



CITY OF VANCOUVER

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### ADMINISTRATIVE REPORT

Report Date: February 12, 2008  
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Meeting Date: February 28, 2008

TO: Standing Committee on City Services and Budgets  
FROM: Manager, Sustainability Group  
SUBJECT: Employee Mobility Cycling Facility Improvements

#### RECOMMENDATION

THAT Council approve cycling facility improvements at City Hall at an estimated cost of \$360,000; source of funds to be:

- i. Existing capital for City Hall precinct upgrades:
  - i. \$64,000 from the 2005 Capital Budget
  - ii. \$50,000 from the 2006 Capital Budget
  - iii. \$17,000 from unallocated funding from previous closeouts for Facilities
- ii. Reallocation of \$229,000 unspent cost recoveries from Natural Resources Canada for the completed Idle-Free Partnership Program.

#### CITY MANAGER'S COMMENTS

The City Manager recommends approval of the foregoing.

#### COUNCIL POLICY

In March 2003, Council approved the Corporate Climate Change Action Plan to reduce greenhouse gas (GHG) emissions from civic operations to 20% below 1990 levels by 2010.

In July 2004, Council directed staff to seek funds for improvements to employee commuting alternatives.

In September 2007, Council adopted a climate neutral target for City operations by 2012, under the British Columbia Climate Action Charter.

## SUMMARY

Cycling is the fastest growing transportation mode for City Hall employee commutes; improved and expanded facilities are required. While staff are expecting to report to Council in late spring 2008 with recommendations on a comprehensive Employee Mobility Program to support sustainable employee commutes, it is recommended that Council approve the use of identified funds for bike facility improvements now. This would enable these facilities to be designed and constructed in time for the proposed launch of the broader Employee Mobility Program in the fall of 2008.

## BACKGROUND

In 2003, the City participated in TransLink's "OnBoard: Employee Commuting Options" program to assess existing active transportation facilities and identify opportunities for encouraging more employees to commute using more sustainable transportation modes. As part of this process, City Hall precinct cycling facility users were surveyed to determine how well existing facilities met their needs. The results of this survey indicated that priority improvements should include:

- Installing additional showers in City Hall
- Installing additional lockers sized to store work clothes
- Providing space for drying wet cycling gear
- Increasing secure bike storage
- Improving communications about cycling facilities

In 2003, the OnBoard City Hall Employee Commuting Survey indicated that 7% of employees cycled to work in June. A follow-up survey in 2007 indicated that 7% of employees cycled to work in November. Additional questions in the 2007 survey probing how employee commutes change between summer and winter months revealed that the use of all motorized transportation for commuting decreases in the summer and cycling increases to 14%.

## DISCUSSION

Staff are currently exploring a range of options to increase all more sustainable commuting modes for employees in the City Hall Precinct under a broad Employee Mobility Program. While this Program will not be reported to Council until late spring 2008 with a full range of recommendations, it is clear that improvements to cycling facilities are required. Funding sources for these improvements have been identified.

The proposed improvements include:

#### New Shower and Change Facilities in City Hall

Facilities has identified space in the sub-ground level of City Hall as being suitable to accommodate new men's and women's shower, change, and wet cycling gear drying facilities. Room for new lockers, sized to store dress clothes, is available adjacent to this space and existing users can be relocated without undo disruption.

Additional shower and locker facilities at City Hall will also benefit staff that walk, jog or rollerblade to work or who are engaged in fitness activities over their lunch breaks and after work.

#### Secure Bike Storage

Facilities has identified a space in the breezeway between the East Wing and the Yukon Parkade as suitable for installing a new card-accessed secure bike storage cage.

### FINANCIAL IMPLICATIONS

The total cost of implementing cycling facility improvements at the City Hall precinct is estimated at \$360,000:

New Shower and Change Facility	\$300,000
Relocate Existing Users	\$10,000
New Lockers	\$20,000
Breezeway Bike Cage	\$12,000
Existing Facilities Improvements	<u>\$18,000</u>
 Total Cost	 \$360,000

Sources of funds are:

- o Existing capital for City Hall precinct upgrades totalling \$131,000 -
  - (a) \$64,000 from the 2005 Capital Budget (capital order 30007910)
  - (b) \$50,000 from the 2006 Capital Budget (capital order 30009004)
  - (c) \$17,000 from unallocated funding from previous closeouts for Facilities (capital order 30009204)
- o Reallocation of \$229,000 (account 40017010) unspent cost recoveries from Natural Resources Canada for the Idle-Free Partnership Program completed in 2007.

The \$229,000 from Natural Resources Canada was a contribution to the City's idle reduction program. This unspent funding has no outstanding commitments or restrictions and staff recommend that the funding be reallocated to the City Hall Precinct cycling facility improvements.

## ENVIRONMENTAL IMPLICATIONS

Enabling and encouraging employees to cycle to work will directly reduce greenhouse gas emissions, consistent with both the Corporate and Community Climate Change Action Plans. Increasing staff experience with cycling as a means of regular transportation will help to inform their work to support cycling by Vancouver citizens.

In addition, encouraging active transportation commutes and supporting physical activity by staff will help to improve employee health consistent with our Fit City objectives.

## IMPLEMENTATION PLAN

In order to have new cycling facilities ready for the fall to support the proposed Employee Mobility Program, design and construction work contracting must begin immediately. A general timeline for making these improvements includes:

March	- Consultant Selection
March/April	- User input
April	- Shower and Locker Facility Detail Design and Tender Documentation
June	- Renovation Contract Awarded
	- Lockers installed
September	- Construction Complete

## CONCLUSION

Recent survey results indicate that cycling is the fastest growing commuting mode for employees in the City Hall Precinct. In developing a broader Employee Mobility Program to support sustainable employee commutes, it became evident there was a clear need to immediately provide expanded and improved cycling facilities for these employees. Approving the allocation of Sustainability Group cost recoveries to this project will allow Facilities Design and Management to deliver the improvements by mid-September to support the launch of the broader Employee Mobility Program.

Such improvements are consistent with the recommendations and actions described in the Corporate Climate Change Action Plan for reducing greenhouse gas emissions and would provide staff with increased experience with cycling as a regular mode of transportation.

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