

1. MVAS UNITS MANAGEMENT

Proposal: That BPC agrees a contract for maintenance of the MVAS units to ensure continued operation and effectiveness. It is proposed that this contract is reviewed not later than 2 years after it is implemented. The proposed period of the contract reflects the fact that despite efforts to get quotes from at least 3 contractors against a written service specification¹ there is only one contractor available.

Funding sufficient to cover the full range of specified tasks in the proposed contract was agreed by Councillors in November 2022 as part of the Highways and Road Safety AG budget for 2023-24 and there is sufficient budget for this group to cover this in 2022-23.

The six MVAS units were partially funded by BPC through Highways Initiative applications. They were installed after their specific locations were defined by the Highways Authority, Cambridgeshire County Council, whose contractors installed the posts on which the MVAS units have been mounted by BPC. There are 2 units on Perry Road (one in each direction) and 4 units on Mill Road (2 in each direction, strategically placed for vehicles entering and leaving Mill Road and passing the houses on the section of Mill Road between Greenway and the Marinas).

A specification was prepared (see Appendix) to cover both on-going device management and data downloads in line with the schedule and nature requested by Cambridgeshire police and in line with the Memorandum of Understanding signed by BPC when the installation of these devices was agreed. The specification and thus the proposed contract combines these activities, as the tasks may be overlapped, thus reducing overall costs.

The Clerk and the Chairman of Highways AG sought information from a number of other Parish Councils who have MVAS units. These all have Councillors carrying out the management tasks. Some of those Parish Councils advised that they are now themselves looking for a contractor to manage their MVAS units as done effectively these tasks require both time and skills e.g. with downloading data to a mobile device and/or laptop.

Despite extensive efforts to find at least three quotes only one contractor was found who was willing and available to undertake the tasks considered necessary to meet our obligations and to secure value for money from the funds used to purchase the MVAS units. That contractor was previously used to attach 5 of the units to the CCC-provided posts.

In addition to the number of unsuccessful efforts made to seek alternative contractors, and that obtaining three quotes is recommended but not a mandatory requirement for this contract value of about £1,800 pa over a 2-year period, the contract proposal has been assessed against the BPC policy on Single Tender Action. It is deemed compliant with the indicators of good practice in that policy i.e. a service of a special character is required and governance requirements² in the policy are met:

- There is genuinely only one provider; and/or
- There is a need to retain a particular contractor for real business continuity and/or
- The market is NOT competitive and
- The requirements set out in the Standing Orders and Financial Regulations shall be complied with³

¹ For details of agreed specification, see Appendix, page 3

² What you should expect to see happening in practice which indicate a single tender action is appropriate

³ When applications are made to waive financial regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the council.

The variety of maintenance tasks to keep the units fully operational and the monthly downloading of each unit's data will help and supplement the planned Community Speed Watch (CSW) activities, particularly as Mill Road is a 50mph area and thus not a road where CSW is permitted.

BPC has been advised that MVAS data is a means for the police to target areas for their traffic officers' monitoring activities and will be used to encourage monitoring on Mill Road by the police at times and days when the MVAS data shows a pattern of vehicles travelling above the 50mph limit.

Further, the downloaded data shows that drivers slow down as they approach the signs and therefore changing the batteries is of value to help protect the pedestrians and residents is of particular value on the unit which drivers travelling west from the Offords pass when travelling towards the houses between the marinas and Greenway.

2. SPEEDWATCH UPDATE

Day-to-day organisation of the Speed Watch sessions has been taken on by Cllr Grigg.

As at 02 December 2022 we have 14 volunteers who have completed the required Police-provided training either previously in person or recently using their on-line module. The equipment is the property of Cambridgeshire Police, the sessions operate strictly in accordance with their requirements and is covered by their insurance.

It should be noted that one of the requirements for Community Speed Watch is that no matters relating to vehicles seen exceeding the limit are allowed to be shared e.g. details must not be posted on any social media. All follow up action required is taken by the Police, not by BPC.

It is proposed that the first Speed Watch session is held on Perry Road. That is a location where despite the traffic calming gates/graduated speed limit vehicles still regularly exceed the 30mph speed limit.

Further it is a location where we already have Police authorisation to operate Speed Watch. We have been waiting since August for authorisation by them of some of the additional locations identified by the Highways group as a priority for monitoring.

Cllr Ashwell will continue to be the nominated coordinator of the Buckden Community Speed Watch Scheme and therefore the contact for the police on this matter. The additional location authorisations are being chased by her.

Data from each Speed Watch sessions will be sent to Cambridgeshire police by Cllr Ashwell or another nominated, authorised volunteer.

Further information on what happens when a vehicle⁴ is recorded by Community Speed Watch as exceeding the speed limit is available in the training pack for volunteers. A copy of that information from the Police is available to Councillors if requested via the Clerk.

⁴ Buckden CSW volunteers are not authorised by the police to record the speed of HGVs.

Appendix: Scope of Tender - Services for management of current six MVAS units owned by Buckden Parish Council and downloading of data.

Overview: By agreement with the Clerk, proactively manage tasks listed below and maintain safe storage of spare parts for MVAS units, agreeing location and access arrangements.

1. Download the data from each unit approximately once a month
 - 1.1. Data downloaded to be sent to clerk@buckdenpc.org.uk for forwarding with Cambridgeshire Constabulary
 - 1.1.1. Clerk's contact for data is Speed Watch (Cambs) speedwatch@cambs.police.uk
 - 1.1.2. The data will then be analysed by the police to consider whether it may be appropriate for them to undertake on-site speed monitoring by Police Officers
 - 1.2. Downloaded data will also be used by Buckden community Speed Watch coordinators to
 - 1.2.1. Help target volunteer Speed Watch activities on Perry Road and
 - 1.2.2. Monitor the effectiveness of the MVAS units in containing speeds on Mill Road
 - 1.3. Ensure the Clerk is provided with a current copy of all passwords/codes to access data
2. Respond to notice from the Clerk that any unit appears to be malfunctioning
 - 2.1. Notification of need to visit any unit outside the schedule for data downloads will be coordinated through the Clerk
 - 2.2. Report findings from initial inspection to the Clerk by email within three working days (M-F excluding bank holidays) unless otherwise notified to the Clerk e.g. holiday periods
 - 2.3. If requested undertake or assist with remedial work, if necessary after consultation with Clerk and the MVAS Units' supplier (ElanCity)
3. Management of batteries in MVAS units
 - 3.1. Exchange batteries when required to maintain operation of any individual unit e.g. when solar panels are insufficient to ensure full charge
 - 3.2. Undertake charging of battery outside the MVAS unit when required
 - 3.2.1. Cost of charging to be included in the cost to be invoiced for each time this operation is needed
4. Preventative Maintenance of Solar panels on each MVAS unit
 - 4.1. Check surface and mounting of solar units at intervals to be agreed after consideration of the manufacturer's recommendations
 - 4.2. Follow manufacturer's guidance on maintenance
 - 4.2.1. BPC Clerk to supply contractor with a copy of guidance provided by ElanCity

The contractor shall at all times maintain their own insurance including for Public Liability, providing a copy of that to the BPC Clerk at the time the contract is let and within 5 working days upon each renewal.

Work on the MVAS units must take account of the Risk Assessment undertaken by BPC, supplemented by the contractor's own assessment for working adjacent to the carriageway. Scope required price for delivery of each task 1 to 4 to be expressed as either a price per task or a price per hour with estimated average time for each task.

If additional MVAS units are purchased a new service scope may be required