

# TOWN OF COTTESLOE



## BIKE PLANNING COMMITTEE

# MINUTES

HELD IN THE  
Mayor's Parlour, Cottesloe Civic Centre  
109 Broome Street, Cottesloe  
1.00 PM, 13 FEBRUARY 2018

**MAT HUMFREY**  
Chief Executive Officer

Corrected 16 May 2018



## BIKE PLANNING COMMITTEE

### 1 DECLARATION OF MEETING OPENING & ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 1:04 PM.

The Chair acknowledged the traditional custodians of the land we are meeting on, and pays respect to elders both past and present.

### 2 DECLARATION OF INTERESTS

Nil.

### 3 ATTENDANCE

#### Committee Members

Cr Sandra Boulter	Elected Member
Cr Sally Pyvis	Elected Member
Cr Helen Sadler	Elected Member

#### Officers Present

Mr Mat Humfrey	Chief Executive Officer	<i>arrived 1:09PM</i>
Mr Nick Woodhouse	Manager Engineering Services	
Mrs Denise Tyler-Hare	Project Manager, Engineering Services	
Ms Elizabeth Nicholls	Acting Governance Coordinator	

#### In Attendance

Cr Lorraine Young	Elected Member
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### 4 RATIFICATION OF THE PREVIOUS MINUTES

All present Committee members confirmed that the Minutes of the previous meeting (21 November 2017) are a true and accurate record.

**Moved CR Sadler, Seconded CR Pyvis  
UNANIMOUS**

### 5 CORRESPONDENCE

#### 5.1 CORRESPONDENCE IN – See Attachment 2

Noted

#### 5.2 CORRESPONDENCE OUT – See Attachment 3.

Noted

### Notes Regarding Correspondence

Cr Sadler indicated that collaboration is required with surrounding Local Governments when preparing bike plans. Claremont has done this, but Cottesloe hasn't. Infrastructure required from Grant Street to Fremantle. Each Local Government has different needs, but it doesn't work to just do sectors. Cr Boulter suggested a community group to engage with cyclists. Cr Sadler indicated that the straight bits need attention, but roundabouts and intersections can have more accidents.

Cr Boulter noted correspondence from Cr Thomas.

Cr Sadler discussed cycling without age, noted Ms Patterson has established relationships within WEARNE. The idea is a bike to take seniors out, running on electricity. This may require wider paths and/or roads.

Cr Boulter raised the Napoleon Street furniture locations, arising from a site inspection, and suggested relocating/changing the furniture when doing the tree replacement. Officers advised that Napoleon Street tender closes 13 February 2018 and it would be up to the Contractor. If the Committee resolves to make a Committee Resolution, it can be passed to Council for consideration.

Cr Boulter requested a plan, and confirmation of how the trees will be removed. Mr Humfrey advised as above. Mrs Tyler-Hare advised the tender requested a response for 'design and construct'. This would make it possible to change the requirements if the contractors needed to remove the street furniture to determine if the items should be reinstated in different locations.

The Committee discussed the options of changing the brief to include the reinstatement of street furniture in different locations. Mr Humfrey advised that this would require consultation with shop owners and there may be insufficient time to ensure the trees are planted at the optimal time.

Cr Pyvis asked whether the trees will be replaced uniformly or staggered. Mr Humfrey indicated it would be up to the Council to determine when the brief is presented to Council for consideration. Mr Humfrey provided the Committee with information regarding the assessment of the tender and changes to Napoleon Street.

## 6 ACTION LIST

See Attachment 4.

## 7 REPORTS OF OFFICERS

**7.1 BIKE PLAN – UPDATED BRIEF**

**File Ref:** SUB/2535  
**Attachments:** Bike Plan – Updated Brief  
**Responsible Officer:** Mat Humfrey  
Chief Executive Officer  
**Author:** Denise Tyler-Hare  
Project Manager  
**Proposed Meeting Date:** 13 FEBRUARY 2018  
**Author Disclosure of Interest:** Nil

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**SUMMARY**

The Committee is requested to endorse the proposed updated project brief for the new bike plan, to enable the Town to obtain consultant quotes.

**BACKGROUND**

In the October 2017 Ordinary Council Meeting, the Council carried a motion as follows:

1. Defer consideration of this matter pending the creation and adoption by Council of a Bike Plan for the whole of the Town of Cottesloe (Bike Plan) which covers the following:
  - a. Identification of the bicycle routes through Cottesloe (current and planned);
  - b. A program of community engagement and consultation on projects and project priorities;
  - c. The resources that the Town has available to allocate to the creation and maintenance of cycle specific infrastructure;
  - d. The key features of the Cottesloe Foreshore Redevelopment and how bicycle infrastructure will be integrated with that redevelopment; and
  - e. Integration with the State Government's Principal Shared Path and with neighbouring local government bike paths.
2. Commit funding to engage a suitably qualified consultant, to collaborate with the Bike Planning Committee, to produce a Bike Plan in accordance with Item 1 above.

CARRIED 5/4

For: Mayor Angers, Crs Rodda, Harkins, Thomas, and Young  
Against: Cr Tucak, Pyvis, Boulter and Sadler

The Western Suburbs Bike Plan was produced in 1999 for the City of Nedlands, Town of Cottesloe and Town of Claremont. This plan sought to present a coordinated approach to the on-going provision of cycle facilities within the included areas. In meeting the broad intentions of the plan the Town of Cottesloe installed a number of cycle facilities within its local government area.

In 2008 the Town of Cottesloe Local Bike Plan 2008 - 2014 was produced with the fundamental aim of building upon the Western Suburbs Bike Plan. This five year plan set out the new strategic direction for cycling in Cottesloe and identified a range of measures intending to meet the needs of cyclists in and through Cottesloe. The bike plan recommended twenty-one minor improvements and five major improvements.

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An audit of the Town's cycling facilities in 2012 revealed that a majority of the recommended minor improvements had been completed by the Town. In contrast, the recommended major improvements required great capital investment, did not lie within the Town's scope or, in the case of Forrest Street Dual Use Path, had been completed. With the expiry of the Town's most recent bike plan in 2014, the Town is looking to develop an updated plan.

Previous relevant bike path committee resolutions from the past minutes in July, August and September include:

11. Mr Nick Woodhouse to collate the last five years worth of bike count data collected by the Town for circulation to the Working Group.
14. Investigate any future or upcoming potential funding opportunities from the Department of Transport.
15. Investigate via the Minister's office the current status of the principle shared path.
18. Investigate Urbi Bike in relation to its potential use in the Town of Cottesloe and report back to the Committee with any new developments.
19. Draft a consultation plan and proceed with compiling the detail of the full application, to be presented to the Committee for perusal prior to action.

### **STRATEGIC IMPLICATIONS**

The implementation of the Bike Plan is identified in various strategic documents:

- Western Suburbs Bike Plan 1999;
- Town of Cottesloe Bike Plan 2008 – 2014;
- Town of Cottesloe Local Bike Plan 2016 (Cardno);
- Foreshore Summary Strategy;
- Foreshore Renewal Masterplan; and,
- Beach Access Paths Style Guide.
- Strategic Community Plan 2013 to 2023
  - a. Priority Area One: Protecting and enhancing the wellbeing of residents and visitors.
  - b. Priority Area Two: Achieving connectivity between east and west Cottesloe.
  - c. Priority Area Three: Enhancing beach access and the foreshore.
  - d. Priority Area Five: Providing sustainable infrastructure and community amenities.

### **POLICY IMPLICATIONS**

The updated bike plan will need to comply with the following policies:

- Town of Cottesloe Street Trees Policy;
- Town of Cottesloe Streetscape Design Policy and Manual;
- Climate Change (Human Enhanced) Policy;
- Town of Cottesloe Streetscape Design; and,
- Town of Cottesloe Disability Access and Inclusion Plan Policy.

## **STATUTORY ENVIRONMENT**

There are no statutory implications.

## **FINANCIAL IMPLICATIONS**

The implementation of the Bike Plan is expected to require significant resources over the next five years. Funds exist in the 2017/2018 budget for the preparation of a bike plan, to the amount of \$85,000.

Funds also are allocated in the 2017.2018 budget for the construction of a bike lane along Marine Parade of \$161,534.

## **STAFFING IMPLICATIONS**

There are no perceived staffing implications arising from the Officers Recommendation. A Project Manager has been engaged by the Town of Cottesloe to oversee these projects.

## **SUSTAINABILITY IMPLICATIONS**

The design approach will cover issues such as sustainability and the long term maintenance and management of the paths. The design will need to include selected materials that have been chosen to ensure sustainability, longevity and ease of maintenance.

## **CONSULTATION**

Bike Planning Committee  
Town of Cottesloe Staff

## **STAFF COMMENT**

The revised project brief has been written by Officers and reviewed by both the Bike Planning Committee and the CEO. The feedback has been incorporated, and it is recommended that the Committee endorse the proposed brief to enable the Town to seek consultant quotes.

## **VOTING**

Simple Majority

## **RESOLUTION**

**THAT Committee ENDORSE the updated project brief to proceed to obtaining consultant quotes, subject to amendments.**

**Moved CR Pyvis, Seconded CR Sadler  
UNANIMOUS**

**Notes Regarding Bike Plan – Project Brief Report**

Mr Woodhouse provided a summary of the proposed brief and requested feedback and Committee endorsement.

Mrs Tyler-Hare indicated Tim Judd had provided comments and an estimated budget of \$50,000. There is a price schedule noted in the brief and incremental payment will be made, but final payment won't be until plan is adopted by Council.

The Committee discussed the brief at length. This included:

- Tim Judd's email
- Stakeholders and pedestrians
- Indicated that the brief should not be too prescriptive (Cr Sadler).
- Roundabouts (Cr Boulter). Mr Woodhouse indicated it was part of the design principles. Cr Boulter requested that a document regarding roundabouts be included as a relevant document.
- That the brief should encourage innovative submissions (Cr Boulter).
- Queries regarding intellectual property rights (Cr Boulter). Mrs Tyler-Hare noted that as part of the deliverables, Intellectual Property belongs to the Town. Mr Humfrey advised that it is possible for the Town to make changes
- CR Young indicated to keep the statement broad.

Suggested changes to the brief included:

- Removing mention of the previous bike from the brief 'Bike Plan 2008 – 2014'.
- Putting emphasis on cycling and active travel planning.
- Page one, 'develop a' to replace 'undertake the review and update of the...'
- Cr Boulter requested changing 'should' to 'will'.
- Mrs Tyler-Hare noted 'specific' stakeholders.
- Mr Humfrey indicated can make 'subject to'
- Cr Boulter suggested 'community and stakeholders will'.
- Note the Tenderer is to demonstrate key principles, but the brief won't provide the list (point six in the email). Use the original list as a checklist when assessing the tender.
- Design principles to be removed.

The Committee discussed bike data. Mr Woodhouse advised there is some data available but not a large quantity. Cr Boulter queried if it is necessary as it is costly. Cr Pyvis indicated that the data was not required and could be added as a relevant document. This would not require an audit to be undertaken.

The Committee agreed to amend the timeframe.



**8 BUSINESS ARISING**

**8.1 PROPOSE AN INVENTORY OF BIKE PARKING IN COTTESLOE – MRS TYLER-HARE**

Deferred

**8.2 TRAFFIC ON MARINE PARADE – CR BOULTER**

Cr Boulter requested that the Department of Transport be contact to provide information regarding Marine Parade becoming a bike boulevard and creating a safe active street. Cr Young suggested that the Foreshore Precinct Implementation Committee should be involved. Cr Boulter noted that the Foreshore Precinct Implementation Committee can receive a resolution from the Bike Planning Committee.

Mr Humfrey provided information regarding Marine Parade being a one way street. Cr Sadler suggested approaching the Department of Transport to find out what they suggest. Mrs Tyler-Hare advise the Committee that that this would be undertaken by the consultant.

Cr Boulter requested that a note be made that funding is to be arranged.

**8.3 DEPUTATION TO JULIE BISHOP – CR BOULTER**

Deferred

**8.4 CLARIFICATION RE STATUS OF THE GRANT ST WHITE LINE – MR HUMFREY**

Deferred

**8.5 BLISTER ISLAND AT WEARNE (SEE ATTACHMENT 6) – CR BOULTER**

The Committee discussed options for the blister island at length.

Mrs Tyler-Hare advised the Committee that comments have been received. Mr Woodhouse indicated that a plateau is not a preferred option as it is a danger to pedestrians as there is uncertainty between traffic and pedestrians. Mrs Tyler-Hare suggested that footpaths could be graded down so it is flush. Cr Pyvis raised concerns that this would allow traffic to speed through the area. Cr Sadler commented that pedestrians should be prioritised and they shouldn't be at the same level as cars.

Mrs Tyler-Hare queried the use of a zebra crossing. Mr Humfrey indicated that this does not meet Main Roads Western Australia requirements and that there are concerns for line of sight.

Cr Young noted that the noise made by vehicles needs to be considered. Mr Humfrey indicated that people would slow down and then accelerate creating additional noise.

Cr Boulter suggested approaching Main Roads Western Australian for comments. Cr Young suggested looking at the Wearne Masterplan. Cr Sadler raised concerns regarding the on/off road cyclist ramps as they create too many pedestrian conflicts.

Cr Sadler's attached email dated 5 January 2018 was noted. Point four to install an ACROD bay will be provided to the Disability Services Advisory Committee for comment.

Cr Boulter asked if there would be additional lighting installed at the proposed blister island. Mrs Tyler-Hare referenced point 1 on the plan which shows this already being included.

Mrs Tyler-Hare advised the Committee that the requested changes would be provided to the Town of Nedlands and the updated document will be provided to the Bike Planning Committee for further consideration.

Cr Boulter thanked Cr Sadler and Cr Pyvis.

#### **8.6 BIKE RACKS AT JOHN STREET CAFE – CR PYVIS**

Mr Woodhouse informed the Committee that the business owner does not support the installation of bike racks. Cr Pyvis suggested that the matter should be passed to Council for consideration.

Cr Young asked if anything has replaced the removed bike racks. It was advised that the area has not had any infrastructure installed.

Cr Sadler queried if this was correct use of the bike infrastructure budget.

#### **8.7 SYDNEY STREET RESOLUTION (APRIL 2015) – CR PYVIS**

Deferred

#### **8.8 SYMBOLS FOR TOWN-WIDE IMPLEMENTATION – MR WOODHOUSE**

Deferred

#### **8.9 RAILWAY STREET AND NAPOLEON STREET STREETScape PLANS– MR HUMFREY**

Deferred

#### **8.10 GRANT STREET CYCLING ACCIDENT 13 DEC 2017 – CR SADLER**

Tabled.

#### **8.11 SWANBOURNE TRAFFIC BRIDGE UPDATE – MR WOODHOUSE**

Deferred.

Cr Boulter thanked Denise Tyler-Hare and Nicholas Woodhouse for their efforts.

**9 CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at 2:39 PM.