



Willoughby City Council

## **AGENDA**

# **BICYCLE CONSULTATIVE COMMITTEE MEETING No. 4/ 2017**

**28 November 2017**

**NOTICE OF MEETING  
6:00PM TUESDAY 28 November 2017  
BANKSIA ROOM  
LEVEL 6, 31 VICTOR STREET, CHATSWOOD**



## **WILLOUGHBY CITY COUNCIL BICYCLE CONSULTATIVE COMMITTEE TERMS OF REFERENCE – NOVEMBER 2016**

### **Objectives**

The objectives of the Committee are:

- To develop strategies to increase the modal share of cycling to help achieve Council's objectives of:
  - Increasing the use of alternative modes of transport to the motor vehicle, and,
  - Reducing the impact of private motor vehicles on the city and region.
- To develop partnerships with Cycling Groups, Police, Roads and Maritime Services and within Council to enable the provision of improved cycle facilities and increased rates of cycling;
- To extend both on road and off road facilities where possible within the Willoughby LGA to provide a comprehensive and connected bicycle network that meets the needs of cyclists of all competencies and ages and links with the wider metropolitan network;
- To create a safe environment for cycling within the Willoughby LGA;
- To assist Council to integrate cycling into transport and land use planning;
- To actively promote Council's existing cycleway network and services and to raise the community's awareness of cycling and its uptake for both recreation and as an alternative mode of transport;
- To champion the needs of cyclists within the Willoughby LGA with respect to the provision of services and infrastructure;
- To achieve the integration of Council's bicycle program across Council's operational areas i.e. Open Space, Engineering Services, Development & Strategic Planning and Community Services etc; and
- To provide feedback on Council's performance in the delivery of cycling infrastructure, services and promotion.

### **Membership**

The membership of the Committee to consist of:

- A minimum of 1 Councillor;
- 5 to 8 community representatives (including at least 2 representatives from bicycle user groups and 1 representing pedestrian interests, for example a member of the Access Committee); and
- 1 representative of the Willoughby City Council Traffic & Transport Group (in advisory/administrative role).

The quorum for the Committee is half the actual number of Community representatives plus one. Attendance at meetings by at least one Councillor, to act as Chair, is mandatory.

### **Meeting Frequency**

The Bicycle Committee will meet 4 times per year with each meeting to have an over-riding theme. Meeting duration to not exceed 2 hours.



# **WILLOUGHBY CITY COUNCIL BICYCLE CONSULTATIVE COMMITTEE**

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## WILLOUGHBY BICYCLE COMMITTEE

### AGENDA

#### WELCOME AND INTRODUCTIONS

##### 1. PRESENT

##### 2. APOLOGIES

##### 3. DISCLOSURES OF INTEREST – Councillors, Staff and Community Representatives

Refer Code of Conduct:–

Code of Conduct - Community Representatives

Code of Conduct - Councillors and Council Staff

##### 4. MINUTES OF MEETING OF 8 August 2017

The meeting of the Bicycle Consultative Committee on 8 August are **attached** for the information of members.

**Recommendation:** That the Bicycle Consultative Committee note the minutes of the previous meeting of 8 August 2017 as a true and accurate record of that meeting.

##### 5. MATTERS ARISING FROM MINUTES

###### 5.1. BICYCLE ACCESS ALONG CASTLE COVE DRIVE, CASTLE COVE

Councillor Norton has received representations from the local community concerned about safety of children who ride along Castle Cove Drive between Deepwater Road and Eastern Valley Way.

Following these representations Council now is investigating the potential for the provision bicycle facilities in Castle Cove Drive between Deepwater Road and Eastern Valley Way.

Council has undertaken a preliminary investigation of Castle Cove Drive to assess the feasibility and implications of providing bicycle facilities along the corridor (road and footpath). A safety audit was also completed examining issues present in the area.

Following this a feasibility plan is now being developed which will examine three options which are as follows;

- The instalment of mixed treatment, as proposed in the 2012 Bicycle Plan.
- The instalment of a separated on road cycle path.
- The widening of the existing footpath so that it meets the required standards of a shared path.

A report will be completed by Council to consider the scale of civil works required for each option. This report will also examine the potential impact on local amenity, safety

implications and the cost estimate of each option to inform Council of the most suitable option going forward.

This report will be finalised January 2018 and presented to the Bicycle Consultative Committee in the February meeting for a recommendation.

**Officers Recommendation:** That the information be received and noted

## **6. PROMOTIONAL, EDUCATION AND AWARENESS PROGRAM**

### **6.1 NATIONAL RIDE2WORK DAY**

National Ride2Work Day was hosted on Wednesday 18 October 2017 in Fleming Park Naremburn. Running between 7am and 9am the morning was a success with an estimated 200 participants who participated on the day.

Willoughby City Council provided food and coffee on the day. Council also provided collateral in the form of sealable mobile phone pouches, slap bands, chamois cloths and bike bells to participants on the day. A bike tune up service was provided free of charge by Council and demonstration electric bicycles available for test rides.

The event cost council \$2262 with funding allocated through Council's sustainable education budget 2017-18.

Council received positive feedback from the day and Council will seek to run the event next year on National Ride2Work Day, which is generally hosted in October.

**Officers Recommendation:** That the information be received and noted

### **6.2 JANUARY TO JUNE 2018 EDUCATION ACTIVITIES**

Willoughby City Council's sustainable education activities have been finalised for January to June 2018. To be published in Willoughby City Council's *Live Well in Willoughby* Booklet and on Diary Dates on through Council's Website.

Scheduled activities include;

- Bicycle Maintenance Made Easy (1 Feb, 22 March, 7 May)
- Kids School Holiday Programs ( 18 April, 19 April)
- A Willoughby City Council Art Ride (3 March)

Share the Path, which is a monthly morning tea for commuters, conducted with North Sydney Council and Lane Cove Council, will continue to run between 7am and 9am on the first Thursday of every Month with each Council alternating hosting rights for this event.

**Officers Recommendation:** That the information be received and noted

## **7. NEW BUSINESS**

### **7.1. UPDATE ON REDDY GO OPERATIONS WITHIN WILLOUGHBY CITY COUNCIL**

The Reddy Go dockless bike share scheme was launched in Willoughby City Council in August 2017. Currently it is the only dockless bike share operator operating within the LGA. Council's position to date has been to support the concept of bike sharing as it promotes

cycling within the LGA, providing benefits in terms of reducing congestion, improving public health and is a sustainable means of transport.

Council's support for any scheme is currently conditional on operators following Willoughby City Council's *'Guidelines for Bike Sharing Operators'* which are available through the Council website. These guidelines are not a formal policy adopted by Council, and have been adopted mirroring the guidelines adopted by City of Sydney which cover;

- Customer Safety
- Responsible Bike Parking
- Avoiding Clutter
- A Safe and enjoyable user experience
- Better Transport Planning
- Advertising

Concerns about the operation of the service have been raised to Council, through feedback from individual members of the community, community groups and through Councillors.

In general the concerns raised are about the impact these bikes have on local amenity, the blocking of footpaths and pedestrian spaces, responsibility over the collection of abandoned bikes as well as the use of public amenities for the operation of a private business.

As a means of addressing these concerns, Reddy Go have informed Council that they would monitor the use of their bikes, and that they have a team of staff that collect and relocate bikes that are parked inappropriately, or are not being used. Recently they have provided an operations report which details how their customer service and road teams operate, outlining their response capabilities and customer service reporting. It is Council's practise to refer customer complaints directly onto the operator to investigate, and as outlined in the operations report, Reddy Go's goal is to address customer requests within 72 hours.

Council has investigated other powers it has in order to respond to potential issues raised by dockless bike share operators.

Under the *Impounding Act 1993* and *Local Government Act 1993*, Council's Rangers may impound unattended or abandoned articles such as bikes and also initiate action to address an obstruction and/or a nuisance. While Council is able to impound bikes, currently its position is that prevention of issues is desirable.

To this effect Council will require legal advice to further understand its position and ability to place controls on such organisations, to prevent bikes from becoming a nuisance.

Council is closely observing investigations being undertaken by other Council's in regards to their application to Willoughby City Council. Recently a Council representative attended a Southern Sydney Regional Organisation of Councils (SSROC) forum to observe what regional actions were being discussed by other Council's impacted by Dockless Bike Share Operations.

*Council's proposed strategy moving forward will involve:*

- Council's customer service staff will refer requests for bicycle removal to bike share operators.
- Seek legal advice in regards to the position adopted by Council, and Council's and ability to place controls on bike share operators.

- Meet with Council officers from other Councils with dockless bike sharing so that a uniform and consistent approach can be developed jointly.
- Monitor development of this matter as it gets further consideration at regional and state level through Industry groups such as LGNSW.
- Meet with Reddy Go (and other bike share operators) to discuss what level of cooperation could be possible to address the operational matters raised. This meeting would include discussing the feasibility of using technologies such as “geofencing” or similar to ensure users are parking bikes correctly.
- Dependant on legal advice, if feasible, implement a formal agreement such as a Memorandum of Understanding (MoU) or other instrument, with each Bike Share operator for operations in the Willoughby City Council LGA.

Council asks the Bicycle Consultative Committee to provide further advice on Councils handling of this issue.

**Officers Recommendation:** That the information be received and advice be provided by the Bicycle Consultative Committee.

## **7.2. Project Delivery Program 2018/19**

Council is currently putting together its program of bicycle projects for the 2018/19 financial year. Currently projects are funded by Council and with funding from Roads and Maritime Services (RMS). The submissions process for Council funding of projects is yet to commence, and submissions for RMS funding were submitted prior to the 20<sup>th</sup> of October.

For RMS funded projects, Council submitted two submissions for 100% RMS funding and one joint submission put forward with Ku-Ring-Gui Council and Northern Beaches Council for 100% funding. Submissions are as follows;

### **Chatswood to Artarmon Reserve Corridor Study:**

Council submitted a request for \$70,654 funding to RMS for a study to investigate the potential for separated bicycle facilities between Chatswood and Artarmon Reserve. If successful this study would analyse the feasibility of separated or shared bicycle facilities linking Artarmon Reserve to the Frank Channon walk at Mowbray Road, following a route which is parallel to the rail corridor. As part of this study an examination of the currently link to Chatswood CBD utilising Cordia Way, Tindale Street and Devonshire Road would be conducted to analyse the ability of this route to meet the requirements of a regional route as outlined in *Sydney’s Cycling Future (2013)*.

### **St Leonards to Naremburn Cycle Path Concept Design:**

Council submitted a funding request for \$56,716 to develop a concept design for a separated bike facility linking St Leonards Station and the Naremburn Cycle Path. This design would look at upgrading the current share path near Talus Reserve with civil works required to install a separated path down Francis Street parallel to the rail line.

### **Chatswood to Frenchs Forrest Corridor Investigation:**

A submission by Ku-Ring-Gui Council with the support of Willoughby City Council and Northern Beaches Council for \$69,003 was put forward to RMS for a corridor investigation between Chatswood and Frenchs Forrest. This investigation will look at options for creating

a regional bicycle corridor from Chatswood, along Boundary Road, across the Roseville Bridge and into Frenches Forrest.

Council officers are currently considering projects to submit for Council funding as part of 2018/19 Project Delivery. The following table identifies projects that are being considered for internal funding.

<b>Projects for 2018/19</b>	<b>Project Scope</b>
Castle Cove Drive	As discussed at item 5.1, Council is investigating the provision of a facility along Castle Cove Drive. Depending on the outcome of the study Council will look to fund this project in 2018/19.
High Street	Currently funding is allocated in the 2017/18 financial year for the installation of bicycle lanterns and a complimenting shared path at the intersection of High Street and Mowbray Road. Upon the completion of works Council will look to allocate further funding to extend the shoulder lane on High Street to integrate with the new facilities
Smith Street	An investigation into the preferred treatment along Smith Street between High Street and Eastern Valley Way. Investigation will look at linking bicycle facilities with proposed works on Castle Cove Drive (Item 5.1) and linking in with facilities on High Street.
Archer Street	RMS recently completed works on the corner of Archer Street and Boundary Road. Council will consider funding civil works to allow for better transition from Archer Street to the bicycle facilities provided by RMS.
Artarmon Industrial Area	Currently as part of 2017-18 funding a concept design will be developed along the preferred route selected from the 2017 Artarmon Industrial Area Route Analysis. Funding in 2018-19 will be requested to fund the construction of the desired route.
Pacific Highway Share Path (St Leonards to Naremburn Cycleway)	Council consider funding a study examining the feasibility of a share path along the Pacific Highway, connecting St Leonards Station and the Naremburn Cycleway as proposed in the 2012 Bike Plan.

Advice from the Bicycle Consultative Committee is sought on 2018/19 proposals.

**Officers Recommendation:** That the information be received and noted.

## 8. STATUS OF REQUESTS FROM PREVIOUS MEETINGS

This section of the business paper is to provide feedback on issues and requests made by Committee members at meetings. These requests are logged in Council's customer request system.

The issue and requests register is provided in Attachment A.

**Officers Recommendation:** That the information be received and noted.

## **9. GENERAL BUSINESS**

## **10. MEETING DATES FOR 2017**

The next Bicycle Consultative Committee will be held on **Tuesday 13 February 2018**

The date for meetings in 2018 are as follows:

- Tuesday 13 February 2018

**Officers Recommendation:** That the information be received and noted.

## **ATTACHMENTS:**

A. Bicycle Consultative Committee Issue and Requests Register

**ATTACHMENT A: Issue and Requests Register**

<b>MEETING DATE</b>	<b>ISSUE AND REQUEST</b>	<b>COMMENTS</b>	<b>STATUS</b>
Aug 2016	Completion of works at 38 Albert Avenue, Chatswood.	The Committee enquired about the status of works associated with a recent development. This includes line marking and signage to link Claude Street with Albert avenue, through the development, thence via Spring street to Victoria Avenue.  Design details are being investigated to enable this link to be completed.	On-going
Aug 2016	Mowbray Road at Beaconsfield Avenue. The Committee enquired about a squeeze point on Mowbray Road at the signalised intersection.	Resolution of this matter will be explored as part of a review of the signals and turn bans at this intersection.	On-going
Aug 2016	Quarry Road/ Marks Street/ Hamilton Lane – Road Safety.	Council is currently investigating safer traffic arrangements for vehicles and pedestrians in Quarry Street.	On-going
Aug 2016 and May 2017	Thomas Street Car Park – Status of Bicycle Facilities.	Bicycle facilities were recently implemented to Council’s specification as part of the development of the former Council at-grade car park. A review of Governance arrangements and resourcing for the future administration of the facility is being undertaken.  Future funding will be required to make this facility fit for purpose, advice is sought from the Bicycle Consultative Committee for clarification as to the standard of facility desired.	On-going
Oct 2016	Explore new opportunities for bike paths between Wollstonecraft and St Leonards to be investigated.	This is currently being investigated in conjunction with North Sydney Council.	On-going
May 2017	Bicycle Counts	A report will be developed to prioritise and identify a strategic cost for a data collection program. Council will be requested to approve funding to deliver a data collection program following completion of the report.	Not started
May 2017	Cycling Without Age	A study will be undertaken to understand the merits, risks and impact including financial, infrastructure and management relating to	Not started

		Council's role and support for the <i>Cycling Without Age</i> initiative.	
May 2017	Mowbray Road West	A report will be developed providing Council's position on the role of Mowbray Road West in its bicycle network including strategic costs of works either to remove or provide facilities Council will be requested to approve funding to deliver all the works in identified in the route assessment following completion of the report.	On-going
May 2017	Investigation of bicycle lanterns on eastern valley way	A report will be developed to identify a strategic cost for the provision of bicycle lanterns at traffic control signals along Eastern Valley Way. Council will be requested to approve funding to deliver a bicycle lanterns program following completion of the report.	Not started
August 2017	Artarmon to St Leonards Route Assessment Report	A preferred route study with strategic costs estimate will be delivered with the \$20,000 Council has allocated in 2017/18 to deliver the Artarmon to St Leonards Bicycle Route. The Bicycle Consultative Committee has asked that Council provide a copy of any report for review for comments prior to any finalisation.	Ongoing
August 2017	Presentation and review of the Willoughby City Council Bike Plan Update Infrastructure Assessment	Following 2017 Bike Plan Update Council A report will be developed to prioritise and identify a strategic cost for outstanding projects identified in the 2017 Bike Plan Update. This will allow for future funding allocation from Council to complete works in the Bike Plan.  The Bicycle Consultative Committee has asked that Council provide the committee members a copy of its project assessment and prioritisation report for the 2017 Bike Plan for comments prior to finalising the report.	Not started