

TOWN OF COTTESLOE



Works and Corporate Services
Committee

ATTACHMENT 10.2.2

Meeting Date: 18 September 2012





Department of
Transport

Perth Bicycle Network Grants 2013-14

Application Guidelines

For Metropolitan Local Governments of Western Australia

- Category 1: Network Planning
- Category 2: On Road Infrastructure
- Category 3: Path Infrastructure
- Category 4: Other Infrastructure

Applications open 27 August 2012 and close 26 October 2012

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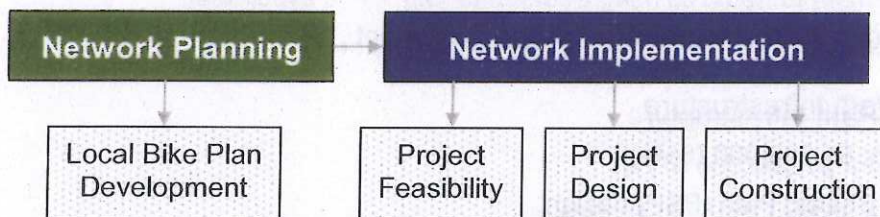
Program Overview

Purpose

- The Grants Program is a State Government funding initiative to provide financial assistance to metropolitan local governments for planning and implementing cycling related projects.
- Its intention is to fund projects that deliver the greatest benefit for the community and in particular, those that reduce barriers to additional people cycling to specific destinations.

Components of Bicycle Network:

- A bicycle network requires *planning* and *implementation*.
- Network Planning is undertaken through the development and continued updating of the Council's *Local Bike Plan*.
- Network Implementation relates to specific projects identified in the network plan and can be separated into the project's *feasibility*, *design* and *construction*.



- Each of the above components can attract grant funding through this program.

Program Priority:

- Important priorities for the grants program are projects that:
 1. Improve the integration between cycling and public transport
 2. Encourage students to cycle to school or tertiary education institutions
 3. Connect to strategic Activity Centres identified in State Government's *Directions 2031*.

Application Deadline:

- Applications open Monday, 27 August, 2012.
- Deadline for submissions is close of business, Friday, 26 October 2012.

Program Size and Eligibility

- \$1.9 million ^[1] of grant funding is available in 2013/14.
- The 31 metropolitan ^[2] local governments of Perth are eligible.

^[1] \$100k of the \$2m is allocated to a Connecting Schools trial – an initiative of the draft Western Australian Bike Network (WABN) Plan 2012-21 (March 2012).

^[2] Includes City of Mandurah.

Categories

The grants program is separated into categories that relate to the abovementioned components of the bicycle network.

Each category has a specific funding allocation out of the \$1.9 million. The allocations are a guide and can be varied at the discretion of the application assessment representatives.

Category 1: Network Planning

- Allocation: \$200,000 (10%)
- Development of local bike plan

Category 2: On Road Infrastructure

- Allocation: \$300,000 (15%)
- Installation of bicycle lanes ^[3]
- Improvement to traffic calming treatments (e.g. cycle bypasses)
- Improvement to intersections for cycling movement

Category 3: Path Infrastructure

- Allocation: \$1,300,000 (65%)
- Principal Shared Path (PSP) design
- Construction of important shared paths
- Separation of bicycle and pedestrian movements on path network

Category 4: Other Infrastructure

- Allocation: \$100,000 (5%)
- Design and construction of bicycle parking compounds
- Installation of associated 'end-of-trip' facilities (e.g. storage lockers)
- Generic signage programs for bicycle routes and associated facilities (signage can be directional or regulatory)

^[3] Bicycle lane projects must involve resurfacing or road widening as line marking or symbol only projects are funded by Main Roads.

Program Priorities

Important Priorities

There are three important priorities of the grants program in 2013/14:

1. Integration between cycling and public transport through development of infrastructure links to train and bus stations from residential areas.
2. Bicycle infrastructure connections to schools to encourage students to cycle and reduce school induced congestion.
3. Connections to strategic Activity Centres identified in State Government's planning framework - *Directions 2031*.

Strategic Benefit

- The grants program is designed to fund projects which provide a strategic benefit to the metropolitan network.
- Applicants should submit fewer projects of greater scope rather than many projects of smaller scope.
- No maximum to the amount that can be requested applies.
- Applications requesting less than \$10,000 are unlikely to be considered.

Scope Priorities

- Red asphalt surfaces (path and on road projects)
- Path projects addressing interaction concerns between cyclists and pedestrians
- Bike lane separation (physical barrier to the traffic lane)

Other Considerations

Applicants finding potential projects for submission in the grants program should also consider:

- Completing continuous routes (missing links)
- The catchment of users
- Demand in the community
- Cycling condition should the project not proceed (e.g. traffic volumes, heavy vehicle presence, directness of alternative route etc.)

Completing Application Forms

Inserting Responses

Applicants need to complete the application forms in electronic format.

Download the Microsoft Excel file titled 'Application Forms' from the DoT cycling website: www.transport.wa.gov.au/pbn

The file contains six (6) separate worksheets.

- The first worksheet is the 'Council Information' form. It is mandatory to fill out this form in order for the application to be considered.
- The next four (4) worksheets are the individual project category application forms. Only fill out the form(s) relevant to your application.
- The last worksheet is the Summary – information from the application forms automatically link to this sheet.

Inserting Responses

Information inserted into the fields is treated as the response in the assessment.

Cells (or fields) that are a **yellow** colour require a response to be manually inserted.

Road Length (m):	550
Width of the Facility (m):	

Figure 1 – Manual Input Responses

Typed Response
Required

Cells that are the **orange** colour provide a drop down menu option of responses.

Click in the cell to reveal the drop down arrow and then click on the arrow to highlight the different response options. Click on the response relevant to your project application (responses can be changed at any time).

Road to be Widened to Accommodate Bicycle Lanes:	(Use drop down menu)
Bicycle Lane Surface:	(Use drop down menu)
Edge Line Treatment (if not separated):	Red Asphalt (Use drop down menu)
Bicycle Symbols:	Green Asphalt (Use drop down menu)
	Black Asphalt (Use drop down menu)
	Other (Use drop down menu)

Figure 2 – Drop Down Menu Responses

Drop Down Menu
(Orange Cells)

Council Information

It is mandatory that the applicant complete the 'Council Information' form.

Upon opening the application forms, the Council Information sheet should be the default to open, and is the first of the tabs indicated at the bottom left of the spreadsheet.

The image shows a screenshot of a spreadsheet interface. At the top, there is a dark blue header for the 'Grant Funding - Recent History' worksheet. Below it are two rows for data entry: 'Year of Most Recent PBN Grant Funding:' and 'PBN Grant Funding Awarded in 2012/13:'. To the right of these rows is a 'Score Weight:' field. Below this is another dark blue header for the 'Council Expenditure on Cycling' worksheet. It contains a row for 'Population of LG:' and a row for 'Council Expenditure on Cycling Infrastructure in 2011/12:'. At the bottom of the spreadsheet, there are five worksheet tabs: 'Council Information' (highlighted in red), 'Network Planning' (green), 'On Road Infrastructure' (yellow), 'Path Infrastructure' (red), and 'Other Infrastructure' (blue). A pink callout box with the text 'Click on the worksheet tabs at the bottom to select the form' has arrows pointing to each of these tabs.

Figure 3 – Worksheet Selection

Questions on this form include contact information, grant funding history and expenditure on cycling infrastructure.

Project Application Forms

Determine the project category your project fits into and complete the relevant form (multiple categories can be submitted).

To change between application forms, click on the individual worksheet tabs at the bottom of the spreadsheet.

There is a limit to the number of projects which can be made in specific categories:

- 1 project ('Network Planning')
- 4 projects ('On Road Infrastructure')
- 4 projects ('Path Infrastructure')
- 3 projects ('Other Infrastructure')

Note that all amounts need to be exclusive of GST.

Summary

Specific project information links automatically to the summary worksheet.

Check the information is correct and amend or insert further details as required.

Submitting Applications

Submitting the Application

The preferred method of submitting application forms is email. Please send them to: daniel.storey@transport.wa.gov.au

**** All application forms must be received in electronic form ****

Should the applicant need to post the submissions, ensure the forms are completed electronically and submitted on a CD.

The postal address is indicated in the contact information on page 26.

The applicant should provide a covering letter and is encouraged to submit maps, concept designs, photos and letters of support to strengthen the applications. The supporting material can be scanned and emailed with the application or included on the posted CD.

Contact the Department of Transport for further assistance if required

Daniel Storey
Integrated Transport Planning
Phone: (08) 6551 6164
Email: daniel.storey@transport.wa.gov.au

**** The closing date for applications is Friday, 26 October 2012 ****

LATE APPLICATIONS WILL NOT BE ACCEPTED

Guidelines for Network Planning

Definition

- Network Planning refers to the planning of cycling facilities in the local area and setting of a prioritised schedule of infrastructure projects. It is commonly referred to as a local bike plan.
- A local bike plan is specific for an individual local government. It can be in collaboration with adjacent local government areas. In this case, there needs to be a lead authority and point of contact identified in the submission for delivery of the project.

Eligibility

- The concept planning or design of a project is not applicable to the Network Planning category, but should be considered in the submission category relating to the type of project (e.g. design of a path needs to be submitted in the 'Path Infrastructure' category).
- Local governments awarded grant funding to a local bike plan less than 5-years before cannot receive funding for another plan, unless the program of the previous plan has been concluded, or significant updates are justified.

Completing Questions

- In a simplistic sense, a local bike plan is the blueprint to expand the bike network from its current position to a desired position.
- Applicants are asked to indicate whether certain aspects are going to be included in the scope of the bike plan.
- The application sets the framework for essential steps in the bike planning process. It will assist local government develop a scope of works for the plan.
- It is important to answer correctly. Local governments secure grant funding based on the scope indicated in the application forms and can therefore not alter it during the preparation of the actual plan.
- DoT reserves the right to reduce or withdraw the grant amount if the scope changes from that which the grant has been based on.

1. Current Network

- In order to adequately set the direction towards a bicycle network for a future year, the current situation of the network has to be understood.
- In particular, current network deficiencies (or gaps) need to be identified as an initial step in the process of developing a local bike plan.
- The review of the network should include a desktop study, an on-site infrastructure audit, and consultation with the cycling community and specific stakeholder groups (e.g. destination associated authorities).
- Recent count data of network use should be evaluated and if not available should be sourced, to justify the need for infrastructure investment.

2. Influential Factors

- How the local bike plan fits into the context of other local strategic documents is important to recognise and affirm in the submission.
- State government strategies influencing the development of a bike plan should also be disclosed.
- It is inevitable that local conditions will experience changes that need to be incorporated into the proposed network. Road upgrade projects and land developments are particular factors to be considered. Specific details are not required but should be provided where known to support the application.
- The application should indicate if best practice treatments are to be considered in the bike plan.

3. Proposed Network

- Once the current network and influential factors are correctly understood, a desired network can be proposed.
- The desired network can be for a specific timeframe (e.g. 5 years), or it could be a longer term vision that can be proportioned to an achievable network in a specific incremental period (e.g. 5 years)
- Applicants are required to indicate if specific aspects in a proposed network will be considered in the plan.

4. Implementation Plan

- Once the proposed network has been established, the plan needs to clearly identify necessary projects and the timetable for their implementation.
- Applicants are required to indicate if specific aspects of an implementation plan will be considered in the bike plan.

5. Project Details

- How the bike plan project is to be delivered needs to be revealed at this application stage.
- Applicants should consider whether it can deliver the plan in-house or through a specialist consultant. Specific aspects of the plan could be better suited to one or the other and should be identified in the application.
- Contacts for local bike plan consultants can be obtained from DoT.
- The extent of the bike plan if different to the local government area of the applicant needs to be clearly stated.
- The applicant should provide details about the reasons for the plan being proposed and the priority in the community and Council for its preparation.
- Bike plans need to go to Council for endorsement to ensure it is effectively implemented and set into the budget process. The application must be clear about this intention.

6. Cost Items

- Cost items can include consultant fees, printing costs. It does not include allocations for local government staff or contractor salaries, unless they are specifically allocated to undertake the project. If they are, indicate the period of time that local government resources are to be engaged on the project.
- Value for money of the project is a primary consideration in the assessment.
- Note that all amounts need to be exclusive of GST.

7. Funding Proportion

- Funding anticipated towards the project from other agencies or organisations needs to be disclosed. Funding can be provided from other sources provided the local government contributes at least 25% to the project.
- Amounts that are definite should be separated from amounts being sought but awaiting confirmation.

8. Project Timeframes (if grant secured)

- Indicate when the project is expected to be scheduled, and grant acquitted, assuming the project successfully secures funding.
- This information is used for internal budgeting purposes of the DoT.
- It is important to deliver the project in the intended timeframes, and the applicant could be asked to explain significant deviations.
- Projects should be scheduled early in the financial year if possible.

Contact Person

- Provide contact details of the local government person that will be overseeing the plan's preparation.

Guidelines for On Road and Path Infrastructure

Guidelines for On Road and Path Infrastructure categories have been combined to avoid repetition. Sections that differ are clearly indicated otherwise it can be assumed to be applicable for both submission categories.

Definitions

- On Road Infrastructure refers to the design* or construction of cycling infrastructure projects on the road network. It primarily relates to the installation or improvement to bicycle lanes (sealed shoulders), but can include other improvements to the road network for cycling purposes.
- Path Infrastructure refers to the design* or construction of cycling infrastructure projects separated from motor vehicle traffic and on the path network. It can not be a pedestrian or footpath, but can be a shared path or a bicycle only path.

* Design can include a feasibility study for a large important project.

Project Name

- Complete the project name using the format:
<road / reserve name> <project type>
For example: *Leach Highway Shared Path*, or *Hodges Drive Bicycle Lanes*.
- If there is more than 1 application at the same location (different sections), use the suffix: "- 1" and "- 2" after the project name

Project Stage

- Use the drop down menu to select the appropriate stage of the project the requested funds are for.
- It is expected the majority of the projects submitted will be for construction, but there is provision for a feasibility study or design of a large scale project to be submitted.

1. Project Location

- The location of the project reveals the strategic importance and therefore needs to be clear.
- Path projects need to indicate the side of the road the path is proposed for.
- On road projects need to indicate if the treatment is to be applied to both sides of the road (or both carriages), or just one side. In general, projects on both sides are going to be considered above one side.
- Applicants should include a project map (as an attachment to the application).
- The applicant has an opportunity to outline the strategic importance of the project in both a city wide and a local context. This should be a brief statement as details of the project's benefits are to be provided in ensuing sections.

2. Project Scope (On Road Specific)

Guidelines for the project scope in On Road and Path Infrastructure categories are considered separately due to the vastly different questions.

Road Length

- The length of road that is proposed to have the treatment.
- In the case of bicycle lanes for both sides of the road, the length is the actual length of the road (it cannot be doubled or added to the length of the other side).
- If the proposed bike lane on one side of the road is longer than the other, provide the length of the longest side.

Width of the Facility

- The cyclist envelope is given to be 1.0m wide (refer to Figure 6 taken from Cycling Aspects of Austroads, NP1436).
- Clearances need to be considered for a person cycling next to traffic or other obstacles. Parked traffic also needs to consider space for doors opening.

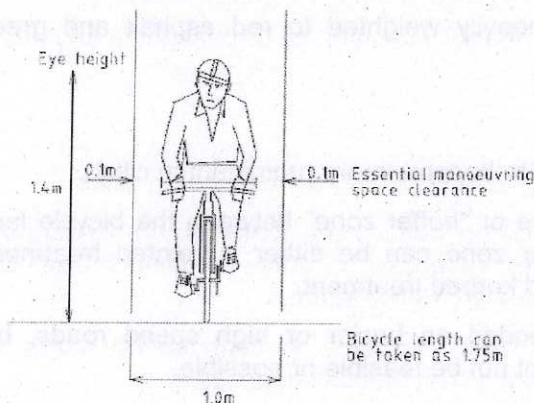


Figure 4 – Cyclist Envelope

- Austroads provides direction on the widths of bicycle lanes in correlation to the posted speed. Desirable widths should be attempted, and if impractical, minimum widths applied.

Posted Speed	Bike Lane Width	
	Desirable	Minimum
50 km/h	1.2	1.0
60 km/h	1.5	1.2
70 km/h	1.8	1.5
80 km/h	2.0	1.8

Table 1 – Bicycle Lane Widths

Surface

- Red asphalt surfaces for bicycle lanes are considered best practice and desirable treatment. It raises the prominence of the area used for cycling, and can potentially reduce traffic speeds.
- Where suitable, red asphalt should be considered, especially if the lanes are expected to attract large numbers of cyclists.

Green Surface Intersection Treatment

- Green surface treatments at specific locations are also becoming more prominent on bicycle lanes globally.
- Austroads (NP1436) identifies green asphalt as recommended treatments for locations of potential conflict between cyclist and motor vehicle. It also recommends using this treatment sparingly to not dilute its impact.
- In general, green asphalt treatments should be used at intersections, rather than at mid-block locations.
- For mid-block locations, red asphalt is the preferred treatment over black asphalt, simply due to the delineation from motor vehicle traffic lanes.
- Scoring in the assessment is heavily weighted to red asphalt and green asphalt bicycle lanes.

Separated Bike Lane

- Separated bike lanes are starting to become more prominent in cities.
- They allow for a separated space or “buffer zone” between the bicycle lane and road traffic lane. The buffer zone can be either a painted treatment, profile marking or a median island kerbed treatment.
- These treatments are recommended on busier or high speed roads, but require additional space and might not be feasible or possible.
- Although kerbed treatments provide better protection than a painted equivalent, they are disadvantageous in that they restrict movement (cyclists riding two abreast or overtaking, and cars accessing driveways).
- Examples of separated bike lanes in Melbourne are provided below.



Figure 5 – Separated Bike Lanes

Other Treatments

Other improvements to the road network can be considered for funding, separate to the installation of bicycle lanes including:

- Cycle friendly treatments through traffic calming (see figure 8 below).
- Improvements to intersections such as green asphalt surface treatments and median refuge widening. Minor improvements such as kerb installation or widening are not eligible and should be funded through council's works budget. Other intersection treatments at traffic controlled signals are under the jurisdiction of Main Roads, but a local government could apply for funding if it is contributing at least 25% and the State is not contributing more than 50% to the project.
- Removal of on road car parking provision or drainage grates on a bicycle route. The scope needs to be significant to be eligible for grant funding and might need to be a program of numerous sites across the network

Road Widening

- The grants program is aimed at on road projects that upgrade the road to accommodate space for bicycle lanes.
- Submissions for funding contributions can be made for the road widening component that is necessary for the installation of bicycle lanes. This can include the removal and replacement of kerbing, drainage, the road formation and surface treatment.
- Details of road widening projects should be provided in the application, and if possible, a concept design or cross-sectional drawing of the road treatment.
- The cost should estimate the components as detailed as possible (section 6).

Bike Lane Resurfacing

- The grants program is aimed at on road projects that improve the surface of bike lanes to enhance their safety and prominence. Resurfacing to red asphalt is a particular emphasis.

Bicycle Logos

- Bike symbols need to be installed as part of the project to denote the lane as usable for cyclists.
- The project cannot be funded unless bicycle logos are installed.
- Main Roads need the local government to submit designs of the line marking, including bike logos. Contact with Main Roads should be made about the project's viability for bike symbols before a submission is prepared. The relevant Traffic Services Manager at Main Roads is the contact.
- Painted edge line marking and bicycle symbols are no longer in the scope of the program for grant funding. These projects can be funded by Main Roads if there is no other external funding allocated to the work. The relevant Traffic Services Officer should be contacted for specific projects of this scope.

Drainage

- Specify whether the widening of the road is expected to impact on the existing drainage configuration.

2. Project Scope (Path Specific)

Path Width

- The same bicycle envelope (Figure 6 – page 12) applies to cyclists on paths.
- In general, projects less than 2.5m width are unlikely to be considered in the grants program. The absolute minimum path width is 2m (+ clearances) but is generally unable to meet the capacity requirements of a highly used path^[4].
- Path width needs to consider the clearances. Obstacles need to be 0.5m from the edge of path; otherwise the effective width is reduced to achieve this. Continuous barriers such as fencing or hedging can be 0.3m from the path edge. These figures are absolute minimums so greater distance should be achieved

^[4] The grants program prioritises paths that expect to attract high cycling volumes:

Path Surface

- Red asphalt is preferred over concrete and provides a smooth ride for cycling and better conditions for pedestrians.

Distance to Kerb / Obstacles

- Paths must not be built to the back of kerb unless additional width and an edge line are provided. The path should be 0.5m from back of kerb.
- Austroads indicate a 0.5m clearance is required to solid obstacles such as trees, bollards and light poles. This can be reduced to 0.3m (if absolutely necessary) for continuous obstacles such as fencing or hedging.
- Should the necessary clearance not be possible, it needs to be disclosed in the questions about Austroads compliance at the bottom of the scope section.
- Appropriate reflective marking needs to be applied to obstacles that encroach upon the path.

Path Gradient

- For paths that are going to be shared with pedestrians, vertical gradients cannot exceed 3% grade without landings^[5]. Specify the predominant gradient and maximum gradient of the path.
- It should be noted that a 2% horizontal gradient (or crossfall) is required to account for drainage. This could be increased at horizontal curves to provide necessary superelevation^[6]

^[5] To comply with Access and Mobility Requirements (AS1428.1)

^[6] Consult with Austroads – Cycling Aspects of Austroads Guides (section 7.5)

Path Constructed Through Cross-Overs

- Path should be constructed so that path surface continues through the driveway crossovers. The project scope requires submissions to indicate if the path is to remain continuous through crossovers or not.

New or Existing Path

- The project application needs to specify if the path is new or an upgrade of an existing path. Details of the upgrade are required to be inserted in section 3b.

Separate Paths for Bikes and Pedestrians

- Project submissions need to delineate if the proposed path will be shared with pedestrians, or will be a separate path only for cyclists. The applicant should consider the suitability of sharing the space with other users.

Bikes and Pedestrians Logos

- It is mandatory that all path projects have appropriate pavement marking to denote shared path or cycle only status.
- Projects that do not propose a bike and pedestrian logo will not be funded.

Centreline

- A centreline is not mandatory to obtain funding but should be considered for paths of high anticipated volumes, or at blind corners.

Lighting

- Providing lighting to enhance an existing path is an acceptable project in this category. Details should be provided, and attachments are preferred as the questions relating to the scope are tailored to path construction.

Structures

- Should the path involve structural work, such as a retaining wall, culvert or bridge, it should be indicated as the cost of the project would significantly increase, and the requirement for funding assistance.

Earthworks

- In order to construct a project to a necessary and appropriate standard, earthworks could be required and should be disclosed to justify the need for funding assistance.

Drainage

- Specify whether drainage modifications are required to accommodate the path project. This cannot include a drainage project adjacent to the path construction unless the path specifically requires the drainage works.

3. Benefits

This section is applicable to both the On Road and Path Infrastructure projects.

a. Road Environment

- The project application needs to consider the current cycling conditions on the road carriageway, to further clarify the need for the proposed infrastructure.
- The applicant should specify any conditions that make the road a hostile environment or inconvenient for cycling.
- Posted road speed and traffic volumes need to be specified. Other considerations could include:
 - The presence of heavy vehicles
 - Road carriageway widths
 - Current sealed shoulder widths (if applicable)
 - Traffic calming on the road (if applicable)
 - Intersections and other interruptions

b. Path Environment

- If there is an existing path adjacent to the road where treatments are proposed, specify the condition of the path to justify the need for improvements. This is a particularly important consideration for a path upgrade project.

c. Destinations

- The submitted project should be part of an endeavour to connect destinations and communities.
- The most important connections are to train / bus stations, schools and Directions 2031 Activity Centres.
- The application forms require information about the destinations, the distance to them, and the type of infrastructure that exists between the proposed project and the destinations.

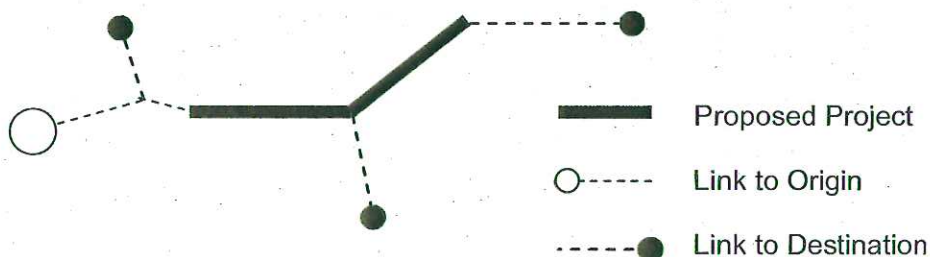


Figure 6 – Connectivity Diagram

Activity Centres

- *Directions 2031*, the State Government's principal planning document to prepare for Perth's urban growth, identifies a network of centres throughout the metro area (including the Perth CBD) to distribute employment and conveniences, and therefore decentralise transport movements.
- Referred to as "Activity Centres", these locations carry specific functions and there are five relevant ^[7] types:
 1. Perth CBD
 2. Strategic Metropolitan Centre
 3. Secondary Centres
 4. District Centres
 5. Specialised Centres
- Project applications need to demonstrate that its purpose is to improve access for cyclists to the specific activity centre.

^[7] Directions 2031 identifies a Primary Activity Centre that currently has no status but is an aspiration for the future. Neighbourhood and Local Centres are not relevant in this instance.

Stations

- A key recommendation of the recently released draft Western Australian Bike Network (WABN) Plan 2012-21 is a connecting rail and major bus stations for cyclists. Projects that fulfil this function are a priority in the grants program.
- The application needs to demonstrate how the project proposes to improve cycling access to the school. Just because the project is near a school, does not necessarily mean its function is to transport school students.
- Projects that pertain to the Public Transport Authority (PTA) require applicants to contact the PTA Cycling Coordinator prior to the submission for funding. Contact: Jim Krynen – 9326 2383; Jim.Krynen@pta.wa.gov.au
- Projects on a PTA rail reserve require PTA approval before a submission for funding will be considered.

Schools

- A key recommendation of the recently released draft WABN Plan 2012-21 is improving connections to schools to encourage students to cycle.
- The application needs to demonstrate how the project proposes to improve cycling access to the school. Just because the project is near a school, does not necessarily mean its function is to transport school students.
- Incorporating behaviour change programs in schools is essential along with the infrastructure to create a cycling travel. The DoT coordinates a TravelSmart to Schools program. Schools that are potentially benefiting from infrastructure should be encouraged to sign up to the program. Details about the program are on the website links on the application forms.
- A Connecting Schools trial is proposed to be undertaken by the DoT, in collaboration with local government and participating schools, to encourage greater participation in cycling through better-quality infrastructure and behavioural change programs.
- Tertiary education institutions such as Universities are eligible destinations.

4. Continuity

- The route continuity refers to whether the submitted project completes a bicycle route, delivers a missing link as portion of a route, extends a route, or starts a route.
- It concerns the condition infrastructure between the proposed project and the route origin / destination.

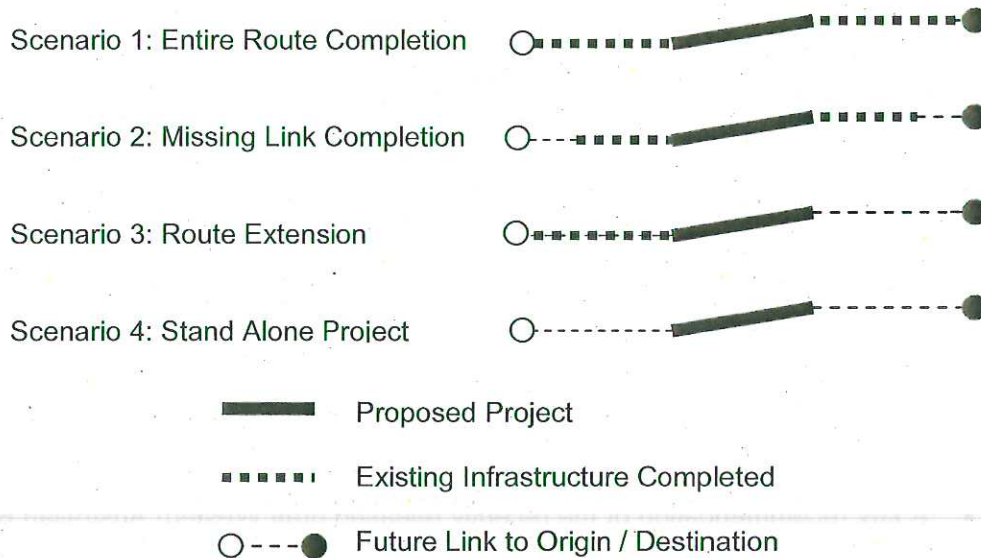


Figure 7 – Continuity Diagrams

- Completion of a missing link could refer to a project that completes a functional portion of a route (e.g. between two roads, or a path on another route).
- Should there be uncertainty about the continuity of a project, please contact Daniel Storey on 6551 6164.
- The intent is to prioritise projects that are part of completing and making routes functional.

5. Proposed Users (On Road and Path)

- All applications need to consider the type of cyclist or other user that is expecting to benefit from the project.
- The application forms prioritise schools students and commuters above recreation cyclists.

6. Justification and Context

Strategic Context

- The project needs to be considered in the context of relevant State and Local strategies that directly or indirectly validate its implementation. This ensures there is a planned process to the implementation of projects so that the bicycle network is developed in the most efficient manner.
- Applications should attempt to connect the project to current State Government strategies, in particular the WABN Plan and Directions 2031.
- The most important local strategy is the local bike plan. Other local strategies could include Strategic Plans, Integrated Transport Plans or Environmental Plans. There needs to be a reference to cycling and if possible, a reference to the need for the actual project.
- The applicant needs to detail the strategy documents, and the references (sections, page numbers) for the context to be valid.

Community / Council Demand

- Applications need to demonstrate if the community is strongly supportive of the project. If there has been correspondence and / or a petition for the project to be carried out, details should be specified in the application. Attachments are encouraged.
- If the Council itself has directed the projects implementation, details need to be specified.

7. Cost Items

- Cost estimates should be itemised as much as possible. Thorough cost estimates score more favourably in the assessment of this section.
- Costs cannot include allocations for local government staff or contractor salaries for project construction. Allocations are permitted for feasibility studies and designs, but must include estimated time allocated to the project.
- Value for money of the project is a primary consideration in the assessment.
- Note that all amounts need to be exclusive of GST.

8. Funding Proportion

- Funding anticipated towards the project from other agencies or organisations needs to be disclosed. Funding can be provided from other sources provided the local government contributes at least 25% to the project.
- Amounts that are definite should be separated from amounts being sought but awaiting confirmation.
- Total project cost / metre and grant request / metre calculations are automatically input into the relevant cells.
- This data is considered in the assessment.

9. Project Timeframes (if grant secured)

- Indicate when the project is expected to be scheduled, and grant acquitted, assuming the project successfully secures funding.
- This information is used for internal budgeting purposes of the DoT.
- It is important to deliver the project in the intended timeframes, and the applicant could be asked to explain significant deviations.
- Projects should be scheduled early in the financial year if possible.

10. Contact Person

- Provide contact details of the local government person that will be overseeing the project's implementation.

Guidelines for Other Infrastructure

Definitions

- Other Infrastructure includes Bicycle Parking and Signage, but can include other enhancements of a cycling route.
- Innovative treatments that don't fit path or on road categories should be applied in this category.
- Three projects can be requested in this category.
- Submissions should be separated on the basis of their function rather than their proposed location.
- Larger scale programs for bicycle parking or signage are expected to be assessed more favourable.
- Bicycle parking or signage projects at numerous locations should be combined into one submission.

Project Name

- Complete the project name using the format:
<location> <project type> For example: *Leederville Bicycle Parking*.

Project Stage

- Use the drop down menu to select the appropriate stage of the project the requested funds are for.
- It is expected the majority of the projects submitted will be for construction, but there is provision for a feasibility study or design of a large scale project to be submitted.

1. Project Location

- The location of the project reveals the strategic importance and therefore needs to be clear.
- Applicants should include a project map (as an attachment to the application).
- Projects other than bike parking or signage need to be clearly stipulated and attached documentation may be necessary.

2. Current Site Environment

- The applicant needs to specify the number of bike parking that presently exists at the proposed site(s).
- The applicant needs to stipulate if the paths being signed comply with Austroads standards, and whether they received grant funding for their construction, in order to qualify for signage grant funding.

3. Scope

- The scope for bicycle parking, signage and other projects are separated in this section.
- Provide as many details as possible. Supporting information such as maps and design sketches is encouraged. Vague applications are unlikely to secure grant funding. Specific locations need to be clearly indicated.

4. Benefits

- The benefits primarily relate to the type of destination the facility is proposed for (bicycle parking).
- Details of the project catchment area and the potential use are required (bicycle parking).

5. Facility Users

- All applications need to consider the type of cyclist or other user that is expecting to benefit from the project.

6. Justification and Context

Strategic Context

- The project needs to be considered in the context of relevant State and Local strategies that directly or indirectly validate its implementation.
- This ensures there is a planned process to the implementation of projects so that the bicycle network is developed in the most efficient manner.
- Applications should attempt to connect the project to current State Government strategies, in particular the WABN Plan and Directions 2031.
- The most important local strategy is the local bike plan. Other local strategies could include Strategic Plans, Integrated Transport Plans or Environmental Plans. There needs to be a reference to cycling and if possible, a reference to the need for the actual project.
- The applicant needs to detail the strategy documents, and the references (sections, page numbers) for the context to be valid.

Community / Council Demand

- Applications need to demonstrate if the community is strongly supportive of the project. If there has been correspondence and / or a petition for the project to be carried out, details should be specified in the application. Attachments are encouraged.
- If the Council itself has directed the projects implementation, details need to be specified.

7. Cost Items

- Cost estimates should be itemised as much as possible. Thorough cost estimates score more favourably in the assessment of this section.
- Costs cannot include allocations for local government staff or contractor salaries for project construction. Allocations are permitted for feasibility studies and designs, but must include estimated time allocated to the project.
- Value for money of the project is a primary consideration in the assessment.
- Note that all amounts need to be exclusive of GST.

8. Funding Proportion

- Funding anticipated towards the project from other agencies or organisations needs to be disclosed. Funding can be provided from other sources provided the local government contributes at least 25% to the project.
- Amounts that are definite should be separated from amounts being sought but awaiting confirmation.
- Total project cost / no. bike spaces and grant request / no. bike spaces are automatically calculated and input into the relevant cells.
- This data is considered in the assessment.

9. Project Timeframes (if grant secured)

- Indicate when the project is expected to be scheduled, and grant acquitted, assuming the project successfully secures funding.
- This information is used for internal budgeting purposes of the DoT.
- It is important to deliver the project in the intended timeframes, and the applicant could be asked to explain significant deviations.
- Projects should be scheduled early in the financial year if possible.

Contact Person

- Provide contact details of the local government person that will be overseeing the project implementation.

Assessment Process and Funding

Assessment Process

The assessment of the grant submissions is administered by the DoT Integrated Transport Planning directorate.

For the first month after the submission deadline, the DoT is able to negotiate the standard of projects submitted, allowing applicants to modify elements of their applications to strengthen their chance of being successful. The aim is to have projects that are considered for grant funding that bring the most value to the network and are built to an appropriate standard.

Other representatives involved in the assessment include RAC, WALGA and Main Roads, but can change in a given program year.

Offers of Funding

Based on their score in the assessment, projects are recommended for grant funding to the Minister for Transport. Following the Minister's approval of the grant program, individual grant agreement contracts are offered to successful local governments that need to sign them in order for the funding agreement to be established.

Grant funding cannot be increased above the agreed amount. Local government is required to meet all additional costs of the works and continue the project to completion.

Should the project cost come under the agreed amount, the amount claimed is to be reduced in proportion to the total project cost (and not more than 50%).

Contact Information

All enquiries regarding the grant process, including how to complete application forms, or discussions about potential projects should be directed to:

Daniel Storey
Integrated Transport Planning
Phone: (08) 6551 6164
Email: daniel.storey@transport.wa.gov.au

The postal address for Department of Transport to submit applications is:

Integrated Transport Planning
Department of Transport
GPO Box C102
Perth WA 6839

Attention: Daniel Storey

Information can be obtained from the Department of Transport website:
www.transport.wa.gov.au/pbn

August 2012



Department of
Transport

environment of less than 60km/h. The majority of roads within the residential area of Cottesloe are currently 7.2-7.3m wide, thereby limiting the installation of pavement markings without extensive road widening. In addition, many local roads within Cottesloe have relatively low traffic flows permitting many cyclists to mix with on-road traffic.

The draft Traffic Management Study for Cottesloe recommends providing a 3m wide path along the south side of Forrest Street between Marine Parade and Broome Street. It is noted that to be effective, the shared path would need to extend beyond Broome Street to Curtin Avenue and utilise the 2.5m wide pedestrian refuges on Curtin Avenue to connect to the path leading to Cottesloe Station.

Such a measure will require the existing 1.8m to 2m footpath on the south side of Forrest Street to be widened otherwise conflicts between pedestrians and cyclists will occur, particularly in the busier summer months. Austroads suggests that 3m is required where two-way cyclists and pedestrians are common and 2.5m with minimal pedestrians. Given the potential attraction of this route to novice and young cyclists as the only off-road facility linking the station and shopping centre with the beach, it is recommended that a 3m wide shared path be considered along the length of Forrest Avenue. It is noted that no driveways exist along the southern side of Forrest Street between Marine Parade and Broome Street, whilst between Broome Street and Curtin Avenue houses are well set back from the road with a wide verge area allowing good inter-visibility between driveways and the path.

Summary

A summary of the proposed additional cycle routes for the local network are shown in Figure 6.5.

Location	Description
PSP along railway reserve	Extend PSP with grade separated intersections and connections at Eric Street, Jarrad Street, Salvado Street and MacArthur Street.
Eric Street Railway Bridge	New, wider bridge catering for cyclists
Raia Roberts Dual Use Path	Widen path to 3m along entire length and investigate conflict points with a view to additional localised widening. Provide additional signage as appropriate.
Marine Parade	Investigate potential to reallocate road space by removing a lane of parking and providing for pedestrians and cyclists.
Forrest Street	Widen existing footpath and provide a 3m wide shared path along southern side of road between Curtin Avenue and Marine Parade to provide an off-road east-west path.

Table 6.2 Proposed 'Major' Improvements/Studies



Town of Cottesloe

109 Broome Street Cottesloe WA 6011
PO Box 606 Cottesloe WA 6911
Telephone (08) 9285 5000
Facsimile (08) 9285 5001
Email council@cottesloe.wa.gov.au
Website www.cottesloe.wa.gov.au

Our Ref: SUB/63
Enquiries: Geoff Trigg
Your ref: DPI / 07/1043

20 January 2009

Mr Russell Greig
A / Manager, Cycling
Department for Planning and Infrastructure
441 Murray Street
PERTH WA 6000

Dear Russell,

PERTH BICYCLE NETWORK LOCAL GOVERNMENT GRANTS, 2009 / 2010 – TOWN OF COTTESLOE SUBMISSION

Please find attached the Town of Cottesloe submission under the above mentioned grant program, for the upgrading of a pedestrian path in Forrest street, Cottesloe, to dual use standards, from Curtin Avenue to Marine Parade.

This project is one of the high priority status works listed in the recently adopted Town of Cottesloe Local Bike Plan.

Please contact this office on 9285 5050 if there are any queries.

Yours sincerely,

GJ Trigg
Manager Engineering Services

COUNCIL INFORMATION FORM

PBN Local Government Grants 2009-10

LOCAL AUTHORITY

Town of Cottesloe

Applicant Details

Postal Address:	Town of Cottesloe, 109 Broome Street
Suburb:	Cottesloe
Postcode:	6011
Phone:	08 9285 5050
Facsimile:	08 9285 5001
Email:	geoff@cottesloe.wa.gov.au

SCORE WEIGHTING:

3

Contact Person

Name:	Geoff Trigg
Position:	Manager Engineering Services
Phone:	08 9285 5050
Email:	geoff@cottesloe.wa.gov.au

SCORE WEIGHTING:

2

Local Bike Plan Status

Does this authority have a Local Bike Plan:	Yes (endorsed by Council)
What year was the current Local Bike Plan completed:	2006-07
Is the Bike Plan used in setting the Works Program:	Yes (significantly)

SCORE WEIGHTING:

10

Recent Funding

Most recent year this authority accepted a grant through the PBN Local Government Grants program:	2007-08
Have all outstanding awarded grant works been completed and acquitted (excluding 2008-09):	No (agreed with DPI)
Approximately how much did this authority spend on cycling infrastructure in 2007-08:	\$20,000

SCORE WEIGHTING:

5

TOTAL SCORE CI FORM

20

PROJECT APPLICATION FORM

PBN Local Government Grants 2009-10

PATH UPGRADE

PU PROJECT 1

Forrest Street Path Upgrade

1. Project Location

Road Name or Reserve:	Forrest Street
Suburb:	Cottesloe
Start Point:	Curtin Avenue
End Point:	Marine Parade

SCORE WEIGHTING:

5

2a. Current Path Environment

Current Path Width (m):	1.8m and 1.5m
Is the current path to shared path status:	No
Current Path Surface:	Concrete
Current Path Surface Condition:	Good
Main Reason for Upgrade:	Insufficient Width

Provide further details as to why it is necessary to upgrade the path at this location:

Forrest St is the major connection for pedestrians from the Cottesloe train station, the Cottesloe commercial area and Stirling Highway to the Cottesloe Main Beach, the foreshore commercial area and the dual use path along the foreshore area, running north/south. Widening the existing 1.5m

2b. Current Road Environment (if applicable)

Road Classification:	Local Distributor
Posted Road Speed:	50 km/h
Austrroads Bicycle Lane Min Width(m)	1
Volume of Traffic (AAWT):	2,000 - 5,000
No. Traffic Lanes (each way):	1
Carriageway Width <kerb to kerb> (m):	7.4m
Current Lane Width <kerb side lane> (m):	2 x 3.7m
Raised Median Islands:	Yes (on part of the length)
Bicycle Lanes:	No
Car Parking Demand:	Medium
Transperth Bus Route:	Yes
Heavy Vehicle Route:	No
Specify Traffic Calming Devices on this road:	Intersection islands, one roundabout

Note:

Provide details of the busiest road that cyclists would be likely to use if this path were not upgraded

SCORE WEIGHTING:

20

PATH UPGRADE PROJECT 1

3. Project Dimensions and Scope	
Proposed Length of this Project (m):	740m
Proposed Shared Path Width (m):	3.0m
Minimum Distance from Kerb (m):	Part length 0m, part length 13.3m
Minimum Distance from Obstacles (m):	1.0m
Maximum Gradient (%):	6%
Principal Shared Path (PSP):	Not on PSP Route
Recreational Shared Path:	Not Recreational Path
Widen or Replace Path:	Widen existing path
Path Surface:	Concrete
Separation (Peds / Cyclists):	Shared Path
Centreline Proposed:	Yes
Bicycle and Pedestrian Logos Proposed:	Yes
Number of Kerb Ramps Proposed:	5 existing - widen.
Further details of scope of works (optional):	

SCORE WEIGHTING: 20

4. Project Justification	
Project is part of a local bicycle route (LBR):	No
If yes, specify LBR number (eg. SW17):	
Specify LBR works number if applicable:	
Item Priority:	
Project is part of completed local bike plan:	Yes
If yes, provide reference (eg. Page 13, item 6):	Town of Cottesloe Bike Plan, P28
Shared Path Safety Hotspot:	Yes (Priority 1)
Further details of how project was identified (optional):	
All east/west connections for cyclists between the beach and the train station/Curtin ave/ the Cottesloe commercial area are on road with steep slopes and intersection treatments. This path upgrading to dual use status will greatly improve cyclist safety and usability.	
Describe how this Project will Benefit Cyclists:	
Cyclists will have a safe off road route from the Cottesloe beach and the foreshore dual use path to Curtin Ave, the train station and the Cottesloe commercial area. A safe alternative will be created to walking on a narrow path or having to drive to a popular beach.	
Describe the Community Support for this Project	
Bike Plan advertised prior to Council adoption. No negative comments received on this proposal. Past complaints regarding safety issues on existing narrow path. Community support for safe east/west connection for cyclists away from car movements.	
Describe the Type of Users of this Facility	
Passengers from train station travelling to beach, cyclists from Curtin Ave to beach, pedestrians and cyclists from commercial and residential areas east of railway line to beach, cyclists from PSP at Grant St using Curtin Ave and Forrest St to get to beach.	

SCORE WEIGHTING: 20

PATH UPGRADE PROJECT 1

5. Connectivity	
Will this project link into Schools:	Yes (within 500m)
Specify school(s):	Cottesloe and North Cottesloe Primary
Will this project link into Community Facilities:	Yes (immediate connection)
Specify facility(s):	Beach, toilets, change rooms, golf club
Commercial Facilities:	Yes (immediate connection)
Specify facility(s):	Cottesloe town centre, Marine Pde shops
Train / Bus Station:	Yes (immediate connection)
Specify facility(s):	Perth-Fremantle line, Cottesloe station
Specify any local bicycle route connections:	Cottesloe beach Raia Roberts dual use path
Other Connections (optional):	Curtin Ave sealed bike lanes, Jarrad St route

SCORE WEIGHTING: **10**

6. Continuity	
Missing Link / Extension / Stand Alone Project:	Completes a Missing Link
Project links with other shared paths:	Yes
Project links with existing bicycle lanes:	Yes
Project links with end of trip facilities	Yes

SCORE WEIGHTING: **7**

7. Cost Items	
Clearing / Old Path Removal:	\$10,000
Drainage / Service Relocation:	\$5,000
Preparation (Sub-base etc):	\$16,000
Concrete:	\$65,000
Asphalt:	\$0
Kerbing:	\$0
Line Marking:	\$2,000
Pedestrian and Bicycle Symbols:	\$500
PBN Route Markers:	\$500
TOTAL:	\$99,000

(Insert other items or delete items as required)

SCORE WEIGHTING: **3**

PATH UPGRADE PROJECT 1

8. Funding Proportion	
Total Project Cost:	\$39,000
Local Government Contribution:	\$50,000
Other Funding Contribution:	\$0
GRANT REQUESTED	\$49,000
% GRANT REQUESTED	49.5%

Note:

Grant Requested must NOT exceed the local government contribution

SCORE WEIGHTING:

10

9. Compliance with Austroads, Part 14	
Will this Project Comply with Austroads Part 14:	No (almost)
Please detail below - how and why Austroads will be compromised:	
The existing path runs beside an existing built road. The road alignment is straight. The maximum slope is 6% but there are no alternatives to reduce this slope, which exceeds the Austroads standard for slope.	

SCORE WEIGHTING:

5

10. Project Timeframes	
Expected Project Commencement Date:	1 October 2009
Expected Project Completion Date:	15 December 2009

TOTAL SCORE PU1

100

- END OF PATH UPGRADE PROJECT APPLICATION 1 -