The meeting was attended by:

- Greg Smith - iRAP
- Geert van Waeg – Int. Federation of Pedestrians
- Rebecca Ashton – FIA Foundation
- Susanna Zammataro – IRF
- Jesper Christensen – FIM
- Mohammed Al-Malki – Mol Qatar
- George Yannis – NTUA
- Philip Turner - UITP

Apologies:

- Carmen Giron
- Maricela Ponce Leon
- Nicolas Estupinan
- Michael Tziotis
- Mike Dreznes
- Claudia Adriaziola
- Per Mathiansen
- Kirsten Graf
- Rob McInerney (represented by Greg Smith)

1. **Welcome and Introduction**
   Welcome and introduction of all participants. Agenda agreed without any additions. Susanna Zammataro outlines the objectives of the meeting:
   1. Discuss way forward with the fact-sheets produced so far;
   2. Review scope, nature, form of the document “10 Steps Plan for Safer Infrastructure”;
   3. Discuss contribution of PG2 group to Sweden 2020 Ministerial Conference.

2. **Approval of Minutes of Geneva Meeting (4th October 2018)**
   Minutes are agreed following slight correction on the list of reported apologies (addition of 2 names that were missing).

3. **PG2 Fact-Sheets: Update on development. Feedback received from target audience, way forward**
   Susanna Zammataro delivers a brief introduction on the history and current status of the fact-sheets.
   So far two different fact-sheets have been produced: one on the overall work of PG2 and another one on work carried out under focus area 4 on capacity building.
   Susanna Z. recalls that the objective of the fact-sheets is to raise awareness on the knowledge resources produced by the group and which are freely available on gTKP website. Mary Williams and Kirsten Graf had volunteered to create a fact-sheet template. In order to facilitate branding, the fact-sheet template have been aligned with gTKP colors and design. They were delivered under a bit of time pressure as we wanted to have them ready for the Africa Road Safety Forum hosted in Marrakech. Susanna Z. reports that the fact-sheets were made available on IRF booth at the Africa Forum and were largely distributed. Comments received from recipients included: difficulty in understanding some of the jargon used in the fact-sheets (eg. Focus areas, PGs, etc.); suggestion to have less text and clearer link to where these resources are located and how to use them.
PG2 group engages in an exchange on this. Some of the comments join comments received during the Africa Forum. The group agrees it is necessary to revise the fact-sheets both in terms of content and in terms of layout. Rebecca from FIA Foundation offers support from graphic designer. Susanna will go back to Mary Williams and Kirsten Graf in order to work together on the content review. Other volunteers from the group are welcome for this revision. Revised texts to be shared with the group. The objective is to have a new set of fact-sheets available on time for the PIARC World Congress in Abu Dhabi (6-10 October 2019).

4. **PG2 “10 Steps Plan for Safer Infrastructure” – a template for the UN RS Trust Fund**

Susanna Zammataro provides a brief introduction on the origin of the document. This is a follow-up action to what discussed and agreed by the group in last UNRSC meeting held Geneva. Greg Smith from iRAP provides an overview of the document that has been drafted by Rob McInerney with inputs provided by Rebecca Ashton on the part concerning RS Trust Fund Criteria and comments from Susanna Zammataro on the initial version of the document. The group engages in a discussion.

Geert van Waeg stresses that it is indeed a valuable document but regret that active transport modes are not explicitly considered in the proposed steps, apart from sporadic and general reference “all road users”. Knowing that a large part of fatalities is amongst pedestrians and cyclists, and that only 12-14% of roads have a star rating of 3 or better (versus 56% for cars), a logical conclusion would be that an important focus of infrastructure should be on pedestrian and cyclist infrastructure (together with speed management). That should be explicitly covered in this document. He stresses that it is enough to just describe the fatality rate amongst active road users in the introduction and some visuals without providing explicit recommendations and action points. Other comments stress the importance of having a document that is organisation-neutral and that can be seen as emanating from the entire group and not from a restricted group of its members.

Greg Smith confirms understanding better now after this exchange with the group the nature of the document and the where the criticalities are. He offers to provide a new version of the document that takes into consideration comments and suggestions made by the group members. The group agrees that the document should be neutral, representing collective views of the group, and serve as a guiding document for both RS Trust Fund projects’ evaluators and those submitting project proposals to the Fund. A list of organisations that can provide expertise/support for each of the steps should be placed in an annex to the document. Susanna Zammataro will solicit specific input from WRI (Claudia Adriazola) and will discuss the document and the approach with Laura Dolci from UN Road Safety Trust Fund.

5. **3rd Global Ministerial on Road Safety (Sweden 2020) PG2 contribution**

Susanna Zammataro informs the group about the meeting hosted by WHO and Sweden in Paris in preparation to the Ministerial. The structure of the conference has now been agreed in terms of number of plenary sessions and parallel sessions to be hosted. The Swedish clearly want to put the accent on relation between road safety and implementation of SDGs. The Swedish will be sharing an update on advancement of preparations in UNRSC plenary tomorrow. The group engages in a discussion and reiterates its willingness and determination in providing inputs for the final declaration. The process about the latter is still unclear and the group expects some answers during the plenary meeting of UNRSC. The group decides not to wait further and to start collecting potential input to be passed to UNRSC Secretariat and Sweden as input from the PG2 group. All members to send their input to Susanna Zammataro.
6. **Members’ update**
Greg Smith provides briefly info on We are currently updating our key manuals and specifications, such as the Coding Manual. The changes mean fewer documents and reflect latest knowledge about using iRAP. Will be published in the next months. iRAP is also running a series of webinars with ARRB this year. Topics include: Star Rating Essentials; Star Rating Designs; Safe roadsides; Dealing with highways through towns and villages. More info at [www.irap.org](http://www.irap.org)

7. **Next Steps**
Susanna Zammataro to prepare and circulate minutes to the group. Mary Williams, Kirsten Graf, Rebecca Ashton and Susanna Zammataro to provide **new version of fact-sheets (content+ layout) by end of June**. Greg Smith to share **before summer a revised version of the document “10 Steps Plan for Safer Infrastructure”**. Susanna Zammataro to solicit input from WRI (Claudia Adriazola) and to discuss the document and the approach with Laura Dolci from UN Road Safety Trust Fund. **All PG2 members to share asap inputs for the final declaration of Swedish Ministerial.**

8. **Closing**
Susanna Zammataro will report back to the UNRSC plenary the deliberations of PG2. Meeting closes at 15:00 in order to allow members to attend the other PGs meetings.