



Bunbury RoadWise Committee

Notice of Meeting & Agenda 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

Bunbury RoadWise Committee

Notice of Meeting

Dear Committee Members

The next Ordinary Meeting of the Bunbury RoadWise Committee will be held in the *Ocean Room, City of Bunbury Administration Building, 2-4 Stephen Street, Bunbury on Monday 10 July 2017, commencing at 10:00am.*



Signed:

Gavin Harris

Director, Works and Services

(Date: 04/07/2017)

Agenda

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.

Committee Members:

Organisation	Representative	Present
City of Bunbury Councillor	Cr Betty McCleary	
City of Bunbury Councillor	Cr Karen Steele	
Bunbury Police	Sgt Craig Clarke	
St John Ambulance	Lyn Gell	
SDERA	Lisa Gartrell	
RAC	Jacob Azzopardi	
Department of Fire and Emergency Services	Peter Stewart	
Main Roads WA	Fiona Sargent	
Department of Transport	Peter Westgate	
Community Member	Brad Brooksby	
Road Safety Advisor	Nicola Smith	

Ex-officio Members

Name	Title
Shaun Millen	Manager of Engineering

Support Staff:

Name	Title
Amanda Blunsdon	Engineering Technical Officer – Minute Taker

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1. Declaration of Opening

The Chairperson declared the meeting open at _____.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

4. Attendances

4.1 Apologies

Jacob Azzopardi – RAC

4.2 Approved Leave of Absence

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 _____ Seconded _____

The Minutes of the Bunbury RoadWise Committee Meeting held on 10 April 2017, are confirmed as a true and accurate record.

CARRIED/LOST

7. Petitions, Presentations and Correspondence

7.1 Petitions

Nil

7.2 Presentations

Bunbury Apex Club – Driver Reviver Program

8. Reports

8.1 Bunbury RoadWise Committee Strategic Action Plan 2017

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

Summary

On Wednesday the 31st 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.

8.2 Upgrade of RoadWise Signage Forrest Highway

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

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.

8.3 Report of Local Traffic counts – City Of Bunbury

File Ref:	A04616
Applicant/Proponent:	Internal Report
Author:	Amanda Blunsdon, Engineering Technical Officer
Executive:	Shaun Millen, Manager of Engineering
Attachments:	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 85th 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

9. Questions from Members

9.1 Response to Previous Questions from Members taken on Notice

9.2 Questions from Members

10. New business of an Urgent nature introduced by decision of meeting

11. Date of Next Meeting

Monday 14 August 2017 10 am - 12pm

12. Close of Meeting

The Presiding Member closed the meeting at _____.

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.



Bunbury RoadWise Committee

Action Plan 2017

ROADWISE PROGRAM

The RoadWise Program was founded in 1994 and works 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.

DEFINITIONS

WAPOL	WA Police
ANCAP	Australasian New Car Assessment Program
CoB	City of Bunbury
WALGA	WA Local Government Association
SDERA	School Drug Education and Road Aware
SW YDDP	South West Youth Driver Development Program
RAC	Royal Automobile Club
RCS	Road Safety Commission
Towards Zero	Is the State strategy for aiming for zero fatalities from existing statistics.
Road Users	Drivers, pedestrians, passengers, cyclists and motorcyclists.

BACKGROUND INFORMATION

This 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.

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There are four guiding principles behind the Safe System:

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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.

<http://www.roadwise.asn.au/>

The Bunbury RoadWise Committee will the monitor progress and refine actions at each meeting and evaluate results and celebrate achievements at the end of the year.

WA POLICE



SAFE ROAD USE
Raise these concerns with WA police:

- Drink driving
- Restraints
- Fatigue
- Distracted driving
- Hooning
- Speeding
- Road rules
- Road user behaviour



SAFE ROADS AND ROADSIDES

No Involvement



SAFE SPEEDS
Raise these concerns with WA police:

- Speeding
- Anti-Social road user behaviour.



SAFE VEHICLES

- Encourage use of ANCAP Safety Fleet vehicles

CITY OF BUNBURY



SAFE ROAD USE
Raise these concerns with CoB.

- Speed limit concerns
- Crashes
- Unacceptable Traffic Volumes
- Through traffic



SAFE ROADS AND ROADSIDES
Raise these concerns with CoB:

- Traffic Management Guidelines
- Blackspot funding
- Road safety audits
- Roads and roadsides environment. (4 E's model)
- Signage



SAFE SPEEDS
Raise these concerns with CoB:

- Traffic Monitoring.
- Speed limit concerns



SAFE VEHICLES

- Encourage use of ANCAP Safety Fleet vehicles

MAIN ROADS



SAFE ROAD USE
Raise these concerns with Main Roads Department WA

- Speed limit changes
- Crashes
- Heavy vehicles



SAFE ROADS AND ROADSIDES

- Possible funding
- Development/maintenance in conjunction with CoB



SAFE SPEEDS
Raise these concerns with Main Roads Department WA

- Possible funding



SAFE VEHICLES

No Involvement

ROADWISE



SAFE ROAD USE

- Provide community awareness and education
- Media campaigns with CoB



SAFE ROADS AND ROADSIDES

- Lobby for increased funding for road safety initiatives
- Provide community awareness and education on CoB initiatives



SAFE SPEEDS

- Provide community awareness and education
- Media campaigns with CoB
- Lobby for reduced speed limits



SAFE VEHICLES

- Provide community awareness and education
- Media campaigns with CoB

Safe Road Use

AIM: To improve road user behaviour and foster a culture that supports alert and compliant road use.

Priority Area	Activity or Action	Agencies Involved	Progress	Evaluate
Drink/Drug Driving	<ul style="list-style-type: none"> ➤ Support and encourage police reporting and enforcement. ➤ WA Police representative to attend RoadWise meetings and provide update. ➤ Promote and partner with SDERA program and encourage local schools to participate. ➤ SDERA representative to attend RoadWise meetings and provide update. ➤ Provide community awareness and education: <ul style="list-style-type: none"> • Media campaigns • Displays • Signage/banners/display trailer • Standard drinks/Fatal Vision goggles displays • RoadWise Events ➤ Promote the Skipper program via Bunbury Alcohol Accord. ➤ Inform Alcohol and Drug Action Plans with regards to Safe Road Use. 	Bunbury RoadWise WA Police SDERA CoB (Bunbury Alcohol Accord) SJOG SW Community Alcohol and Drug Service Prevent Alcohol and Risk-related Trauma in Youth (PARTY) Program (Bunbury Hospital)		
Urban Safety	<ul style="list-style-type: none"> ➤ Media and awareness campaigns: <ul style="list-style-type: none"> • Roundabout education (pedestrian safety/right of way) • Red lights and stop signs awareness • Share the roads (cyclists) 	Bunbury RoadWise WA Police SDERA CoB		
Speeding	<ul style="list-style-type: none"> ➤ See Safe Speeds section of Action Plan 			

Priority Area	Activity or Action	Agencies Involved	Progress	Evaluate
Driver Distraction	<ul style="list-style-type: none"> ➤ Support and encourage police reporting and enforcement. ➤ WA Police representative to attend RoadWise meeting and provide update. ➤ Promote and partner with SDERA program and encourage local schools to participate. ➤ SDERA representative to attend RoadWise meetings and provide update. ➤ Provide community awareness and education: <ul style="list-style-type: none"> • M8 the call can W8 (stickers/texting bays/pledges) • Fatigue awareness (Driver Reviver/Coffee Stop) • Electronic devices/earphones as distraction for all road users (pedestrians/bikes/skateboards) 	Bunbury RoadWise WA Police SDERA CoB SW YDDP		

Safe Roads and Roadsides

AIM: To provide safe roads by improving the road and road environment.

Priority	Activity or Action	Agencies Involved	Progress	Evaluate
Urban Safety	➤ Road Safety Audits	CoB Main Roads WA Bunbury RoadWise		
Speeding	➤ Investigate Mobile Speed Radar Display units	CoB Main Roads WA Bunbury RoadWise		

Safe Speeds

AIM: To reduce travel speeds by improving speed management on roads and fostering a community and driving culture that supports lower travel speeds.

Priority	Activity or Action	Agencies Involved	Progress	Evaluation
Speeding	<ul style="list-style-type: none"> ➤ Support and encourage police reporting and enforcement. ➤ WA Police representative to attend RoadWise meeting and provide update. ➤ Provide community awareness and education: <ul style="list-style-type: none"> • Media campaigns • Displays • Signage/banners/speed trailer/display trailer • RoadWise Events (Blessing of the Roads - Easter) • Road Safety Week (May) ➤ Promote 'Road Ribbons for Road Safety' campaign ➤ Promote "Please Slow Down Consider Our Kids" bin stickers campaign. ➤ Investigate Solar Mobile Speed Radars for speed awareness/education ➤ Consider "Community Safe Speed Promise" campaign or develop own campaign e.g. Nifty Fifty/Naughty Forty 	Bunbury RoadWise WA Police Main Roads WA SDERA CoB		

Safe Vehicles

AIM: To improve awareness of ANCAP Star Ratings and to encourage fleet and non-fleet buyers to purchase vehicles with a minimum four star rating.

Priority	Activity or Action	Agencies Involved	Progress	Evaluation
Urban Safety	<ul style="list-style-type: none"> ➤ Provide community awareness and education: <ul style="list-style-type: none"> • Media campaigns • Displays • Signage/banners/display trailer • RoadWise Events ➤ Provide ANCAP/Used Car rating resources to SDERA for all Keys for Life participants in local schools ➤ Provide ANCAP/Used Car rating resources to local car dealerships ➤ Encourage CoB to adopt comprehensive Fleet Safety policy and to use ANCAP rating when selecting fleet vehicles 	Bunbury RoadWise CoB WA Police SDERA RAC		
Drink/Drug Driving	<ul style="list-style-type: none"> ➤ Interlocks on vehicles for repeat offenders 	Department of Transport WA Police		

BUNBURY ROADWISE PLANNER 2017/2018 (DRAFT)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Safe Road Use	NAIDOC Week (Display Trailer)		Driver Reviver (Fatigue)						Bike Week (Back Beach Bike Blast)	Grand families Fun Day (Child Car Restraints)	Walk to School Day	
Safe Speed											Road Safety Week	
Safe Vehicles								Keys for Life (ANCAP information)	Motoring Extravaganza and Truck Pull (ANCAP)			
Safe Roads and Roadsides												
Safe System Foundations			Live Lighter Seniors Activity and Info Day	Bunbury 4WD, Boating & Camping Expo	Road Ribbons for Road Safety 2017				Blessing of the Roads 2018	Youth Week		

Site_Description	Duration	AWDT	ADT	Limit (km/h)	85% Speed (km/h)	% exceeding	%Commercial	Police informed?
Ramilles St #16	2 weeks	133	137	50	43.2	1.8	2.80%	No
Ramilles St #20	2 weeks	136	134	50	42.8	2.3	3.77%	No
Hudson Road Minninup Rd. to Ocean Dr.	2 weeks	2510	2431	60	59.8	15	3.50%	No
Sulphur St #15	2 weeks	42	41	50	48.2	13.1	31.20%	No
Island Queen Street #5	2 weeks	360	334	50	58	48.9	30.00%	No
Lumper St. #25	2 weeks	101	109	50	33	0.1	4.06%	No
Queensbury St	2 weeks	579	540	50	33	0	4.58%	No
Forrest Ave. North of Higgins	2 weeks	10557	9582	50	55.4	45.5	5.36%	No
Constitution Street #48	2 weeks	491	427	50	49.7	14.8	4.93%	No
Dixon St. (near Stinton)	3 weeks	694	607	50	62.3	39	37.15%	No
Kimber St. #9	3 weeks	880	763	50	51	16.7	11.35%	No
Doolan St. #7	3 weeks	130	117	50	50	15.3	2.84%	No
Barr Road #13	3 weeks	385	356	50	56.2	33	16.00%	No
Barr Road #31	3 weeks	369	342	50	35	0	14.56%	No
Tuart St.#77	3 weeks	1367	1206	50	63	35	36.00%	No
Tuart St. (between Properjohn & Francis)	2 weeks	810	740	50	48.2	11.9	5.43%	No
Minninup Rd. #84	3 weeks	4342	3878	50	44.3	2.1	6.63%	No
Moore St. (Hayes -Thomas)	3 weeks	139	126	50	40.7	1	5.55%	No
Wittenoom #22 (Eliot to Clifton)	2 weeks	1738	1524	50	42.1	1.4	3.93%	No
Symmons St. #13 (Molloy -Upper Esp.)	2 weeks	3074	3106	50	54	20.3	20.23%	No
Symmons St (20m West of Victoria)	2 weeks	3754	3774	50	31.7	1.3	20.56%	No
Symmons St. (Blair -Victoria in front of Rivers)	2 weeks	3167	3163	50	44.3	3.9	7.21%	No
Wellington St. #12 (Upper-Molloy)	2 weeks	1140	1020	50	50.4	16	8.90%	No
Wellington (Wittenoom- Victoria)	2 weeks	2084	1826	50	38.2	0.4	1.98%	No
Haig Cr. (Withers -Withers)	2 weeks	655	494	50	32.4	0.3	2.70%	No
Prinsep St. (Victoria-Haley)	2 weeks	3043	2910	50	37.4	0.4	5.76%	No



Bunbury RoadWise Committee

Minutes

Monday 10 April 2017

Committee Terms of Reference

2. Aims and Objectives

The Bunbury RoadWise Committee will work with the Peel South West Regional Road Safety Committee and Road Safety Council to:

- 2.1 Prepare, implement and evaluate a local road safety action plan.
- 2.2 Engage the local community (including individuals, community groups and government and commercial organisations) on matters relating to road safety issues.
- 2.3 Establish and maintain an effective network of road safety stakeholders within the area.
- 2.4 Use road safety statistics and state-wide campaigns to increase the community awareness of major road safety issues in the area.
- 2.5 Coordinate agency responses to identify road safety issues in the area in partnership
- 2.6 Provide information and feedback to Local, State and Regional levels concerning road safety issues relevant to Bunbury
- 2.7 Identify and become involved in programmes, projects and initiatives including grant funding.
- 2.8 Promote Bunbury RoadWise and its programmes to the community
- 2.9 Delegate tasks amongst members to share the expertise and human resources of the committee.
- 2.10 Evaluate on an ongoing basis, the effectiveness of projects and committee operations.

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Bunbury RoadWise Committee Minutes

Monday 10 April 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

Presiding Member Cr Betty McCleary was not in attendance for the meeting. In her place, Deputy Presiding Member Cr Karen Steele was the chairperson for the Bunbury RoadWise Committee Meeting 10 April, 2017.

The Chairperson declared the meeting open at 10:09am.

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
Road Safety Advisor	Nicola Smith
Lisa Gartrell	RAC SDERA
Peter Stewart	DFES

Ex-officio Members

Name	Title
Shaun Millen	A/Director Works & Services

Support Staff:

Name	Title
Amanda Blunsdon	Engineering Technical Officer – Minute Taker

4.1 Apologies

Cr Betty McCleary – City
Fiona Sargent - MRWA
Brad Brooksby – Community Member
Sgt Craig Clarke - WA Police
Lyn Gell – St John Ambulance
Jacob Azzopardi – RAC
Peter Westgate – Department of Transport

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 before 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.

6. Confirmation of minutes

Committee Decision: Moved Lisa Gartrell Seconded Peter Stewart

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

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

7. Petitions, Presentations and Correspondence

7.1 Petitions

Nil

7.2 Presentations

Nil

7.3 Correspondence

Nil

8. Reports

8.1 Review of Bunbury RoadWise Committee – Membership and Terms of Reference

File Ref:	A04616
Applicant/Proponent:	Bunbury RoadWise Committee
Responsible Officer:	Mr Gavin Harris, Director Works and Services
Executive:	Mr Gavin Harris, Director Works and Services
Attachments:	Nil

Summary

All Committees of Council are required to review their operations (ToR, membership, composition etc.) prior to the October Council elections.

Executive Recommendation

The Bunbury RoadWise Committee recommend to Council:

1. The Bunbury RoadWise Committee will consider disbanding and establish the Bunbury RoadWise Working Group
2. Confirm the Terms of Reference for the Bunbury RoadWise Committee

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

3. Confirm the Membership of the Bunbury RoadWise Committee

- a. Councillor Betty McCleary
- b. Councillor Karen Steele
- c. Representative Bunbury Police
- d. Representative St John Ambulance;
- e. Representative RAC SDERA
- f. Representative RAC
- g. Representative Department of Fire and Emergency Services
- h. Representative Main Roads WA
- i. Road Safety Advisor.
- j. Brad Brooksby – Community Member ;
- k. Peter Westgate – Community Member
- l. Vacant Position x 3

Strategic Relevance

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

Background

Committees of Council term of office expire on Election Day October 2017.

Prior to the Council election all Committees of Council are to review their operations so that Council can endorse the Committee structure and nominations can be sought during August / September 2017. At the first OCM following the elections, Council can then appoint all members (community and elected) to its committees, who can then commence operations immediately.

Council Policy Compliance

Not Applicable.

Legislative Compliance

Subdivision 2 of Division 2 of Part 5 of the *Local Government Act 1995* deals with the establishment of committees.

Officer Comments

The advantages of the RoadWise Committee disbanding and forming the Bunbury RoadWise Working Group are:-

- Less formal meetings as standing orders don't apply, therefore no quorum required
- Allows for greater general discussion of issues without the formality of a committee
- Minutes/notes still go to council for noting so Council is aware of the outcomes of the Working Group
- Membership can still be formalised and lined up with the election cycle but based on position / organisation rather than individual name in addition to Elected and Community Members.
- Any recommendation that needs a council decision is presented to council for consideration as a separate report. Those decisions that don't need council approval just get implemented i.e. fitting of car seat campaign

In addition to considering establishing a Working Group the Terms of Reference and membership should also be reviewed.

Terms of Reference

Council officers have reviewed other RoadWise Committees and Working Groups and provide the following as the Terms of Reference for the Bunbury RoadWise Working Group

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

Establishment and Membership

At the 7 March 2017 meeting Council resolved to amend the membership and quorum of the Bunbury RoadWise Committee

Council Decision 84/17

That Council:

1. Amend the committees Term of Reference (Item 1.2) to reduce the quorum for a meeting of the committee from 5 to 4.
2. Confirm the Community Members of the Bunbury RoadWise Committee as follows:
 - a) Representative Bunbury Police
 - b) Representative St John Ambulance;
 - c) Representative RAC SDERA
 - d) Representative RAC
 - e) Representative Department of Fire and Emergency Services
 - f) Representative Main Roads WA
 - g) Representative Department of Transport
 - h) Brad Brooksby – Community Member;
 - i) Road Safety Advisor.
 - j) Vacant positions x three (3)
3. Note that the three (3) vacant positions will not be filled.

By reducing the quorum number and nominating the organisations as members and not the individual names it is hoped that a quorum will be achieved for future meetings as proxies will be able to attend. This will allow organisations to be represented on the Committee group by another staff member should it be required.

The term of membership for Councillors and Community members be aligned with Council elections.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Councillor/Officer Consultation

Nil

Outcome of Bunbury RoadWise Committee Meeting – 10 April 2017

The Committee requested that each part of the executive recommendation be voted separately:

1. The Bunbury RoadWise Committee will consider disbanding and establish the Bunbury RoadWise Working Group

Not Carried
1 vote 'for' / 3 votes 'against'

2. Confirm the Terms of Reference for the Bunbury RoadWise Committee

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

Carried
4 votes 'for' / Nil votes 'against'

3. Confirm the Membership of the Bunbury RoadWise Committee

- a. Councillor Betty McCleary
- b. Councillor Karen Steele
- c. Representative Bunbury Police
- d. Representative St John Ambulance;
- e. Representative RAC SDERA
- f. Representative RAC
- g. Representative Department of Fire and Emergency Services
- h. Representative Main Roads WA
- i. Road Safety Advisor.
- j. Brad Brooksby – Community Member ;
- k. Peter Westgate – Community Member
- l. Vacant Position x 3

Carried
4 votes 'for' / Nil votes 'against'

Lisa Gartrell requested that the organisation she is representing be amended to the correct name – SEDRA.

The recommendations as per the committee votes was moved by Lisa Gartrell and seconded by Peter Stewart. Cr Karen Steele put the motion to the vote and was adopted to become the Committee's decision on the matter.

Committee Decision

The Bunbury RoadWise Committee recommend to Council the confirmation of the following:-

1. The Terms of Reference for the Bunbury RoadWise Committee

- 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

2. The Membership of the Bunbury RoadWise Committee

- a. Councillor Betty McCleary
- b. Councillor Karen Steele
- c. Representative Bunbury Police
- d. Representative St John Ambulance;
- e. Representative SDERA
- f. Representative RAC
- g. Representative Department of Fire and Emergency Services
- h. Representative Main Roads WA
- i. Road Safety Advisor.
- j. Brad Brooksby – Community Member ;
- k. Peter Westgate – Community Member
- l. Vacant Position x 3

Carried

4 votes 'for' / Nil votes 'against'

8.2 Bunbury RoadWise Committee Meeting Dates

File Ref:	A04616
Applicant/Proponent:	Cr Betty McCleary, Presiding Member
Responsible Officer:	Alison Baker, EA Works and Services
Executive:	Gavin Harris, Director Works and Services
Attachments:	

Summary

This report is to advise the Committee of the meeting dates for the Bunbury RoadWise Committee for the remainder of its current term, expiring on Council Election Day 2017.

Executive Recommendation

Bunbury RoadWise Committee notes the following meeting dates and times of the Bunbury RoadWise Committee for the remainder of its current term.

- Meetings are held on the second Monday bi-monthly at 10:00am in the Ocean Room, City of Bunbury Administration Building, 2 - 4 Stephen Street, Bunbury
 - 12 June 2017
 - 14 August 2017
 - 9 October 2017

Strategic Relevance

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

Background

As per procedure the meeting dates for Council Committees is set at the first meeting following the Council Election. At the 10 December 2016 meeting it was decided that the meetings would occur on the first Thursday bi-monthly at 1:00pm. At the 7 April 2016 meeting the day was changed to second Monday bi-monthly at 4:30pm. At the 19 August 2016 the meeting time was changed to 10:00am and this continues to be the time of the meeting.

Council Policy Compliance

Not applicable

Legislative Compliance

Subdivision 2 of Division 2 of Part 5 of the *Local Government Act 1995* deals with the establishment of committees.

Analysis of Financial and Budget Implications

Nil

Committee Decision

Outcome of Bunbury RoadWise Committee Meeting – 10 April 2017

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

Committee Decision

That the Bunbury RoadWise Committee notes the following meeting dates and times of the Bunbury RoadWise Committee for the remainder of its current term.

- *Meetings are held on the second Monday bi-monthly at 10:00am in the Ocean Room, City of Bunbury Administration Building, 2 - 4 Stephen Street, Bunbury*
 - *12 June 2017*
 - *14 August 2017*
 - *9 October 2017*

Carried

4 votes 'for' / Nil votes 'against'

8.3 Report of Local Traffic counts –City Of Bunbury

File Ref:	A04616
Applicant/Proponent:	Internal Report
Author:	Asher Woodward
Executive:	Shaun Millen, Manager of Engineering
Attachments:	BRWC 1 Traffic Counts – October 2016 – March 2017

Summary

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

Executive Recommendation

That Bunbury RoadWise Committee notes the report.

Strategic Relevance

Key Priority Area 2	Transport and Infrastructure
Objective 2.1	Maintain transport infrastructure at levels consistent with community expectations.

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.

Council Policy Compliance

Not Applicable.

Legislative Compliance

Not Applicable

Officer Comments

The traffic count data indicates the 85th 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.

Community Consultation

Nil

Councillor/Officer Consultation

Nil

Committee Decision

Outcome of Bunbury RoadWise Committee Meeting – 10 October 2017

The following Committee Decision was moved by Cr Karen Steele and seconded by Lisa Gartrell. Cr Karen Steele 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

4 votes 'for' / Nil votes 'against'

8.4 Report from RoadWise Regional Road Safety Advisor (South West)

File Ref:	A04616
Applicant/Proponent:	Nicola Smith, RoadWise Regional Road Safety Advisor (South West)
Responsible Officer:	Amanda Blunsdon, Engineering Technical Officer
Executive:	Gavin Harris, Director Works and Services
Attachments:	BRWC 2 RoadWise Advisor Report SW Region March April 2017

Summary

This report is provided to the Committee by the RoadWise Regional Road Safety Advisor (South West).

Executive Recommendation

Bunbury RoadWise Committee notes the report provided by RoadWise Regional Road Safety Advisor (South West).

Strategic Relevance

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

Background

Nicola Smith is the RoadWise Regional Road Safety Advisor (South West) and provides the report to update the Committee on the activities of RoadWise.

Council Policy Compliance

Not applicable

Legislative Compliance

Not applicable

RoadWise Regional Road Safety Advisor (South West) Report

Refer to Attachment BRWC 2 RoadWise Advisor Report SW Region March April 2017 for the report provided by Nicola Smith, RoadWise Regional Road Safety Advisor (South West).

Community Consultation

Nil

Councillor/Officer Consultation

Nil

Committee Decision

Outcome of Bunbury RoadWise Committee Meeting – 10 October 2017

The following Committee Decision was moved by Lisa Gartrell and seconded by Cr Karen Steele. Cr Karen Steele put the motion to the vote and was adopted to become the Committee's decision on the matter.

Committee Decision

That the Bunbury RoadWise Committee notes the report provided by RoadWise Regional Road Safety Advisor (South West).

Carried

4 votes 'for' / Nil votes 'against'

8.5 Outcome of Bunbury RoadWise Workshop 13 February 2017

File Ref:	A04616
Applicant/Proponent:	Internal
Responsible Officer:	Amanda Blunsdon, Engineering Technical Officer
Executive:	Gavin Harris, Director Works and Services
Attachments:	BRWC 3 Bunbury RoadWise Committee DRAFT Action Plan 2017

Summary

The Bunbury RoadWise Committee held a workshop on Monday 13 February 2017 to discuss the Bunbury RoadWise Committee Action Plan 2017.

Executive Recommendation

Bunbury RoadWise Committee notes the following priorities for the Bunbury RoadWise Committee Action Plan 2017.

1. Driver distraction
2. Urban safety
3. Drink and drug driving
4. Speeding

Strategic Relevance

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

Background

Terri-Anne Pettet, Manager RoadWise Program facilitated the Bunbury RoadWise Workshop on 13 February 2017 to assist the Committee in setting the priorities for the Bunbury RoadWise Committee Action Plan 2017

Council Policy Compliance

Not applicable

Legislative Compliance

Not applicable

Officers Comments

The Committee workshopped the issues and decided that the various topics raised could fit under 4 priorities

1. Driver distraction
2. Urban safety
3. Drink and drug driving
4. Speeding

These priorities were then expanded upon using the Safe System Approach to Road Safety refer BRWC 3 Bunbury RoadWise Committee DRAFT Action Plan 2017. The Bunbury RoadWise Committee Action Plan 2017 is currently a work in progress and once completed will be referred back to the Committee for endorsement and recommendation to Council.

Community Consultation

Nil

Councillor/Officer Consultation

Nil

Committee Decision

Outcome of Bunbury RoadWise Committee Meeting – 10 October 2017

The following Committee Decision was moved by Peter Stewart and seconded by Nicola Smith. Cr Karen Steele put the motion to the vote and was adopted to become the Committee's decision on the matter.

Committee Decision

That the Bunbury RoadWise Committee notes the following priorities for the Bunbury RoadWise Committee Action Plan 2017.

- 1. Driver distraction*
- 2. Urban safety*
- 3. Drink and drug driving*
- 4. Speeding*

Carried

4 votes 'for' / Nil votes 'against'

9. Questions from Members

9.1 Questions from Members taken on Notice

Nicola Smith – Road Safety Advisor

Question 1

City of Bunbury to investigate changing lights to Apex Lookout for 'Shine the Light on Road Safety' Week.

Response

Changing the lighting on Icons like Apex Lookout and Graham Bricknell Music Shell requires the services of a specialist electrical contractor from Perth. The cost associated with this activity is expected to be several thousand dollars. This would require a recommendation from the Bunbury RoadWise Committee to Council for inclusion in next year's financial budget as there is not a RoadWise committee meeting prior to this year's event to make the recommendation.

9.2 Questions from Members

Nicola Smith – Road Safety Advisor

Maintenance required on RAC sign on Bussell Highway in Gelorup.

Response

Shaun Millen, Acting Director Works and Services advised that the sign is not within the City of Bunbury boundaries and MRWA would be the first point of contact as the sign is on a MRWA controlled road.

10. Urgent Business

11. Date of Next Meeting

Informal Meeting to be organised to finalise Bunbury RoadWise Committee Action Plan 2017.

Monday 12 June 2017 10:00am to 1:00pm

Confirmed

12. Close of Meeting

The Deputy Presiding Member closed the meeting at 10:51am.

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.