

# TOWN OF COTTESLOE



## NORTH COTTESLOE PRIMARY SCHOOL TRAFFIC SAFETY COMMITTEE

# UNCONFIRMED MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
1:00PM, 26 FEBRUARY 2019

**MAT HUMFREY**  
Chief Executive Officer

6 March 2019



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## 1. DECLARATION OF MEETING OPENING / ANNOUNCEMENT OF VISITORS

Cr Rodda declared the meeting open at 1:10pm

It is to be noted that the meeting start was delayed due to an administration error that saw the incorrect start time of 1:30pm being advised in the Agenda and Notice of Meeting email sent out on Friday 22 February 2019.

## 2. ATTENDANCE

### Committee Members

Cr Mark Rodda	Presiding Member
Cr Melissa Harkins	Elected Member
Cr Helen Sadler	Elected Member
Cr Michael Tucak	Elected Member
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
Mr Kevin Truscott	Project Manager
Ms Ann-Marie Donkin	Governance Officer

### Apologies

Ms Megan Klaver	North Cottesloe Primary School Deputy Principal
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### Visitors

Members of the Public (2)

## 3. DECLARATION OF INTERESTS

Nil

## 4. OFFICERS REPORTS

#### 4.1 NORTH COTTESLOE PRIMARY SCHOOL TRAFFIC SAFETY COMMITTEE – PROJECT DELIVERY PLAN AND COMMUNITY CONSULTATION

<b>File Ref:</b>	N/A
<b>Attachments:</b>	Project Delivery Plan Revised Concept Plan
<b>Responsible Officer:</b>	Mat Humfrey, Chief Executive Officer
<b>Author:</b>	Shaun Kan, Manager Engineering Services
<b>Proposed Meeting Date:</b>	26 February 2019
<b>Author Disclosure of Interest:</b>	Nil

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#### SUMMARY

The committee is asked to support the:

1. Attached revised project delivery program for implementation
2. Attached revised concept design for changes to be made to the Traffic Engineering and Tree Assessment Report for public consultation

#### BACKGROUND

At the July 2017 Ordinary Council Meeting, Council rejected the initial design that involved the removal of several trees including a number of Norfolk Island Pines. A revised concept has since been developed.

At the June 2018 Ordinary Council Meeting, Council accepted and resolved to advertise the amended concept design for broad public consultation before developing detailed design drawings for approval.

The North Cottesloe Primary School Traffic Safety Committee at the 6 February 2019 meeting requested for changes to the concept plan for public consultation. The traffic engineering consultant and tree assessment report will be updated pending the acceptance of the revised concept by the committee and included in the engagement. Changes have also been made to the delivery program to incorporate sourcing funds from other Government Agencies.

#### STRATEGIC IMPLICATIONS

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

Priority Area 4: Managing Development

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**

The design is subjected to Main Roads Western Australia approval as the State Government Department is responsible for the installation of regulatory signs and linemarking.

## **FINANCIAL IMPLICATIONS**

The State Government would have to co-fund the project in conjunction with the Town of Cottesloe. A cost estimate will be developed as part of the design process to request for funding from Main Roads, Education Department and the Town. The Town has previously spent \$35,250 (excluding GST) in design consultancy fees within the 2015/16 financial year.

## **STAFFING IMPLICATIONS**

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

## **SUSTAINABILITY IMPLICATIONS**

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

## **FUTURE CONSULTATION**

- Town of Cottesloe Staff
- North Cottesloe Primary School
- Department of Education
- Department of Transport
- Main Roads Western Australia
- Residents and Businesses within the School Vicinity

## **STAFF COMMENT**

The proposal for the relocated car park will create a safer road environment adjacent to North Cottesloe Primary School and reduce congestion along Eric Street and Railway Parade. A revised road alignment within the new concept plan has avoided any impact on the 24 matured trees and the nine Norfolk Island Pines.

The new footpath proposed on the westerns side has been extended to connect with the existing path to the north. Main Roads will be engaged on the extension of lower speed zones to Grant Street as part of the public consultation process. The traffic engineering report and tree assessment plan will be updated for public consultation subject to the committee's support for the attached concept. A three week period has been included in the project delivery program to explore and engage on external funding opportunities.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

That the North Cottesloe Primary School Traffic Safety Committee support:

1. Attached revised project delivery program for implementation;

2. Attached 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.

#### **COMMITTEE RECOMMENDATION**

**Moved: Mr Mark Goodlet    Seconded: Cr Harkins**

**That the North Cottesloe Primary School Traffic Safety Committee support:**

1. Attached revised project delivery program ;
2. Attached Concept Design for;
  - a. changes to be made to the Traffic engineering report and;
  - b. review design alignment of the western path to minimize impact on existing vegetation
  - c. for a site specific Tree Assessment report identifying which trees may be impacted and an updated assessment of each of them;which will form part of the documents to be used public consultation;
3. That the Public consultation documents and survey questions be circulated to the committee for review and if necessary, for call in prior to commencing public consultation.
4. Progress of the revised concept to preliminary design works to identify any potential engineering issues.

**Carried 5/1**

For: Cr Rodda, Cr Harkins, Cr Tucak, Mr Goodlet and Ms Barrett

Against: Cr Sadler

## 5. GENERAL BUSINESS

### 5.1 Confirmation of Minutes

#### COMMITTEE RECOMMENDATION

**Moved: Ms Kirsty Barratt    Seconded: Cr Rodda**

**That the Minutes of the meeting of the North Cottesloe Primary School Traffic Safety Committee meeting held on 6 February 2019 be confirmed as a true and accurate record.**

**Carried 6/0**

### 5.2 Items for discussion

Outcome of Timing Trials - requested by Cr Sadler

Points discussed by the committee included:

- Constraints of current parking arrangement
  - Only used by teachers
- Availability of other informal parking
- Changing current car park to timed parking – 4 hour limit
- Query as to whether this outcome is indicative of the scope of the committee
- Nth Cott primary school representatives unable to provide a response without knowing the views of the Council in this regard

**Moved Cr Sadler    Seconded: Cr Tucak**

**For the Town to report back at the subsequent committee meeting on the outcomes of the parking trial and formulate a position regarding a timed parking option to existing car park on Railway Street of 4 hours.**

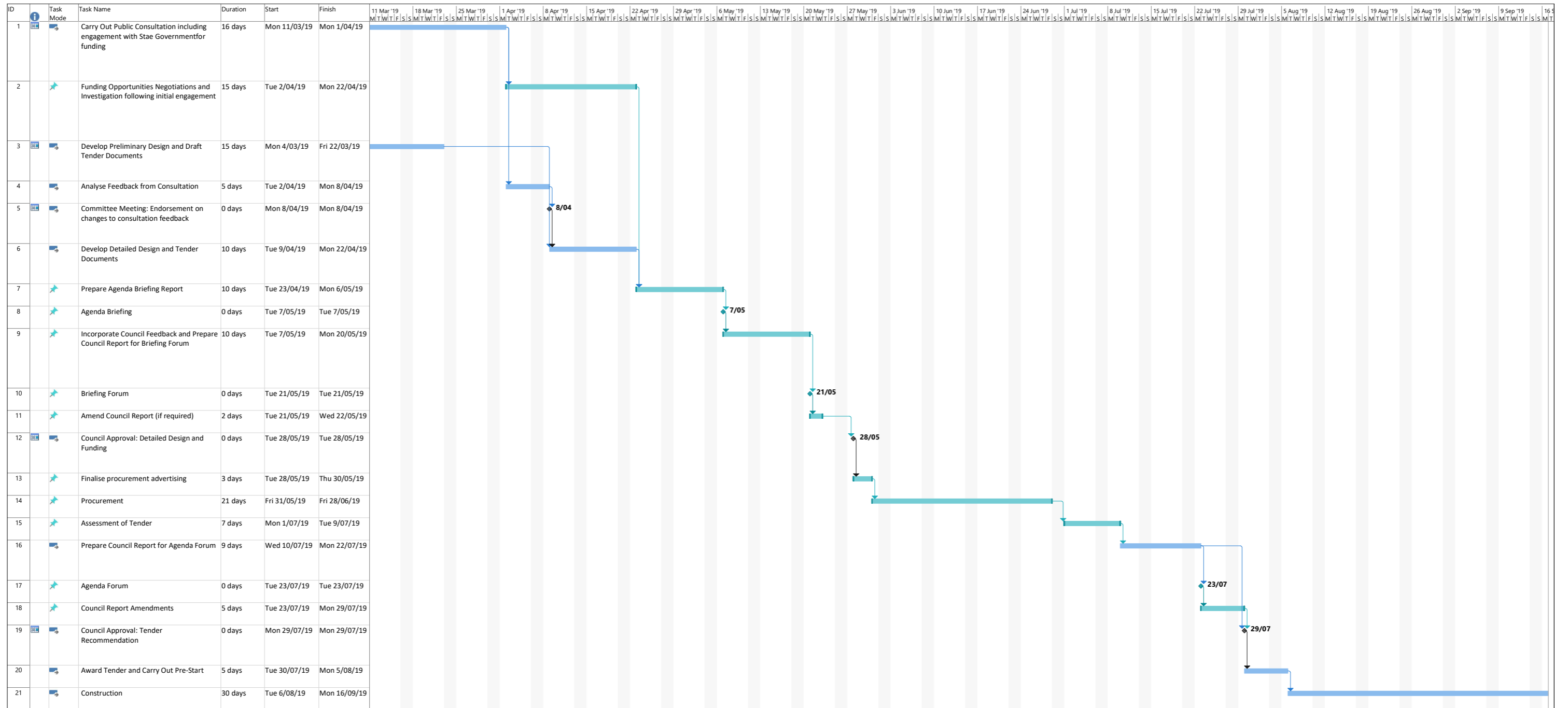
**Carried 6/0**



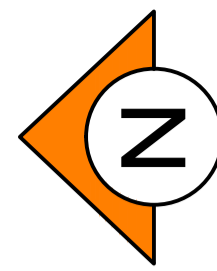
**6. NEXT MEETING**

To be determined

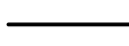






**7. MEETING CLOSURE**







LEGEND

-  PROPOSED KERB
-  PROPOSED ASPHALT
-  PROPOSED CONCRETE FOOTPATH
-  PROPOSED PRAM RAMP
-  PROPOSED CONCRETE INFILL/CROSSOVER
-  PROPOSED BRICK PAVING
-  PROPOSED TREE



PLAN  
SCALE 1:500

0 5 10 20 30m  
SCALE 1:500 @ ORIGINAL SHEET SIZE A1