

**NETTING OFF PROJECT**  
**Project Board Meeting**  
**Drayton Park, Abingdon**  
**Wednesday 24<sup>th</sup> November 2004 – 10.00am**

**Present:**

Project Board Members  
Neil Olney (Chair)  
Lyn Sheppard  
Paul Smith  
Neil Mathews  
Martin Jordison

**Also present:**

Chris Scropton (Project Manager)  
Richard Owen (Operations Manager)  
Dan Campsall (Communications Manager)  
Malcolm Collis  
Brian Butler (Treasurer)  
Trevor Dove (Steering Group Chairman)

**1. Apologies / Not in Attendance**

None received

**2. Introduction of new Police representative**

NO introduced Mick Doyle as the new partnership representative from Thames Valley Police, to take over from NO as of the next project board meeting.

**3. Handover of Chairmanship**

NO, as current project board chairman, is required to handover the chairmanship. It was agreed that MD should continue the Police chairmanship until Jan '06 when hand over will be completed to a new chairman. It was agreed that from Jan '06 the chair should be re-elected annually in order to fit with the annual operation case submission.

**4. Minutes of the Last Meeting**

Agreed as a true record

**5. Action Points**

- Item 3* - Dates for 2005 – to be appended with minutes of this meeting
- Item 4* - Press release on awareness of speed limits to be followed through in early December (DC)
- Item 6* - FOI disposal policy – not yet finalised. will follow within a fortnight (RO)
- Item 7* - Finance training – dates are still to be finalised for December (RO).
- Item 9* - Workload for magistrate's courts – complete
- Item 10* - Project board terms of reference – superseded by Steering Group appointment of a working group to look at future direction.

**6. Feedback from Steering Group**

The meeting was moved away from the previously planned conference style in order to accommodate further discussion on key new developments.

Public Attitude Survey results were covered.

Frank McKenna's gave an update on the research that he has undertaken at Enforcement sites and SID sites.

The future direction of the project (considering projected reduction in income) was discussed – it was decided that a subgroup should look at future finances, operational case involving interested parties and a 'critical friend'. No dates set yet.

**Action: TD to convene.**

A recommendation was made that the training sessions on finance should involve both finance and operational representatives from each partner.

The current change in the operational handbook that precludes new SID sites is a considerable concern to Local Authorities, a suggestion was tabled that efforts should be made to lobby MP's about use of SID. This has been referred to next Local Authorities meeting.  
Future meetings (dates to be confirmed): Conference style event in April 05, business meeting in June 05.

## **7. Project update**

### **Data report**

Encouragement of results moving towards 2010 targets.

A concern raised that the improvements seen at mobile sites are being maintained but do not seem to be falling further.

### **Comms Report**

Correlation between websites hits and public attitude – is there an identifiable correlation between what we see as the strengths / weaknesses in Public Attitudes and the information that they are reading on the website? Nothing has been identified and the structure of the website makes recognition of such a connection very difficult.

NHS work – a question was raised over whether NHS work was continuing or has been halted. DC advised that there were two parts to the work, a larger more expensive piece of work that has had to be halted due to financial constraints, and the development of some campaign materials; this work is low cost and set to continue.

### **Finance**

Clarification on use of term 'Overspend' – does not mean that departments are spending over budget, but that income is down against spending. The project team will be working, through the training sessions, on getting the best and most accurate information we can. An underspend in first half of the year seems to meet the fall in income for the present financial year, so the signs are now that the year will finish with a balanced budget.

### **Freedom of Information**

RO had provided a fairly thorough update at Steering Group, identifying which data will be actively published and which is to be published on request. RO is to attend public interest test training at Centrex (w/c 29/11).

There is further thought that needs to be given to possible vexatious campaigns. Certain anti-camera websites are already arming their supporters with lists of questions, the legislation does provide for dealing with such campaigns but this requires further attention.

## **8. Feedback on Meeting with DfT**

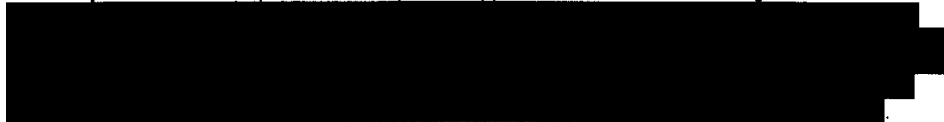
From the meeting with representatives of DfT and PA there were certain recommendations that require further action of consideration.

Re-issue SLA to remind partners of their responsibilities.

Reference to work with the partnership must be made by Highway Authorities as part of their own LTP (can be included in Road Safety Strategy)

Research – DfT have raised questions over the research and are refusing to give clearance for ongoing research without taking an overview of work going on nationally

The board expressed their appreciation of the sense of validation that Prof. McKenna's work brings to the partnership. Ian Duncan was part of the project board that approved the work of Reading University and the chair expressed his hope that approval should be forthcoming.



## **9. Operational Case**

After a review of the Operation Case for 2005-06 the following amendments were made:

- HA – needs to be written as Highway Authorities in full throughout, to avoid confusion with Health Authority or Highways Agency.
- Page 8, paragraph 1, police area should be amended to police force area
- Page 11 – conspicuity photos will be included

A question was raised over the failure to include Speed Awareness and Route Alert under the communications strategy. These were specifically excluded for reasons of treasury rules; whilst there is an association these are not funded as core schemes.

**Action: Changes to be made and Operation Case to be submitted 25/11/04 - RO**

**10. Any other business**

Finance issues with Milton Keynes Council.

Project team expenditure being paid through MKC is being held up in the system, the net result is unpaid suppliers who could cut off key services. NO offered to support that process should it be required. **Action: TD to forward to contact details of someone in central payments.**

**11. DONM – Wednesday 9<sup>th</sup> February**

**12. Closed Session**

