

DEVON AND CORNWALL CONSTABULARY

**DEVON AND CORNWALL SAFETY CAMERA PARTNERSHIP
STEERING GROUP MEETING**

Held at: Safety Camera Offices, Plymouth on 7th February 2007

Chairman: Superintendent Tim SWARBRICK

Secretary: *****

Attended by:	Peter MOORE	Cornwall County Council
	Russell ASHMAN	Cornwall County Council
	Adrian TRIM	Plymouth City Council
	Peter GIMBER	Devon County Council
	Patrick CARNEY	Torbay Council
	Natalie HATSWELL	Safety Camera Partnership
	Jon FARR	Safety Camera Partnership
	Peter EDWARDS	Her Majesty's Courts Service
	Nigel DYSON	Highways Agency
	Richard PRYCE	Devon & Cornwall Constabulary
	Steven TORR	Devon & Cornwall Constabulary

Apologies:	Danny BATTEN	Her Majesty's Courts Service
	*****	Safety Camera Partnership

Item No	Discussion	For Action By
1.	<u>Welcome.</u> Superintendent SWARBRICK opened the meeting and welcomed all those present. He gave a brief overview on how the Safety Camera Unit will link with the Local Authorities and how the Safety Camera Partnership will need to integrate with the wider remits of road safety.	
2.	<u>Minutes of the last meeting.</u> The minutes of the Quarterly Steering Group Meeting of Thursday 7 th December 2006 were agreed.	
3.	<u>Matters Arising.</u> <u>Crown Prosecution Service.</u> Meetings are on going with the CPS to discuss where files are discontinued or fail. New procedures are in place to alleviate this problem.	Discharged

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	<p><u>Speed Enforcement.</u> All the Road Casualty Reduction Officers have been made aware to attend the Quarterly Reviews.</p>	Discharged
	<p><u>Vehicle markings</u> A discussion on the vehicle marking took place. This will be looked into further as it is felt that the vehicles need to be liveried as Police vehicles, although there are occasions where the use of blue lights is not appropriate.</p>	Richard PRYCE
	<p><u>DVLA</u> The DVLA have put out a preliminary message advising of potential changes to driving licence formats. Further details will be passed on as soon as available. HMCS will keep this under review.</p>	P.EDWARDS
	<p><u>Draft Partnership Agreement</u> It has been agreed that unanimous Voting is essential for certain items however some items can only be satisfied with majority voting. The Agreement has been updated.</p>	Discharged
	<p><u>SCP Collisions report</u> It has been agreed that camera site selection will be carried on as per the Department for Transports current arrangements. This will be monitored and adjusted as the new project develops.</p>	Discharged
4.	<p><u>Project Managers Report</u> Jon FARR presented his report to the meeting. The following points were discussed.</p>	
	<p><u>Strategic Reviews</u> The strategic reviews are completed and the following points were discussed:-</p> <ul style="list-style-type: none">• Identifying different types / styles of enforcement• Targeted enforcement• Community Concern sites• The establishment of new sites. This will be based on the current guidelines and will be amended as the project develops.	

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	<p><u>Highways Agency</u> A proposal of how to fund new Highway Agency roadwork sites will be circulated for discussion and input.</p>	Jon FARR
	<p><u>Communications</u> A meeting was held in December to formulate a plan on how to handle communications. A plan was formulated and needs to be incorporated into the Operational Plan. Natalie HATSWELL is to work with the Local Authorities and be given a small budget to cover printing costs, design work etc. specific to cameras.</p>	
	<p><u>Project Team Reorganisation</u> The members of the team are being trained to be more flexible and have the ability to work in more departments. This will help during times of sickness and holidays.</p>	
	<p><u>Enforcement</u> Management are currently negotiating new working patterns with the Speed Detection Officers to give greater coverage within the region. This will include the weekends.</p>	
	<p><u>SCP Motorcycle</u> There are now 2 Speed Detection Officers who are trained to use the motorcycle enforcement bike. This will mean it can be used more often and is not solely reliant on the Police motorcycle wing.</p>	
	<p><u>Vehicles</u> One larger mobile camera van has been delivered and awaiting conversion. Another is on order and awaiting delivery. The fleet will retain some small vans and some larger vans. This will enable the Speed Detection Officers to continue to enforce more restricted sites. The larger vans will be used in all other sites.</p>	
	<p><u>SPECS Camera</u> The SPECS camera system is now being used at Junction 29 on the M5 and along the Hayle Bypass. To date offence numbers have been very low. It is also installed for monitoring in</p>	

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	<p>the Saltash Tunnel and maybe used when instructed the site is ready for enforcement.</p>	
	<p><u>Financial Position 2006/07</u> A brief overview was given of the financial position with an anticipated closing balance. This included some equipment replacement items. All invoices for Rule 3 signage need to be put into the SCP immediately.</p>	<p>ALL HIGHWAYS AUTHORITIES AND THE HIGHWAYS AGENCY</p>
	<p><u>Collision recording system</u> It was agreed that the SCP will procure additional licences for the collision recording system and to enable more than one operator at a time in the project team. Steve TORR is to look into this.</p>	<p>Steve TORR</p>
5.	<p><u>Promotion of the new Partnership</u> Natalie HATSWELL has been asked to investigate ways of promoting the new Partnership in April and explore the various avenues the SCP has available. A draft press release was handed out for comment.</p>	<p>Natalie HATSWELL</p>
6.	<p><u>New Partnership Operational Plan 2007/08</u> A section on the communications department and its role will be added. The Highway Agency roadwork's funding will be included. Risk / Contingency plan will be included.</p> <p>The revenue for the new Partnership has now been agreed. The final amount has been varied from initial plans due to LTP settlements. However there will be additional Highways Agency contribution for roadwork enforcement. Provision for outstanding liabilities is to be made. Russell ASHMAN will look into the amount to be put aside for liabilities based on the Project Manager's report to him. The Operational Plan will be circulated however unless concerns are received by the end of February it will be assumed to have been agreed. The plan can be updated in the year by agreement of the Partnership board.</p> <p><u>Highway Agency Roadwork's</u></p>	<p>Russell ASHMAN / Jon FARR</p>

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The enforcement of roadworks is not covered by the LTP2 grant, and will need to be funded from scheme costs. Advance notice and payment will be required to ensure sufficient resources are available to continue local authority enforcement when roadwork's programmes are in hand.

Partnership Collaboration Agreement

The Police legal team want to include negligent acts and to insert the word 'reasonableness' into the section on partner liabilities. All other outstanding issues had been addressed in the revised draft which will be circulated for signature by each Partner by DCC legal department. Returned copies are required by the end of February.

Whiddon Down

A recent problem was brought to light at the A30 Whiddon Down roadwork's enforcement, where approximately 170 offences will have to be overturned. This was due to an administrative error. All the conditional offers are valid but any offences that went through the Court process were a problem.

Management structure

The new Partnership Board will take the place of the steering group in the future. A new Partnership Management group will meet on a monthly basis (including HMCS) to manage day to day issues such as capacity management.

7. Communication Managers Report

Natalie HATSWELL presented her report to the meeting.

Events and Talks

The team are currently involved in a week long road safety road show aimed at young drivers. They are visiting schools in conjunction with trading standards officers and road casualty reduction officers.

Talks to Magistrates are on going, explaining what the SCP does and how the cameras work.

Court Cases

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	<p>Court Cases are being monitored with the results being put on the website.</p> <p><u>Promotional work</u> Natalie HATSWELL is meeting with the Road Safety Officers from the Local Authorities to discuss various promotional activities to enable joint promotions to be carried out.</p> <p>8. <u>A.O.B.</u> <u>Plymouth City Council</u> Plymouth has stated that they wish to review the way static cameras are used within the city. This will be incorporated into the future review meetings.</p> <p><u>Collision Statistics</u> Up to date collision statistics will be required as soon as possible with the imminent changes to the Partnership.</p> <p><u>Community Justice</u> Peter EDWARDS informed the group of a new initiative being trialled in Plymouth with regard to community justice.</p> <p><u>Letter Bombs</u> Tim SWARBRICK read out a letter relating to the recent letter bombs that had seemingly been targeted at companies / authorities who are involved with safety cameras. All staff are reminded to be aware of the risks and what to look out for.</p> <p><u>The Steering Group</u> It has been decided that after April 1st 2007, the Steering Group will be known as The Partnership Board. The Board will meet at quarterly intervals continuing in the same vein as the Steering Group.</p> <p><u>Date of Next Meeting</u> To be arranged.</p>	