

THE CORPORATION OF THE CITY OF WINDSOR PROCEDURE

Service Area:	Office of the City Solicitor	Procedure No.:	
Department:	Planning and Building Services	Approval Date:	February 24, 2020
Division:	Transportation Planning	Approved By:	Council Resolution CR82/2020
		Effective Date:	On approval
Subject:	Vision Zero Procedure	Policy Ref.:	
		<i>Pages:</i>	Replaces: N/A
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1. PURPOSE

1.1. This procedure is intended to provide details for implementation of the Vision Zero Policy.

2. SCOPE

2.1. This policy provides the details of how Vision Zero is to be implemented for the Corporation.

3. RESPONSIBILITY

3.1. Responsibility for implementing this procedure is outlined in the Vision Zero Policy.

4. PROCEDURE

4.1. The Vision Zero Action Plan shall:

4.1.1. Identify a target date to achieve the goal of zero fatal and serious injury collisions on City of Windsor roads.

4.1.2. Identify strategic priorities in order to achieve this goal.

4.1.3. Identify initiatives to achieve each strategic priority, including the person or position that has primary responsibility for carrying out the initiative.

4.1.4. Develop an implementation plan, including interim goals for each initiative. Interim goals should be specific, measurable, and have an identified date.

4.1.5. Incorporate the Vision Zero foundational elements identified by the Vision Zero Network:

4.1.5.1. A robust data framework,

4.1.5.2. Measurable goals with a clear timeline for implementation,

4.1.5.3. Accountability, and

4.1.5.4. Transparency.

4.2. Consultation with the Vision Zero Stakeholder Group should occur at the following points, at minimum:

- 4.2.1. As soon as possible after appointment of the Vision Zero Stakeholder Group;
 - 4.2.2. After recommended strategic priorities are identified;
 - 4.2.3. After recommended initiatives are identified;
 - 4.2.4. After recommended interim goals are identified.
- 4.3. The following items should be presented to the Environment, Transportation and Public Safety Standing Committee, along with a summary of Vision Zero Stakeholder Group feedback on the item:
 - 4.3.1. Strategic priorities (progress report);
 - 4.3.2. Recommended initiatives (progress report);
 - 4.3.3. Vision Zero Action Plan including interim goals (final report for approval).
- 4.4. Consultation with the public at large may be undertaken as part of the Vision Zero Action Plan.
- 4.5. After approval of the Vision Zero Action Plan, an annual report will be presented to the Environment, Transportation and Public Safety Standing Committee outlining the following, at minimum:
 - 4.5.1. Current statistics and trends for fatal and serious injury collisions,
 - 4.5.2. A summary of Vision Zero initiatives that have occurred since the last progress report,
 - 4.5.3. Overall progress on all strategic priorities, initiatives, and interim goals identified in the Vision Zero Action Plan, and
 - 4.5.4. Current values for all performance measures identified in the Vision Zero Action Plan.

5. RECORDS, FORMS, AND ATTACHMENTS

- 5.1. Records for this policy shall be prepared and retained in accordance with Records Retention By-Law 21-2013, as amended.
- 5.2. Attachments:
 - 5.2.1. Attachment 1: Vision Zero Task Force

Attachment 1: Vision Zero Task Force

Membership on the task force is contingent on accepting the invitation to participate. The Transportation Planning Senior Engineer may invite additional members for the task force as needed.

Category	Department/Agency/Group/Individual
City Departments/Divisions	Transportation Planning*
	Engineering*
	Operations – Maintenance*
	Traffic Operations*
	Communications
	Windsor Fire and Rescue Service
Arms-length Agencies/Boards/Committees	Windsor Police Service*
	Transit Windsor
	Essex-Windsor EMS

* member of the existing Road Safety Committee