



Bunbury RoadWise Committee

Minutes

18 December 2017

Committee 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.*

The required quorum for the Committee is 4 voting members.

City of Bunbury
4 Stephen Street
Bunbury WA 6230
Western Australia
Correspondence to:
Post Office Box 21
Bunbury WA 6231

Bunbury RoadWise Committee

Minutes

18 December 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:

Member Name	Representing
Cr Karen Steele	City of Bunbury Councillor
Nicola Smith	Road Safety Advisor
Sgt Craig Clarke	Bunbury Police
Dianne Langford-Fisher	St John Ambulance
Lisa Gartrell	SDERA
Jacob Azzopardi	RAC
Peter Stewart	Department of Fire and Emergency Services
Caitlyn Bassett	Main Roads WA
Peter Westgate	Department of Transport
Brad Brooksby	Community Member
Nathan Locke	Community Member
Susie Delaporte	Community Member

Ex-officio Members (non-voting):

Member Name	Representing
Shaun Millen	Acting Director Works & Services

Support Staff:

Name	Title
Amanda Blunsdon (minute taker)	Acting Team Leader Engineering

Table of Contents

<u>Item No</u>	<u>Subject</u>	<u>Page No</u>
<u>1.</u>	<u>Declaration of Opening</u>	<u>3</u>
<u>2.</u>	<u>Disclaimer.....</u>	<u>3</u>
<u>3.</u>	<u>Announcements from the Presiding Member</u>	<u>3</u>
<u>4.</u>	<u>Attendances</u>	<u>3</u>
4.1	Apologies.....	4
4.2	Approved Leave of Absence.....	4
<u>5.</u>	<u>Declaration of Interest</u>	<u>4</u>
<u>6.</u>	<u>Public Question Time</u>	<u>4</u>
<u>7.</u>	<u>Confirmation of Minutes</u>	<u>4</u>
<u>8.</u>	<u>Petitions, Presentations and Deputations</u>	<u>4</u>
8.1	Petitions	4
8.2	Presentations	4
8.3	Deputations.....	4
<u>9.</u>	<u>Method of Dealing with Agenda Business</u>	<u>4</u>
<u>10.</u>	<u>Reports.....</u>	<u>5</u>
10.1	Future Meeting Dates – Bunbury RoadWise Committee	5
10.2	Report of Local Traffic counts – City Of Bunbury	8
<u>11.</u>	<u>Applications for Leave of Absence.....</u>	<u>10</u>
<u>12.</u>	<u>Questions from Members</u>	<u>10</u>
12.1	Response to Previous Questions from Members taken on Notice	10
12.2	Questions from Members.....	10
<u>13.</u>	<u>Urgent Business.....</u>	<u>10</u>
<u>14.</u>	<u>Date of Next Meeting</u>	<u>10</u>
<u>15.</u>	<u>Close of Meeting</u>	<u>10</u>

1. Declaration of Opening

The Acting Director Works & Services declared the meeting open at 10.17am.

As this is the first meeting of the Bunbury RoadWise Committee since the 2017 local government elections, the Committee is required to elect a Presiding Member from amongst themselves in accordance with section 5.12 of the *Local Government Act 1995*.

The Acting Director Works & Services called for nominations for the position of Presiding Member. The Acting Director Works & Services nominated Councillor Steele as the Presiding Member. No other nominations were received and Councillor Steele was elected to the position unanimously.

The Acting Director Works & Services also called for nominations for the position of Deputy Presiding Member. The Acting Director Works & Services nominated Brad Brooksby as the Deputy Presiding Member. No other nominations were received and Brad Brooksby was elected to the position unanimously.

Committee Decision: **Moved Nicola Smith Seconded Nathan Locke**

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Nil

4. Attendances

Committee Members:

Member Name	Representing
Cr Karen Steele	City of Bunbury Councillor
Nicola Smith	Road Safety Advisor
Sgt Craig Clarke	Bunbury Police
Jacob Azzopardi	RAC
Brad Brooksby	Community Member
Nathan Locke	Community Member

Ex-officio Members (non-voting):

Member Name	Representing
Shaun Millen	Acting Director Works & Services

Support Staff:

Name	Title
Amanda Blunsdon (minute taker)	Acting Team Leader Engineering

4.1 Apologies

Dianne Langford-Fisher – St John Ambulance
Lisa Gartrell – SDERA
Peter Stewart – Department of Fire & Emergency Services
Caitlyn Basset – Main Roads WA
Peter Westgate – Department of Transport
Susie Delaporte – Community Member

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. Public Question Time

Not applicable

7. Confirmation of Minutes

Committee Decision: **Moved: Nathan Locke** **Seconded: Cr Karen Steele**

The minutes of the Bunbury RoadWise Committee Meeting held on 9 October 2017, are confirmed as a true and accurate record.

CARRIED

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil

8.2 Presentations

Nil

8.3 Deputations

Nil

9. Method of Dealing with Agenda Business

Items were dealt with in the order they appear.

10. Reports

10.1 Future Meeting Dates – Bunbury RoadWise Committee

Applicant/Proponent:	Internal Report
Responsible Officer:	Amanda Blunsdon, Acting Engineering Team Leader
Executive:	Shaun Millen, Acting Director Works & Services
Attachments:	Nil

Summary

The purpose of this report is for the committee to consider a program of future meeting dates for 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.

Executive Recommendation

That the following meeting dates for 2018 and 2019 for the Bunbury RoadWise Committee be adopted:

1. 10am, Monday 12 February 2018
2. 10am, Monday 9 April 2018
3. 10am, Monday 18 June 2018
4. 10am, Monday 13 August 2018
5. 10am, Monday 8 October 2018
6. 10am, Monday 3 December 2018
7. 10am, Monday 11 February 2019
8. 10am, Monday 8 April 2019
9. 10am, Monday 10 June 2019
10. 10am, Monday 12 August 2019

Background

Part of Council Decision 335/13 from the Ordinary Meeting held on 26 November 2013 requires advisory committees of Council to set an annual program of meeting dates.

Council Policy Compliance

Not applicable

Legislative Compliance

Not applicable

Officer Comments

It is suggested that this committee meet every two months from 12 February 2018.

In keeping with the timing of this meeting, it is proposed to hold meetings at 10am on the second Monday of each February, April, June, August, October and December of each year. There is an amended date in June and December 2018 due to a conflict with the South West Regional Road Group Meeting. The schedule would therefore be:

1. 10am, Monday 12 February 2018
2. 10am, Monday 9 April 2018
3. 10am, Monday 18 June 2018
4. 10am, Monday 13 August 2018
5. 10am, Monday 8 October 2018
6. 10am, Monday 3 December 2018
7. 10am, Monday 11 February 2019
8. 10am, Monday 8 April 2019
9. 10am, Monday 10 June 2019
10. 10am, Monday 12 August 2019

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Councillor/Officer Consultation

This report seeks to consult with members of the Bunbury RoadWise Committee to establish a suitable meeting schedule for that committee.

Outcome of the Bunbury RoadWise Committee Meeting – 18 December 2017

The executive recommendation was moved by Brad Brooksby and seconded by Nathan Locke and was carried unanimously:

Committee Decision:

That the Bunbury RoadWise Committee:

Adopt the following meeting dates for 2018 and 2019 for the Bunbury RoadWise Committee:

1. 10am, Monday 12 February 2018
2. 10am, Monday 9 April 2018
3. 10am, Monday 18 June 2018
4. 10am, Monday 13 August 2018
5. 10am, Monday 8 October 2018
6. 10am, Monday 3 December 2018

- 7. 10am, Monday 11 February 2019**
- 8. 10am, Monday 8 April 2019**
- 9. 10am, Monday 10 June 2019**
- 10. 10am, Monday 12 August 2019**

10.2 Report of Local Traffic counts – City Of Bunbury

File Ref:	A04616
Applicant/Proponent:	Internal Report
Author:	Amanda Blunsdon, Acting Engineering Team Leader
Executive:	Shaun Millen, Acting Director Works & Services
Attachments:	Attachment 1: Traffic Counts – October 2017 – December 2017

Summary

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

Strategic Relevance

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

Executive Recommendation

That Bunbury RoadWise Committee notes the traffic count for October-December 2017 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.

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 Western Australia Police for enforcement.

Counts that have an 85% speed greater than 9km over the speed limit, and where more than 30% of the vehicles are exceeding the speed limit, meet the criteria of information to be forwarded to Western Australia Police.

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

This report is presented to the Bunbury RoadWise Committee for noting.

Outcome of the Bunbury RoadWise Committee Meeting – 18 December 2017

The executive recommendation was moved by Nicola Smith and seconded by Brad Brooksby and was carried unanimously:

That the Bunbury RoadWise Committee:

Notes the traffic count report for October-December 2017.

11. Applications for Leave of Absence

Not applicable to this committee.

12. Questions from Members

12.1 Response to Previous Questions from Members taken on Notice

Nil

12.2 Questions from Members

13. Urgent Business

Nil

14. Date of Next Meeting

10am Monday 12th February 2018.

15. Close of Meeting

The Presiding Member closed the meeting at 10.26am.

Confirmed this day 20 December 2017 to be a true and correct record of proceedings of the Bunbury RoadWise Committee meeting held 18 December 2017.

Cr Karen Steele
PRESIDING MEMBER