

## DEVON AND CORNWALL CONSTABULARY

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

Held at: Safety Camera Unit Offices, Plymouth on 28<sup>th</sup> September 2006

Chairman: Superintendent Tim SWARBRICK

Secretary: \*\*\*\*\*

Attended by:	Richard PRYCE	Devon & Cornwall Police
	Steve TORR	Devon & Cornwall Police
	Adrian TRIM	Plymouth City Council
	Patrick CARNEY	Torbay Council
	Jon FARR	Safety Camera Partnership
	*****	Safety Camera Partnership
	Natalie HATSWELL	Safety Camera Partnership
	Chris BENNETT	Her Majesty's Courts Service
	Peter EDWARDS	Her Majesty's Courts Service
	Peter GIMBER	Devon County Council
	Danny BATTEN	Her Majesty's Courts Service
	Peter MOORE	Cornwall County Council
	Nigel DYSON	Highways Agency
	Russell ASHMAN	Cornwall County Council
	*****	Devon County Council
Apologies:	William THOMAS	Council for the Isles of Scilly
	Ian PEARNE	Cornwall County Council
	Kathy TAYLOR	Crown Prosecution Service

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Item No	Discussion	For Action By
1.	<b><u>Welcome</u></b> Superintendent SWARBRICK opened the meeting and welcomed everyone present. As there has been a change in personnel in the Police, everyone introduced themselves to the team.	
2.	<b><u>Minutes of the last meeting</u></b> The minutes of the Quarterly Steering Group Meeting of 5 <sup>th</sup> July 2006 were agreed.	
3.	<b><u>Matters Arising</u></b> <b><u>Meeting structure</u></b> Jon FARR has asked for feedback on the	ALL Local Authority representatives

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	<p>Quarterly Meetings. Views on how they are run and what is wanted from them are sought.</p>	
	<p><u>Collision Recording Systems</u> This project is on going with progress being made. Funding is still being pursued.</p>	
	<p><u>Crown Prosecution Service</u> An initiative to improve inter agency working has been started. Steve TORR was brought up to date with progress so far. A meeting is to be arranged in the next few weeks to review the project.</p>	<p>Jon FARR / Steve TORR</p>
	<p><u>Partnership Set Up</u> Cornwall County Council has indicated that they will be happy to continue in the role of treasurer for the new Partnership. As treasurer, Russell ASHMAN is to seek clarification on who is liable if any previous enforcement is found to have been illegal. As the Government will have received monies from any such enforcement, repayment would be from the Treasury. The DfT have stated that they will not get involved with refunding and the Treasury would need to recover any such funds as they deem appropriate.</p> <p>Russell ASHMAN has offered to investigate if capital spend can be carried over into the next year.</p>	<p>Russell ASHMAN</p>
	<p><u>Local Authorities</u> The Local Authorities must get any outstanding invoices in for the second quarter within 4 weeks of the period closure.</p>	<p>All Local Authority representatives</p>
	<p><u>Speed Enforcement</u> Richard PRYCE is to talk to Police Traffic Officers and Road Casualty Reduction Officers with regard to taskings and enforcing at sites of community concern. The Road Casualty Reduction Officers are also to be asked to discuss the appropriateness of enforcement with the local authority Road Safety Officers. Richard PRYCE will also look into how collision recording forms are being filled in. This establishes the cause of the collision.</p>	<p>Richard PRYCE</p>

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	<p>Enforcement on Sundays will continue to ensure that coverage is maintained at times which data suggest are high risk.</p>	
4.	<p><b><u>Project Managers Report</u></b></p>	
	<p>Jon FARR presented his report to the meeting. The following points were discussed.</p>	
	<p><u>Back Office and Payments Office</u></p>	
	<p>The number of offences has increased recently but is below anticipated levels.</p>	
	<p>The SPECS camera back office system is now in place and ready for use. This is the type of camera in the Saltash Tunnel and may also be used in roadworks on the M5.</p>	
	<p>The FMC scanning system will be installed in early October in anticipation of going live in mid October. This will reduce the need for paper and filing. A replacement system for the current EROS system is being looked into.</p>	
	<p>Redspeed will visit the Safety Camera Unit in the near future to demonstrate wireless static camera technology.</p>	
	<p>The workload in the Payments Office is building in line with the increase in enforcement. They have also been affected by a postal strike which has caused a fluctuation in the workload.</p>	
	<p><u>Partnership activities post 2007 preparations</u></p>	
	<p>All the Local Authorities have delegated the setting up of the new Partnership to executive officers, having agreed the principle. Levels of support from the LTP 2 grant need to be confirmed.</p>	
	<p>A revised Partnership Agreement and Operational Plan was produced for discussion by the Partners</p>	
	<p>The key outstanding concerns are</p>	<p>Local Authority Representatives</p>
	<ul style="list-style-type: none"><li>• Highway Agency site resources and funding</li></ul>	
	<ul style="list-style-type: none"><li>• Agreeing activities including communications. What do the Local Authorities want in the Operational Plan and what do they want the Communications department to do?</li></ul>	
	<ul style="list-style-type: none"><li>• Balancing the budgets against needs</li></ul>	
	<ul style="list-style-type: none"><li>• Any other work that will need to be carried out above the programme set out in the</li></ul>	

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	<p>operational plan.</p> <p><u>Site / Camera update</u> There has been a small increase in the number of active sites, 20 new sites have been approved by the Department for Transport. The majority of these being in Cornwall and on the Highway Agency road network. Other Authorities have had a decrease in the number of active sites. The Department for Transport Rule 3 compliance is causing problems in some areas with the additional signing cost issues to be resolved, some of which is beyond the costs submitted to the Department for Transport. The additional red light cameras procured recently are now in use across the whole area.</p>	
	<p>The issue of the vehicle colour, livery and type of lights was raised. Peter GIMBER has asked if the vans can have Battenberg paintwork and blue lights put on to them as they are Police vehicles.</p>	Tim SWARBRICK
	<p><u>Safety Camera Bike Operation</u> Two Speed Detection Officers are being trained on the riding of this bike to improve utilisation. This will reduce the need to use to motorcycle wing of the Police for enforcement deployments.</p>	
	<p><u>Freedom of Information</u> A system for monitoring FOI letters is being developed to monitor turnaround time. To enable this to happen more effectively, partners liaison is required.</p>	Natalie HATSWELL
	<p><u>Vehicle Activated Signs</u> Cornwall County council are currently using the VAS signs and carrying out speed assessments.</p>	
	<p><u>DVLA</u> New rules are coming in from the DVLA which will give more work to HMCS. This issue needs to be taken to the next SCOTS / STOCS meeting.</p>	Peter EDWARDS
	<p><u>Data Analysis</u> Devon and Cornwall Safety Camera Partnership performance is under analysis to determine</p>	

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	<p>effectiveness. The 2004 casualty reductions need further investigation for the Partnership region, not just at camera sites.</p> <p>A motorcycle trend analysis / problem profile will be carried out as this remains a problem in the area.</p> <p><u>Speed Awareness</u></p> <p>The numbers attending Speed Awareness courses have increased. The service providers are getting positive feedback from attendees.</p> <p><u>Highways Authorities</u></p> <p>Site reviews are still on-going. The DfT rule changes on camera signing are still proving a challenge, despite significant efforts from some local authorities.</p> <p>Some roads still need investigation and confirmation that they adhere to the revised standards.</p> <p>Jon FARR is to give each of the local authorities the top 3 or 4 sites that need to be concentrated on.</p> <p><u>Operational Plan draft</u></p> <p>The principals of the plan were discussed. Staffing resources are a major issue – especially if there are variations in enforcement. Local Authorities are to e-mail any amendments to Jon FARR. An amended version will then be e-mailed out to everyone. New site criteria are to be established for the Partnership area.</p>	<p>Jon FARR</p> <p>Jon FARR / Local Authorities</p>
5.	<p><b><u>Operational Case 2006/07</u></b></p> <p>A draft forecast for the current financial year was discussed.</p> <p>Discretionary spend has been curtailed. Communications activities and initiatives have been suspended until further notice. Only pre-booked events and publicity will be continued.</p> <p>New site spend has been suspended. The only expenditure will be on maintenance of existing sites as agreed at the quarterly meetings. The allocated funds reductions have been put in place through the SOW's. A small contingency is projected but at present it is very closely balanced.</p>	

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	<p>The procurement of new vehicles and cameras has also been put on hold. The procurement of new equipment will be looked into at the end of the second quarter.</p>	
6.	<p><b><u>Service Level Agreement /Current Partnership</u></b> A draft agreement has been circulated by *****. Feedback is to be sent to Jon FARR. Once all feedback is received a final copy will be circulated for approval and signing off. Responses required from all partners by the end of October, otherwise it was assumed that the proposal revisions had been accepted by all partners.</p>	All Partners
7.	<p><b><u>Enforcing Community Concern sites</u></b> Current guidelines allow enforcement at sites of concern. Discussion on how time will be allocated in the future for these sites was held, the main issue being, will the time spent at sites of community concern be taken out of the allocated local authority time or will it be additional.</p>	
8.	<p><b><u>Communication Managers Report</u></b> Natalie HATSWELL presented her report to the meeting. The following points were discussed.</p> <p><b><u>Motorcycle collisions and offences</u></b> Several events have been held to highlight the problems of excess speeding with motorcycles. An event was held at the Torpoint Ferry parking area alongside the motorbike lane. This enabled Road Safety Officers and SCP staff to engage in conversation with the local motorcycle fraternity. An event was held at the DNP event to coincide with the launch of the camera bike The PMF have made a request for funding from SCOTS to enable them to carry on with their work and developments. The Safety Camera Partnership can no longer sponsor the Motorcycle Forums with the changes that it is going through itself.</p> <p><b><u>Website</u></b> The number of visitors to the website continues</p>	

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	<p>at a similar level as before – in excess of 100,000 views per month.</p> <p><u>Events</u> Natalie HATSWELL showed pictures of various events attended with the exhibition van, motorcycle trailer, the camera motorbike and other local authority promotional items.</p> <p><u>Media coverage</u> Recently the Partnership has had 59 minutes of TV coverage and 17 pages of newspaper articles. Presentations have been given to Magistrates showing what the Partnership does and how the cameras work.</p>	
9.	<p><b><u>Proposed increases in Road Policing</u></b> Following a national report from last year it has been decided to increase the number of Police working on the road network. This will make the Police more visible both on and off the roads. This should not have any impact on the SCP.</p>	
10.	<p><b><u>Risk Review</u></b> Jon FARR has been working on this project and circulated a risk register within the draft operational plan for comment. Please send feedback to Jon FARR as soon as possible.</p>	Jon FARR / Danny BATTEN
11.	<p><b><u>Draft Partnership Agreement for post April 2007 and Operational Plan</u></b> Devon County Council has produced a draft Agreement. Tim SWARBRICK thanked ***** for his work in getting the draft Agreement written up. Each member was asked their opinion of the DPA. Some amendments were highlighted which will be amended. Once amended, the Agreement will be re-circulated for any further comments. All Partners to respond on the agreement by 31 October. The final document is to be agreed and signed by 1<sup>st</sup> January 2007.</p>	All Authorities / Jon FARR
12.	<p><b><u>Feedback on DfT draft circular</u></b> Feedback was given to the Department for Transport by Jon FARR on the Partnerships behalf.</p>	

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13.	<p data-bbox="438 294 1055 367"><b><u>Enforcement of Highways Agency sites and funding</u></b></p> <p data-bbox="438 367 1055 819">The DfT has indicated that enforcement on the HA roads will come from the Local Authority monies which they will receive in turn from the Government. The Local Authorities will have to decide how they want to resolve this issue as some LA's have more HA roads than others. There may be some reluctance by local authorities to pay for enforcement on the HA roads. An agreement will need to be reached with each local authority as to what will be funded and what will not. The Highways Agency will still pay for installation and maintenance undertaken on their network.</p> <p data-bbox="438 850 1055 966">Roadwork schemes are not included in the new arrangement. Level of resources and finance need to be agreed by the Highways Agency.</p>	<p data-bbox="1055 294 1383 367">Local Authorities / Nigel DYSON</p> <p data-bbox="1055 850 1383 966">Nigel DYSON</p>
14.	<p data-bbox="438 987 1055 1029"><b><u>Progress on Rule 3 signing</u></b></p> <p data-bbox="438 1029 1055 1302">Due to the rules regarding this new signing rule, there has been a very short timescale given for implementation and pressure is on to get the signage completed. It is also critical for maintaining the 2006/07 financial position. The TSRGD book is to be updated at the end of the year which could mean more signage changes needed by the SCP.</p>	
15.	<p data-bbox="438 1323 1055 1365"><b><u>Saltash Tunnel</u></b></p> <p data-bbox="438 1365 1055 1814">The Highways Agency have had a meeting with the DfT to ascertain if the Tunnel is correctly signed and lit to enable enforcement to take place. Speed data has been gathered which shows that there is a speed problem. As the Tunnel, to date, has no collision record it will have to be treated as a community concern site. Guidance is sought through the Steering group and the DfT as to how to proceed. After 2006/07 Cornwall County council will not commit to provide finance for enforcement in the tunnel as they will only prioritise sites which have a history of collisions.</p>	<p data-bbox="1055 1323 1383 1365">Nigel DYSON</p>

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16.	<u><b>A.O.B</b></u> <u><b>Police Policy</b></u> Due to a change in Force police, wider enforcement on roads over 30mph will be carried out by traffic Police Officers.	
17.	<u><b>Date of next meeting</b></u> 7 December 2006	