

# CyclingSouth

**ANNUAL REPORT – 2001-2002**

Presented at the Annual General Meeting

Thursday 29 August 2002

Glenorchy Civic Centre

Cooper St, Glenorchy







## CONTENTS

Annual General Meeting Notes & Agenda.....	1
Minutes of Previous Annual General Meeting.....	2
Annual Report Introduction .....	4
Strategic Objectives .....	5
Chair's Report.....	6
Executive Officer's Report .....	8
Financials and Explanatory Notes .....	21





## ANNUAL GENERAL MEETING NOTES & AGENDA

As required under the Rules of CyclingSouth Inc:

- The Annual General Meeting was duly advertised in The Mercury Newspaper on Friday 16 August 2002, 14 days prior to the meeting date.
- Reports on the transactions of CyclingSouth Inc in the last preceding financial year are presented in this document for presentation to the Annual General Meeting.
- The following agenda shall apply for the Annual General Meeting on Thursday 29 August 2002 –

### AGENDA

1. Attendance and Apologies
2. Confirmation of minutes of preceding Annual General Meeting and/or any other General Meeting held since.
3. Receipt from Management Committee, Auditor and servants of CyclingSouth Inc reports on the transactions of CyclingSouth Inc during the last preceding financial year.
4. Election of Officers and Members of the Management Committee
  - 4.1. Secretary (no nominations received)
  - 4.2. Treasurer (no nominations received)
5. Determination of remuneration of servants of CyclingSouth
6. Close



## MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

Wednesday 25 September 2001

Kingborough Council Offices

1. Present

As representative of the host Council (Kingborough), Cr Fox took the Chair and opened the meeting at 4.37pm with the following present:

Cr Flora Fox (Kingborough Council)  
Ald Stuart Slade (Glenorchy City Council)  
Mr Ken Thorason (Kingborough Council)  
Ald Jeff Briscoe (Hobart City Council)  
Mr Mark Broadley (Hobart City Council)  
Mrs Kim Stansfield (Brighton Council)  
Mr Rowan Burns (CyclingSouth Development Officer)

2. Apologies

Mr Rod Marshall (Glenorchy City Council)  
Mr Keith Midson (Glenorchy City Council).

3. Confirmation of Minutes

As this was the first AGM of CyclingSouth, there were no previous minutes to confirm.

4. Reports

The Chair and Development Officer presented their reports, along with a financial report based on cashflows for the year.

It was noted by the meeting that a Balance Sheet was required detailing assets and liabilities, inventory (assets on hand including cash on hand), and a Profit and Loss Statement.

MOVED Ald Briscoe, SECONDED Ald Slade:

The reports as tabled be adopted subject to financial statements as noted by the meeting being circulated at the next Management Committee Meeting.

CARRIED

5. Election of Officers

One nomination was received for the position of Chair, from Ald Stuart Slade.

As no other nominations were received by the closing date, Ald Stuart Slade was duly elected as Chair.

No other written nominations were received by the closing date for the positions of Deputy Chair, Secretary or Treasurer.

Cr Fox was nominated from the floor for the position of Deputy Chair.

As no other nominations were received, and with Cr Fox's consent, Cr Fox was duly elected as Deputy Chair.

No further nominations were received from the floor for the positions of Secretary and Treasurer.

**RESOLVED:**

Suitable candidates for the positions of Secretary and Treasurer be investigated by the Management Committee.

6. Remuneration of Officers

The position of Development Officer and the performance of the incumbent was discussed. The meeting noted that that form of review process should be put in place to ensure adherence to normal standards of employment.

**MOVED** Ald Briscoe, **SECONDED** Ald Slade:

The matter of review of the Development Officer's position and remuneration be deferred to the next Management Committee meeting; Craig Trenham (Hobart City Council Human Resource Officer – Personnel) be consulted by Mr Broadley to assess current arrangements, pay increases and other HR issues; and that Development Officer to provide a one-page position report for the next Management Committee meeting.

**CARRIED**

7. Close

There being no further business, the meeting was closed at 5.05pm.



## ANNUAL REPORT INTRODUCTION

CyclingSouth is a joint initiative of the five Councils in the Southern Metropolitan Area of Tasmania – Hobart, Glenorchy, Clarence, Kingborough and Brighton – and the Tasmanian Office of Sport and Recreation. The State's bicycle advocacy group, Bicycle Tasmania, is a partner in the initiative.

The organisation grew from the Southern Regional Councils Bicycle Committee which was established in the mid-1990s and was responsible for several significant developments, including Round-the-River Fun Rides for State Bike Week, and the Hobart Bike Map.

In mid-2000, the Regional Committee successfully applied to the Tasmanian Office of Sport and Recreation to contribute half the funding for a Southern Regional Bicycle Development Program. The Regional Committee's five Council members agreed to contribute the other half of the required funding. As a result, a full-time Development Officer was appointed on 18 September 2000. The title, Development Officer, has since changed to Executive Officer to reflect the position's very broad responsibilities.

The three-year program set out to encourage increased recreational and transportation usage of bikes. It is based on a strategic plan which in turn is broken down into annual operating plans. The activities of CyclingSouth are overseen by a Management Committee comprising representatives of the key stakeholder groups. The Management Committee meets about every six weeks.

The organisations and their nominees represented on the Committee are :

Hobart City Council

Ald Jeff Briscoe

Mr Mark Broadley (Manager – Traffic Engineering)

Clarence City Council

Ald Deidre Wilson

Mr Dean Wilson (Asset Management Project Officer)

Brighton Council

Cr Peter Geard

Mrs Kim Stansfield (Parks and Recreation Officer)

Glenorchy City Council

Ald Stuart Slade (Deputy Mayor)

Mr Rod Marshall (Manager – Property Services)

Kingborough Council

Cr Flora Fox

Mr Ken Thomason (Senior Civil Designer)

Tasmanian Office of Sport and Recreation

Mr Dennis Keats (Southern Region Consultant)

Bicycle Tasmania

Mr Tim Stredwick (President)

Mr Wayne Kelly (Secretary)

Ms Kate Stanton (Treasurer)

The day-to-day implementation of CyclingSouth's strategic and operational plans is managed by the Executive Officer, Mr Rowan Burns.

In order to facilitate the delivery of the program, the Hobart City Council acts as a managing agency, providing office space, secretariat support, financial management and other advice and services.



## STRATEGIC OBJECTIVES

CyclingSouth has a defined set of strategic objectives that are considered to be realistic and achievable over the initial three years of the program. Above all, they are intended to help meet the expectations of both the cycling and general communities.

The targets are to:

- Increase the participation in cycling in Southern Tasmania by 75% in line with the objectives of the national *Australia Cycling* strategy.
- Double the length of specialist cycling infrastructure in the Southern metropolitan area.
- Involve 1,000 people in State Bike Week in 2003.
- Establish a network of Bicycle User Groups for each suburban area of about 10,000 people.
- Maintain strong communication with our stakeholders.
- Document, review and adjust our strategies.



## CHAIR'S REPORT

It is with great pleasure that I report that CyclingSouth's past year of operation has been one of achievement and consolidation. CyclingSouth has cemented its place as a significant player in cycling participation in Tasmania, and I believe this status will be enhanced well into the future.

Prudent management of limited financial resources in the past 18 months, linked with sound decision-making and the hard work of various individuals, has also placed CyclingSouth in a sustainable position as it enters the third year of its first funding cycle.

It would not be an exaggeration to say that CyclingSouth has played a fundamental role in changing the face of cycling advocacy and development in Tasmania. Much has resulted from the nurturing of close working relationships – from State Government through the local councils that are members of CyclingSouth, to the broad cycling community.

The first three years of the program aimed to develop a range of activities that encourage people to cycle and improve their fitness and well-being. From a solid base established in the first year, CyclingSouth has continued to deliver significant outcomes. These have included:

- Development and delivery of the first two modules in CyclingSouth's Adult Rider Courses – for Basic and Intermediate levels – in addition to specialised short courses for various colleges and workplaces.
- Continued delivery of the Five-Alive! children's school holiday program.
- Organisation of a full range of activities in the South for State Bike Week 2002.
- Presentation of the annual Cadence Award for an individual's contribution to cycling.
- Introduction of the BikeTrain cycle-commuting promotion as part of Car-Free Day.
- Establishment of a Bicycle User Group within the Brighton Council.
- Assistance in establishment of a Bicycle User Group for employees of Hydro Tasmania.
- Consultation with various authorities on design and construction of various infrastructure and drafting of policies that affect cycling access and operation.
- Development of a signage strategy for the Intercity Cycleway to meet an outstanding long-term need; the strategy also will link in with the Southern Cycle Touring Network project due for delivery in 2002-2003.

All this was achieved on a very limited budget of less than \$65,000, including employment of the only full-time officer in Tasmania responsible for cycling development. The ingredients, however, that have helped CyclingSouth remain a cohesive and active organisation are the enthusiasm, dedication – indeed passion – of the various members of the Management Committee, and the Executive Officer, Rowan Burns. The fact that CyclingSouth won the Physical Activity Section in the 2002 Heart Foundation Kellogg Local Government Awards is testament to this commitment.

CyclingSouth will continue to try to bring elements of the bicycle community together in a strong, cohesive and co-operative environment. I believe this will be achieved by maintaining strong communication links, building an expanded membership base, and ensuring professional delivery of its activities.

I must finish with one word of caution. Funding beyond the end of the first three years of the program is not guaranteed. The Management Committee is putting in place strategies to ensure CyclingSouth has a future beyond 30 June 2003. The strategies at this point involve a combination of increased contributions from member Councils, expanding membership to other Southern Councils as well as individual members of the cycling community, assembling and selling sponsorship packages, and persuading the State Government that CyclingSouth can continue delivering programs that are of great recreational benefit to the community.

I am confident that our case will be successful on all fronts.

STUART SLADE  
Chair  
CyclingSouth Inc  
29 August 2002



## EXECUTIVE OFFICER'S REPORT

In preparing this report, I have borrowed heavily from the contents of an entry lodged by CyclingSouth in the 2002 Sport and Recreation Industry Awards for Excellence. The material captures the essence of CyclingSouth's operations in the past year, including photographs of participants in the various activities.

### State Bike Week

In 2002, the Management Committee remained with the previous year's successful formula of spreading activities across the week, but incorporated several new features into the calendar.

The following Bike Week events were organised by CyclingSouth:

- Launch

The launch was moved from the previous year's venue of Mawson Place to Elizabeth Mall. About 100 people, including a group of children on bikes from St Therese's School at Morah, were involved in proceedings which included a framed presentation to the school and pupil Liam Fallon of a his winning entry in the previous year's schools art competition. Liam's creation was used to promote Bike Week 2002.



TOP LEFT: Part of the Bike Week 2002 launch in Elizabeth Mall. TOP RIGHT: Presentation of framed artwork to St Therese's School to mark Liam Fallon's win in the Schools Art Competition in 2001.

ABOVE: Liam's winning artwork which was used with the slogan:  
"Anyone can ride with us in Bike Week 2002!"

- **Kingston MIB Ride**

To extend appeal to another market segment, this event was introduced for mountain bike riders. It presented a challenging course in and around Kingston/Blackmans Bay/Leslie Vale, and attracted 23 participants. While this figure is not particularly high, the event was considered to be successful and it is expected that participation will increase in 2003.

- **Century Ride**

This year's Century Ride was over a flatter, more-compact course starting at Cornelian Bay and covering Midway Point, Ferna, Richmond, Tea Tree, Brighton and return to Cornelian Bay via the East Derwent Highway and the Bowen Bridge. The number of participants was 66 – lower than in 2001 but this was more than balanced by the number of participants in the MIB ride the previous day.

- **Tour de Ferme**

This all-female event was based on the Eastern Shore. It featured a longer route and a barbecue at the finish to provide "closure" and an opportunity to present participation certificates. A total of 52 women participated, a 52% increase on the previous year.



Most of the participants in the second Tour de Ferme during the after-ride barbecue at Wentworth Park on the Eastern Shore.

- **Cycle-Commuting Challenge**

The Cycle-Commuting Challenge was a completely new event for Bike Week 2002. It was organised at two levels – workplaces and schools.

Workplace employees were urged to form teams of three and to log the cumulative distances they cycle-commuted during the four working days of Bike Week. They also could log additional kilometres during their own time.

The workplace section emphasised a health aspect. The entry form provided a calculator which enabled them to use the number of kilometres and their body weight to estimate the number of kilojoules they had burned.

Schools were also asked to form teams, but their calculation was based on savings in greenhouse gas emissions through using a bicycle to get to and from school instead of a motor vehicle.



Winners of the Bike Week 2002 Cycle Commuting Challenge (corporate) accept their prize vouchers from sponsor Treadlies MTB Shop.

A total of 10 entries (30 participants) were received from workplaces and schools. The winning workplace team was from the Hobart City Council, with the three team members logging just under 1,000km for the week. The winning school team was from the Woodbridge District High School, with a group of three student initiating their own entry and logging over 25km for the week.

Despite the limited number of entries, the promotion was considered a great success, especially as several of the teams comprised females from workplaces at various locations around Hobart.

- **Cadence Award**

A total of 25 people attended the Cadence Awards function. The award winner was Mr Darrell Vincent, for his contribution to the community through BMX racing and support of other cycling activities.

- **Bike Breakfasts**

These again attracted support from commuter cyclists, with the Clarence City Council setting up a table at the downstream entrance of the Tasman Bridge. Kingborough also moved its breakfast location from its offices to a location north of the Beach Rd/Channel Highway junction, while Glenorchy set up on the Intercity Cycleway. Throughput at each was estimated at a total of 90 participants. The finale breakfast at Mason Place, hosted by the Hobart City Council, also equalled the previous year's total of 70 participants.

- **Fantastic Family Fun Ride**

To encourage more participation, the Management Committee decided to base the start and finish locations from the same place – Montrose Bay Foreshore Reserve. This enabled an additional focal point with the erection of a marquee, and the Bicycle Education Unit set up a test course.

Two routes were used – a long one of around 70km for experienced riders similar to the previous year, and a short 14km course that was a loop through Goodwood, along the Brooker Highway and back to Montrose via the Intercity Cycleway. There was a slight decrease in registrations of the previous year with 110 participants, largely because of blustery weather.

- **Promotion**

CyclingSouth's organisation of Bike Week took another step up with the publication of a glossy brochure which was distributed by mail to around 400 people, as a PDF through the internet to another 400 and via the front desks of member Councils. Posters also were produced and distributed, and the third year of a sponsorship arrangement with *The Mercury* newspaper resulted in a two-page feature in the *Sunday Tasmanian*.

- **Participation Outcomes**

The slight reduction in registrations for the Fantastic Family Fun Ride over the previous year was to a large extent balanced by participation in other new events. However, a very slight decline was recorded in overall participation from ~550 to ~540.

### **BikeTrains 2001**

In order to keep cycling in the public eye, the Management Committee took an opportunity to establish a new promotion at the beginning of the cycling season in September. The result was the BikeTrain project, held over a week in September to coincide with Car Free Day, but emphasising the ability to combine improvements in health and fitness with travel to and from work.

Routes were nominated from various suburbs into the Hobart City Centre, and cyclists were urged to form groups or "BikeTrains" on each route to ride in together. "Train Stops" were included in the route instructions, so individuals or groups could join at signposted locations at designated times. A guide booklet was published in both hard-copy form and on CyclingSouth's website, providing advice on making cycle-commuting easy, as well as detailing the timetables and stop locations.



One of the BikeTrain groups on their way to Hobart along the Channel Highway from Blackmans Bay and Kingston.

An essential element of the promotion was the use of "Drivers" and "Conductors" to lead and bring up the rear of the BikeTrains. These Drivers and Conductors were experienced commuting cyclists who also were able to ride in groups, and able to provide a helpful environment for newcomers.

Some of the routes recorded great interest, with the most popular being the one from Blackmans Bay and Kingston along the Channel Highway through Sandy Bay to Hobart. It achieved total participation over the week of ~60 cyclists. Others recorded sporadic participation, while several had no participation at all.

However, one of the pleasing aspects was the participation of one female who had never commuted before, but continued doing so over the ensuing summer. The Lord Mayor, Ald Rob Valentine, also joined in the promotion on the Friday, and was involved in a Bike Breakfast at Mawson Place to celebrate the end of the week.

The BikeTrains were promoted with a commercial campaign through TTT-EM including a direct cross from the Mawson Place bike breakfast. The TTT-EM campaign had limited success in drawing participants. However, it helped increased driver awareness of the presence of cyclists during peak-hour traffic.

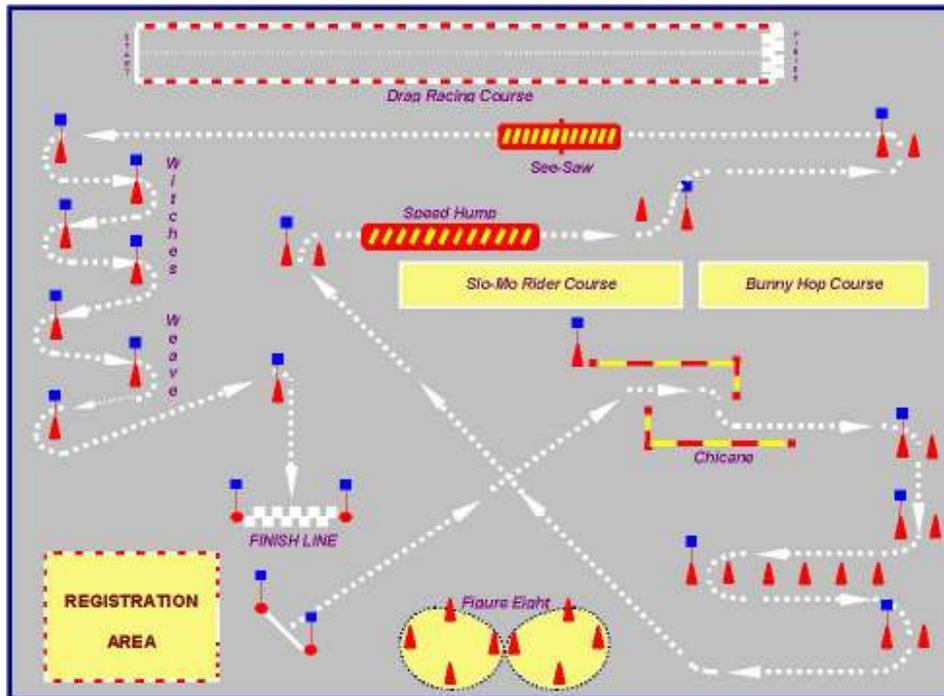
## Five-Alive! School Holiday Program

To ensure CyclingSouth addressed young people, a program needed to be devised that emphasised cycling as a fun recreational activity, but still with an underlying safety theme. The activity also needed to be transportable to various locations within each of the member Council areas. And, there was a need to set it apart from the commercial operation, the Bicycle Education Unit, which operates within schools.



A pilot was conducted late in 2000 for the Derwent Valley Council at New Norfolk. As a result, the Five-Alive! School Holiday Program was formulated. The Five came from the recurring number 5 that emerged in determining the format of the program, and the Alive! from the fact that cycling brings all the rider's senses alive.

The Five-Alive! course is set up on a grassed area measuring 60 metres by 40 metres and enclosed by bunting. Various items of traffic management equipment were acquired, and a standard layout established as illustrated below. A scoring system was devised based on time targets and penalties. As the program transpired, the cocky young riders actually finished well behind careful, watchful and moderately skilled riders, some of whom were girls.



The standard Five-Alive! course. It's much tougher than it looks!

The elements of the program are:

- **Bike Inspections** – This is a non-scoring element. Each child's bike is inspected and a written report provided for parents to action. Some on-the-spot maintenance can be performed, depending on session numbers. An important part of this is the correct fitting of helmets.
- **Figure of Eight** – riders are timed as they negotiate a series of cones set out in an 8 formation. They have two to four opportunities, but the 8 becomes tighter for each successive turn. The time taken in seconds then

becomes an individual's score. Penalties are added for hitting or knocking over ones, or putting a foot on the ground.

- **Witches Weave** – riders are again tired through this section of the overall course, and while it looks simpler than the Figure of Eight, the riders have to remain within lanes marked on the grass.
- **Drag Race** – A popular, straight-out race against each other, although time remains of paramount importance. The shorter the time, the lower the penalty score.
- **Slo-Mo** – This aims to develop balancing, pedalling and braking skills at low speeds. A rectangle 10 metres long and about two metres wide is marked on the grass. Riders have to take the longest time they can to travel between the start line and finish line. Their back wheel must keep moving, and they must remain within the side lines, and keep their feet off the ground – otherwise penalties are applied. The record stands at 56 seconds, and surprisingly, it has been a very popular exercise! However, for scoring purposes, a target time of 20 seconds on the first run, 25 seconds on the second, and 30 seconds on the third are imposed. Riders finishing *under* their target time are penalised the difference between the two times. If they achieve *over* the target time, a zero score is applied.
- **Bunny Hops** – This is a non-scoring exercise for older riders that involves a high-jump. The record height stands at an incredible 48cm.
- **Special Stage** – Depending on the number of participants in a session, riders have between three and five opportunities to tackle the "Special Stage" course that is run like a Targa Stage and covers about 200 metres. There is a target time to achieve, and finishing under that achieves a zero score. For those taking longer than the target time, the difference between the two times is used as the penalty score. Again penalties apply for feet on the ground (with one exception), riding outside the lane lines and hitting or knocking over course markers. A secret penalty of 200 points can be applied – in most cases a stop sign at a junction on the course – which usually catches out the "show-off" riders.



LEFT: Proud winners of Five-Alive! T-shirts. RIGHT: Negotiating a tight chicane on the Special Stage.

After the scores are compiled, participation and winners certificates are presented, as well as CyclingSouth T-shirts. The popularity of the program is judged by the fact that at least five individuals have returned for second, third and fourth (!) goes.

The first Five-Alive! program was launched in the January/February 2001 school holidays and covered four weeks – enabling four venues to be used in each of the five member Council areas. Two sessions were run each day – the

morning one for under-10s, and the afternoon for 11-15 year-olds. More than 100 children participated over this period.

However, some locations were identified as not providing enough support, and a rationalisation of venues was put in place for the January 2002 school holidays. Again two sessions were conducted each day, but the age differentiation was not emphasised. Unfortunately, excessively wet weather resulted in the cancellation of two sessions and reduced numbers in others. Over the two weeks of the 2002 program more than 30 children participated.



LEFT: A volunteer with one of the Five-Alive! groups. RIGHT: Jumping for joy on the Special Stage!

An important part of the program is the volunteer support to assist in running the activities and recording times. While the equipment can be set up by one person over 90 minutes, the program needs two adults to operate with careful attention to behaviour, keeping the participants within the boundary of the course, and watching for predatory behaviour by outside individuals.

Elements from the program have been used to support other events, including activities after the Federation Fun Ride during Bike Week 2001.

Significantly, the careful attention to various details in organising the Five-Alive! program has resulted in the unanimous approval rating from both children *and* parents.

### **Adult Rider Courses**

The development of Adult Rider Courses available to the general public is a first for Australia. There are various courses designed for police bike squads and outdoor recreation leaders (primarily MIB and touring courses). However, courses marketed to the public have been limited in their scope and delivery.

The courses are based on several important factors:

- Many people do not continue to ride because they feel uncomfortable, and this largely is due to lack of knowledge about bike-fit and riding technique.
- Many people limit their riding to bike paths and tracks, and fear of motorised traffic prevents them from extending their range by using roadways.
- Some people are seeking exercise options that have little or no musculo-skeletal impact, and wish to ride with correct technique.
- A desire by mature adults up to seniors to undertake a health and fitness activity that does not involve boring gym sessions, and gives them additional mobility through their communities and beyond.
- Of the 10% of the population who cannot ride, some have a real desire to learn so they can join their friends, become physically fitter, and ward off the onset of ailments associated with ageing.

#### Long-Term Strategy

Having identified the opportunities, CyclingSouth looked to assemble a suite of courses based on best practice in other parts of the world. Considerable research on the internet revealed a limited number of formal courses elsewhere in the world. However, those that did exist and were highly regarded had a common thread – Vehicular Cycling principles. These are based on educating cyclists in correct riding technique, and ensuring they then ride conspicuously, legally and predictably in all conditions.

CyclingSouth, which has worked with Bicycle Tasmania as a junior partner in the project, ultimately will develop the suite of courses with three streams:

- **Basic** – for complete beginners
- **Intermediate** – for those who have some riding skill and experience, but wish to expand their horizons to riding safely in traffic conditions, and to gain more knowledge of bike maintenance.
- **Advanced** – This stream covers specialised areas such as touring, commuting, and detailed bike maintenance. It also covers development of a module for Instructors to deliver CyclingSouth courses.

#### Intermediate Module

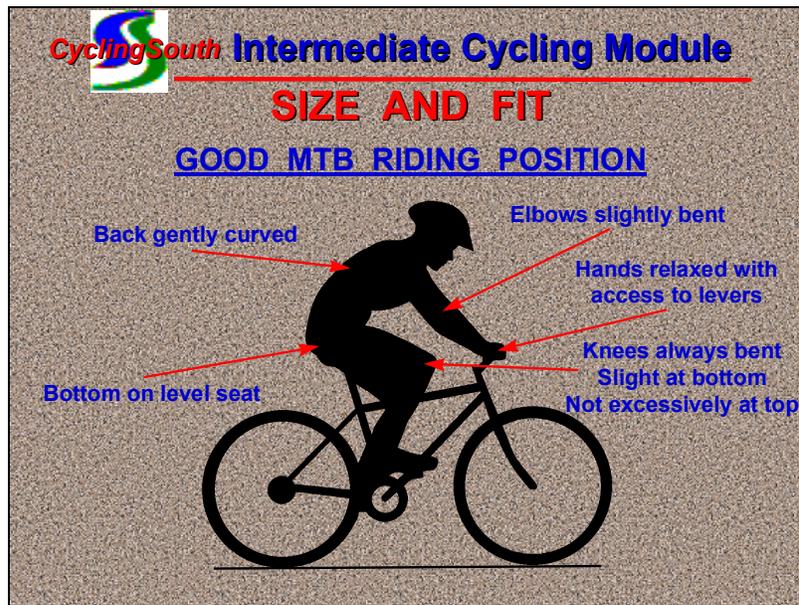
The first course to be developed was the Intermediate Module because of its ability to be marketed to around 80 percent of the current cycling population. The module is based on a PowerPoint presentation and has the following competencies:

Bike Description/Selection  
Bike Fit  
Personal Equipment  
Pre-Ride Mechanical Checks  
Healthy Riding 1

Basic Riding Skills  
Roadside Repair/Adjustment 1  
Intermediate Riding Skills  
Cycling and the Law 1  
Vehicular Cycling 1

The course was piloted three times through CyclingSouth's managing agency, the Hobart City. At the end of the pilot course, feedback resulted in some modification of course content and the period over which it was delivered – from two sessions of four hours to three sessions of four hours each. Assessment was based on a written exam, completion of practical exercises on the road, and observation during the course.

The content relies very much on giving participants the opportunity to learn about their bikes. This includes adjusting the bikes to correctly fit their bodies, identifying potential maintenance problems and how they might be sorted, and, of course, actually riding in various conditions.



An example of a PowerPoint slide used during the Intermediate Module course.

The Intermediate Module was offered for the first time to the public in May 2002, and four riders participated. A total of 20 riders have graduated from the pilot and public courses, each receiving a Certificate of Competency detailing the skills they have learned or reinforced.

The qualitative feedback has been overwhelmingly positive. Even experienced MTB and commuter cyclists admitted to learning something new and interesting throughout the course. CyclingSouth is planning to offer the Intermediate Module to the public each month between September and May each year.

As an offshoot development of the course, a 90-minute introductory session has been developed for college students. The content was devised after a request from Claremont College to run a three-hour session that involve classroom and practical tuition. So far, two sessions have been provided to Claremont College students.



Claremont College students with CyclingSouth's Executive Officer Rowan Burns (second from left).

### Basic Module

Development of the Basic Module was considerably accelerated after coverage on ABC Radio of the total lack of courses available for adults who wanted to learn to ride a bicycle. Consequently, two pilot courses were offered publicly in April and May 2002. Incredibly, all but one of the participants in both courses were over the age of 48 and female – a perfect outcome in terms of CyclingSouth's target audiences.

The module represented a huge challenge in identifying the skills that most cyclists take for granted, from positioning the bike ready to get on it, to taking the first pedal strokes. Another factor that was not anticipated was a deep and very real fear participants had of falling off and severely injuring themselves!



The joy of learning to ride – these women could not pedal a bike the previous week.

The course also uses a PowerPoint presentation, and the first practical session involves testing balance by walking along a line on the floor. Participants then progress to bikes which have had their pedals removed – the bikes are "scouted" along to aid in balance. The pedals are then replaced, and participants move to pedalling.

The satisfaction of achievement was enormous among the groups of participants. Much of this came from the provision of an empathetic, supportive environment provided by volunteer assistants. Certificates of Competency were presented to successful participants, and contact maintained with several who each bought new bikes and now ride Sunday mornings together. It can be noted that in both cases, their fitness levels, flexibility and joint mobility, and their enthusiasm for exploring have improved beyond even their expectations.

### Partnerships

By its very nature, CyclingSouth is a partnership of unusual dimensions in Tasmania – bringing together State and local government and the cycling community in a single regional entity. However, the impact of CyclingSouth has gone much further than just this overriding partnership.

In order to project a sympathetic community attitude, CyclingSouth has chosen in the past two years to donate the nett proceeds from its Bike Week activities to charitable organisations. In 2001, \$500 was given to the National Heart Foundation (Tasmanian Branch), and in 2002, \$750 was presented to the Royal Hobart Hospital Research Foundation.

Commercial relationships also have been created with:

- *The Mercury* newspaper as a significant sponsor and provider of media coverage
- Airwatch, as provider of a prize for the Cycle-Commuting Challenge in Bike Week 2002.



Some of the organisations and businesses with which CyclingSouth has forged partnerships in the past financial year.

- TreadLies MIB Shop as prize provider for the Cycle-Commuting Challenge.
- The Bicycle Education Unit and Derwent Bike Hire, owned and operated by Chris McGregor, who has fully supported activities associated with Bike Week.

Another significant supporter of CyclingSouth is Tourism Tasmania, which has provided a \$5,000 grant for the initial development of the Southern Cycle Touring Network, that aims to identify safe, scenic routes for touring cyclists, linking tourism icons in the South of the State.

CyclingSouth is continuing its work in developing Bicycle User Groups (BUGs). The first non-Council group was established within Hydro Tasmania in mid-2002 with assistance from CyclingSouth. So far, the Hydro BUG has had expressions of interest from more than 50 employees who commute regularly by bike to and from work.

Apart from organising events and programs and sitting on each BUG, CyclingSouth has been heavily involved in the consultation processes for a number of major highway and bridge projects under the auspices of the Transport Division within the Department of Infrastructure, Energy and Resources. The Wellington Park Management Trust has consulted CyclingSouth on various works projects related to MIB access. The CyclingSouth office also is a focal point for public inquiries about cycling issues.



An indication of the popularity of commuter cycling among employees of Hydro Tasmania where a Bicycle User Group has been established with assistance of CyclingSouth.

The successful model of CyclingSouth is now being applied to other local government projects, including development of Sustainable Transport Week 2003. The strategies and outcomes are also being documented and made available to other local government and cycling organisations for application elsewhere.

### **Consultation, Advice and Development**

CyclingSouth has played an important role in consulting with a variety of stakeholders on infrastructure

development, policy and program delivery. Activity included assisting with the establishment of two Bicycle User Groups (for the Brighton Council and Hydro Tasmania), and the on-going development of a Bicycle Plan for the Kingborough and Brighton Municipalities. The Executive Officer attended an average of six evening meetings a month directly related to Council or CyclingSouth committees. In addition, consultation occurred with other stakeholders such as the Wellington Park Management Trust, but by far the most important was with the Transport Divisions of the Department of Infrastructure, Energy and Resources.

The following list gives an indication of the activities in which CyclingSouth was directly involved over the year:

- Advice to DIER on the poor maintenance conditions of the Eastern Shore approaches to the Tasman Bridge
- Advice to the Hobart City Council on development on cycle lanes on Sandy Bay Rd south of West Point
- Advice to DIER on signage and crossing configurations on the the South Arm Highway at Lauderdale
- Advice to the Clarence City Council on a proposed Linkage between Mornington roundabout and Bligh St
- Participation in Bicycle Tasmania's clean-up of the Channel Highway as part of Adopt-a-Highway
- Preparation of report on the impact of a proposed access for Hobart Ports off Davey St
- Advice to DIER on access ramps on the western side of the Tasman Bridge
- Advice on restructuring of the State Bicycle Advisory Committee and establishment of the Tasmanian Bicycle Council
- Drafting of submissions to DIER on the proposed Channel Highway upgrade through Margate
- Consultation with the Wellington Park Management Trust on access and signage policies for MIB riders
- Consultation with the Glenorchy City Council on planning for an MIB park
- Advice to DIER on the feasibility of extending the Intercity Cycleway to Granton
- Talkback segments on ABC Radio at various times with various presenters
- Advice to authors of a publication on children's activities, including inspections of shared pathways
- Advice to Bicycle Victoria representatives on the route into Hobart for the 2003 Great Tasmanian Bike Ride
- Consultation with the steering committee for the Hobart City Council's Sustainable Transport Week 2003
- Advice to the Hobart City Council on various linkage projects for the Intercity Cycleway and Hobart Rivulet Linear Path
- Safety audit of the Intercity Cycleway for the Hobart and Glenorchy City Councils (on-going)
- Consultation with the Clarence City Council Bike Committee on Sport and Recreation funding applications
- Consultation with the Education Department on a review of its Outdoor Education Management Handbook
- Participation in the Cycling Commuting Forum Organising Committee and follow-up recommendations to the Premier
- Participation in a DIER meeting at Swansea on a 20-year strategic plan for the Tasman Highway from Falmouth to Sorell
- Participation in workshops for the Brighton Council's Recreation Strategy

One of the most significant projects initiated during the year was the finalisation of a signage strategy for the Intercity Cycleway. The project had been discussed for some years, and deficiencies in several areas had already been identified – including directional and distance signage. Another issue was the lack of prominence for behavioural signage, and the consequent inappropriate behaviour displayed by various users of the cycleway. The strategy seeks to make use of the existing chicane furniture, and it is anticipated the signage will be installed



**INTERCITY CYCLEWAY**   
Davey Street Link

	Visitor Information Centre 1.2 km	    	
	GPO 1.4 km		
	Salamanca Place 1.7 km		

at the beginning of the new cycling season in 2002.

An example of the signage that has been developed for the Intercity Cycleway.

It is anticipated that the strategy will be suitable for adoption across the Southern Metropolitan Area to provide consistent delivery of behavioural and advisory messages. The strategy also is designed to integrate with the Southern Cycle Touring Network that is being developed with a \$5,000 grant from Tourism Tasmania.

Finally, I would like to thank the Chair, Ald Stuart Slade, and the other members of the Management Committee for their on-going support over the past year. In addition, I have received marvellous support from our managing agency, the Hobart City Council. Plus, the cycling community has shown that it is prepared to support our activities, which is a great source of pride both for myself and those directly associated with CyclingSouth.

ROWAN BURNS  
Executive Officer  
CyclingSouth Inc  
29 August 2002



**FINANCIAL REPORT**

**CyclingSouth**  
**Statement of Financial Performance**  
**For Year Ended 30 June 2002**

	<u>2001/02</u>	<u>2000/01</u>
<b><u>Revenue</u></b>		
Contributions - State Government	30,000	30,000
Contributions - Councils	25,000	30,000
Sale of Hobart Bike Maps		2,045
Other Income	5,162	10,166
	<u>60,162</u>	<u>72,211</u>
<b><u>Expenses</u></b>		
Advertising	4,165	2,735
Depreciation	850	615
Employee Costs	50,945	37,565
Insurance	3,205	3,436
Materials & Equipment	2,718	3,660
Miscellaneous	1,851	2,079
	<u>63,734</u>	<u>50,090</u>
<b>OPERATING RESULT</b>	<b><u>(3,572)</u></b>	<b><u>22,121</u></b>

NOTES

1. The information presented on these pages is as supplied by CyclingSouth's managing agency, the Hobart City Council.
2. No auditor's report has been presented. This situation has been provided for in the Rules of CyclingSouth for the duration of any managing agency arrangements with an entity such as the Hobart City Council.
3. The audit process is considered to be the responsibility of the Hobart City Council as part of its normal accounting and reporting practices to the ratepayers of the City.

**CyclingSouth**  
**Statement of Financial Position**  
**As at 30 June 2002**

	<u>2001/02</u>	<u>2000/01</u>
<b>ASSETS</b>		
<i><u>Current</u></i>		
Cash at Hobart City Council	43,621	2,845
Receivables	-	18,000
	<u>43,621</u>	<u>20,845</u>
<i><u>Non-Current</u></i>		
Minor Plant at Cost	920	920
Less Accumulated Depreciation	(138)	(46)
Office Equipment at Cost	3,791	3,791
Less Accumulated Depreciation	(1,327)	(569)
	<u>3,246</u>	<u>4,096</u>
<b>TOTAL ASSETS</b>	<b>46,867</b>	<b>24,941</b>
<b>LIABILITIES</b>		
<i><u>Current</u></i>		
Accrued charges	250	-
GST Payable	2,521	-
Employee Entitlements	5,547	2,820
Unearned Revenue	20,000	-
	<u>28,318</u>	<u>2,820</u>
<b>TOTAL LIABILITIES</b>	<b>28,318</b>	<b>2,820</b>
<b>EQUITY</b>		
Opening Accumulated Funds	22,121	-
Operating Result	(3,572)	22,121
<b>TOTAL EQUITY</b>	<b><u>18,549</u></b>	<b><u>22,121</u></b>

## NOTES

1. Cash at Hobart City Council and Unearned Revenue include an amount of \$20,000 as the Office of Sport and Recreation's contribution to the 2002-2003 operating costs of CyclingSouth. This amount was paid at the convenience of the OS&R prior to 30 June 2002.
2. Minor plant is a trailer used for transport of equipment during Five-Alive!, State Bike Week and other activities.
3. Office Equipment is a Compaq Armada E500 computer as used by the Executive Officer.
4. Employee entitlements include accrued annual leave and sick leave.

**CyclingSouth**  
**Statement of Cash Flows**  
**For Year Ended 30 June 2002**

	<b><u>2001/02</u></b>
<b><u>Cash Flows from Operating Activities</u></b>	
<i>Receipts</i>	
Contributions - State	50,000
Contributions - Councils	43,000
GST Received	10,351
Other	5,162
	<u>108,513</u>
 <i>Payments</i>	
Employees	48,218
Advertising	4,165
Insurance	3,205
Materials & Equipment	2,718
GST Paid	7,830
Miscellaneous	1,601
	<u>67,737</u>
<b>Net Cash Flow from Operating Activities</b>	<b>40,776</b>
 <b>Net Increase / (Decrease) in cash held</b>	 <b>40,776</b>
Opening Cash Balance	2,845
<b>Closing Cash Balance</b>	<b>43,621</b>

NOTES

1. The nett outcome for CyclingSouth is that it ends the 2001-2002 financial year with a positive carryover of \$43,621. However, \$20,000 of this is an amount paid prior to 30 June 2002 by the Tasmanian Office of Sport and Recreation as its contribution for the 2002-2003 financial year.