

**WEST OF ENGLAND ROAD SAFETY PARTNERSHIP  
PARTNERSHIP FRAMEWORK**

**FOR**

**THE STRATEGIC PARTNERSHIP BOARD FOR ROAD SAFETY  
IN THE WEST OF ENGLAND SUB-REGION**

**A APPROVAL OF THE PARTNERSHIP**

1. The Cabinets of the 4 Unitary Authorities (Bath & North East Somerset, Bristol, North Somerset and South Gloucestershire) approved the partnership in principle in autumn 2006.

**B PURPOSE OF THE PARTNERSHIP**

2. The Partnership will draw together all of the road safety professionals from various organisations involved in road safety. This will enable them to work together to optimise road safety activities and ensure that the Action Plan in the Road Safety Strategy of the (JLTP) is fully implemented. The Partnership will agree work programmes for the Partners and Stakeholders.
3. The priority of the Partnership will be saving lives and reducing casualties from road accidents. There were 525 people killed or seriously injured on roads in the West of England Region in 2004. There have been notable successes during the first LTP period, especially in reducing the numbers of child and pedestrian casualties, but the Councils' recognise that much still needs to be done in the next five years. The LTP aims also to reduce the fear of accidents so as to encourage alternative modes. The formation of a successful Road Safety Partnership is seen as key to the further progress on reducing road accident casualties.
4. Although the JLTP has set lower casualty reduction targets for the West of England region (JLTP) area, the new Road Safety Partnership will continue to aim to exceed the National targets which are:-

by 2010 we wish to achieve, compared with the average for 1994-98:

- A 40% reduction in the number of people killed or seriously injured in road accidents;
- A 50% reduction in the number of children killed or seriously injured;
- A 10% reduction in the slight casualty rate, expressed as the number of people slightly injured per 100 million vehicle kilometres.

Greater joint working will make these targets achievable, and more challenging targets may be able to be considered.

5. The Partnership will obtain best value for the funding available to each partner, in particular avoiding costly duplication, including:

- Forming comprehensive campaigns across the region that bring cost benefits through economies of scale;
  - Sharing of best practice for road safety engineering;
  - Cross boundary route action schemes;
  - Improved buying power;
  - Achieving high rates of return on all road safety investment throughout the Region
6. Partnership working aims to ensure high (JLTP) scores for road safety delivery and generate good future funding from Government for all four Unitary Authorities. Each year the annual progress report on the (JLTP) will report to Government: good Partnership working should lead to consistently high scores and result in appropriate future levels of funding for road safety.
  7. Greater co-operation and wider collaboration between all of the Partners and other Road Safety Partnerships in the area will maximise the impact of campaigns and expenditure on road safety. There is considerable scope for all Partners to assist in delivering “hearts and minds” Educational Training and Publicity (ETP) work as part of their core activities. By working together the output can be much greater than the sum of the parts.
  8. The pooling of knowledge from all partners should lead to greater justification for enforcement to back up road safety schemes and campaigns. Effective enforcement and the support of the Police will be fundamental in achieving (JLTP) casualty reduction targets.
  9. The Partnership will provide recommendations for allocating funding.
  10. The Partnership will oversee the monitoring, analysis and review of the effectiveness of casualty reduction programmes.
  11. The Partnership will jointly facilitate procurement of camera enforcement services from Safecam and other such services as Safecam may offer.

## **C MISSION STATEMENT**

SAVING LIVES THROUGH SAFER TRAVEL ON OUR ROADS

## **D LEGAL STATUS AND DECISION MAKING OF THE PARTNERSHIP**

12. The Partnership is a forum of joint working having no legal status. It operates as a venue for those agencies who are strongly encouraged by the Department for Transport to co-operate. There is no joint committee or joint board and the partnership will not be a trust or other form of separate legal entity. The Partnership is not a Committee of any Council. The Partnership shall not constitute a partnership in law and does not exercise for governance purposes, executive authority over constituent members.

13. Therefore, neither the Partnership nor any sub-partnerships or specialist groups shall have the power to take decisions that bind the member authorities or any other participants. Any action recommended by the Partnership requiring decisions by member authorities will need to be addressed by each member in accordance with its own decision making and/or delegation arrangements.

**E LIFE OF THE PARTNERSHIP**

14. For the duration of the JLTP initially, with an option to extend subject to the agreement of the partners and the continuations of the new system of funding.

**F GEOGRAPHY**

15. The Partnership shall consider all road safety issues in the West of England Sub-Region (i.e. the former Avon area).

**G MEMBERSHIP OF THE PARTNERSHIP**

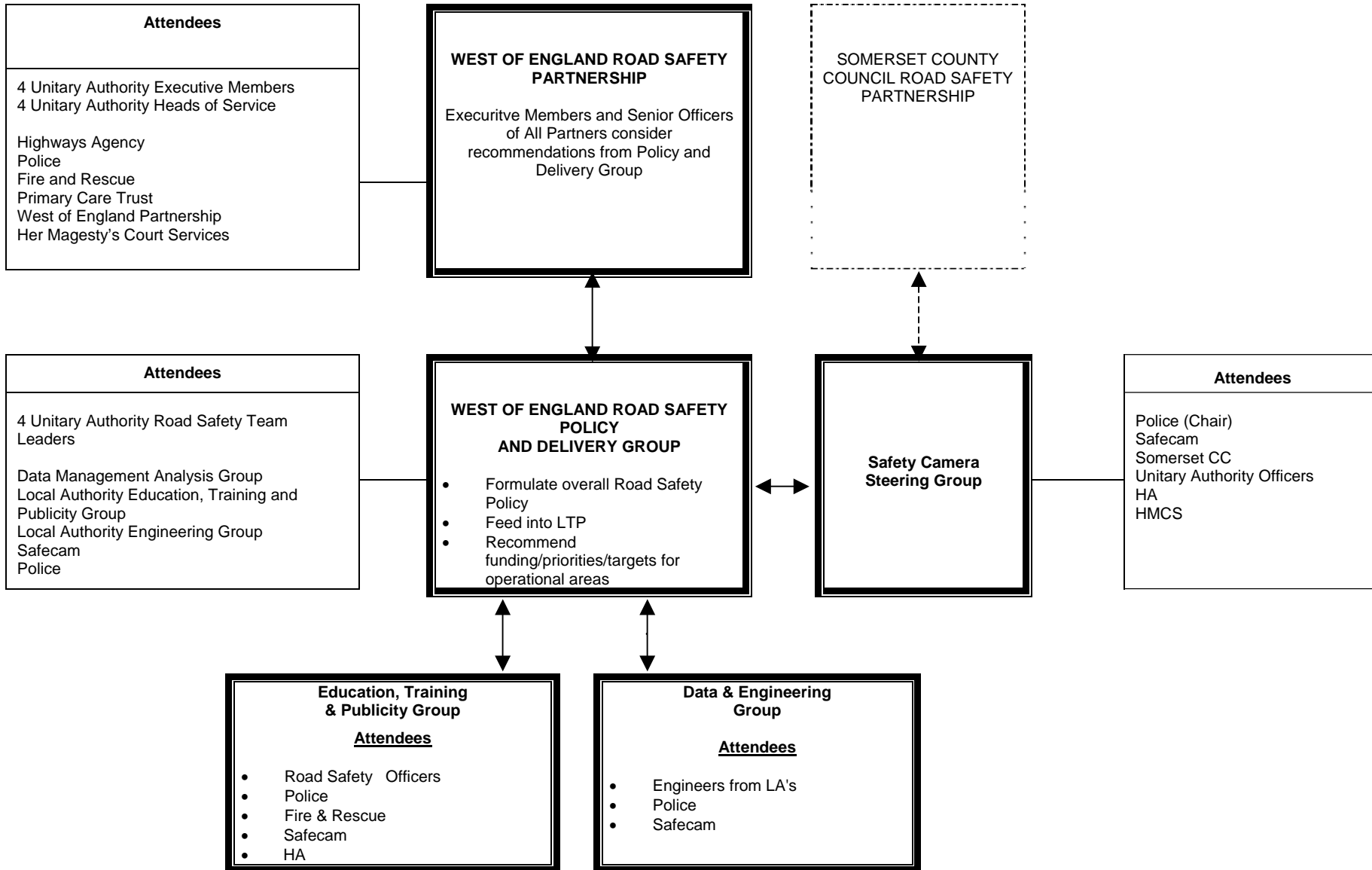
16. 14 Members representing 9 sectors as follows:-

Bath & North East Somerset Council	4 Unitary Authority Executive Members  4 Unitary Authority Heads of Service
Bristol City Council	
North Somerset Council	
South Gloucestershire Council	
Police	1 Member – ACC Operations or their nominee
Highways Agency	1 Member – Chief Executive or nominee
Primary Care Trust	1 Member – Chief Executive or nominee
West of England Partnership	1 Member – Chief Executive or nominee
Fire & Rescue	1 Member – Chief Executive or nominee
Her Majesty's Court Services	1 Member – Chief Executive or nominee

The structure of the Partnership is set out in Figure 1 overleaf:-

# WEST OF ENGLAND ROAD SAFETY PARTNERSHIP

FIGURE 1



17. Appointees shall serve for the period of the Joint Local Transport Plan 2006/07 – 2010/11 in the first instance.
18. The Partnership shall have the power to co-opt Members as appropriate.

#### **G FINANCING THE WORK OF THE PARTNERSHIP**

19. The Partnership has no resources of its own and cannot commit the resources of any of the partners, each retaining control of its own. Therefore the following are not applicable:-
  - Taxation and VAT issues;
  - The publishing of Partnership spending, income, assets and liabilities;
  - The financial management of the Partnership;
  - Approval of the budget;
  - The financial reporting arrangements to the separate partners;
  - Dealing with overspends and underspends;
  - Banking arrangements;
  - Audit of the Partnership;
  - Freedom to enter financial arrangements without recourse to the partners;
  - Access capital funding;
  - Financial regulations and procurement rules;
  - Financial liability of the Council of one or more partner withdraws from the Partnership.
20. Each year Central Government will make financial provision through specific Road Safety Grant to each of the 4 Unitary Authorities. Additional funding is also made available from the Speedchoice driver education programme operated by Safecam. The Partnership will need to consider how all of this funding will be spent and make recommendations to Executive Members of the 4 Unitary Authorities.

#### **H DETAILED ARRANGEMENTS IN RESPECT OF THE PARTNERSHIP**

21. Further work may be needed for more detailed arrangements such as Termination arrangements, Liabilities, Insurance.

#### **I SUB-PARTNERSHIPS AND SPECIALIST GROUPS IN SUPPORT OF THE PARTNERSHIP**

22. These are as follows:-
  - West of England Road Safety Policy and Delivery Group
  - Data Management Analysis Group
  - Local Authority Education, Training and Publicity Group
  - Local Authority Engineering Group
  - Safety Camera Group

## **J CONVENING AND CONDUCTING MEETINGS**

23. The meetings and clerking of the partnership shall be rotated to each Unitary Authority in turn.
24. Annually, the Partnership shall publish the Diary of meetings and events for the forthcoming year, including venues;
25. At each meeting of the Partnership the appropriate clerk shall arrange for the election of a Chair and Vice-Chair.
26. Meetings of the Partnership shall take place twice a year, in September and March.
  - Each meeting shall consider any items submitted to the Clerk of the appropriate meeting by a member of that meeting or an adviser, as long as they are received at least five working days prior to despatch of the agendas, unless the appropriate chair first approves items as urgent business;
  - An agenda, previous minutes, and reports shall be published five clear working days before each meeting.
  - Substitution only will take place and only with the express permission of the Chair. Names must be notified to the Clerk prior to the meeting;
  - The appropriate Clerk shall take the minutes and publish and seek approval for them at the next meeting;
  - A quorum for any meeting will require a minimum of six representatives as follows:-
    - 1 Executive Member or substitute from each Unitary Authority; plus 2 representatives from:-
      - the Primary Care Trust
      - the Fire and Rescue
      - the Avon and Somerset Constabulary
      - the Highways Agency
      - the West of England Partnership
      - Her Majesty's Court Services
  - Meetings may be advised by the officers supporting the Partnership as appropriate;
  - Decisions and recommendations will be agreed by a simple majority; the Chair shall have a casting vote. All members have the right to vote.
27. All members of the Partnership, its sub-partnerships and specialist groups and their representation shall:-
  - Commit to working together with partners for the future well-being of the West of England Road Safety Partnership.
  - Declare any personal or personal and prejudicial interest in any matter to be considered at a meeting; if a declaration is made that is personal and prejudicial the member should withdraw from the meeting whilst the item is considered and should not attempt to influence debate or the vote;

- Maintain confidentiality of Partnership business where that is expressly required;
- Ensure that appropriate communication, consultation and conventional decision-making takes place at an appropriate time within their own organisations to seek to ensure the Partnership has the necessary support and any formal approval for the action it proposes;

## **L PLANNING THE WORK OF THE PARTNERSHIP**

28. This will be developed collectively and with the approval of the Partnership.

## **M PERFORMANCE MANAGEMENT**

29. The performance of the Partnership will be covered as follows:-

- The over-arching plan/strategy that will guide the Partnership is the Joint Local Transport Plan.
- Performance measures and targets are contained within the Joint Local Transport Plan; additional measures, targets and indicators may be developed as required.
- Performance reports of the Partnership will be prepared annually.

## **N PUBLICITY**

30. The Partnership will consider what arrangements will apply regarding publicity and in particular in relation to press releases. Any press release will be automatically referred to the relevant communications office of each Partnership member with a deadline for responses. This does not preclude any partner body from issuing a press release that challenges or contradicts the Partnerships statement at some later date.

## **O RISK MANAGEMENT**

31. A risk assessment needs to be undertaken in accordance with each Partner's corporate risk management guidelines. Judgements to be made by Councillors/other stakeholders as follows:-

- (1) Identify Risks:-
  - Strategic Risks – Political, Economic, Social, Technological, Legislative, Environmental, Competitive, Customer/Citizen;
  - Operational Risks – professional, legal, financial, physical, contractual, reputation, technological, environmental.
- (2) Assess risks in terms of the likelihood they will occur and impact.
- (3) Managing and controlling risks: tolerating, treating, terminating, transferring or taking the opportunity.
- (4) Recording and reviewing risks.