



Bunbury RoadWise Committee

Notice of Meeting & Agenda Monday 12th December 2016

Committee Terms of Reference

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

1. Formation, Meetings and General Procedures

- 1.1 The formation and conduct of the Bunbury RoadWise Committee is to be as determined by the Bunbury City Council in accordance with the requirements of the Local Government Act 1995 and any other statutory requirements e.g. Section 20 of the City of Bunbury Standing Orders Local Law, except the requirement of the Standing Orders in relation to a 'quorum' for the meeting.
- 1.2 The quorum for a meeting of the committee is set at 5 members.
- 1.3 The term of membership on the committee shall be a two year period with membership reviewed and elections held for new members to coincide with biennial Local Government Elections
- 1.4 Members shall act in the best interests of the committee and their represented organisation at all times.
- 1.5 The committee to meet bi monthly following the 17 October 2015 elections.
- 1.6 Any requests for public comment made to committee members by the media shall be referred to the committee's Presiding Member or in his/her absence, the Deputy Presiding Member.
- 1.7 The committee is an Advisory Committee of the Bunbury City Council and as such its recommendations will be presented to Council for consideration and a decision.

- 1.8 Minutes of Bunbury RoadWise Committee Meetings shall be presented to Council on a regular basis to keep the Council informed of the committee's activities.
- 1.9 The Bunbury RoadWise Committee shall not direct Council Officers.
- 1.10 Members of the general public will be encouraged to make written submissions to the committee for discussion at meetings.
- 1.11 The committee may call upon consultants or special guest speakers from time to time to attend meetings and provide advice but it should be noted these persons will not be entitled to vote at the meeting.

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 statewide 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.

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 12 December at 12:00 pm

Signed:

Gavin Harris

Director, Works and Services

(Date: 07/12/2016)

Agenda

12 December 2016

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:

Member Name	Representing	Present
Cr Betty McCleary	City of Bunbury Council	
Cr Karen Steele	City of Bunbury Council	
Sgt Craig Clarke	WA Police	
Lyn Gell	St John Ambulance	
Brad Brooksby	Community Member	
Paul Cassidy	Community Member – Main Roads WA	
Alan Roberts	Main Roads WA	
Lisa Gartrell	SDERA – Road Aware School Consultant	
Peter Stewart	DFES	
Gavan Hayllar	Roadwise Officer-WALGA	

Ex-officio Members

Name	Title
Shaun Millen	Manager of Engineering

Support Staff:

Name	Title
Fraser Brown	Engineering Technical Officer
Asher Woodward	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

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 October 2016, are confirmed as a true and accurate record.

CARRIED/LOST

7. Petitions, Presentations and Correspondence

7.1 Petitions

Nil

7.2 Presentations

Nil

7.3 Correspondence

Nil

8. Reports

8.1 Local Traffic counts – October – December 2016

File Ref:	A04616
Applicant/Proponent:	Internal Report
Author:	Fraser Brown
Executive:	Shaun Millen, Manager of Engineering
Attachments:	BRWC1 Traffic Counts – October to December 2016

Summary

The City has an ongoing program to update and renew its traffic count data. Attachment BRWC1 shows the completed counts for the period ending November, 2016.

Executive Recommendation

The Bunbury RoadWise Committee notes the report.

Background

Operational activities associated with the collection of traffic data is undertaken in-house. Traffic Data collected during the calendar year will submitted to the committee at each meeting.

Officer Comments

Traffic counters are placed at various locations across the City for a period of up to two weeks. Attachment BRWC1 shows the site location, Average Weekly Daily Traffic (AWDT) volumes, posted speed limit, 85% percentile speed and the percentage of commercial vehicles along each road.

Analysis of Financial and Budget Implications

Nil. This is an existing function of Works and Services.

Council Policy Compliance

Not Applicable

Community Consultation

Not Applicable

Moved: _____

Seconded: _____

8.2 Appointment of new Community Representative – Peter Westgate

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 consider recommending Peter Westgate become a community representative of Bunbury RoadWise Committee

Executive Recommendation

Bunbury RoadWise Committee recommends to Council that Peter Westgate become a community representative of the Bunbury RoadWise Committee

Strategic Relevance

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

Background

Cr Betty McCleary has met with Peter Westgate who has expressed an interest in becoming a community member of the Bunbury RoadWise Committee. Mr Westgate has recently relocated from Broome to Bunbury to take up role as Operations Manager for Department of Transport for the South West. Mr Westgate through Kimberley Transport played an active role in the Broome RoadWise Committee and supported the Derby and East Kimberley RoadWise Committees. Mr Westgate was involved in the award winning 'Hooves and Hornes' campaign, "choose your ride" Belt Up" and few other's along with driver revive stations in peak holiday times. Transport in the Kimberley in conjunction with WAPOL and RoadWise also developed a presentation for 16/17 yr olds looking to get their licence, focussing on scooter riders, which Mr Westgate is looking at utilising this in schools in 2017 in the Bunbury area.

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 Bunbury RoadWise Committee consists of 2 (two) City of Bunbury Councillors plus up to twelve (12) community representatives with preference given to Police, Emergency Services, Educational Institutions, Government and Insurance Agencies and special interest groups ie Blind Associations or Roadskills Australia. There is currently 4 vacant community representative positions on the committee and no representation from Department of Transport.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

8.3 Letter to Main Roads WA regarding Hynes Road / Forrest Highway Intersection

File Ref:	A04616
Applicant/Proponent:	Internal Report
Author:	Fraser Brown
Executive:	Shaun Millen, Manager of Engineering and Civil Operations
Attachments:	

Summary

Cr McCleary recently received correspondence from concerned locals relating to the intersection of Hynes Road and Forrest Highway. The correspondence requests the committee approach Council to formally make representation to Main Roads WA regarding safety at the intersection.

Executive Recommendation

The Bunbury RoadWise Committee recommends that Council write a letter to Main Roads WA requesting a full investigation into the Intersection of Hynes Road and Forrest Highway given recent crashes and concerns for safety at the intersection.

Background

The MRWA website indicates that for the 5 years ending 2015 ten crashes have occurred at the site. The majority of crashes have resulted in major property damage with one resulting in a fatality and another in hospitalisation. Additionally there have been a number of crashes during 2016 to the extent and severity that they have been highlighted by the local media.

Officer Comments

The intersection is located within the Shire of Dardanup, Hynes Road is operated and controlled by the Shire of Dardanup and Forest Highway is operated and controlled by Main Roads WA. As a result of the recent crashes and the media attention the Main Roads WA has recently cleared vegetation from the north and south of the intersection to provide improved sight lines.

Analysis of Financial and Budget Implications

There are no Financial and Budget Implications associated with this report.

Community Consultation

Nil

Council Policy Compliance

Not Applicable

Moved: _____

Seconded: _____

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 13thFebruary 2016 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.

BRWC1 Traffic Counts – October to December 2016

Road I.D Site_No	Site_Description	Direction A to B	Counter #	Start_Date	End_Date	Duration	AWDT	ADT	limit (km/h)	85% Speed (km/h)	% exceeding	%Commercial	Police informed?	Scheme
012-88-092016	Moore Street (#9)	A= North Bound	1	10.00am Friday 23/09/16	Monday 10/10/16	2 weeks	306	281	50	42	2.1	3.30%	No	AustRoads94
013-675-092016	Jacksonia Street (#14)	A= North Bound	3	10.40am Friday 23/09/16	Monday 10/10/16	2 weeks	331	329	50	49	12.9	4.50%	No	AustRoads94
014-787-092016	Salvia Link (#11)	A= North Bound	4	11.00am Friday 23/09/16	Monday 10/10/16	2 weeks	145	141	50	40	0.7	2.30%	No	AustRoads94
015-62-092016	Stockley Road Laneway (4m Stockley Road Path)	A= North Bound	7	2:00pm Thursday 06/10/16	Monday 24/10/16	2 weeks	51	42	50	17	0	4.30%	Yes	AustRoads94
016-158-102016	Hudson Road (#36)	A=West Bound	5	1:30pm Thursday 06/10/16	Monday 24/10/16	2 weeks	3417	3190	60	61	19.1	2.00%	No	AustRoads94
017-244-102016	Jeffrey Road (Lot 24)	A=West Bound	8	2:30pm Thursday 06/10/16	Monday 24/10/16	2 weeks	451	452	50	70	63.7	13.30%	Yes	AustRoads94
018-244-102016	Jeffrey Road (#98)	A=West Bound	10	3:00pm Thursday 06/10/16	Monday 24/10/16	2 weeks	1910	1783	50	64	56.6	18.30%	No	AustRoads94
019-212-102016	Milligan St. (#7)	A= North Bound	1	Monday 10/10/16	Wednesday 26/10/16	5 Days	851	833	50	55	6.3	5.00%	No	AustRoads94
020-446-102016	Mosedale Ave. (#24)	A= West Bound	8	Thursday 27/10/16	Wednesday 16/11/16	3 weeks	370	356	50	55	32.2	4.58%	No	AustRoads94
021-304-102016	Brand Ave. (#23)	A= North Bound	5	Thursday 27/10/16	Wednesday 16/11/16	3 weeks	582	556	50	60	59	10.42%	No	AustRoads94
022-501-102016	Crampton Ave. (#32)	A= West Bound	10	Thursday 27/10/16	Wednesday 16/11/16	3 weeks	1914	1823	50	58	60	4.00%	No	AustRoads94
023-40-102016	Dudley Dr. (#8)	A= North Bound	4	Thursday 27/10/16	Wednesday 16/11/16	3 weeks	930	876	50	57	46	2.38%	No	AustRoads94
024-500-102016	Nalbarra DR. (#5)	A= North Bound	7	Friday 28/10/16	Thursday 17/11/16	3 weeks	1657	1597	50	56	36	19.32%	No	AustRoads94
025-500-102016	Nalbarra DR. (#26)	A= North Bound	3	Friday 28/10/16	Thursday 17/11/16	3 weeks	1102	1057	50	54	30	10.38%	No	AustRoads94
026-494-102016	Naturaliste Ave. (#44)	A= West Bound	1	Friday 28/10/16	Thursday 17/11/16	3 weeks	1024	1026	50	50	16.5	3.15%	No	AustRoads94
027-145-112016	Mossop Street (#9)	A= North Bound	11	Thursday 03/11/16 9:30am	Thursday 17/11/16	1 week	537	503	50	46.8	7	5.91%	No	AustRoads94
028-11-112016	Minninup Road (#57)	A= North Bound	12	Thursday 03/11/16 10:00am	Thursday 17/11/16	1 week	5467	4893	50	57.6	57	6.13%	No	AustRoads94
031-467-112016	Centenary Rd. Parade-Bussell (midway)	A= West Bound	10	Thursday 17/11/16	Friday 02/12/16 rubbers Cut	1 week	3124	2646	70	75	35.22	4.80%	No	AustRoads94
032-551-112016	Lockwood Cr. (#42)	A= North Bound	3	Thursday 17/11/16	Friday 02/12/16 rubbers cut	1 week	466	401	50	55	30.6	16.60%	No	AustRoads94
033-11-112016	Minninup Rd. (#57)	A= North Bound	12	Thursday 17/11/16	Friday 02/12/16	2 weeks	5553	5147	50	57.2	53.6	5.97%	No	AustRoads94
034-145-112016	Mossop St. (#9)	A= North Bound	11	Thursday 17/11/16	Friday 02/12/16	2 weeks	528	505	50	47.2	8.5	7.70%	No	AustRoads94