



## **Bunbury RoadWise Committee**

### **Minutes**

**Monday 10 July 2017**

#### **Committee Terms of Reference**

The Bunbury RoadWise Committee is to make recommendations to Council based on the following Terms of Reference:

To plan, develop, implement and evaluate road safety programs and initiatives within the City of Bunbury

- Improve road safety; within the City of Bunbury
- Raise community awareness of road safety issues and initiatives with the City of Bunbury
- Facilitate community planning, development and implementation of road safety programs and promotions
- Develop and deliver programs and initiatives which target groups and issues identified in the State Road Safety Strategy.

<u>Item No</u>	<u>Subject</u>	<u>Page No</u>
<b><u>1.</u></b>	<b><u>Declaration of Opening .....</u></b>	<b><u>1</u></b>
<b><u>2.</u></b>	<b><u>Disclaimer .....</u></b>	<b><u>1</u></b>
<b><u>3.</u></b>	<b><u>Announcements from the Presiding Member .....</u></b>	<b><u>1</u></b>
<b><u>4.</u></b>	<b><u>Attendances.....</u></b>	<b><u>1</u></b>
4.2	Approved Leave of Absence .....	2
<b><u>5.</u></b>	<b><u>Declaration of Interest .....</u></b>	<b><u>2</u></b>
<b><u>6.</u></b>	<b><u>Confirmation of minutes .....</u></b>	<b><u>2</u></b>
<b><u>7.</u></b>	<b><u>Petitions, Presentations and Correspondence .....</u></b>	<b><u>2</u></b>
7.1	Petitions.....	2
7.2	Presentations .....	2
7.3	Correspondence .....	2
<b><u>8.</u></b>	<b><u>Reports .....</u></b>	<b><u>3</u></b>
8.1	Bunbury RoadWise Committee Strategic Action Plan 2017 .....	3
8.2	Upgrade of RoadWise Signage Forrest Highway.....	6
8.3	Report of Local Traffic counts – City Of Bunbury .....	8
<b><u>9.</u></b>	<b><u>Questions from Members .....</u></b>	<b><u>10</u></b>
9.1	Questions from Members taken on Notice .....	10
9.2	Questions from Members.....	10
<b><u>10.</u></b>	<b><u>Urgent Business .....</u></b>	<b><u>10</u></b>
<b><u>11.</u></b>	<b><u>Date of Next Meeting.....</u></b>	<b><u>10</u></b>
<b><u>12.</u></b>	<b><u>Close of Meeting .....</u></b>	<b><u>10</u></b>

## Bunbury RoadWise Committee Minutes

Monday 10 July 2017

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

### 1. Declaration of Opening

The Chairperson, Cr Betty McCleary, declared the meeting open at 10:00am.

### 2. Disclaimer

Not applicable to this committee.

### 3. Announcements from the Presiding Member

Nil

### 4. Attendances

*Committee Members:*

Member Name	Representing
Karen Steele	City of Bunbury Councillor
Cr Betty McCleary	City of Bunbury Councillor
Road Safety Advisor	Nicola Smith
Lisa Gartrell	SDERA
Peter Stewart	DFES
Fiona Sargent	MRWA
Brad Brooksby	Community Member
Sgt Craig Clarke	WA Police
Peter Westgate	Department of Transport

*Ex-officio Members*

Name	Title
Gavin Harris	Director Works & Services

*Support Staff:*

Name	Title
Amanda Blunsdon	Engineering Technical Officer – Minute Taker

**4.1 Apologies**

Shaun Millen – City of Bunbury  
Lyn Gell – St John Ambulance  
Jacob Azzopardi – RAC

**4.2 Approved Leave of Absence**

Nil

**5. Declaration of Interest**

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member <u>before</u> the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.
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**6. Confirmation of minutes**

Committee Decision:                      Moved Karen Steele                      Seconded Peter Stewart

The Minutes of the Bunbury RoadWise Committee Meeting held on 10 April 2016, are confirmed as a true and accurate record.

Carried  
9 votes ‘for’/ Nil votes ‘against’

**7. Petitions, Presentations and Correspondence**

**7.1 Petitions**

Nil

**7.2 Presentations**

Bunbury Apex Club – Driver Reviver Program

**7.3 Correspondence**

Nil

## 8. Reports

### 8.1 Bunbury RoadWise Committee Strategic Action Plan 2017

<b>File Ref:</b>	A04616
<b>Applicant/Proponent:</b>	Bunbury RoadWise Committee
<b>Responsible Officer:</b>	Shaun Millen, Manager of Engineering
<b>Executive:</b>	Mr Gavin Harris, Director Works and Services
<b>Attachments:</b>	Bunbury RoadWise Committee Strategic Action Plan 2017

#### Summary

On Wednesday the 31<sup>st</sup> of May the RoadWise Committee undertook a Workshop to update and finalise the Bunbury RoadWise 2017 Strategic Action Plan. The Action Plan will be the Committee's guide for 2017 and the Committee will progress, refine and action each item in accordance with the Action Plan.

#### Executive Recommendation

It is recommended that the 2017 Bunbury RoadWise Committee Action Plan be adopted by Council.

#### Strategic Relevance

Key Priority Area 5      Corporate  
Objective 5.2          Maintain a high standard of corporate governance and improve access to information

#### Background

The RoadWise Program was founded in 1994 and operates with Local Governments and the community to support the implementation of Towards Zero, the road safety strategy for WA 2008-2020. Three levels of coordination (State, Regional and Local) make up the operational framework for road safety in Western Australia. The RoadWise Program is supported by the Road Safety Commission and is funded through the Road Trauma Trust Account; which is made up of the speed and red light camera fines received in WA and the State Road Funds to Local Government Agreement sourced from WA vehicle licensing fees.

The RoadWise Program supports Local Governments, community groups, private businesses and individuals to become involved in the road safety network around the state. Through a team of regional and metropolitan based staff, RoadWise achieves this by supporting local road safety committees, providing access to resources and training, and increasing knowledge, which all contribute to building the capacity of the network to make an effective contribution to improving road safety in Western Australia.

### **Council Policy Compliance**

Not Applicable.

### **Legislative Compliance**

Not Applicable.

### **Officer Comments**

The Action Plan is written under the framework of the State Road Safety Strategy and the principles of the Safe System, the Towards Zero initiative and Shared Responsibility approach to road safety that has been used throughout Australia. Towards Zero Initiative is the State strategy for aiming for zero fatalities from existing statistics.

A Safe System benefits all road users and has four essential elements:

- **Safe Road Use** - this is about fostering a culture that supports alert and compliant road users and improving road user behaviour and enforcement.
- **Safe Road and Roadsides** - provide safer roads by improving the road and the road environment.
- **Safe Speeds** – category aims to improve speed management on roads and foster a community and driving culture that supports lower travel speeds.
- **Safe Vehicles** - aims to improve awareness of vehicle safety features and ANCAP ratings and to encourage purchase of at least four or five star ANCAP rated vehicles.

There are four guiding principles behind the Safe System:

1. *The limits of human performance:* We all make mistakes and we all need to acknowledge the limits of our capabilities.
2. *The physical limits of human tolerance to violent forces:* We are physically vulnerable when involved in a traffic crash.
3. *Shared responsibility:* This means all of us take an individual and shared role in road safety.
4. *A forgiving road system:* so that when crashes do happen, deaths can be avoided and injuries minimised.

### **Analysis of Financial and Budget Implications**

Nil

### **Community Consultation**

Nil.

### **Councillor/Officer Consultation**

Nil.

### **Committee Decision**

**Outcome of Bunbury RoadWise Committee Meeting – 10 July 2017**

The Executive Recommendation (as printed) was moved by Cr Karen Steele and seconded by Brad Brooksby. Cr Betty McCleary put the motion to the vote and was adopted to become the Committee's decision on the matter.

**Committee Decision**

*It is recommended that the 2017 Bunbury RoadWise Committee Action Plan be adopted by Council, with the following amendment:*

*Drink Driving being changed to Drink / Drug Driving.*

Carried

9 votes 'for' / Nil votes 'against'

## 8.2 Upgrade of RoadWise Signage Forrest Highway

<b>File Ref:</b>	A04616
<b>Applicant/Proponent:</b>	Bunbury RoadWise Committee
<b>Responsible Officer:</b>	Shaun Millen, Manager of Engineering
<b>Executive:</b>	Gavin Harris, Director Works and Services
<b>Attachments:</b>	

### Summary

The RoadWise sign located at the City approach along Forrest Highway prior to the Shell Service Station has become faded and damaged and needs to be replaced.

### Executive Recommendation

The Bunbury RoadWise Committee recommends that Council:

1. Approve the replacement of the RoadWise Sign on Forrest Highway, at its existing location.

### Strategic Relevance

Not applicable.

### Background

The sign was originally installed by the Bunbury RoadWise Committee upon its original formation. Main Roads advises that as the sign is to be replaced at its current location that no formal approvals are necessary and the City of Bunbury is able to undertake the works to replace the sign.

### Council Policy Compliance

Not applicable

### Legislative Compliance

Not applicable

### Analysis of Financial and Budget Implications

The materials to replace the sign will be fully funded by WALGA (RoadWise). The installation of the sign would be funded by the City. The installation costs are expected to be in the order of \$300.

### Community Consultation

Nil.

### Councillor/Officer Consultation

Nil.



**Committee Decision**

**Outcome of Bunbury RoadWise Committee Meeting – 10 July 2017**

The Executive Recommendation (as printed) was moved by Cr Karen Steele and seconded by Peter Stewart. Cr Betty McCleary put the motion to the vote and was adopted to become the Committee's decision on the matter.

**Committee Decision**

*The Bunbury RoadWise Committee recommends that Council:*

- 1. Approve the replacement of the RoadWise Sign on Forrest Highway, at its existing location.*

Carried

9 votes 'for' / Nil votes 'against'

### 8.3 Report of Local Traffic counts – City Of Bunbury

<b>File Ref:</b>	A04616
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	Amanda Blunsdon, Engineering Technical Officer
<b>Executive:</b>	Shaun Millen, Manager of Engineering
<b>Attachments:</b>	Traffic Counts – March 2017 – June 2017

#### Summary

A summary of recent traffic counts are attached for the committee's information.

#### Executive Recommendation

That Bunbury RoadWise Committee notes the report.

#### Background

The City of Bunbury positions traffic counters at strategic locations across the city to allow the ongoing analysis of speed and traffic across its local road network.

#### Officer Comments

The traffic count data indicates the 85<sup>th</sup> percentile speed and traffic volumes for the road network. Where excessive speeds are identified and there is no engineering solution available to reduce speeds the resultant information is forwarded to Police for enforcement.

#### Analysis of Financial and Budget Implications

The cost to install and monitor the traffic counters can be accommodated within existing budget allocations.

#### Council Policy Compliance

Not Applicable

#### Officer Comments

This report is for information purposes.

#### Analysis of Financial and Budget Implications

Nil

#### Community Consultation

Nil

**Committee Decision**

**Outcome of Bunbury RoadWise Committee Meeting – 10 July 2017**

The Executive Recommendation (as printed) was moved by Brad Brooksby and seconded by Craig Clarke. Cr Betty McCleary put the motion to the vote and was adopted to become the Committee's decision on the matter.

**Committee Decision**

*The Bunbury RoadWise Committee notes the report*

Carried

9 votes 'for' / Nil votes 'against'

**9. Questions from Members**

**9.1 Questions from Members taken on Notice**  
Nil

**9.2 Questions from Members**  
Nil

**10. Urgent Business**  
Nil

**11. Date of Next Meeting**

Monday 14 August 2017 10:00am to 12:00pm

**12. Close of Meeting**

The Deputy Presiding Member closed the meeting at 10:24am.

**Actions Required after Meeting**

1. Minutes of meeting to be sent to Council for noting.
2. Items to be raised for Council following requests/recommendations/motions by committee.
3. Any other actions required.