

THE CORPORATION OF THE CITY OF WINDSOR POLICY

Service Area:	Office of the City Solicitor	Policy No.:	
Department:	Planning and Building Services	Approval Date:	February 24, 2020
Division:	Transportation Planning	Approved By:	CR82/2020
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Subject:	Vision Zero Policy	Procedure Ref.:	None
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1. POLICY

1.1 This policy governs City Council’s adoption of the Vision Zero program and its implementation by the Corporation of the City of Windsor.

2. PURPOSE

2.1 The Corporation of the City of Windsor endorses the Vision Zero goal of zero traffic deaths or serious injuries on roadways under its jurisdiction and commits to collaborating with all stakeholders in working to realize this goal.

2.2 This policy exists:

- 2.2.1 To identify the relationship between the Vision Zero task force, the Vision Zero stakeholder group, and the Environment, Transportation & Public Safety Standing Committee
- 2.2.2 To specify the goals of the Vision Zero Task Force.
- 2.2.3 To specify the parameters for the Vision Zero Action Plan.
- 2.2.4 To lay out the requirements for ongoing reporting during development and implementation of the Vision Zero Action Plan.

3. SCOPE

3.1 This policy describes how Vision Zero is to be implemented for the Corporation.

3.2 Appointments to the Vision Zero Stakeholder Group are governed by the Council Appointments to Agencies, Boards and Committees Policy.

4. RESPONSIBILITY

4.1 City Council:

- 4.1.1 Has ultimate authority to approve implementation and funding for road safety measures in its jurisdiction,

- 4.1.2 Is responsible for supporting the appointment of a Vision Zero Stakeholder Group; and
- 4.1.3 Is responsible for adopting the Vision Zero Action Plan to be produced under this policy; and
- 4.1.4 Is responsible for approving amendments to this policy.
- 4.2 Administration is responsible for carrying out this policy as follows:
 - 4.2.1 The City Engineer and the City Solicitor as corporate leads for all transportation and public safety programs are responsible for:
 - 4.2.1.1 Appointing the existing Road Safety Committee as the Vision Zero Task Force;
 - 4.2.1.2 Recommending the appointment of individuals to a Vision Zero Stakeholder Group to City Council; and
 - 4.2.1.3 Approving amendments to the Vision Zero Procedure.
 - 4.2.2 The Transportation Planning Senior Engineer or designate is responsible for:
 - 4.2.2.1 Overseeing implementation of this policy; and
 - 4.2.2.2 Preparing and providing collision data, statistics, and analysis for use under this policy; and
 - 4.2.2.3 Appointing a staff member to serve as Vision Zero Chair; and
 - 4.2.2.4 Identifying new departments, agencies, groups, and individuals to be invited to participate on the Vision Zero Task Force or the Vision Zero Stakeholder Group and/or recommending the removal of existing participants; and
 - 4.2.2.5 Presenting the Vision Zero Action Plan to Council for adoption; and
 - 4.2.2.6 During Vision Zero Action Plan implementation, preparing annual status reports on progress toward the plan's goals and targets; and
 - 4.2.2.7 Recommending amendments to this policy as needed.
 - 4.2.3 The Vision Zero Chair is responsible for:
 - 4.2.3.1 Coordinating and facilitating meetings of the Vision Zero Task Force and the Vision Zero Stakeholder Group
 - 4.2.3.2 Compiling the initiatives identified by the Vision Zero Task Force into the Vision Zero Action Plan.
 - 4.2.3.3 During implementation, periodically consulting with the Vision Zero Task Force.
 - 4.2.3.4 Ensuring that Vision Zero principles are followed throughout the process.
- 4.3 The Vision Zero Task Force is responsible for:
 - 4.3.1 Consulting and collaborating with the Vision Zero Stakeholder Group in the identification of key concerns and priorities.
 - 4.3.2 Reviewing Vision Zero-related analysis.
 - 4.3.3 Identifying targets, goals, and initiatives to be incorporated into the Vision Zero Action Plan.

- 4.3.4 During implementation of the Vision Zero Action Plan, reviewing periodic status updates and identifying recommendations for adjustments to the plan as needed.
- 4.4 The Vision Zero Stakeholder Group is responsible for:
 - 4.4.1 Attending Vision Zero Stakeholder Group meetings.
 - 4.4.2 Acting as a liaison with the organization they represent.
 - 4.4.3 Providing feedback and input on the road safety concerns of the organization or group they represent.
 - 4.4.4 Providing feedback on the materials presented to the Vision Zero Stakeholder Group during the development of the Vision Zero Action Plan.

5. GOVERNING RULES AND REGULATIONS

- 5.1 Within a year of the adoption of this policy and appointment of the Vision Zero Stakeholder Group, the Vision Zero Task Force, facilitated by the Vision Zero Chair, shall:
 - 5.1.1 Review the current state of fatal and serious injury collisions on City of Windsor roads,
 - 5.1.2 Consult and collaborate with the Vision Zero Stakeholder Group,
 - 5.1.3 Develop a Vision Zero Action Plan and submit it to Council for approval.
- 5.2 After approval of the Vision Zero Action Plan, an annual report will be presented to the Environment, Transportation & Public Safety Standing Committee outlining the Corporation's progress toward achieving the goals of Vision Zero.
- 5.3 This policy will be implemented in accordance with the Vision Zero Procedure.

6. RECORDS, FORMS AND ATTACHMENTS

- 6.1 Records for this policy shall be prepared and retained in accordance with Records Retention By-Law 21-2013, as amended.
- 6.2 Attachments:
 - 6.2.1 Attachment 1: Vision Zero Procedure
 - 6.2.2 Attachment 2: Vision Zero Stakeholder Group Terms of Reference