

GLENORCHY CITY COUNCIL
ATTACHMENTS
TUESDAY, 15 MARCH 2016



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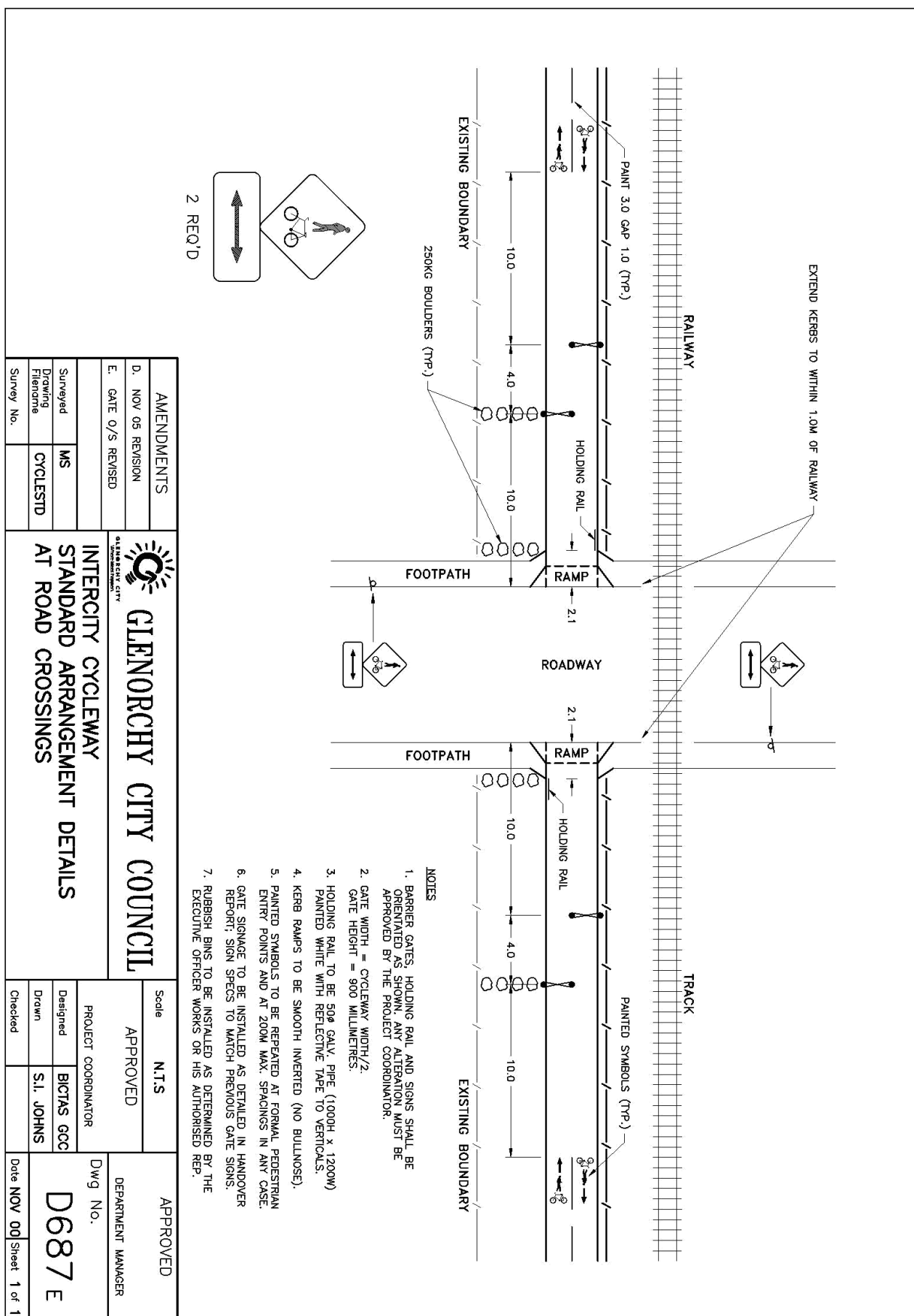
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Liability Mutual Insurance

Targeted Risk Appraisal DRAFT Report Glenorchy to Hobart Cycleway

Council:	Glenorchy City Council
Location:	Glenorchy to Hobart Cycleway
Date of visit:	September 1 st , 2014
Date of Report:	November 1 st , 2014
Report by:	Daniel Brooks, Senior Risk Consultant Liability Mutual Insurance Risk Management

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1. EXECUTIVE SUMMARY

BACKGROUND

The MAV Insurance Liability Mutual Insurance ('LMI') scheme provides its public sector members with access to a range of proactive and interactive risk management services, delivered by a dedicated risk management team.

One such service is the **Targeted Risk Appraisal** ('TRA'), which takes an in-depth look at the risk management systems and processes in an area, service or facility that has resulted in significant claims, or has a potential risk/loss exposure to the scheme. The appraisal can be site-based, a desktop review, or a combination of both.

Glenorchy City Council have requested LMI undertake a TRA on their Intercity Cycleway – a Shared Pedestrian / Bicycle pathway that connects the northern Hobart suburb of Claremont to the CBD of Hobart through Glenorchy following the now disused railway line (refer GPS images in Section 5). The southern part of the route is situated in Hobart City Council and was not included within this report.

Along the length of this pathway there are numerous road crossings – some local roads that have relatively little traffic, some main roads that can be extremely busy. At present Council has installed chicane gates at each of these road crossings to slow down the cycle traffic prior to them crossing, while at the same time providing cyclists with a warning and also prevent access to unauthorised vehicles. This mitigation measure is now rarely used in the construction of pathways, however it is also quite rare that such pathways have so many road crossings, as wherever possible new pathways are routed in such a way to avoid roads, and/or bridges and underpasses are constructed.

The issues created by these road crossings and the use of the chicane gates are Council's primary reason for requesting this TRA, as they are seeking advice regarding their proposal for the removal of *some* of the chicane gates.

Presently the issues include:

- Cyclists potentially being hit by vehicles while crossing, with some intersections having various blind spots, traffic lights, etc. and sometimes the pedestrian refuge in the middle of these roads provide very limited space for a cyclist.
- The chicanes require traffic from both directions to travel through a section of very restricted-width, creating the potential for head-on collisions, and sometime the width is so restricted that pedestrians with prams/strollers (or bikes with child trailers) have significant troubles getting through,
- Not only do the chicane gates slow cyclists on their approach to the road, if they are located too close to the road they can also prevent cyclists crossing the road quickly, and
- The chicane gates can also be difficult to see at night if reflector tape (or similar) is not in ideal condition.

OBJECTIVES AND SCOPE

This Targeted Risk Appraisal has been developed to examine the key public liability risks posed by Council's roles and responsibilities in managing a variety of openly accessible public facilities such as parks and reserves, playgrounds, shared pedestrian / cycle pathways, etc.

With such facilities, Council has a common law duty of care to take reasonable steps to ensure the safety of users, which can include implementing documented inspection and maintenance programs, developing long term asset improvement and/or replacement strategies, conducting and documenting risk assessment, and much more. Often this requires Council to comply, as is reasonably practicable, with various specific industry guidelines and standards.

In many cases, Council has a contractual arrangement in place with an external organisation for the provision of maintenance and/or operation of said facilities. In these cases some risks that are identified may actually be a contractual responsibility of that organisation, and it is Council's responsibility to ensure the contracted organisation is made aware.

While some workplace health and safety risks and/or property risks may be identified as part of this appraisal, the key focus will be on potential public liability exposures.

METHODOLOGY

While LMI has developed a number of questionnaires specific to certain types of Council-owned/managed public facilities – such as swimming pools, sports grounds and skate parks/bmx tracks – with Councils owning and managing a huge variety of such facilities this is not always possible.

As such, a flexible questionnaire for *High Risk Facilities* has been developed that is able to be applied to a wider variety of publicly accessible facilities. A copy of this questionnaire is sent to Council prior to the date to assist in preparing relevant documentation, including:

- Procedures and template forms for the reporting and investigation of potential liability incidents,
- Procedures and policies in relation to the inspection and maintenance of the subject facility,
- Examples of how Council documents inspections and maintenance/repair works on the subject facility, including both proactive and reactive systems,
- Policies, procedures and records of how Council has ensured relevant staff are provided with appropriate training and/or awareness material specific to the subject facility,
- Any documentation related to contractual arrangements that may be in place, including the contract itself and Councils systems for monitoring the performance of respective contractors,
- Documentation relation supervision (if applicable/provided) and responding to emergency events, and
- Any previously conducted Risk Assessments and their relevance to Council's Corporate Risk Register.

The following key documentation has so far been provided by Council for the purposes of this report:

- Service Activity RR004 – Cycleways Maintenance
- Capital Hand-over (completed condition survey),
- Risk Register entries for Asset Maintenance,
- Various reports regarding incidents that have occurred on the pathway,
- Risk Assessment for Chicane Modification, Intercity Cycleway, July 2014,
- Examples of 2 different Cycleway Inspection checklists.

On September 1st 2014, a site inspection of the facility was completed by MAV Senior Risk Consultant, Daniel Brooks.

KEY RECOMMENDATIONS

While detailed findings and recommendations are provided throughout the report in relation to specific issues / locations, the following are provided as a summary of the key recommended actions:

- Council's proposed removal of one chicane gate, and improving signage, at each crossing point is recommended to be implemented. This will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and in some cases (where the chicane gates are located closer to the road) allow riders to get clear of the road quicker.
- Council should ensure that warning signage for road users of the pathway crossing is provided at all such crossings.
- Council should give consideration to developing a long term strategy for the improvement of the pathway through such means as re-alignments near crossings and / or potentially constructing bridges or underpasses for the higher risk crossings (such as Elwick Rd.).
- Council should review their system of documenting proactive inspections and repairs to ensure a traceable link from defects that are identified during inspections through to the respective repair works that are programmed and completed.
- Council should ensure that the systems of inspections and maintenance in practice for the pathway are appropriately detailed in the respective Asset Management Plan. This will then enable Council to develop and implement a process for conducting Internal Compliance Audits/Reports against respective Key Performance Indicators (e.g. Inspections conducted and documented accordingly, repairs completed in line with required timeframes, etc.).
- Finally, Council should ensure all staff and contractors are provided with appropriate training / awareness in relation to their roles, including the type of defects to be identified / reported, and inspections/defects are to be recorded / reported.

Please Note: This report is not in a risk assessment format. Council should assess the risks to determine the level of risk and possible treatments. This assessment should be done by utilising the relevant Council processes and documents.

The recommendations detailed in this report are advisory only, they are not compulsory. It is the responsibility of Glenorchy City Council to determine what actions are to be taken.

Should you require any assistance with this report, please do not hesitate to contact Daniel Brooks on (03) 8664 9302 or on email Daniel.brooks@jlta.com.au

2. TARGETED RISK APPRAISAL – SHARED PATHWAYS

Question Number	Question	MAV Insurance Recommendations	Council Comments (Optional)
2.1 RISK MANAGEMENT PROCEDURES			
2.1.1	Incident Reporting	<u>Comment:</u> Council has provided a number of emails regarding two incidents between Council and the cyclists involved in these incidents. One incident involved a cyclists allegedly slipping on a metal plate in the centre of the pathway located on a bridge, which then caused him to lose control and collide with a nearby barrier / fence, resulting in shoulder and back injuries as well as damage to the bike. The other incident involved a cyclist being hit by a car as she was crossing Elwick Road and is current the subject of a court case involving the cyclist and the driver that hit her. The exact circumstance of the incident are disputed, however it is worth noting that this particular intersection is one of, if not the, most busy and complex intersection along the route of the pathway. Council have a Risk & Audit Officer who, when such incidents are reported, is responsible for undertaking an investigation including conducting a site inspection and taking photos. No specific procedure and/or example of a report (other than the emails mentioned above) has yet been provided by Council for the purposes of this TRA.	
2.1.2	Post Event Analysis	<u>Comment:</u> See comments for above. While Council reports that an investigation & site inspection are	

		undertaken in relation to all reported incidents, not specific formalised procedure has been sighted for the purposes of this TRA. <u>Recommendations:</u> A post event analysis should be undertaken following any serious incident. The analysis could include asking questions such as: • Did we previously identify and analyse the risks involved? • Did we identify the actual causes in risk identification? • Did we rate and assess risks and controls correctly? • Did the controls operate as intended? • Were the treatment plans effective? If not, where could improvements be made? • Were our monitoring and review processes effective? • How could our risk management process in general be improved? • Who needs to know about these learnings and how should we disseminate these learnings to ensure that learning was most effective? • What do we need to do to ensure that failure events are not repeated but successes are? • Has the risk register been revised and updated as a result of this assessment? The post event analysis procedure should be documented, including templates that can be utilised by the relevant individual or group.	
2.1.3	Proactive Inspections / Maintenance	<u>Comment:</u> Council reportedly inspects the length of the pathway on a daily basis, however these inspections are only documented on a weekly basis. While this may be the case, it is not yet known where this is actually documented in an Asset Management Plan or similar	

		formalised document. Council has provided 2 examples of a Cycleway Inspection Check list – one dated 8/7/2014, the other dated 2/4/2014. Each of these checklists have specific items/criteria that require inspection such as Fencing, Signage, Lighting, etc. It is noted that there are a number of items identified on each of these checklists that require repair/action, including holes in fencing, removal of graffiti, rusted/damaged litter bins, and more. For each item the checklists provides for the recording of a work order number – which would provide a traceable link to the respective repairs being completed – however these have not been recorded. This is a concern as it would not be possible to prove that the identification of defect has then resulted in repairs being conducted. Council has also provided a document called <i>Service Activity RR004 – Cycleways Maintenance</i> which details the various defects that are to be repaired, respective intervention levels and the response timeframes for completing repairs on each defect type. This document appears to be an extract of an Asset Management Plan or similar document. While some of the defect types (named as “Sub-Activities”) have detailed descriptions (e.g. fencing/barriers, trip hazards), others are relatively vague. For example, the Intervention level for <i>Remove Litter/Debris</i> is detailed as <i>Reported or Noted on Inspection</i>. It is also noted that Hierarchy Action / Response Times appear to be somewhat strange in that a defect that may be considered a potential safety issue – such as a Trip Hazard – has a Hierarchy of Low and a response time of 30 days, whereas Removing Litter/Debris has a Hierarchy of High	
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		and is to be completed within 5 days. <u>Recommendation:</u> Council should ensure their system for recording/documenting inspections and repair works provides a traceable link between the identification of defects during inspections and the respective repair works being programmed and completed.	
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2.1.4	Reactive Inspections / Maintenance	<u>Comment:</u> While again Council have reported the implementation of a Customer Service process that then links into the abovementioned work order system, intervention levels and response/repair timeframes. Without examples of such customer requests it is not possible to comment on the documentation of such requests or the traceability to records of repairs being completed.	
2.1.5	Awareness & Training	<u>Comment:</u> Council has reported the any new employees are provided with a general, corporate induction that covers basic risk management, Workplace Health & Safety, and various other administrative and organisational information. Council has also reported that staff that have a role in conducting inspections of Council assets had – some years ago – completed a formalised Facility Inspections Course, however no further information has been provided by Council as yet. <u>Recommendation:</u> Council should ensure that all staff responsible for conducting inspections on pathways (including contractors) and implementing repair works are provided with appropriate training to ensure they are aware of the types of defects that can cause a hazard to users, as well as ensure they are aware of the correct documentation of inspections and repair works to ensure a traceable link.	
2.1.6	Contractor Management	<u>Comment:</u> Council has a contractual arrangement in place with an external organisation in relation to the maintenance of vegetation in proximity to the Intercity	

		Cycleway. While it is reported that they don't necessarily undertake documented safety inspections during said work, they are reportedly required to document and report any specific defects to Council that require repair. No examples of such reporting has been provided as yet for the purposes of this appraisal.	
2.1.7	Supervision	Not applicable	
2.1.8	Emergency Procedures	Not applicable	

2.1.9	Risk Register / Assessments	<u>Comment:</u> Council has provided an extract of the Corporate Risk Register that is limited to the risks identified under the Asset/Property Infrastructure risk category/department. While it is not clear when this may have last been reviewed – as there are no dates recorded on the document – it is noted that it provides very little detail. Only four risks are identified, and in two of these no current controls are listed at all and the other two very few details are provided. Council has also provided a document named <i>Risk Assessment for Chicane Modification, Intercity Cycleway, July 2014</i> which details 9 of the 14 locations sighted on the day of the visit where chicanes gates are currently installed. It is not clear why those at the northern end have not been included in this Risk Assessment document. It is noted that while the abovementioned document is named as a Risk Assessment, it does not include and actual assessment of risk utilising Council's Risk Management procedures. <u>Recommendation:</u> Council should consider reviewing the risks in their Corporate Risk Register that are related to Asset/Property Infrastructure to include all relevant current controls and proposed actions. This should include key documents/strategies (such as their current Asset Management Plan, any contractual arrangements, relevant training provided to staff), as well as when these key documents were last reviewed / training last provided. Council should also include in the <i>Risk Assessment for</i>	
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		<i>Chicane Modification, Intercity Cycleway, July 2014</i> document assessment of the risk exposure of each crossing along with an assessment of the risk following the implementation of the proposed removal of chicane gates. Also recommended for inclusion is further mitigation actions for consideration in the future, such as any potential for re-alignment of the pathway (as suggested for Elwick Rd – Fig.7), and widening of pedestrian refuges at Lampton Av. – Fig. 6 – and Elwick Rd. – Fig. 7). Finally, Council should also consider including as a recommended action the installation of warning signage for road users of the pathway crossing at each of the intersections where they are not currently provided.	
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3. SITE INSPECTION - IDENTIFIED HAZARDS & RECOMMENDATIONS

3.1 - SIGNAGE

Fig. 1



Comment: Signage as displayed at the extreme southern (Hobart) end of the cycleway (Bay Road crossing), which is a section managed by Hobart City Council.

Note that in this location – unlike the road crossings under the management of Glenorchy City Council – one of the chicane gates on either side of the road have been removed which allows easier manoeuvring around. Also worth noting is the signage displayed at this location has been updated to include the Australian Standard style warning symbol with the words *Road Ahead*.

It is worth noting that this barrier does not have reflective tape applied to the uprights, which would assist riders to see the extremities of the barrier at night.

Recommendation: No recommendation is provided for this as it is not the responsibility of Glenorchy City Council.

Fig. 2



Comment: The first road crossing (travelling South to North) in the section under the management of Glenorchy City Council, with the bottom image showing the view from the road (Albert Road).

Note that there is no warning signage for vehicle drivers of cyclists and pedestrians crossing. Neither is there any warning signage on the chicane gates warning of the road crossing.

Council's proposal is shown below, which is an extract from Council's *Risk Assessment for Chicane Modification July 2014* document.

Northern Approach - Travelling South



Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and in some cases (where the chicane gates are located closer to the road) allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also ensure that appropriate warning signage is provided for road users- from both directions – of the crossing cyclists / pedestrians.

Fig. 3



Comment: Second road crossing (travelling South to North) under the management of Glenorchy City Council, with the bottom image showing the view to the West along the road (Hopkins St) from the crossing point.

Note that at this location (as indicated by the red circle) that warning signage is provided on the approach to the crossing for road users (the same is provided on the other side of the crossing for vehicles travelling west).

Council's proposal for this intersection is exactly the same as above.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and in some cases (where the chicane gates are located closer to the road) allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

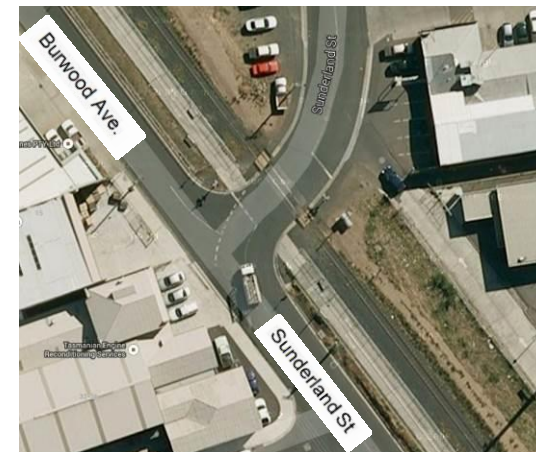
Fig. 4



Comment: Third road crossing (travelling South to North) under the management of Glenorchy City Council (Sunderland Street), with the bottom image showing the intersection of Sunderland St and Burwood Avenue from the crossing point.

It is noted that warning signage is provided for road users approaching from all three directions.

This crossing is somewhat unique with the way Sunderland St. bends just prior to the crossing point, as well as the way that vehicles may also be turning in from Burwood Avenue (see google image below). This may make it difficult and/or confusing for pathway users to ensure the road is clear in all three directions.



Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and in some cases (where the chicane gates are located closer to the road) allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Also important at this crossing will be to ensure line of sight in all three directions remains as un-hindered as possible.

Fig. 5



Comment: Fourth road crossing (travelling South to North) under the management of Glenorchy City Council (Derwent Park Road).

Note the building on the left significantly reduces the ability to see up Derwent Park Road to the left. While this is quite a busy road, warning signage for road users is provided on approach from both directions, and the presence of traffic lights to the left makes it likely that traffic will be travelling at a relatively slow speed.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and in some cases (where the chicane gates are located closer to the road) allow riders to get clear of the road quicker. Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Fig. 6



Comment: Fifth road crossing (travelling South to North) under the management of Glenorchy City Council (Lampton Avenue).

The bottom-left image shows some type of utility box that, while highlighted bright yellow, is located quite close to the pathway and may be a particular hazard to a cyclist who chooses to ride to the left of the chicane (which evidently appears to have been done on numerous occasions judging by the worn grass).

Finally, the bottom-right image shows the pedestrian refuge island provided in the centre of Lampton Avenue which is not of sufficient width to provide safety for a cyclist or a mother with a pram.

Again the presence of an intersection with traffic lights in very close proximity to this crossing means traffic is likely to be travelling at a relatively low speed, however it was also noted that vehicle drivers were seen to have *squeezed* through this section on the right (creating 2 lanes of traffic) in order to get closer to the intersection in preparation for a right turn. With some



modification to the footpath and road there should be sufficient space to widen the road and provide a wider refuge island.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker. Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also consider relocating the utility box to a location further away from the pathway, and consider modifying the road and footpath(s) at this point to allow for a wider pedestrian refuge island.

Fig. 7



Comment: Sixth road crossing (travelling South to North) under the management of Glenorchy City Council (Elwick Road). Really the most complex and high risk road crossing on the length of the pathway with the road being extremely busy and a round-about located just meters to the left (South) of the crossing, vehicle drivers have *many* factors on which to concentrate/look for other than pathway users crossing the road.

This is evidenced by the fact there has already been one incident of a cyclist being hit at this crossing, by a driver travelling left to right (South to North), after turning left and accelerating away from the round-about. It is likely that the driver has turned left at the round-about quite fast which then meant the cyclist has not had sufficient time to get to the pedestrian refuge island in the middle of the road quick enough.

The bottom image shows what the view of a cyclist travelling West to East would have as about to cross the road, as well as a newly installed traffic island on the left hand side of King George V Avenue (from where the car was approaching). This island was installed after the aforementioned incident, and has reportedly resulted in reducing the speed of drivers turning left here.

Finally, it is also noted that – while reportedly compliant with respective standards – the width of the pedestrian refuge at this crossing is also quite



limited, meaning that a cyclist waiting there may still be slightly exposed to road traffic.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

As a long term strategy, Council should consider potential re-designs of this crossing and/or intersection through construction of a bridge or simply re-routing the pathway in such a way that ensures road users are more aware of the presence of the pathway crossing. Below is an example of one potential option – which would mean the pathway users more visible to road users – however advice should be sought from suitably qualified traffic engineers.





Fig. 8



Comment: Seventh road crossing (travelling South to North) under the management of Glenorchy City Council (Wrights Avenue).

Relative to other locations this is likely to be a low risk crossing simply due to the significantly low volume and low speed of traffic. To the right (as shown in the bottom image) is only an entry to a timber yard, and as such the only road traffic crossing this section of the path will be customers, staff and deliveries to this timber yard.

It is noted that no warning signage is provided to road users from either direction entering or exiting the timber yard to warn of the crossing pathway traffic.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.



Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also ensure that warning signage for road users entering and exiting the timber yard to warn of the crossing pathway traffic.

Fig. 9



Comment: Eighth road crossing (travelling South to North) under the management of Glenorchy City Council (Grove Road Avenue).

Relative to some of the other locations this is a relatively simple crossing, given it is just 2 lanes of traffic and no other intersections immediately close by that may have the potential to distract vehicle drivers.

Also note that – as indicated by the red circles in the bottom image – warning signage is provided to road users from both directions of the pathway traffic crossing the road.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.



Fig. 10



Comment: Ninth road crossing (travelling South to North) under the management of Glenorchy City Council (Riverway Rd).

Relative to some of the other locations this is a relatively simple crossing, given it is just 2 lanes of traffic and no other intersections immediately close by that may have the potential to distract vehicle drivers.

Also note that no warning signage is provided to road users from either direction of the pathway traffic crossing the road.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also ensure that warning signage for road users is provided on approach to the crossing from both directions to ensure they are aware of the crossing pathway traffic.

Fig. 11



Comment: Tenth road crossing (travelling South to North) under the management of Glenorchy City Council (Barriedale Rd).

This particular crossing is located quite close to the entry ramp to Brooker Highway, as well as the intersections of Chardonnay Drive and Main Rd. All of this increases the likelihood that road users may be distracted and not notice the pathway crossing.

While line of sight for road users is relatively clear from both directions, it is noted that no warning signage is provided to road users from either direction of the pathway traffic crossing the road.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also ensure that warning signage for road users is provided on approach to the crossing from both directions to ensure they are aware of the crossing pathway traffic.

Fig. 12



Comment: At this point the pathway crosses a driveway to a private residence.

Relative to other locations this is likely to be a low risk crossing simply due to the significantly low volume and low speed of traffic.

Recommendation: Council's proposal is recommended to be implemented for all such crossings, as this will provide better warning for cyclists of the impending crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the driveway quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Fig. 13



Comment: Eleventh road crossing (travelling South to North) under the management of Glenorchy City Council (Mentmore St).

This particular crossing has a number of factors which may distract road users from the presence to the pathway crossing, including the adjacent intersections as well as the crest in Mentmore Street on approach from the west.

It is also noted that no warning signage is provided to road users from either direction of the pathway traffic crossing the road.

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also ensure that warning signage for road users is provided on approach to the crossing from both directions to ensure they are aware of the crossing pathway traffic.

Fig. 14



Comment: Twelfth road crossing (travelling South to North) under the management of Glenorchy City Council (Box Hill Road) and the formal Northern start/finish of the Intercity Cycleway.

This particular crossing has a number of factors which may distract road users from the presence to the pathway crossing, including the adjacent intersection as well as traffic entering/exiting the nearby petrol station and shopping centre.

It is noted that warning signage is provided to road users from both directions of the pathway traffic crossing the road as indicated by the red circles in the bottom image

Recommendation: Council's proposal is recommended to be implemented for all such road crossings, as this will provide better warning for cyclists of the impending road crossing, decrease the likelihood of collisions between users travelling in opposite directions, and allow riders to get clear of the road quicker.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

Council should also ensure that warning signage for road users is provided on approach to the crossing from both directions to ensure they are aware of the crossing pathway traffic.

Fig. 15



Comment: The northern end of the pathway visited for the purpose of this appraisal (Bilton Street).

Recommendation: Council's proposal of removing the barrier closest to the road is recommended to be implemented here also, as this will provide better warning for cyclists of the impending road/end of pathway, and decrease the likelihood of collisions between users travelling in opposite directions.

Council should also consider renewing all reflective tape to ensure the entireties of the remaining barriers are clearly visible at night.

3.2 – SLIPS, TRIPS & FALLS

Fig. 16



Comment: This image shows the metal strip in the middle of the pathway on which a cyclist has reportedly slipped causing him to lose control and crash into the fencing/barriers.

It may be that this strip is slippery in wet conditions however it was quite dry on the day of the appraisal and did not *appear* to be unduly slippery under mountain-bike tyres. As such it was not possible to form a clear opinion on what the likely grip level would be under smooth, narrow tyres.

Recommendation: Council should consider engaging an external expert to test the slip resistance of this metal strip, and if required investigate any abrasive / slip resistant paint (or similar surface treatment) that may increase the grip provided for cyclists with smooth, narrow tyres.

3.3 – FADED / WORN SAFETY MARKINGS

3.4 – UNAUTHORIZED ENTRY POINTS

3.5 – OTHER POTENTIAL RISK EXPOSURES

Fig. 17



Comment: While this laneway does not form part of the Intercity Cycleway and is not marked as a Shared Pathway, it does connect to it at the Sunderland St crossing shown in Fig. 4, and as such it is likely that some cyclists will use it as an access route despite its narrow width.

Note that the chicane gates used here are extremely narrow – so much so that a cyclist has to dismount and lift their bike to get through – reportedly a deliberate effort to prevent access to motorcycles.

Those shown in the top right image have recently been replaced after a stolen car was driven into the laneway - note the lack of reflector tape on the new barriers, and while there is some limited lighting provided, much of the laneway is likely to be quite dark at night.

Finally, the bottom right image shows some barbed wire from private fencing which is poorly maintained and is beginning to hang quite low. While it is currently above head height, if left to deteriorate further it is likely to drop further and become a hazard to laneway users.

Recommendation: It is recommended that Council remove these barriers and replace them with a single bollard in the centre, high-lighted by the use of reflective tape.

It may be that some motorcyclists may use the laneway, however this is really a matter that Council needs to prevent through working in conjunction with police. If a motorcyclist chooses to travel down this laneway, it certainly should not be considered a liability concern for Council.

4. REFERENCES:

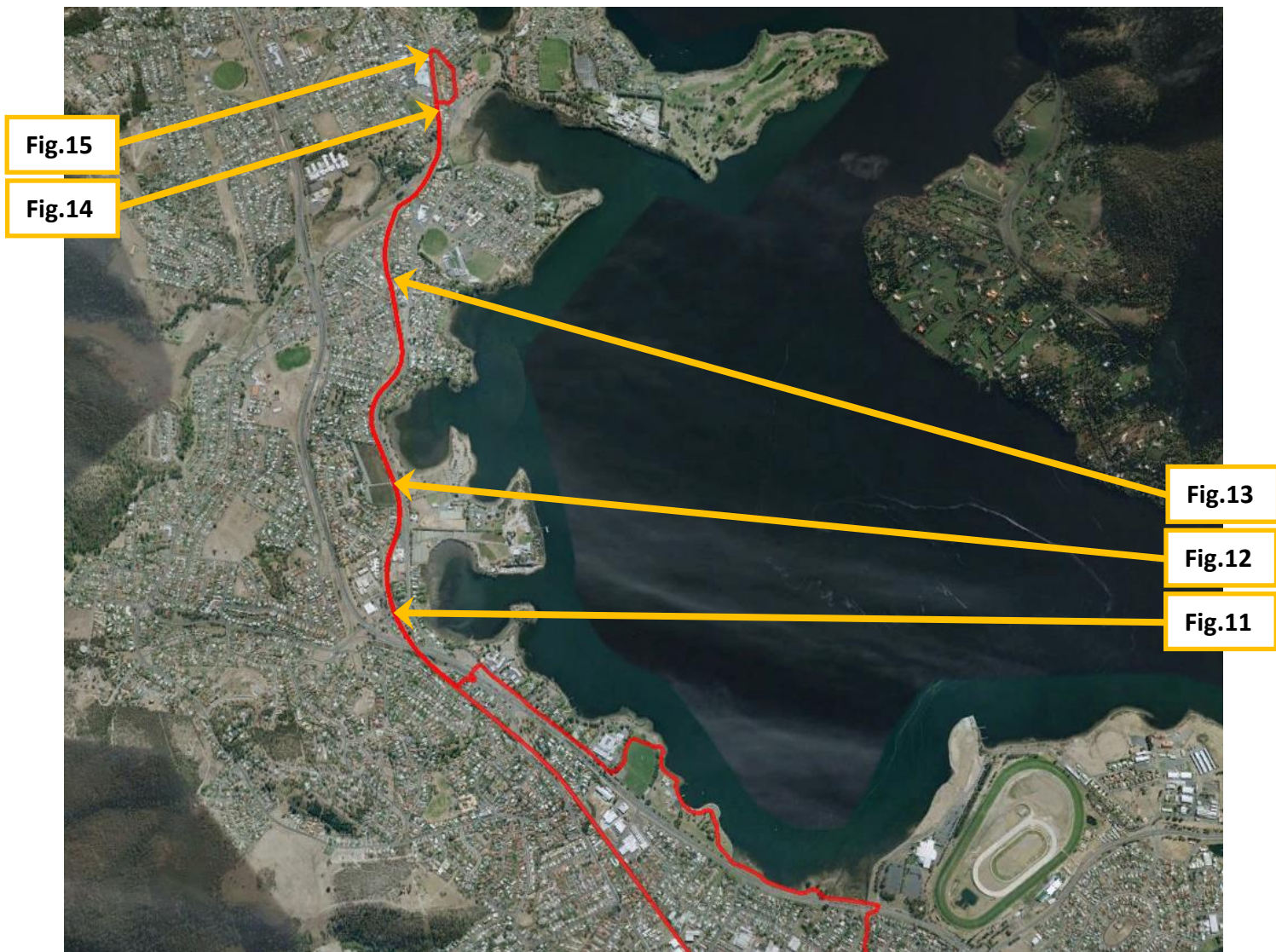
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5.

GPS IMAGES & PHOTO LOCATIONS



GPS Image 1 – Entire route taken on the day of the site inspection, with the Northern . Note that the 'detour' along the coast near the middle is not part of the Intercity Cycleway.



GPS Image 2 – Northern end of Intercity Cycleway.



GPS Image 3 – Southern end of the Intercity Cycleway.



Glenorchy City Council

InterCity Cycleway
Road Junction Chicane Gate
Risk Assessment

November 2015



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1. Introduction

Midson Traffic were engaged by Glenorchy City Council to provide a risk assessment of the chicane barriers on the InterCity Cycleway (Cycleway) at each road junction along its length within the Glenorchy municipality.

Currently, the Cycleway has two chicanes at each road junction approach to slow cyclists on their approach to the road junction.

Cycling South have requested that one of the chicane gates be removed (the entry chicane gate) to bring them partially in line with the current shared path design guidelines. These modifications include the removal of one chicane fence structure (the entry chicane) and modified signage.

This report builds on previous risk assessments that have been undertaken on the Cycleway and provides a technical road safety assessment of the identified risks.

1.1 Intercity Cycleway

The Cycleway is a shared cycling/ walking track that extends for 15.6 km between Hobart's waterfront at Sullivans Cove to Box Hill Rd in Claremont. The Intercity Cycleway is constructed on a disused railway line and has been extended north from the Cenotaph into the Glenorchy municipality over the last few decades. The Cycleway has a concrete surface and is well used by cyclists and pedestrians of all abilities. The typical width of the Cycleway is 3.0 metres with a marked centre line.

The majority of the Cycleway is located in Glenorchy City Council municipality, with a total length of approximately 13.2-km. In Glenorchy, the Cycleway has a total of 14 road junctions along its length (equating to an average of 1 junction every 0.94-km along its full length). The section of the Intercity Cycleway in the Hobart City Council municipality contains two road junctions along its 2.4-km length (equating to an average of 1 junction every 1.2-km).

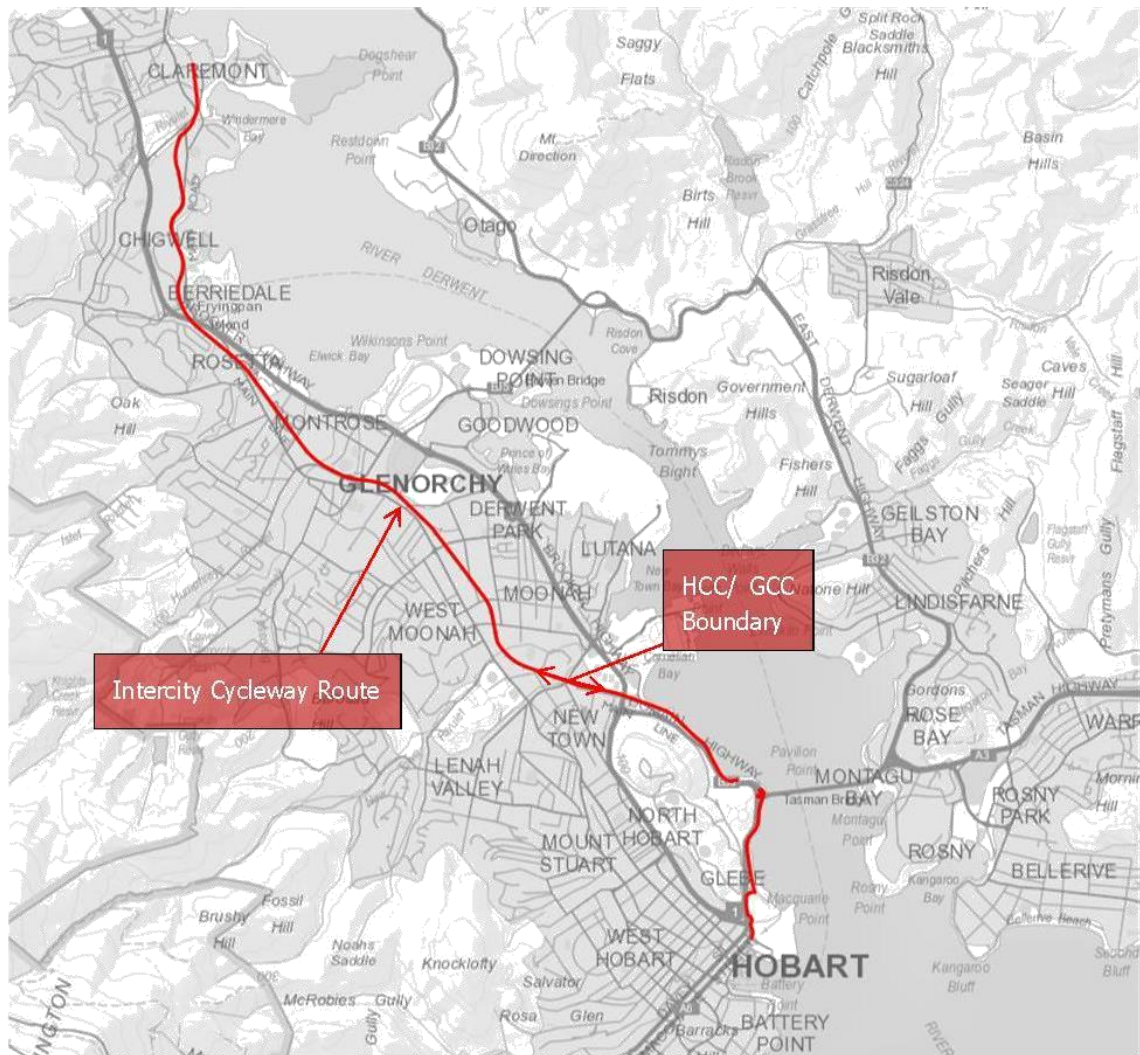
Chicane gates have been installed on the approach to each road junction of the Cycleway. The existing chicane gates are generally constructed as follows:

- Spacing: 4.5m between gates
- Width: 1.5 metres

A map of the full length of the Cycleway is shown in Figure 1.



Figure 1 Intercity Cycleway Route



Source: LIST Map, DPIPW



1.2 Past Reports

A report was prepared by MAV Liability Mutual Insurance Scheme to provide a targeted risk assessment (TRA) of the Glenorchy Intercity Cycleway. The purpose of the report was to consider the issues created by the busy road crossings along the cycleway and the use of the existing chicane gates. The TRA noted that the use of chicane gates at road crossings along the cycleway are no longer considered common practice. However the report importantly noted that it is also rare for a cycleway to have so many road crossings along its length. The key issues identified in the TRA were:

- The potential risk of cyclists being hit by vehicles while crossing intersections.
- The potential for head on collisions, with traffic (on the cycleway) from opposite directions, caused by the restricted width of the chicanes. The restricted width of the chicanes would also mean that pedestrians, parents with prams, and cyclists with trailers, could find it difficult to get through.
- If the chicanes are too close to the road they prevent the cyclist from being able to cross the road quickly.
- The chicanes may be difficult to see at night if there is no reflector tape.

The report's key recommendation in relation to the chicane gates was that one chicane gate should be removed. This would provide warning to cyclists of the upcoming crossing, decrease the likelihood of collisions for cyclists coming the other way, and assist with the safe crossing of the road where chicanes are installed within close proximity to the junction.



2. Literature Review

2.1 Summary

A review of current Australian cycleway/ road junction practices was undertaken as part of this report. The key findings of the literature review are detailed in the following sections.

Current best practice suggests that physical barriers are generally not required to slow cyclists down, provided there are adequate visual cues that they are approaching a road intersection (ie. adequate sight distance, warning signs etc). Physical barriers can be used to restrict illegal access by motor vehicles if there is evidence that this is an issue. However there is some evidence that these devices are hazardous to cyclists. Where installed, terminal treatments should be designed and installed in such a way that they serve their intended purpose and do not cause an unacceptable hazard to cyclists. In particular, cyclists must be able to:

- Negotiate path entrances with ease
- Concentrate on other traffic, pedestrians, pavements and ramps
- Not be distracted by overly restrictive barriers.

2.2 Literature Key findings

The following reference documents were reviewed:

- Austroads, Cycling Aspects of Austroads Guidelines, 2014 (Austroads 2014).
- Austroads, Guide to Road Design Part 6A: Pedestrian and Cyclist Paths, 2009 (Austroads Part 6A).
- Shared Pathway and Bicycle Path Termination Treatments, 2014, Department of Transport and Main Roads Queensland (DMR Qld).

2.2.1 Austroads 2014

Section 7.6.4 Unsignalised Bicycle Path Crossing

Key points are:

- If traffic volumes on road are less than 3,000vpd there is no need to provide a refuge for cyclists in the middle of the road
- If traffic volumes are >3,000vpd a refuge in the centre of the road is desirable to allow cyclists to stage their crossing

Section 7.6.5 Path Approach Design

The key requirements for the intersection between a path in a road reservation and a side road are:



- Approach sight distance should be provided for drivers approaching the intersection from the side road
- Drivers turning from the major road into the side street should have clear sight lines to cyclists using the path in both directions
- The speeds of cyclists using the path should be controlled on the path approaches to the intersection.

Sharp downgrades on path approaches to road crossings should be avoided where possible. Where the path alignment is straight on the approach to a road then the path should be as flat as possible. It is desirable that the longitudinal downgrade should be limited to 3% and should not exceed 5%.

Paths for cycling should be aligned to intersect roads at approximately 90°. Where the approach sight distance for cyclists is restricted, appropriate warning signs should be provided or measures taken to reduce the approach speed of cyclists.

2.2.2 Austroads Part 6A

10.1 Path Terminal Treatments General

A path terminal treatment may be required where a shared path or bicycle path intersects with a road. Path terminal treatments for off-road, shared-user paths and bicycle paths are generally provided to:

- Restrict illegal access by drivers of motor vehicles to road reserves and parkland to prevent damage to paths and other assets and prevent rubbish from being dumped illegally
- Advise cyclists that there is a road ahead and slow cyclists down before they cross the road.

The prevention of illegal vehicle access is critical to prevent damage to path structures particularly when they have been designed only for bicycle and pedestrian use. Often physical methods are required in order to prevent vehicles from entering paths or driving over lightweight bridge structures (RTA 2005).

However, there is some evidence these devices are a hazard to cyclists and as such they generally should not be installed unless:

- There is clear evidence of unauthorised and undesirable motor vehicle access
- The device is effective at excluding such vehicles and not readily circumvented.

Where installed, terminal treatments should be designed and installed in such a way that they serve their intended purpose and do not cause an unacceptable hazard to cyclists. Cyclists must be able to:

- Negotiate path entrances with ease
- Concentrate on other traffic, pedestrians, pavements and ramps
- Not be distracted by overly restrictive barriers.



In most instances Austroads states that it is unnecessary to use restrictive devices to slow cyclists down before they cross a road. However, it is important that cyclists travelling along off-road paths are provided with sufficient visual and/or physical cues to advise them that they are approaching a road crossing. Cyclists will then be able to assess the situation and slow to an appropriate speed or stop if necessary.

One of the basic requirements for cyclists is that they are able to maintain speed because, having stopped or slowed down to a very low speed, it requires considerable effort for cyclists to accelerate to their preferred operating speed. Therefore cyclists attempt to keep moving unless there is a good reason for them to stop. Very few cyclists will ever dismount and walk. Once on the bicycle they prefer to keep moving, even slowly, and hence maintain some momentum rather than having to stop completely.

For these reasons overly restrictive path terminal devices (e.g. chicanes) are usually ineffective because cyclists may travel around them, sometimes performing dangerous manoeuvres.

10.2 Terminal Design Principles

If terminal treatment devices are used, their design should:

- Seek to enhance the safety of cyclists accounting for factors such as gradients, the proximity of roads and the approach alignment of the path, and in particular the anticipated categories of cyclists.
- Be accessible to a range of path users. This should include pedestrians, people with physical disabilities, and a range of bicycle types such as tandem bicycles, bicycles with trailers, etc.
- Be constructed so that small passenger cars cannot pass easily through or under the barrier.
- Not be easily circumnavigated by unauthorised vehicles.
- Accommodate emergency vehicles or maintenance vehicles if no other access is available.

In terms of geometry, the design should:

- Be located with regard to other design features in the immediate section of path.
- Not be located too close to an intersection. Generally not located within 5 metres of kerb ramps or within a manoeuvring zone of cyclists.
- Be located at least 1.4m clearance to adjacent fixtures and so that cyclists can pass conveniently.
- Have clearances at the terminal device and parallel roads that are sufficient in the event of cyclists failing to properly negotiate the device.
- If consisting of a 'frame' be: at least 1.0m high; shaped so that on the approach side of the frame, the minimum radius of the frame is 250mm; and constructed of individual frame elements that are rounded, without sharp edges, and having a minimum diameter of 100mm.



Austroroads also require design elements that include delineation, visibility, consideration for design groups (such as visually impaired pedestrians, etc), assessment of potential conflicts, etc. Austroroads also recommend a minimum device opening width of 1.4 metres to encourage slower speeds by cyclists. It also states that due to concerns regarding injuries to cyclists resulting from the use of overly restrictive terminal devices, there is some support for wider openings (up to 1.6m).

10.4 Terminal Treatments

The purpose of a terminal treatment is to restrict unauthorised vehicles from entering a path. Therefore, if there is no need for such a restriction then a terminal treatment should not be required at all, the path leading directly to an appropriate road crossing with adequate signs and delineation to warn cyclists and clearly define priority. Only where there is good reason to do so (e.g. history of ride-out incidents, near misses or crashes) a terminal treatment can be used to physically slow cyclists. Where a treatment is required it should be based on the type of treatments described below.

Treatments that do not cause cyclists to substantially deviate are preferred because they do not unduly inconvenience cyclists. Therefore, the staggered fence and offset path treatments should only be used in exceptional circumstances as they have the same issues associated with them as the overly restrictive devices and chicanes discussed in Section 10.1. If used they should also be well designed and delineated to meet the requirements listed in Section 10.1.

10.4.1 Separate Entry and Exit Treatment

The preferred terminal treatment to restrict access and warn cyclists to slow down is shown in Figure 10.1. This treatment is the bicycle path equivalent of providing a median island at a road intersection with similar benefits with respect to warning cyclists and channelising traffic movements. It provides sufficient advice to cyclists that they are approaching a road and does not place an obstacle (such as a bollard) in the path of cyclists.

In order to restrict unauthorised access it is critical that the fence extends to the edge of the path. If access is required for authorised vehicles removable posts may be placed within the fence line.

10.4.2 Bollards and U-rails

A common method of restricting access to paths is to install a bollard in the centre of the path. This type of treatment can create an unacceptable risk to cyclists and should only be used where provision of the preferred treatments is not practicable. While opinions vary, there is considerable concern (and growing evidence in the form of injury compensation claims by cyclists) that the construction of these devices in the centre of paths is hazardous to cyclists.

If bollards are to be used on paths they must be used in conjunction with a feature on the sides of the path to provide openings of no more than 1.6 m wide. They should also be conspicuous to cyclists and include line marking to direct cyclists away from the bollard.



10.4.3 Staggered Fence Treatment

A treatment that should only be used where there is a very good reason (e.g. history of ride-out incidents, near misses or crashes) to slow cyclists down involves the installation of two sections of fence structure. It is important that the treatment has adequate lighting and is constructed of materials that are inherently conspicuous (i.e. all posts and mesh colours should contrast with the surrounding environment as viewed by the approaching cyclists) as total reliance on fitted delineation devices poses a risk to safety if the device is vandalised or poorly maintained.

However, the materials that are suitable for these treatments are generally not retroreflective and hence the treatment should be delineated, for example, with a hazard board on each fence section facing approaching cyclists.

Some road authorities do not favour this device because of concern that these treatments may:

- Distract cyclists from concentrating on the task of processing more important information relating to surrounding traffic conditions
- Create unnecessary conflict points and hazards for path users.

This type of treatment is particularly suitable for slowing cyclists down as it narrows the paths and requires cyclists to slow down to negotiate their way through the treatment. The key requirement with the treatment is to ensure that there is sufficient distance between the two fences so that cyclists are not forced to stop and dismount, or slow to the point where they become unstable during the manoeuvre. A minimum of 3 m is suggested.

The chicane treatments of the Cycleway are defined as 'Staggered Fence Treatments'.

2.2.3 DMR Qld

The DMR Qld publication assesses a bicycle path in three stages: signage; redesign terminal appearance; and physical barriers. These stages are summarised as follows:

Stage 1 – Signage

The application of signage and pavement markings must be done in accordance with the Manual of Uniform Traffic Control Devices (2013) and DMR Qld guidelines. Signs should be installed in conjunction with path line marking.

Stage 2 – Redesign Terminal Appearance

In some urban settings alongside major roads, signage can become lost in the 'urban clutter' and overlooked by road users who have reached cognitive limits in the amount of information that can be processed. In these instances, the redesign of the terminal appearance can be an effective method of access management without restricting legitimate users. This is often achieved through the use of pavement markings, different coloured concrete, kerbs, ramps, soft landscaping, and other visual cues. The intent of this treatment is to make it as intuitive as possible to anyone who sees it, that this is not a continuation of the road, but rather a 'transition' point from one traffic environment to another.



Stage 3 – Physical Barriers

Physical barriers are the last option to be used and only after all other options in Stages 1 and 2 have been exhausted. Physical barriers pose the most danger to cyclists if not planned, designed and installed correctly when implementing Stage 3.

The installation of physical barriers must be accompanied with a road safety audit of the site to identify the risks to all path users in terms of likelihood and consequences.



3. Road Safety Assessment

In order to determine the road safety issues associated with the existing chicane gates, a review of all crashes involving bicycles was undertaken in the Glenorchy municipality, as well as a road safety audit of the existing and proposed modifications to the Cycleway road junctions.

3.1 Road Safety Performance

Crash data was obtained from the Department of State Growth for a period of 5+ years (1st January 2010 to 30th August 2015) for the Glenorchy municipality for all crashes that were reported to Police that involved a bicycle.

The results are summarised as follows:

- A total of 71 crashes were reported during this time throughout the Glenorchy municipality.
- Of these crashes, 31 involved injury (including 1 fatal, 5 serious injury and 25 minor injury).
- Mondays had the highest crash frequency with 15 reported crashes. Sunday had the lowest frequency, with 5 crashes. Tuesday to Saturday were relatively consistent with 10 or 11 crashes for each day.
- The majority of crashes occurred during daylight hours, with 58 reported crashes between 6:00am and 6:00pm. The highest frequency of crashes was reported between 2:00pm and 6:00pm, with 28 crashes.
- The dominant crash type was 'Cross-Traffic' with 18 reported crashes. 'Right-Through' was the second most frequent crash type, with 11 reported crashes. The remaining crashes were spread amongst various crash types with no clear trends.
- No crashes were reported on the Cycleway (excluding junctions).
- One crash was reported on Elwick Road at the Cycleway crossing. This crash occurred at approximately 11am on a Monday and involved minor injury.
- One crash was reported on Derwent Park Road at the Cycleway crossing. This crash occurred at approximately 1pm on a Wednesday and involved minor injury.

The crash database utilised for the crash assessment was generated from Police crash records. It is possible that crashes have occurred on the Cycleway, but not reported to the Police as these crashes would not involve a motor vehicle and there is no legal requirement for reporting.

The indication of crashes occurring at least two Cycleway crossing locations (Elwick Road and Derwent Park Road) is of concern. This highlights the importance of maximising safety at the road crossing locations along the Cycleway.



3.2 Road Safety Assessment

The road safety assessment has been undertaken using the principles of a formal road safety audit. A road safety audit assists with the identification of road safety risks within a transport network. It identifies risks for all road users and identifies potential risk treatments. It is important to note that appropriate action, reporting, and ongoing monitoring and review are required in order to reduce road safety risks following the completion of the road safety audit.

In general terms all Cycleway road junctions were similar in their chicane gate terminal treatments. The primary infrastructure difference between sites mainly related to the road crossing, where some crossings have a central refuge island and others did not.

Junctions also varied in terms of their traffic characteristics, with some junctions having high volumes, and others having low volumes. A summary of the road junctions of the Cycleway are provided in Table 1.

Note that volumes have been classified into 'very high', 'high', 'medium', and 'low'. The range of traffic volumes that these categories have been classified are not quantified, but are intended to provide an indicative comparison.

Austroads 2009 states that central median islands should be incorporated at road crossings with volumes greater than 3,000 vehicles per day. The majority of road junctions of the Cycleway would fall into this category, whereas only 4 junctions have refuge islands. An example of a narrow refuge island within the road crossing (Lampton Avenue) is shown in Figure 2 as an example. A typical example of a road crossing without a refuge island is provided in Figure 3 (Grove Road).

The greatest hazard for pedestrians and cyclists utilising the Cycleway is the risk of being struck by a vehicle at any of the road crossings along its length. The chicane gates were designed to reduce cyclist (and all users in general) approach speeds and maximise warning of approaching road junctions. Any changes to the terminal treatments at each road junction needs to carefully consider the associated risk impacts that may occur.

**Table 1 ICC Junction Assessment**

Junction	Road Volume	Median Island	Notes
Albert Road	High	Yes	High volume road with parallel roads (Gatehouse St & Station St) either side of crossing extending in both directions.
Hopkins Street	High	No	High volume road with parallel roads (Gatehouse St & Station St) either side of crossing extending to the south. Crossing distance is relatively long due to swept kerb access to Station Street junction.
Sunderland Street	High	No	Crossing is located within a modified priority T-junction.
Derwent Park Road	High	Yes	High volume road with adjacent busy commercial accesses in close proximity to crossing.
Lampton Avenue	High	Yes	Crossing is located adjacent to Howard Road junction.
Elwick Road	High	Yes	Crossing is located on a very high volume road adjacent to a complex roundabout. Whilst crossing is staggered, it requires crossing multiple lanes of traffic with each movement.
Wrights Avenue	Very Low	No	Low volume crossing with traffic only associated with McKay's Timber.
Grove Road	Medium	No	Crossing located on a crest.
Riverway Road	Low	No	Riverway Road is traffic calmed.
Berriedale Road	Medium	No	Crossing located between Main Road and on ramp to Brooker Highway. Chardonnay Drive junction is adjacent to crossing.
Private access Berriedale	Very Low	No	Private access road to vineyard property.
Mentmore Street	Low	No	Crossing located adjacent to Maroni Road and Myella Drive junction. Bus turning area is located immediately west of crossing on Myella Drive.
Box Hill Road	Medium	No	Crossing adjacent to access to Claremont Village Shopping Centre.

Figure 2 Lampton Avenue Crossing



Figure 3 Grove Road Crossing



3.2.1 General – Cycleway Design Safety

The Cycleway generally has a 3.0 metre sealed shared path width. Austroads requires an absolute minimum of 3.0 metres for commuting and local access paths where there is frequent and concurrent use in both directions. The width enables cyclists to pass pedestrians by travelling onto the opposing carriageway when safe to do so.

It is noted that the wire mesh fence structure separating the Cycleway from the disused railway line can pose a handlebar catch hazard for cyclists.

On the approaches to road junctions the chicanes reduce the available width to 1.5 metres, requiring pedestrians and cyclists to cross onto the opposing direction lane. The recreational and commuter function of the Cycleway is generally compatible with the design.

3.2.2 General – Road Crossings

The design of the existing chicane gates require cyclists approaching in both directions to move into the opposing lane. The following points are noted:

- The design of the chicane gates are consistent with the requirements of Austroads Part 6A 'Staggered Fence' treatments. The minimum width on both approaches to the chicanes is 1.5 metres, which provides sufficient space for cyclists to manoeuvre at very low speed past the devices.
- The physical design of the chicane gates is compatible with Austroads requirements. Specifically the height and rounded steel elements used in the design, with no sharp edges present.
- The chicane gates are highly visible from both approaches. The use of signage provides a contrasting against the concrete path surface (as well as providing useful navigation information).



- The use of two gates provides some level of protection for cyclists and pedestrians who have just entered the Cycleway from the road from cyclists exiting.
- The chicane gates effectively eliminate unauthorised vehicle entry to the Cycleway.

Therefore from a design perspective, the chicane gates meet the general Austroads Part 6A requirements for a 'Staggered Fence' terminal treatment and are considered acceptable.

A number of safety concerns were noted with the chicane gates however. These are summarised as follows:

- The chicane gates require cyclists to travel in the opposing lane on the approach to the gates. This increases the risk of a collision with a cyclist or pedestrian travelling in this lane.
- The chicane gates require a series of sharp manoeuvres at very low speed. This increases the risk of loss of balance (with associated 'falling' risk). This is particularly the case for cyclists with clip-in pedals.
- The chicane gates introduce delays for cyclists entering from the road. There is a risk of gates creating a queue when large groups of cyclists are using the facility (a recreational cycling group riding together for example). The relatively short space from the road to the gate may result in queues extending onto the road.

3.2.3 Road Crossing Frequency

The cycleway has a relatively large amount of road crossings along its length (as highlighted in the MAV TRA report). This is particularly the case through Moonah, Derwent Park and Glenorchy, where there are a total of 9 road junctions within a distance of 3.6-km. This equates to a road junction every 400 metres within this section.

There are a number of road safety issues associated with this frequency of road junction crossings:

- The road crossings along this section of the Cycleway are mostly high traffic volume roads. The exposure to traffic is greatest along this section of the Cycleway, and thus the risk of collision is increased. Many roads have a high proportion of heavy vehicle traffic associated with adjacent industrial land uses.
- The road crossings requires frequent manoeuvring of the chicane gates, with increased risk of safety issues identified in Section 3.2.2.
- The road crossings provide entry and exit locations for the Cycleway in locations of generally higher pedestrian and cyclist demand (particularly in Moonah and Glenorchy). This generally increases the volume of cyclists and pedestrians using the chicane gates, and thus increases the risk of 'head-on' collisions between users of the cycleway at the chicane gates.



3.2.4 Elwick Road Crossing

Elwick Road has the highest traffic volume of all roads crossing the Cycleway (approximately 22,000 vehicles per day). In addition to this, a complex roundabout is located immediately west of the Cycleway crossing. The Cycleway crosses Elwick Road at an acute angle, particularly the eastbound carriageway. The Cycleway crosses a total of five traffic lanes, a distance of 23 metres. These factors, coupled with vehicles approaching the crossing area from multiple directions makes this crossing the most complex and highest risk of all junctions on the Cycleway.

A central median provides a staggered crossing facility at this junction. This island varies in width from 2.5m to 3.0m. This is considered the minimum width for this crossing manoeuvre.

The Elwick Road crossing is shown in Figure 4.

Figure 4 Elwick Road Crossing





In light of the complex high-volume road crossing at this location the chicane gates have a varied impact on road safety. This is highlighted as follows:

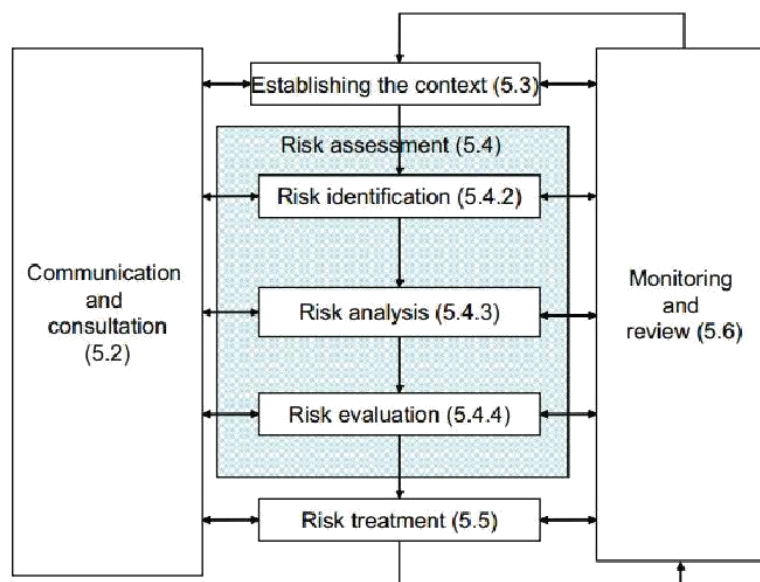
- The chicanes require a cyclist to approach the road junction at very low speed, thus reducing the risk of entering the road at an inappropriate speed.
- The chicane gates require a cyclist to reduce speed dramatically once they have cleared the road pavement entering the Cycleway. The likelihood of collision for a bicycle queue extending from the Cycleway into Elwick Road is highest at this junction.

4. Risk Assessment

4.1 Risk Management Process

The road safety assessment of the Cycleway has been prepared with reference to the Australian Standard AS/ NZS ISO 31000, Risk Management – Principles and Guidelines, 2009. The ISO 31000 risk management framework is shown in Figure 5.

Figure 5 Australian Standard Risk Management Process



The risk analysis of the identified road safety issues was undertaken in accordance with Australian Standards recommendations.

4.2 Presentation of Audit Findings and Recommendations

This road safety risk assessment presents the findings in the following four risk categories:

- **Extreme Risk** – A major safety concern that should be addressed and requires changes to avoid serious safety issues.
- **High Risk** – A significant safety concern that requires consideration of changes to improve road safety.
- **Medium Risk** – A safety concern of lesser significance, but which should be addressed to improve safety.



- **Low Risk** – A concern or action that may be outside the scope of the Road Safety Audit, but which may improve overall safety.
- **Comment** – A statement supporting or reinforcing an aspect of the concept design.

These risk ratings were adapted from the Australian Standard, AS/NZS ISO 31000, Risk Management – Principles and Guidelines, 2009. The risk analysis is defined in Figure 6.

Figure 6 Risk Analysis

HAZARD	PROBABILITY				
	Highly Likely	Likely	Occasionally	Unlikely	Highly Unlikely
	1	2	3	4	5
	Repeated Occurrence	May Occur Several Time	May Occur Sometimes	Not Very Likely to Occur	Very Unlikely to Occur

HAZARD	CONSEQUENCE				
	Catastrophic	Fatal	Serious	Marginal	Negligible
	A	B	C	D	E
	Multiple Loss of Life	Single Death	Severe Injury	Minor Injury	Superficial Injury or Property Damage

		1	2	3	4	5
CONSEQUENCE		Highly Likely	Likely	Occasionally	Unlikely	Highly Unlikely
A	Catastrophic	Extreme	Extreme	High	High	High
B	Fatal	Extreme	High	High	Medium	Medium
C	Serious	High	High	Medium	Medium	Medium
D	Marginal	High	Medium	Medium	Low	Low
E	Negligible	Medium	Medium	Low	Low	Low

In accordance with the Austroads Road Safety Audit guidelines, it should be noted that this audit is not to be regarded as a 'quality/ design check' of current standards or guidelines. As much as possible, the chicane gates, intersection approaches and road crossings of the Cycleway have been assessed in isolation to current standards to provide an independent road safety review. Similarly, the Cycleway was also assessed against two alternative concept designs: only one chicane gate (as per the recommendations of the MAV TRA report); and no chicanes gates installed.

Road safety issues identified in Section 3.2 were assessed using the road safety audit risk assessment procedures. The findings, including comments and recommendations are outlined in the following sections of the report.



4.3 Existing Chicane Gates

A risk assessment was undertaken for the safety issues identified in Section 3.2. The risk assessment is summarised in Table 2.

Table 2 Existing Chicane Gates Risk Assessment

Safety Issue	Ref.	Risk Assessment	Potential Countermeasure Treatment
Collision at chicanes with users travelling in opposing directions.	3.2.2	3D: Medium Risk	Remove one or both fence structures
Loss of balance due to tight manoeuvring at chicanes.	3.2.2	3D: Medium Risk	Remove one or both fence structures
Queues extending from Cycleway onto road due to chicane entry delay.	3.2.2	4C: Medium Risk	Remove one or both fence structures

4.4 Single Chicane Gate Option

An assessment was made of chicane gate junction treatment at Queens Walk in the Hobart City Council municipality. This junction has a single chicane gate with a textured and coloured pavement treatment on the approaches to the road junction. This is shown in Figure 7.

In general terms it reduces many of the risks associated with the existing terminal treatment.

Figure 7 Queens Walk Crossing (HCC Comparison)

The risk assessment is summarised in Table 3.

Table 3 Single Gate Treatment Risk Assessment

Safety Issue	Ref.	Risk Assessment	Potential Countermeasure Treatment
Collision at structure with users travelling in opposing directions.	3.2.2	3D: Medium Risk	Remove fence structure. This risk is similar to the existing arrangement due to increased entry speeds and lack of separation of both movements.
Loss of balance due to tight manoeuvring at structure.	3.2.2	4D: Low Risk	Remove chicane gate structure. This risk has reduced compared to the existing two-chicane arrangement as the manoeuvre is less complex.
Queues extending from Cycleway onto road due to structure entry delay.	3.2.2	5C: Medium Risk	Remove fence structure. Whilst the likelihood of this road safety issue has been greatly reduced, it results in the same risk rating due to the serious consequences that may result.



4.5 No Chicane Gates Option

The road safety issues associated with the removal of both gates was investigated. In general terms it eliminates or reduces many of the risks associated with the existing terminal treatment, however it introduces several new risks. These are summarised as follows:

- Risk of cyclists failing to observe the presence of a road junction and travelling onto the road carriageway without giving way.
- Cyclists travelling to the edge of the road carriageway at speed, increasing the risk of collision with pedestrians on the perpendicular footpath of the road.

Table 4 No Gate Treatment Risk Assessment

Safety Issue	Ref.	Risk Assessment	Potential Countermeasure Treatment
Collision at structure with users travelling in opposing directions.	3.2.2	5D: Low Risk	Risk of collision between users is same as mid-block on the Cycleway and relates to the available pavement width and other factors.
Loss of balance due to tight manoeuvring at structure.	3.2.2	5E: Low Risk	This risk is effectively eliminated with no terminal treatment.
Queues extending from Cycleway onto road due to structure entry delay.	3.2.2	5E: Low Risk	This risk is effectively eliminated with no terminal treatment.
Cyclists failing to observe roadway crossing and entering the road carriageway without giving way.	4.5	4B/4C: Medium Risk	Measures such as line marking, signage and pavement colour/ texture changes should be utilised to increase awareness of junction. The high traffic volumes on the majority of the Cycleway junctions increases the associated risk.
Cyclists approaching road crossing at speed, risk of pedestrian collision	4.5	4D: Low Risk	Measures such as line marking, signage and pavement colour/ texture changes should be utilised.



5. Conclusions

This report documents the findings of a risk assessment of the chicane barriers on the InterCity Cycleway at each road junction along its length within the Glenorchy municipality. The existing terminal treatments have two chicanes at each road junction approach to slow cyclists on their approach to the road junction. This terminal treatment is known as a 'staggered fence' treatment.

Cycling South have requested that one of the chicane gates be removed (the entry chicane gate). Hobart City Council have removed one chicane gate on both road junctions within their municipality. The Cycleway within the Glenorchy municipality has numerous road crossings, some with very high traffic volumes. Any modifications to the existing chicane gates therefore required a detailed risk assessment to be undertaken.

The greatest hazard for pedestrians and cyclists utilising the Cycleway is the risk of being struck by a vehicle at any of the road crossings along its length. Any changes to the terminal treatments at each road junction needs to carefully consider the associated risk impacts that may occur.

A report was prepared by MAV Liability Mutual Insurance Scheme to provide a targeted risk assessment of the Cycleway. The report considered the issues created by the busy road crossings along the cycleway and the use of the existing chicane gates. The TRA noted that the use of chicane gates at road crossings along the cycleway are no longer considered common practice. However the report importantly noted that it is also rare for a cycleway to have so many road crossings along its length. The report's key recommendation in relation to the chicane gates was that one chicane gate should be removed. This arrangement would provide warning to cyclists of the upcoming crossing, decrease the likelihood of collisions for cyclists coming the other way, and assist with the safe crossing of the road where chicanes are installed within close proximity to the junction.

The findings of this report support the findings of the MAV TRA report. The application of risk assessment procedures for identified road safety risks at the Cycleway junctions indicates that a single chicane arrangement provides a slightly improved level of safety through the reduction of road safety risks at the chicanes.

The removal of one chicane gate structure should be undertaken with appropriate signage to warn cyclists of the approaching road junction. Consideration should also be given to providing a contrasting pavement treatment between the road and the chicane gate, consistent with the treatments within the Hobart municipality.

The removal of both chicane structures is not supported, as the risk of a cyclist 'overshooting' the road junction is considered to be too great.



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Document Status

Revision	Author	Review	Date
0	Keith Midson	Zara Kacic-Midson	11 November 2015

10 PATH TERMINAL TREATMENTS

10.1 General

A path terminal treatment may be required where a shared path or bicycle path intersects with a road and applies to recreational and commuter paths that cross a road from a reservation, or to paths that follow a major road and cross side streets.

Path terminal treatments for off-road, shared-user paths and bicycle paths are generally provided to:

- restrict illegal access by drivers of motor vehicles to road reserves and parkland to prevent damage to paths and other assets and prevent rubbish from being dumped illegally
- advise cyclists that there is a road ahead and slow cyclists down before they cross the road.

The prevention of illegal vehicle access is critical to prevent damage to path structures particularly when they have been designed only for bicycle and pedestrian use. Often physical methods are required in order to prevent vehicles from entering paths or driving over lightweight bridge structures (RTA 2005).

However, there is some evidence these devices are a hazard to cyclists and as such they generally should not be installed unless:

- there is clear evidence of unauthorised and undesirable motor vehicle access
- the device is effective at excluding such vehicles and not readily circumvented.

Where installed, terminal treatments should be designed and installed in such a way that they serve their intended purpose and do not cause an unacceptable hazard to cyclists. Cyclists must be able to:

- negotiate path entrances with ease
- concentrate on other traffic, pedestrians, pavements and ramps
- not be distracted by overly restrictive barriers.

In most instances it is unnecessary to use restrictive devices to slow cyclists down before they cross a road. However, it is important that cyclists travelling along off-road paths are provided with sufficient visual and/or physical cues to advise them that they are approaching a road crossing. Cyclists will then be able to assess the situation and slow to an appropriate speed or stop if necessary.

One of the basic requirements for cyclists is that they are able to maintain speed because, having stopped or slowed down to a very low speed, it requires considerable effort for cyclists to accelerate to their preferred operating speed. Therefore cyclists attempt to keep moving unless there is a good reason for them to stop. Very few cyclists will ever dismount and walk. Once on the bicycle they prefer to keep moving, even slowly, and hence maintain some momentum rather than having to stop completely.

For these reasons overly restrictive path terminal devices (e.g. chicanes) are usually ineffective because cyclists may travel around them, sometimes performing dangerous manoeuvres.

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In some situations chicanes or other restrictive devices are unavoidable because cyclists have to be slowed down for their own safety. Where this is the case designers should ensure that:

- the device is no more restrictive than is necessary
- the fencing is light in colour to increase its conspicuity at night
- street lighting is adequate
- the fencing has no sharp protrusions.

In general, crossings should allow cyclists to move straight across the intersecting roadway, any slowing of cyclists preferably being achieved by relatively sharp curves on the path in advance of the intersection.

10.2 Terminal Design Principles

If local authorities choose to use or develop terminal devices that are not illustrated or described in this guide, the designs should comply with the requirements with respect to access, geometry, safety and delineation set out in Sections 10.2.1 to 10.2.4

10.2.1 Access

The design should:

- Seek to enhance the safety of cyclists accounting for factors such as gradients, the proximity of roads and the approach alignment of the path, and in particular the anticipated categories of cyclists.
- Be accessible to a range of path users including pedestrians and people with physical disabilities. In relation to bicycles, they should accommodate the common bicycle types as well as tandem bicycles, bicycles with trailers, and other human powered vehicles.
- Be constructed so that small passenger cars cannot pass easily through or under horizontal rail sections where a primary objective of the terminal is to restrict access for motor vehicles. It should be noted that it is generally impractical to restrict motorcycles and to do so may result in a hazard for cyclists.
- Not be easily circumvented by unauthorised vehicles, such that either the device is rendered ineffective, or that alternative paths of access are created in adjacent reserve areas resulting in higher maintenance demands.
- Accommodate emergency or maintenance vehicle access where this is not available elsewhere in the vicinity of the terminal (in the event that the path will be relied upon by such vehicles). Note that wherever terminal device elements are removable the connections (or sockets) should be flush at the connecting surface and not present a hazard to path users.

10.2.2 Geometry

The terminal treatment should:

- be located with regard to other design features in the immediate section of path (e.g. in general it would be inappropriate to locate terminals at or near curves, within a distance of less than 5 m of kerb ramps or within a manoeuvring zone of cyclists)
- not be located too close to an intersection (e.g. 5-10 m) to enable storage and final braking to occur beyond the device where cyclists may wait for other path users to pass through the terminal device
- be located with at least 1.4 m clearance to adjacent fixtures and so that cyclists can pass conveniently

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- have clearances at the terminal device and parallel roads that are sufficient in the event of cyclists failing to properly negotiate the device
- if consisting of a 'frame' be
 - at least 1.0 m high above the riding surface
 - shaped so that on the approach side of the frame, the minimum radius of the frame is 250 mm
 - constructed of individual frame elements that are rounded, without sharp edges, and having a minimum diameter of 100 mm
- if consisting of isolated vertical poles (e.g. bollards)
 - be at least 1.0 m high above the riding surface
 - have a minimum diameter of 300 mm.

10.2.3 Safety

With respect to safety the treatment should:

- Not present a hazardous feature for any pedestrian group (e.g. visually disabled pedestrians).
- Include adequate protection where the sides grade away from the path at a steep angle or where obstructions exist.
- Have regard for other (conflicting) paths, other paths of access and for sight lines. Terminals should be located in such a way that existing paths are not obstructed in any way. Similarly sight lines should not be restricted due to the terminal device or to users (as a result of the terminal device).
- Not be located at mid-block locations where speeds are likely to exceed 20 km/h.

10.2.4 Delineation

In order to operate safely under all light conditions it is important that terminal treatments and devices should:

- Be painted in a contrasting colour (white or yellow) and be fitted with quality reflective tape on horizontal and vertical elements to ensure it is visible from all directions. Barriers etc., on both sides of paths should be painted and delineated in this manner. Similarly, reflective tape should be fully wrapped around the elements to which it is attached to ensure that it is clearly visible from all directions.
- Be illuminated in accordance with AS/NZS1158, or with the lighting requirements of this guide, as appropriate.
- Where necessary, include signs or pavement markings, generally on the path approach to the device, warning of the presence of devices.
- That may present additional risk (e.g. single-lane devices or those with narrow central bollards).
- Due to conditions associated with increased risk (e.g. where gradients are significant, stopping sight distance to the device is limited, where group rides occur regularly or where paths are heavily trafficked).
- Be preceded by tactile line marking, or a tactile path surface and a painted unbroken line, where cyclists need to deviate from their line of approach. Similarly, as a further means of warning to approaching cyclists, it is desirable for the device to be visible to one cyclist whilst following immediately behind another.

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There are numerous reports of collisions of cyclists on group rides with isolated vertical poles (e.g. bollards) located within paths. Therefore, it may be appropriate to consider the use of poles that are not less than 1.8 m high where narrow poles (minimum 100 mm diameter) are used, to increase the likelihood of observation of poles above the form of a leading cyclist.

10.3 Terminal Device Opening Width

In most instances a minimum opening width of 1.4 m is appropriate to encourage slower speeds by cyclists or where restriction of motor vehicle access is warranted. Terminal devices should have sufficient capacity to accommodate the anticipated path traffic.

Due to concerns regarding injuries to cyclists resulting from the use of overly restrictive terminal devices, there is some support for wider openings (up to 1.6 m), on the basis that the terminal devices will still discourage the majority of drivers of cars illegally attempting to gain access to reserves and the like.

10.4 Terminal Treatments

The purpose of a terminal treatment is to restrict unauthorised vehicles from entering a path. Therefore, if there is no need for such a restriction then a terminal treatment should not be required at all, the path leading directly to an appropriate road crossing with adequate signs and delineation to warn cyclists and clearly define priority. Only where there is good reason to do so (e.g. history of ride-out incidents, near misses or crashes) a terminal treatment can be used to physically slow cyclists. Where a treatment is required it should be based on the type of treatments described below.

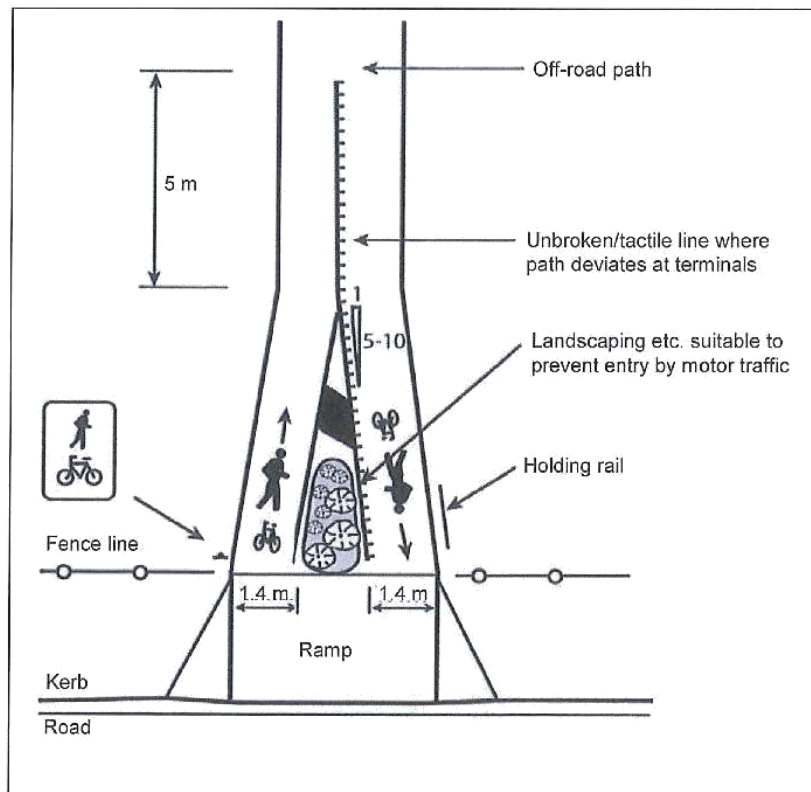
Treatments that do not cause cyclists to substantially deviate are preferred because they do not unduly inconvenience cyclists. Therefore, the staggered fence and offset path treatments discussed in Sections 10.4.3 and 10.4.4 respectively should only be used in exceptional circumstances as they have the same issues associated with them as the overly restrictive devices and chicanes discussed in Section 10.1. If used they should also be well designed and delineated to meet the requirements listed in Section 10.1.

10.4.1 Separate Entry and Exit Treatment

The preferred terminal treatment to restrict access and warn cyclists to slow down is shown in Figure 10.1. This treatment is the bicycle path equivalent of providing a median island at a road intersection with similar benefits with respect to warning cyclists and channelising traffic movements. It provides sufficient advice to cyclists that they are approaching a road and does not place an obstacle (such as a bollard) in the path of cyclists.

In order to restrict unauthorised access it is critical that the fence extends to the edge of the path. If access is required for authorised vehicles removable posts may be placed within the fence line.

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Source: Based on VicRoads (2005).

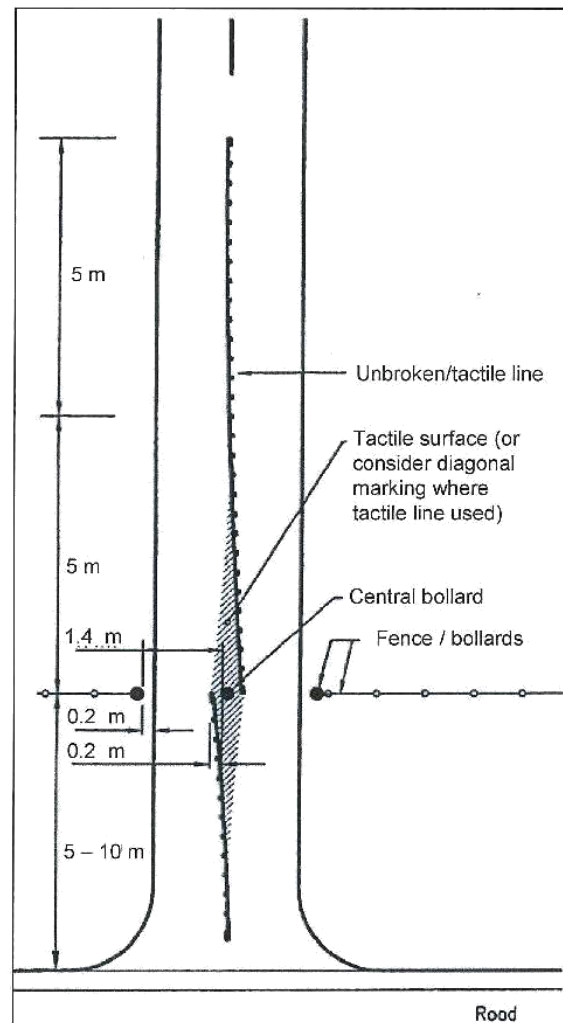
Figure 10.1: Separate entry and exit terminal

10.4.2 Bollards and U-rails

A common method of restricting access to paths is to install a bollard in the centre of the path. This type of treatment can create an unacceptable risk to cyclists and should only be used where provision of the preferred treatments is not practicable. While opinions vary, there is considerable concern (and growing evidence in the form of injury compensation claims by cyclists) that the construction of these devices in the centre of paths is hazardous to cyclists.

If bollards are to be used on paths they must be used in conjunction with a feature on the sides of the path to provide openings of no more than 1.6 m wide. They should also be conspicuous to cyclists and include line marking to direct cyclists away from the bollard. Figure 10.2 illustrates the layout of a bollard treatment while Figure 10.3 shows an installation.

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Source: VicRoads (2005).

Figure 10.2: Preferred layout for the use of a central bollard

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Source: RTA (2005).

Figure 10.3: Example of a bollard treatment

For paths that are 4 m wide or more, consideration could be given to the installation of a U-rail instead of a bollard. This arrangement shown in Figure 10.4 includes a hazard marker that provides a larger surface area and hence greater conspicuity for the treatment.



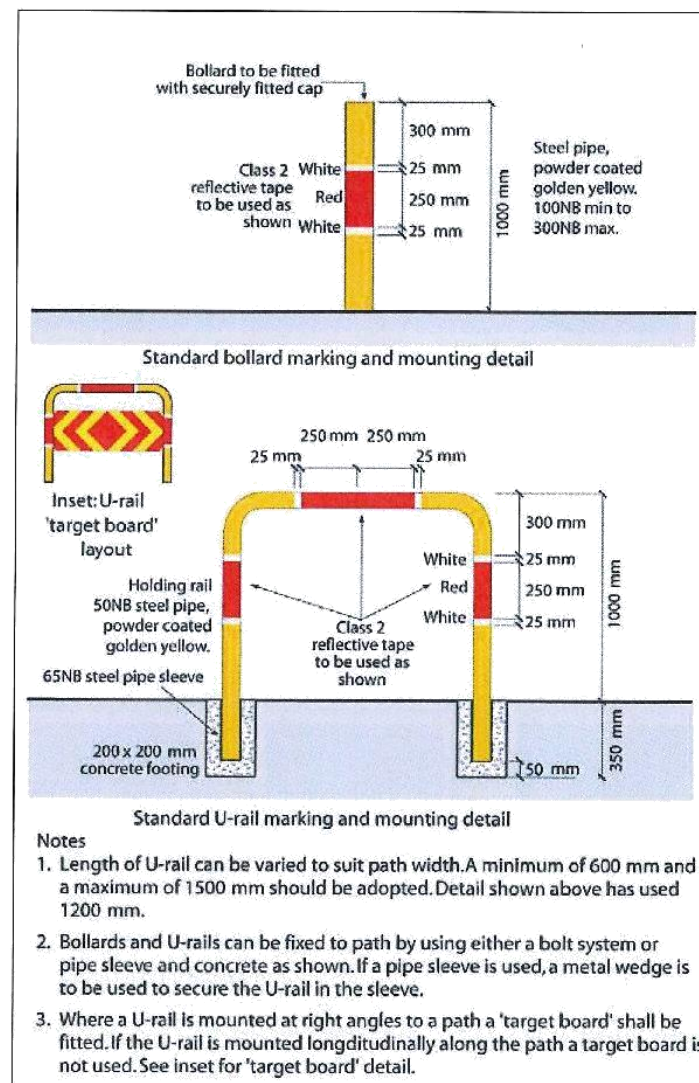
Source: RTA (2005).

Figure 10.4: Example of u-rail and hazard board treatment

Details of bollards and U-rails are provided in Figure 10.5.

Many instances exist where bollards are located in the centre of paths and no feature exists at the sides of the paths that would prevent access by motor vehicles and as such the devices serve no particular purpose. Where authorities are determined to maintain or construct central fixtures in the centre of paths the need must be justified in every instance; they should be effective in meeting their purpose, and should be provided with a high level of delineation. In particular, the locating of bollards and other fixtures centrally on paths is considered to be inappropriate at or near curves, or at intersections in the manoeuvring area of cyclists.

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Source: RTA (2005).

Figure 10.5: Details of a bollard and U-rail

10.4.3 Staggered Fence Treatment

A treatment that should only be used where there is a very good reason (e.g. history of ride-out incidents, near misses or crashes) to slow cyclists down involves the installation of two sections of mesh fence as shown in Figure 10.6. It is important that the treatment has adequate lighting and is constructed of materials that are inherently conspicuous (i.e. all posts and mesh colours should contrast with the surrounding environment as viewed by the approaching cyclists) as total reliance on fitted delineation devices poses a risk to safety if the device is vandalised or poorly maintained.

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However, the materials that are suitable for these treatments are generally not retroreflective and hence the treatment should be delineated, for example, with a hazard board on each fence section facing approaching cyclists.

Some road authorities do not favour this device because of concern that these treatments may:

- distract cyclists from concentrating on the task of processing more important information relating to surrounding traffic conditions
- create unnecessary conflict points and hazards for path users.

This type of treatment is particularly suitable for slowing cyclists down as it narrows the paths and requires cyclists to slow down to negotiate their way through the treatment. The key requirement with the treatment is to ensure that there is sufficient distance between the two fences so that cyclists are not forced to stop and dismount, or slow to the point where they become unstable during the manoeuvre. A minimum of 3 m is suggested.



Source: G. Veith.

Figure 10.6: Staggered fence treatment

10.4.4 Offset Path Treatment

An alternative to the staggered fence treatment, which is based on a similar principle, is to provide an offset path treatment as shown in Figure 10.7. The discussion and concerns relating to staggered fencing (Section 10.4.3) also apply to the offset path treatment.

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Source: VicRoads (2005).

Figure 10.7: Offset path treatment

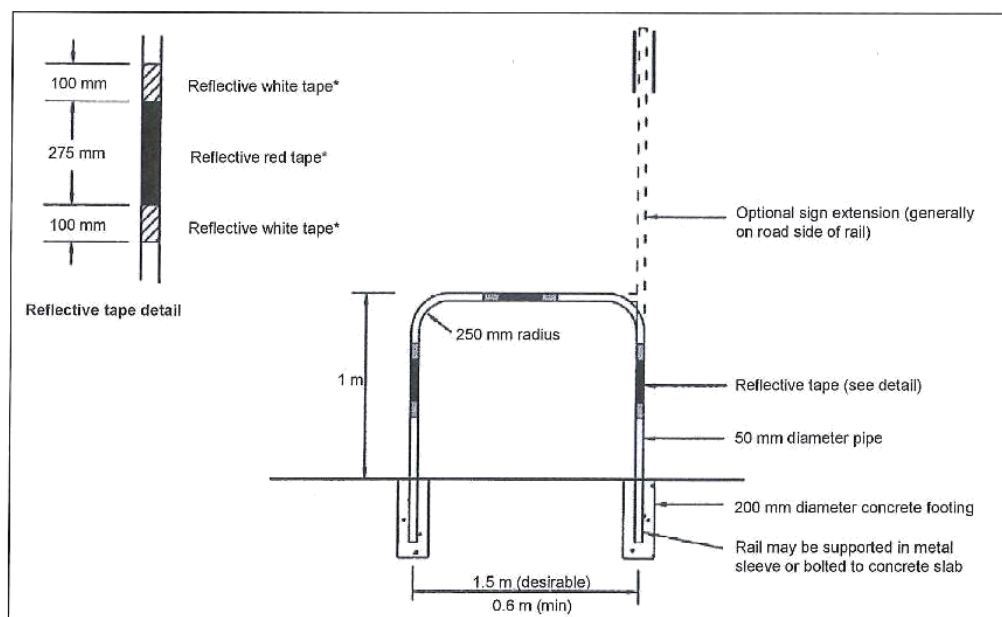
Because the cognitive skills of primary school children are not fully developed, facilities provided specifically for this group or used frequently by this group may require more restrictive controls. The devices used should be kept as simple as possible and as well as slowing the cyclist to walking pace, should direct the cyclist so that the nearest conflicting traffic stream is readily seen.

10.5 Holding Rails

A holding rail is a U-shaped rail that is similar to the U-rail but placed in close proximity to both the edge of a path on the approach to an intersection with a road or another path. Its purpose is to provide a support for cyclists to hold onto whilst they await an acceptable gap in the conflicting traffic stream. Holding rails may also be provided in central refuges and medians. They therefore may be provided as part of the terminal treatment. An example of a holding rail is shown in Figure 10.8.

Holding rails should only be provided where there is a reasonable likelihood that cyclists will have to stop at intersections with roadways or paths. For example, they should not be provided at the intersections of paths with local streets and other paths where it is unlikely cyclists will have to stop and wait. In some jurisdictions holding rails also serve as a support for pedestrians who have a mobility impairment (including aged pedestrians) and use the rails to rest upon while waiting to cross roads.

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Source: Austroads (1999).

Figure 10.8: Example of holding rail details

The rails must be placed within easy reach of cyclists, on the left hand side of the path, to ensure that they:

- are conveniently located, enabling cyclists to stop without having to dismount or remove shoes from toe clips
- encourage cyclists to stop when appropriate
- assist the cyclists as they move off, reducing the time spent travelling through an intersection and aiding balance, thus improving safety
- in addition to other clues, provide a useful warning of the existence of an intersection.

To enable a holding rail to be most effective it is important that it is placed so that the cyclists using it can easily see approaching traffic and safely cross or enter the intersecting carriageway. If possible, holding rails should be located about 600 mm from the kerb line or edge of the intersecting roadway, and 300 mm from paths.

A sign-post extension on a holding rail has benefit in that it helps to minimise the number of posts near terminals. The sign should be located with a sufficient clearance to the intersecting road and high enough that it is not hazardous for cyclists.

To avoid the unnecessary proliferation of holding rails, they should not be installed at the traffic islands or approaches to signalised intersections unless specifically sought by users. Furthermore, holding rails should not be constructed centrally on paths due to the narrow section tubing used for rails and hence their less than obvious nature of the rails. In addition, holding rails should not be installed where it is required for cyclists to dismount because:

- regulatory stop signs are erected to face cyclists
- of the risk associated with the types of users and traffic conditions.

Joint Communiqué

Summit of Southern Tasmanian Council Mayors and the Tasmanian Government on Traffic
Congestion in the Hobart CBD and Greater Hobart

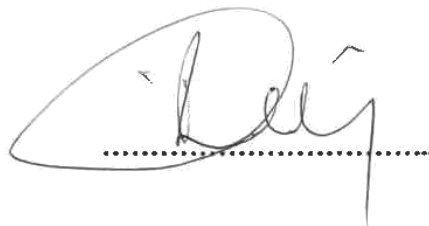
Held at the Office of the Minister for Infrastructure, the Hon. Rene Hidding MP

Franklin Square, Hobart, 4 March 2016

1. Today the Tasmanian Government and Lord Mayor of Hobart and Mayors of Glenorchy, Clarence and Kingborough joined in good faith to advance solutions to the worsening issue of traffic congestion events in the Hobart CBD and Greater Hobart.
2. Signatories to this communiqué agreed that traffic congestion events in Hobart's CBD and Greater Hobart is a serious and growing concern for the liveability of the capital's residents and the productivity of Tasmania's economy;
3. Signatories committed to prioritise efforts to find solutions within their respective jurisdictions and to work cooperatively to resolve issues that contribute to traffic congestion events in Hobart's CBD and Greater Hobart, and that both supply and demand solutions will be required;
4. Signatories agreed to share all available data relevant to the congestion issue;
5. Signatories supported the agreement reached at the summit between the Tasmanian Government and the Hobart City Council to discuss transfer of ownership and management of Macquarie and Davey Streets to the Tasmanian Government – subject to final endorsement from each party – in order to allow the Tasmanian Government to urgently implement traffic flow optimisation measures;
6. Signatories committed to sharing any future plans for significant changes to traffic management and road treatments within their jurisdictions that may impact on the Hobart CBD and Greater Hobart traffic congestion before they are implemented to ensure proper consultation and responsibility for decisions, including consultation with relevant utilities;
7. Signatories acknowledged that the measures agreed to at the Summit represent just the first step in a process to improve traffic flow in the Hobart CBD and Greater Hobart and that longer-term measures will be required to manage the issue;

8. Signatories agreed that the Department of State Growth will establish a contact point for public input into traffic congestion problems and solutions for consideration at future Summits.
9. Signatories agreed that to meet quarterly to assess progress and to discuss new information and proposals to alleviate traffic congestion in the Hobart CBD and Greater Hobart.

Hon M.T. (Rene) Hidding MP
Minister for Infrastructure

A handwritten signature in black ink, appearing to be 'Rene', written over a horizontal dotted line.

Alderman Sue Hickey
Lord Mayor of Hobart

A handwritten signature in blue ink, appearing to be 'Sue Hickey', written over a horizontal dotted line.

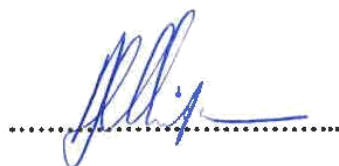
Alderman Kristie Johnston
Mayor of Glenorchy

A handwritten signature in blue ink, appearing to be 'Kristie Johnston', written over a horizontal dotted line.

Councillor Steve Wass
Mayor of Kingborough

A handwritten signature in black ink, appearing to be 'Steve Wass', written over a horizontal dotted line.

Alderman Doug Chipman
Mayor of Clarence

A handwritten signature in blue ink, appearing to be 'Doug Chipman', written over a horizontal dotted line.

Date:

4/3/16



MEDIA STATEMENT

16 February 2016

Four Councils meet on Local Government reform

The Mayors of the four greater Hobart Councils met for the first time yesterday with the consultant charged with undertaking a feasibility study into local government reform.

The Lord Mayor of Hobart, Alderman Sue Hickey said that she and the Mayors of Clarence, Glenorchy and Kingborough held their inaugural meeting with SGS Economics to discuss the methodology and timeframe for the study.

“We have commissioned this independent research to understand how we might gain efficiencies to better serve the needs of our communities and are pleased that a process has commenced that will provide us with solid evidence and help us understand the benefits of local government reform,” said Ald Hickey.

It is expected that the feasibility study, to be available later in the year, will consider a wide range of options for reform, including modeling for a greater Hobart Council.

ENDS

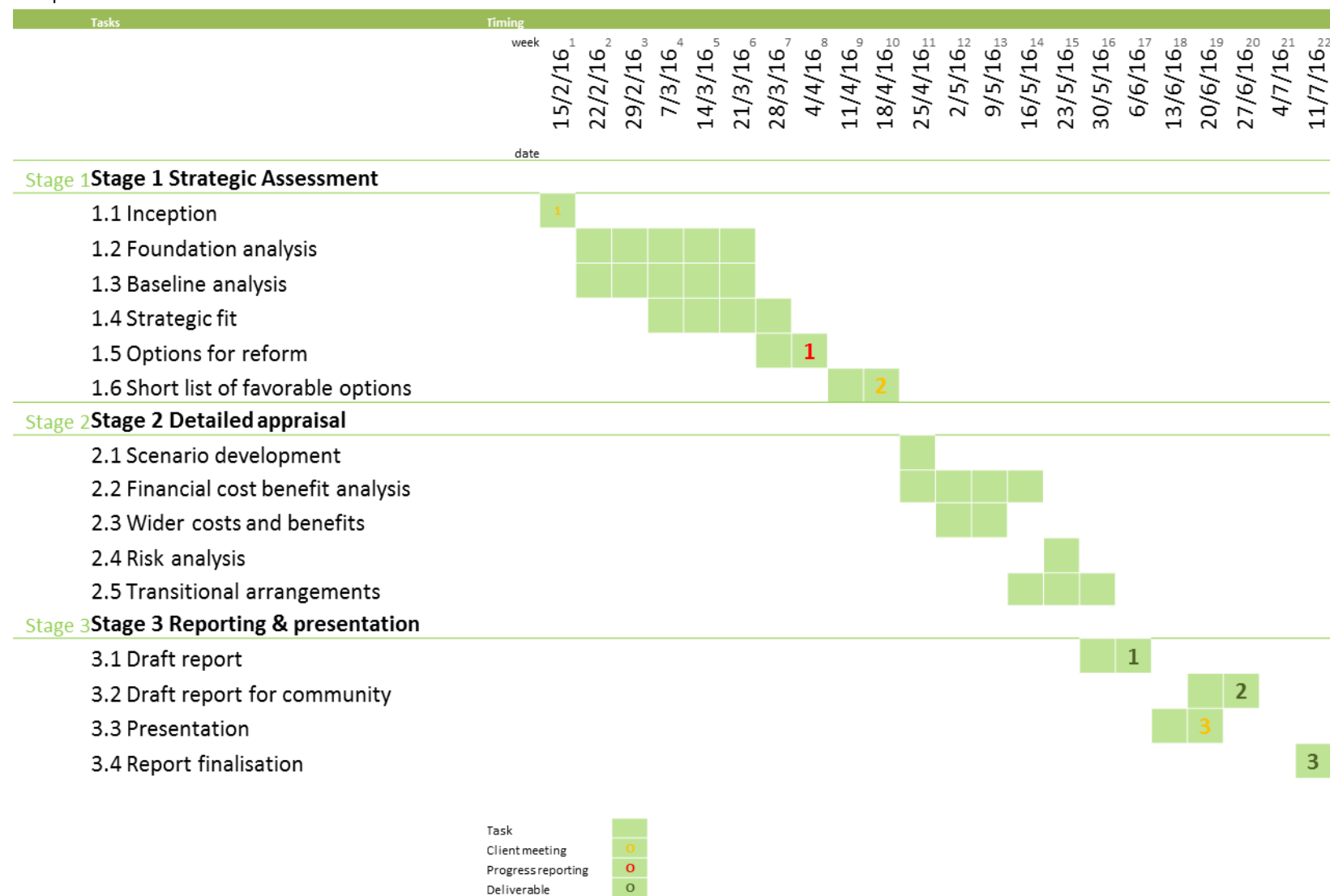
For further information:

Alderman Sue Hickey – Lord Mayor of Hobart – 0427 351 987

Media enquiries:

Kerry Baker, Principal Advisor Media and Community Relations, City of Hobart – 0437 775 484

Proposed revised time line





Glenorchy City Council

Corporate Performance Indicators

January 2016



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• Community Economic Development & Business	13
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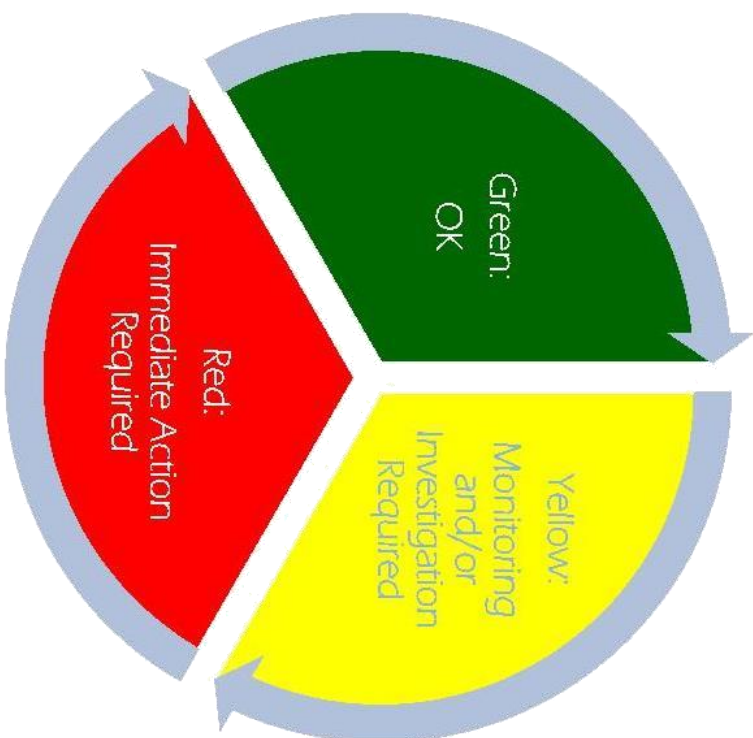
OH & S

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Corporate Performance Indicator Legend



Considerations when reviewing performance statistics:

- » Indicators for previous months may change in the future as adjustments are made to the accounting system after that month's reporting period.
- » Scales on the charts vary within indicator groups



Glenorchy City Council

Profit and Loss

Corporate Performance Indicators

January 2016

Monthly Profit and Loss Summary								
Revenue \$'000	Actual Month	Budget Month	Variance Month	Actual YTD	Budget YTD	Variance YTD	% Variance	
Rates Income (Includes SFL)	3	17	(15)	32,520	32,342	177	1%	1%
Statutory Charges	131	146	(15)	1,381	1,363	19	1%	1%
User Charges	677	629	48	6,501	6,306	195	3%	3%
Grants Subsidies	50	65	(16)	1,699	2,280	(581)	-25%	-25%
Investment Income	344	361	(17)	2,314	2,386	(73)	-3%	-3%
Water Wastewater Charges	14	75	(61)	162	390	(229)	-59%	-59%
Reimbursements	76	140	(64)	366	337	30	9%	9%
Other Income	70	55	15	514	383	132	34%	34%
Total Revenue	1,364	1,488	(124)	45,457	45,787	(330)	-1%	-1%

**REVENUE - COMMITMENTS FOR MONTHLY VARIANCE:
(\$'000)**

Rates - \$15 under budget

Primarily due to no supplementary rates notices being processed in the month.

Statutory Charges - \$15 under budget

Primarily due to higher than budgeted Application Fees \$14, offset by lower than budget animal charges \$11.

User Charges – \$48 over budget

Primarily due to above budget landfill fees \$48.

Grants Subsidies - \$16 under budget

Primarily due to reduced childcare fees due to lower attendances.

Investment Income - \$17 under budget

Due to lower than forecast interest rates than when the budget was formulated.

Water Wastewater Charges - \$61 under budget

Primarily due to lower than budgeted water sales during the month due to low rainfall.

Reimbursements - \$64 under budget

Primarily due to lower Derwent Entertainment Centre wages recovery which was due to below budget event activities this month.

Other Income - \$15 over budget

Primarily due to higher refunds and miscellaneous receipts partially offset by delays in receiving fuel tax credits due to staff leave.

(\$'000)

Rates Income – \$177 over budget

Due to a higher than budgeted number of rateable properties since the budget was developed and the coming on line of the Bunnings development.

Statutory Charges – \$19 over budget

Primarily due to higher than budgeted building applications resulting in higher than budgeted building and planning related fees \$105, offset by lower than budgeted Inspection Fees \$75 and parking fines \$39.

User Charges – \$195 over budget

Primarily due to higher than budgeted Landfill fees \$269, Food and Beverage Sales \$46 and Garbage Collection \$27, partially offset by lower than budget Childcare Fees \$170 due to lower than budget equivalent full time places.

Grants Subsidies – \$591 under budget

Primarily due to the State Financial Assistance Grants pre-paying a full year advance payment of \$1.2M which was received on 30 June 2015, the 2014-15 financial year, but budgeted to be received in the 2015-16 financial year.

Investment Income – \$73 under budget.

Due to lower than budgeted bank interest as a result of lower than budgeted interest rates.

Water Wastewater Charges – \$229 under budget

Due to generally lower than budgeted sales as a result of lower rainfall.

Reimbursements – \$30 over budget

Primarily due to higher than budgeted DEC wages cost recoveries \$70 due to increased event activities.

Other Income – \$132 over budget

Primarily due to the proceeds of asset sales \$67 and the AGL Royalty payment \$36 for access to tip methane.

Monthly Profit and Loss Summary								
Expenditure \$'000	Actual Month	Budget Month	Variance Month	Actual YTD	Budget YTD	Variance YTD	% Variance	
Finance Charges	31	36	5	227	244	17	7%	
Employee Costs	1,631	2,018	387	11,061	11,030	(31)	0%	
Admin Office Costs	428	417	(10)	2,989	3,123	135	4%	
Materials, Contractors & Other	860	1,182	322	5,590	6,679	1,090	16%	
Depreciation	1,127	1,172	45	8,269	8,584	315	4%	
Rates Expenses	-	-	-	2,359	2,344	(16)	-1%	
Total Expenditure	4,077	4,825	749	30,495	32,004	1,509	5%	
Total Surplus (Deficit)	(2,712)	(3,337)	625	14,962	13,784	1,178	-9%	

(\$'000)

Finance Charges – \$5 under budget

Primarily due to slightly lower levels of electronic (BPay) payment for both rates and animal charges.

Employee Costs – \$387 under budget

Primarily due to the impact of the Christmas 2015 leave which was greater than that budgeted for this month and reallocation of contract labour costs incorrectly allocated. .

Admin Office Costs – \$36 under budget.

Primarily due to IT software support \$53 partially offset by increased catering costs at the Derwent Entertainment Centre \$42 due to increased activity levels.

Materials, Contractors & Other – \$322 under budget

Primarily due to street lighting \$184 (budgeted quarterly but invoiced monthly), and water and sewerage charges \$73 (yet to be charged by Taswater).

Depreciation / Asset Write Off – \$72 under budget

Primarily due to lower than budget depreciation on IT Systems \$38 due to delays in project implementation.

Rates Expenses – on budget

**EXPENDITURE - COMMITMENTS FOR YTD VARIANCE:
(\$'000)**

Finance Charges – \$16 under budget

Due to slightly lower levels of electronic (BPay) payment for both rates and animal charges.

Employee Costs – \$31 over budget

Primarily consistent with budget.

Admin Office Costs – \$170 under budget

Primarily due to IT software maintenance costs under budget \$161 due to project delays.

Materials, Contractors & Other – \$1,090 under budget

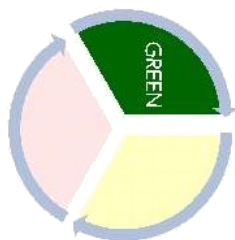
Primarily due to savings derived from the Street Lighting project \$449, savings in vehicle leases \$172 and underspends in contractors \$114 and materials \$137.

Depreciation / Asset Write Off - \$98 under budget

Primarily due to lower than budget depreciation on IT Systems \$268 due to delays in project implementation partially offset by written down value of 6 Gavitt Street.

Rates Expenses – \$16 over budget

Primarily due to the a higher payment of the fire services levy to the State Government from an unbudgeted increase in the number of rateable properties.



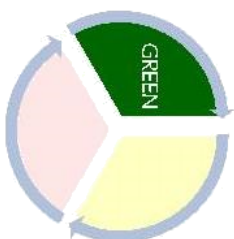
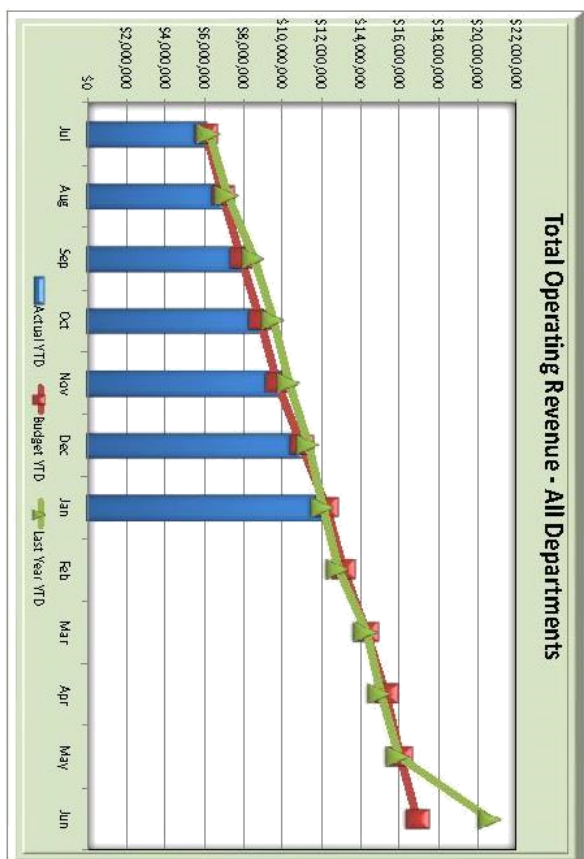
Grants Revenue for All Departments – Graph 1

The total of grants revenue received from Government bodies.

Responsible: Executive Leadership Team

- Actual YTD:	\$ 1,699
- Budget YTD:	\$ 2,280
Under Budget:	\$ 581

Refer to comments on pages 6-7



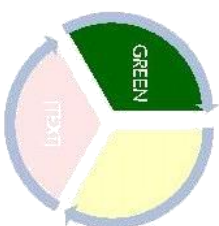
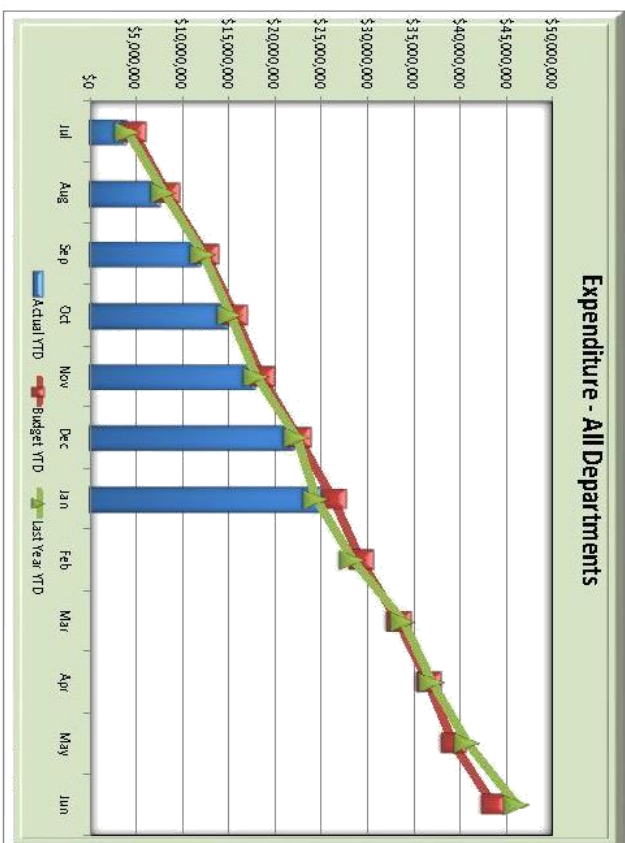
Total Operating Revenue (excluding rates, grants, TasWater income) – Graph 2

Total revenue earned by all areas of the council through fees, charges and fines compared to budget

Responsible: Executive Leadership Team

- Actual YTD:	\$ 12,224
- Budget YTD:	\$ 12,244
Under Budget:	\$ 20

Refer to comments on pages 6-7



Total Operating Expenditure (excludes depreciation) – Graph 3

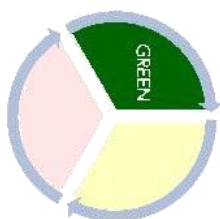
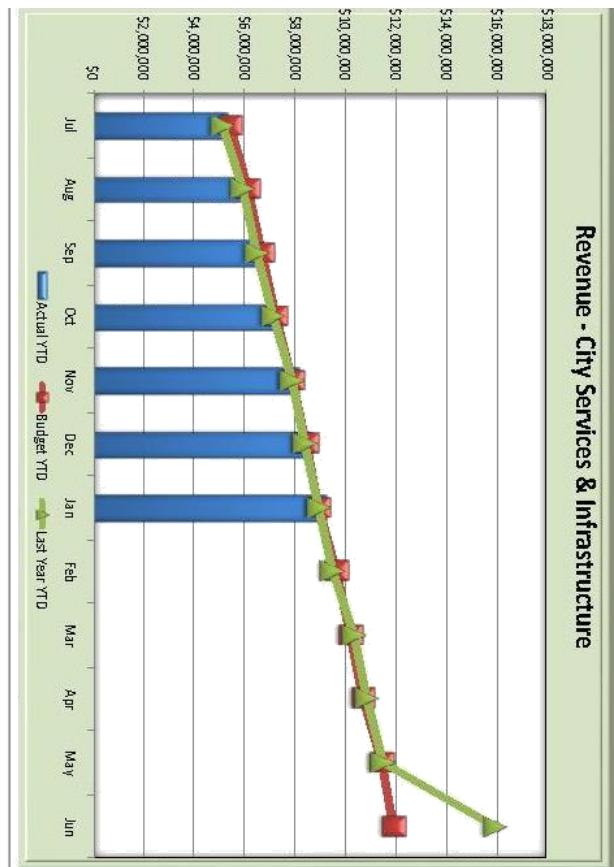
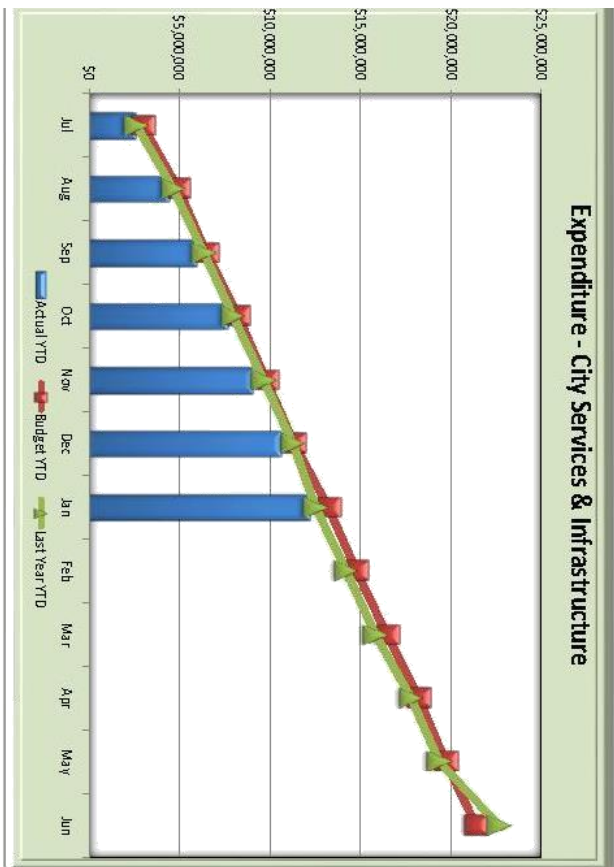
Total op. expenditure for all areas of the council compared to budget.

Responsible: *Executive Leadership Team*

-	Actual YTD	\$25,148
-	Budget YTD	\$26,353
-	Under Budget	\$ 1,205

Refer to comments on pages 6-10

Note: Variance to Consolidated Profit & Loss is result of removing Internal Income and Internal Expenditure



City Services and Infrastructure Revenue - Graph 4

Total revenue for City Services and Infrastructure for fees, charges and grants compared to budget.

Responsible: *Director City Services and Infrastructure*

\$'000

- Actual YTD	\$9,275
- Budget YTD	\$8,933
Over Budget	\$ 342

Landfill revenue is \$269 ahead of budget.

City Services and Infrastructure Expenditure -

Graph 5

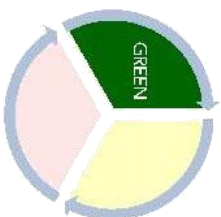
Total expense for City Services and Infrastructure compare to Budget, less depreciation.

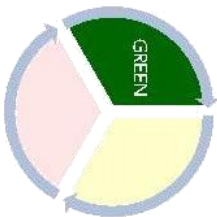
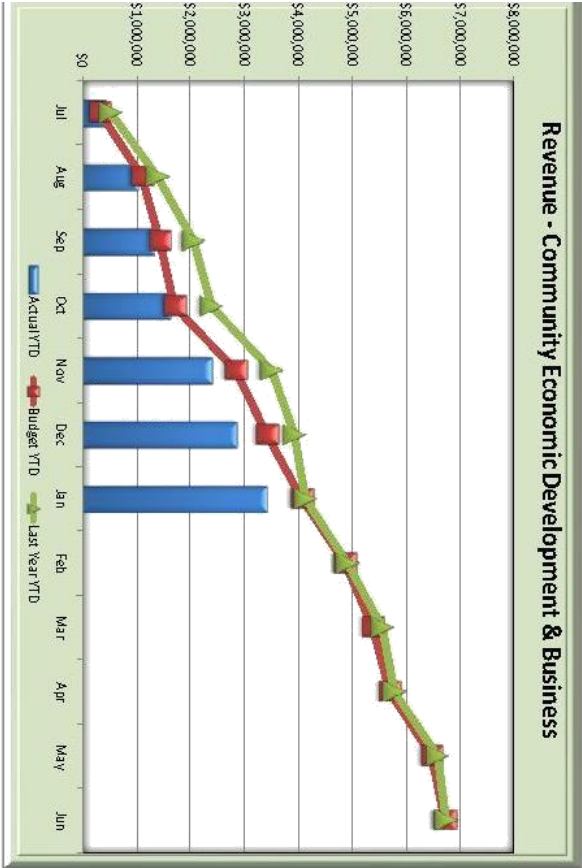
Responsible: *Director City Services and Infrastructure*

\$'000

- Actual YTD	\$12,258
- Budget YTD	\$13,267
Under Budget	\$ 1,009

Major savings have been generated from the Street Lighting project \$449.





Community Economic Development and Business Revenue – Graph 6

Total revenue of *Community Economic Development and Business, for fees, charges and grants*

Responsible: *Director Community Economic Development and Business*

\$'000	
- Actual YTD	\$3,433
- Budget YTD	\$4,057
- Under Budget	\$ 624

The Financial Assistance Grant expected this year was partly paid (in advance) in June 2015..

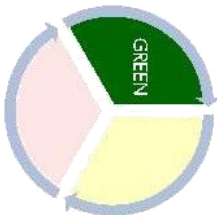
Community Economic Development and Business Expenditure – Graph 7

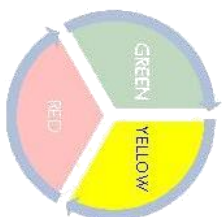
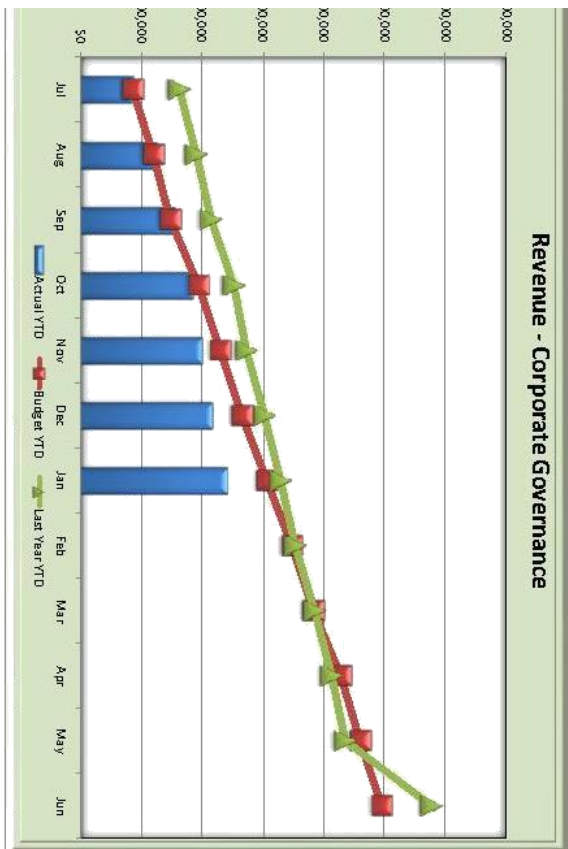
Total expense for *Community Economic Development and Business*

Responsible: *Director Community Economic Development and Business*

\$'000	
- Actual YTD	\$8,115
- Budget YTD	\$8,369
- Under Budget	\$ 254

IT software support costs are lower than budget due to delays in implementing new projects.





Corporate Governance Revenue - Graph 7

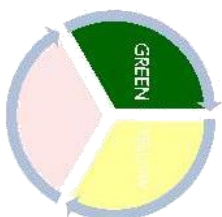
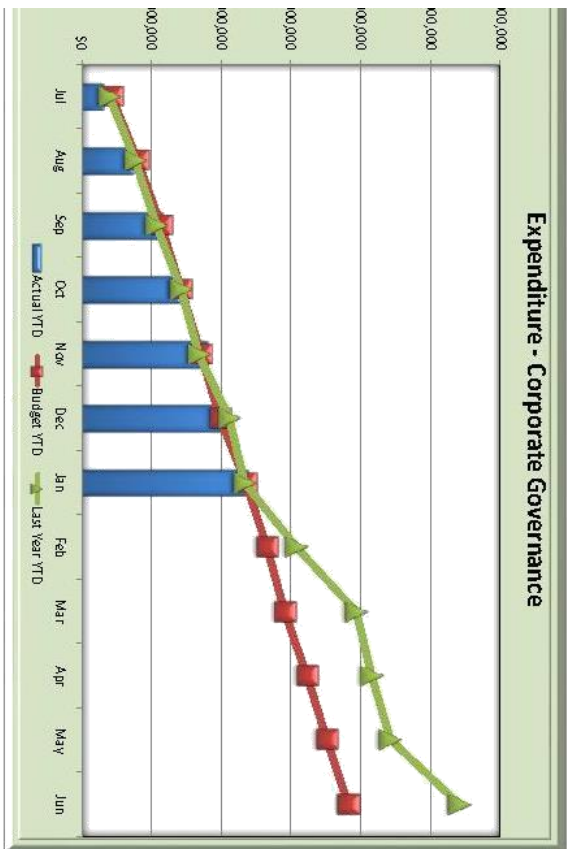
Total revenue for:

Responsible: *Director Corporate Governance*

\$'000

-	Actual YTD	\$1,215
-	Budget YTD	\$1,534
=	Under Budget	\$ 319

Sales of water from the Denwent Reuse scheme have been below budget.



Corporate Governance Expenditure - Graph 8

Total expense for EID compared to budget (exc. depreciation).

Responsible: *Director Corporate Governance*

\$'000

-	Actual YTD	\$4,775
-	Budget YTD	\$4,716
	Over Budget	\$ 59

Wages and salaries are above budget.

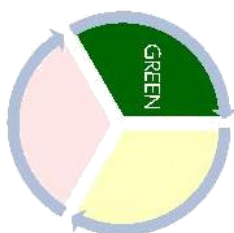
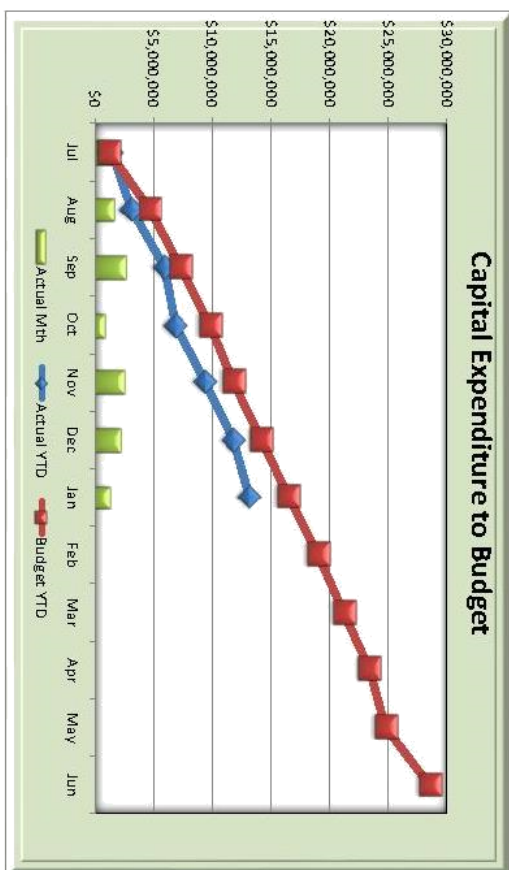


Glenorchy City Council

Balance Sheet

Corporate Performance Indicators

January 2016



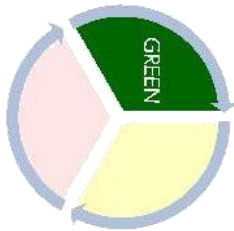
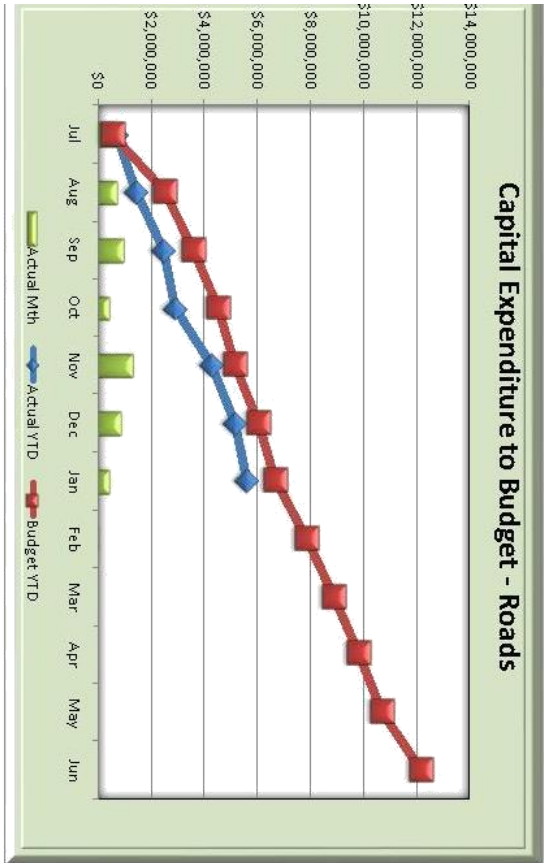
Total Capital Expenditure – Graph 14

Total Capital expenditure compared to budget.

Responsible: Executive Leadership Team

	\$'000
- Actual YTD	\$13,121
- Budget YTD	\$16,471
Under Budget	\$3,350

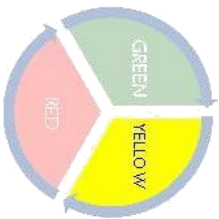
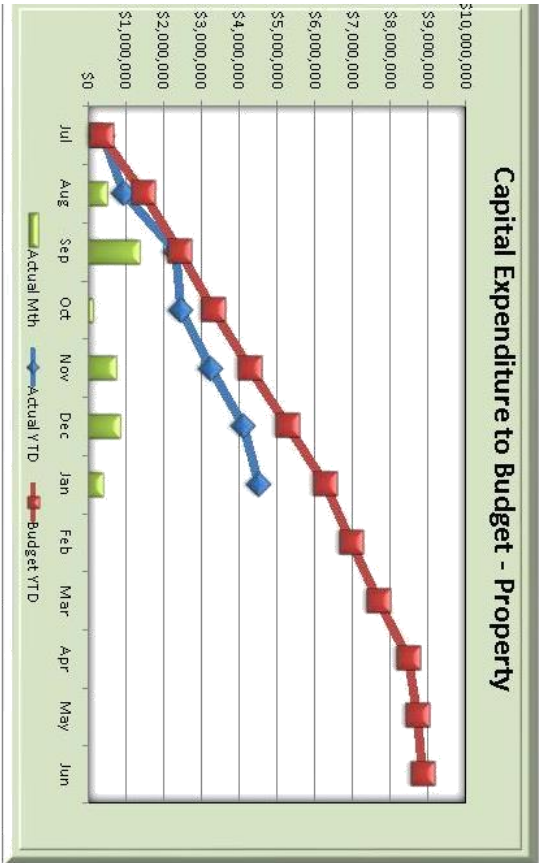
Refer pages 18-19. Additional information regarding capital variances is contained in Appendix B.



Capital Expenditure - Roads - Graph 15
Total expenditure for roads compared to budget.
Responsible: Director City Services and Infrastructure

-	Actual YTD	\$5,596
-	Budget YTD	\$6,666
	Under Budget	\$1,070

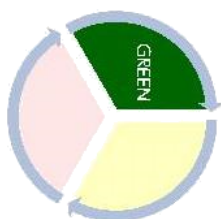
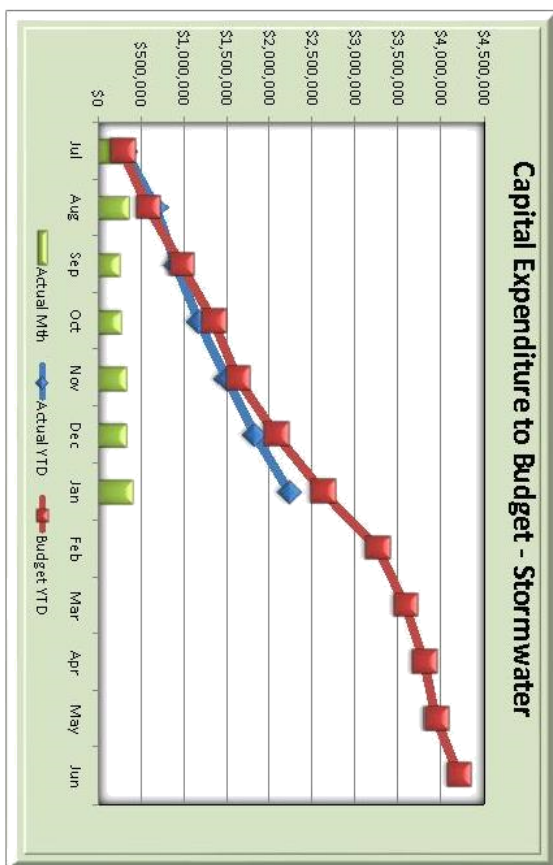
Additional information regarding capital variances is contained in Appendix B.



Capital Expenditure - Property - Graph 16
Total expenditure for property compared to budget.
Responsible: Director Community Economic Development and Business

-	Actual YTD	\$4,531
-	Budget YTD	\$6,281
	Under Budget	\$1,750

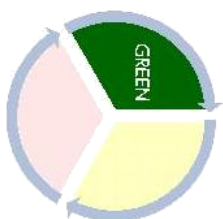
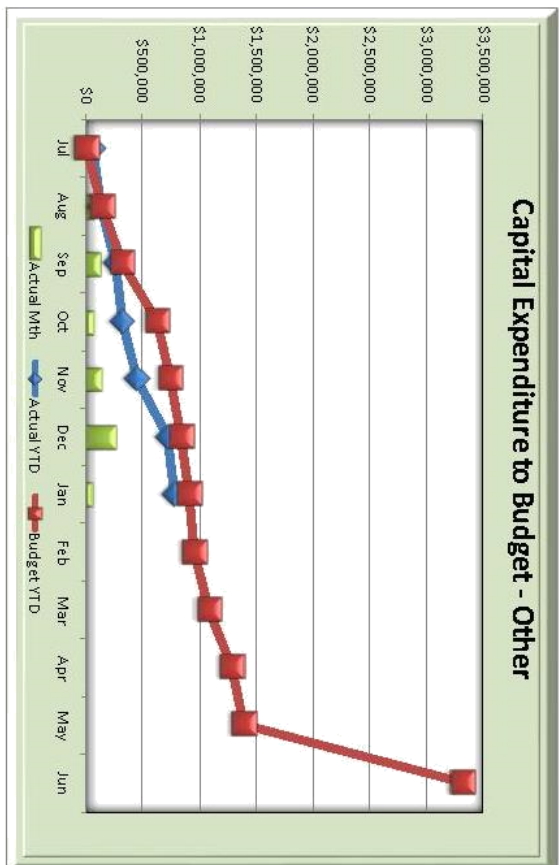
Additional information regarding capital variances is contained in Appendix B.



Capital Expenditure – Stormwater (excluding stormwater property connections) – Graph 17
Total expenditure for stormwater compared to budget
Responsible: Director City Services and Infrastructure

-	Actual YTD	\$2,221
-	Budget YTD	\$2,616
-	Under Budget	\$ 395

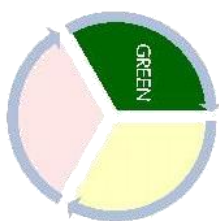
Additional information regarding capital variances is contained in Appendix B.



Capital Expenditure – Other (e.g. capital grants, technology, plant and equipment etc.) – Graph 18
Total expenditure for other capital compared to budget
Responsible: Director Community Economic Development and Business

-	Actual YTD	\$ 772
-	Budget YTD	\$ 908
-	Under Budget	\$ 136

Additional information regarding capital variances is contained in Appendix B.



Cash Flow Movement - Graph 19

Total cash assets available (cheque account, cash floats and short term deposits), compared to budget and last year.

Responsible: Director Community Economic Development and Business

- Actual Cash	\$21,805
- Budget	\$20,245
Variance	\$1,560

\$'000

Interest Earned – Graph 20

Total interest earned (accrued and received) compared to budget

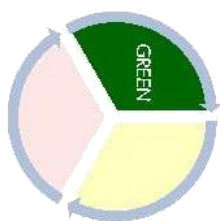
Responsible: Director Community Economic Development and Business

- Actual YTD	\$340
- Budget YTD	\$396
- Under Budget	\$56

\$'000

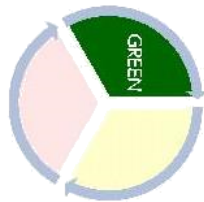
Effective Interest Rate: 2.65%

Benchmark:
RBA Cash Rate (currently 2.00%) + 0.50% = 2.50%



Investment Profile		
Maturity	Total Amount	Average Rate
Cash on hand	\$ 125,775	0.00%
At call	\$ 3,344,511	1.78%
30 - 60 days	\$ 3,500,000	2.70%
61 - 90 days	\$ 8,834,737	2.75%
90 - 120 days	\$ 6,000,000	3.00%
120+ days	\$ -	0.00%
Total	\$ 21,805,023	2.65%

Loan Profile		
Maturity Date	Rate	Loan Balance YTD
15-Jun-21	4.84%	\$ 1,004,286
15-Jun-22	6.76%	\$ 884,409
15-Jun-24	3.49%	\$ 301,051
15-Jun-25	4.78%	\$ 509,747
15-Jun-27	4.75%	\$ 289,696
30-Jun-22	5.01%	\$ 3,825,168
Total		\$ 6,814,357



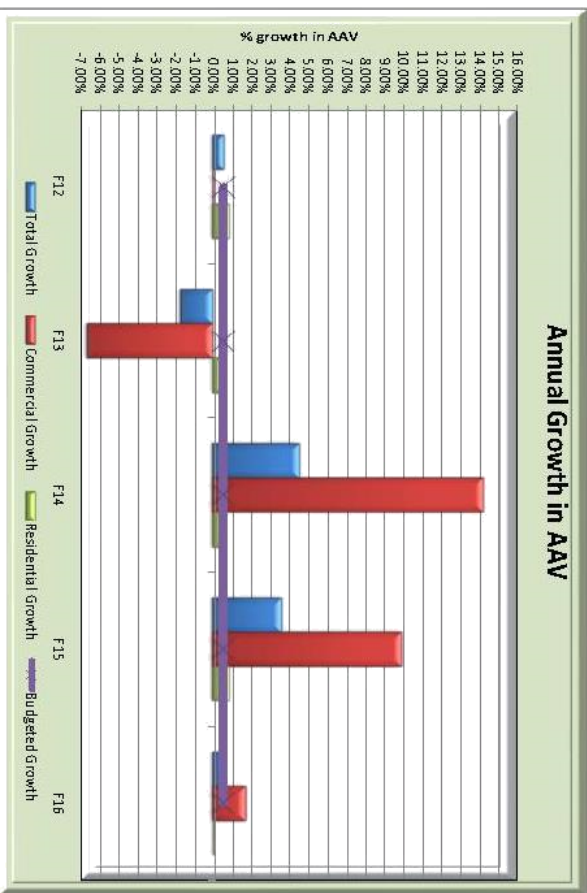
Interest Expense – Graph 21

Total interest expense (accrued and paid) compared to budget

Responsible: Director Community Economic Development and Business

	\$'000
- Actual YTD	\$ 185
- Budget YTD	\$ 200
Variance	\$ 15

Comment: Total loan repayments due during year ending 2015/16 is \$1,145.



Annual Growth in AAV – Graph 22

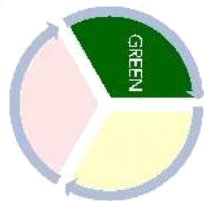
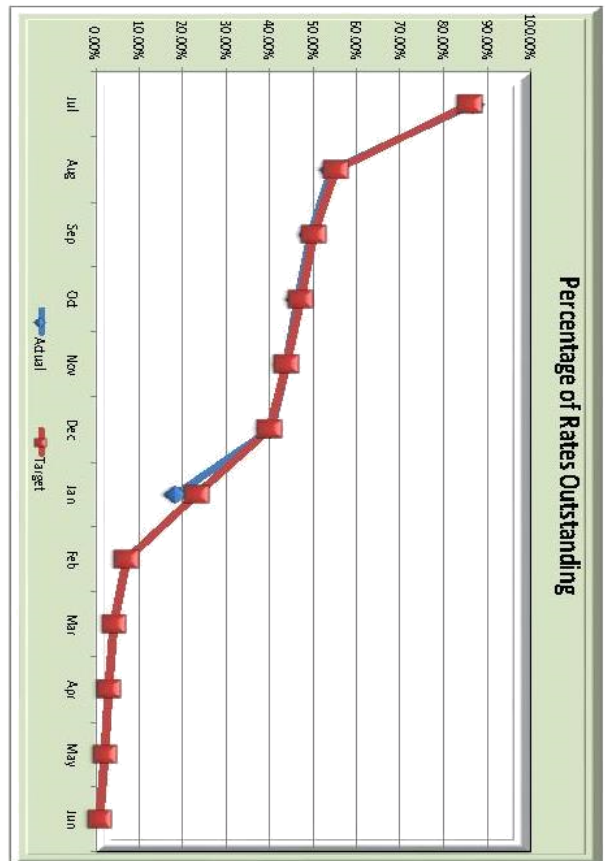
A comparison of the annual growth in the Assessed Annual Value (AAV) for Commercial, Residential and Overall Total.

Responsible: Director Community Economic Development and Business

AAV growth 2015/16 on July 1st 2015 Base

- Commercial 1.75% (being 91% of the total AAV growth)
- Residential 0.08% (being 9% of the total AAV growth)
- Total AAV growth 0.62%

Target 0.50% AAV growth compared to previous year



Percentage of Invoiced Rates Outstanding – Graph 23

Shows the percentage amount of invoiced rates not paid.

Responsible: Director Community Economic Development and Business

- Actual 31 Jan 2016: 18.50%
- Target 31 Jan 2016: 23.00%
- Variance: 0.17%

Total outstanding 31 Jan 2016: \$6,390 \$'000

Arrears as at	this month	last month	Movement
2015:	\$132	\$153	\$21
2014:	\$37	\$42	\$5
2013:	\$12	\$13	\$1
2012:	\$1	\$1	\$0
2011 +:	\$3	\$3	\$0
TOTAL	\$185	\$212	\$27

Accounts Receivable (AR) – Graph 24

A monthly summary of the level of money owing to council for non rate income.

Responsible: Director Community Economic Development and Business

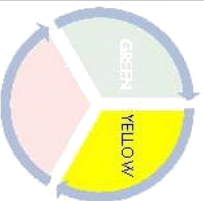
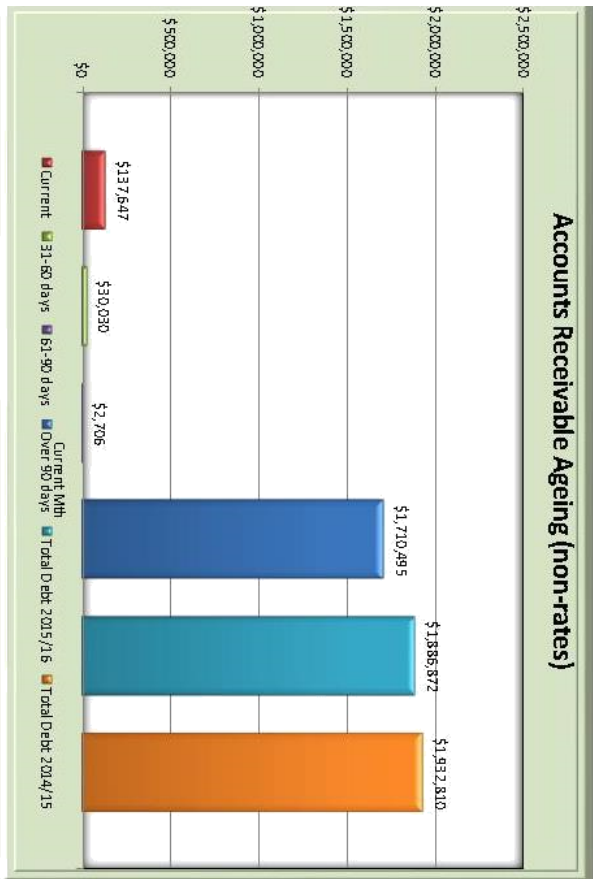
- Total 31 Jan 2016: \$1,876 \$'000
- % of AR 61 days & over: 90.9 %

Target <25% of AR 61 days and over (excluding property debts)

Comment:

Major component is \$1.6M contractor debt relating to Derwent Park Re-use scheme in the process of being written off. Other debts are being managed in accord with policy.

77

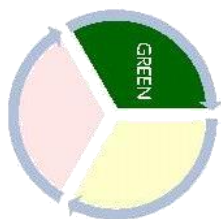
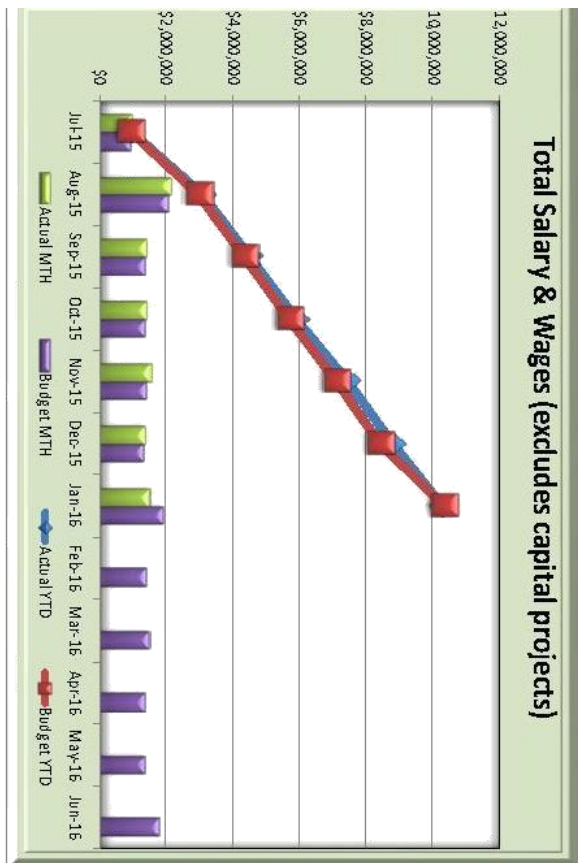




Glenorchy City Council

HR and OH & S Corporate Performance Indicators

January 2016

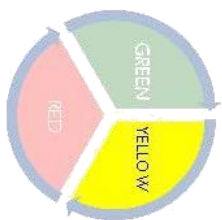
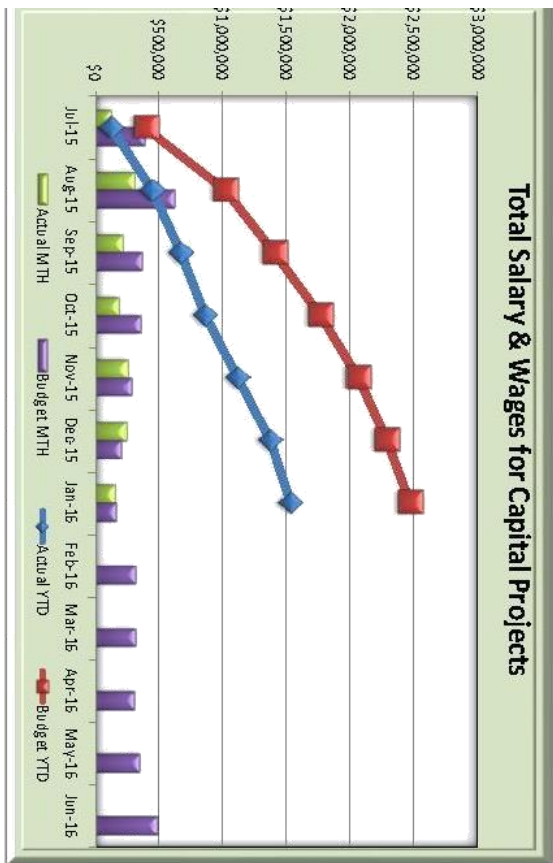


Salaries & Wages including on-costs – Operational (excludes capital projects) – Graph 25

Total operational salary costs compared to budget

Responsible: *Executive Leadership Team*

- Actual YTD	\$10,280
- Budget YTD	\$10,307
Under Budget	\$ 26

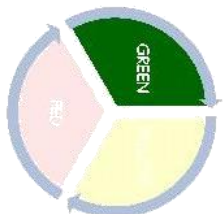
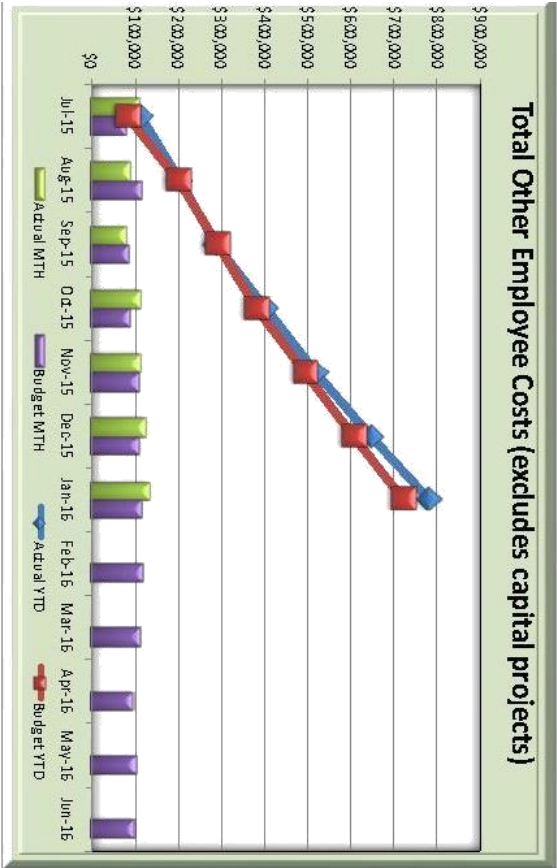


Salaries & Wages including on-costs – Capital Projects – Graph 26

Total salary costs for capital projects compared to budget

Responsible: *Executive Leadership Team*

- Actual YTD	\$1,540
- Budget YTD	\$2,472
Under Budget	\$ 932

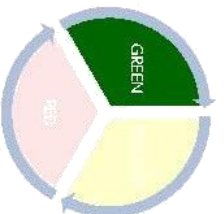
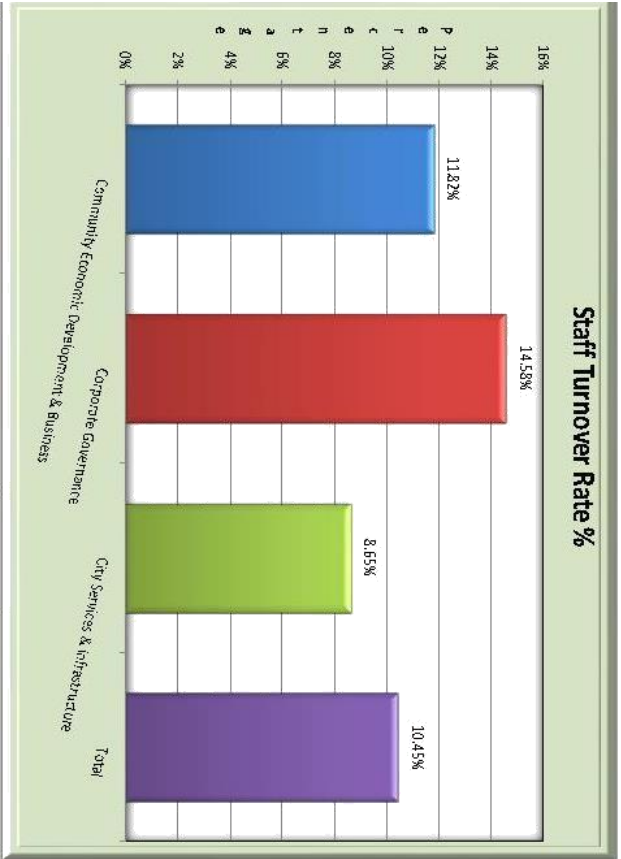


Other Employment Costs – Operational (excludes capital projects) – Graph 27

Total operational other employment costs compared to budget (i.e. relief/casuals, overtime, medical expenses, FBT etc).

Responsible: Executive Leadership Team

-	Actual YTD	\$ 780
-	Budget YTD	\$ 723
	Over Budget	\$ 57



Permanent Staff Turnover Rate – Graph 28

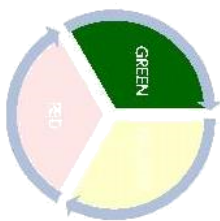
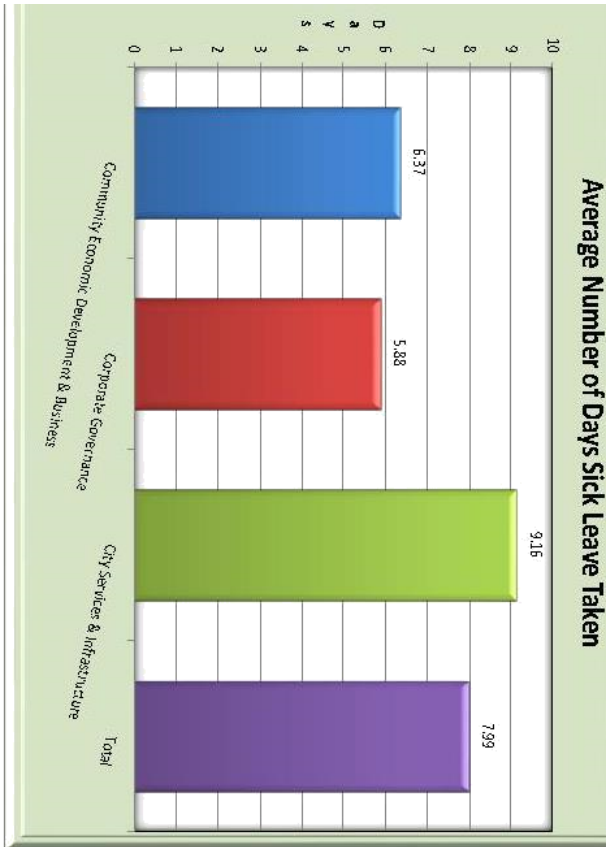
Total staff turnover is the total number of terminations over the last twelve months divided by the number of staff As at the last day of the month. This ratio represents the percentage of our total workforce who leave the council.

Responsible: Executive Leadership Team

Rolling 12 month av. turnover rate calculations used

Rolling 12 month turnover rate	2015	2014
	10.45%	11.20%

Benchmark: LGAT All Tasmanian Councils Group Average (2007/08) recorded: 15.20%



Average Number of Days Sick Leave Taken – Graph 29

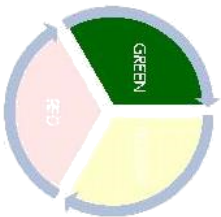
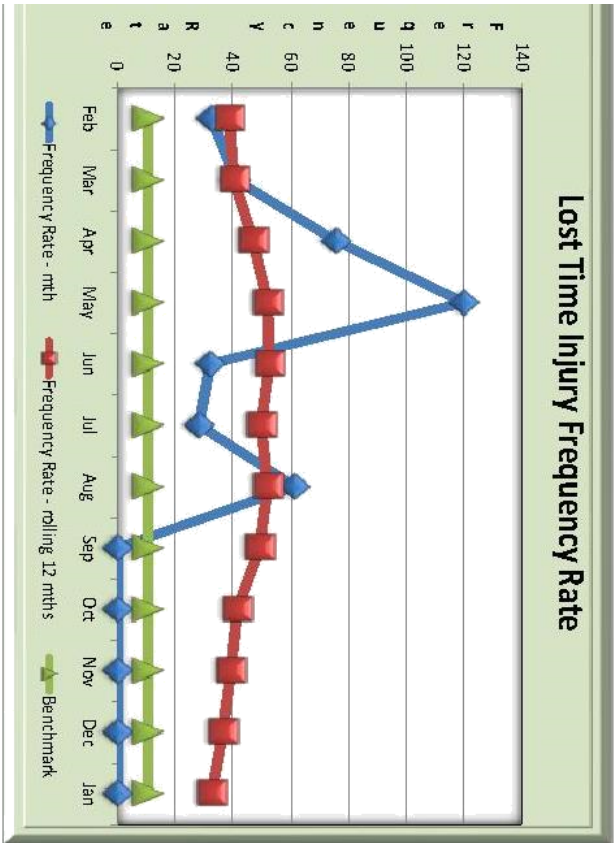
For each department Total number of days sick taken divided by number of staff for previous 12 months. This ratio represents the number of sick days taken per person on average.

Responsible: *Executive Leadership Team*

- Total average sick leave days taken last 12 months:

Last 12 mths: 7.99 Days
Prev. 12 mths: 7.01 Days

Benchmark: LGAT All Tasmanian Councils Group
Average (2007/08) recorded: 6.80 days



Lost Time Injury Frequency Rate - Graph 30

The Lost Time Injury Frequency Rate is the number of lost time claims per one million hours worked for permanent, casual and overtime staff.

Responsible: *Executive Leadership Team*

- Claims per 1 million hours worked:
 - Rolling 12 month average 32.56
 - Current month 0.

Benchmark: Work Cover Tasmania All Industries
(2010/11) recorded: 10.80 claims.

31/01/2016

<i>Total Over/(Under) Spend Comments</i>	
Roads Capital - Under Budget \$1,070	
Primarily under budget due to:	
11916 - Gepp Pde \$395 - project delayed. Works now commenced.	
11850 - Sinclair Avenue \$287 - delayed. Works to commence March.	
11741 - Leonard Avenue \$220 - costs included in 11740 - Works completed	
11922 - Wattle Avenue \$168 - Works just commenced	
11738 - Lawson Street \$163 - Works completed	
Property Capital - Under Budget \$1,750	
Primarily under budget due to:	
12005 - Public Space Revitalisation \$500 - project now deferred	
3031 - KGV Redevelopment \$485 - project delayed	
11797 - KGV toilet \$215 - project delayed	
11616 - DEC box Office \$162 spending deferred to other DEC priorities	
Stormwater Capital - Under Budget \$395	
Primarily under budget due to:	
300* - Derwent Park Reuse Scheme \$316 - project delayed against budget timeline	
11778 - Redfern Place \$82 - costs included in 11745 (roads project)	
11963 - Pekurn Crescent \$73 - delayed, tender assessment by end February	
Other Capital - Under Budget \$136	
Primarily under budget due to:	
Vehicle Purchases \$62 - delays with purchasing	

Project Number	Description	Budget Approved	Comments
3591	GASP Pavilion Glazing	\$18,061	Approved IMG 20/8/15
3602	Glenorchy Pool Flue and Burner	\$9,085	Approved IMG 15/10/15
Total		\$27,146	

Project Number	Description	Estimated Full Cost of Project	Comments
3587	DEC oven replacement	47,507	Funded by deferring 11616 (see above)
3595	DEC Heat Pump (Board Room)	4,497	Funded by deferring 11616 (see above)
	Total	52,004	

Project Number	Description	Annual Budget	Comments
	Total	0	

Title	ROADSIDE DIRECTIONAL SIGNS
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services & Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	3.1.3 Deliver services that create sustainable and liveable built environments.
ECM	[Location of policy within Enterprise Content Management system]

PURPOSE

This policy provides clarity and consistency when assessing external applications for the installation of roadside information signs and to ensure consistency with the 'Tasmanian Roadside Signs Manual'.

SCOPE

This policy applies to:

- Requests from community organisations, churches, schools, etc. requesting the erection of directional signs.

STATUTORY REQUIREMENTS

Acts	Not applicable
Regulations	Not applicable
Australian/International Standards	• Australian Standard AS1742.6 <i>Manual of Uniform Traffic Control Devices Part 6: Service and Tourist Signs for Motorists</i> • Department of State Growth's 'Tasmanian Roadside Signs Manual'

DEFINITIONS

Roadside Directional Sign	The generic name for signs directing to commercial tourism facilities or natural, cultural or historic features.
Community Facility	A feature not necessarily related to travel, but which may be sought by significant number of strangers to a district.

POLICY FOR INSTALLATION OF ROADSIDE DIRECTIONAL SIGNS

1. Roadside service information directional signs are only permitted to be erected to the following:
 - Recreational facilities (e.g. swimming pools, sports grounds and golf courses);
 - Public facilities (e.g. hospital, police/fire station, public library, municipal offices, waste disposal sites and education institutions); and
 - Community facilities (e.g. churches, religious institutions and major shopping centre precincts).
2. Enquiries or applications for Tourism directional signs must be directed to the Tourism Signs Consultant, Department of State Growth, for initial assessment/approval prior to making application to Council. Subsequent applications to Council will be assessed based on advice from the Department of State Growth.

3. Written applications for the erection of all roadside directional signs are to be made to Council and written Council approval is to be obtained, prior to erecting the sign.
4. Roadside directional signs, subject to approval from Council, will be erected by Council, at the applicant's cost.
5. The size and type of sign shall be as determined by Council and will be in accordance with Australian Standard AS 1742.
6. The cost of providing and maintaining the sign shall be met by the applicant/owner/operator.

BACKGROUND

Council occasionally receives requests from community organisations, churches, schools, etc. requesting the erection of directional signs. As a general rule, if approved, Council will install the signs (which must be provided by the applicant) onto existing street furniture as near as practical to the requested location.

Where a new pole or similar mounting arrangement is required, this shall be at the applicant's cost.

The Department of State Growth has developed the 'Tasmanian Roadside Signs Manual' which provides guidance for local government authorities in achieving consistency in road side signage. The Manual contains information associated with all types of roadside signs including traffic control signs, guide signs, service information signs and tourism information signs.

Title	Street Lighting Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services & Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	3.1.3 Deliver services that create sustainable and liveable built environments.
ECM	[Location of policy within Enterprise Content Management system]

PURPOSE

This policy sets minimum lighting standards for the Glenorchy City municipality, based on the Australian Standard for Lighting of Roads and Public Spaces.

SCOPE

This policy applies to:

- The lighting of roads, footpaths, car parks and outdoor public spaces.

STATUTORY REQUIREMENTS

Acts	• <i>Local Government (Highways) Act 1982</i> – Sections 32 & 33
Regulations	• Not Applicable
Australian/International Standards	• AS/NZS 1158. 2005 Lighting for Roads and Public Spaces

DEFINITIONS

Lighting categories	Defined in AS/NZS 1158.0.2005: • <i>Category V</i> lighting is applicable to roads on which the visual requirements of motorists are dominant, e.g. traffic routes. Subcategories range from V1 to V5. • <i>Category P</i> lighting is applicable to roads on which the visual requirements of pedestrians are dominant, e.g. local roads and to local area traffic management devices (LATMS) installed on such roads. Also lighting which is applicable to outdoor public areas, other than roads, where the visual requirements of pedestrians are dominant, e.g. outdoor shopping precincts. Subcategories range from P1 to P12.
Local area traffic management devices (LATMS)	Devices installed on the carriageway as part of a local area traffic management scheme. They are typically used to control specific traffic movements, (e.g. roundabouts, speed humps) and to deter traffic, (e.g. slow points). These may consist of raised or surface painted sections or a combination of the two.
Carriageway	That portion of the road devoted particularly to the use of vehicles, inclusive of shoulders and auxiliary lanes.
Luminaire	Apparatus which distributes, filters or transforms the light transmitted from one or more lamps and which includes, except for the lamps themselves, all the parts necessary for fixing and protecting the lamps and, where necessary, circuit auxiliaries together with the means for connecting them to the electrical supply.

MINIMUM APPLICABLE LIGHTING STANDARDS

1. For CBD areas with high traffic volumes (for example, greater than 10,000 vehicles per day) and with high night time pedestrian movements, the design lighting category will be minimum P1 for footpaths and V1 for vehicular carriageways.
2. For urban arterial roads and high night use major collectors the minimum design lighting category will be as follows:
 - a. A lighting standard of P3 across footpaths on both sides of the road for areas with high night time pedestrian movements.
 - b. A lighting standard of P3 across one footpath for all other areas.
3. For other urban roads and footpaths the minimum design lighting category will be P4, with the exception of replacement of existing luminaires on existing electrical distribution poles, in which case the minimum design lighting category will be P5.
4. For rural roads appropriate lights will only be placed at strategic locations such as intersections, bus stops, telephone boxes and shops.
5. For lighting in major night use car parks the minimum design lighting category will be P11 and P12 for parking spaces for people with a disability. Major car parks are those identified as having frequent night time movements.
6. For major facilities with mixed pedestrian and vehicle movement, such as the Tolosa Street Bus Station the minimum design lighting category will be P6.
7. Lighting for night time use cycle paths will have a minimum design lighting category of P4.
8. Right of ways will only be considered for lighting on request from the community or if there is a significant safety issue associated with poor lighting.
9. Footpaths identified as having frequent night time movements of vulnerable individuals or groups are to have a minimum design lighting category of P3.
10. Lighting around major entertainment venues such as the Cinema Complex or the Derwent Entertainment Centre should have a minimum design lighting category lighting standard of P6.
11. Lighting in the immediate vicinity of night time sporting venues should have a minimum lighting standard of P3.
12. Council shall encourage the use of high standard lighting presentation by private businesses and property owners.

BACKGROUND

The objective of providing road lighting is to provide a lighted environment that is conducive to the safe and comfortable movement of vehicular and pedestrian traffic at night and the discouragement of illegal acts, while protecting the integrity of the night time environment through control of light spill and glare. Lighting may also be used to enhance the prestige and amenity of a location but should be designed to minimise any obtrusive effects.

The principles of street lighting in Australia and detailed design criteria are set out in AS/NZS 1158. 2005 *Lighting for Roads and Public Spaces*. However the Road Authority should set the appropriate design lighting category, based on advice contained in the Standard. This policy defines minimum design lighting categories for Glenorchy City municipality.

Title	Traffic Management Plans
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services & Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	3.1.3 Deliver services that create sustainable and liveable built environments.
ECM	[Location of policy within Enterprise Content Management system]

PURPOSE

This policy provides clarity and consistency when developing, assessing and/or implementing Traffic Management Plans and reinforces compliance with the Australian Standard and the relevant guidelines.

SCOPE

This policy applies to:

- All traffic management plans developed by Council staff and/or external parties.

STATUTORY REQUIREMENTS

Acts	• <i>Traffic Act 1925</i> • <i>Roads and Jetties Act 1935</i> • <i>Local Government Highways Act 1982</i>
Regulations	• <i>Road Rules 2009</i>
Australian/International Standards	• Australian Standard <i>AS1742.3 Manual of uniform traffic control devices Part 3: Traffic control for works on roads</i> • Department of State Growth's <i>Traffic Control for Works on Roads - Tasmanian Guide 2011</i>

DEFINITIONS

Traffic Management Plan (TMP)	A document or diagram showing signs and devices arranged to warn traffic and guide it around, past or, if necessary through a work site or temporary hazard.
Risk Assessment (RA)	The process of analysing the risks associated with hazards and evaluating them to determine steps for risk control and priorities.

POLICY STATEMENT

1. The following types of work on or adjacent to a road require the preparation of TMP as a treatment to reduce the risk of injury to workers and the public:
 - a. Road construction works (long term/short term);
 - b. Any works undertaken by external organisations on Council's roads; and/or
 - c. Temporary road closures and temporary partial road closures.

In terms of Special Events requiring alteration to normal traffic conditions, a Risk Assessment (RA) must be conducted to identify whether a TMP is required.

2. The required TMP must be provided in compliance with the requirements of *Traffic Control for Works on Roads - Tasmanian Guide 2011* and must be installed in accordance with the relevant Australian Standard – AS1742.3, *Manual of uniform traffic control devices, Part 3: Traffic control for works on roads*.
3. TMPs must be prepared by a person who has satisfactorily completed the Australian Qualifications Framework Resources and Infrastructure Industry (AQFRII) training package unit RIICWD503A – ‘Prepare Work Zone Traffic Management Plan’ or equivalent.
4. Where a TMP requires acceptance from Council, the Council reviewer must have satisfactorily completed the AQFRII training package unit RIICWD503A – ‘Prepare Work Zone Traffic Management Plan’ or equivalent.
5. Persons undertaking traffic management activities in the road reserve must have satisfactorily completed the AQFRII training package unit RIIOHS302A – ‘Implement Traffic Management Plan’ or equivalent.
6. In addition to the above qualification, where manual traffic control is required it must be performed by those who have also satisfactorily completed the AQFRII training package unit RIIOHS205A – ‘Control Traffic with a Stop/Slow Bat’ or equivalent.
7. Persons involved in development, review and implementation of TMPs must complete refresher training at three year intervals to maintain accreditation and keep up with ongoing changes to standards and legislation.
8. Project title, name and title of the designer, designer’s accreditation number and date of expiry of accreditation, date of design and the implementation timeframe must be included in the TMP’s legend.
9. Daily traffic management records must be prepared during the implementation of the TMP and must be kept as part of the works documentation for future reference.

BACKGROUND

Any type of works on or adjacent to a road must provide a safe workplace for workers and road users. To achieve this, traffic control at work sites is provided to maintain a safe workplace for workers and to safely guide road users through work sites. It is essential for safety that traffic control at work sites is maintained to an effective standard.

The State Government Department of State Growth has prepared a document *Traffic Control for Works on Roads - Tasmanian Guide 2011* that outlines the current requirements for traffic control on roads in Tasmania.

Based on the Guide, "Traffic control at work sites in Tasmania must be installed in accordance with the relevant Australian Standard - AS1742.3, *Manual of uniform traffic control devices, Part 3: Traffic control for works on roads*".

In terms of traffic control at work sites, a Traffic Management Plan (TMP) is usually developed to show the arrangement of signs and devices required to warn traffic and guide road users around, past or, if necessary through a work site or temporary hazard. In all cases the TMP should be prepared, approved and implemented by appropriately qualified persons.

Outstanding Actions List - Open Council Meeting

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
9/06/2015	13.3	Notice of Motion Alderman M. Stevenson	That a brief Projects and major operational items summary be provided at each Council meeting.	Corporate Governance	GMJ presented comprehensive project update to Council at its 29 February 2016 Council Workshop. Council recommendations to management with respect to reporting framework remains outstanding.	29 Feb 16
3/08/2015	8	Community Garden - Kenbrae Avenue and Pitscairn Street	That Council acknowledges that the Legal and Property Department will negotiate a lease under section 179 of the Local Government Act with the Glenorchy Precinct Group for the portion of land between Kenbrae Avenue and Pitscairn Street on either side of the footpath to develop a community garden for the benefit of our community.	Corporate Governance	Council Officers have met 4 times in the past 4 months with a Precinct Working Group to develop the Community Garden proposal. The group has discussed management and operation of the space, stages to the development, local community consultation and placement of physical features e.g.: shedding. Specifically trained Council staff completed a CPED review in early December and this was presented to the Working Party on 7 Dec 2015 for consideration. Council staff and The Greater Glenorchy Community Precinct now await an agreed layout plan and management / operation documentation from the working party to be able to progress with the project to the community consultation phase.	end-Mar-16
3/08/2015	15.1	Notice of Motion - Alderman D. Pearce	That Council re-examines its consultation processes and methods.	Community, Economic Development & Business	This is an action in the Glenorchy City Council Annual Plan 2015/16 to 2018/19 which was adopted by Council on 1 June 2015: 1.1.3.01 Utilise the community engagement process implemented for the new Community Plan to review Council's community engagement process including the operation of Precinct Committees and new methods such as social media. Review Council's community engagement strategy and develop a community engagement manual. The target date for completion of the Action is 30 June 2016.	30-Jun-16
3/08/2015	15.2	Notice of Motion - Alderman J. Branch-Allen	1. Glenorchy City Council plan to facilitate a community forum in 2016 to talk about community food security. 2. We invite Professor David Adams (leader in this area) to talk at the forum.	Community, Economic Development & Business	Resources to be allocated as part of 2016/17 to 2019/20 Annual Plan development. Subject to budgetary consideration.	31-Dec-16
10/06/2014	22.3	Notice of Motion - Alderman C. Lucas - 2 Car Parking Strategy	Council provide a report on current Car parking strategy in the City commercial precincts including: 1. The present parking strategy for the future of the city, and any proposed changes. 2. Details Cash In Lieu payments in Commercial areas, Glenorchy precinct, Moonah and Claremont - including total fees collected and numbers of spaces-in-lieu by Year since the year 2000. 3. Any feedback received from developers. 4. How application of this policy and fee levels relate to the Regional Planning scheme. 5. A schedule of fee rates for all Southern councils.	City Services & Infrastructure	Parking Strategy Working Group has been re-established. The Terms of Reference have been endorsed by Council. There has been one meeting so far.	31-Dec-16
29/09/2014	18	Notice of Motion 2 - Alderman J. Branch-Allen Pop up Activities in Glenorchy Municipality	1. The General Manager looks at the Frankston Space Innovations model at Frankston City Council and brings a report back to Council within three months advising if there are possibilities to do a similar project or a specific designed project based on the principles of Frankston City Council for Moonah. 2. That costing of such a project accompanies the report.	Community, Economic Development & Business	Further contact to be made with Frankston Council to update previous research. Officer's report to be drafted for April 2016 Council meeting.	31-Dec-16

Actions List

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
13/10/2014	7.1	Notice of Motion 7 - Alderman M. Stevenson Develop an 'expression of interest' process	That Council develop an 'expression of interest' process that could be implemented to help find a naming rights sponsor for the Derwent Entertainment Centre and other Council facilities.	Community, Economic Development & Business	EOI process to be developed in conjunction with Manager Legal & Property. To be implemented, in respect of the DEC, as an action item in the DEC Business Plan. Initially to be pursued as longer naming rights until the DEC brand consolidates.	Dec 2016
1/09/2014	13.4	Question on Notice - Alderman K. Johnston (Relates to Notice of Motion - Alderman K. Johnston - CCTV Evaluation (12 February 2013))	That a report be prepared by the Director Community, Economic Development & Business following consultation with Tasmania Police with respect to the Closed Circuit TV system. That the CCTV system be evaluated every six months and a report produced with a range of identified KPIs. That Council as a priority develop and adopt CCTV system operating procedures and protocols. (refer to Question On Notice for specific details)	Community, Economic Development & Business	Letter signed by GM dated 24/02/2015 sent to Tasmania Police seeking KPI data.	On-going
31/08/2015	10	Community and Multi-Cultural feasibility Study Election Commitment Grant Deed	a) Council call for expressions of interest in developing a feasibility plan to meet the needs of the community for a Multi-Cultural Centre/ Community Spaces Plan. b) Confirm with the Department of Premier and Cabinet that the proposed grant timelines are acceptable - expenditure within the 2015/16 financial year.	Community, Economic Development & Business	Consultation with Aldermen to commence over next fortnight. Consultant is currently speaking with specific community groups.	June 2016
26/10/2015	17	Audio Recording of Meetings of Council	That Council APPROVE for the General Manager to negotiate and enter into an agreement with the preferred EOI applicant a suitable audio recording solution for Council.	Corporate Governance	Service provider demonstrated proposed options (wired and wireless) at 7 March 2016 Council Workshop. Service provider will set up systems in Hobart premises and will invite interested Aldermen to test functionality (expect availability by week beginning 14 March 2016)	30-Apr-16
23/11/2015	9	Notice of Motion - Proposing the replacement of all speed limit signs and 'No Stopping' signs with pavement marking and the change of road markings from white to yellow.	(c) That Council ENDORSES a database associated with all traffic signs and road markings within Glenorchy municipality be developed. (d) That Council ENDORSES a review of existing speed limit signs within the Glenorchy municipality so that the number of speed limit signs is minimised following the development of the proposed street sign database. (e) That Council ENDORSES a procedure for the 'No Stopping' restrictions be developed to determine where to use signage and/or line marking in terms of full-time 'No Stopping' parking restrictions with the consideration of minimising installation and maintenance costs. (f) That Council ENDORSES that the existing 'No Stopping' signs also be reviewed subsequent to the development of the proposed database. (g) That Council ENDORSES a long term plan for line marking maintenance to be developed subsequent to the development of the proposed database.	City Services & Infrastructure	Transport Engineer has commenced work on the development of the traffic signs and line marking database.	30-Dec-16
23/11/2015	10	Bushfire Management	2. That Council APPROVES the implementation of an improved, on-going bushfire management program (stages 1-3) to meet statutory responsibilities that is expected to cost, on average, \$343,000 per year over the first 10 years and thereafter have an on-going cost of \$273,000. 3. That Council APPROVES a budget variation of \$45,000 for the 15/16 financial year to commence stage 1 of the bushfire management program for policy and strategy development.	City Services & Infrastructure	2. Council Policy, Strategy and Bushfire Management Plan to be developed by new position holder. 3. New Position Description has been developed for approval and advertising.	2. 30 Dec 2016 3. Expect position to be advertised in March 2016.
21/12/2015	9	Main Road Transit (Public Transport) Corridor, Bus Priority and Bus Stop Optimisation Measures	3. Requires a further report be provided to Council on completion of detailed design and prior to the implementation of bus priority measures at the intersection of Main Road and Derwent Park Road/Springfield Avenue	City Services & Infrastructure	Officers from the Department of State Growth have been made aware of the resolution and will provide Council with detailed design drawings for further review before final approval is agreed.	Subject to progressing by State Growth.

Attachment 1

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
25/01/2016	9	Development Opportunities along the Potential Public Transit Corridor	That Council (b) subject to the matched support of Hobart City Council: (i) INITIATE a Public Transit Corridor Urban Utilisation and Economic Benefit project for the current rail corridor, based on that Project Proposal, in partnership with Hobart City Council; (ii) EXCHANGE Memoranda of Agreement to proceed with the project on terms and conditions agreed by the General Managers of the respective Councils; (iii) PREPARE a brief requesting expressions of interest from suitably qualified and experienced public transport and urban development consultants demonstrating their capacity to fully develop a report and recommendations satisfying the combined requirements of the two Councils. (iv) AGREE to requesting submissions from consultants that have demonstrated through their expressions of interest submissions that they have the capacity to provide a report capable of satisfying the requirements of the brief. (v) ALLOCATE up to \$75,000 as Glenorchy City Council's contribution to the cost of engaging a consultant, subject to Hobart City Council agreeing to allocate \$75,000 with the total fee for the consultancy not exceeding \$150,000.	Community, Economic Development & Business	At the time of writing, Council awaits advice of HCC decision on 9 Feb 2016 to match GCC resolution. As at the 9 Feb 2016 Working Group meeting, the HCC Governance Committee had recommended support subject to extending the scope of the project from CBD to North Hobart. HCC and GCC have agreed to contribute to a shared consultancy and are working on draft report. The Working Group met on 17 February and 4 March 2016.	30-Jun-16
25/01/2016	10	Keep Australia Beautiful Eco-School Program Registration Request	That council (a) PROVIDE a budget allocation of \$100 per year per school in the Glenorchy City Municipality that applies for the registration fee to take part in the Keep Australia Beautiful Eco School program. (b) AUTHORISE the General Manager to approve this payment on receipt of invoice.	City Services & Infrastructure	Letter has been sent from Mayors office to all the schools in the Glenorchy City Council's municipality. Budgets allocation was an internal matter and has been sorted in the Waste Program budget. As all schools have been sent individual letters there will not be a Gazette promotion. Plans in the future to advertise Waste Management education activities. This item is now COMPLETED.	Completed
25/01/2016	11	Actions List - Update Report	Corporate Performance Reporting • Management to provide a Framework at February workshop. • Clarification as to reporting requirements of the Council.	Community, Economic Development & Business/Corporate Governance	Survey Monkey questionnaire to be finalised to Aldermen by 15 Feb 2016 to clarify guidance to officers. Survey results to inform forthcoming follow up Council workshop.	11-Apr-16
25/01/2016	16	Corporate Performance Indicators - December 2015	Management advice: i) About the water sales being 'under budget' (refer to page 142 of report) ii) Capital Budget and stormwater project re savings we are making iii) About 2.5% "unbudgeted" salary increase clarification	Corporate Governance / Community, Economic Development & Business	i) The email will be sent to the Aldermen the week ending 12 February 2016 ii) The email will be sent to the Aldermen the week ending 12 February 2016 iii) The answer has been provided by e-mail on 9 Feb 2016. This item is now COMPLETED.	Completed
25/01/2016	19.1	Notice of Motion - Alderman M. Stevenson	That Council investigates its jurisdiction to ban smoking along the Intercity Cycleway and; Returns a report to Council advising if it does have jurisdiction to do so, and; If possible, provide an appropriate schedule for implementing such a ban, and Council to consult with HCC e.g. Salamanca market's compliance.	City Services & Infrastructure	A report is being prepared for a future Council meeting.	30-Jun-16
15/02/2016	10	GSV Skate Park	That Council RECEIVES and notes the update on the relocation and construction of the Skate Park and that there be extended community consultation about the location of the Skate Park and further report come back to Council, giving consideration to Council's strategic plan and projects, before the final location is determined by Council.	Corporate Governance	Internal meeting being held on 7 March 2016 to consider options for public and community consultation. Options include a public notice inviting comments and submissions on the proposed site and design.	30-May-16
15/02/2016	14	GCC Comments on Building Bill 2015	Council APPROVES the attached 'GCC detailed response - Building Bill 2015' to be forwarded to the Department of Justice as the Council endorsed comments on the proposed draft Building Bill 2015.	City Services & Infrastructure	Council endorsed response has been forwarded to the Department of Justice. This item is now COMPLETED.	Completed