



# Minutes

## ROADWISE ADVISORY COMMITTEE

HELD IN THE RECEPTION ROOM

SHIRE OF DENMARK ADMINISTRATION OFFICE

TUESDAY, 7 MARCH 2017

Contents	Page No.
DISCLAIMER	1
1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	2
2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	2
3. ANNOUNCEMENT BY THE PERSON PRESIDING	3
4. CONFIRMATION OF MINUTES	3
4.1 COMMITTEE MEETING 24 NOVEMBER 2016	3
5. OFFICER REPORTS	3
5.1 UPDATE ON PROJECTS WITHIN ACTION PLAN	3
5.2 UPDATE ON DENMARK LOWER PRIMARY SCHOOL PARKING	3-4
5.3 UPDATE ON HARLEQUIN AND OCEAN BEACH INTERSECTION	4-5
5.4 EDUCATION FOR PUBLIC REGARDING USE OF INTERSECTIONS	5
5.5 ROAD RIBBON FOR SAFETY 2016 CAMPAIGN	5
5.6 CROSSING SOUTH COAST HIGHWAY NEAR CO-OP CORNER	5
6. MEMBER REPORTS	5
6.1 UPDATE ON PEDESTRIAN REFUGE	5
6.2 UPDATE ON ILLUMINATED SCHOOL ZONE	5
7. GENERAL BUSINESS	5
7.1 SPEEDING OUTSIDE HOSPITAL – SCOTSDALE ROAD	5-6

7.2	SPEEDING ON OCEAN BEACH ROAD	6
7.3	VARIABLE SIGNAGE	6
7.4	INCIDENTS TO BE FORWARDED TO POLICE	6
7.5	ROADWISE NEWSLETTER	6
7.6	BIN STICKERS- ROAD SAFETY AWARENESS	6
7.7	INCENTIVE PROGRAM FOR YOUNG DRIVERS	6
7.8	ACTION PLAN	7
7.9	HEALTHY ACTION BY DESIGN PROMOTION	7
7.10	SAM TRAILER	7
8.	NEXT MEETING	7
9	CLOSURE	7

## **DISCLAIMER**

These minutes and resolutions are subject to confirmation by the Committee and therefore prior to relying on them, one should refer to the subsequent meeting of the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Denmark for any act, omission or statement or intimation occurring during Committee meetings or during formal/informal conversations with staff.

The Shire of Denmark disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Denmark during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Denmark. The Shire of Denmark warns that anyone who has an application lodged with the Shire of Denmark must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Denmark in respect of the application.

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

*11.00AM- The Engineering Technical Officer opened the meeting and invited nomination for the presiding person for this session of the Roadwise Committee.*

**COMMITTEE RESOLUTION & OFFICER RECOMMENDATION**

MOVED: Erin McDonald-Lee

SECONDED: John Schindler

*That Mr Gary Berg be nominated to fill the position of Chair Person for the Roadwise Advisory Committee meeting of 7<sup>th</sup> March 2017 in the absence of Cr David Morell (Shire President).*

CARRIED: 5/0

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

MEMBERS:

Mr John Schindler	Denmark Over 50's Association
Ms Erin McDonald-Lee	RoadWise Great Southern
Mr Gary Berg	Main Roads Western Australia
Mr Wayne Austin	Denmark High School
Mr Brad Lenton	Main Roads Western Australia

STAFF:

Mr Clint Daw	Engineering Technical Officer
Mrs Lindsey Heymans	Engineering Administration Officer

APOLOGIES:

Ms Tanya Moore	St John Ambulance
Cr David Morrell (Shire President)	Presiding Person
Mr Sam Barron	Denmark Health Service
Ms Kelli Gillies	Denmark Agricultural College
Mrs Tracey Whooley	Denmark Primary P&C
Mr Matt Hartfield	Denmark Police
Mr Gilbert Arlandoo	Director Infrastructure Services

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Mr Adrian Baer	46 Horsley Rd, Denmark
----------------	------------------------

DECLARATIONS OF INTEREST:

Nil

### 3. ANNOUNCEMENTS BY THE PERSON PRESIDING

- 3.1 *The Representative from Main Roads Gary Berg announced that he would preside over the meeting in the absence of the Presiding Person.*
- 3.2 *Mr Berg advised that he will no longer be attending these meetings as he is transferring and introduced Mr Brad Lenton as his replacement at both these meetings and in his role. Mr Lenton did a brief introduction, and the rest of the committee introduced themselves.*

### 4. CONFIRMATION OF MINUTES

#### 4.1 COMMITTEE MEETING 24 NOVEMBER 2016

COMMITTEE DECISION AND OFFICER RECOMMENDATION ITEM 5.1

MOVED: Erin McDonald- Lee

SECONDED: John Schindler

That the minutes of the RoadWise Advisory Committee meeting held on 24 November 2016, be confirmed as a true and correct record of the proceedings.

CARRIED: 5/0

### 5. OFFICER REPORTS.

#### 5.1 UPDATE ON PROJECTS WITHIN THE ACTION PLAN

*The issue of creating a new action plan for the 2016/17 year was brought before the Roadwise Committee with the Roadwise Great Southern Representative being present. Members agreed that it would be more suitable to continue with regular meetings and abandon the implementation of a plan until further notice.*

Committee Service Outcome  
- Matter Closed

#### 5.2 UPDATE ON DENMARK LOWER PRIMARY SCHOOL PARKING

*Multiple suggestions have been presented by Infrastructure Services for consideration by committee members on solutions towards increasing the amount of parking spaces at the Denmark Lower Primary School. It was also pointed out that financial contribution will be required from the Department of Education or Denmark Primary School for the project to materialise. Committee discussed children riding push-bikes without helmets and children crossing roads.*

##### 5.2.1 **Creating a one way exit from the existing car park into Buckley Street and keeping the existing parking arrangements.**

*The justification being that vehicle users would be using the new exit point into Buckley Street as a short cut which would lead to complaints to the Shire of Denmark in the future. This system would be further facilitated by the creation of a two way access system with entry points from both Buckley Street and Thornton Street with the appropriate signage.*

##### 5.2.2 **Creating a one way exit from the existing car park into Buckley Street and changing the existing bays from 90 Degree angled bays to 30, 45 or 60 degree angled bays.**

- Disabled parking bays have been included in the concept design with a shared area which would be indicated by a bollard
- 30 degrees parking bays- 10 standard vehicle bays, 1 shared area, 1 disabled parking area
- 45 degrees parking bays- 14 standard vehicle bays, 1 shared area, 1 disabled parking area
- 60 degrees parking bays- 20 standard vehicle bays, 1 shared area, 1 disabled parking area
- All options result in loss of standard vehicle bays

### **5.2.3 Extension of the car parking area within the existing cul-de-sac intersection of Thornton and Paterson Street**

- A hammerhead intersection is proposed with the assumption that the car parking entry point would be from Buckley Street instead of Thornton Street. The justification here is due to the close proximity and sight distance issue of the existing crossover at 3 Paterson Street in the event the car parking area is extended into the existing cul-de-sac.
- Suggestion of creating a curved intersection/ follow through at the junction of Thornton Street and Paterson Street instead of a hammerhead intersection in the event that car parking is to be accessed from Thornton Street.

### **5.2.4 Relocation of the existing footpath along Thornton Street into the garden area.**

*The existing concrete footpath would be relocated into the Denmark Primary School's boundaries. Discussion would be required with the Denmark primary School and Department of Education should this option be implemented.*

- 39 standard parking bays or 38 standard parking bays plus 1 shared area in total, if this option is implemented.

*This assumes that the existing parallel parking footprint along Thornton St is increased towards the intersection of Thornton St- Brazier St. The relocation of the existing concrete footpath towards the boundaries of the school would require some retaining walls to withhold the existing earth batter slope.*

*Discussion ensued between members on the viability of the options and their effectiveness. It was suggested by Denmark Police that it would be safer and better to change current parking configuration to central parking bays. The options would need to be presented to Denmark Primary School, the Department of Education for further evaluation.*

#### Committee Service Outcome

- Ms Whooley to consult further with Denmark Primary School and advise on funding contribution towards a preferred solution
- Ongoing

## **5.3 UPDATE ON HARLEQUIN AND OCEAN BEACH ROAD INTERSECTION**

*The Director of Infrastructure explained how the road in question does not have enough remaining spaces for the purpose of road widening and that traffic volumes in the area did not support the construction of a slip-way. No further action will be taken*

Committee Service Outcome  
- Matter Closed

**5.4 EDUCATION FOR PUBLIC REGARDING USE OF INTERSECTIONS**

*All committee members were made aware of the future implementation of road marking and signage for the intersections located at Strickland St and Hollings Rd. Denmark Police will be prepared to educate drivers at these intersections. Committee discussed Stop/ Give Way signage at Strickland St/ South Coast Highway intersection; the lack of caravan parking signs and information bay signage. General discussion around Sign Strategy.*

**5.5 ROAD RIBBON FOR SAFETY 2016 CAMPAIGN**

*The representative of Roadwise Great Southern elaborated upon the campaign and the relevant projects involved. Members had been previously issued copies via email for perusal.*

Committee Service Outcome  
- Matter Closed

**5.6 CROSSING SOUTH COAST HIGHWAY NEAR CO-OP CORNER**

*Members agreed that more information was required regarding the issue and that it would be referred to the next agenda.*

Committee Service Outcome  
- MRWA to inspect and report back to the Committee

**6. MEMBER REPORTS**

**6.1 UPDATE ON PEDESTRAIN REFUGE**

*The representative from Main Roads advised that there were no plans to install an island/refuge. Mr Hartfield suggested implementing signage or utilising education as a possible solution. Discussion ensued. MRWA representatives to view area after meeting.*

Committee Service Outcome  
- MRWA to inspect and report back to the Committee

**6.2 UPDATE ON ILLUMINATED SCHOOL ZONE**

*Discussion ensued between members on the subject of illuminated speed zone lighting being implemented outside the Denmark High School. Mr Berg advised that power had been connected by Western Power The next stage is for Downers (who are contracted to complete works) to remove covers. Mr Baer asked if the same was to be done at Steiner School on Scotsdale Dr and Spirit of Play on Inlet Dr are to have the illuminated signage. Mr Berg will check and report direct to Mr Baer.*

**7. GENERAL BUSINESS**

**7.1 SPEEDING OUTSIDE HOSPITAL ON MOUNT SHADFORTH ROAD**

*Mr Hartfield raised the issue of speeding along Mount Shadforth Road near the Hospital. Mr Hartfield raised suggestions to implement speed deterrents such as speed humps and signage to counteract the problem.*

Committee Service Outcome:

- Engineering Administration Officer to include in next Agenda.

**7.2 SPEEDING ON OCEAN BEACH ROAD**

Mr Hartfield raised the issue of High Range Speeding that has occurred on Ocean Beach Rd recently for the awareness of committee members. Mr Gary Berg suggested that traffic counters be installed. Mr Daw presented information on the counters placed.

Committee Service Outcome

- Matter Closed

**7.3 VARIABLE SIGNAGE**

Mr Hartfield suggested that variable signage be implemented either side of entry points to Denmark to encourage correct driving speed from commuters.

Committee Service Outcome:

- Matter Closed.

**7.4 INCIDENTS OR ISSUES TO BE FOWARDED TO POLICE**

Mr Hartfield notified members that any issues regarding roads and road usage be referred to him to be investigated.

Committee Service Outcome:

- Matter Closed.

**7.5 ROADWISE NEWSLETTER**

Ms Mcdonald-Lee reminded committee members to sign up to Roadwise monthly newsletter if interested.

Committee Service Outcome:

- Matter Closed.

**7.6 BIN STICKERS**

Ms Mcdonald-Lee made committee members aware of the Bin Sticker program to be implemented by the Shire of Denmark. The Engineering Administration Officer confirmed that the program would proceed following further discussion with the Director of Infrastructure Services. Stickers have arrived. General discussion about distribution of stickers

Committee Service Outcome:

- Final consensus was for stickers to be at Shire office and a media release to advise residents to be released.

**7.7 INCENTIVE PROGRAM FOR YOUNG DRIVERS**

Ms Whooley suggested the idea of implementing an incentive program for young drivers to encourage appropriate driving behaviour. Discussion ensued between members and was agreed that the topic would be raised at the next Agenda with Ms Whooley submitting a proposal to the representative of Roadwise Great Southern and Denmark Senior High School.

Committee Service Outcome

- Ms Whooley to submit a proposal regarding incentive program at the next meeting.

- Ongoing



**7.8 ACTION PLAN**

*Although we are not implementing an action plan, Ms McDonald-Lee brought a pamphlet "Towards Zero: WA's Road Safety Strategy 2008-2020" (attached) to discuss*

Committee Service Outcome

*- Ms McDonald-Lee will email a previous action plan to Mrs Heymans for discussion at the next meeting.*

**7.9 HEALTHY ACTION BY DESIGN PROMOTION**

*Ms McDonald-Lee mentioned Esperance Shire initiative to include safe driving within a healthy lifestyle. Website for Committee members to view is <http://www.healthyactivebydesign.com.au>*

Committee Service Outcome:

*- Matter Closed.*

**7.10 SAM TRAILER**

*Road-crash trailer vehicle is looking old and rusty. Mr Daw to organise a new "wreck" as a visual warning for the Easter long weekend.*

Committee Service Outcome:

*- Matter Closed.*

**8. NEXT MEETING**

*The next meeting of the Committee is yet to be determined.*

**9. CLOSURE OF MEETING**

*There being no further business the meeting was closed at 12.30pm*

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: \_\_\_\_\_  
*Bill Parker – Chief Executive Officer*

Date: \_\_\_\_\_

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_  
*(Presiding Person at the meeting at which the minutes were confirmed.)*