



# Town of Cottesloe

I hereby certify that the minutes of the North Cottesloe Primary  
School Traffic Safety Advisory Committee meeting held on

**Wednesday, 8 April 2020**

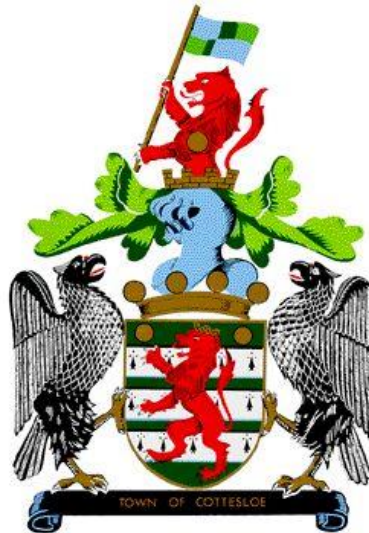
were confirmed as a true and accurate record by committee  
resolution.

Signed: *Melissa Kendrick*

Presiding Member

Date: *10/8/'20*

# TOWN OF COTTESLOE



## NORTH COTTESLOE PRIMARY SCHOOL TRAFFIC SAFETY COMMITTEE MEETING

# UNCONFIRMED MINUTES

NORTH COTTESLOE PRIMARY SCHOOL TRAFFIC SAFETY COMMITTEE MEETING

HELD IN THE

War Memorial Hall, Cottesloe Civic Centre

109 Broome Street, Cottesloe

1:00pm Wednesday, 8 April 2020

**NEIL HARTLEY**

Acting Chief Executive Officer

14 April 2020

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

The Presiding Member announced the meeting opened at 1:01pm.

**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 Melissa Harkins	Presiding Member/Elected Member
Cr Paul MacFarlane	Elected Member
Cr Michael Tucak	Elected Member
Mr Douglas Cook	North Cottesloe Primary School Principal
Ms Nicole de le Motte	North Cottesloe Primary School Board (1:03pm)

**Officers**

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

**Visitors**

Nil.

**Apologies**

Cr Lorraine Young	Elected Member
Mr Mark Goodlet	Deputy Presiding Member/North Cottesloe Primary School P&C
Mr Neil Hartley	Acting Chief Executive Officer
Mr David Lappan	Project Manager

**5 DECLARATION OF INTERESTS**

Nil.

**6 CONFIRMATION OF MINUTES**

**Moved Cr Tucak Seconded Cr MacFarlane**

**That the Minutes of the North Cottesloe Primary School Traffic Safety Committee Meeting held on Monday 10 February 2020 be confirmed as a true and accurate record.**

**Carried 4/0**

Ms de le Motte entered the meeting at 1:03pm.

**7 PRESENTATIONS**

Nil.

**8 REPORTS**

**8.1 REPORTS OF OFFICERS**

**8.1.1 KISS AND DROP COMMUNITY ENGAGEMENT**

**File Ref:** SUB/2630  
**Attachments:** 8.1.1(a) Artist Impression - North Cottesloe Primary School Kiss and Drop  
8.1.1(b) Railway Street Concept Design - Plan 1  
8.1.1(c) Railway Street Concept Design - Plan 2  
**Responsible Officer:** Neil Hartley, Acting Chief Executive Officer  
**Author:** Shaun Kan, Manager, Engineering Services  
**Author Disclosure of Interest:** Nil

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**SUMMARY**

In line with the February 2020 Ordinary Council Meeting resolution, the Administration met with the Department of Education and Main Roads Western Australia over the month of March 2020. Officers from both organisations discussed matters relating to the future Eric Street Upgrade, safety improvements delivered by the kiss and drop relocation to Railway Street project together with the possibilities of State Government funding to complete such works.

Discussion outcomes between the Town of Cottesloe and the State Government can be summarised as follows:

- The Department of Education and Main Roads Western Australia are supportive of the attached concept;
- The Department of Education has agreed to a \$60,000 contribution for detail design development;
- Main Roads has agreed to a \$8000 contribution for the Administration to engage their accredited Road Safety Auditor to undertake the required safety analysis for the attached concept;
- A cost estimate would need to be submitted together with the completed design for the State Government's consideration before a decision can be made for construction funding to be provided.

Given the progress to date, the Committee is asked to recommend that Council considers accepting the attached concept only for the purpose of detail design. This would then allow further negotiations with the State Government for construction funding.

**BACKGROUND**

In September 2019, the attached concept was approved by Council and put out for public consultation in October 2019. A total of 286 responses were received of which 52% were against and 48% in support of the project. The lack of State Government funding was one of the contributory factors of objections.

The survey results were then tabled at the February 2020 Ordinary Meeting whereby Council unanimously resolved as follows:

1. THANK the public and community for taking the time to participate in the survey and providing valued feedback;
2. NOTES the survey results and feedback received during the community consultation and ask that the Administration engage with:
  - a. Main Roads Western Australia to determine the timeline for the design development of the Eric Street Bridge Upgrade;
  - b. Main Roads Western Australia and the Department of Education to:
    - i. request that they undertake an analysis of the safety and traffic issues associated with the current kiss and drop arrangement on Eric St and provide written confirmation that the proposed kiss and drop relocation concept design will result in improved safety for pedestrians and cyclists (particularly school children entering and exiting the school site) as well as for motorists in the vicinity;
    - ii. determine the possibility of State Government funding for the kiss and drop relocation project to Railway Street.
3. NOTES that upon the completion of Point two, an item will be brought back to an Ordinary Council Meeting through the North Cottesloe Primary School Traffic Safety Committee for consideration.

### **STRATEGIC IMPLICATIONS**

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

Priority Area 2: Achieving connectivity between east and west Cottesloe

Major Strategy 2.4: Proactively pursue solutions for improved access to North Cottesloe Primary School, with a view to reducing congestion on Eric Street.

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

Priority Area 5: Providing sustainable infrastructure and community amenities.

In the 2017-2018 Corporate Business Plan, 4 actions were contained to the strategy, being:

- a. Develop a costed project that relocates the school's parking and drop off point from Eric Street to Railway Street;
- b. Develop a costed solution for the intersection of Railway Street and Eric Street;
- c. Lobby the State Government to make an appropriate allocation for the parking relocation; and
- d. 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 2018/2019 financial year.

**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 Department of Education has agreed to contribute \$60,000 for detail design. Main Roads Western Australia will be providing \$8000 for the Administration to appoint their accredited Road Safety Auditor to carry out the safety analysis for the attached concept.

The final financial implications will only be known once a cost estimate is developed for the completed detail design based on the attached concept. State Government will then be approached again to discuss opportunities for construction funding contributions.

Depending on the outcome of subsequent negotiations with the State Government, Council will need to determine how (or if) any shortfall is funded.

The following table provides a break down of the \$18,860 spent to date:

<b>Item Description</b>	<b>Expenditure</b>
Arborist Studies	\$5,780.00
Traffic Engineering Report	\$4,400.00
Site Feature Survey	\$2,980.00
Geotechnical Testing	\$5,700.00
<b>Total Expenditure</b>	<b>\$18,860.00</b>

**STAFFING IMPLICATIONS**

A construction contractor would need to be engaged for the works through an open tender process as the Town does not have sufficient resources to undertake works of this magnitude. Project management and contract administration functions will be undertaken by the Town’s engineering staff.

**ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS**

The concept is expected to improve traffic flow and safety along Eric Street through a reduction in vehicle queues through the roundabout. New footpaths on the western side of Railway Street provide both pedestrian and cyclist access to Eric Street bridge and new principal shared path to promote cycling and walking as an alternative transport modes.

There will be the loss of a small amount of vegetation; however none of the existing Norfolk Island Pine trees will need to be removed. The detailed design will take into consideration the protection of existing mature trees, in particular the existing Norfolk Island Pines from any adverse impacts. Additional trees will also be planted as part of the project.



## **CONSULTATION**

The following stakeholders have been consulted:

- North Cottesloe Primary School
- North Cottesloe Primary School Traffic Safety Committee
- Residents and Business within the school's vicinity
- Broad public consultation
- Main Roads Western Australia
- Department of Education

Engagement with Main Roads and the Education Department will continue throughout the project. Town Staff and Elected Members have been consulted and will continue to be part of the process.

## **OFFICER COMMENT**

Council is asked to consider accepting the attached concept only for the purpose of further design development given \$68,000 of combined funding has been agreed to by the Department of Education and Main Roads Western Australia.

This would allow for the Administration to commission the following works to progress the Council resolutions from the February 2020 Ordinary Meeting:

- A road safety audit by a Main Roads accredited consultant will identify any safety improvements by relocating the kiss and drop to Railway Street;
- An Engineering consultant to develop the design and a cost estimate for further discussions with the State Government to explore construction funding opportunities.

Similarly, the outcome from the works above will also allow for the following concerns raised during public consultation to be addressed:

- Obstructions to property access along Railway Street;
- Reduced parking bays for the Wellness Centre;
- Unsustainable design that encourages the use of vehicles as a mode of transport;
- View of the current facilities being sufficient and the project being unnecessary;
- Opinion that there will be no improvements to the current delays on Eric Street with the possibility of the congestion being moved to Railway Street.

Main Roads are currently in the project planning stage for the Eric Street Bridge Upgrade and it will be at least another two to four years before construction commences. Traffic analysis will be carried out as part of the bridge design and could take up to six months before a determination can be made whether the upgrade of the structure will resolve the congestion problem along Eric Street, as questioned by the survey respondents.

The resolution relating to construction funding contributions can only be determined after subsequent negotiations with State Government following completion of detail design.

## **VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION**

THAT the Committee recommends;

THAT Council:

1. THANKS the Department of Education and Main Roads Western Australia for their contributions;
2. APPROVES the attached concept for the purpose of detail design development and re-engagement with the State Government to discuss opportunities for construction funding contribution;
3. NOTES that subjected to point two:
  - a. The Administration will work closely with the Department of Education and Main Roads Western Australia to progress the design of the attached concept and;
  - b. The final design will be brought to an Ordinary Council Meeting to ensure the concerns raised by the community have been adequately addressed before formally submitting to the State Government for consideration to provide construction funding for the project.

**AMENDMENT**

Moved Cr Tucak      No Seconder, LAPSED

That a new point #4 be added as follows after the current point #3 (and other points be renumbered accordingly) – “4. REQUEST Main Roads to complete their traffic analysis to feed into the detailed design process.”

**COUNCILLOR MOTION/COMMITTEE RECOMMENDATION**

Moved Cr Harkins      Seconded Cr MacFarlane

THAT the Committee recommends;

THAT Council:

1. **THANKS** the Department of Education and Main Roads Western Australia for their contributions;
2. **APPROVES** the attached concept for the purpose of detail design development in conjunction with a road safety audit that is carried out by Main Roads suggested safety auditor and re-engagement with the State Government to discuss opportunities for construction funding contribution;
3. **APPROVES** the Engineering consultant who undertakes the detailed design to develop the design and a cost estimate together with traffic analysis for further discussions with the State Government to explore construction funding opportunities.
4. **NOTES** that subjected to point two:
  - a. **The Administration will work closely with the Department of Education and Main Roads Western Australia to progress the design of the attached**

concept and;

- b. The final design will be brought to an Ordinary Council Meeting to ensure the concerns raised by the community have been adequately addressed before formally submitting to the State Government for consideration to provide construction funding for the project.**

**Carried 4/1**

**For: Cr Harkins, Cr MacFarlane, Mr Cook and Ms de la Motte**

**Against: Cr Tucak**

**8.2 ITEMS FOR DISCUSSION**

Nil.

**9 GENERAL BUSINESS**

**9.1 COMMITTEE MEMBERS**

Nil.

**9.2 OFFICERS**

Nil.

**10 MEETING CLOSED TO PUBLIC**

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

Nil.

**11 NEXT MEETING**

To be advised.

**12 MEETING CLOSURE**

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