



AGENDA

A meeting of the **Sustainable Transport Reference Group** will be held on Cammeraygal Land at the Ros Crichton Pavilion Council Chambers, 200 Miller Street, North Sydney at 5:30 PM on Tuesday 7 March 2023.
The agenda is as follows.

Therese Manns
GENERAL MANAGER



North Sydney Council is an Open Government Council. The records of Council are available for public viewing in accordance with this policy, with the only exception being made for certain confidential documents such as legal advice, matters required by legislation not to be divulged, and staff matters.

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1. Confirmation of Minutes

The Minutes of the previous meeting held on 21 November 2022, copies of which had been previously circulated, were taken as read and confirmed.

2. Disclosures of Interest

3. Committee Reports

3.1. Sustainable Transport Project Updates

AUTHOR: Max White, Sustainable Transport Project Co-ordinator

ENDORSED BY: Jon Higlett, Acting Director Engineering and Property Services

ATTACHMENTS: Nil

PURPOSE:

The purpose of this report is to provide an update on Sustainable Transport Projects at North Sydney Council

EXECUTIVE SUMMARY:

This report contains an update on current Traffic and Transport Operations projects related to sustainable transport. The projects include:

- Street Play 2023
- Young Street Cycling, Walking and Streetscape Upgrades
- West Street Cycling, Walking and Streetscape Upgrades, Stage 1
- West Street Cycling, Walking and Streetscape Upgrades, Stage 2-3
- Warringah Freeway Upgrade
- Route 3 - Active Transport pedestrian/cycleway program
- Bike Strategy and Action Plan
- Miller Street Pop-Up
- Get NSW Active Grants.
- Inter-council planning workshop
- Response to Sustainable Transport Reference Group recommendations

FINANCIAL IMPLICATIONS:

Funding for these projects is included in the adopted 2022/23 budgets and State Government grant funding.

RECOMMENDATION:

1. THAT Council notes this report and the attached Minutes of the Sustainable Transport Reference Group 21 November 2022 for formal adoption by Council.

LINK TO COMMUNITY STRATEGIC PLAN

The relationship with the Community Strategic Plan is as follows:

2. Our Built Infrastructure

2.3 Prioritise sustainable and active transport

BACKGROUND

This report provides an update on current sustainable transport projects completed since the last reference group meeting.

CONSULTATION REQUIREMENTS

Community engagement is not required.

DETAIL

The table below provides an update of current sustainable transport projects.

Project	Detail
Street Play 2023	<p>Summary</p> <ul style="list-style-type: none">• Council promoted an EOI for the community to nominate their street from December to January.• 18 streets were selected from the nominations using a series of assessment criteria.• A grant application for \$68,000 was submitted to the NSW Social Cohesion Grants program to fund.• Further consultation with these 18 streets will identify Seven (7) streets for the Street Play 2023 program.• The street nominators (Street Leaders) will be supported to plan and deliver the events. <p>At its meeting of Monday 28 November 2022, Council resolved to revisit the Street Play program that was run on five streets in 2020, as follows:</p> <ol style="list-style-type: none">1. THAT staff undertake an Expression of Interest to identify a list of 15 eligible streets and subsequent report for Council to select up to seven (7) pilot sites for the Street Play 2023 program.2. THAT that the five pilot streets and Bligh Street be included in the 15 eligible streets.3. THAT staff continue to identify and apply for appropriate grants to fund the Street Play 2023 program.4. THAT should Council not secure grant funding, that funding be allocated from the Traffic Facilities 2022/2023 financial year budget, and that staff proceed with the Street Play 2023 program with a scope that is consistent with the budget.5. THAT Council supports the development of a North Sydney Council Street Play Working Group that will develop a Street Play Policy and resources to support future community led Street Play programs. <p>In response, Council Staff promoted an Expression of Interest (EOI) to the community from December 2022 to January 2023, to nominate their streets for the program. 18 Streets were selected using a multi-criteria analysis, and</p>

	<p>further consultation with the street will identify seven (7) streets for Street Play 2023.</p> <p>At the same time an application for \$68,000 was made to NSW Social Cohesion Grants program to fully fund Street Play 2023.</p> <p>A report was presented at a council meeting on Monday 13 February 2023 updating these activities. The report recommended:</p> <ol style="list-style-type: none"> 1. THAT Council staff undertake further consultation with the community in the 18 streets identified in this report and finalise seven streets for the Street Play 2023 program. 2. THAT should Council be unsuccessful in its grant application to the NSW Social Cohesion Grants, the \$63,000 to run the program be reallocated from the Traffic Facilities budget. 3. THAT Council reaffirm the development of a North Sydney Council “Street Play” Working Group to develop a Street Play Policy and resources to support future community-led Street Play programs in partnership with Council. <p>Next Steps</p> <p>Council Staff will consult further with the community and identify seven (7) streets for the program. The street nominators will be supported and up skilled to be ‘Street Leaders’ and assisted to plan and deliver the events from March to May 2023.</p>
<p>Young Street Cycling, Walking and Streetscape Upgrades</p>	<p>Summary</p> <ul style="list-style-type: none"> • Consultants have been engaged to prepare concept and consultation materials for the Young and Grosvenor Street Roundabout. • Community engagement is planned for mid-April • Construction is planned for mid 2023. <p>Council staff have been working through a range of options for the final connection to Neutral Bay, at the Young and Grosvenor Street roundabout. Consultants have been engaged to prepare the concept design and community consultation materials in preparation for community engagement. Detailed construction documentation will also be prepared. Community engagement is planned for mid-April and will be on exhibition for 42 days, in line with Council engagement policy. Construction is due to commence mid-2023 to coincide with the construction of the approved plans for Young Street Cycleway (between Sutherland and Grosvenor Street).</p>
<p>West Street Cycling, Walking and Streetscape Upgrades, Stage 1</p>	<p>Summary</p> <ul style="list-style-type: none"> • Consultation outcomes suggested a high level of support for the West Street Cycling, Walking and Streetscape Upgrades, Stage 1 design. • Council unanimously resolved proceeding to tender and construction documentation stage. • Construction is due to commence mid 2023. <p>Final concept designs for West Street Cycling Walking and Streetscape Upgrades, Stage 1 was put on public exhibition for a period of 42 days from 4 October to 14 November 2022, Consultation outcomes suggested a high level of support for the designs. Outcomes included:</p>

	<ul style="list-style-type: none"> • 83 (90%) supported, 8 (9%) opposed, 1 (1%) did not express and opinion on the design. • 50 (54%) submissions came from residents/businesses within the North Sydney LGA. • Of these submissions, 42 (84%) supported, 7 (14%) opposed and 1 (2%) did not express and opinion on the design. <p>The consultation outcomes were taken to a Council meeting on 30 January 2023. Council resolved:</p> <ol style="list-style-type: none"> 1. THAT Council notes the outcome of the community consultation undertaken for this project (West Street Cycleway – Stage 1). 2. THAT Council proceeds to tender and construction documentation stage for West Street Cycleway – Stage 1. 3. THAT the final detailed design for the project be subject to approval of the North Sydney Traffic Committee. <p>Final design will be taken to the Traffic Committee in March 2023 and construction is due to commence in mid- 2023.</p>
West Street Cycling, Walking and Streetscape Upgrades, Stage 2-3	<p>Council staff have made application to the Transport for NSW Get NSW Active grant program to further the design and consultation materials for West Street Stage 2.</p> <p>This work is planned to take place over 2023.</p>
Warringah Freeway Upgrade	<p>In response to council and community advocacy, Transport for NSW (TfNSW) have taken steps to address a variety of active transport concerns related to the Warringah Freeway Upgrade.</p> <p>North Sydney Council attended a workshop organised by TfNSW in late December. Council staff raised their concerns about the project and the methods of consultation.</p> <p>Further workshops are planned for 2023 and Council will continue to advocate for better active transport outcomes.</p>
Route 3 – Kirribilli to Mosman	<p>The North Sydney Council Operational Plan plans to implement the ICS Priority Route 3 - Active Transport pedestrian/cycleway program.</p> <p>Previously exhibited designs are currently under review to consider community concerns.</p>
Bike Strategy and Action Plan	<p>The North Sydney Council Operational Plan aims to review the Integrated Cycling Strategy 2014. An application has been made to the Get NSW Active program to fund the delivery of the review.</p> <p>Council staff will work towards a project plan and consultant brief in the coming months.</p> <p>The review of the strategy will include a bike infrastructure audit.</p>
Miller Street Pop-Up	<p>The Miller Street Pop-Up was constructed in 2021 and was funded by the NSW Government grant - Streets as Shared Spaces program. Consultation on the Pop-up closed on 4 November 2022.</p> <p>Consultation outcomes were taken to a Council meeting on 13 February 2023. Council resolved to:</p> <ol style="list-style-type: none"> 1.THAT Council retains the Miller Street Pop-up during Sydney Metro construction due to the ongoing closures of the footpath on the eastern side of Miller Street and to aid pedestrian safety. 2.THAT the closed left-hand turn slip lane onto Miller Street from Pacific Highway and pedestrian island removal be retained and formalised with a kerb realignment.

	<p>3. THAT Council utilise consultation feedback and work with Transport for NSW on the design and construction of Miller Place.</p> <p>Council staff will work towards these recommendations.</p>
<p>Get NSW Active Grants</p>	<p>Applications for the Get NSW Active grant program were open from November to January 6 2023. Council made eight (8) applications totalling approximately \$4 million.</p> <p>Transport for NSW has announced three priority projects in the first tranche, however North Sydney Council was not successful for this round. The second tranche of projects will be announced in April.</p>
<p>Inter-Council Planning Workshop</p>	<p>Council staff from North Sydney Council, City of Willoughby and Lane Cove Council attended an inter-Council workshop to plan potential joint infrastructure, research, programs and events. The purpose of the workshop was to identify opportunities to improve efficiencies, cross promote and ultimately deliver greater outcomes for the community.</p> <p>The workshop covered:</p> <ul style="list-style-type: none"> • Infrastructure – upcoming walking and cycling infrastructure projects, and reviewing the connection points of the three Council proposed cycling networks. • Events – collaboration Ride to Work day, Spring Cycle, Super Tuesday Count. • Programs – Bike repair workshops, behaviour change programs, bike recycling programs, cross promotion. • Research – opportunities for data collection and research that can improve data driven decision making. 
<p>Response to Sustainable Transport Reference Group Recommendation</p>	<p>On Monday 12 December, Council resolved:</p> <ol style="list-style-type: none"> 1. THAT Council notes this report and the attached Minutes of the Sustainable Transport Reference Group 21 November 2022 for formal adoption by Council. 2. THAT Council redoubles its efforts to ensure Transport for NSW properly and fully consults with Council and other stakeholders as required under the Instrument of Approval and provide additional active

transport infrastructure as part of Warringah Freeway Upgrade project, and that we also continue to lobby about pedestrian and cyclist access during construction of the Warringah Freeway Upgrade including that due to removal of the pedestrian and cyclists bridges and underpasses.

3. THAT Council lobby the State Government to introduce buttonless pedestrian crossings as in the City of Sydney council area where the pedestrian crossing phase is never skipped and requires no prompting from a button presser to show green. It should also lobby the State Government to introduce pedestrian crossing countdowns (such as at the intersection of Elizabeth and Market Streets in the City) at major intersections in North Sydney, as well as the pedestrians' green man light being on a few seconds before the green light allows the traffic to move forward. This then allows the pedestrians time to enter the road before any turning traffic.

4 THAT Council writes to Transport for NSW demanding that they address the issues with the existing shared path between Arthur Street and Blue Street and that a separate bike path and a separate footpath be constructed utilising the existing shared path and spare capacity in the road space, to provide both a safe fully usable space for cyclists and enhance pedestrian safety.

5 THAT Council writes to Transport for NSW to request they re-enlighten their pop-up proposal for the Pacific Highway Cycleway as either a permanent or trial separate bike path.

6. THAT at such time as the cycleway is to be redesigned that there be consideration to ensuring there is no potential danger to anybody egressing from the Xavier Terraces Retirement Village, and to provide enough space for people to exit that building without being threatened by bicycles.

7 THAT Council review the Integrated Cycling Strategy, and that we invite a representative from Police to the next Sustainable Transport meeting to discuss policing issues that impact on active transport.

In response to this resolution, Council staff sent a letter to TfNSW detailing the issues raised.

3.2. Sustainable Transport Reference Group Charter - Review

AUTHOR: Max White, Sustainable Transport Project Co-ordinator

ENDORSED BY: Jon Higlett, Acting Director Engineering and Property Services

ATTACHMENTS:

1. Attachment A. Charter 20230222 Sustainable Transport Reference Group [3.2.1 - 5 pages]

PURPOSE:

This report proposes a review of the current Sustainable Transport Reference Group (STRG) Charter inclusive of engagement with current members.

EXECUTIVE SUMMARY:

The STRG was first established on 27 November 2013. Council was previously advised on sustainable transport related matters through the Active Transport Sub-committee, Pedestrian Sub-committee and Bicycle Sub-committee. The STRG is guided by the STRG Charter, which was last reviewed in 2013.

The current scope and functions of the STRG Charter include, but is not limited to:

- input into Council's strategic plans, specifically with respect to sustainable transport;
- consideration and discussion of improvements to facilities and networks for a variety of sustainable transport options; and
- input into the design of pedestrian and bicycle facilities and networks.

A review of the STRG Charter is proposed to update the purpose of the group so that it can better address the rapidly changing sustainable transport context. Specifically, the general direction of the review will:

- define the goals of the charter so that they are Specific, Measurable, Achievable, Relevant and Time-Bound;
- confirm the role, expectations and output from the members; and
- clarify the role and influence of the STRG in relation to official Council matters.

FINANCIAL IMPLICATIONS:

To be determined as part of the review and if any, will be reported to Council together with the final revised Charter.

RECOMMENDATION:

1. **THAT** the Sustainable Transport Reference Group members endorse the proposed approach to the review of the Reference's Group's Charter.

LINK TO COMMUNITY STRATEGIC PLAN

The relationship with the Community Strategic Plan is as follows:

- 2. Our Built Infrastructure
- 2.3 Prioritise sustainable and active transport

BACKGROUND

The Sustainable Transport Reference Group (STRG) was first established on 27 November 2013. Council was previously advised on sustainable transport related matters through the Active Transport Sub-committee, Pedestrian Sub-committee and Bicycle Sub-committee.

The STRG is guided by the STRG Charter, which was last reviewed in 2013 (Attachment A).

CONSULTATION REQUIREMENTS

Community engagement will be undertaken in accordance with Council's Community Engagement Protocol, as outlined in this report.

DETAIL

The aims outlined in the current STRG Charter are to:

1. *promote public, active and alternative transport modes to reduce the reliance on private vehicle use in and through the North Sydney local government area.*
2. *consider sustainable transport options in the context of North Sydney's status as a key access point to the Sydney Harbour Bridge.*
3. *provide a forum to consider alternative sustainable transport options with a view to:*
 - a. *promoting all forms of sustainable transport, including but not limited to, public transport, walking, cycling, carpooling and car share.*
 - b. *providing advice and recommendations on sustainable transport management in the North Sydney local government area, with a specific focus on sustainable transport priorities contained within Council's key policy documents, corporate planning documents and environmental sustainability.*
 - c. *coordinating community input with that of other key organisations involved in sustainable transport management.*
 - d. *assisting with the monitoring and review of programs, projects and initiatives that lead to improved and sustainable transport management in accordance with best practice*
 - e. *providing input on engineering, enforcement, encouragement and education initiatives related to all facets of sustainable transport within North Sydney and its neighbours*
 - f. *raising awareness in the community about sustainable transport options*
 - g. *assisting Council to improve environmental sustainability.*
4. *work with the Police, Roads and Maritime Services (RMS), public transport authorities, local stakeholder groups (including but not limited to pedestrian and bicycle groups) and Council, to facilitate a collaborative approach to improving sustainable transport facilities and promoting sustainable transport options at a community/local level.*

5. *assist with the development of sustainable transport strategies that encourage the use of public and alternative modes of transport.*
6. *assist with the development of strategies that increase connectivity between active transport options (such as walking and cycling) and other modes of transport (including public transport).*
7. *assist Council in meeting its sustainable transport objectives under its various plans and policies (including the Community Strategic Plan, North Sydney Council Sustainable Transport Action Plan and Greenhouse Action Plan).*

The current scope and functions of the STRG Charter include, but is not limited to:

- input into Council’s strategic plans, specifically with respect to sustainable transport;
- consideration and discussion of improvements to facilities and networks for a variety of sustainable transport options; and
- input into the design of pedestrian and bicycle facilities and networks.

1. Charter Review

A review of the Charters for all Reference Groups is proposed with the first to be a review of the STRG Charter.

The aim is to update the purpose of the group so that it can better address the rapidly changing sustainable transport context. Specifically, the general direction of the review will:

- define the goals of the charter so that they are Specific, Measurable, Achievable, Relevant and Time-Bound;
- confirm the role, expectations and output from the members; and
- clarify the role and influence of the STRG in relation to official Council matters.

As part of the review process for all Reference Group Charters there will be some common elements for all Reference Groups.

1.1 Member Engagement

Council staff will prepare engagement opportunities for STRG members to guide the development of a draft charter, opportunity to review the draft and to provide feedback on the draft before finalisation. A proposed timeline of the review is provided in Table 1.

Phase	Actions
1. Planning	<p>Workshop - Council staff will facilitate a 30-minute workshop with interested STRG members during a STRG meeting, to formulate ideas and develop a revised vision for the STRG Charter.</p> <p>Online Feedback Form 1 - open to all STRG members, Traffic Committee members and Council to collect feedback on the proposed charter (minimum 28 days).</p>

Phase	Actions
	<p>Literature Review - benchmark against (minimum) three relevant charters from other councils, to understand the scope and aims of these charters, and seek innovative ideas for the revised STRG Charter.</p>
2. Preliminary Outcomes Report	<p>Council staff will review all consultation output and prepare a summary report, including a response to the workshop and survey responses (which will be provided to workshop participants and submitters).</p>
3. Draft Charter	<p>Using the consultation outcomes and literature review findings, Council staff will prepare a draft charter for review by the STRG.</p> <p>Online Feedback Form 2 - open to all STRG members, Traffic Committee members and Council to collect feedback on the draft charter (minimum 28 days). Minutes from the Traffic Committee will be accepted as feedback to the draft charter.</p> <p>Councillor feedback will also be sought during this period regarding common elements for all the Reference Groups.</p>
4. Final Charter	<p>All feedback will be collated, analysed and used to identify amendments to the final Charter. The final Charter will be reported to Council to consider prior to adoption. A final outcomes report will be prepared, including submissions summary. This will be provided to all submitters.</p>

CHARTER

Sustainable Transport Reference Group



1. NAME

Sustainable Transport Reference Group

2. STATUS

Special interest group set up by resolution of North Sydney Council.

3. ESTABLISHED

Established: 27 November 2012 (Sustainable Transport Reference Group)
 4 November 2011 (Active Transport Sub-committee)
 14 August 2002 (Pedestrian Sub-committee)
 1 July 1992 (Bicycle Sub-committee)

Reconstituted: 2 September 2013 (Min. No. 560)

Note: Reference Groups are reconstituted in September each year.

4. AIMS

- 4.1 To promote public, active and alternative transport modes to reduce the reliance on private vehicle use in and through the North Sydney local government area.
- 4.2 To consider sustainable transport options in the context of North Sydney's status as a key access point to the Sydney Harbour Bridge.
- 4.3 To provide a forum to consider alternative sustainable transport options with a view to:
 - a) promoting all forms of sustainable transport, including but not limited to, public transport, walking, cycling, car pooling and car share;
 - b) providing advice and recommendations on sustainable transport management in the North Sydney local government area, with a specific focus on sustainable transport priorities contained within Council's key policy documents, corporate planning documents and environmental sustainability;
 - c) coordinating community input with that of other key organisations involved in sustainable transport management;
 - d) assisting with the monitoring and review of programs, projects and initiatives that lead to improved and sustainable transport management in accordance with best practice;
 - e) providing input on engineering, enforcement, encouragement and education initiatives related to all facets of sustainable transport within North Sydney

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- and its neighbours;
- f) raising awareness in the community about sustainable transport options; and
 - g) assisting Council to improve environmental sustainability.
- 4.4 To work with the Police, Roads and Maritime Services (RMS), public transport authorities, local stakeholder groups (including but not limited to pedestrian and bicycle groups) and Council, to facilitate a collaborative approach to improving sustainable transport facilities and promoting sustainable transport options at a community/local level.
- 4.5 To assist with the development of sustainable transport strategies that encourages the use of public and alternative modes of transport.
- 4.6 To assist with the development of strategies that increase connectivity between active transport options (such as walking and cycling) and other modes of transport (including public transport).
- 4.7 To assist Council in meeting its sustainable transport objectives under its various plans and policies (including the Community Strategic Plan, North Sydney Council Sustainable Transport Action Plan and Greenhouse Action Plan).

5. SCOPE

- 5.1 The functions of the Sustainable Transport Reference Group shall include but not be limited to:
- Input into Council's strategic plans, specifically with respect to sustainable transport;
 - Consideration and discussion of improvements to facilities and networks for a variety of sustainable transport options; and
 - Input into the design of pedestrian and bicycle facilities and networks.

6. QUORUM

- 6.1 The quorum is four participants - including at least three citizen members.
- 6.2 The designated Councillor as elected by the Council will chair the Reference Group. In the absence of the elected Councillor, another Councillor will chair the Reference Group. In the absence of a Councillor the senior Council Officer present shall take the chair.

7. POWERS OF COMMITTEE

- 7.1 The Reference Group does not have the power to incur expenditure.
- 7.2 The Reference Group does not have the power to bind the Council.

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8. MEMBERSHIP

- 8.1 All elected Councillors shall be ex officio members of all Reference Groups.
- 8.2 There is no limit to the number of Citizen Members. Citizen Member eligibility includes:
- a) individuals - North Sydney residents; and
 - b) representatives from community organisations/groups working with the community in North Sydney, with a maximum of two representatives from any one group.
- 8.3 Representatives from the NSW Police Service, the RMS and the local State Member of Parliament (for the location of the issue to be voted upon) shall be members of the Reference Group.
- 8.4 All Working Group members shall have equal voting rights.
- 8.5 Citizen members will be determined annually by advertising, calling for expressions of interest for the positions in the local media and on Council's website. Representatives will be selected on the basis of their stated experiences/skills/interest of relevance to the Reference Group.

9. TIMETABLE FOR MEETINGS

- 9.1 Four meeting will be held per year as published in Council's Schedule of Meetings.
- 9.2 Meetings will be limited to a maximum duration of one hour and 15 minutes unless the Reference Group meeting decides to continue the meeting until a later time or the completion of business, where possible.
- 9.3 Extraordinary meetings to be called as required.
- 9.5 Agenda items be called for four weeks prior to scheduled meeting date.
- 9.6 If there are insufficient items/reports on the agenda (as determined by the General Manager) a scheduled meeting may be deferred or cancelled up until three days before the meeting. Councillors and citizen members will be notified of the cancellation. Council's website will also be updated accordingly.

10. MEETING PRACTICES AND PROCEDURES

- 10.1 The provisions of Council's *Code of Meeting Principles and Practices* shall apply.
- 10.2 Council Officers will distribute soft copies of the draft minutes to Reference Group members within one week of the meeting. Reference Group members will have one week to advise Council Officers of any errors or omissions from the minutes.

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- 10.3 The minutes of a Reference Group meeting can only be confirmed and adopted by resolution of that Reference Group, passed at a subsequent meeting of that Reference Group. A motion or discussion in respect of the Minutes shall not be in order except as to their accuracy as a record of proceedings. Minutes may not be amended to reflect second thoughts on a resolution - changes may only be made if the accuracy of the resolution is found to be at fault; as per the *Code of Meeting Principles and Practices*.
- 10.4 A report on the proceedings of Reference Group meetings are to be submitted to the next available meeting of Council for endorsement, including all recommendations. Any Councillor, irrespective of whether that Councillor is a member that Reference Group, may be the mover or seconder of a motion to confirm the proceedings of a Reference Group meeting.
- 10.5 Reference Group members and the 'Keep Informed' distribution list (refer to 10.8) will be provided with copies of the agenda/business paper of the meetings two weeks prior to each meeting date. The agendas and minutes of all meetings will also be made available from Council's website.
- 10.6 Registrations to speak by non-members (i.e. members of the public) must be made by 12 Noon on the day of the meeting, by contacting Council's Governance Coordinator on 9936 8154. Each speaker is limited to three minutes per agenda item. These items will then be brought forward, in agenda order, and dealt with before items in which there is no interest from the public gallery.
- 10.7 All Reference Group members and attendees (including speakers) shall register their name on the attendance record provided at the meeting.
- 10.8 Non-members attending for the first time will include an e-mail/postal address on the attendance record for the receipt of minutes of the meeting they attended, and must indicate they wish to receive agendas and minutes for future meetings.

11. CONDUCT PROTOCOLS FOR PARTICIPANTS

- 11.1 All Councillor Reference Group members are required to observe the provisions of Council's *Code of Conduct - Councillors and Staff*.
- 11.2 All Citizen Reference Group members are required to observe the provisions of Council's *Code of Conduct - Volunteers and Community Representatives*.
- 11.3 All Reference Group members as well as other participants are expected to observe the following protocols:
- 11.3.1 General Responsibilities:
- a) Be courteous to other participants, Council staff and Councillors;
 - b) Help to create an environment that is free of harassment and discrimination; and

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- c) Protect the health, safety and welfare of yourself and others at meetings and related activities.

11.3.2 Declarations of Interest:

- a) Speakers at Reference Group meetings may have a personal (non-pecuniary) or financial (pecuniary) interest in matters being discussed by the Reference Group.
- b) Participants are required to disclose any interest in a matter under discussion, particularly when the interest is one of a pecuniary nature. Such declarations will be noted in the minutes.
- c) A conflict of interest does not mean that you will be barred from participating in a meeting. Instead, it allows others to understand your position and prevents criticism of Council activities or decisions at a later date.
- d) If you are paid lobbyist representing an individual or group, you are required under Council's *Lobbyist Policy* to declare your role and to register as a lobbyist on Council's *Lobbyist Register*.

11.3.3 Gifts or Benefits - Participants should not offer to a Councillor or Council staff member a gift or benefit that is:

- a) designed to gain advantage for yourself or a group you represent; or
- b) may be perceived by the public to give advantage to you or a group you represent.

11.3.4 Alcohol and Drugs - Reference Group members and participants shall not attend meetings whilst under the influence of alcohol or other drugs that could impair your ability or cause danger to the safety of yourself or others.

12. PRIVACY

- 12.1 All Reference Group members are required to observe the provisions of Council's *Code of Conduct - Standards for Volunteers and Community Representatives* relating to their access to personal and confidential information.

13. ACCESS TO COUNCIL CODES, POLICIES AND GUIDELINES

- 13.1 Related Council Codes, Policies and Guidelines, including the *Code of Meetings Principles and Practices*, *Code of Conduct for Councillors and Staff*, *Code of Conduct - Standards for Volunteers and Community Representatives* and *Lobbyist Policy* may be viewed on [Council's website](#) and/or hard copies may be obtained upon request from Council's Corporate Planning and Governance Department.

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4. General Business

1. Andrew Fraser would like to talk about adding an item to the 16 May meeting, a presentation by Professor of Sustainable Transport, David Levinson at Sydney University and his Honours student Tim Zhang that will touch on the following issues within the purview of the Sustainable Transport Reference Group:
 - HarbourLink
 - Re-establishment of the North Sydney to Balmoral Beach tram line and;
 - Transit Oriented Development (TOD) and New Urbanism

2. Tony Stanley would like to talk about the following:

- Target dramatic reduction in number of Nth Sydney school children who are driven to school

Safe Streets to School

<https://safe-streets-to-school.org/>

Trials of 30km/h in local streets immediately around schools.

<https://30please.org/>

- Improved bike parking around Ted Mac Civic Park -

You can see in the photos there are bikes chained around light poles, against trees and against fences. While there are a few bike parking loops outside the library and community centre - they are generally unused during this time because they're so out of the way and you can't keep your eyes on your bike while at the park. It would be great to get some proper bike parking around the edges of the park that people feel comfortable to lock their bikes to and keep an eye on them while enjoying the markets.



5. Closure