**CITY OF PARRAMATTA**

****

**EXPRESSION OF INTEREST (EOI)**

**INFORMATION PACK**

**Cycleways Advisory Committee**

|  |  |
| --- | --- |
| Closing Time & Date | 4:00pm, 20 November, 2017 |
| Submission Details | Expression of Interest:  Cycleways Advisory Committee  Mark Crispin  City of Parramatta Council  PO Box 32  Parramatta NSW 2124  or  mcrispin@cityofparramatta.nsw.gov.au  or  126 Church Street  Parramatta NSW 2150 |
| Information Enquiries | Mark Crispin  mcrispin@cityofparramatta.nsw.gov.au  9806 5632 |

**Background**

The Cycleways Advisory Committee’s purpose is to advise Council on matters relating to cycling, including best practice cycleway planning and design, and behavioural change strategies, as well as providing advice, input and feedback on Council’s business relating to cycling.

**Role of the Committee**

The Committee works with Council to:

* Provide specialist advice to Council relating to cycling issues.
* Provide a forum for community members and organisations to raise and address cycling issues and needs.
* Report back to individuals, organisations and networks on Council’s role and responsibilities and its decisions relating to the Cycleways Advisory Committee.
* Establish working parties (when appropriate) to address specific issues or projects, including NSW Bike Week.
* Provide advice on community programs to address the needs of and/or celebrate cycling.

The Committee reports to Council through Council Reports.

**Membership**

Membership of the Advisory Committee is voluntary. It is considered that Committee members should demonstrate skills and capacity to contribute to the Committee.

In addition, the following are ex-officio members:

* City of Parramatta Councillors.
* Council staff from relevant departments (eg Development, Traffic and Transport)

**Selection Criteria**

Committee members must be a minimum of 16 years old, and must demonstrate skills and capacity to contribute to the Committee. They must also meet **one** of the following key **selection criteria**:

* live, work, study or have a strong commitment to the Parramatta LGA,
* member of a Peak Body, Bicycle User Group, or Cycle Club active within the City of Parramatta LGA.

**All applicants will be assessed according to the above Criteria, with a maximum of 12 people appointed as Members to the Committee.**

**EOI Submission**

Council invites interested members of the community to submit an EOI to Council by **4:00pm, 20 November, 2017**.

All enquiries or requests for information should go to Mark Crispin, Transport Planning, [mcrispin@cityofparramatta.nsw.gov.au](mailto:mcrispin@cityofparramatta.nsw.gov.au) or 9806 5632.

A panel of three (3) Council staff will assess EOIs against the selection criteria.

Recommendations for the appointment of the Access Advisory Committee will be made to Council in early 2018.

Requirements:

1. Your EOI should comprise Attachment 1 **completed.**
2. Your EOI should clearly be marked **CONFIDENTIAL** and addressed to:

**Expression of Interest – Access Advisory Committee**

**Mark Crispin**

**City of Parramatta Council**

[**mcrispin@cityofparramata.nsw.gov.au**](mailto:jobsatcouncil@parracity.nsw.gov.au)

(for email)

**OR**

**PO Box 32**

**Parramatta NSW 2124**

(for post)

**OR**

**Ground Floor**

**126 Church Street**

**Parramatta NSW 2150**

(for submitting in person)

**Attachment 1**

CITY OF PARRAMATTA

EOI Form 2017 – CYCLEWAYS ADVISORY COMMITTEE

I wish to be considered as a member of the City of Parramatta’s Access Committee.

Name: ………………………………………………………………………………………………

Address: ……………………………………………………………………………………………

……………………………………………………………………………………………………….

Employer/Business Name: (if applicable) ………………………………………………………

Business Address: (if applicable) ……………………………………………………………….

……………………………………………………………………………………………………....

Phone: ……………………………… Mobile: ……………………………………………………

Email:…………………………………………………………………………………………….....

**Are you aged between 16-25 years old?: Yes / No**

(The City of Parramatta seeks to ensure the representation of young people on the Committee)

**1. I am (check the boxes that apply)**

i. a resident of the Parramatta LGA

ii. a worker in the Parramatta LGA

iii. a student in the Parramatta LGA

iv. a member of a cycling body active in the Parramatta LGA

v. Other strong connection with the Parramatta LGA

Please provide brief details:

……………………………………………………………………………………………………....………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**2. Briefly demonstrate that you are an active cyclist such as a commuter, recreational or competitive rider:**

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

……………………………………………………………………………………………………………

**3. Briefly provide details of either your qualification, competency or knowledge of best practice cycleway planning and design, and behavioural change models:**

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**4. Why and how do you wish to contribute to Cycleways initiatives across Parramatta?**

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**5.** **Please provide contact details of two references in support of your Expression of Interest.**

Referee 1:………………………………………………………………………………………

Referee 2:………………………………………………………………………………………

**6. Please provide any other information that you feel may be relevant to Council’s consideration of your interest:**

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..

**7. I, the undersigned:**

1. am committed to acting in accordance with Council’s Code of Conduct.
2. have general acceptance of the communities I represent.

Signature: ………………..………………………… Date: ………………………..

***Please attach any supporting documentation and submit your Expression of Interest by 4pm, 20 November 2017.***