

DEVON AND CORNWALL CONSTABULARY

DEVON AND CORNWALL SAFETY CAMERA PARTNERSHIP STEERING GROUP MEETING

Held at: Safety Camera Unit offices, Plymouth on 5th July 2006

Chairman: Superintendent Tim SWARBRICK

Secretary: *****

Attended by:	Jon FARR	Safety Camera Unit
	Peter GIMBER	Devon County Council
	Natalie HATSWELL	Safety Camera Unit
	Richard PRYCE	Devon & Cornwall Constabulary
	Ian PEARNE	Cornwall County Council
	*****	Safety Camera Unit
	Patrick CARNEY	Torbay Council
	Nigel DYSON	Highways Agency
	Adrian TRIM	Plymouth City Council
	Peter EDWARDS	Her Majesty's Courts Service
	Danny BATTEN	Her Majesty's Courts service
	Chris EASTWOOD	Devon & Cornwall Constabulary

Apologies:	Peter MOORE	Cornwall County Council
	Russell ASHMAN	Cornwall County Council
	William THOMAS	Council for the Isles of Scilly

Item No	Discussion	For Action By
1.	<u>Welcome</u> Superintendent SWARBRICK opened the meeting and welcomed everyone present.	
2.	<u>Minutes of the last meeting</u> The minutes of the Quarterly Steering Group Meeting of 17 th March 2006 were agreed.	
3.	<u>Matters Arising</u> Saltash Tunnel The rules regarding signing and lighting in and around the tunnel are still being investigated. The back office processes are being put into place in anticipation of enforcement. No enforcement will take place in the tunnel until all the risks have been considered.	Nigel DYSON

Item No	Discussion	For Action By
	<p><u>Collision Recording Systems</u> This project is on going with the procurement process in place. Funding is still being investigated.</p>	Tim SWARBRICK
	<p><u>Crown Prosecution Service</u> This project is looking into ways of improving links with the CPS and CJU and how documents are sent to Court. This has improved with the Safety Camera Unit now having access to NSPIS.</p>	Jon FARR / Steve TORR
	<p><u>Local Authorities</u> The Local Authorities must get any outstanding invoices to the treasurer for the first quarter.</p>	
4.	<p><u>Project Managers Report</u> Jon FARR presented his report to the meeting. The following points were discussed.</p>	
	<p><u>Operational Case</u> The Operational Case has now been approved with the addition of 13 new sites. Since the Operational Case, 7 more new sites have been applied for and approved. The level of offences is estimated to be similar to that of previous years. However at present the SCU levels are below the predicted. In view of this all capital and discretionary spend is on hold.</p>	
	<p><u>Enforcement Levels</u> The setting for levels of enforcement for the following years took place in view of the fact that the funding of the Safety Camera Partnership will change in 2007 and not exist in its current format.</p>	
	<p><u>Accounts for 2005/06</u> Jon FARR presented some estimated accounts to the group to see where the year-end results are likely to be. It showed an under spend by the Highway Authorities, the Police and HMCS. A contingency provision has been included to account for any anticipated problems. T. SWARBRICK raised the question of carrying over the contingency fund for next year in case of unforeseen problems. Russell ASHMAN is to</p>	Russell ASHMAN

Item No	Discussion	For Action By
---------	------------	---------------

look into this issue.

Liabilities

When the Partnership ceases to exist, the liabilities have to be transferred to a third party. The question of how that will be administered was raised and Cornwall County Council was suggested as it was proposed they continue to deal with the finance.

2007 – The route forward

Jon FARR will visit other Partnerships to see if there are any commonalities that can be shared for the route forward and how to proceed after 2007. The outstanding concerns are

- HA site funding
- Format of the organisation
- The Political process
- Areas of commonality V partner control
- Operational plan uncertainties

Cameras

At the quarterly reviews, the number of active sites is continually being monitored and the decommissioning of non-active sites investigated. The SPECS camera system is ready for use through the back office. This can be used in the Saltash Tunnel and in road work projects.

The Partnership has recently purchased 2 Red-light cameras and are now looking into the procurement of 2 larger vehicles which will provide a greater deterrent and can be single crewed.

The Home Office is reviewing new camera technology and will be holding a workshop later in the year.

Staffing

Sergeant Richard SOLMAN has been appointed as the Operations Manager. Thanks to Sergeant David DOWNING and Sergeant Gregory JARRETT for their help and support over the last six months.

A new requirement by the Police is to have a 'Gate keeper'. This role is to check files before they are put through to CPS. The gatekeeper may also discontinue cases before they get to Court,

Item No	Discussion	For Action By
	<p>therefore saving time where prosecution may not succeed.</p> <p><u>Vehicle Activated Signs</u> The Vehicle Activated Signs purchased recently are now ready and available for use. The local authority engineers are to be made aware of this.</p> <p><u>Data Analysis</u> The 4 year report summary is now available. The Devon and Cornwall performance is now being analysed site by site.</p> <p><u>Back Office</u> Scanning technology is being linked to existing systems to make the office more efficient and effective. Due to ongoing problems the replacement of EROS / viewing software is also being looked into.</p> <p><u>Motorcycles</u> Motorcycle collisions and offences are continuing to be monitored. The Partnership continues to contribute to the PMF and will continue to support through attending various functions and taking the enforcement bike to events. A new motorcycle display trailer is being purchased for use at events as the current trailer is so popular and in constant use. The enforcement bike will be taken to the Dartmoor National Park who is holding an event for the media to promote slower speeds across Dartmoor with particular emphasis on motorcycles.</p> <p><u>Speed Awareness</u> The feedback from attendees to the speed awareness courses has been positive. Longer term effectiveness is yet to be assessed. Numbers for Speed Awareness courses remain steady.</p> <p><u>Highways Authorities</u> Capital expenditure has been frozen other than for maintenance. This will mean delivery of sites will be on a shortened timescale later in the year.</p>	

Item No	Discussion	For Action By
---------	------------	---------------

Buchanan Computing recently ran a course for speed detection officers and local authority engineers on signing.

5.

Communication Managers Report

Natalie HATSWELL presented her report to the meeting. The following points were discussed.

Events

The exhibition bus has now been used for various shows and has proved useful. The new 'road show' style is viewed by the public as being much more approachable. The speed enforcement bike has raised significant interest. The Partnership is also linking up with local authorities for upcoming events.

Website

The website continues to get high numbers of visitors from all over the world.

Regional working

The 7 Partnerships in the Southwest have joined together on a campaign to address the problem of speeding on rural roads. This will run through the school holidays when there will be increased traffic on the two counties rural roads.

Media

Radio interviews and press releases are on going especially with the latest high profile Court case.

FOI requests

The numbers of general enquiries are staying level. However there are a few potentially vexatious enquiries. The FOI requests are also being dealt with much more quickly than previously. A system for monitoring the FOI requests will be put in place.

Driver at Work Campaign

The DAW project was well received. It proved very successful with positive feedback and it showed good Partnership working. Follow up workshop sessions are being planned, targeting specific subjects that have been requested by delegates to the events.

Item No	Discussion	For Action By
6.	<p><u>SLA for 20006 /07</u> A draft revised SLA for the current year has been circulated for comment. A few responses have been received and the revisions will be made in the next two weeks. The updated version will be circulated when the revisions are made. When the final version is ready, the SLA will need to be signed off by the various parties.</p>	
7.	<p><u>Financial Position for 2006 /07</u> Jon FARR discussed the required number of NIP's / CO's and CO's paid to maintain the Partnership.</p>	
8.	<p><u>Review of Executive SCOTS</u> A revised agreement and operational plan – how we will operate, will be circulated. Comments to be passed back by the end of July. Updated documents to be circulated in August. Final confirmation of LTP 2 grants will be made in December.</p>	Jon FARR / Peter GIMBER
	<p>Issues regarding how the Partnership will be set up next year are still the main problems. The Highways Agency wants to see a nationally set format rather than each area set up differently. Jon FARR will talk about this issue at the next Project Managers meeting.</p>	Jon FARR
	<p>Richard PRYCE and Tim SWARBRICK are to suggest someone to talk to about how to set up a partnership and the local authorities to discuss with their legal representatives. The governance of the Partnership will be a SCOTS activity with the Steering Group, as now, to carry out the detail. The problem is SCOTS is not a legal entity. An alternative could be for a constitution to be written with grant aid money given to the Partnership. It has been suggested to drop the word 'Partnership' and change to 'Association' to make the change obvious.</p>	Richard PRYCE / Tim SWARBRICK
	<p>Cornwall County Council is to be asked to carry on in the treasury role. Ian PEARNE will investigate this.</p>	Ian PEARNE

Item No	Discussion	For Action By
9.	<p><u>Risk Review</u> There is currently no visible process of risk management. A risk register has been generated. Devon county Council has carried out a risk review and made up a register. The risk register is to be circulated for comment. Danny BATTEN is the risk manager for the Magistrates Courts services, and can discuss with Jon FARR how they deal with this issue.</p>	Jon FARR / Danny BATTEN
10.	<p><u>Camera Bike Operation</u> Police motorcyclists are being trained and this is now nearly complete. The enforcement bike has been used to great effect on the A374 and A386 acting as a deterrent as it is highly visible. In certain locations, the bike has appears to have more impact than a van. It creates good conversation with motorcyclists at events. Local authorities can ask for taskings for the bike.</p>	
11.	<p><u>A.O.B.</u> <u>Speed enforcement</u> A request was put forward for more information on the bigger picture on speed enforcement. Richard PRYCE will produce a briefing for the next meeting.</p> <p><u>HMCS</u> A reorganisation of HMCS is taking place and job roles will be changing. This may affect who will attend the steering group meetings.</p>	Richard PRYCE
12.	<p><u>Date of next meeting</u> To be announced</p>	