

**DORSET SAFETY CAMERA PARTNERSHIP
OPERATIONAL GROUP MEETING
10.00 HOURS, TUESDAY 5 DECEMBER 2006
DSCP BOARD ROOM, BUILDING A32,
WINFRITH TECHNOLOGY SITE**



MINUTES

1. Present

J Stephens, DSCP Operations Project Manager - (JS) (Temporary Chair)
M Armstrong, DSCP Camera Team Supervisor - (MA)
D Rendle, DSCP Data Manager - (DJR)
Sgt S Oliphant, Traffic Management Sergeant, Dorset Police - (SO)
D Chalmers, Team Leader Traffic & Safety Management, Dorset County Council - (DC)
J Mead, Area 3 Representative, Mott MacDonald - (JM)
E Emmett, Area 3 Casualty Reduction Officer, Mott MacDonald - (EE)
M Baker, Team Leader Signals & Road Safety, Borough of Poole - (MB)
A Hunter, Fixed Penalty Officer, Her Majesty's Courts Service - (AH)
B Kyles, Senior Accountant Financial Services, Bournemouth Borough Council - (BK)
J Griffiths Technical Engineer, Bournemouth Borough Council - (JG)
J Churchill, DSCP Support Secretary - (JC)

2. Apologies

P Garrett, Head of Fixed Penalties, Dorset Police (Chairman) - (PG)
L Evans, DSCP CTO Manager - (LE)
L Packer, DSCP PR Manager - (LP)
R Dowell, Chief Inspector, Dorset Police Tactical Group - (RD)
M Campkin, Group Manager Traffic, Bournemouth Borough Council - (MC)

Non Attendees - Minute Circulation only

B Austin, DSCP Freedom of Information Manager - (BA)
C Giles, Finance Manager, Her Majesty's Courts Service - (CG)
N Gough, DSCP Special Projects Manager - (NG)
J Rogers, DSCP CTO Manager (Temp) - (JR)

JS stated that PG had requested him to chair the meeting today, due to PG going on annual leave.

3. Minutes of the Operational Group Meeting 7 November 2006 (Matters Arising and Outstanding Actions)

Outstanding Actions from previous meetings

Action 1: 01/08/06 - DJR and Data Team to compile a list of all TRO's available (Poole, Bmth and DCC) with assistance from RD department.

Action Ongoing - DJR is still waiting from some. Putting those received onto the mapping system to determine which ones are still required and from which local authority.

Actions from 07/11/06

Action 1: 07/11/06 - DJR to produce a 3 year Casualty Analysis report.

Action Ongoing - DJR to seek clarification from PG as to what figures he requires.

The minutes of the Operational Group meeting 7 November 2006 were accepted.

4. Public Relations

A report was circulated in the absence of LP.

5. Post March 2007 Update

Minutes taken for this section are exempt from open publication under Section 31 of the Freedom of Information Act 2000.

6. Data Manager Report

Minutes taken for this section are exempt from open publication under Section 31 of the Freedom of Information Act 2000.

DJR confirmed casualty analysis year on year January to September 2005/2006, fatal injury down 2, serious injury down 28 and slight injury down 227.

7. Camera Operations

Minutes taken for this section are exempt from open publication under Section 31 of the Freedom of Information Act 2000.

Finally MA reported that 1 member of the camera team has left to join Dorset Police as a Constable.

8. CTO Operations

Post meeting notes:- 3 new members of staff have been appointed, 1 started on 20 November, 1 to start 2 January 2007 and 1 other start date is to be confirmed. This deems the CTO as fully staffed and therefore the use of temps will cease January 2007. Bridgend Office Furniture is revising the layout in the CTO area to use the space to best effect. StarTraQ scanner is in situ along side the film reading section.

9. Finance Report

Minutes taken for this section are exempt from open publication under Section 22 of the Freedom of Information Act 2000.

10. Her Majesty's Courts Service

Minutes taken for this section are exempt from open publication under Section 22 of the Freedom of Information Act 2000.

11. Highways Report

JG reported that Bournemouth Road Safety Team is wanting to install a cycle stop area at the Wellington Road junction lights. The current RLC camera loops will have to be relocated but this will be at Bournemouth Council Road Safety expense. The RLC camera will need adjustment.

MB continued that he has not received all certificates for the Poole fixed site PIs. Siemens had been paid in advance to complete the works but did not fulfil the contract. Poole is pursuing reimbursement from Siemens for the uncompleted works. Now that the contract is back with Serco everything is running smoothly. With regards other Poole sites MB believes that there is an outstanding sign to be moved at Herbert Avenue. A quote of £995 has been received to adjust the angle of the eastbound Herbert Avenue camera. Cycle lanes are to be installed on Wimborne Road therefore the secondary markings will need to be adjusted and possibly the angle of the camera.

JS confirmed works to upright the eastbound camera at Herbert Avenue could go ahead.

JS asked if the measured mile at Monkey World had been completed. DC thought that it had been done.

Action 1: MA to confirm if the measured mile at Monkey World had been installed and chase up completion if necessary.

SO asked if all Local Authorities and relevant persons were aware of the new ACPO/CPS guidelines on the disclosure of evidence.

All confirmed that all necessary staff are aware.

12. Project Managers Report

Minutes taken for this section are exempt from open publication under Section 31 of the Freedom of Information Act 2000.

13. Any Other Business

MB stated that he had received an email from PR regarding training for HGV drivers on the A34. JM believed that this could be referring to a Truck Stop Campaign that the Highways Agency is currently running in that area. There is also a campaign being drawn up regarding the education of foreign lorry drivers using the UK roads, but this is not running yet.

JS confirmed that two of the DSCP Gatso mobile camera housings have been coated in reflective covering to make them more visible during night time enforcement. A press release was issued to inform the public, which generated nil response.

14. Date, Time and Location of Next Meetings

Proposed Dates and location for 2007

2007

10.00	Tuesday 9 January 2007 - DSCP Board Room, Ground Floor, A32
10.00	Tuesday 6 February 2007 - As above
10.00	Tuesday 6 March 2007 - As above
10.00	Tuesday 3 April 2007 - As above
10.00	Tuesday 8 May 2007 - As above

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10.00 Tuesday 5 June 2007 - As above
10.00 Tuesday 3 July 2007 - As above
10.00 Tuesday 7 August 2007 - As above
10.00 Tuesday 4 September 2007 - As above
10.00 Tuesday 2 October 2007 - As above
10.00 Tuesday 6 November 2006 - As above
10.00 Tuesday 4 December 2007 - As above