

DERBYSHIRE SAFETY CAMERA PARTNERSHIP

STEERING/WORKING GROUP MEETING

MINUTES

Wednesday 11th August 2004

Police Headquarters – New Reception Room

OPEN SESSION

1. Attendance:

Margaret Ward	-	Police
Alan Bannister	-	Police
Geoff Hall	-	Police
Rebecca Hampson	-	Police
Paul Robinson	-	Derbyshire County Council
Graham Wheatley	-	Derbyshire County Council
Neill Bennett	-	Derbyshire County Council
Philip Bellefontaine	-	Derbyshire County Council
Ian Butler	-	Derby City Council
Jon Pumfrey	-	Derby City Council
David Payne	-	Derby City Council
Jane Kirk	-	Magistrates
David Fox	-	Magistrates
Sue Savage	-	Magistrates
Louise Harper	-	CPS

2. Apologies:

David Skinner (Police), Liam Vint (Police), Ellen Li (Police), Martin Cantrill (Police), David Walker (County), Pete Leigh (County), Ben Cooke (AMScott), Keith Sharples (AMScott), Becky Mahon (CPS), Andrea Charity (CPS).

3. Minutes of Previous Meeting

The minutes of the last meeting of the 1st July 2004 were read and agreed as a true and accurate record.

4. Matters Arising:

Maggie gave an update on the operations to date, as follows:-

Operations Update:

CTO Workload/Enforcement:

Maggie confirmed to the group that the StarTraQ system should be implemented by the start of September.

PR/Marketing:

Maggie informed the group that a PR/Marketing Officer has finally been recruited – Rebecca Hampson was introduced to the Working Group.

Carlton Advertising:

Maggie confirmed that the cinema adverts will commence as of 23rd August, and be shown at the UCI, Derby and Cineworld, Chesterfield for a duration of 52 weeks.

Radio Advertising:

The Derby Mobile Officers are working with the RAM fm 'Morning Show' presenters Rachel and Deano. This has introduced the officers 'on air' to motorists in the Derby area by talking to them on site twice each morning. It gives the mobile team a personal touch and hopefully encourages motorists to keep to the speed limits, and show that we promote an open approach by keeping them informed exactly where the mobile units will be working throughout the day. Maggie asked the Senior Partners if they would consider work with the presenters of the Peak 107 morning show, and High Peak radio. It was confirmed that they have agreed to the progress of this work.

Promotional Items:

Further promotional items have been ordered, and should be delivered very soon as approved and noted in the Minutes of meeting on 1st April 2004. Through liaison with Chesterfield Division, we have managed to obtain their co-operation and approval to use a police house at Birchwood Crescent to store the items.

WORKING GROUP SECTION:

OPERATIONAL CASE 2004/2005

5. Proposed Fixed 2004/05 Sites

Possibilities mentioned in the last meeting were Sinfin Lane (City) and Buxton A6 – There has been no progress with A6 Buxton, however Sinfin lane should be progressed sometime in the 3rd quarter.

It was mentioned that both housings at Ambergate have been taken out, as have the housings and signs at Heanorgate. The date given for Ilkeston is 17th August.

Jon discussed a gateway feature proposed for the A6 Shardlow Road – A50 extension.

6. Proposed Mobile 2004/05 Sites

Pete is to confirm the progress of the hard standing at Hearthcote Road, Swadlincote at the next meeting.

Paul to discuss proposed mobile sites on or before the next meeting.

7. Gatso's

Gatso front photography: Trialled in Essex. Used purely for identification – not type approved, but used in conjunction with current rear photography – using optical sensor – sites on top of robot system. 2 systems: wet film / digital - currently researching the flash. A visit was made to the Essex Partnership, on the 9th and 10th August to see the equipment first hand. Those who visited found it a very useful exercise and came back with a number of ideas for progress.

8. Service Level Agreement / Memorandum of Understanding:

Maggie confirmed that the MOU has been finalised, and copies have been sent to all Senior Partners.

9. Operational Case 2005/2006

Maggie asked the Partners to let Ellen have their site lists for the next Operational Case.

10. Hard Standing:

Phil was asked if Dove Holes, Northwood, and the signs at Bakewell had been progressed. It was confirmed that they are programmed for the end of October. The signing should be up before then.

Marked Bays

A610 Codnor – Pete to confirm the current situation, regarding the parking of mobile vans. (Hardstanding development will not be taking place) at the next meeting.

11. A621 Collisions

It was previously confirmed by Sgt Ian Windmill that this road is unsuitable for either fixed or mobile enforcement. VAS is considered to be a viable option and should be progressed before the end of summer. Sergeant Stevenson has met on site with Paul Robinson to select a suitable location.

12. City:

CTO have received many complaints about Burton Road, Derby – 30mph sign from A511 (ring road) Slip Road – Joining Burton Road, now quite obscured by shrubbery. Jon and Ian have investigated the matter and a bracket is to be fitted to a street lighting column as soon as possible.

Mobile - Hard Standings

Opposite 992 London Road – Jon and Roy have met on site, which will be given a possible upgrade to fixed for the next Operational Case.

Uttoxeter Road (near to Albany Road Junction). Jon confirmed it is not a suitable place for a hardstanding. (It was previously uncertain if it would obstruct a bus lane). However there is a possibility that the site may use fixed cameras instead.

13. Progress of Loops for Fixed Sites:

Maggie reported on the following:-

Radar kit:

The Data Collection Team, Ellen and Maggie have been working with County (Neill Bennett) and City (David Payne) in testing new radar speed data collection equipment, from a company called Applied Traffic. This equipment will be used at mobile sites and complaint sites. There are two different types of systems proposed which Maggie would like to deal with separately. The replacement of the Hi-Stars by the “radars” may take a little while longer before the team can come to any conclusions on the suitability. Neill confirmed that so far the results of testing the kit, has gone very well.

Loop system:

The idea of a loop system has been proposed to be implemented at our fixed sites as they need to be utilised where there will be some permanency of location. Golden River have a good, reliable loop system. Neill is already working on a specification document on behalf of County for some equipment of their own, and we will be in a position to utilise this for DSCP purposes. The contract document will be progressed in an attempt to get it ready for early September. Pam Gurr of the Contracts Section will be attending the next meeting we have with Neill and David in order that she can be given an idea of what our requirements will be and the timescales involved. Maggie asked the Senior Partners if progress could be approved for Contracts Section to go through the tendering process. Timescales are quite tight so Maggie will need to progress this as soon as possible.

Through DSCP Data Collection meetings with Neill and David it has been established that there are 6 County roads and 7 City roads (which are also SC fixed sites). After meeting with Neill, it may save in the region of £2000 per site if those already in use by County and City could have other loops cut into the road surface to give the additional functionality required for safety cameras. (They are currently used to count vehicles, but we require speed data and classification). The Senior Partners have agreed on this being progressed.

14. FOI:

A draft document has been written for the Safety Camera operation by a National joint working group. DfT have yet to sign it off, but once finalised steps can be taken to publish data on the website. It will be quite a task as there is a substantial amount of work involved in setting it up. C/Insp Paul Brookes is to take the document to the Information Commission regarding the exemptions to be made in order to get a provisional ruling.

Maggie had managed to utilise a member of agency staff from the CTO (Nichola Haywood) who is qualified on website design, so has been working on updating the DSCP website. (Nichola has now found employment elsewhere).

Maggie stated that she had a number of concerns on the workload that the FOI Act will generate. It is proposed that casualty data and speed data will be published. Also the Operational Case (after January 2005 and approval received). Standardisation of response letters will have to be undertaken, record management, disposal schedule and audit procedures set up.

The National Working Group has recommended that:-

- ❖ A central point of contact for FOI enquiries be identified.
- ❖ Identify an administrator.
- ❖ Devise audit document – co-ordinated and completed by Partnership staff.
- ❖ Centralised record of all data.
- ❖ Surplus information disposed of – re Partnership's disposal schedule.
- ❖ Administrator to ensure that material is correctly destroyed, including any surplus material.
- ❖ Information accessed from common folders by multiple individuals.
- ❖ Any information that can be published should be before 1st January 2005. (Templates being devised by the Working Group, i.e. data publishing).
- ❖ By 1st January 2005 the Publications Scheme will be utilised to proactively publish categories of information.
- ❖ Categories of information be made available 'on request' in the Publications scheme should be easily retrievable by a number of members of staff, rather than one single individual.

Maggie is to research the work that will be generated and discuss with the Police FOI Officer. In the meantime the CTO/SCP staff are completing a trial log of requests for information (in all guises). Checks with the Chief Constable's Staff Officer, Data Protection Officer, and FOI Officer on any current requests received by them will also give an indication of the type of requests received and volume to date. This of course may increase in January 2005. A job description and cost of an additional post will also be put together for the next Senior Partners meeting for discussion.

15.Speed Awareness Courses:

Maggie informed the group that the consultation document was finalised for presentation to the National Programme Office on 27th July, and it is expected to be signed-off this day, after approval of DfT and Treasury. The document allows flexibility as there is a wide framework of suggested activity. DVLA have been consulted and will formulate a national database. 92% of Speed Awareness Courses are being undertaken through SC Partnership activity, the other 8% by Police enforcement – the Police will benefit from utilising Partnership courses. It is critical that this be resolved before Operational Cases 05/06 are written, and would be an extremely tight schedule for Partnerships to have it up and running by April 2005 anyway – setting up a service provider etc.

It has been suggested in the **draft** amended Handbook that the Revenue be reduced by 5%, this would have a huge impact if Speed Awareness Courses were to be utilised. The handbook has yet to be finalised, so the suggestion may be scrapped. The Senior Partners asked that their concerns on the effects of the 5% reduction be passed to the SC Programme Board, as this takes no account of Partnership size, efficiency, or experience. These concerns were raised and reiterated.

Maggie is to liaise with Partnerships newly offering Speed Awareness Courses to find out if the CTO costs can be recovered by the Partnership and to check on the effects of the courses re income and ticket numbers.

16. Joined up Regional Operations (Motorcycle casualties):

Derbyshire already participate in joined up operations of Roads Policing and Safety Camera activities. Paul is to provide details of a meeting organised by Northamptonshire County Council on 14th September.

The Regional SC Group are keen to promote the SCP by having regional activity with all the Roads Policing Units for a one day period towards the end of the Summer. Maggie had asked if the Senior Partners would be happy for this to be progressed and their approval was given.

17. Speed Limit Signing

Maggie reminded the group that a letter she received from DfT requested that a review be undertaken by Local Authorities with regard to speed limit signage. This is due to people who have been caught on camera challenging the speed limits within an area. Other Partnerships have had cases when the matter was taken to court, they have had their penalties revoked. It was stated in the letter that all signs should comply with the Traffic Signs Regulations and General Directions 2002 or have previously received special authorisation from the Secretary of State. The review needs to be completed with a response by 1 October 2004.

18. Any Other Business:

Geoff highlighted the importance of ensuring that all camera signs meet the appropriate regulations.

David wanted to know if the expenditure for Magistrates had been received. Martin is to be consulted on his return from holiday.

Paul Robinson asked for consideration to be given to a SPECS type system on the A619. Paul is to assess the suitability regarding casualties and whether route resolution is appropriate.

19. Date of Next Meeting:

22nd September 2004 – 2.00pm – CTO Meeting Room Police HQ