

CUMBRIA SAFETY CAMERA PARTNERSHIP STEERING GROUP

Minutes of a Meeting of the Cumbria Safety Camera Partnership Steering Group held on Monday 6 February 2006 in Committee Room 2, The Courts, Carlisle commencing at 2.00 pm.

PRESENT

Mr S Evans – Her Majesty’s Courts Service (Chair)
Mr S Callaghan – Cumbria Safety Cameras
Mr M Cox – Highways Agency
Mr P Hall – Amey Mouchel
Mr J McKeown – Cumbria County Council
Mr T Richardson – Cumbria County Council
Nr J Sjorup – Cumbria Safety Cameras
Mr J Storey – Cumbria County Council
Mr K Tea – Cumbria Safety Cameras

ACTION

32. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Bernard Dolan (Chief Fire Officer – Cumbria County Council, Geoff Hodgson (Cabinet Member – Cumbria County Council), Heather Shaw (Her Majesty’s Courts Service), ACC Graham Sunderland (Cumbria Constabulary) and Rob Terwey (Economy, Culture and Environment – Cumbria County Council).

33. MINUTES

The minutes of the previous meeting of the Steering Group, held on 7 November 2005, were agreed as a correct record.

34. ACTIONS ARISING FROM THE MINUTES

Simon Evans confirmed that he had progressed the submission of an invoice from the Courts Service.

Martyn Cox had provided further information on expenditure which had been included in the minutes.

Kevin Tea reported that a press release on night time enforcement had been issued. He had also provided Simon Evans with information on the operation of average speed safety cameras and guidance on possible challenges to penalty notices resulting from their use.

Steve Callaghan and Kevin Tea would now be taking appropriate steps to publicise the installation of fixed cameras and to make people aware of the risk of prosecution if detected by cameras to be driving too fast.

Steve Callaghan and Jan Sjorup had taken action to deal with the problem of some periods of enforcement recording a higher number of speeding offences than could be covered by Fixed Penalty Notices.

Kevin Tea reported that a disclaimer for serious injury figures similar to the one used on the Cumbria Safety cameras website was now used in newspaper advertisements.

In relation to the hazards facing young and inexperienced drivers on dark roads, Steve Callaghan reported that he was working on areas where action could be taken.

Tony Richardson agreed to check that Rob Terwey had provided information on Local Area Agreements to be sent to the DfT.

Tony
Richardson

35. FINANCIAL STATEMENT

Jonathan McKeown presented the Budget Monitoring Statement to December 2005. (An updated version, with figures revised as at 3 February 2006 was circulated at the meeting). He reported that actual expenditure to date was £747,993. It was noted that the costs shown for the Police included the project office costs and that the Magistrates' costs only covered the period April to September. Information provided by Steve Callaghan and Jan Sjorup had indicated that there would be an underspend due to a reduced level of staff. This would reduce the outturn figure by £217,000. At this stage it was predicted that there would be a surplus of £129,000 on the 2005/06 budget.

The Chair asked whether there were any opportunities to bring forward expenditure from the next financial year in order to reduce or eliminate this surplus. Steve Callaghan explained that it would be difficult to reschedule expenditure and advised that the anticipated surplus should not be regarded as excessive.

Martyn Cox referred to significant expenditure on M6 road works for which final accounts from the contractor were not expected until March. He asked for confirmation that invoices dated before 31 March would be paid before the end of the current financial year.

It was agreed that any outstanding invoices should be submitted for payment as soon as possible and Jonathan McKeown agreed to provide a note to be included in the Minutes to confirm the closing date for the current year's accounts. (A summary of this note is set out below)

All Members
of Steering
Group
Jonathan
McKeown

“The statement of accounts 2005/06 for Cumbria County Council will be presented to the full County Council meeting in June 2006. Failure to do so will have implications for the authority’s CPA rating. In order to adhere to this deadline Jonathon McKeown will require invoices from the Cumbria Safety Camera Partnership partners to be received by 14 April”.

36. OPERATIONAL AND STATISTICAL REPORT

Steve Callaghan reported that the Specs system which had been installed at the M6 Farleton road works had now been removed. It appeared that driver compliance through the road works during its period of operation had been extremely good. It was noted that this was the first time that a Specs system had been deployed in support of road works.

The upgrade to the VFPO system to allow it to automatically scan records had been delayed to allow the Police IT and Legal Departments to verify contractual obligations.

The On-line evidence viewing system was now 90% operational, although still experiencing a few software problems. The system was being monitored by the CTO in liaison with the supplier Northgate.

The Vehicle Activated Signs on the A590 at Bouth Road Ends and on the A595 Loop Road at Whitehaven were now operational. The installation on the A590 at Newlands was awaiting changes to its exact location but was expected to be in place in the near future. The Steering Group received details of the phase 2 sites which were currently undergoing site design and safety audit. The targets for installing vehicle activated signs at these sites were discussed. Martyn Cox advised that installation of the signs by the end of the current financial year was not part of the Highways Agency’s targets. Instructions had been issued for the signs to be purchased but they would not all be installed by the end of March.

The Salthouse Digital fixed cameras were now in operation, together with fixed cameras on the A595 at Howgate and on the M6 at Grayrigg. Cameras on the M6 in support of road works were expected to remain until the end of March. Information on the number of offences detected at each location covered since the fixed cameras had been put into operation was provided.redacted..... The problems with provision of power to the sites at Millside and Ings would shortly be resolved and the media would be informed when these cameras went live. Martyn Cox advised that a date of 2 March had been set for Millside. The Steering Group compared the effectiveness of the conventional fixed cameras with the Specs system and noted that Specs produced significantly better compliance rates.

It was reported that the works package containing outstanding items and proposed 2006-7 site acceptance work had now been updated and

distributed to the relevant partners.

The report also included an analysis of site statistics. These included a breakdown of the number of collisions that had occurred at camera sites during the current operational year. It was explained that the worst sites were being dealt with through the introduction of vehicle activated signs. On site analysis for the year had shown a 68% reduction in KSI collisions and a 74% reduction in slight collisions. An average of the on site collisions over the three year period during which the cameras had been operating, when compared to the baseline figures, showed an overall reduction of 60% in KSI and 66% in slight collisions.

The report also included a list of positive and negative outcomes drawn from the annual road safety statements.

Positive outcomes were reported regarding casualty reduction as a whole for Cumbria in 2005. Fatal casualties overall had been the lowest in any year for which records were currently retained (eleven years). Child KSI casualties had been the lowest for eleven years and were equivalent to the 2010 target. No child had been fatally injured during 2005. Child pedestrian killed and serious casualties and child pedestrian slight casualties were at their lowest for the last seven years. Motor cycle fatalities were at their lowest for the last seven years. Motorcycle fatalities had significantly reduced and were at their lowest level for eleven years. The number of slight casualties was equivalent to the 2010 target. There had been an 18.5 decrease in motorway KSI collisions

On the negative side the LPSA KSI target had not been met at either the 100% or 60% level, missing the lower 60% target by 16 KSI casualties. There had only been a 5.4% reduction in KSI casualties in the previous two years and, if this levelling off of the reduction trend were to continue, there would be no likelihood of meeting the 2010 Government target. In the "Serious" casualty category (Adult), casualties had risen from the 2004 figure by 22. Allerdale, Copeland and Eden had not reached their end of year linear KSI reduction targets. Allerdale had recorded a particularly bad year compared to the previous two. The 2005 rise in KSI casualties in Eden was well above the norm and Eden had seen a significant rise compared to its previously good performance. Figures for child cyclists both KSI and slightly injured were rising. Motorcycle "serious" casualties had risen by 19% when compared to 2004. During the first 9 months of the 2005/06 financial year the number of positive alcotests following road collisions had equalled the total for the whole of 2004/05. It was noted that almost all motorway KSI casualties had arisen from collisions on the section of the M6 running from immediately south of Tebay to Southwaite service area.

The Chair expressed some concern that the close proximity of some fixed and mobile camera sites could result in the same driver receiving two Fixed Penalty Notices in the course of one journey. Millside and Levens, together with Ings were mentioned as locations where this might happen.

Steve Callaghan explained the steps that could be taken to avoid any problems arising from simultaneous operation of fixed and mobile cameras on these routes.

The report set out details of Cumbria casualties compared with previous full years. The number of enforcement hours by district for both fixed and mobile sites during 2005 were also shown, together with the number of Fixed Penalty Notices issued since the start of the operational year by district.

Financial statistics indicated that the Partnership would net-off in accordance with the Department for Transport requirements.

37. MARKETING AND PR REPORT

Kevin Tea provided the Steering Group with details of recent marketing and PR activities. He advised that further information on press cuttings and market research were available on the website. The report included updates on press releases, TV and radio broadcasts and the website. The report also outlined the key findings of a public opinion survey conducted by CN Research on behalf of Cumbria Safety Cameras.

Reference was made to opportunities for regional working and the North West Partnership Team's agreement to carry out a North West campaign during the next operational year. There was also collaboration with the Lancashire Partnership on a joint campaign targeting motorcyclists. It was explained that regional working could produce a better result for the individual Partnerships' financial input.

The Chair asked whether any information was available on the future of Safety Camera Partnerships in the light of police force restructuring. Kevin Tea replied that the indications were that safety cameras would continue to play a significant part in strategies for road safety, but it was not clear what changes might be made to the administration of Safety Camera Partnerships.

38. OPERATIONAL CASE 2006-07

(1) Road Safety Proposed Funding

The Steering Group received details of the capital and revenue costs incurred by Cumbria Constabulary in the issue and administration of fines through participation in the netting off system. Details were also given of the total budgeted costs for the Safety Camera Partnership between 2003 and 2005. The Steering Group was advised that an increase in the costs for the operational year 2006-07 was anticipated to cover the introduction of an Enquiry Officer, renewal and update of equipment and enforcement by safety cameras. The Highways Agency would be the partner responsible

for the majority of this increase. The Steering Group was also advised that the operational year 2006-07 would be the last year for which Safety Camera activity and partner costs would be funded through the netting-off system. From April 2007 onwards all costs for Safety Camera and other allowable road safety related activity would be met through a grant from the Department for Transport awarded to Local Government Local Transport Plan organisations. This would remove the direct link between safety camera costs and fine income as well as the majority of the partner risk.

It was explained that local authorities received money from the DfT to fund transport infrastructure and safety which was administered by Local Transport Plan (LTP) Organisation. At present none of this funding was allocated for the costs incurred by safety camera activity. However, from April 2007, the Local Transport Plan organisations would receive additional funding based upon the factors of "Need" and "Quality".

The needs based grant would be determined by the number of casualties included in an LTP, the casualties having been calculated on a 1994 to 1998 average. The average number of casualties was then multiplied by a fixed sum to determine the needs-based grant. The grant was also determined by the level of safety camera budget applied for by partnerships in 2005 to 2006 minus the Highways Agency costs. This formed a maximum of 70% of the total grant.

The quality-based grant was determined by the quality of the LTP operational case for road safety submitted on an annual basis. This formed a maximum of 30% of the total grant.

The Highways Agency would be separately funded, with their grant being paid directly to them from the DfT. After 2007 Cumbria Constabulary would need to bid for funding for road safety activity to Cumbria County Council.

It was stressed that these measures would require a change in the structure of the Partnership with effect from April 2007. Steve Callaghan had started work on an outline of changes as they could affect Cumbria Constabulary and anticipated that this could be developed to include the other agencies involved.

(2) **Changes to the DfT Handbook**

Steve Callaghan reported that the DfT Handbook to be used to support the operational year 2006-07 had been received by the Safety Camera Project Office on 25 January 2006 and contained the following significant changes:

- (i) the site justification in Rule 7 had been changed to introduce a points system for establishing a site. A KSI collision would be allocated a points weighting of 5 and a slight injury collision a

points weighting of 1. A higher number of points would be needed to establish a site in built-up areas compared to rural areas.

- (ii) the number of KSIs and slight injury collisions required to establish a fixed site had been lowered from 4 to 3.
- (iii) routes of between 5 km and 20 km had been introduced and could be used to cover stretches of road where accidents did not cluster together, as an alternative to the use of exceptional sites. These routes could be established where either three core sites existed on a proposed route or where a number of points/km could be established using the points criteria in Rule 7.
- (iv) site signing rules had been introduced that required partnerships to fix speed limit and enforcement camera signs in the same line of vision for a driver as a fixed camera installation. Rules had also been introduced requiring routes to have enforcement camera repeater signs at about 1 km intervals. There was an obligation for these rules to be complied with by 30 June 2006 for all sites available for operation on that date, with a declaration being made to the DfT that all site signing was compliant.
- (v) all 2006/07 budget spending must be completed within that financial year.
- (vi) netting-off would end on 31 March 2007.

Items Proposed for Introduction in 2006/07

Steve Callaghan presented a number of items which were proposed for introduction in 2006/07.

(i) Police Enquiry Officer

It was explained that the DfT Handbook directed that an enquiry office should be established by the Constabulary Member of the Partnership to process out-of-county enquiries as well as to serve notices and investigate non-compliance with in-county Conditional Offer of Fixed Penalty Notices. Cumbria Constabulary currently had two civilian staff members covering office-based enquiries, but their role did not include leaving the office to make home visits. It was proposed that, to reduce the requirement for police officers to be dedicated to the enquiry office and reduce the infrastructure required to support three officers, a combination of the existing office-based civilian staff in combination with a Police Constable would make the most suitable and cost-effective solution.

AGREED, that one Police Constable be allocated to the Safety Camera Enquiry Office and be attached to the Central Ticket Office at Hunter Lane, Penrith.

(ii) **Replacement Safety Camera Vans**

The Steering Group was advised that the safety camera vans had been in service daily for more than three years and should be considered for replacement in the third or fourth quarter of their fourth operational year. The Steering Group was reminded that the vans currently being used were of four different colours and that there had been some public concern because the enforcement vehicles did not have a consistent appearance. It was proposed that these vehicles should be replaced with four vehicles of the same colour, with the application of a more recognisable enforcement camera partnership livery. It was hoped that this livery would be yellow with the safety camera logo prominently displayed, although this was subject to DfT approval.

AGREED, that four vans be purchased and new livery applied, and that they be fitted out to take mobile cameras and ancillary equipment during quarter 3 and 4 of the 2006-07 operational year.

(iii) **Fixed Camera Evidence Processor**

It was reported that the practice of processing evidence from the fixed camera system had proved to be more demanding on man hours than forecast. Every offence from unattended devices required secondary checks before forwarding for processing at the Central Ticket Office. The Safety Camera Technicians currently carried out this duty on a rota basis with the Safety Camera Administration Officer and the Safety Camera Manager, but could not support this function over a long period of time. Planned roadworks enforcement would increase the number of fixed camera secondary checks required.

AGREED, that one fixed Camera Evidence Processor be employed to support the processing of fixed camera evidence to maintain the ability to support core and roadworks fixed camera offences.

(iv) **Route Strategy for Enforcement**

The Steering Group was reminded that the latest issue of the DfT Handbook allowed the use of a Route Strategy to increase the coverage of mobile cameras. The Steering Group was given details of the following routes agreed by the Engineering Sub-Group of the Cumbria Road Safety Partnership for submission to the DfT for implementation in 2006/07:

- A590 Levens to Newby Bridge
- A590 Newby Bridge to Ulverston
- A591 Kendal to Windermere
- A595 Bolton to Bothel
- A6 Penrith to High Hesket

- A686 Penrith to Langwathby
- A686 Melmerby to Hartside
- B5302 Abbeytown

It was explained that the DfT required signs to be placed at intervals of about 1 km to remind drivers of the presence of speed enforcement cameras and encourage speed compliance along the length of the route. This had cost implications that had been fully reflected in the County Council and Highways Agency budget. As some of the routes impinged on the Lake District National Park, it was recommended that the Lake District National Park Authority should be informed of the intent to seek approval for and the signing of the route lengths.

It was noted that at this point decisions had not been made as to whether to implement all, or a selection of, the eight routes proposed and that they would therefore be approved in principle subject to further investigation of the practicalities of developing them.

AGREED, that

- (1) the proposed routes be established to increase the coverage of the mobile safety camera units on the road network;
- (2) early consultation be undertaken with the Lake District National Park Authority to discuss acceptable signing of routes that impinge upon the Lake District National Park.

(v) **Camera Site Audit**

It was explained that the DfT had directed that all safety camera sites currently in operation and to be continued through 2006/07 must comply fully with the signing rules of the latest DfT Handbook. It was necessary for this compliance to be assured by 30 June 2006, with a report being made to this effect to the Safety Camera Project Office. Any sites not complying with the signing rules after 30 June 2006 would not be allowed to have offences and penalties included in the netting off system.

The DfT had proposed that an outside agency be appointed to carry out an audit of the current core sites and the designs for the proposed signs and routes. A report would then be produced to identify works required to achieve compliance, the costs to be incurred and a schedule of works. The agents of the Highways Authorities responsible for the roads upon which the sites were located should complete these works. A question was asked about mobile camera sites that had previously been approved but where signing and other work had yet to be carried out. Martyn Cox agreed to raise this with Roadlink through the Highways Agency. Costs of the site audit had been assessed by Capita at approximately £15,000 and apportioned to the Highways Authorities according to their share of the

Martyn Cox

Steve Callaghan

core sites. The Steering Group discussed the possibility of including these costs in the budget to be submitted to the DfT and Steve Callaghan agreed to look into this.

The costs of works required to achieve site compliance had not been included in the operational case to date but could be included through an in-year bid for funding made to the DfT.

AGREED, that

- (1) a site audit be carried out to produce a report showing works required to comply with DfT signing requirements;
- (2) budgets be drawn up to cover works required and applications made to the DfT for allowable funding as soon as they are available.

(vi) **A6 Plumpton Fixed Camera**

It was reported that the A6 at Plumpton qualified for a fixed speed enforcement camera installation by virtue of the number of KSI collisions at that location and speed criteria. The Engineering Sub-Group had agreed that a fixed camera would be an appropriate treatment, subject to further engineering study before an application was finalised.

AGREED, that a fixed camera be considered to treat the accident cluster at Plumpton, conditional upon the result of a further engineering investigation by the Engineering Sub-Group

(vii) **A65 Kirkby Lonsdale Fixed Camera**

The A65 at Kirkby Lonsdale also qualified for a fixed speed enforcement camera installation by virtue of the number of KSI collisions and speed criteria. The Engineering Sub-Group had agreed that a fixed camera would be an appropriate treatment, subject to further engineering studies.

AGREED, that a fixed camera be considered to treat the accident cluster at Kirkby Lonsdale, conditional upon the result of a further engineering investigation by the Engineering Sub-Group.

(viii) **Memorandum of Understanding**

It was explained that the current Memorandum of Understanding relating to the DfT Netting Off system of funding was due to expire in April 2006 and that the Netting-Off system would end on 31 March 2007. It was proposed that an extension be made to the current Memorandum of Understanding by executives of the partners involved to cover the last year of the current funding arrangements.

AGREED, that executives of the partners approve and sign an extension of the current Memorandum of Understanding that exists for the Cumbria Safety Camera Partnership and that a Memorandum of Understanding/Service Level Agreement be developed to take the Partnership into 2007 and beyond under the new DfT LTP Road Safety funding arrangements.

(3) **Draft Budget**

Steve Callaghan outlined the draft budget, details of which had been circulated at the meeting. It was noted that the total estimated expenditure for 2006/07 would be £2,457,889.29 compared to the 2005/06 figure of £1,724,049.00 (a change of 42.56%). This would require 53,549 Fixed Penalty Notices to be issued to net the system off, compared to some 45,000 at current levels of spending. It was explained that the estimated expenditure was based upon the introduction of all of the possible eight new routes and additional fixed cameras.

The Steering Group discussed the projected increase in the number of tickets required to be issued in terms of its impact upon the Courts Service and noted that no guarantee could be given at this stage that HM Courts Service would be able to acquire any additional staff or office space to deal with this extra workload. The Chair stressed the importance of agreeing the appropriate staffing levels at the earliest opportunity.

Steve
Callaghan

It was agreed that Steve Callaghan would consult the appropriate staff in the Courts Service and the Central Ticket Office on the implications of the budget proposals.

It was noted that any reduction in spending for 2006/07 could be accommodated through resubmission of the operational case, on a quarterly basis if necessary.

(4) **PR and Marketing Proposal 2006/07**

The Steering Group noted the elements within the Cumbria Safety Cameras Budget 2006/07 for PR and marketing activities. It was noted that, taking into account adjustments identified at the meeting, new items would increase the budget by approximately £60,000.

Kevin Tea provided further information on the following elements within the budget:

- Newspaper Advertising – it was reported that the monthly newspaper advertising campaign was increasing awareness of the safety camera project and road safety issues. Market research had shown that awareness had risen from 16% in September 2005 to 23% in December.

- Radio Advertising – market research surveys had shown that radio was one of the most important media outlets for the safety camera message. From 2006/7 it was proposed that radio coverage be increased to 36 weeks, approximating to a radio slot every other week, with a concerted campaign during the prime holiday period.
- Market Research – use of CN Research to carry out the quarterly surveys had brought more robust data and greater flexibility in the questions that could be asked and more confidence in the results.
- Shows – activities would again be concentrated on the Cumberland and Westmorland Shows, which had provided a good opportunity to meet and discuss the project with the public. Attendance at the Keswick Show could also be repeated if requested by the local police.
- Web Updates – ways of making the CSC website content available in a wider variety of media would be examined.
- Promotional Gifts – pens for distribution and phone chairs provided to the Fire and Rescue Service in support of their in-school activities were included in the current year’s promotional gift budget.
- Joint Ridesafe Event – this was a motorcycling event jointly run by Cumbria and Lancashire Safety Camera Partnerships, attracting between 3-5,000 riders.
- North West Regional Joint Promotion – the North West Safety Camera Partnerships were planning to run a joint campaign. A guideline strategy had been created with provisional agreement to a spend of approximately £20,000 per partnership.
- Leaflets – to take account of the increase in proposed spending in other areas, the leaflet budget had been restricted and would essentially cover reprints of the generic leaflet and the Got A Car 2 Die 4 leaflet.
- The “Don’t Crunch After Lunch” Campaign would be rerun and tied in with the joint project with Lancashire.
- Media Monitoring – agreement had been reached with Cumbria Constabulary’s press officer that a contribution would be made to the subscription for an electronic media monitoring service. The proposed £500 was a third of the total cost of the annual subscription.

- Ad Shel via ClearChannel – ClearChannel site locations had been merged with those of fatal and serious accidents and safety camera sites. This had enabled an assessment of any commonality between the three components. The report provided examples for Carlisle and Barrow. A six week series of advertisements in Carlisle, Whitehaven, Workington and Barrow was proposed for the current year, with their value to be assessed through the market research programme.
- Regional Meetings – Cumbria was due to host the North West Regional Meetings, which would be held in June and November at Rheged.

The Steering Group discussed the budget proposals in detail, noting that they represented an increase of some 33% on the previous year's spending. Kevin Tea provided further information in response to questions about a number of the specific proposals within the budget. The Chair indicated that, in future, it could help the Steering Group in its consideration of the budget if the effectiveness of proposals could be quantified more specifically.

AGREED, that approval be given to the PR and Marketing proposal within the Cumbria Safety Cameras budget 2006/07.

39. MEETING DATES 2006

.....redacted.....

40. ANY OTHER BUSINESS

(1) Regional Fixed Penalty Offices

The Chair referred to discussions within Her Majesty's Courts Service about Regional Fixed Penalty Offices. He advised that it had recently been announced that these would not be introduced, although police force restructuring might lead to this proposal being resurrected in future.

(2) Extension of Roadwork Enforcement Costs

Martyn Cox referred to the extension of roadwork enforcement costs across the network.

The meeting ended at 4.15 pm