

# TOWN OF COTTESLOE



## NORTH COTTESLOE PRIMARY SCHOOL TRAFFIC SAFETY COMMITTEE MEETING

# MINUTES

NORTH COTTESLOE PRIMARY SCHOOL TRAFFIC SAFETY COMMITTEE MEETING  
HELD IN THE  
Mayor's Panel, Cottesloe Civic Centre  
109 Broome Street, Cottesloe  
1:00pm Monday, 8 April 2019

**MAT HUMFREY**  
Chief Executive Officer

10 April 2019

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**TABLE OF CONTENTS**

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<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
<b>1</b>	<b>DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS .....</b>	<b>5</b>
<b>2</b>	<b>DISCLAIMER.....</b>	<b>5</b>
<b>3</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION .....</b>	<b>5</b>
<b>4</b>	<b>ATTENDANCE.....</b>	<b>5</b>
<b>5</b>	<b>DECLARATION OF INTERESTS.....</b>	<b>6</b>
<b>6</b>	<b>CONFIRMATION OF MINUTES.....</b>	<b>6</b>
<b>7</b>	<b>PRESENTATIONS .....</b>	<b>6</b>
<b>8</b>	<b>REPORTS.....</b>	<b>7</b>
	<b>8.1 REPORTS OF OFFICERS.....</b>	<b>7</b>
	8.1.1 REQUEST FOR COUNCIL APPROVAL CONCEPT AND PUBLIC CONSULTATION	7
	<b>8.2 ITEMS FOR DISCUSSION.....</b>	<b>13</b>
<b>9</b>	<b>GENERAL BUSINESS.....</b>	<b>13</b>
	<b>9.1 COMMITTEE MEMBERS .....</b>	<b>13</b>
	<b>9.2 OFFICERS.....</b>	<b>14</b>
<b>10</b>	<b>MEETING CLOSED TO PUBLIC.....</b>	<b>14</b>
	<b>10.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....</b>	<b>14</b>
	<b>10.2 PUBLIC READING OF RECOMMENDATIONS THAT MAY BE MADE PUBLIC.....</b>	<b>14</b>
<b>11</b>	<b>NEXT MEETING .....</b>	<b>14</b>
<b>12</b>	<b>MEETING CLOSURE .....</b>	<b>14</b>

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**1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member announced the meeting opened at 1:02pm.

**2 DISCLAIMER**

The Presiding Member drew attention to the Town's Disclaimer.

**3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The Presiding Member announced that the meeting is being recorded, solely for the purpose of confirming the correctness of the Minutes.

**4 ATTENDANCE**

**Members**

Cr Mark Rodda	Presiding Member, Elected Member
Cr Melissa Harkins	Elected Member
Cr Michael Tucak	Elected Member
Ms Megan Klaver	North Cottesloe Primary School Deputy Principal
Ms Kirsty Barrett	North Cottesloe Primary School Board
Mr Mark Goodlet	North Cottesloe Primary School P&C

**Officers**

Mr Mat Humfrey	Chief Executive Officer
Mr Shaun Kan	Manager Engineering Services
Ms Ann-Marie Donkin	Governance Officer

**Visitors**

Media x1  
Members of the public x5

**Leave of Absence**

Cr Helen Sadler	Elected Member
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**Apologies**

Nil

**5 DECLARATION OF INTERESTS**

Nil

**6 CONFIRMATION OF MINUTES**

That the Minutes of the meeting of the North Cottesloe Primary School Traffic Safety Committee meeting held on 26 February 2019 be confirmed as a true and accurate record.

**COMMITTEE MEMBER MOTION/COMMITTEE RESOLUTION**

**Moved Cr Harkins    Seconded Ms Barrett**

**That the Minutes of the North Cottesloe Primary School Traffic Safety committee meeting held on 26 February 2019 be deferred whilst the unconfirmed Minutes are rechecked by the Administration.**

**Carried 5/1**

**For: Crs Rodda, Harkins, Mr Goodlet, Ms Barrett and Ms Klaver**

**Against: Cr Tucak**

**7 PRESENTATIONS**

Nil

**8 REPORTS**

**8.1 REPORTS OF OFFICERS**

**8.1.1 REQUEST FOR COUNCIL APPROVAL CONCEPT AND PUBLIC CONSULTATION**

**File Ref:** SUB/2630

**Attachments:**

- 8.1.1(a) Traffic Engineering Report - North Cottesloe Primary School [CONFIDENTIAL] [UNDER SEPARATE COVER]
- 8.1.1(b) Arbologic - Design Specific Tree Assessment Report - 26 March 2019 [CONFIDENTIAL] [UNDER SEPARATE COVER]
- 8.1.1(c) Railway Street Design - Aerial View - No hatching [CONFIDENTIAL] [UNDER SEPARATE COVER]
- 8.1.1(d) Railway Street Design - Aerial View - with Hatching [CONFIDENTIAL] [UNDER SEPARATE COVER]
- 8.1.1(e) Railway Street Design - No Hatching [CONFIDENTIAL] [UNDER SEPARATE COVER]
- 8.1.1(f) Railway Street Design - with Hatching [CONFIDENTIAL] [UNDER SEPARATE COVER]

**Responsible Officer:** Mat Humfrey, Chief Executive Officer

**Author:** Shaun Kan, Manager, Engineering Services

**Author Disclosure of Interest:** Nil

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**SUMMARY**

The North Cottesloe Primary School Traffic Safety Committee considers the following documents

1. Concept Design
2. Arbologic – Design Specific Tree Assessment Report;

and makes a recommendation to Council.

**BACKGROUND**

At the June 2018 Ordinary Council Meeting, Council resolved to:

*ALLOCATE \$15,000 for a traffic study and broad consultation as part of the planned process, which is:*

1. *Consultation with Western Power.*
  2. *Undertake a traffic study (report to be provided to the Committee and Council). The traffic study is to include 3 points as follows:*
-

- a. *Define the issue, encompassing pedestrians, cyclists, cars and universal access:*
  - i. *Safety perspective; and*
  - ii. *Traffic perspective.*
- b. *Review the proposed concept plan to determine whether it is likely to improve these issues and how; and,*
- c. *Provide alternative options to improve on these issues, and whether these improvements would be more appropriate than the proposed plan.*
3. *Focussed and broad consultation on the amended concept plan (as a result of the traffic study) to be undertaken by external consultant (feedback to be provided to the Committee and Council).*

*Subject to 1, 2 and 3 above proceed to points 4 – 7 below:*

4. *Undertake concept review (report to be provided to the Committee and Council).*
5. *Detailed design (to be provided to the Committee and Council).*
6. *Tender process*
7. *Construction*

At the 26 February 2019 the North Cottesloe Primary School Safety Committee Meeting, the committee supported the following actions by the Administration:

1. Revised project delivery program for implementation;
2. Concept Design for changes to be made to the Tree Assessment and Traffic Engineering Report public consultation;
3. Progress of the revised concept to preliminary design and;
4. Subjected to point (3) and (4), incorporate community feedback to finalise the detail design for Council approval and tender.

### **STRATEGIC IMPLICATIONS**

This report is consistent with the Town's *Strategic Community Plan 2013 – 2023*.

Priority Area 1: Protecting and enhancing the wellbeing of residents and visitors

Major Strategy 1.1: Develop an 'integrated transport strategy' that includes cycling, park and ride, Cott Cat, public transport and parking management strategies to meet the needs of pedestrians, cyclists and other non-vehicular traffic.

This report is consistent with the Town's *Corporate Business Plan 2017 – 2021*.

Priority Area 5: Providing sustainable infrastructure and community amenities.

### **POLICY IMPLICATIONS**

There are no perceived policy implications arising from the officer's recommendation.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996*

## **FINANCIAL IMPLICATIONS**

The final financial implications will only be known following finalisation of the concept a request to the State Government for funding is determined.

## **STAFFING IMPLICATIONS**

There are no perceived staffing implications arising from the officer's recommendation.

## **ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS**

The proposed concept will improve traffic flow along Curtin Avenue. New footpaths connecting to Eric Street bridge and the future principal shared path will promote cycling as an alternative transport mode.

There will be the loss of a small amount of vegetation through this concept and the detailed design phase would need to ensure existing mature trees are protected from any adverse impacts.

## **PROPOSED CONSULTATION**

Main Roads Western Australia

Department of Education

Western Power

North Cottesloe Primary School

Residents and Business within the School's Vicinity

## **OFFICER COMMENT**

A traffic engineering report and tree assessment report have been prepared for the attached concept plan to relocate the drop off facility onto Railway Street. The proposal provides a safer road environment adjacent to North Cottesloe Primary School and reduces congestion along Eric Street.

The Administration has addressed the June 2018 Ordinary Council Meeting resolutions as follows:

### **1. Consultation with Western Power**

This will be done during the consultation phase of the design if approved by Council. Main Roads Western Australia and the Department of Education will be engaged at the same time to seek State Government funding and design approval.

### **2. Traffic Study**

Eric Street is a designated bus route with on-road cycle lanes along the southern boundary of the school. Footpaths are available on both sides of the road with the northern path connecting into the current pick up/set down facility. A formalised pedestrian crossing is also in place just east of Railway Street, through the slow point that provides safe pedestrians and cyclists refuge to cross Eric Street during peak periods.

Currently, significant queuing in both directions along Eric Street cause minor delays at Curtin Avenue and Stirling Highway Intersections. This is mainly during the morning peak period that coincides with the school drop off period. No queuing delays were observed during the school pick up.

It has been assessed that the proposed concept to relocate the facility to Railway Street will improve traffic flow and allow for safer ingress and egress onto Railway Street through the roundabout.

Pedestrian safety will be improved through an additional controlled crossing north of the school along Railway Street. Local Area Traffic Management Islands located north of the pick up and drop off access points will provide a traffic calming to encourage awareness of pedestrians and cyclist.

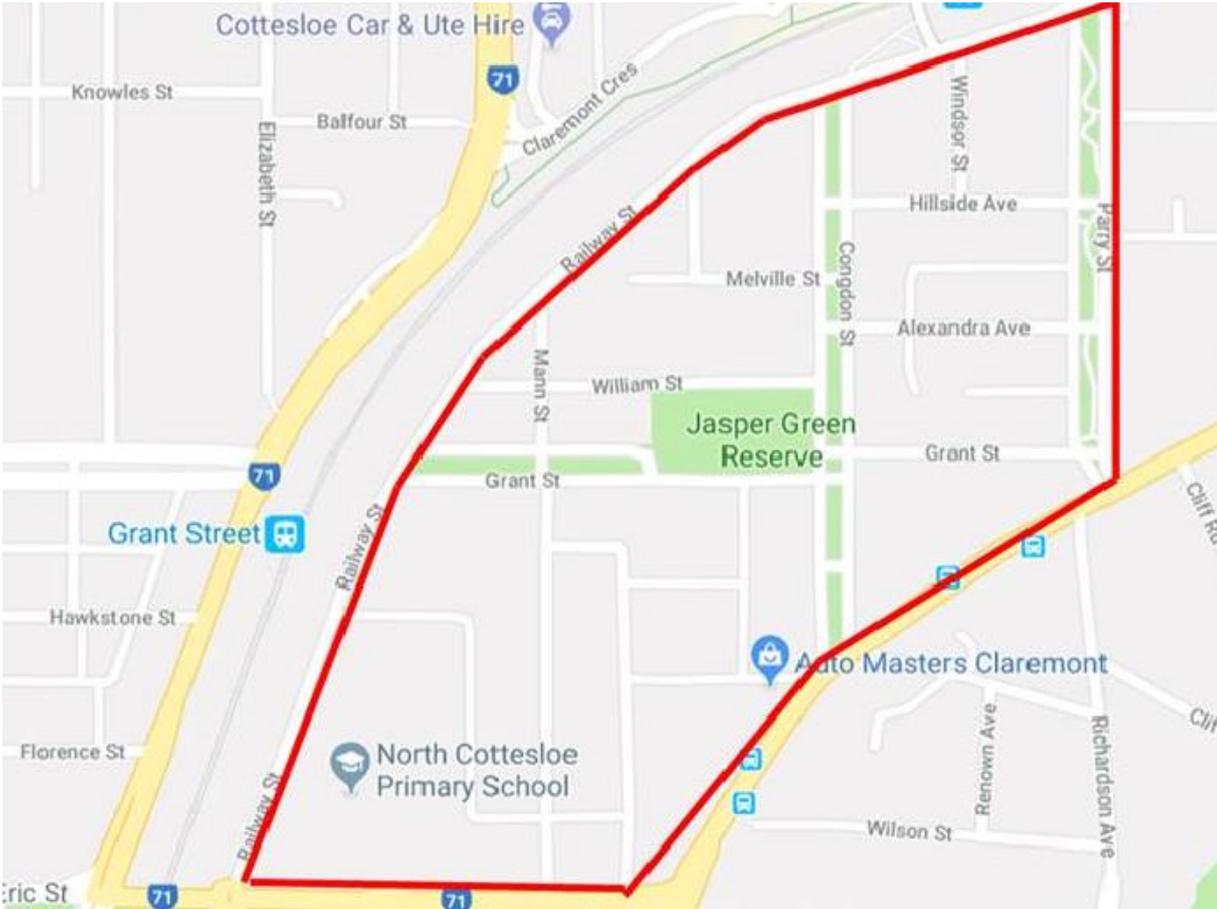
Further safety improvements are anticipated with the proposed reduction in speed zone to 40km/h along Railway Street (Grant Street and Eric Street). This would require Main Roads approval.

Ramps, at-grade crossing, sufficiently wide paths and ACROD bays provides universal access. The path extension on the western side of the proposed facility provides cyclist connectivity to and from the Curtin Avenue future Principal Shared path, existing footpaths and on-road cycle shoulders.

Solutions alternative to the proposed concept would predominantly involve the widening of Eric Street to accommodate the queuing. However, given that this is a distributor road, the approach would result in significant delays during construction. The relocation of the facility to Railway Street including the road works required would potentially cost similar to the alternative but can be constructed without delays and impact on pick up and set down facilities.

### **3. Broad Public Consultation**

In addition to consultation with State Government, it is propose that the school and surrounding directly impacted stakeholders be engaged. The following attachment provides an indication of the project advertising catchment.



**VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION**

That the North Cottesloe Primary School Traffic Safety Committee recommends;

That Council:

- 1. NOTES the Traffic Engineering Report and Tree Assessment Report;
- 2. APPROVE the attached Concept Design for the purposes of undertaking consultation;
- 3. APPROVES limited site investigations to develop a preliminary design, in particular to ensure the Norfolk Island Pine Trees can be protected;

**COMMITTEE RECOMMENDATION**

Moved Mr Goodlet Seconded Cr Harkins

That the North Cottesloe Primary School Traffic Safety Committee recommends;

That Council:

- 1. **NOTES the Traffic Engineering Report and Tree Assessment Report;**
- 2. **APPROVES limited site investigations to be undertaken by an arborist without**

materially adversely impacting any existing trees, as recommended in the Tree Assessment Report, to develop a preliminary design, in particular to ensure the Norfolk Island Pine Trees can be protected;

3. As a concurrent activity the administration further develop a community consultation plan which includes an indicative total cost and potential funding sources, for community wide consultation in addition to the personalised letters to those directly affected as identified in the map but extended south to Napier Street.

**Carried 6/0**

**8.2 ITEMS FOR DISCUSSION**

Nil

**9 GENERAL BUSINESS**

**9.1 COMMITTEE MEMBERS**

Cr Tucak raised the need make it clear that the previous \$35,000 funding received from the State Government was for a completely separate project to this one.

**COMMITTEE MEMBER MOTION/COMMITTEE RESOLUTION**

**Moved Cr Tucak      Seconded Mr Goodlet**

**The committee notes that references in previous officer reports \$35,000 were not relating to this project and were funded by the State Government.**

**Carried 6/0**

Ms Kirsty Barratt requested that the Administration insert the Town's Strategic Community Plan, Priority area 2 – achieving connectivity between east and west Cottesloe, in all future reports under the Strategic Implications (as was done in the report to Council on this matter, September 2017):

**STRATEGIC IMPLICATIONS**

The town's strategic community plan contains a strategy specifically for this issue, being;

**Priority area 2 – achieving connectivity between east and west Cottesloe**

**Strategy 2.4** – proactively pursue solutions for improved access to north Cottesloe primary school, with a view to reducing congestion on Eric street.

In the recently adopted corporate business plan 4 actions are contained to achieve this strategy, being;

Develop a costed project that relocates the school's parking and drop off point from Eric street to railway street

Develop a costed solution for the intersection of railway street and Eric street;

Lobby the state government to make an appropriate allocation for the parking relocation; and

Lobby to the state government to upgrade the Eric street rail bridge and the intersection of Curtin avenue and railway street.

Actions a. and b. were allocated to the 2017/2018 year in the corporate business plan, with actions c. And d. To commence in the next financial year.

**9.2 OFFICERS**

Nil

**10 MEETING CLOSED TO PUBLIC**

Nil

**10.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**10.2 PUBLIC READING OF RECOMMENDATIONS THAT MAY BE MADE PUBLIC**

**11 NEXT MEETING**

To be determined.

**12 MEETING CLOSURE**

The Presiding Member announced the closure of the meeting at 2:00pm.