

# Minutes



Active and Integrated Transport Advisory Committee

Wednesday, 06 September 2023  
5:00pm

<b>Location:</b>	Banksia Room, Willoughby City Council, Level 6
<b>Chair:</b>	John Chase
<b>Attendees:</b>	Andrew Nelson - Member Carolyn New – Member Mary Ann Irvin – Member John Chase– Member Alan Yang– Member Nathan de Leeuw– Member [via Zoom]  Norma Shankie-Williams – Strategic Planning Team Leader Daniel Sui – Traffic and Transport Team Leader Adeline Sim- Senior Transport Engineer Natalie Taylor – Council and Corporate Support Officer Bushra Salam – Governance Administration Officer
<b>Apologies/absent:</b>	Members: Stephanie Croft; Wendy Jannings; Grant Berthold
<b>Guests</b>	Councillor John Moratelli Nick Chapman (Resilience Specialist)

## Agenda items

Item	Topic / Discussion	Action
1	<b>Welcome:</b> The meeting was opened at 5:02pm	Chair
	<b>Acknowledgement of Country</b> <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>	Governance
	<b>Declarations of interest</b> There were no disclosures of interest submitted.	

<p><b>2 Appointment of Committee Chair</b></p>	
<p>Nominations for Chair of the meeting: The Committee voted the Chair of the meeting be John Chase.</p>	
<p><b>3 Confirmation of Minutes – 19 July 2023</b></p>	
<p>The minutes from the previous meeting, 19 July 2023, were circulated and approved unanimously with an amendment.</p>	<p>Chair</p>
<p><b>4 Strategic Activities</b></p>	
<p><b>Review of action items (refer to Attachment A)</b></p> <p><b>Action:</b> Updates and new matters by Council officers</p> <p>Norma Shankie-Williams-Strategic Planning Team Leader, provided a briefing on progress with the draft Road Safety Plan. She advised early consultation took place before the draft was drawn up where community were invited to complete a survey. 126 people responded in the survey.</p> <p>The Committee expressed the desire for reduced speeds and it was confirmed the draft Road Safety Plan covers speed reduction issues.</p> <p>The Traffic and Transport Team Leader- Daniel Sui, provided summary of feedback by the Committee and Council’s response regarding the draft brief for the cycling strategy.</p> <p>The Chair expressed appreciation to all for the extensive feedback that was provided. The Committee had general discussions with Traffic and Transport Team on topics such as project timelines; financial budgets; regional networks; impact of urban environmental changes since the 2017 Bike Plan; and community engagement; Daniel also suggested to take referencing to City of Sydney’s Cycling Strategy and KPI’s that are all potentially relevant to develop WCC’s Cycling Strategy and Action Plan.</p> <p>Daniel introduced Adeline Sim as a new member of the Traffic &amp; Transport team at the Council. Adeline shared that WCC is commencing a detailed design for the shared path along Smith Street, between High Street and Eastern Valley Way, which the concept design was approved in July 2021 Council meeting. Consultant will be engaged to work on the detailed design. The Committee looks forward for more details to be shared when the work starts.</p> <p>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.</p>	

### **Nick Chapman gave presentation on Schools Active Transport Network**

The Committee was very appreciative of the presentation from Nick and discussed the merits of behavioural change programs being led by youth. The Committee was very encouraged and saw further application across the Council.

Carried: The Committee strongly supports this work and recommends that Council extends this across all schools on a staged basis.

Moved by (Chair) John Chase and Seconded by Carolyn.

---

## **4 Other Business**

- **Consider 30km/hr speed limit on Willoughby streets**

Strategic Planning Team Leader: The travel demand management (TDM) principles guide transport planning under the ITS with people encouraged to use more active & public transport.

The Victoria Avenue Movement and Place plan is an example of a project examining the need to balance movement with place in Willoughby however this is still at an early stage.

Carried: (Chair) Seek reduction of speed limits (40km/hr or 30km/hr). Depending on the locations of the streets and mostly throughout the CBD, local centres, and in school areas. Committee requested Council explore lowest speed limit possible in line with TfNSW.

Moved by Mary Ann Irvin and seconded by Andrew Nelson

---

### **Next Meeting:**

25 October 2023

### **Agenda items:**

- Review of the Willoughby Integrated Transport Strategy Action Plan
- Draft prioritization framework
- Review Google doc list of opportunities and suggestions:
  - Reviewing items in the existing Bike Plans: dividing up the areas.

**Meeting closed: 6:35 pm.**

## Attachment A – Action items

Date added	Matter	Latest update	Person/people responsible
19/7/23	Draft brief for Bike Plan consultation to be prepared and circulated for comment	Complete	
21/6/23	Circulation of City of Sydney Bike Plan to Committee as an example	Complete	
21/6/23	Draft prioritization framework	Complete	
21/6/23	Review the existing Action Plan attached to the WCC Integrated Transport Strategy	Will be discussed	
21/6/23	Email to request Council to consider submission to North Sydney Network Review	Complete	
21/6/23	Best practice signage for cycle routes	Complete	
6/23	Information re PMD	Complete	
5/23	Set up Google sheet	Complete	
5/23	Consult with networks and add items to Google sheet	Ongoing	