

# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **Environment and Highways Scrutiny Committee**

1<sup>st</sup> September 2016

### **Report of the Head of Engineering & Transport**

D. W. Griffiths

#### **Matter for Monitoring**

**Wards Affected:** All

#### **Engineering and Transport – Road Safety Report Card**

#### **Purpose of Report**

1. To present for Scrutiny the Report Card for the Road Safety Unit.

#### **Executive Summary**

2. The Environment and Highways Cabinet Board on the 26<sup>th</sup> May 2016 approved the Divisional Business Plan for Engineering and Transport.
3. Each Business Unit within the division is required to complete a Report Card for each financial year, outlining the following:-
  - Performance against last year's Action Plan and Targets.
  - The challenges and opportunities faced in the short and medium term.
  - The actions and targets for the 12 months from April 2016 to March 2017.
4. The Report Card, set out in Appendix A, summarises the service priorities, key measures and key actions for the Road Safety Unit.

#### **Consultation Outcome**

5. Employees within the individual services and external customers where relevant have been consulted in the development of the Report Card.

## **Financial Impact**

6. The work delivered is funded by a combination of existing revenue budget, Grant and external fee income.

## **Equality Impact Assessment**

7. Not applicable.

## **Workforce Impacts**

8. These are covered in the appended report card.

## **Legal Impacts**

9. Not applicable.

## **Risk Management**

10. A Risk Matrix for the Directorate has been prepared which incorporates the risk within this service area.

## **Recommendation**

11. This item is for monitoring purposes.

## **Reasons for Proposed Decision**

12. Not applicable.

## **Implementation of Decision**

13. Not applicable.

## **Sustainability Appraisal**

14. The activities of the Environment Directorate have an impact on all themes of the Corporate Performance Plan. Operational Business Plans contribute to service improvement by setting out service specific priorities for the next 12 months and how they will be met. Managers are required to consider Corporate policies such as equalities and health when determining how they meet their service priorities.

## **Appendices**

15. Appendix 1 Road Safety Report Card.

## **List of Background Papers**

16. Engineering & Transport Business Plan - Environment and Highways Cabinet Board – 26<sup>th</sup> May 2016.

## **Officer Contact**

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# Service Report Card 2016-2017

## ROAD SAFETY SERVICE

### Section 1: Brief description of the service

Road Safety is a statutory responsibility for all Local Highway Authorities embedded within the Road Traffic Act 1988 Section 39, placing a duty to prepare and carry out a programme of measures designed to promote road safety.

The programme of work developed by a small team of 6 professionals within the Road Safety Units Education, Training and Publicity team is designed to address real time concerns and emerging trends, which in turn address casualty statistics and community concerns, whilst helping to maintain dialogue with our many partners.

In its advisory capacity the team liaise with staff across the authority and our local businesses on all aspects of driving for work and driver training, in terms of their responsibility under the Corporate Manslaughter Act 2007 and Health and Safety at Work Act 2009.

Road Safety contributes to the Safer, Brighter Future objectives contained within the Improvement Plan, through delivery of our extensive road safety programme outlined within the Road Safety Strategy 2015/2020.

- Road Safety Education and Training for Children, Learner and Young Drivers/Passengers.
- Motorcycle casualties, particularly young moped riders and adult riders on larger bikes.
- Vulnerable Groups – Older Drivers, Pedestrians, Cyclists.
- Local Businesses – those driving for work.

## **Section 2 : Overall Summary of Performance for 2015-16 Financial Year**

Our extensive training packages have attracted a high level of participants from our identified high risk road user groups; namely - Drivers 573 candidates, with a License acquisition pass rate where applicable of 82%, Motorcyclists 185 candidates and our Schools/College Education Programme has seen over 22,000 pupils receiving early road safety intervention

Statistically, the recently published Welsh Government 'Road Casualties in Wales 2014' recorded an increase of 3 people 'killed or seriously injured' on the County Highway based on the previous year. Whilst disappointing we remain on target to achieve a 40% reduction by 2020 with an overall 28% reduction currently based on the 2004–08 average.

Encouragingly, the number of persons slightly injured has reduced significantly from 347 in 2013 to 284 in 2014, a 47% reduction overall compared to the 2004–08 average.

Work in supporting the on- going SIP programme through delivery of the safe routes agenda is on-going. We produce risk assessments, attend public meetings and secure WG funding to support identified highway improvements aligning with the aims contained within the Better Schools, Brighter Prospect agenda.

Balanced budget achieved with FFP savings identified and delivered.

Delivered targets set corporately for reducing sickness/absence levels.

We received no complaints during the year and received 5 external and 1 internal compliments. Our adult Driver/Rider training courses saw 84% of participants scoring their learning experience as Very good – Excellent.

**Section 3:  
Service Priorities 2016-17**

Priority	Actions to deliver priority	Officer Responsible	Timescale	What will be different? Measures and/or Outcomes
<p><b>Priority 1</b> Casualty reduction through the implementation of the NPT Road Safety strategy in line with WG policy, creating safer and healthier communities</p>	<ul style="list-style-type: none"> <li>• Maintain/develop current/new schemes and initiatives, addressing trends highlighted within accident statistics.</li> <li>• Further promote Internal/External driver training and licence acquisition</li> <li>• Increase promotional activities throughout the county borough, i.e. Anti-Drink Drive, Speed etc.</li> </ul>	<p>Road Safety Manager</p>	<p>March 17</p>	<p>Reduction in casualties on the County Highway network</p>
<p><b>Priority 2</b> Develop business cases and implement projects identified in the Local Transport Plan and Capital Programme to promote connectivity, growth and economic development</p>	<ul style="list-style-type: none"> <li>• Develop and progress business cases and feasibility studies for Bid submission to secure grant funding</li> </ul>	<p>Road Safety Manager</p>	<p>Ongoing</p>	<p>Funding secured and project delivered i.e. Road Safety, Safe Routes in communities, SIP</p>

<p><b>Priority 3</b> Introduction of adult cycle training in line with the NPT Road Safety Strategy</p>	<ul style="list-style-type: none"> <li>• Delivery of targeted training programme</li> </ul>	<p>Road Safety Manager</p>	<p>March 17</p>	<p>Reduction in cyclist casualties on the County Highway network</p>
<p><b>Priority 4</b> Proactively support Corporate initiatives, through further development of good working relationships with other agencies and supporting cross Directorate working groups.</p>	<ul style="list-style-type: none"> <li>• Driving at Work Policy</li> <li>• Road Safety Strategy</li> <li>• SIP Programme</li> <li>• Health and Safety at Work Act 2009</li> <li>• Corporate Manslaughter Act 2007</li> </ul>	<p>Road Safety Manager</p>	<p>Ongoing</p>	<p>Reduction in casualties on the County Highway network</p>
<p><b>Priority 5</b> Improve attendance at work through better sickness management</p>	<ul style="list-style-type: none"> <li>• Maximise attendance at work</li> </ul>	<p>Road Safety Manager</p>	<p>Ongoing</p>	<p>Reduction in days lost</p>

## Section 4: Service Performance Quadrant 2016-17

We have made good progress with our priorities during the 1<sup>st</sup> quarter of 2016–17:

### **Priority 1 – Implementation of the Road Safety Strategy**

- A work programme has been established for all current projects
- Our Internal/External professional driver training and licence acquisition training has seen a 5% uptake increase from the 1<sup>st</sup> quarter last year
- The Team have attended two public community days promoting the Summer anti Drink Drive Campaign 2016

### **Priority 2 – Develop business case to support bid submissions to secure grant funding**

- Grant funding secured: 400k Safe Routes in Communities, 324k Road Safety Capital, 78k Road Safety Revenue
- New work programme established and commenced for funding streams

### **Priority 3 – Introduction of adult cycle training**

- Promotional information created and cascaded via Council's Intranet service, Evening Post, Celtic Leisure and Road Safety social media accounts
- Training dates set
- Suitable venue and training area found with risk assessment in place

### **Priority 4 – Proactively support Corporate initiatives**

- Risk assessments produced in support of the SIP programme and public meetings attended
- Young Persons Steering Group meetings attended
- Driving at Work Policy amended and promoted to reflect amendments to Manager – driver licence checking and Driving a Minibus for Work

### **Priority 5 – Maximise attendance at work**

- See Section 6



Measure	2014-15 Actual	2015-16 Actual	Comparative Performance	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
<b>Service Measure 1.</b> Number of trainees partaking in Professional Driver Training and licence acquisition (Priority 1)	N/A*	222	N/A	91	96
<b>Service Measure 2 :</b> Number of trainees partaking in Adult Cycle Training Courses (Priority 1 & 3)	N/A	N/A	N/A	N/A	New - training conducted during Quarter 2
<b>Service measure 3:</b> <b>Number of risk assessments carried out in support of SIP programme</b> (Priority 4)					
<b>Corporate measure (CM01):</b> <b>a) Number of transactional services fully web enabled</b>	1	1	N/A	1	1**
<b>b) Number of transactional services partially web enabled</b>	3	3	N/A	3	3**

\* data for 2014-15 is un comparable - new accredited training courses introduced during 2015 - 16 which are on-going

\*\* we have a number of web pages that provide information to the public. During 2016 – 17 the road safety team will consider how we can further improve our web pages working in conjunction with Digital by Choice champions

## Section 5: Financial

The Unit has managed resources within budget contributing 135k to the FFP since 2014–15

Additional training income has been generated externally from City and County of Swansea, Bridgend County Council, SWWTRA and Neath Port Talbot Homes. With SLA's in place to support the School Crossing Patrol Service.

Measure	2014-15 Actual	2015-16 Actual	2016-17 Qtr. 1 (projected)
<b>Corporate Measure (CM02):</b> % revenue expenditure within budget	100%	100%	100%
Revenue Budget £	£324,251	£322,339	£335,421(whole)
<b>Corporate Measure (CM03):</b> Amount of FFP savings at risk	No risk	No risk	No risk

## Section 6: Employees

Exceeding expectation we have achieved a 68% reduction in sickness between the 2014-15 figure of 28 FTE days lost, and 9 FTE days lost during 2015–16.

It is therefore disappointing to note that Qtr.1 for 2016-17 has seen a rise in the FTE days. All sickness is being managed in line with the sickness management procedure.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
<b>Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence</b>			
<b>Service : Road Safety</b>	2.3	0.7	1.4
<b>Service FTE days lost in the period</b>	28 days	9 days	17 days
<b>Directorate: Environment</b>	10.2	2.1	2.4
<b>Council</b>	9.7	2.2	2.4

	2015-16 Actual	2015-16 Qtr.1 (cumulative)	2016-17 Qtr.1 (cumulative)
<b>Corporate Measure (CM11):</b> Staff engagement Measure	New	New	Awaiting staff engagement tool kit
<b>Corporate Measure (CM05):</b> % of staff who have received a performance appraisal during 2016-17 (Target 100%)  Number of staff who have received a performance appraisal during 2016-17	100%  N/A	0  0	0  0
<b>Corporate Measure (CM06):</b> Number of employees left due to unplanned departures	0	0	0

## Section 7 : Customer

The Road Safety Unit received six compliments and no complaints during 2015-16. We have seen a significant rise in external compliments during the first quarter of 2016 – 17 due to an increase in our social media activity.

The quality and relevance of Driver/Rider road safety education/training is continually measured and monitored through evaluation of both pre and post workshops.

It is evident from results shown in evaluation assessments, that education/training within the Unit continues to run successfully and smoothly.

Measure	2014-15 Actual	2015-16 Actual	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
<b>Corporate Measure (CM07):</b> Total number of complaints	0	0	0	0
Internal	0	0	0	0
External (from the public)				
<b>Corporate Measure (CM08):</b> Total number of compliments	0			
Internal	2	1	0	0
External (members of the public)		5	3	26
<b>Corporate Measure (CM09):</b> customer satisfaction measure/s	93%*	87%*	84% *	91%*

\* % of participants returning their evaluation forms following Driver/Rider training courses, with 100% scoring their learning experience as very good to excellent.