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WEST MIDLANDS POLICE

Force Policy Document

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|-----------------------------|----------------------|
| POLICY TITLE: | Environmental Policy |
| POLICY REFERENCE NO: | CS/05 |

Executive Summary.

West Midlands Police acknowledges that climate change is a real and growing threat for countries, economies, and organisations in the public and private sector. By adopting this environmental policy, West Midlands Police is seeking to demonstrate corporate social responsibility.

***Any enquiries in relation to this policy should be made directly with the policy contact / department shown below.*

Intended Policy Audience.

All WMP employees

| | | |
|--|---|-------------------|
| Current Version And Effective Date. | 8.0 | 01/11/2019 |
| Business Area Owner | Corporate Asset Management | |
| Department Responsible | Commercial Services | |
| Policy Contact | Steve Middleditch, Facilities Management | |
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| Approved By | Neil Chamberlain | |
| Policy Initial Implementation Date | 20/11/2019 | |
| Review Date | 20/11/2021 | |
| Protective Marking | Official | |
| Suitable For Publication – Freedom Of Information | Yes | |

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Supporting Documents

- *Code of Ethics* (<http://www.college.police.uk/What-we-do/Ethics/Pages/Code-of-Ethics.aspx>)

Evidence Based Research

Full supporting documentation and evidence of consultation in relation to this policy including that of any version changes for implementation and review, are held with the Force Policy Co-ordinator including that of the authorised original Command Team papers.

Please Note.

PRINTED VERSIONS SHOULD NOT BE RELIED UPON. THE MOST UPTO DATE VERSION OF ANY POLICY OR DIRECTIVE CAN BE FOUND ON THE EQUIP DATABASE ON THE INTRANET.

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Force Vision

Preventing crime, protecting the public and helping those in need.

Force Diversity Vision Statement and Values

“Maximise the potential of people from all backgrounds through a culture of fairness and inclusion to deliver the best service for our communities”

“All members of the public and communities we serve, all police officers, special constables and police staff members shall receive equal and fair treatment regardless of, age, disability, sex, race, gender reassignment, religion/belief, sexual orientation, marriage/civil partnership and pregnancy/maternity. If you consider this policy could be improved for any of these groups please raise with the author of the policy without delay.

Code of Ethics

West Midlands Police is committed to ensuring that the Code of Ethics is not simply another piece of paper, poster or laminate, but is at the heart of every policy, procedure, decision and action in policing.

The Code of Ethics is about self-awareness, ensuring that everyone in policing feels able to always do the right thing and is confident to challenge colleagues irrespective of their rank, role or position. Every single person working in West Midlands Police is expected to adopt and adhere to the principles and standards set out in the Code.

The main purpose of the Code of Ethics is to be a guide to "good" policing, not something to punish "poor" policing.

The Code describes nine principles and ten standards of behaviour that sets and defines the exemplary standards expected of everyone who works in policing.

Please see <http://www.college.police.uk/What-we-do/Ethics/Pages/Code-of-Ethics.aspx> for further details.

The policy contained in this document seeks to build upon the overarching principles within the Code to further support people in the organisation to do the right thing.

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1. FOREWORD FROM DIRECTOR OF COMMERCIAL SERVICES

- 1.1. As a police service and a responsible organisation, we not only have a duty to deal with the crime and anti-social behaviour that affects West Midlands communities, but also to help protect the environment in which we all live and work. This environmental policy commits us to adopt environmentally friendly practices where it is possible to do so against the primary function of West Midlands Police to prevent crime, protect the public and help those in need.
- 1.2. We will encourage environmental suggestions and initiatives across West Midlands Police by colleagues who wish to assist in promoting awareness of environmental issues as every police officer and staff member can make a difference.
- 1.3. As we move forward we will continue to promote sustainable methods of working which help protect the environment and reduce our carbon emissions.

2. INTRODUCTION

- 2.1. West Midlands Police is the second largest force in England and Wales, covering the seven districts which comprise the West Midlands. It covers a population of approximately 2.7 million people from diverse social, economic, cultural and religious backgrounds across both urban and rural areas as well as 6 million annual visitors to the area.
- 2.2. West Midlands Police acknowledges that climate change is a real and growing for countries, economies, and organisations in the public and private sector. By adopting this environmental policy, West Midlands Police is seeking to demonstrate corporate social responsibility.
- 2.3. This vision is for reduced carbon emissions with good progress made in recent years as per the following examples:
 - Introduction of Nissan Leaf electric vehicles
 - Promoting the use of pedal cycles for operational patrol
 - Introduction of driver management technology into fleet vehicles
 - Enabling the use of public transport for operational officers
 - The Estates Programme of building refurbishments and new builds incorporating energy efficient heating, cooling and lighting systems
 - WMP has installed highly efficient gas boilers to replace obsolete, inefficient and failing boilers making savings of between 25% and 40%
 - WMP has carried out electrical rewires that incorporate energy efficient lighting complete with daylight and movement sensors and some LED lights in toilets and corridors. Electricity consumption has dropped significantly on these sites. Savings of between 33% have been identified at some sites.
 - Estates rationalisation enabling disposal of less energy efficient buildings
 - Force contracts containing environmental criteria

3. ENVIRONMENTAL APPROACH

- 3.1. Helping to protect the environment is recognised by WMP as a whole-organisation responsibility where environmental issues should be embedded within our decision making processes and strategic documents and incorporated into business as usual processes.

Context and Drivers for Effective Carbon Management

- 3.2. It is clear that action is required to both mitigate and adapt to the effects of climate change. It appears likely that over the next fifty years, the daily effects of climate change, the availability and price of fossil fuels, environmental regulation and new

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technologies will fundamentally change the supply and use of energy and make the emission of greenhouse gases a greater concern.

- 3.3. Predicted temperature rises, more extreme weather events such as droughts and flooding will affect people's health and wellbeing and as a key emergency service, we need to prepare for this. Even though many nations are taking action now to reduce greenhouse gases, the assumption is that this will not stop current warming trends due to the gases that have already been emitted.
- 3.4. Greenhouse gases, e.g., carbon dioxide (CO₂), are largely caused by human activity, particularly the burning of fossil fuels for energy generation. Based on current trends, global emissions could reach double pre-industrial levels by 2035, causing a global temperature rise of over 2°C and increasing extreme weather events. Longer term there could be a 50% chance that the temperature rise will exceed 5°C. This would be the equivalent to the change in average temperature from the last Ice Age to today and is likely to result in catastrophic changes to our climate, world economy and society as a whole.
- 3.5. In 2008 the UK became the first country to introduce a long-term legally binding framework specifically aimed at tackling the dangers of climate change. The Climate Change Act 2008 puts into statute the UK's targets to reduce carbon dioxide emissions by at least 80% by 2050, against a 1990 baseline.

Finance

- 3.6. WMP's annual energy bill is around £4.53m and the vehicle fuel bill is approximately £2.30m (net). The main driver over recent years was deliver efficiencies by reducing energy costs. Like many other public sector bodies the police service is identifying efficiency savings to manage the significant reductions in funding that have occurred and may continue in future years. We recognise that the potential for reducing energy and fuel costs affords a good opportunity to assist in achieving these necessary reductions. Our Estates Strategy plan will assist with disposal of inefficient buildings and reduce overall costs and the driver management system being introduced in to the vehicle fleet should result in fuel savings.

Legislative Drivers

- 3.7. West Midlands Police, like all public sector organisations, is also subject to increasing climate change-driven regulation.
- 3.8. The Energy Performance of Buildings Directive requires Energy Performance Certificates (EPCs) and Display Energy Certificates (DECs) to be produced for a number of buildings. All new buildings require an EPC along with any building where Feed in Tariffs or Renewable Heat Incentives are being claimed. All public sector buildings with a total floor area over 500m², and which have public access, are required to display a DEC in a prominent place clearly visible to the public.
- 3.9. The Carbon Reduction Commitment (CRC) requires WMP to monitor, assess and manage carbon emissions throughout the year. These have to be reported annually to the Environment Agency and credits have to be purchased for every tonne of CO₂ emitted. There is a financial incentive for proactively reducing the force's carbon emissions.

Community Leadership

- 3.10. There is a Government expectation that public sector organisations such as West Midlands Police will, where operationally and financially possible, adopt good practice and lead by example on issues that affect the environment by seeking to reduce their own carbon related emissions.

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- 3.11. In recent years, we have experienced exceptional weather events such as prolonged snow conditions and flooding, which have sometimes directly impacted on operational duties. There is the potential that such extremes of weather may become more commonplace and be a more regular burden on our resources. The UK has already achieved a significant reduction in carbon emissions and the Government will continue to introduce initiatives for further reductions. We face a challenging future and it is crucial that West Midlands Police makes an important contribution through this policy.

4. OUR ENVIRONMENTAL VISION

- 4.1. West Midlands Police is committed to helping to protect the environment and minimising carbon emissions associated with its activities, and to engage with staff to establish a culture to encourage environmentally friendly practices and processes.

5. STRATEGIC THEMES

- 5.1. The activities that WMP will undertake to achieve this vision can be broadly grouped into seven strategic themes:

Leadership and Management

- 5.2. Environmental management will be led by the Force Executive Team and will be embedded across the organisation through the alignment of policies, management practices and procedures in support of the vision.

Data Management

- 5.3. West Midlands Police will continue to monitor energy, fuel and general utility costs and methods of provision to ensure the optimum solution which meets available finances and operational requirements.

Estates Infrastructure Improvements

- 5.4. The Estates Rationalisation programme will help to inform decisions about retention and/or refurbishment of buildings and identify opportunities for better energy management and demand reduction.

Building Management System (BMS)

- 5.5. The BMS, where installed, will be used to provide real time data so that heating, cooling, and ventilation systems are run in an efficient and economic manner and problems identified for assessment and solution.

West Midlands Police Vehicle Fleet

- 5.6. The current programme of migration to more fuel efficient/low carbon emission vehicles will continue. Installation of Telematics equipment (black box device to collect data on the vehicle and how it is driven) to the "blue light" response fleet which, in conjunction with education of drivers in principles of smarter driving, will modify driver behaviour and improve the fuel efficiency of the vehicles. The Fleet environmental policy is attached. This will also allow us to monitor journey times and destinations and proactively seek more efficient transport solutions.

Mileage

- 5.7. We will seek to reduce carbon emissions from vehicles other than those in the fleet. This includes emissions resulting from business miles which will be achieved by using video and telephone conferencing more effectively, and encouraging greater use of public transport options. The Workplace Travel Strategy and the Travel & Vehicle Use policy are intended to identify means of reducing our carbon footprint in respect of business and commuter miles.

Waste Management

- 5.8. West Midlands Police generates waste as a result of policing activity and seeks to ensure that such waste is disposed of in an environmentally way which complies with relevant legislation and acknowledged good practice.

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- 5.9. It is our practice to separate and isolate hazardous waste from inert waste, to use approved, licensed disposal contractors in order to protect the environment and minimise the risk of contamination. The frequency of clearance and removal is governed by the type of waste involved.
- 5.10. WMP strives to work towards zero landfill with their waste providers and ensure that all recyclable waste is segregated in to relevant recycling bins and removed for onward sorting and recycling at the service provider's depot/plant.
- 5.11. We provide and use marked bins, separate bags and secure containers as appropriate.
- 5.12. Types of Waste

Hazardous Waste

- Narcotics – Class A – incinerated under police supervision as licensed sites. Class B – cannabis rots down to mulch in secure container at police site then taken to landfill
- Firearms – stripped, dismantled and securely fragmented via waste metals company
- Ammunition – securely removed and destroyed by Army RLC experts
- COSHH Items eg waste oil, batteries etc – removed by licensed hazardous waste contractor
- Contaminated uniform & clothing – placed in colour coded bags, removed and destroyed by licensed hazardous waste contractor
- Hygiene Waste – sanitary bins provided and emptied by approved contractor
- Clinical Waste – including sharps are disposed of by approved contractor
- Tyres – removed by specialist contractors
- Oils, lubricants – stored in specialist containers and removed by hazardous waste contractors

Electrical Items – disposed of in accordance with WEEE Regs by licensed contractor or local authority

Fridges & Freezers - disposed of in accordance with WEEE Regs by licensed contractor or local authority

Non Hazardous Waste

- Domestic – wheelie bins located at all police buildings and serviced by local authority environmental services or waste contractors dependent on locality, generally weekly for smaller sites or greater frequency for larger sites
- Metals – designated metals skips proved as required and serviced by waste metals contractors. Skips delivered and collected as required
- Paper & cardboard – shredded on site and removed by local authority environmental services or waste contractors dependent on locality. Generally weekly collections
- Recyclable waste – is segregated and collected by waste disposal contractors
- Surplus or obsolete furniture & equipment – inert items sold or donated to good causes including charities. Surplus electrical and/or hazardous items disposed of as above

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Communications supporting a greener culture

- 5.13. Effective communications to support a transition to a greener culture across the force will be required.
- 5.14. Environmentally friendly practices and carbon reduction will be assisted by creating awareness and promotion of the force's commitment in order to enlist the support of our people.
- 5.15. The newly created post of Environmental Manager will enable the force to drive its green agenda by influencing and informing policy decisions and accountability to create the right culture and approach to environmental matters. This role will challenge projects, programmes and decisions to drive best practice.

6. AIMS AND OBJECTIVES

- 6.1. West Midlands Police has set the following objectives:
- 6.2.
 - a) The Environmental Manager will raise awareness of better environmental management at both strategic and operational levels across the organisation and will report on these issues where there is the resource and technology to do so.
 - b) Environmental management will be embedded and aligned with policies and strategies.
 - c) Existing infrastructure will be assessed for carbon reduction potential and carbon reduction considerations will be incorporated, where affordable, in all new and major projects. This will involve embedding a "challenge" culture across the force and should involve a whole life cost approach to investment decision making.
 - e) Post implementation reviews should be conducted on new initiatives to confirm benefits realisation.
 - g) Internal and external funding for carbon reduction investment will be considered as an integral part of new and major projects.

7. SCOPE FOR PROGRESS

- 7.1. To effectively reduce our carbon footprint it is essential to produce an accurate baseline in order to fully understand what the current position is. The reality is that the police service, while playing its part, is a relatively small participant on the overall environmental picture. The force is reducing its estate significantly and much work has already been carried out in relation to the vehicle fleet, the two larger consumers of energy.
- 7.2. Average temperatures have increased in recent years. More technology also requires more cooling systems which incur revenue costs. There are considerable complexities and costs associated with the technical work involved in rolling out innovative solutions which help to reduce our carbon footprint. This is particularly true for the installation of voltage optimisation equipment, updating building management systems to allow appropriate control of heating/cooling/ventilation systems, and the introduction of fleet telematics. Therefore although substantial reductions have been achieved, there will always be significant further work to do.

8. CARBON MANAGEMENT PLAN FINANCING

- 8.1. The Government have indicated that the current financial climate requires substantial savings to be made across the public sector and further funding reductions for the police service are expected. It is therefore essential that all possibilities identified through this environmental policy not only carry benefits for the environment but also realise financial savings and support operational policing.

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Environmental & Carbon Management Financing Strategy

- 8.2. This financial strategy should set out when and how the force should consider investing in carbon reduction initiatives. Whilst WMP may strive to be an example of a responsible organisation in relation to carbon reduction, this can only be achieved when the financial and economic climate permits. Ensuring the validity of invest to save options is therefore crucial to an affordable carbon reduction strategy. Investment in carbon reduction programmes may only be viable if there are real measurable savings in the carbon footprint of WMP, resulting in real cash savings for the organisation or significant operational benefits. Carbon reduction and cash savings should go hand in hand to achieve the aims of WMP.
- 8.3. Carbon reduction projects should only receive funding where the business case: -
- Identifies measurable carbon reductions and moves WMP closer to carbon neutrality.
 - Reduces the risk of penalties under CRC.
 - Indicates an appropriate ROI or cash payback period. For equipment with a life span of 5-10 years a payback of a maximum of 3 years will be required. This can be extended for items with longer life spans e.g. photovoltaic cells. A broader whole life cost approach should also be considered for investment decisions.
 - Does not conflict or detract from the strategic objectives of the force.
 - Has the approval and/or support of the Force Executive and/or the PCC.
- 8.4. External funding opportunities will be sought for specific reduction initiatives where this is possible. These could include renewable energy grants and RE:FIT (Local Partnership schemes to assist public bodies reduce carbon emissions).

9. PROGRAMME MANAGEMENT OF ENVIRONMENT & CARBON REDUCTION INITIATIVES

- 9.1. In order for the Environmental manager to achieve success with maximum benefit from opportunities available, it is crucial to have continued strategic 'buy in', to effectively communicate the aims and objectives of the programme, provide an oversight of the plan and facilitate removal of any barriers and blockages encountered.

Force Executive Team – ownership and oversight

- 9.2. Strategic oversight and ownership of carbon management is provided at Force Executive level by the Director of Commercial Services through the Commercial Services Portfolio Board. The key stakeholders are:
- *Director of Commercial Services*
 - *Environmental Manager*
 - *Assistant Director – IT&D*
 - *Assistant Director – Corporate Asset Management*
 - *Property Services Manager*
 - *Fleet Services Manager*
 - *Head of Contracts & Procurement*
- 9.3. Regular reviews will be prepared and considered to cover performance data showing progress towards meeting our targets, newly identified energy saving projects for approval and any blockages and/or barriers to progress for which assistance is required.

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10. COMMUNICATIONS

10.1. Colleagues from Corporate Communications will be engaged with to develop an effective communications plan.

11. EQUALITY IMPACT ASSESSMENT (EQIA)

11.1. The policy has been reviewed and drafted against all protected characteristics in accordance with the Public Sector Equality Duty embodied in the Equality Act 2010. The policy has therefore been Equality Impact Assessed to show how WMP has evidenced 'due regard' to the need to:

- Eliminate discrimination, harassment, and victimisation.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Supporting documentation in the form of an EQIA has been completed and is available for viewing in conjunction with this policy.

12. HUMAN RIGHTS

12.1. This policy has been implemented and reviewed in accordance with the European Convention and principles provided by the Human Rights Act 1998. The application of this policy has no differential impact on any of the articles within the Act. However, failure as to its implementation would impact on the core duties and values of WMP (and its partners), to uphold the law and serve/protect all members of its community (and beyond) from harm.

13. FREEDOM OF INFORMATION (FOI)

All official policy/procedural guidance documents will be considered for publication under the principles of FOI on the external website for public disclosure. Please see the ICO Definition Document for Police Forces for further details https://ico.org.uk/media/for-organisations/documents/1280/definition_document_for_police_forces.pdf

14. TRAINING

There is no specific training requirement related to this policy

15. PROMOTION / DISTRIBUTION & MARKETING

15.1. The following methods will be adopted to ensure full knowledge of the Policy:

- Policy published on the Policy Portal
- New policy notice on the intranet noticeboard which can be printed for those without IT&D access

16. REVIEW

16.1. The policy business owner, Commercial Services, maintains outright ownership of the policy and any other associated documents and in-turn delegate responsibility to the department/unit responsible for its continued monitoring.

16.2. The policy should be considered a 'living document' and subject to regular review to reflect upon any Force, Home Office/ACPO, legislative changes, good practice (learning the lessons) both locally and nationally, etc.

16.3. A formal review of the policy document, including that of any other potential impacts i.e. EQIA, will be conducted by the date shown as indicated on the first page.

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- 16.4. Any amendments to the policy will be conducted and evidenced through the Force Policy Co-ordinator and set out within the version control template.
- 16.5. Feedback is always welcomed by the author/owner and/or Force Policy Co-ordinator as to the content and layout of the policy document and any potential improvements.


West Midlands Police

**CHIEF
CONSTABLE**

Fleet Services Environmental Policy

Preventing crime, protecting the public and helping those in need

17.

VERSION HISTORY.

| Version | Date | Reason for Change | Amended/Agreed by. |
|---------|------------|--|--------------------|
| 1.0 | 10/04/2019 | Policy draft v6 01/04/2018 drafted onto corporate template v1 | 56408 Parkinson |
| 5.0 | 23 Sep 19 | V7 includes EIA and minor amendments from consultation process | SNM |
| 7.0 | 30 Sep 19 | Final proof read amendments | SNM |
| 8.0 | 23 Oct 19 | Finance amendments from Neil chamberlain | SNM |
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18. **FLEET SERVICES ENVIRONMENTAL POLICY.**

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West Midlands Police Fleet Environmental Policy

1. Policy Vision and Statement

1.1 West Midlands Police (WMP) has the vision 'Preventing crime, protecting the public and helping those in need'.

1.2 WMP recognises that its business operations may have a negative environmental impact both within the area it serves and wider national area. It operates within a mainly urban area covering 902km² and serves c5.6m people. The WMP Fleet serving the population covers c21,000,000 miles per year and we are committed to reduce the impact on the environment caused by its vehicle fleet. Our objectives are to reduce tail pipe emissions, improve fuel economy, manage miles driven which leads to the reduction of major repairs to the vehicle fleet.

2. Environmental Commitments

2.1 There are a wide range of UK/European/International standards that provide a legal commitment to reduce the impact of pollution from industry. This policy allows West Midlands Police to support those standards.

2.2 To help us in achieving the objectives and support the Police and Crime Plan West Midlands Police Fleet Services will;

- Purchase vehicles that are lower in CO₂ whilst meeting the needs of the intended role.
- Maintain/increase the use of Ultra Low Emission Vehicles (ULEV) including Hybrids across the fleet.
- Provide a newer, more efficient Fleet, that meets the needs of our commitment
- Apply these standards to the supply of hire/lease vehicles to reduce the overall impact of CO₂, NO_x and Particulates.
- Service and maintain the vehicle fleet to maximise efficiency and performance
- Manage fleet utilisation by using the latest telematics products
- Reduce the need for engine idling by the use of technology.
- Promote the use of car sharing or alternative forms of transport across departments to reduce additional mileage
- Encourage more efficient driving through training and technology
- Work with our local authority partners to obtain a cleaner environment for the public we serve.
- Collect, analyse and report on fleet data relating to the environment

3. Benefits of this Policy

3.1 This WMP commitment will provide the following benefits for its employees and communities it serves;

- Support to the wider WMP environment and social responsibility policies
- Reduce the overall environmental health risks and associated liabilities
- Provide opportunities to reduce overall fleet costs
- Comply, where operational roles permit, with industry standards and best practice

4. Code of Ethics

7.3 'The aim of the Code of Ethics is to support each individual member of the policing profession to deliver the highest professional standards in their service to the public'. (College of Policing)

This policy supports the policing principles and standards of professional behaviour and encourages users of the vehicle fleet to support the protection of the environment in which we live and work.

5. West Midlands Police Values

5.1 Underpinning our vision WMP apply the following values in what we do.

- I prevent crime
- I offer friendship and service
- I am courageous and fair
- I listen and learn
- I am proud of what I do

6. Monitoring and Feedback

6.1 Fleet Services will monitor progress in relation to this policy and encourage feedback from the wider organisation

6.2 Fleet Services will update this policy in line with legislation and/or wider forces policies.

7. Version History Control and Authorisation

7.1 Version History

| Version No. (1.0) | Name | Position/Signature | Date |
|--|-------------------------|---------------------------|------------------------------|
| Fleet Manager | Mr G. Mallett | Fleet Manager/Author | 12 th August 2016 |
| Head of Corporate Asset Management (CAM) | Mr A. Kelly | | |
| Chair of Vehicle User Group (VUG) | Superintendent D. Miles | Chair of VUG | |
| | | | |
| | | | |
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7.2 Version authorisation

| Version No. (1.0) | Name | Position/Signature | Date |
|--------------------------|-------------|---------------------------|-------------|
| Head of CAM | Mr A. Kelly | | |
| Chief Officer | | | |
| | | | |
| | | | |
| | | | |