

Speed Indication Device (SID) Working Group

Terms of Reference

Approved: 11 August 2026

PURPOSE OF THE WORKING GROUP

GENERAL

1. The Parish Council will appoint the Working Group and determine the composition, roles and functions.
2. The Terms of Reference should be read in conjunction with the Parish Council's adopted Standing Orders, Financial Regulations and Risk Assessment.
3. In applying the Terms of Reference, the Group may consult the full Council as it considers necessary or appropriate.
4. Any volunteer not complying with these terms of reference or the Parish Council SID Policy (Annex A) will be removed from the group by the Parish Council.
5. All members of the Working Group must sign agreement to follow Leaffield Parish Council's Risk Assessment.
6. Any member of the Working Group charging batteries outwith of Council buildings must show proof of suitable insurance cover.
7. Any member of the Working Group charging batteries outwith of Council buildings must sign an acknowledgement that the Council's insurance will not cover any damage to their own premises caused by charging the batteries.

COMPOSITION

The Working Group shall comprise of up to 12 volunteer members (which may be increased by resolution of the Parish Council) with one being a nominated Parish Councillor.

POWERS

The Working Group cannot make decisions on behalf of the Parish Council, and any recommendations made by the Working Group will be subject to approval by the council.

ROLES AND FUNCTIONS

1. To charge and replace the batteries as needed for the SID.
2. To move the SID in accordance with the Parish Council SID Policy
3. To report defects to the Parish Clerk
4. To make recommendations to the Parish Council over suggested amendments to the SID policy.
5. To comply with the service level agreement set out in the SID Policy.

REPORTING PROCEDURE

The nominated Parish Councillor will provide a written annual update on the Group's activities to the Parish Council.

Annex A – Parish Council Speed Indication Device (SID) Policy

GENERAL PRINCIPLES

The SID will be deployed at approved locations in Leaffield in order to increase public awareness of speeding and collect data on vehicle speeds.

The SID will be deployed according to best practice principles in order to maximise its impact on driving behaviour.

SERVICE LEVEL AGREEMENT

1. The SID will only be deployed to approved locations (as per OCC agreement), currently these are as shown on plan “Possible SID positions – dated 09 July 2022.
2. The SID will generally be in operation for 2 weeks (maximum 3 weeks) before it is turned off or placed in sentry mode (data recording / no display mode) for two weeks.
3. The 2 week deployment / 2 week standby pattern can be repeated twice in any one location.
4. If the device is faulty or the batteries are flat this will count as stand by time.
5. The SID will be moved to a new location after 3 cycles or 3 months whichever is sooner.

Operational considerations

The effectiveness of a SID is influenced by its visibility over time. Prolonged deployment in a single location can reduce driver attention. For this reason, the SID is deployed on a rotational basis across approved locations, typically for short deployment periods followed by relocation.

References:

Transport for London (London Road Safety Unit), Research Summary No. 13: *Effectiveness of Speed Indication Devices (SIDs) on Vehicle Speeds in London*.

<https://content.tfl.gov.uk/effectiveness-of-sids-summary.pdf>