



Willoughby City Council

## **MINUTES**

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

**28 November 2017**

**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

### MINUTES

#### WELCOME AND INTRODUCTIONS

##### 1. PRESENT

Councillor Wendy Norton	Chair
Councillor Craig Campbell	
Cotter Erickson	Community Delegate
Carolyn New	Bike North
Russ Webber	Northshore Bicycle Group
Nada Curac	Royal North Shore Hospital Health Promotions Officer
Tony Richards	Community Delegate
David Sung	Design Services Manager
Gordon Farrelly	Traffic and Transport Team Leader

##### 2. APOLOGIES

Yaffa Gould	Community Delegate
Joanne Vear	Willoughby Access Committee
Noah Van Raaphorst-King	Sustainable Projects Officer – Transport

##### 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

There were no disclosures of interest for the attendees.

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

The minutes of the Bicycle Consultative Committee meeting that was held on 8 August 2017 are **attached**.

##### Committee Recommendation

**That Council accept the minutes for the meeting on 8 August 2017 as a true and accurate record.**

##### Discussion

Members noted the minutes from the meeting of 8 August 2017.

**Moved** by Carolyn New

**Seconded** by Cotter Erickson.

**CARRIED** unanimously.

## **5. MATTERS ARISING FROM MINUTES**

### **5.1 Bicycle access along Castle Cove Drive, Castle Cove**

#### **Committee Recommendation**

#### **That Council:**

- **Note the progress in the development of a preferred design.**
- **Request that the design process respect the local environment and the desire not to remove trees in the development of the 3 options identified.**

#### **Discussion**

The Committee noted the 3 options being investigated within a complex and challenging environment. The need to minimise the impact on trees along the route was highlighted. Councillor Norton suggested that Section 94 funds generated by land use development in the area could be allocated for this project.

**Moved** by Councillor Wendy Norton.

**Seconded** by Nada Curac.

**CARRIED** unanimously.

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

### **6.1 National Ride2work Day**

#### **Committee Recommendation**

**The Council note the information.**

#### **Discussion**

The Committee noted event and acknowledged the benefits it provides to encouraging bicycle riding to the community and Willoughby City Council.

**Moved** by Russ Webber.

**Seconded** by Tony Richards.

**CARRIED** unanimously.

### **6.1 January to June 2018 Education Activities**

#### **Committee Recommendation**

**The Council approve the program of bicycle education and information initiatives scheduled for January to June 2018.**

## Discussion

The Committee noted schedule of events and acknowledged the benefits it provides to encouraging bicycle riding to the community and Willoughby City Council.

**Moved** by Carolyn New.

**Seconded** by Tony Richards.

**CARRIED** unanimously.

## 7. NEW BUSINESS

### 7.1 Update on Reddy Go Operations within Willoughby City Council

#### Committee Recommendation

#### That Council:

- **Approve the delivery of strategy to manage dockless bike share operators in Willoughby City Council**
- **Note the comments and suggestions provided by the Bicycle Consultative Committee**
- **Council consider incorporating the Bicycle Consultative Committee comments and suggestions into its strategy and supporting actions.**

#### Discussion

Council officers provided additional information that is being proposed by Reddy Go to ensure bicycles are safely and acceptably operated in Willoughby City Council including:

- The introduction of an 'operational zone' to delineate the boundaries of a geographical area within which users can park Reddy Go bicycles.
- The introduction of a 'Free ride' incentive arrangement that will provide free use of Reddy Go bicycles by users that return bicycles from outside of the operational zone.
- Provision of bicycle use data to Council including origin-destination, volume and routes used to assist Council in planning its bicycle network and infrastructure.
- Proposed involvement in Council education and information initiatives to support bicycle use within Willoughby City Council.
- Reddy Go has agreed to provide Council an insurance policy related to its operations in Willoughby City Council.

The Bicycle Consultative Committee provided the following comments/ suggestions:

- There is community concern with the potential for accidents with riders using bicycles hired through dockless bike share operators.
- Vandalism of dockless bicycles is an issue in some locations where these services are in operation. It does not appear to be a problem in Willoughby City Council.
- It is noted that a 'light touch' approach to Council's management/ oversight should be adopted at this stage.
- It is recommended that the management, operation and regulation of dockless bike share operators and their services should be considered by Northern Sydney

Regional Organisation of Councils. Continued collaboration with Southern Sydney Regional Organisation of Councils is supported.

- It is suggested that dockless bike share operators develop and release 'good' publicity regarding their services.
- It is suggested that Council consider the introduction of specific parking bays for bike share bicycles to promote safety and acceptable operations, particularly in areas where the proliferation of bike share bicycles community amenity.
- Safety of users of bike share bicycles could be improved by the provision of information and education. It is suggested that one option would be for council to run education courses.

**Moved** by Councillor Norton.

**Seconded** by Russ Webber.

**CARRIED** unanimously.

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

### **Committee Recommendation**

#### **That Council:**

- **Approve the submissions to Roads and Maritime Services for the planning and development of key bicycle links in Willoughby City Council.**
- **Note the proposal for bicycle improvement projects provided by the Bicycle Consultative Committee**
- **Council consider incorporating the proposal for bicycle improvement projects from the Bicycle Consultative Committee into its planning, development and works programs in 2018/19 and future years.**

### **Discussion**

The Bicycle Consultative Committee considered Council's proposed program to have merit. Council offered the Bicycle Consultative Committee the opportunity to submit additional projects.

The Bicycle Consultative Committee suggested the following proposals:

- Bicycle network enhancements on the western side of Pacific Highway
- Brook Street shared path
- Herbert Street between Artarmon Station and Pacific Highway

The design approach adopted on the uphill grade of Johnson Street comprising a wide bicycle lane on the uphill direction and no treatment on the downhill direction was considered successful and an example of good practice.

**Moved** by Nada Curac.

**Seconded** by Cotter Erickson.

**CARRIED** unanimously.

## **8. STATUS OF REQUESTS FROM PREVIOUS MEETINGS**

### **Committee Recommendation**

**That Council note the information.**

### **Discussion**

Council projects currently in progress and to be commenced were reviewed. The Thomas Street bicycle parking facility within the Car Park was highlighted for consideration and it was requested that this facility be opened for use as soon as practicable.

**Moved** by Councillor Norton.

**Seconded** by Councillor Craig Campbell.

**CARRIED** unanimously.

## **9. GENERAL BUSINESS**

### **9.1 Accident on the bicycle path in Naremburn**

#### **Committee Recommendation**

**That Council:**

- **Note the information regarding the accident.**
- **Approve Council's actions to improve bicycle safety on the bicycle path in Naremburn.**

#### **Discussion**

A recent accident on the existing bicycle path was raised by Councillor Norton.

The Bicycle Consultative Committee was informed that the incident occurred on a steep section of the bicycle path and speed may have been a factor in the cause of the incident.

Council has implemented 'slow' pavement markings on the bicycle path to encourage appropriate cycling speeds. Council is communicating with Roads and Maritime Services regarding the problems at this location.

Council understands that maintenance of the bicycle path is a responsibility of Roads and Maritime Services however Council's Works Depot will be requested to undertake maintenance works to improve safety.

**Moved** by Tony Richards.

**Seconded** by Councillor Craig Campbell.

**CARRIED** unanimously.

### **9.2 Review of Advisory Committees**

#### **Committee Recommendation**

**That Council note the information.**

## **Discussion**

Councillor Norton explained to the Bicycle Consultative Committee that Council has initiated a project to review its committees. The information provided outlines the project aim and desired outcomes for Council. A report is to be provided to Council for it to decide on committees operated by Council in the future.

Councillor Norton requested that this item be placed on the agenda for next Bicycle Consultative Committee.

**Moved** by Councillor Norton.

**Seconded** by Russ Webber.

**CARRIED** unanimously.

## **10. MEETING DATES FOR 2018**

### **Committee Recommendation**

**That Council note the information.**

### **Discussion**

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

**Moved** by Councillor Norton.

**Seconded** by Tony Richards.

**CARRIED** unanimously.

### **ATTACHMENTS:**

- A. Bicycle Consultative Committee Issue and Requests Register

## ATTACHMENT A: Issue and Requests Register

MEETING DATE	ISSUE AND REQUEST	COMMENTS	STATUS
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.	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 Council's role and support for the <i>Cycling Without Age</i> initiative.	Not started
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	On-going

		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.	
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