

Minutes



Active and Integrated Transport Advisory Committee

Wednesday, 25 October 2023
5:00pm

Location:	Banksia Room, Willoughby City Council, Level 6
Chair:	John Chase (Acting Chair)
Attendees:	Grant Berthold(via zoom)– Member Stephanie Croft – Member Nathan de Leeuw (via zoom) – Member Mary Ann Irvin – Member Wendy Jannings – Member Andrew Nelson – Member Carolyn New – Member Alan Yang – Member Daniel Sui – Traffic and Transport Team Leader Dyalan Govender – Strategic Planning Team Leader Adeline Sim – Senior Transport Engineer Nemani Robertson – Strategic Transport Planner Bushra Salam – Governance Administration Officer
Apologies/absent:	
Guests	Councillor John Moratelli Ryan Penfold – Road Safety Officer Tim Cassidy – Walk Sydney

Agenda items

Item	Topic / Discussion	Action
1	Welcome: The meeting was opened at 5:00 pm	Governance
	Acknowledgement of Country <i>Willoughby City Council acknowledges the Traditional Owners of the lands on which we meet today, the Gamaragal People, and their connections to land, waters, and community. We pay our respects to their Elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander people, including those who may be in attendance today.</i>	

Declarations of interest

A link to the Disclosure of interest by Committee Members form was circulated with the Agenda. Stephanie Croft advised the Committee of her conflict of interest as she is joining the Council as a staff member. According to the terms of reference she can't continue as a member & as chair. John Chase as the acting chair accepted her resignation and on behalf of fellow Committee members thanked Stephanie Croft for her contribution to date.

2 Confirmation of Minutes – 06 September 2023

The minutes from the previous meeting held on 06 September 2023, were circulated and approved with the following amendments.

Chair

- The Traffic & Transport Team Leader provided summary of feedback by the Committee and Council's response "regarding the draft brief for the cycling strategy".
- Carolyn New, expressed her disappointment that Council's response indicated that the broad community was not being engaged at an early, if not first stage of the development of the cycling strategy.
 - Action items from previous meeting to be recorded and monitored 1. Extension of Willoughby Public School (WPS) Active Transport Network pilot across WCC 2 Speed Limits.

Moved by Carolyn New and Seconded by Mary Ann Irvin.

Carried.

3 Actions from Previous Meetings

Chair

Councils' response to the July minutes was discussed with respect to the Committee's recommendation for a trial between Lug & Carry and WPS.

4 Business discussed

Chair

Review of action items (refer Attachment A)

Action:

[Comments in attachment A](#)

Updates and new matters by Council officers

Adeline Sim – The Senior Transport Engineer provided the following project updates to the Committee.

Cycling Strategy and Action Plan 2034:

- Request for Quotations (RFQ) sent out to consultants, evaluation

- to be completed this week, followed by appointment of consultant.
- Draft Strategy and Action Plan for exhibition anticipated by end Feb 24
- Draft anticipated to be presented to the Committee in March 24

The deck of slides shared with the Committee.

Chatswood to Roseville Shared Path Concept Design:

- RFQ sent out to consultants, evaluation to be completed this week, followed by appointment of consultant.
- Concept design anticipated by end Feb 24
- Plan to present the draft design to Committee in March/April 24 for feedback.

Smith Street Shared Path Detailed Design

- RFQ sent out to consultants, evaluation to be completed this week, followed by appointment of consultant
- Consultant to deliver draft design in mid Dec 23
- Plan to present the draft design to Committee in March/April 24 and for feedback.

Disabled Parking Audit, Policy and Guideline:

- The study aims at recommending and improving mobility parking design within the LGA
- Exhibition is underway, (hard copy handed out to targeted group)
- Feedback can be provided via Mobility Parking Study & Design | Have Your Say Willoughby
- Have your say concludes on 29 October
- Results of exhibition to be reported to Traffic Committee on 16 Nov 23
- Implementation anticipated in Feb 24

Nemani Robertson – The Strategic Transport Planner, also provided a verbal briefing to the committee about ongoing work being undertaken by WCC on Integrated Transport Strategy (ITS) projects. This included work on parking fees; footpath width strategy; movement & place framework; Edward St-Penshurst program of work; Eastern Harbour Corridor including Willoughby-St Leonards corridor.

Action: Ongoing engagement with Nemani (some Committee members may provide direct feedback on particular matters) and relevant updates will be brought back to this committee at future meetings.

Introduction of new Council staff:

Dyala Govender – The new Strategic Planning Team Leader introduced himself to the Committee.

Presentation on the draft Road Safety Action Plan.

Ryan Penfold – The Road Safety Officer gave presentation on the Road safety plan.

The deck of slides shared with the Committee.

He shared with the Committee a survey which showed that the most common modes of transport used are walking or driving by

car and the perception of safety was highest by train/metro, car and bus and lowest was by motorcycle/scooter and bicycle.

The main factors which people perceived reduce road safety are:

- Driver behaviour
- Poor quality of other road infrastructure and road surface
- Behaviour of motorcyclists / cyclists / pedestrians

The main ways people believe Council can improve road safety are:

- Improving the road/pedestrian/cycling environment
- Lower speed limits where appropriate
- Stronger enforcement of road and parking rules

The committee thanked him for his presentation.

Review Google doc list of opportunities and suggestions:

- Reviewing items in the existing Bike Plans: dividing up the areas.
- Strategic Cycling Corridors (including projects associated)

5 Other Business

- **E-Scooter shared service trial update**

Chair

Deevya Desai – Service provider (external) for the E-Scooter shared service trial program was online to provide an update to the Committee.

Chair- As the trial had not commenced, the update/presentation was considered to not be within the terms of reference of this committee at this point.

- Councillor John Moratelli advised the Committee of a new website called Bikespot, which is an interactive map that allows users to mark where they feel safe or unsafe while riding their bike. It is open until February 2024.

- **Speed Limits Working Group**

The committee thanked Councillor John Moratelli for his work on the new terms of reference for Working Groups. The Committee discussed a document titled: - Speed Limits Working Party, which had been circulated prior to the meeting.

The purpose of the Working Party was discussed and noted that it would assist the Active and Integrated Advisory Committee through providing it with advice on: -

- a. The recently released NSW Speed Zoning Standard
- b. Opportunities to reduce speed limits so as to

encourage active transport

Traffic and Transport Team Leader advised that the Council Traffic Committee examine all proposed speed zone changes (i.e. 40km/h High Pedestrian Activity Area) submitted by the Traffic team and make recommendations to Council for formal approval. Council's Traffic & Transport team maintains a prioritised list of sites and is working collaboratively with TfNSW to assess, analyse traffic data, develop concept designs, and seek funding for the implementations.

The chair discussed road safety in general and lower speed limits as important components for the promotion of active transport. The formation of the Speed Limits Working Party is seen as an opportunity for the Committee to review the new Standards and investigate what opportunities exist within WCC to reduce where appropriate speed limits. The intention would be that the Speed Limits Working Party would engage with the Traffic and Transport Team and hopefully complement any work being undertaken by this team.

Resolution:

It was proposed to form a working group – Speed limits Working party.

Moved by John Chase Seconded by Mary Ann Irwin & Andrew Nelson

Motion Carried.

The Chair invited nominations from this Committee and discussed nominations received prior to the meeting from community members (per Terms of Reference 4.3)

The following will form the Speed Limits Working Party

Members: John Chase (Chair), Andrew Nelson, Carolyn New, Mary Ann Irvin, Tim Cassidy (Walk Sydney), Tony Richards (former member of the WCC Cycling Committee).

- **CSP outcome**

Carolyn New raised the Action items regarding CSP outcome-A city that is green regarding the Integrated transport strategy. The Strategic Transport Planner (Nemani Robertson) will take this with her.

Action: Will be discussed in the Next meeting

Next Meeting:
Date: 07 Feb, 2024

Meeting closed: 6:40 pm.

Attachment A – Action items

Date added	Matter	Latest update	Person/people responsible
6/23	Review the existing Action Plan attached to the WCC Integrated Transport Strategy	In progress	
5/23	Consult with networks and add items to Google sheet	In progress	
7/23	Draft brief for Bike Plan consultation to be prepared and circulated for comment	Complete	
6/23	Circulation of City of Sydney Bike Plan to Committee as an example	Complete	
6/23	Draft prioritization framework	Complete	
6/23	Email to request Council to consider submission to North Sydney Network Review	Complete	
6/23	Best practice signage for cycle routes	Complete	
6/23	Information re PMD	Complete	
5/23	Set up Google sheet	Complete	