



# SERVICES SPECIAL COMMITTEE

## MINUTES

(Open to the public)

**Monday 14 May 2018**

Council Chamber, 8 Inglesby Road, Camberwell.

**Commencement** 6.37pm

**Attendance**

Councillor Cynthia Watson (Chairperson)  
Councillor Jim Parke (Mayor)  
Councillor Jane Addis  
Councillor Phillip Healey  
Councillor Lisa Hollingsworth  
Councillor Steve Hurd  
Councillor Coral Ross  
Councillor Felicity Sinfield  
Councillor Garry Thompson

**Apologies**

Councillor Jack Wegman (Leave of absence)

**Officers**

Bruce Dobson	Acting Chief Executive Officer
Carolyn McClean	Director Community Development
Marilyn Kearney	Director Corporate Services
Shiran Wickramasinghe	Director City Planning
Andrew Mackinnon	Acting Director Environment and Infrastructure
Carolyn Terry	Executive Manager People Culture and Development; and Acting Executive Manager Communications and Customer Experience
Jim Hondrakis	Manager Traffic and Transport
Krysten Forte	Coordinator Governance
Elizabeth Manou	Governance Projects Officer

## Table of contents

<b>1.</b>	<b>Adoption and confirmation of the minutes</b>	<b>3</b>
<b>2.</b>	<b>Declaration of conflict of interest of any councillor or council officer</b>	<b>3</b>
<b>3.</b>	<b>Presentation of officer reports</b>	
3.1	Traffic Management Policy	3
3.2	Anniversary Trail at Toorak Road	5
<b>4.</b>	<b>General business</b>	
4.1	Traffic Management in Valley Parade, Glen Iris	7
4.2	Hartwell Shopping Centre Precinct	7
4.3	Leaves of Absence - Councillor Ross and Councillor Addis	7
4.4	Condolence - Father of Councillor Ross	8
4.5	Yarra Boulevard, Kew	8
<b>5.</b>	<b>Urgent business</b>	<b>8</b>
<b>6.</b>	<b>Confidential business</b>	<b>8</b>

## **1. Adoption and confirmation of the minutes**

**Moved Councillor Healey**

**Seconded Councillor Thompson**

**That the minutes of the Services Special Committee meeting held on 9 April 2018 be adopted and confirmed.**

**CARRIED**

## **2. Declaration of conflict of interest of any councillor or council officer**

Refer to Item 4.3 Leaves of Absence - Councillor Ross and Councillor Addis.

## **3. Presentation of officer reports**

### **3.1 Traffic Management Policy**

The Traffic Management Policy and associated Traffic Management Procedures provide a framework for managing traffic based on five guiding principles (Attachment 1 and Attachment 2 respectively).

The Policy and associated Procedures provide criteria for assessing traffic concerns and delivering initiatives that aim to:

- Improve road safety.
- Manage traffic speed and volumes.

These documents provide criteria and structured processes for Council officers to follow in assessing traffic concerns, developing treatment options and engaging with the community.

The management of traffic on arterial roads falls within the jurisdiction of VicRoads and is excluded from this Policy and Procedures.

The current Traffic Management Policy was adopted in 2006 and was a single document that guided response to an investigation of traffic concerns.

Feedback on the existing policy and issues was sought from the Boroondara Community Voice Panel and various Council departments. A focus group was also conducted in early 2017 with a select group of residents to identify collective themes and issues in connection to traffic volumes and amenity. This feedback has guided and informed the development of a draft Policy and draft Procedures.

Council officers conducted a four week community engagement program between July and August 2017 on the draft Traffic Management Policy and associated Procedures. More than 490 members of the Boroondara community provided their thoughts and comments on the key policy changes highlighted in an online survey. Feedback received from the community demonstrated there was support on the new Policy and each of the key policy changes. Overall, the results showed 54% of respondents agreed or strongly agreed with the changes and 26% disagreed or strongly disagreed.

Feedback received during the community engagement program has been considered and used to refine the draft Policy and associated Procedures. Key changes to the updated documents include:

- A revised community engagement framework ensuring, as part of the 'Notification' and 'Consultation' process, the public is provided with balanced and sufficient information to assist them in understanding the issue and impacts or benefits of the proposed measure. This is consistent with the approach taken for the adopted Parking Management Policy.
- Feedback on traffic management proposals will be sought from the key relevant and affected stakeholders only.
- Recognition there are streets or intersections with no recorded RCIS casualty crashes that may nonetheless warrant Traffic Management measures. As such, further investigations (subject to documented evidence of the problem) may also be warranted if road traffic engineers have completed an independent road safety audit along the street or at the intersection.
- Post implementation reviews, as appropriate, no less than 12 months after the installation of the measure to evaluate the effectiveness of the project.

The updated Traffic Management Policy is now presented to the Services Special Committee for adoption.

*One speaker opposed to the officers' recommendation addressed the meeting.  
Three speakers in support of the officers' recommendation addressed the meeting.*

## **MOTION**

**Moved Councillor Healey**

**Seconded Councillor Thompson**

**That the Services Special Committee resolve to adopt the Traffic Management Policy (as annexed to the minutes) and note the associated Traffic Management Procedures.**

**CARRIED**

### 3.2 Anniversary Trail at Toorak Road

The Boroondara Bicycle Strategy (2008) includes a long term recommendation for the Anniversary Trail at Toorak Road to construct a bridge over Toorak Road to improve the level of safety and accessibility for pedestrians and cyclists.

The bridge would remove the steep approach to Toorak Road and the need to navigate through a car park on the northern side of the road, as well as providing a safe grade separated crossing of Toorak Road for pedestrians and cyclists. The community benefits of the proposal are considered to be broad reaching and positive.

A technical feasibility study of the recommendation was commissioned in 2012 and finalised in 2014. The technical feasibility study found it was possible to construct a bridge over Toorak Road on the west side of the railway line in-line with the Anniversary Trail that met the requirements of all technical stakeholders in the area, namely Yarra Trams, VicRoads, Metro Trains Melbourne, Public Transport Victoria and VicTrack.

In late 2014 and into early 2015 preliminary community consultation was conducted with 78 residential and commercial properties near the proposed bridge. A total of five residential properties contacted Council officers to express concerns with the proposal. Following a series of meetings and written correspondence, the concept design was amended. In mid-2015 the five properties, represented by one resident, were advised in writing of the design changes. Despite the amendments, the concerns remained and little progress was made.

In October 2016, the Victorian Government announced the \$100 million Safer Cyclists and Pedestrians Fund, a fund geared towards projects that respond to cyclist and pedestrian safety concerns. It is considered that the Anniversary Trail at Toorak Road bridge proposal would be a potential candidate for the fund with the intention of attracting the full cost of construction, estimated at \$4 million.

Council officers reinitiated discussions and a subsequent meeting was held with the ward Councillors, residents and Council officers to discuss the proposal and the design modifications. Residents expressed their concerns and maintained their objections to the proposal. The objecting residents requested the exploration of alternative alignments on the east side of the railway line. The request was subsequently investigated, however the technical stakeholders did not support the eastern alignment options due to issues associated with additional costs, constructability, accessibility and safety for users. They continue to support the western alignment option.

From the consultation it is clear the proposal is not supported by a number of residents. However, officers consider the benefits to the broader community from the proposal are significant, and it responds directly to a recommendation within the Boroondara Bicycle Strategy.

This report seeks a Council position on the proposal in order to support a potential funding application. This would then provide Council officers with direction as to whether or not to progress the proposal and actively seek funding for its delivery.

## **ELECTION OF TEMPORARY CHAIRPERSON**

The Coordinator Governance called for nominations for the position of temporary chair.

**Councillor Parke nominated Councillor Thompson**

**Councillor Hollingsworth seconded the nomination**

**There being no further nominations, the Coordinator Governance declared Councillor Thompson elected as Temporary Chairperson.**

Before Councillor Thompson assumed the Chair, the Mayor Councillor Parke reminded his colleagues that this was the last Services Special Committee meeting to be chaired by Councillor Watson during the 2017/2018 mayoral term. Councillor Parke acknowledged the good work of Councillor Watson.

Councillor Parke then informed the meeting that in accordance with a previous resolution of Council, Councillor Sinfield would take the Chair from 15 May 2018.

**Councillor Thompson assumed the Chair.**

*Councillor Watson retired from the meeting at 8.05pm*

*Six speakers opposed to the officers' recommendation addressed the meeting.*

*Six speakers in support of the officers' recommendation addressed the meeting.*

*One speaker opposed to the officers' recommendation chose not to address the meeting.*

*One speaker in support of the officers' recommendation chose not to address the meeting.*

## **MOTION**

**Moved Councillor Healey**

**Seconded Councillor Parke**

**That the Services Special Committee resolve to:**

- 1. Support the proposed Anniversary Trail bridge over Toorak Road on the west side of the railway overpass as depicted in Attachment 1 and Attachment 2.**
- 2. Incorporate an increased landscape buffer between the Jickell Avenue property boundaries and the existing Anniversary Trail with new landscaping, fencing and trellis.**
- 3. Seek funding of the proposed bridge under the Victorian Government's \$100 million Safer Cyclists Fund or other relevant grant programs.**
- 4. Notify stakeholders to the proposal of the Services Special resolution.**

**CARRIED**

#### **4. General business**

##### **4.1 Traffic Management in Valley Parade, Glen Iris**

**Councillor Ross** noted concerns raised by a submitter in relation to Item 3.1 Traffic Management Policy, regarding safety and the speed limit in Valley Parade, Glen Iris.

Councillor Ross requested officers review the traffic management treatments in Valley Parade, Glen Iris.

##### **4.2 Hartwell Shopping Centre Precinct**

**Councillor Thompson** noted concerns raised by a submitter in relation to Item 3.2 Anniversary Trail at Toorak Road, regarding signage and line markings for the pedestrian crossing at the rear of the Hartwell Shopping Centre Precinct.

Councillor Thompson requested officers investigate the concerns and take appropriate action.

##### **4.3 Leaves of Absence - Councillor Ross and Councillor Addis**

**Councillor Ross** requested a leave of absence from Council for the period 6 May to 13 May 2018 inclusive.

*Councillor Ross declared a direct Conflict of Interest in this item in accordance with Section 77B of the Local Government Act 1989. Councillor Ross advised the nature of the interest was "There is a reasonable likelihood that my personal circumstances would be directly altered, in Council considering my request for a leave of absence".*

**Councillor Addis** requested a leave of absence from Council for the period 8 June to 16 June 2018 inclusive.

*Councillor Addis declared a direct Conflict of Interest in this item in accordance with Section 77B of the Local Government Act 1989. Councillor Addis advised the nature of the interest was "There is a reasonable likelihood that my personal circumstances would be directly altered, in Council considering my request for a leave of absence".*

*Councillor Ross and Councillor Addis left the Chamber at 8.21pm prior to the consideration and vote on this item.*

#### **MOTION**

**Moved Councillor Sinfield**

**Seconded Councillor Parke**

**That the Services Special Committee resolve to grant a leave of absence to:**

- 1. Councillor Ross for the period 6 May to 13 May 2018 (inclusive)**
- 2. Councillor Addis for the period 8 June to 16 June 2018 (inclusive)**

**CARRIED**

*Councillor Ross and Councillor Addis entered the Chamber at 8.22pm and resumed their seats.*

#### **4.4 Condolence - Father of Councillor Ross**

**Councillor Thompson** on behalf of his colleagues extended Council's deepest condolences to Councillor Ross and her family on the sad passing of her father.

#### **4.5 Yarra Boulevard, Kew**

**Councillor Healey** advised councillors of the ongoing concerns raised by residents during community forums held in 2016 and 2017 regarding traffic and safety on the Yarra Boulevard, Kew.

Councillor Healey also provided councillors with an update regarding the incident statistics on the Yarra Boulevard and the potential treatments that have been developed.

### **MOTION**

**Moved Councillor Healey**

**Seconded Councillor Parke**

**That the Services Special Committee resolve:**

- 1. That Council write to VicRoads seeking urgent implementation of the treatment options discussed at the March 2018 Yarra Boulevard Community information session.**
- 2. That Council notify Victoria Police of the recent incident history at Yarra Boulevard.**

### **CARRIED**

#### **5. Urgent business**

Nil

#### **6. Confidential business**

Nil

**The meeting concluded at 8.29pm**

**Confirmed**

**Chairperson**

\_\_\_\_\_

**Date**

\_\_\_\_\_

# MINUTES ATTACHMENTS



## **Services Special Committee**

**Monday 14 May 2018**

**Attachment annexed to the minutes for the following item:**

3.1 Traffic Management Policy

# Traffic Management Policy

2018

**Responsible Directorate:** Environment and Infrastructure

**Authorised By:** Council

**Date of Adoption:** 14 May 2018

**Review Date:** 14 May 2023

**Policy Type:** Council

## Table of contents

1	Introduction.....	1
1.1	Purpose.....	1
1.2	Scope.....	1
2	Background.....	2
2.1	Legislative Context.....	2
2.2	Corporate framework.....	3
3	Policy statement.....	6
3.1	Principles.....	6
4	Implementation and monitoring.....	7
4.1	Accountabilities.....	7
4.2	Financial implications.....	7
5	References.....	8
5.1	Related documents.....	8
5.2	Definitions.....	8

# 1 Introduction

## 1.1 Purpose

The purpose of this policy is to provide a framework to manage traffic within the municipality in a safe and equitable manner.

The policy and its associated procedures, provides criteria to guide investigation by Council officers in response to traffic concerns raised by the community and stakeholders.

## 1.2 Scope

This policy provides the relevant criteria for assessing traffic concerns and delivering initiatives that:

- Improve road safety.
- Manage traffic speed and volumes.

The management of traffic on arterial roads falls within the jurisdiction of VicRoads and is excluded from this policy.

## 2 Background

This policy is required to help protect the community's safety and amenity through the control of traffic, traffic volumes and speeds.

While acknowledging there will be continued pressure on traffic volumes moving through and generated within the City, Council will seek to balance the needs of motorists using the road network with our obligations to provide a safe environment for all road users and maintaining a good level of amenity. In achieving this vision there are roles and responsibilities for all stakeholders. The Australian Government, Victorian Government, the City of Boroondara and members of the community all have a role in managing traffic.

Council has a key role in the management of traffic on local roads. Day to day operations performed by Council officers include:

- Responding to traffic concerns raised by the community.
- Liaising with state authorities on traffic related matters.
- Investigating and developing traffic management measures.
- Implementing measures to better support and encourage walking, cycling, public transport and car share.

### 2.1 Legislative Context

**Road Safety Act (1986)** outlines Council's responsibility to provide for safe, efficient and equitable road use. The Act also sets out the general obligations of road users in relation to responsible road use.

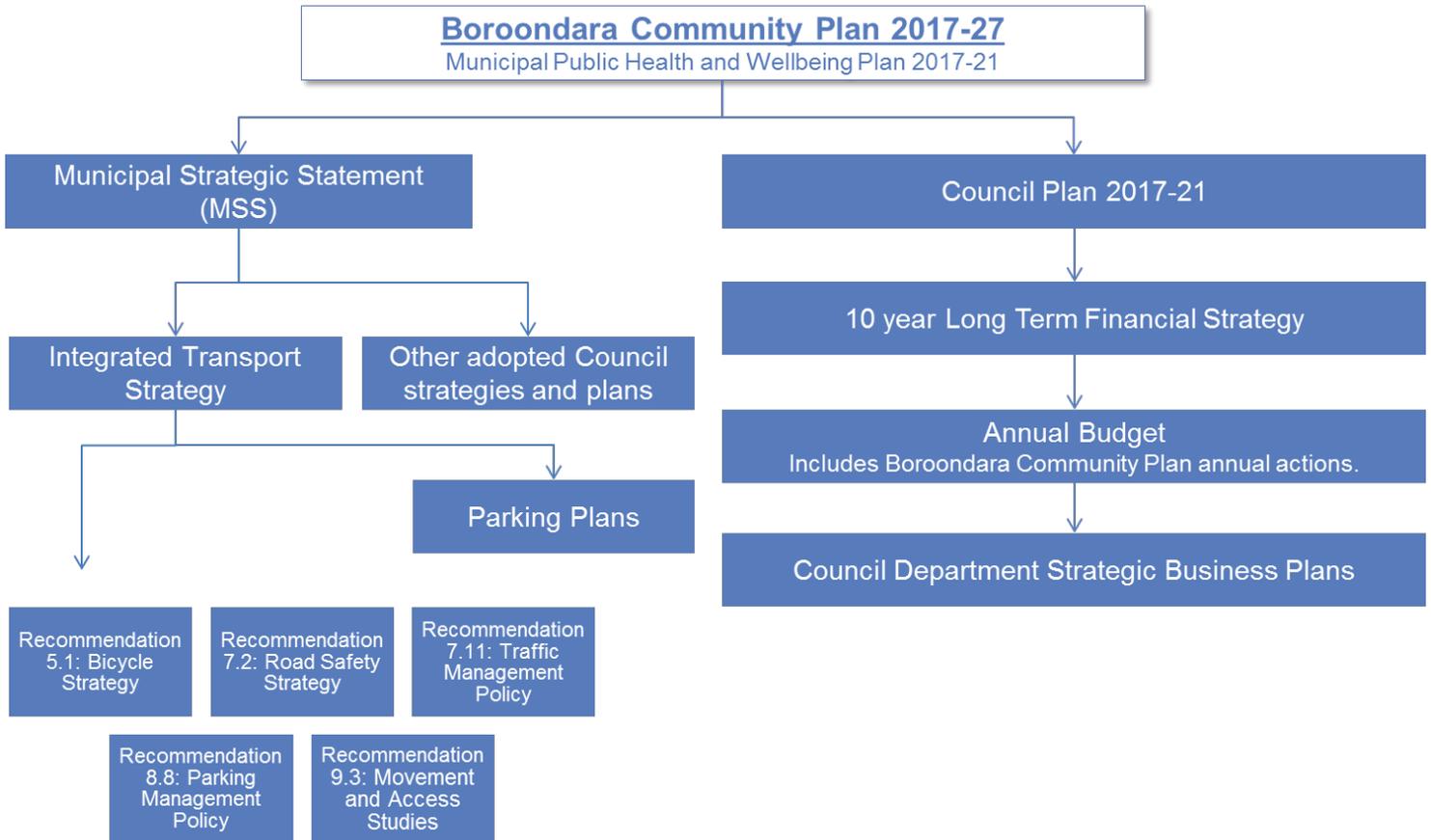
**Local Government Act (1989)** outlines Council's powers and responsibility to construct, maintain and manage roads including traffic and parking.

**Disability Discrimination Act 1992 (DDA)** recognises the rights of people with disabilities and makes it unlawful to discriminate against people on the basis that they have, or may have, a disability.

**Road Management Act (2004)** outlines Council's responsibility as a road authority to manage and maintain the municipal road network and any part of an arterial road not used by through traffic excluding freeways. The Act outlines that roads are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and on the environment.

## 2.2 Corporate framework

While the Policy and Procedures are stand-alone documents that guide the assessment and decision making for traffic management in the municipality, they align within a broad strategic framework led by the Boroondara Community Plan 2017-27.



The Boroondara Community Plan 2017-27 is Council’s key strategic document that outlines the community’s vision and priorities, and incorporates the Municipal Public Health and Wellbeing Plan 2017-21.

As Council’s key strategic document, it will guide future planning, and will directly inform the Council Plan, budget processes, Council strategies and plans, policies and operational actions.

The Plan will be reviewed each Council term, that is every four years, to ensure alignment with emerging trends, demands, and changes to community and Government priorities.

The revised Council Plan 2017-21, due to be considered by Council in June 2018, commits to creating a vibrant and inclusive community with an outstanding quality of life by providing services, facilities, support and advocacy to enable the community to further its sense of place and connection.

Balanced and integrated transport solutions that provide choice and equity align with the Boroondara Community Plan 2017-27 and the revised Council Plan 2017-21 key theme of 'Getting Around Boroondara'.

The policy supports the Boroondara Community Plan 2017-27 and the revised Council Plan 2017-21 through:

- Strategy 5.1 - Improve road safety for pedestrians, drivers and cyclists through infrastructure improvements, education and traffic management initiatives.
- Strategy 5.3 - Advocate to the State and Federal Governments for improvements to public transport services and main roads throughout the City.
- Strategy 5.6 - Partner with schools and other traffic generators to address traffic and parking congestion during peak traffic times.

The Municipal Strategic Statement provides a 10 to 15 year vision for land use planning and development in Boroondara, and forms part of the Local Planning Policy Framework in the Boroondara Planning Scheme. It reflects both Council and community objectives of the City and sets in place a framework for actions and controls to achieve the desired land use and development outcomes.

In the traffic and transport policy context, the key documents identified in the above framework diagram are as follows.

The Integrated Transport Strategy (ITS) is the overarching 20 year transport focussed strategic document. The overall vision of the ITS is:

*'To provide improved travel and access within, to and from Boroondara. In particular to provide improved public transport, walking and cycling provision and manage private car travel more effectively, as part of overall Council goals to pursue social, environmental and economic well-being and to protect and improve the built and natural environment.'*

The ITS guides the development of transport related policies and programs across Council and includes specific recommendations for the development of parking and traffic management policies, structure plans, and measures to better manage traffic, public transport, cycling and walking on the road network.

Other key elements of the traffic and transport policy context include:

- Road Safety Strategy - sets out a series of actions to improve road safety and reduce the number of road crash fatalities and injuries in the City of Boroondara.

- Parking Management Policy - sets out the criteria and processes in assessing parking issues.
- Bicycle Strategy - sets out a series of recommendations to achieve the strategy's overarching goal of increasing the number of cyclists using Boroondara's bicycle network and facilities.
- Parking Plans - strategies prepared for major centres to manage existing and future parking demands and their impacts on the surrounding areas. Plans have been prepared for the Glenferrie Precinct, Kew Junction Shopping Centre, Camberwell Junction Precinct and the Balwyn Shopping Centre.
- Movement and Access Studies - provide recommendations to improve pedestrian, bicycle and public transport access. Access plans have been developed for the Camberwell Junction Precinct and the Balwyn Shopping Centre.

The different elements of the policy framework set out above provide a co-ordinated and consistent approach in addressing the key aims of the ITS.

### 3 Policy statement

The Road Safety Act (1986), Local Government Act (1989) and Road Management Act (2004) give Council directives to provide a municipal road network that enables safe and efficient movement of people and goods.

It is policy that:

- Council will manage traffic in accordance with the principles outlined.
- The Chief Executive Officer or his or her delegate will give effect to this Policy through developing procedures for the management of traffic within the municipality.
- Council officers will respond to traffic related concerns in accordance with the assessment criteria detailed in the Traffic Management Procedures.

#### 3.1 Principles

Complementing Council's legislative responsibilities and strategies, this policy is guided by the following principles:

- Principle 1 - Promote a safe, accessible and sustainable road and street environment for all users.
- Principle 2 - Plan and improve the local transport network to meet the community's needs now and into the future.
- Principle 3 - Recognise that our streets are a shared resource that must support the safe and efficient movement of people.
- Principle 4 - Adopt a precinct wide approach when appropriate in addressing traffic concerns and refrain from isolated measures that may result in a transfer of issues to a neighbouring street.
- Principle 5 - Engage key stakeholders regarding traffic management changes, or in significant other decision-making processes that involve traffic management.

## 4 Implementation and monitoring

### 4.1 Accountabilities

For all queries or feedback regarding this policy document, please contact the responsible department below.

Contact	Contact number	Contact e-mail
Traffic and Transport	9278 4549	boroondara@boroondara.vic.gov.au

The responsible department coordinates the implementation and review of this policy, arranging for the policy to be made available on Council's website and hard copies at Council offices and libraries, to ensure stakeholders are aware of their accountabilities and the community informed of this Policy.

### 4.2 Financial implications

Council is responsible for installing and maintaining line marking and signs, arranging traffic surveys and road safety audits, which will be borne as part of operational budgets.

Capital works items will be referred to Council for funding consideration in line with Council's annual budget process. External funding will be pursued as opportunities permit.

## 5 References

### 5.1 Related documents

- Boroondara Community Plan 2017-27.
- Boroondara Integrated Transport Strategy 2006.
- Boroondara Road Safety Strategy 2007-2012.
- Car Share Policy 2013.
- Car Share Procedures 2013.
- Community Engagement Policy 2015.
- Disability Discrimination Act 1992.
- Local Government Act 1989.
- Municipal Public Health and Wellbeing Plan 2017-21.
- Public Health and Wellbeing Plan 2013-2017.
- Road Management Act 2004.
- Road Safety Act 1986.
- Towards Zero 2016-2020 Road Safety Strategy and Plan.
- Victorian Planning Scheme [Accessed April 2017].
- Victorian Transport Integration Act 2010.

### 5.2 Definitions

Local road/Municipal road: A road which provides access to a property managed by the council of a municipal district in which the road or part of the road is located.

Arterial road: A road whose primary function is to cater for through traffic and is managed by VicRoads. Council is responsible for managing any part of an arterial road that is not used by through traffic including footpaths and parking, excluding 'Clearways'.