



MEETING: VZSW Board Meeting	LOCATION:	Roadford Lake, Lifton
TIME: 1000hrs – 1300hrs	DATE:	10 th September 2024
<p>In Attendance:</p> <p>Alison Hernandez (Chairman) Police and Crime Commissioner T/ACC Matthew Longman Operations, Devon and Cornwall Police Tim Bunting Chief Executive, Cornwall Air Ambulance David Marsh CEO, TTC Group Cllr Roger Croad Cabinet Member for Public Health, Communities and Equality – Devon County Council (Items 1-9)</p> <p>Cllr Adam Billings Cabinet Member for Pride in Place and Parking Frances Hughes Chief Executive Officer, Office of the Police and Crime Commissioner Jamie Hulland Deputy Director – Planning, Climate Change, Environment and Transport Directorate, Devon County Council (Items 1-9)</p> <p>Mike Porter Area Manager, Devon and Somerset Fire and Rescue Service IT Programme Development and Stakeholder Relations Manager National Highways South West</p> <p>Matthew Bell Director of Public Engagement, DAAT (substitute for Dr Tim Nutbeam)</p> <p>Substitutes</p> <p>RL Transport Strategy & Road Safety Lead – Cornwall Council (for Victoria Fraser) PB Head of Plymouth Highways, Plymouth City Council (for Philip Robinson)</p> <p>Non-Board members & Presenters:</p> <p>SB Head of Business Accountancy, Devon and Cornwall Police NW VZSW Partnership Manager EC VZSW Management Accountant, Devon and Cornwall Police JC VZSW Comms and Engagement Coordinator IV VZSW Research and Evaluation Officer PP VZSW Administration Assistant HG (minutes) VZSW Project Support AL Head of Road Safety, Devon & Cornwall Police MJ Senior Engineer, Plymouth City Council and Chair of Activity B AN Highway Safety Engineer, Plymouth City Council RKW Operations Manager, Road Safety Team, Devon and Cornwall Police JM Road Safety Manager, National Highways AP Prevention, Road Safety & Community Risk Manager, Devon and Somerset Fire and Rescue Service CB T/Senior Planning and Performance Manager, Devon and Cornwall Police (Item 7 only)</p> <p>Apologies: Cllr Martyn Alvey (CC), Cllr Connor Donnithorne (CC), Cllr Stuart Hughes (DCC), Philip Robinson (PCC), Dr Tim Nutbeam (UHP, PTN & IMPACT), Dr EF (UHP), Nicola Allen (OPCC), Mike Porter (DSFRS), Victoria Fraser (CC), Antony Bartlett (CFRS)</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, 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 17 individuals who had lost their lives on Devon and Cornwall's (D&C) Road network between 17th June 2024 and 8th September 2024 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 19th June 2024 were agreed as accurate and true.</p>
5a	<p><u>Matters Arising – Actions Update</u> Board members were assured of the updates provided; no further clarification was required. Eight actions are complete and to be formally closed.</p>
6	<p><u>Finance Update</u> SB summarised the financial position as of 31 July 2024 as detailed within the report circulated.</p> <p>Income for the first four months of the financial year is higher than budget expectations and staffing costs are lower; a surplus of £274k is now anticipated. Lower staff expenditure is partly due to vacancies in the team and recruitment delays linked to the vetting process.</p> <p>ACTION: T/ACC Matthew Longman to seek clarification on vetting delays, which is holding up recruitment of staff.</p> <p>The use of the distracted driver trailer (capturing non-seatbelt use and mobile phone use) was discussed in relation to volume captured, time to process offences and current impact on the back office as a result of using 3 trailers during August. The importance of lobbying for seatbelt offences to be an endorseable course, was highlighted.</p> <p>The Chairman reinforced our aim is not to catch people not wearing a seatbelt or using a mobile phone but instead to educate and encourage everyone to drive responsibly. For future deployments, it was agreed that there would be increased level of prior comms to actively tell people what we are doing and why. Cllr Billings questioned whether there was an opportunity to decide where the units are positioned and for local councillors to help increase awareness.</p> <p>Cllr Billings asked whether data collated from the distracted driving trailer captured demographics of offenders to help inform future comms about importance for KSI reduction. AL advised that once analyst is recruited this will be able to be interrogated to help inform.</p> <p>PB suggested a regional campaign could be considered using existing VMS to help raise awareness of non-seatbelt use and mobile phone use. MJ suggested linking with holiday booking companies to highlight road safety concerns to holiday makers coming to the south-west. IT advised that National Highways use a similar approach when advising of travel times.</p> <p>ACTION: For all future AI site deployments, prepare comms of location details, emphasis on the dangers and invite Council Member to attend for media activities. Review additional channels to communicate especially visitors, JC to speak to IT about opportunities to add relevant information in.</p> <p>The Chairman asked what opportunities we have to publicise safety messages to those attending virtual driver education courses. Update provided that some detail is included on the TTC landing page and there is potential opportunity to create content that attendees see whilst waiting for course to start, requires agreement with UKROED. Board advised that secondary legislation is still awaited and to be updated as more detail is confirmed. Agreed any request to increase course fees would require force support and approval a future VZSW Board meeting.</p> <p>Recommendation: The Board be made aware of the financial position as at 31st July 2024.</p> <p>Outcome: The Board were assured of the recommendation as presented and laid out.</p>

7. VZSW Partnership Report

NW and AL began with a status update on VZSW recruitment. Since approval of the Commissioning Manager role in December 2023, commissions continue to be managed via Partners. Having taken time to consider this role and function, it is felt that ad hoc support (with partner recharge if required) is currently the optimal solution over a dedicated role.

Recommendation: The Board agree to remove the Commissioning Manager post from Financial and 5-Year Business Plan.

Decision: The Board approved the recommendation as presented and laid out.

AL introduced CB from Devon and Cornwall Police Performance and Analysis team who joined via Teams to discuss the Planning and Performance Manager (PPM) role agreed in principle at the Board meeting held on 19th June.

CB underlined that the role was to monitor performance against set objectives and to identify whether desired outcomes are being met. The PPM would work closely with analysts and a performance framework would be developed for reporting purposes; to allow for challenges to be addressed, to identify strategic risks and allow for control and mitigation measures to be put in place. This would provide information for the purposes of enhanced scrutiny and governance and strengthen decision making within Force and VZSW Board.

The Chairman questioned additional benefits this role brings beyond that of the Partnership Manager, Strategic Analyst and Intelligence Researcher. AL advised the PPM would be responsible for pulling all reporting metrics together (from all sources) into a coordinated manner that goes beyond current reporting, they are not responsible for driving the partnership or delivery of initiatives but for providing detailed actions, mitigations and highlighting risks from information collated and developed by Strategic Analyst and Intel Researcher. The Chairman requested that a task and finish group is set up, to oversee and agree the products that the Board would like to receive from the PPM in future to support strategic decisions to be made.

Jamie Hulland communicated that it is essential that if PPM reports issues, there is need to identify clear actions to be taken to direct future activity within a safe systems approach. This would be about taking complex information and summarising the key aspects to inform strategic decision making by Board Members.

ACTION: Task and Finish Group to be established to agree content it would like to receive from the PPM in the future .

Recommendation: Proceed with recruitment to secure a PPM role on a permanent 0.5 FTE contract¹

Decision: Board approved PPM recruitment progression as two-year fixed term. Advert to indicate hours between 0.5 up to full time welcomed.

An update regarding the use of technology on the highway network for enforcement purposes was provided by AL. This included a summary of the distracted driving trailer mentioned during the finance update, trialling new speed enforcement equipment both at the roadside and within a vehicle.

NW provided progress highlights regarding Activity B initiatives within the at risk road users groups and post-crash care. Lots of activity continues to be delivered from within approved budgets. One questioned raised was regarding the problem in obtaining data via Coroners.

ACTION: Update to be provided at a future Board regarding challenges in obtaining data from Coroners, alongside a proposal to obtain details via alternative means.

8. Extend Existing RSDP

NW summarised the paper (circulated prior) regarding the extension of the RSDP beyond August 2024 to the end of the financial year (March 2025). This included a financial request to increase existing younger driver purchase order by £20,000 (to continue Board approved Activity for another academic

¹ Ideal scenario is 0.5 FTE but seeking approval for upper limit of 0.8 FTE to mitigate risk of this not attracting applicants – advert to indicate hours negotiable with prior discussion.

term) and add £10,000 to the comms and engagement budget to deliver Lift Legend again this Christmas. Evaluation of Lift Legend proposed to inform future delivery.

Recommendation:-The Board acknowledge the recommendation to extend timeframe of RSDP to March 2025 and agree additional £30,000 funding required.

Decision: The Board approved the recommendation as presented and laid out.

9. **Safety Camera Update & A38 ASC Proposal**

RKW presented on progress with the Safety Camera upgrade programme, a request made at the Board in June. The presentation covered work that has been undertaken since approval in 2021 to commence the programme to upgrade the regions safety cameras. Presentation also highlighted types of cameras available, contract review and procurement undertaken as well as locations delivered or to be delivered. Taking activity into account, an anticipated remaining budget was highlighted.

JM provided an overview of road safety issues and challenges along the A38 between Carkeel and Trerulefoot, noting trends and patterns in collision history. Given that a major improvement scheme requires significant funding (unlikely in the short term) discussions have identified a proposal (deliverable subject to funding). This proposal would utilise technology to enforce the 50mph speed limits between Carkeel to Trerulefoot by average speed systems and include the introduction and enforcement of a 30mph speed limits in the villages of Tideford and Landrake. It is likely that the safety camera, traffic regulations order, traffic management and signage will be in the region of £700,000, that would be largely funded by National Highways (subject to securing funds).

Jamie Hulland commented that based on evidence and data 'this corridor approach' could be required on other roads within the region and was scope to consider future routes. It was agreed that this should form part of ongoing discussions on future investment programmes to be agreed by the Board.

Frances Hughes questioned whether there was a principle that needed to be agreed that for Strategic Road schemes, funding packages include contributions from the relevant local authority.

ACTION: Discussions to take place at next Development Group regarding remaining funds and future sites and/or a corridor approach to high harm routes.

Recommendation: A match funding request of £200k required from the Vision Zero Safety Partnership for A38 proposals

Decision: Board approved £200k in principle for A38 proposals subject to a local authority contribution being made.

10. **Comms and Engagement**

JC provided a comms and engagement update covering top social posts, social media reach and prominent news coverage. An overview of the draft Call for Action documents (Lobby Plan) and draft plan for Week of Road Safety Action circulated to the Board prior to the meeting.

Recommendation: Provide approval to write to Secretary of State for Transportation and new Road Safety Minister to share our Call for Action (Lobby Plan). Subject to any final adjustments, publish by 27th September.

Since the report had been written, discussions have evolved. There is potential to arrange a VZSW ministerial showcase during the road safety week.

Outcome: Publicity to be confirmed, following confirmation of the potential ministerial showcase at Westminster.

A discussion regarding where to focus resources for the Week of Road Safety Action took place. There was overall agreement that activities pre planned continue alongside other targeted initiatives throughout the region during the course of the week. Board members have the opportunity to feed in further suggestions by 27th September, final plan once confirmed to be shared with Board Members.

Recommendation: Provide strategic steer on Week of Road Safety outline plan and provide approval to proceed, subject to any requested changes.

Outcome: The Board were assured of the recommendation as presented and laid out.

11.	<p><u>Road Safety Investigations Team Supervisor</u> Proposal was circulated to Board members prior to the meeting was taken as read with no questions raised.</p> <p>Recommendations: Approve ongoing funding requirement for a Road Safety Investigation Supervisor.</p> <p>Decision: Board approved the addition of the role.</p> <p>Recommendation: A 12-month review of the effectiveness of the post is provided to the VZSW Board in December 2025.</p> <p>Outcome: The Board acknowledged the recommendation as presented and laid out.</p>
12.	<p><u>Evaluation of Initiatives Summary</u> IV presented a research and evaluation update. This outlined a review of what evaluation that has been undertaken so far, identified areas that required evaluation to be developed, outlined examples of strong evaluation and where evaluation can be challenging and need for different evaluation techniques.</p> <p>AP emphasised that the strong evaluation examples should demonstrate success and important that we reflect how this could be applied to other interventions.</p>
13.	<p><u>AOB</u> E scooters/bikes updated provided by NW, AL and ACC Matthew Longman. Policy refresh is complete and adopted and consultation with recovery agents being undertaken.</p> <p>The Chairman thanked everyone for attending and the meeting concluded at 1415hrs</p> <p><u>Next meeting:</u> 17th December 2024, 10am -1pm on Teams</p>