

# CITY OF ARMADALE

## MINUTES

OF TECHNICAL SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,  
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY,  
22 APRIL 2003, AT 7.00 PM.

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**PRESENT:**

Cr D L Hopper JP	Chair
Cr L Reynolds JP	
Cr J H Munn JP CMC	
Cr H A Zelones JP	
Cr A L Cominelli JP	
Cr R R Fletcher	
Cr J Everts	Deputy for Cr J D Cumming

**APOLOGIES:**

Cr J D Cumming

**OBSERVERS:**

Nil.

**IN ATTENDANCE:**

Mr W A Bruce	Executive Director Technical Services
Mr R G Davies	Manager Technical Services
Mr R Van Delft	Environmental Officer
Miss L Potter	Minute Secretary

**PUBLIC:**

Nil.

**DISCLAIMER**

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The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read by the Chairman as no members of the public were in attendance.

*Councillor Hopper thanked the Committee for their contribution to the Committee throughout the last two years. She also thanked the Executive Director Technical Services and the staff for their help and advice which was much appreciated.*

**DECLARATION OF MEMBER'S INTERESTS**

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Nil.

**DEPUTATION**

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Nil.

**QUESTION TIME**

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Nil.

**CONFIRMATION OF MINUTES**

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**RESOLVED**

**Minutes of the Technical Services Committee Meeting held on 24<sup>th</sup> March 2003, were confirmed.**

*MOVED Cr Fletcher  
MOTION CARRIED (7/0)*

**ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 8**

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The following items were included for information in the “Technical Services” section:

- **Outstanding Matters**  
Report on Outstanding Matters – Technical Services Committee..... T-1
- **General**  
Coordinator Technical Services Report for the 3 months January to March 2003 .....T-2  
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*Committee noted the information and no items were raised for discussion.*

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## TECHNICAL SERVICES COMMITTEE

22 APRIL 2003

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***CROYDEN ROAD PEDESTRIAN SAFETY***

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WARD Roleystone  
FILE REF: RDC/31  
DATE 4 April 2003  
REF SB  
RESPONSIBLE MANAGER MTS

**In Brief:**

- At its Ordinary Meeting of 25<sup>th</sup> November 2002 Council resolved T146/02 in part as follows:  
“ 2. That officers assess Croyden Road, Roleystone for inclusion into the footpath hierarchy.”
- Provides detailed background on the situation relating to the path proposal
- Discusses issues affecting pedestrians
- Presents options for consideration
- **Recommend:**
  1. That Council approve the construction of a 610 metres of path in Croyden Road between the Brookton Highway and Heritage Drive with funding being allocated from the 2003/04 financial year budget by inclusion into the New Path Works Programme in the amount of \$52,000.
  2. That the overall Path programme be adjusted by reprogramming the Tyres Road and Angorra Road paths to 2004/05 and consequential rescheduling of the Programme in the years following.

**Tabled Items**

Nil.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system including safety aspects.*

**Legislation Implications**

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

**Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws.

**Budget/Financial Implications**

Refer to body of report.

**Consultation**

Nil.

## **BACKGROUND**

At its Ordinary Meeting of 25<sup>th</sup> November 2002 Council resolved T146/02 in part as follows:

*“ 2. That officers assess Croyden Road, Roleystone for inclusion into the footpath hierarchy.”*

Council developed the Skeletal Path Network between 1997 and 2000.

The method of determining the Network components was based almost entirely upon transport benefits, i.e. walking access to shops and schools, commuting, interface with other transport modes and links to other paths. The Network accounts for only 20 % of the ultimate desirable path network for the City.

During its development the Skeletal Path Network was reviewed a number of times by Council to ensure the appropriateness of those paths to be included and those paths to be excluded and to ensure the maximum benefits to the community were derived from the limited funds available. There are many paths not listed in the Skeletal Path Network that once constructed will provide a transport benefit, however those listed were considered to provide the most benefit.

Only after Council determined the Skeletal Path Network, were all components assessed, prioritised and then programmed. The assessment system was designed to deal only with the objective of determining priorities in the least subjective manner.

At the time of the Council reviews, the Croyden Road path proposal was understood to be a project that was to be funded through an agreed developer funding contribution commitment, associated with its development activities in the Araluen Estate.

In 1999 Council budgeted \$20,000 for expenditure on path works in Croyden Road. At that time it was intended to complement the Council funding with a \$50,000 contribution applied as a condition of development of Chalets on the Golf Course Estate and expected within the next year. These funds would have enabled construction of a section of pathway in Croyden Road heading westwards towards the Brookton Highway. The Chalets did not proceed and due to the delay in development, Council (in consultation with residents of Croyden Road) expended its \$20,000 on constructing facilities in the areas of greatest concern.

Although not received, the \$50,000 contribution, together with three further \$50,000 contributions over the next three years, from the Golf Course developers was anticipated. However, with a change in the developers of the Estate, these funding contributions are very doubtful, notwithstanding the funding agreement Council had arranged with the original developers.

## **COMMENT**

As a consequence of Resolution T146/02 above, Croyden Road has been assessed resulting in it achieving an overall score that, were it a component of the Skeletal Path Network, would justify construction of a path in the present financial year.

It should be noted that the section of Croyden Road from the Brookton Highway to Heritage Drive provides a potential transport benefit only in the first 400 metres from the Brookton Highway, being a pedshed distance from the Highway with connections to the bus service. Beyond this distance the path proposal is considered to only achieve a potential recreational benefit.

It should be noted that there will be other streets not in the Network that, were they to be assessed, may score as high or higher than Croyden Road.

In order to assess Croyden Road in detail between Brookton Highway and Heritage Drive the road has been broken down into nine separate sections these being detailed in Figure 1 below.

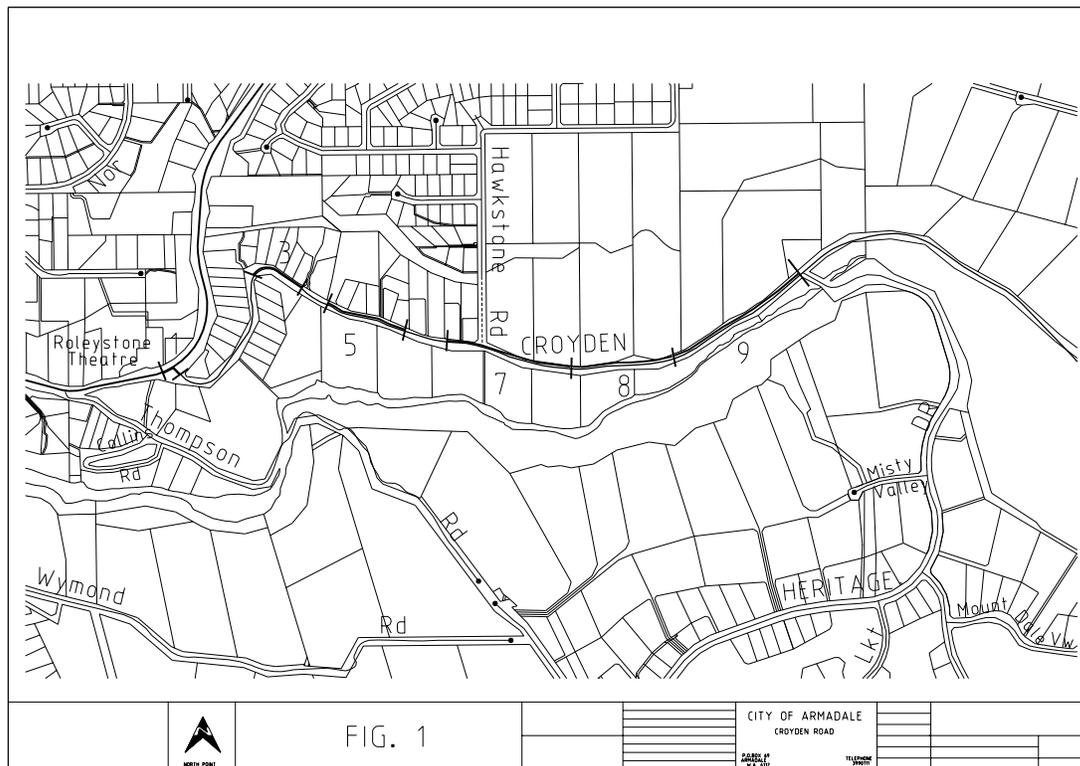


Table 1 on the next page illustrates the attributes of each section including a brief description of the works required and that sections score were it to be included into the Skeletal Path Network program.

**Table 1: Survey Details & Proposed Works**

Considers the individual sections along Croydon Road starting at Brookton Highway.

Section	Start Chainage	Length	Current Paths	Width	Side	Conditions/ Comments	Works required	Priority Score
1	0.00km	20m	Gravel	1.5m	Right	Natural Gravel	Upgrade to concrete. Total length is 60m to bus shelter in Brookton Hwy	10
2	0.02km	350m	Asphalt	1.4m	Left	Behind kerb. Good	Maintain	Nil
3	0.37km	140m	Nil	N/A	Left	Natural gravel, concrete over culvert. Poor horizontal geometry. Missing link/infill	Construct in concrete behind new kerb. Crosses two gravel drives. Some drainage	14
4	0.51km	80	Concrete	1.0m	Left	Behind kerb at slow point. Good	Maintain	Nil
5	0.59km	260m	Nil	N/A	Left	Verge accessible most locations. Poor horizontal geometry. Infill section	Construct in concrete behind new kerb. Extensive drainage.	12
6	0.85km	40m	Concrete	1.0m	Left	Behind kerb at slow point. Good	Maintain	Nil
7	0.89km	340m	Nil	N/A	Left	Rural road verge in average condition, accessible most locations. Poor horizontal and vertical alignment	Construct in concrete behind new kerb. Extensive drainage.	11
8	1.23km	150m	Nil	N/A	Left	Concrete kerb. Verge accessible at most locations. Poor horizontal and vertical alignment	Construct in concrete behind existing kerb. Extensive drainage.	11
9	1.38km	450m	Nil	N/A	Left	Verge behind kerb is inaccessible at most locations. Poor horizontal and vertical alignment	Construct in concrete behind existing kerb. Some drainage.	14

There are two important specific issues beyond the transport component, when considering a path in Croyden Road which do not relate to transport benefits as described above:

- The ability to step safely off the road to avoid conflict with an approaching vehicle, which is generally designed into all roads, is of concern in certain sections due to the difficult topographic terrain.
- The occurrence of significant traffic generating events in the area, such as the Araluen Tulip Festival, thereby increasing the potential incidence of pedestrian/vehicle conflict at those times.

### **Options**

There are three options that Council could pursue following on from the outcomes of Resolution T146/02.

#### **a) Maintain the status quo.**

It is desirable for both the City, as road manager, and the community for all road reserve environments, including Croyden Road, to be pedestrian friendly. The City's path programmes are presently aimed at constructing paths that provide the most transport benefit. At the current level of funding it will be many decades before the City realises its complete path network. On this basis Council could consider maintaining the status quo and take no further action at this time.

This option does not address the issues of the inability to step safely off the road to avoid conflict or the occurrence of significant traffic generating events that are encountered by the pedestrian when walking along Croyden Road.

#### **b) Treat sections 1, 3 and 9.**

Analysis of Table 1 reveals that sections 3 and 9, as detailed in Figure 1, score the highest priority.

The score in section 9 is achieved due to the inability of the pedestrian to step safely of the roadway.

Constructing a path in section 9 would address the issues of the inability to step safely off the road to avoid conflict and the occurrence of significant traffic generating events. The estimated cost to construct this section is \$30,000.

The score in section 3 is achieved as it links up two existing sections of pathway, creating a single section approximately 570 metres in length. If constructed in combination with section 1, estimated to cost \$5,000, this will achieve an overall length of 590 metres of which approx 400m could be considered to provide a transport benefit in that it falls within a reasonable walking distance to the bus stop on the Brookton Highway.

Constructing a path in section 3 would address the issue of the occurrence of significant traffic generating events. The estimated cost to construct this section is \$17,000.

The required funding could be considered for allocation from the 2003/04 financial year budget by inclusion into and adjustment of the New Path Works Programme in the amount of

\$52,000. Expenditure of this amount would see the provision of a path covering 60% of the length of Croyden Road between the Brookton Highway and Heritage Drive.

Adjustment of the New Path Programme will for the financial year 2003/04 lead to the deferment of Tyres Road (\$40,700) path and Angorra Road (\$15,800) path by one year to the 2004/05 financial year.

This option does not address the issue of the occurrence of significant traffic generating events encountered by the pedestrian when walking along Croyden Road in sections 5, 7 and 8 being a combined length of 750 metres.

**c) Construct Path in its entirety between Brookton Highway and Heritage Drive.**

New paths being constructed this financial year and new paths to be constructed next financial year have assessment scores ranging between 11 and 10 points. Analysis of Table 1 reveals that all sections of Croyden Road, between the Brookton Highway and Heritage Drive, have achieved such scores.

Constructing a path in all remaining sections of Croyden Road will address the issues of the inability to step safely off the road to avoid conflict with an approaching vehicle due to the difficult topographic terrain and the occurrence of significant traffic generating events in the area, such as the Araluen Tulip Festival, thereby reducing the potential incidence of pedestrian/vehicle conflict at those times.

In light of Croyden Road's previous identification for path construction funded through the Araluen Golf Course development and in light of the history of Croyden Road relating to significant traffic generating events, together with the difficult surrounding terrain, Council may consider programming the construction of a path in Croyden Road between the Brookton Highway and Heritage Drive, provided a funding source to replace the developers funds can be tapped.

It is not considered that any construction funding should be allocated to the length of Croyden Road at the expense of paths already programmed.

Table 2. below details required funding allocations for each section of the Croyden Road path.

**Table 2: Funding allocation by section and option**

Priority	Section	Length	Estimate	Options		
				a	b	c
14	3	140m	\$17,000	x	\$17,000	\$17,000
14	9	450m	\$30,000	x	\$30,000	\$30,000
12	5	260m	\$40,000	x	x	\$40,000
11	7	340m	\$55,000	x	x	\$55,000
11	8	150m	\$25,000	x	x	\$25,000
10	1	60m	\$5,000	x	\$5,000	\$5,000
<b>Totals</b>		<b>1,400m</b>	<b>\$172,000</b>	<b>0</b>	<b>\$52,000</b>	<b>\$172,000</b>

### Conclusion

It is considered that it is desirable for the City, as road manager, and the community to have a path constructed in Croyden Road.

Croyden Road presents two important specific and unique issues, which do not relate to transport benefits as follows:

- The ability to step safely off the road to avoid conflict with an approaching vehicle, which is generally designed into all roads, is of concern in certain sections due to the difficult topographic terrain.
- The occurrence of significant traffic generating events in the area, such as the Araluen Tulip Festival, thereby increasing the potential incidence of pedestrian/vehicle conflict at those times.

Option B is recommended as the most appropriate treatment of these two issues within the context of the existing Path Programme and the City's responsibilities as Road Manager. Sections 1 and 3 enable existing infrastructure to be fully utilised for transport requirements. Section 9 ensures that recreational pedestrians on Croyden Road west of Heritage Drive can step safely off the road pavement.

In light of Croyden Road's previous identification for path construction funded through the Araluen Golf Course Development and in light of the history of Croyden Road relating to significant traffic generating events, together with the difficult surrounding terrain, it is considered that the construction of a path in Croyden Road between the Brookton Highway and Heritage Drive could be programmed for construction over future financial years.

It is not considered that any construction funding should be allocated to the length of Croyden Road at the expense of paths already programmed.

If Council wishes to consider constructing the Croyden Road path between the Brookton Highway and Heritage Drive at an estimated cost of \$120,000 then a further report will be presented on the likely funding options available.

**T22/4/03      RECOMMEND**

- 1.    That Council approve the construction of a 650 metres of path in Croyden Road between the Brookton Highway and Heritage Drive with funding being allocated from the 2003/04 financial year budget by inclusion into the New Path Works Programme in 2003/04 in accordance with its priority rating for the amount of \$52,000**
  
- 2.    That the overall Path programme be adjusted by reprogramming the Tyres Road and Angorra Road paths to 2004/05 and consequential rescheduling of the Programme in the years following.**

*MOVED Cr Munn*

*MOTION CARRIED (6/1)*

***FIRE MANAGEMENT PLANS FOR SIX RESERVES***

WARD : Kelmscott, Seville  
& Westfield  
FILE REF : CON/8  
DATE : 10 April 2003  
REF : RVD & BW  
RESPONSIBLE : EDTS  
MANAGER

**In Brief:**

- Council has referred six Urban Bushland Fire Management Plans to the Technical Services Committee for consideration.
- The plans make recommendations for capital works to provide access for fire vehicles and assist weed management, and for parks maintenance activities to reduce fire risks to acceptable levels.
- No funds are available in the current 5 year Financial Plan for capital and maintenance works.
- **Recommend:**
  1. That the funding of capital and maintenance funds for reserves Fire Management Plans be considered for inclusion in the 5 year Financial Plan by way of additional allocation as follows:
    - i) \$4,720 in the Park & Reserves Development budget for Fire prevention and control; and
    - ii) \$19,000 on an annual basis in the Parks & Reserves Maintenance budget for Fire prevention and control.
  2. That Council adopt the Urban Bushland Fire Management Plans for Bob Blackburn Flora Reserve, Creyk Park, Kendal Court, Goolamrup Reserve, Fletcher Park and Lloyd Hughes Park subject to funding constraints.

**Tabled Items**

Full copies of the following Urban Bushland Fire Management Plans:

- Bob Blackburn Flora Reserve
- Creyk Park
- Fletcher Park
- Goolamrup Reserve
- Kendal Court
- Lloyd Hughes Park

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

*Maintain, conserve and improve our natural environments and bushland reserves, including rivers and streams.*

**Legislation Implications**

Assessment of legislation indicates that the following legislation applies:

- Commonwealth Environmental Protection and Biodiversity Conservation Act 1999
- Wildlife Conservation Act 1950
- Bush Fires Act 1954

**Council Policy / Local Law Implications**

The procedures under Council Policy Fire 1 “Firebreaks” requires an annual inspection of all council controlled land in September and October each year to determine whether firebreaks need upgrading or the land needs to be burnt off.

**Budget / Financial Implications**

The Details of Proposal section below provides justification for \$4,720 of unbudgeted capital works and \$19,070 of unbudgeted maintenance works for fire prevention to ensure the requirements of the *Bush Fires Act 1954* and council policy are met on these six reserves.

There are currently no funds available in the existing Technical Services Five-year forward plan to undertake the required capital and maintenance works. If additional funding resources are not made available to the Parks Department's five year works programme, there are few projects available that could be deleted from the program. Available projects that could be deleted from the M91 Budget Schedule in 2003/04 would be the Kelmscott Tennis Club Resurfacing at a Council contribution of \$18,000 (Grant of \$15,000 and Club contribution of \$12,000) or the Westfield Skate Facility at a Council contribution of \$25,000.

**Consultation**

Consultation occurred with the relevant statutory authorities and with the public during preparation of the plans.

**BACKGROUND**

The City of Armadale’s State of the Environment Report includes an Action that states:

*“Prepare and/ or review fire management plans for all of the City's reserves with threatened ecological communities or rare flora/ fauna in consultation with Department of Conservation and Land Management when the Fire and Emergency Services Authority guidelines are published.”*

Consultants were engaged to prepare Draft Urban Bushland Fire Management Plans for six reserves, and on 6 August 2003 Council resolved (CS126/02):

*“That Council release the six Draft Urban Bushland Fire Management Plans for a six week comment period and the plan then be recommitted to the Community Services Committee for finalisation with due consideration of submissions.”*

The plans were considered by Council at its meeting of 3 February 2003 and it was resolved that:

- “1. That the Urban Bushland Fire Management Plans for Bob Blackburn Flora Reserve, Creyk Park, Kendal Court, Goolamrup Reserve, Fletcher Park and Lloyd Hughes Park be amended as recommended in the summary and response to submissions in Attachment A6.*
- 2. That the Urban Bushland Fire Management Plans for Bob Blackburn Flora Reserve, Creyk Park, Kendal Court, Goolamrup Reserve, Fletcher Park and Lloyd Hughes Park (as amended) be referred to the Technical Services Committee.*
- 3. That Council request the Volunteer Fire Brigades to assist with implementation of a Fire Watch Program at Kendal Court bushland.”*

There were no cost implications in the amendments to the plan resulting from public submissions.

### DETAILS OF PROPOSAL

A copy of the Executive Summary of each Fire Management Plan has been provided to Councillors under separate cover.

The Urban Bushland Fire Management Plans identify \$4,720 in unbudgeted capital works as follows:

Reserve	Works required	Cost
Bob Blackburn Bushland	Two fire vehicle access gates to provide access for fire-fighting vehicles to central track.	\$1,340
Creyk Park Bushland	Two fire vehicle access gates to provide to provide access for fire-fighting vehicles from Lilian Ave.	\$1,340
Creyk Park Bushland	Widen path to provide 3m wide safe access for fire-fighting vehicles.	\$1,040
Creyk Park Bushland	Provide barrier kerb to act as management boundary between grassy weed area to be mowed and bush where fuel load reduction (including weed spraying) is to occur.	\$1,000
TOTAL		\$4720

Three of the four capital works improvement suggested relate to providing adequate access for fire-fighting vehicles, which should be done as soon as possible.

Mowing the grassy weed area on Reserve 39208 at Creyk Park will significantly reduce the fire risk to an adjacent property and to the bushland. A defined edge is necessary between the bushland and the area to be mown to prevent mowing equipment encroaching in the bushland and to enable fuel load reduction measures to occur along the edge of the bushland.

The Plans also identify \$19,070 of maintenance works that includes \$9,650 for targeted weed spraying and \$4,750 for removal of dead/ flammable plant material following spraying. Weed spraying is proposed to target areas where the combination of weeds and native vegetation create high fuel loads, particularly where these occur near housing or roads.

Targeted weed spraying and removal of flammable material as recommended in the Plans is not currently undertaken and is unbudgeted. It is considered necessary to undertake this maintenance to reduce fire risk to acceptable levels. Research in the City of Cockburn found 74% of all fires start in or near road reserves.

Although the maintenance cost in the first year has been identified as \$19,070, costs may reduce in subsequent years as weeds are controlled and replaced by less flammable bush.

### COMMENT AND CONCLUSIONS

The Urban Bushland Fire Management Plans provide detailed management guidance for some of the City's most important reserves and have been prepared using best practice guidelines and with the benefit of public consultation. The works identified are necessary to reduce the risk of fires starting, to providing adequate access for fire-fighting vehicles, and

for Council to be seen to be applying the same standards to its own property that it expects of others.

**T23/4/03      RECOMMEND**

- 1. That the funding of capital and maintenance funds for reserves Fire Management Plans be considered for inclusion in the 5 year Financial Plan by way of additional allocation as follows:**
  - i) \$4,720 in the Park & Reserves Development budget for Fire prevention and control; and**
  - ii) \$19,000 on an annual basis in the Parks & Reserves Maintenance budget for Fire prevention and control.**
  
- 2. That Council adopt the Urban Bushland Fire Management Plans for Bob Blackburn Flora Reserve, Creyk Park, Kendal Court, Goolamrup Reserve, Fletcher Park and Lloyd Hughes Park subject to funding constraints.**

*MOVED Cr Zelones*  
*MOTION CARRIED (7/0)*

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***VOLUNTEER STRATEGY FOR FRIENDS GROUPS***

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WARD : All  
FILE REF : CTE/32  
DATE : 9 April 2003  
REF : RVD  
RESPONSIBLE : EDTS  
MANAGER

**In Brief:**

- A volunteer strategy that considers volunteer recruitment and retention has been developed and includes a range of marketing products.
- **Recommend:**
  1. That Council adopt a new chapter “Volunteer recruitment and retention” in the Friends Group Manual, as shown in attachment “A1”.
  2. That use of identifiable brands and brochures be determined as part of the City’s Style Guide.

**Tabled Items**

Colour examples of the Bushcare and Environmental Advisory Committee’s new logo and volunteer rewards such as the proposed name badge, long-service trophy and certificates of appreciation.

**Officer Interest Declaration**

Nil

**Strategic Implications**

Indicators of Success - *The effectiveness of the City’s environmental protection activities: We will measure this by: the level of: community involvement in environmental groups.*

**Legislation Implications**

Full assessment of all relevant legislation indicates no restriction.

**Council Policy / Local Law Implications**

Assessment of Policies/Local Laws indicates that the following are applicable  
*Adopting the proposed new chapter Volunteer recruitment and retention in the Friends Group Manual effectively establishes policy and procedures.*

**Budget / Financial Implications**

Nil. The proposed volunteer rewards will initially be funded from the remaining funds (\$5,700) in the Environmental Awareness and Involvement Strategy account and then be funded from annual allocation of funds to the Bushcare and Environmental Advisory Committee.

**Consultation**

Bushcare and Environmental Advisory Committee  
Community Services Directorate

**BACKGROUND**

In September 2001 Council resolved (T107/7):

2. *That Council transfer \$12,100 from account 1322220 to account 1444820 “Environmental Awareness & Involve Strategy” and that expenditure from this account include a focus on increasing environmental awareness and involvement in the care of threatened ecological community vegetation in the City.*

Since 2001 the Environmental Awareness and Involvement Strategy has evolved into a Volunteer Strategy as follows:

- A workshop was held in December 2001 with Friends Groups and marketing consultants Jack in the Box;
- A Strategic Report and Recommendations based on the workshop and marketing advice was prepared by Jack in the Box in May 2002;
- The State Government released BOOMNET, a report which focussed on harnessing the baby boomers as volunteers;
- A Bushcare and Environmental Advisory Committee Volunteer Strategy Sub-Committee was formed in May 2002 to deal with the Strategic Report and Recommendations, the BOOMNET report and to liaise further with the marketing consultant;
- A “Product Plan” workshop was held with attendance by Friends Groups in July 2002;
- The Volunteer Strategy Sub-Committee supported a consultants brief prepared by the Environmental Officer to finalise and prepare the products needed to implement a volunteer strategy in October 2002;
- Products prepared by the consultants were considered at various BEAC or Volunteer Strategy Sub-Committee meetings since October 2002; and
- Two of the products, the Thinking Sheet and Recruitment Brochure were trailed by volunteers in February/ March 2003.

Products prepared by the marketing consultant in consultation with the City’s Environmental Officer and the Bushcare and Environmental Advisory Committee include:

- A volunteer recruitment and retention chapter for the Friends Group Manual;
- Examples of proposed volunteer rewards referred to in the Friends Group Manual;
- A revised logo for the Committee;
- Advertisements seeking volunteers to be run on a seasonal basis covering activities undertaken by Friends Groups. The advertisements cover weeding (2 advertisements), dieback control, rubbish removal, and tree and shrub planting (2 advertisements). Photos for the advertisements are yet to be sourced.
- A Volunteer Recruitment Brochure that is filled in after using a Thinking Sheet that helps Friends Group put the proposed task into a marketing context.
- A vision and mission statement.

The Bushcare and Environmental Advisory Committee considered the products prepared by the consultant at its meeting of 8 April 2003, when six members from the 11 currently filled positions on the Committee were present. However, a quorum for the Committee requires seven members (i.e. 50% or more of all the positions on the committee, whether vacant or not). The Committee meeting of 8 April 2003 proceeded as though a quorum was present and formulated recommendations that could be ratified at the next Committee meeting on 20 May 2003. The recommendation formulated at the meeting by those Committee members present reads:

1. *The Bushcare and Environmental Advisory Committee recommends that Council:*
  - a) *adopts Chapter 3 of the Friends Group Manual;*
  - b) *continues its support for BEAC having its own logo; and*
  - c) *supports use of the proposed advertisement series and recruitment brochure to increase community volunteers in bushcare.*
2. *BEAC notes that the vision and mission statement is consistent with BEAC’s role as specified in its Instrument of Appointment and will utilise the vision and mission statement as appropriate.*

3. *That a training session be organised for Friends Groups and volunteers in the use of the Thinking Sheet and Volunteer Recruitment Brochure and that this occur by testing the use of the Volunteer Recruitment Brochure for activities in Kendal Court and Bob Blackburn Flora Reserve which are Threatened Ecological Communities.*

### **DETAILS OF PROPOSAL**

It is proposed that Council adopts Chapter 3 of the Friends Group Manual, continues its support for BEAC having its own logo and supports use of the proposed advertisement series and Volunteer Recruitment Brochure to increase community volunteers in bushcare.

*See Attachment “A1” of the Minutes (see Summary of Attachments – Green Page)* is a copy of the proposed Chapter 3 of the Friends Group Manual.

*Attachment “A2” of the Minutes (see Summary of Attachments – Green Page)* includes a copy of BEAC’s current and proposed logos, examples of the proposed advertisement series and the proposed recruitment brochure.

### **COMMENT**

Developing a marketing strategy to help volunteer recruitment has been a challenging task because Friends Groups do not often operate in the same way as businesses. For example most Friends Groups do not have a detailed forward plan of events over several years that a marketing strategy can be tied into. Also the strategy has had to be developed so that resources needed to implement it, such as volunteer and staff time, are not onerous.

The strategy addresses both volunteer recruitment and retention of existing volunteers. Retention of existing volunteers is an important aspect that should not be ignored.

Monitoring success of the strategy will occur through the annual reporting of volunteer hours as currently reported in each Bushcare and Environmental Advisory Committee Annual Report.

### **OFFICER RECOMMENDATION**

1. That Council adopt a new chapter “Volunteer recruitment and retention” in the Friends Group Manual, as shown in attachment “A1”.
2. That Council express its support for the continued use of a logo by Bushcare and Environmental Advisory Committee, use of the proposed advertisement series and use of the Volunteer Recruitment Brochure to increase community volunteers in bushcare.

*COMMITTEE noted that the recommendation from the Bushcare and Environmental Advisory Committee was made without enough members of the Committee present for a quorum. Committee resolved however based on the information provided in the report that it would accept the recommendation of the Bushcare and Environmental Advisory Committee and consider the issue accordingly.*

**T24/4/03      RECOMMEND**

- 1.    That Council adopt a new chapter “Volunteer recruitment and retention” in the Friends Group Manual, as shown in attachment “A1”.**
  
- 2.    That use of identifiable brands and brochures be determined as part of the City’s Style Guide.**

*MOVED Cr Everts*  
*MOTION CARRIED (7/0)*

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***SHORT TERM CONTRACT FOR RECYCLING SERVICE***

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WARD ALL  
FILE REF: WMT/4/1  
DATE 14<sup>th</sup> April 2003  
REF BS  
RESPONSIBLE MANAGER MTS

**In Brief:**

- To enable Council to synchronize its current recycling contract with those of the Regional Council Members, it is necessary to enter into a short-term recycling contract with Cleanaway.
- **Recommend:**
  - That Cleanaway be appointed to provide a recycling service, in accordance with the terms of the existing contract at a rate of 63.3 cents per household per week for the period 6<sup>th</sup> May 2003 to 30<sup>th</sup> June 2004.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Long term strategic planning.  
*Promote waste minimisation*

**Legislation Implications**

Local Government (Functions and General) Regulations 1996 Part 4 s3.57 11. (2)(f).

**Council Policy/Local Law Implications**

Tendering and Purchasing – Policy and Procedures 2.1.54

**Budget/Financial Implications**

Nil

**Consultation**

South East Metropolitan Regional Council, Technical Advisory Committee(TAC)

**BACKGROUND**

At its Ordinary Meeting of 7<sup>th</sup> April 2003, Council resolved (T/14/3/03) as follows:

1. *That tenders not be called for the supply of door to door recycling material pick up and disposal because Council believes that there is unlikely to be more than one potential supplier for a short-term contract of 9-12 months.*
2. *That negotiations be entered into with Cleanaway for the provision of the door to door recycling material pick up and disposal contract for a period of approximately 9-12 months after the completion the existing contract.*

Following the above resolution, negotiations have taken place with Cleanaway for the provision of kerbside collection of recycled material.

## **DETAILS OF PROPOSAL**

It is proposed that Cleanaway be awarded the contract for the kerbside collection of recycled material from 6<sup>th</sup> May 2003 to 30<sup>th</sup> June 2004 under the terms of the existing contract, TEN529/92 RECYCLING SERVICE, with a price reduction of \$0.06 per household per week from \$0.693 to \$0.633.

## **COMMENT**

After discussions with the members of the TAC, 30<sup>th</sup> June 2004 was decided as the most suitable date to commence a possible joint regional contract for the kerbside collection of recycled material. This timeframe allows members of the Regional Council to complete their current recycling contracts and enables the calling of a tender for a possible joint contract and to have such in place. However, should the joint contract not be appropriate for Council's requirements, suitable time is available for Council to call its own recycle tender.

The collection price reduction of \$0.06 per household per week reflects the finalisation of the recovery of costs of the initial 16,000 bins purchased for the City at the start of the existing contract. This reduces the current collection price per household from \$0.693 to \$0.633 saving the Council approximately \$61,000 per year.

Considering the current contract price is comparable to other Councils contracts; the proposed contract with Cleanaway is only for 14 months and other contractors are unable to provide the service for this short period; and the contract terms are the same as existing contract with the allowance for the bins, the offer from Cleanaway is recommended.

## **T25/4/03      RECOMMEND**

**That Cleanaway be appointed to provide a recycling service, in accordance with the terms of the existing contract at a rate of 63.3 cents per household per week for the period 6<sup>th</sup> May 2003 to 30<sup>th</sup> June 2004.**

*MOVED Cr Reynolds*  
*MOTION CARRIED (7/0)*

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***ARMADALE AQUATIC CENTRE – POOL LINING REPAIRS***

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WARD SEVILLE  
FILE REF: A173263  
DATE 16 April 2003  
REF GD  
RESPONSIBLE  
MANAGER EDTS

**In Brief:**

- Refers to delamination problems with the recently installed pool liner at the Armadale Aquatic Centre.
- Comments on financial and legal implications.
- **Recommend:**
  - That the report on the delamination problems with the pool liner at the Armadale Aquatic Centre be received

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Physical Infrastructure

Implement *preventive maintenance and refurbishment programmes*

**Legislation Implications**

Full assessment of all relevant legislation indicates no restriction.

**Council Policy/Local Law Implications**

Full assessment of all Policies/Local Laws indicates that none are applicable.

**Budget/Financial Implications**

None in 2002/03

**Consultation**

Property Management

**BACKGROUND**

In March 2001, Council called tenders for the resurfacing of the Armadale Aquatic Centre's 50m and 25m pools. After consideration of tenders and discussion with nominated referees and previous customers it was decided to appoint Pool Link to provide a synthetic lining to both pools. These works were completed in June 2001 at a cost of \$171,798.

**COMMENT**

During March 2002, it was noted that the lining was coming away from the base of the 50m pool in some areas. Discussions and correspondence with the lining supplier indicated that some latent defects with the original pool may have caused this problem. Although not fully accepting the situation and because of the urgency to carry out repairs prior to the 2002/03 session, repairs were authorised at a cost of \$12,000+ GST.

Notwithstanding the completion of the repairs it was noted during late September 2002 that further areas of delamination of the lining were becoming apparent, some of the previously repaired area was included in this damaged area.

During the 2002/03 season the damaged areas increased, as also did the extent of the delamination of the liner from the pool structure. Temporary repairs were carried out by pool staff under the direction of the Property Services Manager and also with advice from a specialist pool consultant Robin Slater & Associates (RSA).

On 4<sup>th</sup> November 2002, correspondence was issued to Pool Link indicating that the extent of the problem was increasing and seeking their urgent attention on site to organise a solution. The response received from Pool Link indicated that they did not accept any further responsibility for the situation. Since that date Officers have continued to monitor the situation and have also commissioned a full report/assessment by RSA.

## **SUMMARY**

RSA advises:

- That the existing conditions in the pool which appear to have caused the problem were not latent defects but in fact symptomatic of the age and construction method of the pool.
- As a result of the above the contractor (Pool Link) should have taken full account of these conditions as part of his installation practices and in accordance with the requirements of the tender specification.
- Some of the reasons proposed by the contractor for the delamination confirm his knowledge of the existing situation and therefore reinforce his responsibility for the issue.
- Liner samples taken from damaged area indicate that the lining was not installed to specification – i.e., it was considerably less than the specified 3mm thickness.

Further to the above, the contractor has been advised in writing that Council holds him responsible for all necessary repairs and the need for his urgent attendance on site has been stressed.

A response had been received from Pool Link denying any liability and giving extensive comments refuting all of the RSA assessment. RSA have been asked to prepare a report on the Pool Link comments.

RSA has indicated that the cost of repairs to the 50m pool would be approximately \$100,000. Similar, but lesser, problems are now being experienced in the 25m pool and as a result of this it is possible that the ultimate repair cost could be \$150,000.

As a result of the responses received from the contractor and because of the repair costs likely to be involved, it can be assumed that the issue has the potential to develop into a matter that will have to be settled legally.

To date no funds have been allocated in the 2003/04 draft budget preparation because of the strong advice from Council's consultant that the contractor is liable for repair due to non-compliance with contract requirements. This issue will be monitored over the next few weeks and Council will be kept updated on the matter prior to finalising the budget.

*Cr Hopper vacated the chair and retired from the meeting at 7.36pm.  
Deputy Chair, Cr Fletcher assumed the Chair.*

**T26/4/03      RECOMMEND**

**That the report on the delamination problems with the pool liner at the  
Armada Aquatic Centre be received.**

*MOVED Cr Everts  
MOTION CARRIED (6/0)*

***CYCLING ON FOOTPATHS IN WESTERN AUSTRALIA OFFICE OF ROAD SAFETY  
DISCUSSION PAPER***

WARD All  
FILE REF: GOV/51  
DATE 3<sup>rd</sup> April 2003  
REF SB  
RESPONSIBLE MANAGER MTS

**In Brief:**

- The Western Australian Local Government Association seeks feedback from Council regarding the matter of legally allowing all cyclists to travel on footpaths in Western Australia.
- Discusses potential benefits and issues of concern.
- **Recommend:**
  1. That Council acknowledge the potential benefits of allowing legal access for all cyclists to travel on the footpath network, including individual health, environmental and community safety benefits.
  2. That information be sought from the Western Australian Local Government Association in relation to likely reasonable defences against litigation and consideration of guideline clearances to, and obstructions within paths before any further consideration by Council of providing support.
  3. That the Western Australian Local Government Association be advised of Council's decision in this regard.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system including safety aspects.*

**Legislation Implications**

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

**Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws.

**Budget/Financial Implications**

Nil

**Consultation**

Nil

**BACKGROUND**

Attached is a copy of a letter received from the Western Australian Local Government Association and a copy of an Office of Road Safety Discussion Paper regarding the matter of cycling on footpaths in Western Australia *see Attachment "A3" of the Minutes (see Summary of Attachments – Green Page).*

Both attachments provide information upon the subject of legally allowing **all** cyclists to ride on footpaths. Presently in Western Australia only children under the age of 12 years are allowed to ride on footpaths.

The intent of this report is to begin to seek a consensus from Council in adopting a position on the matter of cycling on footpaths in Western Australia.

The absolute minimum width for a Shared Path is 2.0 metres. Paths with a width of less than 2.0 metres can be regarded as footpaths.

## **COMMENT**

There has been much said and invested by authorities in recent years upon the subject of reducing the dominance of the motor vehicle as the preferred mode of transport.

Alternatives to the motor vehicle include public transport, such as trains and buses, cycling and walking. In particular for local trips, walking and cycling offer individual health, environmental and community safety benefits.

Aside from constructing paths and related facilities, authorities must look to other opportunities, as they arise, to further promote and encourage the local community to choose walking and cycling, particularly for local trips, in preference to the motor vehicle.

A reasonable impediment to an individual choosing to cycle to the shops may be where the route travelled takes that individual along streets with a perceived high volume of vehicular traffic.

The original role of the footpath network is to provide transport facilities for pedestrians and child cyclists only.

It is considered in reality that many people aged 12 years and older are already choosing to travel on the footpath network when cycling locally on busier streets. The Western Australia Police Service do not traditionally police the footpath network and reports to local roads authorities of conflict between different user groups of the overall path network are rare although not unheard of. On shared paths and footpaths priority is given to the pedestrian over the cyclist and the motorist. Commuter cyclists are expected to, and choose to, cycle on-road. No matter what position the State adopts on this matter it is considered that people will continue to ride on the many kilometres of footpaths remaining in the metropolitan area.

In balance generally it is reasonable to consider that local bicycle trips have the potential to be made safer if all cyclists were given the option to cycle on footpaths, with the onus being on the cyclist to ride “according to conditions” and where a path is 1.2m, or clearances minimal, cycling would be undertaken at low speed.

There are four main issues of concern for Local Government, were all cyclists legally allowed to ride on footpaths:

1. Impact on original users of footpaths.

Presently the footpath network area is shared between pedestrians, including the elderly, children, infirm, child cyclists and crossing motor vehicles. There is a reliance upon the different user groups of the network to behave in a considerate and sensible fashion, however

conflicts do occur from time to time. Promoting the ability for all cyclists to use the footpath network has the potential to increase such conflict.

With this issue the safety of cyclists on the road network needs to be compared against the safety of pedestrians on the footpath network in terms of their conflict with cyclists.

2. Where the standard of footpath construction is not conducive to bicycle use eg uneven slabbed paths and sub standard pram ramps.

Concerns could be expressed in relation to private individuals bringing actions against Council relating to incidents on the footpath network where it is alleged such an incident was caused by the poor standard of the path infrastructure.

If it could be ascertained that a reliable defence against such an action for Local Government is its demonstrated identification and rectification programs, within its resource limits, to maintain and/or replace, for example, slab paths and substandard pram ramps, then such a concern could be allayed provided Council commits to such ongoing identification and rectification programs.

3. Guideline clearances from the path to street furniture, above ground utility services apparatus and equipment, street trees and street signs.

As with point 2 above actions could be brought where guideline clearances from the edge of the footpath are less than guideline minimums of 1.0 metre or absolute minimum of 0.5 metres.

There are many streets in the City where such guideline clearances would not be achieved. It should also be noted that such clearances are also not always achieved on the existing shared path network and that there are many instances where objects such as power poles and street trees are located within the limits of the path structure itself. Allowing all cyclists legally onto the footpath network would increase Council's exposure to such actions.

The guidelines for clearances for cyclists riding on footpaths require to be considered as the financial impost and streetscape destruction to provide the guideline clearances is practically undeliverable, that is, there is no practical way all paths could be made suitable for "comfortable" cycling.

4. Where the path is boundary aligned.

Generally a path is either constructed adjacent to the kerb or adjacent to the property boundary. Where the path is boundary aligned and in combination with high property fences the potential for conflict between cyclists and motorists is increased.

This situation is already present on the shared path and footpath networks and although rare, conflicts are not unheard of.

It is considered that this potential for conflict could be reduced through the existing policy of constructing paths on a kerb alignment in local streets and the promotion of education and awareness campaigns through the media. It is a matter that all road and path users (or their responsible guardians in the case of children) are obliged to be aware of.

## CONCLUSION

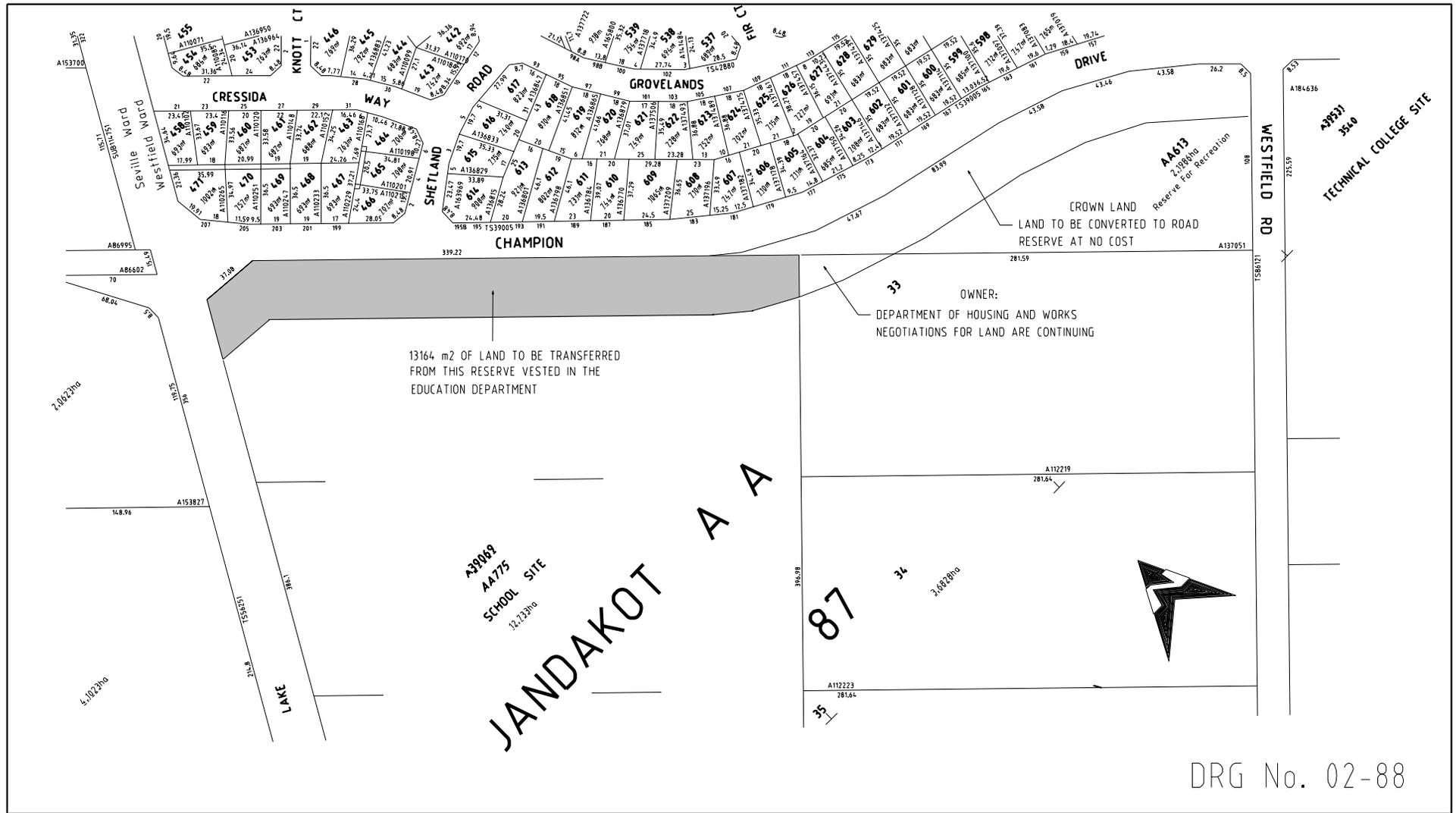
It is considered that Council needs to draw a balance between the potential conflicts on the footpath network, between cyclists and pedestrians/motor vehicles/objects and the potential benefits to be gained by encouraging greater use of bicycles for local trips being individual health, environmental and community safety benefits.

Council has the option of maintaining the status quo, however should the consensus be to support legal access for all cyclists to travel on the footpath network then this should be in principal only, until satisfactory assurances can be provided regarding likely reasonable defences against libellous actions and following consideration of guideline clearances to and obstructions within paths.

## T27/4/03 RECOMMEND

1. **That Council acknowledge the potential benefits of allowing legal access for all cyclists to travel on the footpath network, including individual health, environmental and community safety benefits.**
2. **That information be sought from the Western Australian Local Government Association in relation to likely reasonable defences against litigation and consideration of guideline clearances to, and obstructions within paths before any further consideration by Council of providing support.**
3. **That the Western Australian Local Government Association be advised of Council's decision in this regard via the South East Zone.**

*MOVED Cr Reynolds*  
*MOTION CARRIED (6/0)*



***CHAMPION DRIVE DUAL CARRIAGEWAY– LAND ISSUES***

WARD VARIOUS  
FILE REF: ENG/38  
DATE 13 March 2003  
REF SA/JG  
RESPONSIBLE MANAGER MTS

**In Brief:**

- Council has received advice back from the Hon Minister for Planning & Infrastructure regarding some land issues on Champion Drive i.e. purchasing/transferring of land to accommodate the construction of the dual carriageway.
- **Recommend:**
  - That Council dedicate an area of 13164m<sup>2</sup> of land from Reserve No. 39069, as shown on drawing No. 02-88, as a road.
  - That this information be noted and that a letter be drafted and sent to the Minister thanking her for her assistance in achieving this favourable outcome.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system including safety aspects*

**Legislation Implications**

General assessment of relevant legislation (eg Local Government Act) reveals that Section 56 of the Land Administration Act 1997 applies to the dedication of the road.

**Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws.

**Budget/Financial Implications**

No impact on Council's budget for the Champion Drive project.

**Consultation**

With the Minister for Planning & Infrastructure & DOLA

**BACKGROUND**

On the 9<sup>th</sup> September 2002, Council formally approached the Hon Minister for Planning and Infrastructure seeking clarification on the required purchase of numerous parcels of land along Champion Drive for the dual carriageway upgrade.

The Minister was informed that there were various parcels of land that were either owned fee simple or vested in other Government Organisations (i.e. crown land) that were needed to accommodate a wider carriageway.

On the 10<sup>th</sup> March 2003, the Minister for Planning and Infrastructure replied to Council advising that the Education Minister had agreed to transfer at no cost, two of the larger portions of vested land for the purpose of upgrading Champion Drive. Council would however be required to purchase the freehold land at a cost to be agreed to by Council and the land owners.

### **DEDICATION OF ROAD RESERVE**

The Department of Land Administration have advised Technical Services that prior to new survey diagrams and change of Title documentation being finalised for Champion Drive, there is one remaining portion of land that requires a Council resolution prior to transfer. The remaining portions of crown land have previously been dedicated by Council, in early anticipation of the re-vesting advised by the Minister. They are now in the process of being transferred. Reserve No. 39069 is located on the corner of Lake Road and Champion Drive. An area of 13164m<sup>2</sup> is required from this Reserve to facilitate the widening of the carriageway, as illustrated on Plan No. 02-88 attached. It should be noted that the portion in question is one of areas being transferred at no cost as mentioned previously.

Whilst Council has previously sought and obtained permission from the vested Authority (Education Department) to enter the land for road works, it has not formally resolved to dedicate the portion of land, in accordance with Section 56 of the Land Administration Act.

Therefore to finalise survey diagrams and change of Title documentation for the section of Champion Drive between Lake Road and Seville Drive, a Council resolution is required to dedicate the portion of land from Reserve 39069, as a road reserve.

### **T28/4/03 RECOMMEND**

- 1. That this information be noted and that a letter be sent to the Hon Minister for Planning and Infrastructure thanking her for her assistance in achieving this favourable outcome.**
- 2. That Council dedicate an area of 13164m<sup>2</sup> of land from Reserve No. 39069, as shown on drawing No. 02-88, as a road.**

*MOVED Cr Munn*  
*MOTION CARRIED (6/0)*

***GATEWAY PROJECT – NEW TOWN SITE ACCESS ROAD***

WARD Armadale  
FILE REF: RDA/7  
DATE 11 April 2003  
REF GD  
RESPONSIBLE  
MANAGER EDTS

**In Brief:**

▪ **Recommend:**

1. That \$168,000 be reallocated in the 2002/03 works programme from Wymond Road reconstruction to the Harvey Norman/ Gateway Project.
2. That as part of the 2003/04 budget process, allowance be made for the allocation of \$168,000 of funding for Wymond Road by:
  - Reallocation of funding previously planned for Streetscape works - \$40,000
  - Reallocation of funding previously planned for Gateway works - \$25,000
  - Reorganisation of the Five Year Path Replacement Programme to delete the construction of paths in Jull Street, between Hughes Court and Church Avenue - \$23,000
  - Reorganisation of the Five Year Parks and Gardens Programme to delete the installation of Bore/Pump/Irrigation at Sanctuary Lake - \$80,000.
3. That in making the above recommendation, Council acknowledges that the proposed reallocations do not compromise the general intent of the 2003/04 budget and/or the Five Year Programme.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Development

*Promote investment potential as a regional centre*

**Legislation Implications**

Full assessment of all relevant legislation indicates no restriction.

**Council Policy/Local Law Implications**

Full assessment of all Policies/Local Laws indicates that none are applicable.

**Budget/Financial Implications**

This item recommends the reallocation of \$168,000 from proposed deferred projects from the 2002/03 works programme. (See report to Technical Services Committee March 2003). The deferred works will be refunded in 2003/04 by reallocation of other works previously included in the Five Year Programme.

The above allocation/reallocations will not effect the general intent of the 2003/04 budget and/or the Five Year Programme.

**Consultation**

Harvey Norman Streetscape Working Group

**DETAILS OF PROPOSAL**

*Attachment “A4” of the Minutes (see Summary of Attachments – Green Page)* is a copy of the minutes of the Harvey Norman Streetscape Working Group meeting held on 9<sup>th</sup> April 2003.

The report identified that the funds available for the works from the 2002/03 budget are as follows:

<b>SOURCE</b>	<b>FUNDS</b>
Council	\$275,167
MRWA	\$40,000
City Centre & Drainage Trust -	\$60,000
City Centre Parking	\$77,046
<b>TOTAL</b>	<b>\$452,213</b>

The estimated costs for completion of the works are as follows:

<b>WORKS</b>	<b>COST</b>
Roadworks	\$295,200
Car Park	\$77,046
Streetscape/Entry Statement	\$226,000*
<b>TOTAL</b>	<b>\$598,246</b>

- **NB** – This figure includes allowance for retaining walls which partially offset costs which would have otherwise been needed for road construction.

<b>SUMMARY</b>	
FUNDING	\$452,213
ESTIMATED COST	\$598,246
	<b>\$146,033</b>

As can be seen from the above summaries, after taking account of an anticipated further MRWA contribution of \$20,000 in 2003/04 there still exists a shortfall of \$126,033.

The main reason for this shortfall is the high cost associated with the provision of reticulation for irrigation of the proposed landscaping of the intersection of Armadale Road and Southwest Highway. The existing landscaping in that area is watered by mains water supply and this would be inadequate for the ultimate extent of work planned as part of the Gateway project. As a result of this it has been necessary to allow for the installation of a bore and pump and investigations have indicated that the nearest suitable location will be in vicinity of Glastonbury Road. The costs associated with the provision of a bore and associated pipe work from this location to the Gateway area amounts to approximately \$100,000. It should be noted however, that Council has previously allocated in the Five Year Programme \$80,000 towards the parkland surrounding Sanctuary Lake and this requirement would also be accommodated by the proposed works.

In addition to the extra cost referred to above, the working group also considered the appropriateness of extending the scope of works to accommodate the upgrading of existing paths in Jull street between the proposed new roundabout and Church Avenue to a brick paved standard in accordance with the balance of the proposed new works. This would necessitate a further expenditure of approximately \$25,000.

**SOURCE OF FUNDING**

Based on the above background it will be necessary to provide an extra \$151,000 to facilitate completion of the proposed works.. These funds could be made available as follows:

<b>WORKS</b>	<b>COST</b>
1. BRING FORWARD PATHS JULL ST	\$23,000
2. CITY CENTRE STREETSCAPE 2003/04	\$40,000
3. CITY CENTRE GATEWAY - 2003/04	\$25,000
4. BRING FOREWARD \$80,000 FOR PUMP BORE @ SANCTUARY LAKE	\$80,000
<b>FUNDING</b>	<b>\$168,000</b>

Comments relating to the above are as follows:

1. Funds of \$23,000 are allowed in the 2004/05 Footpath Replacement Programme for upgrading/replacement of paths in Jull Street. It would be reasonable to bring forward these paths by one year to tie in with the existing scope of works in the area.
- 2 & 3. These funds are allocated in the 2003/04 year of the Five Year Plan “Strategic Expenditures” in the City Centre. It would be appropriate for them to be allocated at this time to the Gateway Entrance Project.
4. \$40,000 is allocated in each of the 2004/05 & 2005/06 years of the Five Year Programme for the installation of a pump and bore to provide reticulation for the Sanctuary Lake area. Again it would be appropriate to reallocate funding within the Five Year Programme to allow these funds to be brought forward and complete the present scope of works for the Gateway/Entrance Project.

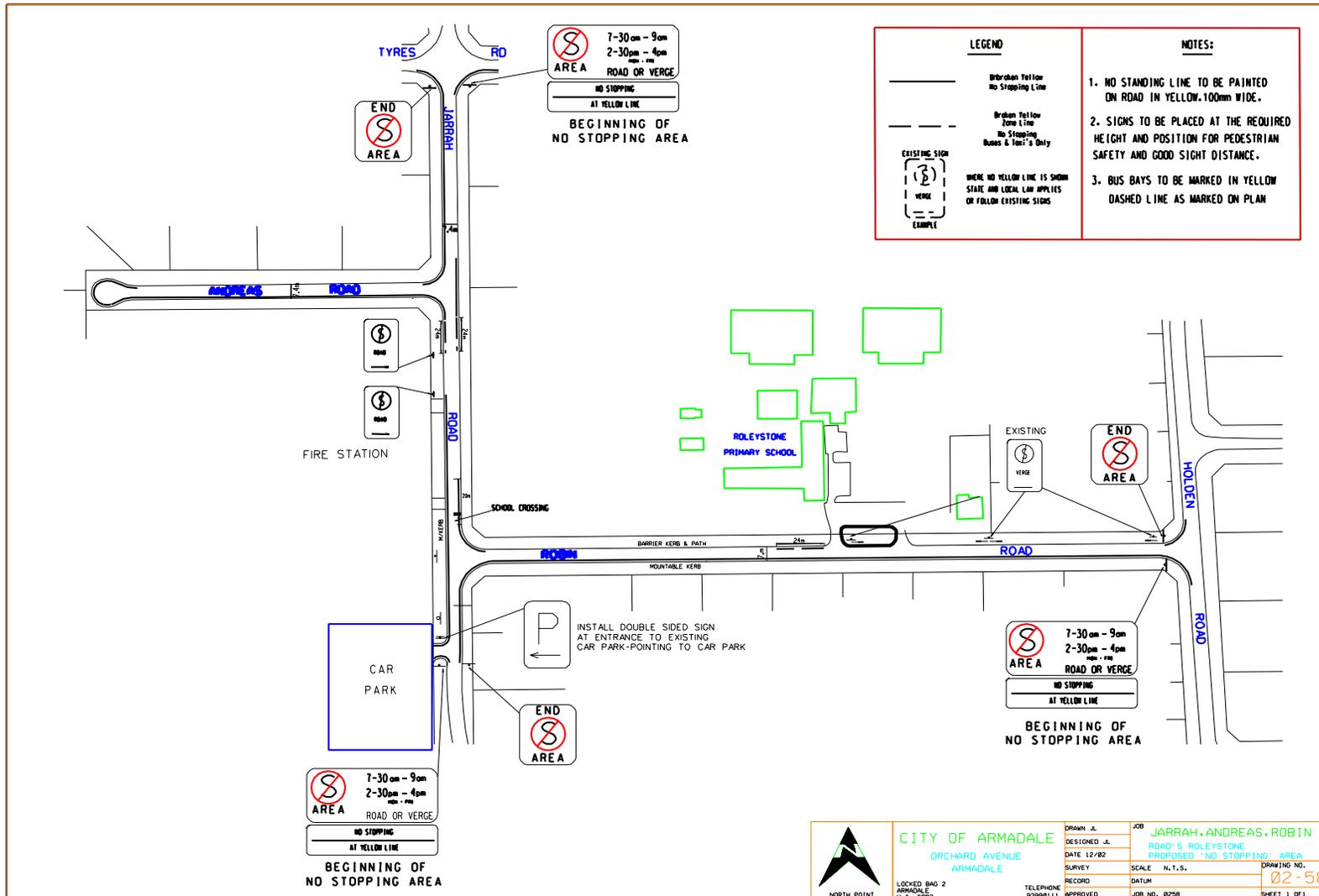
**TIMING OF FUNDING**

The above detailed funds could be made available either as part of the 2003/04 budget deliberation or more suitably could be made available immediately by diversion of funds from projects presently in the 2002/03 Programme which were to be deferred. A report to the March 2003 Technical Services Committee highlighted reasons for the proposed delay of works in Wymond Road, Ecko Road and Brookton Highway service Road. These works amounted to \$664,900 of which Wymond Road comprised \$377,500. In order to expedite completion of the Gateway Entrance Project it is recommended that it would be suitable to reallocate funds amounting to \$168,000 from Wymond Road to the project and that these funds subsequently be reallocated to Wymond Road in the 2003/04 budget from the sources nominated above.

**T29/4/03      RECOMMEND**

1. **That \$168,000 be reallocated in the 2002/03 works programme from Wymond Road reconstruction to the Harvey Norman/ Gateway Project.**
2. **That as part of the 2003/04 budget process, allowance be made for the allocation of \$168,000 of funding for the Wymond Road by:**
  - **Reallocation of funding previously planned for Streetscape works - \$40,000**
  - **Reallocation of funding previously planned for Gateway works - \$25,000**
  - **Reorganisation of the Five Year Path Replacement Programme to delete the construction of paths in Jull Street, between Hughes Court and Church Avenue - \$23,000**
  - **Reorganisation of the Five Year Parks and Gardens Programme to delete the installation of Bore/Pump/Irrigation at Sanctuary Lake - \$80,000.**
3. **That in making the above recommendation, Council acknowledges that the proposed reallocations do not compromise the general intent of the 2003/04 budget and or the Five Year Programme.**

*MOVED Cr Fletcher*  
*MOTION CARRIED (6/0)*



**ORIGINAL DRAWING TO BE TABLED AT THE COMMITTEE MEETING**

***JARRAH ROAD/ANDREAS ROAD/ROBIN ROAD, ROLEYSTONE – PARKING RESTRICTIONS***

WARD Roleystone  
FILE REF: RDJ/2  
DATE 8 April 2003  
REF JL/JG  
RESPONSIBLE MANAGER MTS

**In Brief:**

- Council has received many written complaints from Roleystone Residents, regarding illegal parking on Jarrah Road and Andreas Road, opposite Roleystone Primary School. It is proposed to implement a blanket ‘No Stopping’ area to encourage better use of the existing Car Park on Jarrah Rd.
- **Recommend:**
  1. That the ‘No Stopping’ Area for Jarrah Road, Andreas Road and Robin Road, near Roleystone Primary School, be controlled by uniform signage and lines, as shown in drawing 02-58.
  2. That the blanket ‘No Stopping’ area for Jarrah, Andreas And Robin Roads be funded through Street and Road Sign budget, for an amount of \$3,587.00, which includes long life reflective yellow line marking, and provision of appropriate signs.

**Tabled Items**

Drawing 02-58

**Officer Interest Declaration**

Nil

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport and parking system including safety aspects*

**Legislation Implications**

General Assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

**Council Policy/Local Law Implications**

Assessment of Policy/Local Law indicates that the following are applicable:

*Local Law relating to Parking Facilities*

**Budget/Financial Implications**

Street and Road Sign budget (1550320) Current Balance	\$18,844
Cost of this project for signs and lines	\$3,587
Total remaining	\$15,257

**Consultation**

Ranger Services, Ward Councillors, Local Residents and Roleystone Primary School Principal.

Parents taking their children to school ignore existing signs and park illegally and dangerously, causing passing motorists to compromise safety. Jarrah, Andreas and Robin Roads become very congested, and with young children sometimes crossing the road unattended, there is a need to implement an alternative means of parking control to effect a

safer environment. (Installation of a restricted ‘No Stopping’ area, similar to previously implemented on Commerce Avenue.)

Residents have regularly contacted Council to report incidents of vehicles being parked inappropriately, sometimes on both sides of these roads, so as to block the safe flow of traffic through the area.

Council’s Ranger Services have been alerted of this situation, and have been giving this area high priority with regular patrols.

There is an existing car park situated in Jarrah Rd opposite the school, which is under utilized. It is positioned with easy access to the School crossing, situated on Jarrah Road near the intersection of Robin Rd, creating a safe journey from the car park to Roleystone Primary School, via a specific school crossing point.

### **DETAILS OF PROPOSAL**

Implementation of ‘No Stopping’ area by placing of area/zone parking signs including time and days (sign type R5-70A), and indicating that Stopping and Parking is not permitted at the yellow line as stipulated by AS1742.11, on the road and verge as shown on drawing 02-58.

There will also be end of ‘No Stopping’ area signs (sign type R5-73B) placed to indicate the end to the blanket ‘No Stopping’ area. A double-sided ‘Parking’ sign is to be installed, at the entrance of the car park on Jarrah Road.

### **COMMENT**

The proposal will create a safer environment for the residents and passing motorists, as well as school children and parents. It will alleviate the visually polluting practice of installing more of the existing signs, and encourage the use of the existing car park on Jarrah Road, and the school crossing facility, which is conveniently located between the car park and Roleystone Primary School.

The area to be created is accessible only by two roads, which is relatively easy to control by Council’s Rangers a similar project has been implemented within the City Centre in Armadale, by creating a ‘Parking Zone’, and has proven to be very successful.

### **CONCLUSION**

It is recommended to create a ‘No Stopping’ area for a section of Jarrah Road, Andreas Road and Robin Road, near the Roleystone Primary School, by placing appropriate signs and yellow road Line marking.

This project is to encourage use of the existing car park, and create a safer environment for the school community, residents and road users.

### **T30/4/03 RECOMMEND**

- 1. That the ‘No Stopping’ Area for Jarrah Road, Andreas Road and Robin Road, near Roleystone Primary School, be controlled by uniform signage and lines, as shown on drawing No. 02-58.**

- 2. That the blanket ‘No Stopping’ area for Jarrah, Andreas and Robin Roads be funded through the Street and Road Signs budget, for an amount of \$3,587.00, which includes long life reflective yellow line marking, and provision of appropriate signs.**

*MOVED Cr Reynolds*  
*MOTION CARRIED (6/0)*

*Cr Everts left the meeting at 7.52pm and returned at 7.54pm.*

***SOUTH WESTERN HIGHWAY/ALBANY HIGHWAY INTERSECTION - TRAFFIC MOVEMENTS***

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That the matter of traffic movements adjacent to the intersection of South Western Highway/Albany Highway was referred to the Technical Services Committee by Cr Fletcher.

*Cr Fletcher requested that officers investigate the current situation at the intersection of Albany Highway / South Western Highway and Armadale Road with regard to traffic movements turning right from Albany Highway into Armadale Road into the town center. Particular concern was the length of the slip lane turning into Armadale Road compared to the amount of traffic.*

**T31/4/03      RECOMMEND**

**That officers write to Main Roads Western Australia requesting that the lights at the turning lanes into the City Centre be given a higher priority than is current.**

*MOVED Cr Fletcher  
MOTION CARRIED (6/0)*

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***BUS SHELTER GRANT SCHEME – 2003/04***

---

WARD ALL  
FILE REF: ENG/2  
DATE 8 APRIL 2003  
REF CB  
RESPONSIBLE EDTS  
MANAGER

**In Brief:**

- Confirmation required for the five locations of the new bus shelters for 2003/2004.
- **Recommend:**
  - That Council adopts the following five locations sites to install the new bus shelters in 2003/04:
    - a. Champion Drive and Gilliam Drive Roundabout
    - b. Tijuana Road and Mornington Road
    - c. Chadwick Parade
    - d. Commerce Ave near roundabout Third/Forrest Road
    - e. Grovelands Drive opposite house No's 74 - 76.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system, including road safety aspects.*

Corporate Services

*Encourage innovation and creativity in meeting the needs of the community*

**Legislation Implications**

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

**Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws

**Budget/Financial Implications**

Council has committed \$25,000pa for 2003/04.

**Consultation**

Department of Planning and Infrastructure, Jason Signmakers, and Departmental Managers

**BACKGROUND**

At its Ordinary Meeting of Council held on 6 May 2002, Council resolved (T49/02) the following:

*“That Council endorse the action taken by the Executive Director Technical Services to apply for the Bus Shelter Grants Scheme that included committing funding of \$25,000 for the 2001/02 financial year and a further \$25,000 in the 2002/03 and 2003/04 financial years”.*

**COMMENT**

Council was successful in its submission for funding of \$25,000 in the 2001/02 and 2002/03 financial years. This has allowed 5 shelters to be installed in the first year at locations predetermined by Council with the remaining 5 shelters currently on order.

An amount of \$10,000 has been allocated for the maintenance of the shelters in the 5 Year Works Programme for 2003/04.

**DETAILS OF PROPOSAL**

Council will be aware from previous reports that Swan Transit conducted a survey that highlighted a number of locations for possible new shelters. Council was advised in May of 2002 of the tentative sites including those listed for 2003/04. One of these sites however was brought forward into the 2002/03 programme because of a resident's strong objection of having a bus shelter on the verge of his residence. Council approved the relocation of the site at its Meeting of 4 March 2003 (T12/2/03).

The following sites which are part of Swan Transit survey are proposed for 2003/04:

<b>2003/04</b>		
<b>NO.</b>	<b>LOCATION</b>	<b>ROUTE</b>
243	Champion Drive and Gilliam Drive Roundabout	Armadale to Kelmscott
250	Tijuana Road and Mornington Road	Armadale to Wungong
250	Chadwick Parade	Armadale to Kelmscott

The remaining two sites, which were not part of the original survey, are proposed to complete the programme for 2003/04.

<b>NO.</b>	<b>LOCATION</b>	<b>ROUTE</b>
various	Commerce Ave near roundabout Third/Forrest Road	Armadale to Perth
243/245	Grovelands Drive Opposite House No's 74 - 76	Armadale to Kelmscott

It is recommended that Council endorse the five nominated locations for the 2003/04 financial year which shall be constructed as per the same type and colour (Jason Signmakers plan Jsa in Hawthorne Green Gloss and Merino Matt) that is the same as previous shelters installed.

**T32/4/03 RECOMMEND**

**That Council adopts the following five location sites to install the new shelters in 2003/04:**

- a. Champion Drive and Gilliam Drive Roundabout**
- b. Tijuana Road and Mornington Road**
- c. Chadwick Parade**
- d. Commerce Ave near roundabout Third/Forrest Road**
- e. Grovelands Drive Opposite House No's 74 - 76**

*MOVED Cr Reynolds  
MOTION CARRIED (6/0)*

---

***ARK ROAD SAFETY CENTRE***

---

WARD ALL  
FILE REF: ENG/2  
DATE 11 April 2003  
REF CB  
RESPONSIBLE EDTS  
MANAGER

**In Brief:**

- The current Road safety Instructor resigned on 21 March 2003.
- The Department of Planning and Infrastructure has offered funding for the Centre to continue to operate subject to conditions outlined in the report.
- **Recommend:**
  1. That in order for the ARK Road Safety Centre to continue to operate, Council chooses Option 3 and authorises the Executive Director Technical Services to further negotiate with the Police Bike Ed unit in order to find the best solution to continue the work of training and educating the local community in matters road safety.
  2. That the Department of Planning and Infrastructure be advised of Council's decision and following negotiations with the Police Bike Ed Unit further discuss the funding issue with that Department and the Office of Road Safety.

**Tabled Items**

Nil.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system, including road safety aspects.*

**Legislation Implications**

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

**Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws

**Budget/Financial Implications**

Nil.

**Consultation**

Department of Planning and Infrastructure  
Police Bike Ed Unit  
Technical Service Officers

**BACKGROUND**

Using the disused netball courts and pavilion at the Reg Williams Reserve, the ARK Road Safety Centre was officially opened as a bicycle road safety education centre for primary aged school children in 1994 and continued to operate using the limited facilities until 1997.

In 1998 the then State Government provided a grant of \$180,000 and along with Council's contribution of \$50,000 redeveloped the facility into a "State of the Art" training centre, the only one of its kind in Western Australia.

During its heyday the Centre attracted student numbers of 4,000 in 1996, 10,000 in 1997 and 8,500 in 1998 despite redevelopment works going on at the time.

Due to reduction in funding in 1999 a cost recovery system was introduced which had an immediate disastrous effect on student numbers that saw only 2,530 attend for the year.

For this reason and because of personal stress caused by the uncertainty of funding ultimately led to the resignation of the then Road Safety Instructor after approximately five years of service.

After much discussion with various road safety authorities, funding was finally established in 2000 that eventually saw the vacancy advertised in September with the successful applicant commencing in October of 2000. By then the Instructor's only task was to re-establish relationships with schools by making himself known in order to begin a new work in 2001.

Regrettably, the previous good work during 1997 and 1998 did not eventuate to much and though the user pay system was disbanded at the commencement of the 2001 school year student numbers were the lowest ever amounting to only 1,877 for the year. However training was also provided for other user groups (disabled, vacation etc) that pushed number to 3,479 in total.

Last year, 2002 commenced well with better than average numbers, however by the close of the year, though actual student numbers had increased to 2,323 (446 more than in 2001) the overall number of attendees totalled 3,332 that is, 147 less than the previous year.

Though the Centre has now been operating for two consecutive calendar years, student numbers have not increased significantly amounting to only 4,200 in total for 2000 and 2001 with overall attendees of the Centre totalling 6,811 for the two years.

During these years that the Centre has operated, Officers of the Technical Services Directorate have endeavoured to obtain funding from a number of state government departments and agencies along with seeking sponsorship from the private sector and service clubs with very limited success.

Because of the many uncertainties in regard to funding, the current Road Safety Instructor tendered his resignation as of 21 March 2003 stating the same reason as the previous Instructor in 1999, this being the continuous struggle to obtain funding each year and the non-guarantee of any long-term security in the position.

## **COMMENT**

It is firmly believed that both Instructors strived to bring the ARK Road Safety Centre to operate to its maximum capacity and both were fully supportive of the philosophy to educate and train children in matters of road safety at an early age.

However, because funding has always been an uncertainty along with the lack of any long-term commitment eventually forced two extremely well qualified Road Safety Instructors to take such action.

Correspondence has been forwarded to the Department for Planning and Infrastructure explaining the above and seeking clarification on their position regarding funding for the ARK Road Safety Centre for 2003/04 and beyond. It was also stated that unless a guarantee is given for at least a three year commitment with annual increases to cover appropriate inflation (which has not been the case for the past few years) it would be totally improper to advertise for a replacement Instructor and expect the successful applicant to work under the same conditions which have been the main factor in losing the two previous Instructors.

Council has received a response from the Department for Planning and Infrastructure that states in part:

*“Both the Hon Minister for Planning and Infrastructure and the Office of Road Safety (ORS) has been informed of your request for a funding commitment for 2003/04 and to the end of the decade with annual CPI increments. I can advise that the ORS has recommended to the Hon Minister of Police and Emergency Services that \$25,000 per annum from the Road Trauma Trust Fund (RTTF) be provided. The ORS has informed me that under the terms of the RTTF, funding commitments can only be made on an annual basis upon the recommendation of the Road Safety Council and subsequent budget approval by the Premier. Under this agreement DPI would continue to contribute \$15,000 to fund the balance of the grant to the total value of \$40,000 per annum. Subject to annual budget approval, it is expected that this arrangement would continue over the current term of government (ie 2003/04 and 2004/05). Unfortunately, DPI is not able to give a funding commitment beyond this time frame nor is it able to accommodate CPI increments within its constrained budget”.*

From the response provided it is reasonably certain that funding for the Centre will continue whilst the Local Member for Armadale continues in her role of Minister for Planning and Infrastructure, though the funding position is still subject to annual approval by the ORS and the DPI.

Council should note that the amount of \$40,000 offered is not just for salary for the Road Safety Instructor. This amount is allocated as \$30,000 for salary, \$8,000 for vacation training that includes hiring additional instructors, printing of vacation brochures and advertising with the remaining \$2,000 for minor purchases and repair of bicycles.

#### Bike Ed Training

The \$30,000 salary (that includes Workers Compensation and SGC Superannuation) is to provide bicycle training for 40 weeks of the school year. However there is no provision for sick days, annual leave and travelling costs. The Road Safety Instructor in order to visit schools to promote the Centre or for general driving around in job related matters is not reimbursed for the cost of travel.

#### Vacation Training

The \$8,000 provided for vacation training (50%) is allocated for the salary for the Road Safety Instructor and travelling costs as training is conducted on school premises across the metropolitan area. The remaining \$4,000 is used to employ additional Instructors as required as well as promoting and advertising the courses.

Vacation training is conducted during the January, April and September/October school holidays.

### Minor Purchases

The remaining \$2,000 is allocated for minor purchases such as bicycle parts and repairs

### **DETAILS OF PROPOSAL**

There are a number of issues that Council needs to consider of in order to make an informed decision for the future of the Centre.

1. Council Officers have for many years endeavoured to obtain funding from a variety of state government departments. This has included changing its original charter as road safety education institution by refocusing its position on recreation and health activities as well as targeting the disability angle with no success.
2. The same applies with seeking funding and sponsorship from the business sector as well as service clubs also with very little success
3. Student attendance has not risen over the past two years with only 4,200 attending during this time.
4. The ORS can only provide funding on an annual basis upon the recommendation of the Road Safety Council and subsequent budget approval by the Premier.
5. DPI would only contribute their portion for the current term of government and subject to the ORS meeting their commitment.
6. Though in their initial letter DPI advised that there is no provision for CPI, it is believed that following a subsequent meeting with the Minister for Planning and Infrastructure that there possibly will be provision for CPI over the next two years.
7. The reason the two previous Instructors resigned is because there was no guarantee for annual funding or any commitment of long-term employment.

In considering the above there appears 4 options available to Council:

#### Option 1

Accept the grant from the DPI under the conditions offered and advertise the vacant position on an annual contract basis subject to ongoing funding.

#### Option 2

Accept the grant and endeavour to seek alternate means of using the funding such as engaging a private company/contractor (if there are any available) to continue the work within the confinement of the grant. This proposal will have to be agreed with the ORS and DPI.

#### Option 3

Negotiate the use of the Centre with the WA Police Service – Bike Ed Unit on a lease basis in order to cover running costs of the Centre.

Option 4

Not accept the grant and close the Centre.

**SUMMARY**

In regard to option 1, the reasons given by the two previous Instructors in resigning was that there was no guarantee for funding and no commitment for long term employment, therefore it would be improper to advertise for a replacement and expect the successful applicant to work under the same conditions.

In regard to option 2, because of the limited funding provided, it would be highly unlikely if there were any contractors or road safety companies who would be interested in running the Centre bearing in mind that the funding is for the provision of bike education, vacation training at various metropolitan schools, advertising, promotion, maintenance of bicycles and repairs as well as implementing any new road safety strategy launched by the state government. An informal discussion with an officer of the DPI supports the above comment that it would be highly unlikely to obtain the services of a private company to manage the Centre under the current grant offer.

Option 3 provides a means of continuing the operation of the Centre. In a brief discussion with the Police Bike Ed unit they too would like to see the ARK Road Safety Centre continue to operate and are keen to discuss this further in order to find a viable solution for the City as well as the Police Service.

Council should be aware however there are other variables that need be considered including if funding from the ORS and DPI would still be available if another agency became involved in the operation of the Centre.

Option 4 is considered a last resort considering the amount of funding from both the state government and Council that has been injected into the Centre as well as the amount of time and resources that has been invested. There is also the main reason for the Centre's existence and that is to train and educate school aged children in all matters of road safety so that they will become better, more confident riders today that will eventually lead to safer motorists tomorrow.

Council should note that currently the ARK Road Safety Centre sits on approximately 4.7087 ha of prime reserve that is vested in the City. Though 0.6ha has recently been rezoned to "Residential R15", there still remain 4.1087 zoned as "Parks and Recreation (local)" and any use of the reserve other than its current zoning will require negotiation with the Department of Land and Administration.

It appears that option 3 is the best option available at this time therefore it is recommended that Council authorises the Executive Director Technical Services to enter discussions with the with the Police Bike Ed Unit in order to find the best solution for the continued operation of the ARK Road Safety Centre.

**T33/4/03      RECOMMEND**

- 1.      That in order for the ARK Road Safety Centre to continue to operate, Council chooses Option 3 and authorises the Executive Director Technical Services to further negotiate with the Police Bike Ed unit in order to find the best solution to continue the work of training and educating the local community in matters road safety.**
  
- 2.      That the Department of Planning and Infrastructure be advised of Council's decision and following negotiations with the Police Bike Ed Unit further discuss the funding issue with that Department and the Office of Road Safety.**

*MOVED Cr Munn*  
*MOTION CARRIED (6/0)*

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***CONSIDERATION OF TECHNICAL SERVICES BUDGET 2003/2004***

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WARD: All  
FILE REF: FIN/7  
DATE: 16 April 2003  
REF: AB  
RESPONSIBLE MANAGER: EDTS

**In Brief:-**

- To set a date for Technical Services Committee to consider draft Directorate Budget 2003/2004.
- Date proposed is Wednesday, 21<sup>st</sup> May 2003.
- **Recommend:**
  - That a special meeting of Technical Services Committee to resolve a draft Directorate Budget be held on Wednesday, 21<sup>st</sup> May 2003.

**EXECUTIVE DIRECTOR – TECHNICAL SERVICES REPORTS**

In accordance with the adopted corporate budget timetable, Technical Services Committee will need to meet near the end of May in order to consider and resolve a Draft Directorate Budget for overview and review by Manex and City Strategy Committee in June.

A date and time will need to be set for a Special Technical Services Committee Meeting and it is recommended that this be Wednesday, 21<sup>st</sup> May 2003.

**T34/4/03 RECOMMEND**

**That a special meeting of Technical Services Committee to resolve a draft Directorate Budget be held on Wednesday, 21<sup>st</sup> May 2003.**

*MOVED Cr Zelones*  
*MOTION CARRIED (6/0)*

***COUNCILLORS' ITEMS***

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Nil.

**MEETING CLOSED 8.40PM.**

**TECHNICAL SERVICES COMMITTEE**

**SUMMARY OF "A" ATTACHMENTS**

22 APRIL 2003

<b>Attachment No.</b>	<b>Subject</b>	<b>Page</b>
A-1	Proposed Chapter 3 of the Friends Group Manual.	50
A-2	BEAC's current and proposed logos	55
A-3	Office of Road Safety Discussion Paper	57
A-4	Harvey Norman Streetscape Working Group Minutes of 9 <sup>th</sup> April 2003 meeting.	69

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*FRIENDS GROUP MANUAL***CONTENTS**

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3.1	Finding Volunteers.....	51
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3.1.2	Other volunteers.....	51
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3.2.1	The Volunteer Action Process .....	52
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3.2.3	The Reserve-Focused Volunteer Recruitment Brochure .....	53
3.2.4	Recognition and Reward Scheme .....	54

### 3. Volunteer recruitment and retention

#### 3.1 Finding Volunteers

In the ideal scenario, volunteer services are generally sourced from the local area. A specific demographic of people, have been identified as the main constituent of the Volunteer population. They are known as the Baby Boomers.

##### 3.1.1 Baby Boomers

Baby boomers are people:

- Who were born between 1946 and 1964,
- Their mind-set is about wanting their lives to be of significance,
- They have a need for social and community involvement,
- Their children have left home,
- They are working towards conventional retirement age.

Because of these characteristics, Baby Boomers frequently make up the main percentage of volunteers. The WA Government conceived the acronym BOOMNET to summarise the Baby Boomers' mind-set and advise Volunteer Organisations on how to target the Baby Boomer Volunteers.

**Boomers-** mind-set is to do things of significance, rather than just pursue success

**Organised** - seek well managed organisations, with a preference for youthful groups and a dislike for 'over managed' groups

**Openness** - choose organisations that seek and act on feedback from them

**Meaningful** - they want to make a difference, so their significance need to be contributed to them

**Needs** - want to benefit personally from volunteering

**Education** - want to enhance their skills by learning from each other, rather than from an authoritative figure

**Time** - prefer short term and time specific projects

Baby Boomers are not the only source of volunteers within the community, when looking for volunteers to complete a Friends Group. A number of other avenues can be explored.

##### 3.1.2 Other Volunteers

###### **Volunteering Western Australia**

A volunteer referral service that matches volunteers with groups wanting specific tasks completed. Though usually short-term, this is an excellent outlet to find volunteers.

The extensive website <http://www.volunteer.org.au/> has information on volunteer recruitment, the management of volunteers, recent research on volunteering and other useful data.

### Swan Catchment Centre

As already mentioned in the Section 2.2, the SCC's services include valuable training of a wide range of skills. People are able to learn skills ranging from the use of a chainsaw, to leadership roles within a group.

### Existing Groups

Corporate groups are often looking for ways in which they can 'give back to the community' and are very enthusiastic about environmental based volunteer work.

Other groups that are often involved in volunteer work include Scouts and Girl Guides; 4WD Clubs; Religious Groups; Youth Groups; Lions Clubs; Sporting Clubs; and other community based associations.

These groups provide valuable volunteer services and yet will tend to be quickly discouraged by poorly organised activities. When attempting to acquire volunteers to these groups you need to make them aware of the problem your group is trying to address, and manage the tasks effectively.

### Seniors and Retirees

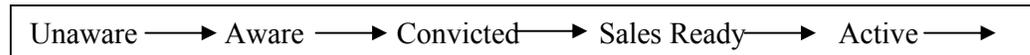
Additionally there is a percentage of the Armadale population, who are also willing to donate their time. Seniors and Retirees make up a group of people, who often provide their services in aid of their community.

## 3.2 THE MARKETING PERSPECTIVE

After seeking professional marketing advice the BEAC has decided to base their Volunteer recruitment strategy on a Marketing premise. Although this sounds difficult, it basically considers how to successfully attract and maintain a volunteer base.

The key marketing concept that we will be using to explain the volunteer strategy is centered on how people move from being aware to being active, in other words, how they are motivated to act.

The following diagram demonstrates how people travel through a pathway from being **unaware** about an activity or product to becoming **aware** and then **acting** on that awareness.



This demonstrates that people go through a number of stages before they take action.

**They are helped through the process by marketing.**

### 3.2.1 The Volunteer Action Process

Stage in Process	Aim of Marketing
<b>Unaware:</b> The person is unaware that a problem exists and that volunteers may be required.	<i>Problem is exposed on both a community and individual level.</i>
<b>Aware:</b> A level of knowledge is gained about the problem, and the need for volunteers.	<i>A learning process is activated.</i>

<b>Convicted:</b> The person acknowledges the need for volunteers.	<i>Individual understands problem and why they should be personally involved</i>
<b>Sales Ready:</b> The person is convinced that 'they' could volunteer.	<i>The person develops a need to assist.</i>
<b>Active:</b> The person volunteers.	<i>The person responds with action, and now requires recognition and reward.</i>

To help people move through this process from **unaware** to **active**, the BEAC supplies three devices that will provide the required information and the necessary motivation that is specified above.

### 3.2.2 The Thinking Sheet

The 'Thinking Sheet' has been designed to help groups or individuals identify problems and solutions. Each 'sheet' also consists of questions that will help define how the marketing and volunteer recruitment should be formulated.

The individuals or groups that complete the sheet are asked for their opinions on the effects and impacts of the problem. These can be used to define what information is needed and how it is to be presented in order to attract and sustain volunteers.

The thinking sheet is broken into four sections, each with its own title and objective.

**Identify:** the volunteer answers questions that identify the problem and specify actions and / or solutions.

**Define:** the volunteer then sets relevant objectives to solve the problem.

**Implement:** the volunteer devises specific actions and tasks that will enable the objective to be achieved.

**Recruit:** the volunteer must find the 'personal relevance' of the problem to the individual, the economy, the environment, and the Community.

The sheet also asks leaders to specify what attracts and deters volunteers, define suitable volunteers specific to the task and how the volunteers should be rewarded for their participation.

The Thinking Sheet identifies the problem and solution; it defines 'who' the volunteers should be and specifies 'how' to recruit them,

The information that is collated within the Thinking Sheet is then used to complete the next document - The Volunteer Recruitment Brochure.

### 3.2.3 The Reserve-Focused Volunteer Recruitment Brochure

The brochure has been developed to work in conjunction with the Thinking Sheet. Once the sheet has been compiled, the brochure will be used to advertise the problem that is being addressed; how local residents can help; when and where the next group event is to take place and contact details for the group.

The brochure itself is generic and has all the necessary standard BEAC information. Friends Groups will receive the template, which holds the required information.

The Friends Group leader will be responsible for adding the specific details of the task to the Brochure template, customising it to each individual action. Once the brochure has been completed, they will be dispersed within the locality of the 'problem' area

The City of Armadale, as copyright owner of the brochure, only permits use of the brochure when the City's Environmental Officer is satisfied that:

- The group leader will ensure that the event will be properly run; and
  - The additional information will be prepared with due regard to the 'Thinking Sheet'.
- The Environmental Officer may rely on previous experience of a leader to deem that they will comply with these requirements. The Environmental Officer can provide assistance in defining the problem from an environmental perspective (see Section 4.2.1).  
*Groups or individuals wishing to use the recruitment brochure should contact the City's Environmental Officer.*

### 3.2.4 Recognition And Reward Scheme

#### 3.2.5

To attract and maintain volunteer numbers, volunteers must feel that they have benefited from their participation. The Recognition and Reward scheme is aimed at thanking and recognizing the volunteers for their contributions, and encouraging them to continue in their work.

BEAC holds an Annual Picnic Lunch during late November / early December to thank the volunteers who have helped preserve and enhance the local environment.

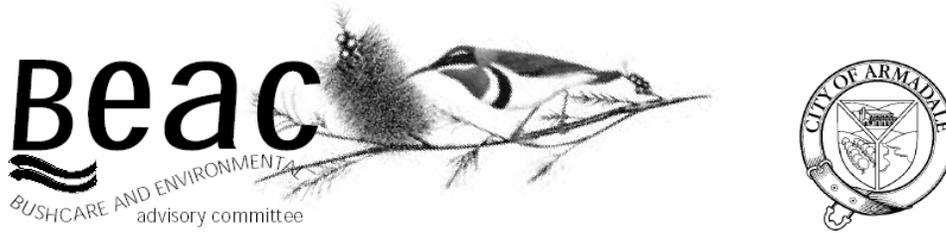
The Lunch also provides a platform for award presentations. The Awards are presented to those volunteers who have completed a specific amount of 'hours' on a cumulative basis.

**The Recognition Criteria and subsequent Rewards are as follows:**

<b>Milestone Achieved</b>	<b>Reward</b>
5 hours Volunteer work	BEAC badge with space for person's name. To be presented at workdays or group meetings, not necessarily at Annual Picnic Lunch.
12 hours Volunteer work	BEAC Hat
20 hours Volunteer work	BEAC long-sleeved T-shirt & Certificate
50 hours Volunteer work	BEAC Jumper
100 hours Volunteer work	Framed certificate of appreciation, signed by the Mayor
Committee member of a group completing more than 150 hours per annum over five years	BEAC Trophy

Certificates of participation can be provided for existing groups that volunteer on a one-off basis (e.g. Schools, Scouts and Girl Guide Groups, Sporting Clubs, other community associations).

**Existing BEAC Logo**



**Proposed BEAC Logo (Black & White)**





Bushcare and Environmental  
Advisory Committee

CITY OF ARMADALE

# Changing the World Starts in our own Backyard.

Friends Group Title:  
Project Action Title:  
Where:  
When:  
BYO:

### THE PROBLEM

The \_\_\_\_\_ is currently  
suffering from \_\_\_\_\_  
Already it is causing effects on our local community.

Q9.

Q10.

Q11.

Q12a.

Q12 b.

### THE SOLUTION

Fortunately we can do something. The \_\_\_\_\_  
has created  
an Action Plan to tackle the problem threatening our  
nature reserves.

ACTION	OBJECTIVE	DATE

***If action is not taken, the problem will worsen.  
To Volunteer, please contact your Friends Group Leader.  
We need your help for our latest mission.***

Name:  
Email Address:

Phone:  
Web Address:



6 March 2003

Mr Ray Tame  
Chief Executive Officer  
City of Armadale  
Locked Bag No 2  
ARMADALE WA 6112

I 70134

CITY OF ARMADALE	
REC'D 10 MAR 2003	No.
TO: ETD/SRB	INIT
REFER/NOTE:	INIT
Gou/SI	

Our Ref: TRN078/DJT:JR discprlgs  
Your Ref:

Dear Ray,

#### CYCLING ON FOOTPATHS IN WESTERN AUSTRALIA – OFFICE OF ROAD SAFETY DISCUSSION PAPER

On 5 February 2003, the Association's State Council considered an Office of Road Safety Discussion Paper, identifying issues regarding existing regulations in Western Australia which limit use of footpaths to cyclists under the age of 12 years.

The Discussion Paper canvassed these wide-ranging bicycle user/pedestrian user issues and Crown Solicitor's advice concerning Local Government liability implications in the context of possible changes to regulations, thereby opening up footpaths to cyclists of all ages.

Currently, Western Australian regulations allow children under the age of 12 to ride on footpaths, reflecting the minimum requirements of the Australian Road Rules.

The Western Australian Bicycle Committee (WABC) has been advocating a change to traffic regulations so as to enable a broader range of bicycle users to ride on footpaths. Support for the proposal to allow adults and other individuals accompanying children under 12 to ride on footpaths has also emanated from the Vulnerable User Taskforce and the Main Roads WA Pedestrian Focus Group. Positions taken by these forums have largely centred upon perceived safety benefits of such changes.

Proposals for allowing all cyclists to ride on footpaths which were canvassed during development of the Australian Road Rules have however, previously generated concerns from seniors and pedestrian groups. Local Government as the provider/manager of footpath infrastructure, has also previously expressed concerns regarding liability and duty of care issues which could arise from regulations allowing all cyclists to utilise footpaths.

The Office of Road Safety Discussion Paper identifies the jurisdictional variations which currently operate throughout the Australian States as a basis for demonstrating the comparative impact associated with various groups of bicycle users having access to footpaths. The Paper also seeks to provide statistical data regarding commuting use and recreational use patterns of cyclists, together with the likely extent (if any) that these patterns will influence footpath access issues in a less restricted user environment.

The Paper (pp9) concludes that: *"an examination of available data seems to suggest that legalising cycling on footpaths by all ages will not adversely impact on safety and amenity of footpaths. This is because the level of footpath cycling is not expected to change from that which currently occurs. Those states (Queensland, Tasmania, ACT and Northern Territory) which allow cycling for all ages, also report that the perception surrounding the level of bicycle/pedestrian conflicts on paths is greater than the actual reality of incidents"*.

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WESTERN AUSTRALIAN  
LOCAL GOVERNMENT ASSOCIATION



The Paper does acknowledge however, the considerable community concern which exists amongst various user groups regarding use of bicycles on footpaths and the impact of such views upon the action taken by Western Australia in adopting regulations allowing only children under 12 years of age to ride on footpaths.

As highlighted by the Discussion Paper, liability and duty of care issues appear in the past to have influenced Local Government's perspective concerning any proposals for relaxation of the regulations governing cycling on footpaths.

The Discussion Paper identifies Crown Solicitors Office (CSO) opinion which asserts that principles affecting Local Government liability and duty of care would not be altered by an opening up of the footpaths to all cyclists.

Recent case law rulings reversing the long standing non feissance defence available to entities such as Local Governments in their management of roads also have implications with respect to footpaths. The proposal for amendment of existing regulations to facilitate opening up of footpaths to cyclists of all ages reaffirms the concerns of Local Governments in this regard, particularly given the absence of any legislation according appropriate protection.

Another issue for Local Government involves that of infrastructure and the capacity or otherwise of footpaths and shared use paths currently in the Perth Bicycle Network to legally and practically accommodate an opening up to all cyclists.

Footpaths in local suburban areas may be of widths which are unsuitable for dual use purposes. Whilst some footpaths are invariably the subject of planned upgrade programs, any relaxation of regulations involving cyclists may place considerable, unreasonable financial pressures upon Local Governments for an escalation of these upgrades.

Meetings of the metropolitan Zones held during January/February 2003 saw many member Local Governments reiterating liability and duty of care concerns and infrastructure issues arising from any opening up of footpaths.

Zones have identified the need for any regulatory changes to be introduced gradually and accompanied by educational programmes promoting the shared use of paths to the community whilst also asserting the impracticality of negotiating a total dual use footpath policy.

At its 5 February 2003 meeting, State Council resolved:

*"That the discussion paper from the Office of Road Safety entitled "Cycling on Footpaths in Western Australia" be referred back to member Local Governments and Zones for consideration and comment, and that a report encapsulating feedback received be submitted to the next State Council meeting".*

Accordingly, the Discussion Paper is now submitted for consideration by your Local Government and feedback regarding issues addressed within the Paper is sought. If possible, this information should be conveyed to the Transport and Roads Unit by [redacted] so as to enable its submission to the Association's forthcoming round of meetings commencing on [redacted] [redacted] ch 2003.

I trust that this information is of assistance. Should you require further details however, please do not hesitate to contact Joe Ripepi on telephone 9213 2061.

Yours sincerely

Debbie Terelinck  
Executive

Manager,

Transport

and

Roads

## CYCLING ON FOOTPATHS IN WESTERN AUSTRALIA DISCUSSION PAPER

### 1. ISSUE

The Western Australian Bicycle Committee has been seeking a change in traffic regulations to allow, at the very least, families to ride on footpaths. The current law, which corresponds with the minimum requirements of the Australian Road Rules, allows children under 12 to ride on footpaths.

The Vulnerable Users Task Force and the Main Roads WA Pedestrian Focus Group has considered the matter and agreed that allowing adults and others who are accompanying children under 12 yrs to ride on footpaths would be beneficial from a safety viewpoint.

The Road Safety Council discussed this issue at its meeting of 25 January 2002. There was some concern expressed that the proposed regulation would be difficult to enforce. In view of these concerns the Office of Road Safety was requested to further investigate the issue of cycling on footpaths by people of any age as is the case in Queensland, Northern Territory, ACT and Tasmania.

This discussion paper summarises the potential impacts of allowing all cyclists to ride on the footpath.

### 2. BACKGROUND

Prior to the introduction of the Australian Road Rules (ARRs), only Queensland, the Northern Territory and the ACT allowed cyclists to ride on footpaths. All other States, including Western Australia, did not permit cyclists of any age to ride on the footpaths.

During the development of the ARR's there was much discussion, both nationally and at state level, on inclusions for the footpath cycling rule. The proposal in the version of the ARR's released for public comment allowed all cyclists to travel on footpaths except where prohibited by signs and within 10 metres of a business that is open for trading. This was obviously a major departure from the status quo for a number of states.

The proposal to allow cyclists of all ages to ride on footpaths attracted more comment than any other issue in the ARR's, with the majority of submissions opposed. Concerns from pedestrian and disability groups at the increased potential for conflicts were particularly evident as were those from local government regarding liability.

As part of the ARR process, a regulatory impact statement (RIS) on footpath cycling was prepared. The RIS concluded that, on balance, available data suggested that a provision for cycling on footpaths will not have an adverse impact. As a result of public concern, however, it was decided to only permit footpath cycling for children under the age of 12 years and to allow individual jurisdictions to make laws for other age groups.

Of those jurisdictions that previously banned cycling on footpaths, only Tasmania adopted local laws which allowed cyclists of all ages to ride on footpaths. Most States coming from a position of total prohibition chose to adopt the minimum ARR requirements for children under 12 years, or with a local variation to allow adults accompanying children (NSW). Queensland, the NT and the ACT adopted local laws which maintained footpath cycling by all ages. Since introduction of the ARRs, Victoria have recently amended their local laws to include provision for adults accompanying children to ride on the footpaths.

The corresponding regulation [216 (1)] of the Western Australian *Road Traffic Code 2000* prohibits the riding of bicycles on any footpath that is not a shared path or a separated footpath, by riders aged 12 years or older.

Table 1 shows the jurisdictional variation in footpath cycling regulations throughout Australia. (as at 16 November 2001)

**Table 1.**

<b>Jurisdiction</b>	<b>Allowed</b>
WA	Children under 12
SA	Children under 12
Victoria	<ul style="list-style-type: none"> <li>• Children under 12 and</li> <li>• the rider of the bicycle 18 years old or older; and</li> <li>• the rider is accompanying a child under 12 years of age who is riding a bicycle on the footpath; and</li> <li>• the child is under the rider's supervision.</li> </ul>
NSW	<ul style="list-style-type: none"> <li>• Children under 12 and</li> <li>• Adults (at least 18 years old) accompanying a child under 12 years old               <ul style="list-style-type: none"> <li>• A person under 18 riding with an adult who is responsible for the child rider</li> </ul> </li> </ul>
Queensland	People of any age
NT	People of any age
ACT	People of any age
Tasmania	People of any age

### 3. ROAD SAFETY IMPACTS OF FOOTPATH CYCLING

#### 3.1 *Cyclist Numbers and Travel Patterns*

Since March 1999, the Department of Planning and Infrastructure (formerly Transport) has been conducting six monthly surveys of the Perth metropolitan area to monitor attitudes towards, and participation, in cycling. The most recent survey (Wave 6), which is limited to people over the age of 18 years, was conducted in October 2001.

While figures on the actual number of cyclists in Perth are not available, it is generally accepted that the level of bicycle ownership is relatively high. The October 2001 survey indicates that around three-quarters of the households contacted owned at least one bicycle, with around one quarter owning more than 2 bicycles.

Cyclists cover all age and socio-economic groups as well as both genders. Cycling participation among adults, as measured by the October 2001 survey, was distributed equally among men and women. While pedestrian groups are more likely to cite young males as "aggressive" cyclists on footpaths, the survey shows that the largest proportion of adult cyclists were aged between 35 and 54 years with young adults aged 18-19 years making up less than 5 per cent.

Bicycles are primarily used as a means of recreation, although there has been greater emphasis placed in recent years on bicycles as a means of transport. The October 2001 survey indicates that around 50 per cent of the adults surveyed cycle for recreational reasons and a further 30 per cent for fitness.

Although currently against the law, footpath cycling by adults occurs frequently in Western Australia. This undoubtedly occurs more as a result of ignorance rather than a deliberate flouting of the law and is most common amongst recreational cyclists. However, observations would suggest that other cyclists do infrequently use footpaths for convenience and efficiency of movement, when required.

Recreational cyclists are the most likely to use footpaths to enhance safety. They are most likely young children, cyclists lacking on-road confidence, riders with low to moderate levels of on-road experience and seniors. Commuting cyclists are generally disinclined to use footpaths and primarily use roads as the most convenient means of reaching destinations unimpeded. However, if it suits them, commuters are sometimes observed using footpaths to avoid traffic, one way streets and traffic signals.

Concerns expressed during the ARR public consultation phase were that permitting all riders to travel on the footpath would lead to a widespread increase in the number of cyclists using footpaths. This could increase pedestrian/cyclist interaction with potential for conflict and reduced pedestrian safety. Senior citizens in particular perceive that they would be exposed to greater risk.

Evidence noted in the ARR RIS suggested that the level of footpath cycling is unlikely to change from that which occurs now, albeit illegally. Extensive trials of legalised footpath cycling were conducted in the Bulla and Shepparton regions of Victoria in the late 1980s. Muthusamy (1993<sup>1</sup>) reports that during the trial around 26 per cent of cyclists travelled solely on the footpath, 63 per cent solely on the road and 10 per cent travelled on both road and footpath. After the Victorian trial, Shepparton legalised footpath cycling. A subsequent review of the footpath cycling in that city found that the extent of footpath cycling remained almost the same at 27 per cent. This supports the notion that cyclists already use the footpath when they deem it safer to do so and are unlikely to change their behaviour in light of new regulations.

This lack of increased cyclists has certainly been the recent experience in WA, where the footpaths have been opened up to limited cycling by under 12 year olds since the introduction of the ARRs. Nevertheless, it would be important to allay such fears with adequate information and awareness programs.

### 3.2 *Pedestrian/Cyclist Conflicts*

It should be noted that Western Australia has an extensive network of shared paths, which are open to cyclists and pedestrians. The vast majority of pedestrian/cyclist conflicts presently reported to the WA Police Service, the Office of Road Safety or Balanced Transport System (DPI – former Bikewest) occur on the shared path network, principally on the heavily trafficked routes around the river or along the coast.

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<sup>1</sup> Muthusamy, R (1993) "Footpath Cycling" VicRoads

Police reports provide the only information readily available on the important factors relevant to a bicycle/pedestrian conflict, such as the crash circumstances and the location. In 2000 a study was undertaken to identify the major factors involved in bicycle crashes using data from Police-reported bicycle crashes in 1993 and 1994<sup>2</sup>. The study showed that crashes involving pedestrians and cyclists are not common, making up less than 1 per cent of Police-reported bicycle crashes. It is also known that Police-reported crashes involving bicycles occur primarily on roads (86%) rather than paths or verges (2.8%).

It is recognised, however, that a significant proportion of crashes involving bicycles are not reported to the Police, nor do the figures take into account "near misses" or non-collisions.

With respect to pedestrian safety, during the year 2000 almost 3000 people were hospitalised in WA due to road trauma, of which 10 per cent were pedestrians. Young people aged under 17 years and those older than 70 years make up the greatest proportion of pedestrians hospitalised. This figure includes hospitalisations occurring on both roads and road related areas such as paths. An examination of Police-reported crashes for the year 2000 suggests that the vast majority of pedestrians seriously injured in road crashes are injured as a result of being struck by a motor vehicle, rather than bicycles.

Generally, the risks to pedestrians from bicycles being ridden on footpaths do not appear great when compared with the risks in relation to motor vehicles. However, the risks do exist. Drummond (1989<sup>3</sup>), for example, reported that the risk of a cyclist/pedestrian accident on the footpath is 0.2 per 10 million pedestrians passed.

While the risk to a pedestrian may be underestimated because of an under-reporting of accidents, Drummond (1989) found there was no significant under-reporting of cyclist/pedestrian collisions on footpaths resulting in injuries which required hospitalisation. No data are available on under-reporting of cyclist/pedestrian collisions which do not require hospitalisation but it would be unlikely to increase the estimated risk of a collision to an unacceptable level.

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<sup>2</sup> Hendrie, D, Kirov, C and Dyke, P (2000) "The Western Australian Bicycle Crash Study", Road Accident Prevention Research Unit Report RR57.

<sup>3</sup> Drummond AE (1989) "Pedestrian Casualties Resulting from Collisions with Cyclists on Footpaths", Monash University Accident Research Centre Report No. 8

### 3.3 Cyclist Safety

With respect to cyclists, riding on footpaths is comparatively safer than riding on roads. Drummond and Jee (1988)<sup>4</sup> concluded that cycling on the footpath was significantly safer than cycling on arterial roads. The accident risk of a cyclist on the road is 2.6 times higher than cycling on footpaths.

With respect to accommodating differing cyclist groups, there are benefits to be gained from allowing adults to ride with their children on footpaths. Such a provision would enable families to ride together (not just the child on the footpath and the others on the carriageway) and adults to educate children about road safety (including keeping left, giving way to pedestrians and the need to be careful crossing driveways). This would also allow the adults to better attend to children without the need to concentrate on traffic on the road.

More effective supervision of child cyclists would also improve the safety of other pedestrians on the footpath, such as the elderly and infirm.

## 4. OTHER IMPACTS OF FOOTPATH CYCLING

### 4.1 Enforcement and Clarity for Users

Enforcement of footpath cycling has always been problematic for the WA Police Service. This is reflected in the amount of footpath cycling that used to occur for all age groups and still currently occurs with adults. There have been concerns expressed by the Police that enforcement of the 12 year age limit imposed under the *Road Traffic Code 2000* has increased these difficulties.

The current road regulations assign right of way on both shared paths and footpaths to pedestrians. It has been suggested that while footpath cycling by adults remains unlawful it is difficult to educate cyclists on their responsibilities under the Code and the adoption of safe practices.

Furthermore, under the *Road Traffic Code 2000*, a shared path is one that is designated for use by both riders of bicycles and pedestrians and must include a "shared path" and "end shared path" sign. Only cyclists under the age of 12 years are currently permitted to ride on paths that do not have shared path signs.

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<sup>4</sup> Drummond AE and Jee FM (1988) "The Risk of Bicyclist Accident Involvement" *MUARC Report* No. 2.

Concerns have been expressed by cycling groups that the lack of such signage on shared paths has resulted in considerable confusion as to where adult cyclists may legally ride their bicycles. Since the removal of the requirement for local governments to gazette shared paths with Main Roads WA there has been an increasing number of paths designed and constructed to shared path standards that do not have the relevant signage and are therefore legally considered to be footpaths.

It must be noted that a vast majority of shared paths constructed by local councils in the past five or so years have not had the relevant signage installed, including those constructed under the Perth Bicycle Network plan. In this regard, a large proportion of the infrastructure ostensibly provided for cyclists are in fact illegal for adult cyclists to use.

Furthermore this raises questions as to the legal rights and responsibilities for cyclists using paths that have been designed for shared use but have not been gazetted and signed as such. Under current regulations, a cyclist who is injured while riding on a non-gazetted path that has been designed and constructed for shared use has no legal redress and, in fact, may be found to be at fault for riding illegally on the "footpath".

Amending regulations to allow cyclists of all ages to ride on footpaths would address these anomalies.

#### *4.2 Legal Liability of Local Government*

During the development of the ARR, there was considerable concern expressed by the then WA Municipal Association (now WALGA) that opening up the footpaths to all cyclists would increase their legal liability as infrastructure providers. In response to these concerns, advice was sought from the Crown Solicitor's Office (CSO) on the legal liability of extending the then existing usage of footpaths from pedestrians only to cyclists, scooters, skateboarders, rollerskaters and users of in-line skates.

At the time (1999), the CSO advised that the ARR proposals would not alter the legal principles under which local government liability for road infrastructure provision is determined, ie local governments would continue to have immunity provided by non-feasance rules. The proposed amendment, however, could potentially impact on the standards required by a local government authority in construction and maintenance of facilities. The failure to meet relevant standards or guidelines relevant to the extent and level of footpath usage would expose the local government authority to a potential liability from any person injured as a result.

The conclusions reached in the 1999 CSO advice were influenced by the then exception to the ordinary principles of negligence law by which local government and infrastructure providers enjoyed a special immunity from civil liability for negligence (the non-feasance rule). In 2001 this rule was abolished by the High Court of Australia.

The effect of the 2001 High Court decision is to expose local government authorities and infrastructure providers to potential liability in negligence for accidents occurring on footpaths where, even though the authority have not "interfered" with the footpath in question, they ought to have foreseen the risk of the type which materialised and taken remedial action. It is the CSO's opinion that, in matters of construction, inspection and repair of footpaths, local government authorities are now obliged to take all reasonable care to eliminate or minimise foreseeable risk or harm.

As was the case in relation to the amendment that allowed footpath cycling for children, permitting adults to ride on any footpath would not alter the legal principles under which the liability of local government to footpath users is determined, albeit that these principles have changed since 1999. It is apparent, however, from the 2001 High Court decision, that the duty of care owed to all footpath users now includes reasonable inspection for latent defects.

In relation to duty of care, it is the CSO's view that the proposed amendment to allow adults to cycle on footpaths would not modify the duty of care that is already owed to current users of footpaths, namely child cyclists and users of small-wheeled recreational devices (scooters etc). However, in satisfying that duty, local government would need to take into account the extent, if any, of changed footpath usage arising from any regulation amendments when making decisions as to the construction, inspection or repair of footpaths.

#### *4.3 Potential High Conflict Areas*

If cycling on footpaths was to be approved for all age groups, there would be a real need to prohibit the riding of bicycles in specific areas where it was inappropriate and/or likely to result in greater pedestrian/cyclist interaction. Areas such as outside open shops and pedestrian malls would be considered areas where footpath cycling is undesirable. The City of Perth, for example, has previously indicated that it would be keen to introduce a prohibition of riding on footpaths to deal with skating and cycling on all paths in their area.

During the ARR public comment phase the option of banning the riding of bicycles from within 10 metres of an open business was discussed. It was felt that the prohibition of footpath cycling within 10 metres of an open business raises a number of practical problems for cyclists in so far as they must be

able to adequately judge 10 metres and know when a business is open or closed. A more feasible alternative would be to prohibit cyclists riding in high pedestrian traffic precincts (eg shopping malls/strips, central business districts)

A proposal to include all cyclists on paths would require local governments to prohibit the riding of bicycles in specific areas where it was likely to result in greater pedestrian/cyclist interaction. The Australian Road Rules and WA *Road Traffic Code 2000* already allows local authorities to prohibit the riding of bicycles on footpaths in certain areas.

Although it may be more cost effective to allow local governments to prohibit footpath cycling by gazettal, there are significant concerns regarding the ability of cyclists to realise they are in a gazetted prohibited area. In this regard, prohibition by signage is considered more appropriate. Approval by the Commissioner of Main Roads would be needed on the specifications of the sign to be used. To date, no agreed sign has been developed.

## 5. CONCLUSIONS AND RECOMENDATIONS

An examination of the available data seems to suggest that legalising cycling on footpaths by all ages will not adversely impact on the safety and amenity of footpaths. This is because the level of footpath cycling is not expected to change from that which currently occurs. Those states (Queensland, Tasmania, ACT and Northern Territory) which allow footpath cycling for all ages, also report that the perception surrounding the level of bicycle/pedestrian conflicts on paths is greater than the actual reality of incidents.

It is apparent, however, that there is considerable community concern about the use of bicycles on footpaths, especially from seniors, people with disabilities and parents of young children. Anecdotally, some people do feel threatened by the presence of bicycles on the footpath. This community concern was instrumental in WA's decision to adopt the minimum ARR requirement of allowing only children under the age of 12 years to cycle on footpaths.

It is recommended, therefore, that consideration be given to extending the current regulations governing the use of footpaths by cyclists from children under the age of 12 years to all ages. This recommendation is based on :

- a national regulatory impact statement suggesting that footpath cycling will have no adverse safety impacts, as the level of footpath cycling is not expected to change from that which currently exists in this State;
- footpaths can provide a safer cycling environment, especially for those most vulnerable e.g. children, the elderly and inexperienced riders;
- it is very difficult to enforce a ban on adult footpath cycling, as is evident now; and
- legalising footpath usage by cyclists of all ages will address the current confusion experienced by adult cyclists as to where they may legally ride as well as enhance the potential enforcement of regulations governing the use of paths.

As part of this amendment, it is considered a low-key public education program will be needed to facilitate its introduction. Heightened public awareness would achieve the desired effect of modifying behaviour and understanding of all footpath users.

The use of signage/gazettal to prohibit cycling from specific areas also needs to be explored through consultation with local government.

**MINUTES  
HARVEY NORMAN STREETSCAPE  
WORKING GROUP**

**MEETING HELD – 9<sup>TH</sup> APRIL 2003**

**Present:** Glyn Davies (MTS) Ray Tame  
Cr Reynolds Andrew Bruce  
Cr Hopper Ian McRae  
Cr Fletcher Paul Lanternier (MP)  
Cr Green  
Cr Zelones

**Apologies:** Jeremy Hofland & Glen Williams

Members met on site to look at work today on the Gateway / New Entrance project. The Manager Technical Services (MTS) and Manager Parks (MP) explained the intensions and indicated wall alignments, wall heights, areas of proposed lawn and areas of proposed planting.

It had been hoped to have a small sample of wall available for members of the committee to provide comments on standard and colouring. Unfortunately this was not possible.

**Recommendation:**

The proposals were generally supported by members but it was noted that the wall should not be so high as to block off visibility of the Jull cul-de-sac area.

Cr Fletcher left the meeting at 5.50pm.

Following the on site meeting, members adjourned to the Committee Room at 6.00 pm. The MTS provided a presentation relating to:

1. Costs associated with the overall programme
2. Costs and issues associated with provision of street lighting. (see attached notes from Powerpoint presentation).

**PROJECT COSTS**

With regard to the overall costing of the project it was identified that the total anticipated cost was \$623,246 and that the total funds available in 2002/03 were \$452,213. After taking due account of an anticipated contribution of \$20,000 from MRWA in 2003/04 there remained a shortfall of \$151,033. The MTS indicated that the following projects could be considered as sources for the provision of this funding without effecting the general intent of the 2003/04 budget and/or the five year programme.

BF – PATHS JULL STREET	- \$23,000
CITY CENTRE STREETSCAPE - 2003/04	- \$40,000
CITY CENTRE GATEWAY - 2003/04	- \$25,000
BRING FORWARD \$80,000 FOR PUMP BORE @ SANCTUARY LAKE	- \$80,000

The above costs are provisional (Subject to confirmation of outstanding issues)

In light of the above, it was suggested that decisions could be made in association with the 2003/04 budget process to finalise committal of the above funds. Alternatively and more preferably, in order to allow works to proceed immediately and have as much of the project completed as possible prior to the opening of the Harvey Norman store, it was suggested that funds could be made available from proposed 2002/03 deferred works and that an associated reallocation of funds in 2003/04 could be made to the affected deferred project.

**Recommendation:**

That the MTS provide a report to the April Technical Services Committee recommending that \$168,000 be made available by reallocation of funds from an appropriate deferred project in the 2002/03 budget.

**Street Lighting**

The MTS indicated that since the last working group meeting there have been further developments on issues associated with street lighting. At that time the Developer had indicated that the extra costs associated with providing all lighting (Roads and Car Park), in accordance with Council's requirements was \$44,300. The MTS had indicated that based upon a materials price estimate made by Council's Electrical Consultant and allowances for installation provided by the Technical Services Directorate the price difference was \$10-15,000. Based on this advice, and also advice from the Development Services Directorate that the approval conditions for the development allowed Council to specify the standard of street lighting, Council advised that all lighting should be to Council's specification.

Since that time, Council's Electrical Consultant had revised the estimated difference to \$15-18,000 and the Developers had revised their estimate to \$35,000. Further legal opinions had been obtained on behalf of both parties (the Developers and Council), which were conflicting regarding the ability of Council to specify the style of street lighting as part of the development conditions.

In light of the above and bearing in mind both the urgency of finalising decisions for street lights (street lighting columns having a delivery period of approx. 6 weeks) and the potential for a legal objection to the situation by the Developers it was suggested by staff that Council should consider offering to make a contribution towards the price difference.

After much debate on this matter it was indicated that subject to staff being able to agree with the Developer on a price difference of no more than \$25,000 then the CEO could negotiate a contribution up to a maximum of 50% of the agreed difference.

**Recommendation:**

That subject to finalising an agreed price difference of no more than \$25,000, then the CEO be authorised to negotiate a contribution to the Harvey Norman Precinct lighting up to a maximum of 50% of the difference.

**Retaining Walls**

The meeting had run over time and some members had other engagements. As a result of this it was not possible to discuss possible wording for inclusion in the retaining wall at the Gateway statement but all members were asked to consider this matter with the view to discussing the issue at the Technical Services Committee. Members not present at the Technical Services Committee should contact the MTS with suggestions prior to that time.