



## PEDESTRIAN AND CYCLING ADVISORY GROUP (PaCAG)

**Monday 5 December 2016 at 5.30pm**

**City of Vincent Administration and Civic Centre  
Venue: Function Room**

### Unconfirmed Minutes

#### Attendees:

City of Vincent Councillors:  
Cr. Matt Buckels – Acting Chairperson

Community Representatives:  
Andrew Main (AM)  
Anne Bate (AB)  
Courtney Weber (CW)  
Geraldine Box (GB)  
Holly Taylor (HT)  
Roger Highfield (RH)  
Sam Laybutt (SL)

City of Vincent Officers:  
Craig Wilson (CRW) - Manager Asset & Design Services  
Francois Sauzier (FS) - TravelSmart Officer

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#### 1. **Welcome / Declaration of Opening at 5.35pm**

Cr Matt Buckels opened the meeting of PaCAG at 5.40 pm, welcomed members, and advised of Mayor Carey's apology.

#### 2. **Apologies**

Mayor John Carey	
Paul Evans	Community Representative
Sean Vincent	Community Representative
Sarah Smith	Cycling Representative
Rick Lotznicker	Director Technical Services

#### 3. **Confirmation of Previous Minutes**

Moved GB      Seconded AB

(AM requested further information relating to an item from 17 October meeting – Charles St Bus Lanes – this has been added as Item 4.4 below)

#### 4. **Matter Arising from Previous Minutes**

##### 4.1 **Small Wins Group (AM/GB/SL/RH/FS)**

Small Wins Group have met on 2 occasions and FS presented a summary sheet of the group's assessments of the Bike Network Plan Appendix. All items have been coded with an action priority:

1. Quick win - possible quick action to remedy an issue
2. Item to be further investigated by group/Administration
3. Too hard/complicated to progress (under MRWA rules etc)



4. Priority Route - a route that should be considered as a future Bike Plan project
5. Policy - something that the Council/Admin should always consider when doing any works (ie incorporating considerations for bike lanes whenever resurfacing a road/considering bike symbols at approaches to all roundabouts)

Discussion ensued – simple actions should include need for wayfinding/creating ‘latte loops’ and applying Bike Boulevard principles to future road plans/resurfacing where possible. MB requested that Admin ‘map the small wins’ items on a plan. This would include all existing bike routes (PBN/local bike routes/shared paths/major project items). In addition, this could include the ‘Major Future Projects’ to begin to get an idea of connectivity issues. CRW to determine items that can be actioned or alternatively budgeted for in 2017/18 budget.

**ACTION: CRW**

## 4.2 Major Projects

FS advised that no new ‘major project’ ideas have come from the group. MB requested that the current ‘major projects’, under consideration, be mapped and to include activity centres to get a broad overview of connectivity in the City.

**ACTION: CRW / FS**

## 4.3 Pedestrian Projects

FS requested group continue to scope out pedestrian infrastructure and send in locations. Hotspots to be considered include Shopping centres and schools. MB enquired re a pedestrian footpath reporting service. CRW advised the Report It service is used in the CoV, but is unsure what the path of information is and if there is any customer feedback. CRW advised of CoV Town Centre Plans and consideration of pedestrian & cyclist access. MB asked as to possibility of PaCAG advising on plans. FS will check with David Doy (DD) as to process.

**ACTION: ALL**

*(FS – DD advised that the plans will be ready to comment on in March 2017)*

## 4.4 Charles Street Bus Lanes

AM requested further details regarding MRWA ‘plateaus’ conditions and road safety obligations. Discussion ensued. RH advised there is potential to increase east side footpath to possible shared path width, which could link to the pedestrian crossing at Newcastle St. MB requested that CRW explore the possibility.

**ACTION: CRW**

## 5. General Business

### 5.1 Bike Week 2017 – ideas for events

FS advised of events currently being considered for Bike Week 2017 and called on the group to submit ideas. CW suggested a ‘SNAPCHAT’ project – CW and FS to explore possibility. If the group have ideas for potential events or initiative that can be achieved with a small labour/cost input, please forward to FS

**ACTION: ALL**

### 5.2 Policy

SL recommended a new ‘policy’ approach be taken up by Administration and Council, where every initiative asked the question “how have we made this better for cyclists/pedestrians?”- this could be incorporated into Council reports alongside Sustainability Considerations? CRW to investigate feasibility of introducing this.

**ACTION: CRW**

**5.3     Bike Boulevard learnings**

Discussion occurred regarding the construction process of the Bike Boulevard and the potential to apply learning to other streets in Vincent. MB requested indicative costs of the treatments (resurfacing/line marking/nibs/plateaus etc) to have as a sort of toolbox for future. CRW to provide indicative costs and an outline of future road resurfacing program.

**ACTION: CRW**

**5.3     Action Items**

MB recommended that all minuted items have a decisive action and result.

**ACTION: ALL**

**6.     Close / Next Meeting**

Meeting closed at 7.10pm

Next meeting: TBA

These minutes are confirmed as a true and accurate record of the meeting of the Pedestrian and Cycling Advisory Group (PaCAG) held on 5 December 2016.

Signed:.....Chairman

Dated this:..... day of .....2016