27 March 2022



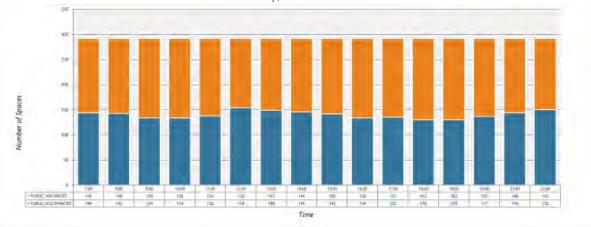


Friday, 17 June 2022





Sunday, 19 June 2022



# 7.3 SAFE MOVEMENT OF PEDESTRIANS AND CYCLISTS – OUTCOMES OF 12-MONTH TRIALS

**Director City Infrastructure, Anita Curnow** 

# Transport

## Officer Recommendation

That Council:

- 1. Concludes the trials on:
  - a) The shared zones on Victoria Street and Albert Street in Brunswick East
  - b) The separated bike lanes on Dawson Street, Brunswick
  - c) The bike lanes on Albion Street, Brunswick
  - d) The separated bike lane on Northumberland Road, Pascoe Vale
- 2. Notes the significant technical investigations, data analysis and community engagement undertaken since commencement of the shared zone and bike lane trial and key findings.
- 3. Makes permanent the shared zones on Victoria Street and Albert Street, Brunswick East by:
  - a) Seeking state government (Department of Transport) approval to permanently lower the speed limit in the shared zones to 20 km/h.
  - b) Undertaking functional and detailed design of a permanent shared zone in 2022/23 largely in line with the current trial but with a view to permanent features and reduced maintenance costs.
- 4. Undertakes functional and detailed design to make permanent the separated bike lane on Dawson Street, Brunswick, largely in line with the current trial but modified to address feedback from the trial including:
  - a) Remove existing 1m wide refuge islands.
  - b) Install painted refuges island with a narrow lane separator to provide physical separation.
  - c) Provided marked area for bins to be placed on road and have ramps installed to provide access if where appropriate.
  - d) Modification of the bus stop to remove conflict points, and increasing parking availability.
  - e) Remove 10 m of kerb parking adjacent to the school car park to improve sight lines when exiting the school car park.
- 5. Makes permanent the bike lane on Albion Street, Brunswick in line with the current trial with the following improvements:
  - a) Install missing lane markers that have not been able to be implemented due to ongoing construction happening in the areas as soon as works are completed.
  - b) Make permanent the parking ban on the northern side of Albion Street which removed approximately 4 parking bays.
  - c) Support Department of Transport's request to relocate of bus stop to the rear of 35-37 Tinning Street (opposite 220-222 Albion Street).

- d) Noting that this type of bike lane treatment does not encourage the "interested but concerned" cohort of our community to see riding as a viable transport option, officers will investigate alternative routes in the area and options to provide a safer link.
- 6. Notes that despite the community concerns raised regarding the Northumberland Road bike lane, the community is using these bike lanes and so it concludes the trial period and makes permanent the Northumberland Road bike lane with the following amendments:
  - a) Redesign of the intersection of Northumberland Road and Pascoe Street in line with the plans shown Attachment 6
  - b) Reduce the number of upright bollards and ensure they are located at key points for safety
  - c) Install bollards in the middle of the bike path at key locations to discourage vehicles from travelling or parking in the bike lane
  - d) Modify nature strip and bike path to allow waste collection to occur and not restrict movement on the bike path.
- 7. Resolves to continue to monitor the infrastructure after implementation including receiving feedback from the community in accordance with the 'post implementation' phase of the community engagement process for future bike projects as adopted in March 2022.
- 8. Notes the \$400,000 in the 2022/23 capital works budget 'Allowance for next step works for trial bike lanes and shared zones-Various' will be used to implement the next stages on these shared zones and bike lane trials and any additional funding needed will be referred to the budget process including quarterly budget updates.

## REPORT

# **Executive Summary**

Council constructed trial shared zones and bike lanes in June 2021 at the following locations:

- shared zones Victoria Street and Albert Street, Brunswick
- separated bike lanes on Dawson Street, Brunswick
- tactile bike lane markers on Albion Street, Brunswick
- a two-way separated bike lane on Northumberland Road, Pascoe Vale.

Installing these trials was part of Council's decision at its July 2020 meeting to allocate an additional \$1.68 million in the 2020/21 budget for walking and riding improvements in response to the COVID-19 State of Emergency in Victoria. This investment aimed to encourage as many people as possible to walk or ride a bike given the social distancing requirements at the time.

Given the need to act quickly, the shared zones and bike lane trials were installed using temporary infrastructure to allow Council to monitor their performance and make real-time adjustments based on community feedback over the course of the trial, before making a final decision.

For all trials, evidence to support technical investigations was gathered using survey counts to monitor vehicle, pedestrian and bike activity in an area. Engagement with the community also occurred between December 2021 and March 2022 to gauge their views on the trial projects. The findings of this engagement can be found at **Attachment 1**.

In summary, key findings are:

- a) Strong support for improvements to walking and riding infrastructure, particularly safety initiatives
- b) Improved road safety conditions for bike riders
- c) Notable increase in female participation in separated riding infrastructure
- d) Diverse community views on the treatments.

In some more detail, the key issues and findings from the trials are summarised for each trial location as follows:

## Shared Zones in Brunswick East

- 130 people completed a survey relating to the Albert Street shared zone and a total of 88 people completed a survey for the Victoria Street shared zone.
- Comments were very similar for both of the shared zones:
  - More respondents felt the trial shared zones increased safety (rather than reduced safety)
  - o Pedestrians said they were more likely to use the space,
  - Bike riders were neutral and drivers were slightly less likely to use the space as a result of the trial.
- Traffic surveys indicate that there has been an increase in pedestrian within the shared zones (compared to background levels in December 2020). Bike ridership volumes have steadied or increased in the shared zone indicating that bike riders are not discouraged by pedestrians getting priority.
- Vehicle volumes are lower compared to background levels and there is no indication that vehicles are avoiding the treatment by using other local streets in the area.
- Vehicle speeds are 10 km/h slower in the shared zones than immediately outside. The shared zones appear to have had negligible impact on parking in the area, but it is noted that parking pressure in the area has been increasing over the duration of this trial compared to December 2020 levels.

### Separated bike lanes on Dawson Street, Brunswick

- 135 people engaged online and on site.
- Engagement found a strong level of support for the separated bike lane due to the perceived improvement for bike riding safety.
- Some concerns raised by Dawson's Street Children's Co-operative regarding safety when dropping off and picking up children and access to the Brunswick Secondary College.
- The data collected shows that the total ridership and important female ridership in separated bike lane treatment is significantly higher than in a nearby comparison site on Dawson Street where there are painted bike lanes only with no physical separation.
- Traffic volumes and speeds in the area saw minimal to no impact from the trial.

### Tactile bike lane markers on Albion Street, Brunswick

- 54 people provided feedback online
- There were mixed responses to this cycle lane:
- Many cyclists appreciated the attempt to provide separation for vehicles.
- Some felt that Albion Street is inherently dangerous, and cyclists should not be encouraged to use it.
- Despite not having pre-trial data to compare bike ridership on Albion Street, the tactile bike lanes are being used by riders with a good portion of female ridership.
- As the tactile lane markings went over the existing lane markings, there were no impacts to traffic volumes or speeds.

## Separated bike lane on Northumberland Road, Pascoe Vale

- 251 people provided feedback for Northumberland Road online or via intercept surveys.
- Overall, there was less support for this separated bike lane.
- The key issue cited was the impact on traffic, parking and congestion that the modified street layout had caused. There were concerns about the operation at the intersection of Pascoe Street and a belief that few cyclists use the lane.
- Since the implementation of the bi-directional bike lane trials on Northumberland Road, Pascoe Vale, ridership has been inconsistent overall, yet female ridership has increased and in significant portions.
- The reduced traffic lane resulted in only a marginal change to daily average traffic volumes and negligible impacts to traffic speed.
- Council officers investigated many alternative designs including different route alignment, bike path options including shared paths. Alternate route alignments could be considered but are not preferred due to other local roads having a narrower width, poor crossing opportunities on Rhodes Parade, steep topography and too many competing needs on Pascoe Street.
- A concept redesign of the intersection of Northumberland Road and Pascoe Street has been drafted (see **Attachment 6**). The design aims to improve access for all modes of traffic and reduce speed and risk at the intersection.

# **Previous Council Decisions**

Notice of Motion - Dedicated Bicycle Lanes on Kent Road and Northumberland Road Pascoe Vale - 11 August 2021

That Council:

•••

- 5. Notes that Kent Road and Northumberland Road are identified in Council's 10 Year Bicycle and Pedestrian Plan as strategic cycling corridors.
- 6. Notes the need to provide physically separated cycling infrastructure to encourage people of all ages and abilities to ride a bike, whilst also maintaining a safe road network.
- 7. Notes the recent Monash University and VicHealth survey (2020) study showing 83% of Moreland residents would ride a bike more often if they had safe, physically separated infrastructure to use.

. . .

# Safe Movement of Pedestrians and Cyclists - Covid-19 Response - 8 July 2020

That Council:

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4. Approves the following projects as described in this report to be delivered as soon as possible, subject to external/grant funding being secured.

- *i.* An expanded zebra crossing program (up to \$500,000);
- ii. An expanded pedestrian threshold program (up to \$500,000);
- *iii.* Pop up separated bicycle lanes on Dawson Street, Brunswick between the Upfield shared path and Barry Street (\$105,000);
- *iv.* Pop up shared zones on Albert Street and Victoria Street in Brunswick East at the Fleming Park shared path (\$150,000);
- v. Pop up separated bicycle lanes on Kent Road, Pascoe Vale, between Cornwall Road and Cumberland Road (\$60,000);

vi. Pop up separated bicycle lanes on Northumberland Road, Pascoe Vale between Rhodes Parade and the KW Joyce Reserve shared path (\$66,000);

...

# Notice of Motion - Moreland's Transport Response to COVID-19 and Social Distancing Requirements - 13 May 2020

That Council:

• • •

- 5. Receives a report at the July Council meeting detailing further opportunities to support safe movement for pedestrians and cyclists during the COVID-19 state of emergency including:
  - a) Opportunities to repurpose car parking to support safe pedestrian or cyclist movements;
  - b) Locations for trials of 30km/h speed limits on local roads, as per MITS 2019;
  - c) Pedestrian and cycling improvements that could be delivered in the short term.

...

# 1. Policy Context

## Council Plan 2021-2025

The Council plan sets out Council's and community's vision for the future. Key objectives and strategies related to this report include:

- 2. To contribute to the health, safety, and security of everyone living in our diverse community and to increase safe, accessible, physically active and enjoyable ways to get around Moreland, especially via walking, cycling and public transport.
  - 2.1. Build safe, accessible and high-quality bike and pedestrian infrastructure to create links between areas of high pedestrian and cycling demand, especially the Coburg to Glenroy bike path.
  - 2.2. Scope and implement suburb based active transport (bike and pedestrian) improvements (prioritising Fawkner, Gowanbrae, Hadfield, Oak Park, Pascoe Vale and Glenroy).
  - 2.5. Facilitate substantially increased use of active transport in the community through targeted programs which include a focus on children, young people, families and older people.
  - 2.6. Collaborate with the community to improve pedestrian and cycling infrastructure on a case-by-case basis.

## Moreland Integrated Transport Strategy (2019)

- The Moreland Integrated Transport Strategy 2019 is Council's current transport strategy and it encourages greater take up of sustainable transport alternatives. The strategy includes actions which commit Council to:
- Reallocate road space and car parking according to the road user hierarchy (in descending order, pedestrians, cyclists, public transport users and motorists).
- Work together with state government to, among other things:
  - Continue to implement 40 km/h speed limits on local roads
  - Install direct, safe and convenient crossings where lots of pedestrians and cyclists want to cross, even where VicRoads warrants aren't met
  - Increase pedestrian and cyclist priority at signals and crossings.

## Zero Carbon Moreland (2018)

Council's Zero Carbon Moreland 2040 Framework outlines the community vision and strategic directions for the transition to zero carbon in Moreland by 2040. In 2019/20, transport was recorded to contribute 17 per cent of all carbon emissions in the Moreland local government area and 13 per cent were from private motor vehicles. The 2040 vision for Sustainable Transport includes:

- Most people choose to walk or cycle to get around locally because its healthy, free, safe and convenient
- Moreland is known for its pedestrian and cycle-friendly streetscapes

This overarching Framework informed 5-yearly action plans to drive the transition to zero emissions including:

- Investing in infrastructure to support active travel and public transport
- Reallocate space used for private vehicle travel and parking to support sustainable transport use and other purposes.

In addition, Council resolved in December 2021 to adopt an interim target towards the Zero Carbon by 2040 goal of a reduction of emissions by 75 per cent by 2030.

## **Urban Heat Island Effect Action Plan (2016)**

In 2016 Council adopted the Urban Heat Island Effect Action Plan to create a city more resilient to urban heat and climate change. Protecting and enhancing tree canopy cover and green spaces are important considerations for future bicycle and pedestrian projects.

## **Community Engagement Policy (2020)**

Council has recently adopted a new Community Engagement Policy (2020) to align with the new Local Government Act 2020. It sets directions for how Council will engage with the community on decisions that impact them, including future bicycle and pedestrian projects.

## 2. Background

At its July 2020 Council meeting, Council allocated an additional \$1.68 million in the 2020/21 budget for walking and cycling projects in response to the COVID-19 State of Emergency in Victoria.

This investment aimed to encourage as many people as possible to walk or ride a bike particularly for shorter trips to local shops, parks and amenities. This was particularly relevant as social distancing requirements would lead to a significant decrease in public transport use.

It also reflected the need to provide high quality and safe active travel infrastructure to ensure that walking and riding can be considered as legitimate viable travel options for all members of our community to provide choice in how they travel, rather than a onesize fits all approach. This is particularly important for the female cohort in our community who ride bikes for transport significantly less often than males. It is of fundamental importance that all sectors of our community have the same opportunities to travel and these physically separated bike lanes are specifically encouraging those "interested but concerned" members of the community that would take up cycling if safe options were provided.

Part of the \$1.68 million commitment to improved walking and riding infrastructure included a number of trials as follows:

- shared zones Victoria Street and Albert Street, Brunswick
- separated bike lanes on Dawson Street, Brunswick
- tactile bike lane markers on Albion Street, Brunswick
- a two-way separated bike lane on Northumberland Road, Pascoe Vale.

All trials were installed using temporary infrastructure to allow council to monitor their performance and make real-time adjustments based on community feedback over the course of the trial before making a final decision.

## Shared zones in Brunswick East

Shared zones were installed on Victoria Street (60m long removing 3 parking spaces) and Albert Street (110m long removing 6 spaces) Brunswick East, alongside Fleming Park as at *Figure 1*. These shared zones also extend 15m into John Street, Hutchinson Street and Elesbury Avenue. The shared zones introduced a 20 km/h speed limit (supported by traffic calming devices at the entrances) and gave right of way to pedestrians over all other traffic. The shared zones were marked with colourful, line marked patterns on the road, tree planters and upcycled wooden cable reel furniture to emphasise that it is not a regular stretch of road.

A shared zone is an area that all road users can use. Vehicles and cyclists must give way to pedestrians in a shared zone (as per Road Safety Road Rules - Rule 83). These two locations were originally proposed as part of the action plan in the Brunswick Integrated Transport Strategy (2013). The design aimed to encourage walking and riding bicycles, create safer access to Fleming Park, and improve safety for all road users in the area.



Figure 1: Shared zone trials on Victoria and Albert Streets, Brunswick East

### Bike lanes in Brunswick and Pascoe Vale

Council constructed trial separated bike lanes on Dawson Street, Brunswick and Northumberland Road, Pascoe Vale. A separated bike lane is where a physical barrier is placed between bike riders and traffic. This separation between cyclists and traffic helps encourage more people to ride, including people with lower levels of confidence, and under-represented groups such as women, children, and the elderly. This is particularly important in Moreland. In 2020, VicHealth and Monash University surveyed over 4,000 people across 37 local government areas in Greater Melbourne and regional Victoria. In Moreland, the research found that 83 per cent of people are "interested in cycling but concerned". These are people who would consider cycling as an option in some instances but are often afraid to do so if required to ride among vehicles and pedestrians.

Physically separated bike lanes provide people a chance to ride bikes with physical separation from cars and pedestrians.

Unfortunately, separated bike lanes were not feasible in Albion Street, Brunswick due to the limited road width so tactile bike lane markers were installed instead.

These projects were selected to fill key gaps in our cycling network with particularly emphasis to provide infrastructure to support riders of all levels of ability.

### Separated bike lanes on Dawson Street, Brunswick

The trial separated bikes lanes in Dawson Street, Brunswick were installed between the Upfield Railway Line and Barry Street (approximately 540 metres) as shown in Figure 2. The lanes required the removal of 40 parking spaces on the north side of Dawson Street. This section of Dawson Street links the Upfield Shared Path to the West Brunswick Shimmy (the low stress bike route in West Brunswick that connects the O'Hea Street bike path to Royal Park/North Melbourne) and providing safe riding infrastructure for students attending Brunswick Secondary College and RMIT.



Figure 2: Separated bike lanes on Dawson Street, Brunswick

### Tactile bike lane markers on Albion Street, Brunswick

Albion Street tactile bicycle lane improvements were installed between the Upfield railway line and Sydney Road (approximately 200 metres). They required the removal of four parking spaces. The yellow lane markers have been added to highlight the existing bike lane as shown in *Figure 3*. Due to limited space and large vehicles such as buses using the street every day, separated lanes are not possible on Albion Street. The Albion Street bike lanes were included in these trials as they formed part of the detour route needed due to the Level Crossing Removal (LXRP) works.

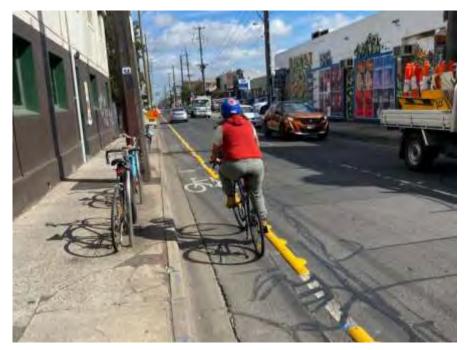


Figure 3: Tactile bike lane markers on Albion Street, Brunswick

### Separated bike lane on Northumberland Road, Pascoe Vale

The Northumberland Road trial bike lanes fill one of the few missing links in the Coburg to Glenroy bike route. The Coburg to Glenroy Bike route is envisaged to be a connected, safe and efficient route suitable for bike riders of all confidence levels. It connects many major and local destinations including Glenroy and Coburg Activity Centres, local shopping centres, Pascoe Vale Girls Secondary College and open spaces. The treatment has resulted in removing approximately 22 parking spaces on the east side of Northumberland Road.

Planning for the bike route is occurring in stages. As shown in *Figure 4*, key links along this route have already been constructed, represented by the solid green lines. The purple line represents the shared path through KW Joyce reserve and the current trials on Northumberland Road and Kent Road are shown in yellow and orange respectively. The dashed blue lines represent the work currently being managed by the State Government (Department of Transport).



Figure 4: Map – Coburg to Glenroy Cycling Route

A typical cross-section of Northumberland Road trial separated bike lanes is shown in *Figure 5*.

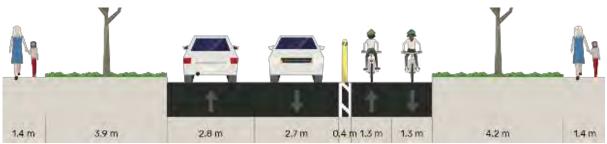


Figure 5: Cross-section of current trial on Northumberland Road, Pascoe Vale (facing north)

## 3. Issues

Since commencing the trials in July 2021, Council has undertaken extensive technical investigations and data analysis on their usage by all users, including pedestrians, bike riders and vehicles. Council has also undertaken wider engagement and received feedback from the community throughout the trial via engagement activities and through contact with officers.

This report outlines relevant information informing the officer recommendation and is discussed as follows:

- Section 3.1 provides a summary of the data collection and methodology undertaken throughout the trial
- Section 3.2 provides a summary of the community engagement
- Section 3.3 provides a discussion on the key issues which have emerged throughout these trials including community feedback and data analysis where relevant and
- Section 3.4 provides the officer recommendations and next steps

## 3.1 Data collection

Council undertook survey counts of the bikes, pedestrians and vehicles in the trial areas to see how the trials have been performing. A survey count is an automated process to observe and record the number, speed, direction and type of user.

Council engaged an independent research company to undertake these surveys at regular intervals in order to view longer term trends that may fluctuate across shorter time periods (such as lockdowns, weather, etc). Two main methods are used to record the information:

- Tube counters placed across the street identify the number, type and speed of vehicles
- A camera identifies the number, direction and approximate age and gender of bike riders and pedestrians

Council undertook surveys of bikes, pedestrians and vehicles across five time periods and seven survey areas around Kent Road, including:

- Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

Vehicle surveys were taken over seven days, commencing from first day of each survey period.

Bike, pedestrian and vehicle survey counts provide a useful snapshot in time of the impact of changes during the trial period. Council can compare information gathered during the trial periods and compare this to information before the trial infrastructure was installed in December 2020.

A summary report of the traffic surveys for the shared zones and the Northumberland Road separated bike lanes is at **Attachment 2** and **Attachment 4** respectively. The detailed survey results for the Dawson Street separated bike lanes and Albion Street tactile bike lanes is at **Attachment 3**. A summary report was not provided for these two trials, rather, the summary is provided in this report.

### 3.2 Community engagement

Council engaged an independent community engagement specialist to provide a range of opportunities for the community to provide feedback on each of the trial locations. The findings of this engagement can be found at **Attachment 1**.

The engagement approach for the report was designed to garner views from local residents and visitors. Three methods were used to ensure a broad range of views were gathered including an online survey, intercept surveys, and focus groups. The results were analysed to understand themes and ideas. A total of 683 engagements occurred during the engagement process where people could engage on one or more of the trials.

An online survey was hosted on the Conversations Moreland website between 15 February and 17 March 2022 and asked similar questions to those asked in the intercept surveys. It collected data on the experience of using the facilities from a range of perspectives. The survey provided an opportunity for wide-reaching participation in the engagement in the project. A total of 510 responses to the online survey across the five sites were received.

Intercept surveys were undertaken to understand the opinions of people who were directly using the trial infrastructure and surrounds but may have otherwise not been reached through online engagement means and mail outs including residents, businesses, and passers-by.

Intercept surveys were conducted at all sites in December 2021, February and March 2022. The times were designed to include key travel events such as school drop off and pick up and peak hour.

Three focus groups were held to gain detailed feedback for Northumberland Road, Pascoe Vale; Dawson Street, Brunswick, and the shared zones in Victoria Street and Albert Street, Brunswick. A total of 22 people attended the three, 90-minute focus groups. No focus group was held for Albion Street.

Over the duration of the trial, in-person engagement and telephone interviews were conducted with businesses and schools on the streets including:

- Pascoe Vale Girls College
- Brunswick Secondary College
- Dawson Street Community Childcare
- Businesses on Albert Street
- Businesses on Dawson Street.

The trials have identified a range of key points of feedback, data analysis, areas for improvement, and officer recommendations. These are discussed for each project in Section 3.3.

## 3.3 Key themes, issues and recommendations

## Victoria Street and Albert Street, Brunswick East – Shared Zones

### Shared Zones- Data Analysis

A summary report of the shared zones transport surveys can be found **Attachment 2**.

Since the implementation of the shared zone trials, pedestrian numbers have increased during each of the four survey periods at both shared zones. Bike riding numbers have steadied or increased in both shared zones. These results indicate that pedestrians are feeling safe in this zone and that bike riders are not discouraged by shared zones giving priority to pedestrians.

The average daily number of vehicles travelling through the shared zones have reduced in both zones, and vehicle speeds are 10 km/h lower in the shared zone than immediately outside of it.

Parking availability is within acceptable limits for the immediate areas surrounding the shared zones.

### Shared Zones - Community Engagement Findings

Surrounding properties, park and shared path users were invited to leave feedback either online via an online survey on Conversations Moreland, or by contacting Council Officers directly. 158 people made submissions in this manner. An additional 60 people gave feedback via the intercept surveys.

An independent community run survey with 67 participants was also submitted for consideration by Brunswick Residents Network and the Moreland Bicycle User Group.

The treatments received mixed feedback both in terms of safety and design. Elements that were supported were:

- Prioritising non-vehicular traffic
- The bright and cheerful design
- Slowing of traffic.
- Creating community and space for people.

Elements that caused concern were:

- The ambiguity of the design and perceptions of danger that this created.
- The loss of parking and road space.

As shown in Figure 6, women were more likely to indicate they felt the treatment made the space safer than without it. Interestingly, men were more likely to indicate they felt safer in the Albert Street shared zone, than in the Victoria Street one.



Figure 6: Gendered perceptions of safety -shared zones in Brunswick East

Pedestrians indicated they were more likely to use the shared zone while drivers and cyclists indicated slightly less likely or unsure.

The engagement identified some areas for improvement, including:

- Clarifying priorities and reducing ambiguity
- Maintenance of the linemarking and ageing of the upcycled furniture
- Additional traffic calming such as raised footpaths and speed humps to further reduce speed

In response to data collected and community feedback received throughout the trial, Council has now introduced formal pedestrian focused signs with information about shared zones and how to use them. Officers have also applied to Department of Transport to introduce a greater number of signs highlighting the entry points and speed limit to motorists approaching and within the shared zones

### Shared Zones - Officer recommendation

Officers recommend that Council should conclude the trial period, retain the shared zones in their current alignment as an interim measure and prepare detailed design and construction plans to make the shared zones in Albert Street and Victoria Street permanent with the following amendments:

- Reduce the length of the shared zones to focus on where most crossing activity occurs (also noting the expected significant costs associated with raising the road pavement to match the footpath levels)
- Simplify the pattern used to identify the shared zone pavement in a manner that is less distracting and easier to maintain (with consideration of the risk of enticing unsupervised children into the road)
- Limit use of street furniture in the road as this received mixed feedback (likely due to proximity to facilities in the park) and causes issues for street sweeping (trapped litter that can't be accessed by street sweeper)
- Incorporate new street trees and Water Sensitive Urban Design garden beds where appropriate to replace the tree planters in a manner that will provide a meandering alignment that complies with the requirements of a shared zone. Consideration will be given to reducing the maintenance burden on watering the trees when they are in pots.

## Dawson Street, Brunswick – Separated Bike Lanes

## Dawson Street separated bike lanes - Data Analysis

Detailed transport survey results on the separated bike lanes on Dawson Street, Brunswick transport surveys can be found at **Attachment 3**.

Data was not able to be obtained pre-trial to road works on Dawson Street due to long term major utility works.

Because there is no pre-trial data, it is useful to compare ridership at a nearby point on Dawson Street that was not part of the trial. In addition to the trial site, survey counts were done at 73 Dawson Street, a location west of the trial site where there are only painted bike lanes but no physical separation. As shown in Figure 7, bike ridership was markedly higher in the trial area (22 Dawson Street) compared to outside the trial area (73 Dawson Street) in both total number of riders but importantly, also in female ridership in all survey periods. This highlights that this treatment provides infrastructure for all levels of confidence.

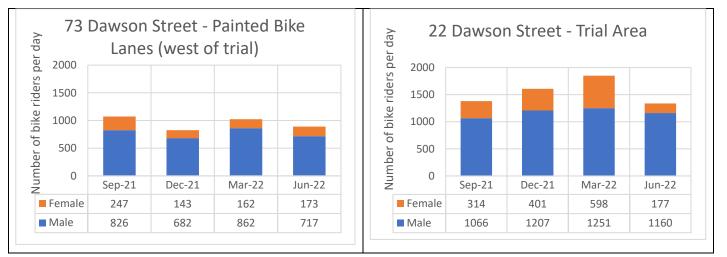


Figure 7 Graph – Daily Bike Data – Within Trial Area (Separated Bike Lanes) to outside of trial area

Council collected traffic volumes and speeds at 62 Dawson Street, Brunswick for routine monitoring purposes over a number of years. This enables a comparison to be made with traffic before and during the trial. As shown in Table 1, traffic volumes are significantly lower during the periods of lockdown compared to out of lockdown. Of note though, is that the traffic volumes are otherwise consistent before the trial compared to during the trial. Similarly, speeds have remained consistent during the trial compared to before the trial indicating there is minimal to no impact on traffic flow from the Dawson Street separated bike lane trials.

	May 2018 (before trial)	June 2019 (before trial)	July 2020 (before trial and during lockdown restrictions)	September 2021 (during trial and lockdown restrictions)	December 2021 (during trial)	March 2022 (during trial)	June 2022 (during trial)
Counter location	62 Dawson Street			24 Dawson Street			
Daily Average Traffic Volume	13,164	15,334	8,120	8,041	12,724	13,479	12,224
85th percentile speed (km/h)	53.3	50.8	52.2	52.3	51.7	51.0	51.3

Table 1: Compared of vehicle volume and speeds before and during the separated bike lane trial on Dawson Street, Brunswick

## Parking

On Dawson Street there is a mix of parking restrictions for a variety of uses. The data detailed in **Attachment 3** shows that there is adequate parking availability overall in the precinct. Occupancy of the unrestricted parking spaces in the precinct is however above 85 per cent. Whilst this is higher, it is not surprising that parking spaces with no restrictions are busier due to the large employers in the area and proximity to public transport.

## Dawson Street separated bike lanes - Community Engagement Findings

A total of 106 people completed the online survey relating to Dawson Street with an additional 27 engaged through the intercept surveys.

The engagement found a strong level of support for the separated bike lane due to the perceived improvement for bike riding safety. Perceptions of safety were similar between male and female respondents as shown in *Figure 8*.



Figure 8: Gendered perceptions of safety – Dawson Street trial bike Lanes

The engagement identified some areas for improvement, including:

- improving the legibility of the lane
- clarifying how it should be used and
- improving access to the childcare centre for parents dropping off and collecting children.

In addition to the formal engagement undertaken by the consultant, Council officers spoke to the Childcare on a number of occasions to unpack concerns, test ideas for improvements and to be present to observe the drop off in operation. Officers also heard from some residents that found it difficult to place their waste bins out for collection.

### Dawson Street separated bike lanes – Officer recommendation

Officers recommend that Council should conclude the trial period and make permanent the Dawson Street separated bike lane generally in line with the trial conditions with the following amendments to address feedback provided and observations made during the trial:

• <u>Remove the existing 1-metre wide refuge islands and replace with a narrow bolt</u> <u>down barrier to provide physical separation</u>, while having a painted island provide a clear indication of area to load and unload parked vehicles and the door zone as shown in Figure 9.



Figure 9: Bike lanes on Exhibition Street, Melbourne with a narrow bolt down barrier that is proposed for Dawson Street, Brunswick

- Removal of the physical island (narrow bolt down barrier) to create an extra wide parking bay adjacent to the child care centre. This would give parents the option of where to park within the bay to meet their access requirements (i.e. more space on bike lane side or travel lane side). The physical barrier will be a series of bollards which would prevent doors to be opened into the bike lane. The treatment was trialled in front of RMIT as shown in Figure 10, and worked well.
- <u>Provided marked area for bins to be placed on road and have ramps installed to provide access if one does not already exist.</u> This allows waste bins to be placed on the road. If there is not a driveway crossover adjacent, a ramp will be installed to provide access.
- <u>Modification of the bus stop to remove conflict points and increasing parking</u> <u>availability.</u> With the current layout the PTV bus is required to block the bike lane to get to the bus stop. It is proposed to relocate the bus stop closer to the road so people using the bus can enter and exit away from people on bikes, and people on bikes can ride around away from traffic and people existing the bus. Buses stopping in the traffic lane is the preferred alignment from both Council and the Department of Transport as it prioritises public transport movements. Additionally, it removes the risk of vehicles failing to give way to merging buses
- Remove 10 metres of kerb parking adjacent to the school car park to improve sight lines when exiting the school car park. Brunswick High School car park is used by the school during the day and the hockey club after hours. Council has received feedback from multiple sources regarding restricted sight lanes when existing the car park. It should be noted that parking is allowed immediately adjacent to the crossovers, and restricted sight lines are expected when parking occurs. However due to the high amount of traffic on Dawson Street and utilising the car park, it is recommended to ban parking for two spaces (10 metres) to the west of the vehicle crossing to allow drivers to get a better view of oncoming traffic. Due to the access requirements of the childcare, it would be inappropriate to remove parking in front of the childcare centre.



Figure 10: Upright Bollards – Dawson Street at RMIT

## Albion Street, Brunswick - Tactile Lane Markers

### Albion Street tactile lane markers - Data Analysis

Detailed transport survey results on the separated bike lanes on Albion Street, Brunswick transport surveys can be found **Attachment 4**.

Data was not able to be obtained pre-trial due to significant road works that were happening and are still occurring on Albion Street.

Despite not having pre-trial data to compare bike ridership on Albion Street, Figure 11 shows that the tactile bike lanes are being used by riders with a good portion of female ridership. The highest number bike riders occurred during the coldest survey period of June 2022. Albion Street was part of the bike rider detour route during LXRP works when the Upfield shared path was closed. This reopened on 22 August 2021, before these surveys. However, during June 2022 the Upfield shared path was again closed due to construction works of a building and riders were detoured on Albion Street. This explains the peak in ridership in June.

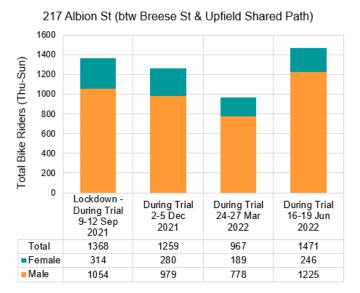


Figure 11: Bike ridership on Albion Street, Brunswick

Given the tactile lane markings went over the existing bike lane lines that were already in place, there was no impact to traffic volumes or speeds from the trial. The trial did cause the removal of four parking spaces on Albion Street however, so it is useful to look at the parking impacts from the trial. As shown in Table 2, the average and maximum parking occupancies in the areas was between 53 and 62 percent indicating that there was ample parking available in the area.

Albion St area parking occupancy	Sep-21	Dec-21	Mar-22	Jun-22
Average parking occupancy:	53%	55%	54%	55%
Maximum parking occupancy:	60%	61%	62%	62%

Table 2: Parking occupancy at Albion Street and surrounding areas during trial

#### Albion Street tactile lane markers - Community Engagement Findings

A total of 38 people completed the online survey relating to Albion Street with an additional 16 engaged through the intercept surveys.

There were mixed responses to this cycle lane. Many cyclists appreciated the attempt to provide separation for vehicles. Some felt that Albion Street is inherently dangerous, and cyclists should not be encouraged to use it. Perceptions of safety were similar across the different engagement types. More women indicated they felt the treatment made them feel safer. Men were likely to indicate they were unsure as to whether the treatment made them feel safer.



Figure 12: Gendered Perceptions of Safety – tactile bike lane markers on Albion Street, Brunswick

Separate to the trial and within the trial area, the Department of Transport (DoT), has proposed to relocate the bus stop on the north side of Albion Street adjacent to property number 21 for safety concerns. Officers understand that the relocation is supported by Moonee Valley bus lines, the operator of the bus service.

The decision to relocate the bus stop to the West side of the tracks removes the obstruction of a stopped bus to users of the Upfield Shared Path and prevents vehicles stopping behind the bus within the rail corridor. The relocation also moves the bus stop further away from construction works at 215-219 Albion Street. To improve the experience for commuters, a new, DDA-compliant bus stop will be constructed by DoT at the new location, providing more space and improved accessibility for all users.

The new location of the bus stop will be to the rear of 35-37 Tinning Street (opposite 220-222 Albion Street), 40 metres West of the current location.

## Albion Street tactile lane markers – Officer recommendation

Officers recommend that Council should conclude the trial period and make permanent the Albion Street bike lane with the following amendments to address areas for improvement:

- Install missing lane markers that have not been able to be implemented due to ongoing construction happening in the areas as soon as works are completed.
- Make permanent the parking ban on the northern side of Albion Street which removed approximately 4 parking bays.
- Support Department of Transport's request to relocate of bus stop to the rear of 35-37 Tinning Street (opposite 220-222 Albion Street).
- Noting that this type of bike lane treatment does not encourage the "interested but concerned" cohort of our community to see riding as a viable transport option, officers will investigate other routes and options to provide a safer link.

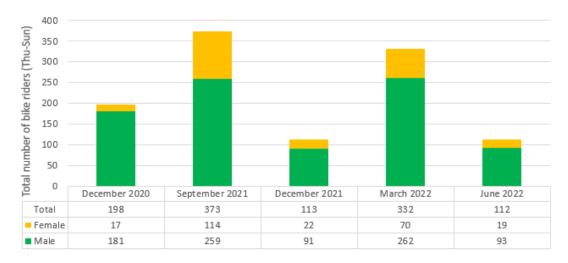
#### Northumberland Road, Pascoe Vale – Separated bi-directional bike lane

#### Northumberland Road Separated bike lanes -Data Analysis

A summary report of the Northumberland separated bike lane transport surveys can be found **Attachment 5**.

Since the implementation of the bi-directional bike lane trials on Northumberland Road, Pascoe Vale, ridership has been inconsistent overall, yet female ridership has increased and in significant portions. Ridership peaked in September during lockdown as shown in *Figure 13*, with female ridership increasing by a massive 570 percent. Numbers dropped in December although it's noted that the first day of the survey was very hot and wet which likely impacted numbers. Despite this overall drop, female participation still increased compared to pre-trial conditions. March 2022 data shows a significant increase in both total and female ridership. Given there was no lockdown, the March results indicate how successful this type of facility is to the 'interested but concerned' cohort of our community that will chose to ride is safe and connected infrastructure is provided. June figures are down which is expected during colder months.

Figure 13: Total Number of People Riding Bikes – Bi-directional bike lanes on Northumberland Road, Pascoe Vale





Impacts to traffic flow from the bi-directional bike lanes on Northumberland Road in both volume and speed is shown in **Error! Not a valid bookmark self-reference.** The reduced traffic lane shows only a marginal change to daily average traffic volumes and negligible impacts to traffic speed.

Counter location - 137 Northumberland Rd	Dec 2020 (before trial)	September 2021 (during trial and lockdown restrictions)	December 2021 (during trial)	March 2022 (during trial)	June 2022 (during trial)
Daily Average Traffic Volume	3314	2371	3262	3064	3,055
85th percentile speed (km/h)	41.6	44.7	37.5	41.8	41.7

Table 3:: Traffic Speed and Volume Data – 137 Northumberland Road, Pascoe Vale

Parking data was collected throughout the day, in Northumberland Road and the surrounding area to understand the impacts of the trial.

During the trial, there was a significant drop in parking occupancy on Northumberland Road likely due to the narrowed area for vehicle traffic. This was particularly notable given the reduction in the total number of parking bays. However, on-road parking availability remained high to moderate throughout the day within the wider survey area. This meant that parking was always available for local residents and visitors even if they did not feel comfortable parking on Northumberland Road.

The maximum parking occupancy for the area occurred at 3pm on school days. The school has three entrances and off street parking. Modifications can be made to parking on Lake Avenue to improve school pick up and drop off.

### Northumberland Road Separated bike lanes - Community Engagement Findings

A total of 208 people completed the online survey relating to Northumberland Road with an additional 43 engaged through the intercept surveys.

Key comments raised during engagement in support of the lanes included:

- Positive opinion of providing better, safer facilities for cyclists
- Positive opinion that the path was full separated from cars and provided a visible 'message' that riding is important
- Appreciated links to reserve and other cycling facilities

Key issues raised with concern about the bike lanes included:

- Impact on traffic from reduced road width for motor vehicles
- Parking problem and traffic issues at school pick up and drop off times

As shown in *Figure 14*, of those surveyed, most felt less safe with the treatment although women also felt almost as unsure as unsafe.

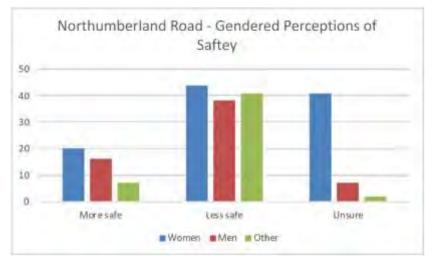


Figure 14: Gendered Perception of Safety – Northumberland Road separated bike lanes

Out of the formal engagement, officers also heard concerns about the operation at the intersection of Northumberland Road at Pascoe Street.

## Feedback from routine engagement throughout the trial

In addition to the formal engagement undertaken by the consultant, officers received feedback from the community through more routine engagement methods. Through this, officers have identified a range of potential issues caused by the new bike lane infrastructure on Northumberland Road and surrounding streets as follows:

## • Frequency of upright bollards

Feedback received highlight the discomfort of drivers to travel close to the upright plastic bollards. The upright bollards are required in sections where vehicles are entering to highlight that the barrier is there but not for the entire length.



Figure 15: Bi-directional bike lanes on Northumberland Road, Pascoe Vale

### Two-way vehicle movement

Concerns were raised regarding two way vehicle traffic as the road has narrowed for vehicle traffic. The 5.5 metre width provides sufficient space for two vehicles to pass. At least 3 metres remains clear for emergency vehicle access if a vehicle is parked in the space.

It is noted that there would be limited road space if two heavy vehicles were to travel in opposite directions at the same time. A check of the traffic count data shows that the likelihood of this occurring is extremely low. Additionally, sight lines are clear and vehicles would need to pass each other at a low speed. Additional levels of care need to be taken by heavy vehicle drivers to operate within the local road network due to the additional space they need.

## Parking in the bike lane

Reports of vehicle parking within the bike lane have continued throughout the trial. Bollards restricting access at key locations are important to restrict access where there could be confusion (e.g. intersecting streets). However, the bollards themselves provide a risk to cyclists as they are in the middle of the path. Education and enforcement are felt to be the best method to stop people parking in the bike lane. The area will be monitored, and additional works can be done at a later date if required.

## Intersection of Pascoe Street and Northumberland Road

The complexity of the intersection of Northumberland Road and Pascoe Street was raised as an area needing improving. Issues raised include pedestrians having a long crossing distance, speed of entering vehicles, poor connection to the shared path at the golf course, and the turning lanes. A concept plan of an intersection treatment has been prepared (refer to **Attachment 6**) to help address these concerns.

## Northumberland Road Separated bike lanes – Officer recommendations

Despite the increase in people riding a bike on these lanes and the lack of significant impacts to traffic as determined by traffic surveys, the community engagement raised a number of issues for Council officers to consider and investigate. Officers have investigated a number of alternative options including alternative route alignments, removal of nature strip/road width modification, and/or provision of a shared path.

Alternate route alignments could be considered but are not preferred due to other local roads having a narrower width, poor crossing opportunities on Rhodes Parade, steep topography and too many competing needs on Pascoe Street.

Despite the community concerns raised, the community is using these bike lanes and so it is recommended that Council should conclude the trial period and make permanent the Northumberland Road bike lane with the following amendments to address areas for improvement:

- Redesign of the intersection of Northumberland Road and Pascoe Street in line with the plans shown **Attachment 6**
- Reduce the number of upright bollards and ensure they are located at key points for safety
- Install bollards in the middle of the bike path at key locations to discourage vehicles from traveling or parking in the bike lane
- Modify nature strip and bike path to allow waste collection to occur and not restrict movement on the bike path.

### Climate emergency and environmental sustainability implications

Transport accounts for more than one third of an average household's carbon emissions in Moreland, and almost one fifth of overall carbon gas emissions in Victoria and Australia. Improvements to people's ability to choose walking and riding as viable transport modes will support safe, efficient and accessible alternatives to private vehicle trips; will significantly contribute to reduced emissions and reducing the impact of global warming on future generations.

## **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

Key sections in the Charter that are relevant to this report are recognition and equality before the law (section 8), freedom of movement (section 12) and taking part in public life (section 18).

The majority of the actions proposed in this report contribute positively to freedom of movement by making walking and bike riding safer and more accessible options for moving around Moreland for more people.

Some actions, such as the removal of car parking presents a more significant issue, particularly where parking occupancy is high and a reduction in the number of spaces may make it more difficult for a person to find a space. Changes to parking will occur through due process including consultation with the community and survey of parking requirements. In addition, no proposed action entails removal of a disability parking space.

It is considered that this impact on this right is justified by the positive impact on freedom of movement and safety for people cycling in the area. The proposal already minimises the reduction in car parking spaces as much as possible. As such, it is considered that the right to freedom of movement has not been unreasonably limited by the recommendations in this report.

## 4. Community consultation and engagement

If Council adopts the recommendations, officers will begin preparing a functional design and implementation of the treatment as outlined in recommendation in consultation with the community.

## Affected persons rights and interests

Before making a decision that affects a person's rights, Council must identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey those views regarding the effect on their rights and consider those views.

To date, Council has undertaken significant consultation across the community including interviews with key stakeholders, a broad community survey, intercept surveys and focus groups.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## 6. Financial and Resources Implications

Council has committed \$400k to the 2022/2023 budget to implement its recommendations to these trials, and the Kent Road separated bike lane trial that will be considered at the August 2022 Council meeting. Appropriate resources will be allocated then to implement the project including design, consultation and project management.

## 7. Implementation

If Council adopts the recommendations, Council officers will begin preparation of the functional design on consultation with the community and implement the permanent treatment as soon as possible. Additional works may be required following years depending on budget and complexity of the agreed treatments.

Council's resolution will be communicated via the Conversations Moreland Webpage, email to project subscribers, and letters sent to surrounding properties of the project areas.

# Attachment/s

1 <u>↓</u>	Engagement Report - Making Walking and Cycling Safer - Wayfarer	D22/306962
	Consulting	

- **2**. Shared Zones, Brunswick East Transport Surveys Summary Report D22/335069
- 3. Dawson Street Trial Separated Bike Lanes All Site Traffic Data D22/335532 D22/335609
- **4** Albion Street Trial Tactile Bike Lanes All Site Traffic Data
- **5** Northumberland Road Transport Surveys Summary Report
- 6. Northumberland Road-Rhodes Parade Preliminary Intersection Design

D22/334389

D22/334348



# Making Walking and Cycling in Moreland Safer

# Final Engagement Report

8 APRIL 2022



Prepared by: Wayfarer Consulting

www.wayfarerconsulting.com.au

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# Introduction

### BACKGROUND

During the Victorian Covid-19 pandemic, the number of people using local walking tracks and cycling paths increased. This prompted Moreland Council to invest an additional \$1.68 million in transport improvements in the 2020/21 budget, these projects included a number of walking and cycling safety initiatives.

Council endorsed the projects to be started without full public consultation as a means to deliver them quickly and meet the increased needs. The projects were implemented using temporary treatments that could be modified or removed if necessary. Community engagement was conducted throughout the trial at all sites. Online engagement was open to all interested people who could provide feedback on any or all of the trials.

The engagement was designed to understand community sentiment, identify potential improvements and make suggestions for the future of these treatments. The results of the engagement will be used in the evaluation of these trials at:

- Dawson Street, Brunswick Separated bike lanes
- Albion Street, Brunswick Tactile bike lane
- Northumberland Road, Pascoe Vale Separated bike lane
- Albert Street, Brunswick Shared zone
- Victoria Street, Brunswick Shared zone.

# ENGAGEMENT APPROACH

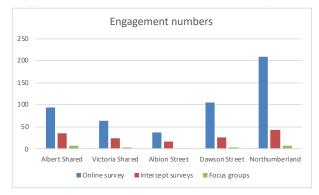
The engagement approach was designed to garner views from local residents and interested citizens. Three methods were used to ensure a broad range of views were gathered. The results were analysed to understand themes and ideas. All results were weighted evenly in the analysis.

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# Numbers engaged

A total of 679 engagements occurred during the engagement process. The numbers of engagements for each site and method is included in the graph below.



#### Online surveys

An online survey was hosted on the Conversations Moreland website between 15 February and 17 March 2022. The survey asked similar questions to those asked in the intercept surveys. It collected quantitative data on the experience of using the facilities from a range of perspectives. The survey provided an opportunity for people, who were interested in the project, to provide detailed feedback on the facilities. A total of 510 responses to the online survey across the five sites were received.

#### Intercept surveys

Intercept surveys were undertaken to understand the opinions of people who were directly impacted by the trials. These included local residents and facility users. This ensured that the opinion of less engage citizens were sought. The results of the intercept surveys provide a useful check on other engagements and opinions expressed might be less polarised. Intercept surveys were conducted at all sites in December 2021, February and March 2022. The times were designed to include key travel events such as school drop off and pick up and peak hour. The times and days of the surveys is provided below.

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#### Intercept survey times and dates

Albert Street	16 December	11 February	
	2021 12pm-	2022 7.30am-	
	2pm	9am	
Victoria Street	16 December	11 March 2022	
	2021 12pm-	9am-10am	
	2pm		
Dawson Street	16 December	3 February	8 February
	2021 8.30am-	2022 3pm-4pm	2022 7.30am-
	9.30pm		9.30am
Albion Street	16 December	4 February	
	2021 10.30am-	2022 7.30am-	
	11.30am	9.30am	
Northumberland	16 December	7 February	11 March 2022
Road	2021 3pm-	2022 7.30am-	2.30pm-4pm
	4.30pm	9am	

#### Focus groups

Three focus groups were held each concentrating on one or two sites. Specific focus groups were held for Northumberland Road, Dawson Street and the shared zones in Victoria and Albert Streets. The purpose of the focus groups was to drill down into the specifics of what people liked and disliked about the treatments and how they thought they could be improved. A total of 22 people attended the three, 90-minute focus groups. No focus group was held for Albion Street due to lack of interested participants.

#### Other engagement

Face to face or telephone interviews were conducted with businesses and institutions on the streets including:

- Pascoe Vale Girls College
- Brunswick Secondary College
- Dawson Street Community Childcare
- Businesses on Albert Street
- Business on Dawson Street.

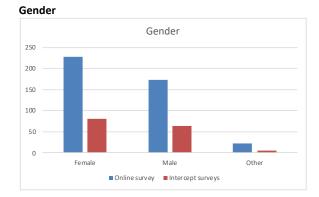
#### Demographics

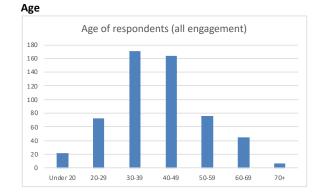
Respondents to the survey were asked basic demographic questions, the demographics for the intercept surveys were based on surveyor observation. No demographic information was collected for the focus groups

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# Results

#### GENERAL RESULTS

It is difficult to identify key themes across the five projects as community opinion was mixed. The only consistent messages to come through all engagements at all sites was:

- Strong support for improvements to cycling and walking infrastructure, particularly safety initiatives.
- Strong support for the principle of separated bike lanes.
- A belief that the new treatments were, at times, confusing and would be improved by additional signage/ waymarking, delineation.
- The lack of engagement prior to the installation was a significant theme during intercept surveys in December, however that concern was reduced in later engagements.

#### About these results

This section provides site specific engagement results. The results are divided into themes, the numbers in brackets are the number of people (from both online and intercept surveys) who mentioned this theme. Comments that illustrate the themes are provide to give context. On many occasions elements of the treatments were loved by some and hated by others. As a result, the report may contain contradictorily comments, these are included to show the variation in responses.

All the comments provided in this report are from residents, businesses and other interested members of the community. They have not been fact checked and should not be considered as professional advice.

#### DAWSON STREET, BRUNSWICK - SEPERATED BIKE LANES

A total of 106 people completed the online survey relating to Dawson Street with an additional 27 engaged through the intercept's surveys.

There was strong support throughout all engagement activities for the separated bike lane. It was considered by most people as providing a considerable improvement for cyclist safety. Some suggested improvements included improving the legibility of the lane, clarifying how it should be used and improving access to the childcare centre for parents with small children.

#### Perceptions of safety

Perceptions of safety were similar across the different engagement types. There was no significant difference in the perception of safety between male and female respondents.

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#### More safe

#### Separation

The majority of respondents (59 comments) who commented in both the online survey and the intercept survey considered that the separated bicycle lane made the street safer. The main reason given for feeling safer was the protection from vehicles.

'The separated lane gives cyclists more space, and prevents cars from encroaching on cyclists.'

Online survey, cyclist, female, 30's

'Like the separation and the space. Feel safe because cars are not so close - better than the narrow (cycling) lanes.'

Intercept, cyclist, female, teenager

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# Less safe

#### Accessing the child care centre

Very few people indicated that they felt less safe as a result of the treatment. Safety concerns (8 comments) mainly related to parents dropping children at the child care centre.

'Getting 2 kids out of car with bike lane and road on either side is hard, would be easier if bike path and road were together.'

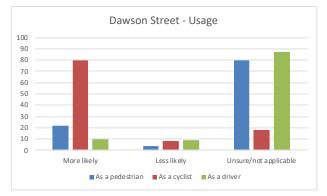
Intercept, driver, female, 30's

'There is a problem with drop off and pick up. The key hours are between 8am-9am and 4.30pm -5.30pm. It is hard to get kids drop the care across the bike path safely. The bikes come quickly and are not aware what is happening. It would be good if the space could be painted a different colour and a sign or other visual to show cyclists to be careful. The area is very busy with the school and the children's centre together and there is no other available parking.'

Interview, child care centre staff member

#### Usage

When asked about the likelihood of using the street cyclists were significantly more likely to use the street as a result of the treatment.



#### What they liked

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#### Separation and safety

In all engagement activities the fact that the lane keeps cyclists separated from motor vehicles was strongly supported (59 comment). This is particularly supported due to the location near a school, university and child care centre.

'The separation is great. The width of the lane is good. It's a major East-West artery, and connects with lots of routes that I take.'

Online survey, driver, cyclist, pedestrian, female, 50's

'Lots of kids cycling on school days which is great - lots safer.'

Intercept, pedestrian, visiting a business, male, 40's

#### What they don't like

#### Accessing the child care centre

The difficulty in accessing the childcare centre was a particular concern for parents using this facility (8 comments). The difficulty of getting children out of the car either into traffic or into the bicycle lane was considered difficult and dangerous.

'Not enough room to get kids out of car - running the gauntlet on both sides, Hight of curb divider a hazard for young.'

Intercept, driver, visiting a business, female, 30's

#### Visibility

A number of people (13 comments) indicated that it was difficult to cross the lane both as a pedestrian or in a car. Cars are forced to creep into the cycle lane to see into the roadway.

'Need to creep into intersection to see past the cars that are now parked in the middle of the road.'

Online survey, driver, male, 20's

'At intersections turning cars seem confused how to handle the lane.'

Online survey, pedestrian, cyclist, female, 30's

#### The northern side

The lane on the norther side is less well defined and a little bit difficult to navigate (4 comments).

'Greater visual identity on the north side could be good? People park over it regularly in my experience.'

Online survey cyclist, male, 30's

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#### Loss of parking

A few people indicated that they did not like the loss of parking (4 comments).

'Have taken away parking for customers and for staff, hardly see any cyclists'

Interview, business owner, female, 20's

#### How it could be improved

#### Extend the path

There were a number of comments (19 comments) relating the need to extend the path.

'Needs to continue past Sydney Road to Glenlyon where there are multiple creches, kindergartens and cycling routes to the city.'

Online survey, cyclist, male, 30's

#### Improve surface

A number of people (10 comments) indicated the surface is bumpy at times and detritus builds up along the path.

'Road needs to be smoother and less bumpy, also needs to extend further into Brunswick West and Melville Road.'

Online survey, driver, cyclist, pedestrian, male, 20's

#### Improve road markings/ legibility

There were a number of comments (10 comments) relating to signage and road marking and the need to improve the legibility for all users. In the area around the child care centre it was suggested that treatments on the bicycle lane would be helpful to slow the cyclists down and ensure they recognise that they are entering an area where there may be small children.

'A line on the road doesn't feel safer for cyclists but painted road surfaces do feel better – making people look...big diagonal lines, colours, places for bikes. Could paint road outside childcare pink or something eye catching to remind drivers it's a vulnerable spot.'

Focus group participant

#### Other comments

Other comments included the need to prevent cars from parking in the lane and improve treatment around intersections and entrances.

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# ALBION STREET, BRUNSWICK – TACTILE BIKE LANES

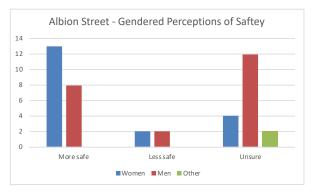
A total of 38 people completed the online survey relating to Albion Street with an additional 16 engaged through the intercept's surveys.

There were mixed responses to this cycle lane. Many cyclists appreciated the attempt to provide separation for vehicles. Some felt that Albion Street is inherently dangerous and cyclists should not be encouraged to use it.

#### Perceptions of safety

Perceptions of safety were similar across the different engagement types. More women indicated they felt the treatment made them feel safer. Men were likely to indicate they were unsure as to whether the treatment made them feel safer.





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# More safe

#### Making space for cyclists

While it was noted that the street is very narrow having some basic separations was considered a safety improvement (18 comments).

'Definitely safer - feels like cars can't come into your space.'

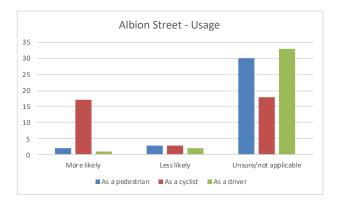
Intercept, cyclist, female, teenager

#### Less safe

Some respondents considered the lane was less safe, or inherently unsafe this was due to the surface and width of the road, and driver behaviour (6 comments).

'Cars and trucks ignore it (the raised markings) - the road is very unsafe - generally try to avoid it - the bike lane does not help.'

Intercept, cyclist, male, 40's



# What they liked

#### Separation

The attempt to achieve separation was appreciated along with the fact it signals the importance of cycling (18 comments).

'The separated bike lane gives greater protection from encroaching cars. It also is a flag to drivers to keep an eye out for cyclists and slow down.'

Online survey, driver, cyclist, pedestrian, gender and age not specified

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#### What they didn't like

# Width

The width of the lane was considered too narrow for some and the quality of the separation not enough of a barrier to provide genuine separation (7 comments).

'Far too narrow (is this even regulation 1.8m?), lots of dips, a very uneven surface, and the separated yellow strips do nothing to prevent cars and trucks from edging over into the bike lane or slowing down.'

Online survey, gender unspecified, 20's

#### How it could be improved

Many respondents indicate that this is a very difficult street to achieve a reasonable level of separations. Suggestions for how it could be improved included move it from Albion Street, increase the width and reduce traffic speeds.

#### Other comments

A number of respondents indicated that the construction work occurring on this street was particularly dangerous and that the needs of cyclists were not addressed in traffic management operations.

#### NORTHUMBERLAND ROAD, PASCOE VALE - SEPERATED BIKE LANES

A total of 208 people completed the online survey relating to Northumberland Road with an additional 43 engaged through the intercept's surveys.

Overall there was little support for this separated bike lane. The key issue cited was the impact on traffic, parking and congestion that the lane was believed to cause. There were concerns about the junction of the lane and Pascoe Street and a belief that few cyclists use the lane.

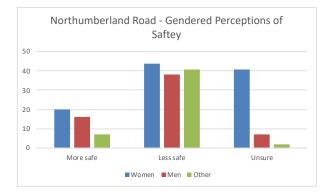
Perceptions of safety were similar across the different engagement types although the online survey respondents were slightly more likely to indicate the treatment made the space less safe. Women were more likely to indicate they were unsure about the impact on safety of the treatment.

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#### More safe

The main reason given for feeling the street is safer is the separation of cyclists and cars (19 comments).

'Dedicated lane means no near passes by vehicles. Particularly relevant for northbound travel when cycling up hill.'

Online survey, cyclist, non-binary, 60's

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#### Less safe

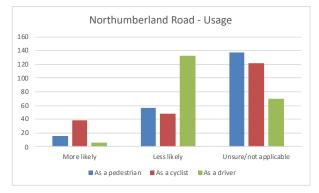
Drivers indicated feeling less safe due to the narrowness of the space allocated for vehicular traffic (33 comments).

'There is not enough road for one car to drive down the road. If a truck comes down it takes up the whole space allocated to cars.'

Online survey, driver, age and gender unspecified

### Use of the facility

Respondents to the survey were asked if the treatment would impact their use of the road as a pedestrian, cyclist and driver.



### What they liked

Respondents expressed a positive opinion of providing better, safer facilities for cyclists (15 comments). They also appreciated the fact the path was fully separated from cars and provided a visible 'message' that cycling is important. Other elements that were appreciated were the way it links to the reserve and the links to other cycling facilities.

'It sends a message that cyclist safety is important to us as a community.'

Online survey, cyclist, female, 50's

'Connects the path from KW Joyce/Gavin Park from Pascoe vale station all the way to Northern golf course making a safe path for kids and 1.'

Online survey, cyclist, female, 40's

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'Even kids can use it, it's so safe. We even take our baby along there. I like how it transitions into the bike path at the park.'

Online survey, driver, cyclist, pedestrian, female, 40's

#### What they didn't like

#### **Reduced space for vehicles**

The key element that people did not like was the impact on other vehicles of reducing the road space. This was described as being unsafe, (33 comments).

'Don't like it, can't see the point, never see a cyclist using it, makes road to narrow for cars.'

Intercept, pedestrian, resident, male, 40's

'It is dangerous to vehicles travelling on the road. The cycling path is way too wide and has narrowed the roadway too much. If a larger vehicle was on the road there would not be enough room for a car.'

Online survey, driver, female, 40's

#### Congestion and parking

A number of respondents (21 comments) indicated that it has caused traffic 'chaos' in the area particularly around school drop off and pick up times. The loss of parking for the school has led to parking problems in the whole precinct,

'Has made the road less safe for students, parents have no parking for school pick up and drop off, the road is more narrow, it's genuinely dangerous for students who walk home/to their cars.'

Online survey, driver, female, 20's

#### Lack of usage

Many people noted that the facility was seldom used by cyclists (9 comments).

'The lanes are seldom used – many cyclists continue to use the road and footpath.'

Focus group participant

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#### Links to other cycle infrastructure

The links to other cycling facilities were considered poor by some respondents (6 comments)

'Poorly considered transitions between KW Joyce shared Path, Lake Avenue road traffic, Rhodes Parade crossing to Northern Golf Course Shared Path, Connection to broader cycling lanes.'

Online survey, driver, pedestrian, male, 40's

#### Other comments

Other comments included the impact on local residents of the loss of parking including people parking in resident driveways and nature strips. The difficulty of where to put bins for collection and debris in the bike lane was also mentioned.

### How it could be improved

#### Remove it

The most commonly cited response to this question was 'remove it' (92 comments).

'Take it out and start again from scratch in engaging about it – is this the right street for it.'

Focus group participant

#### Improve connections

Those who supported the lane had other suggestions to improve it including change how the lane links with other facilities (4 comments).

'Better continuity at start and finish. Currently requires dangerous weaving to "wrong" side of the road, creating issues with cars. Doesn't join up with nearby (20m away) shared paths.'

Online survey, driver, cyclist, pedestrian, male 40's

#### Reduce size

A number of respondents indicated a desire to reduce the size of the bike lane, remove the bollards and use a more traditional painted bike lane (21 comments).

'Reduced in size. Not required to be that wide and leave such a reduced road size.'

Online survey, driver, female, 40's

#### Change the design

Changing the design of the lane to be either a shared path or a one directional painted lane was suggested by some people (18 comments).

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'Cycle daily but do not use this lane - there does need to be something here but a shared path would be better - this causes problems with the school drop off - parents park in residents driveways to drop their children off.'

Intercept, driver, resident, Male 40's

#### Other comments

A number of respondents indicate they found the treatment confusing and some felt this confusion make the space unsafe.

'It is very unsafe. The road is too narrow and car drivers get scared (when something is coming the other way) and just stop which is dangerous. Having bikes going both ways is confusing for drivers -you don't expect to see it and it causes confusion - this makes it even more unsafe. The bollards are unsafe for novice cyclists who can get tangled in them - if their perception is not great.'

Intercept, pedestrian, resident, Male, 50's

There was considerable support for the concept of improving facilities for cyclists but not for this treatment.

'I applaud the concept and it works on wider streets but Northumberland is dangerous for everyone, when cars are parked at the end near Pascoe street the dividers stop cars getting around, blocks the road abs makes it extremely difficult to travel.'

Online survey, driver, female, 40's

#### ALBERT STREET, BRUNSWICK EAST - SHARED ZONE

A total of 94 people completed the online survey relating to Albert Street with an additional 36 engaged through the intercept's surveys.

This treatment received mixed reviews both in terms of safety and design. Elements that were supported were

- Prioritising non-vehicular traffic
- The bright and cheerful design
- Slowing of traffic.

Elements that caused concern were:

- The ambiguity of the design and perceptions of danger that this created.
- The loss of parking and road space.

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Perceptions of safety were similar across the different engagement types. Women were more likely to indicate they felt the treatment made the space less safe than men.





#### More safe

#### Slower traffic.

Many respondents indicated they had observed that traffic speeds in the areas had reduced (16 comments).

'Drivers seem to have slowed down. The John St closure makes navigating the junction a lot easier.'

Online survey, cyclist, pedestrian, Male, 40's

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#### **Pedestrian priority**

The obvious priority of pedestrians and cyclist over cars was noted by a number of respondents (10 comments).

'Like the treatment - it makes it less car focused for people with dogs and children particularly. There are lots of cyclists in the area - the connections are good.'

Intercept, pedestrian, resident, male 30's

#### Less safe

#### Confusing

People who considered it less safe indicate that it was confusing and that nobody was clear on how to behave. This was considered dangerous (21 comments).

'No one has any idea what this shared zone means! Children wander into the road following the bright colours. It distracts motorists rather than informs them in some meaningful way that the zone is "shared". Both as motorist and pedestrian it's dangerous.'

Online survey, driver, pedestrian, female, 50's

'Lots of near misses - ambiguity on who has right of way'

Focus group participant

The painting on the road was considered particularly confusing. Many people indicated that the coloured dots on the road made it look like a play area and that children were drawn to them and that this could lead to a collision.

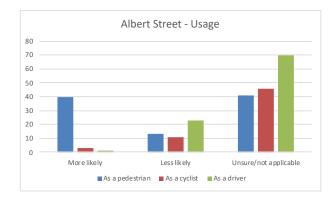
'I have seen on at least a dozen occasions children run on to the road, drawn by the bright pictures I can only assume. It is only a matter of good fortune that no one has been killed or seriously injured.'

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# What they liked

#### The colour and feel of the space

The vibrancy of the colour and the feel of the space was appreciated (22 comments).

'Love it, love the colour, love that it is different, it has slowed down traffic because it looks interesting.'

Intercept, cyclist, male, 40's

#### Prioritising pedestrians and cyclist.

Prioritising the needs of pedestrians and cyclist was greatly appreciated (12 comments).

'Traffic slows, it has always been a thoroughfare as people try and avoid the lights - lots of kids live in the area and it makes it less of a road.'

Intercept, pedestrian, resident, male, 50's

#### Slowing the traffic

A number of respondents indicated they had noticed traffic speeds were reduced (18 comments).

'Looks good, slower, safer.'

Intercept, cyclist, resident, female, 20's

### What they didn't like

#### Ambiguity of treatment

A number of people indicated they felt the treatment was ambiguous and that it was not clear who had right of way or how to behave in the area. This was considered dangerous (16 comments).

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'It's ambiguity and street artwork instead of standard zebra painting is confusing.'

Intercept survey respondent

#### The look of the area

Some people complained that the treatment did not look good, was messy and needed maintenance (20 comments)

'Now looks like graffiti on the road. Planter boxes and spindles now look ugly and like dumped rubbish.'

Focus group participant

#### Loss of parking

Some businesses in the area indicated that the loss of parking was a concern (4 comments).

'Terrible, has taken parking spots for customers and delivery.'

Local business owner, female, 40's

#### How it could be improved

#### **Clarifying priorities and reducing ambiguity**

The key point made across all consultations was the need to clarify how the space should be used. Treatments such as pedestrian crossings and marked cycle spaces were considered one way to achieve that (29 comments).

'Paint the road with traditional zebra stripes to indicate a shared zone.'

Online survey driver, pedestrian, female, 20's

#### VICTORIA STREET, BRUNSWICK EAST - SHARED ZONE

A total of 64 people completed the online survey relating to Victoria Street with an additional 24 engaged through the intercept's surveys.

Comments relating to the Victoria Street shared zone were very similar to those for the Albert Street Shared zone.

Perceptions of safety were similar across the different engagement types. Women were more likely to indicate they felt the treatment made the space safer while men were more likely to indicate they were unsure.

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# More safe

#### Reduced traffic speeds

The reduction in traffic speeds was considered important in improving safety in the area (15 comments).

'The road markings indicate that there is activity beyond simply driving which makes drivers more attentive and reduces their speed.'

Online survey, cyclist, female, 30's

Less safe

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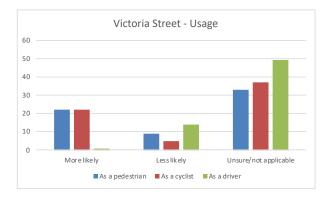


#### Confusing and ambiguity

The confusing and ambiguous treatment was considered dangerous by some respondents (21 comments).

'Cars don't see this as a shared zone, all the signage & street decoration is geared at pedestrians not at making it clear to drivers. So, for pedestrians the lack of clarity becomes dangerous.'

Online survey, driver, pedestrian, female, 40's



#### What they liked

#### **Traffic calming**

Reducing the speed of traffic was considered important (12 comments)

'Cars slow down, give way, and look out for cyclists/pedestrians.'

Online survey, driver, cyclist, pedestrian, female, 70's

#### Creating community and space for people

A number of people indicated it gave the area a more community feel (9 comments).

'It creates a strong visual impression that the space is for everybody, not just cars.'

Online survey, pedestrian, female, 40's

#### The look of the area

The area was described as being colourful and cheerful (15 comments).

'In an otherwise grey environment it adds colour, the garden beds are looked after.'

Intercept, pedestrian, male, 40's

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#### What they didn't like

#### Ambiguity

The area was considered confusing to some respondents, the lack of clarity of how road users should behave considered dangerous. (25 comments)

'It is a sensory overload to my cognitive condition. I am riddled with anxiety when having to pass through this zone. I have no choice and it makes my mental health escalate. It is very confusing to know if I am navigating it correctly.'

Online survey, driver, pedestrian, male, 30's

#### How it could be improved

#### Clarify how the space should be used

Making the space easier to understand and navigate would improve the safety and use of the space (14 comments).

'No parked cars within it. Arched signage at each entry/exit point. More integration/connection with existing Fleming Park.'

Online survey, pedestrian, gender not specified, 40's

'Zebra crossing – could still make it playful like pictures of zebras – needs to be a recognised as a crossing – for pedestrians and cars.'

Focus group participant

#### Traffic calming

Additional traffic calming such as raised footpaths and speed humps could be added to reduce traffic speeds and increase safety (4 comments).

'When it went in it was not clear how to behave - would like some more speed bumps to slow people down. It is a new idea so takes a bit of getting used to.'

Pedestrian, driver, resident, male, 40's

#### **Elesbury Avenue**

The connection from Fleming Park to Elsbury Avenue is challenging for pedestrians particularly those with children. There needs to be a connection from the park to the footpath on the corner of Victoria Street and Elesbury Avenue.

'Crossing to Elsebury Ave – for prams a direct crossing would be better – needs to link to the footpath – perhaps coloured different for bikes and pedestrians.'

Focus group participant

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# Appendix one – Intercept survey

Name of site Time and date **Observations** 

# What brings you to the area? (choose all that apply) Resident

- b. Work in area
- c. Visitor
- d. Business owner e. Visiting shops/ businesses
- f. Visiting friends/family
- g. School

# 2. How do you usually travel through this area? (choose all that apply)

- a. Pedestrian
- b. Cyclist
- c. Driver
- d. Other (specify)

#### 3. How often have you used the new cycle lane? (choose one)

- a. At least once a week
- b. Once a fortnight
- c. Once a month
- d. Less than once a month Rarely
- e. f. Never

#### 4. How do you feel about road safety when using the space? (choose one)

- a. More safe
- b. No change
- c. Less safe
- d. Not sure/ can't say

#### 5. Do these changes make you more likely to cycle/ walk?

- a. More likely
- b. Less likely
- No change c.
- d. Not sure
- 6. Why do like about the treatment
- 7. What don't you like?
- 8. How could it be improved?

**Demographics (observed)** Gender / Age (eg F20's, M 30's)

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# Appendix two – Online survey

# Name of cycle lane (chose one)

Albert Street Victoria Street

We are interested in finding out about people's experiences with the trial shared zones. The survey below will assist Council to evaluate and look for opportunities to improve the current trial.

#### Questions

#### 1. What brings you to the area? (choose all that apply)

- a. Resident
- b. Work in area
- c. Visitor
- d. Business owner
- e. Visiting shops/ businessesf. Visiting friends/family
- g. Other (specify)
- g. Other (specify)

#### 2. How do you usually travel through this area? (choose all that apply)

- a. Pedestrian
- b. Cyclist
- c. Driver
- d. Other (specify)

#### 3. How often have you accessed the shared space? (choose one)

- a. At least once a week
- b. Once a fortnight
- c. Once a month
- d. Less than once a month
- e. Rarely
- f. Never

#### 4. How do you feel about road safety in the shared space? (choose one)

- a. More safe
- b. No change
- c. Less safe
- d. Not sure/ can't say
- 5. Why do you feel this way? (optional) (small text box)
- 6. Are you more likely to use this road/shared space as a result of the works?

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	More likely	No change	Less likely	Not applicable	Not sure/ don't know
As a pedestrian					
As a cyclist					
As a motorist					

We would like to learn more about your perceptions/impression of the trial.

- 7. What do you like about the shared space? (small text box)
- 8. Is there anything you don't like? (small text box)
- 9. How could these the shared space be improved? (small text box)

10. Do you have any other comments? (small text box)

The basic demographic information helps us ensure we get views from a range of people

Demographics Gender Female/ Male/ Non binary/ Prefer not to say Age Suburb?

Moreland City Council will be conducting on-line focus groups relating to these trials in February and March. This provides an opportunity for community members and key staff to discuss these facilities in greater depth. If you are interested in participating in a group please provide your details below. Numbers will be limited and we will aim to get a mix of people to provide a range of views.

- Name
- Site of interest
- Phone number
- Email
- Why do you wish to attend?

You will be contacted with more details prior to the focus group.

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# Albert St & Victoria St, Brunswick East Shared zones trial

Transport survey counts review

# Moving safely in Moreland

The Council Plan 2021-2025 includes Theme 2: Moving and living safely in Moreland. The stated objective of this theme is "to contribute to health, safety, and security of everyone living in our diverse community and to increase safe, accessible, physically active and enjoyable ways to get around Moreland, especially via walking, cycling and public transport".

# Background to Brunswick East shared zones trial

During the COVID-19 pandemic, there was an increase in the number of people using Moreland walking and cycling paths. To accommodate this, Council decided to invest an additional \$1.68 million walking and cycling improvements such as bike lanes and shared zones.

In total, 4 bike lane projects and 2 shared zone projects were endorsed by Council to be installed as trials in June 2021. All projects except the Albion Street bike lanes had been identified in Council's adopted future capital works program, but were fast-tracked as part of our COVID-19 response. The Albion Street bike lanes were included in these trials as they formed part of the detour route needed due to the Level Crossing Removal (LXRP) works. Unlike most of Council's infrastructure projects, the trials were designed as 'learning through trial' projects with community engagement based around the implemented trial rather than design concepts not yet installed.

Installing these trials using materials that could be modified or removed, meaning that changes to final designs could be made based on both feedback from the community and technical findings.



Figure 1: Elesbury Ave approach to Victoria St shared zone



Figure 2: Location of Trial shared zones

# Trial shared zones in Brunswick East

In 2021 we installed two shared zones in Brunswick East as shown in Figure 2. These two shared zones are designed to encourage walking along Victoria Street and Albert Street, improve walking and riding access to Fleming Park, reduce rat-running and improve the East Brunswick Shimmy.

The shared zones in Albert Street and Victoria Street were both previously in Council's adopted action plan for the Brunswick Integrated Transport Strategy, and were fast-tracked as part of our COVID-19 response.

These two shared zones are designed to encourage walking and riding bicycles, create better access to Fleming Park and improve safety for all commuters in the area.

The shared zones are marked with colourful, line marked patterns on the road, tree planters, and wooden cable reels to emphasise that it is not a regular stretch of road. To accommodate this and create safer entry points to the zones for pedestrians and people who are riding bikes, some parking was removed. Speed cushions are installed at the entry to these shared zones to slow traffic down to the desired speed of 20 km/h.

The design, and these additional safety provisions, aim to encourage walking and riding as a means of everyday transport. Additionally, the extra space for pedestrians along Victoria Street and Albert Street – both of which are principal pedestrian network routes for east west travel - facilitates social distancing, aiming to support local businesses, and improve physical and mental health, and safety for all commuters.

# **Benefits of shared zones**

A shared zone is an area that all road users can use, but where vehicles and bike riders must give way to pedestrians. They have been located alongside Fleming Park with high numbers of pedestrians and bicycles crossing. The shared zones provide extra space for pedestrians, slow traffic at natural meeting points and allow pedestrians to cross in locations and on angles they choose.

Shared zones reduce traffic on residential streets and assist in making the area safer for pedestrians and people who ride bikes, while still allowing vehicle access. They are a useful and effective means of making walking and riding bikes safer and less intimidating.

The Road Safety Road Rules (rule 83), state "A driver driving in a shared zone must give way to a pedestrian in that zone. For this rule, give way means a driver must slow down and, if necessary, stop to avoid a collision".

The new speed limit for vehicles - including cyclists - within this shared zone is 20 km/h, to accommodate the potential need to give way at any time.

# **Trial objectives**

The broad objective of the trial, given the strategic roles of these sections of Albert and Victoria Streets for pedestrians was to determine the pros and cons of shared zones as an approach to providing pedestrian priority.

This would be determined from a combination of community engagement and transport surveys, focusing on the experiences of people riding bikes, pedestrians, residents, other adjacent land users, local traffic and parking.

# **Community Engagement**

Throughout the 12-month trial we engaged with the community at various points to understand community sentiment, identify potential improvements, and allow the community to make suggestions for improvements.

Reference is made to the separate community engagement report "Making Walking and Cycling in Moreland Safer" (D22/306962) which can be found on the Conversations Moreland webpage for these trials.

(https://conversations.moreland.vic.gov.au).

# **Data Collection**

Council monitored this trial with a survey of bikes, pedestrians and vehicles using these shared zones and surrounding streets. This was done with tube counters and cameras.

The remainder of this report is focused on the data collected before and during the trial and the conclusions that can be made.

# Bike, pedestrian, and vehicle survey counts

Vehicle survey counts allow us to effectively track vehicle, pedestrian, and bike activity in an area. Council engaged an independent research company to undertake these surveys using two methods:

• Tube counters placed across the street identify the number, type, and speed of vehicles, and

• A camera identifies the number, direction and approximate age and gender of bike riders and pedestrians.

Council is provided the raw data from these counts and can compare information gathered during the trial periods and compare this to information before the trial infrastructure was installed.

# Survey locations and data

Council undertook surveys of bikes, pedestrians, and vehicles across at the locations shown in Figure 3. Parking surveys were also undertaken in the shared zones and surrounding area during the same periods as shown in the plan below. Vehicle surveys were taken over a period of 7 days, commencing from first day of each survey period.

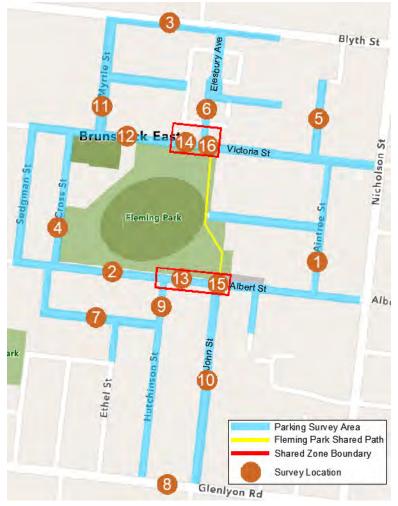


Figure 3: Transport survey locations for Trial shared zones, Albert St & Victoria St, Brunswick East

# Potential considerations with the data and survey methodology

# 1. Weather observations

Short term changes in weather conditions can impact the number of people likely to participate in outdoor activities such as riding and walking. Historical weather observations are provided below for each of the survey periods:

Table 1: Weather observations from Essendon Airport, Bureau of Meteorology station number 86038

Survey period		Minimum temperature (C)	Maximum temperature (C)	Rainfall (mm)
December	Thursday, 3 Dec	9.4	25	0
2020	Friday, 4 Dec	10.2	24.4	0
before trial, out of	Saturday, 5 Dec	12.4	28.4	0
lockdown	Sunday, 6 Dec	12	21.6	0
September	Thursday, 9 Sept	11.2	24.6	0
2021	Friday, 10 Sept	9.6	18.8	0
during trial, in	Saturday, 11 Sept	12.1	22.9	0
lockdown	Sunday, 12 Sept	8.3	15.7	0
December	Thursday, 2 Dec	16.4	33	22.6
<b>2021</b> during trial. out of	Friday, 3 Dec	10.3	20.2	3.6
	Saturday, 4 Dec	9.8	19.4	0
lockdown	Sunday, 5 Dec	9.4	20.8	0
March 2022 during trial, out of lockdown	Thursday, 24 March	11.6	20.8	0
	Friday, 25 March	12.2	21.1	0
	Saturday 26 March	9.7	24.3	0
	Sunday, 27 March	11.2	29.1	0
June 2022	Thursday, 16 June	9.3	14.2	0.2
during trial, out of lockdown	Friday, 17 June	9.9	13.9	9.6
	Saturday, 18 June	6	16.7	0
	Sunday, 19 June	2.5	15.5	0

#### 2. Impact of Victorian Government Department of health restrictions (Melbourne lockdowns)

The first survey recorded in December 2020 was outside of Melbourne's lockdown with travel patterns and daily life gradually returning to normal including a return to work in the office. September 2021 was during Melbourne's 6th lockdown where there were only 5 reasons to leave home. The third and fourth surveys in December 2021 and March 2022 were outside of Melbourne's lockdown with travel patterns and daily life returning to normal including school in person and people beginning to return to work in the office.

Typically, lockdowns have seen fewer commuting trips for work or other purposes such as socialising and organised sport but have led to a greater number of recreational walking and riding trips in local areas. It is likely travel patterns and reasons for travel would change in and out of lockdowns.

#### 3. Time of year

Time of year may also impact survey outcomes. Under normal circumstances, transport survey counts are not conducted during school holidays as traffic patterns are too irregular and would likely miss key user groups including and work-related commuting trips.

The Fleming Park sporting clubs likely generate times of peak-usage with visitors to the area at different times of the week and year due to the seasonality of sport.

# Key findings - people walking

1. Pedestrian numbers have increased through both shared zones compared with background levels, with even representation from males and females

Victoria St Shared Zone at Elesbury Ave and Fleming Park Shared

Path 9000 8000 Total Pedestrians (Thu-Sun) 7000 6000 5000 4000 3000 2000 1000 0 Lockdown -During Trial Before Trial During Trial During Trial During Trial 3-6 Dec 2-5 Dec 24-27 Mar 16-19 Jun 9-12 Sep 2020 2022 2022 2021 2021 Total 3692 8258 4397 5019 4410 Female 1825 3636 1919 2346 1958 Male 1867 4622 2478 2673 2452

Albert St Shared Zone - btw John St and Fleming Park Shared Path

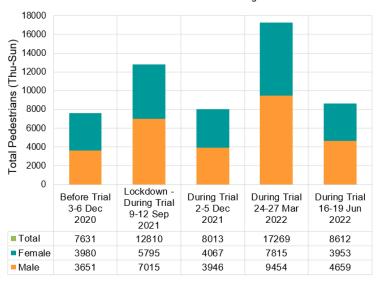


Figure 4: Breakdown of observed number of people out walking at both shared zones between December 2020, September 2021, December 2021, March 2022 and June 2022 survey periods, Thursday to Sunday.

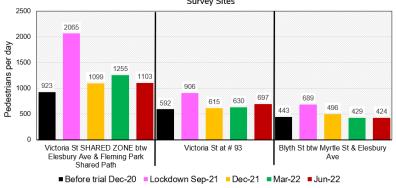
A spike in pedestrian usage during Melbourne's 6<sup>th</sup> lockdown in September 2021 was observed in both shared zones as shown in Figure 4, with pedestrian numbers more than doubling in

Victoria Street. Pedestrian numbers in December 2021 are also higher than the pre-trial conditions. These numbers are likely to be lower than what they would otherwise have been given the inclement weather (hot and wet) on the first day of the Dec 2021 survey period (2 December 2021).

The increase in pedestrian numbers continued during the remainder of the trial in both shared zones. It is worth noting the significant peak in pedestrian numbers during the March 2022 survey in the Albert Street shared zone compared to Victoria Street. There was no event or sporting match at Fleming Park to suggest why this peak was so high on Albert Street. Rather, the John St/Albert St entrance to Fleming Park is closest to the playground, BBQ area and facilities that all have the potential to lead to multiple readings of the same pedestrian going back to Albert St and the parking and businesses there and may explain why pedestrian volumes were so high on this entrance to the park. Despite the colder temperatures in June 2022, there was still increases in people walking through the Victoria Street and Albert Street shared zones of 19.5% and 12.9% respectively compared to pre-trial conditions.

Figure 5 and Figure 6 show the comparison of pedestrian volumes during each survey period of numbers within the shared zone and at a nearby location. As shown in Figure 5, a comparison is made with pedestrian volumes counted on Victoria Street within the shared zone, at 93 Victoria Street just west of the shared zone. Counts were also conducted on Blyth Street just north of the shared zone as a comparator of an alternative walking route in the local area. Pre-trial counts show that the area of Victoria Street that became part of the shared zone had significantly more pedestrians than the other two sites counted.

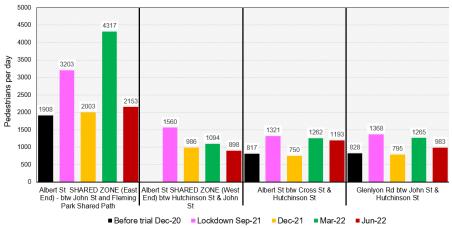
The spike during Melbourne's 6<sup>th</sup> lockdown (September 2021) is significantly more pronounced in the shared zone than at the other two sites. For the remaining survey counts out of lockdown (Dec 2021, March 2022 and June 2022), the average pedestrian volumes were 25% higher than pre-trial conditions in the shared zone, and only 9.3% higher outside the shared zone at 93 Victoria Street at 1.5% higher at the nearby alternate route at Blyth Street.



Average Daily Volume of Pedestrians - Victoria St Shared Zone and Nearby Survey Sites

Figure 5: Victoria Street shared zones - pedestrian counts within the shared zone and nearby

Figure 6 shows a similar comparison of pedestrian usage in the Albert Street shared zone (east end and west end) compared to the next block of Albert Street to the west, and the alternative east west route of Glenlyon Road.



Average Daily Volume of Pedestrians - Albert St Shared Zone and Nearby Survey Sites



Albert Street at the western end of the shared zone had much lower pedestrian use than the east end at John Street likely due to the entrance to Fleming Park being opposite John Street. Whilst only pre-trial counts were undertaken at the eastern end of the shared zones, it is apparent that the trend of pedestrian volumes is similar across all four sites, namely: a peak during the September 2021 lockdown, Dec 2021 volumes being close to pre-trial numbers, and an increase in pedestrian volumes in March and June 2022 compared to pre-trial volumes. It is noted though that the increase in volumes in March 2022 in the shared zones is both significant in itself, and by comparison to the other sites surveyed.

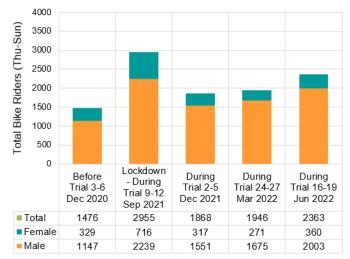
The significant uptake in people walking in the shared zones between December 2020 and September 2021 and the 10-20 percent increase June 2022 despite the cooler temperatures indicates the program's success during COVID in encouraging more trips to be made by walking. The survey data collected indicates a greater number of people choosing to walk through the shared zones, a place where pedestrians have priority, than before the trial and compared to nearby locations.

# Key findings - bike riders

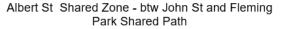
1. Cyclist numbers increasing through shared zones indicates bike riders are not discouraged by shared zones giving priority to pedestrians

Figure 7 shows the changes in bike ridership during the trials compared to pre-trail conditions in both shared zones. During all trial period surveys ridership figures were higher than pre-trial conditions.

The data shows that giving pedestrians right of way has not discouraged use by cyclists, who are likely also benefiting from reduced vehicular speeds.



#### Victoria St Shared Zone at Elesbury Ave and Fleming Park Shared Path



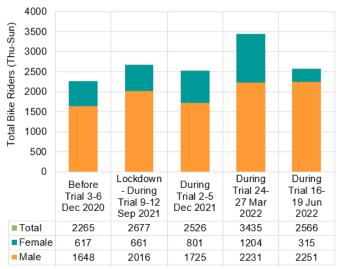


Figure 7: Changes in bike rider counts at the Victoria and Albert Street shared zones between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

\*Note: Gender split is estimated from video footage.

# Key findings - motorised vehicles

2. Average daily vehicle numbers are generally reduced at both shared zones by June 2022 compared to before the trial (December 2020) without detrimental flow-on impacts to the surrounding local street network.

Vehicle volumes within the shared zones have been less than before the trial, with the slight exception of a minor increase counted in the Albert Street shared zone during March 2022. This March 2022 peak coincides with the peak in pedestrian volumes described previously.

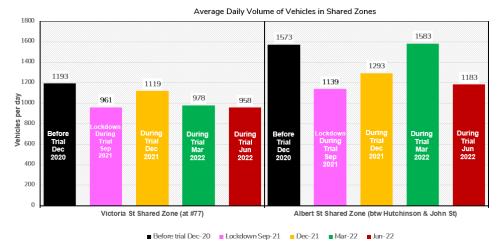


Figure 8: Average Daily Volume of Vehicles - Before trial (Dec 2020) and during trial (Sept 2021, December 2021, March 2022 and June 2022) – 7 days Thursday to Wednesday

When making changes to a local link, it is important to measure and consider the potential impacts across the surrounding network.

Figure 9 and Figure 10 show the average daily traffic volumes in the shared zones and surrounding streets. As shown in Figure 9, traffic volumes in the Victoria Street shared and all surrounding streets generally reduced or remain consistent during the trial period. The same is true for Albert Street as shown in Figure 10.

The data indicates that the introduction of the shared zones has not led to any significant increases to traffic volumes in the surrounding local roads throughout the trial period (which was a potential side effect of discouraging cut through traffic by installing the shared zones).

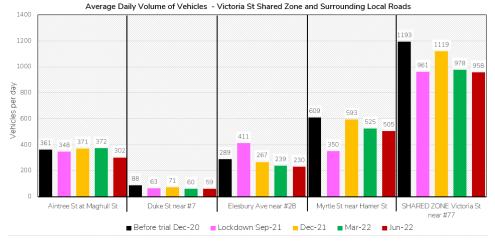
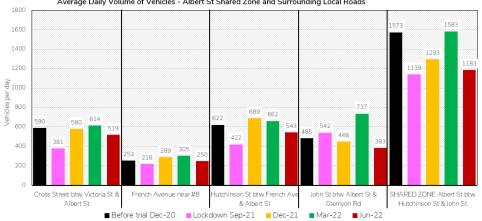


Figure 9: Average Daily Volume of Vehicles on Victoria Street and surrounding streets - Before trial (Dec 2020) and during trial (Sept 2021, December 2021, March 2022 and June 2022) - 7 days Thursday to Sunday



Average Daily Volume of Vehicles - Albert St Shared Zone and Surrounding Local Roads

Figure 10: Average Daily Volume of Vehicles on Albert Street and surrounding streets - Before trial (Dec 2020) and during trial (Sept 2021, December 2021, March 2022 and June 2022) – 7 days Thursday to Sunday

#### 3. Vehicle speeds are on average 10km/h lower in the shared zone than immediately outside of it. Speeds in the shared zone are approximately 30km/h rather than the sign posted 20km/h.

The local streets in and around the shared zones are mostly at 40 km/h. During the trial, the speed limits in the shared zones were lowered to 20 km/h.

Counts were collected to measure what is referred to as the '85<sup>th</sup> percentile speed'. This is a speed that refers to the maximum speed that 85% of all travellers are doing. In other words. 85% of all drivers are travelling at this speed or lower.

Figure 11 shows the 85<sup>th</sup> percentile speed counts done in and just outside the two shared zones.

The results for Victoria Street show that outside of the shared zone trial area, vehicle speeds were at 40 km/h before the trial and have reduced or remained similar during the trial. In the Victoria Street shared zone however, vehicles speeds have reduced considerably by an average of 10 km/h. It is noted that the speeds are closer to 30 km/h rather than the posted 20 km/h though in the shared

#### zone.

The results for Albert Street are similar in that outside the shared zone trial area, vehicle speeds were at 40 km/h before the trial and have reduced only slightly during the trial. In the shared zone however, vehicle speeds have reduced considerably by an average of 12 km/h. It is noted that the speeds are closer to 28-29 km/h rather than the posted 20 km/h though in the Albert Street shared zone.

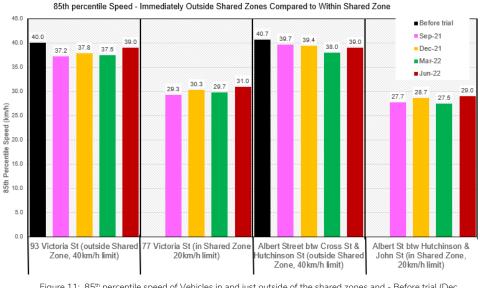


Figure 11: 85<sup>th</sup> percentile speed of Vehicles in and just outside of the shared zones and - Before trial (Dec 2020) and during trial (Sept 2021, December 2021, March 2022 and June 2022) – 7 days Thursday to Sunday

# 4. Parking occupancy has increased within the surrounding streets however it is still within acceptable ranges.

The Albert Street shared zone resulted in a loss of six bays on Albert Street (Elm Grove to Hutchinson Street) - 33 spaces to 27 spaces. In Victoria St, a reduction of three spaces was introduced (74 to 71 spaces) between Myrtle Street to Aintree Street. These reductions are present from the September 2021 survey onwards, and the background survey for comparison is the December 2020 survey.

Table 2: Breakdown of daily average and daily maximum percentage of car parking occupancy across parking survey area (refer Figure 2) between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday

	Thursday Parking % occupancy		Friday Parking % occupancy		Saturday Parking % occupancy		Sunday Parking % occupancy	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
December '20	60	72	64	73	61	70	62	71
September '21	66	70	65	69	66	69	67	69
December '21	66	72	67	73	66	71	67	73
March '22	71	74	71	75	70	74	71	74
June '22	75	79	75	81	77	82	75	80

In the area of the parking survey, an additional 11 parking spaces in Elm Grove were removed which was unrelated to the shared zone operations. This reduced the overall area capacity from 669 spaces

(as per Sep21 and Dec 21) to 658 spaces (Mar 22 and Jun 22).

As shown in Table 2, the shared zones and surrounding streets had a parking occupancy of approximately 72% before the trials were implemented, meaning that almost 30% of all parking spaces were vacant. During the trials, this remained steady and increased to 82 percent at its peak on Saturdays in June 2022. 82 percent is within the acceptable parking occupancy range and is considered to be a highly efficient use of parking. This data shows that parking is acceptable withing the precinct since the introduction of the shared zones.

# **Summary of findings**

Since the implementation of the shared zone trials, pedestrian numbers have increased and bike riding numbers have steadied or increased in both shared zones. This indicates that pedestrians are feeling safe in this zone and that indicates bike riders are not discouraged by shared zones giving priority to pedestrians.

There has been no significant change in the number of vehicles travelling through the shared zones, and vehicle speeds are 10 km/h lower in the shared zone than immediately outside of it.

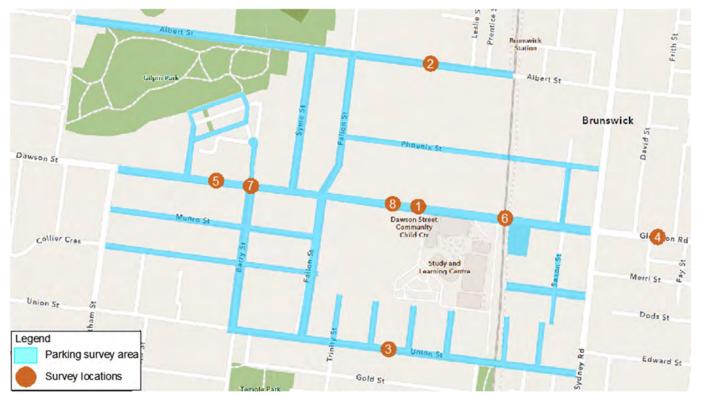
Parking availability is within acceptable limits for the immediate areas surrounding the shared zones.

## Dawson Street and surrounds detailed transport survey counts

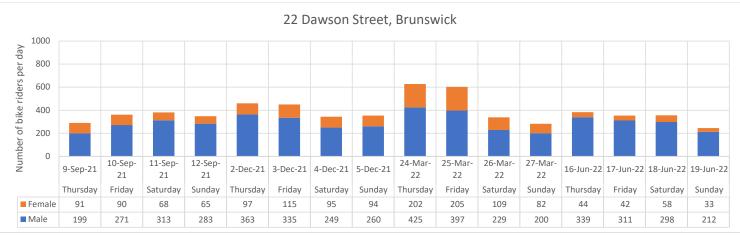
Council undertook surveys of bikes, pedestrians and vehicles across four time periods and seven survey areas around Dawson Street, Brunswick including:

- Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

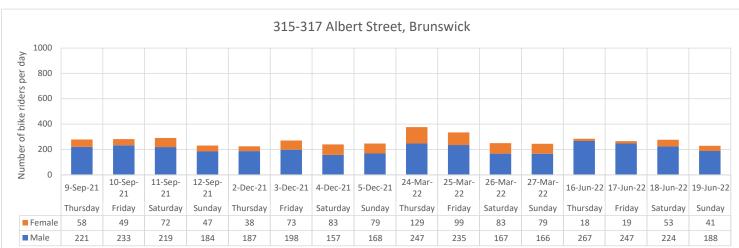
This document contains the detailed information from these surveys for comparison across the survey sites and survey periods and should be read alongside the summary document.

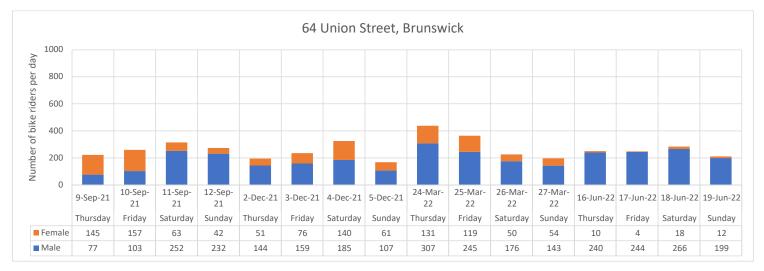


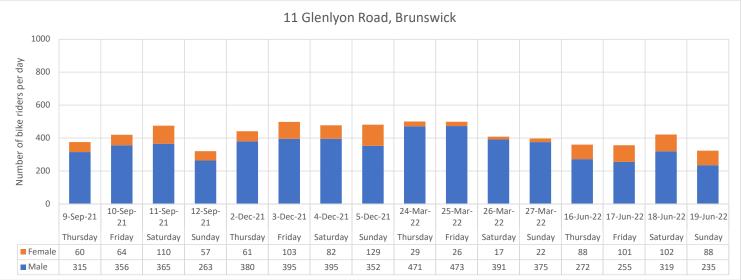
#### **Bicycle Counts**

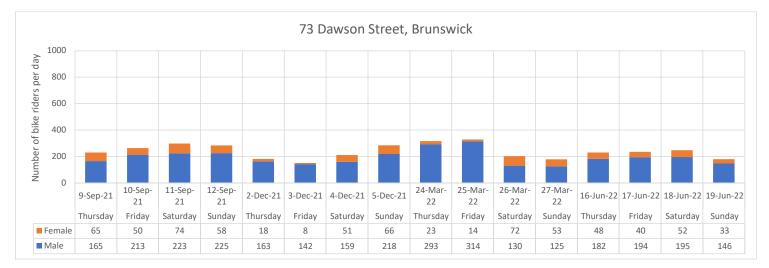


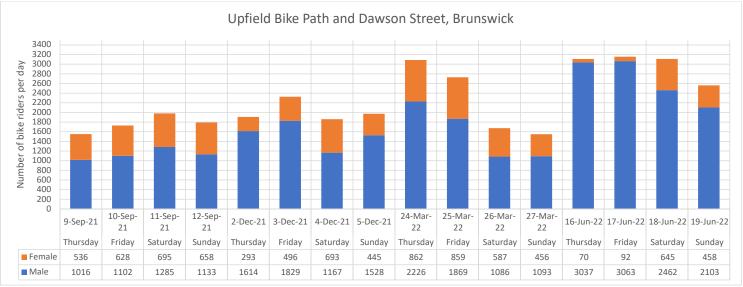
The below data shows the detailed breakdown of observed gender of bike riders as either male or female. Gender split is estimated from video footage.

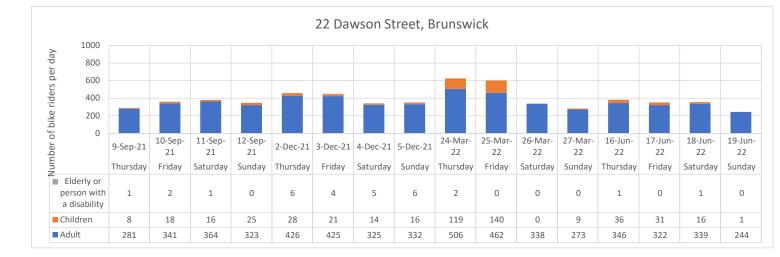




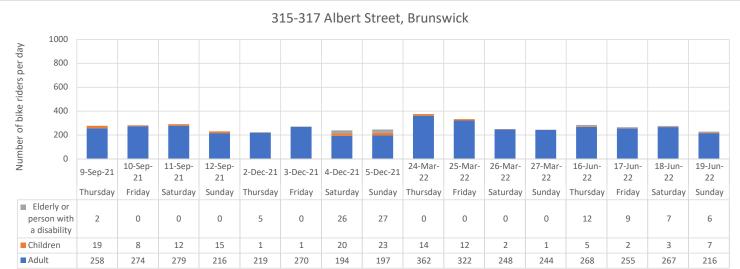


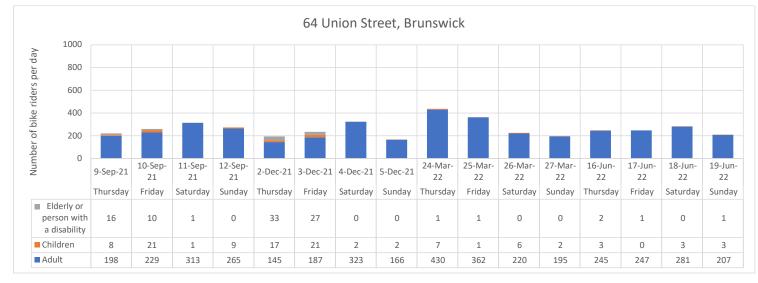




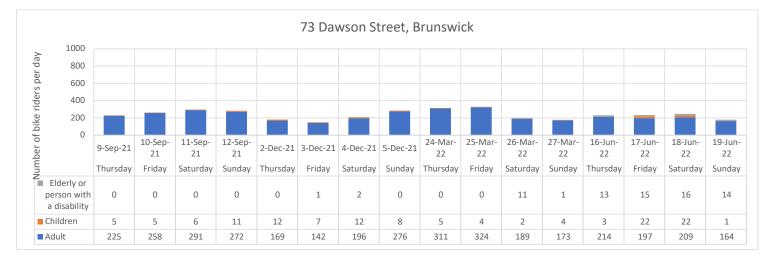


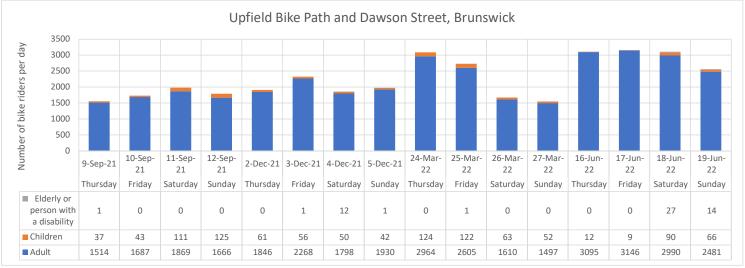
The below data shows the detailed breakdown of observed age/demographic of bike riders as either adult, children or the elderly or person with a disability.





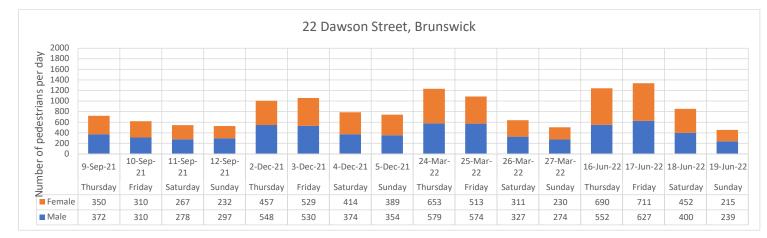


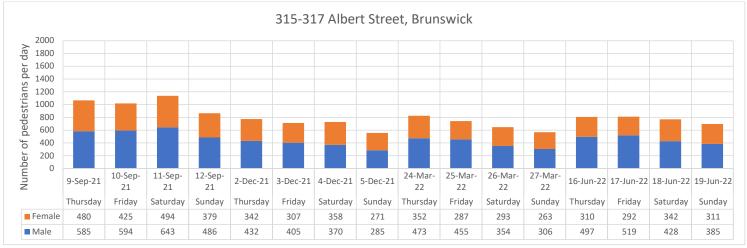


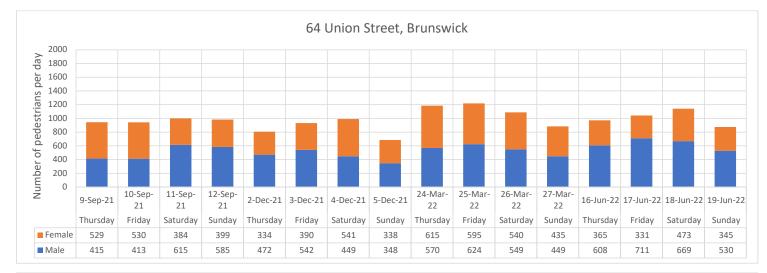


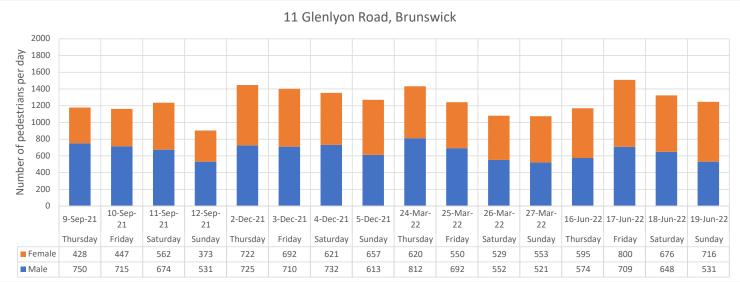
#### Pedestrian counts

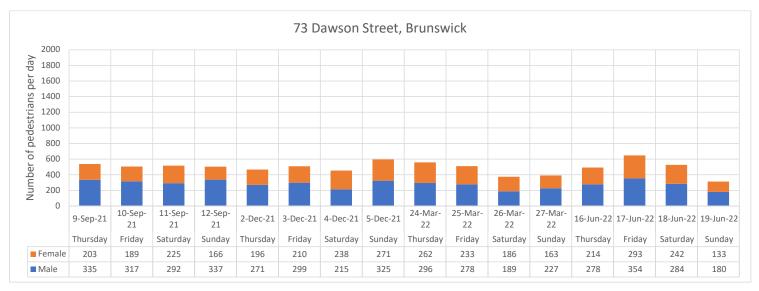
The below data shows the detailed breakdown of observed gender of pedestrians as either male or female.

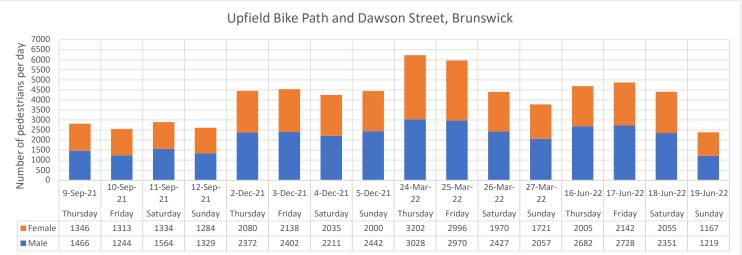








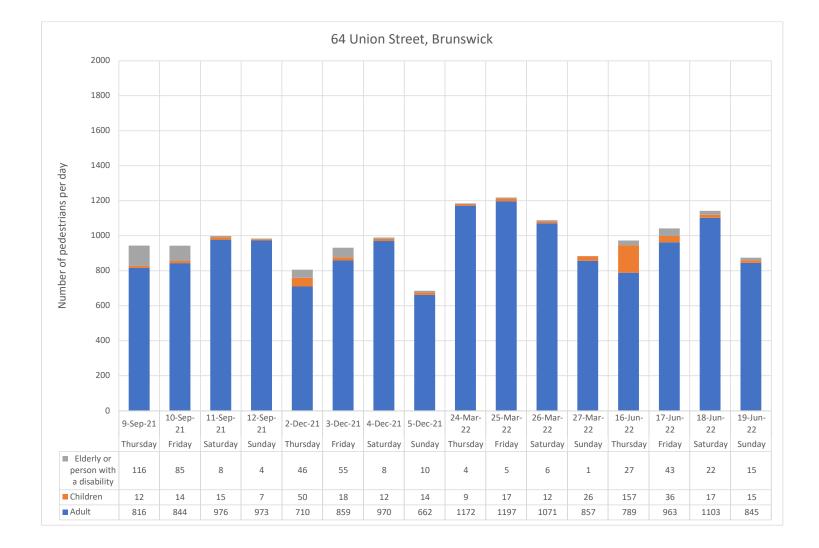


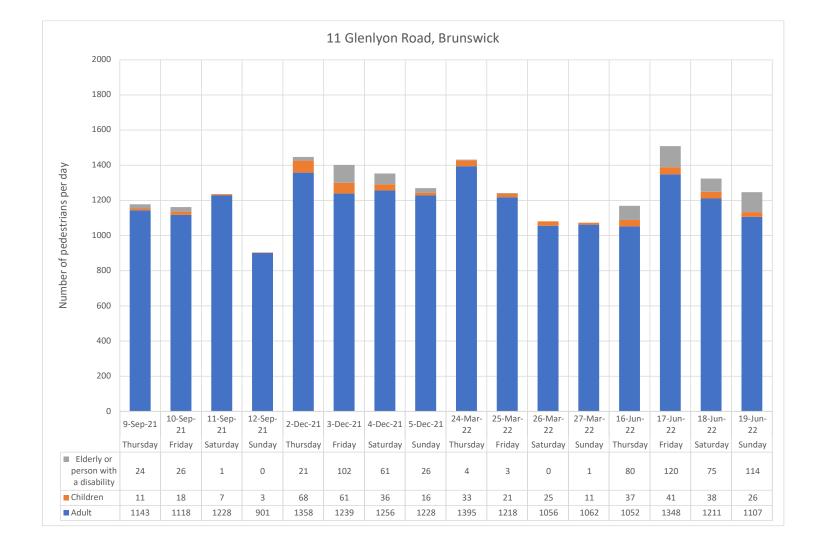




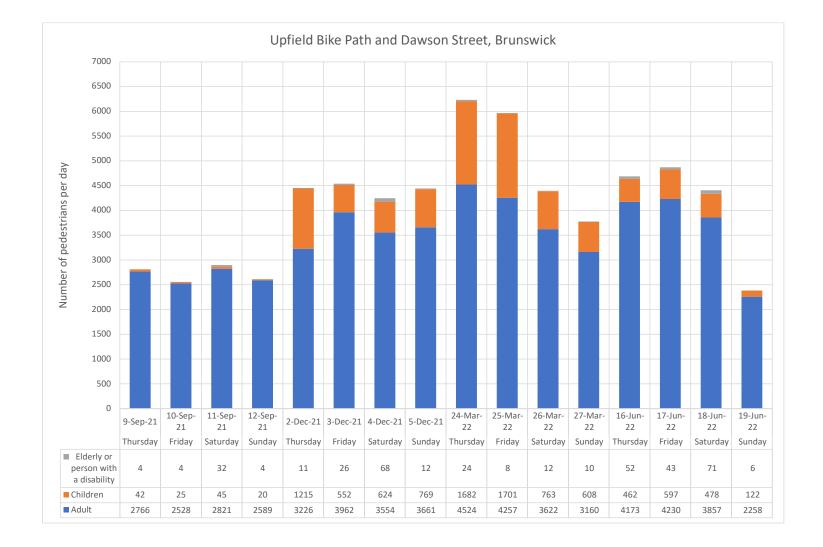
The below data shows the detailed breakdown of observed age/demographic of pedestrians, as either adult, children or the elderly or person with a disability.











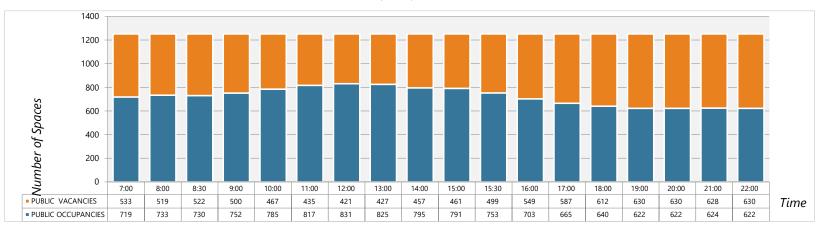
# Vehicle surveys

The below data shows the breakdown of the weekly average vehicle volumes and 85th percentile vehicle speeds for Dawson Street within the trial area.

	May 2018 (before trial)	June 2019 (before trial)	July 2020 (before trial and during lockdown restrictions)	September 2021 (during trial and lockdown restrictions)	December 2021 (during trial)	March 2022 (during trial)	June 2022 (during trial)	
Counter location	62 Dawson Street			24 Dawson Street				
Daily Average Traffic Volume	13,164	15,334	8,120	8,041	12,724	13,479	12,224	
85th percentile speed (km/h)	53.3	50.8	52.2	52.3	51.7	51.0	51.3	

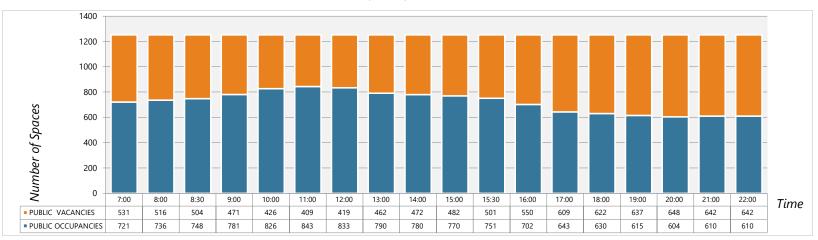
# Parking Survey – Parking Survey Area

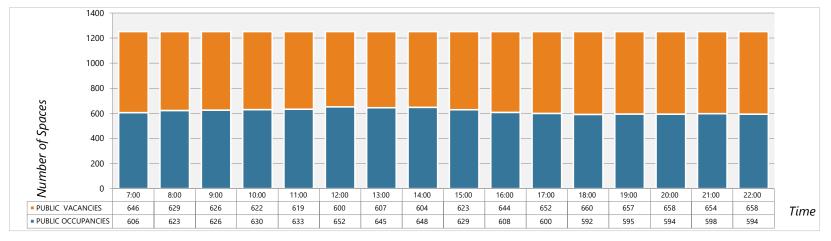
The below data shows the half-hourly or hourly parking occupancy of each day of the survey periods on Kent Road, Pascoe Vale.



Thursday, 9 September 2021

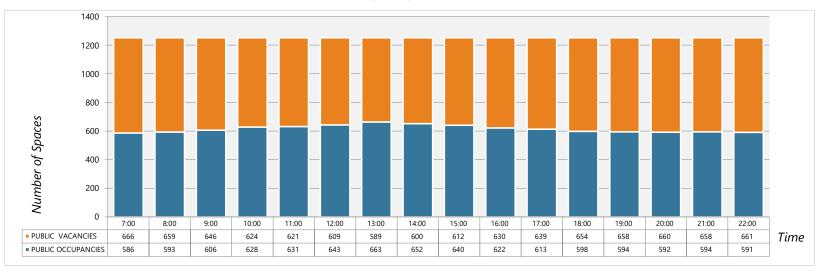
#### Friday, 10 September 2021

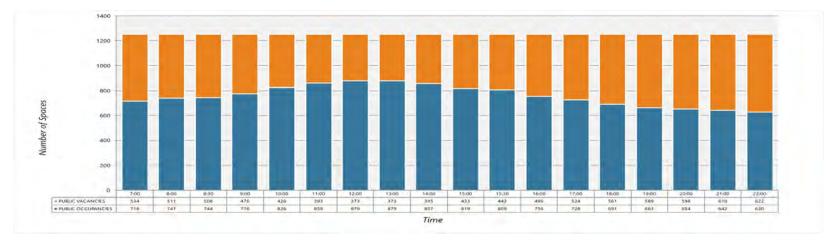




Saturday, 11 September 2021

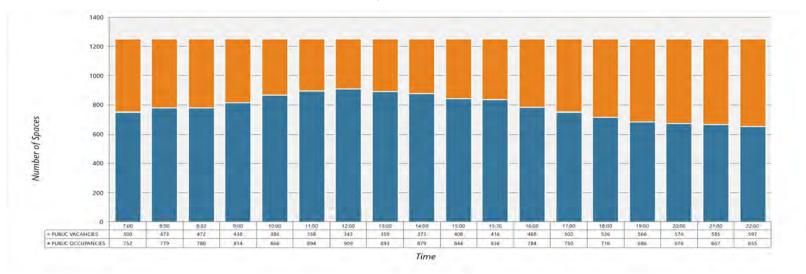
#### Sunday, 12 September 2021

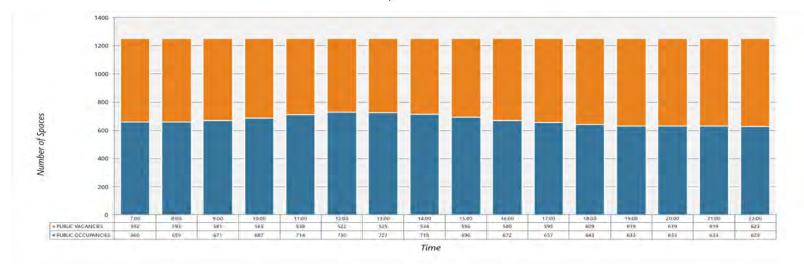




Thursday, 2 December 2021

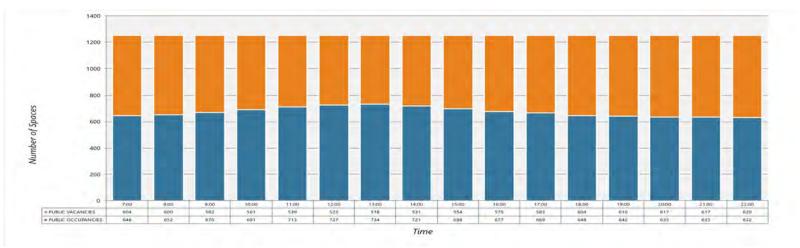
Friday, 3 December 2021

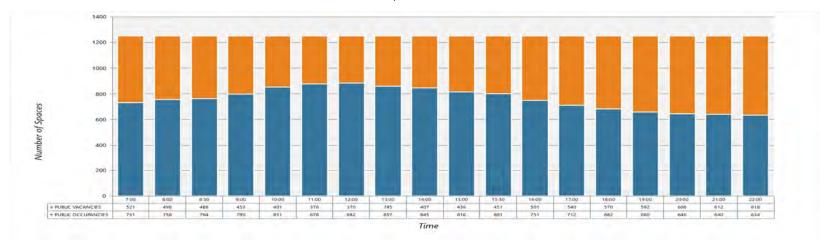




Saturday, 4 December 2021

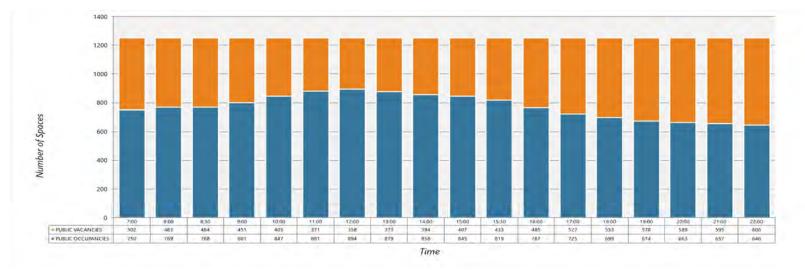


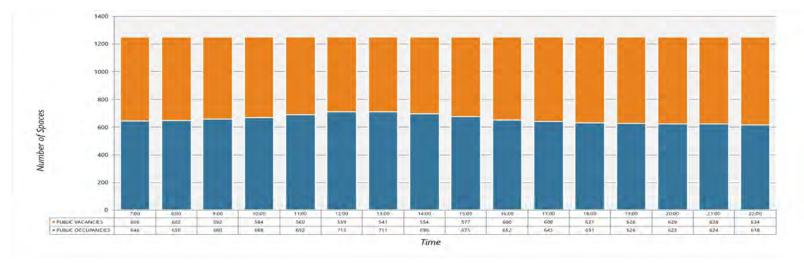




Thursday, 24 March 2022

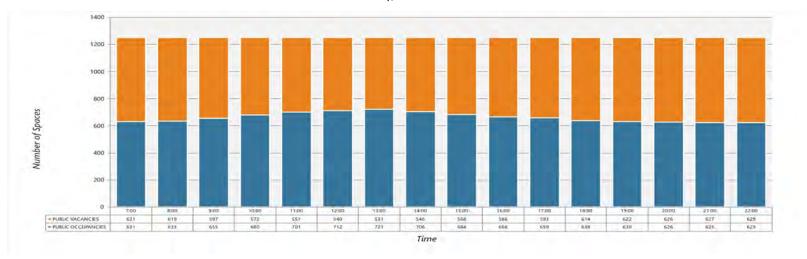
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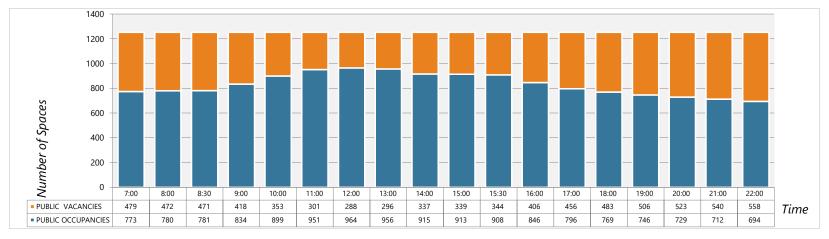




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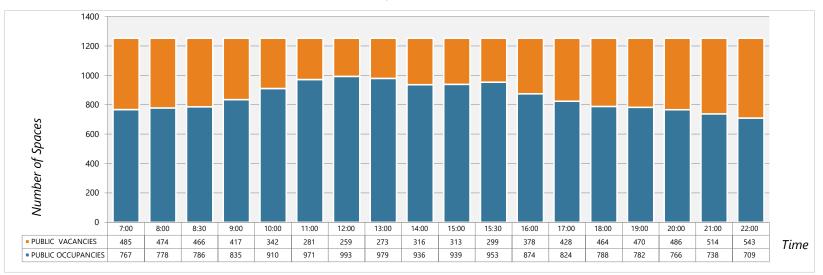
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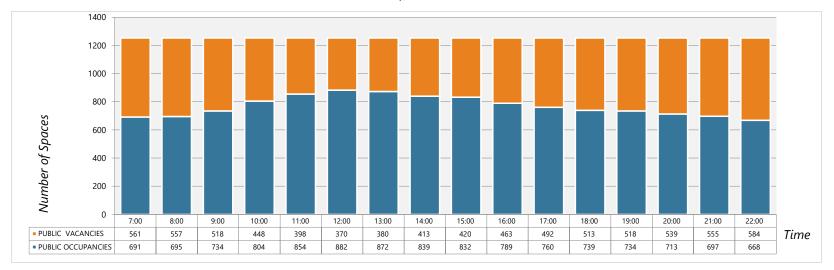




Thursday, 16 June 2022

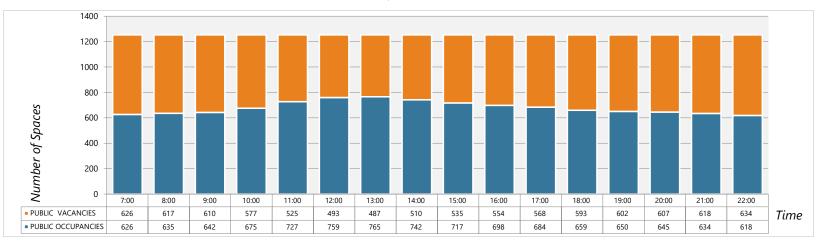
#### Friday, 17 June 2022





Saturday, 18 June 2022

Sunday, 19 June 2022



# Albion Street and surrounds detailed transport survey counts

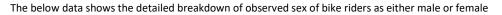
Council undertook surveys of bikes, pedestrians and vehicles across four time periods and six survey areas around Albion Street, including:

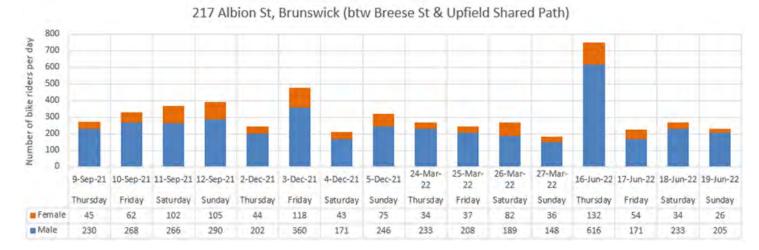
- Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

This document contains the detailed information from these surveys for comparison across the survey sites and survey periods and should be read alongside the summary document.

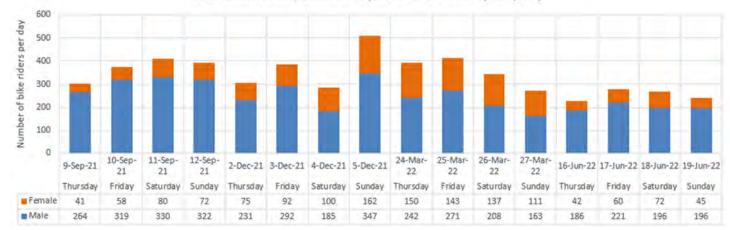


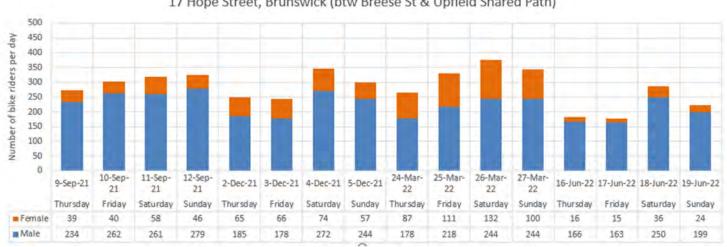
#### **Bicycle Counts**





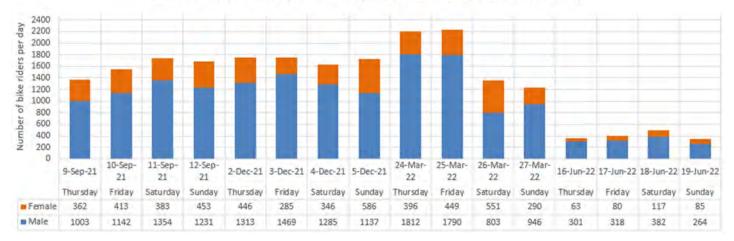
171 Albion Street, Brunswick (btw DeCarle St & Sydney Rd)

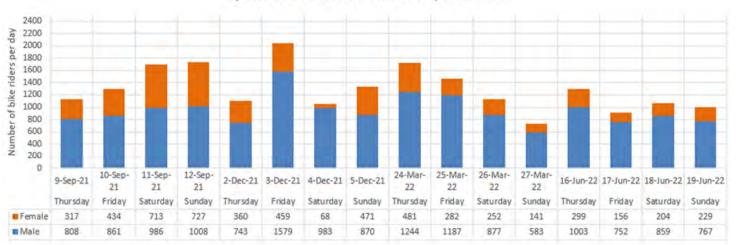




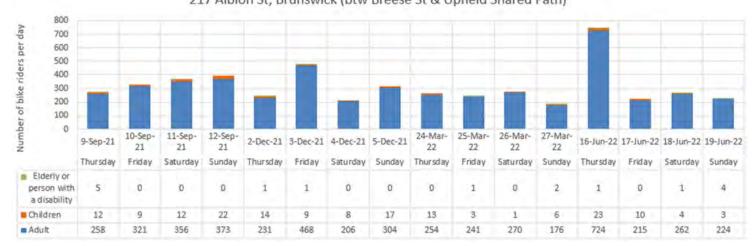
17 Hope Street, Brunswick (btw Breese St & Upfield Shared Path)

342-348 Victoria Street, Brunswick (btw Boase St & Upfield Shared Path)





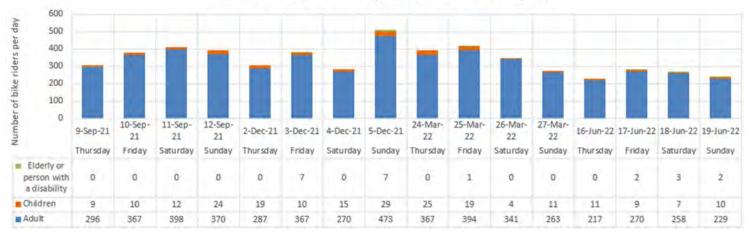
Upfield Bike Path and Albion Street, Brunswick

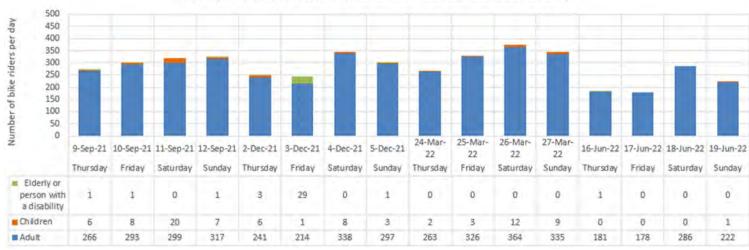


## The below data shows the detailed breakdown of observed age/demographic of bike riders as either adult, children or the elderly or person with a disability.

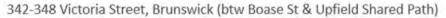
217 Albion St, Brunswick (btw Breese St & Upfield Shared Path)

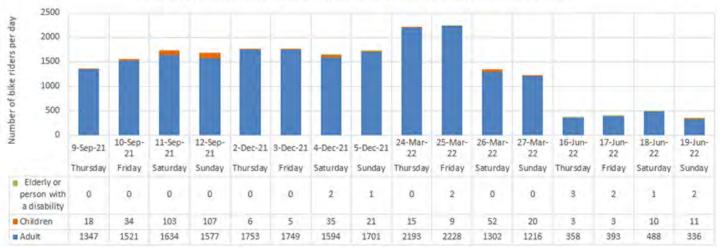
# 171 Albion Street, Brunswick (btw DeCarle St & Sydney Rd)

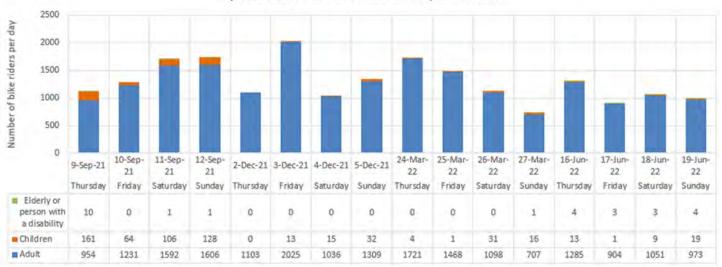




17 Hope Street, Brunswick (btw Breese St & Upfield Shared Path)

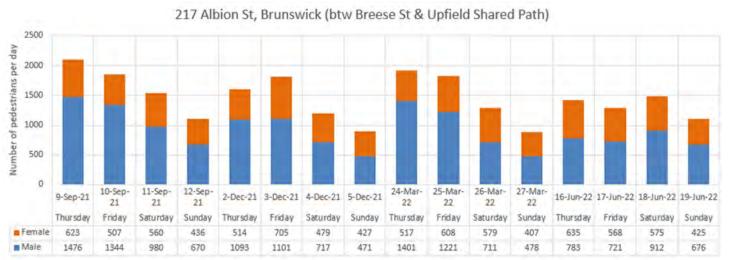




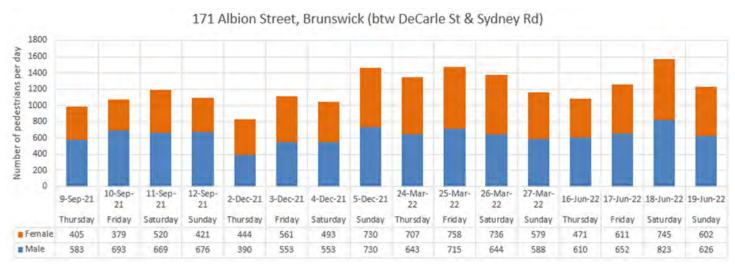


Upfield Bike Path and Albion Street, Brunswick

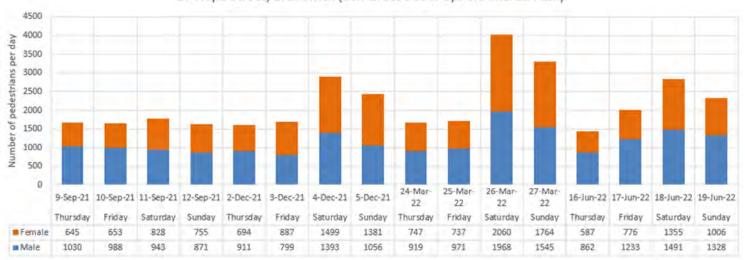
#### Pedestrian counts



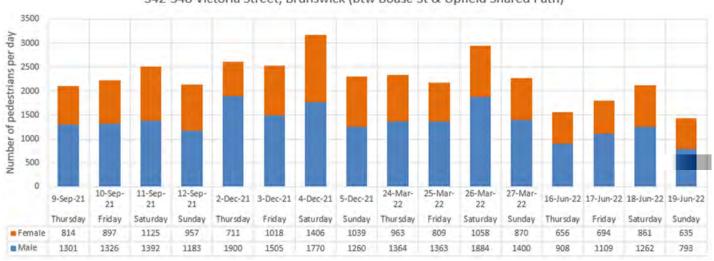
The below data shows the detailed breakdown of observed sex of pedestrians as either male or female.



Council Meeting 10 August 2022

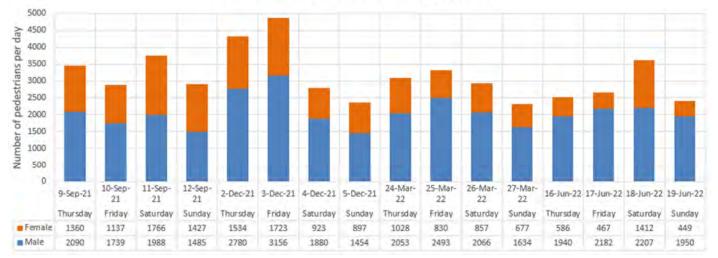


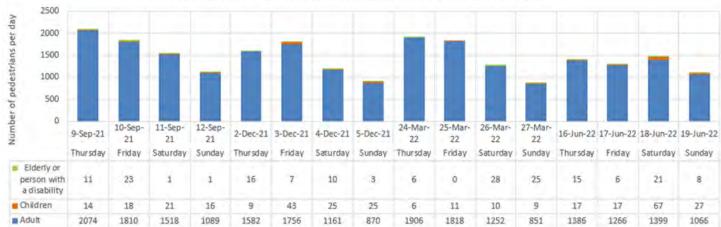
17 Hope Street, Brunswick (btw Breese St & Upfield Shared Path)



342-348 Victoria Street, Brunswick (btw Boase St & Upfield Shared Path)





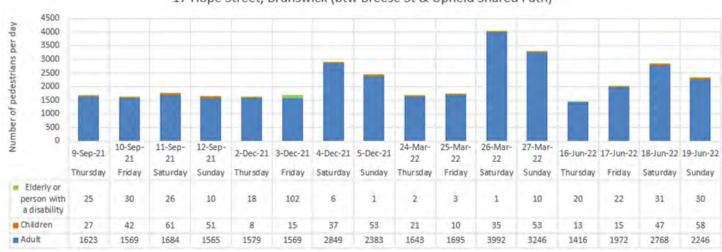


The below data shows the detailed breakdown of observed age/demographic of pedestrians, as either adult, children or the elderly or person with a disability.

217 Albion St, Brunswick (btw Breese St & Upfield Shared Path)

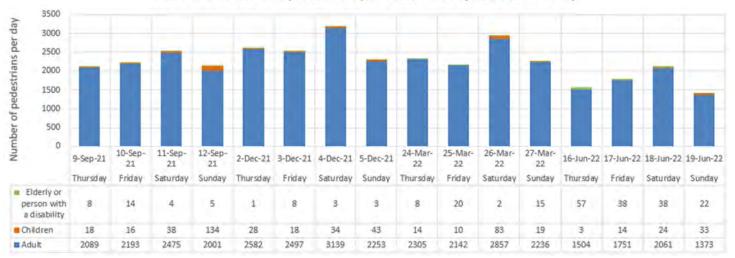
#### 171 Albion Street, Brunswick (btw DeCarle St & Sydney Rd)

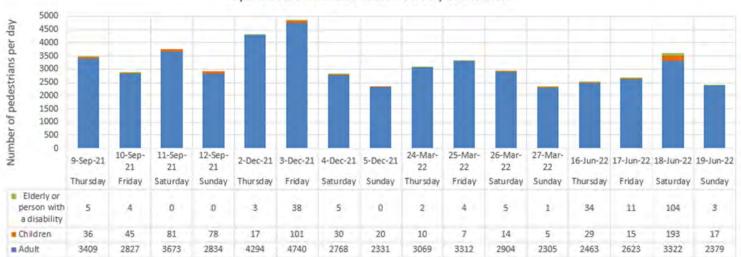




17 Hope Street, Brunswick (btw Breese St & Upfield Shared Path)

342-348 Victoria Street, Brunswick (btw Boase St & Upfield Shared Path)

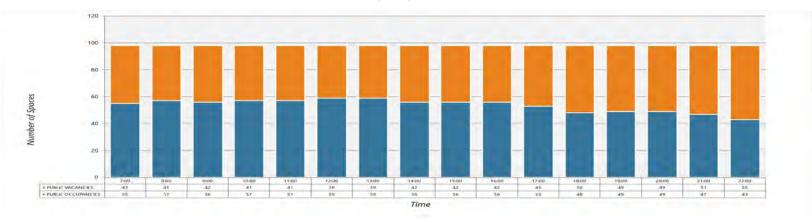




Upfield Bike Path and Albion Street, Brunswick

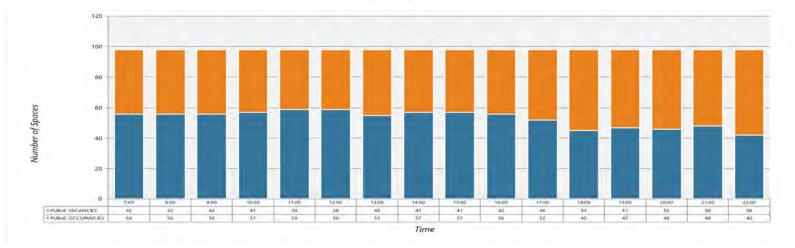
#### Parking Survey – Parking Survey Area

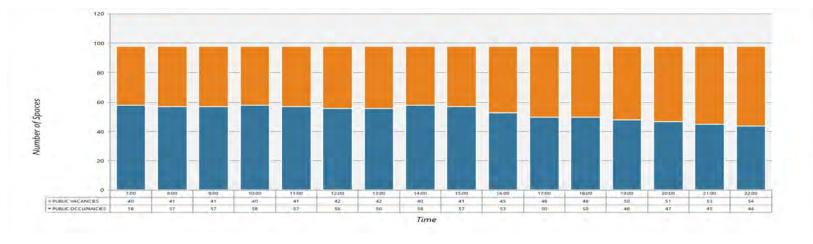
The below data shows the half-hourly or hourly parking occupancy of each day of the survey periods in the survey area around Albion Street, Brunswick.



Thursday, 9 September 2021

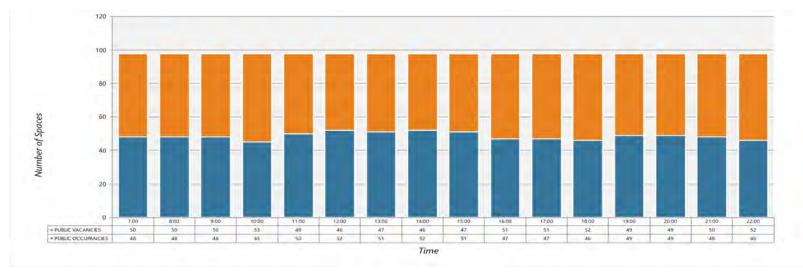
#### Friday, 10 September 2021

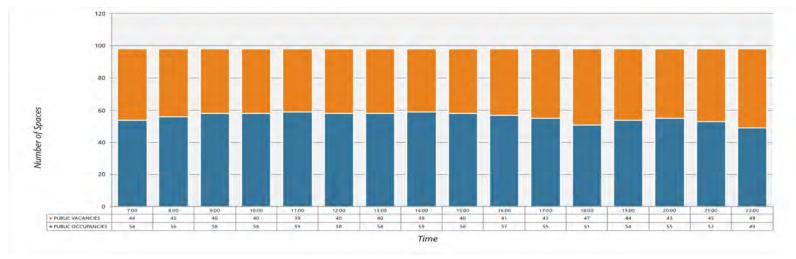




Saturday, 11 September 2021

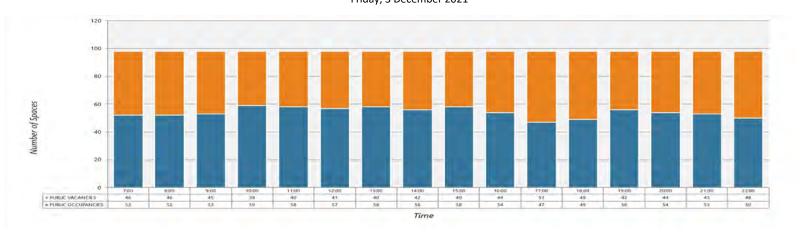
Sunday, 12 September 2021

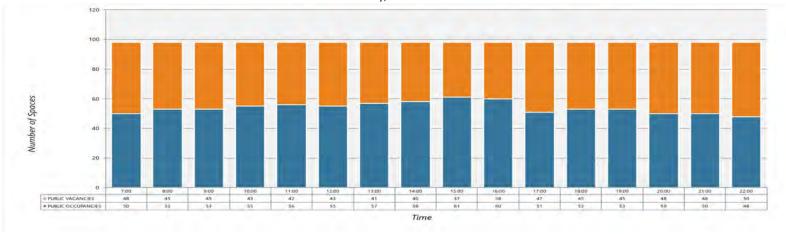




Thursday, 2 December 2021

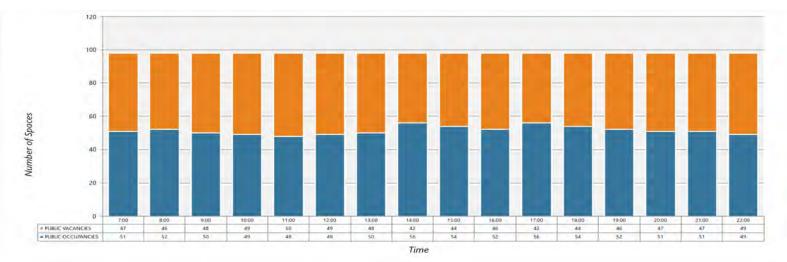
Friday, 3 December 2021

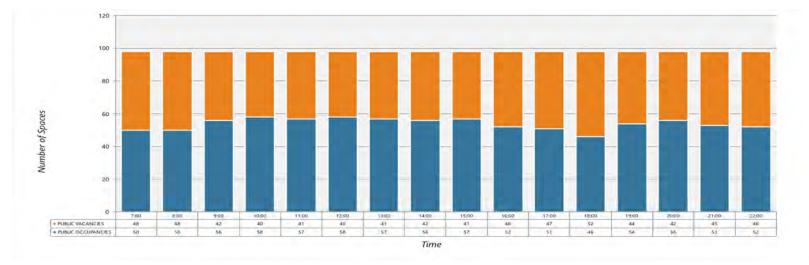




Saturday, 4 December 2021

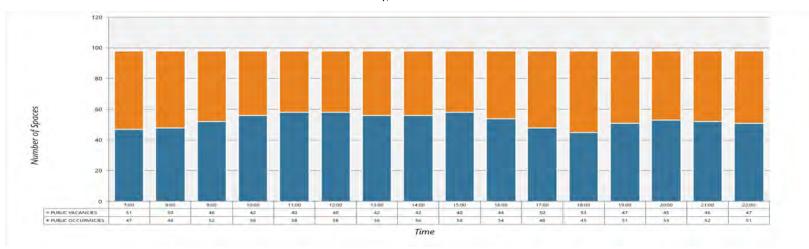
Sunday, 5 December 2021

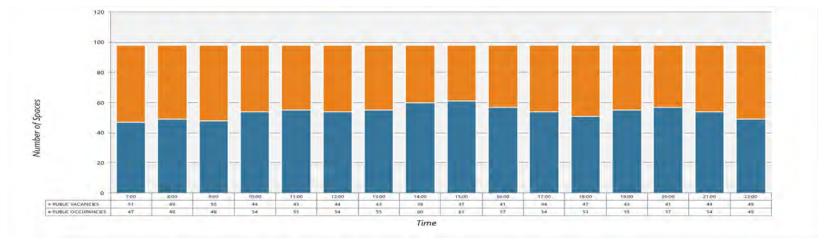




Thursday, 24 March 2022

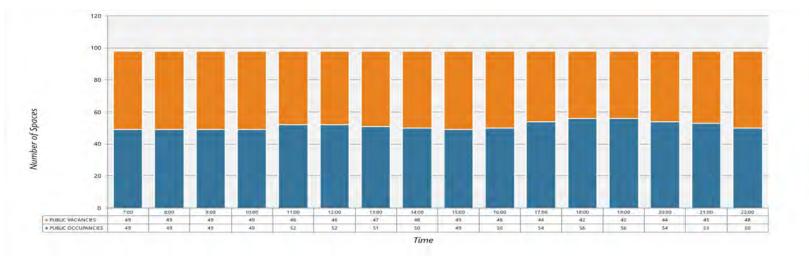


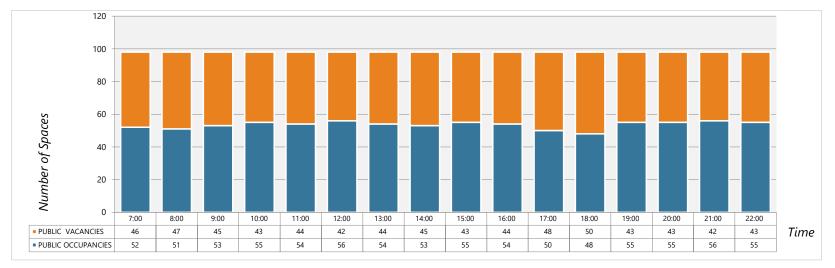




Saturday, 26 March 2022

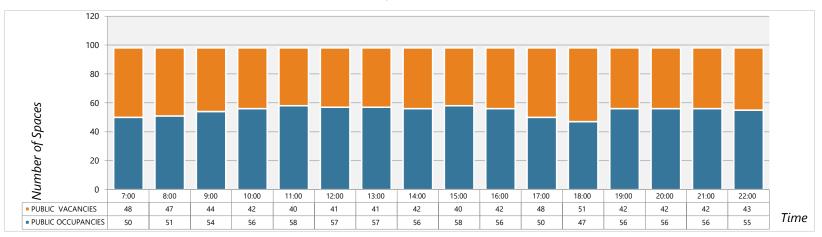
Sunday, 27 March 2022

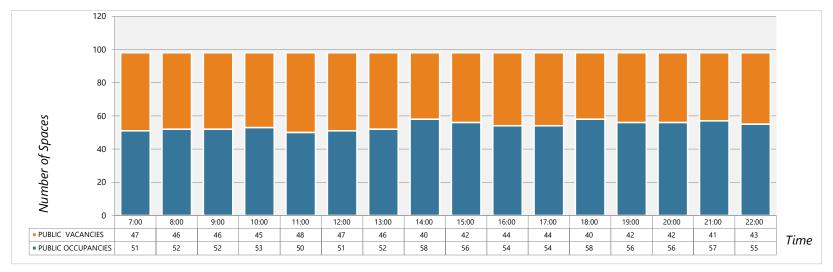




Thursday, 16 June 2022

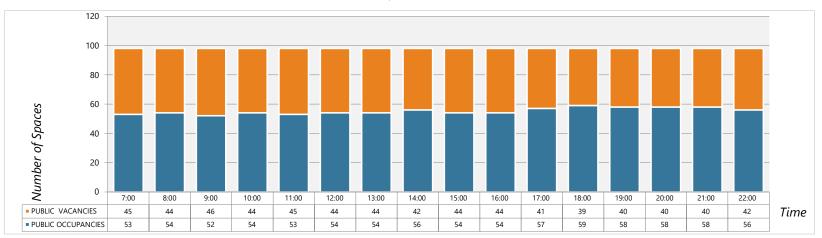
#### Friday, 17 June 2022





Saturday, 18 June 2022

#### Sunday, 19 June 2022





## Northumberland Road, Pascoe Vale Separated bicycle lane trial

Transport survey counts review

#### Moving safely in Moreland

The Council Plan 2021-2025 includes Theme 2: Moving and living safely in Moreland. Under this theme, Strategy 2.1 is "Build safe, accessible and high-quality bike and pedestrian infrastructure to create links between areas of high pedestrian and cycling demand, especially the Coburg to Glenroy bike path".

## Background to Northumberland Road separated bike lane trial

During the COVID-19 pandemic, there was an increase in the number of people using Moreland walking and cycling paths. To accommodate this, Council decided to invest an additional \$1.68 million walking and cycling improvements such as bike lanes and shared zones.

In total, 4 bike lane projects and 2 shared zone projects were endorsed by Council to be installed as trials in June 2021. All projects except the Albion Street bike lanes had been identified in Council's adopted future capital works program but were fast-tracked as part of our COVID-19 response. The Albion Street bike lanes were included in these trials as they formed part of the detour route needed due to the Level Crossing Removal (LXRP) works.

Unlike most of Council's infrastructure projects, the trials were designed as 'learning through trial'

projects with community engagement based around the implemented trial rather than design concepts not yet installed.

Installing these trials using materials that could be modified or removed, meaning that changes to final designs could be made based on both feedback from the community and technical findings.



Figure 1: Separated bike lane on Northumberland Rd, Pascoe Vale

### **Trial on Northumberland Road**

In June 2021, we installed trial separated bike lanes on Northumberland Road (as shown in Figure 1) as well as other sites in Pascoe Vale as part of the Coburg to Glenroy bike route.

This is a low stress cycling route, suitable for cyclists of all confidence levels, that safely and effectively connects to shops, schools, open space and community facilities.



Figure 2: Strategic role of Kent Road in Coburg to Glenroy bike route

As illustrated in Figure 2, the new bike lanes in Northumberland Road (shown in yellow) link up existing sections of bike facility and allow for a more complete bicycle network as part of the Coburg to Glenroy bike route.

As the Department of Transport controls some of the roads on this route, the final decision on the type of installation on those roads is not under Council's control. The proposed treatments on the dashed blue section of the route in Figure 2 are not consistent with Council's objective for separated facilities. Similarly, the Department has identified a northern section of Cumberland Road for non-separated bike facilities. This section can perform the function of providing access to the Coburg to Glenroy route but is not part of Council's preferred route.

### Benefits of separated bike lanes

A separated bicycle lane is where there is a physical barrier between cyclists and traffic. This separation between cyclists and traffic helps encourage more people to ride, including cyclists with lower levels of confidence, and underrepresented groups such as women, children, and the elderly. This is particularly important in Moreland. In 2020, VicHealth and Monash University surveyed over 4,000 people across 37 local government areas in Greater Melbourne and regional Victoria.

The research found that 83% of people in Moreland would consider cycling as an option in some instances but are often afraid to do so if required to ride among vehicles or pedestrians.

Physically separated bike lanes provide people a chance to ride bikes with physical separation from cars and pedestrians and can empower that 83% to ride their bike more often.



#### **Trial objectives**

The broad objective of the trial, given the strategic importance of the route, was to determine the pros and cons of a separated bike facility.

This would be determined from a combination of community engagement and transport surveys, focusing on the experiences of people riding bikes, pedestrians, residents, other adjacent land users, local traffic and parking.

#### **Community Engagement**

Throughout the 12-month trial we engaged with the community at various points to understand community sentiment, identify potential improvements, and allow the community to make suggestions for improvements.

Reference is made to the separate community engagement report "Making Walking and Cycling in Moreland Safer" (D22/306962) and future engagement process for bike lane projects, drawing on the lessons learned with this project (D22/301624), both of which can be found on the Conversations Moreland webpage for these trials (https://conversations.moreland.vic.gov.au).



Figure 3: Separated bike lane on Northumberland Rd, Pascoe Vale

#### **Data Collection**

Council monitored this trial with a survey of bikes, pedestrians and vehicles using Northumberland Road and the surrounding streets. This was done with tube counters and a camera.

The remainder of this report is focused on the data collected before and during the trial, comparison of the bicycle counter data to publicly available bicycle counter data on nearby routes, and the conclusions that can be made.

# Bike, pedestrian, and vehicle survey counts

Vehicle survey counts allow us to effectively track vehicle, pedestrian, and bike activity in an area. Council engaged an independent research company to undertake these surveys using two methods:

• Tube counters placed across the street identify the number, type, and speed of vehicles, and

• A camera identifies the number, direction and approximate age and gender of bike riders and pedestrians.

Council is provided the raw data from these counts and can compare information gathered during the trial periods and compare this to information before the trial infrastructure was installed.

#### Survey locations and data

Council undertook surveys across five survey periods to capture data on the usage of Northumberland Road by bikes, pedestrians, and vehicles, including:

- Summer: Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Spring: Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Summer: Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Autumn: Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Winter: Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

The location of each of the surveys is shown in blue in Figure 4, including:

- 1. Northumberland Road, between Lake Avenue and the school entrance. Counter located at 137 Northumberland Road
- 2. Northumberland Road, between Lake Avenue and Rhodes Parade. Counter located at 143 Northumberland Road

Vehicle surveys were taken over seven days, commencing from first day of each survey period. Parking surveys were also undertaken in the Northumberland Road area during the same periods as shown in Figure 4.

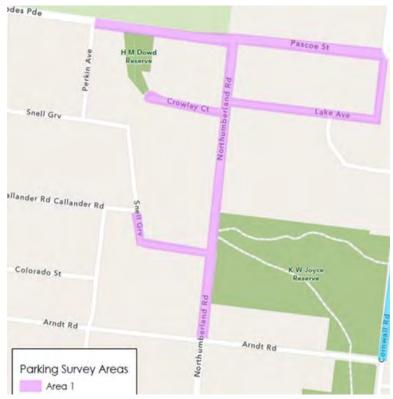


Figure 4: Transport survey locations for Northumberland Rd, Pascoe Vale

#### Potential considerations with the data and survey methodology

#### 1. Weather observations

Short term changes in weather conditions can impact the number of people likely to participate in outdoor activities such as riding and walking. Historical weather observations are provided below for each of the survey periods.

Survey period		Minimum temperature (C)	Maximum temperature (C)	Rainfall (mm)
December	Thursday, 3 Dec	9.4	25	0
2020 before	Friday, 4 Dec	10.2	24.4	0
trial, out of	Saturday, 5 Dec	12.4	28.4	0
lockdown	Sunday, 6 Dec	12	21.6	0
September	Thursday, 9 Sept	11.2	24.6	0
2021 during	Friday, 10 Sept	9.6	18.8	0
trial, in	Saturday, 11 Sept	12.1	22.9	0
lockdown	Sunday, 12 Sept	8.3	15.7	0
December	Thursday, 2 Dec	16.4	33	22.6
2021 during	Friday, 3 Dec	10.3	20.2	3.6
trial, out of	Saturday, 4 Dec	9.8	19.4	0
lockdown	Sunday, 5 Dec	9.4	20.8	0
March	Thursday, 24 March	11.6	20.8	0
2022 during	Friday, 25 March	12.2	21.1	0
trial, out of	Saturday 26 March	9.7	24.3	0
lockdown	Sunday, 27 March	11.2	29.1	0
June 2022	Thursday, 16 June	9.3	14.2	0.2
during trial. out of	Friday, 17 June	9.9	13.9	9.6
lockdown	Saturday, 18 June	6	16.7	0
	Sunday, 19 June	2.5	15.5	0

Table 1: Weather observations from Essendon Airport, Bureau of Meteorology station number 86038

#### 2. Impact of Victorian Government Department of health restrictions (Melbourne lockdowns)

The first survey recorded in December 2020 was outside of Melbourne's lockdown with travel patterns and daily life gradually returning to normal including a return to work in the office. September 2021 was during Melbourne's 6th lockdown where there were only 5 reasons to leave home. The third and fourth surveys in December 2021 and March 2022 were outside of Melbourne's lockdown with travel patterns and daily life returning to normal including school in person and people beginning to return to work in the office.

Typically, lockdowns have seen fewer commuting trips for work or other purposes such as socialising and organised sport but have led to a greater number of recreational walking and riding trips in local areas. It is likely travel patterns and reasons for travel would change in and out of lockdowns.

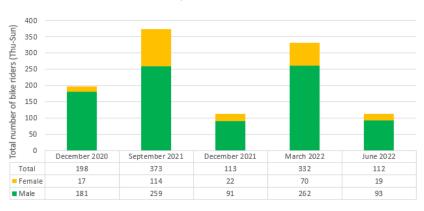
#### 3. Time of year

Time of year may also impact survey outcomes. Under normal circumstances, transport survey counts are not conducted during school holidays as traffic patterns are too irregular and would likely miss key user groups including schools such as Pascoe Vale Girls Secondary College and work-related commuting trips.

#### Key findings – bike riders

A summary of key findings is below. Detailed survey data can be found on the Northumberland Road Conversations Moreland webpage.

#### 1. Observed an upward trend in bike riders during the trial compared to pretrial data.



137 Northumberland Rd, Pascoe Vale

Figure 5: Changes in bike rider counts at 137 Northumberland Road between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

\*Note: Gender split is estimated from video footage.

#### Officer comment:

Investment in separated cycling infrastructure is likely to encourage a long-term, gradual increase in bike riding. The significant uptake in bike riding seen on the Northumberland Road trial separated bike lanes between December 2020 and September 2021 indicates the program's success during COVID in encouraging more trips to be made by bike riding, especially by women. The September counts show that bike riders have almost doubled overall, but most notably, female ridership increased by 570%.

By December 2021, travel patterns and daily life were gradually returning to normal, including a return to the office. Despite the slight drop in overall numbers in this period, female ridership increased slightly in total numbers but more notably, represented a greater portion of all riders (19.5%) compared to only 8.6% before the trial. It is also worth noting that weather conditions on the first day of the survey in December 2021 were particularly hot and wet, which may have impacted ridership that day.

Experience demonstrates that continued investment to create safe, efficient, and connected cycling infrastructure will provide a genuine alternative for people in the long-term. New bike riders take time to see the infrastructure there, know where it goes, what it connects to, and then seeing others using it to feel confident to take it up themselves. It occurs gradually, but steadily over time.

The observed increase in both total and in particular female bike riders in March 2022 is an early indication of people beginning to consider cycling as a genuine alternative due to investment in safe, efficient, and connected bike riding infrastructure. A similar trend is observed in Brunswick as infrastructure investments by Council 15 to 20 years ago continue to lead to increased participation in cycling. From 2011 to 2016, journey to work data indicates that cycling increased from 9.3% to 12.1% respectively (source: Australian Bureau of Statistics, Census data, 2011 and 2016). Brunswick has the highest journey to work cycling rate in Victoria.

There was a decrease in the total number of bike riders observed on Kent Road during the winter survey period in June 2022. A decrease in ridership can typically be expected during colder, winter months.

Comparison with data from control sites

The below map in Figure 6 is a screenshot of the VicRoads bicycle counter data map<sup>1</sup>. There are bicycle counter sites on the Merri Creek, St Georges Road (x2), Capital City Trail and Upfield Shared Use Path. Having continuously recorded data on these sites presents an opportunity to use them as a reference, to identify where the variations in the Northumberland Road data is relative to background trends, and where it may be attributable to the Northumberland Road separated bike path.

Unfortunately, the Merri Creek site has not retained any data since January 2022. The Upfield site has been recording continuously, but usage has been impacted (positively) by the opening of the shared use trail as part of Level Crossing Removal works, and so is not a reliable 'untouched' comparator.

It was therefore determined to use the St Georges Road Northcote and Capital City Trail sites as comparators – shown as 'control sites' on Figure 4. These two control sites are collector bike paths and have significantly more bike riders using them but comparisons to trends is useful.

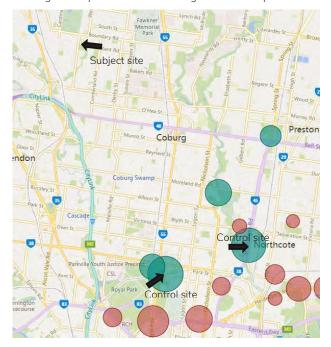


Figure 6: Bicycle counter control sites (Source: VicRoads)

The data extracted for the control sites from the above interactive dashboard was for the exact days that Northumberland Road data was collected, namely:

- Summer: Thursday 3 December to Sunday 6 December 2020 before trial, out of lockdown
- Spring: Thursday 9 September to Sunday 12 September 2021 during trial, in lockdown
- Summer: Thursday 2 December to Sunday 5 December 2021 during trial, out of lockdown
- Autumn: Thursday 24 March to Sunday 27 March 2022, during trial, out of lockdown
- Winter: Thursday 16 June to Sunday 19 June 2022, during trial, out of lockdown

<sup>&</sup>lt;sup>1</sup> https://www.vicroads.vic.gov.au/traffic-and-road-use/road-network-and-performance/road-use-and-performance (interactive dashboard, Bicycle Speed and Volumes)

The total volume detected for each of the four-day periods of data collection at the control sites is shown alongside the Northumberland Road data in Table 2.

Table 2: Bike counter data - control and subject sites
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	Bike volumes detected	Control site	Control site	Subject site
Month	Collection days and lockdown status	St Georges Road	Capital City Trail	Northumberland Road
Before trial				
Dec-20	Thursday 3 December to Sunday 6 December 2020 out of lockdown	5644	5372	198
During trial				
Sep-21	Thursday 9 September to Sunday 12 September 2021 in lockdown	4628	6336	373
Dec-21	Thursday 2 December to Sunday 5 December 2021 out of lockdown	5480	5384	113
Mar-22	Thursday 24 March to Sunday 27 March 2022, out of lockdown	6288	6680	332
Jun-22	Thursday 16 June to Sunday 19 June 2022, out of lockdown	3548	4200	112
• .	volume on collection days lative to before trial	88%	105%	117%

This data is also represented in the chart below (Figure 5) that shows the relatively higher increase of bicycle volumes on Northumberland Road during the trial versus before the trial infrastructure was installed (a 17% increase on December 2020 or 117%) compared to the Capital City Trail (5% increase or 105%) and St Georges Road (12% decrease or 88%).

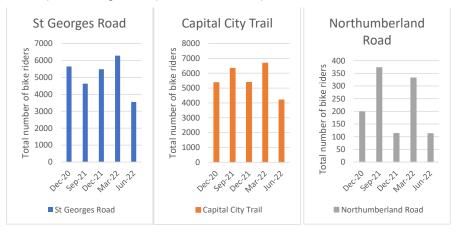


Figure 7: Total bicycle counter data at Kent Road and control sites, relative to December 2020

It is distinct in the comparison charts in Figure 5 that there was a relatively <u>very</u> high numbers of users in the Northumberland Road bike lanes during lockdown in September 2021 compared to the respective increases during the same period at the control sites. This is likely due to the implementation in physically separated infrastructure on Northumberland Road. There is also a bigger drop in ridership on Northumberland in December 2021 compared to the control sites. However the Northumberland Road figures for March 2022 and June 2022 trend similarly to the control sites in that March 2022 data is still high and higher than the Dec 2020 levels, and then drops significantly in June 2022. This suggests that the overall usage patterns in riding was similar in Northumberland Road other than in December 2021 as it was in the other two control sites.

While June 2022 was not during a lockdown, the combined effects of winter weather and suppressed demand (with many people choosing to work from home, or at home with illness) are likely to contribute to the lower volumes across the control and subject sites at that time. Northumberland Road was not alone in the reduction in demand in June 2022.

# 2. Observed increases in the number of female bike riders during the trial in September 2021, December 2021, and March 2022 compared to the survey period before the trial indicates uptake in a user group that may have been less likely to ride without separated and convenient infrastructure.

Another view of the Northumberland Road data is the gender split (as approximated by camera processing software to either male or female stereotypes). While apparent in Figure 5 above, **Table** reiterates the data about gender split for Northumberland Road. In summary, female ridership is estimated to have increased by 131% on pre-trial numbers, compared to a drop of 3% for males.

Month	Collection days and lockdown status	Northumberland Road – all bike riders	Northumberland Road – bike riders estimated as female	Northumberland Road – bike riders estimated as male
Before	trial			
Dec- 20	Thursday 3 December to Sunday 6 December 2020 out of lockdown	198	17	181
During	trial			
Sep- 21	Thursday 9 September to Sunday 12 September 2021 in lockdown	373	114	259
Dec- 21	Thursday 2 December to Sunday 5 December 2021 out of lockdown	113	22	91
Mar- 22	Thursday 24 March to Sunday 27 March 2022, out of lockdown	332	70	262
Jun- 22	Thursday 16 June to Sunday 19 June 2022, out of lockdown	112	19	93
Average daily volume on collection days during trial relative to before trial		117%	231%	97%

Table 3: Northumberland Road bike counts by estimated gender (average daily volume)

The physically separated bike lanes have resulted in a measurable uptake in female ridership. During the September 2021 lockdown, the counts showed a remarkable 570% increase in female ridership. Not only did the number of female riders increase, but so did their percentage of the total trips. Prior to the trials, only 17 of the total 198 riders counted were female. This represented just 8.6% of all trips

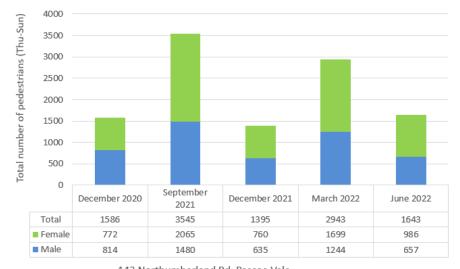
and is indicative that pre-trial infrastructure was less viable for female riders. During the September 2021 counts, females represent almost a third of all riders (30.6%).

Despite the drop in overall riders in December 2021 compared to December 2020, female ridership increased by 19.5% overall. The portion of female riders was also 29%, higher than the pre-trial conditions of 8.6%. The March 2022 survey data shows an increase in female ridership of 312%, with the percentage of females riding and the percentage of females out of the total riders increased to 21%. This indicates the separated bike lanes are encouraging the "interested in cycling but concerned" user group to ride a bike.

The trend of increased proportions of female riders and total number of female riders continued in the June survey period with an overall increase in female riders by 12 percent, and females representing 17% of all riders.

#### Key findings – people walking

3. Total pedestrian numbers for the survey area remained consistent throughout the trial (excluding lock down restrictions where walking greatly increased.





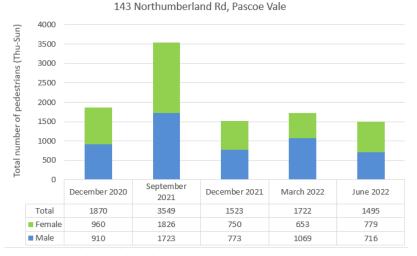


Figure 8: Total number of pedestrians for the survey area between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday at 137 and 143 Northumberland Road, Pascoe Vale.

#### Officer comment:

Any changes to the way streets look and feel can influence the way people choose to get around. The new shared path through KW Joyce Reserve and the existing shared path along the golf course has likely made Northumberland Road a link between these two destinations. This is likely applicable to the significant increase in walking observed on Northumberland Road in September 2021 during Melbourne's 6<sup>th</sup> lockdown.

The slight ridership dip in the December results at both locations is likely due to indecent weather conditions on the first day of the survey -2 December 2021.

Outside of the September and December 2021 survey results, there has been an increase in people walking at 137 Northumberland outside the school, and a slight reduction in the survey location at 143 Northumberland, closer to Boundary Road.

#### Key findings – motorised vehicles

4. Average daily vehicle numbers are generally reduced or similar across both sites by June 2022 compared to before the trial (December 2020). Vehicle numbers in September 2021 were lower. Vehicle speeds have stayed similar across both sites by June 2022 compared to before the trial

Table 3: Daily average number of vehicles and 85<sup>th</sup> percentile speeds recorded at both of the vehicle counter survey sites between December 2020, September 2021, December 2021, March 2022 and June 2022 for seven-day survey period Thursday to Wednesday

	December 2020 (before trial)	September 2021 (during trial + lockdown)	Dec-21 (during trial)	March 2022 (during trial)	June 2022 (during trial)
Counter location - 143	Northumberland	d Road			
Daily Average Traffic Volume	3,355	2,364	3,355	3,189	3,245
85th percentile speed (km/h)	43.9	44.8	45.1	45.0	45.3
Counter location - 137	Northumberland	d Road			
Daily Average Traffic Volume	3314	2371	3262	3064	3,055
85th percentile speed (km/h)	41.6	44.7	37.5	41.8	41.7

#### Officer comment:

The decrease in vehicle numbers between December 2020 and September 2021 is very likely a result of changes travel patterns as a result of Melbourne's 6<sup>th</sup> lockdown. By December 2021, travel patterns and daily life were gradually returning to normal, including a return to the office. This provides a useful comparison to December 2020 in similar out-of-lockdown conditions but before the trial was implemented.

By June 2022, there has been a slight reduction in the average daily volume of vehicles observed at both sites compared to pre-trial conditions, while the 85<sup>th</sup> percentile speed (or the speed at which 85% of all vehicles are travelling at or below) had negligible changes.

The data collected shows that traffic has behaved in a similarly after the road was narrowed from the trial. Typically, narrowing of the road is known to reduce traffic volume. However, as Northumberland

Road is a collector road it provides a different function that alternative local roads in that it moves people between destinations rather than just providing a local access function to homes and places.

## 5. Cars parking in Northumberland Road, Pascoe Vale reduced during the trial period whilst no flow on impacts to surrounding streets was observed

Table 4: Breakdown of daily average and daily maximum percentage of car parking occupancy on Northumberland Road between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

	Thursday Parking occupane	%	Friday Parking % occupanc		Saturday Parking 9 occupano	6	Sunday Parking 9 occupant	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
December '20	30%	48%	35%	48%	23%	25%	22%	25%
September '21	5%	7%	3%	7%	8%	12%	8%	12%
December '21	16%	25%	18%	28%	16%	18%	18%	20%
March '22	11%	18%	14%	23%	14%	18%	15%	18%
June '22	12%	18%	15%	22%	16%	20%	13%	18%

Table 5: Breakdown of daily average and daily maximum percentage of car parking occupancy across parking survey area (including Northumberland Road) between December 2020, September 2021, December 2021, March 2022 and June 2022 for the survey periods Thursday to Sunday.

	Thursday Parking % occupanc	6	Friday Parking % occupanc		Saturday Parking 9 occupant	6	Sunday Parking % occupanc	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
December '20	38%	60%	41%	63%	30%	33%	29%	31%
September '21	26%	32%	25%	30%	23%	26%	24%	30%
December '21	32%	38%	31%	38%	29%	32%	29%	32%
March '22	28%	33%	30%	32%	28%	30%	29%	32%
June '22	33%	38%	34%	37%	32%	34%	30%	34%

#### Officer comment:

During the trial, there was a significant drop in parking occupancy on Northumberland Road as shown in **Table 4**. This likely due to the narrowed area for vehicle traffic.

Parking occupancy also reduced on the surrounding streets as shown in **Table 5** but only slightly, suggesting that those that previously parked on Northumberland were not parking on nearby streets.

 Table 5 shows adequate parking was available throughout the trial.

#### **Summary of findings**

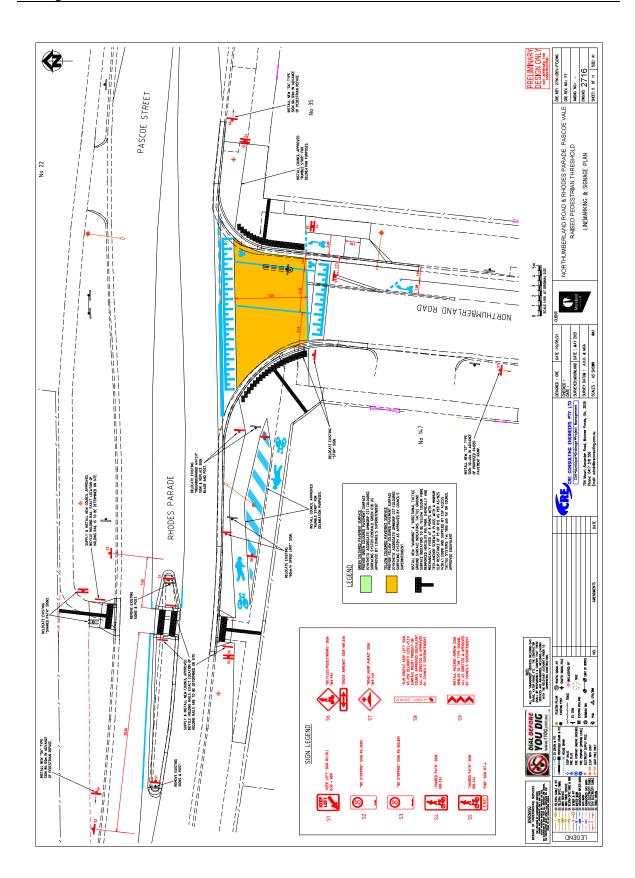
Throughout the trial, a steady increase in people riding bikes using the Northumberland Road infrastructure was observed. This was most prevalent during the lockdown period in September 2021, relative to Northumberland Road in December 2020, but also relative to September 2021 for two bike counter control sites in the region, suggesting that the increase was not only attributable to the higher levels of bike riding during the lockdown, but to something specific to the Northumberland Road bike lanes.

The increase in bike ridership included an increase in the number of women riding bikes, indicating an uptake not only of general bike riders, but of user groups that may have been less likely to ride without the separated lanes.

Pedestrian numbers peaked during lockdown restrictions as more people had a limited area for travel. Overall, there has been an increase in people walking at 137 Northumberland outside the school, and a slight reduction in the survey location at 143 Northumberland, closer to Boundary Road.

There was a marginal decrease to vehicle volume, though not significant. Vehicle speeds at the end of the trial in June were very similar to pre-trial speeds. The data shows that very few cars parking on Northumberland Road, which is likely due to the reduced width of the road. However, on-street parking availability remains high throughout the day in surrounding streets.

Officer recommendations regarding the Northumberland Road separated bike lanes account for the data presented in this report and the results of community feedback.



# 7.4 NORTHERN REGION TRANSPORT STRATEGY (BUS) AND RELATED BUS ADVOCACY

## **Director City Infrastructure, Anita Curnow**

## Transport

## Officer Recommendation

That Council:

- 1. Endorses the Northern Region Bus Strategy as at Attachment 1 and supports efforts by the Northern Councils Alliance to pursue initiatives in the strategy with the State Government.
- 2. Writes to Minister for Public Transport, the Hon. Ben Carroll, seeking:
  - a) Consideration of the implementation of the Fawkner Tramlink Route 531 bus from Bakers Road, Coburg North to Upfield Railway Station, to deliver service levels aligned with the timetable of Tram Route 19 as at Attachment 2.
  - b) A review of timetables for bus services operating on Bell Street following the removal of railway level crossings at Coburg and Preston.
  - c) Consideration of upgrading all bus services in the municipality to provide full weekend and full evening operation.

## REPORT

## **Executive Summary**

This report provides an update on the development of the Northern Region Transport Strategy (Bus) (Bus Strategy) (refer to **Attachment 1**) and seeks endorsement of the draft strategy.

The draft strategy has been reviewed by relevant officers of all member councils of the Northern Councils Alliance.

When endorsed, the strategy can provide the basis of a significant advocacy document, noting that the State Government controls the funding and operation of the public bus network. Additionally, the pursuit of this work provides a foundation for a further round of strategic work to identify opportunities to improve the route structure and service quality of the local bus network in Moreland.

The strategy identifies a number of potential improvements for services in Moreland.

These relate to improved east west services (described as Trunk Services in *Victoria's Bus Plan 2021*) and service extensions to better connect to La Trobe University, Bundoora, and Melbourne Airport. At the centre of the work, the Suburban Rail Loop Bus is intended to replicate the route of the northern section of the Suburban Rail Loop to provide an interim service before the rail project is built.

Whilst the proposed express route bus is intended as a direct link between all identified Suburban Rail Loop railway stations, routing the bus south to connect to Fawkner Railway Station would add a considerable amount of time and reduce the overall attraction of the route. The Bus Strategy has proposed that a dedicated shuttle bus service between the Bakers Road Route 19 tram terminus, Coburg North and Camp Road could address this service gap whilst boosting services in the Upfield transport corridor.

Additionally, other service improvements proposed include extending bus routes 490 and 561 to Melbourne Airport and provide a broader range of connectivity options, and measures to improve the operational frequency of route 903 SmartBus are raised.

Further, it is considered appropriate in the context of reporting on this strategy that a chronic lack of evening and weekend services, together with the progress of trials to introduce electric buses in the municipality are presented.

Lastly, the May 2022 State Government Budget committed to funding the next stage of bus reviews, a stage that is more focussed on the functionality of the local bus network. This is considered an opportunity to advocate for measures to address a number of service shortfalls, including frequency, hours of operation and route structure.

## **Previous Council Decisions**

## Northern Region Transport Strategy - 8 December 2021

That Council:

- 1. Endorses the Northern Council Alliance Northern Region Transport Strategy (2021) at Attachment 1, subject to Council advising the Northern Alliance it will not participate in a pilot sub-regional parking amendment to introduce maximum parking rates.
- 2. Supports the further development of the projects listed on page 13 of the Northern Region Transport Strategy with reference to the development of a regional bus network plan.
- 3. Notes the strategy will be used for ongoing regional advocacy purposes by the Northern Councils Alliance.
- 4. Notes that the duplication of the Upfield Line north of Gowrie Station remains a key transport advocacy item reflected in the Council Plan.

## 1. Policy Context

## Council Plan (2021-2025)

The Council Plan Theme 2: Moving and living safely in Moreland states:

In 2031, Moreland is safe. Our streets are safe for pedestrians and cyclists, day, and night. Everyone in Moreland is able to live in their homes without fear from others, both known and unknown. In Moreland, we actively look out for each other and are well supported to do this by Council.

## Moreland Integrated Transport Strategy (2019)

The Moreland Integrated Transport Strategy 2019 is Council's overarching transport strategy to achieve a demonstrable mode-shift towards sustainable transport alternatives.

The Strategy states that Council will advocate for the following high-level outcomes including:

Improved frequency and span of hours for bus services, particularly in the north of Moreland and running east-west.

To achieve this, the Strategy's Advocacy Plan identifies an approach that includes:

Identify key stakeholders in neighbouring Councils, resident groups, transport advocacy groups, etc. that may assist in the delivery of this plan through improved coordination.

### Victorian Bus Plan

In June 2021, the State Government released the Victorian Bus Plan (<u>https://transport.vic.gov.au/getting-around/public-transport/buses</u>). It is a high-level document that sets out guiding principles for bus route and service improvement.

## 2. Background

Work progressed with the Northern Councils Alliance to achieve the publication and endorsement of the Northern Transport Strategy, a strategy that is consistent with the objectives of Moreland's own Integrated Transport Strategy and Advocacy Plan. The Alliance comprises of Banyule, Darebin, Hume, Mitchell, Moreland, Nillumbik and Whittlesea Councils.

Following Council's endorsement of the Northern Transport Strategy at its December 2021 meeting, the Northern Councils Alliance progressed to the second stage of strategic transport work, the Northern Region Transport Strategy (Bus) **(Attachment 1)**. The development of this strategy (the 'Bus Strategy'), using allocated State Government funds, was intended to develop a high level, high quality, "trunk" bus network that serves rapid urban growth in the northern metropolitan area, while proposing services that improve access to key northern locations, including Melbourne Airport and La Trobe University.

Trunk bus routes are described in the Victorian Bus Plan (2021) as routes that;

Will connect suburbs to key transport nodes and employment and shopping centres. Services are frequent and direct and will feature road priority measures, including bus lanes, where feasible, Trunk routes will normally operate in mixed traffic and provide greater integration with homes and destinations.

Applying the trunk route principle, the Bus Strategy proposed an east west express bus route via Camp Road, Broadmeadows and Mahoneys Road, Campbellfield that aimed to replicate the proposed Suburban Rail Loop. However, the design of this route proposed not deviating down to Fawkner Railway Station. To address this service gap, a background paper was prepared that discusses the viability of a frequent shuttle bus service from Fawkner up to Campbellfield, called the Tramlink Shuttle (Attachment 2).

## 3 Issues

## Northern Region Transport Strategy (Bus Strategy)

The Bus Strategy identified opportunities that centred on east-west linkages, with particular emphasis on improving access for northern region residents to LaTrobe University in Bundoora and Melbourne Airport. A key feature was devising a high frequency service that broadly covered the proposed route of the Suburban Rail Loop. Called the Suburban Rail Loop Bus it proposes to connect the railway stations around the northern section of the proposed rail loop. As it is likely that it will be many years before the northern section of the rail loop would become operational, commissioning a bus-based equivalent would provide a viable alternative for cross city travel in the northern suburbs.

Table 1 provides a brief summary of the sections of the Bus Strategy relevant to Moreland.

## Table 1 Summary of potential bus improvements identified in the NorthernRegional Transport Strategy (Bus) relevant to Moreland City Council

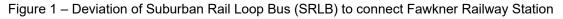
PDF page	Document page	Item description	Comment
6	iv	<ul> <li>Points 1 and 3 in Executive summary:</li> <li>Creating new direct connections to key employee catchments including Craigieburn, Gowanbrae and suburbs around</li> </ul>	Supported. Proposals offer a range of improved options for residents
		Sunbury	

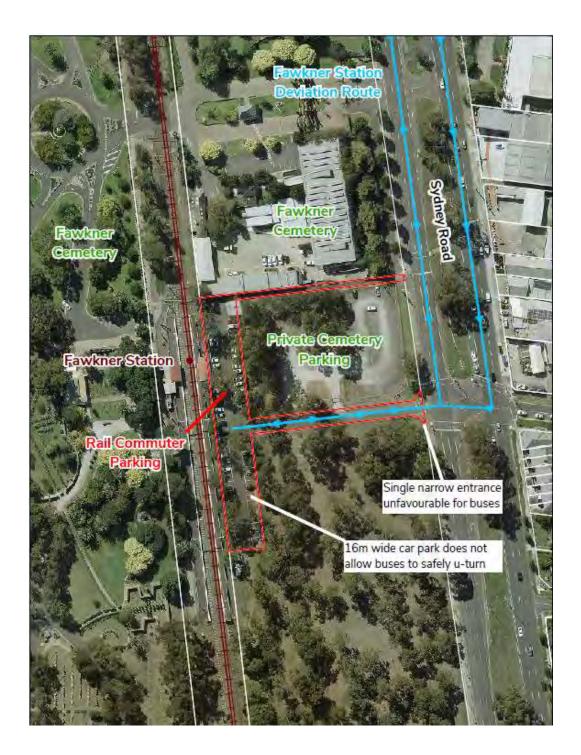
PDF page	Document page	Item description	Comment
		<ul> <li>Creating a direct link between Melbourne Airport and the La Trobe National Employment and Innovation Cluster via Coburg improve east-west connectivity and connections to four train lines</li> </ul>	
14	2	Moreland has the largest percentage of public transport trips (13.3%) of all of the six member councils (Fig 1)	Noted
18 and 24	6 and12	Figure 5 Suburban Rail Loop Bus route. Does not deviate down to Fawkner Railway Station. The deviation would add a considerable amount of time to the journey and presents a challenge for turning buses around at Fawkner Station	<ul> <li>Noted and conditionally support. The proposed route is kept in a straight east west alignment along Camp and Mahoneys Roads, Campbellfield. The proposal could be acceptable if a high-quality shuttle bus service from Fawkner northbound on Sydney Road could be provided. At present, Fawkner routes 530 and 531 are either slow and convoluted, or infrequent.</li> <li>Also noted this alignment could support an additional railway station on the Upfield Railway Line at Camp Road, Campbellfield</li> </ul>
68	56	Figure 39 – Shows deficiencies of routes 530 and 531 in Fawkner and suggests better coordination and connection of these services to trunk routes at Campbellfield Plaza	Supported and undertook further work to develop a "Tramlink Shuttle" proposal <b>(Attachment 2)</b> .
65	77	Figure 50. SmartBus Route 903 identified as having weaker patronage on Bell Street (west) due to duplication with route 561. Suggests considering running 561 as a straighter service along Gaffney and Murray Streets to improve efficiency and balance patronage.	Support in the context of additional proposed improvements for route 561 in the report.
83	71	SmartBus 903 Priority Option 37: Investigate westbound bus priority signalling at the intersection of Bell Street and Pentridge Boulevard	Support. The need to improve priority for route 903 highlights an opportunity to review bus timetables in the context of both rail level crossings on Bell Street now removed.
95	83	SmartBus 903 Option 31 – Investigate bus priority through the intersection of Bell Street and Sydney Road	Support – DoT has a Public Acquisition Overlay on Bell Street to augment this. However, bus priority should not be provided through time redistribution at the expense of tram performance.
127	115	Figure 84 Extension of routes 490 and 561 to Melbourne Airport	Support

PDF page	Document page	Item description	Comment
143	131	Figure 97 – Extension of route 561 west from existing terminus at Pascoe Vale Railway Station to Melbourne Airport via Mascoma Street, Strathmore Heights and Melrose Drive, Tullamarine	Strongly support – Provides Coburg and Pascoe Vale residents with a direct link to the airport and also provides Gowanbrae residents with a direct link to heavy rail at Pascoe Vale.
146	134	Extension of route 490 from Gowanbrae to Melbourne Airport via Tullamarine Industrial Park	Support – Provides reliable access for Gowanbrae resident to the key employment hubs at the airport and Tullamarine. Gowanbrae is Moreland's most car reliant suburb, with a significant number of residents reporting as employed in aviation, freight, and logistics industries (9.6%) (ABS 2016)

Developing an express bus route notionally based on the Suburban Rail Loop alignment that is fast and frequent provides an interim, passenger building service in the years leading up to the Suburban Rail Loop (north/west). In exact terms, this would mean the bus travelling between Broadmeadows and Reservoir would have to divert south to Fawkner Railway Station and then return up to the Camp – Mahoneys Roads route to continue. This diversion would be an additional six kilometres of travel up and down Sydney Road to reach Fawkner Railway Station, a station landlocked inside a cemetery with one entry road and limited turning opportunities. Unfortunately, the objective to replicate the rail loop by direct bus connection between all railway stations is frustrated by the inability to turn a bus around at Fawkner Railway Station and the six-kilometre deviation required north and south on Sydney Road. Figure 1 shows in blue the required deviation for an express east west bus service to travel via Fawkner Railway Station







## Figure 2 – Fawkner Railway Station location plan showing narrow access road and no turning opportunity for buses

The Bus Strategy proposal to continue straight along Camp and Mahoneys Roads, rather than diverting south to Fawkner Railway Station, can be offset by improving the frequency and structure of routes 530 and 531 in Fawkner to ensure they meet the SRL bus in a reliable manner at Campbellfield/ Fawkner North. Members of the Northern Councils Alliance have been advised that providing a high frequency link from Fawkner Railway Station to the express Suburban Rail Loop Bus would be the only means of ensuring that Moreland residents enjoy quality access to the proposed east west express service offered by this bus service. The final version of the strategy acknowledges that providing a direct shuttle service to Fawkner is essential.

## 3.1 Fawkner Shuttle/ Tram link

As a result of the Bus Strategy proposal to create a shuttle service to Fawkner, an additional piece of work was undertaken to investigate a background/ advocacy case for a shuttle service that would connect Fawkner to Camp and Mahoneys Roads on a frequent basis. An investigation into the service levels of buses in this area concluded that seeking an upgrade to route 531 (Coburg North to Upfield Railway Station) had the potential to optimise benefits. The service is a direct one that operates on Sydney Road from a terminus in Bakers Road, Coburg North, adjacent to the northern terminus of tram route 19 (Sydney Road). Whilst the 531 notionally provides a service extension of tram 19, the service shortfalls, including a 60-minute frequency and no evening or weekend running, it is not currently considered a viable option.

A brief background comparison of Route 531 with a similar tram-to-bus service extension operating in Vermont South, known as the Knox Transit Link (Route 732) is shown in Table 2.

Knox Transit Link was introduced at the time that tram route 75 was extended to Vermont South Shopping Centre in 2005. The link was in response to strong community pressure to extend the tram a further 5.5 km to Knox Shopping Centre. It matches the frequency and service hours of the tram

Attribute	Bus Route 531 (Tram 19)	Bus Route 732 (Tram 75)	Comments
Location	Melbourne's North	Melbourne's East	
Total Bus Route Length	10.3 km	24.4 km	
Tram (as bus) Shuttle Service Route Length	5.5 km	5.5 km	
Shuttle Corridor Population	18,380	14,237	Route 531 serves 30% more
Shuttle Corridor Employment	31,965	12,950	Route 531 serves 150% more
Services per week	150	1,792	1642 more services for Route 732
Service Span and Frequency	One bus per hour 7am-9pm weekdays	Eight buses per hour 5am-12am weekdays 24hrs weekends	Route 732 is very frequent and operates 24/7 except for 5 hours each weeknight
Bus to Tram service ratio <sup>1</sup>	9.4 %	137.5%	12 times more for Route 732
Duplication Ratio <sup>2</sup>	0%	35%	Number of trips within short interval on Route 732

### **Table 2 Service Comparisons**

Bus route 531 serves more people and businesses than Route 732 yet has only a small fraction of services per week. The disparity between two services suggests there is a strong case to advocate for a significantly improved level of service for the 531 bus.

Whilst extending the Sydney Road tram (19) to Fawkner would provide a significant boost to transport services north of Bakers Road, the presence of a large regional gas main in the centre median in this section of Sydney Road means that it unlikely to receive favourable consideration from the State Government due to cost and construction issues in working around the gas main.

Similarly, Council has identified extension and duplication of the Upfield Railway Line as key priority, as the current service of three trains per hour is limited by the section of single track between Gowrie Station and Upfield Station, resulting in the poorest service in the metropolitan rail network.

Providing a bus link at a frequency that matched route 19 tram could offer an interim solution to the shortfall of light and heavy rail services in this corridor.

The key benefits of improving the shuttle service include:

- An equivalent of an extension of the route 19 tram service in a cost effective and timely manner.
- An effective transit link to address some of the urban population growth in the corridor.
- Direct and frequent access to high quality east west bus services, existing and proposed, for Fawkner and other residents on or near Sydney Road.
- Reliable access to employment in the Campbellfield industrial area.
- A reliable means of returning home for Fawkner and other residents on the occasions the Upfield train has unscheduled cancellations north of Coburg.
- Reduced traffic congestion on Sydney Road.
- An effective increase of public transport services in the Upfield transport corridor.
- An interim service measure that addresses a service shortfall caused by the absence of a railway station at Campbellfield.
- Providing a high-quality transit "spine" on Sydney Road that enables other Fawkner bus services to be investigated that provide direct east west oriented transport connections including Glenroy and Merlynston Railway Stations.

## 3.2 Bus Route 490

Route 490 serves Gowanbrae, providing a link to Airport West Shopping Centre and the Tram route 59 terminus. This service was introduced in 2008 and has a rather low patronage, with no service on Sundays or on weekday evenings. Providing a bus service into a suburb that only has one vehicular entry point has proved challenging. The Bus Strategy proposes extending the service to Melbourne Airport (see Figure 84 in **Attachment 1**). Gowanbrae has a high level of car dependent households and a significant number of residents reporting as employed in aviation, freight, and logistics industries (9.6%) (ABS 2016). The strategy makes the point that the hours of a lengthened bus service should reflect the fact that Melbourne Airport is a major employment centre with long hours of operation every day of the week. The service could provide an opportunity to interchange with bus route 561 on Melrose Drive, Tullamarine, if that service improvement proposal was also adopted.

## 3.3 Bus Route 561

Route 561 currently operates between Pascoe Vale Station and La Trobe University Bundoora, via Pascoe Vale, Coburg, and Reservoir. It is a popular route operating seven days a week.

The Bus Strategy proposes extending the western termination of the route from Pascoe Vale Station to Melbourne Airport, running via Mascoma Street, Strathmore Heights and Melrose Drive, Tullamarine (see Figure 97 in **Attachment 1**). This extension would provide benefits that include:

- A direct link for Gowanbrae residents to trains at Pascoe Vale Station, enabling residents to commute by rail to the city without driving to a railway station.
- A direct, single mode link for Coburg and Pascoe Vale residents to Melbourne Airport.

# 3.4 Route 903 SmartBus/ Bell Street bus priority

A number of bus services use Bell Street Coburg/ Pascoe Vale South as a key part of their routes. Of these, Route 903 SmartBus is the most heavily patronised service in the municipality over all days of the week. When services were introduced, a number of priority measures were rolled out, including "B" Lights at signalised intersections that provide an advanced start over other traffic, priority lanes and no stopping restrictions. The bus review has identified that more work is needed to improve priority for 903 and other routes on Bell Street.

One action that could be undertaken in the short term is to request a review of bus timetables to ensure that they remain relevant. On particularly long routes, such as route 903, additional time can be created to compensate for a string of known delays. On Bell Street, buses were particularly vulnerable to being delayed by rail level crossings at Coburg and Preston. With the crossings recently removed, there is an opportunity to review the timetables to optimise operation.

## 3.5 Service quality improvements

There are 17 public bus routes operating in Moreland. Currently, 9 of these 17 services don't run on Sundays. Seven of the 17 services don't run after 8 PM on weeknights. This reflects a legacy of three decades ago, when patterns of retail and entertainment were quite different. Improving public transport can be a matter of setting a higher standard to build patronage, instead of waiting for a higher patronage to justify improving the standards.

Routes not operating on Sunday are:

- 490 Gowanbrae
- 503 Brunswick
- 506 Brunswick
- 509 Brunswick
- 512 Coburg, Pascoe Vale South.
- 526 Coburg North
- 531 Fawkner
- 536 Glenroy North
- 542 Oak Park, Pascoe Vale

Given there is a general public expectation that trains and trams operate every day of the week, it is considered reasonable that the buses that interchange with those rail services should also reflect that level of service. This principle should also apply to evening operations of buses.

## 3.6 Electric Buses

The State Government has made a commitment that all new bus fleet purchased from 2025 onwards will be zero emissions buses, affecting approximately 4000 buses.

On 15 June 2022, the Minister for Public Transport, the Hon. Ben Carroll, announced that Ventura Bus Lines' Ivanhoe depot would be the first depot to convert to fully electric operation by early 2024. The depot has a fleet of 27 buses operating in the northern suburbs. The first 12 trial electric buses operating from this depot will enter service by November 2022. Within Moreland, Ventura operates two routes, being:

- 526 (Coburg to Reservoir via Elizabeth Street), and
- 527 (Gowrie Railway Station to Northlands Shopping Centre via Coburg and Pascoe Vale).

Route 526 operates from Sydney Road, Coburg to a terminus near the Big4 Holiday Park in Elizabeth Street, Coburg North, serving a new residential subdivision at Coburg Hill on the former Kodak site. Despite a growing residential population, it still does not operate on Sundays. Some years ago Public Transport Victoria (now the Department of Transport), considered a possibility to extend the north eastern termination point to Gilbert Road, Preston, so that the service could connect with the Route 11 Tram. Unfortunately, for reasons not made clear, the concept was not pursued.

Route 527 is a complex route running between Gowrie Station and Northland Shopping Centre, via Bell Street and Turner/ Derby Street, Pascoe Vale. In certain sections, this bus route provides a level of overlapping duplication with other services. In the event of a more localised bus review occurring, a rationalisation of this route could enable it to act as a northern tram extension service for tram route 58.

## **Community impact**

The Bus Strategy identifies a number of opportunities to improve access to employment, study, and leisure for the community. The proposals set out in the strategy include service extensions that could dramatically lift access opportunities for community members to get around without relying on a car.

## Climate emergency and environmental sustainability implications

Improving public transport service destinations and service levels is consistent with policies to reduce reliance on private car usage, a positive step in progressing to zero emissions targets.

## Economic sustainability implications

The strategy identifies a number of options that can improve options for access to a variety of employment opportunities, with less reliance on private transport.

# **Human Rights Consideration**

The implications of this report have been considered in accordance with the requirements of the Charter of Human Rights and Responsibilities. The proposal supports Sections 12 and 18 of the Human Rights Charter which relate to freedom of movement and taking part in public life respectively.

# 4. Community consultation and engagement

Development of the Bus Strategy at a high level was not subject to public engagement. The high-level proposals draw upon well-known service shortfalls, analysis of regional activity and employment centres, urban growth, and state rail projects.

Going forward, State Government funds have been promised in the current budget to conduct a further stage of bus reviews in the northern suburbs. When these funds are released, it is expected that the next review will look at improvements to the structure and service standards of the more local bus routes. It is anticipated that a review at the more local scale would warrant an intense and thorough engagement program across communities.

# Affected persons rights and interests

Before making a decision that affects a person's rights, Council must identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey those views regarding the effect on their rights and consider those views. The Bus Strategy does not impact people's rights, and is an advocacy document for bus service improvements.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

# 6. Financial and Resources Implications

State government funding paid the for the cost of the consultant to prepare the Bus Strategy, supported within Council by existing officer resources. Council funded the ancillary section of the strategy, the Fawkner Tramlink.

The 2022 Victorian State Budget identified \$109 million to improve Victoria's suburban and regional bus stops and services. Within this, further funds are identified to conduct further bus reviews in the northern suburbs that can lead to local route structure and service improvement opportunities being identified.

# 7. Implementation

Adopting the resolution will authorise a letter to the Minister for Public Transport, with a particular focus on consideration of the urgent implementation of the Fawkner Tramlink Shuttle.

The Northern Councils Alliance will continue to take a collective approach on advocating all other matters in the Northern Region Transport Strategy (Bus).

Councillors will be advised when State funds are released for the purposes of the next round of northern bus reviews.

# Attachment/s

- 1. Northern Region Transport Strategy (Bus) Stage 2 Final 2022 D22/125841
- **2** Attachment 2 Analysis of Route 531 Fawkner Tramlink

D22/123041 D22/315286



# Northern Region Transport Study Stage 2

Final Report 18 May 2022





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#### Acknowledgement of Country

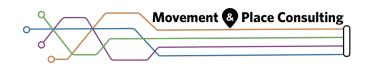
Movement & Place Consulting acknowledge the Traditional Custodians of Country throughout Australia and their connections to land, sea and community. We pay our respects to their rich cultures and to Elders past, present and future. Our office and employees exist and survive thanks to previous generations caring for Country. In particular the Bunurong, Wadawurrung and Wurundjeri Peoples of the Kulin Nation.

Victoria's transport sector is imposing increasingly negative impacts on Country due to inefficient use of space, impacts on habitat and sourcing of construction materials. To Heal Country the community needs to embrace more efficient transport modes. This starts by embedding sustainable practices, policies and strategies when planning precincts and the transport networks that serve them.

To enable growth in Melbourne whilst healing Country and enabling all residents to take light footsteps, requires a different mindset and new ways of creating communities around highly efficient movement networks.

This Bus Review project seeks to contribute to this future vision by highlighting priority improvements to the bus network that will improve transport choices for people in Melbourne's north and enable them to minimise their impact on Country.

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#### **Executive Summary**

Melbourne's northern region is home to just over 1 million people and will grow to house almost 1.5 million people by 2036. The region is underserved by public transport, and consequently suffers from higher levels of traffic congestion. This impacts access to education, employment, health and other services for all residents, but will be felt most acutely in the northern growth corridor.

The Northern Region Transport Study (NRTS) has been commissioned by the Northern Councils Alliance (NCA) to identify transport advocacy and investment priorities that will improve public transport connectivity and encourage sustainable transport growth.

NRTS stage 1 identified the following key issues in the northern metropolitan region:

- Unreliable public transport
- Poor east to west connections Congestion on roads
- Poor connections in growth areas
- Inadequate bicycle infrastructure Safety concerns on public transport

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NRTS stage 2 focuses on strategic improvements to the bus network, in particular:

- Improvements to existing SmartBus Routes
- A high-quality route that could mimic the benefits of Suburban Rail Loop (SRL)
- Improvements to key destinations Melbourne Airport and La Trobe University
- Services required in Growth Areas

The study's key findings are summarised below.

#### Implementing a Suburban Rail Loop Bus (SRLB)

An SRLB would provide a continuous, rapid and direct east-west public transport connection from Melbourne Airport to Box Hill, mimicking the proposed alignment of SRL North stations. Adding an additional stop at Keon Park brings significant time savings for commuters from Mernda with minimal impact on overall journey time for other customers.

#### SmartBus 901, 902, 903 review

To maximise patronage and connectivity in the north, we recommend:

- Realigning SmartBus 901 to service Greenvale and to terminate at Airport West Shopping Centre (instead of Melbourne Airport)
- Realigning SmartBus 902 to terminate at Melbourne Airport (instead of Airport West Shopping Centre) to improve access for airport employees
- Improving spatial distribution of Smartbus 901 and 902 and local routes through Greensborough to improve user experience, accessibility and convenience

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#### Improving connections to La Trobe University (LTU)

LTU is poorly served by public transport compared to universities such as University of Melbourne and Monash. LTU is planning significant growth with a private sector partner, which will bring an additional 12,000 residents, 40,000 students and 20,000 employees.

This growth can be provided for with improved public transport. If services are not improved, the resulting car trips will create significant congestion in Melbourne's north. The bus connectivity improvements required include:

- Local connections to Viewbank, Watsonia and Yallambie
- Longer distance routes to northern suburbs such as Mill Park, South Morang, Mernda, Diamond Creek and Hurstbridge
- Cross Yarra connections including existing routes, and new direct connections between LTU and Bulleen, Kew and Hawthorn

#### Improving connections to Melbourne Airport

Melbourne Airport and the surrounding business park is a key employment hub in the north, with over 20,000 employees distributed across an estate of approximately 450Ha.

Existing public transport services do not meet the needs of shift workers in the area, with many businesses operating '24-7'. To improve employee access, we recommend:

- Creating new direct connections to key employee catchments including Craigieburn, Gowanbrae and suburbs around Sunbury
- Increasing service levels on key links and through key areas including the business park and express services to Broadmeadows Station
- Creating a direct link between Melbourne Airport and the La Trobe NEIC via Coburg improve east-west connectivity and connections to four train lines

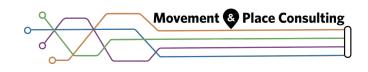
#### Serving Mitchell Shire's growing population

Wallan and Beveridge in Mitchell Shire sit within metropolitan Melbourne's northern growth corridor and will house over 200,000 people by 2051, quadruple the entire Mitchell Shire's current population. This growth will create a jobs deficit in the Mitchell Growth Area, requiring residents to travel 10-25km to access jobs and services. If these trips are by car, the Hume Highway (a key National Freight Route) will be overwhelmed.

We recommend establishing direct public transport connections to key employment areas including Broadmeadows, Epping, La Trobe University, Melbourne Airport and the surrounding business park and Thomastown to provide real options for journeys to work that avoid entrenching car dependence in the Mitchell Growth Area.

Mitchell Growth Area and townships would also benefit from aligning bus timetables with train services, and longer term east west links between Whittlesea and Woodend.

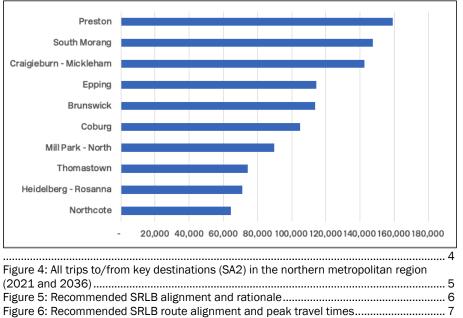




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#### 1 Northern Metropolitan Region's Transport Context

The northern metropolitan region is experiencing significant population growth, particularly in Whittlesea, Hume and Mitchell. The region must prepare for unprecedented travel flows through the region as employment opportunities burgeon in key activity centres, such as the La Trobe NEIC, and the Broadmeadows and Epping Metropolitan Activity Centres.

The report is structured as follows:

- Chapter 1 introduces the northern metropolitan region's existing context and considers future trip growth for key areas in the region
- Chapter 2 investigates potential route alignments for a Suburban Rail Loop Bus (SRLB) between Melbourne Airport and Box Hill
- Chapter 3 reviews and proposes route alignment and intersection improvements for SmartBus 901, 902 and 903
- Chapter 4 outlines key travel patterns to/from La Trobe University (LTU), proposing connectivity improvements
- Chapter 5 outlines key travel patterns to/from Melbourne Airport, proposing connectivity improvements
- Chapter 6 proposes connectivity improvements for Mitchell Shire, considering the high growth context of Beveridge and Wallan, located in Melbourne's northern growth corridor
- Chapter 7 concludes the study

#### 1.1 Current context

Melbourne's northern metropolitan region is comprised of the Cities of Banyule, Darebin, Hume, Moreland, Nillumbik, Whittlesea and Mitchell Shire (Beveridge and Wallan). The north is home to over 1 million people and will grow to house almost 1.5 million people by 2036. As population grows, the number of trips being made will also grow, emphasising the need for public transport improvements. Car ownership will also grow (not least because the region is underserved by public transport, especially in the growth municipalities of Hume, Whittlesea, and Mitchell). As such, if public transport improvements are not made, then congestion will grow, and both productivity and liveability will fall.

Figure 1 is a summary of public transport mode shares for the metropolitan municipalities within the northern metropolitan region.





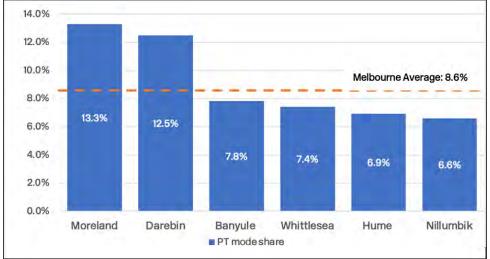


Figure 1: Public transport mode shares in the northern metropolitan region

Source: DoT with M&PC analysis. Note that VISTA does not provide a public transport mode share estimate for Mitchell Shire, and as such it is not included within the figure

The average public transport mode share in Melbourne is 9% according to VISTA, which is lower than the public transport modes share in Moreland and Darebin, but higher than every other northern metropolitan region municipality. Generally, PT mode shares decrease the further the municipality is from Melbourne CBD.

#### 1.2 Growth in trips to 2051

In order to understand the northern metropolitan region's travel context now and into the future, and to support modelling (for example, section 2.11), a trip estimation and distribution process was developed. The model is calibrated to VISTA travel data using population and employment figures from Victoria-in-Future 2019 (the State Government's official population projection). The model uses 2011 Census SA2, SA3 and SA4s as the basis for its travel zones. The model estimates total trips of all purposes for each zone pair now and in the future. This enables the identification of key destinations within the northern metropolitan region and where the trips originate from.

Overall, the northern metropolitan will experience a 32% growth in trips to 2036 and a 66% growth in trips to 2051. Growth is not uniform however, with Whittlesea – Wallan (Whittlesea and Mitchell Shire) anticipated to have a 57% increase in trips to 2036, and a 120% increase in trips to 2051. Sunbury (Hume) is anticipated to experience similar trip growth rates to 2036 (+50%) and 2051 (+118%), albeit from a much smaller trip base in 2021. Strong trip growth is also anticipated in Tullamarine – Broadmeadows (Hume) (+74%) and Darebin – North (Darebin) (+71%) to 2051. Areas which are anticipated to have the slowest growth to 2051 are Nillumbik – Kinglake (Nillumbik Shire) (+25%) and Banyule (Banyule) (+37%).

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Appendix A summarises the number of forecast trips to 2051 across the northern metropolitan region. Note that the high growth in internal trips for Sunbury and Whittlesea – Wallan indicate the need to not only consider regional connectivity across the northern metropolitan region, but also the local connections within municipalities, particularly ones strategically planned to become strong employment and education hubs.

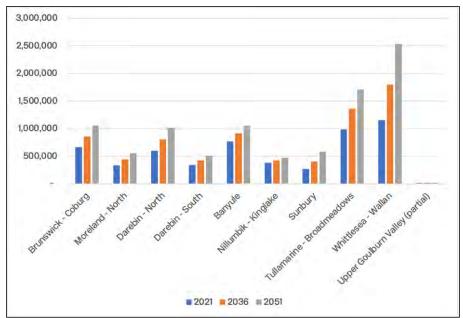


Figure 2: Growth in trips from 2021-2051 (SA3)

Source: DoT with M&PC analysis

#### 1.3 Key destinations to 2036

Figure 3 shows the top ten destinations within the northern metropolitan region with the greatest number of total trips to the area in 2021. This excludes any internal trips within an area. The top five origins to each destination are also shown.

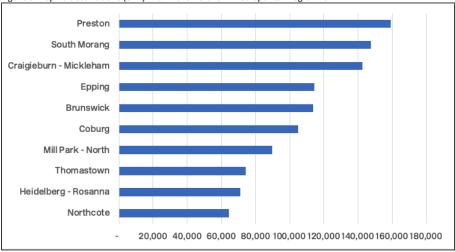
There is a general trend across all destinations for travel to originate from neighbouring suburbs/municipalities. These key destinations generally have clusters of employment and retail activity. For example, Preston, Coburg, Brunswick, Epping, South Morang, Mill Park - North and Northcote all contain activity centres with some concentration of commercial activity. Other areas, such as Thomastown and Craigieburn – Mickleham contain significant industrial areas which act as key employment hubs.

The key origins outside of the northern metropolitan region into the region are Melbourne City (City of Melbourne), Yarra (City of Yarra), Essendon (City of Moonee Valley), Keilor (City of Brimbank) and Melbourne - North West (Macedon Ranges Shire).



Melbourne Airport does not feature in the top ten destinations within the northern metropolitan region, partly because of how VISTA data is captured. Only trips to and from home are captured by the VISTA survey, excluding a key trip segment to/from Melbourne Airport, which is that of visiting travellers. While VISTA data includes work journeys to Melbourne Airport, they constitute a very small portion of overall trips to/from Melbourne Airport. Additionally, Melbourne Airport is a specialised zone, with little trips made other than that for employment or air travel.

Similarly, Kingsbury which contains La Trobe University does not feature in the top ten destinations in the northern metropolitan region, because it is also a specialised zone. The overwhelming majority of trips to/from La Trobe University are for employment and education purposes. Regardless, both Melbourne Airport and La Trobe University are strategic destinations which will only grow in importance and visitation into the future and will be considered in subsequent sections of this report.





The key destinations in 2021 will continue to be key destinations in 2036. Figure 4 shows the growth in all trips for each of the top destinations within the northern metropolitan region. Preston, Epping and Craigieburn – Mickleham in particular will experience a greater rate of growth in trips to 2036.

The key origins outside of the northern metropolitan region into the northern metropolitan region will continue to be Melbourne City (City of Melbourne), Yarra (City of Yarra), Essendon (City of Moonee Valley), Keilor (City of Brimbank) and Melbourne - North West (Macedon Ranges Shire) in 2036.

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Source: DoT with M&PC analysis

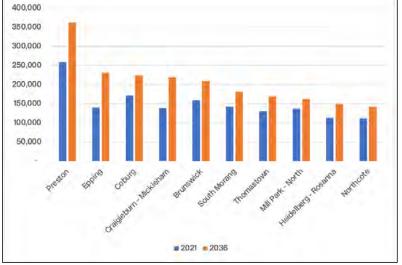


Figure 4: All trips to/from key destinations (SA2) in the northern metropolitan region (2021 and 2036)

#### 1.4 Network and service planning principles

In order to guide the development of bus services in the chapters which follow, it is necessary to define an overarching framework of network and service planning principles. Following discussions with the Northern Councils Alliance (NCA) Transport Working Group (TWG), the principles agreed were:

- **Simple**: a simple network is easier for customers to understand and navigate. Wherever possible, services should operate in both directions (rather than one-way)
- **Direct**: customers like direct services to key nodes providing swift transport, with journey times as low as reasonably possible
- Frequent: service frequency is highly important to customers, because it provides choice in departure time. Step changes in patronage and network effect occur with 4, and again at 6, services per hour
- **Reliable:** Customers need confidence that the bus will get them to their destination on time. Priority through congested traffic helps to ensure reliability
- Nearby: DOT currently aims to have a bus route within a 400m buffer of 90% of all residents. For consistency, we propose to retain these parameters, though special consideration should be given to treatment of the SRL bus route given its unique characteristics
- Safe: access to bus stops should be as safe as possible, with good quality footpaths and pedestrian priority
- Brand and marketing (fleet) high quality in-vehicle experience
- Brand and marketing (stops) high-quality bus stops (for example, with cover, seating, easy to understand timetables and real-time passenger information, which is accurate and reliable



Source: DoT with M&PC analysis

#### 2 Suburban Rail Loop Bus (SRLB)

#### 2.1 Introduction

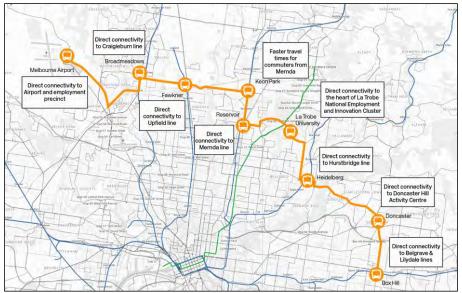
Improving the quality of east-west links within the NCA area is of critical importance. These links provide access to both education and employment. The need for improving the links has been identified by the government through the Suburban Rail Loop (SRL) project. Whilst the SRL North will provide this infrastructure once built, the improvements are required to meet current needs.

Communities in Melbourne's North should not need to wait until 2053 before east-west connectivity is improved.

East-west connectivity should be improved through an express bus route that mimics the alignment proposed for the Suburban Rail Loop. This Suburban Rail Loop Bus (SRLB) would traverse the SRL North alignment creating new connectivity and rapid journeys for the community. In the process it will influence travel patterns and increase the future patronage of SRL North.

#### Summary of key recommendations

The end-to-end journey will take between 56-108 minutes, depending on traffic congestion and the level of bus priority provided along the route. The recommended route alignment is shown in Figure 5 below.







Based on the multi-criteria analysis (MCA) formulated in section 2.2 to ensure that the SRLB is rapid and direct, Figure 6 shows the Stations and maximum peak-period travel times for each trip segment.

Figure 6: Recommended SRLB route alignment and peak travel times

	Melbourne Airport
12 mins	Via Tullamarine Freeway (M2)
	Broadmeadows Station
12 mins	Via Camp Road
	Fawkner
12 mins	Via Mahoneys Road
	Keon Park Station
7 mins	Via High Street
	Reservoir Station
12 mins	Via Dunne Street
	La Trobe University
16 mins	Via Waiora Road
	Heidelberg Station
18 mins	Via Manningham Road
	Doncaster Bus Interchange
14 mins	Via Tram Road
	Box Hill Station

In addition to serving the eight stations on SRL North, it is also recommended that Keon Park station is served by SRLB. This would provide additional connectivity benefits for a negligible impact on the journey times of SRLB.

#### 2.2 Developing the SRLB alignment

For specifying each station-to-station section of the Northern SRL (for example, Melbourne Airport to Broadmeadows), it is necessary to:

- Define a Multi-Criteria Analysis (MCA) framework for assessing the suitability of route options
- Identify potential route alignment options for the SRLB
- Assess the potential route alignments against the MCA to identify a preferred option

The overarching assumption underpinning this assessment is that the SRLB needs to be rapid and direct between each 'station'. It will operate as an express bus route similar to existing express shuttles to universities.



The MCA therefore includes assessment of:

- Travel time (AM peak) defined as the Google Maps estimate of the maximum expected end-to-end journey time by car in the AM peak, with 08:00 as the departure time in an eastbound direction
- Travel time (PM peak) defined as the Google Maps estimate of the maximum expected end-to-end journey time by car in the PM peak, with 17:00 as the departure time in an eastbound direction
- Travel time (interpeak) defined as the Google Maps estimate of the maximum expected end-to-end journey time by car in the interpeak, with 12:00 as the departure time in an eastbound direction
- Bus priority measures an assessment made of the level of bus priority measures (if any) that are in place along the alignment (noting that the travel times above are by car, and that the presence of bus priority measures should help improve on those speeds)
   In addition, route kilometres are also estimated and reported

Google Maps shows an expected range of times for each of the three trip types above. Our assessment has been made on the maximum expected time in an attempt to approximate the potential effects of congestion and delays. However, we also gathered information on Google Maps prediction of the minimum expected time, in order to provide a more granular assessment. It was found that:

- If a route option is clearly superior, then it does not matter whether the comparison is made on maximum or minimum time – it will still be ranked as the better option
- If, however, the route options are very similar with regard to maximum travel time, the minimum expected time can be useful in helping to differentiate between them

The approach to scoring for the MCA is shown in Table 1 below.

Table 1: Multi-criteria analysis for SRLB route segments

	0	1	2	3	4
Bus priority measures	No bus priority measures in place	Bus priority measures in place for <5% of the route	Bus priority measures in place for 5- 15% of the route	Bus priority measures in place for 15- 25% of the route	Bus priority measures in place for >25% of the route
Travel time (AM peak, interpeak,	Max journey time	Max journey time	Max journey time	Max journey time	Max journey time
PM peak)	>25mins	21 - 25 mins	16 - 20mins	11 - 15mins	≤10mins

For simplicity and brevity, the analysis only considered travel times for eastbound buses. It is almost never the case that both directions (in this case eastbound and westbound) have the same travel time. However, the travel times across the various roads from which a route choice needs to be made are expected to vary, at the same time of day, in the same manner. As such, no systemic bias is expected from the simplification of using single-direction travel times.

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#### 2.2.1 Melbourne Airport – Broadmeadows

From the main terminal of Melbourne Airport to Broadmeadows Station/Pascoe Vale Road bus interchange there are two relatively direct route options:

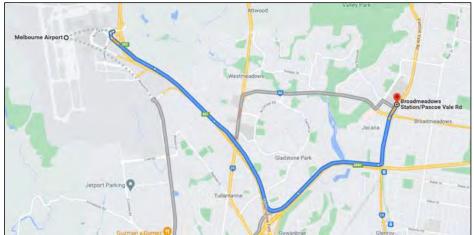
- 1. Tullamarine Freeway (M2) and Western Ring Road (M80) (Route Option 1)
- 2. Tullamarine Freeway (M2), Mickleham Road and Broadmeadows Road (Route Option 2)

Other suggested options were less direct and excluded from analysis.

#### Option 1: Melbourne Airport to Broadmeadows station via M2 & M80

This option has the fastest predicted maximum travel time between Melbourne Airport and Broadmeadows Station. The route is predicted to be impacted by moderate congestion during the PM peak. Option 1 has a slightly longer distance (9.3km) than Option 2 (7.7km).





Source: Google Maps

Table 2: Melbourne Airport to Broadmeadows station Option 1 overview

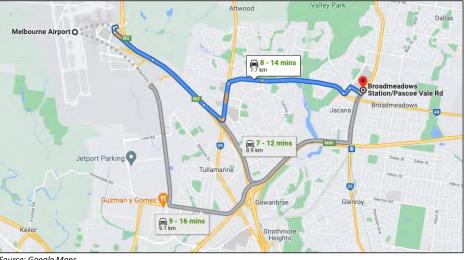
Criteria	Assessment
Bus Priority	No
Max. AM peak travel time	12mins
Max. interpeak travel time	16mins
Max. PM peak travel time	20mins (Google Maps predicts moderate congestion)
Route kilometres	9.3km



#### Option 2: Melbourne Airport to Broadmeadows station via M2 & Broadmeadows Road

While Option 2 (7.7km) travels a shorter distance than Option 1 (9.3km), it has slightly slower predicted maximum travel times, and is also predicted to be impacted by moderate congestion in the PM peak.

Figure 8: Melbourne Airport to Broadmeadows station Option 2 (AM Peak)



Source: Google Maps

Table 3: Melbourne Airport to Broadmeadows station Option 2 overview

Criteria	Assessment	
Bus Priority	Yes – 515m bus priority lane (Mickleham Road) and 1 queue jump lane (Mickleham Road/International Drive)	
Maximum AM peak travel time	14mins	
Maximum interpeak travel time	18mins	
Maximum PM peak travel time	20mins (Google Maps predicts moderate congestion)	
Route kilometres	7.7km	

Table 4 below provides an MCA summary of the performances of Options 1 and 2. At the aggregate level of the MCA, journey times are comparable and Route 2 has the advantage of some bus priority measures. However, in our view, the level of bus priority offered in Option 2 is not enough to offset the longer journey times (by car) that Option 2 has (compared to Option 1). As such, we recommend the inclusion of Option 1 in the SRLB.

It is noted that for route segments such as this where the choice between options is marginal, this can be used to the advantage of SRLB through the driver switching to the

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'other' route if there is congestion on the 'chosen' route. This is possible due to the express nature of the SRLB (customers are not inconvenienced by the actual route alignment so long as it is the fastest and there are no missed stops)<sup>1</sup>. This flexibility is currently adopted by the Skybus service when there is significant congestion on the Tullamarine Freeway.

Table 4: Melbourne Airport to Broadmeadows station route options MCA

Route Option 1 (via M2)	Route Option 2 (via Broadmeadows Road)
0	1
3	3
2	2
2	2
	M2) 0 3 2

Recommendation: Route Option 1 (via M2)

#### 2.2.2 Observations on Fawkner SRL station

Before discussing route choices for Broadmeadows – Fawkner – Reservoir, it is worth noting the intent of SRL (and the SRLB) with regard to Fawkner. Whilst the SRL North alignment shows 'Fawkner' as a chosen stop, there are some issues associated with this:

- The existing Fawkner Station footprint (specifically with reference to Fawkner Memorial Park) means there is a significant question over whether the Fawkner SRL Station is intended to be directly adjacent, or whether greater catchment can be achieved through a more pragmatic choice of station location further north (for example at the very northern extent of Fawkner near Campbellfield Plaza)
- Examination of the PTPI (as shown in Figure 22; see also section 2.4) demonstrates that relatively little patronage is likely to be drawn into the SRLB through placement of stops very close to the existing Fawkner station. This is principally due to no patronage being generated in the buffer area covering Fawkner Memorial Park, and the light industrial area to the east of Fawkner Station and Sydney Road. Locating an SRLB stop near Fawkner Station is unlikely to generate significant demand

<sup>1</sup> Note that this is not the case for the Fawkner – Reservoir section where a stop at Keon Park is recommended



- A bus cannot cross Merri Creek between Mahoneys Road and Murray Road (5km south). Diverting the SRLB to Fawkner Station would be an inefficient outcome, as:
  - Access to and from Mahoneys Road would be wasted travel time for people on longer journeys
  - Operating SRLB along Sydney Road and Murray Road would duplicate existing services in those corridors
  - People from the Sydney Road corridor wishing to access SRLB could use the direct Route 531 along Sydney Road and interchange at Mahoneys Road

For the above reasons we recommend the SRLB should be aligned to Mahoneys Road between Broadmeadows and Keon Park with a stop serving the northern boundary of Fawkner near Campbellfield Plaza.

For SRL North, based on the above assessment it would appear that a new train station at the northern end of Fawkner (bordering Campbellfield) would be a more appropriate site than in the middle of Fawkner Memorial Park. A new station in this location could also serve the Upfield line, given its existing alignment through the area. This would obviously allow for direct interchange between the SRL and Upfield line.

Regardless of final SRL location, it is clear the Sydney Road corridor needs to be connected to the SRLB stop (currently the Route 902 SmartBus Stop) at the northern boundary of Fawkner with Campbellfield. This can be achieved through either a new shuttle route or increasing service levels on the existing Route 531 service. A shuttle would be similar to the 'Knox Tram Link' in Vermont South which provides a bus to meet every single tram service throughout the week.

Alternatively, the connection could be provided through an increased service frequency on existing Route 531, from the Route 19 tram terminus in Coburg North to Upfield Station. Bus Route 531 currently provides the key link to tram Route 19 but with only one service per hour on weekdays and no services on weekends.

The service level on Route 531 should be increased to include a service every 15 minutes seven days a week - noting that tram Route 19 operates every 6 minutes on weekdays and every 8 minutes on Saturday and Sunday. This solution would lead to roughly every second tram meeting a Route 531 bus for passengers to continue their journey.

#### 2.2.3 Broadmeadows – Fawkner

From Broadmeadows station/Pascoe Vale Road bus interchange to Sydney Road/Mahoneys Road there are two relatively direct route options:

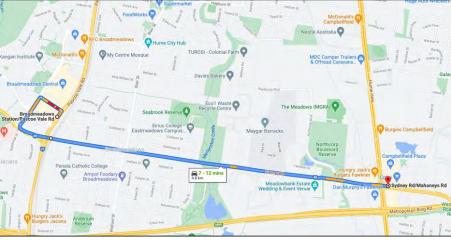
- 1. Camp Road (Route Option 1)
- 2. Blair Street and Camp Road (Route Option 2)

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#### Option 1: Broadmeadows station to Fawkner via Camp Road

This option has the fastest predicted maximum travel time between Broadmeadows Station and Fawkner, and is predicted to be impacted by moderate congestion in the interpeak and PM peak. Option 1 (4.8km) also travels a much shorter distance than Option 2 (6.2km). Option 1 has 56m of bus priority lane on Mahoneys Road (just before the Sydney Road/Mahoneys Road bus stop) and one queue jump lane and bus priority signalling at the intersection of Mahoneys and Sydney Roads.

Figure 9: Broadmeadows station to Fawkner Option 1 (AM Peak)



Source: Google Maps

Table 5: Broadmeadows station to Fawkner Option 1 overview

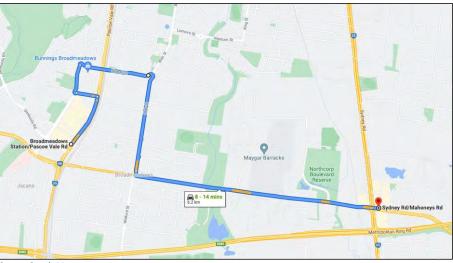
Criteria	Assessment	
Bus Priority	Yes – 56m of bus lane along Mahoneys Road and 1 queue jump lane + bus priority signal (Sydney Road/Mahoneys Road intersection)	
Maximum AM peak travel time	12mins	
Maximum interpeak travel time	16mins (Google Maps predicts moderate congestion)	
Maximum PM peak travel time	14mins (Google Maps predicts moderate congestion)	
Route kilometres	4.8km	



#### Option 2: Broadmeadows Station to Fawkner via Blair Street

Option 2 takes a more circuitous route from Broadmeadows to Fawkner, and is predicted to be impacted by moderate congestion in the interpeak and PM peak. Option 2 also has 56m of bus priority lane, a queue jump lane and bus priority signalling on Mahoneys Road (just before the eastbound Sydney Road bus stop on Mahoneys Road).

Figure 10: Broadmeadows Station to Fawkner Option 2 (AM Peak)



Source: Google Maps

Table 6: Broadmeadows Station to Fawkner Option 2 overview

Criteria	Assessment
Bus Priority	Yes – 56m of bus lane along Mahoneys Road and 1 queue jump lane + bus priority signal (Sydney Road/Mahoneys Road intersection)
Maximum AM peak travel time	14mins
Maximum interpeak travel time	16mins (Google Maps predicts moderate congestion)
Maximum PM peak travel time	18mins (Google Maps predicts moderate congestion)
Route kilometres	6.2km

Table 7 below provides an MCA summary of the performances of Options 1 and 2. At the aggregate level of the MCA, journey times are comparable and both routes have the same bus priority measures. However, Table 5 and Table 6 showed that Option 1 has marginally faster predicted travel times.

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Table 7: Broadmeadows Station to Fawkner route options MCA

Criteria	Route Option 1 (via Camp Road)	Route Option 2 (via Blair Street)
Bus Priority Measures	1	1
Maximum AM peak travel time	3	3
Maximum Interpeak travel time	2	2
Maximum PM peak travel time	2	2

Recommendation: Route Option 1 (via Camp Road)

#### 2.2.4 Fawkner – Reservoir

From Sydney Road/Mahoneys Road bus stop to Reservoir Station there are two relatively direct route options:

- 1. Via Mahoney Road & Hughes Parade (Route Option 1)
- 2. Via Mahoney Road and High Street (Route Option 2)

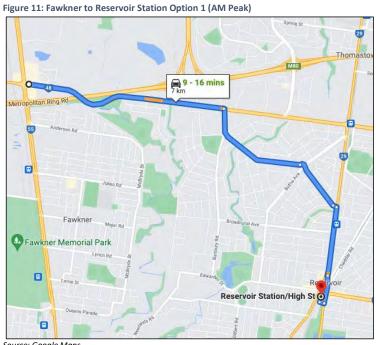
Other suggested options were less direct and excluded from analysis.

#### Option 1: Fawkner to Reservoir Station via Mahoneys Road & Hughes Parade

Option 1 has the fastest predicted maximum travel times across all three travel periods, and is predicted to have no congestion impacts. Option 1 travels 7.0km whilst Option 2 travels 7.5km. Option 1 has 212m of priority bus lane along Mahoneys Road.







Source: Google Maps

Table 8: Fawkner to Reservoir Station Option 1 overview

Criteria	Assessment
Bus Priority	Yes - 212m of bus lane along Mahoneys Road
Maximum AM peak travel time	16mins
Maximum interpeak travel time	18mins
Maximum PM peak travel time	18mins
Route kilometres	7.0km

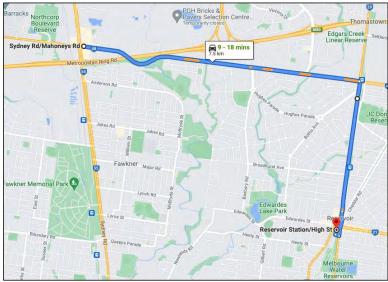
#### Option 2: Fawkner to Reservoir Station via Mahoneys Road and High Street

Despite travelling the same distance, Option 2 has slower predicted maximum travel times compared to Option 1 during the interpeak and PM peak. Option 2 is predicted to have moderate congestion during the interpeak. Option 2 has greater bus priority than Option 1, having 1,086m of bus priority lane along Mahoneys Road and Keon Parade.

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Figure 12: Fawkner to Reservoir Station Option 2 (AM Peak)

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Source: Google Maps

Table 9: Fawkner to Reservoir Station Option 2 overview

Criteria	Assessment
Bus Priority	Yes – 1,086m of bus lane along Mahoneys Road/Keon Parade
Maximum AM peak travel time	18mins
Maximum interpeak travel time	20mins (Google Maps predicts moderate congestion)
Maximum PM peak travel time	20mins
Route kilometres	7.5km

Table 10 below provides an MCA summary of the performances of Options 1 and 2. Table 8 and Table 9 indicate that Option 1 has slightly faster travel times than Option 2 with less susceptibility to congestion, even though the MCA indicates no difference in travel times at the aggregate level.

However, it is noted that using minimum predicted travel times (rather than maximums) would have shown Option 2 being slightly faster travel times than Option 1. Clearly there is relatively little difference between journey times for these options.

Noting that Option 2 also has over 850m more bus priority measures than Option 1, there is an additional reason why Option 2 is recommended. Option 2 takes the SRLB close to the footprint of Keon Park Station. At present, stopping close to Keon Park (and avoiding



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the need for looping into the station) would require stops just to the south of Mahoney's Road. It is noted that:

- The announcement of LXRA works at Keon Park<sup>2</sup> and the fact that a new station will be built, means there is an opportunity for NCA to advocate for good quality bus stops to be introduced to the south of Mahoney's Road. This would allow for improved links between Keon Park, existing services (such as Route 555) and SRLB
- Significant east-west connectivity benefits arise from inclusion of Keon Park as a stop on the SRLB, including:
  - Travel time savings for journeys between the Mernda train line and areas to the west
  - Improved access to the Thomastown employment area that surrounds Keon Park Station

Further discussion on the potential for an SRLB stop at Keon Park is in section 2.6.5.

Table 10: Fawkner to Reservoir Station route options MCA

Criteria	Route Option 1 (via Mahoneys Road)	Route Option 2 (via Mahoneys Road and High Street)
Bus Priority Measures	1	2
Maximum AM peak travel time	2	2
Maximum Interpeak travel time	2	2
Maximum PM peak travel time	2	2

Recommendation: Route Option 2 (via Mahoneys Road and High Street)

#### 2.2.5 <u>Reservoir – Bundoora (La Trobe University)</u>

It is noted that the SRL North station locations are yet to be defined by government. For the purposes of designing the SRLB, the optimal location for the Bundoora stop is at the existing Science Drive Bus Station, where the existing express shuttle terminates.

From Reservoir Station bus interchange to Science Drive Bus Station at La Trobe University there are two relatively direct route options:

<sup>2</sup> www.levelcrossings.vic.gov.au/projects/keon-parade-keon-park



- 1. Via Dunne Street (Route Option 1)
- 2. Via Plenty Road (Route Option 2)

Other suggested options were less direct and excluded from analysis.

#### Option 1: Reservoir Station to La Trobe University via Dunne Street

Option 1 (4.4km) travels a shorter distance than Option 2 (4.9km) and has faster predicted maximum travel times than Option 2. Option 1 has no bus priority along the route.

The Option 1 alignment is already served by a successful express bus between Reservoir and La Trobe University. Route 301 is the only segment of the SRLB that currently exists in Melbourne's north.

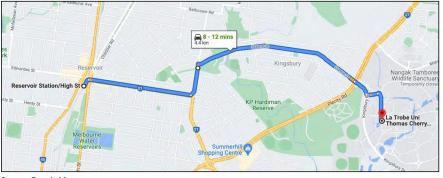


Figure 13: Reservoir Station to La Trobe University Option 1 (AM Peak)

Source: Google Maps

Table 11: Reservoir Station to La Trobe University Option 1 overview

Criteria	Assessment
Bus Priority	No
Maximum AM peak travel time	12mins
Maximum interpeak travel time	12mins
Maximum PM peak travel time	12mins
Route kilometres	4.4km

#### Option 2: Reservoir Station to La Trobe University via Plenty Road

Option 2 has slower predicted maximum travel times than Option 1 and has no bus priority along the route.





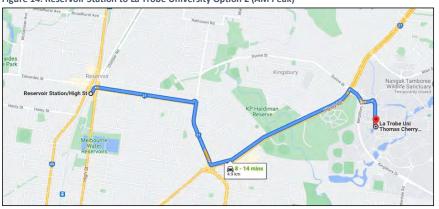


Figure 14: Reservoir Station to La Trobe University Option 2 (AM Peak)

Source: Google Maps

It is noted that the route for Option 2 passes through more areas of activity than Option 1. However, as there are no stops between Reservoir and La Trobe University, Option 2 would still not generate additional patronage (compared to Option 1) along its route.

Table 12: Reservoir Station to La Trobe University Option 2 overview

Criteria	Assessment
Bus Priority	No
Maximum AM peak travel time	14mins
Maximum interpeak travel time	14mins
Maximum PM peak travel time	14mins
Route kilometres	4.9km

Table 13 below provides an MCA summary of the performances of Options 1 and 2. Table 11 and Table 12 show that Option 1 has slightly faster travel times than Option 2, even though at the aggregate level the MCA does not distinguish between them.

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Table 13: Reservoir Station to La Trobe University route options MCA

Criteria	Route Option 1 (via Dunne Street)	Route Option 2 (via Plenty Road)
Bus Priority Measures	0	0
Maximum AM peak travel time	3	3
Maximum Interpeak travel time	3	3
Maximum PM peak travel time	3	3

Recommendation: Route Option 1 (via Dunne Street)

# 2.2.6 La Trobe University – Heidelberg

We recommend including a new bus stop along Studley Road outside the Heidelberg Station entrance, because the Heidelberg Station/Yarra Street interchange is at capacity, and a new bus stop along Studley Road provides a better connection to the Austin Hospital complex. Given the need for left turns into Banksia Street / right turns from Banksia Street, it is also noted that Yarra Street is unsuitable as the Heidelberg SRLB stop (due to a median strip on Banksia Street at Yarra Street).

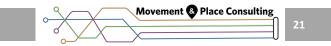
From La Trobe University Thomas Cherry Building/Science Drive bus stop to Heidelberg Station/Studley Road there are two relatively direct route options:

- 1. Via Waterdale Road (Route Option 1)
- 2. Kingsbury Drive and Waiora Road (Route Option 2)

Other suggested options were less direct and excluded from analysis.

#### Option 1: La Trobe University to Heidelberg Station via Waterdale Road

Option 1 and Option 2 are the same distance (5.4km), but travel times are slightly longer on Option 1 than on Option 2. Option 1 is predicted to experience moderate congestion during the peak periods. Option 1 has no bus priority along its route.



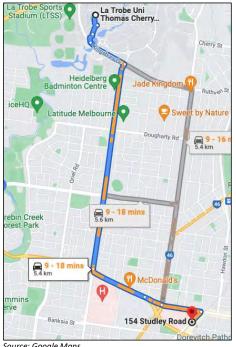


Figure 15: La Trobe University to Heidelberg Station Option 1 (AM Peak)

Source: Google Maps

Table 14: La Trobe University to Heidelberg Station Option 1 overview

Criteria	Assessment
Bus Priority	No
Maximum AM peak travel time	18mins (Google maps predicts moderate congestion)
Maximum interpeak travel time	18mins
Maximum PM peak travel time	16mins (Google maps predicts moderate congestion)
Route kilometres	5.4km

# Option 2: La Trobe University to Heidelberg Station via Kingsbury Drive and Waiora Road

Option 2 is predicted to experience moderate congestion during peak period, but is predicted to have faster travel times than Option 1. Like Option 1, it does not have bus priority along its route.

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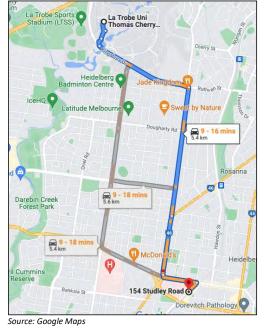


Figure 16: La Trobe University to Heidelberg Station Option 2 (AM Peak)

Table 15: La Trobe University to Heidelberg Station Option 2 overview

Criteria	Assessment
Bus Priority	No
Maximum AM peak travel time	16mins (Google maps predicts moderate congestion)
Maximum interpeak travel time	16mins
Maximum PM peak travel time	16mins (Google maps predicts moderate congestion)
Route kilometres	5.4km

Table 16 below provides an MCA summary of the performances of Options 1 and 2, showing no difference at the aggregate level. Table 14 and Table 15 showed that Option 2 has slightly more competitive travel times than Option 1, although looking at minimum predicted travel times instead there is no difference between the options. Overall, there is little to separate the two options with almost identical performance.



Table 16: La Trobe University to Heidelberg Station route options MCA

Criteria	Route Option 1 (via Waterdale Road)	Route Option 2 (via Kingsbury Drive and Waiora Road)	
Bus Priority Measures	0	0	
Maximum AM peak travel time	2	2	
Maximum Interpeak travel time	2	2	
Maximum PM peak travel time	2	2	
Recommendation: Route Option 2 (via Waiora Road)			

## 2.2.7 <u>Heidelberg – Doncaster</u>

From the recommended Heidelberg Station/Yarra Street bus stop to stop to Doncaster SC/Williamson Road bus interchange there are three relatively direct route options:

- 1. Via Manningham Road (Route Option 1)
- 2. Via the Eastern Freeway and Elgar Road (Route Option 2)
- 3. Via the Eastern Freeway and Doncaster Road (Route Option 3)

Other suggested options were less direct and excluded from analysis.

# Option 1: Heidelberg Station to Doncaster via Manningham Road

Option 1 (7.2km) has faster predicted travel times than both Option 2 (10.6km) and Option 3 (9.7km), and travels shorter distances. Option 1 is predicted to have moderation congestion throughout the day. Option 1 has 900m of bus priority lane along Manningham Road and one bus priority signal at the intersection of Manningham and Williamsons Roads.

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Figure 17: Heidelberg Station to Doncaster Option 1 (AM Peak)

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Table 17: Heidelberg Station to Doncaster Option 1 overview

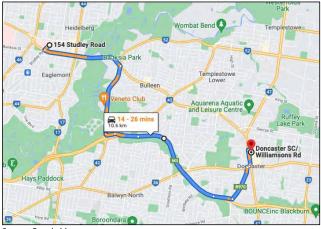
Criteria	Assessment
Bus Priority	Yes – 900m of bus lane along Manningham Road and one bus priority signal at the Manningham Road/Williamsons Road intersection
Maximum AM peak travel time	18mins (Google maps predicts moderate congestion)
Maximum interpeak travel time	22mins (Google Maps predicts moderate congestion)
Maximum PM peak travel time	20mins (Google Maps predicts moderate congestion)
Route kilometres	7.2km

# Option 2: Heidelberg Station to Doncaster via Eastern Freeway and Elgar Road

Option 2 is predicted to have moderate congestion during the AM, PM peaks and interpeak.



Figure 18: Heidelberg Station to Doncaster Option 2 (AM Peak)



Source: Google Maps

Table 18: Heidelberg Station to Doncaster Option 2 overview

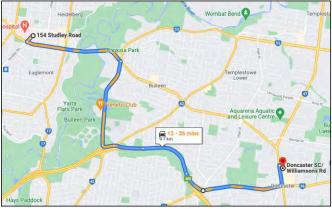
Criteria	Assessment
Bus Priority	No
Maximum AM peak travel time	26mins (Google Maps predicts moderate congestion)
Maximum interpeak travel time	26mins (Google Maps predicts moderate congestion)
Maximum PM peak travel time	26mins (Google Maps predicts moderate congestion)
Route kilometres	10.6km

# Option 3: Heidelberg Station to Doncaster via Eastern Freeway and Doncaster Road

Option 3 is predicted to have moderate congestion during the AM, PM peaks and interpeak. It has 1,100m of bus priority lane along Doncaster Road.



Figure 19: Heidelberg Station to Doncaster Option 3 (AM Peak)



Source: Google Maps

Table 19: Heidelberg Station to Doncaster Option 3 overview

Criteria	Assessment
Bus Priority	Yes – 1,100m of bus lane along Doncaster Road
Maximum AM peak travel time	26mins (Google Maps predicts moderate congestion)
Maximum interpeak travel time	26mins (Google Maps predicts moderate congestion)
Maximum PM peak travel time	28mins (Google Maps predicts moderate congestion)
Route kilometres	9.7km

Table 20 below provides an MCA summary of the performances of Options 1, 2 and 3. This shows that Option 1 is clearly the better option. Whilst it has 200m less of bus priority measures than Option 3, it travels a significantly shorter distance, such that the percentage of the route that has priority measures for Option 1 (13%) is marginally higher than Option 3 (12%).



Table 20: Heidelberg Station route to Doncaster options MCA

Criteria	Route Option 1 (via Manningham Road)	Route Option 2 (via Elgar Road)	Route Option 3 (via Doncaster Road)
Bus Priority Measures	2	0	2
Maximum AM peak travel time	2	1	1
Maximum Interpeak travel time	1	0	0
Maximum PM peak travel time	1	0	0

Recommendation: Route Option 1 (via Manningham Road)

## 2.2.8 Doncaster – Box Hill

From Doncaster SC/Williamson Road bus interchange to Box Hill Bus Station via Station Street there are two relatively direct route options:

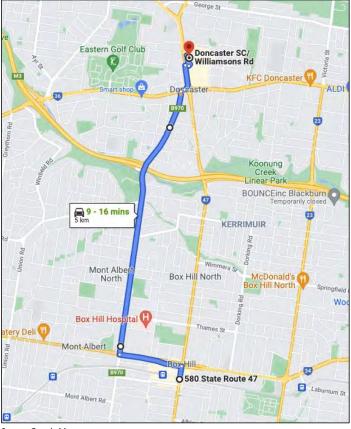
- 1. Via Elgar Road (Route Option 1)
- 2. Via Station Street (Route Option 2)

Other suggested options were less direct and excluded from analysis.

## Option 1: Doncaster to Box Hill via Elgar Road

Option 1 (5.0km) travels a longer distance than Option 2 (4.2km) and has longer predicted maximum travel times. Option 1 is predicted to have moderate congestion in the interpeak. Option 1 has a queue jump lane and bus priority signal at the intersection of Williamsons and Doncaster Roads.

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Source: Google Maps

Table 21: Doncaster to Box Hill Option 1 overview

Criteria	Assessment
Bus Priority	Yes – Queue jump lane and bus priority signal at the Williamsons Road/Doncaster Road intersection
Maximum AM peak travel time	16mins
Maximum interpeak travel time	20mins (Google Maps predicts moderate congestion)
Maximum PM peak travel time	20mins
Route kilometres	5.0km



Figure 20: Doncaster to Box Hill Option 1 (AM Peak)

# Option 2: Doncaster to Box Hill via Tram Road

Option 2 is predicted to have moderate congestion in the interpeak and PM peak. Option 2 also has a queue jump lane and bus priority signal at the intersection of Williamsons and Doncaster Roads.

Figure 21: Doncaster to Box Hill Option 2 (AM Peak)

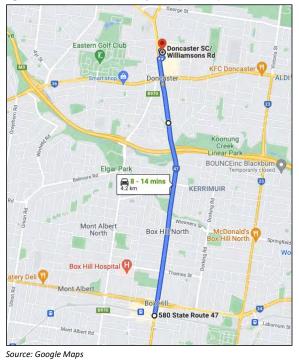


Table 22: Doncaster to Box Hill Option 2 overview

Criteria	Assessment		
Bus Priority	Yes – Queue jump lane and bus priority signal at the Williamsons Road/Doncaster Road intersection		
Maximum AM peak travel time	14mins		
Maximum interpeak travel time	16mins (Google Maps predicts moderate congestion)		
Maximum PM peak travel time	16mins		
Route kilometres	4.2km		

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Table 23 below provides an MCA summary of the performances of Options 1 and 2. The MCA, Table 21 and Table 22 indicate that Option 2 is clearly the better option.

Table 23: Doncaster options to Box Hill MCA

Criteria	Route Option 1 (via Elgar Road)	Route Option 2 (via Tram Road)
Bus Priority Measures	1	1
Maximum AM peak travel time	2	3
Maximum Interpeak travel time	2	2
Maximum PM peak travel time	2	2

Recommendation: Route Option 2 (via Tram Road)

## 2.3 Building patronage on the SRLB via existing routes

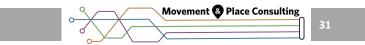
As described in section 2.2 above, the guiding principles for the SRLB route alignment were simplicity and directness. In setting up the SRLB for success, another consideration is whether there are existing routes that align with the SRLB. In some cases, the SRLB will make some existing routes redundant. This would consolidate resources into a longer distance east-west link that can better meet the communities' needs.

Note however that as an express service, the SRLB would provide for longer distance trips without meeting other local travel needs in each corridor. Route efficiencies are therefore limited to consideration of routes that are already operating an express pattern (such as Route 301) or have very limited exclusive catchment (such as Route 551).

# 2.3.1 <u>Route 301 / Route 561</u>

The SRLB section from Reservoir Station to Bundoora overlaps with Route 301 (express shuttle) and Route 561. Both routes could operate in the same corridor or all services could be branded as SRLB services to make customer information and marketing easy. In this scenario all patronage on Route 301 would shift to SRLB, and the higher service frequency and regular operating pattern would also generate additional patronage from people currently driving to La Trobe University and from those travelling by train via lvanhoe or Heidelberg.

With Route 301 rebranded, resources allocated to it could be used towards SRLB.



# 2.3.2 <u>Route 551</u>

The SRLB section from La Trobe University to Heidelberg Station overlaps the catchment of Route 551. While this local route also serves a few bus stops in the middle of the block, none are beyond the 400m catchment of Waiora or Waterdale Roads (which both have local buses on them). Up to 90% of the patronage on Route 551 is travelling the full length of the route between La Trobe University and Heidelberg Station – and a significant portion of that patronage is transferring to Route 901 towards Doncaster and Box Hill. Therefore 90% of the patronage on Route 551 will be served by SRLB. In addition, the service frequency increase and additional span of hours will increase patronage on this corridor.

Route 551 would not be needed and the resource savings could be used towards SRLB.

## 2.3.3 <u>Route 903</u>

The SRLB section from Heidelberg Station to Doncaster and Box Hill overlaps with SmartBus Route 903 along Manningham Road. SRLB would be an express version of Route 903. The local service provided by Route 903 would however, still be needed. As such, only longer distance patronage would be diverted to SRLB and no cost reduction is possible.

## 2.4 Ensuring that SRLB serves the in-scope population

Public transport networks are typically successful when they are well-matched to the population that they are intended to serve. There are four main factors which influence the level of patronage that a bus service can expect to generate:

- Population density: bus patronage will typically be higher where population is most densely located. ABS census data can be used to derive the number of people per square KM per SA1 area
- **Population age**: the young and the elderly are typically more intensive users of public transport than the rest of the population. As such, the number of young and elderly in the overall population will have an influence on the level of bus patronage across the study area. ABS census data can be used to derive the proportion of the population in each SA1 area that is either under 19 or over 55
- Levels of car ownership: as levels of access to a car grow, the likelihood of using public transport decreases. ABS census data can be used to derive the proportion of households per SA1 area which have less than 2 cars
- Household income: higher household income is usually associated with increased access to a car, and is therefore inversely correlated with propensity to use public transport. ABS census data can be used to derive the proportion of households that earn less than \$1,00 per week

Each of the four factors above can be interpreted spatially through GIS. If combined together into a single aggregate measure within GIS, then this can be used visually to demonstrate those areas which are most likely to use public transport.

Creation of this single 'Public Transport Propensity Index' (PTPI) has been carried out to help identify how well the current SmartBus routes align with potential customer demand.

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Scores range from 0-24 on the PTPI, as shown in Table 24 below.

Table 24: Summary of PTPI scoring

Propensity Score	Meaning
0-6	Very low propensity to use public transport
6-12	Low propensity to use public transport
12-18	Medium propensity to use public transport
18-24	High propensity to use public transport

Each of these four bands is then assigned a colour; Figure 22 provides an overview of the propensity scores along the SRLB, with a 400m (and for illustration) 800m buffer around the route. These buffers represent the catchment which SRLB will service, with DOT currently aiming to have a bus route within a 400m buffer of 90% of all residents (see section 1). For consistency, we have adopted a 400m buffer in our calculations.

An 800m buffer would be more typical of what would be expected for the catchment of a heavy rail service (such as SRL). Whilst SRLB cannot be considered equivalent to SRL, its limited stop nature (faster journey times and improved reliability) means some customers may well be prepared to walk further than 400m. Some studies have shown that customers state they will walk further for higher levels of service quality<sup>3</sup>.

Apart from Melbourne Airport, every other stop along the proposed SRLB route services an area with a medium to high propensity to use public transport. This indicates the proposed route is likely to satisfy the principle of being 'nearby' for residents (see section 1).

<sup>3</sup> https://ses.library.usyd.edu.au/bitstream/handle/2123/19115/ITLS-WP-17-17.pdf?sequence=1&isAllowed=y



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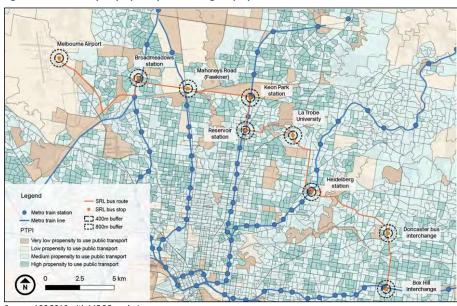


Figure 22: Public transport propensity scores along the proposed SRLB route

Source: ABS 2016 with M&PC analysis

#### 2.5 Detailed route planning, service frequency and priority lanes

The majority of the proposed SRLB route runs along state arterial roads, with a notinsignificant level of bus priority provision, particularly where the proposed SRLB overlaps with SmartBus Routes 901, 902 and 903. Where the proposed route runs along a nonarterial road, roads which already host bus services, such as Dunne Street and Tanderrum Way were chosen. Therefore, we can say with some certainty that it is physically possible to run the SRLB along its proposed route using existing road space. Besides the Fawkner stop, topography and natural environmental features did not pose an issue along any other route segment.

Our analysis identified three areas where service may be impacted by congestion or delays. The first section is along the M2 freeway from Melbourne Airport to Broadmeadows, particularly during the PM peak. It is not cost effective to provide full bus priority along the freeway segments, but some partial bus priority could be considered in the left emergency lanes, or through an extension of the high occupancy vehicle lanes currently used by the SkyBus. As discussed in section 2.2.1, an option to avoid congestion is for the bus to travel along the alternative option evaluated (Melbourne Airport to Broadmeadows Station via Mickleham Road). The limited stop nature of SRLB would lead to no customer disbenefit from taking such an alternative route during times of congestion.

The right turn from Mahoneys Road onto High Street is a potential pinch point along the Fawkner – Reservoir route segment. As Mahoneys Road already has a leftmost bus priority

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lane, improving bus priority along Mahoneys Road just before its intersection with High Street is fairly cost effective. A bus priority signal which allows the bus to turn right from the bus lane (see Figure 23) will likely cost under \$100,000 and would provide travel time savings of approximately 30 seconds per service during the peak period.

Figure 23: Potential intersection improvement for SRLB (Mahoneys Road/High Street)



Source: Nearmaps with M&PC annotation

Installing bus priority signalling at the intersection of Mahoneys Road and High Street would also allow the bus to stop close to the intersection, allowing passengers to transfer to the Mernda line via Keon Park Station (as discussed in section 2.2).

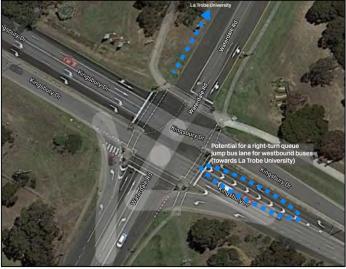
The intersection of Kingsbury Drive and Waterdale Road also presents a potential pinch point along the Bundoora – Heidelberg route segment. Waterdale Road is impacted by congestion at irregular times of day. Eastbound SRLB services would have to make a left turn from Waterdale Road onto Kingsbury Drive, while westbound SRLB services would have to turn right onto Waterdale Road from Kingsbury Drive. Installing bus priority signalling and a right-turn queue jump bus lane on Kingsbury Drive might mitigate potential delays associated with this right turn (see Figure 24). This is a low-cost solution under \$100,000 which would result in travel time savings of 30 seconds per bus, improving public transport access to the La Trobe NEIC (not just SRLB). The travel time savings would likely cover the cost of the infrastructure within one year.

The queue jump lane would likely have minimal impact on other vehicles, particularly because it does not remove an existing traffic lane. This type of queue jump facility is used



on the SmartBus 901 alignment turning from Foote Street into Fitzsimons Lane in Templestowe.

Figure 24: Potential intersection improvement for SRLB (Kingsbury Drive/Waterdale Road)



Source: Google Maps

In summary, the two priority improvements that we would suggest are:

- Bus priority signal which allows the bus to turn right from the bus lane at the intersection of Mahoneys Road and High Street likely cost under \$100,000
- Installing bus priority signalling and a right-turn queue jump bus lane on Kingsbury Drive likely cost under \$100,000

#### 2.5.1 Service parameters

As a precursor to the SRL, the SRLB should provide a high level of service commensurate with similar public transport service offerings. Table 25 and Table 26 provide a summary of cross-town line service parameters within the northern metropolitan region.

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## Table 25: Weekday frequency on cross-town lines in the study area

Service	Service headway (minutes)				
	Early	AM Peak	Interpeak	PM peak	Late
Train (towards CBD)					
Craigieburn line	9-20	4-10	11-20	5-12	20-30
(Broadmeadows Station)					
Upfield line	16-20	14-20	19-20	14-20	20-30
(Fawkner Station)					
Mernda line	6-20	6-20	6-20	6-19	19-30
(Reservoir Station)					
Hurstbridge line	6-34	4-10	8-20	4-22	14-30
(Heidelberg Station)					
Bus (eastbound)					
SmartBus 901	18-30	14-15	13-16	15-17	12-28
(Broadmeadows Station)					
SmartBus 902	13-22	14-17	11-15	13-16	13-30
(Broadmeadows Station)					
SmartBus 903	8-19	6-16	8-17	7-15	8-32
(Heidelberg Station)					

Source: PTV timetables (reference day: 27 October 2021)

Table 26: Service span of cross-town lines in the study area

Service	Direction	Span (Hours)		
		Weekday	Saturday	Sunday
Train				
Craigieburn line	To CBD	19	24	24
(Broadmeadows Station)	To Craigieburn	19	24	24
Upfield line	To CBD	19	24	24
(Fawkner Station)	To Upfield	19	24	24
Mernda line	To CBD	19	24	24
(Reservoir Station)	To Mernda	19	24	24
Hurstbridge line	To CBD	19	24	24
(Heidelberg Station)	To Hurstbridge	19	24	24
Bus				
SmartBus 901	To Melbourne Airport	19	18	15
(Broadmeadows Station)	To Frankston	19	18	15
SmartBus 902	To Airport West	19	18	15
(Broadmeadows Station)	To Chelsea	19	19	15
SmartBus 903	To Altona	19	18	14
(Heidelberg Station)	To Mordialloc	19	18	14

Source: PTV timetables (reference day: 27 October 2021, 30 October 2021, 31 October 2021 )



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Based on the service frequencies and service spans of the cross-town lines in the northern metropolitan region, and the (high frequency) service pattern envisaged on SRL, we recommend:

- The SRLB has a 19-hour service span all week (from 05:00 to 00:00)
- For all 7 days of the week, there are 4 services per hour 05:00 07:00
- For all 7 days of the week, there are 6 services per hour 07:00 19:00
- For all 7 days of the week, there are 4 services per hour 19:00 00:00

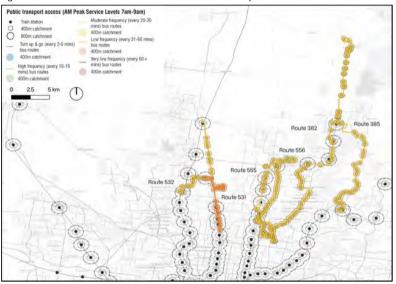
## 2.6 Maximising North-South connectivity

# 2.6.1 Current North-South connectivity

Whilst the key focus of SRLB is to improve east-west connectivity, it can play an important role in maximising north-south connectivity in the region as well.

Figure 25 below shows the key north-south connections that are currently available in the region; in addition, service frequencies on the north-south corridors are also highlighted. It can be seen that low to moderate frequency services are quite common in the north-south corridors.

Figure 25: Current North-South connections and service frequencies



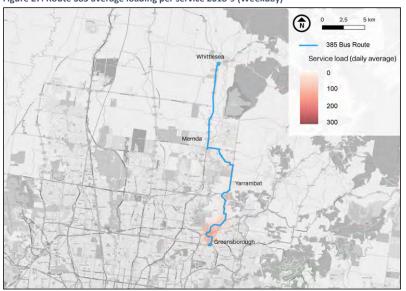
Source: PTV 2021 with M&PC analysis

Analysis of existing north-south services shows that in general, patronage loads are light, reflecting the relatively poor service quality offered with regard to frequency. Figure 26 - Figure 31 below show the average loadings for the main north-south corridor routes (Routes 382, 385, 531, 532, 555 and 556).

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Figure 26: Route 382 average loading per service 2018-9 (Weekday) 2.5 5 km 0 382 Bus Route Service load (daily average) 0 South Morand 100 200 Mill Park 300 La Trobe Uni - Heidelberg Wes Source: DoT with M&PC analysis

Figure 27: Route 385 average loading per service 2018-9 (Weekday)



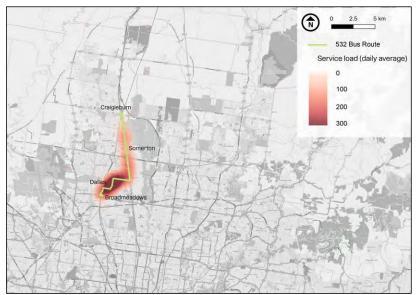
Source: DoT with M&PC analysis



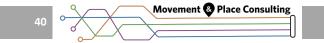
Figure 28: Route 531 average loading per service 2018-9 (Weekday)

Source: DoT with M&PC analysis

Figure 29: Route 532 average loading per service 2018-9 (Weekday)



Source: DoT with M&PC analysis

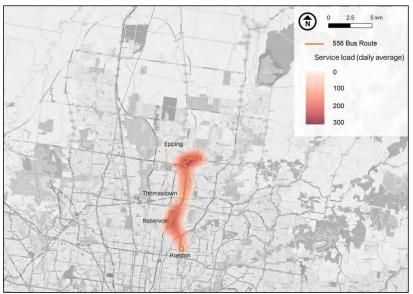


0 2.5 5 km 555 Bus Route Service load (daily average) 0 100 200 300 300 9 0 100 200 300 9 0 100 200 300

Figure 30: Route 555 average loading per service 2018-9 (Weekday)

Source: DoT with M&PC analysis

Figure 31: Route 556 average loading per service 2018-9 (Weekday)



Source: DoT with M&PC analysis



In general, it can be seen that the few areas where higher patronage loads are seen (Route 556 and the southern end of Route 532) are correlated with higher service frequencies, where multiple services overlap and lead towards Major Activity Centres.

## 2.6.2 North-South connectivity and the proposed SRLB route

The proposed SRLB route improves public transport connectivity through the northern metropolitan region, by linking with north-south transport corridors at key transport hubs. As Figure 32 indicates, SRLB connects with most metro train lines within the northern metropolitan region, enabling transfers between lines that allow for multi-directional travel within the region. The only exception is the lack of a direct connection to the Upfield line due to the lack of a station at Campbellfield. This connection is made to bus Route 531 which connects to tram Route 19 at North Coburg and duplicates much of the Upfield corridor.

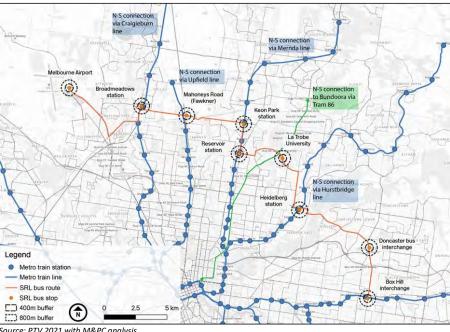


Figure 32: Key north-south connections with SRLB

Source: PTV 2021 with M&PC analysis

## 2.6.3 Improved north-south connectivity for the La Trobe NEIC

Within the La Trobe NEIC, there is a key transfer opportunity with Tram Route 86 that runs to Bundoora, connecting the RMIT Bundoora campus to the heart of the La Trobe NEIC. SRLB also interchanges with other key north-south lines, such as Route 382 and 550 which travel south to Northland Shopping Centre. This will improve connectivity to La Trobe



NEIC from areas southwest of La Trobe University, such as Heidelberg Heights, Heidelberg West and Preston.

# 2.6.4 Maximising north-south connectivity in Fawkner

The SRLB stop along Mahoneys Road in Fawkner/Campbellfield improves cross-town connectivity for Fawkner, which is currently poorly serviced by public transport. SRLB would interchange with Route 530 at the Sydney Road/Mahoneys Road bus stop, improving public transport connectivity for Fawkner residents living south of Mahoneys Road. Fawkner's main north-south bus connection, Route 531, runs along Sydney Road, stopping at the Campbellfield Plaza/Sydney Road bus stop which is 245m away from the SRLB Fakwner stop (Figure 33). The transfer between Route 531 and SRLB requires a 4-minute walk which is relatively convenient. Future reviews of bus services in Fawkner/Campbellfield may consider relocating the Campbellfield Plaza bus stop such that the transfer between Route 531 and SRLB is more convenient and has high-quality pedestrian linkages.

Figure 33: North-south transfer opportunities at SRLB Fawkner stop



Source: Google maps with M&PC annotation

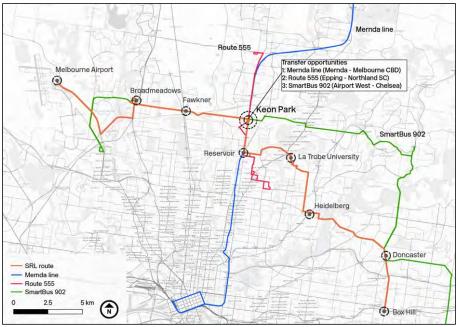


## 2.6.5 Improving north-south connectivity via a Keon Park SRLB stop

As discussed in section 2.2, a Keon Park SRLB stop would improve connectivity to the west for Keon Park and areas north of Keon Park, as commuters would be able to transfer directly from the Mernda line to the SRLB without having to travel further south towards Reservoir to transfer, resulting in significant travel time savings.

Commuters would also be able to transfer onto Route 555 which runs from Epping to Northland Shopping Centre via Thomastown and Lalor, and make a quicker transfer onto SmartBus 902 to access Greensborough and Eltham.

Figure 34: Transfer opportunities at Keon Park SRLB stop



Source: DoT with M&PC analysis

#### 2.6.6 Express north-south services to support SRLB connectivity

There is an opportunity to support connectivity to the SRLB for rapidly growing areas on the northern fringe, such as Beveridge in Mitchell Shire. For example, running an express service along the Hume Freeway directly to Epping would improve connectivity to employment and education (Figure 35). People living in northern growth areas would be able to transfer to the Mernda line to access employment destinations such as Thomastown, or education and employment opportunities in the La Trobe NEIC via SRLB.

This is further explored (in relation to Mitchell Shire) in section 6 of this report.



Figure 35: Potential express transit corridor along Hume Freeway

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Source: Google maps with M&PC annotation Potential diversion into City of Whittlesea 2.7

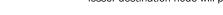
Diversions of the SRLB into City of Whittlesea (or other NCA's) are possible, and have the potential to increase patronage on the SRLB. Any such diversion needs to consider:

- Dilution of the brand offering it is assumed that the SRLB will be marketed as an express service improving east - west connectivity across the region. Any diversions from this 'core' make the proposition more confused, not least if the proposition is stated as being a pre-cursor for SRL (that is, SRLB will be easiest to communicate if it follows the route of SRL)
- Likely net patronage change in our experience, it is likely that a small diversion to a key destination node will produce a net positive result, while a longer diversion to an equal or lessor destination node will produce negative results

Pacific Epping Shopping centre was suggested in the project brief as a potential diversion from the core SRLB. It is estimated that from the closest SRLB stop (Keon Park), it is 5.9km one-way to Pacific Epping, or an 11.8km return trip given that a 'return' to the core SRLB route is required. It is noted that:

For all customers travelling from Reservoir (or east) to Broadmeadows (or west), and vice versa, 11.8km of journey time is added to their trip. This would likely represent a minimum of 15-20mins of additional journey time for all these customers. Depending on how far they were travelling, this would represent journey times increases of up to 100%





- Through application of a transport journey time elasticity of -0.3<sup>4</sup>, this would imply that on some route segments, patronage would fall by up to 30% as a result of the diversion
- For a net increase in patronage to occur, patronage for the SRLB at Pacific Epping Shopping centre or other stops included along the route<sup>5</sup> would need to be larger than the patronage lost due to the diversion
  - o It is noted that a good quality north-south connection to SRLB would already be possible for many potential users through connection at Keon Park, given that the Mernda line has stops at Lalor, Thomastown and Epping which would give quicker journeys than any bus-based alternative
  - o In addition, the existing Route 555 and Route 556 provide high quality connections on either side of the rail corridor, on the roads the SRLB would need to use if it diverted to Epping

As such, we believe there is no case for considering diversions from the core SRLB route.

## 2.8 SRLB sections vs continuous route

For bus services, it is a known issue that reliability can suffer when routes are operated over longer distances. This is mainly due to:

- The length of time each bus trip takes can overlap part of a peak period or even multiple peak periods
- The number of timing points where each service is expected to align with other services such as train connections
- Difficulty in allowing sufficient 'recovery' time into the timetable (or more specifically the driver schedules) such that if a route is delayed, there is not a knock-on effect on the services that follow
- Delays along the route compounding such that reliability of the timetable is compromised, and buses can end up bunching (with either inefficient use of resources, or passengers penalised by being 'held' to regulate the service)

Whilst there is general agreement that routes should not be 'too long', defining at what point a route becomes 'too long' is somewhat harder. Academic studies on the topic have also tended to focus on urban bus routes (with relatively frequent stops) as opposed to a limited service stop of the type proposed for SRLB. In addition, many studies rely on theoretical application of models rather than before and after observations<sup>6</sup>.

Whilst 'shorter' routes can be more efficient, they do have their shortcomings. For SRLB customers, this can mean transfers if the route section does not cover the full trip that they wish to make. In addition, each route section serves a smaller area and offers less

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<sup>&</sup>lt;sup>4</sup> Best estimate of the in-vehicle time elasticity is -0.3 in 'Review of Passenger Transport Demand Elasticities' (Transfund NZ Research Report 248)

<sup>&</sup>lt;sup>5</sup> It would theoretically be possible to stop at Lalor and Thomastown Station as well. This would increase journey times on SRLB again, and for little benefit given that customers on the Mernda line would not alight at Lalor or Thomastown for the SRLB (an interchange at Keon Park would be more time efficient for them) <sup>6</sup> https://www.research-collection.ethz.ch/handle/20.500.11850/73039

connectivity. Both these factors ultimately lead to the route generating less patronage. It is also noted in the discussion around Figure 41 (section 3.4.1) that at present there is little evidence of longer distance east-west trips taking place on SmartBus Route 901 (as the best current proxy for the SRLB). To some extent, this may of course be a function of demand being suppressed by a lack of density along the route (as shown in Figure 36) and from relatively long journey times (associated with frequent stops, and from "fat" in timetables (as discussed in section 3.4).

SmartBus routes are typically longer than the average bus route. Table 31 (section 3.4) shows that reliability varies across SmartBus routes, but this is a function of congestion along routes as well as the quality and number bus priority measures in place.

Even if a decision was made to split the route, choosing the exact location can be difficult as some passengers will have their journey split into two segments with a forced transfer. Typically, it is best to anchor bus routes at key destinations such as activity centres and train stations, providing an anchor destination at each end of the route. However, on more regional routes, there are passengers who travel through these destinations that would be disrupted if the route is cut in two. Therefore, splitting a route needs to be based on quality data about passenger loadings and benefits that would arise from the alternative.

This is a difficult trade-off of factors to consider. On balance, and in line with the same decision that has effectively been made for the orbital SmartBus Routes 901, 902 & 903 we recommend that a continuous route is operated. This is most in line with the core brand proposition for SRLB and most likely to encourage east-west trips to take place on SRLB.

## 2.9 SRLB bus stop locations

Section 2.2 above describes the stops that we believe the SRLB should make along its route. With the exception of Fawkner (where we have recommended a stop near Campbellfield Plaza – discussed in more detail below), the stops are all located at either a railway station or a bus interchange. As such, all stops bar one already have walkable access and crossing points as part of existing infrastructure. It is assumed that space can be made at all existing interchanges to accommodate one additional bus route, except in Heidelberg where we recommend the SRLB stops in Studley Road on the western side of Heidelberg Station. It is also noted that DoT have access to technology that can provide dynamic bus bay allocation and have implemented head of rank departures in some locations where space is tight. These can all be considered at each SRLB stop location.

Finally, there are several locations where DoT determines which routes have priority to access the interchange if capacity is an issue. This already happens in Heidelberg with Route 513G and 513LP not having access to the Station interchange (and instead have a bus stop on a nearby road). If there was absolutely no capacity left at a particular location DoT would be in a position to determine which routes are most important to include within the interchange and which routes should be relegated to alternative locations nearby.

For Fawkner (Campbellfield Plaza), as described in section 2.6, the exact location of the stop will depend on whether future reviews of bus services in Fawkner/Campbellfield



recommend relocating the Campbellfield Plaza bus stop to improve transfers between Route 531 and SRLB. As such, we have not considered an exact location for the stop.

## 2.10 Summary of costs

Based on the service frequency assumptions laid out in section 2.5, and the route alignment and kilometres detailed in section 2.2, our operational cost estimates are shown in Table 27 below.

Table 27: Summary	of annua	SRLB cost	estimates	- operating costs
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	Estimated	Key assumptions / notes
Cost line	annual cost	
Cost of fleet	\$1.5m -	Based on the estimated timetable, we have assumed a Peak
	\$2.5m p/a	Vehicle Requirement of 23 buses. We have assumed buses
		are leased, with the annual lease cost being an amortised
		figure over 10 years plus interest
KM costs	\$3m - \$5m	Includes a conservative assumption of 15% dead running. KM
	p/a	costs include (but are not limited to) fuel costs, maintenance
		and depot operational costs
Bus hourly	\$3.5m -	Principally driven by driver costs per hour (i.e., wages)
costs	\$5.5m p/a	
Total	\$8.0m -	
operating	\$12.0m p/a	
costs		

For capital expenditure costs, our assumptions are shown in Table 28 below.

#### Table 28: Summary of SRLB cost estimates – capital expenditure

	Estimated	Key assumptions / notes
Cost line	cost	
Depot	\$0m	Whilst a depot will be required to operate the SRLB, detailed
		operational planning is required to establish whether this could
		be done from an existing depot, or whether a new build would be
		required. At this stage, we have assumed that an existing depot
		could be utilised and, as such, no capital costs are assumed
Wayside	\$0.5m	As the SRLB will predominantly use existing bus infrastructure
infrastructure		(such as SmartBus bus stops), there will be little capital cost
		associated with SRLB infrastructure. Some new signage would be
		required at each stop, and completely new stops may be required
		in the Campbellfield and Bundoora areas. The total cost
		associated with wayside works is expected to cost under \$0.5m
Bus priority	\$0m	Whilst section 2.5 provides options for bus priority which are
costs		estimate at a total cost of \$0.2m, these have not been assumed
		to be in place for the purposes of our journey time estimates and
		for consistency, are not assumed as a cost item here
Total capital	\$0.5m	

# expenditure

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For potential cost savings, our assumptions are shown in Table 29 below.

Table 29: Summary of potential cost savings associated with SRLB

Cost line	Estimated annual cost	Key assumptions / notes
Route 301	\$1.5m - \$2m p/a	Section 2.3 details how removal of Route 301 might be possible should SRLB be introduced at a high frequency. We estimate that the annual opex costs associated with Route 301 are of the order of \$1.5m - \$2m per annum. Note that demand between Reservoir and La Trobe University would require the resources on Route 301 to remain in this corridor
Route 903	\$0.5m - \$1.0m p/a	Route 903 currently has 'additional short' services in peak periods between Box Hill and Heidelberg. These could be converted to express running between Box Hill and Heidelberg. This will mitigate the resources required to operate SRLB, save peak buses and travel time on Route 903
Route 551	\$0.5m - \$1.0m p/a	Section 2.3 details how removal of Route 551 might be possible should SRLB be introduced. We estimate the annual opex costs associated with Route 551 are of the order of \$0.5m - \$1m per annum
Total potential savings	\$2.5m - \$4.0m p/a	Note that this includes Route 301 – although future service levels might need to be increased (above the SRLB service level) in future if regional passenger numbers are high

On the assumption of no cost savings (i.e., with Table 29 excluded), we estimate that the cost of operating the SRLB would be of the order of \$3.25 - \$3.45 per kilometre.

Assuming cost savings of 2.5m - 4.0m p/a (in line with Table 29), we estimate the incremental cost per KM of operating the SRLB would reduce to 2.05 - 2.55.

#### 2.11 SRLB patronage estimation

Using a trip generation and distribution model calibrated to VISTA data and using Victoriain-Future 2019 demographic projections for population and employment, we estimate that the existing person-travel market between each of the destinations along the route is relatively small, at about 23,000 trips per day (increasing to about 30,000 by 2036). Less than 1,000 (4%) of these currently use public transport (increasing to 1,200 by 2036, if public transport mode shares stay the same as today).

Using existing roads, SRLB would be about 43km long and the total travel time would be about 108 minutes (including stops) from Box Hill to Melbourne Airport. The travel time is estimated assuming that there are zero additional bus priority measures put in place. If additional bus priority measures are deployed, they could enable some reductions in the estimated bus travel times along the route.

Allowing for express operations, at moderate frequency, reliability using existing bus lanes and priority signals and a high-quality of passenger comfort, safety, information and branding, we have estimated the patronage that could be attracted to the SRLB. Compared



to the existing public transport in the corridor, we expect the SRLB service would attract at least 2,200 trips a day at present demand levels, increasing to 2,700 in 2036, giving a mode share in the corridor of about 9%.

Although this is a large increase in public transport mode share in the corridor, the resulting patronage is relatively small in terms of boardings per route-km. Significantly, the number of private vehicles in the corridor would reduce commensurate with the increase in SRLB passengers. Across the entire route the reduction in private vehicle traffic is equivalent to removing a whole lane of traffic for 30 minutes each day.

Stopping the SRLB at more locations is likely to increase patronage across the route (with more short trips), but would be accompanied with significant dilution of the brand offering (as discussed in previous components of this section). We consider that mimicking the SRL alignment and operations is a key part of the service offering that needs to be achieved to establish the brand proposition for customers.

When Airport Rail opens in 2029, and SRL East opens in 2036, it is likely that SRLB would then provide a significant 'missing link' (to be filled later by SLR North) and could attract additional trips from that wider travel market. This could conceivably add another 50% to its patronage (although Airport trips from much of the eastern suburbs would still be quicker via Airport Rail through the city), thus improving patronage further.

## 2.12 Summary of benefits

Based on the patronage calculation assumptions laid out in section 2.11, our estimate of some of the benefits associated with SRLB are shown in Table 30 below.

Benefit line	Change in 2021 (i.e., if introduced now)	Change projected for 2036
SRLB daily trips	2,200 daily trips	2,700 daily trips
Person-trips	From the 2,200 daily trips made	From the 2,700 daily trips made on
transferring	on SRLB, 1,200 would be person-	SRLB, 1,500 would be person-trips by
from car to bus	trips by car, that transfer to PT	car, that transfer to PT
Vehicle-km of	12,200km per day	14,700km per day
travel saved <sup>7</sup>		
Congestion	\$2,900,000 per annum	\$3,500,000 per annum
benefits <sup>8</sup>		
Environmental benefits <sup>9</sup>	\$400,000 per annum	\$500,000 per annum

Table 30: Summary of potential benefits associated with SRLB

<sup>7</sup> Assumes that abstracted trips travelled the same KMs as the equivalent SRLB section <sup>8</sup> Based on arithmetic average of Table 1.6.7 of ATC National Guidelines Volume 4

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www.atap.gov.au/sites/default/files/National Guidelines Volume 4.pdf uprated to Dec 2021 values <sup>9</sup> Based on Section 3.3, Table 2 of www.atap.gov.au/sites/default/files/documents/pv5-environmentalparameter-values-public-consultation-draft.pdf uprated to Dec 2021 values

All of the benefits above are driven by the patronage assumed to be carried on the SRLB. Noting that detailed four-step modelling of patronage is beyond the scope of this project (and would be carried out independently by DoT regardless of any figures presented in this report), the following should be noted in relation to deriving high-level estimates of patronage on SRLB:

- A relatively small number of east-west trips are currently made by public transport. Traditional approaches to estimating the uplift in patronage along a transport corridor rely on elasticity assumptions being applied to reductions in journey time (in this case, as a result of faster east-west journeys along SRLB). This approach is limited when a step change improvement in connectivity is proposed (that is, an elasticity approach is likely to undercount the step change increase in patronage)
- Increases in the intensity of land use along the corridor will help to generate patronage for SRLB and SRL and should be a focus for each NCA municipality to align growth in residential and commercial activity to the Principal Public Transport Network (PPTN) currently including in each Council's Planning Scheme, and specifically the areas of the PPTN have existing SmartBus routes and future SRLB services
- The creation of express services in the SRLB corridor has the potential to generate completely new trips that would not otherwise be contemplated. This is particularly the case for first in family access to university education because the current lack of transport choices and long public transport travel times could be discouraging some potential students from considering or accepting university places



## 3 SmartBus 901, 902, 903 review

## 3.1 Overview

SmartBus 901, 902 and 903 are three key orbital routes which connect municipalities in the north to areas in Melbourne's east, southeast and west. SmartBus 901 runs from Frankston to Melbourne Airport, and serves the outermost and middle rings of the northern metropolitan region. SmartBus 902 runs from Chelsea to Airport West, serving the middle ring of the northern metropolitan region. SmartBus 903 runs from Mordialloc to Altona, serving the inner ring of the northern metropolitan region.

SmartBuses are a premium-branded service, with higher service levels and consistent branding.

This chapter includes a patronage analysis, service level review and discussion of potential route alignment and intersection improvement options. The PTPI (discussed in section 2.4) informs the identification of potential SmartBus improvement options.

## Key findings

- Current service frequencies are adequate in the north, based on existing patronage
- Swapping the western termini of SmartBus 901 Melbourne Airport) and 902 (Airport West shopping centre) would improve employee access to Melbourne Airport
- Reducing duplication between SmartBuses 901 and 902 and local routes in Greensborough and Eltham (particularly with Route 513) could result in significant cost savings
- Realigning SmartBus 901 via Somerton road and Mickleham road would improve connectivity for Greenvale, an underserved, rapidly growing suburb
- Bus priority improvements (priority lanes and signalling) should be investigated at key intersections such as the Fitzsimons Lane and Main Road roundabout, and Bell Street and Pentridge Boulevard

#### 3.2 Define the needs to be met

In assessing which areas could be added to the SmartBus network, it is first necessary to define what we consider the key factors in a successful rapid bus network are - noting that this may not necessarily reflect the customer experience of some aspects of the current SmartBus network. For example, consistent branding is a key aim of the SmartBus network, but not all operators have successfully delivered on this promise (Transdev having deployed non-SmartBus liveried fleet on non-SmartBus routes).

As discussed in section 1.4, the overarching network and service principles agreed for the NRTS Stage 2 study were that routes should be simple, direct, frequent, reliable, safe and nearby. In addition, fleet and bus stops should offer a high-quality experience.

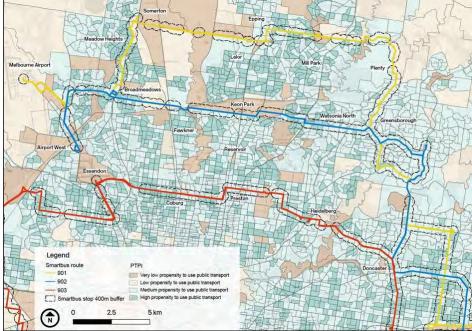
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## 3.3 Define the areas that warrant SmartBus services

The PTPI (as discussed and defined in section 2.4) provides an analytical framework within which demand for public transport can be assessed. Through modelling the PTPI along and around the SmartBus corridors, it is possible to see which areas warrant SmartBus services and whether modifications to the route are desirable.

Figure 36 provides an overview of the PTPI scores along and around the SmartBus 901, 902 and 903 corridors. The average PTPI score across all three routes sees each sit in the 'Medium propensity to use public transport category' (as defined in Table 24).





Source: ABS, 2016; PTV, 2020 with M&PC analysis

## 3.3.1 Specific PTPI observations for SmartBus 901

Greenvale, Attwood and Westmeadows in the City of Hume have a medium to high propensity to use public transport and are currently only served by local bus routes (Routes 477, 484, 543) (Figure 37). There is an opportunity for SmartBus 901 to service the area without significantly impacting overall travel times along the route (or resources required).







Figure 37: Bus network in Greenvale, Attwood and Westmeadows

Source: PTV

Such a route realignment would however, remove the direct access to Broadmeadows for people along that route, reduce service in the Pascoe Vale Road corridor and remove direct access to Melbourne Airport for people in the Pascoe Vale Road corridor (they would have to transfer twice, rather than their current direct service).



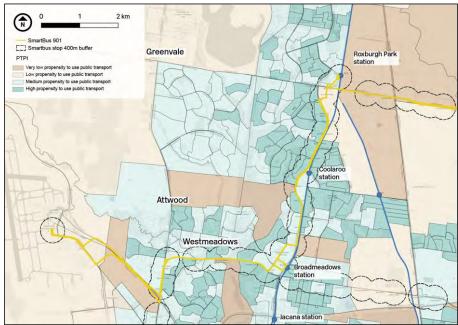


Figure 38: Public transport propensity near SmartBus Route 901 in Greenvale

Source: ABS, 2016; PTV, 2020 with M&PC analysis

## 3.3.2 Specific PTPI observations for SmartBus Route 902

The Fawkner area has a high propensity to use public transport and is currently serviced by Routes 530 & 531 (one of which is direct and the other is fairly indirect).

Deviating SmartBus 902 to better service the Fawkner area is not feasible due to the physical barrier presented by the Merri creek (a similar issue faced by the SRLB). There are however many residential areas on the southern side of Mahoneys Road that have low density and low propensity to use public transport. There is significant opportunity to better align the Darebin Planning Scheme provisions (zones in particular) with the SmartBus corridor along Mahoneys Road. A similar opportunity exists (to a lesser extent) in the Hume Planning Scheme along the corridor. This is illustrated in Figure 39 below which highlights how the planning controls have led to a higher intensity in areas further away from the SmartBus corridor. This is discussed further in section 3.3.4.





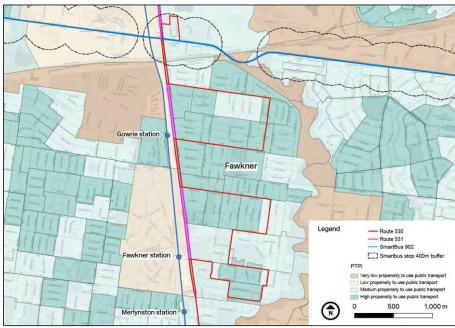


Figure 39: Public transport propensity near SmartBus Route 902 in Fawkner

Source: ABS, 2016; PTV, 2020 with M&PC analysis

There are also opportunities to strengthen the connection and coordination between Routes 530 & 531 and SmartBus Route 902. This would make it easier for passengers to transfer between the services. The public transport network would also be improved with the introduction of a new station on the Upfield line (as discussed in section 2.2.2).

## 3.3.3 Specific PTPI observations for SmartBus 903 in Preston

The Reservoir community has a relatively high propensity to use public transport and is served by many bus routes, the Mernda train line and tram Route 86 which connects RMIT Bundoora to Docklands via La Trobe University and Northcote.

As Reservoir is relatively well-serviced by a wide range of public transport services, there is less of an impetus to deviate SmartBus 903 to service the area. The PTPI map highlights that there is an opportunity to better align the Darebin Planning Scheme with the high frequency SmartBus corridor (discussed further in section 3.3.4). As shown in Figure 40 below, there are many areas of lower PTPI due to a lack of density along Bell Street and Murray Road.

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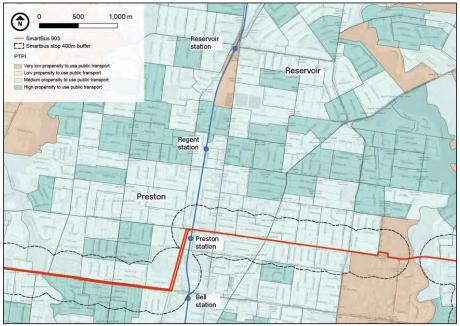


Figure 40: Public transport propensity areas near SmartBus Route 903

Source: ABS, 2016; PTV, 2020 with M&PC analysis

# 3.3.4 Use of planning zones to drive patronage

High density built form generates more trips, and corridors of higher density tend to generate public transport trips. The SmartBus corridors have been recognised as the premium bus corridors in Melbourne for around a decade. The various Planning Schemes that apply across the NCA area include a reduction in car parking requirements along these corridors, but do not include any other significant guidance on seeking increased density along the SmartBus corridors.

For example, along Murray Road (Preston) the General Residential Zone is applied to most land on both sides of the road, while along the east side of Plenty Road in the same area the Residential Growth Zone is applied. Likewise, along Mahoneys Road (Reservoir West) the General Residential Zone is applied, which limits Council's ability to increase population density along the high frequency bus corridor provided by SmartBus Route 902.

All NCA Planning Authorities should seek to better align the land use zones along SmartBus corridors with regard to increasing the development intensity in proximity to these high quality public transport services. Over the longer term this will encourage and prioritise growth in the specific locations that are guaranteed to have high quality public transport services into the future.



Specific consideration should be given to large land holdings located along SmartBus corridors and smaller parcels fronting SmartBus corridors if they have rear laneway access. These locations could provide for a significant amount of population and employment growth in locations that are highly accessible by public transport and provide rapid high-quality links to other nodes.

## 3.4 Existing service and patronage review

# 3.4.1 Patronage review

The patronage review is based on two sets of data provided by DoT:

- Boarding data for 2018-19 used to produce the temporal profiles of bus usage which are shown in this section
- Service load data for 2018-19 used to produce the spatial heatmaps shown in this section

The service load data was produced by the BusSUM model, which combines myki-based patronage estimates with Bus Tracking System data. This method is not designed to produce accurate estimates of loads on individual services, so averages have been used for comparison rather than as an indication of actual total patronage. The data is an aggregation of departure loads at each stop across the day, therefore express sections with no stops show as having zero load.

## SmartBus Route 901 patronage review

In 2018-19, SmartBus Route 901 had a total annual patronage of around 3.34m (across the whole route), slightly lower than each of the two other SmartBus Routes 902 and 903.

Across the traffic week on the northern section of the route, SmartBus Route 901 is busiest in the Ringwood and Blackburn areas (outside of the NCA area). Noting the PTPI for the route (Figure 36), the relatively lower patronage across the rest of Figure 41 would simply appear to reflect land use intensity; that is, the number of dwellings and destinations located along the corridor. To achieve higher patronage, the intensity of land use would need to be increased across the northern section of the Route 901 alignment.

Figure 41, Figure 42 and Figure 43 summarise the average loadings per service in 2018-19. The figures show an aggregation of the number of people on a bus at any given location in both directions.

There are relatively lighter loadings on the route between some points (such as Epping and Roxburgh Park). The implication is that the route is busy with passengers who are travelling locally in those areas (most probably heading to or from Roxburgh Park / Epping Stations) rather than travelling longer east-west distances.

The areas with the lowest loads are Campbellfield/Fawkner and Melbourne Airport. This is consistent across weekdays and weekends. On weekends, Mill Park has a lower load compared to other areas.

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Figure 41: SmartBus Route 901 average loading per service 2018-19 (Weekday)

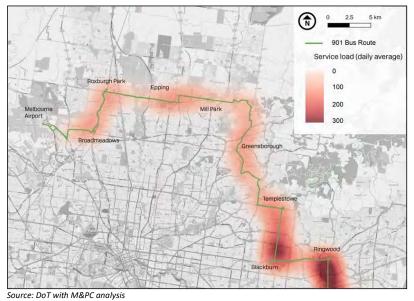
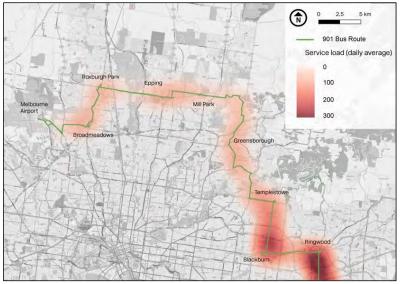


Figure 42: SmartBus Route 901 average loading per service 2018-19 (Saturday)





2.5 5 km A 901 Bus Route Service load (daily average) 0 100 200 Mill Parl 300 Ring

Figure 43: SmartBus Route 901 average loading per service 2018-19 (Sunday)

Source: DoT with M&PC analysis

Figure 44 shows the daily average patronage for SmartBus Route 901 by time of day. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 15:00-16:00 (PM peak), with fairly high patronage in the interpeak between 09:00-15:00. Patronage is slightly higher on Saturday than on Sunday. Patronage is highest on the weekends between 10:00-14:00, but is fairly consistent between 09:00-18:00.

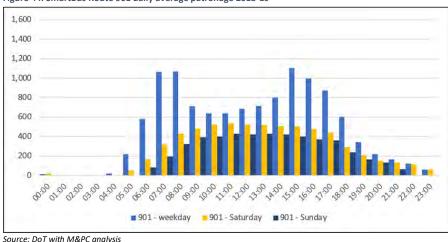


Figure 44: SmartBus Route 901 daily average patronage 2018-19



In summary, the highest performing areas are outside of the northern region (such as Ringwood and Blackburn). Within the region, moderate patronage is generated at:

- Epping
- Broadmeadows
- Greensborough

It was also observed that the following route sections are relatively poorly performing:

- Campbellfield/Fawkner
- Melbourne Airport

# SmartBus Route 902 patronage review

SmartBus Route 902 had a total annual patronage of 3.67m in 2018-19 (across the whole route), slightly higher than SmartBus Route 901 but lower than SmartBus Route 903.

Compared to Route 901, it is immediately apparent that loadings across the northern region are generally higher, and that there are fewer areas where average loadings are low. This implies a number of longer distance trips are taking place (or that boardings and alightings are relatively synchronised in those areas). Again, noting the PTPI for the route (Figure 36), the relatively higher patronage loads than SmartBus Route 901 are logical in the context of the northern route section of SmartBus Route 902 passing through areas of higher development intensity.

Figure 45, Figure 46 and Figure 47 summarise the average loading per service in 2018-19. The figures show an aggregation of the number of people on a bus at all stops in both directions.

Similar to SmartBus Route 901, the highest loads appear to be outside the study area (Forest Hill to Nunawading has the highest load, followed by Doncaster). Within the study area, Broadmeadows, Bundoora and Greensborough generate the highest loads.

The loading profile on weekdays is higher than on the weekend. The area with the lowest load is Airport West; as the termini of the route it is unsurprising that loadings are lower, but the low passenger numbers reflects a combination of low density activity (dwellings and commercial) and a reduction in longer distance trips that could be provided for if the route continued to Sunshine.

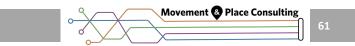




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Figure 45: SmartBus Route 902 average loading per service 2018-19 (Weekday)

Source: DoT with M&PC analysis

Figure 46: SmartBus Route 902 average loading per service 2018-19 (Saturday)

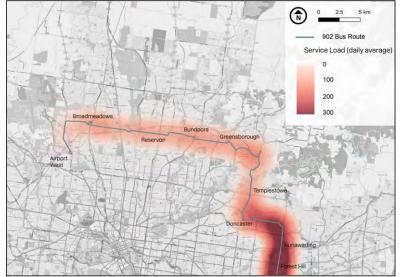
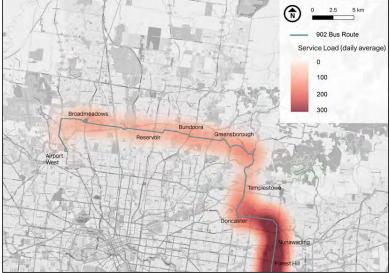




Figure 47: SmartBus Route 902 average loading per service 2018-19 (Sunday)



Source: DoT with M&PC analysis

Figure 48 shows the daily average patronage for SmartBus 902 by time of day. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 15:00-16:00 (PM peak), with fairly high patronage in the interpeak between 09:00-15:00. Patronage is slightly higher on Saturday than on Sunday. Patronage is highest on Saturday between 10:00-11:00, but is fairly level between 09:00-18:00. Patronage on Sunday is highest between 09:00-10:00, but is fairly level between 09:00-18:00.

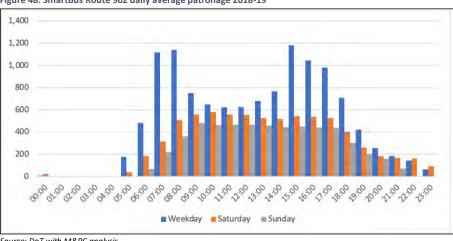


Figure 48: SmartBus Route 902 daily average patronage 2018-19



In summary, the highest performing areas appear to be outside of the northern region (such as Forest Hill, Glen Waverley and Nunawading). Within the region, good patronage loads are generated at:

- Broadmeadows
- Bundoora
- Greensborough

It was also observed that the following route sections are relatively poorly performing:

Airport West

# SmartBus Route 903 patronage review

SmartBus Route 903 had a total annual patronage of 4.45m from 2018-19 (across the whole route), markedly higher than SmartBus Routes 901 and 902.

As with SmartBus Routes 901 and 902, the highest loads are outside the study area (Burwood to Doncaster. The section between Heidelberg, Preston and Coburg also performs strongly. Again, noting the PTPI for the route (Figure 36), the relatively higher patronage loads than SmartBus Routes 901 and 902 are logical in the context of the higher level of activity suggested by the PTPI for SmartBus Route 903. The areas with the lowest loads are Keilor East and Altona (noting that Altona is at the end of the route and that average loadings would be expected to be slightly lower).

The average loadings per Route 903 service in 2018-19 is shown in Figure 49 below. They show an aggregation of the number of people on a bus at all stops in both directions.

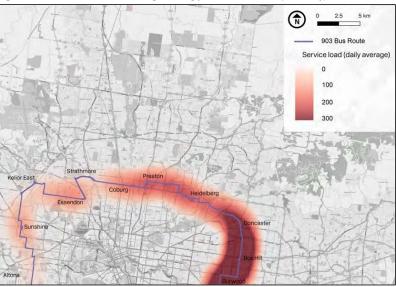
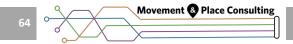


Figure 49: SmartBus Route 903 average loading per service 2018-19 (Weekday)



A further notable difference (compared to SmartBus Routes 901 and 902) is the strength of weekend loadings. Comparison of Figure 49 and Figure 50 shows that in some areas (such as Heidelberg), loadings are actually higher at the weekend (noting that there are fewer services at the weekend for passengers to use).

Whilst there are some corridor sections where loadings are consistent (suggesting either longer journey trips or a synchronised set of boardings and alightings) such as Heidelberg to Preston and Coburg, further east than Coburg there are gaps in loadings where it is clear that SmartBus Route 903 is almost empty and fewer regional trips are being made.

A key reason for the lower patronage west of Preston is the duplication that occurs between five routes in the Bell Street corridor. Specifically through Coburg there are four separate bus routes on Bell Street and a fifth (Route 512) operating 400m to the south on Munroe Street.

Analysis in this project has identified an opportunity to reduce this duplication by realigning Route 561 to be more direct along Gaffney Street and Murray Road.

DoT should explore opportunities to make the network easier to understand and operate (potentially creating efficiencies while increasing patronage) in this area including:

- Realigning Route 512 to Reynard Street and Rennie Street
- Removing Route 513 or Route 527 from the corridor

The average Route 903 loading on weekends is shown in Figure 50 and Figure 51 below.

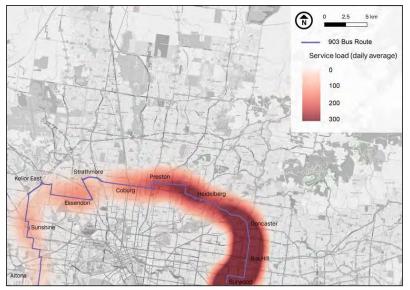


Figure 50: SmartBus Route 903 average loading per service 2018-19 (Saturday)

Source: DoT with M&PC analysis



Northern Region Transport Study Stage 2

Northern Councils Alliance

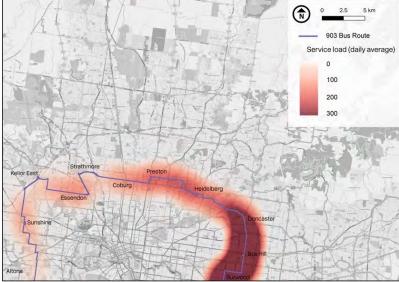


Figure 51: SmartBus Route 903 average loading per service 2018-9 (Sunday)

Source: DoT with M&PC analysis

Figure 52 shows the daily average patronage for SmartBus Route 903 by time of day. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 15:00-16:00 (PM peak), with fairly high patronage in the interpeak between 09:00-15:00. Patronage is slightly higher on Saturday than on Sunday. Patronage is highest on Saturday between 11:00-13:00, but is fairly level between 10:00-18:00. Patronage on Sunday is highest between 14:00-15:00, but is fairly level between 11:00-18:00.

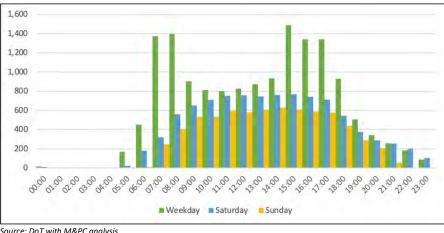


Figure 52: SmartBus Route 903 daily average patronage 2018-2019

Source: DoT with M&PC analysis



In summary, the following route sections are relatively highly performing:

- Heidelberg
- Preston
- Coburg

It was also observed that the following route sections are relatively poorly performing:

- Keilor East
- Altona

# 3.4.2 Reliability review

As shown in Table 31 below, SmartBus Routes 901 and 902 are the least reliable of all SmartBus Routes, with 3% fewer services on time than the network average.

Table 31: Reliability	/ data foi	<sup>.</sup> SmartBus	Routes	901.	902	& 903

Route	% of services on time	Bus priority measures
901	90.0%	Bus priority along some roads
902	90.3%	Bus priority along some roads
903	94.4%	Bus priority along some roads
905	90.8%	Bus lanes and signal priority along significant sections
906	91.1%	Bus lanes and signal priority along significant sections
907	93.0%	Bus lanes and signal priority along significant sections
908	94.8%	Bus lanes and signal priority along significant sections
Average	93.3%	Metro Network Average (for reference)

Source: PTV NetBI Metropolitan Bus Performance (Sep 2020 to Sep 2021)<sup>10</sup>

Generally, reliability is a function of the congestion experienced in the areas that routes operate in, and the level of bus priority along the route. For example, Route 908 is a shorter route (during off-peak it does not even serve the CBD) which operates along corridors which are typically less congested, whereas Route 901 is a longer route with less bus priority.

It is also the case that timetables can often have significant "fat" built in. This is mainly driven by the DoT's demands of low rates of 'late running' which means the operator is very nervous of a lean timetable, and therefore seeks a timetable which minimises their risk of financial penalty. The end result is that – outside of times where congestion is a significant issue – journey times can be artificially inflated by having to wait at timing points after the driver has run "ahead" of the generous timetable. In many cases drivers are aware of this slack in the timetable and habitually operate the bus at 20-30% below the speed limit, rather than driving to the traffic conditions.

<sup>10</sup> <u>https://tinyurl.com/mvwn5ure</u>



#### 3.5 SmartBus access improvements

Ensuring people can access SmartBus stops easily is important in reducing overall travel time and improving the safety of people's journeys. In some cases, access improvements are also required to comply with DDA requirements.

The current access arrangements often require passengers to cross arterial roads to access bus stops (in one or the other direction), often at locations without priority or protection and without properly designed (DDA compliant) ramps. Over twenty examples of this type of crossing point can be found along the Mahoneys Road corridor from Broadmeadows to Keon Park. These stops are located more than 20 metres from DDA compliant crossings and typically more than 80 metres from protected crossings where the nearest DDA access is likely to be found. One of these locations is shown in Figure 53.

Figure 53: SmartBus Route 902 on Mahoneys Road



The NCA will need to work with DoT to develop improvements at all these locations and seek State funding for a comprehensive project of improvements across the SmartBus network in the NCA region. This has an element of time criticality given the deadline of 31 December 2022 for all bus stops to be fully accessible under the Disability Standards for Accessible Public Transport. The NCA Councils should be on the front foot about this issue, particularly along State arterial roads which are typically more difficult to cross and have higher intensity of surrounding land use generating patronage.

#### 3.6 SmartBus frequency improvements

It is noted that any increase in the efficiency of resources used (as discussed in the remainder of this section) will lead to reduced operational costs. Once enough of these cost reductions are accrued, then the efficiencies can lead directly to increases in service frequency at no net cost.

As shown in section 3.4, there is no evidence for an increase in frequency in the northern region for SmartBus Routes 901 and 902, given the relatively light patronage in most areas at present.

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Whilst section 3.4 showed that SmartBus Route 903 did have higher levels of patronage on some route sections, it is also noted Route 903 already has additional peak services timetabled to come into service in the Heidelberg area<sup>11</sup>.

## 3.7 SmartBus alignment and bus priority improvements

Whilst options exist for improving the effectiveness and frequency of services, it is noted that it may not be possible to simultaneously satisfy these needs (for example, higher frequency services may not make the overall customer experience more effective if there are congestion issues along certain parts of the route which are not addressed. It is also important to note that not all components of the customer journey are weighted equally – customers prefer to spend (say) 5 minutes on a bus, rather than 5 minutes at a bus stop). On longer routes, there are many potential transfers that can be made, and a much more diverse range of trips are being provided for. Any route change will impact on existing customers and should only be made if there is a degree of certainty that the change will benefit significantly more existing or potential passengers.

It is also noted that any increase in the efficiency of resources used will lead to reduced operational costs. Once enough of these cost reductions are accrued, then the efficiencies can lead directly to increases in service frequency at no net cost.

It is also worth noting that there is value in maintaining logical, direct and long-standing routes or service corridors. This is because it takes the local community 24-36 months to understand changes in service. Even with significant marketing, it takes this long for patronage to stabilise (at a higher level) after service improvements.

Having considered the strategic documents, available data and stakeholder comments, along with community group documents such as the VTAG 'Networking The North' report<sup>12</sup>, we have developed a long list of potential improvements. These are split between route improvement options (section 3.8) and bus priority / intersection improvement options (section 3.9). Where the options have been discussed in community reports, the mapping from those reports is used and source identified. Note that for the route improvement options, it would not be possible to act on all the options as some of them involve different approaches for the same section of the route (for example, Options 4 and 6 could not both be implemented as they propose different solutions for the Montmorency / Eltham area).

#### 3.7.1 MCA framework

In order to assess and rank the SmartBus improvement options, it is necessary to define a Multi-Criteria Analysis (MCA) framework for assessing the suitability of options, and to assess those options against the MCA.

The approach to scoring for the MCA is shown in Table 32 below. The MCA is designed to be aligned with the network and service planning principles (section 1.4).

<sup>&</sup>lt;sup>12</sup> https://drive.google.com/file/d/1FVZrhuKELo91i2KkmDOY-YHY5rmEwqfH/view



<sup>&</sup>lt;sup>11</sup> https://d309ul1fvo6zfp.cloudfront.net/1643854379126/bus-13690-2022-01-31-2022-04-10.pdf

	0 1 2 3				4
	U	1	2	3	4
Simple	No improvement to ease of navigation / understanding	Limited improvement to ease of navigation / understanding	Some improvement to ease of navigation / understanding	Route is much easier to navigate / understand	Route is very much easier to navigate / understand
Direct	No improvement to directness / journey times	Limited improvement in directness / journey times	Some improvement in directness / journey times	Much improvement in directness / journey times	Significant improvement in directness / journey times
Reliable	No improvement in reliability	Limited improvement in reliability	Some improvement in reliability	Much improvement in reliability	Significant improvement in reliability
Feasible	Very hard to implement	Hard to implement	Some challenges to implement	Easy to implement	Very easy to implement
Nearby	No improvement in PTPI	Limited improvement in PTPI	Some improvement in PTPI	Much improvement in PTPI	Significant improvement in PTPI
Risk	High risk to implement		Medium risk to implement		Low risk to implement

Table 32: Multi-criteria analysis framework for SmartBus route improvement options

## 3.7.2 Overview of recommendations

Detail of the route improvement options is provided in section 3.8. In summary, based on the MCA carried out in Table 32, we recommend the following:

- Route improvement Option 1: Swap the western termini of SmartBus 901 and 902, such that SmartBus 901 terminates at Airport West Shopping Centre and SmartBus 902 terminates at Melbourne Airport
- Route improvement Option 6: Reduce duplication Greensborough and Eltham between SmartBus 901, 902 and local routes
- Route improvement Option 7: Realigning SmartBus 901 via Greenvale

Detail of the bus priority improvement options is provided in section 3.9. In summary, based on the MCA carried out in Table 35, we recommend the following:

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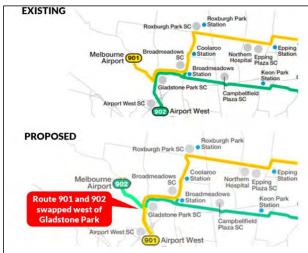
- Priority Option 10: Investigate a right-turn bus priority signal at the intersection of Diamond Creek and Yan Yean Roads
- **Priority Option 17:** Investigate bus priority through the intersection of Cooper Street and Edgars Road
- Priority Option 20: Investigate bus priority through the intersection at Mahoneys and Edgars Roads
- **Priority Option 22:** Investigate bus priority through the intersection of Grimshaw Street and Greensborough Bypass
- **Priority Option 24:** Investigate bus priority lanes in both directions on Manningham Road, near intersection with Dora Street
- Priority Option 32: Investigate bus priority lanes in both directions on Fitzsimons Lane, near intersection with Porter Street
- **Priority Option 33:** Investigate bus priority lanes and signalling in all directions at the Fitzsimons Lane and Main Road roundabout
- **Priority Option 37:** Investigate westbound bus priority signalling at the intersection of Bell Street and Pentridge Boulevard

# 3.8 SmartBus route improvement options evaluation

## 3.8.1 Option 1: Swapping the western termini of SmartBuses 901 and 902

Currently, SmartBus Route 901 terminates at Melbourne Airport and SmartBus Route 902 terminates in Airport West. Under Option 1, SmartBus 901 would instead run to Airport West while SmartBus 902 would run to Melbourne Airport (see Figure 54 below. This would provide a more direct connection between Melbourne Airport and Greensborough, as well as a more direct connection to the Mernda Line via Keon Park Station.

Figure 54: Swapping the western termini of SmartBus 901 and 902



Source: Networking the North (VTAG)



There would be no net change in public transport propensity scores across the two routes, because all existing stops would be serviced. However, stakeholders indicated that more airport employees live along the SmartBus 902 corridor than the SmartBus 901 corridor.

Subsequent analysis using 2016 Census journey-to-work data, found that 383 people who work in the Melbourne Airport destination zone live along the SmartBus 901 corridor, while 419 people who work in the Melbourne Airport destination zone live along the SmartBus 902 corridor. Of these workers, 3.1% of those along the SmartBus 901 corridor take public transport, while 7.9% of those along the SmartBus 902 corridor take public transport.

On this basis, it seems clear that SmartBus 902 better matches the needs of airport workers and would make it easier for them to access the airport with a direct service (rather than having to transfer, as would be the case at present).

## Option risks

 Low – changes are within one operator, involve no change to service km & involve no loss of service at any stop

# Summary commentary

- This option mimics the SRL alignment from Melbourne Airport to Keon Park
- Employees in Roxburgh Park & Epping would lose direct service to the airport, but overall workers at the airport should benefit from the change
- SmartBus Route 901 could better serve Attwood and Greenvale (reducing duplication in Pascoe Vale Road)
- Enables clearer customer messaging when SRLB is introduced, as Mahoneys Road would have two SmartBus routes, one operating express to key Stations and the other stopping at every stop if needed

# Recommendation

• Option 1 is recommended for further investigation by DoT

# 3.8.2 Option 2: Realign Route 903 via Highpoint Shopping Centre

Currently, SmartBus 903 runs through Aberfeldie between Essendon and Sunshine along Buckley Street, duplicating Route 465 which has seven services an hour in the peak and 3 each hour at other times. Route 903 then connects to Sunshine via the Western Ring Road and the industrial area of North Sunshine.

The current route alignment misses significant destinations and trip attractors, as it is 2km north of Highpoint Shopping Centre, and 1.5km east of Sunshine Hospital, Wellbeing and Employment Precinct.

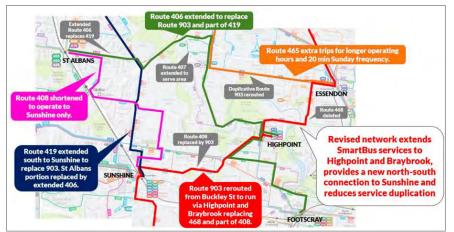
Realigning SmartBus Route 903 via Highpoint would improve access to the shopping centre from Coburg, Pascoe Vale and Preston. The realignment also presents the opportunity to replace the Highpoint-Sunshine segment of bus Route 408 and the entirety of bus route 468 with higher quality services.

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This option would increase the propensity score along the SmartBus Route 903 corridor, serving areas with a medium to high PTPI in Aberfeldie, Maidstone and Maribyrnong. It would also provide a clear distinction between the inner orbital route and a potential future extension of Route 902 from Airport West Shopping Centre to St Albans and Deer Park.

The route realignments and service changes envisaged by VTAG are shown in Figure 55.

Figure 55: Potential realignment of SmartBus Route 903 via Highpoint



Source: Networking the North (VTAG)

These options have not been analysed extensively as they are outside the NCA area and the alternative realignment options are further outside the area (in the City of Brimbank).

#### **Option risks**

- High involves multiple operators and external stakeholders
- Changes are entirely external to the NCA area and would need engagement with the two Council's affected

## Summary commentary

- Significantly improves access to Highpoint for people in Coburg and Pascoe Vale (40% reduction in transit travel time)
- Also has potential to save around 10mins of travel time and 3.7km on each trip
- Requires significant network realignment to replace former sections of route
- Is a faster orbital connection, but removes service from middle distance suburbs (where it is needed), in order to increase service in some inner suburbs that are already very well served

#### Recommendation

Option 2 is not recommended for further investigation by DoT



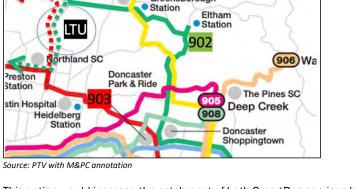
# 3.8.3 Option 3: Crossing SmartBus 902 and 903 at La Trobe University

La Trobe University, is at the heart of the La Trobe NEIC, but is not currently serviced by any SmartBus routes. Compared to the University of Melbourne and Monash University, both at the centre of their own NEICs, La Trobe University has poor public transport service (as discussed in more detail in section 3).

An option to improve public transport connectivity to the NEIC, would be to realign SmartBus Routes 902 and 903 to both travel via La Trobe University (see Figure 56).



Figure 56: Realigning SmartBus Routes 902 and 903 via La Trobe University



This option would increase the catchment of both SmartBus services by serving Bundoora, which has a medium to high propensity to use public transport. However, it would also duplicate existing high frequency services on tram Route 86, and bus Routes 250 & 350. It would require additional resources and would delay passengers currently travelling through (on either route) who would need to transfer (between the routes).

It is clear that this realignment would improve access to La Trobe University. However, it is unclear how many people would be negatively affected by the change. For example, anyone currently travelling from the east towards Northland would be delayed by an average of 17 minutes (including the transfer penalty). Likewise, anyone travelling to Greensborough from west of Plenty Road would be delayed by a similar amount.

This is slightly more than the current delay for passengers currently wanting to transfer from the SmartBus routes onto other services that connect to La Trobe University.

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# Option risks

• High – would break east-west connectivity between stations, shopping, heath and job hubs between Heidelberg and Northland

#### Summary commentary

- Would add 6.8km and 20mins travel time to every service on both routes (likely to cost 6 peak buses)
- Likely to cost over \$6.5m per annum
- Weakens network legibility
- Duplicates catchment and connectivity of existing routes

Recommendation

Option 3 is not recommended for further investigation by DoT

## 3.8.4 Option 4: Reducing duplication in Greensborough and Eltham (Mountain View Road)

Between Eltham and Greensborough, SmartBus 901 & 902 are duplicated by other services. This is a particular issue on the north branch of Route 513 (which in itself is confusing for customers). Resolving the duplication of Route 902 and Route 513 would free up significant resources on Route 513. It creates an opportunity to achieve a much stronger north-south link by combining the remainder of the Route 513 northern branch with Route 343 from Hurstbridge. This could then be extended to La Trobe University to improve access to education from Diamond Creek and St Helena.

The duplication that Route 513 provides (of service coverage already provided by the higher frequency Route 902) was agreed through community consultation a decade ago as part of the Banyule-Nillumbik Bus Service Review. Resolving this duplication would slightly increase patronage along SmartBus Route 902 in Montmorency which has a medium public transport propensity score.



Figure 57: Removing duplication of Route 513 with SmartBus Route 902



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Source: PTV with M&PC annotation

Option 4 and Option 6 both recommend changes to the Eltham / Montmorency / Greensborough area. Whilst both options have their merits, it is noted only one could be pursued (given that they are different solutions to the same problem).

#### **Option risks**

- Medium involves multiple operators
- One pair of bus stops in Sherbourne Road would not be served (nearest retained bus stop is 250m away)

# Summary commentary

- Relatively straight-forward network simplification
- Small walking distance increase for passengers at one stop in Sherbourne Road
- Complicates Route 902 access at Greensborough Station, because the Route would either need to double back on itself to reach the Station or, would not have an interchange at the Station with the nearest stop being in Main Street
- Reduced access on Para Road; this is largely an industrial area and remains served by Route 901
- Some minor cost savings could accrue from reduced duplication, but these are dependent on the degree to which directly serving Greensborough Station is required. Savings could be overwhelmed by the need to bring Route 902 around the block in both directions to access the Station directly



## Recommendation

Option 4 is worthy of consideration but overall Option 6 (discussed below) is preferred

# 3.8.5 Option 5: Swapping SmartBus Routes 901 & 902 between Greensborough and Doncaster

Travel between Greensborough and Doncaster, both significant trip attractors, is possible directly on Route 902 which travels via Eltham (thus taking longer than it needs to). The alternative more direct Route 901 comes from Mernda and Epping via St Helena and crosses the Yarra River but then turns towards The Pines (forcing a transfer for passengers wanting to reach Doncaster).

The current route alignments prioritise frequent, fast connections between Eltham and Doncaster over a fast connection between Greensborough and Doncaster. Route 293 also provides a direct connection from Greensborough to Doncaster (and continues on to Box Hill), but only half as often as the SmartBus Routes.

An option to swap the alignment of each route between Greensborough and the Yarra river crossing has been put forward by a community interest group as shown in Figure 58 below. This change would create no net difference in public transport propensity scores across SmartBus 901 and 902, because all existing stops would be serviced.

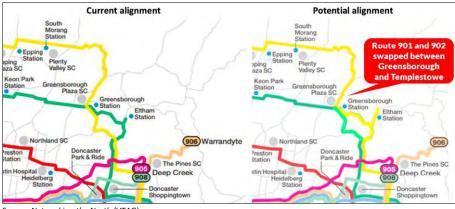


Figure 58: SmartBus Routes 901 and 902 between Greensborough and Doncaster

Source: Networking the North (VTAG)

It should be noted that the Route 901 vehicles have specially designed fuel tanks because they need additional capacity to complete the long trip from Frankston to Melbourne Airport. It is unclear if the additional distance to serve Eltham would impact on the ability of the buses to reach their destination without re-fuelling.

It is also worth noting that the North East Link (NEL) will create a new fast connection between Greensborough and Doncaster on the freeway that buses could use. This would beat either option and make any change redundant. The routes have been in place for



over a decade, and NEL will be complete in less than that time. Therefore, the time and effort required to market and raise awareness of the route change (several years is required to stabilise patronage after improvements are made) would be a significant issue.

#### Option risks

 Low – noting that some people would need to transfer to complete trips that are currently direct

## Summary commentary

- Unclear if there are any significant benefits in providing a slightly more frequent link between Greensborough and Box Hill
- Unlikely to save any resources unless Route 293 is removed which would then delete the direct connection to Box Hill and the Ringwood railway corridor

## Recommendation

• Option 5 is not recommended for further consideration

# 3.8.6 Option 6: Reducing duplication in Greensborough and Eltham (Wattletree Road)

Between Eltham and Greensborough, SmartBus 901 & 902 are duplicated by other services including the Hurstbridge line. In addition, Route 901 is aligned to the south (along Main Road) but then heads north from Greensborough towards St Helena and South Morang.

Resolving the duplication of Routes 901 & 902 through Montmorency as shown in Figure 59 would free up significant resources including:

- 0.6km and 1.5minutes of travel time on every service on Route 901
- 2.6km and 6.5 minutes of travel time on every service on Route 902
  - The impact of these travel time savings could lead to a potential reduction of one peak vehicle on Route 902, with an associated annual operational cost reduction of approximately \$1m per annum

This creates an opportunity to achieve a much stronger north-south link between Doncaster East, Eltham and South Morang, while saving significant resources (potentially a peak bus). These resources could then be reinvested in part of the network that needs additional capacity (such as links to La Trobe University).

Connectivity for some existing customers would be lost (for example, the Bridge Street employment precinct would rely on connection to the 513 service at lower frequency. In addition, connectivity to the Nillumbik Council offices and Diamond Valley Sports centre would rely on Route 343). However, Figure 41 and Figure 45 both showed that patronage through these areas was extremely weak at present.

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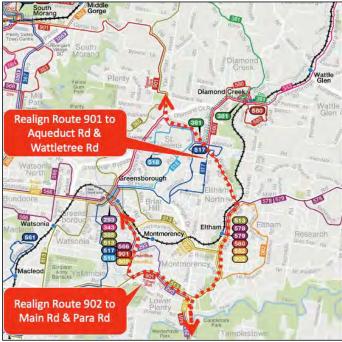


Figure 59: Realigning SmartBus Routes 901 & 902 around Montmorency

Source: PTV with M&PC annotation

#### Option risks

• Medium – significant route change that would also require some bus priority measures Summary commentary

- Greensborough currently has two SmartBus routes and a train corridor which provide similar east-west connections
- Route 902 currently duplicates the train between Eltham and Greensborough
- Whilst this is not a focus, implementation of Option 6 would deliver the main benefits of Option 5
- Would save significant resources (potentially \$1m per annum)

Would improve travel times between Eltham and South Morang

## Recommendation

• Option 6 is recommended for further consideration by DoT



# 3.8.7 Option 7: Realigning SmartBus 901 via Greenvale

From Roxburgh Park to Broadmeadows, SmartBus Route 901 duplicates the catchment of bus Routes 541 and 542, and Coolaroo Station on the Craigieburn train line. It then duplicates SmartBus 902 between Broadmeadows and Gladstone Park. By contrast, the Greenvale and Attwood areas have grown rapidly and now have significant populations, but are poorly serviced by public transport (refer to section 3.3).

Under this option, SmartBus Route 901 would travel further west along Somerton Road, before travelling south along Mickleham Road as shown in Figure 60. This option would reduce service duplication and improve connectivity in Greenvale and Attwood. However, it does reduce the average public transport propensity score – along the entire SmartBus Route 901 – from 15.9 to 15.3.

This reduction in PTPI must be considered in the context that Greenvale is a new but fastgrowing suburb (and that the PTPI uses census data from 2016). Collectively, the Greenvale Central, Greenvale West and Greenvale North PSPs predict that the area will house around 15,000 people, who will need a strong public transport link which a rerouted SmartBus Route 901 could potentially provide. This option also has the benefit of reducing the duplication between the high-quality SmartBus Route 901 and the Craigieburn rail corridor between Roxburgh Park and Broadmeadows.

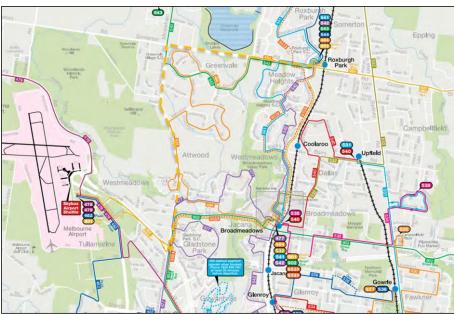


Figure 60: Extending SmartBus 901 to Greenvale

Source: PTV with M&PC annotation



# Option risks

 Medium – Some areas of Meadow Heights would have reduced connectivity but other areas of Meadow Heights would gain. Significant connectivity gains for the growing population in Attwood and Greenvale

## Summary commentary

- Greenvale is a rapidly growing area that is not adequately serviced by quality public transport
- Duplication between the Craigieburn line and SmartBus Route 901 would be reduced

# Recommendation



# 3.8.8 MCA of route improvement options

Using the MCA in conjunction with insights from the PTPI, the scoring of options is detailed in Table 33 below.

Table 55: IVIU	nii-criteria ana	lysis scoring for	Options 1-7 (rout	e improvement o	options)	
	Simple	Direct	Reliable	Feasible	Nearby	Risk
Option 1	0	2	0	4	0	4
Option 2	0	2	2	1	1	0
	_	_	_	_	-	-
Option 3	0	0	0	1	2	0
Option 4	1	1	1	2	1	2
Option 5	0	1	0	3	0	4
Option 6	2	3	2	2	1	2
Option 7	2	1	1	3	0	2

Table 33: Multi-criteria analysis scoring for Options 1-7 (route improvement options)

Based on the analysis above we recommend:

- Option 1 should be discussed with DOT to improve employee access to Melbourne Airport, as more airport employees live along the SmartBus 902 corridor
- Options 4 and 6 should be discussed with DOT to improve network connections around Greensborough and St Helena. It is noted that it is not possible to implement both of these options, as they present alternative solutions to the same duplication
  - Option 6 has the potential to reduce operational costs by approximately \$1m per annum and is therefore preferred to Option 4
- Option 7 should be discussed with DOT to improve public transport provision for the Greenvale Central, Greenvale West and Greenvale North PSPs



The other Options (2, 3, and 5) are not considered to provide enough strategic merit or passenger benefit to overcome the likely disbenefits to existing passengers and implementation risks.

# 3.9 SmartBus priority / intersection improvement options

In addition to Options 1 - 7 described above, we have identified a further 31 potential bus priority / intersection improvements which could improve the reliability of SmartBus Routes  $901\,/\,902\,/\,903.$  These are listed in Table 34 below.

Table 34:	Bus priority/intersection improveme	ents for SmartBus Routes 901/902/903	
Ontion	Potential improvement	Street	Intersection /

Option	Potential improvement	Street	Intersection /
8	SmartBus 903 – Investigate bus right-	St Georges Road	cross-street Murray Road
0	turn signal priority		manay noud
9	SmartBus 901 – Investigate bus priority	Main Road	Para Road
5	signal and right-hand hook turn		
10	SmartBus 901 – Investigate right-turn	Diamond Creek Road	Yan Yean Road
	bus priority signal		
11	SmartBus 901 – Investigate bus priority	Gorge Road	Plenty Road
	through the intersection		
12	SmartBus 901 – Investigate right-turn	McDonalds Road	Cable Drive
	bus priority signal		
13	SmartBus 901 – Investigate bus priority	McDonalds Road	Civic Drive
	through the intersection		
14	SmartBus 901 – Investigate right-turn	Davisson Street	Cooper Street
	bus priority signal		
15	SmartBus 901 – Investigate bus right-	Dalton Street	Cooper Street
	turn signal priority		
16	SmartBus 901 – Investigate bus priority	Cooper Street	High Street
	through the intersection		
17	SmartBus 901 – Investigate bus priority	Cooper Street	Edgars Road
	through the intersection		
18	SmartBus 901 – Investigate bus priority	Cooper Street	Sydney Road
	through the intersection		
19	SmartBus 902 – Investigate southbound	Mickleham Road	Melrose Drive
	left-turn slip lane		
20	SmartBus 902 – Investigate bus priority	Mahoneys Road	Edgars Road
	through the intersection		
21	SmartBus 902 – Investigate bus right-	Settlement Road	Plenty Road
	turn signal priority		
22	SmartBus 902 – investigate bus priority	Grimshaw Street	Greensborough
	through the intersection		bypass
23	SmartBus 902 – Investigate bus priority	Main Street	Bridge Street
	through the intersection		
24	SmartBus 903 – Investigate bus priority	Manningham Road	Dora Street
	lane in both directions		

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Option	Potential improvement	Street	Intersection / cross-street
25	SmartBus 903 – Investigate bus priority	Lower Heidelberg Road	Burgundy Street
	signalling		Bell Street
26	SmartBus 903 – Investigate bus right- turn signal priority	Upper Heidelberg Road	Bell Street
27	SmartBus 903 – Investigate bus priority	Bell Street	Waterdale Road
	through the intersection		
28	SmartBus 903 – Investigate bus priority	Bell Street	Oriel Road
	for northbound right turns onto Oriel		
	Road and southbound left turns onto		
	Bell Street		
29	SmartBus 903 – Investigate queue jump	St Georges Road	Cramer Street
	lane in both directions		
30	SmartBus 903 – Investigate bus priority	Bell Street	Gilbert Road
	through the intersection		
31	SmartBus 903 – Investigate bus priority	Bell Street	Sydney Road
	through the intersection		
32	SmartBus 901 and 902 – Investigate	Fitzsimons Lane	Porter Street
	bus priority lane in both directions		
33	SmartBus 901 and 902 – Investigate	Fitzsimons Lane	Main Road
	bus priority lanes and signalling in all		roundabout
	directions		
34	SmartBus 901 and 902 – Investigate	Para Road	Sherbourne
	bus priority lane in all directions		Road
35	SmartBus 901 and 902 – Investigate	Para Road	Main Street
	bus priority signalling		
36	SmartBus 901 and 902 – Investigate	Pascoe Vale Road	Tanderrun Way
	bus priority signalling		
37	SmartBus 901 and 902 – Investigate	Bell Street	Pentridge
	westbound bus priority signalling		Boulevard
38	SmartBus 903 – Investigate bus lane	Banksia Street	The Boulevard
	extension from Lower Heidelberg Road		
	to east of The Boulevard		

# 3.9.1 MCA for intersection improvement options

In order to assess and rank the priority / intersection improvement options, it is necessary to define a Multi-Criteria Analysis (MCA) framework for assessing the suitability of options, and to assess those options against the MCA.

The approach to scoring for the MCA is the same as was shown in Table 32, but without the 'nearby' or 'direct' criteria (as Options 8 - 38 do not involve a modification to the route). In addition, no particular 'risk' is associated with each option.



Table 35: Multi-criteria analysis for Options 8 – 38OptionSimpleReliableFeasible			
Option	Simple	Reliable	reasible
8	3	2	4
9	2	1	2
10	4	4	4
11	1	2	1
12	1	1	3
13	1	2	1
14	1	1	1
15	1	1	4
16	1	3	2
17	4	4	4
18	1	2	3
19	1	2	1
20	4	3	4
21	1	1	1
22	4	4	4
23	3	3	1
24	4	4	4
25	1	1	1
26	4	4	4
27	3	3	3
28	1	1	1
29	2	1	2
30	4	2	4
31	1	1	1
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32	4	4	4	
33	4	4	4	
34	1	1	1	
35	1	3	1	
36	4	2	1	
37	4	4	4	
38	1	1	1	

Based on the analysis above we recommend:

- Options 10, 17 20, 22, 24, 32, 33 and 37 all score well in terms of being simple, feasible and reliable once installed
- These options (at the locations shown in Table 34 above) should be the priorities for further for investigation by DoT
- The NCA should advocate to DoT to include the above locations on red-spot improvements lists related to public transport reliability

In terms of the potential benefits from pursuing these options, we have assumed:

- Typical signal cycle time at intersections of 120 seconds
- 50% of the time, a bus service will use the signal without delay, but for the other 50% of services, a 60 second delay is introduced
- This would give an overall average delay along the route of 30 seconds per service

Using these assumptions, Table 36 below calculates the total potential time savings along the routes. In the context of a timetabled trip across the NCA region taking 2 hours of more, the potential savings represent a very small proportion of the scheduled journey.



Option	Potential improvement	901 benefit	902 benefit	903 benefit
LO	SmartBus 901 –	30 secs (1		
	Investigate right-turn bus	direction)		
	priority signal			
17	SmartBus 901 –	30 secs (both		
	Investigate bus priority	directions)		
	through the intersection			
20	SmartBus 902 –		30 secs (both	
	Investigate bus priority		directions)	
	through the intersection			
22	SmartBus 902 –		30 secs (both	
	investigate bus priority		directions)	
	through the intersection			
24	SmartBus 903 –			30 secs (both
	Investigate bus priority lane			directions)
	in both directions			
32	SmartBus 901 and 902 -	30 secs (both	30 secs (both	
	Investigate bus priority lane	directions)	directions)	
	in both directions			
33	SmartBus 901 and 902 -	30 secs (both	30 secs (both	
	Investigate bus priority	directions)	directions)	
	lanes and signalling in all			
	directions			
37	SmartBus 901 and 902 -	30 secs (1	30 secs (1	
	Investigate westbound bus	direction)	direction)	
	priority signalling			
Average	time saving per direction per	120 seconds	135 seconds	30 seconds
route				

Note: Costs for traffic signal improvements depend greatly on the existing conditions (including age of the computer controller). Rawlinson's Construction Cost Guide quotes a cost of \$105,000 for new traffic signals, and this cost would be unlikely to be exceeded for each of the improvements listed above.

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## 4 Connecting La Trobe University and NEIC

## 4.1 Overview

La Trobe University (LTU) is at the heart of the La Trobe National Employment and Innovation Cluster (NEIC), located 19km north of Melbourne CBD in the City of Darebin.

LTU employs over 5,000 staff and has an enrolment of over 40,000 students. This figure is anticipated to grow significantly because LTU is investing \$5 billion into a future University City, which will result in an additional 12,000 residents, 40,000 students and 20,000 employees.

Significant growth in LTU and its surrounds will require significant public transport investment, particularly as LTU is not within the walking catchment of a train station and bus services do not generally run on turn-up-and-go frequencies. A significant number of students currently drive to access LTU, contributing to congestion on key arterials in the northern metropolitan region, such as Banksia Street.

Without a commensurate investment in public transport, congestion will only worsen as LTU's growth outstrips the transport network's capacity.

This chapter includes a bus service review, patronage analysis, trip origin-destination review, and a discussion of potential improvement options for LTU.

#### Improvement recommendations

Based on our analysis we recommend the following key improvements be investigated:

- Increase service frequency on Route 301 (direct shuttle to LTU from Reservoir Station) and run services throughout the year, rather than only during University semester
- Extend Route 301 to Heidelberg Station to improve access from the Hurstbridge line
- Reroute Route 382 to LTU via Science Drive, improving connectivity to northern suburbs in Whittlesea, such as Mill Park, South Morang and Mernda
- Connect Routes 513G and 343, and reroute them through LTU. This will improve connectivity to northeastern suburbs such as Diamond Creek and Hurstbridge
- Establish a new service between LTU and Viewbank/Yallambie, increasing LTU's potential employee and enrolment catchment
- Re-align Route 609 and extend it across the Yarra river to LTU, improving connectivity to eastern suburbs such as Kew and Hawthorn
- Investigate right-turn bus priority at the Waterdale Road/Kingsbury Drive intersection to improve service reliability

Figure 61 shows the recommended connectivity improvements for LTU.





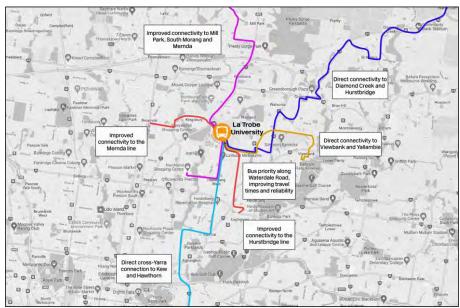


Figure 61: Summary of improvements recommended for LTU

## 4.2 Review of current bus services

# 4.2.1 Frequency

Unlike other universities in Melbourne, La Trobe University is not near a single train line. The campus lies between two train lines, 6km away from Reservoir Station on the Mernda line and 5km from Heidelberg Station on the Hurstbridge line. Staff, students and visitors all rely on cross-regional links for public transport access to La Trobe NEIC. The Route 301 Express connection is focussed on improving access to Melbourne CBD via Reservoir Station. It results in a more consistent and reliable travel time of around 45 minutes, as a best case scenario. Variability in the travel time relates solely to the frequency of service on Route 301 and the Mernda Train line.

Comparing service frequencies with other tertiary institutions within NEICs, it can be seen that frequency on Route 301 is already sub-standard compared to LTU's 'competitors', which have very high peak frequencies (low headway between services). This is shown in Table 37 below.

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Table 37: Comparison of frequencies of key services to Melbourne universities

Deutee	From	То	Average
Routes	(Station)	(University)	Headway
1, 3, 5, 6, 16, 64, 67, 72	Melbourne Central	Melbourne Uni	< 1 min
401	North Melbourne	Melbourne Uni	3 min
601	Huntingdale <sup>1</sup>	Monash Uni	4 min
200, 202 & 207	Victoria Park <sup>2</sup>	Melbourne Uni	5 min
901	Dandenong	Chisholm TAFE	7.5 min
301	Reservoir	La Trobe University	10 min

Notes: 1. Peak service headway for Route 601 reduces to only 2 minutes – in the time it takes to fill a bus, it leaves and there is already another bus picking up left over passengers

2. The service to Melbourne Uni from Victoria Park was supplemented on 20 September 2021 with an additional six services per hour every weekday.

Whilst Route 301 is the flagship bus connection to train services, Routes 250, 350, 550, 548, 551, 301, 382, 561 and 566 serve the precinct with a range of frequencies and directness. Figure 62 shows that frequencies are generally 10-20 minutes or worse.



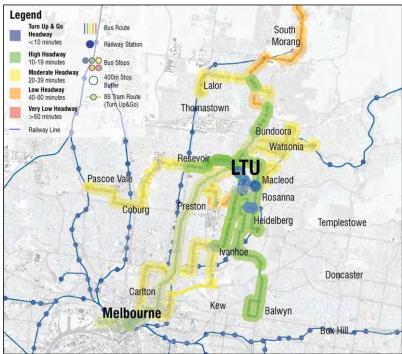


Figure 62: Routes frequencies for services to La Trobe University

Source: PTV with M&PC analysis

A similar analysis of bus services connecting Heidelberg and Doncaster found that frequencies had not increased since 1984 – in fact service levels had gone down over the last 30 years despite significant population growth. The disparity between service frequencies between LTU and Monash University (as alluded to in Table 37 above) is further expanded on in Figure 62 below.

Despite LTU being 5km (25%) closer to the Melbourne CBD than Monash University, the network and service level imbalance results is Monash University having (in effect) a much larger public transport catchment. This makes Monash University more attractive to potential graduates and puts LTU at a competitive disadvantage.

# 4.2.2 Reliability

Route reliability for the key services to LTU / NEIC are shown in Table 38.

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Table 38: Reliability data for key routes serving LTU / NEIC

Route	% of services on time
250	90.3%
301	Data not available
350	85.4%
382	82.8%
548	95.0%
550	99.2%
551	98.9%
561	97.8%
566	93.5%
All Metropolitan routes (for	93.0%
reference)	

Source: PTV NetBI Metropolitan Bus Performance (Nov 2020 to Nov 2021)

Section 3.3 (Smartbus exiting service and patronage review) discussed how, generally, reliability is a function of the congestion experienced in the areas that routes operate in, and the level of bus priority along the route. The lower levels of reliability for Routes 350 and Route 382 are believed to reflect the operating conditions of each route. Route 350 reliability would be improved once the Hoddle Street bus lanes are made full time. For Route 382, reliability would be improved through our recommendation to realign via Science Drive (see section 4.5).

# 4.2.3 Patronage

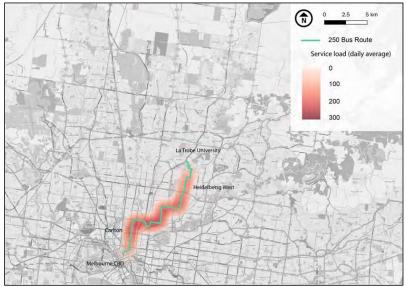
Patronage analysis was conducted for routes servicing La Trobe University, using data for average service loads and average boardings per hour provided by DoT.

# Route 250 Patronage Review

Route 250 runs from Melbourne CBD (Queen Street) to La Trobe University and had a total annual patronage of 574,000 in 2018-19 (across the entire route). The highest loads are in the middle of the route, from Carlton (outside the study area) to Northcote. Loads are lightest along the section from Heidelberg West to La Trobe University, as well as at the terminus in Melbourne CBD. Figure 63 shows the average loading per weekday service in 2018-19.



Figure 63: Route 250 average loading per service 2018-19 (Weekday)



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Source: DoT with M&PC analysis

Figure 64 shows the daily average patronage for Route 250 by time of day. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 16:00-18:00 (PM peak). Patronage is slightly higher on Saturday than on Sunday. Patronage is fairly level across Saturday from 10:00-19:00, with slight peaks from 12:00-13:00 and 17:00-18:00. Patronage is also fairly level on Sundays from 11:00-18:00.

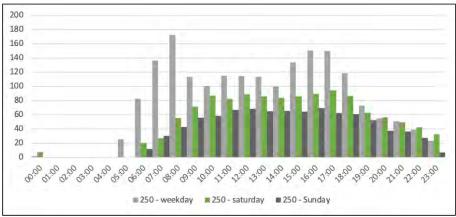


Figure 64: Route 250 daily average patronage 2018-2019

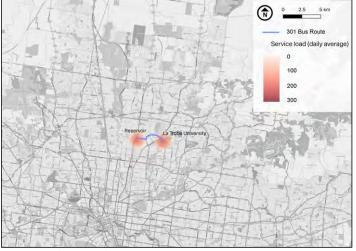
Source: DoT with M&PC analysis



# Route 301 Patronage Review

Route 301 is an express shuttle service which connects Reservoir Station directly to La Trobe University. The service only runs on weekdays during the university semester. The route had an annual patronage of 282,000 in 2018-19. Figure 65 shows that Route 301 had even loads between Reservoir Station and La Trobe University which is unsurprising, given that it is a direct service between the two stops.

Figure 65: Route 301 average loading per service 2018-19 (Weekday)



Source: DoT with M&PC analysis

Figure 66 shows the daily average patronage for Route 301 by time of day. On an average weekday, patronage is highest from 08:00-10:00 (AM Peak), with patronage markedly lower the rest of the day (as would be expected, if a peak of patronage was generated by students attending lectures, with departure times back to Reservoir being more spread across the traffic day). Patronage at the tails of the day are zero, given the timetable does not run early or late.



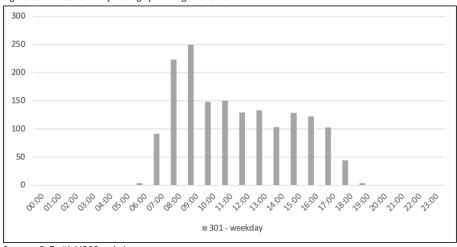


Figure 66: Route 301 daily average patronage 2018-2019

Source: DoT with M&PC analysis

Note: Route 301 does not operate on Saturday or Sunday

### Route 350 Patronage Review

Route 350 runs from Melbourne CBD to La Trobe University via the Eastern Freeway, and only operates on weekdays. Annual patronage was 200,000 in 2018-19 across the entire route. Figure 67 shows that Route 350 had the highest service loads in Bellfield and Ivanhoe, with the rest of the route also relatively well-performing. As previously noted, loadings shown are departure loads at the stop level and hence the express section of the service along the Eastern Freeway, which has no stops, shows as having zero loading.

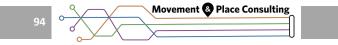
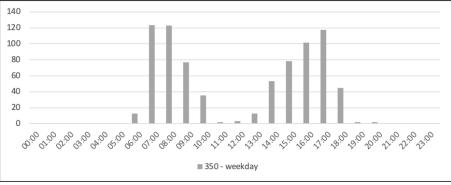


Figure 57: Route 350 average loading per service 2018-19 (Weekday)

Source: DoT with M&PC analysis

Figure 68 shows the daily average patronage for Route 350 by time of day. Route 350 runs a limited service in the interpeak, with no services leaving La Trobe University from 10:09 to 13:54. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 17:00-18:00 (PM peak), with patronage markedly lower the rest of the day.





Source: DoT with M&PC analysis

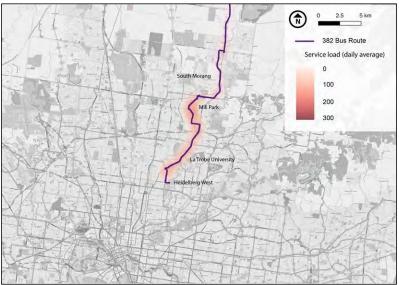
Note: Route 350 does not operate on Saturday or Sunday



# Route 382 Patronage Review

Route 382 runs from Northland Shopping Centre to Whittlesea, servicing La Trobe University with a bus stop on Plenty Road (near the Tram Stop) that requires a 12-minute walk to reach The Agora. The annual patronage was 388,000 from 2018-19 across the entire route. Figure 69 shows that average loads are highest in Mill Park, but there is a fairly small deviation in average loads between Heidelberg West and Mill Park. Average loads are extremely low past from South Morang onwards to Mernda.

Figure 69: Route 382 average loading per service 2018-19 (Weekday)



Source: DoT with M&PC analysis

Figure 70 shows the daily average patronage for Route 382 by time of day. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 15:00-17:00. Patronage is very similar on Saturdays and Sundays. Patronage is fairly level across Saturday and Sunday from 10:00-18:00.



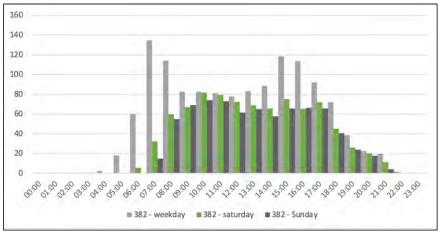


Figure 70: Route 382 daily average patronage 2018-2019

Source: DoT with M&PC analysis

#### Route 548 Patronage Review

Route 548 runs from Kew to La Trobe University on weekdays and Saturdays. It had an annual patronage of 289,000 in 2018-19 across the entire route. Figure 71 shows the average loads were highest from Ivanhoe to Heidelberg Heights, with the lowest loads in Kew (outside the study area).

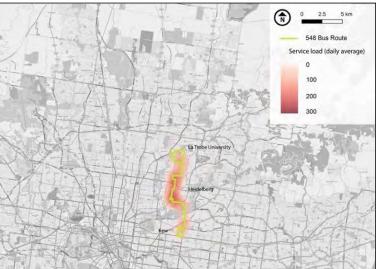
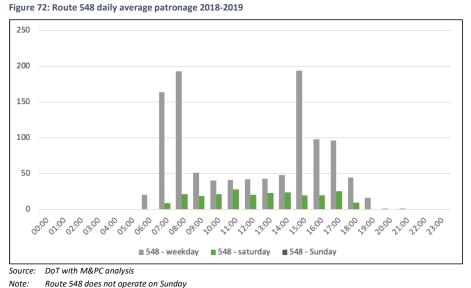


Figure 71: Route 548 average loading per service 2018-19 (Weekday)

Source: DoT with M&PC analysis



Figure 72 shows the daily average patronage for Route 548 by time of day. Route 548 does not operate on Sundays. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 15:00-16:00, with patronage significantly lower the rest of the day. Patronage is low but stable on Saturday, with a slight peak from 11:00 to 12:00.



# Route 550 Patronage Review

Route 550 runs from Northland Shopping Centre to La Trobe University and had an annual patronage of 58,000 in 2018-19 across the entire route, making it the least patronised of all routes servicing La Trobe University. Figure 73 shows that average loads are fairly consistent across the route, with a slight increase in Heidelberg West.



Figure 73: Route 550 average loading per service 2018-19 (Weekday)

Source: DoT with M&PC analysis

Figure 74 shows the daily average patronage for Route 550 by time of day. Route 550 does not operate on Sundays. On an average weekday, patronage is highest from 15:00-16:00, with patronage otherwise fairly level between 10:00-17:00. Patronage is not significantly lower on Saturday than on weekdays. Patronage is also highest between 15:00-16:00 and is otherwise fairly level between 10:00-14:00.



Figure 74: Route 550 daily average patronage 2018-2019

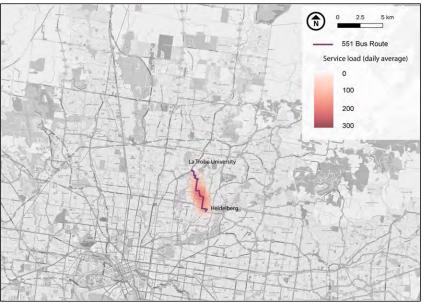


Source: DoT with M&PC analysis

# Route 551 Patronage Review

Route 551 runs from Heidelberg to La Trobe University and had an annual patronage of 127,000 in 2018-19 across the entire route. Figure 73 shows that average loads are highest between Heidelberg and Heidelberg West, with lower loads at La Trobe University.

Figure 75: Route 551 average loading per service 2018-19 (Weekday)

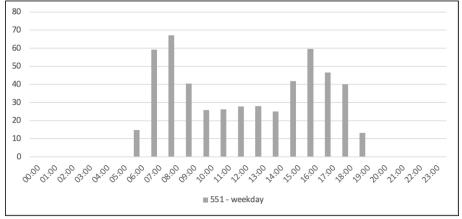


Source: DoT with M&PC analysis

Figure 74 shows the daily average patronage for Route 551 by time of day. Route 551 does not operate on Saturdays and Sundays. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 16:00-17:00 (PM Peak), with patronage significantly lower in the interpeak.







Source: DoT with M&PC analysis

Note: Route 551 does not operate on Saturdays and Sundays

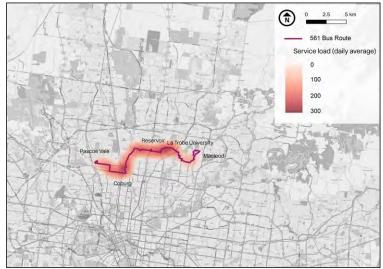
#### Route 561 Patronage Review

Route 561 runs from Pascoe Vale to Macleod via La Trobe University, and the annual patronage was 799,000 in 2018-19 for the entire route. It is worth noting that Route 561 operated only between Reservoir and Macleod until 2011 when it was extended to Coburg. It was only extended to Pascoe Vale in 2016.

Figure 77 shows that average loads are fairly consistent across the route, with a slight peak in Coburg and Bundoora, where La Trobe University is situated. Average loads are lowest in Macleod.



Figure 77: Route 561 average loading per service 2018-19 (Weekday)



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Source: DoT with M&PC analysis

Figure 78 shows the daily average patronage for Route 561 by time of day. On an average weekday, patronage is highest from 08:00-09:00 (AM Peak) and 15:00-18:00 (PM Peak), with fairly level patronage during the interpeak. Patronage on Saturdays and Sundays are similar, with patronage highest from 09:00-18:00. On Saturdays, there is a slight peak in patronage from 15:00-16:00.

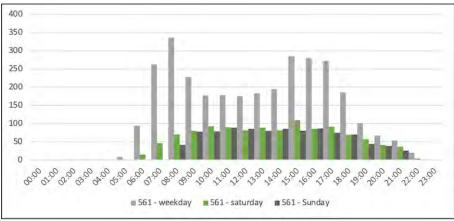


Figure 78: Route 561 daily average patronage 2018-2019

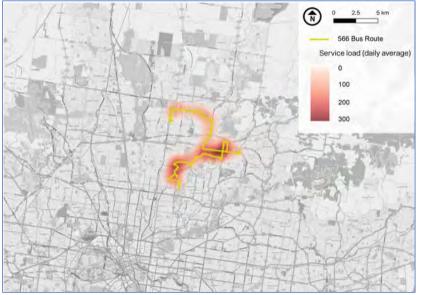
Source: DoT with M&PC analysis



# Route 566 Patronage Review

Route 566 runs from Northland Shopping Centre to Lalor, servicing La Trobe University (although the bus stop is on Plenty Road near the Tram Stop with a 12-minute walk to reach The Agora). The annual patronage was 578,000 in 2018-19 across the entire route. Figure 79 shows that average loads are highest in Watsonia, followed by the section from Kingsbury to Reservoir. Average loads were lightest from Bundoora (past La Trobe University) to Lalor.

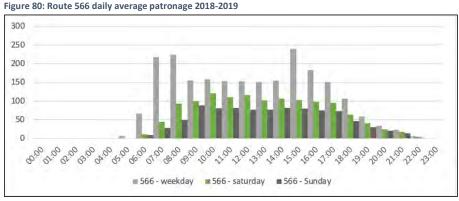




Source: DoT with M&PC analysis

Figure 80 shows the daily average patronage for Route 566 by time of day. On an average weekday, patronage is highest from 07:00-09:00 (AM Peak) and 15:00-16:00, with otherwise fairly level patronage from 09:00-18:00. On Saturday, patronage is highest from 10:00-13:00, and is otherwise fairly level from 09:00-18:00. Patronage on Sunday is highest from 09:00-10:00, with patronage fairly level from 10:00-18:00.





Source: DoT with M&PC analysis

# 4.2.4 Growth and future context

Whilst the analysis above highlights the extent of current issues, LTU has significant growth plans. A new University City (\$5 billion investment) is being fast-tracked and is expected to result in an additional 12,000 residents, 40,000 students and 20,000 employees located on the campus. As well as having a mixed-use Town Centre, the Research and Innovation Precinct would be expanded and a Sports Precinct developed (as home of the Matildas and Rugby Victoria).

Clearly if public transport is not improved to the precinct, transport options, traffic congestion and delays in the wider network will worsen further.

# 4.3 Origin patterns and missing links

Figure 62 in section 4.2 above shows the limited number of direct trips that can be made to LTU by public transport. In particular, there is a lack of connectivity from the north west into the LTU campus. There are no direct connections that can be made by public transport between the area to the north west of the Bundoora campus, and the campus itself. Any trip would rely on one or more connections being made before the campus could be reached. Areas without a direct connection include Campbellfield, Mill Park, Reservoir, Thomastown, Epping, Lalor and South Morang. Poor accessibility due to a lack of direct connectivity between many parts of Whittlesea and LTU will only worsen as Whittlesea continues to grow.

In assessing the origin patterns of trips, we have examined the origin of journey to work trips captured within Census data (see Figure 81 below). However, it is noted that origin of journey is not collected for education trips (which are critically important to LTU). Figure 81 shows that whilst there are a work trips originating from most points, there is a particular focus on the north, north-west and south / south-east.

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Figure 81: Origin of work journeys to La Trobe University / NEIC

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 Surfay
 O
 5
 10 km

 Surfay
 O
 5
 10 km

 Output
 Output

Source: ABS (2016)

In previous studies we have carried out an analysis of student and staff patterns of travel for LTU (see Figure 82). Over 5,000 staff and students live in eastern and south-eastern Melbourne and commute to LTU - let alone other sites within the La Trobe NEIC. Around 3,000 of the students reside within a reasonable public transport catchment; this includes many hundreds of students who live in Montmorency, Rosanna, Viewbank and Yallambie that do not have direct public transport access to LTU (despite its close proximity).

These poor public transport connections lead to a reliance on car as the mode used for accessing LTU (as shown in Figure 83 below). The result of this is that from south of the Yarra River to LTU, there are 2,000-3,000 cars on Banksia St, Heidelberg each day heading to LTU<sup>13</sup>. This is equivalent to 1.5 lanes of free-flowing traffic for an hour.

<sup>13</sup> M&PC analysis for LTU

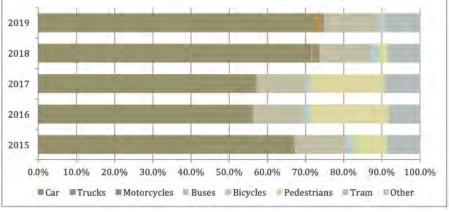


Figure 82: Heat map of LTU students place of residence



Source: LTU data with M&PC analysis

Figure 83: Mode of access to LTU Bundoora campus



Source: LTU analysis

Whilst Box Hill and Doncaster are accessible transport hubs in the east, travel from Box Hill or Doncaster to LTU takes well over 60 minutes by public transport (compared to just over 20 minutes by car). A key reason for such poor travel times on public transport is the need to transfer multiple times – there is a lack of direct services between Box Hill /

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Doncaster and LTU. The need to transfer between infrequent services significantly reduces mode share for public transport trips from these eastern areas to LTU.

Route 903 is the only significant public transport service to connect between the two train lines on either side of the Yarra River – but it does not serve LTU. Route 903 also has frequent stops and lacks priority at some key intersections such as along Banksia Street and Manningham Road. There is a need for a direct connection between LTU and Box Hill Station (as evidenced by the development of the SRL project). It is not feasible to redirect Route 903 (due to high volumes of through passengers in Heidelberg and Preston) and therefore a new connection (such as that offered by SRLB) needs urgent consideration.

There is the potential for a new connection between LTU and Box Hill/Doncaster to run express along the Eastern Freeway Busway, which will be delivered with the North East Link (NEL). A direct, rapid connection between Box Hill, Doncaster and LTU will significantly improve cross-Yarra connectivity and reduce the amount of car trips made into the northern metropolitan region to access education and employment. However, the current design of the busway does not facilitate easy access by buses to or from LTU or towards Box Hill. The complexity involved with accessing the busway means that it provides marginal benefit (if any) for the SRLB concept.

Route 548 connects Mont Park and La Trobe University to Deepdene. It is the only route crossing the Yarra River on Burke Road and terminates just 3km south of the river. As a result, it does not provide direct connectivity to LTU for key regional destinations including Camberwell or the heart of the Kew schools area.

# 4.3.1 Summary of missing links

### Missing links within the North

The key areas which are badly served by public transport for accessing LTU are:

- Campbellfield, Mill Park, Reservoir, Thomastown, Epping, Lalor and South Morang
- Montmorency
- Rosanna
- Viewbank
- Yallambie

#### Cross-regional missing links

- Box Hill
- Doncaster
- Many parts of Melbourne south of Kew, including Hawthorn and Camberwell

# 4.4 Improving connectivity from train stations to LTU

In this section, we assess the best way to improve connectivity from train stations to LTU.

A key starting point is to increase frequency of the existing Route 301 express shuttle. The service level needs to be increased to be on a par with other key links to universities (as discussed in section 4.2) as the first priority.



Secondly, Route 301 needs to operate for a longer span of hours, and needs to operate on all days of the year (not just during the teaching semester). The current timetable disregards highly important work of researchers and private sector companies such as Rio Tinto who also rely on the express bus connections to ensure smooth access for employees.

The connection from Melbourne CBD to LTU previously suffered from having too many options (all of which were average at best). The result was that anybody travelling out from the CBD had to look through seven different potential public transport connections to determine which would be the best at any given time of day. Spreading resources and effort over many train stations will make the network more confusing, frustrating passengers and diminish the potential to achieve a really excellent outcome through one specific corridor.

The current focus on Reservoir as the key train connection point relates to the proximity of the station, frequency of services (now and future), catchment of the corridor (now and future) and links to the broader catchment including the future geographic catchment that relies on La Trobe University as their closest university.

However, the existing connections to other train stations including Fairfield, Heidelberg, Greensborough, Ivanhoe and Macleod will remain and can be improved in alignment with other specific needs such as connections to other regional bus routes and the Austin Health node at Heidelberg.

In particular an express connection to Heidelberg is important for the function of the La Trobe NEIC, and express services beyond to Doncaster and Box Hill are important for providing connections to the employee and student catchments to the east. These express services mimic the SRL (as discussed in SRLB) and by serving La Trobe University will significantly reduce traffic congestion around the Heidelberg and Rosanna.

#### 4.5 Connectivity improvements

There has traditionally been poor coordination of bus network planning on each side of the Yarra River. This has resulted in weak cross-Yarra connectivity, significantly impeding access to education for the thousands of LTU students who live in Melbourne's eastern suburbs, from Kew and Hawthorn to Doncaster and Box Hill.

The lack of public transport connectivity forces many students and staff from Melbourne's east to drive to LTU (due to a 200-300% difference in travel time). This forced driving, significantly increases traffic congestion on key arterial roads in the northern metropolitan region, such as Banksia Street. On some days the lack of direct public transport to LTU from Melbourne's east could be the only thing causing the traffic congestion in Heidelberg, given that thousands of students are trying to use a road network with a total capacity of under 2,000 cars in the peak hour.

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A holistic view of the bus network which includes cross-regional connectivity is crucial to reducing traffic congestion in the northern metropolitan region, and making more road space available to those that need to be driving.

This cross-regional approach is critical to increasing the sustainability of the north's transport network, and growing the ability of LTU to attract the top talented staff and students.

Another important way to reduce local traffic congestion is to better serve local LTU catchments in:

- Bundoora (by realigning Route 566)
- Mill Park (by realigning Route 382)
- Yallambie and Viewbank (by realigning Routes 513 and 517)

Traffic congestion in the Chandler Highway corridor through Fairfield can be reduced by extending bus Route 609 to LTU and providing a longer service span and higher frequency. This link is a key north south connection across the Yarra River, yet it only has five bus services per day in each direction.

To the north there is an opportunity to connect Route 343 onto Route 513 at Greensborough and then redirect the route to LTU. This would significantly improve connections to LTU from the Greensborough, St Helena and Diamond Creek areas.

A small time benefit can also be gained for passengers on Route 561 if the route is realigned to Murray Road and Gaffney Street through Coburg (serving Batman Station rather than Coburg Station). This would reduce the time to connect with Pascoe Vale Station on the Craigieburn line by about 5 minutes of travel time in each direction.

# 4.6 Summary of recommendations

Based on our analysis, we suggest the improvements outlined in



Table 39.

Table 39: Improvement recommendations for La Trobe University / NEIC

Improvement option	Rationale
Higher frequency Route 301 and all year operation (not stopping in mid-semester breaks)	<ul> <li>Improve connectivity (and specifically service span) for the key route into the campus, bringing LTU more in line with competitors (such as Monash)</li> </ul>
Extend Route 301 to Heidelberg Station	<ul> <li>Extending Route 301 to reach a station on the Hurstbridge Railway line can significantly improve access to La Trobe NEIC for people in Melbourne's east and north east, addressing the poor linkages at present. There may be opportunities to reallocate resources from Route 551 to support this extension</li> </ul>
Realign Route 382 via Science Drive, and replace Route 550 link to Northland. Consider operating express between LTU and RMIT Bundoora	<ul> <li>Realigning Route 382 to travel via Science Drive would significantly improve the regional connectivity to LTU from the north as the bus links to a larger catchment than Tram Route 86 and provides a direct connection to campus from beyond Mernda</li> <li>This realignment would allow for the removal of Route 550 with associated cost savings; there would be a small disbenefit for existing customers travelling on to Northland on Route 550 but</li> </ul>
Investigate new route serving LTU from Yallambie, Viewbank and Lower Plenty (or realign	<ul> <li>The catchment east of Macleod Station has no direct public transport connection to LTU and the trip can require three bus trips to cover a short distance that would only take 10-15mins by car</li> </ul>
Route 517) 70m northbound queue jump bus lane (Waterdale Road at Kingsbury Dr)	<ul> <li>As discussed in Section 2 (SRLB) of the report, this would improve bus priority for the SRLB as well as for services in the LTU area in general</li> </ul>
Implement SRLB	<ul> <li>The lack of regional connectivity highlighted in section 2 of this report shows SRLB would be beneficial to LTU, particularly in providing express connections to Box Hill Transit Interchange, and across to key northern growth areas via Broadmeadows.</li> <li>It is noted Route 301 between Reservoir and LTU is an express bus service that currently provides the link envisaged in SRLB</li> </ul>
Connect Routes 513G and 343; extend to LTU	A minor change that should reduce costs while improving direct connections from north of Greensborough to LTU
Extend Route 609 to La Trobe NEIC and increase service frequency and span	<ul> <li>The link across the Yarra River on Chandler Highway is one of the poorest public transport connections in Melbourne with just five services per day. Extending Route 609 to LTU will give it a logical northern destination that attracts passengers. Increasing service levels to match the baseline standard 7 days per week is essential to meeting transport needs in the corridor</li> </ul>



# 4.7 Costs and Benefits

Estimated costs and benefits for the improvement recommendations are shown in Table 40 below. Note that these are high-level estimates based on a series of underlying assumptions about current and future travel behaviour. It is anticipated that DoT would complete its own analysis of options prior to finalizing any changes.

Table 40: Improvement recommendations for La	Trobe University / NEIC
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Improvement Costs		Benefits		
option				
Improve Route 301 with higher frequency and operating all days of the year (not stopping during mid- semester breaks)	<ul> <li>Estimated that doubling of additional service during current operating hours would involve additional cost of \$1.0m - \$1.2m</li> <li>Extending the service to operate all weekdays of the year would involve additional cost of \$0.3m p/a to operate on weekdays every week of the year at existing frequency and service span (7am-7pm)</li> <li>Extending the service span from 7pm-1am at existing frequency (every 10 minutes) and days of service (only in semester) is estimated to cost an additional \$0.6m p/a</li> </ul>	<ul> <li>Increasing the service level will increase the attraction of the route, making access to LTU easier and in the longer term, increasing enrolments</li> <li>2,100 increase in PT trips per day</li> <li>4,300 Vehicle-km of travel saved per day</li> <li>\$65,000 Congestion benefits p/a</li> <li>\$675,000 Safety benefits p/a</li> </ul>		
Extend Route 301 to Heidelberg Station	<ul> <li>Estimated cost would be \$2.0m - \$2.2m p/a</li> <li>Capital cost is likely to be less than \$0.1M for signage, bus wrap &amp; marketing</li> </ul>	<ul> <li>Increasing the service level will increase the attraction of the route, making access to LTU easier and in the longer term, increasing enrolments</li> <li>400 increase in PT trips per day</li> <li>3,700 Vehicle-km of travel saved per day</li> <li>\$55,000 Congestion benefits p/a</li> <li>\$580,000 Safety benefits p/a</li> </ul>		
Realign Route 382 via Science Drive, and replace Route 550 link to Northland	Overall, this is expected to be cost neutral	<ul> <li>Slight reductions in end to end journey times for customers by bringing the route closer to campus</li> <li>10 increase in PT trips per day</li> <li>100 Vehicle-km of travel saved per day</li> <li>\$1,000 Congestion benefits p/a</li> <li>\$10,000 Safety benefits p/a</li> </ul>		

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Improvement option	Costs	Benefits		
Investigate a new route serving LTU from Yallambie, Viewbank and Lower Plenty (or realignment of Route 517)	<ul> <li>At this stage we recommend investigating a new route; as such, there is no detailed option to assess the costs of</li> </ul>	<ul> <li>At this stage we recommend investigating a new route; as such, there is no detailed option to assess the benefits of</li> </ul>		
70m northbound queue jump bus lane (Waterdale Road at Kingsbury Dr)	<ul> <li>As per Section 2 (SRLB), it is estimated that capital costs that are under \$100,000 would be involved</li> </ul>	<ul> <li>Annual bus opex savings conservatively estimated at \$32k</li> <li>10 increase in PT trips per day</li> <li>60 Vehicle-km of travel saved per day</li> <li>\$1,00 Congestion benefits p/a</li> <li>\$10,000 Safety benefits p/a</li> </ul>		
Implement SRLB	See Section 2 (SRLB) of the report	• See Section 2 (SRLB) of the report		
Connect Route 513G with Route 343 and extend to La Trobe University	<ul> <li>Estimated to deliver a cost saving of \$0.1m - \$0.3m p/a based on rationalisation of services</li> </ul>	This is conservatively assumed to deliver operational benefits only, rather than any direct customer benefits		
Extend Route 609 to La Trobe NEIC and increase service frequency and span	<ul> <li>Bus costs estimated at \$0.4m - \$0.6m p/a</li> <li>KM costs estimated at \$0.9m - \$1.1m p/a</li> <li>Bus hourly costs estimated at \$1.2m - \$1.4m p/a</li> </ul>	<ul> <li>Improved north-south connectivity, reducing travel times and increasing the attraction of LTU to students</li> <li>800 increase in PT trips per day</li> <li>4,600 Vehicle-km of travel saved per day</li> <li>\$70,000 Congestion benefits p/a</li> <li>\$725,000 Safety benefits p/a</li> </ul>		

#### 5 Connecting Melbourne Airport

#### 5.1 Overview

Melbourne Airport is located in the city of Hume, approximately 22km north-west of Melbourne CBD. It is a key employment hub, with over 20,000 jobs at present, and a forecast to double that by 2038. These employees are distributed across a sprawling estate of approximately 450Ha. The airport business park houses a range of businesses with shift workers who start and end shifts outside the typical '9 to 5' workday.

Some businesses in the area are key parts of the airport operation and others have no relationship to airport operations. The airport operates without curfew, 24 hours per day, 7 days a week. It is therefore important that a foundational public transport service is provided for Melbourne Airport employees and customers.

Pre-COVID, Melbourne Airport hosted 110,000 passengers per day, and post COVID recovery, this number is expected to grow by 100% in the next 20 years.

Melbourne Airport is wedged between the Sunbury and Craigieburn rail corridors, and connectivity to surrounding areas is limited to that provided by four bus routes. The airport will have a dedicated rail connection once Melbourne Airport Rail is completed in 2029.

In addition to the four PTV bus routes, an express shuttle (SkyBus) is provided between Melbourne Airport and Melbourne CBD. This express shuttle carried almost 4 million passengers in 2019. In addition there are several other SkyBus services to places including Frankston, Ringwood and Avalon.

The SkyBus runs every 15 minutes from 4.30am to midnight. SkyBus fares are over four times more expensive than regular public transport fares, and its premium branding is targeted more towards air travellers than employees.

This chapter includes a service level review, patronage analysis, review of trip origins and purposes, and discussion of potential connectivity improvement options.

#### Improvement recommendations

Based on our analysis we recommend the following key improvements be investigated:



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- A direct connection between Craigieburn and Melbourne Airport via Roxburgh Park, connecting key employee catchments to Melbourne Airport
- A new service between Craigieburn and Melbourne Airport via Aitken Boulevard, providing an additional bus service to a rapidly growing key employee catchment
- Extend Route 482 from Tullamarine Business Park to Sunbury to improve connectivity to Sunbury, which has the largest number of Airport employees
- Merge Route 479 with other local routes in Sunbury and expand the frequency and span of services to improve connectivity between Sunbury's residential areas and Melbourne Airport
- A direct connection between La Trobe NEIC and Melbourne Airport via Coburg, improving connectivity between La Trobe NEIC, the inner northern activity centres (Coburg, Brunswick, Preston) and Melbourne Airport
- A direct shuttle from Melbourne Airport to Broadmeadows Station/the implementation of SRLB, improving Melbourne Airport's rail connection
- Extend Route 490 (Gowanbrae DRT) to serve Melbourne Airport via the Airport Drive and Sharps Road area, adding key trip attractors to the route and improving connectivity for residents in Gowanbrae

Figure 84 shows the recommended connectivity improvements for Melbourne Airport.

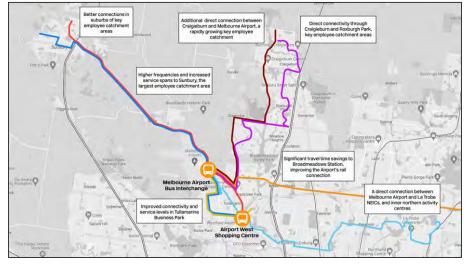


Figure 84: Summary of improvements recommended for Melbourne Airport

# 5.2 Bus service review

Melbourne Airport is serviced by bus Routes 478, 479, 482 and SmartBus Route 901. This section provides an overview of service levels, reliability, and patronage of each route.



# 5.2.1 Service levels

Service levels on bus routes serving Melbourne Airport are typically poor. Even SmartBus Route 901 does not provide services at all hours of airport operation. For example, many airport work shifts commence around 04:00 but the first bus does not arrive until after 05:00. Service frequencies for each route are shown in Table 41 below.

Table 41: Weekday public transport service frequencies to Melbourne Airport

<b>C</b>		Service	e headway (min	utes)	
Service	Early	AM Peak	Interpeak	PM peak	Late
Bus (eastbound)	10.00				
SmartBus 901 Route 478	18-30 60	14-15 60	13-16 60	15-17 60	12-28 NIL
Route 479	NIL	60	60	60	60
Route 482	60	60	NIL	60	NIL

Source: PTV Timetables (Reference day: 2 December 2021)

Of the four bus routes servicing Melbourne Airport, only SmartBus Route 901 provides significant cross-suburban connectivity, connecting Melbourne Airport to the other northern municipalities of Whittlesea, Banyule and Nillumbik. Routes 478 & 482 provide a local connection to Airport West and Tullamarine. Route 479 connects Melbourne Airport to Sunbury Station, without any direct connection to the residential suburbs beyond the Station interchange.

Apart from SmartBus Route 901, service frequencies in the morning peak are relatively low. Routes 478, 479 & 482 have headways of approximately 60 minutes throughout relatively narrow service spans as shown in Table 42 below. Route 479 only runs two services per day on Saturdays and Sundays, and Route 482 has no weekend services at all. As such, it is clear that the service spans of the buses servicing Melbourne Airport are generally misaligned with the travel needs of people seeking to access the Airport including travellers and 24-hour shift work patterns across the airport precinct.

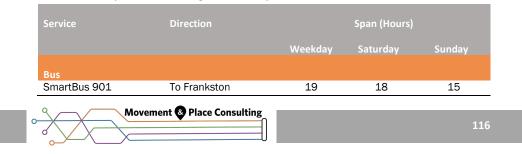


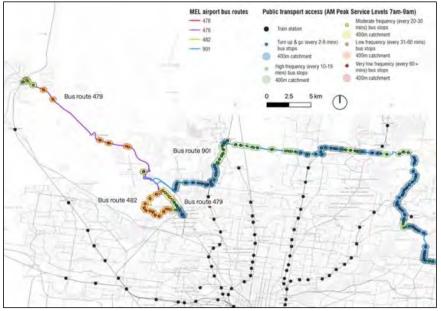
Table 42: Service spans of buses serving Melbourne Airport

Route 478	To Airport West	13	8	8
Route 479	To Airport West	13	2 services	2 services
	To Sunbury	13	2 services	2 services
Route 482	To Airport West	12	0	0

Source: PTV timetables (Reference days: 2, 4, 5 December 2021)

The service coverage of public transport routes directly serving Melbourne Airport and the service frequencies for each route are illustrated in Figure 85 below.





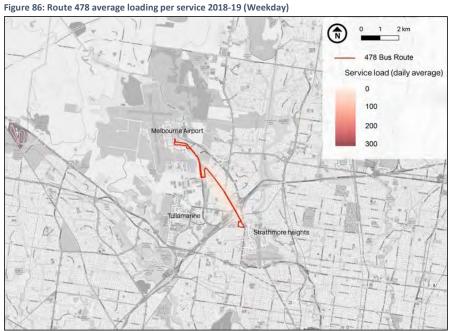
Source: GTFS with M&PC analysis

# 5.2.2 Patronage

# Route 478

Bus Route 478 runs from Airport West shopping centre to Melbourne Airport via Melrose Drive and attracted an annual patronage of 37,000 in 2018-19. Figure 86 shows that average loads are highest at Tullamarine, but overall loads are very low across the route. Weekend services are similarly poorly utilised.





Source: DoT with M&PC analysis

#### Route 479

Route 479 runs from Sunbury Station to Airport West shopping centre via Melbourne Airport and had an annual patronage of 76,000 in 2018-19. Figure 87 shows that average loads are highest at Tullamarine and Sunbury on weekdays, but service loads are very low across the entire route. The situation is very similar on weekends.



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Figure 87: Route 479 average loading per service 2018-19 (Weekday)



Source: DoT with M&PC analysis

# Route 482

Route 482 runs from Airport West shopping centre to Melbourne Airport via Tullamarine and had an annual patronage of 34,000 in 2018-19. Figure 88 shows that patronage and service loads are very low on this route. There are no weekend services.

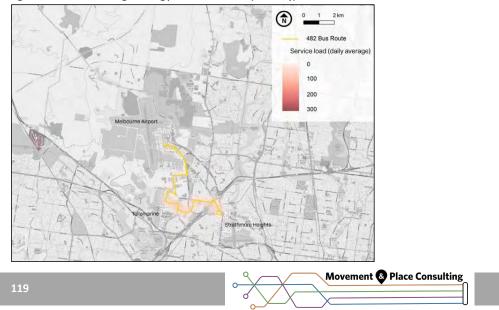


Figure 88: Route 482 average loading per service 2018-19 (Weekday)

Source: DoT with M&PC analysis

#### 5.2.3 <u>Reliability</u>

As Table 31 shows, Route 478 and SmartBus Route 901 are the least reliable of the routes, with 3-4% fewer services on time than the network average. This is likely to reflect timetable construction and a lack of bus priority at intersections rather than highlight any inherent weakness of each route.

Route	% of services on time
478	89.6%
479	93.9%
482	96.0%
901	89.6%
Metro network average	93.3%

Source: PTV NetBI Metropolitan Bus Performance (Nov 2020 to Nov 2021)

Generally, reliability is a function of the congestion experienced in the areas that routes operate in, and the level of bus priority along the route. Whilst SmartBus Route 901 has some bus priority provision, it is a very long route operating on roads impacted by congestion, particularly during peak periods. In contrast, Sunbury Road – which Route 479 operates on – is not as impacted by congestion. Route 482 is a short local route, and is unlikely to have its run-time impacted by delays.

As previously discussed, timetables can often have significant "fat" built in. In this case Routes 478 & 479 have the same travel time between Airport West and Melbourne Airport but the travel time between intermediate stops (along the same alignment) are inconsistent. It is likely that the punctuality data above reports on the whole route, and includes additional fat in the travel time on the longer segment between Sunbury and Melbourne Airport. This would provide additional opportunity to make up any delays on the remainder of the route.

#### 5.2.4 SkyBus

Melbourne Airport is also serviced by the premium-tier SkyBus, which is targeted towards airline passengers travelling to/from the airport. An adult fare is \$19.75<sup>14</sup> one-way to Melbourne CBD. In comparison, a one-way public transport trip costs \$4.60 for an adult. The service operates directly to Southern Cross Station and is not well suited to airport employees seeking an affordable option for their everyday commute.

<sup>14</sup> As at 1<sup>st</sup> March 2022 <u>www.skybus.com.au/fares</u> and <u>www.ptv.vic.gov.au/tickets/fares/metropolitan-fares</u>



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As SkyBus has a limited stopping pattern and provides a direct service along its route. As such it tends to the be the fastest public transport option between Southern Cross Station and Melbourne Airport.

The SkyBus Eastern Express (launched in 2019 but not currently in operation) runs express between Melbourne Airport and Watsonia then Doncaster, Box Hill, Blackburn, Ringwood and Croydon. This service is of limited relevance to the NCA region, given that it only stops in Watsonia in the north. Fares on this service are also higher than normal myki fares and the service is targeted to airline travellers rather than airport employees. There could be some benefit in investigating how this service could target airport employees in the corridor, but this is of course reliant on the service coming back into service again.

#### 5.3 Trips to Melbourne Airport

# 5.3.1 Trip purpose

Overall, travel to Melbourne Airport is primarily for work and air travel. Figure 89 show that work trips comprise 33% of all trips to Melbourne Airport, with the remaining 67% categorised in VISTA as 'other' trips. This 'other' category is assumed to capture Victorian-based travellers going to the airport to catch a flight, whether from home or another location. Trips made by non-Victorians, who constitute 70% of all air travellers through Melbourne Airport, would not be captured by VISTA.

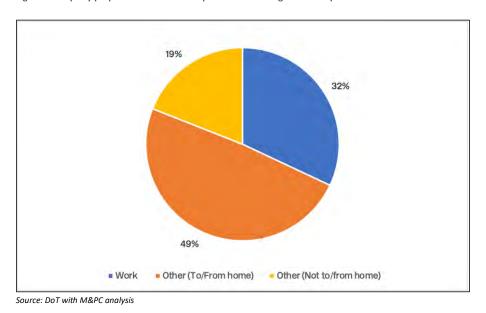


Figure 89: Trips by purpose to Melbourne Airport 2021 including internal trips



Importantly, the work trips occur from the same residential origin typically 4-5 days per week, whereas the airline travellers typically do not come to Melbourne Airport more than once per week. This means that the work trips are much easier to cater for using public transport, because they are relatively similar across the year. Employees are also more price sensitive than travellers and are more likely to evaluate the cost of parking compared to the other transport alternatives they have access to. Airport employees are offered discounted parking<sup>15</sup>. However, this likely incurs a cost to employers in the form of Fringe Benefit Tax.

# 5.3.2 Work trip origins

Figure 90 shows the spatial distribution of journey-to-work origins for Melbourne Airport, as recorded by the 2016 Census. Most work journeys originate from the north and west, with a particularly high number of trips originating in neighbouring suburbs in the City of Hume. Sunbury, Greenvale, Roxburgh Park, Broadmeadows and Craigieburn are key origins for work trips to Melbourne Airport. Significant future growth is expected for Sunbury, Craigieburn and Mickleham (as per Appendix A); given the current concentration of airport employees within these areas, it is expected that there will be growth in airport employees. The employment catchment of Melbourne Airport extends beyond the metropolitan region, with workers travelling from regional locations such as Gisborne and Wallan.

Figure 91 shows the work journeys to Melbourne Airport by access mode. Car travel is particularly dominant, with 81% of employees driving to work. Public transport mode share is also much lower than the Melbourne average of 17%, with only 5% of employees commuting to Melbourne Airport via public transport. In the context of poor bus connectivity and low service levels that do not align with typical work-shift patterns at Melbourne Airport, it is unsurprising that most employees drive to work.

<sup>&</sup>lt;sup>15</sup>www.melbourneairport.com.au/getmedia/77f1541a-09fe-470f-8b73-0f763f2bb6f6/CP-03-Staff-Parking-Card-Application2017.pdf.aspx?ext=.pdf



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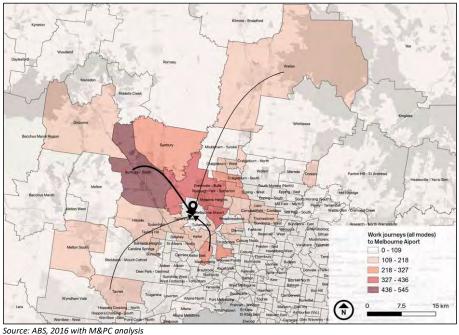
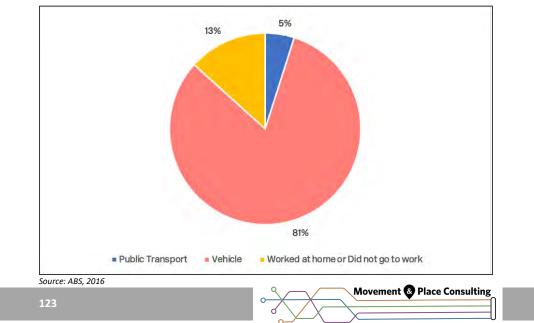


Figure 90: Origin of work journeys to Melbourne Airport

Source: ABS, 2016 with M&PC analysis

Figure 91: Work journeys to Melbourne Airport by access mode



It is also noted (see Section 3 on the review of SmartBus Routes 901, 902 and 903) that airport workers are not best suited by the current serving of the airport by SmartBus Route 901 (as opposed to SmartBus Route 902). In section 3, we noted that swapping the western ends of 901 and 902 (such that SmartBus Route 902 served Melbourne Airport) would improve connectivity for airport workers.

#### 5.4 Connection to activity centres

Overlaying the bus routes servicing Melbourne Airport with the key activity centres in the northern metropolitan region, Figure 92 shows that Melbourne Airport is only directly connected to the Broadmeadows, Sunbury and Epping activity centres. The proposal to swap the western ends of SmartBus Routes 901 and 902 would in effect direct swap access to Sunbury and Epping, for direct access to Fawkner and Bundoora. As noted above, this swapping would be expected to lead to an overall improvement in connectivity for airport workers.

The connection to Broadmeadows is well-serviced by SmartBus Route 901, and would continue to be even if Routes 901 and 902 had their western termini swapped. This key connection could still be strengthened – if the SRLB proposal (Section 2) was adopted, there would in effect be an express shuttle in operation from Melbourne Airport to Broadmeadows Station. This would also improve access to Melbourne Airport from the whole Craigieburn railway corridor.

The connection between Melbourne Airport and Sunbury is serviced by the low frequency Route 479. Improving the public transport connection between Melbourne Airport and the whole of Sunbury is crucial, considering it is the largest origin of work trips to Melbourne Airport (Figure 90). Route options which better connect Melbourne Airport to Sunbury's residential areas will be important for improving employment access and creating transport choice for workers to be able to use public transport for their commutes (see section 5.5).

There is a need to improve connectivity between Melbourne Airport and activity centres to the north, such as Craigieburn and Lockerbie (a future Metropolitan Activity Centre). There are currently no direct services between Melbourne Airport and either location despite a relatively large and growing number of Airport employees living in these areas. The current network requires commuters to make multiple transfers between infrequent services to reach Melbourne Airport and creates a 70+ minute journey for people who could otherwise travel for 20 minutes in a car. This significant travel time created by the existing public transport network, reduces options, minimises use of the public transport network for Airport access and increases traffic congestion and parking fees for those accessing the airport. Potential solutions are offered in section 5.5 below.



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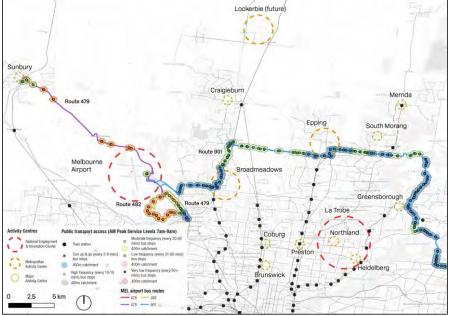


Figure 92: Bus connectivity from Melbourne Airport to key activity centres

Source: DELWP, DoT, GTFS with M&PC Analysis

There is also a need to improve bus connectivity between Melbourne Airport and the activity centres to its south, such as Preston and Coburg. There are currently no direct services which connect Melbourne Airport to either activity centre, and this is exacerbated by the limited opportunities to cross Moonee Ponds Creek. As Figure 93 shows, bus services tend to stay on either side of the Moonee Ponds Creek corridor. The only exception is SmartBus Route 903, which crosses the creek using the Tullamarine Freeway (M2), leaving the northern metropolitan region and connecting into the City of Maribyrnong.



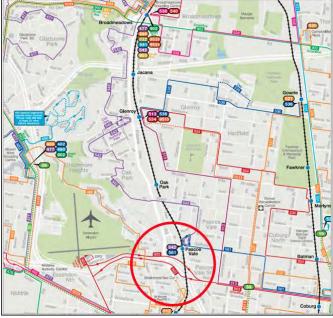


Figure 93: Bus services along Moonee Ponds Creek

Source: PTV with M&PC annotation

#### 5.5 Missing links to Melbourne Airport

The options below are recommended for improving connectivity to Melbourne Airport:

- A direct connection between Craigieburn and Melbourne Airport via Roxburgh Park
- A direct connection between Craigieburn and Melbourne Airport via Aitken Boulevard
- Merge Route 479 with other local routes in Sunbury and expand the frequency and span of services
- Extend Route 482 from Tullamarine Business Park to Sunbury
- A direct connection between La Trobe NEIC and Melbourne Airport via Coburg
- A direct shuttle from Melbourne Airport to Broadmeadows Station
- Extend Route 490 (Gowanbrae DRT) to serve Melbourne Airport via the Airport Drive and Sharps Road area
- Run SmartBus 902 to Melbourne Airport and SmartBus 901 to Airport West shopping centre

The following sections elaborate on the rationale for these improvement suggestions.

### 5.5.1 A direct connection between Craigieburn and Melbourne Airport via Roxburgh Park

Craigieburn and the growth area to its north, do not currently have a direct connection to Melbourne Airport, despite being important origins for work trips to Melbourne Airport (see Figure 90). Routes 533 and 544 are both short routes which connect local areas to



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Craigieburn and Roxburgh Park Station. Route 484 currently connects Greenvale and Atwood to Roxburgh Park and Broadmeadows Station. There is an opportunity to combine Routes 533, 544 and 484 into one route, aligned along Mickleham Road to service Melbourne Airport via Airport Drive as shown in Figure 94 below.

There would be no coverage loss from rerouting Route 484 from Broadmeadows Road to Mickleham Road, because existing SmartBus Routes 901 & 902 are currently aligned to Broadmeadows Road. For passengers wanting to access the train line or Broadmeadows Station, they could either travel to Roxburgh Park Station at the northern end of Route 484, use an alternative route (including Routes 477, 543 & 901) or transfer to the SmartBus on Broadmeadows Road.

This option would greatly improve access to Melbourne Airport from Craigieburn, removing the need to make two transfers across three public transport services.



Figure 94: Direct bus connection between Craigieburn and Melbourne Airport

Source: PTV with M&PC annotation



# 5.5.2 <u>A direct connection between Donnybrook, Craigieburn and Melbourne Airport via</u> <u>Aitken Boulevard</u>

An additional connection from Donnybrook to Melbourne Airport via Aitken Boulevard would complement the suggested route from Craigieburn to Melbourne Airport via Roxburgh Park. Aitken Boulevard has been planned as a transit corridor for high frequency bus services to link a wide region to the Growth Area.

Craigieburn, Mickleham and Donnybrook are growing rapidly and will require multiple bus connections to Melbourne Airport, as the number of Airport employees living in in the areas is expected to grow significantly. An additional connection from Craigieburn to Melbourne Airport via Aitken Boulevard, a future bus corridor, would complement the suggested route from Craigieburn to Melbourne Airport via Roxburgh Park. This route would provide a faster, more direct service from Craigieburn to Melbourne Airport and Greenvale.

The route is approximately 32km long, and overall journey times would be approximately 75 minutes, depending on the number of stops.



Figure 95: Donnybrook to Craigieburn and Melbourne Airport via Aitken Boulevard

Source: Google maps with M&PC annotation



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# 5.5.3 Improving the connection between Sunbury and Melbourne Airport

Despite Sunbury being the single largest origin for work trips to Melbourne Airport, only the low frequency Route 479 provides a public transport travel option between them (and even then, only to/from Sunbury Station). Route 479 currently connects Sunbury Station to Melbourne Airport. Route 479 does not serve residential areas in Sunbury, instead requiring commuters to transfer from low frequency local routes, such as Routes 485 and 486 at Sunbury Station.

Because of the very low frequencies on the routes in Sunbury (40-60 min headways), transfers are difficult to coordinate for commuters. This network design creates 60-70minute travel times for what would otherwise be a 20-minute car trip. This incentivises car travel and makes employment at Melbourne Airport inaccessible to some.

Route 482 provides peak period services to employment areas south of Melbourne Airport. However, it does not reach any of the residential areas that the employees likely come from and therefore patronage is minimised by the transfer penalty incurred when being forced to connect to/from another service to complete the journey to work.

Improving the connectivity between Sunbury and Melbourne Airport requires three key actions:

- 1. Extend Route 482 to Sunbury (providing direct access to the employment area south of the airport)
- 2. Merge Route 479 with other local routes in Sunbury
- 3. Improve the span and frequency of services on Route 479

Extending Route 482 to Sunbury will reduce the transfer penalty for people from this catchment trying to use public transport to get to work at the airport or in the NEIC south of the airport. Similar to Route 479 this route could then be merged with another local route in Sunbury to further increase its residential catchment.



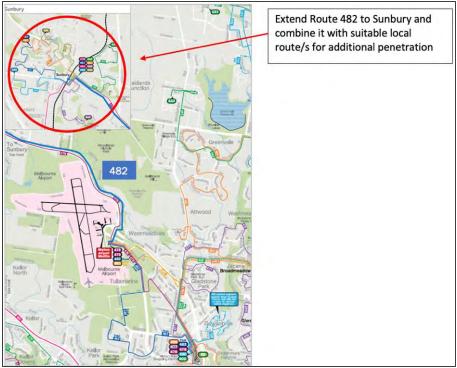


Figure 96: Route 482 extension to Sunbury

Source: PTV with M&PC annotation

The need to extend Route 479 onto other local routes in Sunbury is urgent and able to be achieved relatively simply by combining the routes and retendering them. Merging Route 479 with a local service such as Route 485 or 486 will better connect the residential areas of Sunbury to Melbourne Airport.

The new Route 479 should then have additional service span and frequency. Ideally it would operate every 20-minutes all-day with a limited hourly service overnight to coordinate with shift-worker time patterns.

This would also improve the connection between Melbourne Airport and the V/Line train services to/from Bendigo, Echuca and Swan Hill. As Melbourne Airport is home to 24-hour shift-based work, Route 479 should ideally run a night service. Night services should run at least once an hour.

# 5.5.4 A direct connection between La Trobe NEIC and Melbourne Airport via Coburg

Melbourne Airport has very poor public transport connectivity to activity centres to the south (in the northern metropolitan region), such as Coburg and Preston. The limited **Movement & Place Consulting** 



opportunities to cross Moonee Ponds Creek presents a further barrier to good public transport connectivity. An option to address this is to extend Route 561, which currently runs from Macleod to Pascoe Vale via LTU.

Route 561 currently terminates at Pascoe Vale Station. The route could be extended to cross Moonee Ponds Creek on Stewart Street, before travelling to Melbourne Airport along Mascoma Street and Melrose Drive<sup>16</sup>. The benefit of such an extension would be the ability to create a direct link between Melbourne Airport and the only other NEIC in the northern metropolitan region, (La Trobe). An extension of Route 561 would also crucially connect Melbourne Airport to the inner and middle northern activity centres, such as Coburg, as well as new residential catchments in Strathmore.

It is noted that Mascoma Street has a significant number of road humps, which would need to be considered within bus operational planning. As such, this option will require consultation with Moonee Valley City Council (noting that they are not part of the NCA).



Figure 97: Extending Route 561 to Melbourne Airport

Source: Google maps with M&PC annotation

#### 5.5.5 Swapping the western termini of SmartBus Routes 901 and 902

Section 3.8.1 discusses how swapping the western termini of SmartBus Routes 901 and 902 can improve access to the airport for those who work there. For completeness, that recommendation is also referenced here.

<sup>16</sup> This would improve connectivity between Airport West and Melbourne Airport. It is noted some groups have advocated for this to be achieved by extending Tram 59 e.g., railfutures.org.au/wp-content/uploads/2018/09/MRP2050brochure.pdf

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# 5.6 Shuttle services to train stations

As the previous sections highlighted, many areas within Melbourne Airport's key employment catchment lack adequate public transport connectivity to the airport, requiring the introduction or strengthening of regular services to establish a proper connection between them.

#### 5.6.1 Broadmeadows (Craigieburn Line)

Though Melbourne Airport currently has a good connection to Broadmeadows via SmartBus Route 901 (SmartBus Route 902 if the western termini are swapped, as discussed earlier in this section), a direct shuttle service between Melbourne Airport and Broadmeadows Station would significantly improve connectivity for Melbourne Airport in the interim until the Suburban Rail Loop is built.

If the SRLB is implemented, it would serve a similar function to a direct shuttle between Melbourne Airport and Broadmeadows (see section 2 for further discussion on SRLB). As such, delivery of the SRLB is in our opinion the logical choice for improving connectivity between Melbourne Airport and Broadmeadows.

Figure 98 shows the preferred route for an express shuttle between Melbourne Airport and Broadmeadows (this is the same suggested route for the SRLB segment between Melbourne Airport and Broadmeadows, as per section 2). The express shuttle would save 7-9 minutes journey time compared to travelling on SmartBus Route 901.

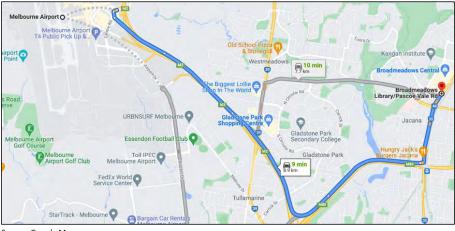


Figure 98: Route option for Melbourne Airport - Broadmeadows

Source: Google Maps

# 5.6.2 Watergardens (Sunbury Line)

Whilst creating a new public transport connection between the Airport and Sydenham (Watergardens Station on the Sunbury line) is theoretically possible, it is noted that:



- Watergardens Station is in the City of Brimbank and is therefore outside the geographic scope of this study
- Achieving this option would be problematic, as it would involve significant duplication in the Calder Highway/Freeway corridor of Route 476 (and to a lesser extent Route 483)
- Based on Figure 6, whilst there are work trips currently being made from the Watergardens area, it is not a priority compared to the other areas highlighted in this report for improvement (for example, Sunbury)

As such, this option has not been analysed in more detail within this report.

### 5.6.3 Connections to future Melbourne Airport Station (on Melbourne Airport Rail Link)

Work is currently underway to determine the exact location and design of the Melbourne Airport Station. There may well be a need for short / local feeder services from the Station to the heart of the business park.

We would recommend that detailed planning on this take place once the design components (and bus access to the Station) are finalised. Given the volume of shift working undertaken at the business park, and depending on the hours of operation of railway services, we would also recommend that consideration be given to employer led solutions. These might include, for example, privately operated pooled shuttle bus services which were specifically designed to align with shift start / end times. Pooled operations across multiple businesses (assuming they were happy to work together) would bring the opportunity for lower costs to operate.

### 5.6.4 Demand Responsive Transit Solutions

Given the current mis-alignment of work trips to the airport and public transport offering, a theoretical solution to improving transport access would be the adoption of a Demand Responsive Transit (DRT) solution. A DRT is defined as 'a transport service which provides a convenient and flexible option that fills a 'gap' between taxi services and scheduled fixed-route transit options'<sup>17</sup>.

On-demand transit options are not a universal solution. In Australasia, 54% of DRTs have failed<sup>18</sup>. This underlines the need to understand factors which enable DRTs to thrive. Some of the key factors are:

- Providing a service to niche market segments. Successful DRTs have often been focussed on elderly people and those with a physical or mental impairment
- DRT services tend to be deployed to provide an efficient transit option in places where
  route services are not as viable (effectively they are a lower cost and less 'reliable' type of
  service than a regular route bus)

<sup>18</sup> Currie, Graham & Fournier (2020): Why most DRT/Micro-Transits fail



<sup>&</sup>lt;sup>17</sup> Engels & Ambrosino (2004): Service typologies and scenarios

- DRTs tend to be more viable in areas of low residential density, beyond the catchment of conventional route based public transport. DRT typically provides a transport option for those who have few other options (because a regular route service would be unviable)
- DRTs are not typically used to address issues related to transport temporal gaps (that is, those areas where public transport services operate but at the 'wrong' times to meet user needs)

For these reasons, we do not believe that DRT services are likely to be a practical solution to improving access to the airport for workers. The type of employer organised solutions discussed above (relating to potential future connections to the Melbourne Airport Station) are more likely to be a successful solution to these needs.

One option worthy of consideration is to extend the existing Gowanbrae DRT (Route 490) to serve Melbourne Airport via the Airport Drive and Sharps Road area. This would significantly improve the destinations on Route 490 (providing direct access to large employment areas) and provide an additional (DRT style) service to employees in these areas (including Melbourne Airport). This concept is roughly illustrated in Figure 99 below.

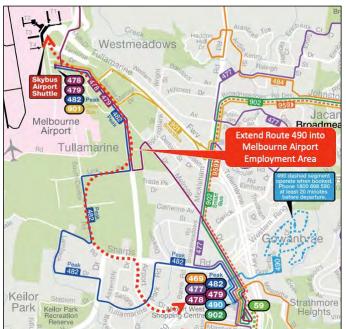


Figure 99: Potential DRT Route option for Melbourne Airport Employment Area

Source: PTV with M&PC Analysis



### 5.7 Summary of recommendations

Based on our analysis, we suggest the improvements outlined in Table 44 below.

Table 44: Improvement recommendations for Melbourne Airport

Im	provement option	Rationale
1.	Direct connection between Craigieburn and Melbourne Airport (combining Routes 533, 544, and 484)	<ul> <li>Greatly improved access to Melbourne Airport from Craigieburn</li> <li>Better connecting key employee catchments to Melbourne Airport</li> </ul>
2.	Create a new service between Donnybrook, Craigieburn and Melbourne Airport via Aitken Boulevard	<ul> <li>Creates a direct connection between Melbourne Airport, Mickleham and Donnybrook, rapidly growing areas in Melbourne's Northern Growth Corridor</li> <li>In addition, a more penetrative service is needed to improve connectivity for Craigieburn residents to Melbourne Airport</li> </ul>
3.	Improving service levels on Route 479 and merging with local services	<ul> <li>Improve the connection between Sunbury and Melbourne Airport by improving frequency of services and merging with other local services</li> </ul>
4.	Extending Route 482 to Sunbury	<ul> <li>Provides direct access to the employment area south of the airport</li> </ul>
5.	Extending Route 561 to Melbourne Airport	<ul> <li>Create a direct connection between La Trobe NEIC, inner and middle northern activity centres and Melbourne Airport</li> </ul>
6.	Direct shuttle bus between Melbourne Airport and Broadmeadows	<ul> <li>The lack of regional connectivity highlighted in our analysis, and the need for a high-quality shuttle to Broadmeadows, shows that SRLB (Section 2 of this report) would be beneficial to Melbourne Airport</li> </ul>
7.	Extend Route 490 to Melbourne Airport via the employment precinct	<ul> <li>Provides direct access to large employment areas and an additional (DRT style) service to employees</li> </ul>
8.	Run SmartBus 902 to Melbourne Airport and SmartBus 901 to Airport West shopping centre	<ul> <li>Improve access to Melbourne Airport for employees</li> </ul>

### 5.8 Costs and Benefits

Estimated costs and benefits for the improvement recommendations are shown in Table 45below. Note that these are high-level estimates based on a series of underlying assumptions about current and future travel behaviour. It is anticipated that DoT would complete its own analysis of options prior to finalizing any changes.



L35

Table 45: Costs and benefits	of Melbourne	Airport improvement recommendations	

Ор	tion	Costs	Benefits
	Combining Route 533, 544, and 484 (Craigieburn)	<ul> <li>Bus costs estimated at \$0.1m p/a</li> <li>KM costs estimated at \$0.1m p/a</li> <li>Bus hourly costs estimated at \$0.1m p/a</li> </ul>	<ul> <li>174 increase in PT trips per day</li> <li>1,000 Vehicle-km of travel saved per day</li> <li>\$15,000 Congestion benefits p/a</li> <li>\$160,000 Safety benefits p/a</li> </ul>
2.	New service between Donnybrook, Craigieburn and Airport via Aitken Blvd	<ul> <li>Bus costs estimated at \$0.7m p/a</li> <li>KM costs estimated at \$1.6m p/a</li> <li>Bus hourly costs estimated at \$1.7m p/a</li> </ul>	<ul> <li>Given this service is intended to accommodate future growth along the corridor, it is too speculative at this stage to attempt to estimate potential connectivity benefits</li> </ul>
3.	Improving service levels on Route 479 and merging with local services	<ul> <li>Bus costs estimated at \$0.2m - \$0.4m p/a</li> <li>KM costs estimated at \$0.6m - \$0.8m p/a</li> <li>Bus hourly costs estimated at \$0.4m - \$0.6m p/a</li> </ul>	<ul> <li>150 increase in PT trips per day</li> <li>850 Vehicle-km of travel saved per day</li> <li>\$12,500 Congestion benefits p/a</li> <li>\$133,100 Safety benefits p/a</li> </ul>
4.	Extending Route 482 to Sunbury	<ul> <li>Bus costs estimated at \$0.5m - \$0.7m p/a</li> <li>KM costs estimated at \$0.6m - \$0.8m p/a</li> <li>Bus hourly costs estimated at \$0.6m - \$0.8m p/a</li> </ul>	<ul> <li>280 increase in PT trips per day</li> <li>1,600 Vehicle-km of travel saved per day</li> <li>\$25,000 Congestion benefits p/a</li> <li>\$255,000 Safety benefits p/a</li> </ul>
5.	Extending Route 561 to Melbourne Airport	<ul> <li>Bus costs estimated at \$0.1m - \$0.3m p/a</li> <li>KM costs estimated at \$0.3m - \$0.5m p/a</li> <li>Bus hourly costs estimated at \$0.4m - \$0.6m p/a</li> </ul>	<ul> <li>660 increase in PT trips per day</li> <li>3,800 Vehicle-km of travel saved per day</li> <li>\$55,000 Congestion benefits p/a</li> <li>\$600,000 Safety benefits p/a</li> </ul>
6.	Direct link for Melbourne Airport and Broadmeadows	Costs are detailed in Section 2 (SRLB)	Benefits are detailed in Section 2     (SRLB)
7.	Extend Route 490 to Melbourne Airport via the employment precinct	<ul> <li>Bus costs estimated at \$0.1m - \$0.2m p/a</li> <li>KM costs estimated at \$0.1m - \$0.3m p/a</li> <li>Bus hourly costs estimated at \$0.1m - \$0.3m p/a</li> </ul>	<ul> <li>It is highly speculative to predict significant benefit as Route 490 has a small residential catchment</li> <li>The concept is illustrative of the need to connect residential areas to Melbourne Airport employment</li> <li>Finding a better connection would require a detailed bus review</li> </ul>
8.	Swap western termini of SmartBuses 902 and 901	Costs are discussed in section 3.8	Benefits are discussed in section     3.8



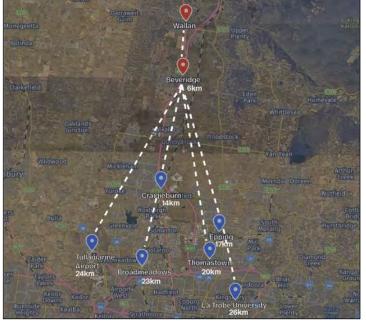
### 6 Mitchell Shire

### 6.1 Overview

Mitchell Shire currently has a population of 51,000 people. The Mitchell growth area (Wallan and Beveridge) sits within metropolitan Melbourne's northern growth corridor and will house the majority of Mitchell Shire's growing population. Whilst the population in the growth area is around 20,000 at present, it is expected to increase rapidly to 2036, with a projected population of 47,000 by 2026 and 89,000 in 2036. By 2051, Beveridge and Wallan alone will house a population of over 200,000, quadruple the entire Mitchell Shire's current population.

Journeys to work will change in quantity, diversity and length as the population grows. Much of the growth in work journey outflows will occur in Wallan and Beveridge, especially since employment in the area will lag behind population growth and there will always be a net deficit of jobs in this area. For example, the Beveridge North West PSP estimates that 50,100 people will live within the development, but there will only 3,100 local jobs available. This is because the major activity centres, hospitals and civic services are all located outside the municipality, at least 15km further south in more established areas such as Broadmeadows and Epping as shown in Figure 100 below.

Figure 100: Distance between Wallan, Beveridge and key activity nodes



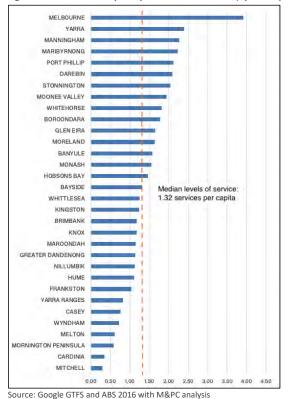
Source: Nearmap with M&PC annotation

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Lockerbie, the nearest planned metropolitan activity centre, is 10km south of Beveridge, and will have 30,000 of its own residents also needing access to jobs. Growth planning in the area accepts this population and jobs imbalance as a reality. The traffic and transport issues of most residents leaving the municipality for their daily needs are significant.

To put this in context, this is akin to people living in the entire area between Nunawading and Lilydale (which is similar in size to the area between Beveridge and Wallan) needing to travel 15-30km to Melbourne CBD/inner Melbourne to access hospitals, civic centres and major employment nodes regularly. Not only are employment, education, retail and civic services a long way away from the Mitchell Shire Growth Area, there are very limited transport choices for the population that is rapidly increasing. Current services are limited to a handful of bus routes that only link to the nearest V/Line Station.

Beveridge and Wallan must have metropolitan levels of public transport service provision commensurate with population growth in the area. However, Figure 101 shows that the current level of bus service provision in Mitchell is the lowest in metropolitan Melbourne.







Furthermore, the current service levels fall well short of what is required to ensure sustainable transport is an option for current and future residents.

RMIT researchers have found that the economic, social and environmental costs of not delivering public transport early in growth areas is far greater than the economic cost of not delivering public transport early in the area's development<sup>19</sup>.

This chapter includes a service level review, review of trip origins and destinations, and discussion of potential connectivity improvement options.

# Improvement recommendations

Based on our analysis we recommend the following key improvements be investigated for the northern growth corridor:

- Direct service from Wallan and Beveridge to Melbourne Airport via Craigieburn, Roxburgh Park
- Direct service from Wallan and Beveridge to Epping
- Direct service from Wallan and Beveridge to La Trobe University (LTU) via Thomastown
- Direct service from Beveridge to Broadmeadows via Campbellfield
- Extension of Route 511 to Mernda
- A future east-west connection from Woodend to Whittlesea via Wallan and Beveridge
- Collecting bus patronage data for Wallan
- Adding late and weekend services in Beveridge and Wallan
- Aligning bus timetables in Beveridge and Wallan with trains travelling to and from Melbourne CBD

Future bus reform in Mitchell Shire townships should consider:

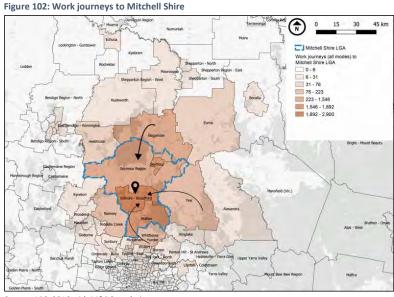
- Adding late and Sunday services in Seymour
- Aligning bus timetables in Kilmore with trains travelling to and from Melbourne CBD
- Adding Sunday services in Kilmore
- Introducing services in other townships in line with population growth

#### 6.2 Key origins and destinations in Mitchell Shire

# 6.2.1 Work Journeys to Mitchell Shire

Mitchell Shire attracts a significant number of workers from surrounding regional areas, particularly Nagambie, Yea, Heathcote and Romsey, as shown in Figure 102 below.

<sup>19</sup> <u>https://cur.org.au/project/equitable-healthy-transport-options-new-suburbs/</u>						
139	Movement Place Consulting					



Northern Region Transport Study Stage 2 Northern Councils Alliance

Source: ABS, 2016 with M&PC analysis

Mitchell Shire also attracts large numbers of workers from metropolitan Melbourne, particularly those living in neighbouring Whittlesea, Mernda, Doreen and Craigieburn.

# 6.2.2 Work Journeys from Mitchell Shire

45% of work journeys occur internally within Mitchell Shire, indicating that the majority of residents currently live and work within Mitchell Shire. Hume, Whittlesea and Melbourne CBD are the next most significant employment destinations for Mitchell Shire residents, attracting 15%, 8% and 7% of work trips currently.

As Figure 103 shows, a significant number of Mitchell Shire residents travel south to work in Roxburgh Park, Somerton, Campbellfield, Epping and Thomastown. A smaller proportion of Mitchell Shire residents travel to Melbourne CBD for employment, predominantly commuting on the V/Line train services.



Figure 103: Work journeys from Mitchell Shire

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Source: ABS, 2016 with M&PC analysis

The share of work trips to Hume and Whittlesea will increase as more people move into Beveridge and Wallan, accessing jobs in key employment centres such as Craigieburn, Epping, Thomastown and Broadmeadows.

Public transport links between Wallan, Beveridge and these key employment centres are either inadequate or do not yet exist, and it is vital that quality public transport caters for these trips early in the delivery of the Beveridge and Wallan PSPs to avoid entrenching car dependence and congesting the Hume Freeway (a National Key Freight Route).

### 6.2.3 Points of interest in Mitchell Shire

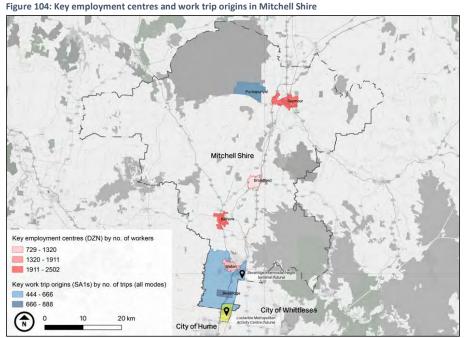
The most recent available Census data (2016) indicates that the key employment centres in Mitchell Shire are Seymour and Kilmore, followed by Wallan and Broadford. Conversely, Beveridge, Wallan and Puckapunyal have the highest number of work trips originating within them, indicating a high outflow of work trips to employment destinations. It should be noted that when the 2021 Census data is released there is likely to be a much higher number of residents in Mitchell Shire than there was in 2016 and the key points of interest are likely to evolve as the population grows.

As Figure 104 illustrates, key origins and destinations in Mitchell Shire are geographically dispersed, necessitating long distance travel to access services and opportunities.



Northern Region Transport Study Stage 2

Northern Councils Alliance



Source: ABS, 2016 with M&PC analysis

Future employment nodes within Mitchell Shire will include:

- The Beveridge intermodal freight terminal (BIFT)
- The future Lockerbie (Cloverton) Metropolitan Activity Centre (only the northern part is within Mitchell Shire)

# 6.2.4 Context of Mitchell Growth Area

Given the rapid growth in Beveridge and Wallan, it is imperative that excellent public transport choices are provided in the early development stages. Without these choices, the area will have entrenched reliance on private vehicles, land uses will align to and be designed for car access (not public transport or pedestrian access) and future efforts to encourage public transport use will fall flat.

The stakes for the Department of Transport are significant, and cannot be understated, as modelling shows that without excellent public transport connections the dispersed travel patterns and travel distances are likely to result in the need for billions of dollars of additional freeways connecting the area to employment and services.



Early provision of public transport in outer suburbs has also been identified as a significant problem by Infrastructure Australia<sup>20</sup>:

- Access to public transport services and service frequencies are lower, and travel times to employment are longer for residents of outer suburbs
- Public transport investment has focused on high-density corridors, neglecting the public transport needs of lower-density greenfield suburbs

The Mitchell Growth Area Integrated Transport Strategy (ITS) established the following priority actions for buses:

- Investigate the feasibility of establishing a priority route bus from Beveridge and Wallan to Craigieburn
- Use a community bus to connect Kilmore East to La Trobe University via Kilmore, Wallan
   and Beveridge
- Deliver the E14 road extension (Aitken Boulevard) as a busway in the first stage
- Increase Route 511 service frequencies to every 20 minutes and extending it to meet trains at Craigieburn Station

The modelling underpinning the Mitchell Growth Area ITS also assumed the following public transport upgrades:

- Local bus coverage in Wallan which connects residents to Wallan Station (2026)
- Local bus coverage in Beveridge which connects residents to Craigieburn Station (2026)
- Public transport connections to Epping, Mernda and Whittlesea (2026)
- Rail electrification to Wallan (2036)
- A new train station at Lockerbie (2036)
- Local bus coverage in Beveridge which connects residents to Lockerbie Station (2036)
- A new train station at Beveridge (2046)
- Local bus coverage in Beveridge which connects residents to Beveridge Station (2046)
- A high frequency bus corridor between Wallan and Craigieburn via Beveridge Town Centre (2046)

The Mitchell Growth Area ITS highlights the lead-time required to improve train services, and the importance of significantly improving bus services at an early stage in the development to ensure that public transport is quickly established as a viable choice for residents.

The modelling which underpins the Mitchell Growth Area ITS highlights the need for extensive public transport investment, as without it, there will be severe and ongoing congestion on key north-south corridors including the Nationally and State significant Hume Freeway by 2036.

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<sup>&</sup>lt;sup>20</sup> infrastructureaustralia.gov.au/publications/outer-urban-public-transport-improving-accessibility-lower-density-areas

The modelling also found that building more roads, such as the outer metropolitan ring road would further increase car trips and exacerbate congestion on all arterials leading to it. DoT needs to commit to urgent and ongoing public transport improvements to avoid entrenching an unsustainable pattern of growth in the Mitchell Shire.

# 6.2.5 Northern Growth Corridor

The Northern Growth Corridor includes Wallan and Beveridge in Mitchell Shire, Donnybrook in City of Whittlesea and Kalkallo in the City of Hume. Overall, the northern growth corridor is anticipated to house 320,000 people (the size of Newcastle, NSW), and is one of the fastest growing corridors in Melbourne.

The development sequencing plan identifies key infrastructure projects needed to ensure equitable access to services and opportunities for Northern Growth Corridor residents. The key infrastructure projects in the next 10 years are presented in Figure 105 and Figure 106.

The E-14 transport corridor (Aitken Boulevard) will be an important bus corridor for northsouth connectivity between Wallan/Beveridge and employment destinations further south. Advocating for its early delivery will benefit public transport connectivity for Beveridge and Wallan.



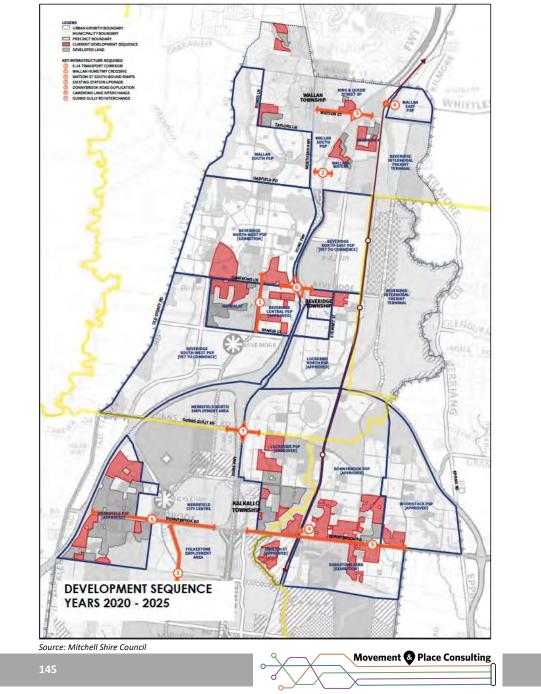
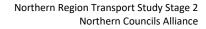


Figure 105: Northern Growth Corridor key infrastructure projects for 2020-2025



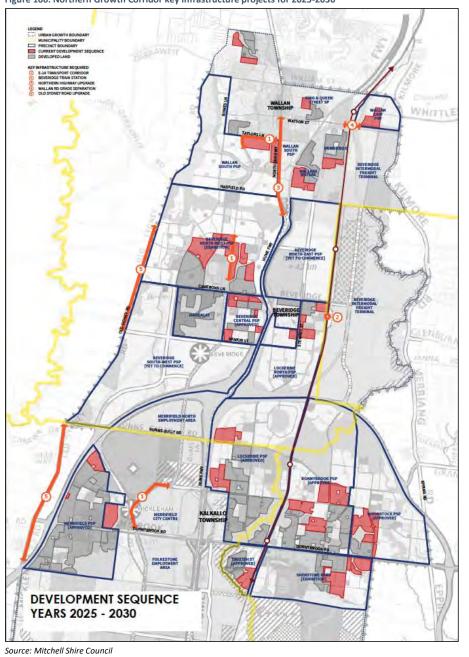


Figure 106: Northern Growth Corridor key infrastructure projects for 2025-2030



# 6.3 Bus service review of Wallan and Beveridge

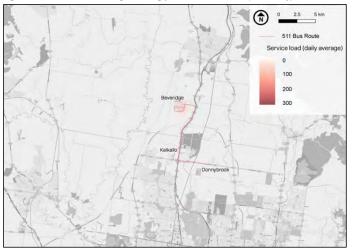
With Wallan and Beveridge expected to absorb most of Mitchell Shire's growth, it is important this report considers bus services in the Mitchell growth area differently from bus services in its regional townships. The Mitchell growth area is integral to metropolitan Melbourne's future growth, and its residents should expect metropolitan levels of public transport service.

Beveridge is currently only serviced by one bus, Route 511 which runs from Beveridge to Donnybrook V/Line Station via Olivine Estate. Wallan is serviced Wallan Routes 1, 2 and Wallan Link Bus A and B, which all interchange at Wallan V/Line Station. The Wallan bus network maps on PTV's website<sup>21</sup> indicate the existence of a Wallan Route 3, however after comparing the maps it is clearly the same route as Wallan Link Bus B. Wallan Route 3 should be removed from the bus network map to avoid confusion.

#### 6.3.1 Patronage

Route 511 is a relatively new service, with annual patronage of 3,400 in 2018-19. Patronage typically needs two years in order to stabilise. In this case, the timing of services and the singular purpose of the route (it only provides access to Donnybrook Station and not to any other employment areas or services) is likely to be minimising the potential patronage on the route.

Figure 107 shows average loads on this poorly performing route are highest at Beveridge.





<sup>21</sup> www.tinyurl.com/2p863f93 and www.tinyurl.com/2p8dxup7



Source: DoT with M&PC analysis

Patronage data was not available for Wallan's bus services. As a first step, collecting patronage data for bus services in Wallan would benefit future bus planning in the area.

### 6.3.2 Service level review

Wallan is served by the Shepparton – Melbourne via Seymour, and Broadmeadows V/Line train services. The latter has 18 services in each direction per day with 30-90 minutes gaps between services, and service spans of 17 hours to Melbourne and 17.5 hours to Shepparton. The Shepparton line upgrade will be completed in late 2022, with V/Line services along the corridor increasing then. Wallan has four bus routes, but they all have very low service levels (see Table 46), with no services on Sundays (see Table 47).

Service	Service headway (minutes)					
Service	Early	AM Peak	Interpeak	PM peak	Late	
Bus (To Station)						
Route 511	1 service	1 service	NIL	2 services	NIL	
Wallan Route 1	35-47	2 services	41-67	1 service	NIL	
Wallan Route 2	25-47	2 services	41-79	1 service	NIL	
Wallan Link Bus A	NIL	NIL	NIL	2 services	50-98	
Wallan Link Bus B	35-48	1 service	NIL	1 service	31-50	
Bus (From Station)						
Route 511	NIL	1 service	1 service	1 service	NIL	
Wallan Route 1	34-47	2 services	41-80	1 service	NIL	
Wallan Route 2	34-47	2 services	41-79	1 service	NIL	
Wallan Link Bus B	35-48	1 service	NIL	1 service	32-50	

Source: PTV (Reference day: 17 December 2021)

#### Table 47: Service span of buses in Beveridge and Wallan

Service	Direction	Span (Hours)		
		Weekday	Saturday	Sunday
Bus				
Route 511	To Mandalay	11	NIL	NIL
	To Donnybrook Station	11	NIL	NIL
Wallan Route 1	To Wallan Station	11	15	NIL
	To Wallan Central	11	15	NIL
Wallan Route 2	To Wallan Station	11	13	NIL
	To Springridge	11	13	NIL
Wallan Link Bus A	To Wallan Station	5	NIL	NIL
Wallan Link Bus B	To Wallan Station	15	NIL	NIL
	To Wallara Waters shuttle	15	NIL	NIL

Source: PTV (Reference day: 17, 18, 19 December 2021)



A review of the V/Line and Wallan bus timetables indicate that bus services are coordinated to allow optimal transfers onto the V/Line towards Melbourne during the AM peak and interpeak, but have significant transfer times (between 17 and 42 mins) for commuters travelling towards key employment centres further north in Mitchell Shire, such as Seymour.

Beveridge Station was closed in 1990, and whilst it is assumed as infrastructure to support the Northern Growth Corridor future growth (see Figure 106) there is no definite timeline on when it will be constructed. Route 511 serves the primary purpose of connecting residents in Beveridge to Donnybrook Station, which is 7km away. Bus services in Beveridge are restricted to Route 511, with four services in each direction per weekday over an 11-hour service span and no weekend services (as shown in Table 46 and Table 47). Given such low service levels, it is unsurprising that Route 511 has low patronage.

Route 511 services are coordinated to optimise passenger transfers for those travelling towards Melbourne during the AM peak and returning in the evening. The timing of services creates significant transfer times (around 45 mins) for commuters travelling towards key employment centres further north in Mitchell Shire, such as Seymour.

Poor coordination between the bus and V/Line trains heading towards Shepparton is an issue for the Mitchell growth area, because a significant proportion of residents work live and work within Mitchell Shire, requiring access to key employment centres further north in Mitchell Shire. Future reviews of Beveridge and Wallan bus services should maximise transfer opportunities in both directions, and consider the addition of late and weekend services.

# 6.4 Bus service review of Seymour

#### 6.4.1 Service level review

Seymour is a key employment centre in Mitchell Shire, and the wider Seymour region (population of 10,900) is home to 25% of Mitchell Shire's current population. Seymour is served by the Shepparton – Melbourne and Albury – Melbourne V/Line train services, and Seymour Station serves as the interchange for all five bus routes which service Seymour. Seymour has 22 services per weekday to Shepparton across a 17-hour service span, 19 services per weekday to Albury across a 14.5-hour service span, and 40 services per weekday to Melbourne across a 15-hour service span.

Broadly, Routes 1-3 provide coverage service for riders who have no other transport options, and Routes 4 and 5 provide extra service during the AM and PM peaks respectively. All bus services operate at very low frequencies across limited service spans, with no services on Sunday, as shown in Table 48 and Table 49.



Table 48: Weekday bus service frequencies in Seymour

Comico	Service headway (minutes)					
Service	Early	AM Peak	Interpeak	PM peak	Late	
Bus						
Seymour Route 1	NIL	30-33	30	28-37	NIL	
(To Seymour East)						
Seymour Route 2	2 services	2 services	87-123	2 services	NIL	
(To Seymour North)						
Seymour Route 3	NIL	35-40	90-225	25-45	NIL	
(To Puckapunyal)						
Seymour Route 4	2 services	1 service	NIL	NIL	NIL	
(To Seymour)						
Seymour Route 5	NIL	NIL	NIL	1 service	31-50	
(To Seymour North-East)						

Source: PTV (Reference day: 17 December 2021)

Table 49: Service span of buses in Seymour

Service	Direction	Span (Hours)		
		Weekday	Saturday	Sunday
Bus				
Seymour Route 1	To Seymour East	9	5.5	NIL
Seymour Route 2	To Seymour North	11	NIL	NIL
Seymour Route 3	To Puckapunyal	10	6	NIL
Seymour Route 4	To Seymour	1	NIL	NIL
Seymour Route 5	To Seymour North-East	1.5	NIL	NIL

Source: PTV (Reference day: 17, 18, 19 December 2021)

A review of the V/Line and bus timetables and routes indicates that Routes 1 & 3 primarily pick commuters up from Seymour Station in the AM peak and connect them to employment, education, services and amenities in Seymour/Seymour East and Puckapunyal (an army training base north of Seymour).

Route 2 has minimal transfer times in the AM peak for commuters transferring at Seymour Station to travel towards Shepparton and Melbourne, but has significant waiting times for commuters travelling towards Albury (between 60 and 70 mins).

Route 4 provides a limited service which operates in the AM peak, coordinated with V/Line services toward Melbourne, rather than to Shepparton or Albury.

Route 5, a limited service which operates in the PM peak, is primarily coordinated to pick up commuters travelling from Melbourne, but is also well-coordinated for commuters transferring onto a V/Line towards Melbourne (transfer time of less than 10 minutes).



Future bus reviews of Seymour should consider adding services in the evenings and on Sundays.

#### 6.5 Bus service review of Kilmore

# 6.5.1 Service level review

Kilmore (population of 10,200) is serviced by the Shepparton – Melbourne V/Line train service via Kilmore East train Station and has 18 services per weekday towards Shepparton and Melbourne. The township is serviced by one bus route, Kilmore Link Bus, which connects residents in Kilmore to the Station, which is approximately 4km away.

Public Transport Victoria (PTV) does not currently provide a network map of the Kilmore Link Bus. A network map should be provided for Kilmore to reduce confusion for commuters.

Though Kilmore only has one bus service, service spans and frequencies on the Kilmore Link Bus are markedly better than the service levels provided in Wallan, Beveridge and Seymour as shown in Table 50 and Table 51.

Table 50: Weekday bus service frequencies in Kilmore

Service	Service headway (minutes)				
Service	Early	AM Peak	Interpeak	PM peak	Late
Bus					
Kilmore Link Bus (To Kilmore East Station)	19-63	30-35	19-69	26-32	33-98

Source: PTV (Reference day: 17 December 2021)

#### Table 51: Service span of buses in Kilmore

Service	Direction	Span (Hours)		
		Weekday	Saturday	Sunday
Bus				
Kilmore Link Bus	To Kilmore	17.5	10	NIL
	To Kilmore East Station	18	9	NIL

Source: PTV (Reference day: 17, 18, 19 December 2021)

A review of the V/Line and bus timetables indicate that the Kilmore Link Bus is coordinated to maximise passenger transfers onto the V/Line towards Melbourne in the AM peak, but has significant wait times (30 to 54 mins) for commuters travelling towards Seymour and Shepparton.

Given that Seymour is a key employment centre in Mitchell Shire, it is important that any future timetable changes for the Kilmore Link Bus allows for relatively convenient transfers



onto the V/Line in both directions. Sunday services should also be considered in future bus reviews.

Given the distance of Kilmore East Station from Kilmore township, service provision 7 days a week is critical. We recommend providing more weekend services, including the operation of Sunday services.

# 6.6 Other townships

Broadford (population of 5,400), Pyalong (population of 2,000) and Tallarook (population of 700) are townships in Mitchell Shire which do not currently have any local bus services. These townships have relatively stable populations, and will experience minimal population growth to 2041.

Most of the Broadford township is within 1km of Broadford Station, and there would not be sufficient demand or need to run a local bus service to supplement what is a walkable catchment.

Similarly, most of the Tallarook township is within 500m of Tallarook Station, and there would not be sufficient demand or need to run a local bus service within this walkable catchment.

Pyalong township is serviced by the Barmah – Melbourne and the Deniliquin – Melbourne V/Line coach services, which stop in the Pyalong town centre. There is less of a need to provide a local bus service to Pyalong, especially considering that it is not a key origin or destination in Mitchell Shire. It is, however, confusing for commuters to access the route and timetable information for Pyalong's coach services via PTV's online timetable, because commuters must search journey details to Barmah and Deniliquin (both towns in New South Wales) to retrieve timetable details for Pyalong services.

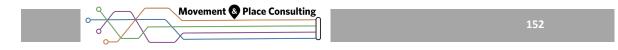
It is recommended that the timetables be combined and be more easily searchable (particularly for townships in Mitchell Shire).

#### 6.7 Recommendations to address growth along the northern growth corridor

Given the context and issues outlined, we recommend the following six improvements, which should be introduced in line with population thresholds being reached:

- Direct service from Wallan and Beveridge to Melbourne Airport via Craigieburn, Roxburgh
  Park
- Direct service from Wallan and Beveridge to Epping
- Direct service from Wallan and Beveridge to La Trobe University (LTU) via Thomastown
- Direct service from Beveridge to Broadmeadows via Campbellfield
- Extension of Route 511 to Mernda
- A future east-west connection from Woodend to Whittlesea via Wallan and Beveridge
- Improved timetable information and mapping for the existing services

These are discussed in more detail below.



# 6.7.1 <u>Direct service from Wallan and Beveridge to Melbourne Airport via Craigieburn,</u> <u>Roxburgh Park</u>

Melbourne Airport and its surrounding business park is a key employment centre in the northern metropolitan region and will grow as an important employment destination for residents in the northern growth corridor. Establishing an early connection between residents in Wallan and Beveridge to jobs in Tullamarine will reduce traffic congestion on the Hume Freeway and improve freight reliability in the corridor.

There is also an opportunity to connect northern growth corridor residents to employment in the Craigieburn major activity centre.

Figure 108 shows a potential bus connection between the northern growth corridor and Melbourne Airport via Craigieburn. The bus service would stop in Wallan, Beveridge, Craigieburn, Melbourne Airport and have multiple stops in Tullamarine business park (an employment area of 700 hectares), before terminating at Airport West Shopping Centre, the nearest interchange. To maximise transfer opportunities, the bus would also stop at Craigieburn Station. In total, the bus would travel approximately 51km, running express along the Hume Freeway and between major stops. The whole journey would take approximately 60-75 minutes in each direction.



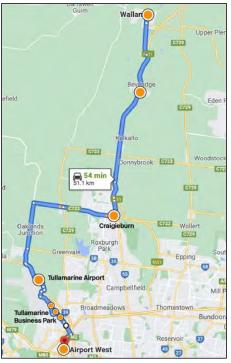


Figure 108: Direct bus service between Wallan and Melbourne Airport

#### Source: Google Maps

# 6.7.2 Direct service from Wallan and Beveridge to Epping

Epping is currently a key employment destination for Mitchell Shire residents and will continue to remain so into the future. It provides the nearest hospital and a range of other regional facilities and employment opportunities.

Figure 109 shows a potential bus connection between the northern growth corridor and employment in Epping. The bus service would stop in Wallan, Beveridge and Epping, with multiple stops in Epping to service the business parks between Oherns Road and Cooper Street. The bus would also serve Epping hospital and Epping shopping centre. To maximise transfer opportunities, the bus would terminate at Epping Station. In total, the bus would travel around 34km in each direction, running express on Hume freeway and between major stops. The whole journey would take approximately 40-45 minutes in each direction.





Figure 109: Direct bus service between Wallan and Epping

Source: Google Maps

# 6.7.3 Direct service from Wallan and Beveridge to LTU via Thomastown

LTU is a key education node in the northern metropolitan region, functioning as the heart of the La Trobe NEIC. Establishing a direct connection between the northern growth corridor and LTU is important for improving residents' access to opportunities. There is also an opportunity to connect northern growth corridor residents to Thomastown, which is currently a key employment destination for Mitchell Shire residents.

Figure 110 shows a potential bus connection between the northern growth corridor, Thomastown and LTU. The service would stop in Wallan, Beveridge, Thomastown and LTU, with the potential for multiple stops in Thomastown to service the industrial precincts. To maximise transfer opportunities, the bus would also stop at Thomastown Station. In total,



the bus would travel approximately 45km, running express on Hume Freeway and between major stops. The whole journey would take approximately 50-60 minutes in each direction.





Source: Google Maps

# 6.7.4 Direct service from Beveridge to Broadmeadows via Campbellfield

While Wallan is currently connected to Broadmeadows by V/Line train service, it will be at least two decades until Beveridge has a direct connection to Broadmeadows (section 6.2 noted modelling for the Mitchell Growth Area ITS assumed a new station in 2046). As a metropolitan activity centre and key employment node in the region, it is important residents in Beveridge have direct and convenient access to Broadmeadows.

A direct bus between Beveridge and Broadmeadows via Campbellfield will improve connectivity to the closest major employment corridor and provide a metro rail connection to Beveridge residents via the Craigieburn line.



Figure 111 shows a potential bus connection between Beveridge, Campbellfield and Broadmeadows. The service would stop in Beveridge, Campbellfield and Broadmeadows, with potential for multiple stops in Campbellfield to service industrial precincts. To maximise transfer opportunities, the bus would terminate at Broadmeadows Station. In total, the bus would travel around 30km, running express on the Hume Freeway and between major stops. The whole journey would take around 40-50 minutes each direction.





Source: Google maps

# 6.7.5 Extension of Route 511 to Mernda

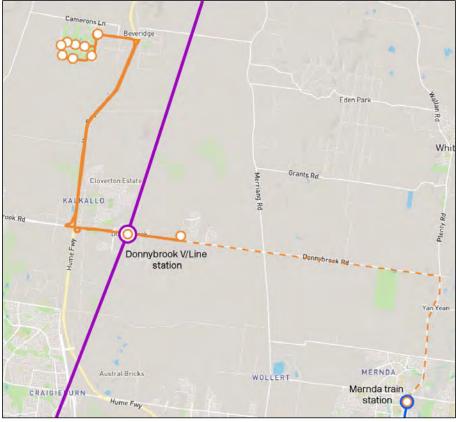
Route 511 currently connects Beveridge to Donnybrook V/Line Station, primarily serving travel towards Melbourne CBD which is only a small portion of overall trips from Beveridge. Extending Route 511 to Mernda would create better east-west connectivity in the area, and cater for trips to key employment destinations on the Mernda line such as Epping, South Morang and Thomastown.

Figure 112 shows the proposed extension of Route 511 to Mernda Station via Donnybrook and Plenty Road. The extension would add approximately 24km and 25-30 minutes of



travel time to the route. At the start, Route 511 would run express along Donnybrook and Plenty Road, with the potential to add stops along Donnybrook Road as population milestones are reached in the area.





Source: PTV with M&PC annotation

# 6.7.6 <u>A future east-west connection from Woodend to Whittlesea via Wallan and</u> <u>Beveridge</u>

As Wallan and Beveridge mature and hit critical population thresholds, a strong east-west public transport connection will need to cater for increasingly diverse trips to neighbouring regional and metropolitan activity nodes.

A bus connection between Woodend and Whittlesea would connect the Melbourne – Bendigo and Melbourne – Shepparton V/Line rail corridors, and potentially the Mernda metro line, if it is extended to Whittlesea in the future.

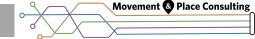


Figure 113 shows a potential bus connection between Woodend and Whittlesea which stops at Romsey, Wallan and Beveridge, with actual stops dependent on land uses and activity concentrations along the corridor. This service would probably operate on some future road corridors, such as Aitken Boulevard. Its implementation would be dependent on population and activity concentration milestones being achieved in Wallan and Beveridge.

The route will likely be approximately 75km long. The whole journey will likely take 75-90 minutes in each direction.

Due to the significant length of the service, Table 53 shows that there is a significant cost associated with the delivery of this recommendation. Noting that implementation is dependent on population and activity, there will need to be new east-west services such as this to meet the needs of the northern growth corridor.

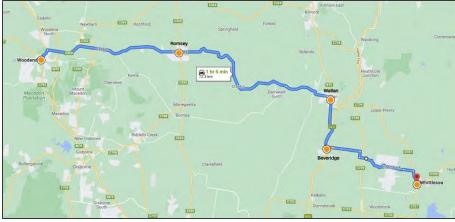


Figure 113: Direct bus service between Woodend and Whittlesea

Source: Google maps



# 6.7.7 <u>Recommendations to be considered for future bus reform in Mitchell Shire</u>

Future bus reform in Mitchell Shire should consider:

- Collecting bus patronage data for Wallan
- Adding late and weekend services in Beveridge and Wallan
- Aligning bus timetables in Beveridge and Wallan with trains travelling to and from Melbourne CBD
- Adding late and Sunday services in Seymour
- Aligning bus timetables in Kilmore with trains travelling to and from Melbourne CBD
- Adding Sunday services in Kilmore
- Introducing services in other townships in line with population growth
- · Providing east west connections to supplement the focus on north-south connectivity

#### 6.8 Summary of recommendations

Table 52 summarises the recommended bus connections for Wallan and Beveridge, which should be introduced as early as possible in the PSPs' delivery, in line with average levels of service kilometre provision and population growth in the area.

Recommended	Rationale	
connection		
1. Direct service from Wallan and Beveridge to Melbourne Airport via Craigieburn	<ul> <li>Melbourne Airport is a key employment hub in the northern metropolitan region, and will be a key employer for Beveridge and Wallan residents in the future</li> <li>Craigieburn is currently a key employment destination for Mitchell Shire residents</li> </ul>	
2. Direct service from Wallan and Beveridge to Epping	<ul> <li>Epping is currently a key employment destination for Mitchell Shire residents</li> <li>Better access to Epping's activity centres will improve access to services and amenities for Beveridge and Wallan residents</li> </ul>	
3. Direct service from Wallan and Beveridge to LTU via Thomastown	<ul> <li>LTU is the major education centre in the northern metropolitan region. A direct link between Wallan and Beveridge to LTU will significantly improve access to education and employment opportunities for residents</li> <li>Thomastown is currently a key employment destination for Mitchell Shire residents and is home to significant industrial precincts</li> </ul>	
4. Direct service from Beveridge to Broadmeadows via Campbellfield	<ul> <li>Beveridge will not have a rail connection till 2046. A direct connection to Broadmeadows would strengthen rail access for Beveridge residents.</li> <li>A direct link to Broadmeadows would significantly improve access to services and amenities for Beveridge residents, because Broadmeadows is a key activity centre in the northern metropolitan region</li> <li>Campbellfield is a key employment destination for Mitchell Shire residents</li> </ul>	
Movement & Place Consulting		

Recommended	Rationale
connection	
5. Extension of	<ul> <li>Improves east-west connectivity in the northern growth areas</li> </ul>
Route 511 to	<ul> <li>Improve access to employment nodes at South Morang, Epping, and</li> </ul>
Mernda	Thomastown
6. Future east-	<ul> <li>Additional east-west public transport connections will be needed as</li> </ul>
west service	Beveridge and Wallan mature
from Woodend	<ul> <li>A direct service from Woodend to Whittlesea would connect multiple rail</li> </ul>
to Whittlesea	corridors and activity nodes
via Wallan and	
Beveridge	

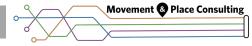
# 6.9 Cost estimates

Estimated costs for the improvement recommendations are shown in Table 53 below. Note that these are high-level estimates based on a series of underlying assumptions about current and future travel behaviour. It is anticipated that DoT would complete its own analysis of options prior to finalizing any changes.

Improvement option	Costs
1. Direct service from Wallan and Beveridge to Melbourne	<ul> <li>Bus costs estimated at \$0.4m - \$0.6m p/a</li> <li>KM costs estimated at \$2.2 - \$2.6m p/a</li> </ul>
Airport via Craigieburn, Roxburgh Park	<ul> <li>Bus hourly costs estimated at \$1.2m - \$1.6m p/a</li> </ul>
2. Direct service from Wallan and Beveridge to Epping	<ul> <li>Bus costs estimated at \$0.2m - \$0.4m p/a</li> <li>KM costs estimated at \$1.4 - \$1.8m p/a</li> <li>Bus hourly costs estimated at \$0.7m - \$1.1m p/a</li> </ul>
3. Direct service from Wallan and Beveridge to LTU via Thomastown	<ul> <li>Bus costs estimated at \$0.3m - \$0.5m p/a</li> <li>KM costs estimated at \$2.0 - \$2.4m p/a</li> <li>Bus hourly costs estimated at \$1.0m - \$1.4m p/a</li> </ul>
4. Direct service from Beveridge to Broadmeadows via Campbellfield	<ul> <li>Bus costs estimated at \$0.3m - \$0.5m p/a</li> <li>KM costs estimated at \$1.3 - \$1.7m p/a</li> <li>Bus hourly costs estimated at \$0.8m - \$1.2m p/a</li> </ul>
5. Route 511 extension to Mernda	<ul> <li>Bus costs estimated at \$0.2m - \$0.4m p/a</li> <li>KM costs estimated at \$1.0 - \$1.4m p/a</li> <li>Bus hourly costs estimated at \$0.5m - \$0.9m p/a</li> </ul>
6. A future east-west connection from Woodend to Whittlesea via Wallan and Beveridge	<ul> <li>Bus costs estimated at \$0.7m - \$0.9m p/a</li> <li>KM costs estimated at \$3.5 - \$3.9m p/a</li> <li>Bus hourly costs estimated at \$1.9m - \$2.3m p/a</li> </ul>

Table 53: Improvement recommendations for Mitchell Shire





Service costings are based on the new routes operating three services per hour from 05:30 – 22:30 every day of the week.

### 6.10 Benefit estimates

The above services are being recommended to meet the future connectivity needs of an area which is changing rapidly (and is clearly not fully implemented). As such, whilst the services are required to ensure that car dependency is not locked in for the region, it is not practical to make an estimate of the benefits at this stage.

Not all the services would be required immediately, but a consistent approach to regularly improving both local and regional services should be applied in Mitchell Shire. This should take the form of a dollar per capita commitment for funding service increases each year as the population grows. DoT can then determine which service priorities should be implemented each year.



### 7 Conclusion

NRTS stage 2 aimed to improve public transport connectivity in the north by proposing improvements to the bus network. Our recommendations were informed by a range of analyses, such as service reviews, patronage analyses, trip distribution analyses, and benefit/cost estimates.

Recommendations for each chapter are summarised below:

# <u>SRLB</u>

The following route alignment for SRLB is recommended:

- 1. Melbourne Airport to Broadmeadows via the M2 Freeway
- 2. Broadmeadows to Fawkner via Camp Road
- 3. Fawkner to Keon Park via Mahoneys Road
- 4. Keon Park to Reservoir via High Street
- 5. Reservoir to La Trobe University via Dunne Street
- 6. La Trobe to Heidelberg via Waiora Road
- 7. Heidelberg to Doncaster via Manningham Road
- 8. Doncaster to Box Hill via Tram Road

# SmartBus Routes 901, 902, 903 review

The following improvements should be investigated for SmartBus 901, 902 and 903:

- Swapping the western termini of SmartBus 901 Melbourne Airport) and 902 (Airport West shopping centre) would improve employee access to Melbourne Airport
- Reducing duplication between SmartBuses 901 and 902 and local routes in Greensborough and Eltham (particularly Route 513) could give significant cost savings
- Realigning SmartBus 901 via Somerton Road and Mickleham Road would improve connectivity for Greenvale, an underserved, rapidly growing suburb
- Investigate a right-turn bus priority signal at the intersection of Diamond Creek and Yan Yean Roads (Option 10 – SmartBus 901)
- Investigate bus priority through the intersection of Cooper Street and Edgars Road (Option 17 – SmartBus 901)
- Investigate bus priority through the intersection of Mahoneys and Edgars Roads (Option 20 SmartBus 902)
- Investigate bus priority through the intersection of Grimshaw Street and Greensborough Bypass (Option 22 – SmartBus 902)
- Investigate bus priority lanes in both directions on Manningham Road, near intersection with Dora Street (Option 24 – SmartBus 903)
- Investigate bus priority lanes in both directions on Fitzsimons Lane, near intersection with Porter Street (Option 32 – Smartbus 901, 902)
- Investigate bus priority lanes and signalling in all directions at the Fitzsimons Lane and Main Road roundabout (Option 33 – SmartBus 901, 902)

Movement 😵 Place Consulting

 Investigate westbound bus priority signalling at the intersection of Bell Street and Pentridge Boulevard (Option 37 – SmartBus 901, 902)



# Improving connections to La Trobe University

The following improvements should be investigated to improve public transport connectivity to LTU:

- Increase service frequency on Route 301 (direct shuttle to LTU from Reservoir Station) and run services throughout the year, rather than only during University semester
- Extend Route 301 to Heidelberg Station to improve access from the Hurstbridge line
- Reroute Route 382 to LTU via Science Drive, improving connectivity to northern suburbs in Whittlesea, such as Mill Park, South Morang and Mernda
- Connect Routes 513G and 343, and reroute them through LTU. This will improve connectivity to northeastern suburbs such as Diamond Creek and Hurstbridge
- Establish a new service between LTU and Viewbank/Yallambie, increasing LTU's potential employee and enrolment catchment
- Re-align Route 609 and extend it across the Yarra river to LTU, improving connectivity to eastern suburbs such as Kew and Hawthorn
- Investigate right-turn bus priority on Waterdale Road before its intersection with Kingsbury Drive to improve service reliability

### Improving connections to Melbourne Airport

The following improvements should be investigated to improve public transport connectivity to Melbourne Airport:

- A direct connection between Craigieburn and Melbourne Airport via Roxburgh Park, connecting key employee catchments to Melbourne Airport
- A direct connection between Donnybrook and Melbourne Airport via Craigieburn and Aitken Boulevard
- Merge Route 479 with other local routes in Sunbury and expand the frequency and span of services to improve connectivity between Sunbury's residential areas and Melbourne Airport
- Extend Route 482 from Tullamarine Business Park to Sunbury to improve connectivity to Sunbury, which has the largest number of Airport employees
- A direct connection between La Trobe NEIC and Melbourne Airport via Coburg, improving connectivity between La Trobe NEIC, the inner northern activity centres (Coburg, Brunswick, Preston) and Melbourne Airport
- A direct shuttle from Melbourne Airport to Broadmeadows Station via the implementation of SRLB, improving Melbourne Airport's rail connection
- Extend Route 490 (Gowanbrae DRT) to serve Melbourne Airport via the Airport Drive and Sharps Road area, adding key trip attractors to the route and improving connectivity for residents in Gowanbrae
- Run SmartBus 902 to Melbourne Airport and SmartBus 901 to Airport West shopping centre to improve employee access to Melbourne Airport



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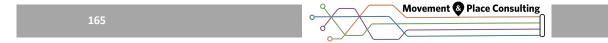
#### Serving Mitchell Shire's growing population

The following key improvements should be investigated for Wallan and Beveridge:

- Direct service from Wallan and Beveridge to Melbourne Airport via Craigieburn, Roxburgh Park
- Direct service from Wallan and Beveridge to Epping
- Direct service from Wallan and Beveridge to La Trobe University (LTU) via Thomastown
- Direct service from Beveridge to Broadmeadows via Campbellfield
- Extension of Route 511 to Mernda
- A future east-west connection from Woodend to Whittlesea via Wallan and Beveridge
- Collecting bus patronage data for Wallan
- Adding late and weekend services in Beveridge and Wallan
- Aligning bus timetables in Beveridge and Wallan with trains travelling to and from Melbourne CBD

Future bus reform in Mitchell Shire townships should consider:

- Adding late and Sunday services in Seymour
- Aligning bus timetables in Kilmore with trains travelling to and from Melbourne CBD
- Adding Sunday services in Kilmore
- Introducing services in other townships in line with population growth



Northern Region Transport Study Stage 2 Northern Councils Alliance

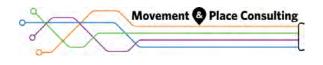
#### Appendix A – Expected future growth in trips

Growth in internal and external trips from 2021-2051 (SA3)

SA3		2021	2036	2051
Brunswick – Coburg (Moreland)	External	530,541	685,265	844,310
	Internal	132,398	170,080	209,500
Moreland – North (Moreland)	External	292,851	385,212	480,586
	Internal	44,036	57,708	72,500
Darebin – North (Darebin)	External	499,800	668,975	846,260
	Internal	97,516	132,943	172,204
Darebin – South (Darebin)	External	294,551	368,772	442,317
	Internal	47,930	56,506	64,469
Banyule (Banyule)	External	584,626	701,997	815,834
	Internal	183,808	212,675	240,547
Nillumbik – Kinglake (Nillumbik)	External	290,596	331,684	367,650
	Internal	85,470	93,856	100,720
Sunbury (Hume)	External	168,712	252,670	363,661
	Internal	98,940	149,394	218,547
Tullamarine – Broadmeadows	External	736,783	1,008,148	1,264,466
(Hume)	Internal	245,639	350,068	445,124
Whittlesea – Wallan (Whittlesea,	External	793,921	1,217,174	1,691,880
Mitchell Shire)	Internal	357,239	584,624	844,878
Upper Goulburn Valley (partial)	External	10,644	13,116	15,817
(Mitchell Shire)	Internal	1,477	1,684	1,896

Source: DoT with M&PC analysis





# **ANALYSIS OF ROUTE 531**

# **Fawkner Tram link**

#### What is Bus Route 531?

Bus Route 531 connects the terminus of tram Route 19 to Campbellfield Plaza and Upfield Station along Sydney Road in Melbourne's North. The Sydney Road corridor is an intense 20km long employment corridor. Bus Route 531 serves 7km of that corridor, north of the 5.6km segment served by tram Route 19. Bus Route 531 should provide access to employment for a wide catchment.

Route 531 has one service in each direction every hour on weekdays only. It has a total of 150 services per week (15 in each direction each weekday). In total, Route 531 covers a distance of about 10.3 kilometres. It includes one short-trip each weekday morning in each direction between North Coburg and Mason Street, Campbellfield. This makes it impossible for people to access employment at locations north of Somerset Estate between 7:15 and 9:10am.

Route 531 connects to tram Route 19 at the North Coburg Tram Terminus which is located at the Bakers Road crossing of Sydney Road. Tram Route 19 connects between Coburg North and Melbourne CBD via Sydney Road. It has services generally every 8 minutes during the day. During the peak hours there is a service every 6 minutes. It is a key and direct link for residents of Fawkner, Hadfield, and Campbellfield as shown in Figure 1 below.





This important transport corridor and high frequency of tram services is being undermined by infrequent bus services on Route 531. Recent removal of a bus shelter from the southern terminus of Route 531 shows how important the route is to the community. This small reduction in amenity prompted several community members to request reinstatement of the shelter. Council and DoT worked together to create a bespoke design that can fit within the space available. This has now been constructed but it is only served by one bus service per hour.

#### Are there other Options?

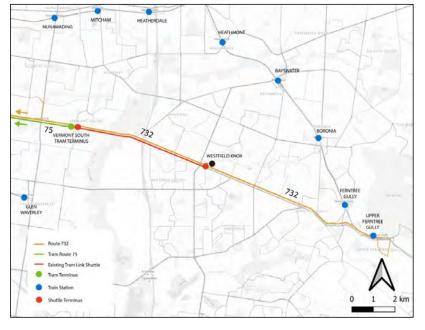
Bus Route 530 also connects with tram Route 19, but is very indirect, weaving around local Fawkner streets – nothing like a direct tram shuttling people along the high intensity Sydney Road corridor. Nor is Route 530 very frequent, with services every 30 minutes on weekdays and every 40 minutes on weekends for a total of 409 services per week (32 in each direction each weekday).

The nearest train station is Merlynston Station, more than 950m from the Tram Terminus. There are other train stations along the tram route that people could interchange at, but most people are on the tram because they are going to a destination closer to the tram corridor than the train stations.

#### Is Route 531 the best it can be?

There is a similar bus route in Melbourne's eastern region which operates from a tram terminus to a shopping centre and then to a train station (Upper Ferntree Gully) further along the corridor. Bus Route 732 operates along Burwood Highway and includes the Tram Link shuttle services between the terminus of tram Route 75 and Knox City Shopping Centre. There are two other bus routes that also connect with the Route 75 tram terminus (Routes 738 and 742 both connect in two directions).

Bus Route 732 operates in Melbourne's east in a similar context to Route 531. The population density, employment opportunities and commercial activates are comparable between the two corridors served by each route as shown in Figure 2 below.





Route 732 operates 1,792 trips each week, 70% of which are shuttle services (1,255 shuttle services). Route 732 operates both weekdays and weekends. The shuttle is 5.5 kilometres long.

The Route 732 shuttle links with EVERY service on tram Route 75 at Vermont South Shopping Centre. These services run in addition to the regular Route 732 services which are provided every 20 minutes throughout the day.

The patronage level on the Route 732 shuttle is relatively low (field surveys show an average of one person per trip). A weekday afternoon peak time assessment found an average of three passengers on each service.

The Route 732 timetable shows that 35% of the shuttle services duplicate<sup>1</sup> services that already exist on the main route. The duplicative services waste resources providing an additional vehicle to transport a small number of people who could just use the main route. This weakens the overall public transport system in Melbourne because additional resources (that could be put to good use elsewhere) are duplicating services that already exist.

With a very similar (perhaps even greater) potential for patronage in a long standing employment corridor, bus Route 531 has just one service per hour on weekdays only (for a grand total of 150 services per week). This is about 93% less service than what is provided on Route 732.

This highlights the significant discrepancy in the quality of bus services in Melbourne's north when compared to the east.

The situation is not fair to the community and it undermines the Victorian economy, wasting services where they duplicate each other.

It also creates traffic congestion on some of our most important freight routes because Route 531 is inadequate for accessing the key regional employment corridor that is serves.

There is a need to improve the service for the Route 531 to create more opportunity for jobs, improve mobility and reliance on the service.

The ratio of tram services that meet a bus service that extends along the corridor is very low for Route 531. Bus Route 732 has about 1.4 buses for every tram service, while Route 531 has only 0.11 buses for each tram service. On this measure a route in Melbourne's east gets 13 times the level of service provided to a similar route in Melbourne's north.

Tram Route 19 (in the north) is a much busier service than Tram Route 75 (in the east). Due to consistently high patronage numbers, Route 19 has 2,122 services each week. This is 50% more than Tram Route 75 which has 1,421 services each week.

Given the high patronage on Route 19 and the employment corridor that extends for the next 15km to the north, it is implausible that travel demand 'falls off a cliff' at Bakers Road, North Coburg.

It is highly likely that some potential passengers want to travel further north by public transport but their travel time requirements are not met by the current low levels of service on Route 531.

This lack of service is directly increasing traffic congestion in the area.

The Public Transport Propensity Index (PTPI) for the catchment along both routes has been measured. This shows that the propensity for the catchment along each corridor is relatively high, but it is higher along Route 531 (17.5 out of 20) than it is along Route 732 (17 out of 20).

Route 531 also serves more residents and more jobs than the shuttle on Route 732. There are 30% more residents and two and a half times (150%) the number of jobs in the shuttle corridor for Route 531 than there are in the shuttle corridor for Route 732.

<sup>&</sup>lt;sup>1</sup> Note: Services are considered to duplicate another if the 'on time' range of one service overlaps with the specific timing of another service unless the additional service is required for capacity purposes

Figure 3: Near empty high-quality waiting area on a typical weekday peak period on Route 732



Figure 5: A typical Route 732 service in the weekday peak period (4 pax)



Figure 4: Multiple Route 732 services arriving at Vermont South at the same time



Figure 6: A typical Route 732 service in the weekday peak period (1 pax)



Table 1 Comparison of Bus Route 531 and Bus Route 732.

ATTRIBUTE	ROUTE 531	ROUTE 732	COMMENTS
Location	Melbourne's North	Melbourne's East	
Total Route Length	10.3 km	24.4 km	
Shuttle Service Route Length	5.5 km	5.5 km	
Shuttle Corridor Population	18,380	14,237	Route 531 serves 30% more
Shuttle Corridor Employment	31,965	12,950	Route 531 serves 150% more
Services per week	150	1,792	93% more for Route 732
Service Span and Frequency	1/hr 7am-9pm weekdays	8/hr 5am-12am weekdays 24hrs weekends	Route 732 is very frequent and operates 24/7 except for 5 hours each weeknight
Bus to Tram service ratio <sup>1</sup>	9.4 %	137.5%	12 times more for Route 732
Duplication Ratio <sup>2</sup>	0%	35%	A numer of trips within short interval on Route 732

<sup>1</sup>Bus to Tram service ratio is the percentage of tram services that connect to a bus service at the tram terminus; <sup>2</sup>Duplication Ratio is the percentage of services that have an 'on-time running' window that overlaps with another service on the same route, and the service is not required to meet capacity needs.

#### Improving Route 531 is easy

Council calls on the State government to immediately address the shortfall in service levels on Route 531, by applying the same service level as Route 732 in Melbourne's east, specifically:

- Increase the service span to the same hours as tram Route 19, 7-days per week
- Increase the service frequency to provide at least one service every 10 minutes between Campbellfield Plaza and North Coburg Terminus
- Consider extending Route 531 to Craigieburn Station
- On occasions that Upfield train services are interrupted, Route 531 (and tram Route 19) should be good enough to provide a reliable alternative from Coburg Station. DoT should consider specifically using Route 531 and tram Route 19 as the train replacement services in the corridor.

These are the minimum improvements that are urgently required on Route 531.

There is no impediment to providing the additional services immediately and the service level increase can be cost neutral, due to the significant resource duplication on Route 732 that can be redeployed.

If for some reason this bus reform is too difficult, then government should rethink its bus reform agenda so that simple improvements are possible, and urgently allocate funding to serve Melbourne's north fairly and equally.

– ENDS –

# 7.5 FOOD RELIEF INITIATIVES

# **Director Community, Eamonn Fennessy**

# **Community Wellbeing**

## **Officer Recommendation**

That Council:

- 1. Notes the outcomes of discussions with Nourishing Neighbours, Muslim Womens Council of Victoria and others included in this report.
- 2. Writes to the Hon Amanda Rishworth MP, Minister for Social Services to support the recommendations in the CISVic (Community Information and Support Victoria) and VCOSS (Victorian Council of Social Services) food relief report to address the economic sustainability issues raised by community-led food relief organisations consulted in the preparation of this report.

## REPORT

## **Executive Summary**

Community-led food relief organisations in Moreland are part of a network of large and small food and material relief not-for-profits and charities that provide an essential safety net for vulnerable people who find themselves in circumstances where they are unable to feed themselves or their family. The need for these services significantly increased during the COVID-19 pandemic and many community-led food relief organisations were established in response. Council has conducted a review of community-led food security and food relief organisations to determine their needs gaps. In a sector that was already under resourced and fragmented, the community-led food relief groups are particularly vulnerable to a lack of ongoing funding, fluctuations in volunteer labour and lack of access to suitable premises and infrastructure.

Council provided a range of supports for community-led food relief and other community support organisations during the pandemic. The COVID-19 Recovery Plan, Council Action Plan and Food System Strategy focus on building community partnerships to support equal economic and social access to food for all people in Moreland, thus reducing dependence on a welfare model of emergency food and material relief. Council has committed through existing policies and budget to support an ongoing Food and Material Relief Network and to support long term food security by giving food security groups access to a commercial kitchen and implementing a Community Food Hub in Moreland. Many of the need's gaps identified by community-led food security groups will be addressed under the Community Food Hub model which aims to secure reliable and ongoing funding streams to invest in the infrastructure and resourcing necessary to support food justice in Moreland. There are systemic, structural and policy changes needed at the state and federal government levels to better support the food relief sector more broadly. Council will include this for consideration in future advocacy agendas.

# **Previous Council Decisions**

## Notice of Motion - Council support for Moreland food relief initiatives - 9 March 2022

That Council:

- 1. Notes the important role of the community-initiated emergency food relief services such as Nourishing Neighbours and the Muslim Women's Council of Victoria which filled a gap left by other services.
- 2. Notes that state government funding for councils to provide Covid-19 relief is due to run out in the next few months. Therefore, Moreland council will:
  - a) initiate a discussion with Nourishing Neighbours, the Muslim Women's Council of Victoria and any similar organisations about how the council and the state government could better support these services. Such support could include direct funding, assistance with venues to operate from, assistance with accessing grants, and assistance with developing partnerships, as well as potential joint support from Moreland and Hume councils.
  - b) receive a report at the May Council meeting with recommendations on how to better support community-run emergency food relief services in Moreland such as Nourishing Neighbours and the Muslim Women's Council of Victoria.

# 1. Policy Context

The COVID-19 Recovery Plan 2021 highlights that people in insecure housing or employment experienced financial hardship during the pandemic which increased the demand for food and material relief services. The ongoing provision of emergency relief will continue to be important as many households are expected to face ongoing financial difficulties.

Key challenges include:

- Managing the growing demand for food and material aid as many individuals and families are accessing food relief services for the first time and Moreland food relief agencies are reporting they are not able to meet the demand.
- Providing culturally appropriate food relief and ensuring its safe delivery.

#### Priority Actions

Theme	Priority Action	Outcome measures
COVID-19 overview and coordination	Work in partnership with local groups and organisations to respond to local needs in a coordinated way	Using community led and resilience building principles support service provider newsletter and networks; implement food and material relief network; and promote volunteering
Build Community Resilience and Social Cohesion	Continued facilitation of the Food and Material Relief Network	Quarterly meetings held with an increased attendance of current and new members

#### Council Action Plan 2021–25 Key Objective 1.8:

• Develop a healthy, accessible, affordable local food system that strengthens social cohesion, food security and community resilience to support residents to eat nutritious food

### Food System Strategy extension 2020-24:

• The Community Food Hub project is Councils' flagship Food Security project for the next 4 years. Implementing the feasibility study recommendations will provide local food groups / enterprises with more reliable and ongoing funding streams to invest in the infrastructure and resourcing required to support food justice in Moreland.

# 2. Background

Food insecurity occurs when people do not have physical, social and economic access to sufficient, safe and nutritious food that meets their dietary needs and food preferences. Food insecurity can be experienced on a spectrum from one-off or irregular episodes of food shortage to a more serious chronic and long-term lack of food caused by financial hardship and/or housing stress.

Food relief services in Moreland play a critical role in providing essential financial and material aid to vulnerable people. They are an important safety net for people who find themselves in circumstances where without it they would not be able to feed themselves or their family.

Residents from Glenroy and Fawkner were already reporting being more food insecure (6-9.5%) than the average Moreland resident (3.1%) before the COVID-19 pandemic began in 2020<sup>2</sup>. The loss of income and jobs caused by the COVID-19 pandemic has led to a further rise in the number of Moreland residents experiencing food insecurity as well as the severity. Residents already experiencing food insecurity are disproportionally impacted by these events.

#### Council support for emergency food relief services

Council's support for food relief services during the pandemic 2020-2022 included

- Funding for Moreland projects which included food relief services through Inner North Community Foundation grants (2020) \$50,000
- Thrive project grants (2020/21) to community groups who provide culturally appropriate food relief (Muslim Women's Council of Victoria, Australia Nepal Public Link) and 2020 seed funding for Fawkner Commons low-cost fresh food box service - \$18,600
- Coordination of supply and delivery of the OzHarvest fresh food box program for distribution through local food relief services and neighbourhood houses (2020) – in-kind support
- Facilitation of the Moreland Food and Material Relief Network (Agreement with CIS Moreland to host monthly meetings) in kind support
- Partnership with State Government to provide food relief and other support for people in mandatory isolation due to COVID-19 (ended June 2022)
- Organised Council venues to be made available on a short-term basis for Muslim Women's Association of Australia and Fawkner Commons to prepare and distribute free Halal meals and low-cost fresh food boxes respectively in kind support.

Council has been funded through the State Government COVID-19 Multicultural Communities Taskforce until December 2022 to work with multicultural organisations to lead local responses including local food relief via funded organisations or community groups.

<sup>&</sup>lt;sup>2</sup> Moreland Household Survey 2019

# 3. Issues

#### Council's focus is on long term food security

Council's current policies and programs focus on addressing food security through a capacity building systems-based approach that supports equal economic and social access to food for all people in Moreland. The aim is to reduce dependence on a welfare model of emergency food and material relief and increase the capacity of the community to cope with shocks and stresses.

The Community Food Hub project is supporting community leaders to sustainably deliver socially inclusive food security across Moreland's diverse communities. The benefits of taking a long-term approach to building community food resilience through a structured collaborative approach include:

- Decisions / actions are based on a deeper understanding of the needs across our diverse community
- Shared / more efficient use of resources and less double up of food security effort
- Strengthened food security network
- Reduced data collection / reporting burden on individual organisations AND
- More comprehensive and consistent evidence of the benefit of food security programs and services, attracting greater support and funding.

In 2021/22 the Food Leadership Action Group (FLAG) was formed and a Collective Impact Measurement Framework developed which provides a set of consistent indicators at the community level to be shared by participating organisations. This is essential for ensuring alignment to the Community Food Hub goals and approach.

Council worked with the FLAG to disperse grant funding in June 2022 for two food security projects:

- Merri Food Hub 'Culturally Relevant Food for Fawkner' A collaboration between an urban farm and a food hub to increase the availability and uptake of culturally relevant, sustainable and affordable fruits and vegetables by the local community of Fawkner and surrounds.
- Growing Farmers 'North Moreland Farming Network' A model for efficient and local coordinated food production that connects 6 urban farms to increase the amount of nutritious food that is socially and equitably available to the North Moreland community.

The FLAG will continue to be supported in 2022/23 to lead the implementation of the community food hub model, including development of the business case for expanding proven food security services and the creation of a logistics hub.

Council also addresses housing insecurity, one of the root causes of food insecurity, through programs such as:

- the creation of the housing agency Moreland Affordable Housing in 2018
- the development of the Affordable Housing Action Plan 2019/20
- advocacy to the state and federal governments to address homelessness and social housing.

#### **Review of Moreland Food and Material Relief Services**

Over the last 4 months, Council has been reviewing emergency food and material relief response services and Council's role in supporting them.

Some general observations include that during the pandemic there was a strong emergence of community looking after community with an increase in informal volunteering and neighbourliness. It was important to have trusted sources of support, especially culturally appropriate food and material relief. It was also important that services were promoted through diverse communication channels and formats to maximise accessibility.

Community-led food relief services are dynamic and evolving. The following table shows the change in the number of food relief and food security organisations from 2019 to 2022.

2019 (servicing the north of Moreland)	2022 (servicing the north of Moreland)	Moreland Food relief / security organisations that have ceased services*	New Moreland food relief / security organisations
30	27	6	10

\*includes organisations that started after 2019 and have since ceased operating

The needs gaps of community-led food and material relief services can be grouped under the following themes:

#### Economic sustainability implications

The federal Department of Social Services (DSS) distributes around \$10 million dollars in base funding annually to large charities in Victoria such as the Salvation Army. CIS Moreland are part of a collective of 26 CISVic branches who receive DSS funding which is dispersed according to the SEIFA index of the area covered by the services. This base funding has been guaranteed for the next 5 years.

In response to the COVID-19 pandemic DSS also provided additional emergency relief funding to contracted agencies across 2020 and 2021. \$8.5 million was allocated to Victoria but CIS Moreland have been told there will be no extra above the base funding after June 2022.

The state government provide limited supplementary funding and over the last 2 years have increased temporary funding to the large food relief suppliers such as Fareshare, Foodbank Victoria, Alex makes Meals, Meals with Impact, Ozharvest and SecondBite.

Community-led food relief services do not have access to these larger sources of state and federal food relief funding. Their reliance on multiple piecemeal short term funding steams with differing reporting metrics is one of the biggest risks to their sustainability.

In addition, most emergency relief funding, including at the federal and state level, covers material aid but limits funding of operating and staffing costs. This leads to an overreliance by the whole emergency food and material relief sector on an unpaid volunteer workforce.

Community-led food relief services have reported high levels of staff / volunteer burnout leading to a loss of momentum and capacity to continue providing services.

#### Access to premises and infrastructure

Several community-led food relief services, especially those who formed within the last three years in response to the pandemic, report having to suspend or cease their service due to not being able to find a site to operate from on an ongoing/permanent basis.

They also report having difficulty in sourcing fridges, cool rooms and transport to pick up or deliver food.

Many food relief services operate from sites which are not fit for purpose, exposing staff / volunteers to health and safety risks, for example manual handling. This can limit the amount of food relief that can be provided.

Due to COVID restrictions, Council owned venues were not being utilised by existing or regular bookings which allowed them to be made available to community-led food relief groups on a temporary basis. There are no suitable venues that can be offered permanently. Venues will be assessed for a commercial kitchen upgrade in 2022/23 which will be made available to community food security groups.

#### Capacity to meet community needs

Many community-led food relief organisations have established quickly and can be more responsive in adjusting to changing circumstances (for example in response to COVID-19 restrictions and lockdowns) to meet clients' needs than the larger traditional services.

Community-led food relief services tend to rely on the more established food and material relief services for client referrals as they do not have the capacity or experience to conduct client assessments especially for those who have more complex needs.

These referrals can come from a wide variety of sources – for example Nourishing Neighbours reported client referrals from homeless and family violence services (Launch Housing, Juno) and Drummond Street Services. CIS Moreland have referred clients to Nourishing Neighbours when they have had additional funding to cover the \$10 per person fee for weekly access to food and other essential household items from the walk-in pantry.

Food relief organisations that rely on the larger food relief suppliers (such as SecondBite or Foodbank) generally find it harder to meet clients' diverse needs, for example provide culturally appropriate foods or a sufficient variety of quality fresh and nutritious foods.

Some smaller community food relief groups form relationships with local food outlets / suppliers who donate food and / or local food growing sites who supply a range of fresh food. A strong network of community based local culturally diverse food relief providers working in collaboration with the larger food relief charities will provide the most effective and comprehensive emergency food and material relief response.

#### Climate emergency and environmental sustainability implications

Addressing food security through the proposed Moreland community food hub model supports both social and environmental outcomes and community-led action. Increasing access to locally grown and distributed food not only helps protect against food supply disruptions but also contributes to low emission plant rich diets, urban greening, the reduction of the urban heat island effect, reduction of the emissions associated with the transport of food, reduction of food waste and the recycling of nutrients. These outcomes contribute to delivery of the Zero Carbon Moreland Climate Emergency Action Plan 2020 – 24.

## Sector / Regional Strategic Implications

CISVic (Community Information & Support Victoria) and VCOSS (Victorian Council of Social Services) released a report on Emergency Relief in Victoria in May 2021<sup>3</sup>.

The key recommendations to support emergency food and material relief services and their clients are primarily directed to the state and federal government levels:

- Permanently increase the rate of JobSeeker to at least \$65 per day.
- Provide urgent financial support to refugees and asylum seekers, international students and other groups that have received no support throughout the COVID-19 crisis.
- Permanently increase funding to enable the emergency relief sector to recruit and retain a skilled workforce and reduce reliance on volunteers.

<sup>&</sup>lt;sup>3</sup> https://vcoss.org.au/uncategorized/2021/06/emergency-relief/

- Remove red tape and reduce the administrative burden on emergency relief organisations, to maximise resources available for direct support of Victorians in need.
- Provide dedicated professional development funding to ensure the emergency relief workforce is adequately trained and supported to offer holistic support to people with complex needs.
- Establish a Victorian emergency relief peak body to coordinate action, collect data and information about the sector's operations, promote the sector, identify emerging issues and needs, facilitate communication and coordination between services, and provide a collective voice for the sector.
- Invest in long-term solutions to address food insecurity– such as a state-wide food relief framework to address the delivery of emergency food relief across Victoria; Facilitate connections between food relief organisations and hubs and the local community sector to ensure access to healthy, affordable and culturally appropriate food; support a long-term approach to food relief and improved food security that recognises and values dignity, access to nutritious food and the pathways out of food insecurity.

Council supports these recommendations and will look to providing this as part of its advocacy agenda.

Neighbouring Councils have a broadly similar approach as Moreland to supporting food relief and food security in their municipalities.

Darebin Council funded DIVRS (Darebin Information Volunteer and Resource Service) and Reservoir Neighbourhood House during COVID as part of Council's Emergency Relief Package. The DIVRS Urban Food Program supports the growing and harvesting of fresh local food to supply the food relief program. Darebin Council also hosts the quarterly meeting of the East Preston Food Security Network.

Hume Council currently partners with Moreland to facilitate the bi-monthly Hume-Moreland Volunteer Coordination Network to support leaders of volunteers including community-led food relief organisations. They coordinate / distribute information on where and how to access emergency food relief and provide funding support to 4 Neighbourhood Houses to deliver their food relief programs. The Hume 2021 COVID-19 Recovery Support Fund offered funding to groups who support the community with essential items and food relief.

## **Human Rights Consideration**

The implications of this report have been considered in accordance with the requirements of the International Charter of Human Rights and Responsibilities. The recommendations supporting community food relief services in Moreland addresses the right to an adequate standard of living as contained in article 11(1) of the International Covenant on Economic, Social and Cultural Rights (ICESCR) 'Everyone has the right to an adequate standard of living including adequate food, water and housing and to the continuous improvement of living conditions'.

# 4. Community consultation and engagement

Officers contacted over 20 food security and food relief organisations servicing the north of Moreland in May and June 2022. The information sought included:

- Changes in location, activities, structure, volunteers, client base
- Whether organisations have ceased operation and new organisations established

• The funding organisations receive from what sources and what it is used for All the organisations contacted were invited to a joint meeting (either on-line or inperson, with two time slots offered) to discuss how Council and the State Government could better support these services. Four representatives attended representing CIS Moreland, Growing Farmers, Jesuit Social Services and the Glenroy Community Hub food education program.

The input and data collected through these review processes have informed this report.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

# 6. Financial and Resources Implications

Both State Government and Council funding for emergency relief services has been scaled back since July 2022. The Food and Material Relief Network will continue to be supported in 2022/23 through a funding agreement with CIS Moreland.

In the short term, \$70,000 has been made available in the 2022/23 budget to upgrade an existing kitchen on Council premises to a commercial kitchen to support food relief efforts.

There is also a commitment to fund ongoing regular Moreland Food and Material Network meetings in 2022/23 through an agreement with CIS Moreland as part of the COVID-19 Multicultural Communities Taskforce project.

Food security will be supported over the longer term through the Community Food Hub project. The 2022/23 budget includes \$240,000 which will be used to support the Food Leadership Action Group, invest in proven public facing food security services and prototyping to evolve / adapt the Community Food Hub model, and build a business case for a back-end food logistics hub.

Some of the gaps identified by the community-led food relief organisations, including access to ongoing reliable funding, resources and infrastructure may be addressed through the collaborative community-led approach of the Community Food Hub Project

# 7. Implementation

Council officers will:

- Continue to maintain the current agreement with CIS Moreland as part of the COVID-19 Multicultural Communities Taskforce project to facilitate monthly Moreland Food and Material Network meetings
- Commence an analysis on the best suited location and premises for the Community Access to a Commercial Kitchen project
- Proceed with the next stage of the Community Food Hub project including working with the Food Leadership Action to implement the Collective Impact Measurement Framework and build the business case for investing in proven public-facing food security services as well as a back-end food logistics hub.

# Attachment/s

There are no attachments for this report.

# 7.6 PERMANENT ROAD CLOSURES - LANEWAYS IN OAK PARK

# Director City Infrastructure, Anita Curnow

# Transport

# Officer Recommendation

That Council:

- 1. Approves the commencement of the process under Section 207, Schedule 11, Clause 9 of the *Local Government Act 1989* (the Act) to block the passage or access of vehicles, other than bicycles and pedestrians, by maintaining the existing permanent barriers (bollards) within the laneways located between:
  - a) John Pascoe Fawkner Reserve and Sylvester Street, Oak Park.
  - b) Sylvester Street and John Street, Oak Park
  - c) John Street and Gregory Street, Oak Park
  - d) Gregory Street and Ethel Street, Oak Park
  - e) Ethel Street and Margaret Street, Oak Park
- 2. Gives public notice of the proposal to permanently block the passage of vehicles, other than bicycles, and calls for submissions under Section 223 of the Act as required by Section 207A of the Act, in *The Age*, on Council's website and notice to owners and occupiers of all properties in the area bounded by and including Sylvester Street, Winifred Street, Margaret Street and Moonee Ponds Creek Linear Park, Oak Park.
- 3. Appoints the Mayor as Chair and ward councillors Cr Davidson, Cr Harte, Cr Panopoulos and Cr Yildiz to a Committee to hear any submitters requesting to be heard in support of their written submission.
- 4. Authorises the Chief Executive Officer to set the date and time and location for the Hearing of Submissions Committee meeting following consultation with the appointed Councillors and submitters requesting to be heard.
- 5. Following the consultation process, receives a report outlining any submissions received in relation to the proposal to formally block the passage of vehicles permanently.
- 6. Notes that Council resolved to place permanent barriers in these laneways in Oak Park in 2010, but due to an administrative oversight, a report from the Roads Corporation was not requested at the time.
- 7. Notes that these barriers have been in place since 2010 which restrict through vehicular movement and this report seeks to formalise their existing placement.

# REPORT

# **Executive Summary**

This report seeks Council to consider commencing a process to formally close a series of laneways in Oak Park that have been informally closed to vehicle traffic since 2010. The laneways are shown in **Attachment 1** and located between:

- John Pascoe Fawkner Reserve and Sylvester Street, Oak Park.
- Sylvester Street and John Street, Oak Park
- John Street and Gregory Street, Oak Park
- Gregory Street and Ethel Street, Oak Park
- Ethel Street and Margaret Street, Oak Park

Council has previously resolved to trigger this process. At its February 2010 meeting (DCI6), Council resolved to undertake consultation regarding the placement of permanent barriers in these five laneways located between John Pascoe Fawkner Reserve and Margaret Street, Oak Park to prevent vehicle access.

As outlined in Schedule 11, Clause 9 of the *Local Government Act 1989* (the Act), Council may block the passage or access of vehicles on a road but must not exercise this power unless it has considered a report from the Roads Corporation concerning the exercise of the power. In 2010, a clerical error was made when, without requesting a report from then VicRoads (now the Department of Transport), bollards were installed to block vehicles from accessing the above-mentioned laneways.

These bollards are still in place today but as the laneways have not been formally closed in line with the requirements of the Act, Council is unable to legally prohibit vehicle access within the laneways.

A town planning application was lodged on 1 March 2022 to construct four dwellings on the land at 7 Sylvester Street, Oak Park. The proposal outlines that three of these dwellings would seek to gain vehicle access from the subject laneway and that the fourth dwelling would gain access via the existing crossover to Sylvester Street. The existing bollard in the subject laneway is currently preventing any vehicle access and has done so for 12 years. If a planning permit were issued for this development, as the laneway has not been formally closed, in accordance with the *Road Management Act 2004*, an owner or occupier of any land which adjoins a road is entitled as of right to access the road from that land and as such, Council is currently unable to prohibit vehicle access along the subject laneway.

Following the advertising of the proposed development at 7 Sylvester Street there have been more than 100 objections. Many of the objectors are opposed to the development on the basis that it will introduce vehicle traffic to the subject laneway that has provided a safe pedestrian and bicycle link to John Pascoe Fawkner Reserve for more than 10 years.

To preserve the area as a pedestrian and cycle only route and formalise Council's decision in 2010 to permanently close these laneways to through traffic, Council officers are now looking to correct this administrative oversight and formally close the laneway in line with the full obligations outlined in the Act.

As there is an existing bollard in place to prevent vehicle access, no other physical works are proposed.

# **Previous Council Decisions**

## Closure of various laneways in Oak Park to vehicular traffic – 10 February 2010

Council resolved to:

- 1) To give public notice in the *Moreland Leader* Newspaper pursuant to Schedule 11, Clause 9, sections 207A and 223 of the *Local Government Act 1989* regarding its intention to permanently place barriers across the laneways as noted in Attachment 1.
- 2) That the laneways shown in Attachment 1 are not reasonably required for vehicular traffic.
- 3) That a report be presented to Council following the completion of the consultation period to make a final determination on the matter.

# Proposal to place permanent barriers across laneways in the Oak Park area to prevent vehicle access - 13 October 2010

Council resolved to:

Place permanent bollards preventing vehicle access in the laneways which are located between John Pascoe Fawkner Reserve and Sylvester Street, Sylvester Street and John Street, John Street and Ethel Street and Ethel Street and Margaret Street, Oak Park to prevent vehicle access.

# 1. Policy Context

The *Local Government Act 1989*, Section 207 and Schedule 11 Part 9 gives Council the authority to place obstructions or barriers on a road permanently.

The proposal to formally close the laneway aligns with Council's adopted Moreland Integrated Transport Strategy (2019) Headline Strategies 2 and 4 being:

- 1) Reallocate road space and car parking according to the road user hierarchy.
- 2) Prioritise access by walking, cycling and public transport over car-based travel.

The existing laneway provides a safe environment for pedestrians and cyclists to access the local area and the proposal to formally close the laneway will maintain this arrangement.

# 2. Background

In 2009, Council received a request to formally prohibit vehicles using the five laneways in the Oak Park area that are located between John Pascoe Fawkner Reserve and Margaret Street, Oak Park.

This request arose after a planning permit was issued following a VCAT determination for the land at 8 John Street, Oak Park. This six-unit residential development was granted vehicle access from the laneway between John Street and Gregory Street because the laneways had not been formally closed to traffic.

At the February 2010 Council meeting (DCI6), Council resolved to commence the process to close the five laneways to prevent future developments from gaining vehicle access from these laneways which provide a safe pedestrian and cycle connection within the area.

Following this Council meeting, a public notice was placed in the Moreland Leader in June 2010 and on Council's website proposing the placement of permanent bollards preventing vehicle access. Fifty-seven submissions were received in relation to the public notice, all in support of the proposal. One submitter addressed the then Urban Planning Committee (now the Planning and Related Matters or PARM) meeting on 22 September 2010 in support of the proposal.

The permanent blocking of the laneways was supported on the basis that it would improve pedestrian safety and amenity within the area. Council then resolved to install bollards to prevent motorists from accessing the laneways.

A town planning application was lodged on 1 March 2022 to construct four dwellings on the land at 7 Sylvester Street, Oak Park. The proposal outlines that three of these dwellings would seek to gain vehicle access from the subject laneway and that the fourth dwelling would gain access via the existing crossover to Sylvester Street. The existing bollard in the subject laneway is currently preventing any vehicle access and has done so for 12 years. Council officers investigated the history of this road closure and discovered that there is no evidence that a report was ever received from the Department of Transport (formerly VicRoads). This clerical error meant that the formal process outlined in the Act to formally close the laneways was not properly followed and that the laneways remain as public roads.

Because the laneway has not been formally closed, any planning permit issued for this development would entitle, as-of-right, an owner or occupier of the land adjoining the laneway to access the laneway from that land (in accordance with the Road Management Act 2004) and as such Council is currently unable to prohibit vehicle access along the subject laneway.

Following the advertising of the proposed development at 7 Sylvester Street there have been more than 100 objections. Many of the objectors are opposed to the development on the basis that it will introduce vehicle traffic to the subject laneway that has provided a safe pedestrian and bicycle link to John Pascoe Fawkner Reserve for more than 10 years.

Council officers are now seeking to correct this administrative error from 12 years ago and formally close the subject laneway in line with the full requirements in the Act.

## 3. Issues

#### Impact of closures

The subject laneway has been informally closed since a bollard was installed to block vehicle access in 2010. Therefore, the process of formally closing the subject laneway in line with the Act is unlikely to result in any operational issues.

If Council were to maintain the status quo and not formally close the subject laneway, future developments may seek to gain vehicle access from these laneways which will reduce the safety for pedestrians and cyclists accessing John Pascoe Fawkner Reserve from the local area.

#### Next step

Since the installation of the bollards, Council officers have not been made aware of any other issues with the closures.

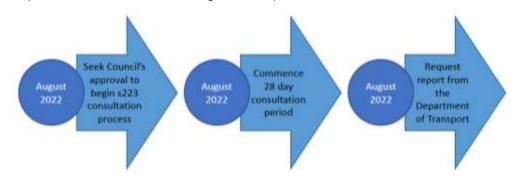
Based on the consultation carried out in 2010 for the five laneways in the vicinity, and the number of objections received on the town planning application to construct four dwellings on the land at 7 Sylvester Street, Oak Park, there appears to be strong support in the local community to formally close the laneway to through traffic.

The next step is to begin the 28-day consultation period which involves distributing information about the proposal via circular letters, Council's website and newspaper advertisements to understand the community support for the formal closure.

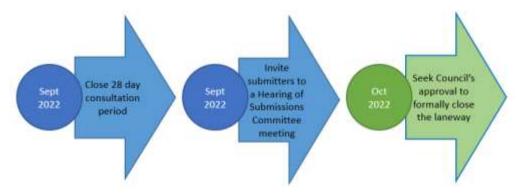
Council officers will also request a report from the Department of Transport with a recommendation on whether to proceed. Note that Council does not have to act on the recommendation made but rather consider it.

Following consultation, submitters will be invited to attend a Hearing of Submissions Committee meeting with the appointed Councillors to elaborate on their written submissions.

Once Council officers satisfy the obligations outlined in the Act, a second Council meeting will be held to seek Council's approval to formally close the laneway.



This process and the various stages are represented in the chart below:



## **Human Rights Consideration**

The implications of this report have been considered in accordance with the requirements of the Charter of Human Rights and Responsibilities. The proposal to use Section 223 consultation will ensure people's rights to participate in public life are protected.

The recommendations for the closure of the subject laneway does not limit or interfere with any Human Rights, in particular 'section 12 - right to freedom of movement' as residents will continue to have access to their properties. Additionally, the proposed road closure will contribute positively to the freedom of movement by making walking and bike riding safer modes of transport.

# 4. Community consultation and engagement

## **Permanent Closure Consultation**

Section 207A of the *Local Government Act 1989* requires that a Section 223 public consultation process occur, to grant the public the right to make submissions to Council to inform its decision on whether to install road closures. This will enable the community to advise Council of the impact of the road closure, which in turn, will allow Council to make a fully informed decision on whether to proceed with the formal closure.

Whilst Council undertook this consultation process 12 years ago when the five laneways were proposed to be closed, given the time that has lapsed it is deemed appropriate that the community be given the opportunity again to be heard.

The proposed consultation will involve giving public notice of the proposal in *The Age*, on Council's website and notice to owners and occupiers of all properties in the area bounded by and including Sylvester Street, Winifred Street, Margaret Street and the Moonee Ponds Creek Linear Park, Oak Park. The Chief Executive Officer shall then set a date and time and location for the Hearing of Submissions Committee meeting following consultation with the appointed Councillors and submitters requesting to be heard.

Council officers will request a report from the Department of Transport seeking its opinion on the matter.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

# 6. Financial and Resources Implications

It is estimated the costs associated with conducting public consultation will be \$10,000-\$15,000.

Given that the bollards that are installed can be retained, no physical works are proposed at this stage.

# 7. Implementation

It is proposed to advertise a proposal to formally close the laneway between John Pascoe Fawkner Reserve and Sylvester Street, Oak Park.

A Section 223 process must be followed, and a committee established to consider verbal submissions in support of written submissions.

If Council determines to consult on the permanent closure, the 28-day consultation period is expected to commence in mid-August 2022 and the date of the hearing of submissions committee can be set for mid-September 2022.

Council can then consider the matter in October 2022.

Council has 60 days to review and issue a decision on the town planning application for 7 Sylvester Street, Oak Park which seeks to gain vehicles access from the subject laneway (which Council officers are proposing to formally close). Whilst it is unlikely that the subject laneway can be formally closed before the 60 days, Council officers are seeking to close out the process quickly so to not create undue delays to the applicant.

# Attachment/s

1. Oak Park laneways - proposed permanent road closure D22/322596

# Laneways in Oak Park shown in orange





# 7.7 ADOPTION OF COUNCIL'S GOVERNANCE RULES

**Director Business Transformation, Sue Vujcevic** 

# Governance and Strategy

# Officer Recommendation

That Council:

- 1. Adopts the revised Governance Rules, provided as Attachment 1.
- 2. Writes to the submitters, thanking them for their contribution and providing a copy of the outcome of Council's decision (including a copy of responses as provided in Attachment 2).

# REPORT

# **Executive Summary**

The recent introduction of the Regulatory Legislation Amendment (Reform) Act 2022, (Reform Act) resulted in changes to the Local Government Act 2020 which provide for attendance and participation in Council meetings and delegated committees by electronic means of communication.

In order for Council to be able to continue to conduct hybrid and online Council meetings in accordance with the new legislation, Council's Governance Rules were reviewed and presented to Council at its meeting of 13 July 2022, for endorsement for community consultation. Council invited community submissions between 14 July 2022 – 24 July 2022 via Conversations Moreland.

At the close of the submission period, 5 submissions were received from 4 submitters. A summary of the submissions received, together with the Council Officer responses is provided in **Attachment 2**.

This report does not recommend any further amendments to the revised Governance Rules as a result of the submissions received, this is for a number of reasons including that those suggestions raised are: provided for in the existing Governance Rules, accounted for within the proposed Governance Rules changes; proposing to replicate provisions outlined in the *Local Government Act 2020*; covered by existing processes that are in place.

# **Previous Council Decisions**

# **Governance Rules - Regulatory Legislation Amendment (Reform) Act 2022 –** 13 July 2022

That Council:

- 1. Endorses the amended Governance Rules provided as Attachment 1 to this report, for community consultation for a period of 10 days from 14 July 2022 and inviting feedback from the community to be received by 5pm, 24 July 2022.
- 2. Receives a report at the August 2022 Council meeting to consider the amended Governance Rules.

#### Adoption of Council's Governance Rules - 8 December 2021

That Council:

- 1. Adopts the revised Governance Rules, provided as Attachment 1.
- 2. Writes to the individual submitter, thanking them for their contribution and providing a copy of the outcome of Council's decision (including a copy of responses as provided in Attachment 2).

#### Implementation of Local Government Act 2020 - Governance Rules, Public Transparency Policy and Council Expenses Policy - for Adoption - 12 August 2020

That Council:

- 1. Adopts the Governance Rules at Attachment 1 to this report with the following amendment:
  - Modify sub-rule 3.3.4 (3) to read: An Agenda for an Ordinary Meeting held in accordance with the schedule of Council meetings prepared in accordance with sub-rule (1) will be made available on Council's website at least 6 days prior to the meeting.
- 2. Determines the commencement date for the Governance Rules to be 1 September 2020.

#### ...

# 1. Policy Context

Section 60 of the *Local Government Act 2020* (the Act) provides that a Council must develop, adopt and keep in force Governance Rules. In doing so, a Council may amend its Governance Rules subject to ensuring that a process of community engagement is followed in amending its Governance Rules.

## 2. Background

At its meeting held 13 July 2022, Council endorsed revised Governance Rules for community consultation that included the following amendments, which were informed by the Guidance Model Governance Rules provided by Local Government Victoria:

# Amendment to section 2.4– Definitions (Page 9) (new additional text shown in italics):

Council Meeting means a Meeting of the Council convened in accordance with these Governance Rules and includes scheduled and unscheduled meetings (unscheduled meetings known as Special meetings as per definition below) and meetings designated for Planning and Related Matters, *whether held face to face (in person) attendance in a set location or via electronic means (virtual) or in a hybrid format that includes both in person and electronic attendance.* 

# Inclusion of new section 3.2.9 – Attendance at meetings by electronic means (Page 16):

- (1) Councillors and members of Delegated Committees who wish to attend a meeting via electronic means must submit a written request to the Mayor (or Chairperson), no later than 30 minutes prior to the commencement of the meeting.
- (2) The Mayor (or Chairperson) must grant any reasonable request from a Councillor or member to attend a meeting by electronic means.
- (3) At the commencement of each meeting, the Mayor (or Chairperson), will advise the meeting of any Councillors or members that have been granted approval to attend the meeting by electronic means.
- (4) It will remain the responsibility of the Councillor or member attending electronically to ensure that they have the required access and environment suitable for electronic communications. This includes ensuring that they are in a private and secure place when attending a Confidential meeting.
- (5) A Councillor or member that has not sought approval to attend a meeting by electronic means in accordance with 3.2.9(1), and cannot attend the meeting in person, will be recorded as absent

## Inclusion new clause 2, in section of 3.4 – Quorum (Page 19)

A Councillor or member attending a meeting by electronic means of communication with the approval of the Mayor (or Chairperson), is deemed present for the purposes of a quorum.

Council invited written submissions from the community on the revised Governance rules between the period 14 July 2022 to 24 July 2022.

#### 3. Issues

At the close of the public exhibition period, 5 submissions were received from 4 submitters. Whilst some submissions were not specific to the proposed changes, Council officers did consider all submissions received and for the purposes of transparency, these have been included and responded (as detailed in Attachment 2).

In summary, matters raised in the submissions relate to:

- Questions to Council taken on notice.
- Time allocated to speak when presenting a petition to Council.
- Attendance at Council meetings by electronic means.
- Seeking permission of the Mayor to attend a Council meeting.
- Inclusion of a roll call and introduction of Councillors present at Council meetings.
- Recording of the way each Councillor has voted.
- Inclusion of a definition of "open to the public".
- Amendment of clause 2, section 3.1 Purpose of Council meetings.
- Amendment of section 3.6.2 Questions of Council and section 3.6.3 Community statement.
- Amendment of section 3.11.4 Webcasting and recording of meetings.
- Inclusion of a definition for working groups and reference groups in section 2.4 Definitions and amendment of Chapter 5 Council Committees and Joint Council meetings.
- Inclusion of a version table.

The various matters raised during the consultation period have been reviewed and considered by Council officers and have not resulted in recommending any amendments to the final version of the Governance Rules. This is for a range of reasons, including that suggestions raised are: provided for in the existing Governance Rules, accounted for within the proposed Governance Rules changes; proposing to replicate provisions outlined in the *Local Government Act 2020*; covered by existing processes that are in place.

**Attachment 2** is a breakdown of feedback received by each submitter together with Council Officer responses. Accordingly, the Governance Rules presented for Council adoption are provided in **Attachment 1**.

#### Legal and risk considerations

As Council's current Governance Rules do not satisfy the new requirements under the *Local Government Act 2020*, Council must amend its Governance Rules to include provisions for the conduct of its meetings via electronic means by 1 September 2022, or it will no longer be able to conduct online or hybrid meetings. In this regard, revised Governance Rules as presented in **Attachment 1** meet the requirements of *the Local Government Act 2020*.

### **Human Rights Consideration**

There has been consideration in upholding human rights as required by the Charter of Human Rights and Responsibilities (Victoria) through this review of the Governance Rules. In particular, the right to freedom of expression (section 15) providing that people are free to say what they think and want to say.

## 4. Community consultation and engagement

In preparation of the revised Governance Rules, consultation with Councillors was undertaken at a Councillor Briefing held 29 June 2022.

The revised Governance Rules were made available on the Conversations Moreland website from 14 July 2022, inviting written submissions from the community to be received by 24 July 2022.

#### Affected persons rights and interests

Prior to making a decision that affects a person's rights, Council must identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey their views regarding the effect on their rights, and for those expressed views to then be considered. The provisions as outlined in the Governance Rules relating to affected persons have not been amended as part of this review. As outlined in the abovementioned consultation and engagement process, persons were invited to contribute to the review of the Governance Rules in line with Council's Community Engagement and Public Participation Policy.

#### Communications

The adopted Governance Rules will be published on Council's website, subject to Council's decision.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

# 6. Financial and Resources Implications

The resources required to consult and prepare the revised Governance Rules were met within existing resource allocations.

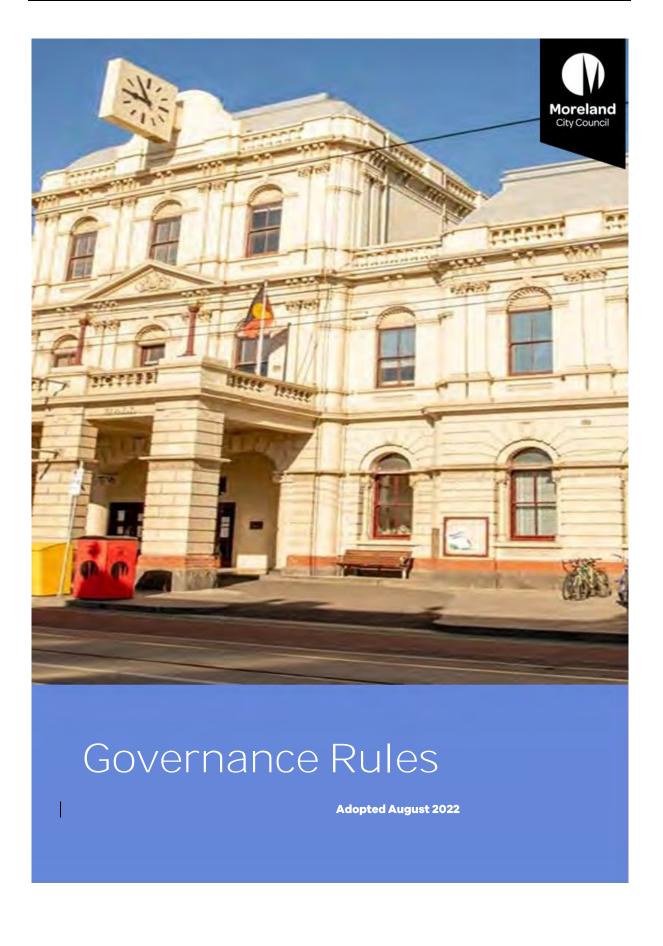
## 7. Implementation

Subject to Council's decision, the adopted Governance Rules will be published on Council's website.

## Attachment/s

1 <u>↓</u>	Governance Rules - Final - August 2022	D22/331573
0	Covernance Dulas Daview 2022 Cubraissians and Desnances	D00/004400

2. Governance Rules Review 2022 - Submissions and Responses D22/331468



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Moreland City Council

## COMMITMENT

Good governance, integrity and accountability are central to the Local Government Act 2020 ("the Act"), to underpin local government democracy, accountability, conduct and enable our community to hold the Council to account. Council is committed to embedding the principles of good governance throughout its decision making, corporate governance and democratic governance by establishing and adhering to the Governance Rules established.

The principles of good governance incorporate the principles outlined in the Act, including the overarching governance principles as well as the public transparency, community engagement, strategic planning, service performance and financial management principles.

Council decision making will be founded on good governance and conducted with transparency. The process by which decisions will be made is transparent and clearly articulated in these Governance Rules for the scrutiny of our community and accountability of Councillors and Council officers. Council recognises that accountability, integrity and transparency are of fundamental importance to our community and are critical for enhancing good governance.

Council seeks to apply good governance in order to:

- Engage our community in decision making;
- Achieve the best outcomes for the Moreland community, including future generations;
- Ensure the transparency of Council decisions, actions and information;
- Ensure the ongoing financial viability of Council;
- Increase our performance;
- Drive out inefficiencies; and
- Reassure residents that we are spending public monies wisely.

Moreland City Council

## **CHAPTER 1 - INTRODUCTION**

#### 1.1 Purpose

These Governance Rules determine the way in which Council will:

- a) Make decisions:
  - in the best interest of the Moreland community;
  - fairly and on the merits of the question;
  - in a way that ensures any person whose rights will be directly affected by a decision will be entitled to communicate their views and have their interests considered;
- b) Elect its Mayor and Deputy Mayor;
- c) Conduct Meetings of Council and Delegated Committees;
- d) Give notice of Meetings and record and make available Meeting records (Minutes and livestreamed Meetings);
- e) Be informed in its decision making through community engagement, Advisory Committees, Councillor areas of responsibility and Council officer reports;
- f) Require the disclosure and management of conflicts of interest.

The Governance Rules also include:

- Rules for the conduct of Council and Councillors during Election Periods, through the Election Period Policy;
- An overview of alignment of the Governance Rules within Council's democratic and corporate governance; and
- Provisions for use of the Common Seal.

#### **1.2** Principles

Council must, in the performance of its role, give effect to the overarching governance principles outlined in the Act. These principles are:

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c) The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) The municipal community is to be engaged in strategic planning and strategic decision making;
- e) Innovation and continuous improvement are to be pursued;
- f) Collaboration with other Councils and Governments and statutory bodies is to be sought;

Moreland City Council

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Chapter 1: Introduction
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- g) The ongoing financial viability of the Council is to be ensured;
- h) Regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i) The transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles, Council must take into account the following supporting principles —

- a) the community engagement principles;
- b) the public transparency principles;
- c) the strategic planning principles;
- d) the financial management principles;
- e) the service performance principles.

Moreland City Council

## **CHAPTER 2 - CONTEXT**

#### 2.1 Affected Persons Rights and Interests<sup>1</sup>

In any matter in which a decision must be made by Council (including persons acting with the delegated authority of Council), Council must consider the matter and make a decision:

- a) fairly, by giving consideration and making a decision which is balanced, ethical and impartial; and
- b) on the merits, free from favouritism or self-interest and without regard to irrelevant considerations.

Council must, when making any decision to which the principles of natural justice apply, adhere to the principles of natural justice (including, without limitation, ensuring that any person whose rights will be directly affected by a decision of Council is entitled to communicate their views and have their interests considered).

Before making a decision that affects a person's rights, Council (including persons acting with the delegated authority of Council) will identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey those views regarding the effect on their rights and consider those views.

This includes but is not limited to the rights outlined in the Charter of Human Rights and Responsibilities Act 2006 and Council's Human Rights Policy.

The opportunity provided for a person whose rights have been affected to contribute their views will be documented in any relevant report put before the Council or Delegated Committee.

A Council officer making a decision under delegation that affects the rights of a person will record in writing the opportunity provided to the person to have their views considered.

Moreland City Council

<sup>&</sup>lt;sup>1</sup> Section 60(2) Local Government Act 2020

Chapter 2: Context

#### 2.2 Moreland's Governance Setting

OVERARCHING GOVERNANCE PRINCIPLES



OVERARCHING GOVERNANCE PRINCIPLES

#### 2.3 Context

The Governance Rules are to be read in the context of and in conjunction with:

- Community Engagement Policy
- Public Transparency Policy;
- Good Governance Framework;
- Conflicts of interest Guidance as issued by Local Government Victoria; Councillor Code of Conduct;
- Employee Code of Conduct;
- Other relevant policies.

Each numbered section or sub-section is a Rule or Sub-Rule.

Moreland City Council

#### 2.4 Definitions

(1) In these Governance Rules:

Act means the Local Government Act 2020;

**Absolute Majority** means the number of Councillors which is greater than half the total number of the Councillors of a Council. In the case of a Delegated Committee an Absolute Majority is the number of members which is greater than half the number members appointed to the Delegated Committee.

Advisory committee means a committee established by the Council, that provides advice to:

- (a) the Council; or
- (b) a Delegated Committee; or
- (c) a member of Council staff who has been delegated a power, duty or function of the Council;

that is not a Delegated Committee.

**Agenda** means a document containing the date, time and place of a Meeting and a list of business to be transacted at the Meeting.

Agreement of Council means indicative agreement of all Councillors present, without a vote being conducted. In the event there is any uncertainty about majority of Councillors agreeing, the matter may be put to a vote.

Authorised Officer has the same meaning as in the Act.

**Chairperson** means the Chairperson of a Meeting and includes an acting, temporary and substitute Chairperson.

Council Chamber means any room where the Council holds a Council Meeting.

**Chief Executive Officer** means the person occupying the office of Chief Executive Officer of Council, and includes a person acting in that office.

Common Seal means the common seal of Council.

Council means Moreland City Council.

Councillor means a Councillor of Council.

**Council Meeting** means a Meeting of the Council convened in accordance with these Governance Rules and includes scheduled and unscheduled meetings (unscheduled meetings known as Special meetings as per definition below) and meetings designated for Planning and Related Matters, whether held face to face (in person) attendance in a set location or via electronic means (virtual) or in a hybrid format that includes both in person and electronic attendance.

**Council staff** means a person who is appointed (other than an independent contractor under a contract for services or a volunteer) to enable the functions of the Council to be carried out.

**Delegate** means a member of Council staff to whom powers, functions and duties have been delegated by an instrument of delegation from the Chief Executive Officer.

Moreland City Council

**Delegated Committee** means a Committee established by Council to which powers, duties or functions have been delegated in accordance with section 11 of the Act.

**Deputy Mayor** means the Deputy Mayor of Council and any person appointed by Council to act as Deputy Mayor.

**Director** means a senior member of Council staff holding the position of Director or another position (however designated) which reports directly to the Chief Executive Officer.

**Disorder** means any disorderly conduct of a member of the Gallery or a Councillor and includes:

- interjecting when another person is speaking, except, in the case of a Councillor, to raise a Point of Order;
- making comments that are defamatory, malicious, abusive or offensive;
- refusing to leave the Meeting when requested, ordered or directed to do so by the Chairperson in accordance with these Governance Rules; and
- engaging in any other conduct which prevents the orderly conduct of the Meeting.

**Foreshadowed Item** means a matter raised in the relevant section of the Council Meeting that a Councillor intends to submit a Notice of Motion for the next Council Meeting.

**Majority of the Votes** means a majority of Councillors present at the time of a vote voting in favour of a matter.

**Mayor** means the Mayor of Council and any person appointed by Council to be acting as Mayor, including a Deputy Mayor, if the Mayor is not available.

Meeting means Council Meeting as described above

**Meeting Designated for Planning and Related Matters** means a Council Meeting that is held only for the consideration of planning and related matters.

Minister means the Minister administering the Act.

Minutes means the official record of the proceedings and decisions of a Meeting.

**Motion** means a proposal framed in a way that will result in the opinion of Council being expressed, and a Council decision being made, if the proposal is adopted.

**Notice of Motion** means a notice setting out the text of a Motion which a Councillor proposes to move at a Council Meeting.

On Notice means held or deferred to enable preparation of a response.

**Point of Order** means a procedural point (about how the Meeting is being conducted), not involving the substance of a matter before a Meeting.

**Procedural Motion** means a Motion that relates to a procedural matter only and which is not designed to produce any substantive decision but used merely as a formal procedural measure.

Rule or Sub-Rule means a Rule or Sub-Rule included in these Governance Rules.

Moreland City Council

**Second vote** means a vote cast by the Chairperson when there has been an equality of votes cast for and against a matter (also known as a casting vote). A Councillor who does not vote will be taken to have voted against the question;

**Special Meeting** means an unscheduled Meeting of the Council convened for a particular purpose or matter that cannot be effectively dealt with in the schedule of Council Meetings set by Council.

**these Rules** means these Governance Rules.

(2) Definitions provided by the Act

The following definitions provided by the Act are applied to these Governance Rules:

**Confidential Information** means the Confidential Information established under section 3(1) of the Act, and means

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
- (b) security information, being information that if released is likely to endanger the security of Council property or the safety of any person;
- (c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;
- (d) law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person;
- (e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- (g) private commercial information, being information provided by a business, commercial or financial undertaking that:
  - i) relates to trade secrets; or
  - ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
- (h) confidential Meeting information, being the records of Meetings closed to the public under section 66(2)(a);
- (i) internal arbitration information, being information specified in section 145;
- (j) Councillor Conduct Panel confidential information, being information specified in section 169;
- (k) information prescribed by the regulations to be confidential information for the purposes of this definition;
- (I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989;

Moreland City Council

Chapter 2: Context

**Electoral Material** means an advertisement, handbill, pamphlet or notice that contains Electoral Matter but does not include an advertisement in a newspaper that is only announcing the holding of a Meeting.

**Electoral Matter** means matter which is intended or likely to affect voting in an election but does not include any Electoral Material produced by or on behalf of the election manager for the purposes of conducting an election.

**Nomination Day** means the last day on which nominations to be a candidate at a Council election may be received in accordance with the Act and the regulations.

Moreland City Council

# **CHAPTER 3 – MEETING PROCEDURE**

The way in which Council and Delegated Committee Meetings are conducted makes a significant contribution to good governance. The Chairperson plays a crucial role in facilitating an orderly, respectful, transparent and constructive Meeting by ensuring all Councillors and members of Delegated Committees have the opportunity to be heard, matters are adequately discussed, Meeting procedures are followed appropriately, and statutory requirements are adhered to.

The Chairperson is an independent leader of Meetings and generally does not participate in debate or move or second Motions.

The Act provides for the Mayor to appoint a Councillor as the Chair of a Delegated Committee and any such appointment prevails over any appointment made by the Council. While there are no limitations on exercising that power, the Mayor must always act in a way that is consistent with the adopted Councillor Code of Conduct and transparency commitments of the Council.

Each member of the Meeting has an obligation to participate in good decision-making through their preparation and contribution to the Meeting.

Specific duties and discretions of the Chairperson are outlined throughout these Governance Rules.

## 3.1 Purpose of Council Meetings

- (1) Council holds Council Meetings and, when required, Special Meetings to conduct the business of Council.
- (2) Council is committed to transparency in decision making and, in accordance with the Act, Council and Delegated Committee Meetings are open to the public and the community are able to attend. Meetings will only be closed to members of the public if:
  - (a) the Meeting is to consider confidential information; or
  - (b) a Meeting is required to be closed for security reasons; or
  - (c) it is necessary to enable the Meeting to proceed in an orderly manner.
- (3) If a Meeting is closed to the public for the reasons outlined in Sub-Rule 2(b) or 2(c), the Meeting will continue to be livestreamed. In the event a livestream is not available, the Meeting will be adjourned.
- (4) For the avoidance of doubt, if a Meeting is open to the public and the livestream is not available, a Meeting that has not commenced will proceed as scheduled and a Meeting that has commenced will continue.

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## 3.2 Meeting Roles

## 3.2.1 Chairperson and Members

- (1) The Chairperson, Councillors and members of Delegated Committees will ensure good decision-making by endeavouring to ensure:
  - (a) Decision making is transparent to members and observers;
  - (b) Meeting members have sufficient information to make good decisions;
  - (c) Every member is supported to contribute to decisions;
  - (d) Any person whose rights are affected has their interests considered;
  - (e) Debate and discussion is focussed on the issues at hand;
  - (f) Meetings are conducted in an orderly manner.

#### 3.2.2 Mayor to take the Chair

- (1) The Mayor must take the Chair at all Council Meetings at which the Mayor is present.
- (2) If the Mayor is not in attendance at a Council Meeting, the Deputy Mayor (if one has been elected) must take the Chair.
- (3) If the Mayor and any Deputy Mayor are not in attendance at a Council Meeting, Council must appoint one of the Councillors as a temporary Chairperson.

## 3.2.3 Delegated Committee Chairperson

- (1) At the Meeting at which Council appoints the members of a Delegated Committee it must also appoint a Chairperson. If Council is appointing a single member as a result of a vacancy, or additional members, there is no change to the appointed Chairperson unless resolved by Council.
- (2) For the avoidance of doubt, Sub-Rule (1) does not intend to limit the powers of the Mayor provided in the Act.

#### 3.2.4 The Chairperson's Duties and Discretions

In addition to the specific duties and discretions provided in these Governance Rules, the Chairperson:

- (1) must not accept any Motion, question or statement which is:
  - (a) vague or ambiguous;
  - (b) defamatory, malicious, abusive or objectionable in language or substance; or
  - (c) outside the powers of Council;
- (2) must allow the Chief Executive Officer the opportunity to correct factual errors or incorrect assertions that arise during the Meeting.
- (3) must call a person to order if their behaviour is disruptive and interferes with the conduct of the business of Council.
- (4) may direct that a vote be recounted to be certain of the result.

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- (5) must decide on all points of order in accordance with Rule 3.10 and
- (6) May adjourn a Disorderly Meeting.
- (7) Subject to Rule 3.1 (2), the Chairperson may determine to close a Meeting to the public to maintain security and order, if the circumstances prevent seeking a Council resolution in accordance with Rule 3.13.

#### 3.2.5 Chief Executive Officer

- (1) The Chief Executive Officer, or delegate, may participate in the Meeting to provide support to the Chairperson and advice to the Meeting.
- (2) The Chief Executive Officer:
  - (a) Must immediately advise if a proposed resolution or action is, to their knowledge, contrary to legislation or Council Policy;
  - May advise if there are administrative or operational implications arising from a proposed resolution;
  - (c) May assist to clarify the intent of any unclear Motion to facilitate implementation of a resolution;
  - (d) On request, assist with procedural issues that may arise.

#### 3.2.6 Councillors and members of Delegated Committees

Councillors and members of Delegated Committees contribute to good governance and decision making by:

- Seeking views of community members and reading Agenda papers prior to the Meeting.
- (2) Demonstrating due respect and consideration to community views and the professional / expert advice provided in the Agenda papers.
- (3) Attending Meetings and participating in debate and discussion.
- (4) Demonstrating respect for the role of the Chairperson and the rights of other Councillors or members of Delegated Committees to contribute to the decisionmaking.
- (5) Being courteous and orderly.

## 3.2.7 Community

- (1) Council Meetings are decision making forums for the Council that are open to the community to attend and/or view proceedings.
- (2) Community members may only participate in Council Meetings in accordance with Rule 3.6.
- (3) Community members are encouraged to participate in Council's engagement processes.
- (4) Community members may seek to inform individual Councillors of their views by contacting them directly in advance of Meetings.

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## 3.2.8 Apologies and absences

- (1) Councillors and members of Delegated Committees who are unable to attend a Meeting may submit an apology:
  - (a) In writing to the Chairperson, who will advise the Meeting: or
  - (b) By seeking another Councillor or member of the Delegated Committee to submit it at the Meeting on their behalf.
- (2) An apology submitted to a Meeting will be recorded in the Minutes.
- (3) A Councillor intending to take a leave of absence must submit it in writing to the Mayor.
- (4) The Mayor will seek to have any leave of absence request received included in the Agenda of the next Council Meeting.
- (5) A leave of absence not included in a Council Meeting Agenda may still be considered by Council if a written request has been received by the Mayor prior to the Meeting.
- (6) Council will not unreasonably withhold its approval of a leave of absence request.
- (7) A Councillor who has not submitted an apology or had a leave of absence approved who is not in attendance at a Council or Delegated Committee Meeting will be recorded as absent.2
- (8) For the benefit of clarity, should unplanned leave of absence occur (between two Council meetings), Council will receive the request at the next possible Council meeting for approval, providing Sub-Rule (5) is met.

#### 3.2.9 Attendance at meetings by electronic means

- (1) Councillors and members of Delegated Committees who wish to attend a meeting via electronic means must submit a written request to the Mayor (or Chairperson), no later than 30 minutes prior to the commencement of the meeting.
- (2) The Mayor (or Chairperson), must grant any reasonable request from a Councillor or member to attend a meeting by electronic means.
- (3) At the commencement of each meeting, the Mayor (or Chairperson), will advise the meeting of any Councillors or members that have been granted approval to attend the meeting by electronic means.
- (4) It will remain the responsibility of the Councillor or member attending electronically to ensure that they have the required access and environment suitable for electronic communications. This includes ensuring that they are in a private and secure place when attending a Confidential meeting.
- (5) A Councillor or member that has not sought approval to attend a meeting by electronic means in accordance with 3.2.9(1), and cannot attend the meeting in person, will be recorded as absent.

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<sup>&</sup>lt;sup>2</sup> Section 35 (1) (e) of the Act provides a Councillor ceases to hold office if they are absent from Council Meetings for a period of 4 consecutive months without leave obtained from the Council.

## 3.3 Notice of Meetings and availability of Agenda

#### 3.3.1 Date, time and place of Council Meetings

- (1) At or before the last Meeting each year, Council must fix the date, time and place of all Council Meetings and any Delegated Committee Meetings for the following calendar year.
- (2) Council may resolve a Delegated Committee will set its own schedule of Meetings.
- (3) When setting the dates of Council Meetings, Council may set Meetings Designated for Planning and Related Matters.
- (4) Council by resolution, or the Chief Executive Officer, may change the date, time and place of, or cancel, any Council Meeting which has been fixed, or schedule an additional Council Meeting and must provide notice of the change to the public.

#### 3.3.2 Special Meetings

- (1) Council may by resolution call a Special Meeting. Any resolution of Council to call a Special Meeting must specify the date and time of the Special Meeting and the business to be transacted. The date and time of the Special Meeting must not be prior to 6pm on the day following the Council Meeting at which the resolution was made.
- (2) The Mayor, or three Councillors may by written notice to the Chief Executive Officer call a Special Meeting. A written notice to call a Special Meeting must:
  - (a) Specify the business to be transacted;
  - (b) be delivered to the Chief Executive Officer or Delegate in sufficient time to enable notice to be given in accordance with Sub-Rule 3.3.4.
- (3) The Chief Executive Officer, following consultation with the Mayor, may call a Special Meeting.
- (4) In the event a Special Meeting is to be called pursuant to Sub-Rule (2) and (3), the Chief Executive Officer must determine the time and date for the Special Meeting giving consideration to:
  - (a) the urgency of the business to be transacted;
  - (b) the availability of Councillors; and
  - (c) a reasonable notice period for persons whose rights or interests may be impacted by the business to be transacted
- (5) The Chief Executive Officer must arrange for notice of the Meeting on Council's website, and other mediums that will maximise the opportunity for the community to be notified in accordance with Sub-Rule 3.3.4.
- (6) The Chief Executive Officer must call a Special Meeting to elect a Mayor following a Council election declaration, in accordance with the Act.
- (7) The Special Council Meeting for the election of a Mayor following an election may also consider the role of Deputy Mayor and any other matters as determined by the Chief Executive Officer.

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(8) Only the business specified in the Council resolution, or written notice, may be considered at a Special Meeting, unless Council, by unanimous resolution determines to admit another matter.

## 3.3.3 Call of the Council

- (1) If a quorum cannot be achieved or maintained repeatedly due to the absence of Councillors, the Chief Executive Officer may require all Councillors to attend a Call of the Council Meeting.
- (2) Notice of the Meeting must be given in accordance with Sub-Rule 3.3.4(2).
- (3) The Agenda for a Call of the Council Meeting must only contain matters that have been unable to be transacted because a quorum has not been achieved or maintained.
- (4) If a Councillor does not attend within 30 minutes after the time fixed for a call of the Council Meeting, or remain at the Meeting for the business to be conducted, the Chief Executive Officer must, following the Meeting, seek a reason in writing from the Councillor(s) not in attendance.
- (5) If, after considering the reason provided by the Councillor for the absence in accordance with Sub-Rule (4), the Chief Executive Officer, in consultation with the Mayor, or Deputy Mayor if the reason has been provided by the Mayor, does not consider the Councillor has provided a reasonable excuse for not attending, the Chief Executive Officer must recommend to the Council to make an application for an internal arbitration process in accordance with section 143 of the Act<sup>3</sup>.

## 3.3.4 Notice of Meetings

- (1) A schedule of Council Meetings must be prepared and published on Council's website and in ways that ensures it is available to a broad section of the community at least once each year and with such greater frequency as the Chief Executive Officer determines. The schedule of Council Meetings must also be available from Council's Customer Service Centres.
- (2) A notice of a Meeting, that is not a Special Meeting, incorporating or accompanied by an Agenda of the business to be dealt with, must be sent electronically to every Councillor for all Council Meetings, at least six days before the Meeting. A period of less than six days may be justified if exceptional circumstances exist.
- (3) An Agenda for a Council Meeting held in accordance with the schedule of Council Meetings prepared in accordance with Sub-Rule (1) will be made available on Council's the website at least 6 days prior to the Meeting, <u>or</u> at the same time that the agenda is made available to Councillors, whichever comes sooner.

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<sup>&</sup>lt;sup>3</sup> Section 143 of the Act provides: Application for an internal arbitration process

<sup>(1)</sup> An arbiter may hear an application that alleges misconduct by a Councillor.

<sup>(2)</sup> An application for an internal arbitration process to make a finding of misconduct against a Councillor may be made by—

<sup>(</sup>a) the Council following a resolution of the Council; or

<sup>(</sup>b) a Councillor or a group of Councillors.

- (4) An Agenda for a Special Meeting or Council Meeting held in addition to the Meetings scheduled in accordance with Sub-Rule (1) must be made available electronically to every Councillor at least 48 hours before the Meeting. A period of less than 48 hours may be justified if exceptional circumstances exist.
- (5) An Agenda for a Special Council Meeting or Council Meeting held in addition to the Meetings scheduled in accordance with Sub-Rule (1) will be made available on Council's website no less than 24 hours before the Council Meeting.
- (6) The extraordinary circumstances that mean Council is unable to give the notice described in this Rule must be recorded in the Minutes of the relevant Special Meeting.
- (7) Notice of a Special Meeting must be published on Council's website and in ways that will be available to a broad section of the community as soon as practicable after the time and date of the Meeting has been determined.
- (8) If a Special Meeting is called to consider a matter that directly affects the rights of any person(s), every endeavour must be made to notify that person(s).

## 3.4 Quorum

- (1) Meetings must commence within 30 minutes of the scheduled starting time.
- (2) A Councillor or member attending a meeting by electronic means of communication with the approval of the Mayor (or Chairperson), is deemed present for the purposes of a quorum.
- (3) If, after 30 minutes from the scheduled starting time of any Meeting or adjournment, a quorum cannot be obtained, the Chairperson, or if the Chairperson is not present, those Councillors present or, if there are no Councillors present, the Chief Executive Officer or, in the absence of the Chief Executive Officer, a Delegate, may adjourn the Meeting for a period not exceeding seven days from the date of the adjournment.
- (4) If, during any Meeting or any adjournment of the Meeting, a quorum cannot be maintained, the Chairperson, or if the Chairperson is not present, those Councillors present or, if there are no Councillors present, the Chief Executive Officer or, in the absence of the Chief Executive Officer, a Delegate, may adjourn the Meeting for a period not exceeding seven days from the date of the adjournment.
- (5) The Chairperson may defer an item of business in respect of which there is, or is likely to be, a disclosure of a conflict of interest by one or more Councillors that will cause a quorum to be lost and direct the Chief Executive Officer to include that item of business on an Agenda for a future Council Meeting.
- (6) If a quorum cannot be achieved or maintained due to the declaration of conflicts of interests by the majority of Councillors, Council will:
  - (a) Determine the matter will be considered in separate parts, if a quorum can be maintained for each separate part; or
  - (b) Determine to make decisions on separate parts of the matter at a Meeting where quorum can be maintained, before making a decision on the whole matter.

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- (7) If a quorum cannot be achieved or maintained due to the declaration of conflicts of interests by the majority of Councillors, and the matter cannot be separated into component parts or prior decisions made, Council will delegate the decision to be made:
  - (a) By the Chief Executive Officer; or
  - (b) By a Delegated Committee, established for the purpose of determining the matter, comprised of all the Councillors who have not disclosed a conflict of interest and any other person(s) the Council considers suitable.
- (8) A decision made under delegation due to Council not being able to achieve or maintain a quorum will be reported to the next Council Meeting.

#### 3.4.1 Notice of adjourned Council Meeting

- (1) The Chief Executive Officer must provide written notice, including by electronic means, to each Councillor of any Council Meeting adjourned to another date or time.
- (2) Where it is not practicable because time does not permit notice in accordance with Sub-Rule (1) to occur, then, provided every reasonable attempt is made to contact each Councillor either verbally, or by some other means, it will be sufficient.
- (3) Notice of an adjournment to another date or time must be published on Council's website as soon as practical.

## Quorum Calculation

Section 61(4) of the Act provides that a quorum at a Meeting must be at least a majority of the Councillors or members of the Delegated Committee.

Number of Councillors/Committee Members	Number required for Quorum
11	6
10	6
9	5
8	5
7	4

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# 3.5 Business of Meetings

The business to be transacted at a Council Meeting is contained in the Agenda provided to Councillors and available to the public on Council's website. The Chief Executive Officer oversees preparation of the Agenda and determines the content and order of business to facilitate open, efficient and effective processes of government. The role of the Mayor includes providing advice to the Chief Executive Officer when the Chief Executive Officer is setting the Agenda for Council Meetings. Council can admit an item of urgent business if it has arisen after distribution of the Agenda and cannot be reasonably deferred to the next Meeting.

## 3.5.1 Business at Meetings

- (1) The Chief Executive Officer may include any matter on the Agenda for a Council Meeting which he or she thinks should be considered at the Meeting to which the Agenda relates.
- (2) No business can be dealt with at a Council Meeting unless it is:
  - (a) Contained on the Agenda; or
  - (b) Admitted as Urgent Business in accordance with Sub-Rule 3.5.6

## 3.5.2 Order of business for Council Meetings

The order of business must be determined by the Chief Executive Officer to facilitate and maintain open, efficient and effective processes of government. Generally, the order of business of any Council Meeting will be as follows:

- (a) Welcome;
- (b) Apologies/Leaves of Absence;
- (c) Disclosures of conflicts of interest; (Rule 5.3)
- (d) Confirmation of Minutes of previous Meetings; (Rule 3.11.3)
- (e) Acknowledgements and Other Matters (Rule 3.5.5)
- (f) Petitions; (Rule 3.6.5)
- (g) Public question time; (Rule 3.6.2)
- (h) Council reports;
- (i) Notices of Motion; (Rule 3.9.14)
- (j) Notices of rescission; (Rule 3.9.15)
- (k) Foreshadowed Items;
- (I) Urgent business; (Rule 3.5.6);
- (m) Confidential business.

#### 3.5.3 Order of business for Meetings Designated for Planning and Related Matters

The order of business of any Meeting Designated for Planning and Related Matters will be as follows:

- (a) Welcome;
- (b) Apologies;

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- (c) Disclosures of conflicts of interest; (Rule 5.3)
- (d) Confirmation of Minutes of previous Meetings; (Sub-Rule 3.11.3)
- (e) Council reports;
- (f) Urgent business (Rule 3.5.6);
- (g) Confidential business.

## 3.5.4 Change to order of business

- (1) Once an Agenda has been sent to Councillors, the order of business for that Meeting may be altered with the Agreement of Council.
- (2) If the Agreement of Council is not achieved, the order of business may be altered by a resolution of Council.
- (3) The Chief Executive Officer, following consultation with the Mayor, may withdraw a report included in the Agenda, if special circumstance exist that mean Council consideration of the report would not be appropriate.

## 3.5.5 Acknowledgements and Other Matters

- (1) At each Council Meeting of Council provision of 10 minutes has been made in the Agenda for the Mayor and Councillors to:
  - a) Acknowledge and recognise achievements of local individuals and organisations; and
  - b) Raise matters considered important to Council.
- (2) For the purposes of raising matters as outline in Sub-Rules (1) (a) and (b), the nature of these matters should not be the subject of an item already listed in the Council agenda, does not require a decision of Council or cannot address matters where internal mechanisms already exist (i.e. raising matters to address customer requests).
- (3) The Chairperson will manage the time commitment across Councillors indicating their intent to speak.
- (4) Where an item is requiring a decision of Council, these matters must be raised in accordance with the provisions as outlined in Urgent Business (3.5.6), Notices of Motion (3.9.14) or Foreshadowed Items (3.9.17).

## 3.5.6 Urgent Business

- (1) If the Agenda for a Meeting makes provision for urgent business, business cannot be admitted as Urgent Business other than by resolution of Council and only then if:
  - (a) It relates to or arises out of a matter which has arisen since distribution of the Agenda; and
  - (b) Deferring the item until the next Meeting will mean a decision on the item will not have any effect on the matter; or

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- (c) The item involves a matter of urgency as determined by the Chief Executive Officer; and
- (d) It cannot be addressed through an operational service request process; and
- (2) In addition to the requirements in Sub-Rule (1), where Urgent Business is to be admitted to a Meeting Designated for Planning and Related Matters, the urgent business must relate to a planning matter.
- (3) A Councillor proposing a matter be admitted as urgent business must lodge it in writing to the Chief Executive Officer no later than 3 pm on the day of the Meeting.
- (4) The Chief Executive Officer will advise the Mayor of any matter he or she determines appropriate for Council to consider admitting as urgent business.
- (5) The consideration of Urgent Business is a two-step process as follows:
  - (a) At the point in the agenda when Urgent Business is listed, the Chairperson will seek any items of Urgent Business.
    - (i) The Councillor proposing an item of Urgent Business is to briefly describe the nature of the matter (at this point the Council is not moving a motion) and seek that the item to be accepted as urgent business.
    - (ii) The Chairperson will seek a mover and seconder to accept the item as Urgent Business.
  - (b) A motion may then be moved and seconded in accordance with Rule 3.9 Motions and debate.

#### 3.5.7 Time Limits for Meetings

- A Meeting must not continue after three hours from the time it commences unless a majority of Councillors present vote in favour of its extension in accordance with this Rule.
- (2) Extensions of a Meeting will be in block periods of 30 minutes.
- (3) After the initial 30 minute extension the Meeting must not continue unless a majority of Councillors present vote in favour of a further extension.
- (4) A Meeting may only be continued for a maximum of two 30 minute extensions.
- (5) In the absence of such extensions as provided for in Sub-Rules (1), (2) and (3), or in the event there is further business to be transacted at the completion of two extensions, the Meeting must stand adjourned to 6 pm on the following day. In that event, the provisions of Sub-Rule 3.4.1.
- (6) Notwithstanding Sub-Rule (5), the Chairperson may seek the Agreement of Council not to adjourn the Meeting to the following day, if the Chairperson reasonably believes the remaining business will take less than 10 minutes to transact.

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## 3.5.8 Chairperson may temporarily adjourn a Meeting exceeding two hours

- (1) The Chairperson may adjourn a Meeting for a 10 minute break, at an appropriate point in proceedings after two hours has elapsed.
- (2) Notwithstanding Sub-Rule (1), the Chairperson may seek the Agreement of Council not to adjourn the Meeting if the Chairperson reasonably believes the remaining business of the Meeting will take less than 30 minutes to transact.

# 3.6 Community Questions and Submissions

#### 3.6.1 Questions of Council and Community Statements

- (1) Members of the public may only address a Council Meeting in accordance with the provisions of these Governance Rules.
- (2) Unless Council resolves differently, there must be a time provided for questions of Council and Community Statements at every **Council** Meeting not designated for Planning and Related Matters to enable members of the public to submit questions to Council.
- (3) Sub-Rule (2) does not apply during any period when a Meeting is closed to members of the public in accordance with section 66(2) of the Act.
- (4) There will be no Questions of Council and Community Statements during a local government election period.
- (5) The time provided for questions of Council and community statements will not exceed 30 minutes in duration, unless by resolution of Council, in which case, the time may be extended for one period of up to 30 minutes.
- (6) Priority will be given to questions and statements that relate to matters listed in the Agenda. If time allows, questions about items other than those listed on the Agenda will be considered.
- (7) A maximum of two questions or statements, in any combination, is allowed per person. If a person has submitted two questions or statements, the second or statement question may, at the discretion of the Chairperson:
  - (a) be deferred until all other persons who have submitted questions have asked their first question; and/or
  - (b) not be asked or permitted if the time allotted for public question time has expired.
- (8) A person submitting two questions or statements, in any combination, may identify the priority order of the questions or statements.

## 3.6.2 Questions of Council

- Persons wishing to ask a question will be encouraged to submit their question on the Questions of Council form available on Council's website by 12 noon on the day of the **Council** Meeting.
- (2) Questions can be submitted by:

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- (a) The online form at www.moreland.vic.gov.au
- (b) Email to: governance@moreland.vic.gov.au; or
- (c) Mail to: Locked Bag 10, Moreland Vic. 3058; or
- (d) In person at the Coburg Civic Centre Customer Service Centre at 90 Bell Street Coburg, up until the beginning of an in-person council meeting.
- (3) Assistance will be available for any community member seeking or requiring support to write their question(s).
- (4) For the purposes of Sub-Rule (4) questions that are submitted in writing but not asked, will be taken On Notice.
- (5) A maximum of three questions will be heard on any one subject. Council will then proceed to the next subject, returning to the previous subject if time allows.
- (6) Persons submitting questions must be present in the public gallery either personally or by representative unless the question has been submitted in accordance with a procedure developed at Rule 3.6.4.
- (7) When invited by the Chairperson, the person submitting the question:
  - (a) Must state their name and suburb;
  - (b) May ask their question, with a preamble or background for up to 3 minutes.
- (8) The Chairperson shall elect to answer the question themselves or nominate one appropriate Councillor to answer each question. Prior to responding, the Chairperson may seek contextual information from the person submitting the question.
- (9) If the Chairperson, or a Councillor nominated by the Chairperson, is unable to answer the question, the Chairperson may refer the question to the Chief Executive Officer, who may refer it to a member of Council staff.
- (10) No discussion of a question or answer will be allowed, other than for the purposes of clarification by a Councillor.
- (11) A question or community statement may be disallowed by the Chairperson if the Chairperson determines it:
  - (a) relates to a matter outside the duties, functions or powers of Council;
  - (b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
  - (c) may lead to a breach of Council's obligation to comply with its statutory obligations;
  - (d) deals with subject matter already answered; or
  - (e) deals with a matter that should be, or has been, considered as a confidential matter.
- (12) No questions directed at an individual Councillor or member of Council staff will be allowed.
- (13) The Chairperson may decide to take a question On Notice. Questions On Notice will be actioned by the relevant Director and a written response forwarded to the

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person and made available to Councillors. The status of On Notice items will be reported to the next practicable Council Meeting.

(14) A question will only be dealt with as an On Notice question if the entire question has been provided in writing and contact details for a response are provided. An incomplete question or a question where not contact details are provided will not be prioritised to be included before the time allowed for public question time and community statements has elapsed.

#### 3.6.3 Community statements

- (1) A member of the community may make a statement, for up to 3 minutes, in relation to a matter listed in the Agenda for a Meeting.
- (2) Community Statements may not be directed at individual Councillors or members of Council staff.
- (3) Community Statements will not receive a response.
- (4) The Chairperson may cease a community statement he or she deems defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance.
- (5) A member of the public wishing to make a community statement may indicate their intention in advance of the Meeting or by completing a form on arrival at the Meeting.

#### 3.6.4 Questions and community statements from members of the public not in attendance and at Meetings conducted electronically

- (1) Council may, by resolution, determine that the Chief Executive Officer must develop a procedure that enables the submission of questions and statements by community members who are not in attendance but are viewing the livestream to be admitted to the Meeting.
- (2) A procedure developed at Sub-Rule (1) must include the person asking the question being visible to the Meeting when asking a question.
- (3) Where a person is experiencing technical difficulties that prevents them from asking their submitted question, as lodged in accordance with Rules 3.6.2 or 3.6.3 (ie. unable to connect to an online meeting) or where connectivity issues arise that prevent the person from being able to be seen or heard when invited to address Council, the Chairperson may elect to read out their question.
- (4) A procedure developed in accordance with Sub-Rule (1) must give consideration to:
  - (a) Accessibility;
  - (b) Community members in attendance at the Meeting; and
  - (c) Relevance of the question to an item on the Agenda for the Meeting.
- (5) If a Council Meeting is being conducted electronically or online, in accordance with any Guidelines issued for the Minister for Local Government, provision will be made for questions and community statement to be made via video call, if the

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question or intent to make a submission is lodged in accordance with Rules 3.6.2 or 3.6.3 as is applicable.

#### 3.6.5 Petitions and joint letters

- (1) Every petition submitted to Council must:
  - (a) be in legible and in permanent writing;
  - (b) state clearly on each page the matter and the action sought of Council;
  - (c) not be derogatory, defamatory or objectionable in language or nature;
  - (d) not relate to matters outside the powers of Council; and
  - (e) include the names, addresses and original signatures of at least 10 people;
  - (f) clearly indicate the name and contact details of the lead petitioner.
- (2) If the lead petitioner is present at the Meeting at the time a petition is presented, the Chairperson may invite the lead petitioner to address the Meeting for up to two minutes.
- (3) Where a petition has been signed by less than 10 people, it will be treated as a joint letter and forwarded directly to the appropriate member of Council staff for action as an operational item.
- (4) Any Councillor presenting a petition is responsible for ensuring that:
  - (a) he or she is familiar with the contents and purpose of the petition; and
  - (b) the petition is not derogatory, defamatory or objectionable in language or nature.
- (5) The only Motions that may be considered by Council on any petition are:
  - (a) that the petition be received; and
  - (b) that the petition be referred to the Chief Executive Officer or relevant Director for consideration and response; or
  - (c) that the petition be referred to the Chief Executive Officer or relevant Director for a report to a future Council Meeting.
- (6) If a petition relates to an item listed on the Agenda for the Meeting at which it is submitted, the petition may be dealt with in conjunction with the item.
- (7) If a petition relates to:
  - (a) a 'planning matter' which is the subject of a public exhibition or notification process under the Planning and Environment Act 1987); or
  - (b) a matter which Council has determined will be the subject of a Hearing Committee and is the subject of a public submissions process in accordance with Council's Community Engagement Policy,

the petition will be treated as a joint submission in relation to the 'planning matter' or the 'statutory matter' (as the case may be).

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- (8) An online or electronic petition may be submitted to a Council Meeting.
- (9) The number of signatories to an online or electronic petition will be taken to be the number of signatories at the time the petition is provided to Council for submission to a Council Meeting.
- (10) An online or electronic petition will not be presented to a Council Meeting if it contains signatures that are false or misleading.

## 3.6.6 Submissions to Meetings designated for Planning and related matters

At a Meeting Designated for Planning and Related Matters:

- the Chairperson may invite a Council Officer to provide an overview of a planning matter to be considered; and
- (2) an objector to, or proponent of, a Planning Permit Application or Planning Scheme Amendment included in the Agenda, may be invited by the Chairperson to address the Meeting for no more than three minutes.

#### 3.6.7 Public addressing the Meeting

- (1) Any member of the public addressing Council must extend due courtesy and respect to Council and the processes under which it operates and must take direction from the Chairperson whenever called on to do so.
- (1) Council may suspend standing orders in accordance with Rule 3.12, to hear from a community member or representative of an organisation, on matters of significance to the Council, only if prior arrangements have been made by written request to the Mayor or Chief Executive Officer.

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## 3.6.8 Display of placards and posters

- (1) Subject to Sub-Rules (2) and (3), a person can display any placards or posters in the Council Chamber or in any building where a Meeting is being, or is about to be, held, including outside the entrance to the building.
- (2) A placard or poster must not:
  - (a) display any offensive, indecent, insulting or objectionable item or words; or
  - (b) obstruct the entrance to the Council Chamber or a building where a Meeting is being, or is about to be, held;
  - (c) obstruct the view or physically impede any person; or
  - (d) be attached to a pole, stick or other object.
- (3) The Chairperson may order and cause the removal of any placard or poster that is deemed by the Chairperson to be objectionable, disrespectful or otherwise inappropriate.

## 3.6.9 Prohibited items

- A person may not bring in the Council Chamber or any building where a Meeting is being, or is about to be, held, including outside the entrance to the building any item that may affect the safety or security of the Meeting.
- (2) Items considered to affect the safety or security of a Meeting include:
  - (a) A bag or object larger than a small backpack;
  - (b) Devices that amplify sound;
  - (c) Any other object identified by a Councillor, Council officer or security officer.
- (3) The Chairperson may cause the removal of any object or material that is deemed by the Chairperson to be objectionable or disrespectful.

#### 3.6.10 Chairperson May Remove <sup>4</sup>

- Members of the public present at a Council Meeting must not interject during the Council Meeting.
- (2) If a person, other than a Councillor, interjects or gesticulating offensively during the Council Meeting, the Mayor may direct:
  - (a) the person to stop interjecting or gesticulating offensively; and
  - (b) if the person continues to interject or gesticulate offensively, the removal of the person.

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<sup>&</sup>lt;sup>4</sup> It is intended that this power to remove a member of the public, be exercisable by the Chairperson, without the need for any Council resolution. The Chairperson may choose to order the removal of a person whose actions immediately threaten the stability of the Meeting or wrongly threatens his or her authority in chairing the Meeting.

(3) In causing a person's removal under Sub-Rule (2)(b), or the removal of an object or material under Sub-Rules 3.6.8 and 3.6.9, the Chairperson may ask the Chief Executive Officer, an Authorised Officer or a member of security or Victoria Police to remove the person, object or material.

## 3.6.11 Chairperson may adjourn Disorderly Meeting

- (1) The Chairperson may call a break in a Meeting for either a short time, or to resume another day if:
  - (a) the behaviour at the Council table or in the gallery is significantly disrupting the Meeting; or
  - (b) as provided in Rule 3.5.8 when a Meeting has been in progress for longer than 2 hours.
- (2) The break referred to in Sub-Rule (1) is an adjournment.
- (3) If the Chairperson calls a Meeting to resume on another day, the provisions of 3.4.1 apply.

## 3.7 Voting

## 3.7.1 How a matter is determined

- (1) To determine a Motion at a Meeting, the Chairperson must first call for those in favour of the Motion and then those opposed to the Motion and must then declare the result to the Meeting.
- (2) In the event of a tied vote, the Chairperson must, unless the Act provides otherwise, exercise a Second vote.

## 3.7.2 Voting must be seen

- (1) Voting may be by any method resolved by Council that enables those in attendance and those watching a livestream broadcast to clearly see which way a Council has voted at the time a vote is taken.
- (2) In the absence of a Council resolving an alternative method, voting on any matter is by show of hands.

#### 3.7.3 When a division is permitted

- (1) A division may be requested by any Councillor on any vote.
- (2) The request must be made to the Chairperson either immediately prior to, or immediately after, the vote has been taken, and may not be made after the Meeting has moved to the next item of business.
- (3) When a division is called for the Chairperson must:
  - (a) first ask each Councillor wishing to vote in favour of the Motion to clearly indicate their vote and the Chairperson must then state the names of those Councillors to be recorded in the Minutes;
  - (b) then ask each Councillor wishing to vote against the Motion to clearly indicate their vote and the Chairperson must then state the names of those Councillors to be recorded in the Minutes;

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- (c) next, ask each Councillor abstaining from voting to clearly indicate their vote and the Chairperson must then state the names of those Councillors to be recorded in the Minutes; and
- (d) finally, declare the result of the division.
- (4) Where a division is requested after the original vote has been taken, the Motion is decided on the division and the fact that there may be a difference between the result obtained when the original vote was taken and the result obtained on the division must be disregarded.

## 3.7.4 No discussion once a vote has been declared

- (1) Once a vote on a Motion has been declared carried or lost by the Chairperson, no further discussion relating to the Motion is allowed, unless the discussion:
  - (a) involves a Councillor requesting that his or her opposition to a resolution be recorded in the Minutes or calling for a division; or
  - (b) is a Councillor foreshadowing a notice of rescission where a resolution has just been made, or a positive Motion where a resolution has just been rescinded.
  - (2) If a Motion is defeated, a new Motion on the same matter may be considered by Council only to avoid that matter being left in limbo.

## 3.8 Addressing the Meeting

#### 3.8.1 Councillor allowed to speak uninterrupted

A Councillor who has the floor must not be interrupted unless called to order, or given notice by the Chairperson his speaking time has elapsed or is about to elapse, when he or she must sit down and remain silent until the Councillor raising the Point of Order has been heard and the Point of Order dealt with.

## 3.8.2 Addressing the Meeting

- (1) If the Chairperson so determines, any person addressing the Chairperson must refer to the Chairperson as:
  - (a) Mayor; or
  - (b) Chairperson,
- (2) all Councillors, other than the Mayor, must be addressed as Cr......(surname); and
- (3) all Council staff, must be addressed by their official title.
- (4) Except for the Chairperson and Chief Executive Officer, any person who addresses the Meeting must direct all remarks through the Chairperson.

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## 3.9 Motions and Debate

A resolution must be able to be acted upon, a Motion must clearly state what is intended and what its effect will be if it becomes the decision. This provides clarity for the implementation of Council decisions.

#### 3.9.1 Moving a Motion

The procedure for moving any Motion is:

- (1) The mover must outline the Motion without speaking in support of it;
- (2) The Motion must be seconded by a Councillor other than the mover;
- (3) If a Motion is not seconded, the Motion lapses for want of a seconder;
- (4) If there is a seconder, then the Chairperson must call on the mover to speak to the Motion;
- (5) After the mover has spoken to the Motion, the seconder may also speak to the Motion;
- (6) After the seconder has spoken to the Motion (or after the mover has spoken to the Motion if the seconder does not speak to the Motion), the Chairperson must call on any Councillor who wishes to speak against the Motion, then on any Councillor who wishes to speak for the Motion, after waiting until all Councillors wishing to speak to the Motion have spoken; and
- (7) If no Councillor wishes to speak against the Motion, then the Chairperson may put the Motion or call on any other Member to speak.

#### 3.9.2 Chairperson's duty

Any Motion which:

- (1) is defamatory; or
- (2) is objectionable in language or nature; or
- (3) is vague or unclear in its intention; or
- (4) is outside the powers of Council; or
- (5) is not relevant to an item of business on the Agenda and has not been admitted as urgent business; or
- (6) purports to be an amendment but is not

must not be accepted by the Chairperson.

#### 3.9.3 Right of reply

- (1) The mover of a Motion, which has not been amended, may, once debate has been exhausted, exercise a right of reply to matters raised during debate.
- (2) No new matters may be raised in the right of reply.
- (3) If no Councillor has spoken against a Motion, there will be no right of reply.
- (4) After the right of reply has been exercised, the Motion must immediately be put to the vote without any further discussion or debate.

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#### 3.9.4 Moving an amendment

- (1) A Motion, which has been moved and seconded, may be amended by leaving out, inserting or adding words, which must be relevant to the subject of the Motion.<sup>5</sup>
- (2) An amendment may be proposed or seconded by any Councillor, except the mover and seconder of the original Motion.
- (3) If a Councillor proposes an amendment and the original mover and seconder of the Motion both indicate their agreement with the amendment, the amended Motion becomes the substantive Motion without debate or vote.
- (4) If a Councillor proposes an amendment to which either the mover or seconder does not agree, the following will apply:
  - (a) the amendment must be moved and seconded;
  - (b) a Councillor may speak on any amendment once, whether or not he or she has spoken to the Motion, but debate must be confined to the terms of the amendment;
  - (c) any number of amendments may be proposed to a Motion, but only one amendment may be accepted by the Chairperson at any one time. No second or subsequent amendment, whether to the Motion or an amendment of it, may be taken into consideration until the previous amendment has been dealt with and voted on;
  - (d) if the amendment is carried, the Motion as amended then becomes the Motion before the Meeting (known as the 'substantive Motion'); and
  - (e) the mover of an amendment does have a right of reply.

#### 3.9.5 Foreshadowing Motions

- (1) At any time during debate a Councillor may foreshadow a Motion so as to inform Council of his or her intention to move a Motion at a later stage in the Meeting, but this does not extend any special right to the foreshadowed Motion.
- (2) A Motion foreshadowed may be prefaced with a statement that, in the event of a particular Motion before the Meeting being resolved in a certain way, a Councillor intends to move an alternative or additional Motion.
- (3) A Motion foreshadowed has no procedural standing and is merely a means to assist the flow of the Meeting.
- (4) The Minutes of the Meeting will not include foreshadowed Motions unless the foreshadowed Motion is subsequently formally moved as a Motion.

#### 3.9.6 Withdrawal of Motions

Before any Motion is put to the vote, it may be withdrawn with the Agreement of Council.

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<sup>&</sup>lt;sup>5</sup> If a proposed amendment is Ruled to be the negative of, or substantially contrary to, the Motion, it should be treated as an alternative Motion to be considered only in the event that the Motion before the Chair is lost – see Foreshadowing Motions.

## 3.9.7 Separation of Motions

- (1) Where a Motion contains more than one part, a Councillor may request the Chairperson to put the Motion to the vote in separate parts.
- (2) The Chairperson may decide to put any Motion to the vote in separate parts.

#### 3.9.8 Motions moved in a block

The Chairperson may allow like Motions to be moved, or request Councillors to move like items, in a block (en bloc), if once passed the Motions will only:

- (a) note actions already taken; or
- (b) will not commit Council to further action, approve any spending (including any contractual variations) or changes to policy.

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## 3.9.9 Motions in writing

- (1) All Motions, except Procedural Motions, must be submitted in writing.
- (2) The Chairperson may adjourn a Meeting while a Motion is being written or may request Council to defer the matter until the Motion has been written, allowing the Meeting to proceed uninterrupted.

#### 3.9.10 Debate must be relevant to the Motion

- (1) Debate must always be relevant to the Motion before the Meeting, and, if not, the Chairperson must request the speaker to confine debate to the Motion.
- (2) If, after being requested by the Chairperson to confine debate to the Motion before the Meeting, the speaker continues to debate irrelevant matters, the Chairperson may direct the speaker to be seated and not speak further in respect of the Motion before the Chairperson. The speaker must immediately comply with any such direction.

#### 3.9.11 Adequate and sufficient debate

- (1) Adequate debate is required where a matter is contentious in nature. In such a case, every Councillor should be given an opportunity to participate in the debate.
- (2) A Motion has been sufficiently debated if opposing views (where they exist) have been sufficiently put, not so much the number of those who have spoken but whether all minority opposing views have been put.
- (3) Once the views put are representative of the views of all Councillors or Members of the Delegated Committee, the debate would be regarded as sufficient.

#### 3.9.12 Speaking times

- (1) Unless a Motion for an extension of speaking time has been carried, the maximum speaking times are:
  - (a) the mover of a Motion or amendment 3 minutes;
  - (b) the mover of a Motion when exercising his or her right of reply 2 minutes; and
  - (c) any other speaker 3 minutes.
- (2) A Motion for an extension of speaking time must be proposed before the initial speaking time, for that speaker, expires.
- (3) A Motion for an extension of speaking time must not be accepted by the Chairperson if another Councillor has commenced speaking.
- (4) Only one extension of speaking time is permitted for each speaker.
- (5) Any extension of speaking time must not be more than two minutes.

## 3.9.13 Procedural Motions

- Unless otherwise prohibited, and subject to Sub-Rule (3), a Procedural Motion may be moved at any time and must be dealt with immediately by the Chairperson.
- (2) Procedural Motions require a seconder.

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- (3) The Chairperson may reject a Procedural Motion if he or she believes the Motion on which it is proposed has not been adequately or sufficiently debated.
- (4) Regardless of any other provision in this Local Law, a Procedural Motion must be dealt with in accordance with the table at Sub-Rule (8).
- (5) A Procedural Motion may not be moved or seconded by the Chairperson.
- (6) Unless otherwise provided, debate on a Procedural Motion is not permitted and the mover does not have a right of reply.
- (7) Unless otherwise provided, a Procedural Motion must not be amended.
- (8) Procedural Motions table:

Motion	Form	Mover/Seconder	When prohibited	Effect if Carried	Effect if Lost	Debate Permitted
Deferral of a matter (to a future Meeting)	'That the debate on this matter be deferred until (insert Meeting/date) to allow (purpose of deferral)''	Any Councillor who has not moved or seconded the original Motion or otherwise spoken to the original Motion	<ul> <li>(a) During the election of the Mayor/Deputy Mayor;</li> <li>(b) During the election of a Chairperson; or</li> <li>(c) When another Councillor is speaking</li> </ul>	Consideration/debate on the Motion and/or amendment is postponed to the stated date and the item is re-listed for consideration at the resolved future Meeting, where a fresh Motion may be put and debated	Debate continues unaffected	Yes
Closure (of debate)	'That the Motion now be put'	Any Councillor who has not moved or seconded the original Motion or spoken for/against the original Motion	During nominations for a Chairperson	Motion or amendment is put to the vote immediately without further debate, subject to any Councillor exercising his or her right to ask any question concerning or arising out of the Motion	Debate continues unaffected	No
Laying a Motion on the table (pausing debate)	'That the Motion be laid on the table'	A Councillor who has not spoken for/against the Motion	During the election of the Mayor/Deputy Mayor	Motion not further discussed or voted on until Council resolves to take the question from the table at the same Meeting	Debate continues unaffected	No
Take a Motion from the table (resume debate on a matter)	'That the Motion in relation to xx be taken from the table'	Any Councillor	When no Motion is on the table	Debate of the item resumes	Debate of the item remains paused	No
Alter the order of business	'That the item listed at xx on the Agenda be considered before/after the item listed as xy'	Any Councillor	(a) At a Meeting to elect the Mayor; or (b) During any debate	Alters the order of business for the Meeting	Items are considered in the order as listed in the Agenda	No

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Motion	Form	Mover/Seconder	When prohibited	Effect if Carried	Effect if Lost	Debate Permitted
Suspension of Standing Orders	'That Standing Orders be suspended to' (reason must be provided	Any Councillor		The Rules of the Meeting are temporarily suspended for the specific reason given in the Motion No debate or decision on any matter, other than a decision to resume Standing Orders, is permitted	The Meeting continues unaffected	No
Resumption of Standing Orders	'That Standing Orders be resumed'	Any Councillor	When Standing Orders have not been suspended	The temporary suspension of the Rules of the Meeting is removed	The Meeting cannot continue	No
Adjourn the Meeting	'That the Meeting be adjourned for xx minutes/until xx date [and insert reason]	Any Councillor	When Standing Orders have not been suspended	The Meeting is ceased to reconvene at the specified time/date.	The Meeting continues (if the Governanc e Rules allow)	Yes
Consideration of confidential matter(s) (Close the Meeting to members of the public)	That, in accordance with section 66(2)(a) of the Local Government Act 2020 the Meeting be closed to members of the public for the consideration of item xx which is confidential as it relates to [insert reason]	Any Councillor	During the election of the Mayor/Deputy Mayor	The Meeting is closed to members of the public	The Meeting Continues to be open to the public	Yes
Reopen the Meeting	'That the Meeting be reopened to members of the public'	Any Councillor		The Meeting is reopened to the public	The Meeting remains closed to the public	No

## 3.9.14 Notices of Motion

- (1) A Councillor can submit to the Chief Executive Officer a Notice of Motion for inclusion in the Agenda for a Meeting.
- (2) A Notice of Motion must be in writing, signed by the Councillor (including by electronic means), and be lodged with the Chief Executive Officer no later than 12

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noon 10 business days before the Meeting at which it is intended to be considered to ensure its inclusion in the Agenda.

- (3) The Chief Executive Officer must inform Councillors about the legal and cost implications of any proposed Notice of Motion. The Chief Executive Officer may suggest revised wording to the draft Notice of Motion to facilitate compliance with the requirements for Notices of Motion under this Local Law.
- (4) A Notice of Motion must relate to the objectives, role and functions or Council as outlined in the Act.
- (5) A Notice of Motion must call for a Council report if the Notice of Motion proposes any action that:
  - (a) impacts the levels of Council service;
  - (b) commits Council to expenditure greater than \$5,000 that is not included in the adopted Council Budget;
  - (c) proposes to establish, amend or extend Council policy;
  - (d) proposes to impact the rights of any person who has not had the opportunity to contribute their views;
  - (e) commits Council to any contractual arrangement; or
  - (f) concerns any litigation in respect of which Council is a party.
- (6) The Chief Executive Officer must reject any Notice of Motion which:
  - (a) is too vague;
  - (b) is defamatory;
  - (c) may be prejudicial to any person or Council;
  - (d) is objectionable in language or nature; or
  - (e) is outside the powers of Council.
- (7) The Chief Executive Officer may reject a proposed Notice of Motion that relates to a matter that can be addressed through the operational service request process.
- (8) If rejecting a Notice of Motion, the Chief Executive Officer must inform the Councillor who lodged it of that rejection and the reasons for the rejection no later than nine business days before the Meeting at which it is intended to be considered. The Councillor may submit a revised Motion within 24 hours.
- (9) The Chief Executive Officer may designate a Notice of Motion to be confidential in accordance with relevant grounds as contained in the Act, in which case, the Notice of Motion will be considered in the part of the relevant Council Meeting that is closed to members of the public.
- (10) The full text of any Notice of Motion accepted by the Chief Executive Officer must be included in the Agenda and outline the policy, financial and resourcing implications if the Notice of Motion is passed.
- (11) The Chief Executive Officer may arrange for comments of members of Council staff to be provided to Councillors prior to the Notice of Motion being published in the Agenda for the relevant Council Meeting.

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- (12) The Chief Executive Officer must cause all Notices of Motion to be sequentially numbered, dated and entered in a register.
- (13) Unless Council resolves otherwise, each Notice of Motion must be considered in the order in which they were received.
- (14) The Motion moved must not be substantially different to the Motion published in the Agenda, however may be amended by resolution of the Council.
- (15) If a Councillor who has lodged a Notice of Motion is absent from the Meeting or fails to move the Motion when called upon by the Chairperson to do so, any other Councillor may move the Motion.
- (16) If a Notice of Motion is not moved at the Council Meeting at which it is listed, it lapses.

#### 3.9.15 Notices of Rescission

- A notice of rescission is a form of Notice of Motion. Accordingly, all provisions in these Rules regulating Notices of Motion equally apply to notices of rescission.
- (2) Motions to rescind or alter a previous resolution of Council can be made by:
  - (a) notice of rescission delivered by a Councillor in accordance with Sub-Rule
     (3); or
  - (b) recommendation contained in an officer's report included in the Agenda.
- (3) A Councillor may propose a Motion to rescind or alter a previous resolution of Council provided:
  - (a) the previous resolution has not been acted on; and
  - (b) a notice is delivered to the Chief Executive Officer or Delegate setting out:
  - (c) the relevant previous resolution to be rescinded or altered; and
  - (d) the Meeting and date when the relevant previous resolution was carried.
- (4) A notice of rescission must be in writing, signed (including by electronic means) by a Councillor and be delivered to the Chief Executive Officer or a Delegate by 12 noon at least 10 business days prior to the next Council Meeting.
- (5) The Chief Executive Officer, or a member of Council staff with responsibility for the subject matter of a resolution, may implement a resolution of Council at any time after the close of the Meeting at which it was made. A resolution of Council will be deemed to have been acted on if:
  - (a) its contents or substance has been formally communicated to a person whose interests are materially affected by it, including by publishing the proposed Minutes of a Council Meeting on Council's website; or
  - (b) a statutory process has been commenced so as to vest enforceable rights or obligations on Council or any other person.
- (6) Notwithstanding Sub-Rule (4), the Chief Executive Officer or member of Council staff must defer implementing a resolution which:
  - (a) has not been acted on; and
  - (b) is the subject of a notice of rescission which has been delivered to the Chief Executive Officer in accordance with Sub-Rule (2), unless deferring

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implementation of the resolution would have the effect of depriving the resolution of usefulness, giving rise to non-compliance with a legal obligation or placing the Council at legal, financial or other risk.

- (7) If a Motion for rescission is lost, a similar Motion may not be put before Council for at least one month from the date it was last lost, unless Council resolves that the notice of rescission be re-listed at a future Meeting.
- (8) If a Motion for rescission is not moved at the Meeting for which it is listed, it lapses.
- (9) A notice of rescission listed on an Agenda may be moved by any Councillor present but if not being moved by the Councillor who submitted it, must be moved in the form it was listed and must not be amended.

## 3.9.16 Change of Council Policy

- (1) Council reviews its policies to ensure they are current and continue to reflect community expectations and the position held by a particular Council.
- (2) It is good practice for Council to review significant policies at least once in each Council term (every 4 years) and such reviews may lead to change in policy position.
- (3) Subject to Sub-Rule (4), if Council wishes to change a Council policy, a formal notice of rescission is not required.
- (4) If a policy has been in force in its original or amended form for less than 12 months, any intention to change the policy which may result in a substantial change to the policy's application or operation for members of the public should be communicated to those affected, and their comment sought, prior to the policy being changed.

#### 3.9.17 Foreshadowed Items

- (1) At the time designated in the Council Meeting Agenda, a Councillor may foreshadow a Notice of Motion to be submitted for consideration at the next Council Meeting by indicating, when called on to do so by the Chair, the subject matter of the foreshadowed Notice of Motion.
- (2) The subject matter, as indicated by the Councillor, of a Foreshadowed Item will be recorded in the Minutes.
- (3) No discussion or debate is allowed on a Foreshadowed Item.
- (4) A Foreshadowed Item will have no further formal status at that Council Meeting.
- (5) Foreshadowed Items are intended to be used to indicate to Council and the community matters of importance that will be raised at the next Council Meeting.
- (6) If a Councillor does not submit a Notice of Motion in accordance with Rule 3.9.14 for the next Council Meeting, no further action on a Foreshadowed Item will occur.

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## 3.10 Points of Order

## 3.10.1 Raising a Point of Order

- (1) A Councillor raising a Point of Order must state:
  - (a) the Point of Order; and
  - (b) any chapter, Rule, paragraph or provision relevant to the Point of Order.
- (2) The Chairperson must decide all points of order by stating the provision, Rule, practice or precedent which he or she considers applicable to the Point of Order raised, without entering into any discussion or comment.
- (3) The Chairperson may adjourn the Meeting to consider a Point of Order; otherwise he or she must Rule on it as soon as it is raised.
- (4) All other matters before Council are suspended until the Point of Order is decided.

#### 3.10.2 Dissent in Chairperson's ruling

- A Motion of dissent in the Chairperson's ruling must, if seconded, be given priority to all other items of business and a substitute Chairperson must be elected to preside while the Motion is being considered.
- (2) The substitute Chairperson must put questions relative to the ruling to the Chairperson first, and then to the mover of the Motion.
- (3) The substitute Chairperson must conduct a debate on the Chairperson's ruling, and the matter must be decided by a majority vote.
- (4) The Chairperson must then resume the Chair for the remainder of the Meeting.

#### 3.10.3 Valid points of order

- (1) A Point of Order may be raised in relation to:
  - (a) a Motion which under Rule 3.9.2 should not be accepted by the Chairperson;
  - (b) a question of procedure;
  - (c) a Councillor who is, or appears to be, out of order;
  - (d) debate that is irrelevant to the matter under consideration;
  - (e) a matter that is outside the powers of Council; or
  - (f) any act of Disorder.

#### 3.10.4 Contradiction or opinion

(2) Rising to express a mere difference of opinion or to contradict a speaker is not a Point of Order.

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## 3.10.5 Disorderly Conduct

- (1) The conduct of Councillors at Council Meetings is governed by the Act, these Rules and the Councillor Code of Conduct.
- (2) Where a Councillor engages in improper or Disorderly conduct, or acts in a way that otherwise disrupts the Meeting, and prevents the conduct of Council business:
  - (a) Council may, by resolution, suspend that Councillor from a portion of the Meeting or from the balance of the Meeting where the Chairperson has warned the Councillor to cease that behaviour; or
  - (b) The Mayor, at a Council Meeting, having previously warned the Councillor to cease that behaviour, may direct a Councillor to leave the Meeting for a period of time or the balance of the Meeting.<sup>6</sup>
- (3) Where Council suspends a Councillor under Sub-Rule (2)(a), or the Mayor directs a Councillor to leave the Meeting under Sub-Rule (2)(b) the Councillor will take no active part in the portion of the Meeting from which he or she has been suspended.
- (4) If a Councillor has been suspended from a Meeting or directed to leave in accordance with Sub-Rule (3) the Chairperson may ask the Chief Executive Officer, an Authorised Officer a member of Victoria Police to remove the Councillor.

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<sup>&</sup>lt;sup>6</sup> The Act (section 19(1)(b) provides the power to the Mayor to direct a Councillor, subject to any procedures or limitations specified in the Governance Rules, to leave a Council Meeting if the behaviour of the Councillor is preventing the Council from conducting its business.

## 3.11 Minutes

The Minutes of a Meeting must contain details of the proceedings and resolutions made, be clearly expressed, be self-explanatory and incorporate relevant reports or a summary of the relevant reports considered in the decision-making process.

#### 3.11.1 Keeping of Minutes

- (1) The Chief Executive Officer or Delegate is responsible for the keeping of Minutes on behalf of Council. Those Minutes must record:
  - (a) the date, place, time and nature of the Council Meeting;
  - (b) the names of Councillors and whether they are present, an apology, on leave of absence, etc.;
  - (c) the titles of the members of Council staff present who are not part of the gallery;
  - (d) the disclosure of a conflict of interest made by a Councillor in accordance with the Act;
  - (e) the arrivals and departures of Councillors, during the course of the Meeting (including any temporary departures or arrivals);
  - (f) every Motion and amendment moved (including Procedural Motions),
  - (g) the outcome of every Motion moved;
  - (h) where a division is called, the names of every Councillor and the way their vote was cast (and if they abstained);
  - (i) when requested by a Councillor, a record of their support of, opposition to, or abstention from voting on any Motion;
  - (j) for the purposes of Sub-Rules (h) and (i) an abstention will be recorded along with a note that the vote was counted against the question in accordance with section 61(5)(e) of the Act.
  - (k) details of any failure to achieve or maintain a quorum;
  - a summary of any question asked and the response provided as part of public question time
  - (m) the items about which community statements have been made and the number of community statements;
  - (n) details of any petitions made to Council;
  - (o) the time and reason for any adjournment of the Meeting or suspension of standing orders;
  - (p) any other matter, which the Chief Executive Officer or Delegate thinks should be recorded to clarify the intention of the Meeting or assist in the reading of the Minutes; and
- (q) the time the Council Meeting was opened and closed, including any part of the Council Meeting that was closed to members of the public.

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## 3.11.2 Electronic Minutes

Once confirmed, the Minutes may be stored electronically in perpetuity as the record of Council business.

#### 3.11.3 Confirmation of Minutes

- (1) The Minutes as recorded by the Chief Executive Officer, or Delegate, will be made available as the proposed Minutes soon as possible, but at a minimum to:
  - (a) Councillors, within 7 business days;
  - (b) members of the public, by publishing them on Council's website, within 9 business days of the Council Meeting they relate to.
- (2) At every Council Meeting the Minutes of the preceding Council Meeting(s) must be dealt with as follows:
  - a Motion will be moved to confirm the Minutes in the following terms: 'That the Minutes of the ......Meeting held on ......20.....be confirmed.';
  - (b) if a Councillor indicates opposition to the Minutes, the Councillor must specify the particular item or items in the Minutes and, after asking any questions to clarify the matter, can only move a Motion to rectify the alleged error(s) in the Minutes by adding the following words to the Motion in Sub-Rule (2) (a) '...subject to the following alteration(s).......'.
- (3) no debate or discussion is permitted on the confirmation of Minutes except as to their accuracy as a record of the proceedings of the Council Meeting to which they relate;
- (4) once the Minutes are confirmed in their original or amended form, the Minutes must, if practicable, be signed by the Chairperson of the Meeting at which they have been confirmed; and
- (5) the Minutes must be entered in the minute book and each item in the minute book must be entered consecutively.

#### 3.11.4 Webcasting and Recording of Proceedings

- (1) The Chief Executive Officer (or Delegate) may, for the purposes of minute taking, cause all or part of the proceedings of a Meeting to be recorded on suitable audio or video recording equipment.
- (2) The Chief Executive Officer will cause a livestream of the proceedings of a Meeting to be conducted and the recording of that livestream to be made available to the public.
- (3) A Meeting that has been closed to members of the public for consideration of confidential matters will not be livestreamed.
- (4) A Meeting that has been closed to members of the public for security reasons or because it is necessary to do so to enable the Meeting to proceed in an orderly manner, must continue to be livestreamed.
- (5) A Meeting that has been closed to members of the public for security reasons or because it is necessary to do so to enable the Meeting to proceed in an orderly manner must be adjourned if the livestream is not possible.

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- (6) A person in the gallery must not operate film, photographic, tape-recording or other equipment to reproduce sound and/or images at any Meeting without first obtaining the consent of the Chairperson.
- (7) The consent of the Chairperson given under Sub-Rule (3) may be revoked at any time during the course of a Meeting by the Chairperson stating that consent has been revoked and ordering that the recording cease, at which time the recording must cease.

## **3.12 Suspension of Standing Orders**

Standing Orders are the Rules made to govern the procedure at Council Meetings and Special Meetings contained in this Local Law. The Standing Orders cover a range of matters including the order of business, Rules of debate, Procedural Motions and election procedures. Standing Orders can be suspended to facilitate the business of a Meeting but should not be used purely to dispense with the processes and protocol of the government of Council.

- (1) To temporarily remove the constraints of formal Meeting procedure and allow full discussion or clarification of an issue, Council may, by resolution, suspend standing orders in accordance with the Procedural Motion table at Rule 3.9.13.
- (2) Suspension of standing orders should not be used purely to dispense with the processes and protocol of the government of Council.
- (3) No Motion can be accepted by the Chairperson or lawfully be dealt with during any suspension of standing orders, except a Motion to resume standing orders.
- (4) No Motion to suspend standing orders can be accepted by the Chairperson during a second extension of time for a Meeting.

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Chapter 3: Meeting Procedure

# 3.13 Circumstances in which Council will close a Meeting to members of the public

- (1) The Act provides the basis for matters to be considered as confidential. Council will only close a Meeting to the public for consideration of confidential matters in accordance with the Act and its Public Transparency Policy.
- (2) The Chief Executive Officer may determine to advertise that a Meeting will be closed to members of the public if:
  - (a) There is reason to believe the safety or security of Councillors, Council staff or members of the public will be at risk if the Meeting is open to the public; or
  - (b) All matters to be considered at the Meeting are confidential in nature.
- (3) Council may resolve to close a Meeting to members of the public if:
  - (a) There is reason to believe the safety or security of Councillors, Council staff or members of the public is at risk; or
  - (b) A Meeting, has become, or is at risk of becoming so Disorderly that the business of Council cannot be conducted; or
  - (c) The matter to be considered relates to confidential matters.
- (4) Having closed the Meeting in accordance with Sub-Rule (2), Council may resolve that it's decision or any report considered, or any part of its decision or any report considered, may be released to the public, to provide clarity that a Councillor or Council staff member who discusses those elements resolved to be released is not releasing confidential information.

## 3.13.1 Designated Confidential Information

- (1) If, after the repeal of section 77(2)(c) of the Local Government Act 1989, the Chief Executive Officer is of the opinion that information relating to a Meeting is confidential information within the meaning of the Act, he or she may designate the information as confidential and advise Councillors and/or members of Council staff in writing accordingly.
- (2) Information which has been designated by the Chief Executive Officer as confidential information within the meaning of the Act, and in respect of which advice has been given to Councillors and/or members of Council staff in writing accordingly, will be presumed to be confidential information.

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# CHAPTER 4 – ELECTION OF THE MAYOR

### 4.1. Overview

The role and functions of the Mayor are provided in the Act. The holder of this significant office is the Chairperson at Council Meetings, the leader of the Councillors, acts as the principal spokesperson for Council and carries out civic and ceremonial duties. The Mayor also leads engagement with the community on the development of the Council Plan.

The Chief Executive Officer must determine the most appropriate time and date for the election of the Mayor, except that the election of the Mayor must be held in accordance with any provisions contained in the Act<sup>7</sup>.

- (1) A Mayor is to be elected no later than one month after the date of a general election.
- (2) At the Meeting to elect the Mayor, Council must first resolve if the term of the Mayor is to be 1 or 2 years.
- (3) If the Mayor is elected for a 1 year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the 1 year term as is reasonably practicable.
- (4) If the Mayor is to be elected for a 2 year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the 2 year term as is reasonably practicable.
- (5) A Mayor is to be elected within one month after any vacancy in the office of Mayor occurs.
- (6) The election of a Mayor after the period specified in this section does not invalidate the election.
- (7) A Councillor elected to fill a vacancy in the office of Mayor caused other than by the expiration of a one year or a 2 year term serves the remaining period of the previous Mayor's term.

### 4.2. Election of Mayor<sup>8</sup>

- (1) At a Council Meeting that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.
- (2) Subject to section 167, any Councillor is eligible for election or re-election to the office of Mayor.
- (3) The election of the Mayor must—
  - (a) be chaired by the Chief Executive Officer; and
  - (b) subject to this section, be conducted in accordance with the Governance Rules.

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 $<sup>^7</sup>$  In accordance and as outlined in Section 26 of the Act  $^8$  In accordance and as outlined in Section 25 of the Act

- (4) Subject to subsections (5) and (6), the Mayor must be elected by an absolute majority of the Councillors.
- (5) If an absolute majority of the Councillors cannot be obtained at the Meeting, the Council may resolve to conduct a new election at a later specified time and date.
- (6) If only one Councillor is a candidate for Mayor, the Meeting must declare that Councillor to be duly elected as Mayor.
- (7) In this section, **absolute majority** means the number of Councillors which is greater than half the total number of the Councillors of a Council (i.e. 6).

### 4.3. Role and Election of Deputy Mayor

In accordance with section 21 of the Act, the role of the Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if the mayor is unable to attend a Council meeting or part thereof; incapable to perform his or her duties or the office of the Mayor is vacant.

- At the Council Meeting at which the Mayor is to be elected, the Council may resolve to establish the position of Deputy Mayor and elect a Councillor to the position of Deputy Mayor.
- (2) The term of a Deputy Mayor is identical to the term of the Mayor as resolved by Council.
- (3) If the Council has not resolved to establish the position of Deputy Mayor, any provisions in this these Governance Rules relating to the Deputy Mayor have no effect.

### 4.4. Nominating

- (1) Each nomination requires a mover and seconder.
- (2) A nominated Councillor must advise the Chair whether they accept or decline the nomination as a candidate for the role of Mayor/Deputy Mayor.

### 4.5. Method of Voting

The election of the Mayor must be carried out by a show of hands.

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#### 4.6. Determining the Election of Mayor / Deputy Mayor

- (1) The Chief Executive Officer will preside during the election of the Mayor.
- (2) The Chief Executive Officer must invite nominations for the office of Mayor and confirm acceptance of the nomination with the nominee.
- (3) Where in an election for the Mayor:
  - (a) only one candidate has been nominated, that candidate must be declared elected;
  - (b) two candidates have been nominated, a vote must be taken and the candidate who receives an Absolute Majority of votes must be declared elected;
  - (c) two candidates have been nominated and no candidate receives an Absolute Majority of votes, a Second vote will be conducted.
  - (d) where, after a Second vote, where two candidates have been nominated and no candidate receives an Absolute Majority of votes the Chief Executive Officer will seek the Meeting to resolve to conduct a new election at a Meeting to be held at 6 pm the following day;
  - (e) more than two candidates have been nominated and no candidate receives an Absolute Majority:
    - (i) the candidate with the fewest number of votes cast must be eliminated;
    - (ii) the names of the remaining candidates must be put to the vote again; and
    - (iii) the procedure in (i) and (ii) above must be continued until there remain only two candidates, at which point the candidate to be declared elected is to be determined by the procedures outlined in (b) to (d).
  - (f) in the event of more than two candidates having an equality of votes and one of them having to be declared a defeated candidate (where there are three or more candidates with equal votes); the Chief Executive Officer will conduct a vote for one candidate to be defeated;
  - (g) In the event the vote for a candidate to be defeated results in an equality of votes the defeated candidate will be determined by lot.
  - (h) if a lot is conducted, the Chief Executive Officer will conduct of the lot and the following provisions will apply:
    - (i) each candidate will draw one lot;
    - the order of drawing lots will be determined by the alphabetical order of the surnames of the Councillors who received an equal number of votes except that if two or more Councillor surnames are identical, the order will be determined by the alphabetical order of the Councillors' first names;
    - as many identical pieces of paper as there are Councillors who received an equal number of votes must be placed in a receptacle;
    - (iv) the word 'Defeated' shall be written on one of the pieces of paper, and the Councillor who draws the paper with the word 'Defeated' written on it must be declared the defeated candidate (in which event a further vote must be taken on the remaining candidates).

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(4) If Council resolves to have the office of Deputy Mayor, the provisions of Sub-Rules (2) and
 (3) apply to the election of the Deputy Mayor with all necessary modifications and adaptations.

### 4.7. Ceremonial Mayoral Speech

- (1) Upon being elected, the Mayor may make a ceremonial speech.
- (2) The purpose of the ceremonial Mayoral speech is to outline priorities for the year ahead based on the adopted Council Plan.

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# CHAPTER 5 COUNCIL COMMITTEES & JOINT COUNCIL MEETINGS

Various types of Committees can play a key role in connecting community views and experts with the decision-making processes of Council. Committees provide advice to Council and to Council officers exercising delegation to make decisions or implement policy.

Committees, usually comprise community members and Councillors, and may include representatives of community organisations. These committees are essential forums to provide input to the development of Council policy and decision making in their areas of focus.

The appointment of Councillors to specific areas of responsibility also provides a framework for relationships between Councillors and the administration of Council to underpin informed decision making.

Council also has Councillor representatives on external committees and organisations to ensure Council's voice is heard in key priority areas. These committees and organisations also inform Council, via its representatives, in regard to sector and/or expert views.

Council will seek the views of community members whose rights or obligations may be affected before making a decision. Community engagement on each issue will be undertaken in accordance with the Community Engagement principles of the Act and Council's Community Engagement Policy.

In certain circumstances Council will establish a formal opportunity for members of the community to address a committee established to hear from the community in regard to a specific issue.

# 5.1 Delegated Committees

Council may establish Delegated Committees as part of its governance framework. Delegated Committees can comprise Councillors, members of Council staff and others and must be chaired by a Councillor. As Council may delegate specific powers, duties and functions to Delegated Committees, their Meeting procedures need to be formal.

- (1) If Council establishes a Delegated Committee, these Rules will apply to the Delegated Committee Meetings with any necessary modifications.
- (2) For the purpose of Sub-Rule (1):
  - (a) a Council Meeting is to be read as a reference to a Delegated Committee Meeting;
  - (b) a Councillor is to be read as a reference to a Member of the Delegated Committee; and

- (c) a reference to the Mayor is to be read as a reference to the Chairperson of the Delegated Committee.
- (3) If Council establishes a Delegated Committee, Council may resolve that a provision of these Governance Rules do not apply to that Committee.

### 5.2 Advisory Committees

- (1) Advisory Committees established by Council will be consulted for input on related policy, strategy or major operational proposals.
- (2) Each Advisory Committee will be established in accordance with a framework and terms of reference determined by the Chief Executive Officer that at a minimum will prescribe:
  - (a) Membership terms that provide for renewal of membership and continuity of contribution, with provision for initial appointments to support rotation of memberships.
  - (b) Inclusive and transparent recruitment processes for community member membership and participation.
  - (c) Requirements for disclosures of conflicts of interest.
  - (d) A description of the roles of members including attendance and participation requirements, role of the committee, Councillor chair, reporting requirements, confidentiality.
- (3) Subject to the Local Government Act 2020, the Council may appoint any number or combination of its members and staff officers to be an Advisory Committee to consider and make a recommendation to the Council upon any matter, but no decision or recommendation of any Advisory Committee shall have any force or effect until approved by the Council.

#### 5.3 Hearing Committees

- (1) Council will establish Hearing Committees to provide an opportunity to hear from community members in formal setting on key issues.
- (2) A Hearing Committee will be comprised only of Councillors.
- (3) Where issue is affects a large proportion of the Moreland community all Councillors will be appointed to the Hearing Committee.
- (4) Priority will be given to addresses from those members of the community who have registered an interest in addressing a Hearing Committee.
- (5) Community members will be provided with reasonable notice of the date and time that they will be invited to address a Hearing Committee.
- (6) Council may resolve that a Hearing Committee Meeting will be held electronically and make provisions for community members address the committee by a video conferencing tool.
- (7) Council may resolve a Hearing Committee Meeting will be livestreamed.
- (8) A summary of proceedings of all Hearing Committee Meetings held will be reported to Council.

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# Governance Rules Chapter 5: Committees of Council and Joint Council Meetings

## 5.4 Community Asset Committees<sup>9</sup>

The Act provides for Council to establish a community asset committee for the management of a community asset such as a hall. Council may appoint members of the community to the committee and delegate to it powers, duties, or functions. The powers delegated to a community asset committee must be limited in the amount and purpose of any financial delegation.

- (1) The Governance Rules will apply to any Community Asset Committee established by Council.
- (2) Council may resolve, in establishing a Community Asset Committee, that the Meeting procedure chapter of these Governance Rules does not apply.
- (3) A Community Asset Committee must report the Minutes of all Committee Meetings to the next practicable Council Meeting.
- (4) A Community Asset Committee must act in accordance with its adopted Charter, Instrument of Delegation and any Terms of Reference adopted by Council.
- (5) A Community Asset Committee must adhere to any policy, guideline or protocol introduced by Council, which relates to the operational or governance requirements of the Committee.
- (6) A Community Asset Committee must provide Council with an Annual Report each year, in a format determined by the Chief Executive Officer.

### 5.5 Joint Council Meetings

Regional collaboration provides benefits to the Moreland community through collective procurement, increased advocacy and alignment for major projects. While on some matters that are worked on in partnership it's possible for the participating Councils to make their own decisions and determinations, in some circumstances, it may be beneficial to hold Joint Council Meetings as are provided for in the Act.

- (1) Council may resolve to participate in a Joint Council Meeting.
- (2) If Council has resolved to participate in a Joint Council Meeting, the Chief Executive Officer (or Delegate) will agree on governance Rules with the participating Councils.
- (3) Where the participating Councils agree Moreland will chair a Joint Council Meeting, the Mayor will be nominated to Chair the Joint Council Meeting.
- (4) A joint meeting must comply with any requirements prescribed by the regulations.

#### <sup>9</sup> Section 47 of the Act provides:

1) The Chief Executive Officer may by instrument of delegation delegate any power, duty or function of the Council that has been delegated to the Chief Executive Officer by the Council to—

(a) a member of Council staff; or

(b) the members of a Community Asset Committee.

This means Council may not delegate directly to a Community Asset Committee.

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# CHAPTER 6 – CONFLICTS OF INTEREST

The Act defines general and material conflicts of interest and provides exemptions for remoteness and interests in common with a substantial proportion of ratepayers along with other specific circumstances.

The Act also provides Council must include in its Governance Rules procedures for disclosures of Conflicts of interest, including at Meetings conducted under the auspices of Council that are not Council Meetings. Meetings conducted under the auspices of Council include those Meetings arranged or hosted by Council.

These Rules provide the procedures for disclosures of conflicts of interest.

Further guidance is available from the Managing Conflicts of Interest guideline.

#### 6.1 Obligations with regard to conflict of interest:

- (1) Councillors, members of Delegated Committees and Council staff and contractors are required to:
  - (a) Avoid all situations which may give rise to conflicts of interest;
  - (b) Identify any conflicts of interest; and
  - (c) Disclose or declare all conflicts of interest.

#### 6.2 Councillors and Members of Delegated Committees

- (1) May not participate in discussion or decision-making on a matter in which they have a conflict of interest.
- (2) When disclosing a conflict of interest, Councillors must clearly state their connection to the matter.
- (3) All disclosures of conflicts of interest will be recorded in the Minutes of a Council or Delegated Committee Meeting.
- (4) Council will maintain a Conflict of Interest Register which will be made available on Council's website.

### 6.3 Procedure at a Council or Delegated Committee Meeting

- (1) At the time designated in the Agenda, a Councillor with a conflict of interest in an item on that Agenda must indicate they have a conflict of interest by clearly stating:
  - (a) The item for which they have a conflict of interest; and
  - (b) Whether their conflict of interest is general or material; and
  - (c) The circumstances that give rise to the conflict of interest.
- (2) Immediately prior to the consideration of the item in which they have a conflict of interest, a Councillor or Member of a Delegated Committee must indicate to the Meeting the existence of the conflict of interest and leave the Meeting.
- (3) A Councillor who is not present at the designated time in the Agenda for disclosures of conflicts of interest, must disclose their conflict of interest in the manner that required for the declarations of conflicts of interest at Sub-Rule (1) prior to leaving the Meeting.

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(4) A Councillor or Member of a Delegated Committee who discloses a conflict of interest and leaves a Council Meeting must not communicate with any participants in the Meeting while the decision is being made.

### 6.4 Procedure at Advisory Committee Meetings and other Meetings organised, hosted or supported by Moreland

- (1) A Councillor or member of an Advisory Committee who has a conflict of interest must not participate in discussion of matters that will come before Council for a decision, or if a decision will be made by a member of staff acting under delegation.
- (2) At the time indicated on the Agenda, a Councillor or member of an Advisory Committee with a conflict of interest will indicate the existence of the conflict of interest and the matter in which the conflict of interest arises.
- (3) If there is no Agenda, a Councillor or member of an Advisory Committee with a conflict of interest will indicate the existence of the conflict of interest as soon the matter arises.
- (4) At the time for discussion of that item, the Councillor or member of an Advisory Committee will leave the discussion and not communicate with any members of the Meeting for the duration of the discussion.
- (5) The existence of a conflict of interest will be recorded in the Minutes of the Meeting.
- (6) If there are no Minutes kept of the Meeting, the conflict of interest will be recorded in a Meeting record and provided to the Governance team for recording in the register of Conflicts of Interest.
- (7) The Meeting Minutes or record will also record the duration of the discussion and whether the Councillor left the Meeting.
- (8) Meeting records and reports will be presented to Council for noting and inclusion on the public record.

#### 6.5 Council staff

- (1) Must act in accordance with the Employee Code of Conduct.
- (2) Must not exercise a delegation or make a decision on any matter where they have a conflict of interest.
- (3) May be permitted to provide advice to a decision maker if a conflict of interest exists, subject to the procedure and disclosure provisions at Rule 5.6 and the Employee Code of Conduct.

#### 6.6 Procedure for disclosures of conflicts of interest by Council staff

- (1) Council staff must disclose the existence of all conflicts of interest in writing and in the form determined by the Chief Executive Officer.
- (2) All conflicts of interest disclosed by Council staff will be provided to the Governance team for recording in the register of Conflicts of Interest.
- (3) A Council staff member who has disclosed a conflict of interest may provide advice to Council or another staff member acting under delegation if:

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- The number and qualifications of other people providing advice regarding the same matter is equal or greater; or
- (b) The staff member who has disclosed the conflict of interest is the only staff member with expertise in the area; and
- (c) The staff member's Director determines that the conflict of interest has not influenced the advice provided; and
- (d) The existence of the conflict of interest is documented in all advice provided by that staff member, including any Council Report(s), and in the case of verbal advice, is documented by the decision maker.

## 6.7 Contractors and Consultants

- (1) All Contractors and consultants engaged by Council to provide advice to the decision making process will be required to disclose conflicts of interest.
- A Contractor or consultant who discloses a conflict of interest will not be engaged to provide advice on that matter unless;
  - (a) The conflict is so remote or insignificant it could not be considered to influence the advice being provided; or
  - (b) There are no other contractors or consultants reasonably available and qualified to provide the technical advice required; and
  - (c) The conflict of interest is documented, including any Council Report(s), in all advice provided by that contractor or consultant.

# **CHAPTER7 - DELEGATIONS**

Council can make decisions (act) in two ways – by resolution at a Council Meeting or by delegation (others acting on its behalf). The 2020 provides for Council to delegate to the Chief Executive Officer.

Delegation of Council powers to the Chief Executive Officer and other members of Council staff is a longestablished practice to enable day to day operational decisions to be made efficiently. Delegation of Council powers is primarily enabled and regulated by the Local Government Act 2020, however powers, duties and functions may be delegated from a range of Acts, Regulations and local laws.

Additionally, the Act and other legislation confers some powers duties and functions directly to the Chief Executive Officer. These may also be delegated by the Chief Executive Officer to various positions in the organisation's structure.

Delegations are to a position in the organisational structure rather than to a person.

- (1) A Delegate must exercise the duties and perform the duties and functions set out in the Instrument of delegation and in accordance with any guidelines or policies of Council.
- (2) A Delegate making a decision that will affect any person's rights, will identify whose rights may be affected and provide an opportunity for that person (or persons) to convey their views regarding the effect on their rights, and consider those views.
- (3) Delegates must keep appropriate records of decisions and actions taken under delegation.
- (4) The Chief Executive Officer may designate certain decisions made under delegation as matters to be reported to Council.
- (5) Council's public register of delegations will be available on its website and for inspection, on request, at Council's offices.

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# **CHAPTER 8 – COMMON SEAL**

The purpose of this Section is to provide for the security and proper use of the Common Seal. The Common Seal is the corporate signature of Council and exists in the form of a stamp. It evidences Council's corporate will and authenticates decisions taken and acts performed by Council.

As many of the powers, duties and functions of a Council are delegated to the Chief Executive Officer and other members of Council staff, the Common Seal of Council is only used on legal documents such as local laws, contracts, agreements, transfers of land and other documents where required by legislation or where outside the Chief Executive Officer's delegation.

## 8.1 Custodian of Common Seal

- (1) A person must not use the Common Seal without authority from Council.
- (2) The Chief Executive Officer must always ensure the security of the Common Seal.

# 8.2 Arrangements for the Signing and Sealing of a Document

- (1) A written request and a copy of the Council resolution approving the use of the Council seal must be submitted to the Manager Governance and Strategy for signing and sealing.
- (2) If Sub-Rule (1) is not met, the documents must not be signed and sealed.
- (3) A contract or agreement must only be submitted for signing and sealing, once the document has been fully executed by the other party/parties (unless the other party to the contract or agreement is either the State Government of Victoria, the Federal Government or another Local Government entity).

### 8.3 Affixing the Common Seal

- (1) The affixing of the Common Seal to any document must be attested to by the signatures of both:
  - (a) a Councillor; and
  - (b) the Chief Executive Officer,

acting on behalf of Council.

(2) The seal of a Council must not be affixed to any document without the Council's approval granted either generally or specifically by resolution that the seal be so affixed.

The following is an example of the required approval:

That Council affix the Common Seal to the [description of document].

Or

The [document], shall come into force immediately upon the common seal of the Council is affixed to the [document].

Moreland City Council

Chapter 7: Common Seal

(3) The affixing of the Seal to a document must be witnessed by signatures of a Councillor and the Chief Executive, except in the instance where the Seal is to be appended to the contract of employment for the Chief Executive. In this instance, a second Councillor will sign alongside the Mayor.

# 8.4 Sealing Register

The Manager Governance and Strategy will ensure that a register of all uses of the Common Seal is kept by Council. The register will contain a description of the document, the date the Seal was affixed and the date Council resolved to affix the Seal.

Moreland City Council

# **CHAPTER 9 - COUNCIL RECORDS**

# 9.1 Records of Meetings held under the auspices of Council

- (1) A record of the matters discussed at Meetings organised or hosted by Moreland that involve Councillors and Council staff will be kept.
- (2) Records kept in accordance with Sub-Rule one will include:
  - a) The attendees at the Meeting, including organisations represented by external presenters;
  - b) The title of matters discussed
  - c) Any conflicts of interest disclosed and whether the person with the conflict of interest left the Meeting.
- (3) Where Minutes are kept of a Meeting and made available to the community an additional record is not required to be kept.

# 9.2 Councillor attendance records

- (1) Council will maintain a register of Councillor attendance at Council Meetings, Delegated Committee Meetings and Meetings arranged to brief Councillors.
- (2) The register of Attendance kept in accordance with Sub-Rule (1) will be published on Council's website quarterly

Moreland City Council

# **CHAPTER 10 – ELECTION PERIODS**

The Election Period Policy governs the conduct of Council, Councillors and members of Council staff during an election period to ensure appropriate decision-making in the lead up to a Council election.

The Election Period prohibits the use of Council resources for any election campaign and puts in place a procedure to ensure Council does not print, publish or distribute any material that may influence the outcome of the election.

Additionally, the Election Period Policy addresses Councillors and staff standing as candidates in Council, State or Federal elections.

# **Election Periods Generally**

- (1) Council will have in place an election period policy that:
  - (a) Governs decision making during a local government election period, including what may be considered at a Council Meeting;
  - Prohibits the use of Council resources for any election campaign purposes, including Federal, State or Council elections;
  - (c) Sets out the conditions for any community engagement required to be undertaken during an election period, including consultations, Civic events, and activities of Advisory Committees established by Council;
  - (d) Sets out the requirements for any Council publications during a local government election period – including the website, social media, newsletters and advertising – to ensure Council does not publish materials that relate to issues that are the subject of election campaigns;
  - (e) Defines roles and responsibilities in relation to who is the spokesperson for Council during an election period;
  - (f) Sets out the requirements for a Councillor or member of Council staff who is a candidate in an election including a Federal, State or Council election.
- (2) At least once in each Council term and, not later than 12 months prior to the commencement of an election period, Council will review its election period policy.
- (3) The Election Period Policy forms part of these Governance Rules.
- (4) The operation of Council Advisory Committees shall be suspended upon the commencement of the election period ahead of a general Council election.
- (5) Any outstanding Delegate's Reports my still be reported to a **Council** Meeting during this period.
- (6) Council Committees shall resume Meeting following the election and the appointment by the incoming Council of Councillors to each committee.

Moreland City Council

# **Election Period Policy**

### 1. Introduction

The Act requires Council to include an Election Period Policy (Policy) in its Governance Rules.

# 2. Context

Under Section 69 of the Act, an election period policy must prohibit any Council decision during the election period for a general election that:

- (a) relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or
- (b) commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
- (c) the Council considers could be reasonably deferred until the next Council is in place; or
- (d) the Council considers should not be made during an election period.

An Election Period Policy must also prohibit any Council decision during the election period for a general election or by-election that would enable the use of Council resources in a way that is intended to influence, or is likely to influence voting at the election.

Section 123 of the Act (Misuse of Position) prescribes serious penalties for any Councillor who inappropriately makes use of their position or information obtained in their role, to gain an advantage, or disadvantage another.

### 3. Monitoring, Evaluation and Review

The requirements of this policy will be monitored throughout each election period to ensure compliance.

### 4. Associated documents

Local Government Act 2020

Councillor Code of Conduct

Environmental Protection Act 1970 (EPA Act)

Approval Memo – Appendix 1

### 5. Policy Objectives

To support and ensure the conduct of good governance for Council and the organisation during election periods through the transparency and accountability of Councillors, Council officers, and candidates during an election period.

The policy complies with the Act, which requires Councils to have an election period policy that sets out requirements relating to conduct, decision making, transparency and equity, and use of Council resources during an election period.

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### 6. Policy Details

#### 6.1 Election Period

During the 'Election Period' for a Municipal General Election the Council will be deemed to be in 'Caretaker Mode'. The election 'caretaker' period extends for 32 days - from the time nominations close on Nomination Day, until 6pm on election day.

During an election period, Councillors:

- a) Will continue to fulfil their duties (unless they are granted a leave of absence);
- b) Will continue to engage, and communicate with, the community in their Councillor role;
- c) Must comply with the Act and Councillor Code of Conduct, and
- d) Must not use their position to influence Council officers, or access Council resources or information, in support of any election campaign or candidacy.

Section 69 of the Act prohibits any Council decision during the election period for a general election that:

- a) Relates to the appointment or remuneration of the Chief Executive Officer, but not to the appointment or remuneration of an acting Chief Executive Officer;
- b) Commits the Council to expenditure exceeding 1% of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
- c) The Council considers could be reasonably deferred until the next Council is in place; or
- d) The Council considers should not be made during an election period.

If the Council considers that there are extraordinary circumstances where the municipality or the local community would be significantly disadvantaged by the Council not making a particular decision, the Chief Executive Officer may make an application to the Minister for a compliance exemption in accordance with section 177 of the Act.

During an election period, it shall be the ultimate responsibility of the Chief Executive Officer, having consulted with the Mayor, to determine if a matter is to be presented to Council for decision.

#### 6.2 Guidance on Decisions

Council will avoid making decisions that would affect voting at an election or decisions that may unreasonably bind an incoming Council and could be deferred until after the election.

Examples of inappropriate decisions include:

- a) Allocating community grants or other direct funding to community organisations;
- b) Major planning scheme amendments;
- c) Changes to strategic objectives and strategies identified in the Council Plan;
- d) Adopting policy;
- e) Setting advocacy positions.

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The only items to be considered at an Council or Special Committee Meeting held during the election period, will be the Annual Report, and administrative items to complete the Council's term of office, for example, routine governance items (including records of Meeting held under the auspices of Council reporting). Public Question Time and Community Statements will be suspended during the election period.

At a Council Meeting designated to consider Planning and Related Matters, only permit applications that may otherwise be subject of an application to VCAT on the grounds Council has failed to determine within the prescribed time will be considered.

### 6.3 Officers with Delegated Authority

During the election period, Council officers must defer making a decision under a delegation from Council or sub-delegation from the Chief Executive Officer, that could be reasonably deferred until the next Council is in place.

#### 6.4 Caretaker Statement

During the election period, the Chief Executive Officer will ensure that a Caretaker Statement is included in every report submitted to the Council or to a special committee of Council for a decision.

The Caretaker Statement will specify one or more of the following:

- a) The recommended decision is not, a decision prohibited by the Act and is a decision that falls within the guidance of the Election Period Policy.
- b) The recommended decision is outside the guidance of the Election Period Policy, but the following negative consequences of a failure to make a decision on this matter outweigh the consequences of binding an incoming Council. [Insert description of negative consequences of failure to make decision].
- c) The recommended decision is a decision prohibited in the Act during an election period, but compliance exemption was sought from the Minister in accordance with section 177 of the Act and was granted by on [insert date].

During the election period, the Council will not make a decision on any matter or report that does not include one of these Caretaker Statements.

Councillors will refrain from moving Motions or raising matters at a Meeting that could potentially influence voting at the election.

There will be no Notices of Motion accepted during the Caretaker Period.

#### 6.5 Council resources must not be used

Council resources must not be used in any way that supports an election campaign or in a way that is intended or likely to influence voting in the election.

#### 6.6 Candidacy

A Councillor must not use Council resources for candidacy, or any purpose that may be perceived as being used for candidacy (individual or political party). This applies to a Councillor standing in local, state, or federal government elections, and for any other elected positions, for example, positions on boards. Such use would constitute misuse of position by the Councillor.

Moreland City Council

#### Chapter 8: Election Periods

#### 6.1.1 State and Federal Government Elections

Councillors will ensure there is a demonstrable distinction between their obligations to Council and their personal interests as a candidate, or member of a political party, in an election period prior to a state or federal election. In accordance with the Councillor code of conduct, a Councillor who becomes an endorsed candidate of a registered political party or publicly expresses an intention to run as a candidate in a state or federal election, is a 'Prospective Candidate' and will provide written advice to the Chief Executive Officer, as soon as practicable, who will then advise all Councillors.

Councillors will not use Council resources or participate in electioneering at Council events, Meetings or functions, in support of any candidate in a state or federal election.

Where clauses of this policy apply to a Councillor or candidate, it is intended that they be applied in the case of a state, federal or Council election.

#### 6.2 Council Publications

#### 6.2.1 Electoral Matter

Council will not print, publish or distribute (or cause to be printed, published or distributed) any Electoral Material (anything containing Electoral Matter) during an election period.

The following definitions from the Act are noted:

- Section 3(1) '**publish**' means publish by any means including by publication on the Internet;
- Section 3(4) '**Electoral Matter**' means matter, which is intended or likely to affect voting in an election but does not include any Electoral Material produced by or on behalf of the Returning Officer for the purposes of conducting an election.
- Section 3(5) without limiting the generality of the definition of 'Electoral Matter', matter is to be taken to be intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on -
  - (a) the election; or
  - (b) a candidate in the election, or
  - (c) an issue submitted to, or otherwise before, the voters in connection with the election.

Council will not issue, publish or distribute any publication during an election period, other than media and social media responses/statements on a service or issue, or those that are required under an Act or regulation, or the Annual Report media release.

'Publications' include hard copy and electronic advertisements, promotional media releases, fliers, posters, newsletters/updates, booklets, surveys, invitations and group mailouts/emails.

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Any publications to be issued during the election period are to be forwarded to the relevant Director for approval, and then sent to the Governance unit for vetting for Electoral Matter. Once vetted, the publication will then be submitted to the Chief Executive Officer for approval. **Appendix 1** contains the approval memorandum required for a publication during the election period.

Council publications available in Council facilities will be reviewed before the election period to identify and temporarily remove anything that might reasonably influence the election.

The Chief Executive Officer, or Delegate, will be the primary spokesperson for Council communications during an election period.

Media and social media responses and statements will only be issued during an election period in the name of the Chief Executive Officer. These will be subject to approval by the Chief Executive Officer.

Council officers will not make any public statement that could be construed as influencing the election.

#### 6.2.2 Annual Report

It is a requirement of the Act that Council's Annual Report is presented by the Mayor at an open Meeting of Council held, in the year of a general election, on a day not later than the day before election day. Every endeavour will be made for the report to be prepared and presented prior to the commencement of the election period.

#### 6.3 Council Resources

The Council will also ensure other Council resources are not used inappropriately in ways that may influence voting in an election. This includes financial, human and material resources. Any staff member who considers that a particular use of Council resources may influence voting in the election must advise their Director or the Chief Executive Officer and obtain approval before authorising, using or allocating the resource.

In applying these principles, the Council understands that the following will be the normal practice during the election period:

- a) Council resources, including offices, support staff, hospitality services, equipment and stationery will be used exclusively for normal Council business during the Caretaker Period, and will not be used for the personal advantage of any Councillor or candidate in connection with any election. This does not apply to the provision of space for the Returning Officer.
- b) No new publications or pamphlets, including Inside Moreland will be published by Council during the election period.
- c) Speeches for Councillors will only be prepared by Council staff in relation to events that are part of the normal services or operations of the Council, for example for a Citizenship Ceremony, and such speeches will not be circulated or available for publication.
- d) No Council logos, letterheads, business cards, photos or other Moreland City Council branding will be used for, or linked in any way, to a candidate's election campaign.

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- e) It is recommended that Council staff who are either following Councillors/candidates Facebook pages or who are 'friends' with them unfriend and/or unfollow the Councillor/candidate during this period.
- f) There will be no ward or Councillor Meetings held.
- g) The Executive Assistant to the Mayor and Councillors or any other Council staff member will not be asked to undertake any tasks connected directly or indirectly with electioneering.
- h) Reimbursements of Councillors' out-of-pocket expenses during the Election Period will only apply to costs that have been incurred in the performance of normal Council duties, and not for expenses that could be perceived as supporting or being connected with a candidate's election campaign.
- i) Where Councillors have Council funded equipment, including laptops, tablets, printers and mobile phones, these are not to be used for election purposes or in a manner that could be perceived as supporting or being connected with a candidate's election campaign.

#### 6.3.1 Council Facilities and Meeting Rooms

Council Facilities/Halls for Hire Council facilities will be able to be hired by Federal and State political members and officers, and local candidates (including Councillors) at the normal corporate hire rate determined for the facility, in the lead up to an election, but not during an election period for any local state or federal election.

To avoid a perception that Council facilities are being used to promote any candidacy, no promotional material related to the event/hired use, apart from directional signage, is able to be displayed in the common public areas of the facility being hired. This will be advised at time of booking.

Candidates wishing to conduct electioneering activities in public space, for example, a stall at a shopping strip or park, must act in accordance with Council's local laws and procedures. No other promotional material, including signage, posters, flyers or banners, for any political candidacy is permitted on Council land or in its facilities at any time.

It is an offense under Council's local laws to display this material on Council land, and penalties apply.

#### 6.3.2 Use of the Title 'Councillor'

Councillors may use the title Councillor in their election material, as they continue to hold office during the caretaker period.

While a Councillor can refer to themselves as Councillor in all communication issued by the Councillor (verbal or written), it must be made clear that it is the communication of a candidate and not a position of Council.

#### 6.3.3 Photographs and Images

Photographs and images paid for by Council or taken by Council officers are not to be used in Electoral Material for any candidate. This includes images of Councillors, Council events, and Council owned or maintained infrastructure.

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Photographs taken by Councillors, their family or friends, or professional photos they have directly commissioned and paid for, may be used in Electoral Material.

#### 6.3.4 Election Signage on Council Land

In order to ensure Council resources including buildings and land will not be used to support any electioneering activity, Council prohibits any type of candidate election signage being erected or displayed on Council land, including:

- a) Council owned/managed parks, reserves, buildings (exteriors) and nature strips
- b) Road dividing strips (median strips, traffic islands, roundabouts)
- c) Trees, shrubs or plants
- d) Street signs, traffic control signs, parking signs

If election signage is displayed on Council Land:

- a) Council may request the immediate removal of the signage by the owner or candidate or may remove the signage without notification to the owner or candidate.
- b) An infringement notice and fine may be issued to the candidate, in accordance with the General Local Law.
- c) Any costs incurred by Council to remove signage, and/or any costs caused by the signage, for example, damage to trees, may be charged to the candidate.
- d) If election signage is displayed on Crown, Federal or State land in the City of Moreland, Council contact the relevant land manager to request the sign be removed.
- e) Victoria Police will be contacted in the event of any one attempting to obstruct Council officers removing signage.
- f) Council will report all instances of the display on Council land of candidate election signage for a local government election, to the Victorian Electoral Commission.

In accordance with the EPA Act, advertising material/documents may not be affixed to any fixed structure for example, light poles, traffic lights etc without the consent of the owner, occupier or manager of the structure

#### 6.4 Community Engagement and Council Events

Community engagement is an integral part of Council's policy development process and operations, however, there are concerns that consultation undertaken close to a general election may become an issue in itself and influence voting.

Council events in the lead up to an election can also raise concerns over the potential use of sitting Councillors using them for electioneering purposes.

If consultation must be undertaken or an event held during this time, the Council must explain to the community the special circumstances making it necessary and how the risks influencing the election will be mitigated or prevented.

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Therefore, during an election period no public consultation under section 223 of the Local Government Act 1989 will be conducted during this period.

- a) Only consultation for the purpose of planning permit applications and operational issues such as canvassing residents' views on small-scale traffic treatments, installation of single trees and the like will be allowed as they are operational in nature and are unlikely to impact the conduct of the election.
- b) Civic Events will cease during this time.
- c) No election material or active campaigning is to be conducted at Council sponsored festivals.

#### 6.5 Equitable Access to Council Information

The Council recognises that all election candidates have a right to information from the Council administration. However, sitting Councillors will continue to receive information that is necessary to fulfil their elected roles. Neither Councillors nor candidates will receive information or advice from Council staff that might be perceived to support election campaigns, and transparency will be observed and practised in the provision of all information and advice during the Election Period.

Information and briefing material prepared by staff for Councillors during the Election Period will relate only to factual matters or to existing Council policies and services. All such requests are to be issued through the offices of the responsible Council Director who will maintain a register of requests made and advice provided. Such information will not relate to new policy development, new projects or matters that are the subject of public or election debate or that might be perceived to be connected with a candidate's election campaign.

A copy of the document/advice will then be passed to the Manager Governance and Strategy as issued during the Election Period. The document/advice will be emailed or provided in a hardcopy format to all sitting Councillors and candidates to access. Candidates will be advised of this process in writing.

An Information Request Register will be maintained by the Governance and Strategy Branch during the Election Period. This Register will be a public document that records all requests for information by Councillors and candidates, and the responses given to those requests. Only information that can be reasonably accessed will be released.

All requests for information are to be directed to the Manager Governance and Strategy.

#### 6.6 Publicity

It is recognised that Council publicity is intended to promote normal services or operations of the Council. Council publicity will not be used in any way that might be construed as intended to influence the outcome of the Council election.

- a) During the Election Period, no Council employee may make any public statement that could be construed as influencing the election. This does not include statements of clarification that are approved by the Chief Executive Officer.
- b) During the Election Period, publicity campaigns, other than for the purpose of conducting the election, will be avoided. Where a publicity campaign is deemed necessary for a Council service or operation, it must be approved by the Chief

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Executive Officer. In any event, Council publicity during the Election Period will be restricted to promoting the normal services or operations of the Council.

- c) Any requests for media advice or assistance from Councillors during the Election Period will be channelled through the Chief Executive Officer or the Manager Community Engagement. In any event, no media advice and/or assistance or media releases will be provided in relation to election campaign matters, or in regard to publicity that involves specific Councillors.
- d) Councillors will not use their position as an elected representative or their access to Council staff and other Council resources to gain media attention in support of matters that could be construed as relating to an election campaign.

Information published on Council's website with regard to sitting Councillors will be limited to statements of facts about their roles and responsibilities as a Councillor. For example, contact details, roles and responsibilities as assigned by Council resolution.

### 6.6.1 Council Websites and Social Media

The only new material published on Council's websites or social medial sites during an election period will be:

- a) The Agenda and Minutes for any Council or Delegated Committee Meetings;
- b) The Annual Report
- c) Key service disruption information

Service information already published on the website will be reviewed to ensure it does not include anything that might be seen as likely to influence the election.

#### 6.7 Assistance to Candidates

A copy of this Policy must be given to each Councillor as soon as practicable after it is adopted, be available for inspection, on request, by the public at the Council office and be published on Council's website. The Chief Executive Officer will ensure that all Councillors, Managers and staff are informed of the requirements of this policy.

The Council affirms that all candidates for the Council election will be treated equally.

Any assistance and advice to be provided to Candidates as part of the conduct of the Council Election will be provided equally to all candidates. The types of assistance that are available will be documented and communicated to all candidates in advance.

All election related enquiries from candidates, whether sitting Councillors or not, will be directed to the Returning Officer or, where the matter is outside the responsibilities of the Returning Officer, to the Chief Executive Officer or the Director Business Transformation.

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Chapter 8: Election Periods

# **APPENDIX 1**

#### **Approval Memorandum**

То:	Manager Governance and Strategy
From:	[insert name and title]
Subject:	CERTIFICATION OF PUBLICATION DURING ELECTION PERIOD
_	

### Date:

Council will not print, publish or distribute or cause, permit or authorise to be printed, published or distributed, any advertisement, handbill pamphlet or notice (including group emails) during the election period unless the advertisement, handbill, pamphlet or notice has been approved, in writing, by the Chief Executive Officer.

In accordance with the Election Period Policy, Council further commits that where a publication is deemed necessary for a Council service or function, it will be approved by the Chief Executive Officer

#### Insert details of publication here including:

Information on who is intended to receive it and why it needs to be issued during the election period:

Council Officer name and signature: \_\_\_\_\_

Date:\_\_\_\_

#### Director Use only:

The attached material has been reviewed and, to the best of my knowledge, does not contain any electoral related matter. Please authorise this material to be printed, published or distributed.

#### Governance review:

The attached material has been reviewed and, to the best of my knowledge, does not contain any electoral related matter.

Governance name and signature:\_\_\_\_

Date\_\_\_

Certification by Chief Executive Officer

I approve the attached material for printing, publishing or distributing on behalf of Moreland City Council.

Name and	Signature:	

Date:\_\_\_\_\_

Moreland City Council

Submitter	Submission	Response to Submission
1	Questions to Council that are taken on notice should be responded to the	Council Officer Recommendation:
	individual who raised the question.	No change to Governance Rules.
		Council Officer Comments:
		Governance Rule 3.6.2(13) currently provides for a written response to
		be provided to the individual that has submitted the question.
	Time allocated to represent petitions should be 3 minutes, in line with	Council Officer Recommendation:
	other time allocations allowed for an individual to speak.	No change to Governance Rules.
		Council Officer Comments:
		A petition contains a prayer/request that has been signed to, by multiple
		people and each signatory may have different reasons for signing the
		petition, therefore two minutes is considered sufficient time to introduce
		a petition.
	Inclusion of new section 3.2.9 – Attendance at meetings by electronic	Council Officer Recommendation:
	means (Page 16)	No change to Governance Rules.
	(1) Councillors and members of Delegated Committees who wish to attend	Council Officer Comments:
	a meeting via electronic means must submit a written request to the	Section 3.2.9(1) of the proposed Governance Rules were amended to
	Mayor (or Chair person), by 6pm on the day of the meeting.	propose the following change: "Councillors and members of Delegated
	Noting the deadline for written request should be based on time prior to	Committees who wish to attend a meeting via electronic means must
	the meeting commencement e.g. 2 hours prior to the start of the meeting. This will provide flexibility and clarity should the start time of a meeting	submit a written request to the Mayor (or Chairperson), no later than 30 minutes prior to the commencement of the meeting".
	not align with the current proposed 6pm deadline i.e. if a meeting were to	minutes prior to the commencement of the meeting .
	start at 6pm then this will not work effectively. Councillors and members	Council seeks to maintain some flexibility to accommodate requests to
	of Delegated Committees who wish to attend a meeting via electronic	attend the meeting online closer to the meeting start time to
	means must submit a written request to the Mayor (or Chairperson), by	accommodate unforeseen circumstances, which do arise from time to
	6pm on the day of the meeting.	time.

L -		
2	It is only appropriate that anyone not already required to attend council	Council Officer Recommendation:
	meetings, seeks permission from the Mayor to attend. And the access be	No change to Governance Rules.
	granted based on the contributions this will add to matters on the agenda.	Council Officer Comments:
	This protects sensitive matters that can be raised at meetings, and for	
	decisions/outcomes/actions to be appropriately met and monitored.	The Governance Rules currently outlines the process for participation of
		individuals other than Councillors (eg. Section 3.6 Community Questions
2		and Submissions, 3.6.5 Petitions and joint letters).
3	Looks very sensible and necessary. Can not imagine any improvement but	Council Officer Recommendation:
	perhaps the meeting procedure should include a "roll call". The members	No change to Governance Rules.
	attending by electronic means could identify themselves and thus confirm	
	to the Council their electronic presence.	Council Officer Comments:
		The Governance Rule 3.11.1(b) already provides for the names of
	All votes need to be recorded "aye" or "nay" against the name of each	Councillors and whether they are present, an apology, on leave of
	Councillor present.	absence etc, to be recorded in the minutes. Further to this, at the start
		of each meeting the Chairperson introduces each Councillor present,
		whether they are attending in person or online or announces any
		apologies.
		Governance Rule 3.7.3 allows for any Councillor to call for a division.
		When a division is called, the way in each individual Councillor voted on
		the motion (whether For, Against or Abstained) is recorded in the Council
		minutes.
		minutes.
4	1. I agree with the proposed amendment to section 2.4, the inclusion	Council Officer Recommendation:
	of new section 3.2.9, and the inclusion of a new clause 2 in section	No change to Governance Rules.
	3.4	
		Council Officer Comments:
	2. However I think these proposed amendments do not go far	The proposal to amend section 2.4 to include a definition of open to the
	enough to fulfil the Ministerial Good Practice Guideline MGPG-3:	public is not recommended as this is a definition contained in the Local
	Virtual Meetings ( Ref: BMIN-2-22-21061), nor fulfil the changes	Government Act 2020. All Council meetings are open to public unless
	introduced via the Regulatory Legislation Amendment (Reform)	closed in accordance with the relevant legislation and governance rules.
	Act 2022. The reasons are list below.	
	3. The new provisions insert a definition of "Open to the public"	The proposed amendment of section 3.1 is not recommended as the
	to mean, in the case of a council or joint meeting of councils, or	matters raised are generally covered in existing sections of the
		Governance Rules. Furthermore, the proposed amendment seeks to
	a delegated or joint delegated committee:	

<ul> <li>a. either, attendance in person by a member of the public, or a meeting <u>that is broadcasted live on</u> <u>the council internet site</u>; or</li> <li>b. a recorded meeting that is published on the council internet site as soon as practicable after the meeting (in the case of a delegated or joint delegated committee only); or</li> <li>c. any other prescribed means of meeting.</li> </ul>	replicate the definition of open to the public, which is already defined in the Local Government Act 2020 The proposed amendment of section 3.11.4 is not recommended. The vimeo and facebook webpages managed by Council are considered to be Council internet sites. Further to this Councils webpage dedicated to council meetings contains a direct link to Council managed webpage that provides the livestream.
<b>ISSUES:</b> Moreland Council currently does not broadcast meetings to the council internet site – meetings are broadcast to the facebook page, and sometimes to a Vimeo channel.	
Other local Councils broadcast meetings to the council internet site. The Governance Rules currently do not specify that meetings are required	
to be broadcast to the council internet site. <u>Proposed amendment to Governance Rules:</u> <u>Amend section 2.4 – Definitions</u> with a definition of "open to the public"	
<u>Amend section 3.1 – Purpose of Council meetings</u> clause (2) which currently reads as:	
(2) Council is committed to transparency in decision making and, in accordance with the Act, Council and Delegated Committee Meetings are open to the public and the community are able to attend. Meetings will only be closed to members of the public if:	
<ul> <li>(a) the Meeting is to consider confidential information; or</li> <li>(b) a Meeting is required to be closed for security reasons; or</li> <li>(c) it is necessary to enable the Meeting to proceed in an orderly manner.</li> </ul>	

This clause could be amended by splitting it into two clauses. The	
clause (2) could for example be amended as follows:	
(2) Council is committed to transparency in decision making and,	
in accordance with the Act, Council and Delegated Committee	
Meetings are open to the public and the community are able to	
attend.	
open to the public means—	
(a) in the case of a Council meeting or a joint meeting	
of Councils—	
(i) attendance in person by members of the public; or	
<ul><li>(ii) a meeting that is broadcasted live on the Internet site of the Council; or</li></ul>	
(iii) any other prescribed means of meeting; or	
(b) in the case of a meeting of a delegated	
committee or a joint delegated	
committee—	
(i) attendance in person by members of the public; or	
<ul><li>(ii) a meeting that is broadcasted live on the Internet site of the Council; or</li></ul>	
$(\mathrm{iii})$ a meeting that is recorded and	
published on the Internet site of the	
Council as soon as practicable after	
the meeting; or (iv) any other prescribed means of meeting."	
(iv) any other prescribed means of meeting.	
(3) Meetings will only be closed to members of the public if:	
(a) the Meeting is to consider confidential information; or	
(b) a Meeting is required to be closed for security reasons; or	
(c) it is necessary to enable the Meeting to proceed in an orderly manner.	
Renumber the other clauses	

Amend section 3.11.4 – webcasting and recording of proceedings,	
to specifically mention that meetings must be broadcast on the council internet site	
<ul> <li>4. The Ministerial Guidelines mention that <i>Representation at council meetings by members of the public</i> - Councils are encouraged to make arrangements to allow members of the public who wish to appear before council to do so through virtual or other means. The rules could consider how to ensure community engagement is maintained through virtual meetings including: a. the provision and uploading of written and/or oral statements b. reading out questions on notice at the virtual meetings c. electronically posting questions prior to the meeting.</li> <li>ISSUE: Moreland Council currently has unwritten processes whereby members of the public who submit questions or statements for public question time and who request to attend the meeting virtually, can be denied access to the meeting because the Mayor instructs the Governance Officer to take questions and statements on notice prior to the meeting-archive</li> <li>Proposed Amendment to Governance Rules:</li> <li>Amend section 3.6.2 Questions of Council and section 3.6.3 Community statement to have a new clause that mentions that all people who have submitted requests to attend virtually must be sent a link to the online virtual waiting room.</li> </ul>	Council Officer Recommendation:         No change to Governance Rules.         Council Officer Comments:         This proposal is not recommended as, Council must still have the option to be able to limit the number of speakers to ensure the efficiency of the meeting, if necessary. Furthermore, this clause would be in contradiction with Governance Rule 3.6.2(11) which allows for the Chairperson to disallow a question or community statement in specific circumstances.

<ul> <li>5. The Governance Rules currently only provide for advisory committees, and do not mention working groups or reference groups.</li> <li>For example section 2.2 Moreland's Governance Setting, Chapter 5 Council Committees and Joint Council meetings.</li> <li>ISSUE: The Governance Rules and the Community Engagement Policy are not aligned</li> <li>Proposed amendment to Governance Rules: Add a definition for working groups and reference groups to section 2.4 Definitions and to Chapter 5 Council Committees and Joint Council Committees and Joint Council meetings</li> </ul>	<ul> <li>Council Officer Recommendation: No change to Governance Rules.</li> <li>Council Officer Comments: Working Groups and Reference Groups by nature deliver or are involved in specific projects or initiatives (e.g. a plan or strategy) and disband once the project, initiative or 'agreed to' actions have been delivered. These groups typically comprise of Council officers but may include external stakeholder representatives. These groups do not necessarily include representation by Councillors.</li> <li>It is not necessary to include these groups in the Governance Rules as they form part of Council's "engagement toolkit" and developed on an as needs basis, alongside other engagement forums such as deliberative panels etc.</li> </ul>
6. The Governance Rules is missing a version history table.	Council Officer Recommendation: No change to Governance Rules.
ISSUE: Poor record management, no version history table Proposed amendment to Governance Rules Add a version history table to page 2 of the Governance Rules	<b>Council Officer Comments:</b> The Governance Rules includes the date of adoption by Council on the front cover. Internally, version/rendition control is managed electronically via Council's Electronic Document System which maintains and meets appropriate record management controls.

# 7.8 COMMUNITY USE OF COUNCIL MANAGED VENUES POLICY REVISION

# **Director Community, Eamonn Fennessy**

# **Community Wellbeing**

# Officer Recommendation

That Council:

- 1. Endorses the revised Policy in relation to the use of Council managed venues, facilities and meeting spaces available for hire.
- 2. Notes the inclusion of Section 4.8, in response to a Council Notice of Motion raised in May 2021, to revise the process used to manage requests for free venue hire.

# REPORT

# **Executive Summary**

In 2018, Council endorsed a policy which outlined the use of Council managed venues, facilities and meeting spaces available for hire. This policy included operational requirements which are normally contained in a set of guidelines of use and allocation.

In May 2021 Council resolved to revise the process used to manage requests for free venue hire. Given this, an updated policy has been developed to ensure operational requirements are contained in a separate set of guidelines, for Council officers to administer requests for hire.

This policy has been revised to provide overall strategic advice on the access to Council managed venues, facilities and meetings spaces available for hire.

# **Previous Council Decisions**

# Notice of Motion - Venue Hire - May 2021

# Council Resolved:

To prepare a report for a future Council meeting to change the Council Venue Hire Policy to no longer require requests for free venue hire to be determined in the chamber but be delegated to the CEO (or delegate) or by the Chamber instead provided:

- 1. The organisation requesting the free hire does so in writing and has links to the local community.
- 2. The event or function aligns with or further enhances Council policy and objectives.
- 3. The community organisation has not been granted free venue hire in the previous 12 months.
- 4. The Councillors are officially invited to attend and participate.
- 5. That any free venue hire applied for and/or obtained be included within the cyclical Governance report.

# Community Use of Council Venues for Hire Policy – 12 December 2018

Council Resolved:

- 1. Adopts the Community Use of Council Venues Policy at Attachment 1 to this report with the following amendment:
  - a) Replace the 'Category A' section of the table in section 4.3 with:

Category A	Private/Commercial/Religious Worship
	For profit organisations. Includes businesses, instructors, corporations, and training organisations.
	Not for profit political groups where venue hire is for the purpose of organised political campaigning.
	Not for profit churches/religious groups where venue hire is for the purpose of organised religious worship.*
	Not for profit groups, organisations or community agencies that charge a fee for entry, participation, service or purchase.
	Also includes individuals conducting private functions from outside Moreland and/or where there are costs for participants.

- 2. Adopts the tailored arrangements acknowledging the historical uses of Council venues.
- 3. Delegates to the Manager Corporate Governance the authorisation to finalise historical arrangements for several users as set out in Confidential Attachment 2 and includes Brunswick Beethoven Festival in the historical users and consults with its President.

# 1. Policy Context

The Community Use of Council Venues for Hire Policy was endorsed in December 2018, with the purpose to:

- Clarify the purpose of Council's venue hire spaces and their intended community benefit;
- Provide a framework for discounted or free use of venue hire spaces and for the equitable allocation of bookings consistent with our social, economic and environmental policy objectives; and
- Ensure an appropriate recovery of costs associated with the management of Council managed venues.

This framework provides guidance to ensure venue hire allocation and charging is consistent, transparent, fair and equitable.

# 2. Background

Council is the custodian of several buildings across the municipality. Some of these are Council managed community venues available for venue hire while others are community managed.

Prior to the implementation of the current policy, the 'Free and Discounted Use of Town Halls and Associated Meeting Rooms', did not apply to community halls or library meeting rooms. There was no current policy to guide the use, booking or discounting of Council managed community venues.

Senior Citizen Groups had received unlimited free use of Council venues as an informal arrangement, since prior to the amalgamation of Councils in the early 1990's.

On 12 October 2018, the Draft Policy for Community Managed Council Venues was endorsed by Council for community consultation. Following this the final policy was endorsed in December 2018. As part of the initial consultation process the implementation of several historical arrangements were noted and considered. These have been reviewed on an annual basis, although impacted for the last two years due to COVID. They remain in place and are not affected by this current Policy review.

# 3. Issues

Since the implementation of the Policy in early 2019, there has been a notable increase in use by priority groups and a wider variety of groups as outlined below. All community venue hire has been impacted to some degree by the impacts of COVID-19 and related restrictions over the past two years.

27% increase in usage by priority groups, with the key groups being:

- Migrant and refugees
- People with a disability
- Females

15% increase in usage by other bookings:

- Private/commercial groups
- Organisations for children and young people

Historical group arrangements that have remained in place with:

- 57 historical groups in December 2018
- 54 current historical groups (2 seniors groups disbanded and a church group moved to a different municipality)

Use by these groups has also been impacted by COVID-19 over recent years.

# Community impact

Key changes to the revised policy include:

- 1. Removal of operational components from Policy
- Creation of operational procedure guidelines as well as revised terms and conditions of hire
- 2. Strengthening of objectives
- 3. Eligibility criteria reviewed and aligned to best practice
- 4. Review of the classification of the three-tiered categories for relevant value discount
- Category A Commercial and or Private
- Category B Community agencies and organisations
- Category C Not for profit or voluntary community groups
- 5. Inclusion of a new clause 4.8 Managing request for free access
- 4.8 Managing Request for free access

Any discretion to reduce fees or provide additional subsidy due to hardship is subject to consideration by the Council prior to the event. Requests for council funded use of community facilities may be submitted in writing via the relevant department (Libraries, Community Venues, Facilities) outlining reasons for the request including the purpose of the booking and the benefits to the Moreland community. Requests must be submitted 4 weeks prior to the event date with a completed Venue Hire Agreement form. Council Officers will assess the application in line with Community Use of Council Venues Policy and the Human Rights Policy with a recommendation made to the CEO or their delegate for approval.

Decisions regarding Council funded use of community facilities will be reported within the Governance report to ensure transparency and equality.

Waiver of fees only applies to hall hire cost and all associated costs (e.g., bond, public liability insurance, crowd controller requirements, equipment hire) must be paid prior to the event date.

# **Human Rights Consideration**

The implications of this report have been considered in accordance with the requirements of the Charter of Human Rights and Responsibilities. The proposal supports Sections 12 and 18 of the Human Rights Charter which relate to freedom of movement and taking part in public life respectively.

# 4. Community consultation and engagement

# **Previous Community Engagement**

Significant community engagement was undertaken in 2017 and 2018 with all regular user groups, senior groups and historical groups in the forming of the current policy that was endorsed in 2019.

The draft revised Policy was made available for community consultation from 11 October until 11 November 2018, and was directly distributed to all current hirers, previous hirers, schools and kindergarten service providers. In addition, more than 40 meetings were held with community groups and other hirers who would be impacted by the proposed changes proposed in the draft revised Policy. Broader community consultation was undertaken at four community events across the municipality. The draft revised Policy was available for comment via the Council website from 15 October until 11 November.

Officers will notify current user groups and all other regular users of the revised policy. Current arrangements will continue and be subject to annual review.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

# 6. Financial and Resources Implications

There are no financial implications as the budget structure has been in operation since 2019.

# 7. Implementation

The policy will be implemented as part of the annual renewal and booking process that commences in September 2022.

# Attachment/s

1. Community Use of Council Managed Venues Policy - Revised July D22/183341 2022



# **Community Use of Venues Policy**

Date Authorised by Council:	10 August 2022
Commencement Date:	15 August 2022
Review Date:	August 2025
Responsible Department	Community

### 1 Introduction

Council is the custodian of several buildings across the municipality. Some of these are community venues, facilities and meeting rooms managed by Council that are available for hire. Council recognises the contribution that community groups, clubs and organisations provide in helping to make Moreland a thriving community which supports and celebrates diversity. The demand for community meeting space is increasing, driven by population growth and the rapidly emerging needs of migrant and refugee communities.

#### 2 Context

This policy aims to clarify the purpose of Council's venue, facilities, and meeting rooms available for hire and their intended community benefit. This policy provides a framework for the equitable allocation of bookings consistent with our social, economic, and environmental policy objectives and for the discounted use of venue hire spaces. It will provide guidance to Council officers to ensure venue charging and use is consistent, transparent, fair, and equitable and complies with the Trade Practices Act and National Competition Policy (NCP).

#### 2.1 Alignment

Council Planning sets out our Strategic direction and objectives:

- Moreland Community Vision Our Community 2025
- Human Rights Policy 2016 2026
- Social Cohesion Plan 2020 2025

#### 2.2 Organisational Context

This policy applies to all Council owned community venues, facilities, and meeting spaces currently available for hire. It does not apply to commercial properties that are leased from Council, and for which contractual lease agreements have been established. It does not apply to sports clubs and pavilions under a seasonal allocation or tenancy/lease arrangement, or the Glenroy Hub who have established an independent fee structure and usage agreements.

#### 3 Objectives

The objectives of this policy are to:

- Optimise the intended social outcomes (or community benefit)
- Establish equity of access
- Provide a framework for the application of discounting of venue hire spaces
- Improve transparency through reporting on how eligible community use is subsidised and the social outcomes realised through this support.

### 4 Policy Details

#### 4.1 Purpose of our Council managed community venues

The purpose of our Council managed hire spaces is to:

- Facilitate and increase access and participation in social, cultural, recreational and community activities.
- Cater for a diverse range of cultural, social, and recreational activities; and
- Meet the changing needs of the community through flexible and responsive use arrangements.

#### 4.2 Social Outcomes of Council managed community venues

The intended benefits of Council's hire spaces include:

- Strengthening of our community through connections and opportunities for enhanced participation in public life and community groups.
- Contribute to the social, cultural, environmental and economic development of our community; and
- Achieve higher levels of social cohesion for our multicultural, established and newly arrived community, by fostering opportunities for shared learning and celebration.

#### 4.3 Equity of community access to council managed community venues

To ensure equity of access to free or discounted space, Council has a maximum limit on the availability to any one group, booking or community of interest for recurring bookings. These limits are identified by Category and supplementary to these conditions. Council commits to encouraging broad and diverse community access to our venues and will ensure that no community of interest or demographic monopolise the booking of a venue, with a limit of 50% of venue availability booked to any one community of interest or priority group.

Hirers where an historical arrangement has been established, are subject to an annual review.

#### 4.4 Relevant Value Discount

Assessment for relevant value discount may apply where groups can demonstrate their activity or service:

- meets a broader community need.
- encourages local community participation.
- increases community access to activities and services, particularly access by disadvantaged and socially isolated groups as identified in our Human Rights Policy.
- embraces Council's commitment to access and equity, health and wellbeing and lifelong learning.
- is of benefit to the residents of Moreland, by providing the percentage of service users residing in the City of Moreland.
- does not have an entry fee or fee for participation, increasing accessibility and removing barriers to participation.

Organisations which are determined by Council to have reasonable access to funds (e.g., substantial funds in reserve or access to funds through their annual operational income streams) will not be eligible for a relevant value discount. Council officers reserve the right to determine this at its discretion.

### 4.5 Community Venue Hirer Categories

There are 3 hirer categories:

Category A	<b>Private/Commercial/Religious Worship</b> For profit organisations and private bookings. Including some not-for-profit groups where a fee is charged.
	<b>Private</b> - refers to: individual private bookings; not-for-profit, incorporated, and unincorporated groups/organisations that charge a fee for entry, participation, service or purchase; government bodies conducting internal meetings.
	<b>Commercial</b> – refers to commercial organisations that operate on a for profit basis.
	<b>Political –</b> refers to: organised political meetings, campaigning and fundraising*. Only bookings from political groups that enhance social cohesion and align with Moreland's community vision will be eligible for hire
	Please refer to Moreland City Councils governance rules section 6.3.1 regarding use of venues leading up to and during an election period.

	<b>Religious worship</b> – refers to venue hire for the purpose of organised religious worship.
Category B	<b>Not-for profit organisations/community agencies</b> Receive some funding to provide services. May include some organisations and community groups based outside Moreland.
	Community Organisation – refers to an incorporated organisation that has a charitable status and principally provides community services for the aged, disabled, youth, children, families and multi-cultural communities. Organisations claiming to be a Community Organisation or Not for Profit; will be required to provide proof of such through the provision of either a copy of their certificate of incorporation in the state of Victoria stating the above or a copy of their Australian Charity and Not for Profit Commission registration. Moreland Schools – Private - Kindergarten, Primary Schools and High Schools located within Moreland.
	<b>Government –</b> refers to government bodies that receive funding to provide services
Category C	<b>Not-for-profit or voluntary community groups</b> Receive minimal or no funding to run group activities or programs. Includes groups deemed to be providing services and activities to the local community.
	<b>Community Group</b> -refers to an unincorporated club or a group of people engaged in a hobby, and or social and cultural exchange that provides community benefit.
	<b>Unfunded Community Group</b> - refers to an incorporated and unincorporated body as indicated under a Community Organisation or Community Group, that does not receive Federal, State or local Government Funding for operational or targeted program delivery.
	<b>Moreland Schools – Public</b> - Kindergarten, Primary Schools and High Schools located within Moreland.

\* Refer to Operational Guidelines/Principles for further definitions

#### 4.6 Eligibility Criteria

To be eligible to receive a discount under Categories B or C, the Hirer must:

- Be a 'Not for Profit' and managed by a volunteer board/committee of management.
- Be incorporated or auspiced by another incorporated organisation.
- Have adequate public liability insurance (or purchase public liability insurance through Council).
- Have no outstanding debts owing to Council.
- Be able to supply financial statements and information as requested.
- Be able to meet conditions associated with receiving the discount. Demonstrate the proposed activity is consistent with Local, State and Federal laws including *Victorian Equal Opportunity Act 1995*.

Groups should demonstrate their activity or service:

- meets a broader community need.
- encourages local community participation.
- increases community access to activities and services, particularly access by
- disadvantaged and socially isolated groups as identified in our Human Rights Policy.
- embraces Council's commitment to access and equity, health and wellbeing and lifelong learning.
- is of benefit to the residents of Moreland, by providing the percentage of service users residing in the City of Moreland.
- does not have an entry fee or fee for participation, increasing accessibility and removing barriers to participation.

#### 4.7 Groups that are not eligible for venue hire

Organisations, community agencies and or groups that do not align with Moreland's community vision, values and policies will not be eligible for venue hire.

The intended use of Moreland halls and meeting rooms is to strengthen and contribute to the social, cultural and environmental development of our community.

Any bookings deemed not to foster and contribute to social cohesion or align with the Human Rights Policy and Social Cohesion Plan, will not have their booking/ hire application processed.

#### 4.8 Managing Request for free access

Any discretion to reduce fees or provide additional subsidy due to hardship is subject to consideration by the Council prior to the event.

Requests for council funded use of community facilities may be submitted in writing via the relevant department (Libraries, Community Venues, Facilities) outlining reasons for the request including the purpose of the booking and the benefits to the Moreland community. Requests must be submitted 4 weeks prior to the event date with a completed Venue Hire Agreement form.

- Council Officers will assess the application in line with Community Use of Council Venues Policy and the Human Rights Policy with a recommendation made to the CEO or their delegate for approval.
- Decisions regarding Council funded use of community facilities will be reported within the Governance report to ensure transparency and equality.
- Waiver of fees only applies to hall hire cost and all associated costs (e.g., bond, public liability insurance, crowd controller requirements, equipment hire) must be paid prior to the event date.

\*Please refer to Community Venues Operational Procedures and Principles for further definitions

#### 4.9 Internal use of community facilities

All 'internal' use of community facilities which involves use by Council staff must have a corporate purpose, a link to an adopted plan/strategy or be identified in a Memorandum of Understanding (MOU) to receive free use.

#### 4.10 Visibility of support

Any group in receipt of discounted access to a Council managed community venue will be required to provide appropriate acknowledgement of Council's support. This will vary depending on the nature, frequency and duration of event(s) and Council will require evidence of this acknowledgement.

#### 5 Roles and Responsibilities

Party/parties	Roles and responsibilities	Timelines
Venue Hirer	As per the terms and conditions of hire.	Ongoing in line with confirmed booking requests
Community Venues Facilities and Libraries	Ensure acknowledgement requirements are communicated and bookings terms managed. Audit of Council venues.	As required
Bookings Officers	Processing of bookings, bonds and payments. Audit of group information provided and acknowledgement of Council support	Ongoing
Grants Officer	Support and advice on assessments	As required
Community Wellbeing Branch Manager	Confirmation of 'Emerging Community' for an exemption from documentation.	Ongoing
Director Exercise discretion over and above policy and guidelines.		As required
CEO	Authorise recommendations for requests for free usage	As required

### 6 Monitoring, Evaluation and Review

Council officers will determine the eligibility and assessment of each application based on the content of this Policy and relevant Guidelines.

Amendments to the Policy may occur if:

- Legislative requirements alter,
- · Legal issues highlight a need for change, and
- Insurance and risk management issues arise.
- Following a review of historical arrangements

A review of this policy will be undertaken three (3) years from its date of authorisation to ensure it continues to be relevant in meeting our community needs unless otherwise instructed.

### 7 DEFINITIONS

Term	Definition			
Community	Community is a flexible term used to define groups of connected people. It can refer to everyone affiliated with the Moreland municipality, or smaller groups defined by interest, identity, or location, and not necessarily homogenous in composition or views.			
	A community linked by location could include a group of people who live in the same neighbourhood or street; businesses linked to an activity centre.			
	A community of interest could be a group of people who have a shared interest, including artistic or cultural interest, ethnic origin, recreational interest. Note: a community of interest often extends beyond municipal boundaries, which can be particularly challenging for these communities.			
	A community of affiliation could be a group of people who are members of a group or club, including a sporting club, religious group, seniors' group, Lions Club / Rotary. It is acknowledged that communities also define themselves,			
	and some may be temporary or virtual.			
New Emerging and Priority Community (Priority Group)	New and emerging and priority communities are defined as being small in number, newly arrived and have all or a combination of the following characteristics:			
	• Significant increase in numbers over the last five years.			
	<ul> <li>Often lack established family networks, support systems, community structures and resources, relative to more established communities.</li> </ul>			
	<ul> <li>Can be more vulnerable than established communities as they are often from a refugee background and have experienced displacement due to civil unrest.</li> </ul>			
	<ul> <li>Comprise individuals with limited f education and skill due to displacement.</li> </ul>			
	<ul> <li>Comprise individuals who have limited English language skills.</li> </ul>			
	<ul> <li>Comprise individuals who are unfamiliar with the government services available and are less likely to be able to locate services that can help them meet their basic needs.</li> </ul>			
	<ul> <li>Tend not to have community infrastructures and organisations that can attract funding.</li> </ul>			
	Have a primary purpose to:			
	<ul> <li>Promote the empowerment and autonomy of the community and the improvement of their political, social, economic and health status.</li> </ul>			
	<ul> <li>Advance equality and equity and the empowerment of the community.</li> </ul>			
	<ul> <li>Build capacity to take advantage of new social or economic opportunities.</li> </ul>			

Term	Definition
	<ul> <li>The elimination of all kinds of violence, prejudice or discrimination against cohorts of the community.</li> </ul>
Historical arrangement	A tailored arrangement in recognition of longstanding use through the custom and practice arrangement with the group and alignment of activities to strategic objectives. Subject to an annual review and health check of each group.
Incorporated Association	Be not-for-profit and managed by a volunteer board/committee of management
Auspice Organisation	When an incorporated association applies for and receives funding on behalf of an unincorporated individual, group, or organisation, and is responsible for ensuring that the project or activity for which the funds have been granted is completed, acquitted, and the funds accounted for.

#### 8 Associated Documents

- Moreland 2025 Community VisionMoreland City Council Plan 2021–2025
- Human Rights Policy 2016–2026
- Social Cohesion Plan 2020–2025
  Disability Access and Inclusion Plan 2022
- Community Grants Policy 2022

# 7.9 COUNCIL ACTION PLAN 2021-22 - FOURTH QUARTER PERFORMANCE REPORT

# **Director Business Transformation, Sue Vujcevic**

# **Governance and Strategy**

# Officer Recommendation

That Council:

- 1. Notes the Council Action Plan 2021-2022 Fourth Quarter Performance Report for the period ending 30 June 2022 (provided as Attachment 1).
- 2. Endorses that action 56 'Support the implementation of the Men at Work Pilot Program through facilitating local partnerships and promotion' as identified for delivery in the Council Action Plan 2021-2022 be withdrawn and discontinued for delivery from the Council Action Plan entirely.
- 3. Endorses that 'Off Track' actions from the Council Action Plan 2021-2022 will continue to be reported to Council through the quarterly reporting cycle of the Council Action Plan 2022-2023, until completion.

# REPORT

# **Executive Summary**

This Fourth Quarter Performance Report (shown at **Attachment 1**) gives an overview of Council's performance through the delivery of the Council Plan 2021-2025, specifically the delivery of the Council Action Plan 2021-2022.

The status of the 114 actions is as follows:

- 68 per cent (78) closed (completed, achieved)
- 17 per cent (19) in progress (on track)
- 14 per cent (16) off track (at risk, support may be needed)
- 1 per cent (1) proposed withdrawal.

Since the Third Quarter Performance Report for the period ending 30 March 2022 (reported to Council at its meeting on 11 May 2022), Council has achieved a further 64 actions as shown in (**Attachment 2**).

It is proposed to withdraw and discontinue Action 56 'Support the implementation of the Men at Work Pilot Program through facilitating local partnerships and promotion' as identified for delivery in the Council Action Plan 2021-2022 entirely from the Council Action Plan:

It is proposed continue to report and track 'Off Track' actions from Council Action Plan 2021-2022. These actions will be separately reported quarterly and presented concurrently with the quarterly updates for the Council Action Plan 2022-2023 with the intent to have these actions 'Achieved' by the end of quarter two 2022-2023.

# **Previous Council Decisions**

# Council Action Plan 2021-22 – Third Quarter Performance Report – 11 May 2022

That Council:

- 1. Notes the Council Action Plan 2021-2022 Third Quarter Performance Report for the period ending 31 March 2022 (provided as Attachment 1).
- 2. Endorsed that action 43 'Support sports clubs to deliver free activities through application to Council's community grants program' is withdrawn for 2021/22 delivery (placed on hold) and will be added to the Council Action Plan 2022/23 as an action for year 2 of the Council Plan delivery.
- 3. Endorsed that action 66 'Scope a coordinated approach and policy on digital inclusion in Moreland' is withdrawn for 2021/22 delivery (placed on hold) and will be added to the Council Action Plan 2022/23 as an action for year 2 of the Council Plan delivery.
- 4. Endorsed that action 70 'Take forward place based and integrated approaches to meeting community needs by developing precinct plans' is withdrawn for delivery in 2021/22 and discontinued for delivery from the Council Action Plan entirely.
- 5. Endorsed that action 102 'Develop community programs framework to support wellbeing and learning outcomes' is withdrawn for 2021/22 delivery (placed on hold) and will be added to the Council Action Plan 2022/23 as an action for year 2 of the Council Plan delivery.

### Council Action Plan 2021-22 - Second Quarter Performance Report – 9 March 2022

That Council:

- 1. Notes the Council Action Plan 2021-2022 Second Quarter Performance Report for the period ending 31 December 2021 (provided as Attachment 1).
- 2. Endorsed that action 75 'Council to adopt principles for design and location of public toilets and then identify and prioritise locations for new and upgraded public toilets as part of planning for community infrastructure, activity centres and open space, leading to an investment plan that feeds into the capital works program' is withdrawn for 2021/22 delivery and placed on hold as an action for year 3 of the Council Plan.

### Adoption of the Moreland Community Vision 2021-2031, Moreland Council Plan 2021-2025 and Moreland Council Action Plan 2021-2022 – 20 October 2021

That Council:

- 1. Adopts Moreland Council Plan 2021–2025 (provided as Attachment 2) in accordance with legislative requirements of the Local Government Act 2020 and the Public Health and Wellbeing Act 2008, noting that it incorporates the Municipal Public Health and Wellbeing Plan 2021-2025.
- 2. Adopts Moreland Council Action Plan 2021-2022 (provided as Attachment 4) as the first year of actions to deliver against the Moreland Council Plan 2021-2025.

# 1. Policy Context

In accordance with sections 88 and 90 of the *Local Government Act 2020*, Council adopted a new Moreland Community Vision 2021-2031 and Council Plan 2021-2025 in October 2021.

These were developed as major outputs of *Imagine Moreland*, a four-stage engagement program which included a deliberative community panel process.

The Council Action Plan 2021-2022 was also adopted which supports implementation of the Council Plan 2021-2025 for the first financial year of the 4-year period. It includes the specific actions to be taken during the first financial year in the implementation of the Council Plan 2021-2025.

All actions documented in the Council Action Plan 2021-2022 are resourced through the 2021-2022 annual budget (included in the 2021-2025 Budget).

This report supports Council's continuing commitment to sustainable, equitable and transparent management of funds on behalf of Moreland's ratepayers, key stakeholders and the broader community.

# 2. Background

The purpose of the Fourth Quarter Performance report is to provide a final status update on delivery against the Council Action Plan 2021-2022, as of 30 June 2022.

As the Council Action Plan 2021-2022 was only adopted in October 2021 as described above, this is the third report prepared.

# 3. Issues

## **Council Action Plan Fourth Quarter Performance**

Council has 114 actions in the Council Action Plan 2021-2022 in the first financial year as five (5) actions have been withdrawn for delivery. The action status of the delivery is presented below in the following categories, and the percentage's complete:

Detailed results for fourth quarter performance are shown in Attachment 1.

Number	Percentage	Status	Definition	Traffic Light
78	68%	Achieved	Completed, achieved	<ul> <li>Image: A set of the set of the</li></ul>
19	17%	In Progress	On track	
16	14%	Off track	At risk, support may be needed	•
0	0%	Critical	Action is significantly delayed	
1	1%	Proposed Withdrawal	On hold or discontinued	

The status of the 114 actions in the plan is as follows:

## 1. Achieved actions

78 actions or 68% of the Council Action Plan 2021/2022 have been achieved with their objective complete as provided in (**Attachment 1**).

## 2. In Progress actions

There are 19 or 17% '*In Progress*' actions that were identified as multi-year actions and will continue delivery through the Council Action Plan 2022/2023 (as identified in **Attachment 1**).

## 3. Off Track actions

There were 16, or 14% of, actions that were not identified as actions for delivery in the Council Action Plan 2022-2023 and are now deemed '*Off Track'*.

It is proposed to continue to report and track these '*Off Track*' actions until completion concurrently through the quarterly updates for the Council Action Plan 2022-2023. It is intended to have these actions '*Achieved*' by the end of quarter two 2022-2023.

Action #	Action Description and Q4 Update	% Complete	Directorate	
9	Design of the Dunstan Reserve Storm Water Harvesting System This Quarter the functional design was completed along with all modelling. The final draft detailed design is being reviewed and will be completed in July 2022. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets.	90 %	Place and Environment	
10	<ul> <li>Develop catchment scale placed-based plans for delivery of IWM outcomes</li> <li>A further workshop was held to review the selected IWM zones across the selected sub-catchment. A final report is expected to be finalised in August 2022. Once the plan is completed, we will try to replicate it for other sub-catchments. The collective plans help us to develop the future IWM Action plan and also the smart delivery of flood mitigation across Moreland. Completion of this Action: Quarter 1 (September 2022)</li> <li>Staffing implications: Within existing staff resourcing and budgets.</li> </ul>	80 %	Place and Environment	
15	Finalise Kerbside Waste Service and Charge Policy and plan the communications and education to support roll-out of the reformed service This quarter communications plans and collateral development for commencement of booked hard waste and multi-unit development (MUD) trials in Quarter 1 next financial year have been prepared ready for implementation. Development of the Communications and Education Plan to support municipal-wide roll out of the 4-bin service is underway. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets.	95 %	Place and Environment	
23	Implement and finalise Covid-19 Safe Movement Pedestrian and Bicycle Transport Program Officers continue to progress the applications with Department of Transport for 40km/h on local streets in Brunswick, Brunswick West, Coburg North and Pascoe Vale however further work is still required on Council's part. Council has not sought a speed reduction on so many roads before in one submission and further work is needed to be submitted to the Department to assess our application. Officers have not yet had approval from the Department of Transport on the applications for the final 29 zebra crossings but will continue to pursue this with state government counterparts and implement as soon as approval is received. Completion of this Action: Quarter 2 (December 2022)	80 %	City Infrastructure	

Action #	Action Description and Q4 Update	% Complete	Directorate
	Staffing implications: Within existing staff resourcing and budgets.		
33	Negotiate the Building Block Partnership MOU, project schedule and funding package with State Government An MOU and Statement of Intent have been agreed to and are awaiting Ministerial approval. Following this the MOU will come back to Council for CEO signature and execution and countersigned by the Victorian School Building Authority. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets	95 %	Community
41	Investigate need and location options for a new synthetic hockey pitch and sports pavilion A feasibility study is nearing completion to investigate the needs and location options for a new synthetic hockey pitch and sports pavilion. The final report and recommendations to Council will be presented during the second quarter of 22/23. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	80 %	Community
47	Develop the implementation plan for the Disability Access and Inclusion Plan and identify partner organisations The Disability Access and Inclusion Plan (DAIP) was endorsed by Council in May 2022. It was important to ensure the framework for this work was endorsed prior to an implementation plan being finalised. During the DAIP planning, partner organisations were identified and will be further engaged to support the DAIP implementation plan. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	70 %	Community
57	Include a gender affirming statement of 'what is gender' within the current gender equality commitment to be included in gender impact analysis Gender affirmation statement will be incorporated in the updated Gender Equality Commitment Action Plan. The review is scheduled for August to September 2022. Council's new Gender Equality Community Reference Group, established in May 2022, will provide input. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	70 %	Community
59	Scope the delivery of healthy eating initiatives and links to food security in the Food Systems Strategy	80 %	Community

Action #	Action Description and Q4 Update	% Complete	Directorate
	The scoping of key healthy eating initiatives across other Local Governments and State programs continues to be an action in partnership with local providers however a more formal approach to potential actions is on hold until Councils key partner, Merri Health, have finalised their Integrated Health Promotion Plan. The Food Leadership Action Group are currently focused on further partnerships to develop Food insecurity approaches which may include healthy eating initiatives. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets		
62	Scope a coordinated approach to supporting volunteering in the community Council officers have scoped and investigated benchmarking for volunteering and developed a draft report that is currently being reviewed across the many areas of Council that have an interest in volunteering. Further consideration of the feasibility of a Volunteering program will be considered in Quarter 1 - 22/23. The draft report will inform a potential implementation of an approach for volunteering across Council and potential partnership opportunities with smaller not for profit organisations. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	80 %	Community
64	Develop and implement Council rough sleeping protocol The draft "protocol" has been developed and will be renamed as a "guideline for staff". Relevant operational staff are aware of the guidelines however further briefings are required to allow more time to ensure the guidelines are tested and are current, particularly in terms of specific teams response. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	80 %	Community
73	Review operational plans addressing removal of graffiti, unsightly properties, dumped rubbish, public litter bins, drinking fountains, public toilets, car park opening hours and public lighting This quarter the focus for operational improvement work for our dumped rubbish service was on implementation of new on-road operator devices which will allow for of an improved process that streamlines work allocation, introduces quality control for inter-department allocations and provide customers with timely updates on work completed. These new devices and process are scheduled for implementation over June and July 22. The street public lighting investigation program continued with CRS and evening inspections undertaken. Four areas were found as not complying	50 %	City Infrastructure

Action #	Action Description and Q4 Update	% Complete	Directorate	
	with Australian recommended standards and works undertaken to address these non-compliances. There were also a number of projects completed to upgrade lighting in parks and carparks. In quarter four Carparks were opened and closed as per signage and consultation between council officers, recreation and the community. Our public toilet maintenance continued with a number of maintenance items addressed through the period. The Local Laws team also delivered a large number of inspections of unsightly properties and for instances requiring it, follow up compliance activity. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets.			
79	Explore opportunities to include affordable housing as part of the urban revitalisation programs in central Coburg High level research into affordable housing issues and opportunities was completed. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	50 %	Place and Environment	
90	Completion of Concept Design for West Street Shopping Strip Streetscape Renewal Program An Engagement Strategy was developed this quarter, in consultation with Chatterbox Projects, to guide future community consultation for the project. Other activities centred around gaining specialist advice about what traffic-calming treatments are possible for the intersection of West Street and Glenroy Road. The budget for the project was reviewed and confirmed as part of Council's budget-setting in June. The project is commencing the community engagement and design phase. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets	60 %	Place and Environment	
91	Completion of Detailed Design for Wheatsheaf Road Streetscape Improvement Activities undertaken this period include the development of passive irrigation design for new street trees, and meetings with key stakeholders including the Department of Transport. The project is currently in a design phase and on track to go to tender in early 2023, pending Department of Transport approvals and Council endorsement. Completion of this Action: Quarter 3 (March 2023) Staffing implications: Within existing staff resourcing and budgets.	50 %	Place and Environment	
110	Develop and implement a Digital Engagement Framework that provides community members with high quality online information and participation opportunities	90 %	Community	

Action #	Action Description and Q4 Update	% Complete	Directorate
	Development of the framework was paused pending recruitment of key staff. The framework is now being finalised along with an online portal for staff to use when requesting engagement advice, this will also link into the overall engagement experience for users of the Conversations Moreland page. It is anticipated that this framework will be completed by the first quarter of 2022-23. this framework will be completed by the first quarter of 2022-23. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets.		

### 4. Proposal to withdraw

It is proposed to withdraw and discontinue Action 56 'Support the implementation of the Men at Work Pilot Program through facilitating local partnerships and promotion' as identified for delivery in the Council Action Plan 2021-2022 entirely from the Council Action Plan. This is due to partners for the pilot project and possible alternatives for this project were not able to be realised. Positive masculinity projects continue to be an action which are identified in relevant service teams e.g. Maternal Child Health partnership with Dads Inc.

### **Community impact**

Community impact is addressed throughout the Council Plan 2021-2025 but primarily under strategic objective 5: To build community trust through encouraging participation, evidence-based decision making, stewardship of resources and being accessible and responsive.

### Climate emergency and environmental sustainability implications

Climate emergency and environmental sustainability implications are addressed throughout the Council Plan 2021-2025 but primarily under strategic objectives 1, 2 and 3:

- 1. To strive for maximum protection of people, plants and animals through leading an urgent response to the climate emergency and a regeneration of our natural environment
- 2. To contribute to the health, safety, and security of everyone living in our diverse community and to increase safe, accessible, physically active and enjoyable ways to get around Moreland, especially via walking, cycling and public transport.
- 3. To support Moreland to become a more inclusive, connected, healthy and caring community through providing equitable access to community facilities and services and facilitating local partnerships and programs.

### Economic sustainability implications

Economic sustainability implications are addressed throughout the Council Plan 2021-2025 but primarily under strategic objective 4: To create welcoming, unique spaces and places across Moreland that attract and connect everyone, improving access to community facilities and affordable housing and encouraging vibrant artistic, social and economic activity.

### Legal and risk considerations

The Moreland Community Vision 2021-2031 and Moreland Council Plan 2021-2025 and processes associated with the development of these documents have been undertaken in accordance with the requirements of the *Local Government Act 2020* and the *Public Health and Wellbeing Act 2008*.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

# 4. Community consultation and engagement

Community consultation and engagement was not required for this report as it reflects the performance against the Council Action Plan 2021-2022 (Council Action Plan).

Advice was sought from officers across Council to provide the performance updates.

### Affected persons rights and interests

Before making a decision that affects a person's rights, Council must identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey those views regarding the effect on their rights and consider those views. There are no individual rights or interests affected.

# 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## 6. Financial and Resources Implications

All actions documented in the Council Action Plan 2021-2022 are resourced through the 2021-2022 annual budget (included in the 2021-2025 Budget).

## 7. Implementation

The Council Action Plan fourth quarter performance results will be made available on Council's website.

# Attachment/s

 1
 Council Action Plan Q4 Report 2021-22
 D22/301455

 2
 Summary of completed actions Q4 CAP 2021.2022
 D22/318634



# Moreland City Council

# Council Action Plan 2021-2022

# 4<sup>th</sup> Quarter Performance Report



#### ACKNOWLEDGEMENT OF COUNTRY

Moreland City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Custodians of the lands and waterways in the area now known as Moreland. We pay respect to their Elders past, present, and emerging, as well as to all First Nations communities who significantly contribute to the life of the area.

# **Executive Summary**

This report supports Council's continuing commitment to sustainable, equitable and transparent management of funds on behalf of Moreland's ratepayers, key stakeholders and the broader community.

In accordance with sections 88 and 90 of the Local Government Act 2020, Council adopted a new Moreland Community Vision 2021-2031 and Council Plan 2021-2025 on 20<sup>th</sup> October 2021. These were developed as major outputs of Imagine Moreland, a four-stage engagement program which included a deliberative panel process.

The Council Action Plan 2021-22 was also adopted which supports implementation of the Council Plan 2021-2025 for the first financial year of the 4-year period. It includes the specific actions to be taken during the first financial year in the implementation of the Council Plan 2021-2025.

This Fourth Quarter Performance Report gives an update on delivery of the Council Action Plan 2021-2022.

78 68% -Achieved Completed, achieved 19 17% In Progress On track 16 14% Off track At risk, support may be needed 0 0% Critical Action is significantly delayed Proposed 1 1% On hold, discontinued Withdrawal

In summary, the status of the 114 actions in the plan is as follows:

The rest of this report below provides a detailed progress update for each action below including:

- A description of the action
- The percentage complete against what was planned for this financial year
- The status in the form of a traffic light (see table above); an
- Relevant officer commentary.

# Theme 1: An environmentally proactive Moreland

### 1: To strive for maximum protection of people's health, plants and animals through leading an urgent response to the climate emergency and a regeneration of our natural environment

Action Name	Directorate	Progress	Status	Comments
Implement Year 2 of the Zero Carbon Moreland Climate Emergency Action Plan including developing interim and more ambitious targets, encouraging electric vehicle use, delivering low income household solar/thermal grants and reducing Council emissions especially through gas removal	Place and Environment	100%		This Quarter program activities continued across energy transition for community and council, as well as advocacy and communications. Actions towards reducing Council's emissions included progressing design for all-electric refurbishment of Fawkner Aquatic Centre and installing 100kW solar system at Brunswick Baths, bringing Council to 1.2MW installed solar capacity. Repair works have begun on all electric vehicle fast chargers in June, once the necessary parts were delivered. Number of daily charging sessions in FY21/22 was more than double that in FY20/21, despite issues with the fast chargers.
				Community energy transition continued to be supported through Energy Advice Services (180 residents across year). Some 37 residents had solar installed through our general community program with Solar Savers. Council subsidies supported 39 low income households have solar installs completed in FY21/22 and 25 low income households had energy upgrades completed

Action Name	Directorate	Progress	Status	Comments
				by the end of Quarter. The number of installations achieved through the grants
				program for low income households was
				negatively impacted by Covid-19 and related
				supply chain issues.
				The Electrify Everything communications
				campaign roll out had a focus on keeping
				warm in winter and reducing energy bills.
				The campaigns officer presented on Electrify
				Everything at the Victorian Greenhouse Alliances Conference and a Climate
				Emergency Australia webinar. Council
				coordinated a joint statement signed by local
				councils across Australia to support energy
				performance increases in the National
				, Construction Code. Seven community
				sustainability groups have begun receiving
				training in digital storytelling.
Deliver Integrated Behaviour Change Program including the	Place and Environment	100%	<b>v</b>	This Quarter the Year 1 Ride & Stride pilot
Ride and Stride pilot program with participating primary				evaluation report was completed and
schools				published. Highlights include increases of up
				to 20% in active travel through Open Streets
				trials, over 60% of families who trialled a free
				e-cargo bike switching from driving to riding the school run, and 75% of families highly
				recommending other schools participate in
				the Ride & Stride program. Three new Ride &
				Stride schools were selected for 2022, with
				travel surveying, TagOn and free e-bike trials
				launched at each. Project officer presented at
				the Victorian Greenhouse Alliances

Action Name	Directorate	Progress	Status	Comments
				Conference and VicWalks Changing Streets
				Forum.
Urban forest strategy - tree planting regime	City Infrastructure	100%		In this quarter Council commenced the 2022 planting season, focusing efforts in Pascoe Vale South, and have planted more than 850 trees to 30 June with a target to plant approximately 3,500 trees by the end of October 2022. Council notified all properties adjacent to locations where proposed new trees where planting is planned. Approximately 50 objections to our proposed program of work were received, those objections have been or are being responded to, with the aim of negotiating the planting of as many planned trees as possible with the objectors. Where residents have valid reasons for objecting to the proposed planting Council are supporting the objection and finding new homes for those orphaned trees. In this quarter Council also endorsed the Urban Forest Strategy update report that was tabled at the May Council meeting.
Identify ways to support the community to preserve and plant new trees on private land (may include giving trees away)	City Infrastructure	100%	~	In this quarter Council provided 51 trees for the community to plant in Lorne Street Reserve Fawkner on 24 April as part of the "A Tree for Gallipoli - Move The House" project. The Urban Forest officer is also collaborating with delegates from the Women's Health in the North organisation to support their desire to plant five trees in Moreland to commemorate 30 years of their

Action Name	Directorate	Progress	Status	Comments
				work supporting women's health in the north.
Advocacy regarding canopy trees in state-controlled transport and other land	City Infrastructure	100%		An advocacy plan was developed to work with State and Federal government to protect and enhance Moreland's urban forest by strengthening tree protection measures, reviewing and amending the Electricity Safety (Electric Line Clearance) Regulations and facilitate partnerships with state-owned entities to create urban forest assets in public open spaces. The 'Greening the North' initiative progressed through the development of an advocacy pitch that will see Northern Council Alliance (NCA) members working in partnership to progress urban greening throughout the northern region. NCA advocates for and delivers projects that positively contribute to the economic, social, health and wellbeing of our residents and businesses.
Account for Urban Forest Strategy in Open Space Strategy frameworks, design and prioritisation	City Infrastructure	75%		In this quarter Council endorsed the Urban Forest Strategy update report that was tabled at the May Council meeting. This report provided an update on the work undertaken in implementing the strategy as well as outlining further work to be completed to set the plan for the strategy implementation for the next few years and confirming canopy targets and community engagement. This further work will be integrated with the open space strategy review with more detailed plans for

Action Name	Directorate	Progress	Status	Comments
				expanding tree canopy and biodiversity corridors in open spaces.
				This action has been included into 2022- 2023 Council Action Plan for continued delivery as part of an ongoing Open Space Strategy.
Review the Moreland Open Space Strategy to enable clarity in the reasons for open space and how decisions are made about its creation, preservation and use	City Infrastructure	50%		Background work has commenced on the review of the existing open space strategy, involving officers from the Open Space Design & Development, Strategic Planning and Strategy & Research Units. Key work to date has included analysis of recent Planning Scheme Amendment processes at other inner metropolitan councils to ensure alignment with existing independent critique and guidance and best practice feedback. This action has been included into 2022- 2023 Council Action Plan for continued delivery as part of an ongoing Open Space Strategy.
Implement the 2021-22 funded actions in the Nature Plan	City Infrastructure	100%	~	Officers continue to implement the actions of the Nature Plan. Key outcomes achieved this quarter include active management of the Ibis population at Coburg Lake Reserve, development and distribution of the Moreland Nature Explorer Passport, conducted a Nature Play Week event, participation in the City Nature Challenge, which was the world's largest citizen science event, where over 1,700 species were observed and recorded in the municipality. The Nature Stewards

Action Name	Directorate	Progress	Status	Comments
				program commenced and the CERES Schools for Wildlife program continues.
Design of the Dunstan Reserve Storm Water Harvesting System	Place and Environment	90%	•	This Quarter the functional design was completed along with all modelling. The final draft detailed design is being reviewed and will be completed in July 2022. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets.
Develop catchment scale placed-based plans for delivery of IWM outcomes	Place and Environment	80%		A further workshop was held to review the selected IWM zones across the selected sub- catchment. A final report is expected to be finalised in August 2022. Once the plan is completed, we will try to replicate it for other sub-catchments. The collective plans help us to develop the future IWM Action plan and also the smart delivery of flood mitigation across Moreland. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets.
Implement of Yarra and Maribyrnong CSIWM plans and achieving 2030 targets	Place and Environment	100%	~	This Quarter, Council officers actively contributed to the Department Environment, Land, Water and Planning (DELWP) Integrated Water Management Forums. Through this engagement, refined the Catchment Scale Integrated Water Management (CSIWM) plan and aligned work. Officers also contributed to IWM

Action Name	Directorate	Progress	Status	Comments
				delivery working group, by attending its monthly meeting and providing feedback and content for (DELWP). Reviewed the Monitoring, Evaluation, Reporting and Improvement (MERI) prepared by IWM working group.
Design stormwater harvesting system and green infrastructure at Brunswick Parklands	Place and Environment	100%	~	This Quarter, external funds for the project was granted by the Department of Environment Land, Water and Planning (DELPW) in June and the funding agreement was signed. Work will begin in 22/23.
Account for IWM Action Plan in Open Space Strategy frameworks, design and prioritisation	City Infrastructure	50%		Officers in the Open Space Design & Development and Sustainable Built Environments Units continue to work closely to ensure the Integrated Water Management (IWM) framework is appropriately reflected in the work of the Open Space & Environment Branch including the review of the open space strategy. Examples of recent work include the alignment of the Brunswick Parklands Plan and IWM plan for the Brunswick Central Parklands Precinct. This action has been included into 2022- 2023 Council Action Plan for continued delivery as part of an ongoing Open Space Strategy.
Continue implementing Zero Waste (and plastic wise) Community and Council (Festivals, events, facilities) initiatives	Place and Environment	95%		During this Quarter the Plastic Free Sydney Road Trial was successfully completed, with 20% of businesses achieving Plastic Free champion status, and more than 370,000 pieces of plastic eliminated. The Bin Inspection Program continued with an

Action Name	Directorate	Progress	Status	Comments
				average of 500 inspections occurring per
				month. New bin tag collateral was rolled out.
				Installation of drinking fountains at sports
				clubs, is 70% complete. 3 fountains have been delayed till Q1 22-23. The Halls for Hire
				Reusable Crockery Trial will commence in
				August. Brunswick and Coburg Town Halls
				received all reusable crockery and Storage
				Cupboards were installed. Merlynston
				Progress Hall has received all items and the
				venue has been set up to start the roll out,
				only signage is required.
				Two community Reusable Nappy Workshops
				have been held to reduce waste to landfill.
				The Community Council Recycling Station
				was moved to the new Glenroy Community Hub, with high residential use resulting in an
				increase in diversion from landfill.
				increase in diversion nom landini.
				This action has been included in the 2022-
				2023 Council Action Plan for continued
				delivery.
Finalise Kerbside Waste Service and Charge Policy and plan	Place and Environment	95%		This quarter communications plans and
the communications and education to support roll-out of the				collateral development for commencement of
reformed service				booked hard waste and multi-unit
				development (MUD) trials in Quarter 1 next
		1		financial year have been prepared ready for
		1		implementation. Development of the
				Communications and Education Plan to
				support municipal-wide roll out of the 4-bin
				service is underway.

Action Name	Directorate	Progress	Status	Comments
Development of the Collective Impact Shared measurement framework for a Northern Food Hub	Community	100%	~	Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets. The Collective Impact Measurement Framework was completed for a Northern Food Hub following stakeholder interviews and a workshop with the Food Leadership Action Group (FLAG).
Establish Food Leadership Action Group	Community	100%	~	The Food Leadership Action Group has been established and continue to meet Bi-monthly with meetings commencing March 2022.

# Theme 2: Moving and living safely in Moreland

2: To contribute to the health, safety, and security of everyone living in our diverse community and to increase safe, accessible, physically active and enjoyable ways to get around Moreland, especially via walking, cycling and public transport

Action Name	Directorate	Progress	Status	Comments
Review and update the Integrated Transport Strategy in consultation with the community	City Infrastructure	30%	•	In the fourth quarter, officers undertook background literature and legislation review, external context scanning and review of other Councils' approaches to transport strategy to help inform development of a strategy approach. This action has been included into 2022-2023 Council Action Plan for continued delivery.
Implement and finalise Covid-19 Safe Movement Pedestrian and Bicycle Transport Program	City Infrastructure	80%		Officers continue to progress the applications with Department of Transport for 40km/h on local streets in Brunswick, Brunswick West, Coburg North and Pascoe Vale however further work is still required on Council's part. Council has not sought a speed reduction on so many roads before in one submission and further work is needed to be submitted to the Department to assess our application. Officers have not yet had approval from the Department of Transport on the applications for the final 29 zebra crossings but will continue to pursue this with state government counterparts and implement as soon as approval is received. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets.
Design, approval and construction of new shared paths along the Craigieburn Rail Corridor	City Infrastructure	100%	~	In the fourth quarter, the Craigieburn Shared Path Projects were programmed into the forward 10 Year Active Travel Capital Program following community engagement on the

Action Name	Directorate	Progress	Status	Comments
Evaluate shared zone trials and physically separated lane trials	City Infrastructure	100%	~	program. Design work proceeded for the Stage 3 project, and grant funding secured from the federal government towards this stage in 2022/23. In the fourth quarter, offices analysed the results of the first three seasons of data, along with engagement insights. In addition, officers have overseen the fourth and final round of data collection for the various shared zone and bike lane trials.
Complete a feasibility study on more active transport east to west of Moreland, including bike routes	City Infrastructure	100%	~	During the fourth quarter, previous high level feasibility work done earlier in the year fed into the community engagement for the 10 Year Active Travel (Walking and Rising) Capital Program. The engagement incorporating specific engagement with residents along the proposed routes (Glenlyon Road, Brunswick and Munro - Harding Streets in Coburg). This led to a conclusion that the development of these routes is appropriate later in the 10 Year Program, not in the first 5 years.
Advocate for improved personal safety around Jacana Station	City Infrastructure	100%	~	In the fourth quarter, officers were informed by the State that Jacana Station has funds allocated in 2022/23 for upgrades.
Advocate for duplication of the Upfield line north of Gowrie Station	City Infrastructure	100%	~	In the fourth quarter, Council reaffirmed at its April meeting its commitment to advocating for the upgrade and duplication of the Upfield Rail Corridor as a key advocacy priority project. Advocacy activity has continued in accordance with this commitment.
Advocate for the creation of an East/West bus link and improved bus services in the North	City Infrastructure	95%		In August, officers will be bringing the Northern Suburbs Bus Plan to Council. It is seen as a key advocacy piece to influence the State to invest in bus services in the north, especially routes that extend across municipalities, extending services into major centres and having them run 7 days and for longer hours. This is also part of Council's advocacy program to the State Government in the lead up to the election later in 2022.

Action Name	Directorate	Progress	Status	Comments
Advocate for improvement to tram 19 travel times, extension to tram route 58, beyond Bell Street and accessible tram stops	City Infrastructure	100%	~	This action has been included into 2022-2023 Council Action Plan for continued delivery. Council resolved at its April meeting that it "supports further investigation into the extension of Trams 19 and 58". This investigation work is ongoing. Council continues to take opportunities to promote additional accessible tram stops throughout the municipality.
Investigate car free days around schools	Place and Environment	100%	~	This quarter, following analysis of the Open Streets Implementation Guide and discussions with pilot schools, the process for facilitating more regular, school-led Open Streets outside Coburg North Primary and Brunswick East Primary is under development. Three new Ride & Stride schools have been scheduled for Open Streets trials in Term 3 & 4 2022.
Undertake community engagement and seek adoption of a revised parking management policy	City Infrastructure	50%	•	In the fourth quarter, as part of the work defining an approach to the transport strategy review, this has included the interaction with a revised parking management policy. However work has not progressed on framing the parking management policy itself due to staff redirection to other priorities. This action has been included into 2022-2023 Council Action Plan for continued delivery.
Investigate and implement measures to encourage reduced speed and improve pedestrian safety	City Infrastructure	100%	~	Officers continued to progress the delivery of local traffic management treatments in Q4 including four speed humps on Munro Street, Coburg and raised threshold treatment on Willett Ave / Summit Ave, Oak Park and Oxford Street / North Street, Hadfield. Local pedestrian infrastructure improvements continued to be investigated and/or progressed, such as Carlisle Street, Coburg and the laneway next to 185 Moreland Road. Officers continued to collaborate with officers at the Department of Transport to

Action Name	Directorate	Progress	Status	Comments
				investigate and identify potential opportunities for further
				speed limit reductions in the municipality.

# **Theme 3: A healthy and caring Moreland**

3: To support Moreland to become a more inclusive, connected, healthy and caring community through providing equitable access to community facilities and services, facilitating local partnerships and programs, mitigating the effects of climate change and supporting the community to adapt and build climate resilience

Action Name	Directorate	Progress	Status	Comments
Complete hub building project, official launch at	Community	100%	<b>v</b>	Council Customer Service, Maternal and Child Health and Library are
Glenroy Festival and transition Council services			•	now successfully operating from the Hub, as are early childhood
and tenants into the new space				learning centres. Glenroy Community Hub was officially launched and
				open to public in May 2022.
Start the statutory process to invite feedback	Place and	100%		This action was achieved in Quarter Two. The statutory process is
from the community on the transfer of land for	Environment		•	now complete.
the purposes of a new health and community				
services precinct within Coburg				
Negotiate contract terms for the transfer of land	Place and	100%		All key terms were negotiated and agreed, allowing the Contract of
for the purposes of a new health and community	Environment		•	Sale to be prepared.
services precinct within Coburg				
Negotiate the Building Block Partnership MOU,	Community	95%		An MOU and Statement of Intent have been agreed to and are
project schedule and funding package with				awaiting Ministerial approval. Following this the MOU will come back
State Government				to Council for CEO signature and execution and countersigned by the
				Victorian School Building Authority.
				Completion of this Action: Quarter 1 (September 2022)
				Staffing implications: Within existing staff resourcing and budgets.
Plan and deliver Year 1 Early Years Infrastructure	Community	100%		Council adopted the Early Years Infrastructure Plan in June 2022.
Projects as listed in the 5-year Capital Works			$\checkmark$	Delivery of initial projects have commenced including expansion of the
Program				Park Street Children's Centre and feasibility for Doris Blackburn and
				Oak Park kindergartens.
Implement Year 1 actions of the Children, Young	Community	100%	<b>V</b>	This quarter, extensive research has been undertaken to inform the
People and Families Plan				model and Terms and References for the soon-to-be-formed
				Children's Reference Group. The members have been planning for the
				Youth Mental Health Forum to be held in September in partnership

Action Name	Directorate	Progress	Status	Comments
				with Batyr, a youth-led mental health organisation. The inaugural
				Youth Ambassadors term will end in July.
				Actives for this guarter included; the activation of the youth recording
				space at the Glenroy Hub with the implementation of music and sound
				recording workshops. The Youth Ambassadors have also developed a
				series of podcasts on respectful relationships. They have chosen to
				purchase podcast equipment, which will be set up at the Glenroy
				Community Hub recording space and available to the community.
				The Fawkner Drop-in program also commenced in June in partnership
				with YMCA and Youth Projects. The first of many Teen Takeover nights
				were held on 24 June at the Glenroy Hub, and planning for the Principal's Forum and Dad's Night In event is also underway, to be
				held on 20 July.
Youth assertive outreach program	Community	100%		This action was achieved in quarter three; The YHOP program helped
Touth assertive outreach program	Community	10070	<b>V</b>	over 5000 individuals receive better mental health support. YHOP will
				provide much needed assertive outreach and case management
				support to vulnerable young people in Moreland.
Develop Climate Resilience Strategy including	Place and	100%		This quarter the draft Climate Risk Strategy was endorsed at the 13
assessing current and future climate risks facing	Environment	10070	<b>~</b>	April Council Meeting for community and stakeholder consultation.
the Moreland community; identifying actions				Consultation commenced on 30 May 2022, with activities including
that Council and other levels of government				Conversations Moreland surveys, online promotion, and workshops
must take to provide optimal protection for				with advisory committee members. The formal consultation period will
people, property and the natural environment in				close on 1 July 2022.
response to assessed climate risks (including				,
Urban Heat Island Effect actions)				
Progress scope and detailed design and	City Infrastructure	100%	<b>v</b>	Strategic Procurement and Probity Plan was developed and approved
preparation for tender of the Fawkner Leisure				in the fourth quarter, and the Expression of Interest documentation
Centre Upgrade				prepared and issued.
Implement the Fleming Park masterplan	City Infrastructure	60%		Fleming Park Masterplan implementation is currently underway and
priorities				contractors are on-site delivering the project. The project is expected
				to complete in 2022/23 Supply chain issues and resourcing shortages

Action Name	Directorate	Progress	Status	Comments
				have impacted on delivery timelines.
Implement the Hosken Reserve masterplan priorities	Community	100%	<b>&gt;</b>	This action has been included into 2022-2023 Council Action Plan for continued delivery. The Master plan was adopted by Council in October 2021. Work continued this quarter on scoping and detailed planning in readiness
				for delivery commencing in the 2022/23 financial year.
Investigate need and location options for a new synthetic hockey pitch and sports pavilion	Community	80%	•	A feasibility study is nearing completion to investigate the needs and location options for a new synthetic hockey pitch and sports pavilion. The final report and recommendations to Council will be presented during the second quarter of 22/23.
				Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets
Promote free outdoor equipment (e.g. outdoor gyms, basketball, etc.) through Active Moreland website	Community	100%	~	This action was achieved in Quarter Two. New Active Moreland Website launched. Free outdoor equipment is promoted via Active Moreland Website https://www.activemoreland.com.au/sport/sportsgrounds/outdoor-
Explore a regional approach to improving mental health outcomes	Community	100%	~	gym-equipment/ and this action will be continued. Moreland is leading a Northern Councils Alliance advocacy approach into mental health needs and improvements with advice from the Prevention Coalition in Mental Health. A draft advocacy paper has been prepared with a final review from Northern Councils officers.
Maintain service provider networks and partnerships with service providers, agencies and organisation to continue to inform Council's approach to resilience	Community	100%	<b>`</b>	The current service provider networks such as Fawkner Service Provider Network, Multicultural Settlement Services Network, Disability Services Network, Hume Moreland Family Violence Network, Hume Moreland Volunteer Network continue to meet to share information, co-ordinate services and respond to community needs and issues. The Moreland Service Provider e - newsletter has been distributed every 6 week to approximately 400 services with Council service updates, upcoming community consultations and service network information. It's effectiveness will be evaluated prior to recommencing it post July 2022.

Action Name	Directorate	Progress	Status	Comments
Scope and map Council's role ensuring genuine inclusion of LGBTIQA+ community in Council programs, systems, activities and consult with advisory committee	Community	100%	•	Scoping and mapping has been completed. The introduction of the newly established LGBTIQA+ Reference Group will provide authentic direction for future actions to be authentically implemented to support genuine inclusion of LGBTIQA+ community. This important work will continue to be imbedded into Council everyday activities.
Develop the implementation plan for the Disability Access and Inclusion Plan and identify partner organisations	Community	70%		The Disability Access and Inclusion Plan (DAIP) was endorsed by Council in May 2022. It was important to ensure the framework for this work was endorsed prior to an implementation plan being finalised. During the DAIP planning, partner organisations were identified and will be further engaged to support the DAIP implementation plan. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets
Develop the implementation plan for the Social Cohesion Plan and implement the first phase	Community	100%	~	The Social Cohesion Implementation Plan has been developed and actions are underway. An Interfaith network was successfully launched, and ten faith leaders and representatives from diverse faith groups are now meeting bi-monthly. Officers have created monitoring, reporting and evaluation templates for Social Cohesion funded projects to measure project outcomes and outputs. Work has commenced on a video to address racism and discrimination in sports in partnership with Merri Health and Melbourne University. Work is also underway with Melbourne University on a project called Standing Together Against Racism in Sports (STARS), involving sporting clubs in Moreland. Playstreets was launched and the first Playstreets event occurred in May with evaluation from the community assisting to finetune future processes and approach. Work continues with Libraries to help make Moreland's places and spaces inclusive and to connect the community with Council services.

Action Name	Directorate	Progress	Status	Comments
				'Back Your Neighbour Campaign' and Mayoral Taskforce to advocate
				for human rights and asylum seekers' social inclusion.
Conduct navigation pilot project to support older	Community	100%		This quarter the project scope, research and service model has been
people to access services			•	completed and ready to be implemented next year. The Navigation
				pilot trial will begin in July 2022 and run for 18 months.
Aged Care - Outdoor help and transport	Community	100%	<b>v</b>	This quarter all outstanding requests were processed with all budget
			•	allocated to support 187 older people with outdoor tasks.
Support the development of the business case,	Community	45%		In the past three months coordination of stakeholder input to define
stakeholder engagement and advocacy				future options for the Ballerrt Mooroop site has commenced. The site
campaign for the Ballerrt Mooroop Community				lease holder the Wurundjeri Woi-wurrung Corporation has also
Hub				approved a plan for landscaping works to make the site accessible to
				public. This objective continues in the 22/23 Council Action Plan.
Develop a First Nations Employment Plan,	Business	65%		Indigenous Employment Partners continue to work with Council to
including recruitment of a First Nations	Transformation			develop the First Nations Employment Plan. This has included a
Employment Officer				review of existing Council policies and plans, a gap analysis and
				preparing initial recommendations and actions for consideration. Staff
				consultation to inform the development of the plan will commence in
				July 2022, with plan completion expected in September 2022.
				Additionally, Councils Recruitment Business Partner has taken steps
				to join the Aboriginal Employment Network Meeting monthly
				facilitated by Darebin City Council which includes local indigenous
				suppliers including IEP and local aboriginal representatives and
				connected with Tamara Beck Indigenous Employment Consultant at
				MatchWorks supporting 500 indigenous members in the north of
				Melbourne. Bundyi Girri to provide cultural awareness and safety
				training for the Executive/SMT group.
				adming for the Executive, off ingroup.
				This action has been included into 2022-2023 Council Action Plan for
				continued delivery.
Work with partners to increase community	Community	100%		Council have hosted 2 Moreland Staff Treaty Q&A sessions with the
awareness of First Nations communities,			<b>V</b>	First People's Assembly of Victoria. The sessions provided
reconciliation and Treaty				opportunities to ask questions about how Moreland and other Local

Action Name	Directorate	Progress	Status	Comments
				Governments can work with the First Peoples' Assembly. Council also
				partnered with the First People's Assembly of Victoria and Yoorook
				Justice Commission to host a public forum called Truth and Treaty
				Yarns. This work will continue in the 22/23 Council Action Plan.
Maintain council's statutory planning role and	Community	100%	$\checkmark$	An advocacy partnership with Alliance For Gambling Reform remains
continue advocacy partnerships for gambling				in place. Implementation of programs by community services, such as
harm prevention and strengthen connections				the Libraries After Dark program, were impacted by Covid-19
with local community services				restrictions. Council is committed to extend the program in 2022-
				2023, beyond the funded period. Advocacy activities implemented
				related to sports gambling advertising, gambling venue opening hours
				and the impact of losses on communities after venues re-opened
				following Covid-19 restrictions.
Continue education around tobacco related	Place and	100%		The Environmental Health Unit provided tobacco related education to
harm and enforcement of tobacco regulation	Environment		· ·	businesses throughout the last quarter. This included inspections and
				education to tobacco retailers, eating establishments and licensed
				venues. A total of 98 inspections were conducted throughout the last
				quarter with 93% compliance rate with Tobacco Act requirements.
Support the implementation of the Men at Work	Community	60%		Unfortunately Partners for the pilot project and possible alternatives
Pilot Program through facilitating local				for this project were not able to be realised. Positive masculinity
partnerships and promotion				projects continue to be an action which are identified in relevant
				service teams eg Maternal Child Health partnership with Dads Inc.
Include a gender affirming statement of 'what is	Community	70%		Gender affirmation statement will be incorporated in the updated
gender' within the current gender equality				Gender Equality Commitment Action Plan. The review is scheduled for
commitment to be included in gender impact				August to September 2022. Council's new Gender Equality
analysis				Community Reference Group, established in May 2022, will provide
				input.
				Completion of this Action: Quarter 2 (December 2022)
				Staffing implications: Within existing staff resourcing and budgets.
Continue to support and expand programs that	Community	100%		Implementation was impacted by Covid-19 restrictions and the 'Dads
promote positive masculinities in line with			<ul> <li>Image: A start of the start of</li></ul>	of Moreland' went online. The local online Facebook groups continue
Council's gender equality commitment				to be successful and Council has committed to extend the program
				into next financial year (22/23). Council and YMCA will be part of the

Action Name	Directorate	Progress	Status	Comments
				new "We're Game" program partnership by Merri Health to engage local sport clubs and leisure centres about gender equality and preventing violence over the next 2 years.
Scope the delivery of healthy eating initiatives and links to food security in the Food Systems Strategy	Community	80%		The scoping of key healthy eating initiatives across other Local Governments and State programs continues to be an action in partnership with local providers however a more formal approach to potential actions is on hold until Councils key partner, Merri Health, have finalised their Integrated Health Promotion Plan. The Food Leadership Action Group are currently focused on further partnerships to develop Food insecurity approaches which may include healthy eating initiatives. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and budgets.
Coordinate Social Cohesion indicators (in short and long term) with Merri Health to inform future joint actions	Community	100%	~	Joint indicators have now been discussed and identified with Merri Health. In the next phase (22/23) of the Social Inclusion Measurement Project lead by Merri Health, officers will continue to ensure relevant indicators are included in our Social Cohesion Plan. These indicators inform the evaluation and implementation of not only the Social Cohesion Plan but the Council Plan.
Engage and partner with Merri Health and other local health organisations to plan for future municipal priorities in shared actions	Community	100%	~	Merri Health continues to develop their strategic and operational plans following an extensive review of Integrated Health Promotion planning guidelines by the Department of Health. Council officers have a very active and engaged partnership with Merri Health in developing shared actions and activities. This will continue in 2022/23 and will fall into Council operational plans where appropriate eg Social Cohesion Plan, Disability and Inclusion Plan.
Scope a coordinated approach to supporting volunteering in the community	Community	80%	•	Council officers have scoped and investigated benchmarking for volunteering and developed a draft report that is currently being reviewed across the many areas of Council that have an interest in volunteering. Further consideration of the feasibility of a Volunteering program will be considered in Quarter 1 - 22/23. The draft report will

Action Name	Directorate	Progress	Status	Comments
				inform a potential implementation of an approach for volunteering across Council and potential partnership opportunities with smaller not for profit organisations.
				Completion of this Action: Quarter 2 (December 2022) Staff implications: Within existing staff resourcing and budgets
Enable leisure centres to use facilities to support homeless people	Community	100%	~	The action was achieved in in Q2. Supporting vulnerable community members and ensuring a safe environment continues to be a priority in Morelands Aquatic and Leisure programs and centres. YMCA have imbedded supports for people who are sleeping rough in the community into their existing service provision. Providing hygiene packs and swimming apparel are examples.
Develop and implement Council rough sleeping protocol	Community	80%	•	The draft "protocol" has been developed and will be renamed as a "guideline for staff". Relevant operational staff are aware of the guidelines however further briefings are required to allow more time to ensure the guidelines are tested and are current, particularly in terms of specific teams response. Quarter to be completed by: Quarter 2 (December 2022)
Scope facilitation role to improve service coordination for people who are homeless	Community	60%	•	Staffing implications: Within existing staff resourcing and budgets. An active partnership has been developed between Council, Launch Housing and the Housing Northern Local Area Service Network with a facilitation scope outlined. The partnership continues to explore funding options for outreach and potential service coordination measures.
				Further work is underway to secure direct support from the local housing sector and partners across Government. This action has been included into 2022-2023 Council Action Plan for continued delivery.
Deliver digital literacy training and support	Community	100%	<b>~</b>	Digital mentoring and support programs delivered throughout the year via the Moreland library service.

# **Theme 4: Vibrant spaces and places in Moreland**

4: To create welcoming, unique spaces and places across Moreland that attract and connect everyone, improving access to community facilities and affordable housing and encouraging vibrant artistic, social and economic activity

Action Name	Directorate	Progress	Status	Comments
Develop the Community Infrastructure Plan alongside the 10-year Asset Plan	Place and Environment	100%	<b>~</b>	Community consultation on the draft Community Infrastructure Plan occurred during May 2022. Council adopted the Community Infrastructure Plan at its meeting on 23 June 2022.
Develop an integrated Property Framework to guide strategic decision making around property acquisition, sale and redevelopment, including renewing Moreland's Leasing and Licensing Policy	Place and Environment	40%		A set of draft principles for property transactions was prepared, as well as key elements that should be considered when assessing the merits of property projects. These will be finalised and then form the basis for individual policy updates in 2022/23. This action has been included in the 2022-2023 Council Action Plan for continued delivery.
Develop and implement an Investment Attraction action plan and implement annual activities	Place and Environment	100%	~	The action was achieved in Quarter Two - a plan was finalised and presented to a Councillor Briefing during second quarter of the year.
Continue to integrate and implement business development programs into the Shopping Strip Renewal Program (SSRP)	Place and Environment	100%	~	In Quarter Four, the focus of the program continued at the Melville/Moreland precinct. Activities included completing a visual audit of all applicable shop fronts to record and assess the condition of individual businesses; consultation with individual participating businesses; and the development of new branding/identity for each participating businesses for use in their updated shop fronts and future business promotion activities. Further work was also completed with

Action Name	Directorate	Progress	Status	Comments
				the West Street Traders Association to provide social media
				support to help develop content and drive engagement.
Develop industry sector profiles and promote the value of	Place and	100%	<b>V</b>	In quarter 4, a 'Retail and Food Industry' paper has been
these sectors to the broader community	Environment			finalised and added to Council's website.
Scale up and implement adaptive training and support	Place and	100%	$\checkmark$	This action was achieved in Quarter Two.
programs for micro and small businesses	Environment			
Continue to develop and support the Love Moreland Buy	Place and	100%	<b>V</b>	Work has commenced on transitioning the Love Moreland
Local campaign	Environment			website to a more useable platform to enable more efficient
				management of the site in future. Work has also
				commenced to include clearer precinct labels to allow easier
				user searchability. Work has progressed to develop three
				new experience trails (breweries and distilleries, historic
				buildings and creative studios); over 30 new stories and
				business profiles for use on the website (post platform
		1000/		transition) and social media channels.
In collaboration with local traders, residents, agencies and	Place and	100%	<b>V</b>	Further activations were delivered as part of the Twosixty
creatives, develop and implement an activation program	Environment			program at 260 Sydney Road, and through the final stages
for Brunswick		700/		of the Making Space program.
Pursue 2 opportunities for fenced dog-off-leash areas in	City Infrastructure	70%		Funding was allocated through the recent 22/23 budget
northern Moreland ahead of finalising the Moreland Open				process and officers have commenced background analysis
Space Strategy				of appropriate locations to inform community engagement
				and subsequent selection of locations for two new dog
				parks in the north of the municipality, one in Glenroy/Oak
				Park and one in Fawkner.
				This action has been included into 2022-2023 Council
				Action Plan for continued delivery.
Investigate financial incentives to encourage maintenance	Place and	100%		Investigation completed and will be reported to Council as
of heritage buildings	Environment		<b>V</b>	part of the Heritage Action Plan reporting in October 2022.
Subject to the endorsement of Council, seek to retain in	Place and	100%	<b>v</b>	This action was achieved in Quarter Three. Council
ownership the heritage listed bluestone cottage on Bell	Environment			considered the bluestone cottage at its December 2021
Street Coburg and subject to the appropriate statutory				meeting and resolved to subdivide it, and the land to the
process enter into a new lease with the Coburg Historical				west of it, and retain them in Council ownership.

Progress	s Status	Comments
50%		This quarter the focus for operational improvement work for our dumped rubbish service was on implementation of new on-road operator devices which will allow for of an improved process that streamlines work allocation, introduces quality control for inter-department allocations and provide customers with timely updates on work completed. These new devices and process are scheduled for implementation over June and July 22. The street public lighting investigation program continued with CRS and evening inspections undertaken. Four areas were found as not complying with Australian recommended standards and works undertaken to address these non- compliances. There were also a number of projects completed to upgrade lighting in parks and carparks. In quarter four Carparks were opened and closed as per signage and consultation between council officers, recreation and the community. Our public toilet maintenance continued with a number of maintenance items addressed through the period. The Local Laws team also delivered a large number of inspections of unsightly properties and for instances requiring it, follow up compliance activity. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and
100%		budgets. Transfer of Wilkinson Street land to Moreland Affordable
100.00	Image: A start of the start	Housing completed and advice provided on proposed
		development. Interviews for vacant Director role complete
	100%	100%

Action Name	Directorate	Progress	Status	Comments
				and will be reported to Council in Quarter One of 2022/2023.
Advocate inclusionary zoning or other planning tools for affordable housing	Place and Environment	100%	<b>~</b>	This action was achieved in Quarter Three.
Finalise draft Affordable Housing Action Plan	Place and Environment	100%	~	Draft finalised in Quarter Four for review by relevant Council business units ahead of community engagement and finalisation in 2022/2023.
Explore opportunities to include affordable housing as part of the urban revitalisation programs in central Coburg	Place and Environment	50%	•	High level research into affordable housing issues and opportunities was completed. Completion of this Action: Quarter 2 (December 2022) Staffing implications: Within existing staff resourcing and
Advocate for zero carbon in the planning scheme through	Place and	100%		budgets. At its May 2022 meeting, Council resolved to move to Stage
the Council Alliance for Sustainable Built Environments (CASBE)	Environment	100 /0	~	2 of the project which includes asking the Minister for Planning to amend the planning scheme to enable elevated environmental sustainability targets in the planning scheme.
Review Moreland Planning Scheme and prepare a plan for implementing review recommendations	Place and Environment	100%	<ul> <li></li> </ul>	Review is on track for reporting to Council in October 2022. Community consultation occurred during June 2022.
Review Neighbourhood Character provisions	Place and Environment	100%	~	Preparation for community consultation occurred in quarter 4 as well as finalising the review of the use of the Good Design Sheets during the planning permit application process and reviewing historic planning permits to understand the impact of garden area requirements on permeability, site coverage and private open space provision.
Review the outcomes of the Design Excellence Scorecard's extended trial and determine the future use or otherwise of the scorecard tool	Place and Environment	100%	~	The Design Excellence Scorecard is maintained as a voluntary tool which sets clear expectations from Council of what will constitute design excellence for development in Moreland. There has been no new voluntary uptake of the scorecard since Council's February 2022 decision.
Carry out engagement program to seek community feedback on the future of central Coburg	Place and Environment	30%		A deep dive of previous reports, engagement results, maps, advice, data, and other information was completed to guide

Action Name	Directorate	Progress	Status	Comments
				future discussions on the future of central Coburg. This action has been included into 2022-2023 Council Action Plan for continued delivery.
Develop and adopt a set of social, economic, cultural and environmental objectives to drive future revitalisation of the Coburg Activity Centre, incorporating community aspirations	Place and Environment	35%		A deep dive of previous reports, engagement results, maps, advice, data, and other information was completed to guide future discussions on the future of central Coburg. Work in 2021/22 has focused on research and analysis on challenges and opportunities to guide the future revitalisation of central Coburg. This action has been included in the 2022-2023 Council Action Plan for continued delivery.
Carry out community and stakeholder engagement on design elements for the Saxon St Cultural and Community Hub, particularly open space	Place and Environment	100%	<b>~</b>	The action was achieved in Quarter Two. Community engagement on design and open space has been completed, and feed back into the detailed design phase, which is ongoing.
Procure a community manager to develop and support the vibrant community and program of Saxon Street Cultural and Community Hub	Place and Environment	100%	~	Further progress was made to finalise the legal documents governing the management of 33 Saxon Street, including the first draft of a User and Tenancy Framework, and key performance indicators.
Commence construction of the Melville/Moreland Shopping Strip Streetscape Renewal Program	Place and Environment	100%	~	The action was achieved in Quarter Three, following the award of the contract, construction of the streetscape upgrades commenced in March 2022.
Commence Concept Design for Louisa Street Streetscape Improvement	Place and Environment	100%	~	Activities undertaken this period include a feature level survey and preliminary concepts for the intersection of Louisa Street and Munro Street. An external consultant will also be appointed to undertake flood modelling in Central Coburg which will inform the next stages of the development of the Louisa Street streetscape concept plan.
Completion of Concept Design for West Street Shopping Strip Streetscape Renewal Program	Place and Environment	60%		An Engagement Strategy was developed this quarter, in consultation with Chatterbox Projects, to guide future community consultation for the project. Other activities centred around gaining specialist advice about what traffic-

Action Name	Directorate	Progress	Status	Comments
				calming treatments are possible for the intersection of West Street and Glenroy Road. The budget for the project was reviewed and confirmed as part of Council's budget-setting in June. The project is commencing the community engagement and design phase. Completion of this Action: Quarter 2 (December 2022)
				Staffing implications: Within existing staff resourcing and budgets.
Completion of Detailed Design for Wheatsheaf Road Streetscape Improvement	Place and Environment	50%	•	Activities undertaken this period include the development of passive irrigation design for new street trees, and meetings with key stakeholders including the Department of Transport. The project is currently in a design phase and on track to go to tender in early 2023, pending Department of Transport approvals and Council endorsement.
				Completion of this Action: Quarter 3 (March 2023) Staffing implications: Within existing staff resourcing and budgets.
Completion of Concept Design for Stewart Street Streetscape Improvement	Place and Environment	100%	>	The action was achieved in Quarter Three. Draft concept plan finalised ahead of community consultation in February 2022.
Consult with the community on how the planning scheme can better deliver more employment in the Brunswick Activity Centre	Place and Environment	100%	>	Stage 2 of community engagement for this project was completed on 13 June 2022. A report will be presented to Council in 22/23 seeking endorsement to commence a planning scheme amendment process for an Activity Centre Zone for the Brunswick Activity Centre.
In collaboration with local traders, residents, agencies and creatives, develop and implement an activation program for Glenroy	Place and Environment	100%	>	Further shopfront improvements were delivered on Wheatsheaf Road, and collaboration with the Level Crossing Removals Project in their activities supporting local traders during works.

Action Name	Directorate	Progress	Status	Comments
In collaboration with local traders, residents, agencies and creatives, develop and implement an activation program for Coburg	Place and Environment	100%	~	Further activities and events were held in Victoria Mall and the Coburg Courtyard.
Deliver a large-scale Glenroy Community Festival and undertake a festivals review	Community	100%	~	Glenroy Community Festival took place on 15 May 2022 including the official opening of the Glenroy Community Hub and Hub Open Day. 4200 people attended on the day.
Deliver Arts Investment Grant	Community	100%	~	Moreland's Arts Grants program has been delivered for this financial year. Due to increased funding because of the Covid-19 crisis, Council granted \$206,938 to 29 recipients including 13 individual artists and 16 arts organisations.
Develop a new integrated arts and culture strategy	Community	50%	•	Due to staffing changes, the new Arts & Culture Strategy was not completed. New expected completion date is Quarter Two of 22/23.
				This action has been included into 2022-2023 Council Action Plan for continued delivery.
Develop a Brunswick Design District Strategic Plan that prioritises infrastructure projects, programs and activation activities and the recovery of the creative sector in Brunswick	Place and Environment	100%	~	Strategic Plan on a Page finalised.
Develop a Visitation Experience Plan which prioritises short, medium- and long-term goals	Place and Environment	100%	<ul> <li></li> </ul>	Visitation Attraction Action Plan endorsed by Council at its May 2022 meeting.
Implement two key visitor attraction activities per annum	Place and Environment	100%	~	Four experience trails were added to the Love Moreland website and production of a hard copy version of the brewery and distilleries trail has commenced so that it can be distributed to venues. Provide pop up entertainment and culturally themed musical activations at local shopping areas and precincts (Fawkner, Glenroy and Hadfield) will occur later in 2022 during the warmer months.
				Courtyard Jams was delivered at the new Coburg Courtyard on 2 April 2022 featuring local musicians and children's play activities; 400 people attended. Glenroy Community Festival

Action Name	Directorate	Progress	Status	Comments
				was delivered on 14 May 2022 featuring local musicians,
				artists and food outlets at Glenroy Community Hub; 4200
				people attended. Due to timing of external funding, live
				music program of pop-ups and activations in Moreland's
				north and other suburbs will be delivered in Quarter One
				2022/23.

# Theme 5: An empowered and collaborative Moreland

# 5: Build community trust through encouraging participation, evidence-based decision making, stewardship of resources and being accessible and responsive

Action Name	Directorate	Progress	Status	Comments
Develop and implement a Digital Engagement Framework that provides community members with high quality online information and participation opportunities	Community	90%	•	Development of the framework was paused pending recruitment of key staff. The framework is now being finalised along with an online portal for staff to use when requesting engagement advice, this will also link into the overall engagement experience for users of the Conversations Moreland page. It is anticipated that this framework will be completed by the first quarter of 2022- 23. Completion of this Action: Quarter 1 (September 2022) Staffing implications: Within existing staff resourcing and budgets.
Develop and implement training for Council staff on Child and Youth engagement practice	Community	50%	•	The project was paused pending recruitment of key staff. However, the project has been scoped, project plan developed and a project group has been established, research has been undertaken to ensure the deliverables meet the needs of the brief, outline of training program drafted. This action will be completed by the second quarter of 2022-23. This action has been included into 2022-2023 Council Action Plan for continued delivery.
Develop resources to standardise best practice engagement with Children and Young People	Community	60%		The project was paused pending recruitment of key staff. The project has been scoped, project plan developed and a project group has been established, research has been undertaken to ensure the deliverables meet the needs of the brief, a range of resources have been identified, that will

Action Name	Directorate	Progress	Status	Comments
				both be take away in the form of an information pack and digital resources that will be available on the online portal for staff. This action will be completed by the second quarter of 2022-23.
				This action has been included into 2022-2023 Council Action Plan for continued delivery.
Deliver the Community Engagement Policy Implementation Plan 2020-2024	Community	100%	~	Progress on year two of the Implementation Plan is on track, including development of a Digital Engagement Framework, service offering to the organisation, internal capacity building of engagement via the Engagement Labs, and design of toolkits to assist with engagement planning and delivery.
Develop efficiencies and understand pain points by conducting customer journey and service process mapping, learning from and listening to customer feedback and complaints	Community	100%	~	During the final quarter the Community at the Heart program delivered: All service level agreements (SLAs) were reviewed and a new standard of 85% has been set across all service areas. A report has been established to assess adherence to this new standard. Coaching sessions will incorporate evaluation of performance against these standards. An annual recalibration of SLAs will be scheduled going forward.
				The knowledge base project for increasing quality first point resolution of customer requests and queries was scoped, content reviewed, and priorities mapped for the next quarter for top 20 high volume service request content to be overhauled and corresponding staff training to be refreshed.
				Researched more innovative and proactive ways of communicating with our customers to keep them informed throughout their request journey. Priority is being given to understand when customers cannot find the information they need to self-serve when on our website.

Action Name	Directorate	Progress	Status	Comments
				All council staff and our service partners working at the Glenroy Hub have been trained in comprehensive customer experience that supported the integrated and seamless delivery of our Community at the Heart promise. This was a successful pilot and is going to be used to rollout across our organisation. The next step is to identify Community at the Heart capability champions across the organisation to be future trainers in their areas.
Develop an advocacy model that provides a coordinated and consistent approach across Council and sets out clear priorities	Chief Executive Office	100%	~	Moreland has increased advocacy activity at a regional and local level during Q4. Participation and contribution to regional advocacy groups Northern Council's Alliance, M9 and NAGA increased. Locally, Council adopted three priority projects and 16 supporting projects and initiatives and operational advocacy occurred for a number of other projects and issues.
Deliver advocacy campaigns that support council priorities	Chief Executive Office	100%	~	Council's advocacy program, including 3 priority projects and 12 supporting projects and initiatives, was adopted by Council in quarter four. A campaign document, 'Moreland City Council Advocacy Priorities', was finalised in quarter 4 and published online, within a new 'Council Advocacy' section on the MCC website.
				Distribution of the printed MCC Advocacy Priorities document will take place in quarter one of 2022-2023. The electronic document has been shared with a number of State candidates and a number of briefings on individual priorities have occurred. Discussions have taken place with neighbouring councils where a collaborative approach to advocacy will be beneficial.
Proactively seek and identify opportunities for funding to secure better community outcomes	Chief Executive Office	100%	~	A document and website outlining and detailing MCC Advocacy Priorities were completed in quarter 4. Some individual advocacy priorities have progressed during

Action Name	Directorate	Progress	Status	Comments
				quarter 4 via correspondence with local Federal Members of Parliament and new Federal Ministers, briefings with State Members of Parliament and State candidates and meetings with community groups. Information on a variety of topics outside of the adopted advocacy priorities has been provided to State and Federal MPs and candidates as requested.
				Distribution of the printed MCC Advocacy Priorities document will take place in quarter one of 2022-2023, seeking further opportunities to meet with targeted stakeholders at a Federal and State level to work towards securing commitments to support the delivery of key local projects and community outcomes.
As part of the review of the Moreland Open Space Strategy, review the gaps, supply and demand of open space needs in Moreland to determine the future needs for additional open space	City Infrastructure	50%		Background work has commenced in partnership between the Open Space Design and Development Unit with Strategic Planning and Research Units to review open space gap areas and current/future supply and demand of open space through the preparation of a 10-year open space asset renewal plan. Reviews of the recent Yarra Open Space Strategy Amendment have been undertaken to consider the transferability of this approach with meetings planned with DELWP.
				This action has been included into 2022-2023 Council Action Plan for continued delivery as part of an ongoing Open Space Strategy.
Implement 10-year Financial Plan (including annual review)	Business Transformation	100%	~	The 10 year financial plan was adopted formally by council in October 2021. The budget includes an update to the 10 year outlook and was approved in June 2022.

Action Name	Directorate	Progress	Status	Comments
Develop 10-year Asset Plan	City Infrastructure	100%		In the fourth quarter, the 10 year Asset Plan was exhibited during May as a draft and then adopted by Council on 23 June 2022.

# Summary of Completed Actions Quarter Four Council Action Report July 2022

The 2021/22 Council Action Plan includes a total of 114 actions that have been identified to be delivered under the five themes of the Council Action Plan.

Since the last Third Quarter Performance Report for the period ending 30 March 2021 (reported to Council at its meeting on 11 May 2022), Council has achieved a further 64 actions as highlighted in the table below.

#### Completed Actions in the fourth quarter 2021-2022 Council Action Plan

Action #	Action Description and Q4 Update	% Complete	Directorate
1	Implement Year 2 of the Zero Carbon Moreland Climate Emergency Action Plan including developing interim and more ambitious targets, encouraging electric vehicle use, delivering low-income household solar/thermal grants and reducing Council emissions especially through gas removal	100 %	Place and Environment
	This Quarter program activities continued across energy transition for community and council, as well as advocacy and communications.		
	Actions towards reducing Council's emissions included progressing design for all-electric refurbishment of Fawkner Aquatic Centre and installing 100kW solar system at Brunswick Baths, bringing Council to 1.2MW installed solar capacity. Repair works have begun on all electric vehicle fast chargers in June, once the necessary parts were delivered. Number of daily charging sessions in FY21/22 was more than double that in FY20/21, despite issues with the fast chargers.		
	Community energy transition continued to be supported through Energy Advice Services (180 residents across year). Some 37 residents had solar installed through our general community program with Solar Savers. Council subsidies supported 39 low-income households have solar installs completed in FY21/22 and 25 low-income households had energy upgrades completed by the end of Quarter. The number of installations achieved through the grants program for low-income households was negatively impacted by Covid-19 and related supply chain issues.		
	The Electrify Everything communications campaign roll out had a focus on keeping warm in winter and reducing energy bills. The campaigns officer presented on Electrify Everything at the Victorian Greenhouse Alliances Conference and a Climate Emergency Australia webinar. Council coordinated a joint statement signed by local councils across Australia to support energy performance increases in the National Construction Code. Seven community sustainability groups have begun receiving training in digital storytelling.		
2	Deliver Integrated Behaviour Change Program including the Ride and Stride pilot program with participating primary schools	100 %	Place and Environment
	This Quarter the Year 1 Ride & Stride pilot evaluation report was completed and published. Highlights include increases of up to 20% in active travel through Open Streets trials, over 60% of families who trialled a free e-cargo bike switching from driving to riding the school		

	run, and 75% of families highly recommending other schools participate in the Ride & Stride program. Three new Ride & Stride schools were selected for 2022, with travel surveying,		
	TagOn and free e-bike trials launched at each. Project officer presented at the Victorian		
	Greenhouse Alliances Conference and VicWalks Changing Streets Forum.		
3	Urban forest strategy - tree planting regime	100 %	City
			Infrastructure
	In this quarter Council commenced the 2022 planting season, focussing efforts in Pascoe		
	Vale South, and have planted more than 850 trees to 30 June with a target to plant		
	approximately 3,500 trees by the end of October 2022. Council notified all properties		
	adjacent to locations where proposed new trees where planting is planned. Approximately		
	50 objections to our proposed program of work were received, those objections have been		
	or are being responded to, with the aim of negotiating the planting of as many planned trees as possible with the objectors. Where residents have valid reasons for objecting to the		
	proposed planting Council are supporting the objection and finding new homes for those		
	orphaned trees. In this quarter Council also endorsed the Urban Forest Strategy update		
	report that was tabled at the May Council meeting.		
1	Identify ways to support the community to preserve and plant new trees on private land	100 %	City
	(may include giving trees away)	100 /0	Infrastructure
	(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
	In this quarter Council provided 51 trees for the community to plant in Lorne Street Reserve		
	Fawkner on 24 April as part of the "A Tree for Gallipoli - Move The House" project. The		
	Urban Forest officer is also collaborating with delegates from the Women's Health in the		
	North organisation to support their desire to plant five trees in Moreland to commemorate		
	30 years of their work supporting women's health in the north.		
5	Advocacy regarding canopy trees in state-controlled transport and other land	100 %	City
	An advocacy plan was developed to work with State and Federal government to protect		Infrastructure
	and enhance Moreland's urban forest by strengthening tree protection measures, reviewing		
	and amending the Electricity Safety (Electric Line Clearance) Regulations and facilitate		
	partnerships with state-owned entities to create urban forest assets in public open spaces.		
	The 'Greening the North' initiative progressed through the development of an advocacy		
	pitch that will see Northern Council Alliance (NCA) members working in partnership to		
	progress urban greening throughout the northern region. NCA advocates for and delivers		
	projects that positively contribute to the economic, social, health and wellbeing of our		
	residents and businesses.		
8	Implement the 2021-22 funded actions in the Nature Plan	100 %	City Infrastructure
	Officers continue to implement the actions of the Nature Plan. Key outcomes achieved this		Innastructure
	quarter include active management of the Ibis population at Coburg Lake Reserve,		
	development and distribution of the Moreland Nature Explorer Passport, conducted a		
	Nature Play Week event, participation in the City Nature Challenge, which was the world's		
	largest citizen science event, where over 1,700 species were observed and recorded in the		
	municipality. The Nature Stewards program commenced and the CERES Schools for		
	Wildlife program continues.		
11	Implement of Yarra and Maribyrnong CSIWM plans and achieving 2030 targets	100 %	Place and
			Environment
	This Quarter, Council officers actively contributed to the Department Environment, Land,		
	Water and Planning (DELWP) Integrated Water Management Forums. Through this		
	engagement, refined the Catchment Scale Integrated Water Management (CSIWM) plan		
	and aligned work. Officers also contributed to IWM delivery working group, by attending its		
	monthly meeting and providing feedback and content for (DELWP). Reviewed the		
	Monitoring, Evaluation, Reporting and Improvement (MERI) prepared by IWM working		
	group.	100 %	Place and
12	Design stormwater harvesting system and green infrastructure at Brunswick Parklands	100 70	I Iace allu

	This Quarter, external funds for the project was granted by the Department of Environment Land, Water and Planning (DELPW) in June and the funding agreement was signed. Work		
	will begin in 22/23.		
16	Development of the Collective Impact Shared measurement framework for a Northern Food	100 %	Community
	Hub		,
	The Collective Impact Measurement Framework was completed for a Northern Food Hub		
	following stakeholder interviews and a workshop with the Food Leadership Action Group		
	(FLAG).		
20	Investigate car free days around schools	100 %	Place and Environment
	This quarter, following analysis of the Open Streets Implementation Guide and discussions		
	with pilot schools, the process for facilitating more regular, school-led Open Streets outside		
	Coburg North Primary and Brunswick East Primary is under development. Three new Ride		
	& Stride schools have been scheduled for Open Streets trials in Term 3 & 4 2022.		
21	Advocate for improved personal safety around Jacana Station	100 %	City Infrastructure
	In the fourth quarter, officers were informed by the State that Jacana Station has funds		
	allocated in 2022/23 for upgrades.		
22	Investigate and implement measures to encourage reduced speed and improve pedestrian	100 %	City
	safety		Infrastructur
	Officers continued to progress the delivery of local traffic management treatments in Q4		
	including four speed humps on Munro Street, Coburg and raised threshold treatment on		
	Willett Ave / Summit Ave, Oak Park and Oxford Street / North Street, Hadfield. Local		
	pedestrian infrastructure improvements continued to be investigated and/or progressed,		
	such as Carlisle Street, Coburg and the laneway next to 185 Moreland Road. Officers		
	continued to collaborate with officers at the Department of Transport to investigate and		
	identify potential opportunities for further speed limit reductions in the municipality.		
24	Evaluate shared zone trials and physically separated lane trials	100 %	City
	In the fourth quarter offices and used the require of the first three seconds of data along		Infrastructure
	In the fourth quarter, offices analysed the results of the first three seasons of data, along		
	with engagement insights. In addition, officers have overseen the fourth and final round of data collection for the various shared zone and bike lane trials.		
25	Complete a feasibility study on more active transport east to west of Moreland, including	100 %	City
20	bike routes	100 %	Infrastructure
	During the fourth quarter, previous high level feasibility work done earlier in the year fed into		
	the community engagement for the 10 Year Active Travel (Walking and Rising) Capital		
	Program. The engagement incorporating specific engagement with residents along the		
	proposed routes (Glenlyon Road, Brunswick and Munro - Harding Streets in Coburg). This		
	led to a conclusion that the development of these routes is appropriate later in the 10 Year		
	Program, not in the first 5 years.		
	Design, approval and construction of new shared paths along the Craigieburn Rail Corridor	100 %	City
26	Design, approval and consuded on or new shared paths along the chalgeburn Mail control		
26			Intrastructure
26	In the fourth quarter, the Craigieburn Shared Path Projects were programmed into the		Intrastructure
26	In the fourth quarter, the Craigieburn Shared Path Projects were programmed into the forward 10 Year Active Travel Capital Program following community engagement on the		Infrastructure
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	In the fourth quarter, the Craigieburn Shared Path Projects were programmed into the forward 10 Year Active Travel Capital Program following community engagement on the program. Design work proceeded for the Stage 3 project, and grant funding secured from the federal government towards this stage in 2022/23. Advocate for duplication of the Upfield line north of Gowrie Station In the fourth quarter, Council reaffirmed at its April meeting its commitment to advocating for the upgrade and duplication of the Upfield Rail Corridor as a key advocacy priority	100 %	City

	Council resolved at its April meeting that it "supports further investigation into the extension		
	of Trams 19 and 58". This investigation work is ongoing. Council continues to take		
	opportunities to promote additional accessible tram stops throughout the municipality		
30	Complete hub building project, official launch at Glenroy Festival and transition Council	100 %	Community
	services and tenants into the new space		,
	Council Customer Service, Maternal and Child Health and Library are now successfully		
	operating from the Hub, as are early childhood learning centres. Glenroy Community Hub		
	was officially launched and open to public in May 2022.		
32	Negotiate contract terms for the transfer of land for the purposes of a new health and	100 %	Place and
	community services precinct within Coburg		Environment
	All key terms were negotiated and agreed, allowing the Contract of Sale to be prepared.		
34	Plan and deliver Year 1 Early Years Infrastructure Projects as listed in the 5-year Capital	100 %	Community
	Works Program		
	Council adopted the Early Years Infrastructure Plan in June 2022. Delivery of initial projects		
	have commenced including expansion of the Park Street Children's Centre and feasibility		
	for Doris Blackburn and Oak Park kindergartens.		
35	Implement Year 1 actions of the Children, Young People and Families Plan	100 %	Community
	This quarter, extensive research has been undertaken to inform the model and Terms and		
	References for the soon-to-be-formed Children's Reference Group. The members have		
	been planning for the Youth Mental Health Forum to be held in September in partnership		
	with Batyr, a youth-led mental health organisation. The inaugural Youth Ambassadors term		
	will end in July.		
	Actives for this quarter included; the activation of the youth recording space at the Glenroy		
	Hub with the implementation of music and sound recording workshops. The Youth		
	Ambassadors have also developed a series of podcasts on respectful relationships. They		
	have chosen to purchase podcast equipment, which will be set		
	up at the Glenroy Community Hub recording space and available to the community.		
	The Fawkner Drop-in program also commenced in June in partnership with YMCA and		
	Youth Projects. The first of many Teen Takeover nights were held on 24 June at the Glenroy		
	Hub, and planning for the Principal's Forum and Dad's Night In event is also underway, to		
	be held on 20 July.		
37	Develop Climate Resilience Strategy including assessing current and future climate risks	100 %	Place and
	facing the Moreland community; identifying actions that Council and other levels of		Environment
	government must take to provide optimal protection for people, property and the natural		
	environment in response to assessed climate risks (including Urban Heat Island Effect actions)		
	This quarter the draft Climate Risk Strategy was endorsed at the 13 April Council Meeting		
	for community and stakeholder consultation. Consultation commenced on 30 May 2022,		
	with activities including Conversations Moreland surveys, online promotion, and workshops		
	with advisory committee members. The formal consultation period will close on 1 July 2022.		
88	Progress scope and detailed design and preparation for tender of the Fawkner Leisure	100 %	City
	Centre Upgrade		Infrastructure
	Strategic Procurement and Probity Plan was developed and approved in the fourth quarter,		
	and the Expression of Interest documentation prepared and issued.		
10	Implement the Hosken Reserve masterplan priorities	100 %	Community
	The Master plan was adopted by Council in October 2021. Work continued this quarter on		
	scoping and detailed planning in readiness for delivery commencing in the 2022/23		
	financial year.		

44	Explore a regional approach to improving mental health outcomes	100 %	Community
	Moreland is leading a Northern Councils Alliance advocacy approach into mental health needs and improvements with advice from the Prevention Coalition in Mental Health. A draft advocacy paper has been prepared with a final review from Northern Councils officers.		
45	Maintain service provider networks and partnerships with service providers, agencies and organisation to continue to inform Council's approach to resilience	100 %	Community
	The current service provider networks such as Fawkner Service Provider Network, Multicultural Settlement Services Network, Disability Services Network, Hume Moreland Family Violence Network, Hume Moreland Volunteer Network continue to meet to share information, co-ordinate services and respond to community needs and issues. The Moreland Service Provider e - newsletter has been distributed every 6 week to approximately 400 services with Council service updates, upcoming community consultations and service network information. It's effectiveness will be evaluated prior to		
10	recommencing it post July 2022.	100.00	
46	Scope and map Council's role ensuring genuine inclusion of LGBTIQA+ community in Council programs, systems, activities and consult with advisory committee	100 %	Community
	Scoping and mapping has been completed. The introduction of the newly established LGBTIQA+ Reference Group will provide authentic direction for future actions to be authentically implemented to support genuine inclusion of LGBTIQA+ community. This important work will continue to be imbedded into Council everyday activities.		
48	Develop the implementation plan for the Social Cohesion Plan and implement the first	100 %	Community
	The Social Cohesion Implementation Plan has been developed and actions are underway. An Interfaith network was successfully launched, and ten faith leaders and representatives from diverse faith groups are now meeting bi-monthly. Officers have created monitoring, reporting and evaluation templates for Social Cohesion funded projects to measure project outcomes and outputs.		
	Work has commenced on a video to address racism and discrimination in sports in partnership with Merri Health and Melbourne University. Work is also underway with Melbourne University on a project called Standing Together Against Racism in Sports (STARS), involving sporting clubs in Moreland. Playstreets was launched and the first Playstreets event occurred in May with evaluation from the community assisting to finetune future processes and approach.		
	Work continues with Libraries to help make Moreland's places and spaces inclusive and to connect the community with Council services. Officers have been working actively with other local Councils in the 'Back Your Neighbour Campaign' and Mayoral Taskforce to advocate for human rights and asylum seekers' social inclusion.		
49	Conduct navigation pilot project to support older people to access services	100 %	Community
	This quarter the project scope, research and service model has been completed and ready to be implemented next year. The Navigation pilot trial will begin in July 2022 and run for 18 months.		
50	Aged Care - Outdoor help and transport	100 %	Community
	This quarter all outstanding requests were processed with all budget allocated to support 187 older people with outdoor tasks.		
53	Work with partners to increase community awareness of First Nations communities, reconciliation and Treaty	100 %	Community
	Council have hosted 2 Moreland Staff Treaty Q&A sessions with the First People's Assembly of Victoria. The sessions provided opportunities to ask questions about how Moreland and other Local Governments can work with the First Peoples' Assembly. Council		
	Moreland and other Local dovernments can work with the First Peoples' Assembly. Council		

	also partnered with the First People's Assembly of Victoria and Yoorook Justice		
	Commission to host a public forum called Truth and Treaty Yarns. This work will continue in		
	the 22/23 Council Action Plan.		
54	Maintain council's statutory planning role and continue advocacy partnerships for gambling harm prevention and strengthen connections with local community services	100 %	Community
	An advocacy partnership with Alliance For Gambling Reform remains in place.		
	Implementation of programs by community services, such as the Libraries After Dark		
	program, were impacted by Covid-19 restrictions. Council is committed to extend the		
	program in 2022-2023, beyond the funded period. Advocacy activities implemented		
	related to sports gambling advertising, gambling venue opening hours and the impact of		
	losses on communities after venues re-opened following Covid-19 restrictions.		
55	Continue education around tobacco related harm and enforcement of tobacco regulation	100 %	Place and Environment
	The Environmental Health Unit provided tobacco related education to businesses		
	throughout the last quarter. This included inspections and education to tobacco retailers,		
	eating establishments and licensed venues. A total of 98 inspections were conducted		
	throughout the last quarter with 93% compliance rate with Tobacco Act requirements.	100.04	
58	Continue to support and expand programs that promote positive masculinities in line with Council's gender equality commitment	100 %	Community
	Implementation was impacted by Covid-19 restrictions and the 'Dads of Moreland' went		
	online. The local online Facebook groups continue to be successful and Council has		
	committed to extend the program into next financial year (22/23). Council and YMCA will		
	be part of the new "We're Game" program partnership by Merri Health to engage local		
	sport clubs and leisure centres about gender equality and preventing violence over the next		
	2 years.		
60	Coordinate Social Cohesion indicators (in short and long term) with Merri Health to inform future joint actions	100 %	Community
	Joint indicators have now been discussed and identified with Merri Health. In the next		
	phase (22/23) of the Social Inclusion Measurement Project lead by Merri Health, officers will		
	continue to ensure relevant indicators are included in our Social Cohesion Plan. These		
	indicators inform the evaluation and implementation of not only the Social Cohesion Plan but the Council Plan.		
61	Engage and partner with Merri Health and other local health organisations to plan for future municipal priorities in shared actions	100 %	Community
	Merri Health continues to develop their strategic and operational plans following an		
	extensive review of Integrated Health Promotion planning guidelines by the Department of		
	Health. Council officers have a very active and engaged partnership with Merri Health in		
	developing shared actions and activities. This will continue in 2022/23 and will fall into		
	Council operational plans where appropriate eg Social Cohesion Plan, Disability and		
	Inclusion Plan.		
67	Deliver digital literacy training and support	100 %	Community
	Digital mentoring and support programs delivered throughout the year via the Moreland		
	library service.		
68	Develop the Community Infrastructure Plan alongside the 10-year Asset Plan	100 %	City Infrastructure
	Community consultation on the draft Community Infrastructure Plan occurred during May		
70	2022. Council adopted the Community Infrastructure Plan at its meeting on 23 June 2022.	100.0/	Diago an 1
72	Investigate financial incentives to encourage maintenance of heritage buildings	100 %	Place and Environment
	Investigation completed and will be reported to Council as part of the Heritage Action Plan reporting in October 2022.		

76	Continue to support Moreland Affordable Housing Ltd	100 %	Place and Environment
	Transfer of Wilkinson Street land to Moreland Affordable Housing completed and advice provided on proposed development. Interviews for vacant Director role complete and will		
	be reported to Council in Quarter One of 2022/2023.		
78	Finalise draft Affordable Housing Action Plan	100 %	Place and Environment
	Draft finalised in Quarter Four for review by relevant Council business units ahead of community engagement and finalisation in 2022/2023.		
80	Advocate for zero carbon in the planning scheme through the Council Alliance for Sustainable Built Environments (CASBE)	100 %	Place and Environment
	At its May 2022 meeting, Council resolved to move to Stage 2 of the project which includes asking the Minister for Planning to amend the planning scheme to enable elevated		
	environmental sustainability targets in the planning scheme.		
31	Review Moreland Planning Scheme and prepare a plan for implementing review recommendations	100 %	Place and Environment
	Review is on track for reporting to Council in October 2022. Community consultation occurred during June 2022.		
32	Review Neighbourhood Character provisions	100 %	Place and Environment
	Preparation for community consultation occurred in quarter 4 as well as finalising the review of the use of the Good Design Sheets during the planning permit application process and reviewing historic planning permits to understand the impact of garden area		
27	requirements on permeability, site coverage and private open space provision.	100.0/	DI I
87	Procure a community manager to develop and support the vibrant community and program of Saxon Street Cultural and Community Hub	100 %	Place and Environment
	Further progress was made to finalise the legal documents governing the management of 33 Saxon Street, including the first draft of a User and Tenancy Framework, and key		
20	performance indicators.	100.00	
39	Commence Concept Design for Louisa Street StreetScape Improvement	100 %	Place and Environment
	Activities undertaken this period include a feature level survey and preliminary concepts for		
	the intersection of Louisa Street and Munro Street. An external consultant will also be		
	appointed to undertake flood modelling in Central Coburg which will inform the next stages		
	of the development of the Louisa Street streetscape concept plan.	100.04	
94	Continue to integrate and implement business development programs into the Shopping Strip Renewal Program (SSRP)	100 %	Place and Environment
	In Quarter Four, the focus of the program continued at the Melville/Moreland precinct.		
	Activities included completing a visual audit of all applicable shop fronts to record and		
	assess the condition of individual businesses; consultation with individual participating		
	businesses; and the development of new branding/identity for each participating		
	businesses for use in their updated shop fronts and future business promotion activities.		
	Further work was also completed with the West Street Traders Association to provide		
	social media support to help develop content and drive engagement.		
95	Develop industry sector profiles and promote the value of these sectors to the broader	100 %	Place and
	community		Environment
	In quarter 4, a 'Retail and Food Industry' paper has been finalised and added to Council's website.		
97	Continue to develop and support the Love Moreland Buy Local campaign	100 %	Place and Environment
	Work has commenced on transitioning the Love Moreland website to a more useable		
	platform to enable more efficient management of the site in future. Work has also		
	commenced to include clearer precinct labels to allow easier user searchability. Work has		

	progressed to develop three new experience trails (breweries and distilleries, historic		
	buildings and creative studios); over 30 new stories and business profiles for use on the		
	website (post platform transition) and social media channels.		
98	In collaboration with local traders, residents, agencies and creatives, develop and	100 %	Place and
	implement an activation program for Brunswick	100 /0	Environment
	Further activations were delivered as part of the Twosixty program at 260 Sydney Road,		
	and through the final stages of the Making Space program.		
99	In collaboration with local traders, residents, agencies and creatives, develop and	100 %	Place and
	implement an activation program for Glenroy		Environment
100	In collaboration with local traders, residents, agencies and creatives, develop and	100 %	Place and
	implement an activation program for Coburg		Environment
	Further shopfront improvements were delivered on Wheatsheaf Road, and collaboration		
	with the Level Crossing Removals Project in their activities supporting local traders during		
	works. Further activities and events were held in Victoria Mall and the Coburg Courtyard.		
101	Consult with the community on how the planning scheme can better deliver more	100 %	Place and
	employment in the Brunswick Activity Centre		Environment
	Stage 2 of community engagement for this project was completed on 13 June 2022. A		
	report will be presented to Council in 22/23 seeking endorsement to commence a planning		
	scheme amendment process for an Activity Centre Zone for the Brunswick Activity Centre.		
103	Deliver a large-scale Glenroy Community Festival and undertake a festivals review	100 %	Community
	Glenroy Community Festival took place on 15 May 2022 including the official opening of		
	the Glenroy Community Hub and Hub Open Day. 4200 people attended on the day.		
106	Develop a Brunswick Design District Strategic Plan that prioritises infrastructure projects,	100 %	Place and
	programs and activation activities and the recovery of the creative sector in Brunswick		Environment
	Strategic Plan on a Page finalised.		
107	Develop a Visitation Experience Plan which prioritises short, medium- and long-term goals	100 %	Place and Environment
	Visitation Attraction Action Plan endorsed by Council at its May 2022 meeting.		
108	Implement two key visitor attraction activities per annum	100 %	Place and Environment
	Four experience trails were added to the Love Moreland website and production of a hard		
	copy version of the brewery and distilleries trail has commenced so that it can be distributed		
	to venues. Provide pop up entertainment and culturally themed musical activations at local		
	shopping areas and precincts (Fawkner, Glenroy and Hadfield) will occur later in 2022		
	during the warmer months.		
	Courtyard Jams was delivered at the new Coburg Courtyard on 2 April 2022 featuring local		
	musicians and children's play activities; 400 people attended. Glenroy Community Festival		
	was delivered on 14 May 2022 featuring local musicians, artists and food outlets at Glenroy		
	Community Hub; 4200 people attended. Due to timing of external funding, live music		
	program of pop-ups and activations in Moreland's north and other suburbs will be delivered		
	in Quarter One 2022/23.		
109	Deliver the Community Engagement Policy Implementation Plan 2020-2024	100 %	Community
109			
109	Progress on year two of the Implementation Plan is on track, including development of a		
109	Digital Engagement Framework, service offering to the organisation, internal capacity		
109	5 , 1		
109	Digital Engagement Framework, service offering to the organisation, internal capacity		
109	Digital Engagement Framework, service offering to the organisation, internal capacity building of engagement via the Engagement Labs, and design of toolkits to assist with engagement planning and delivery. Develop efficiencies and understand pain points by conducting customer journey and	100 %	Community
	Digital Engagement Framework, service offering to the organisation, internal capacity building of engagement via the Engagement Labs, and design of toolkits to assist with engagement planning and delivery.	100 %	Community

	requests and queries was scoped, content reviewed, and priorities mapped for the next quarter for top 20 high volume service request content to be overhauled and corresponding		
	staff training to be refreshed.		
	Researched more innovative and proactive ways of communicating with our customers to keep them informed throughout their request journey. Priority is being given to understand when customers cannot find the information they need to self-serve when on our website.		
	All council staff and our service partners working at the Glenroy Hub have been trained in comprehensive customer experience that supported the integrated and seamless delivery		
	of our Community at the Heart promise. This was a successful pilot and is going to be used to rollout across our organisation. The next step is to identify Community at the Heart		
	capability champions across the organisation to be future trainers in their areas.	100.00	01.1
114	Develop an advocacy model that provides a coordinated and consistent approach across Council and sets out clear priorities	100 %	Chief Executive Officer
	Moreland has increased advocacy activity at a regional and local level during Q4. Participation and contribution to regional advocacy groups Northern Council's Alliance, M9		
	and NAGA increased. Locally, Council adopted three priority projects and 16 supporting projects and initiatives, and operational advocacy occurred for a number of other projects and issues.		
115	Deliver advocacy campaigns that support council priorities	100 %	Chief
			Executive
	Council's advocacy program, including 3 priority projects and 12 supporting projects and		Officer
	initiatives, was adopted by Council in quarter four. A campaign document, 'Moreland City		
	Council Advocacy Priorities', was finalised in quarter 4 and published online, within a new 'Council Advocacy' section on the MCC website. Distribution of the printed MCC Advocacy		
	Priorities document will take place in guarter one of 2022-2023. The electronic document		
	has been shared with a number of State candidates and a number of briefings on individual		
	priorities have occurred. Discussions have taken place with neighbouring councils where a		
116	collaborative approach to advocacy will be beneficial.  Proactively seek and identify opportunities for funding to secure better community	100 %	Chief
110	outcomes	100 /0	Executive Officer
	A document and website outlining and detailing MCC Advocacy Priorities were completed		
	in quarter 4. Some individual advocacy priorities have progressed during quarter 4 via		
	correspondence with local Federal Members of Parliament and new Federal Ministers, briefings with State Members of Parliament and State candidates and meetings with		
	community groups. Information on a variety of topics outside of the adopted advocacy		
	priorities has been provided to State and Federal MPs and candidates as requested.		
	Distribution of the printed MCC Advocacy Priorities document will take place in quarter one		
	of 2022-2023, seeking further opportunities to meet with targeted stakeholders at a Federal and State level to work towards securing commitments to support the delivery of		
	key local projects and community outcomes.		
118	Implement 10-year Financial Plan (including annual review)	100 %	Business Transformation
	The 10-year financial plan was adopted formally by council in October 2021.		
110	The budget includes an update to the 10-year outlook and was approved in June 2022.	100.01	Cit :
119	Develop 10-year Asset Plan In the fourth quarter, the 10-year Asset Plan was exhibited during May as a draft and then	100 %	City Infrastructure

# 7.10 GOVERNANCE REPORT - AUGUST 2022 - CYCLICAL REPORT

**Director Business Transformation, Sue Vujcevic** 

# Governance and Strategy

# Officer Recommendation

That Council:

- 1. Notes the summary of minutes from the Audit and Risk Committee to Council, at Attachment 1 to this report.
- 2. Notes the Records of Meetings, at Attachment 2 to this report.
- 3. Notes response to a question taken on notice during Public Question Time at the 13 April Council meeting, at Attachment 3 to this report.

# REPORT

### **Executive Summary**

The Governance report is prepared as a monthly standing report to Council which provides a single reporting platform for a range of statutory compliance, transparency, and governance related matters.

This Governance report includes:

- Summary of minutes from the Audit and Risk Committee to Council, with a recommendation that Council notes the summary of minutes.
- Records of Meetings, with a recommendation that Council notes the records.
- Response to a Public Question Time item taken on notice at the 13 April 2022 Council meeting, with a recommendation that Council notes the response.

# **Previous Council Decisions**

Nil

## 1. Policy Context

The *Local Government Act 2020* (the Act) and the Governance Rules set out the requirements for keeping and reporting records of meetings held under the auspices of Council.

Council's Governance Rules contains provisions which enable the Chairperson to take a question On Notice, with a considered written response being provided to the questioner, in circumstances including where the question requires information that is either not available or accessible at the time of that meeting, or where the time allowed for Public Question Time has elapsed.

## 2. Background

The Governance Report is prepared as a monthly report to Council to provide a single reporting platform for a range of statutory compliance, transparency, and governance related matters.

In accordance with best practice principles and good governance practice, and to ensure compliance with the requirements of the Act, this report incorporates matters including reporting of Advisory Committees, records of meetings held under the auspice of Council, items relating to the delegation of Council powers and duties, and policy and strategy reporting.

## 3. Issues

### **Reports from Committee to Council**

A summary of the minutes from the Audit and Risk Committee meeting held 14 June 2022 is provided at **Attachment 1** for Council's information.

### Records of Meetings held under the auspice of Council

Records of matters discussed at meetings organised or hosted by Moreland that involve Councillors and Council officers are kept in accordance with the Governance Rules.

Meeting Records must include meeting attendees, including organisations represented by external presenters; the title of matters discussed; and any conflicts of interests disclosed and whether the declarant of a conflict of interests recused themselves from the meeting.

Some examples include Councillor Briefings, meetings with residents/developers/ clients/organisations/Government departments/statutory authorities and consultations.

Records of Meetings received since the July Council Meeting are presented at **Attachment 1** as follows:

- Councillor Briefing 6 July 2022
- Councillor Workshop 9 July 2022
- Councillor Briefing 11 July 2022
- Councillor Briefing 20 July 2022
- Planning Briefing 25 July 2022.

### On Notice response – 13 April 2022 Council meeting

At Council Meetings, questions and/or statements are taken On Notice during Public Question Time, where persons submitting questions are not in attendance or where the maximum allowable time for public questions has elapsed.

Questions taken On Notice are provided with a written response following the meeting for which they are submitted and reported to Council at the next practicable meeting. The questions are recorded in the meeting minutes. Statements taken On Notice are provided to Councillors for information, with an abbreviated/summarised version recorded in the meeting's minutes.

The on notice response at **Attachment 3** to this report relates to a question from 13 April 2022 Council meeting regarding:

• Richards and Hosken Reserves.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the *Charter of Human Rights and Responsibilities Act 2006*.

### 4. Community consultation and engagement

Public Question Time provides an opportunity for the community to engage with and direct their questions and statements directly to the Council.

## 5. Officer Declaration for a Conflict of Interests

Council officers involved in the preparation of this report have no conflicts of interest in the matters contained therewith.

### 6. Financial and Resources Implications

There are no financial and/or resource implications as a result of this report.

#### Implementation 7.

Governance activity, including reports of Committees to Council, Records of Meetings and Community Question Time items will continue to be reported to Council monthly.

# Attachment/s

- Summary of Audit and Risk Committee Minutes 14 June 2022 D22/319778 **1**<u>↓</u> D22/330376
- 2<u>↓</u> Records of Meetings - August 2022
- 3<u>↓</u> Responses to questions taken on notice - August 2022 D22/331381



Committee:	Audit and Risk Committee		
	(Established in accordance with the Local Government Act 2020)		
Meeting Date:	Tuesday 14 June 2022	_	
Representatives:	esentatives: Councillor members – Cr Mark Riley, Cr Angelica Panopoulos and Cr Adam Pulford		

Independent members - John Watson (Chair), Joelle Tabone, Lisa Tripodi and Jeff Rigby

The Audit and Risk Committee (ARC) is chaired by Independent Chair, John Watson. The following business was conducted:

- No conflicts of interest were declared.
- The CEO advised the Committee that there were no known legislative breaches or instances of fraud.
- The internal auditor reported that there had been no obstructions to the work of internal audit.
- The external auditor reported that there had been no obstructions to the work of internal audit.
- The minutes of the Audit and Risk Committee Meeting held on 29 March 2022 were CONFIRMED.

#### QUARTERLY FINANCE MANAGEMENT REPORT

The Audit and Risk Committee:

- **NOTED** the progress against the 3-year Financial Management Improvement Plan.
- NOTED the Financial Management Report for the period ending 31 March 2022 at Attachment 1 to this report;
- DISCUSSED and NOTED the Third Quarterly Financial Review at Attachment 2 to the report.
- NOTED the monitoring and update on Council's controls for unusual transactions above acceptable risk.
- **NOTED** the management disclosures in financial reports of the effect of significant compliance issues.
- NOTED Councils' handling of accounting, internal accounting controls or auditing matters or other matters
  likely to affect the Council or its compliance with relevant legislation and regulations.

#### Finding

Council is monitoring and managing its financial position and key controls.

#### **BUSINESS ARISING FROM PREVIOUS MINUTES**

The Audit and Risk Committee:

 NOTED the progress and status of business actions arising from previous Committee meetings and the Internal Auditor's recent reports and publications report.

#### Finding

Management are progressing responses to business actions noting there are delays on 7 actions.

#### AUDIT ACTIONS PROGRESS REPORT

The Audit and Risk Committee:

DISCUSSED and NOTED progress toward completion of outstanding audit action items.

#### Finding

•

Management continues to progress on the completion of actions arising from internal and external audits, noting there are delays on 10 off track audit actions.

#### COMMITTEE WORK PLAN REPORT

The Audit and Risk Committee:

- **NOTED** the Register of Delegation.
- NOTED the report on Gifts, Benefits and Hospitality.

### Attachment 1



- ADOPTED the Audit and Risk Committee Work Plan for the financial year 2022-23.
- NOTED that the interviews for the position of an independent Committee member to the Audit and Risk Committee will occur on June 17.

#### Finding

- 1. The Audit and Risk Committee work plan is on track. Management and the Audit and Risk Committee have fulfilled all obligations scheduled since the March 2022 meeting.
- 2. Declarations of gifts, benefits and hospitality have been recorded in accordance with policy.
- 3. The register of delegations is current.
- 4. The process to recruit an independent Committee member at the September meeting is on track.

### PROGRESS REPORT ON CLIMATE RISK AND RESILIENCE

The Audit and Risk Committee:

• **DISCUSSED and NOTED** ongoing activities to manage and plan for climate change risks.

#### Finding

Through the development and subsequent implementation of a Climate Risk Strategy, Council is aiming to develop effective, systematic, and transparent processes for monitoring, planning for and managing climate-related risks. This is core to taking a strategic approach to climate resilience, adaptation and risk management. This work is being overseen by the Climate Resilience Integration Board (CRIB). Discussion

The Committee acknowledged the comprehensive framework and suggested that post procurement reviews should be considered in response to the more complex tenders.

The CFO committed to completing a post procurement review of the recently completed Aquatics tender and to Strategic Procurement going forward.

#### MEMORANDUMS OF AUDIT PLANNING AND AUDITS COMPLETED

The Audit and Risk Committee:

- DISSCUSSED and ENDORSES the Cash Handling MAP for the forthcoming audit.
- **DISCUSSED** and **NOTED** the findings, recommendations, and management comments for the following audits:
- Leases and Licenses
- Records Management
- Tree Management
- NOTED the progress against the 2021/2022 Strategic Internal Audit Plan.
- ENDORSES the proposed Strategic Annual Audit Plan 2022/23.
- **NOTED** the internally developed Fraud Awareness Survey will be presented to RSD Audit and the Committee at the Audit and Risk Committee of September 2023.

#### Finding

1. The Tree Management Memorandum has three extreme, seven high risk rating and one moderate-risk findings and appropriate management comments (including actions) have been provided by management.

### Attachment 1



- The Leases and Licences Audit has two high risk rating, two moderate-risk findings and appropriate management comments (including actions) have been provided by management.
- 3. The Records Management Audit has one high risk rating, four moderate-risks and one low risk finding and appropriate management comments (including actions) have been provided by management.
- 4. Sufficient progress has been made against the Internal Audit Plan.
- 5. An RSD Fraud Awareness Survey scheduled for March 2022 has developed into an internal survey.

#### RECENT REPORTS AND PUBLICATIONS

The Audit and Risk Committee:

• NOTED recent reports d publications and management comments.

#### Finding

Management has reviewed recent reports and publications related to issues of management controls, integrity and continuous improvement that impact the local government sector and initiated actions to mitigate Council's risk in response.

#### VAGO REPORT

The Audit and Risk Committee:

- NOTED the Audit Strategy Memorandum for the financial year ending 30 June 2022 at Attachment 1 to the report.
- **NOTED** the Interim Management Letter as per Attachment 2.
- NOTED the VAGO Status Report as per Attachment 3 to the report.
- **NOTED** the Draft Audit Strategy Memorandum for the financial year ending 30 June 2022 at Attachment 1 to the report.
- NOTED the VAGO Status Report as per Attachment 2 to the report.

#### Finding

- 1. Management has reviewed the draft Audit Strategy Memorandum and is satisfied with the planned approach to the audit of Council's financial report and performance statement for the financial year ending 30 June 2022.
- 2. The Interim Management Letter outlines a summary of audit findings from the interim phase of the audit.
- 3. Council is selected to participate in a VAGO audit concerning illegally disposed asbestos-contaminated (hazardous) waste.

#### QUARTERLY RISK MANAGEMENT REPORT

The Audit and Risk Committee:

- NOTED the progress of the Risk Management Improvement Plan.
- NOTED Council's management of complaints and public interest disclosures.
- NOTED there have been no breakdown in key controls.
- **NOTED** that Council's Business Continuity is meeting organisation needs.
- NOTED the significate open Public Liability claims.

Finding

- The Risk Management Improvement Plan implementation is progressing, with a further action completed since 29 March 2022 meeting.
- Council continues to manage complaints and public interest disclosures.
- There has been no breakdown in key controls.
- Council's Business Continuity Plan has been updated.

### Attachment 1



• There are 16 open Public Liability claims that may exceed Council's excess of \$50,000

#### INFORMATION TECHNOLOGY REPORT

The Audit and Risk Committee:

- **NOTED** the current digital transformation position of the organisation.
- NOTED the Cyber Security Framework created in July 2021 will be reviewed in October 2022.
- **NOTED** the results of the recent Penetration Test and Phishing Exercise.

Finding

- 1. The organisation continues to advance digital transformation with many key initiatives completed in 2021-22 and other key initiatives planned for completion in 2022-23.
- 2. The Cyber Security Framework which outlines Councils key cyber security policies, frameworks and assurance activities will be reviewed in October 2022.
- 3. The Penetration Test identified 12 issues and assessed Council's risk rating as 5.2 which is slightly better than the vendor's global average of 5.3.
- 4. The Phishing Simulation campaign identified 48 staff who provided their credentials from 560 staff who received the phishing email.

Next Meeting: 6 September 2022 at 6pm.

# **Record of Meeting**

Meeting Councillor Briefing Date 6/07/2022

Meeting time 6pm



This Record is kept in accordance with the Governance Rules adopted by Council on 8 December 2021.

Rule 9.1 provides that a record of the matters discussed at meetings organised or hosted by Moreland that involve Councillors and Council staff will be kept. The record will include the attendees at the meeting, including the organisations represented by external presenters, the title of matters discussed and any conflicts of interest were disclosed and the person with the conflict of interest left the meeting.

This Record will be reported to the next practicable Council meeting and made publicly available as part of the agenda.

Attendees				
Councillors	Cr Mark Riley, Mayor	Cr Lambros Tapinos, Deputy Mayor Cr Oscar Yildiz Cr Helen Davidson Cr Helen Pavlidis Cr Angelica Panopoulos		
	Cr Adam Pulford			
	Cr Annalivia Carli Hannan			
	Cr Helen Davidson			
	Cr Monica Harte			
	Cr Sue Bolton			
Apologies	Cr James Conlan			
Council Staff (name and position)	<ul> <li>Cathy Henderson, Chief Executive Officer</li> <li>Sue Vujcevic, Director Business Transformation</li> <li>Narelle Jennings, Acting Director Place and Environment</li> <li>Anita Curnow, Director City Infrastructure</li> <li>Eamonn Fennessy, Director Community</li> <li>Sunny Haynes, Manager Property, Place and Design</li> <li>Brennan Carlson, Unit Manager Place Revitalisation</li> </ul>			
External participants (include organisation represented)	Coburg H     Director – Col	<ul> <li>Coburg Health Hub</li> <li>Coburg Health Hub</li> <li>Director – Connect Project Management</li> <li>Partner – Clarke Hopkins Clarke</li> </ul>		

If minutes of the meeting are kept and made available to the community, this record is **not** required.

This form is kept in accordance with the Information Privacy Principles and Moreland City Council's Privacy Policy and practices as stated on Moreland's <u>website</u>.

(list	<b>ms discussed</b> t topics discuss, excluding welcome & next eting)	Duration of discussion (minutes)	Conflict disclosed by, general or material and the nature	Left meeting
1	Coburg Health and Community Services Precinct	57 mins	1. Cr Annalivia Carli Hannan 2. Material	Yes
			3. Nature of the conflict: Immediate family member is on board of Merri Health	

Name and title of Council officer completing record: Sue Vujcevic

Meeting Councillor Workshop Date 9/07/2022

Meeting time 9.00am to 5.00pm



This Record is kept in accordance with the Governance Rules adopted by Council on 8 December 2021.

Rule 9.1 provides that a record of the matters discussed at meetings organised or hosted by Moreland that involve Councillors and Council staff will be kept. The record will include the attendees at the meeting, including the organisations represented by external presenters, the title of matters discussed and any conflicts of interest were disclosed and the person with the conflict of interest left the meeting.

This Record will be reported to the next practicable Council meeting and made publicly available as part of the agenda.

Attendees			
Councillors	Cr Mark Riley, Mayor	Cr Lambros Tapinos, Deputy Mayor	
	Cr Adam Pulford	Cr Oscar Yildiz	
	Cr Annalivia Carli Hannan	Cr Helen Davidson	
	Cr Helen Davidson	Cr Helen Pavlidis	
	Cr Monica Harte	Cr Angelica Panopoulos	
Apologies	Cr Sue Bolton	Cr James Conlan	
Council Staff (name and position)	<ul> <li>Cathy Henderson, Chief Executive Officer</li> <li>Eamonn Fennessy, Director Community</li> <li>Joseph Tabacco, Director Place and Environment</li> <li>Anita Curnow, Director City Infrastructure</li> <li>Sunny Haynes, Manager Property, Place and Design</li> <li>Greg Rodwell, Manager Open Space and Environment</li> </ul>		
External participants (include organisation represented)	• Minds at Work		

If minutes of the meeting are kept and made available to the community, this record is **not** required.

(lis	<b>ms discussed</b> t topics discuss, excluding welcome & next eeting)	Duration of discussion (minutes)	Conflict disclosed by, general or material and the nature	Left meeting
1	Discussion on ways of working together	3.5 hours		

(lis	<b>ms discussed</b> t topics discuss, excluding welcome & next eting)	Duration of discussion (minutes)	Conflict disclosed by, general or material and the nature	Left meeting
2	Coburg Reset Workshop	1.5 hours		
3	Open Space Strategy Workshop	1.15 hours		
4	Session summary and close	45mins		

Name and title of Council officer completing record: Joseph Tabacco, Director Place and Environment

Meeting Councillor Briefing Date 11/07/2022

Meeting time 6pm



This Record is kept in accordance with the Governance Rules adopted by Council on 8 December 2021.

Rule 9.1 provides that a record of the matters discussed at meetings organised or hosted by Moreland that involve Councillors and Council staff will be kept. The record will include the attendees at the meeting, including the organisations represented by external presenters, the title of matters discussed and any conflicts of interest were disclosed and the person with the conflict of interest left the meeting.

This Record will be reported to the next practicable Council meeting and made publicly available as part of the agenda.

Attendees			
Councillors	Cr Mark Riley, Mayor	Cr Lambros Tapinos, Deputy Mayor	
	Cr Adam Pulford	Cr Oscar Yildiz	
	Cr Annalivia Carli Hannan	Cr Monica Harte	
	Cr Helen Davidson	Cr Angelica Panopoulos	
Apologies	Cr Sue Bolton	Cr James Conlan	
	Cr Helen Pavlidis		
Council Staff (name and position)	<ul> <li>Cathy Henderson, Chief Executive Officer</li> <li>Sue Vujcevic, Director Business Transformation</li> <li>Joseph Tabacco, Director Place and Environment</li> <li>Anita Curnow, Director City Infrastructure</li> <li>Eamonn Fennessy, Director Community</li> <li>Sophie Barison, Unit Manager Integrity Risk and Resilience</li> </ul>		
External participants (include organisation represented)	John Watson, Chair Audit and Risk	committee (Independent member)	

If minutes of the meeting are kept and made available to the community, this record is **not** required.

Items discussed (list topics discuss, excluding welcome & next meeting)		Duration of discussion (minutes)	Conflict disclosed by, general or material and the nature	Left meeting
1	2022/23 Strategic Internal Audit Annual Plan –presented by John Watson, Chair Audit and Risk Committee	18 mins		

Items discussed (list topics discuss, excluding welcome & next meeting)		Duration of discussion (minutes)	Conflict disclosed by, general or material and the nature	Left meeting
2	Council meeting agenda discussion	34 min		

Name and title of Council officer completing record: Sue Vujcevic

Meeting Councillor Briefing Date 20/07/2022

Meeting time 6pm



This Record is kept in accordance with the Governance Rules adopted by Council on 8 December 2021.

Rule 9.1 provides that a record of the matters discussed at meetings organised or hosted by Moreland that involve Councillors and Council staff will be kept. The record will include the attendees at the meeting, including the organisations represented by external presenters, the title of matters discussed and any conflicts of interest were disclosed and the person with the conflict of interest left the meeting.

This Record will be reported to the next practicable Council meeting and made publicly available as part of the agenda.

Attendees		
Councillors	Cr Mark Riley, Mayor	Cr Angelica Panopoulos
	Cr Sue Bolton	Cr Oscar Yildiz
	Cr Annalivia Carli Hannan	Cr Monica Harte
	Cr James Conlan	Cr Helen Pavlidis
	Cr Lambros Tapinos, Deputy May	or
Apologies	Cr Helen Davidson	Cr Adam Pulford
Council Staff (name and position)	<ul> <li>Sunny Haynes, Manager Prop.</li> <li>Damien Fitzgerald, Unit Mana</li> <li>Ben Kazacos, Senior Urban D</li> <li>Olivia Wright, Manager Trans</li> <li>Lee Dowler, Unit Manager Trans</li> <li>Bernadette Hetherington, Ma</li> </ul>	es Transformation e and Environment ifrastructure ommunity ears and Youth outh Services ion Development Coordinator erty, Place and Design ger Urban Design esigner port insport nager Community Wellbeing ommunity Development and Social Policy

If minutes of the meeting are kept and made available to the community, this record is **not** required.

External participants	Moreland Youth Ambassadors
(include organisation represented)	

(lis	<b>Items discussed</b> (list topics discuss, excluding welcome & next meeting)		Conflict disclosed by, general or material and the nature	Left meeting
1	Youth Ambassadors Presentation	1 hour	-	
2	Glenroy Activity Centre - Wheatsheaf Road Streetscape Improvement Project	18 mins	-	
3	Bike lane trials- Kent and Northumberland Roads	41 mins	-	
4	Ballert Moorroop Update	20 mins	-	

Name and title of Council officer completing record: Sue Vujcevic

Meeting Planning Briefing Date 25/07/2022

Meeting time 6:00pm



This Record is kept in accordance with the Governance Rules adopted by Council on 8 December 2021.

Rule 9.1 provides that a record of the matters discussed at meetings organised or hosted by Moreland that involve Councillors and Council staff will be kept. The record will include the attendees at the meeting, including the organisations represented by external presenters, the title of matters discussed and any conflicts of interest were disclosed and the person with the conflict of interest left the meeting.

If minutes of the meeting are kept and made available to the community, this record is **not** required.

Attendees					
Councillors	Cr Mark Riley, Mayor		Cr Lambros Tapinos, Deput	y Mayor	
	Cr Adam Pulford		Cr Angelica Panopoulos		
	Cr Annalivia Carli Hann	an			
	Cr Helen Pavlidis				
	Cr Oscar Yildiz				
	Cr Monica Harte				
Apologies	Cr Sue Bolton				
	Cr James Conlan				
	Cr Helen Davidson				
Council Staff	Cathy Henderson – CEO				
(name and position)	Mark Hughes – Unit Manager Urban Planning				
	Darren Camilleri – Planning Team Coordinator Narelle Jennings - Manager City Strategy and Economy				
2		ager City Strate	gy and Economy		
External participants (include organisation represented)	N/A				
Items discussed		Duration of	Conflict disclosed by,	Left	
(list topics discuss, excluding welcome & next meeting)		discussion (minutes)	general or material and the nature	meeting	
1 MPS/2021/685 - 81/	A Bell Street, Coburg		1. Cr Angelica Panopoulos	Yes	

(lis	Items discussed (list topics discuss, excluding welcome & next meeting)		Conflict disclosed by, general or material and the nature	Left meeting
			2. General 3. Nature of the conflict: Cr Panopoulos is friends with one of the objectors to the application.	
2	MPS/2021/805 – 212-214 Albion Street, Brunswick			
3	MPS/2018/1015 – 52-56 Essex Street, Pascoe Vale			
4	PPA/2022/308 - 93 Daley Street, GLENROY - Glenroy Private School DELWP referral			
5	Scorecard and VCAT Decision – 29 White Street, 40 Linda Street, Coburg			

#### Name and title of Council officer completing record: Phillip Priest – Group Manager City Development

Moreland Civic Centre 90 Bell Street Coburg Victoria 3058 T: (03) 9240 1111

**Postal Address** Locked Bag 10 Moreland Victoria 3058

moreland.vic.gov.au



Doc. No. D22/171527 Enq: B.Hetherington Tel:

Ms Margaret-Mary Cashin

Dear Ms Cashin

#### Public Question Time On Notice Response from April 2022 Council Meeting

I write to you in response to your questions submitted to the 13 April Council meeting, as follows:

#### Question 1

# When is a Masterplan for Richards Reserve going to be undertaken and will the interlinked Masterplan for Hosken Reserve be paused pending the outcome of Richard Reserve's Masterplan?

The Masterplan for Hosken Reserve was adopted by Council at the October 2021 Council Meeting and part of the resolution included the need to reallocate spending to upgrade the facilities and ground at Richard's Reserve. There are no plans to develop a masterplan for the entirety of the Reserve.

There are no plans to pause the resultant works from the adopted Hosken Reserve Masterplan, which Council has committed to delivering over the next few years as part of its capital works plan. Further community engagement will occur this financial year on some elements of the Hosken Reserve plan which are scheduled for construction in the 23/24 financial year. Your feedback into that process would be welcomed.

#### Question 2

Can council confirm that the many thousands of Moreland dog owning residents will not be pushed from what little off-lead reserves currently exist by soccer interests both on the field and in the council? The demand and provision of dog off-leash areas and enclosed dog parks is a contentious issue, with different segments of the community expressing different views. Council is aware that it needs to balance the competing needs of the community and that this should be looked at strategically from a municipal wide perspective rather than a case by case basis for individual locations.

Council has commenced work on the review and development of a new open space strategy and the allocation of resources and locations for things like dog related facilities will be a key component of the project. Community consultation will be undertaken as part of that work to help inform Council's approach to the provision of dog on-leash and off-leash areas as well as the need for specific enclosed dog park facilities.

At this stage, no decision has been made on whether a change to the status of Campbell Reserve is warranted and any decision would need to be informed subject to further consultation with the community.

Why are elements like a playspace being consulted on, when a masterplan for Richards Reserve has not been established, signed-off and is not available for public consumption?"

It is not practical, necessary, or feasible to develop individual masterplans for all reserves across the municipality and often boarder strategic documents provide guidance for needed improvements. At Moreland this includes the Moreland Open Space Strategy, which includes the following strategy which relates to Richards Reserve:

Goal 2: Strategy 4 - Improve the quality of existing open space: Evaluate Richards Reserve and prepare an open space redevelopment plan to attract residents for active recreation and enhance amenity.

In 2019 Council resolved the need to investigate public lighting after the completion of the enclosed dog park and based on community feedback developed a minor works plan for the reserve.

I trust this answers your question/s, however if you require any further information, please don't hesitate to contact myself or Bernadette Hetherington on 9240 or <u>bhetherington@moreland.vic.gov.au</u>

Yours sincerely



Cr Mark Riley MAYOR

26/07/2022

#### 8. NOTICES OF MOTION

#### 8.1 BIOGRAPHY OF ARCHITECT CHARLES HEATH

#### Cr Helen Pavlidis

#### Motion

That Council receives a report about this local history publishing project and recommendations be made about how Council can support this project.

#### 1. Background

Cr Pavlidis' background:

Earlier in 2022 there was a presentation to the Coburg Historical Society concerning the life and work of Charles Heath. His role in the design of the Coburg Town Hall and the General Melbourne Cemetery (Fawkner) make him a person of particular historical significance in Moreland.

The family of Charles Heath have undertaken to develop a biography manuscript of Charles Health, tentatively titled "Heath's Hats". Considerable work has been done on a manuscript which could be suitable for publication. The manuscript has 11 chapters, and a summary, is 54,000-58,000 words long, which has been edited by a family member.

Given that 2022 is the centenary of the construction of the Coburg Town Hall, it would be a very timely acknowledgment of Charles Heath and the work which was done to build the Town Hall, to have this manuscript published and widely available.

This project will add to the heritage knowledge of Moreland Council's buildings and rich history. It will make a valuable contribution to the local history knowledge of Coburg, Fawkner, and surrounding suburbs by offering a biography of a person who had a significant influence on our built environment.

**Project Outcomes:** 

- Working with the Coburg Historic Society to finalise the manuscript of the biography of Charles Health for publication
- Printing copies of the biography of Charles Heath for publication
- Providing support for the launch of the publication through Moreland City Libraries.

#### 2. Policy Context

Officer's comments:

This Notice of Motion is consistent with:

Council Action Plan Theme 4: to create welcoming, unique spaces and places across Moreland that attract and connect everyone, improving access to community facilities and affordable housing and encouraging vibrant artistic, social and economic activity.

Moreland Library Services Strategy: Community Connection – showcase community strengths.

Moreland Community Grants Policy (2022): Moreland City Council provides annual and multiyear funding to support the community to respond to community need, provide programs and services that strengthen the Moreland community and deliver strategic outcomes for Council.

## 3. Financial Implications

Officer's comments:

There is no financial implication in providing a report. The report will identify further costs such as printing.

## 4. Resources Implications

Officer's comments:

Preparation of a report can be met within existing resources.

#### 8.2 DEVELOPING A POLICY REGARDING SPORTS PLAYING SURFACES IN CITY OF MORELAND

#### Cr Mark Riley

#### Motion

That Council:

- 1. Requests a report and development of a policy on managing our sports field surfaces in particular, and open spaces surfaces more generally, that gives consideration to our stance on the Climate Emergency, Integrated Water Management, Urban Heat Island Effect and our goal of zero waste by 2030, including:
  - a) consideration of the triple bottom line principles of environmental, social and financial sustainability including new and emerging natural turf and soil management options and best practice turf management.
  - b) consideration of the impact of other synthetic surfaces being used by other land users within the municipality (e.g., schools) on community wellbeing; and,
  - c) tabling a report to Council by the end of 2022, or 30 June 2023, whichever is most feasible, given the breadth and complexity of the imminent Open Space Strategy Review.

#### 1. Background

#### Cr Riley's Background

The issue of synthetic surfaces came to the fore our Council and communities voicing their concerns with respect to consideration and treatment of a well-known sports playing field and the development of a master plan for the site. That consideration was a very difficult matter for some of the key participants and advocates involved. The concerns relating to synthetic surfaces was a key consideration for some of those considering the future of this sports field and open spaces. Now that Council has finalised a future Master Plan for that site, the future of other playing fields are up for consideration as we fulfill our maintenance programs and roll out our Community Infrastructure Plan.

The pressures upon our open spaces are immense and multi-faceted. Council is developing the plans to review the Open Space policy and the community engagement processes that will underpin the review. It's timely that we consider whether and how Council will install new playing surfaces and the environmental, social and financial costs and benefits, as well as managing and replacing existing synthetic surfaces, all within the context of other Council Policies, in particular but not limited to:

- Sport and Active Recreation Strategy
- Zero Carbon 2040 Framework and the Zero Carbon Moreland Climate Emergency Action Plan
- Waste and Litter Strategy 2018 2022 with a Zero Waste 2030 goal
- Cooling the Upfield Corridor
- Urban Heat Island Action Plan 2015/6 -2025/26
- Asset Management Policy
- Carbon Offset Policy 2020-24
- Integrated Water Management Strategy 2040
- Moreland Nature Plan
- Moreland Open Space Strategy
- Procurement Policy 2021-25

## 2. Policy Context

Officer's comments:

The following policy's will be considered and not limited to:

- Sport and Active Recreation Strategy 2020
- Zero Carbon 2040 Framework and the Zero Carbon Moreland Climate Emergency Action Plan
- Moreland Open Space Strategy
- Waste and Litter Strategy 2018 2022 with a Zero Waste 2030 goal
- Cooling the Upfield Corridor
- Urban Heat Island Action Plan 2015/6 -2025/26
- Asset Management Policy
- Carbon Offset Policy 2020-24
- Integrated Water Management Strategy 2040
- Moreland Nature Plan
- Procurement Policy 2021-25

#### 3. Financial Implications

Officer's comments:

An allocation of \$30,000 will be required to provide a detailed expert advice and an evidence-based report to Council by end of June 2023.

#### 4. **Resources Implications**

Officer's comments:

Several areas of Council will collaborate to lead the research and evidence provided for the report and draft policy. This will require a reprioritisation of workplans for relevant officers.

### 8.3 NAMING LANEWAYS

#### **Cr Lambros Tapinos**

#### Motion

That Council requests a report listing policy changes required to allow laneways and walkways to be named in accordance with the Geographic Place Names guidelines and a process be setup for community members to nominate laneways and provide suggested names and relevant information about the history of the laneway and suggested name.

#### 1. Background

Cr Tapinos 's background:

Naming a laneway helps police, fire and paramedic services find it in the event of an emergency. Naming a laneway after a noteworthy person, place, event, or thing in the history of the municipality, country or the world helps preserve history. Naming a laneway gives the lane an identity and creates a sense of place, This also encourages more pedestrian traffic, making it safer. The collaborative process of naming a laneway, helps build community connections, good will, and a feeling of neighbourhood pride. Naming a laneway opens the door to further laneway improvements, such as beautification, community events or other investments. Council has received a number of requests to name laneways and walkways in the municipality.

### 2. Policy Context

Officer's comments:

Council's 'Rights of Way Strategy 2011-2021' states that "Current practice is that naming and numbering of ROW is only considered when a property cannot be numbered to an existing road. ROW are not named unless properties or development fronts them."

### 3. Financial Implications

Officer's comments:

The preparation of a report can be met within existing resources and staffing.

#### 4. Resources Implications

Officer's comments:

Naming processes are relatively resource intensive as they involve consultation with the community, consultation with other groups such as representative bodies of Traditional Owners, liaison with Geographical Names Victoria and statutory processes such as public notice. There are many unnamed laneways in the municipality and it is unknown how much interest there would be from the community to request names for these. It is recommended that the setting of clear criteria would form part of the investigations, in order to manage this.