



PEDESTRIAN AND CYCLING ADVISORY GROUP (PaCAG)

Thursday 4 May 2017 at 5.30pm

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

Unconfirmed Minutes

Attendees:

City of Vincent Councillors:

Cr. Matt Buckels (MB) – Chairperson
Cr. Jonathan Hallett (JH) - Councillor

Community Representatives:

Andrew Main (AM)
Courtney Weber (CW)
Geraldine Box (GB)

City of Vincent Officers:

Rick Lotznicker (RL) – Director Technical Services
Francois Sauzier (FS) - TravelSmart Officer

1. Welcome / Declaration of Opening at 5.35pm

Cr Matt Buckels opened the meeting of PaCAG at 5.35 pm, welcomed members.

2. Apologies

Paul Evans (PE)	Community Representative
Anne Bate (AB)	Community Representative
Holly Taylor (HT)	Community Representative
Roger Highfield (RH)	Community Representative
Sam Laybutt (SL)	Community Representative
Sarah Smith (SS)	Cycling Representative
Craig Wilson (CRW)	Manager Asset & Design Services

3. Confirmation of Previous Minutes

Moved by: AM Seconded by: GB

4. Matter Arising from Previous Minutes

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

Mapping of Small Wins projects yet to be undertaken. FS to progress before the next meeting. MB requested extra columns to the current sheet to group and action items. These could then be actioned through the current or future budgets as deemed necessary. **ACTION: FS**



4.2 Major Projects

Mapping of Major Projects yet to be undertaken. FS to progress before the next meeting. As per 4.1 – create additional columns so as possible alternative treatments can be considered. Create a per km costs per treatment if possible.

ACTION: FS

4.3 Pedestrian Projects

FS advised Nth Perth Town Centre plans are the only ones that have been prepared as the template for the other town centres. MB advised Council has requested changes to a current Report. Once Council approves the Draft for Public Comment version, it can be circulated to PaCAG for feedback (expected to be the June Council Meeting).

FS advised that the mapping of Pedestrian Projects has not as yet occurred. This will be undertaken prior to the next meeting.

RL also advised that the City had contracted TALIS to conduct a survey of all the Footpath infrastructure in the City. They have just completed the survey which has been added as a layer on the City's Intramap Service (this is not available to the public). The survey has identified where problem footpath infrastructure is, categorises the problem and includes a photo-snapshot. Technical Services will now categorise the defects in terms of priority, and action repairs using the Customer Action Request system (CARS). A copy of the map has been attached to these minutes as reference.

ACTION: FS

4.3.1 Charles Street Bus Bridge works

AM advised certain footpath connections have not been attended to appropriately by MRWA. This includes:

- Steep ramp connections;
- Footpath north of Cowle Street needs remediation works (cracks in footpath).

RL advised that remediation items could be considered as Customer Action Requests. FS to initiate.

AM also noted cars are now constantly at Cowle St intersection, making it difficult for peds and cyclists on footpath to cross Cowle. Stop line can't be moved (RL), but site will be inspected to consider what could happen (move footpath in an easterly direction?).

ACTION: FS

4.4 Bike Boulevard Learnings

FS advised that a follow-up meeting is to be held with DoT and MRWA in the next fortnight. This should also provide some insight into different costings experienced by City of Bayswater on treatments.

4.5 Chain of Response to Customer Queries

AM/MB requested information as to feedback to customers. FS checked with the Executive Secretary. All items through Report IT, CARS and Records are responded to immediately, to advise the applicant their query has been received. All items are then entered into TRIM record system and a reference number issued and the appropriate response officer notified. The applicant is then sent the TRIM



reference number for their records. Once the item has been attended to /completed, the officer has to close off the item in TRIM. The officer may choose to advise the applicant that the job has been completed (in most cases this is evident – potholes/tree prunings etc), but there is no obligation to unless it has been expressly requested by the applicant.

5. Business

5.1 New Priorities

Discussion held as to whether group under new chairmanship needed new priorities. MB advised best to progress on Major Projects/Small wins projects and mapping.

ACTION: ALL

5.2 Meeting Dates

JH recommended that the group meet on a monthly basis in the immediate future until some outstanding items are progressed (1st or 3rd Monday of the month). RL to coordinate new dates with Executive Secretary and advise all members.

ACTION: RL/TH

5.3 Road Safety Trailer

FS advised grant application was successful and purchase is being progressed. FS and Safer Vincent team are working on a calendar of bookings/event for the trailer to be used to promote a number of Safer Vincent, safe cycling and driving messages.

ACTION: FS

5.4 Connecting Schools Grants

FS advised of successful grant application and distributed sample of way-finding component to group. This will officially commence in 2017/18, though schools have already been contacted.

ACTION: FS

6. General Business

6.1 Integrated Transport Strategy

FS advised that the City is preparing an RFQ to then develop an Integrated Transport Strategy for Vincent. MB requested an update on this for the next meeting.

ACTION: FS

6.2 Health Activity Plan

Part of the original objective of the PaCAG was to contribute to the review of the City's Health Activity Plan. JH asked for an update on the status of the Health Plan.

ACTION: FS

6.3 Carr/Cleaver Precinct

AM asked about the current works on Florence Street/Vincent Street. RL advised of collection of works in the precinct as well as additional footpath upgrades on Ellesmere and also Fitzgerald Street. FS advised of WABN Carr/Cleaver bike lane design grant and that an RFQ for the design would be developed in the coming months.



6.4 Status of current and upcoming road projects

MB requested a listing of current and upcoming road/footpath projects so as the PaCAG group could be kept informed as to what is being progressed in the City.

ACTION: FS

7. Close / Next Meeting

Meeting closed at 7.10pm

Next meeting: 19 June 2017

These minutes are confirmed as a true and accurate record of the meeting of the Pedestrian and Cycling Advisory Group (PaCAG) held on 4 May 2017.

Signed: Chairman

Dated this:.....day of.....2017