



MINUTES

ROADWISE

COMMITTEE MEETING

Held

8 February 2018

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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Committee Members:

- Mr Ken Lowth - Chairperson
- Cr. P Perks - Deputy Chairperson
- Cr. L Harris - Elected Member
- Cr. J Lee - Elected Member
- Cr J Dow - Elected Member
- Director Engineering & Development Services – Staff
- Engineering Technical Officer – Staff
- Roadwise Road Safety Advisor – South West - Community
- Representative – Main Roads WA – Community
- Representative – Main Roads WA – Community
- Police District Traffic Coordinator – Community
- Representative – Dardanup Primary School – Community
- Representative – Australind Police – Community
- Representative – Department of Transport – Community
- Mrs Jill Cross – Community

COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

SHIRE OF DARDANUP**MINUTES OF THE SHIRE OF DARDANUP ROADWISE COMMITTEE MEETING HELD ON 8 FEBRUARY 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 3.30PM.****1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Chairperson declared the meeting open, welcomed those in attendance and referred to the Acknowledgement of Country; Emergency Procedure; the Disclaimer and Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Gnaala Karla Booja people in this land.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Mr Ken Lowth	Chairperson
Cr Patricia Perks	Elected Member
Cr Janice Dow	Elected Member
Cr Danny Harris	Elected Member
Mr Luke Botica	Director Engineering & Development Services
Mr Sam Stubbs	Engineering Technical Officer
Ms Bev Fortescue	Dardanup Primary School
Mr Alan Roberts	Main Roads WA
Ms Caitlyn Bassett	Main Roads WA
Mr Peter Westgate	Public Transport Authority [3.40pm]
Mrs Peta Nolan	Executive Governance Officer

Observer

Ms Nicky Smith	Regional Road Safety Adviser
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2.2 Apologies

Mrs Jill Cross	Community
Cr James Lee	Elected Member

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

3.1 Presentation from Mrs Nicky Smith – Regional Road Safety Advisor

Presentation by Mrs Nicky Smith – Regional Road Safety Advisor regarding the structure of Road Safety in Western Australia and the resources available to the Shire of Dardanup.

Discussion

Cr. J Dow addressed Ms. N Smith about the road safety campaigns and about the statistics and success rate of these campaigns. She expressed concern that the current campaigns are not reducing the road toll and advised that we need to look at ways to address and reduce these statistics.

Ms. N Smith advised that Roadwise is one element to the reduction in serious injury and fatalities in Western Australia and that a collaborative approach across Government occurs.

There was general discussion around road safety and the need for a collaborative approach, the improvements in the licensing system for young people and the availability of funding for projects.

Note: Mr Peter Westgate joined the meeting at 3.40pm.

3.2 Presentation from Representatives – Main Roads WA

Presentation by Mr Alan Roberts and Ms Caitlyn Bassett regarding Main Roads WA funding, road safety audits, setting of speed limits and processes for advocacy.

Discussion

Ms. C Bassett tabled an outline of the Black Spot and Regional Road Group Funding available to local government.

Cr. D Harris asked if the funding is working for the Shire. Director Engineering & Development Services, Mr. Luke Botica, advised that the funding has been very effective for the region and Dardanup has done well in obtaining funding in recent years due to the need for improvements on some of its roads.

Mr. A Roberts informed the meeting about how Main Roads WA set speeds limits. For local roads, requests are referred to the Shire and then Main Roads WA will consider the evidence. Speed and crash data will be required. Traffic counters can provide data. The general guideline for setting a speed is that the average speed on a road that people are comfortable with should match the speed limit set. Main Roads WA has a vehicle equipped that can access how fast the average speed a vehicle can cope with.

Cr. P Perks expressed concerns that the considerations are not preventative. Main Roads WA waiting for a crash to happen before making changes. Cr. D Harris advised concerns about Hynes Rd which will be addressed further in the Agenda.

There was extensive discussion about various roads and issues within the Shire.

Mr. A Roberts further advised that Main Roads WA role is to manage the large network of arterial roads with the aim of getting large amounts of traffic between areas as quickly and safely as possible. Local government's role is to manage internal roads within their community.

Main Roads WA deal with hard data to consider a speed reduction. Mr. L Botica added that Road Safety Audits can be undertaken to assess roads of concern and new roads as a preventative measure. There is a cost for an audit to be undertaken.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Roadwise Committee Meeting Held 14 December 2017

OFFICER RECOMMENDED RESOLUTION & ROADWISE COMMITTEE RESOLUTION

RW 1/18 MOVED - Cr. L Harris SECONDED – Cr. J Dow

THAT the Minutes of the Roadwise Committee Meeting held on 14 December 2017, be confirmed as true and correct.

CARRIED

5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

7. DECLARATION OF INTEREST

Discussion:

Chairperson, Mr. Ken Lowth asked the Committee if there were any Declarations of Interest to be made.

There was no response.

8 REPORTS OF OFFICERS AND COMMITTEES

8.1 Title: Roadwise Road Safety Advisor – South West Report

Please find attached the report provided by the Roadwise Road Safety Advisor (Appendix DRC: 8.1).

For Information.

8.2 Title: Safe Roads and Roadsides - Request for Consideration to Address Issues of Road Safety – Hynes Road

Cr. Janice Dow has asked the Committee to consider the following issues of road safety:-

Hynes Rd needs to be assessed at both intersections eg. Hynes Rd & South West Hwy needs a stop sign not a give way sign. Coming from Burekup on the South West Hwy, turning into Hynes Rd there needs to be a crossover lane, road is wide enough just needs the line and arrows painted on. Exiting onto the Forrest Hwy, the intersection should be similar to both ends of Raymond Rd. Both ends of Hynes Rd need to be the same as Raymond Rd.

Manager Operations – Mr Nathan Ryder Comment

These intersections have been discussed during previous Roadwise Committee meetings, in particular, on 8 December 2016. It is noted that MRWA's preference at that time for the Forrest Hwy intersection was to reduce the speed limit to 80 km/hr and keep the intersection as-is.

Discussion:

Cr. J Dow advised that she met Mr. Ken Lowth on site. There are turning issues mainly with turning left. Cr. J Dow asked if Main Roads WA have any plans for this road. Mr. A Roberts advised that the crash statistics are not bad for this area. Main Roads WA have looked at the road recently and made improvements. There has been tree removal to bring sight lines up to standard. An acceleration lane is planned also.

Cr. P Perks commented that there are many upgrade projects and plans being undertaken however the Roadwise Committee is not always aware of these projects. She requested that Main Roads WA provide a report of these to each meeting.

Mr. K Lowth advised that as the issues are similar for items 8.2 and 8.3, it was suggested that these be considered together and that it is recommended that a letter of these issues be forward to Main Roads WA for consideration.

ROADWISE COMMITTEE RECOMMENDED RESOLUTION

RW2/18 MOVED - Cr. D Harris SECONDED - Cr. J Dow

THAT the Dardanup Roadwise Committee recommends to Council that Council write to Main Roads WA and requests:-

- 1. Consideration be given to installing a right turning lane on the South West Highway (southbound) into Hynes Road; and**
- 2. Consideration be given to installing a right turning lane on the South West Highway (northbound) into Martin Pelusey Road.**

CARRIED

8.3 Title: Safe Roads and Roadsides - Martin Pelusey Road

Cr. J Dow has asked the Committee to consider the following issues of road safety:-

Martin Pelusey Road needs attention at the intersection of South West Hwy. It also needs a cross over when vehicles are coming out from Bunbury on the South West Hwy into Martin Pelusey Road. The road is wide enough but needs line marking.

This matter was dealt with together with Item 8.2.

8.4 Title: Safe Roads and Roadsides - Burekup Railway Crossing (North)

Cr. Janice Dow has asked the Committee to consider the following issues of road safety:-

The railway crossing in Burekup (north) be considered for road safety. This exit is dangerous and accidents have occurred. The shoulder needs building up as you approach the railway line from the Burekup side and as you come into Burekup over the line a safety rail needs to be installed. The skinny rail crossing and section of road needs inspection and consultation with ARC to find a solution to make the area safer.

Manager Operations – Mr Nathan Ryder Comment

This is currently an unbudgeted upgrade project. Following the outcomes of discussions about this issue at the Burekup Townscape Committee, Engineering staff have committed to working on concept plans for this project over the next financial year.

Details of any accidents should be presented to enable analysis of root causes, especially anything out of the ordinary, such as an over-representation of run-off road crashes and above-average severity.

Consideration will need to be made to the following:

- Does the road need shoulders, given that it is not a high speed section and it tapers to the crossing? A shoulder may allow stopping which should not be encouraged close to the crossing.
- This section of road is situated on railway reserve and any works will require approval from the railway authority.
- Kerbing, backfilling and lateral shift markers may be an alternative to guardrails.

Discussion:

Mr. K Lowth advised that he had visited the site with Cr. J Dow and has since received some photos in evidence of a car crash at this site.

Mr. L Botica advised that the Shire will be placing gravel to build up the shoulder and install signage to improve road safety.

Cr. J Dow requested that we send a letter to the Arc Infrastructure (the current manager of the railway) to improve the section of road within the rail reserve.

ROADWISE COMMITTEE RECOMMENDED RESOLUTION

RW3/18 MOVED - Cr. J Dow SECONDED - Cr. P Perks

THAT the Dardanup Roadwise Committee recommends to Council that Council write to Arc Infrastructure to request a review of the geometry of the section of Russell Road that lies within the rail reserve.

CARRIED

8.5 Title: Safe Roads and Roadsides - Boyanup Picton Road

Cr. Harris and Cr. Dow have asked the Committee to consider the following issues of road safety:-

Request for an 80km speed zone on Boyanup Picton rd. from Garvey Rd to the 70 km zone entering Dardanup township.

Widening and verge repair on Boyanup Picton Rd from Poad Rd to Boyanup.

Governance Officer – Mrs Peta Nolan Comment

This item is addressed in the Roadwise Actions Table as follows:

Letter sent to Main Roads from the Shire.

14-12-17 – Mr. L Botica tabled the response from Main Roads WA stating that they had deemed the speed limit of 110kph to be appropriate and advised the Shire would need to submit supportive data to show there has been an increase in traffic and speed in the vicinity of this intersection.

Following discussion by the Committee it was agreed that correspondence be sent to the Equestrian Centre requesting them to forward any evidence that they may have of accidents or near-misses that can be then referred to Main Roads WA. This item is still ongoing.

Discussion:

Cr. D Harris made reference to the widening and verge repairs on Boyanup Picton Road from Poad Road to Boyanup. People who live along there are very conscious of this issue.

Any further information from the Equestrian Centre will be sent to Main Roads WA to support the requested change in speed limit.

8.6 Title: Safe Road Use - Motorcycle and Scooter Education

Cr. J Dow has requested that the Committee consider the following road safety program:-

To organise and run, on a Sunday, a 4 hour course for motorcycles & scooters in Eaton & Dardanup. Ride Right Campaign is run by Dave Wright from the Motorcycle Riders Assn of WA who is the safety trainer. This course updates skills and improves knowledge and theory designed to inform participants of the latest road rules, riding techniques and safety technology. It is an initiative to educate new, existing and those returning to riding after a period away. Dave also runs half hour courses in Schools years 10 & 11 about correct and safe scooter use. It is recommended that all high schools in the Shire should have a course organised perhaps the City of Bunbury would be interested in participating in some of these courses and assist with funding. The 4 hr motorbike courses are \$400 a session. School class costs are yet to be confirmed and the program is funded by the Road Safety Commission and I request Roadwise to apply for funding from either WALGA or the Road Safety Commission to hold these classes.

If the police don't have the facilities or manpower for the training courses then it is suggested to research other options such as Westcycle who is the peak body for cycling to hold training classes but funding will need to be looked for.

Governance Officer – Mrs Peta Nolan Comment

There is currently a School Drug Education and Road Aware (SDERA) program being delivered by the Department of Education. The program helps children and young people make smarter choices by providing a resilience approach to road safety and alcohol and other drugs education. SDERA provides support to school staff, early childhood educators and community agencies with professional learning, resources and state-wide consultancy that complement the curriculum. Mrs Nicky Smith, Regional Road Safety Advisor has committed to researching to see how many local schools participate in the SDERA program to assist with discussion at the meeting around ways in which Dardanup Roadwise can promote and support this program in schools.

Discussion:

Mr. P Westgate advised that the PTA do not provide this service. Mrs N Smith spoke about SDERA and the curriculum and that bike safety and helmet wear is covered in the program.

SDERA has provided the schools within the Shire that participate in the program are as follows:-

- Dardanup Primary School*
- Glen Huon Primary School*
- River Valley Primary School*
- Eaton Community College*

Mrs N Smith advised that research shows the most effective person to teach children are those that are familiar to them and this is the family or the school teacher. It was suggested that the Shire could talk to the schools who are not in the program and encourage them to participate.

Mr. P Westgate also advised that the Greater Bunbury area through the PTA Cycling team is going to receive significant funding with the next five years for major upgrades to cycle paths.

ROADWISE COMMITTEE RECOMMENDED RESOLUTION

RW4/18 MOVED - Cr. P Perks SECONDED - Cr. J Dow

THAT the Dardanup Roadwise Committee defer this item until the next meeting and request that Ms Lisa Gartrell from SDERA be invited to present the SDERA program to the Committee.

CARRIED

8.8 Title: Safe Road Use - Slow Down and Don't Use Mobile Phone Campaign

Cr. Janice Dow has requested that the Committee consider the following road safety program:-

Apply for funding to have radio advertising - Slow Down Campaign, don't use mobile phones while driving.

Governance Officer – Mrs Peta Nolan Comment

The Road Safety Commission (RSC) is a part of the WA Police and is responsible for tackling Road Safety across the State. The RSC develops mass media campaigns including speed, use of mobile phones, motorcyclists, drink driving, use of seat belts and fatigue. It is recommended that Dardanup Roadwise promote the RSC campaigns in the local community as they are delivered across the State.

Discussion:

There was general discussion about the effectiveness of various forms of advertising including radio interviews and current programs covering road safety. The Committee would be seeking free advertising and therefore would be limited to the ABC.

Mr Ken Lowth commented that it seems that this area is well covered by the Road Safety Commission and Police and whether there would be duplication of our efforts as there is frequent coverage of these campaigns.

ROADWISE COMMITTEE RECOMMENDED RESOLUTION

RW4/18 MOVED - Cr. J Dow SECONDED - Cr. P Perks

THAT the Dardanup Roadwise Committee defers this item until the next meeting for further discussion.

CARRIED

8.9 Title: Safe Road Use - Bethanie Fields Seniors Education

Cr. Janice Dow has requested that the Committee consider the following road safety program:-

Apply for funding to have trainers/educators from WALGA go to Bethany Fields and talk to the residents about gopher road use and safety and perhaps encourage them to wear high-vis vests. The Shire could possibly assist with a subsidy to purchase the vests, similar to the bike lights campaign.

Governance Officer – Mrs Peta Nolan Comment

Shire staff have visited Bethanie Fields from time to time to speak about road safety and local issues. Mrs Nicky Smith, Regional Road Safety Adviser undertakes presentations as a part of her role and has relevant road safety presentations for seniors. This program can be included in the Roadwise Strategic Action Plan.

Discussion:

Ms. N Smith advised that she has developed a presentation for seniors and she is available to present this at Bethanie Fields. She referred to the issuing of high visibility vests. Another idea is the high visibility flags to encourage people.

ACTION 01-18:

Regional Road Safety Officer, Nicola Smith approach Bethanie Fields to offer a Road Safety Presentation to residents.

8.10 Title: Safe Road Use – M8 the Call can W8

Mrs Nicky Smith is currently running the M8 the call can W8 campaign for Youth Week around the South West and a "Selfie Frame" has been ordered for use by the Shire of Dardanup. There are a number of opportunities for promotion of this program through social media, newsletters and media releases.

Governance Officer – Mrs Peta Nolan Comment

It is recommended that this item be included in the RoadWise Strategic Action Plan. The 'Selfie Frame' could be offered to the local high schools for use with the school curriculum or on events days.

Discussion:

Mrs. N Smith advised that this is an ongoing campaign and that a campaign pack has been provided to the Shire. In the future the Committee can decide how they would like to promote this. Mr. Westgate suggested the Shire could consider putting stickers on all Shire vehicles.

8.11 Title: Road Safety Commission Community Grants Discussion

At its' meeting held on the 14 December 2017 the Committee discussed the opportunity to apply for grants through the Road Safety Commission. These are assessed bi-monthly and applications need to be submitted before the first Friday in February, April, June, August, October and December 2018. Further information can be found at <https://www.rsc.wa.gov.au/About/Community-Grants>.

At this time the Committee agreed that members consider possible projects for submission for the Road Safety Commission Community Grants to be discussed at the February 2018 meeting.

Discussion:

There was discussion regarding the opportunity to apply for funding to purchase a courtesy speed display board. The Shire has a Courtesy Speed Display Board trial in April and will then assess the effectiveness and whether it would be a project for Council to consider.

Mrs. N Smith advised that the Road Safety Council will make a decision on whether the purchase of a courtesy speed display board will be an eligible item for funding. She advised that there will definitely be a requirement within the guidelines that there would need to be a promotional campaign built around the display board application.

ACTION 03-18:

Shire Officers to report to the next meeting about the outcomes of the trial of the Courtesy Speed Display Board.

Note: Mrs Bev Fortescue and Mr Alan Roberts left the meeting at 5.00pm..

8.12 Title: Dardanup Road Wise Committee Action Sheet

DRC RES#	MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
	28-07-16	Luke Botica	Discuss with Main Roads WA the changes in the traffic lights at Eaton Drive and Recreation Drive.	Correspondence sent although no information received back as yet – 13-10-16.	Pending Main Roads WA Response
	10-08-17	Snr Sgt Smith and Luke Botica	Write to Main Roads to give the Committees support for a reduction of the speed limit on Boyanup-Picton Road.	<p>Letter sent from the Shire.</p> <p>14-12-17 – Mr Botica tabled the response from Main Roads WA stating that they had deemed the speed limit of 110kph to be appropriate and advised the Shire would need to submit supportive data to show there has been an increase in traffic and speed in the vicinity of this intersection.</p> <p>Action: Following discussion by the Committee it was agreed that correspondence be sent to the Equestrian Centre requesting them to forward any evidence that they may have of accidents or near-misses that can be then referred to Main Roads WA.</p> <p>Discussion: Mr Botica advised that telephone contact made with Cathy Hanley from the Equestrian Centre and follow up email sent on 2-02-2018.</p>	Ongoing
01-17	14-12-17	Luke Botica	Write to Main Roads WA requesting that a representative attend each Roadwise Meeting.	Letter sent via email 09-01-2018	Complete
02-17	14-12-17	Luke Botica	Write to Mr Ross Kranz to advise of the program of works that will be commencing on Harris Road and the future plans for this road.	Email sent 09-01-2018	Complete
03-17	14-12-17	Luke Botica	The Committee to consider possible projects for submission for the Road Safety Commission Community Grants	Included for discussion in 8-02-2018 Agenda.	Current

DRC RES#	MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
			to be discussed at the February 2018 meeting. Peta Nolan to include item in February agenda.		
DRC06/17	14-12-17	Luke Botica	Council write to Main Roads WA and request a reduction to the speed limit along Waterloo Road in the vicinity of Harris Road to Ferguson Road from 100kph to 80kph.		Current

Discussion: 28-07-2016 - Traffic Lights at Eaton and Recreation Drive

Mr. L Botica advised that correspondence was sent to Main Roads WA in 2016 regarding the number of accidents and near-misses with the right turn from Eaton Drive into Recreation Drive. It has been mentioned that when the red arrow turns off some vehicles execute a right turn without giving way to oncoming traffic. He had advised that he had witnessed this occurring in person which thankfully had resulted in a near-miss and not an accident.

Main Roads were requested to review the sequencing of the lights and determine whether the red arrow could stay on until the next cycle for a green arrow.

ACTION 03-18:

Ms. C Bassett to follow up correspondence sent from the Shire to Main Roads WA regarding changes in the traffic light filter at Eaton Drive and Recreation Drive.

Discussion: Action 02-17 Cyclists on Harris Road

Mr. L Botica advised that this item was discussed at the Council meeting on 24 January 2018 and it was resolved that Council prohibit cyclists on Harris Road from Boyanup Picton Road to Martin Pelusey Road until road widening works are completed on that road, in the interests of safety. Under Section 3.50 of the Local Government Act there will be a call for public submissions and these will be referred to Council for consideration.

ACTION 04-18:

Mr Botica to provide updates to the Committee regarding this issue.

9. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

10. NEW BUSINESS OF AN URGENT NATURE

None.

11. MATTERS BEHIND CLOSED DOORS

None.

12. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Roadwise Committee Meeting will be Thursday 5 April 2018, commencing at 3.30pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Chairperson to declare the meeting closed at 5.30pm.