



MEETING: VZSW Board Meeting	LOCATION:	Teams
TIME: 1000hrs – 1430hrs	DATE:	14 th December 2023
<p>In Attendance:</p> <p>Alison Hernandez (Chairman) Police and Crime Commissioner Cllr Stuart Hughes Cabinet Member for Highway Management, Devon County Council (Vice Chairman) ACC James Pearce Operations, Devon and Cornwall Police Ch Supt Ryan Doyle Operations, Devon and Cornwall Police Frances Hughes Chief Executive Officer, OPCC Cllr Mark Coker Cabinet Member for Strategic Planning & Transport, Plymouth City Council Cllr Martyn Alvey Cabinet Member for Environment & Climate Change, Cornwall Council Cllr Richard Williams-Pears Cabinet Member for Transport, Cornwall Council Jamie Hulland Deputy Director – Planning, Climate Change, Environment and Transport Directorate, Devon County Council Antony Bartlett Assistant Chief Fire Officer, Cornwall Fire and Rescue Service Philip Robinson Service Director for Street Services Charlotte Leventis Head of Marketing and Communications, Devon Air Ambulance Trust Lisa Tuck Divisional Director Economy, Environment & Infrastructure (Torbay Council) Tim Bunting CEO, Cornwall Air Ambulance Trust Nicola Allen Chief Finance Officer, OPCC IT Programme Development & Stakeholder Relations Manager, National Highways (substitute for Rebecca Edmond) AP Road Safety Manager, Devon & Somerset Fire and Rescue Service (substitute for Wayne Rawlins) RL Transport Strategy & Road Safety Lead, Cornwall Council (substitute for Victoria Fraser)</p> <p>Non-Board members:</p> <p>SB Head of Business Accountancy, Devon and Cornwall Police NW VZSW Partnership Manager EC VZSW Management Accountant, Devon and Cornwall Police CG VZSW Strategic Analyst JC VZSW Comms and Engagement Coordinator MJ Senior Traffic Engineer, Plymouth City Council HG (minutes) VZSW Project Support JA Road Safety Manager, Devon County Council AL Head of Road Safety, Devon & Cornwall Police DW Specialist Problem Solver, Devon and Cornwall Police</p> <p>Presenters:</p> <p>HS Programme Director, Peninsula Transport, Strategic Transport Board JB Head of Development, Brake SB Senior Partnerships Manager, Victim Support</p> <p>Apologies: Wayne Rawlins (DSFRS), Victoria Fraser (Cornwall Council), DM (SWAST), Cllr David Thomas (Torbay Council), PS (SWAST), Cllr Roger Croad (Devon County Council), Cllr Adam Billings (Torbay Council), Dr EF (DAAT/UHP), Dr Tim Nutbeam (DAAT/UHP/Plymouth Trauma Network), RE (National Highways)</p>		

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 and/or who were joining later, 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 12 individuals who had lost their lives on Devon and Cornwall's (D&C) Road network between 4th September 2023 and 12th December 2023 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 D&C since the last Board meeting.</p>
5	<p><u>Minutes of previous meeting</u> The draft minutes from the Board meeting held on 5th September 2023 were agreed as accurate and true.</p>
5a	<p><u>Matters Arising – Actions Update</u> Board members were assured of the updates provided, no questions or follow ups raised.</p>
6a	<p><u>Finance Report</u> SB talked through the paper circulated to Board Members prior to the meeting, which summarised the in-year position. A balance of £5.24m was held in reserves at the start of the financial year. Committed investment totals £2,019,919 (this includes approved planned spend for this financial year and also spend after March 2024), with projected transfer of surplus we expect to close 31st March 2024 with £3,849,292 in the pooled budget.</p> <p>Recommendation: The Board be made aware of the financial position as of 30th October 2023.</p> <p>Outcome: The Board were assured of the recommendation as presented and laid out.</p>
6b	<p><u>Updated 5-year Business Plan</u> SB talked the paper circulated to Board Members prior to the meeting, which summarised the key aspects incorporated into the revised 5 year business plan. Changes include enhancing our enforcement posture, restructure of the road safety team (bringing together 3 teams to provide greater capacity, flexibilities and service efficiencies), uplift in operational costs, £1m for risk register retention and a provisional £1m annual road safety delivery plan investment (to be approved at future boards). Over the next 12 months, whilst we transition into the new structure, there will be both agency staff and permanent roles providing flexibility and to minimise budget risks. The Chairman questioned whether running costs included subscriptions and also where costs associated with the Victim service were within the plan. NW advised that there are a number of subscriptions, covered by partners but will review what subscriptions there are and whether there are any gaps. NW advised that the Victim Service is built into the Road Safety delivery Plan within Activity B.</p> <p>Action: NW to check what subscriptions there are between partners and whether there are any gaps that need consideration for taking up.</p> <p>Recommendation: Consider and approve the VZSW five-year financial plan including the Road Safety Team restructure.</p> <p>Decision: The Board approved the recommendation as laid out (acknowledging that this included holding £1m in reserves for the Risk Register).</p> <p>SB – left the meeting 11am</p>

7a	<p><u>Activity B Infrastructure – Contracts (Commissioning) Officer</u></p> <p>NW referred Board members to the paper circulated which proposed a new Contracts (Commissioning) Officer role. This would be a two-year fixed term initially hosted by the OPCC. The role would develop/manage contracts and help to remove barriers to delivery, enabling projects to come to fruition quickly and reduce burden on partners. It would also help to upscale pilots across a more expansive area. The majority of VZSW contracts would be contracted via the OPCC unless there is a reason it needs to come through another partner. In that instance, they would assist with all paperwork development. Frances Hughes commented that recruitment for a similar post had recently been undertaken within OPCC and that the number of people seeking this type of role was low and therefore recruitment may be difficult. Frances Hughes suggested a discussion with Natalie offline.</p> <p>Action: NW to speak to Frances Hughes offline regarding recruitment for the Contracts (Commissioning) Officer.</p> <p>Recommendation: The Board approve ongoing revenue funding requirement for a Contracts (Commissioning) Officer with the OPCC hosting the role.</p> <p>Decision: The Board approved the recommendation as laid out.</p>
7b	<p><u>Activity B Infrastructure – Motorcycle Coordinator Role</u></p> <p>AL provided an overview of the paper circulated for a new motorcycle coordinator role, advising that it would enable the efficient coordination and delivery of activities approved by the VZSW Governance Board in March 2023. This includes BikeSafe expansion, the simulator project and in addition, Streets Ahead (free taster rides offered at the point of sale) and alleviate work pressures on Local Authority leads, trying to deliver projects. It would be a D&C Police role and on a two-year fixed term initially. The Chairman highlighted the importance of this role as a constant effort for motorcyclists, as a high-risk group was necessary.</p> <p>Recommendation: The Board approve ongoing revenue funding requirement for a Motorcycle Activity Engagement Coordinator.</p> <p>Decision: The Board approved the recommendation as laid out.</p>
8	<p><u>Brake – Victim Support</u></p> <p>JB provided a presentation to the Board regarding the National Road Victim Service in Devon and Cornwall. The service has been operating in D&C since July 2023. Two bereavement and serious injury caseworkers have joined the 2 staff already covering the southwest to increase resilience. Following feedback from D&C Police there was recognition that some people were not initially eligible for support, and this is now included (example includes witnesses who administer first aid at the roadside or for those who were injured abroad).</p> <p>In D&C since 1st July 43 people have accessed the service (relates to 35 cases), 28 cases involved a fatality, 8 involved serious injury, the remainder includes a mixture of fatal and serious injury or witnesses to collisions. Noted that counselling is much more difficult to access in Cornwall and this is being looked into further. Funding has allowed work with children charities; there is a cross referral mechanism that allows direct referral to any of the 4 children charities to provide support in homes and schools across D&C. In January 2024 work with RoadPeace will commence to allow a peer support group for bereaved people; initially this will be online</p> <p>The Chairman thanked JB for the presentation and acknowledged that there was national and international reach and that it was good to hear that there was a strong relationship with D&C Police. The Chairman questioned the linkages with Restorative Justice. JB advised that the Restorative Justice Service was invited to one of their workshops and that they are going to test how it will work when a case allows. SB also advised within the chat that Brake are connected to Victim Support's Strategic Delivery Partnership and as such work in partnership with Make Amends and Victim Support.</p> <p>JB expressed her thanks on behalf of Brake for the opportunity to work with VZSW and how post-crash not being forgotten but being brought to the fore and the model being used was exemplary.</p>
9	<p><u>Peninsula Transport (Strategic Transport Board) Strategy</u></p> <p>Cllr Coker introduced HS to the meeting advising that the Peninsula Transport Board is a Strategic Board that is set up with Cornwall, Devon, Plymouth Somerset and Torbay with the aim is to improve connectivity and strategies for the region. HS provided an introduction to Strategic Transport Boards</p>

and also an overview of the strategy that has recently gone out to consultation. The consultation finishes on 5th February 2023 and feedback can be made via <https://www.peninsulatrtransport.org.uk>. There will also be a series of webinars from w/c 15th January 2024 and also the Peninsula Transport Forum will be meeting on 17th January 2024 in Exeter to enable feedback.

The Chairman requested NW be added to the mailing list to allow information regarding the consultation to be shared with VZSW to ensure that safety is made prominent within the strategy.

The Chairman suggested reaching out to Somerset County Council as they are part of the Strategic Board to initiate conversations. Furthermore, contact with the Police and Crime Commissioner of Avon and Somerset, to encourage to take up Vision Zero will be made.

Action: Alison Hernandez to contact the Police and Crime Commissioner Avon and Somerset. Contact to be made with Service Manager, Somerset County Council.

Cllr Coker left the meeting

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Performance (Data)

Pedestrian Profile: CG provide an overview of pedestrian collisions. Areas where there are a high number of pedestrian collisions and their frequency in urban and rural areas and trend and patterns associated with the collisions were highlighted and also the links between deprivation and pedestrian involvement.

Andrew Priest left the meeting

Killed and Serious Injury (KSI): CG provided an update regarding the number of KSI road traffic casualties this calendar year. CG advised that a total of 65 fatal collisions have been received of which 25 may not be Stats 19 applicable i.e., suicide, private land, medical episode collisions. These will be reviewed in 2024. CG advised that there had been a high number of medical episodes collisions this year and that a tasking group is set up in January for this to be reviewed. In terms of serious and slight casualties there appears to be a downward trend in casualties.

Data and Intel Hub Staffing: CG advised that DW has joined from prevention directorate of Devon and Cornwall Police as a specialist Problem Solver; DW has worked in Road Safety for a number of years. The Chairman welcomed DW to Vision Zero. CG continued that the Research and Evaluator role is advertised, this closes in January.

Safety Performance Indicators & Road User Survey: CG explained that the original Road User Survey had some branching errors leading to quality issues. Survey was re-run at no extra cost. The report is now being finalised and once approved will be shared with Board Members and published online. A summary of the recent report was given.

Philip Robinson left the meeting

Strategic Assessment:

CG provided an update and advised that work on national comparisons has started but cannot be completed until national data errors/data missing is provided. DfT advised that this should be available by September 2024. Board members were asked to let CG know if there were any areas that would like considered in the 2024 Strategic Assessment.

AL provided an update regarding a spate of safety camera vandalism in Cornwall. Cllr Alvey questioned where the costs for repairs to the vandalised cameras came from. AL advised that the costs associated with the damage and the repair is covered by Devon and Cornwall Police.

Action: Board members to contact CG if there are any areas that they would like covered within the 2024 Strategic Assessment

Recommendation:

That Board members acknowledge the progress made thus far and provide advice and guidance on any areas for which they are not assured (relates to Pedestrian, KSI and Staffing & Road User Survey).

Outcome: The Board were assured on progress.

<p>11</p>	<p>Recommendation: The Board approves the publication of the 2023 VZSW Strategic Assessment</p> <p>Decision: The Board approved the publication of the 2023 VZSW Assessment</p> <p><u>VZSW Assurance Report:</u> AL, NW & JC gave a brief oversight of detailed contained within the report. AL provided a summary which included an update regarding camera upgrades, AI technology and Op Snap. NW provided an update regarding progress related to Call for Ideas and a New Year launch, update to simulator and a summary of the key comms campaign and reach. NW advised that there are currently 3 roles out at advert (Research and Evaluator Role, Administrative Assistant, Multimedia Communications Officer) following the Board approval in September and interviews should conclude by end of January. JC highlighted the success with OpSnap and also the launch of the Road Safety Pledge. JC advised that it was the intention to develop a pledge specifically for businesses. The Chairman requested that all Board members sign up to the Road Safety Pledge and also to promote it internally.</p> <p>Action: Board members to sign up to the Road Safety Pledge and also to promote it internally. https://visionzerosouthwest.co.uk/the-vision-zero-pledge/</p> <p>Recommendation: The Board acknowledged the progress made thus far and provide advice and guidance on any areas for which they are not assured.</p> <p>Outcome: The Board were assured on progress.</p> <p>Recommendation: The Board formally records agreement to hold £1m in the reserves, linked to Risk Register.</p> <p>Decision: The Board formally approved to hold £1m in reserves for the risk register.</p> <p>RL left the meeting prior to JC communication and engagement update</p>
<p>12</p>	<p><u>AOB</u> Approval for VZSW strategy to be published: Cllr Coker and the Vice Chairman provided approval earlier in the meeting to the 2030 Road Safety Strategy and with no further comments raised. All agreed it could be published.</p> <p>Recommendation: The Board approve to publish VZSW Road Safety Strategy</p> <p>Decision: The Board approved the publication of the VZSW Road Safety Strategy</p> <p>The Chairman thanked everyone for attending and the meeting concluded at 1300hrs.</p> <p>Next meeting: 12th March 2024 10am to 1pm (Teams)</p>