



MEETING: VZSW Board Meeting	LOCATION:	Teams																																																						
TIME: 1230hrs - 1530hrs	DATE:	12 th December 2022																																																						
<p>Board Members In Attendance:</p> <table> <tr> <td>Alison Hernandez (Chairman)</td> <td>Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly</td> </tr> <tr> <td>Cllr Stuart Hughes (Vice Chairman)</td> <td>Cabinet Member for Highway Management, Devon County Council</td> </tr> <tr> <td>Cllr Martyn Alvey</td> <td>Cabinet Member for Environment and Climate Change, Cornwall Council (Item 1 to 10)</td> </tr> <tr> <td>Cllr Roger Croad</td> <td>Cabinet Member for Community, Public Health, Transportation and Environmental Services, Devon County Council (Item 1-10)</td> </tr> <tr> <td>Cllr Mike Morey</td> <td>Cabinet Member for Infrastructure, Torbay (Item 1 to Item 8)</td> </tr> <tr> <td>Philip Robinson</td> <td>Service Director for Street Services, Plymouth City Council (Item 1 to part of Item 2 and Item 3 to Item 7b)</td> </tr> <tr> <td>Nicola Allen</td> <td>Treasurer, OPCC (Item 1 to Item 10)</td> </tr> <tr> <td>Wayne Rawlins</td> <td>Area Manager Risk Management, Devon and Somerset Fire and rescue Service</td> </tr> <tr> <td>ACC Glen Mayhew</td> <td>ACC Operations, Devon and Cornwall Police (Item 1 to part of Item 8)</td> </tr> <tr> <td>Jim Kirkwood</td> <td>CEO, TTC (representing Sharon Hayes)</td> </tr> <tr> <td>Tim Bunting</td> <td>CEO, Cornwall Air Ambulance Trust (Item 1 to item 9)</td> </tr> <tr> <td>Alan Denby</td> <td>Director of Pride in Place, Torbay Council (Items 1 to part of Item 9)</td> </tr> <tr> <td>Jamie Hulland</td> <td>Deputy Director - Planning Climate Change, Environment and Transport, Devon County Head of Communications, DAAT</td> </tr> <tr> <td>CL</td> <td>(representing Heléna Holt) (Items 1 to Item 9)</td> </tr> <tr> <td>LG</td> <td>Area Manager, Cornwall Fire and Rescue Service (representing Antony Bartlett)</td> </tr> <tr> <td>JM</td> <td>Road Safety Team Manager, National Highways (representing Rebecca Edmond) (Items 1 to part Item 10)</td> </tr> <tr> <td colspan="2">Officers in Attendance:</td> </tr> <tr> <td>SB</td> <td>Head of Business Accountancy, Devon and Cornwall Police</td> </tr> <tr> <td>NW</td> <td>VZSW Partnership Manager</td> </tr> <tr> <td>EC</td> <td>VZSW Management Accountant, Devon and Cornwall Police (Item 1 to Item 7b)</td> </tr> <tr> <td>CG</td> <td>VZSW Strategic Analyst</td> </tr> <tr> <td>JC</td> <td>VZSW Communications and Engagement Coordinator</td> </tr> <tr> <td>HG</td> <td>VZSW Project Support (<i>Minutes</i>)</td> </tr> <tr> <td>MJ</td> <td>Senior Traffic Engineer, Plymouth City Council</td> </tr> <tr> <td colspan="2">Presentations by:</td> </tr> <tr> <td>NW</td> <td>VZSW Partnership Manager</td> </tr> <tr> <td>CG</td> <td>VZSW Strategic Analyst</td> </tr> </table> <p>Apologies: Cllr Donnithorne (Cornwall Council), Cllr Jonathan Drean (Plymouth City Council), Rebecca Edmond (National Highways), Antony Bartlett (Cornwall Fire and Rescue Service), RM (OPCC), KP (University Hospitals Plymouth), Felicity Ridgway (OPCC), Sharon Haynes (TTC), HH (DAAT), Victoria Fraser (Cornwall Council), ES (Royal Cornwall Hospitals Trust), Anne-Marie Penny (National Highways)</p>			Alison Hernandez (Chairman)	Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly	Cllr Stuart Hughes (Vice Chairman)	Cabinet Member for Highway Management, Devon County Council	Cllr Martyn Alvey	Cabinet Member for Environment and Climate Change, Cornwall Council (Item 1 to 10)	Cllr Roger Croad	Cabinet Member for Community, Public Health, Transportation and Environmental Services, Devon County Council (Item 1-10)	Cllr Mike Morey	Cabinet Member for Infrastructure, Torbay (Item 1 to Item 8)	Philip Robinson	Service Director for Street Services, Plymouth City Council (Item 1 to part of Item 2 and Item 3 to Item 7b)	Nicola Allen	Treasurer, OPCC (Item 1 to Item 10)	Wayne Rawlins	Area Manager Risk Management, Devon and Somerset Fire and rescue Service	ACC Glen Mayhew	ACC Operations, Devon and Cornwall Police (Item 1 to part of Item 8)	Jim Kirkwood	CEO, TTC (representing Sharon Hayes)	Tim Bunting	CEO, Cornwall Air Ambulance Trust (Item 1 to item 9)	Alan Denby	Director of Pride in Place, Torbay Council (Items 1 to part of Item 9)	Jamie Hulland	Deputy Director - Planning Climate Change, Environment and Transport, Devon County Head of Communications, DAAT	CL	(representing Heléna Holt) (Items 1 to Item 9)	LG	Area Manager, Cornwall Fire and Rescue Service (representing Antony Bartlett)	JM	Road Safety Team Manager, National Highways (representing Rebecca Edmond) (Items 1 to part Item 10)	Officers in Attendance:		SB	Head of Business Accountancy, Devon and Cornwall Police	NW	VZSW Partnership Manager	EC	VZSW Management Accountant, Devon and Cornwall Police (Item 1 to Item 7b)	CG	VZSW Strategic Analyst	JC	VZSW Communications and Engagement Coordinator	HG	VZSW Project Support (<i>Minutes</i>)	MJ	Senior Traffic Engineer, Plymouth City Council	Presentations by:		NW	VZSW Partnership Manager	CG	VZSW Strategic Analyst
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ITEM	DETAILS
1.	<p><u>Welcome and introductions</u> The Chairman welcomed everyone to the meeting. There was acknowledgement of members who had sent apologies together with those who were acting as substitutes.</p>
2.	<p><u>Declarations of interest</u> No one declared an interest</p>
3.	<p><u>Roll Call of Fatalities</u> The Chairman read out a roll call of ten individuals who had lost their lives on Devon and Cornwall's Road network between 28th September and 12th December 2022 to focus the minds of Board members as to the purpose of the VZSW partnership.</p>
4.	<p><u>Minute's silence to reflect on those who have died and their loved ones</u> A minute's silence was held to reflect on those who had died on the roads of Devon and Cornwall since the last Board meeting.</p>
5.	<p><u>Minutes of previous meeting</u> The draft minutes from the Board meeting held on 28th September 2022 were agreed as true and accurate.</p>
5a.	<p><u>Matters Arising – Actions Update</u> NW provided a verbal update on the relevant actions.</p>
6.	<p><u>Head of Road Safety (Force Role)</u> ACC Glen Mayhew advised that AL has been successful in securing the Head of Road Safety role; this will be a Police Staff role and fall under Road Operations. This is a new role that will cover road safety throughout policing and focus on what will reduce road deaths. This will include new initiatives, enforcement from within Road Safety Delivery Plan, back office, NDORs contract and include prevention and education. A new Superintendent and Chief Inspector will also join and will deal with the Operations side of policing. NW, as VZSW Partnership Manager, will ensure that targets and objectives of VZSW are being met.</p> <p>The Chairman acknowledged the wealth of knowledge that AL has with regards to Road Safety and Roads policing and was pleased that he had secured the role. There was an offer to Board Members to meet with AL outside of formal meetings.</p>
7a.	<p><u>Finance Report</u> SB provided a verbal summary of the in-year report to make the Board aware of the financial position as of 31st October 2022. A number of points were raised including the revision of the predicted outturn surplus; income during the seven months of the financial year has so far exceeded expectations with significant increase seen in the last four months - Board members were advised to look at Table 3.4 and Appendix A of the financial report. It was highlighted that staffing has a small underspend, but this was attributed to delays in recruitment. Increases in running costs has been attributed to higher number of courses being put through and associated postage/printing and overall back-office costs.</p> <p>A pooled fund balance of £4.72m was held in a ringfenced reserve at the turn of this financial year. Based on current income and expenditure projections, the final outturn surplus position of £805,758 is expected. The closing balance is expected to be £4.6m; with the uncommitted balance being £2.1m (after the deduction of committed and ring-fenced funds).</p> <p>Jim Kirkwood, advised that nine new trainers were being recruited for Truro and St Austell area to support increases in referrals; an assistant manager is also being recruited for Cornwall.</p> <p>RECOMENDATION: The Board be made aware of the financial position as of 31st October 2022.</p> <p>DECISION: The Board were assured of the recommendation as presented and laid out.</p>
7b.	<p><u>5-Year Business Plan</u> SB presented the 5-year Business Plan. Board members were advised to looked at Table 3.4 which highlights course completions. Next year includes a 12% projection based on a number of new</p>

camera systems coming online, but the longer-term income projection reflects an annual 5% increase. This will be regularly reviewed to ensure sustainability. SB highlighted that the additional £10 on the course fee is generating approximately £500K annually.

Staffing costs have been increased due to pay awards. To ensure increased course numbers can be processed, a further five back-office staff, have been added halfway through the financial year. A full review of the back-office team structure is currently taking place to ensure the demand of courses can be met as efficiently as possible.

SB highlighted Table 3.9 of the report to Board members showing net surplus each year up to 2027-28.

Section 3.15 was highlighted to the Board; this detailed further expenditure requested for allocation within the next five years, the estimate value of which is £1,613,500. Board members were made aware that the surplus expected across the 5-years of £4,486,564 would be added to the reserve.

Nicola Allen commented that with the projected reserve balance, there is sufficient funding to consider additional projects; whilst of course factoring any volatility.

JH questioned whether there was a risk register to manage risks effectively. NW advised that a Risk Register is held (was originally held under Peninsula Road Safety Partnership) and that it was currently being reviewed. An updated version will be available at a future Board.

Alan Denby questioned how the 5% increase was modelled and whether this was conservative and/or realistic. SB advised that over the last two years the increase has been particularly high for a number of reasons, for example, increases in the number of speed detection officers. The 5% is based on historical growth and therefore is a realistic projection for future years. Nicola Allen added that the 5-year business plan is reviewed annually and should activity lead to an increase or decrease in course referrals, this would be amended accordingly.

The Chairman expressed a need to be more strategic and challenging in how we tackle specific issues on the road network. Need to consider the journey we need to make within the next plan to achieve greater reduction in road related deaths. The Chair requested an update from Peninsula Transport STB on road related matters.

JM advised that analysis for targeted interventions is being undertaken in National Highways and wondered whether Vision Zero South West did the same. The Chairman advised that Vision Zero has a dedicated team for analysis. CG stated that there is a High Harm Route dashboard that focuses on road user groups rather than contributory factors, but this is being worked on and could be discussed further.

The Chairman stated the importance of creating an active audience base, especially those who are referred for courses (for contact via email on road safety matters). ACC Glen Mayhew agreed and went on to add the importance of changing people's mindset; rather than just completing a course, can we encourage them to view themselves as 'safety ambassadors'. The Chairman asked for this idea to be investigated further.

CL stated that this year there have been 282 deployments of the helicopter to road traffic collisions in Devon and that work next year will concentrate on preventative medicine. Keen to be involved with development of preventative measures.

Jim Kirkwood advised that other contracts they have with forces also have a Vision Zero programme with similar challenges and that they are also looking at ways in which to ensure that those attending the courses come away with the thought that they are contributing to the improvement of Road Safety.

JM questioned whether it was possible for those who undertook courses to undertake a survey to help determine targeted interventions. Jim Kirkwood advised that data is collected, and he would be happy to discuss with JM.

ACTIONS:

- NW to share updated Risk Register at a future Board
- NW to make contact with Peninsular Transport STB to arrange a presentation to the Board.

8.	<ul style="list-style-type: none"> • CG and JM to discuss analysis currently being undertaken by VZSW and National Highways. • NW, JC, Jim Kirkwood and ACC Glen Mayhew to discuss how referral participants can be positively encouraged in road safety and become ambassadors. • Jim Kirkwood and JM to discuss survey data that is collected from referral courses to potentially help with targeted interventions. <p>RECOMMENDATION: Consider and approve the VZSW five-year financial plan.</p> <p>DECISION: The Board considered and approved the VZSW five-year financial plan, including the requested expenditure allocation of £1,613,500.</p> <p><u>VZSW Partnership Manager Report</u></p> <p>NW presented a PowerPoint to provide assurance for performance and progress related to activities on the approved Road Safety Delivery Plan (RSDP). The update also covered the Partnerships Risk Register, 2023 strategy refresh and changes to the Strategic Group.</p> <p>ACC Glen Mayhew provided clarification to the data shown on slide 3 related to drink and drugs roadside testing. Majority of drug stops are linked to intelligence as well as individuals meeting enhanced criteria at the roadside. This is a key factor in the much higher percentage of positive wipe results compared to breath tests. Breath tests are more routinely undertaken when officer suspects driver is under the influence of alcohol.</p> <p>Whilst the RSDP Tracker showed a small number of items highlighted as Amber, only those that needed an update were discussed:</p> <ul style="list-style-type: none"> • VZSW A 007 SID & ANPR (CSW) & VZSW A 010 Op Snap Camera Pilot – there are a range of operational issues that need to be resolved before this can be considered, will need to be aligned with back-office resource capability. Activity postponed. • VZSW B – 021 Pedestrian Pilot requires additional £30k over 3 years due to salary uplift. This has been mitigated by covering cost from budget set aside to progress education through virtual reality (not progressing and is to be considered again in future plan). • VZSW B – 054 Instagram drug drive & speed films - Budget to extend placement beyond Cornwall has been removed from the plan. Post scheme evaluation concluded that the activity has not provided the expected benefit to the target audience. £3500 to be retained as contingency for existing activities. <p>JH stated that the use of Mentimeter for young drivers (YD) was useful and questioned whether there was anyway of collating the information gained from this to help with future behaviour change programmes.</p> <p>The Chairman asked whether there was potential for using the electoral role for sending Road Safety Information to those who turn 18 years old, i.e., a birthday card.</p> <p>The Chair acknowledge breadth of work included within the update and suggested that theme leads provide a short presentation to outline and celebrate successes in their areas at the AGM in June.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • NW to speak to YD theme leads regarding the use of Mentimeter and intelligence gathered from this. Update to be given at the next board meeting • NW and JC to discuss whether the electoral role could be used as a messaging tool for young drivers/riders. • NW to contact theme leads to provide short presentation of their activities at the next AGM (June 2023). <p>Outcome: Board was assured of performance and progress as set out in the PowerPoint presentation and appended RSDP tracker.</p> <p><u>VZSW Performance:</u> CG provided an update via a PowerPoint presentation. This covered a KSI update, Safety Performance Indicators, Camera Dashboard update and Covid Impact analysis to date.</p>
9.	<p><u>VZSW Performance:</u> CG provided an update via a PowerPoint presentation. This covered a KSI update, Safety Performance Indicators, Camera Dashboard update and Covid Impact analysis to date.</p>

CG explained that the DfT have recently released a matrix that breakdown collisions severity (into 5 levels; 3 relating to serious), depending on injury. CG is working closely with the DfT regarding this.

Road User Survey – Candice has been working with partners to develop safety performance indicators that can be monitored over time and new areas of threat can then be developed. Comments regarding the indicator ‘miles of compliant cycle routes to LTN 1/20’ was highlighted as a potentially problematic by MJ and JH. Both agreed that this document is a relatively new publication and often, due to the inadequate carriageway widths not always practicable on the highway network throughout Devon and Cornwall. JH also advised that there were stretches of cycle routes that did not necessarily comply to LTN 1/20 but nevertheless offered safe routes for cyclists.

ACTION: Consideration to be given by CG and JH, whether it is advisable to consider an alternative PI for the ‘miles of compliant cycle routes to LTN 1/20.

Camera Dashboard Update: Approximately 100 polygons remaining to draw. Will start an internal and external version of the camera dashboard soon, hopeful of completing by June 2023, to show at AGM.

Covid Impact Analysis: Using Arima for analysis, CG produced a test data set (2019) and training data set (2015-2018) to forecast the test year. This showed a positive correlation between traffic reduction and casualties. CG is hoping to produce a forecast for 2022 to see whether there is a relationship between vehicle flow and vehicle speed.

JH advised that his team is looking at how travel has changed since Covid -19 and was happy to share this with CG.

ACTION: JH and CG to discuss analysis work being undertaken regarding travel changes since Covid-19.

Outcome: Board was assured of performance and progress as set out in the PowerPoint presentation

10.

Comms & Engagement

JC provided a Comms and Engagement update including Op Snap, Aecom camera trial, World Cup drink drive, Road Safety Week, Radio Exe Walk to School Campaign and Torbay Road Safety Campaign.

Annual round up of Op Snap footage due soon, Motorcycle Behaviour Change Deep Dive with Cabinet Office to be held 13th/14th December, excited about outcome in terms guiding future messaging. New RS Focus video and 20mph video and media are due soon. The Devon Air Ambulance Trust crash simulation is also due soon, this will highlight the agencies and cost involved when there is a collision.

Torbay’s Safety campaign is now live, there are a series of posters to engage residents on ‘what happens next. The pedestrian videos were played for Board members; links to all below:

[Motorcyclists - Torbay Council](#)

[Pedestrians - Torbay Council](#)

[Drivers - Torbay Council](#)

[Cyclists - Torbay Council](#)

[School travel and safety - Torbay Council](#)

The Chairman highlighted that a new No Excuse Team has now been introduced in Torquay area and will be based in Teignmouth Police Station.

The Chairman also congratulated JC on winning the Best Transport & Automotive campaign at the Chartered Institute of Public Relations Pride for the Op Snap campaign.

Outcome: Board was assured of performance and progress.

11.

Call for ideas (CFI)

NW provided a presentation on CFI; this provided a recap and lessons learned.

12.	<p>JH questioned whether most of the projects were mobile speed signs and if so whether this would be a 'stand-alone' project in the future. NW advised this was correct and potentially this may be considered in the future as part of the RSDP however there were issues regarding public liability insurance to be concluded beforehand.</p> <p>MJ commented that urban locations do not appear to have the same community cohesion that is seen in rural communities. Discussions took place as to how we potentially target those who ordinarily do not get involved. The Chairman highlighted the importance of educating people and gaining ambassadors for Road Safety through CFI's. The Chairman asked if this could be further investigated.</p> <p>ACTION: NW to consider how to engage urban communities and perhaps schools in 2nd round of CFI.</p> <p>CG suggested that once a clear picture of road safety issues has been established then it may be an idea and beneficial to seek ideas from road safety experts as they may have encountered similar issues nationally.</p> <p>AOB CG advised that JA has left her role as Researcher and that the role profile is currently being reviewed.</p> <p>1527hrs - meeting concluded.</p> <p><i>Next meeting 14th March at 10am via Teams.</i></p>
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