Merseyside Road Safety Partnership
(DIT/28/13)

Report of the Director of Integrated Transport Services

1. **Introduction**

1.1 This report seeks the endorsement from the Committee for the Memorandum of Understanding covering the operations and activities of the Merseyside Road Safety Partnership. This is in the context of the Authority’s multi-modal policy responsibilities as set out in the 2008 Local Transport Act. There are, however, no financial liabilities associated with Merseytravel’s membership of the Partnership.

1.2 Members are provided with background information pertaining to the current delivery of road safety operation and enforcement, to understand the process by which the Merseyside Road Safety Partnership oversees the co-ordination and implementation of Road Safety initiatives and operation of enforcement cameras throughout Merseyside.

1.3 The Governance arrangements, in terms of the activity being subject to scrutiny by Elected Members, are recognised as being in need of addressing. Given the complex multi-agency nature of the Partnership, it is proposed that this be addressed by a Memorandum of Understanding and a scheme of delegation.

2. **The Merseyside Road Safety Partnership**

2.1 The Merseyside Road Safety (Camera) Partnership\(^1\) was officially established in April 2005, to co-ordinate road safety in terms of tackling speed and red light running across Merseyside. Creation of a formal partnership was, at the time, a prerequisite for drawing down funds from speeding tickets to cover some of the cost of enforcement. During this period, the Partnership was responsible to the Department for Transport, via a “management board” and a support team staffed according to DfT specification.

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\(^1\) The core membership currently comprises officer representatives from each of the five Merseyside Local Authorities, Merseyside Police, Merseyside Fire and Rescue Service, Merseytravel and the Highways Agency
2.2 In April 2007, the Department for Transport ended “netting off”, so that the fines from cameras stayed with the Treasury and created a separate road safety fund for local road safety partnerships. This Road Safety Grant was paid to the Authority, along with the Integrated Transport Block and Highways maintenance monies, on behalf of the Partnership.

2.3 In 2010, the Coalition Government announced the end of the specific Road Safety Grant, together with immediate withdrawal of part of in-year funding by the DfT. The Partnership had to draw up a revised business model, tailored to available resources and consider new ways of raising revenue. The staffing team was reduced to two; a partnership manager and a data analyst. They are currently employed by Liverpool City Council, through their arrangement with Liverpool 20/20 and are paid directly out of the Partnership’s funds, which are also held by Liverpool City Council².

2.4 The National Speed Awareness Course was established in 2005 to give speeding motorists the opportunity to attend a diversionary course as an alternative to the Fixed Penalty system (a £60 fine and 3 penalty points). Following the termination of the Road Safety Grant in March 2011, the Police worked with DfT to increase the availability of these courses and to agree an increase in the amount of recoverable administration costs. This new model was subsequently endorsed by DfT and is now the primary source of revenue for the Partnership. Similar courses are now available for offences covering a wider range of transgressions, including seatbelts and mobile phones.

3. **Digital Upgrade**

3.1 A previous report to the former LTP Delivery Bus and Merseytram Committee (DIT/28/12) informed Members that the Partnership’s speed cameras are in need of replacement with modern, digital technology. A prioritised, phased upgrade of the road safety cameras (including the back-office equipment) was agreed, subject to the available budget³, through the use of £250,000 per annum for 3 years (2012–2015) from the Integrated Transport Block.

3.2 Merseyside Police agreed to lead on the tender for the digital upgrade. The tender was prepared and subjected to a mini competition using the Government Procurement Service. Only one company tendered and after the appropriate checks and verification of their suitability, their tender has proved suitable, with the tender sum being within the budget allocated by the Partnership. The technicalities of letting the contract are now being finalised by the legal teams of the Police and the Local Authorities.

² The arrangement with Liverpool City Council, in terms of their hosting the support team and the funds, is under review.

³ Not all cameras will be replaced. The prioritisation is based on incidences of speeding recorded.
4. **Current finances and activities**

4.1 The preliminary end of year accounts for the 2012/13 financial year, table 1 below, shows that the income from diversionary courses, resulting from camera activity, covered the basic costs of the Partnership and generated a small surplus. During 2012/13 this surplus was used to generate publicity around road safety in the form of radio and leaflets. The Partnership has also supported the North West motorcycle initiative ‘Ride Safe Back Safe’ and also continue to support the ‘Engage’ scheme which works with driving instructors to raise the standard of driving instruction by introducing road safety issues as opposed to just teaching someone to pass the test.

4.2 £250k is retained for the digital upgrade of the road safety cameras (in addition to the ITB), together with a contingency fund of £250k.

### Table 1 – 2012/13 income and expenditure

<table>
<thead>
<tr>
<th>Income</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011/12 Carry over</td>
<td>Police</td>
</tr>
<tr>
<td></td>
<td>LAs</td>
</tr>
<tr>
<td></td>
<td>Central Team</td>
</tr>
<tr>
<td>Income already achieved</td>
<td>Child pedestrian training</td>
</tr>
<tr>
<td>Estimated income to come</td>
<td>Commitments carried over to 2012/13</td>
</tr>
<tr>
<td>HA for roadworks</td>
<td>Ride Safe Back Safe</td>
</tr>
<tr>
<td>Reimbursement from Wirral</td>
<td>Publicity</td>
</tr>
<tr>
<td></td>
<td>Engage</td>
</tr>
<tr>
<td></td>
<td>Systems upgrade</td>
</tr>
<tr>
<td></td>
<td>Contingency fund</td>
</tr>
<tr>
<td><strong>surplus</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td><strong>£1,573,041</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>£40,786</strong></td>
</tr>
</tbody>
</table>

4.3 It should be noted that these figures are illustrative and are not provided for the purpose of seeking approval. However, how the funds are deployed by the Partnership is covered in the Memorandum of Understanding, the endorsement of which is sought via this report.

5. **Memorandum of Understanding.**

5.1 Partnership members have drawn up a simple Memorandum of Understanding (MoU) which sets out expected duties and responsibilities from each partner and a set of procedures as to how
the finances will be managed. The MoU is appended to this report. It is intended that this MoU will operate via a scheme of delegation, whereby the officers of the Partnership are given clear authorisation to make decisions on behalf of their respective authority, including those pertaining to the use of the Partnership’s funds. The Authority will be represented by a senior officer from the Policy and LTP Development Division.

5.2 This MoU is considered highly necessary, given the complex, multi-agency nature of the Partnership and the manner in which the funds are generated and will add a level of transparency, in terms of accountability to Elected Members across all of the constituent authorities. To this end, this MoU is being put, for endorsement, to the Authority and the 5 Merseyside councils.

6. **Financial Implications**

The MoU is concerned with the appropriate dispersal of funds raised through diversionary courses attended by motorists who have committed various road safety offences. There are no direct financial implications for the Authority. Liverpool City Council currently host the Partnership’s revenues, although this is being reviewed with the intention of passing the responsibility to Merseyside Police.

7. **Equality Impact Assessment**

Under the general Equality Duty, the Authority must have due regard to the need to advance equality of opportunity. Evidence has demonstrated that road accidents are often highest in areas of extreme social disadvantage. As such, the work of the MRSP can be said to minimise the disadvantages suffered by people due to their socio-economic background. Whilst this is not a protected characteristic as covered by the legislation, it is deemed as protected under the Authority’s Equality Scheme.

8. **Environmental Implications**

Road safety clearly supports the low carbon economy, as set out within Goal 3 of the LTP. This states the need to ensure that the transport system promotes and enables improved health and wellbeing and road safety.

9. **Risk Implications**

A risk assessment has been carried out and the impact and likelihood of a negative effect on the organisation should be minimal. However, the positive aspects for the Authority are clear, in terms of having representation within the Partnership, and having a voice in shaping the road safety agenda.
10. **Conclusions**

   The Merseyside Road Safety Partnership is central to reducing the number of road accidents across Merseyside. The Memorandum of Understanding sets out how the Partnership will operate in practical terms, to oversee the co-ordination and implementation of road safety initiatives and operation of enforcement cameras.

11. **Recommendations**

   It is recommended that the Members of General Purposes Committee

   (i) endorse the Memorandum of Understanding of the Merseyside Road Safety Partnership;
   (ii) agree the scheme of delegation to the officers of the Partnership; and
   (iii) receive update reports concerning the work of the Partnership, as appropriate.

**Background Papers**

Future of Road Safety Camera Enforcement (DIT/28/12)
LTP Delivery Bus and Merseytram Committee - 10 April 2012

**Report Prepared By**

Suzanne Cain, Transport Policy Team Leader

**Contact for Media and Public Enquiries**

Elaine Boundy, Media and Communications Officer
Introduction

The Merseyside Road Safety Partnership (MRSP) has been set up to oversee the co-ordination and implementation of Road Safety initiatives and operation of enforcement cameras throughout Merseyside.

Authority and Reporting Structure

The MRSP shall report directly to the Road Safety Management Group, and members of MRSP shall have the delegated authority to carry out the tasks and duties highlighted in these Terms of Reference.

Purpose and Objectives

The MRSP shall be responsible for:

(a) Direction of the central team (Project Manager and Data Analyst), in terms of workload and analytical projects. ‘Day to day’ management of the central team, involving all personnel and welfare issues will be carried out by the ‘Host Authority’.

(b) Regular meetings with the Project Manager to monitor and review progress.

(c) Monitoring of expenditure and income relating to enforcement cameras and driver rectification courses.

(d) Liaison with all partners.

(e) Acting as parent group to the Merseyside Road Safety Officers Group (MRSOG).

(f) Co-ordination of road safety, engineering and enforcement programmes across Merseyside.

(g) Identification of casualty trends across Merseyside, and formulation of Merseyside-wide education, training and publicity programmes in conjunction with MRSOG.

(h) Liaison with Merseyside Police regarding casualty trends and enforcement regimes.

(i) Dissemination of best practice relating to education, training and publicity programmes and engineering schemes.

(j) Data collection with regards to Road Traffic Collisions across Merseyside and speed surveys at each camera location.

(k) Funding of the running costs (offset by income from diversionary courses) of the combined Central Ticket Office and Camera Enforcement Unit within Merseyside Police.

Appendix
**Membership**

The core membership (main partners) comprises representatives from each of the five Merseyside Local Authorities, Merseyside Police, Merseyside Fire and Rescue Service, Merseytravel and Highways Agency. At any time during the lifespan of the Partnership, representatives from any other relevant organisation (optional partners) may be invited to join the group.

Each representative shall be of sufficient seniority to adequately represent their authority and be authorised to make decisions on behalf of their authority, including decisions relating to the expenditure of the partnership’s surplus funds.

**Meetings**

Meetings shall take place on a regular basis, usually at six weekly intervals. Dates and frequency of scheduled meetings will tie in with the quarterly meetings of the Road Safety Management Group. Special meetings can be called at any time to discuss urgent business. Meetings shall be held at any suitable venue agreed by members.

In advance of each quarterly meeting of the Road Safety Management Group, MRSP shall prepare a progress report detailing the work of the Partnership, current performance, finances and future programmes.

**Resources**

A Chair and Deputy Chair of the Partnership shall be appointed at the start of each financial year, following nomination, seconding and voting from the Partnership members. The term of Chair and Deputy Chair shall be a minimum of twelve months. The Partnership shall employ a Project Manager and Data Analyst to oversee the operation of the enforcement cameras across Merseyside, and to provide support to the Partnership in relation to analysing casualty trends, enforcement performances and developing pan-Merseyside engineering, education and enforcement packages and programmes.

Secretarial support for the Partnership shall be provided by the Data Analyst. Merseyside Police will act as ‘Host Authority’ for the Partnership, and will employ and provide office accommodation for the Project Manager and Data Analyst. Both officers will be employed at a grade commensurate with staffing structure within the Host Authority and all appropriate and reasonable costs associated with their employment and accommodation will be recharged to the Partnership.

Treasury facilities in relation to the Partnership’s expenditure and income shall be provided by the host authority.
All running costs, with the exception of accommodation and future redundancy costs, associated with operation of Merseyside Police’s combined Central Ticket Office and Camera Enforcement Unit will be funded from the Partnership’s reserves, and will be offset from income received from diversionary courses arising from ‘fixed camera’ and ‘officer seen’ conditional offers (OSCOs). Any surplus income generated will be used by the Partnership on Merseyside-wide road safety initiatives.

The allocation of funds from the Partnership’s reserves for Merseyside-wide road safety initiatives will be determined by a minimum of five of the nine core members of MRSP. Any such expenditure will be reported to the Road Safety Management Group at their quarterly meetings for their information.

**Termination of MRSP**

In the event of the MRSP having to be wound down, if the Project Manager and Data Analyst cannot be redeployed within the Host Authority, any redundancy costs will be met from the working budget held by the Partnership. Any other redundancy costs associated with the combined Central Ticket Office and Camera Enforcement Unit will be met by Merseyside Police.

Any camera equipment will remain under the ownership of each of the Local Authorities where it is currently installed.

Any ‘back office’ equipment will remain under the ownership of Merseyside Police.

Any surplus funds will revert to the Road Safety Management Group who will decide on the method of re-distribution to relevant partners.