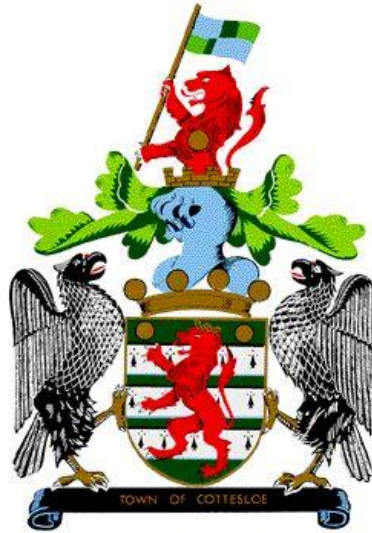


# TOWN OF COTTESLOE



## ACTIVE TRANSPORT WORKING GROUP

**UNCONFIRMED** MINUTES

ADMINISTRATION MEETING ROOM, COTTESLOE CIVIC CENTRE

109 BROOME STREET, COTTESLOE

4:00PM, TUESDAY 17 MARCH 2020

Neil Hartley  
Acting Chief Executive Officer

20 MARCH 2020

**ACTIVE TRANSPORT WORKING GROUP**

**PURPOSE**

To increase active transport within the Town by providing access to appropriate infrastructure and activities.

**TERMS OF REFERENCE**

To advise Council on the infrastructure and policy requirements to increase active transport within the Town.

**CONFIDENTIALITY**

These papers are not confidential on the whole; however, they will not be published on the Town's website or made available for public distribution. Elected Members/Committee Members are not prevented from discussing any topic raised in these papers in general terms; however, they should not be distributed as there are parts that are confidential for a host of reasons (e.g. the presence of legal advice).

The purpose of the meeting is for Members to provide informal feedback / raise issues with the progress of nominated projects. No decisions can be made at this forum and any matter that ultimately requires a Council decision will be presented to a Council meeting.

As no decisions can be made at the meeting and many of the topics could be considered confidential at this stage, the forum will not be open to the public.

The notes contained within these papers are in note form, they are not finalised reports. Members have an opportunity to ask for information to be considered for inclusion in reports on these matters, which will be considered by the officers when reports are finalised.

Officers are very aware of the need to maintain transparency in the decision making process. As noted in the departmental guidelines on such forums, the best way to maintain transparency in decision making is to ensure that all decisions are made in public meetings. With this in mind, officers have deliberately omitted any recommendations from these notes, instead noting how we suggest we proceed with the matter at hand. Members will be free to provide feedback on these suggestions; however, no specific direction should be given or debated.

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## 1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Manager Engineering Services Mr Shaun Kan announced the meeting opened at 4:03pm.

### 1.1 ELECTION OF A PRESIDING MEMBER

Mr Kan called for nominations for a Presiding Member.

The members agreed that in the absence of Cr Young to appoint an interim Presiding Member. Cr Barrett nominated Cr Sadler as the interim presiding member. Cr Sadler accepted the nomination which was seconded by community member Mr Michael Thomas.

Cr Sadler was voted as interim Presiding Member unanimously and assumed the chair at this point.

## 2 DISCLAIMER

Cr Sadler made reference to the Disclaimer on the inside of the cover page

## 3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

No announcements were made.

## 4 ATTENDANCE

### Members

Cr Helen Sadler	Elected Member
Cr Kirsty Barrett	Elected Member
Mr Michael Thomas	Community Representative
Mr Mark Powell	Community Representative

### Staff

Mr Shaun Kan	Manager Engineering Services
Ms Ann-Marie Donkin	Governance Officer

### Apologies

Cr Lorraine Young	Elected Member
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### Visitors

Nil.

## 5 DECLARATION OF INTEREST

All members declared an impartiality interest in the meeting agenda by virtue of being members of the West Cycle Advisory Group and Perth to Port Bike and Walk.

## 6 PRESENTATIONS

Nil.

## 7 REPORTS OF OFFICERS

### 7.1 LONG TERM CYCLE NETWORK – REPORT TO COUNCIL FOR DISCUSSION

**File Ref:** SUB/2798

**Attachments:** (a) Minutes – Bike Planning Committee 13 August 2019  
(b) Long Term Cycle Network DRAFT Community Engagement Plan  
(c) Cottesloe - Long Term Cycle Network

**Responsible Officer:** Neil Hartley, Acting Chief Executive Officer

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

**Author Disclosure of Interest:** Nil

#### SUMMARY

Council at the September 2019 Ordinary Council Meeting endorsed Cottesloe’s draft Long Term Cycle Network (LTCN) for submission to the Department of Transport (DoT) for consideration. The State Government supported plan will be put out for comment before being finalised within the Western Australian Transport Strategy.

Following previous resolutions made on the item, Council is asked to approve the Community Engagement Plan for the last round of consultations.

Council is asked to note that a late item will be brought to the April 2020 Ordinary Council Meeting to meet the Department of Transport’s adoption timeframes.

#### BACKGROUND

In August 2019, a draft LTCN was developed based on the results from a resident route aspiration survey. The results were discussed with DoT and considered by the committee before recommending a proposed plan to Council.

Council then endorsed the plan in September 2019 with a resolution for a Community Engagement Plan to be brought back to a subsequent Council Meeting for adoption before the draft LTCN attached is advertised. The community will be invited to provide feedback through written submissions as a structured survey was carried out during the initial development of the plan.

#### 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 1: Protect and enhance 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.

### **POLICY IMPLICATIONS**

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

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

### **FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with the existing budgetary allocation. Co-contribution grant funding is available from the DoT. Applications will be made once the LTCN is finalised by the State Government.

### **STAFFING IMPLICATIONS**

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

The works will be completed either by contractors or consultants.

### **ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS**

The project will promote cycling as a sustainable option for travel.

### **CONSULTATION**

Town of Cottesloe Staff  
Elected Members  
Cottesloe residents and the wider community  
Department of Transport

### **OFFICER COMMENT**

Council's acceptance of the attached Engagement Plan will allow for final community feedback for further consideration by Elected Members at the April 2020 Ordinary Council Meeting before the DoT incorporates the final LTCN into the State Government's Transport Strategy. Applications for grants can then be made by the Town in late 2020 to progressively fund the implementation of these routes.

Given that a questionnaire was used to determine aspirations to develop the initial LTCN, it is recommended that the final round of feedback be obtained through an invitation for submissions. This would allow the community to provide more specific suggestions should they wish to do so. The information can then be considered by both Council and the DoT.

This style of consultation is to occur because:

- The LTCN adoption will form part of a long term State Government Transport strategy that will be used to assess any grant applications;
- Any proposed modifications could also compromise the opportunity of receiving such funding;
- Given these implications, it would be difficult to support any changes at the time.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER RECOMMENDATION**

**THAT Council:**

- 1. APPROVES the attached Community Engagement Plan for the final round of public consultation;**
- 2. NOTES that the public consultation will occur in April 2020 through an invitation for written submission and;**
- 3. NOTES that a report summarising any feedback received will be provided to Council at the April 2020 Ordinary Council Meeting for consideration.**

### **Working Group Summary of Feedback**

#### **Engagement Plan**

- As well as promoting in the Cottesloe Community also undertake parallel promotion with such groups as Perth to Port.
- Include as an attachment/supporting documents, December 2018 LCTN community engagement outcomes and report (publish online - Have a Say and/or Active Transport Working Group page).
- Engage with local school communities – ensure they are informed.
- Include cycle network hierarchy description information as part of the consultation.

#### **The Final Draft – Cottesloe Long Term Cycle Network**

- Overall happy with the plan.
- Query decision for making Kathleen St part of the Cottesloe cycle network connecting to Grant and Eric Streets.
  - Kathleen St is busier and has a lot of car parking, is quite unsafe for cyclists;



- Marmion Street would be a better/preferred option as it is wider, less congested with parking and a safer option for cyclists;
- Marmion would also connect people more readily to:
  - Daisies
  - Childcare
  - Toy Library

## 8 ITEMS FOR DISCUSSION

Items request for discussion by Cr Sadler.

### 8.2.1 Roads to Recovery

What On-road Treatments can be done within Budget?

**For future discussion** – MES advised that an email will be sent to the group providing advice in this regard.

### 8.2.2 City of Subiaco Roll Out of Road Calming Treatments

Process/Governance for Cottesloe to do the same.

**For future discussion** – MES advised that an email will be sent to the group providing advice in this regard.

### 8.2.3 Planning For Shade Along The Draft Bike Routes.

Cr Sadler raised concerns about the lack of shade on the draft routes particularly;

- Marmion St.
- Broome St.
- Marine Parade.
- Grant St.

Trees missing from the verge are creating pockets where there is no shade at all. Suggested planting out existing verges where it is evident trees are missing – there is a need to create shade and keep it cooler to encourage cyclist and walkers.

MES will take concerns back to the environmental projects for comment and advise.

### 8.2.4 Status of Gibney Street Crossing.

MES advised the group that an officer is working on this at the moment;

- Related to the WEARNE redevelopment – function of pedestrian and vehicle volumes in the area (forecast increase).
- Intention is to go back to Main Roads.

### 8.2.5 Long Term Budget Allocations

Allocations to the Active Transport Reserve Fund by the Working Group.

MES advised the group that;

- Active Transport Reserve has a current budget allocation of \$205k.
- Distribution of funds will be contingent on the adoption of the LTCN.

The group discussed the need for an annual budget allocation to enable emerging projects to be funded without the need for budget amendments. Query the possibility of unused funds being rolled over. This matter was also raised by the previous Bike Planning Committee.

**8.2.6 Available Grants – Bike Week 2021**

Establishing a Timeline/Calendar of Grants.

**Defer** – leave on the agenda for future discussion.

**8.2.7 Additional Bike Parking**

Cottesloe Medical Centre, Boat Shed, Civic Centre (Napier Street side).

Declaration: Cr Sadler advised an impartiality interest here as she works for IPN who also run the Cottesloe Medical Centre.

MES advised all current Bike Parking projects have been completed, with extra money available in the budget to undertake more.

It was noted that Bike Parking was yet to be done at the Scout Hall (as per a previous Council Resolution). MES will investigate and advise.

For the purpose of identifying future Bike Parking projects, the group agreed to think about additional locations based on;

- Need.
- Safety.
- Demand.

This item is to remain on the agenda to allow for further discussion.

Member Mr Michael Thomas excused himself from the meeting at 5:01pm and did not return.

**9 GENERAL BUSINESS**

Nil.

**10 MEETING CLOSURE**

Cr Sadler announced the closure of the meeting at 5:04pm.