

Thames Valley Safer Roads Partnership FOI Publication Scheme

This document has been designed to fulfil the requirements of the Freedom of Information Act 2000 which states that public authorities have to produce a Publication Scheme. The Thames Valley Safety Camera Partnership is not a public body but is constituted of such and therefore recognises the need to embrace the legislation.

The Association of Chief Police Officers (ACPO) has developed a Model Publication Scheme for all 44 Forces in England, Wales and Northern Ireland to follow. In consultation with the ACPO FOI team, key areas of information that the public may request from Safety Camera Partnerships have been identified. This document has been compiled using information from the National Safety Camera Partnerships FOI Policy.

The aim of the Publication Scheme is to set out:

- What information Safety Camera Partnerships publish or intend to publish as a matter of course
- How they may publish this information
- Whether the information will be available free of charge or on payment
- What classes of information will not be published.

The information held by the Partnership has been broken down and identified using an adapted copy of the TVP Information Class structure. This structure uses the seven categories shown below.

People
Plans
Reports
Minutes
Policies
Performance
Public Interest

People

- Organisation Charts and Contact Details
Explanation : Details of the Partnership organisational structure and key personnel. This will include, as a minimum, the senior management team.
Availability : Website, updated annually.
Cost : Free

Plans

- Operational Case
E : This is the document submitted to the Department for Transport (DfT) which documents the proposed budget requirements for each Partner as well as the Project Team.
A : Website, updated annually once the Operation Case is approved.
C : Free

Reports

- Data Reports
E : Regular submissions to DfT including collision analysis at camera sites.
A : Website, quarterly.
C : Free
- PR Reports
E : Public attitude surveys and regular media monitoring results.
A : Website, variable.
C : Free

Minutes

- Steering Group
E : A Bi-annual meeting of Partners to set policies and strategies on behalf of the Partnership. This group monitors the overall service delivery and reviews the Partnerships structure, organisation and administration.
A : Website, approximately one month after the date of the meeting.
C : Free.
- Project Board
E : Quarterly meeting of partners representatives to implement policies and strategies on behalf of the Steering Group. The Project Board also reviews recent events and work carried out by the Project Team.
A : Website, approximately one month after the date of the meeting.
C : Free.

Policies and Procedures

- 'Handbook'
E: The Partnership operates under a set of guidelines and rules set by the DfT. The 'Handbook' is usually updated annually and includes information such as criteria for establishing new camera locations.
A : Website, every November.
C : Free

- Operational Policies
E : This information includes all procedures relating to the operation of the Fixed, Mobile and Red-Light cameras. It will outline our Enforcement Strategy for Core and Exceptional sites. Other information will be published including staff training and device calibration certificates.
A : Website, when changed.
C : Free

Performance

- Annual DfT Report (Road Casualties Great Britain)
E : Thames Valley Police produce figures to the DfT on an annual basis for each calendar year. These statistics are derived from the forms completed by officers attending injury accidents in the area. Summary statistics will be published for the TV area as well as a breakdown for each camera site.
A : Website, annually.
C : Free

- National Safety Camera Programme Evaluation Report
E : In 2003 and 2004, reports were produced by the DfT in conjunction with University College London analysing a selection of camera sites. Any further reports involving Thames Valley will be published when available.
A : Website, annually.
C : Free

- Audited Accounts
E : Accounts for the Partnership operations and spend.
A : Website, annually.
C : Free

- Offences Detected, Penalty Notices Issued and Fines Paid
E : Breakdowns of these figures for the Thames Valley area by financial year.
A : Website, annually.
C : Free

Public Interest

▫ Camera Site Information

E : Each camera site / enforcement location will have the following details published:

Collision Data (by calendar year)

Camera installation date / first enforcement date

Installation reason

Site photo / diagram

Site length / location

Speed survey data

A : Website, quarterly.

C : Free