

**5.2.10 LATE ITEM: Terms of Reference for Pedestrian and Cycling Advisory Group**

<b>Ward:</b>	-	<b>Date:</b>	23 March 2016
<b>Precinct:</b>	-	<b>File Ref:</b>	-
<b>Attachments:</b>	<a href="#">1</a> – Revised Terms of Reference		
<b>Tabled Items:</b>	Nil		
<b>Reporting Officers:</b>	F Sauzier, Travel Smart Officer R Lotznicker, Director Technical Services		
<b>Responsible Officer:</b>	Len Kosova, Chief Executive Officer		

**OFFICER RECOMMENDATION:**

That Council

1. **ADOPTS** the Terms of Reference for the Pedestrian and Cycling Advisory Group as shown in Attachment 1; and
2. **AUTHORISES** the Chief Executive Officer to call for nominations for membership to the Pedestrian and Cycling Advisory Group.

**PURPOSE OF REPORT:**

To consider the revised Terms of Reference for the Pedestrian and Cycling Advisory Group, consistent with Council’s resolution from 22 September 2015.

**BACKGROUND:**

Council at its meeting on 22 September 2015 considered a report on the review of Advisory and Working Groups and Committees and resolved (amongst other things) to require a further report to be submitted to Council to consider:

- “5. b) *Draft Terms of Reference for the establishment and operation of a new Cycling Advisory Group and Reconciliation Action Plan Working Group, as outlined in Administration’s report.*”

**DETAILS:**

Changes have now been made to the respective Advisory Group Terms of Reference in accordance with Council’s decision from November 2015.

Administration has prepared draft Terms of Reference for the Cycling Advisory Group, as required by Council. In doing so, Administration is also proposing to name the group as the Pedestrian and Cycling Advisory Group, to reflect the potential of the group to contribute to creating safer streets and public places that are more conducive to cycling and walking.

The Draft Terms of Reference are included as **Attachment 1**.

The proposed aim of the Pedestrian and Cycling Advisory Group is to support and enhance safe and efficient walking and cycling in the City of Vincent and to improve the awareness of the rights of pedestrians and cyclists and encourage responsible riding.

The proposed objectives of the Advisory Group are to provide advice and make recommendations relating to:

- regular input into the review and development of the Vincent Bike Network Plan;
- review of the Physical Activity Strategic Plan 2009-2013;
- review and promotion of initiatives and infrastructure to enhance walking and cycling in the City of Vincent; and
- enhance the community’s knowledge and understanding of the City’s walking and cycling network.

**CONSULTATION/ADVERTISING:**

Not applicable

**LEGAL/POLICY:**

The City's various Advisory Groups and Working Groups can only make recommendations, which are reported to Council for information and/or consideration.

Membership of all Advisory Groups expires at each local government election. It is therefore opportune for Council to establish revised Terms of Reference for the five affected Advisory Groups referenced in this report, prior to calling for Expressions of Interest for community membership to those Groups (which will occur once Council has made a decision on the Terms of Reference) and ultimately appointing the members.

Importantly, Council's adoption of revised Terms of Reference for the affected Advisory Groups in no way prevents those Groups (once members have been appointed) putting forward recommendations to Council to make further changes to their Terms of Reference.

**RISK MANAGEMENT IMPLICATIONS:**

**Low/Medium:** Advisory and Working Groups play an advisory role, however do not have any legal status under the *Local Government Act 1995*. The operation of the Groups must be monitored to ensure compliance with the City's Policy No. 4.2.12 – Advisory Groups.

**STRATEGIC IMPLICATIONS:**

This is in keeping with the City's Strategic Community Plan 2013-2023 – "*Leadership, Governance and Management*", in particular, Objective 4.1.2 – "*Manage the Organisation in a responsible, efficient and accountable manner*".

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

It is recommended that Council adopts the draft Terms of Reference for the Pedestrian and Cycling Advisory Group and call for nominations for membership of that group.

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**CITY OF VINCENT**

**PEDESTRIAN AND CYCLING ADVISORY GROUP**

**TERMS OF REFERENCE**

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**1. AIMS**

To support and enhance safe and efficient walking and cycling in the City of Vincent and to improve the awareness of the rights of pedestrians and cyclists and encourage responsible riding.

**2. OBJECTIVES**

The objectives of the Advisory Group are to provide advice and make recommendations relating to:

- 2.1 regular input into the review and development of the Vincent Bike Network Plan;
- 2.2 review of the Physical Activity Strategic Plan 2009-2013;
- 2.3 review and promotion of initiatives and infrastructure to enhance walking and cycling in the City of Vincent;
- 2.4 enhance the community's knowledge and understanding of the City's walking and cycling network.

**3. MEMBERSHIP**

The Membership of the City of Vincent Pedestrian and Cycling Advisory Group shall comprise of the following persons, with voting rights limited to those persons appointed under clauses 3.1 and 3.2;

**3.1 Up to Three (3) Council Members**

Three (3) Council Members.

**3.2 Up to Three (3) Community Representatives (incl. Business)**

Having demonstrated interest in walking and/or cycling and an interest in community affairs of the City of Vincent

**3.3 One Cycling Network Representative**

One (1) member of a recognised cycling organisation such as Westcycle, Bicycling Western Australia, or the like.

**3.4 City Officers**

- Director Technical Services
- Manager Asset & Design Services
- TravelSmart Officer (*\*Responsible Support Officer*)

**4. ADVISORY GROUPS**

This Advisory Group shall operate at all times in accordance with the City's Policy No. 4.2.12 – Advisory Groups.

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<b>Commencement Date:</b>	..... 2016
<b>Amended:</b>	
<b>Review Date:</b>	..... 201