BIKEABILITY TOOLKIT

The Bikeability Toolkit includes checklists and resource materials that will help create physical and social environments to encourage cycling.

The resource materials include references, guidelines and other resources to assist in the implementation of local bikeability audits and actions.

Local Government is a vital stakeholder in providing supportive environments for cycling. The Bikeability Toolkit will provide guidance, information and help communities and local government to assess the bikeability of their community. They will be able to develop better integrated cycle planning, policies and implementation strategies.

This will result in safety improvements, enhanced access to cycling, changes in modal share of short trips from car to bicycle, improved liveability and increased physical activity through active transport.

Why cycle?

Cycling, whether for transportation or recreation, is a great way to get some exercise. It's good for the environment, and saves money. Particular benefits include:

- Reduced traffic congestion
- Reduced parking problems
- Road and parking facility cost savings
- Reduced crash risk to other road users
- Improved mobility options for non-drivers
- Support for local area sustainability objectives

- Energy conservation
- More liveable communities
- Increased health and fitness
- Consumer cost savings
- Improved public spaces where people interact
- Air and noise pollution reductions

For further details about the benefits of cycling refer to:
www.abc.dotars.gov.au/Publications_Resources/benefits_of_cycling.aspx

Aims of the Bikeability Toolkit

- To provide a simple, easy to use checklist that identifies and provides further resources
- To allow local government to assess its strengths and identify areas where improvement can be made to encourage and promote cycling
- To provide ideas and 'easy to access' resources for further information

How do I use this Toolkit?

How you use this Toolkit will depend on your particular situation. For example, if you are doing a full review of your LGA's bike plan or preparing a new one, you will probably want to complete the Detailed LGA Checklist first. Then you may wish to assess key links in your route network using the Route Based Checklist. If you want a quick assessment of your local area, you can use the Brief LGA Checklist. If you simply want to assess a particular route you can go straight to the Route Based Checklist.

By completing the checklists you will identify issues to be addressed. You can then use the resources to suggest possible improvements.

Carrying out these improvements will involve sourcing funding and prioritising expenditure.

Who should use the Bikeability Toolkit?

Local Government:	Traffic engineers, planners, councillors, sustainability officers
State Government:	Infrastructure planners, road authorities, education authorities, bodies funding TravelSmart programs, greenhouse offices
Developers:	Town planners, urban designers, traffic engineers, property developers
Community:	Local BUG groups, community groups, concerned residents – to provide input to Councils

BIKEABILITY TOOLKIT
BRIEF LGA CHECKLIST

This checklist is designed to provide a basic review of cycling within a municipality. It will allow individual cyclists or various groups from BUGs through to Local Government to identify areas where improvement can be made to encourage and promote cycling.

The checklist asks questions, provides information to assist in answering these questions and downloadable resources are available for further information.

To provide a reference point for the checklist, it is recommended that this first section be completed by the person undertaking the checklist.

Local Government Area		
	Town or city	

Person completing checklist		
	Date	
	Name	
	Organisation	
	Position	

How to use this Guide

We recommend that this checklist is filled out by someone familiar with the cycling facilities in the LGA and a number of rides should be made to get a general assessment of the LGA.

- Select the most appropriate response to each question as indicated in the column heading.
- Consider the needs of all types of cyclists including primary school, recreational and utility cyclists.
- Consider direction/suggestions provided in the information box.
- Add your notes in the comments box. Use reverse side of form if insufficient space is available.
- Download and review resource materials to provide further information and assistance.

Assessment is through counting frequency of responses - not a good or bad score!

This checklist is not designed to evaluate or pass judgement on your Local Government in any way. Rather, it is a tool for reviewing and indentifying areas of potential improvement. Your input to this process will be of great value.

Refer to the downloadable resources and glossary documents to assist you where necessary.

Criteria	Information	Rating	If Issues, what are they?	Notes / Comments
		S (Satisfactory) **I** (Issues) **NA** (Not Applicable)	Explain what the problem is.	

Strategic

1	**Does the LGA have a current Bicycle Strategy or Bike Plan?**				
2	**Is it easily accessible to the public e.g. on the Council website?**	www.bikeplan.com			
3	**Does it include the 4 E's: Engineering; Education; Enforcement and Encouragement?**				
4	**Is there a Council employee or position identified as being responsible for its implementation?**				

	Criteria	Information	Rating	If Issues, what are they?	Notes / Comments
		Ratings: S (Satisfactory) I (Issues) NA (Not Applicable)			
5	Are there Council contact numbers included in Plan for the public who wish to discuss the Strategy/Plan or have queries regarding cycling in general?				
6	Are there bike skill courses available to the general public?				
7	Has there been a 'share the road' driver/cyclist awareness campaign within the last 5 years?				

Coherence

	Criteria	Information	Rating	If Issues, what are they?	Notes / Comments
8	Are paths or trails generally satisfactory to ride?	Some problems may be: paths ended abruptly, paths don't go anywhere, they are crowded, have sharp turns, too many hills, etc.			
9	Are road/path surfaces of consistent quality?	Potholes, debris, cracked pavement, drainage covers, slippery surface when wet, rumble stips, etc.			
10	Are there suitable alternative routes to choose from?	Can you go via on-road (busy or quiet) or off-road route to most destinations. Are there alternative routes suitable for different types of riders?			
11	Are pavement markings clearly visible and effective for all likely conditions?				
12	Are necessary regulatory, warning and direction signs provided and located appropriately?				
13	Are routes/trails supported by co-ordinated systems such as signs and markings?				
14	Are redundant signs removed?				
15	Does landscaping allow adequate clearances, sight distance etc?	Review the LGA's mainenance plan. Is it up to date and does it accommodate cycling facilities?			
16	Are stopping sight distances adequate for all traffic, accounting for paths, roads, driveways, railways etc?				

	Criteria	Information	Rating	If Issues, what are they?	Notes / Comments
		Ratings: S (Satisfactory) I (Issues) NA (Not Applicable)			
17	**Are there maps of cycle routes available?**				

Directness

	Criteria	Information	Rating	If Issues, what are they?	Notes / Comments
18	**Is there an adequate network of cycle routes linking major trip origins and destinations including schools & other educational institutions, shops, workplaces etc.**				
19	**Do cycle paths have good access (and/or signage) to retail facilities such as bicycle shops, cafes and pubs?**				
20	**Can speed be maintained for the majority of the ride?**				
21	**Are intersections appropriate for cyclists?**	Some problems may be: signals don't change, signals don't allow enough time to cross, cyclist can't see approaching traffic, too long waiting to cross, etc.			

Attractiveness & Convenience

	Criteria	Information	Rating	If Issues, what are they?	Notes / Comments
22	**Are there pleasant and interesting routes or destinations available?**				
23	**Are facilities for cyclists available in appropriate locations?**	Public toilets, rest areas, drinking fountains etc.			
24	**Are bicycle parking facilities available close to major destinations such as schools, workplaces, sports facilities, shops etc?**				
25	**Are bicycle parking facilities secure or at least in highly visible areas?**				
26	**Are bicycle parking facilities available at bus and rail stations/ interchanges?**				
27	**Are bicycle parking facilities available at airports?**				
28	**Do local buses include bike racks or permit bicycles to be taken onboard?**				
29	**Do local train services include bicycle facilities or permit bicycles to be taken onboard?**				
30	**Do ferry services permit bicycles to be taken on board?**				

Criteria	Information	Rating	If Issues, what are they?	Notes / Comments

Ratings: S (Satisfactory) I (Issues) NA (Not Applicable)

Safety & Comfort

		Information	Rating	If Issues, what are they?	Notes / Comments
31	**Are bike paths and facilities of adequate quality?**	Some problems may be: no space, lane or shoulder disappears, no sealed shoulders, traffic moving too fast etc.			
32	**Are sealed shoulders at least as smooth as traffic lanes?**				
33	**Do intersections provide clear sight lines - around corners and across roundabouts?**				
34	**Are bike paths and facilities well lit and open in appearance?**				
35	**Do you generally feel safe from other traffic?**	Some problems may be: heavy or fast moving traffic, driver attitude, drivers cutting in, drivers not giving way, etc.			
36	**Are there warning signs/ pavement markings for cyclists at tramway and railway crossings?**				
37	**Do routes/trails &/or paths provide a safe personal environment, especially for women and children?**				

Brief LGA Checklist Summary

This part is for information only.

REMEMBER: The Bikeability Checklist is not designed to evaluate or pass judgement on your Local Government in any way. Rather, it is a tool for reviewing and indentifying areas of potential improvement.

Scoring and assessment instructions
1. Add the number of responses in each category, e.g. the number of 'Satisfactory' responses for this Checklist. Ignore 'Not Applicable' responses.
2. Write the number of responses in each category in the appropriate box in Column A.
3. Add the number of 'Satisfactory' and 'Issues' responses to get the Maximum Score for this Checklist.
4. Divide the total number of 'Satisfactory' responses by the Maximum Score and make this a percentage.
5. Look up the Star Rating corresponding to this percentage in the Guide and record it in the box.

YOUR RESULTS	No. of Responses	Percentage	Star Rating
	A	**B**	**C**
Total Satisfactory (S)			
Total Issues (I)			
Maximum Score			

STAR RATING GUIDE:		
*****	=	85% or above
****	=	60% - 84%
***	=	45% - 59%
**	=	30% - 44%
*	=	15% - 29%
Ø	=	14% or less