

CAPITAL REGIONAL DISTRICT

Staff Report to the Regional Planning Committee
Meeting of Wednesday, January 17, 2000

SUBJECT:

Regional Cycling Strategy – Consultation, Review and Approval Process Options

BACKGROUND:

The purpose of this Staff Report is to discuss possible consultation, review and approval processes for developing a Regional Cycling Strategy. These options are in response to stakeholder input at the first Regional Workshop. Regional Planning Services presented a process that included a:

- A) **Stakeholder Consultation Process:** This process as outlined in Appendix A provides workshops designed to gain stakeholder input into the scope and content of the Regional Cycling Strategy; in particular workshops will focus on understanding the ability of agencies to deliver and sustain a strategy;
- B) **Scope Review and Approval Process:** This process as outlined in Appendix B involves CRD Committees reviewing and approving the content outline of a Regional Cycling Strategy; and
- C) **Draft Strategy Review and Approval Process:** Based on the approved content outline CRD staff would draft a strategy and then circulate it for review. As outlined in Appendix C the draft strategy would be circulated to CRD Committees, municipalities, cycling stakeholders, and members of the public. The responses would be incorporated in the proposed final strategy.

DISCUSSION:

As outlined in a prior staff report, Regional Planning Services introduced a proposed consultation, review and approval process at the first regional workshop that would:

- build an outline of a strategy based on the ability of agencies to achieve cycling goals and sustain a cycling strategy at the municipal level,
- support input from the public and cycling stakeholders on the strategy,
- allow for municipal review (120 days) and recommendations,
- ensure decision-makers that support exists for the recommended strategy, and
- gather responses from the public through regional open houses and Council presentations.

The overall process was designed to be both efficient and encompassing, and reflects a

reasonable approach with the budget available for this project. However, many stakeholders believe a cycling committee should be established to review the process prior to proceeding and that more public input is needed in the process itself. The following three options are presented in response to issues raised at the first workshop.

Option 1 – Existing Proposed RPS Process

This option as outlined in Appendix A, B and C would be guided by the Advisory Regional Transportation Committee (ARTPC) and includes a:

- A) Stakeholder Consultation Process
- B) Committee Review and Pre-approval Process and
- C) Strategy Review and Approval Process

The overall process is based on a tight timeline that coincides with the current employment of the Regional Cycling Co-ordinator, whose funding terminates at the end of March. It includes opportunities for stakeholder input throughout the processes, and includes public open houses, CRD Committee and municipal council reviews. Consultation with stakeholders at the workshops and the public at open houses is based on the limits of the budget for 2001.

Project management would be done by Regional Planning Services in a manner similar to the RGS and other projects that involve existing CRD Advisory Committees (ARTPC, IMPAC, IAC) and RPC.

The advantage of this option is timing. Most of the strategy development could be done by May 2001. It provides for input by senior professionals at the front end to establish the guidelines for delivering and sustaining a strategy. It also provides a framework to gain support by the public, stakeholders, and decision-makers.

It does, however, lack any opportunity for public input prior to the preparation of a draft strategy. It also has the appearance of being staff driven despite the fact that the overall process is layered with stakeholder participation and committee approvals. Public input is only proposed once a draft strategy is complete because many public comments received during other projects were general in nature. We believe more will be gained once the public can see a draft strategy.

Option 2 – Bicycle Advisory Committee Process

Many stakeholders at the first Regional Cycling Workshop favoured a bicycle committee driven process. Such a committee would be made up of volunteers appointed by the CRD Board who would work in partnership with RPS staff in all aspects of developing a Regional Cycling Strategy. Workshop participants suggested that the committee could include representation from the following groups:

- Regional Planning Staff

- Municipal staff
- Elected representatives/politicians
- Members of municipal bicycle advisory committees
- Sports groups (cycle racers, mountain bikers)
- Ministry of Transportation & Highways
- BC Transit
- Truckers Association
- BC Municipal Affairs
- Youth representative (under 16 or without a vehicle)
- Bicycle User Groups

The advantage of this option is that many stakeholders at the workshop believed a community-driven strategy is better. This committee could include members of the public, thereby partially addressing concerns raised at the workshop at the lack of public input prior to the drafting stage. This is similar to the method used in 1993 to develop the tabled report titled “Cycling as a Transportation Strategy” which used a regional cycling task force.

Since this option requires establishing a new committee, it will necessitate:

- suspending the existing process for a minimum of two months while a committee is established;
- requesting the committee assess the project process;
- assessing the budget implication of any new process,
- creating a new timeline for the project,
- referring the new process to RPC for approval; and
- suspending the employment of the cycling co-ordinator until a process has been approved.

Option 3 – RPS process that includes an ARTPC Cycling Sub-Committee

ARTPC is an advisory committee responsible to RPC and mandated to advise the Capital Regional District on issues that impact the regional and inter-municipal transportation. ARPTC’s mandate allows them to establish sub-committees as required to focus on specific transportation issues.

For option 3 the general processes as discussed in Option 1 would be followed but a cycling sub-committee would be added to review all materials prior to their submission to RPC, including the strategy outline and draft strategy. The sub-committee would also work with RPS staff on workshop and open house contents and structure.

The advantage to this option is its flexibility. It allows for the project to proceed without delay and allows for potential changes to the processes arising from input by the sub-committee. This option, like the others, incorporates public input after a draft strategy is prepared. However the sub-committee may choose to include public representation to allow for some balance in the information developed as the project advances.

Summary

Option 1 appears to limit public and stakeholder participation as discussed at the first Regional Workshop. Option 2 at this time does not have a defined process or timeline but is proposed to discuss the opportunity for public input prior to the drafting of the strategy and to allow for additional (cycling) committee guidance in developing a draft strategy. Option 2 impacts the 2001 budget and further delays introducing an important strategy. Option 3 offers a compromise that does not delay the project, while still taking advantage of knowledgeable stakeholders to provide input about local issues, and to act as a sounding board or critic of the strategy as it evolves.

RECOMMENDATION:

That Regional Planning Committee identify a preferred option and direct RPS to provide a progress report once the content outline is ready for review.

Larry Roberts, Transportation Planning Manager
Regional Planning Services

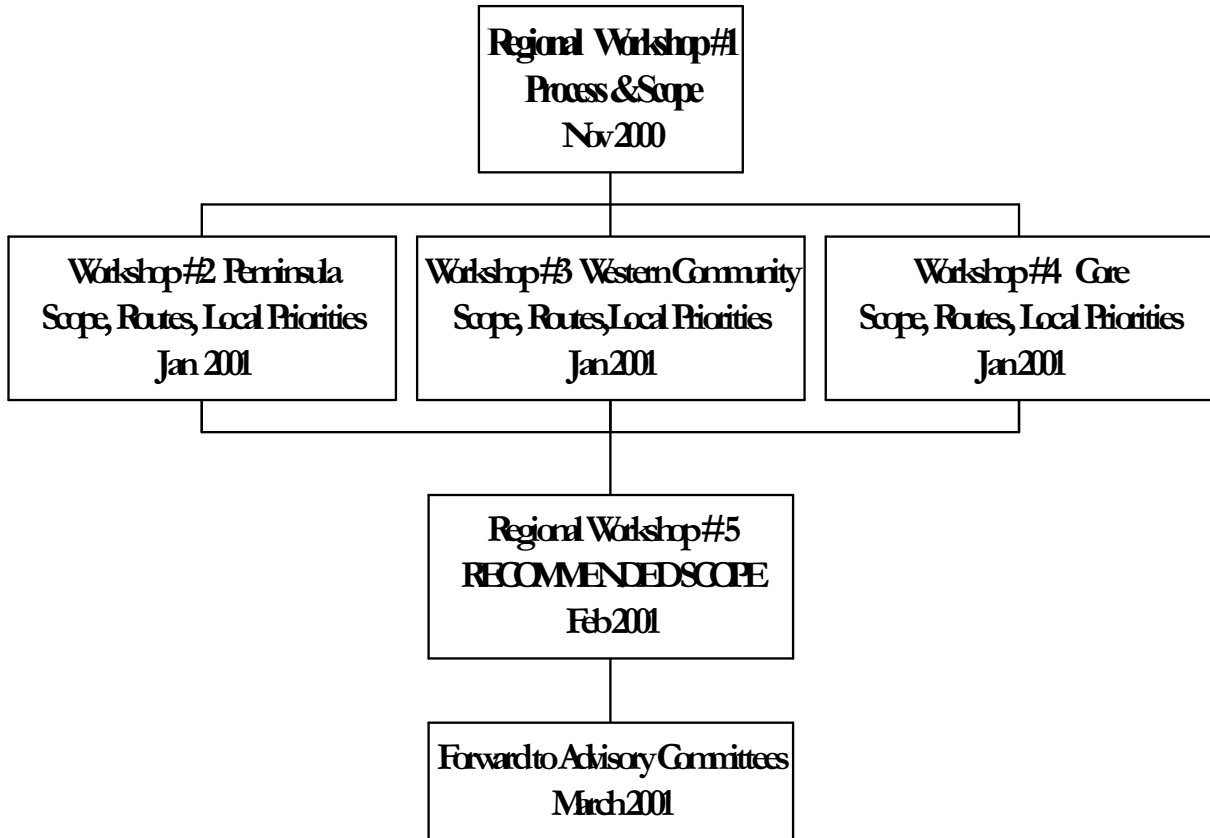
Mark Hornell, Acting Manager
Regional Planning Services

EXECUTIVE DIRECTOR'S COMMENTS:

W.M. Jordan, Executive Director

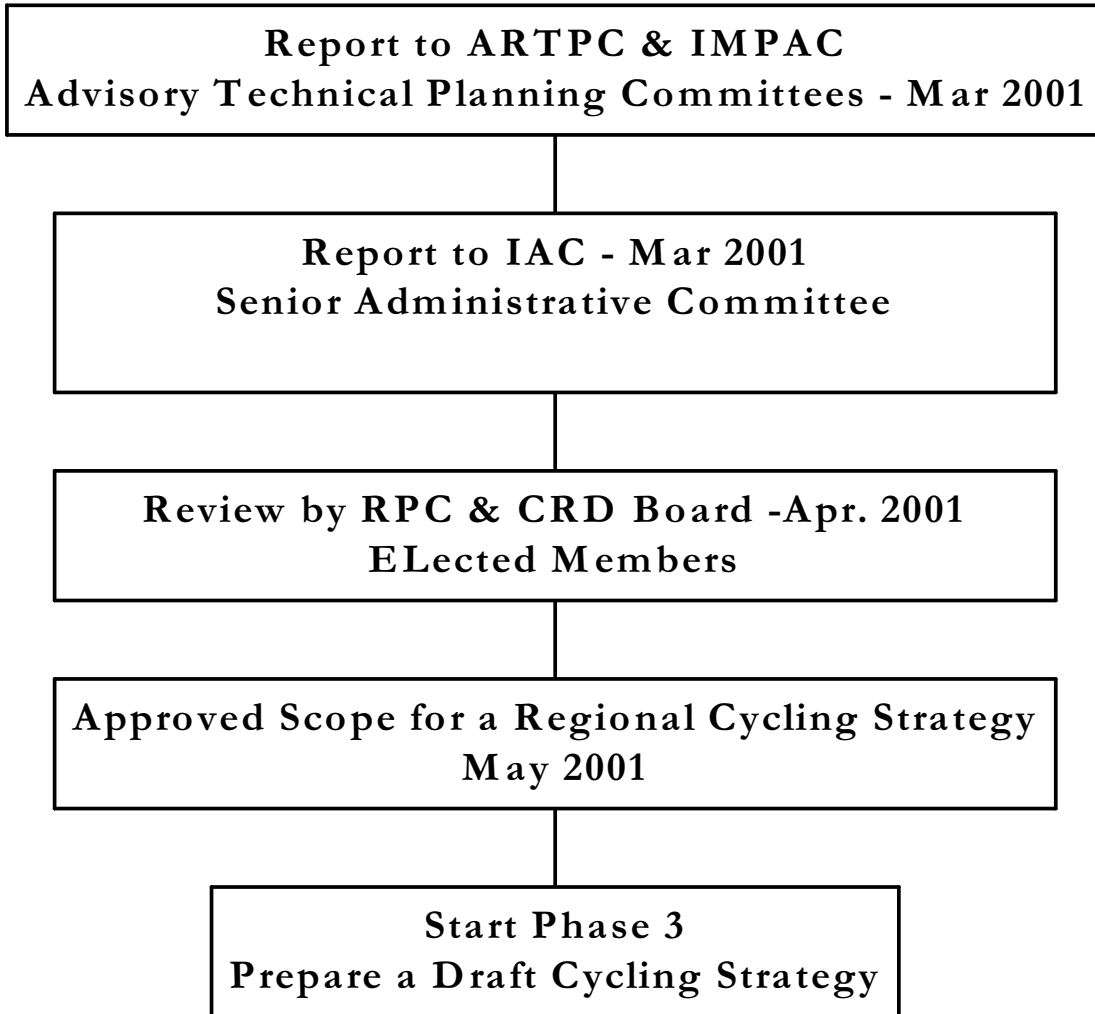
APPENDIX A

**OPTION 1 - STAKEHOLDER CONSULTATION WORKSHOPS
GUIDE THE CONTENT OF A CYCLING STRATEGY**



APPENDIX B

**OPTION 1 - COMMITTEE PROCESS
TO PRE-APPROVE THE CONTENT OUTLINE FOR THE CYCLING STRATEGY**



APPENDIX C

OPTION 1 - PUBLIC, MUNICIPAL AND AGENCY REVIEW PROCESS
TO PROVIDE FEEDBACK ON THE DRAFT CYCLING STRATEGY

