**Cycleways Advisory Committee**

**TERMS OF REFERENCE**

**October 2017**

These Terms of Reference are to be read in conjunction with the City of Parramatta (**Council**) Advisory Committees Core Terms of Reference (2017).

**1. Primary Purpose**

The Cycleways Advisory Committee’s purpose is to:

* 1. Advise Council on matters relating to cycling, including best practice cycleway planning and design, and behavioural change strategies.

1.2 Provide advice, input and feedback on Council’s business relating to cycling.

**2. Roles and Responsibilities**

The Cycleways Advisory Committee’s roles and responsibilities are to:

2.1 Provide specialist advice to Council relating to cycling issues.

2.2 Provide a forum for community members and organisations to raise and address cycling issues and needs.

2.3 Report back to individuals, organisations and networks on Council’s role and responsibilities and its decisions relating to the Cycleways Advisory Committee.

2.4 Establish working parties (when appropriate) to address specific issues or projects, including NSW Bike Week.

2.5 Provide advice on community programs to address the needs of and/or celebrate cycling.

**3. Membership and Membership Criteria**

3.1 The Committee shall have a minimum five (5) members to a maximum of twelve (12) members.

3.2 Per the membership requirements of core Terms of Reference for all Advisory Committees:

3.2.1 All members must demonstrate skills and capacity to contribute to the Committee.

3.2.2 All members must also live, work, study or have a strong commitment to the City of Parramatta LGA.

3.3 Applicants to the Cycleways Advisory Committee must further meet at least one of the following criteria:

3.3.1 People who live, work or study in the City of Parramatta LGA.

3.3.2 People who are members of a Peak Body, Bicycle User Group, or Cycle Club active within the City of Parramatta LGA.

**4. Frequency of Meetings**

The Committee will meet bi-monthly, in the evening of the third Wednesday of every odd month, or at other times as the Committee determines.

End.