

# **driving** casualties down

The Essex Casualty Reduction Board

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## **THE ESSEX CASUALTY REDUCTION AND CONGESTION BOARD**

### **Management Structure and Terms of Reference**

Version 2.0 – 2<sup>nd</sup> September 2008



Essex County  
Fire & Rescue Service



## **The Essex Casualty Reduction and Congestion Board (ECRCB)**

**A partnership for the management of casualty reduction and congestion has been built between Essex County Council and key agencies, to achieve the LAA1 & 2 targets for the reduction of Killed and Seriously Injured Road Accident Casualties and Congestion. This document sets out the Partnership's management structure and the Terms of Reference for managing the business undertaken.**

**These Terms of Reference were reviewed and updated in September 2008.**

### **1. Membership**

The ECRCB (referred to as 'the Board' throughout this document) is a high-level performance management board that oversees the performance against the targets for the LAA relating to congestion and casualty reduction.

Membership of the Board comprises a member and / or lead officer from each of the core partner organisations. The core partner organisations currently include:

- Essex County Council
- Essex Police
- Essex County Fire and Rescue Service
- East of England Ambulance Service
- The Highways Agency

The Board will determine if representatives from other organisations are required.

### **2. Meetings**

The Board meets quarterly.

Minutes will be made available to partners and others on the Casualty Reduction Board's website [www.drivingcasualtiesdown.org](http://www.drivingcasualtiesdown.org).

### **3. Purpose and Actions**

The Board's function is to provide broad strategic direction and support to the groups that implement and deliver the strategies of the Board. These include the KSI Project Management Team, the Safety Camera Working Group and the Essex ITS.

- *A chart illustrating the membership and structure of the organisation is shown in Appendix A*

The Board will agree joint strategies for Casualty Reduction and Congestion Management and produce annual plans of activity. Where appropriate, resources will be pooled in order to implement these activities.

The Board will:-

- Ensure that risks are identified and managed;
- Monitor progress towards the targets;
- Review achievements and effectiveness;
- Ensure value for money; and
- Remove barriers to success where possible.

The Board will produce an annual report which will outline achievements and progress towards targets.

The Terms of Reference and membership of the Board will be reviewed annually.

#### **4. Project Management**

##### **A. Essex ITS**

Essex ITS is a partnership style contract between Essex County Council and SA2000 (Siemens Traffic Controls and Atkins), through which all intelligent transport systems (ITS) across the county are delivered.

Through the use of widely deployed detection and monitoring systems, as well as the Essex Traffic Control Centre, the County Council is able to undertake its responsibilities in relation to the Network Management duty of the Traffic Management Act 2004.

The partnership works in close co-operation with the Essex Police and the Highways Agency (through both its national and regional traffic control centres) as well as other partners, to deliver the Journey Time Reliability targets set out in LAA 1 and 2.

##### **B. KSI Project Management Team**

The KSI Project Management Team (PM Team) comprises all members of the Partnership along with Southend-on-Sea Borough Council and Thurrock Council. The representatives are at a sufficient level of seniority within their organisation to be able to mobilise resources and initiate actions.

The PM Team will identify and manage the strategy and action plan and deliver the actions and report progress to the Board.

The PM Team will be responsible for achieving the target for casualty reduction. The terms of reference are to:

- 1) Ensure that an appropriate strategy and plan is in place to enable the partnership to meet the targets;
- 2) Ensure that plans are developed and can be carried out. If funding or resources are required, this will be referred to the Board for resolution;
- 3) Make the operational decisions on how to focus activities to address the targets; reviewing these at regular intervals and reporting to the Board on actions and outcomes;
- 4) Engage other LAA groups and stakeholders to ensure they are sufficiently informed to be able to contribute to the target;
- 5) Devise and direct the activities;
- 6) Ensure that effective monitoring and evaluation is conducted; and
- 7) Identify and manage risks.

The PM Team will meet formally on a quarterly basis, following the meetings of the Board. There will be regular (approximately fortnightly) progress meetings for a smaller group of representatives to drive forward the actions and respond to the data when new and emerging problems arise.

### **C. Specific Task Groups**

In order to carry out the work of the Project Management Team, some specific task groups will be required to develop the detailed schemes and progress them for introduction. These specific task groups will deal with enforcement, campaigns, safety cameras, community involvement and engineering as outlined below.

#### **1) Enforcement**

The Enforcement task group will co-ordinate additional enforcement activities (over and above that normally undertaken by Essex Police) in order to influence driver behaviour. Activities will target high KSI routes and areas displaying certain accident causation factors and anti-social behaviour that includes:

- Driving whilst under the influence of drink or drugs;
- Travelling at an excessive or inappropriate speed;
- Careless / dangerous driving or riding;
- Using a hand-held mobile phone whilst driving;
- Drivers or passengers who fail to wear seat belts; and
- Excessive drivers' hours (tying in with identifying those businesses with high-risk drivers).

Implementing recommendations to target vulnerable road user groups such as:

- 17 – 25 year-old drivers;
- Motorcyclists (including the associated 'Bike Safe' campaign);
- Child casualties (15 years and below).

## **2) Campaigns**

The Campaigns task group will liaise with the local Road Safety Officers (RSO) and Police to deliver the planned road safety calendar of events, Police / RSO pro-active enforcement days and any additional campaigns identified by the task group and supported and resourced by the Strategy. The Campaigns task group will work closely with the County Council and Police media teams to ensure that the strategies and campaigns receive maximum media exposure and public awareness.

## **3) The Essex Safety Camera Working Group (ESCWG)**

The Essex Safety Camera Working Group meets on a regular basis and is formally managed by a Project Manager. It comprises representatives from Essex County Council, Essex Police, Southend-on-Sea Borough Council, Thurrock Council the Highways Agency and Her Majesty's Courts Service. Essex County Council and their term consultants provide the necessary support to the ESCWG to enable their strategies to be delivered.

The ESCWG produces an annual SLA, which is presented to the Board for approval, detailing how safety camera activities will be targeted at sites in order to achieve casualty reduction. The SLA details the roles and responsibilities that each member of the Group accepts, including making the necessary funding available, how sites will be selected for speed and red-light camera enforcement, and how the enforcement is deployed in order to achieve the greatest benefit.

The activities of this Group are currently funded from the Road Safety Specific Grant issued by the Department for Transport to each LTP Authority. A separate sub-group of the ESCWG meets on a regular basis to deal with finance and budget control matters to ensure the activities are undertaken with Value for Money in mind, and that strategies are developed to secure the future funding arrangements for the Group. Essex County Council acts as the lead member of the Group and as the banker. In adopting this role, Essex County Council is responsible for undertaking and procuring many activities on behalf of the Group.

## **4) Community Involvement**

The Community Wheels Project will take a primary role in engaging

with local communities and groups that have specific accident problems. The CW Project will also engage with specialist groups and forums already operating to secure their support and involvement in community activities.

Police Community Support Officers will be involved in the deployment of Speed Indicator Devices (SIDs) and some forms of speed monitoring.

Community Speed Watch is very popular and is run by Essex Police. Mobile Police Stations are used throughout the Essex Police area and are also involved in the deployment of SIDS

The Community Action task group will also be able to react to community concerns by engaging in appropriate action to reassure and educate, including attendance and participation at events such as Road Runner.

## **5) Engineering**

The Engineering task group will liaise with the Road Safety Engineering Team at County Hall and will concentrate on identifying remedial actions at sites and on routes with a history of accidents and casualties, where changes to the highway environment will yield reductions. The implementation of remedial actions will normally be through the Area Highways Offices.

This task group will also liaise with the Road Safety Engineering Team to ensure monitoring is undertaken to assess the effectiveness of remedial schemes, and that focus is also upon accident prevention by implementing Essex County Council's Road Safety Audit policies and procedures to ensure that any new schemes designed operate as safely as possible and minimise the risk of accidents occurring on them.

## **5. Finance**

The Board holds no budget in its own right, but undertakes its programmes of activities through direct funding by individual stakeholders.

Essex County Council identifies a specific 'Essex Casualty Reduction & Congestion Board' allocation within its wider Road Safety Revenue Budget and through the Capital programme. Its budget holder is the Network & Safety Manager.

Although it is anticipated that the Board will influence and inform this budget, the allocation will be managed in accordance with Essex County Council's financial control and governance procedures (Financial Regulations, July 2007).

## **6. Business Case for Congestion Management**

Research has defined three main factors contributing to congestion on the road network:

- Volume of traffic 65%
- Accidents and unplanned incidents – 25%
- Roadworks and planned events – 10%

Congestion itself is one of the factors that contribute to air quality issues through vehicle emissions. It has been shown that ITS has a role to play in reducing vehicle emissions through:

- Reducing the impact of congestion – through improved routes guidance
- Reducing the causes of congestion – creating a smoother traffic flow and less standing traffic
- Reducing demand – by altering driver behaviour

ITS also has a role to play in delivering other service outcomes, in particular safety and crime reduction through the use of facilities such as Automatic Number Plate Recognition Cameras (ANPR). Improvements in technology reducing the need for repair and maintenance can also impact on carbon footprint and emissions.

In 2007/08 it was estimated that Essex ITS had delivered a financial saving to the community in terms of total journey time saving per day of over £100,000. In addition, estimates have shown a total saving per day of 12 tonnes of carbon through reduced congestion. The Essex Traffic Control Centre deals with over 2500 accidents and incidents each year, excluding roadworks and special events such as the V Festival.

## **7. Business Case for KSI Reduction**

The average cost of a KSI accident in Essex County Council's area during 2007 has been calculated at approximately £302,000 (June 2005 values).

- Based on 2007 accident figures the cost of KSI accidents in Essex County Council's area during 2007 was £267 million.

With possible savings of that magnitude, the business case should be clear-cut. However, it is difficult to make a direct relationship between those that provide the budgets and those that consequently benefit financially. The values of accidents quoted and the potential benefits are identified for whole community of Essex.

Major beneficiaries of the successful implementation of the Board's accident / casualty reduction strategies also include:

- The Essex Health Care Services – reduced resources required to deal with the injuries and trauma suffered by road users following accidents on the highway network, and potentially allowing more hospital beds to be available for other health care purposes;
- Essex Police, Fire and Ambulance Services – fewer accidents to attend allowing resources to be directed elsewhere; and
- The Essex Business Community - fewer working days lost by those involved in road accidents.

## 8. Risk Management Work and Targets

<b>Risk Identified</b>	<b>Negative Impact On Strategies</b>	<b>Probability of Occurring</b>
Higher than national average increase in population / traffic volume will lead to increases in casualties and congestion.	Low	Medium
Increasing motorcycle usage will lead to higher numbers of KSI casualties.	High	High
Changes in legislation regarding road safety and traffic management.	Impact depends on the legislation	Low
Failure to maintain network to safe standard (signs, lines and vegetation).	Low in the short term	Medium
Lack or withdrawal of funding.	High	Medium
Conflicting county council policies.	High	Medium / High
Lack of normal police enforcement.	High	Medium
Insufficient police resources – possible changes to internal Health & Safety requirements, availability of officers to work on rest days.	High	Low / Medium
Police resources redeployed for a significant period of time owing to major incident such as a terrorist act.	High	Medium
Adverse public reaction to increased levels of enforcement.	Low	Low
Effects of increased enforcement start to diminish as	Low / Medium	Low

behaviour changes, but different type of accidents start to occur.		
Accidents migrate to non-enforcement routes and areas	Medium	Medium
<b>Assumptions</b>		
<ul style="list-style-type: none"> <li>• Appropriate budgets will be available;</li> <li>• Schemes will be delivered;</li> <li>• Our strong relationship with the Police will be maintained and Police will take on a joint role to target road safety;</li> <li>• Police priorities will not be diverted (for any significant length of time); and</li> <li>• The County Council will not have to sacrifice any core work.</li> </ul>		