



WILLOUGHBY CITY COUNCIL

**MINUTES OF MEETING**

**MEETING NAME:** Bicycle Consultative Committee 2/2019  
**LOCATION HELD:** Banksia Room  
**MEETING CHAIR:** Councillor Wendy Norton  
**DATE OF MEETING:** 14 May 2019  
**TIME OF MEETING:** 6 pm to 8 pm

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The Terms of Reference for the Bicycle Consultative Committee are provided in ATTACHMENT A.

**1. PRESENT:**

Clr Wendy Norton	Councillor Willoughby City Council (Chair)
Carolyn New	Bike North
Russ Webber	Northshore Bicycle Group
Tony Richards	Community Delegate
Cotter Erickson	Community Delegate
Jordana Goodman	Access Committee representative

**2. APOLOGIES:**

Clr Craig Campbell	Councillor Willoughby City Council
Yaffa Gould	Bike North
Nada Curac	Royal North Shore Hospital - Health Promotions Officer

**3. OFFICERS IN ATTENDANCE:**

Gordon Farrelly	Traffic and Transport Team Leader
Heather Gavriel	Sustainable Projects Officer - Transport

**4. DECLARATIONS OF INTEREST:**

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.

**5. ACCEPTANCE OF THE PREVIOUS MINUTES:**

The last Bicycle Consultative Committee was held on 12 February 2019. The minutes of the meeting were adopted by Council at its meeting on 11 March 2019. A copy of the Council report is provided below.

## MINUTES - BICYCLE CONSULTATIVE COMMITTEE HELD ON 12 FEBRUARY 2019

ATTACHMENTS:	1. IMPLICATIONS 2. MINUTES
RESPONSIBLE OFFICER:	GREG MCDONALD - PLANNING & INFRASTRUCTURE DIRECTOR
AUTHOR:	GORDON FARRELLY –TRAFFIC AND TRANSPORT TEAM LEADER
CITY STRATEGY OUTCOME:	2.1 – ENHANCE TRANSPORT CHOICES AND CONNECTIONS THROUGHOUT THE CITY
MEETING DATE:	11 MARCH 2019

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### PURPOSE OF REPORT

To advise Council of the outcome of the Bicycle Consultative Committee Meeting held on 12 February 2019.

### RESOLUTION

That Council receive and note the recommendations arising from the 12 February 2019 Bicycle Consultative Committee Meeting.

MOVED COUNCILLOR ERIKSSON

SECONDED COUNCILLOR ZHU

CARRIED

#### Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Rozos, Rutherford, Saville, Tuon, Wright and Zhu.

Against: Nil

Absent: Councillor Norton.

The minutes of the Bicycle Consultative Committee meeting held on 12 February 2019 (1/2018) can be found on Council's website.

### Discussion

Members accepted the minutes from the meeting of 12 February 2019. There were no amendments to the Minutes. Members noted the decision of Council at its meeting on 11 March 2019.

### Committee Recommendation

**That Council note that the Bicycle Consultative Committee has adopted the minutes of the meeting on 12 February 2019 as a true and accurate record.**

**Moved** by Cllr Norton

**Seconded** by Russell Webber

**CARRIED** unanimously.

## 6. BUSINESS ARISING FROM THE MINUTES:

### 6.1 Bicycle Projects being progressed

Heather Gavriel provided information on the status of each of the projects below:

*Improving the cycling route between Centennial Avenue, Chatswood and Johnson Street, Willoughby;*

The proposed changes were considered at the Local Traffic Committee on 20 February 2019. Council adopted the Local Traffic Committee recommendations at its meeting on 11 March 2019.

The project will be funded through Council's Transport Active Footpath program Project Number: 301121. This upgrade has begun with civil works to commence on Oliver Road in May 2019 with all works targeted to be complete prior to 30 June 2019.

*Thomas Street Car Park – Status of Bicycle Facilities*

A consultant has been appointed to develop an operation plan to support Council to make the bicycle facilities available to the community and support on-going management activities. The consultants have provided recommendations to support the use of the facility including new signage, extra bicycle racks and alternate locks on bathroom doors. A draft Facility Management Plan is due to be provided to Council by mid-May 2019.

The project will be funded through Council's Transport Active Footpath program Project Number: 301277. The operation plan is targeted to be complete prior to 30 June 2019.

*Artarmon Bicycle Route upgrade - Pacific Highway, Gore Hill with Herbert Street, St Leonards and Gore Hill Freeway, Artarmon*

The proposed changes were considered at the Local Traffic Committee on 20 February 2019. Council adopted the Local Traffic Committee recommendations at its meeting on 11 March 2019.

New logos and line marking is scheduled to be installed in Cleg Street, Waltham Street and Taylor Lane, Artarmon in early May 2019. The remaining work along Campbell Street, Reserve Road and Frederick Street is due to commence detailed design in FY19/20 subject to funding approval. The project will be funded through Council's Transport Active Footpath program Project Number: 301121. Civil works for the shared paths is targeted for late FY19/20 or early FY20/21 subject to funding approval.

*Castle Cove and Chatswood Bicycle Route study*

Jacobs has been appointed to undertake a bicycle study of the route connecting Castle Cove and High Street, Chatswood. Route investigations are complete and the draft concept design is being progressed. Community consultation is targeted for late May 2019.

The project will be funded through Council's Transport Active Footpath program Project Number: 301130. The study is targeted to be complete prior to 30 June 2019.

*Pacific Highway Shared Path Bicycle Route study*

AECOM has been appointed to undertake a bicycle study of the route connecting Mowbray Road, Chatswood and Herbert Street, St Leonards. Route investigations and the draft concept design are complete. Community consultation commenced on 26 April and is

scheduled for completion 17 May 2019. A drop-in session was held on 8<sup>th</sup> May 2019 at TAFE NSW, Pacific Highway, St Leonards.

The project will be funded through Council's Transport Active Footpath program Project Number: 301126. The study is targeted to be complete prior to 30 June 2019.

*The Principal Bicycle Network Route study – Chatswood to St Leonards via Artarmon*

GTA has been appointed to undertake a bicycle study of the route connecting Chatswood Central Business District and Pacific Highway, St Leonards. Corridor investigations and preferred route selection analysis is complete. A draft Route Analysis Report is nearing completion. Draft concept design for rail corridor routes and interim bicycle routes are underway. Community consultation is targeted for June 2019.

The project will be funded through Council's Transport Active Footpath program Project Numbers: 301117/ 301120. The study is targeted to be complete prior to 30 June 2019.

*Mowbray Road to Victoria Avenue, Chatswood Route upgrade*

A detailed design along Devonshire Street, Johnson Street, Claude Street and Spring Street to improve an existing bicycle route including to remove gaps, formalise the bike route to enhance safety and reduce travel time was considered at the Local Traffic Committee on 17 April 2019.

Subject to Council approval, on-road line marking, signposting and pavement marking works are targeted to be complete in FY18/19. Bicycle lanterns within the traffic control signals at the intersection of Albert Avenue and Spring Street will be completed in future years following funding approval.

The project will be funded through Council's Transport Active Footpath program Project Numbers: 300975. Works relating to changes to traffic signals is targeted for 2019/ 2020 subject to funding approval.

## **Discussion**

Members noted the status of the delivery of each project. Members requested the following be progressed for the projects listed below:

*Thomas Street Car Park – Status of Bicycle Facilities*

- Review of the development consent conditions to understand what was conditioned as part of the provision of the end-of-trip facilities.
- Funding submission was submitted for fitout of the end-of-trip facilities in 2019/ 2020 and, if so, whether the submission was successful.

*Artarmon Bicycle Route upgrade - Pacific Highway, Gore Hill with Herbert Street, St Leonards and Gore Hill Freeway, Artarmon*

Investigation and liaison with Bunnings to improve the access to the push button in Reserve Road, east side of road, at the intersection of Reserve Road, Campbell Street and Bunnings Car Park. The push buttons are located in the vicinity of planting which makes the difficult to access by mobility impaired road users.

*Castle Cove and Chatswood Bicycle Route study AND The Principal Bicycle Network Route study – Chatswood to St Leonards via Artarmon*

That the Bicycle Consultative Members be informed of the community consultation for these projects.

*Mowbray Road to Victoria Avenue, Chatswood Route upgrade*

A submission was received from Carolyn New on 10 May 2019 in relation to the proposed changes as part of this project. Carolyn New provided further advice in relation to the comments/ information in each of the submissions points. The committee discussed the submission. It was agreed that the design will be reviewed considering the comments/ information, in particular the treatment proposed in Devonshire Street.

### **Committee Recommendation**

**That Council note that the Bicycle Consultative Committee notes the status of, and has provided additional advice in the support of, the delivery of the projects.**

**Moved** by Carolyn New  
**Seconded** by Cotter Erikson  
**CARRIED** unanimously

### **6.2 Bicycle incident on shared path in Artarmon Oval.**

An investigation has been undertaken to improve the safety of bicyclists in this location. A new sign has been installed to warn cyclists. The sign is a standard regulatory sign W6-212. See image below.



W6-212 Slippery For Bicycles

### **Discussion**

Members noted that the sign has been implemented to improve rider safety at this location.

### **Committee Recommendation**

**That Council note that the Bicycle Consultative Committee notes the installation of the Slippery for Bicycles sign to improve rider safety at this location.**

**Moved** by Tony Richards  
**Seconded** by Jordana Goodman  
**CARRIED** unanimously

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

## 7.1 JANUARY 2019 TO DECEMBER 2019 EDUCATIONAL ACTIVITIES

### JANUARY TO JUNE 2019

Willoughby City Council's sustainable education activities have been finalised for January to June 2019. These are published in Willoughby City Council's *Live Well in Willoughby* Booklet and on Diary Dates on the Willoughby City Council Website.

<http://www.willoughby.nsw.gov.au/willoughbycityguide/LiveWellJanJun2019/html5/index.html?page=1&noflash>

Activities completed;

- Bicycle Maintenance Made Easy – The next workshop is scheduled on 7 March 2019
- School Holiday Bike and Bush Adventure - The next 2 events are scheduled on 15 and 16 April 2019
- Kicking the Training Wheels - The next event is scheduled on 17 April 2019
- Ride High - The next 2 events are scheduled on 15 and 16 April 2019
- Ride Safe - The next event is scheduled on 17 April 2019
- Share the Path with Lane Cove Council and North Sydney Council scheduled below:
  - Wednesday 6 February 2019 – North Sydney Council
  - Wednesday 27 March 2019 – Willoughby City Council
  - Wednesday 3 April 2019 – Lane Cove Council
  - Wednesday 1 May 2019 - North Sydney Council

Activities to be scheduled;

- Share the Path with Lane Cove Council and North Sydney Council scheduled below:
  - Wednesday 12 June 2019 - Willoughby City Council

The site for booking events via Diary Dates <http://www.willoughby.nsw.gov.au/Whats-On/willoughby-diary-dates/>

### JULY TO DECEMBER 2019

Activities to be scheduled;

- Bicycle Maintenance Made Easy (15+ years) 6pm – 9pm, Thursday 5 September
- Kick the Training Wheels (up to 7 years) 9am- 12pm, Monday 30 September
- Ride Safe (7-12 years) 10 am - 12pm, Tuesday 1 October
- Ride High (9-14 years) 1pm - 3pm, Monday 30 September and 1pm - 3pm, Tuesday 1 October
- Ride2Work Day 7am - 9am, Wednesday 16 October
- Share the Path with Lane Cove Council and North Sydney Council scheduled below:
  - Wednesday 3 July 2019 – Lane Cove Council

### Discussion

Members noted the range of education and information initiatives completed and planned during the period

### Committee Recommendation

**That Council note the progress of the program.**

**Moved** by Clr Norton

**Seconded** by Carolyn New.  
**CARRIED** unanimously.

## **8. NEW BUSINESS**

### **8.1 Bicycle management around Artarmon Road Bridge Maintenance Works, Artarmon**

Essential maintenance works on the road bridge along Artarmon Road between Sydney Street and Cooney Road commenced on 6 May 2019.

A detour route along the local road network including Burra Road, Pyrl Road, Artarmon Road and Smith Road and the footpath network within Artarmon Reserve is to be provided whilst the bicycle and pedestrian route under the bridge is not available. The detour route is provided in ATTACHMENT B.

A Construction Traffic Management Plan and Traffic Control Plans are being developed to manage the safe movement of bicycle and pedestrian users.

#### **Discussion**

Heather Gavriel provided information on the impact of this Council project. The Bicycle Consultative Committee was advised that the essential maintenance works on the road bridge along Artarmon Road between Sydney Street and Cooney Road commenced on 13 May 2019.

Members noted the introduction of temporary bicycle and pedestrian management measures to support safety and efficient bicycle and pedestrian movements during the temporary closure of the shared path.

#### **Committee Recommendation**

**That Council note the temporary works to support safety and efficient bicycle and pedestrian movements around the temporary closure of the shared path.**

**Moved** by Cotter Erikson  
**Seconded** by Jordana Goodman.  
**CARRIED** unanimously.

### **8.2 Integrated Transport Strategy for Willoughby**

An integrated transport strategy is being developed to support the long term transport challenges with the expected growth in residential and commercial demands, particularly in key precincts and centres. The strategy will consider all modes of transport. Bicycle use is considered an important mode in delivering a sustainable transport system in Willoughby.

The preliminary vision and goals for the integrated transport strategy will be shared with an opportunity to discuss these statements and identify key challenges, issues and opportunities for this mode in the development of the strategy. The role of the BCC and its members will also be discussed.

#### **Discussion**

Gordon Farrelly advised the Bicycle Consultative Committee that a project has commenced to develop an Integrated Transport Strategy for Willoughby Council. The strategy will consider all modes and existing and future problems so that the transport system can effectively respond to the community and transport system users demands. Bicycling was

identified as a transport mode that formed an important element in the multi-modal system operating in Willoughby.

The project is at an early phase and this item was the first opportunity to seek advice from the Bicycle Consultative Committee. The Committee was requested to provide its insights into the challenges, issues and opportunities for bicycling so that it could be considered in the development of the strategy. The information collected during the meeting is provided in ATTACHMENT C.

Members noted that the preliminary vision and goals would be shared with them as well as the information collected in the meeting.

#### **Committee Recommendation**

**That Council note the Bicycle Consultative Committee has been informed of the development of an Integrated Transport Strategy and has provided challenges, issues and opportunities for bicycling for consideration in the development of the strategy.**

**Moved** by Tony Richards  
**Seconded** by Carolyn New.  
**CARRIED** unanimously.

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

The 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 D.

#### **Discussion**

Members noted the status of the delivery of each project.

#### **Committee Recommendation**

**That Council note that the Bicycle Consultative Committee notes the status in the delivery of projects.**

**Moved** by Russell Webber  
**Seconded** by Cotter Erikson.  
**CARRIED** unanimously.

### **9. GENERAL BUSINESS**

Nil

### **10. MEETING DATES FOR 2019**

The next Bicycle Consultative Committee will be held on **Tuesday 13 August 2019** subject to Council's decision on the *Review of Council Advisory Committees*. The meeting remaining dates in 2019 are as follows:

- Tuesday 12 November 2019

**Committee Recommendation**

**That Council note the information.**

**Moved** by Clr Norton  
**Seconded** by Russell Webber.  
**CARRIED** unanimously.

**11. MEETING CLOSE**

The meeting ended at 8.00 pm.



## **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.



## **ATTACHMENT C: INTEGRATED TRANSPORT STRATEGY FOR WILLOUGHBY**

### Comments

- Due to its geographic location Willoughby has both regional (through) traffic and local (internal) traffic on its rail, road and bicycle networks.
- Bike Plan is a positive strategic plan providing direction on the network of bicycle routes in Willoughby.
- Safety in the bicycle system is very important.

### Challenges

- Prioritisation of motor vehicles over other modes including bicycling leads to lower levels of service for bicycle users.
- Growth will lead to more people in Willoughby with higher demands on the transport system.
- Provision of adequate funding for bicycle system improvements

### Issues

- Need for more priority for bicycling in the transport system.
- Need to consider active transport modes in the design of the transport system.
- Loss of trees in the development of the transport system can be seen as a negative impact by the community.
- Need to provide the appropriate road environment to encourage use of the bicycle system i.e. lower speed limits to 30 – 40 km/h, traffic calming
- It is essential that the Willoughby bicycle network links to the external networks in neighbouring Council areas.
- Genuine NSW Government commitment to bicycle system improvements.
- A designated and separated bicycle facility on busy roads is preferred as it provides a higher level of safety and comfort. It is also likely to attract more bicycle users.

### Opportunities

- Growth and increasing transport demands will require a new way of designing the transport system to provide efficient movement.
- Road pricing may need to be considered to manage travel demand on the road transport system.
- Improved bicycle infrastructure will improve the attractiveness, connectivity and safety of the bicycle system
- Permission of bicycle users to use footpaths i.e. open access with no constraints, particularly on no/ low pedestrian volumes.
- E-bicycles potentially permit more people to ride on the road and bicycle systems.
- Shared bicycles (either docked or dockless) potentially permit more people to ride on the road and bicycle systems. Negative issues with the operation of the shared bicycles needs to be resolved to increase community acceptance.
- Improved visibility of bicycle infrastructure i.e. pavement colouring will promote bicycle system use and compliance by other road and pathway users. This is likely to improve safety for all road and pathway users.
- Information and behavioural measures i.e. bike maps are considered positive measures to promote bicycle system use and compliance by other road and pathway users. This is likely to improve safety for all road and pathway users.

**ATTACHMENT D: ISSUE AND REQUESTS REGISTER**

<b>MEETING DATE</b>	<b>ISSUE AND REQUEST</b>	<b>COMMENTS</b>	<b>STATUS</b>
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.	Commenced
November 2018	Frank Channon Walk	Council asks committee members to provide any feedback they may have on the performance of the new routes, and to advise on the potential to formalise the routes as permanent links within our Bike Plan.	On-going