

Meeting name & Date	CCTV Joint Executive, 19th November 2020
Agenda item	07
Report title	Officer Management Board Report
Wards affected	All
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Appendices	CCTV Officer Management Board update to the CCTV Joint Executive June 2020 Appendix A

PUBLIC REPORT - this report is available to the public.

1 RECOMMENDATION

- 1. That the Committee note the work carried out by the Officer Management Board since the last meeting of the Joint Executive.**
- 2. That the Committee notes the service planning and budgetary provisions being made for 2021/22.**
- 3. That the Committee approves further exploratory work to identify other local authority partners to drive further efficiencies.**

2 PURPOSE OF THIS REPORT

- 2.1 To inform the Committee of the work undertaken by the Officer Management Board since the last meeting. This has included the oversight of the Partnership during the Covid-19 pandemic, further considerations in relation to the re-charging arrangements for the company and the preparation of budget estimates and service planning considerations for 2021/22.

3 REASONS FOR RECOMMENDATION

- 3.1 The report forms part of the governance arrangements for the CCTV Partnership and allows the committee to consider relevant strategic and policy issues.

4 ALTERNATIVE OPTIONS

- 4.1 The committee was unable to meet in June 2020 due to the Covid-19 pandemic. An update for members was provided via respective officer leads

(Appendix A). Virtual governance arrangements across all partner councils are now in place to enable the committee to meet formally.

5 BACKGROUND

- 5.1 The CCTV Officer Management Board has continued to meet quarterly over the course of 2020 to review the operations of the partnership. The Operations Report is included as a report on this agenda.
- 5.2 The Partnership has successfully transferred the CCTV Control Room to new facilities at Cavendish Road, Stevenage. This has included a complete upgrade of the CCTV Control Room. This was hindered by switch issues on behalf of Virgin media, which caused service disruption. Legal action is now being pursued in relation to this.
- 5.3 The Control Room has remained fully operational through the Covid-19 pandemic, with adapted working practices to mitigate risks to control room staff. The pandemic has seen a decrease in community safety incidents and arrests during this period that the CCTV control room has detected or been asked to support with the detection of..
- 5.4 The Officer Board has also requested a review of the partnership's approach to communications. A new website has been launched by the company, which focuses on external clients. The decision was also made to cease the production of the Camera Shy Newsletter due to quality and the costs of production.

6 BUDGET CONSIDERATIONS

- 6.1 The Officer Management Board maintains oversight of CCTV expenditure during the year. A draft budget for the following year is presented annually to the Joint Executive in or after November of the preceding year. Budget forecasts for 2021/22 are outlined below. The table shows the current draft budget for 2021/22. Prices have been adjusted for inflation, and include a reduction in staff parking costs due to the move to the new control room. For both 2020/21 and 2021/22 the income from the Company is based on the existing charging structure, which includes the transfer of a number of Partner owned cameras from the company in to the Partnership (as per the decision in June 2019).

	Original Budget 2020/21	Draft budget 2021/22	Movement	Assumptions
Employees	103,710	106,420	2,710	Salary Inflation 2.25%
Premises Related	22,940	23,260	320	CPI 0.5% / General Inflation 2% Reduction in staff car
Transport Related	8,550	850	(7,700)	
Supplies &	561,080	563,880	2,800	

Services				parking
Recharges	19,320	19,700	380	General Inflation 2%
Total Expenditure	715,600	714,110	(1,490)	
Income from the Company	(236,980)	(236,980)	0	
Balance recovered from Partners	478,620	477,130	(1,490)	
Partner Shares				
193,000	40.45%	SBC		
125,960	26.40%	North Herts		
99,200	20.79%	East Herts		
58,970	12.36%	Hertsmere		
477,130				

- 6.2 The Officer Management Board have received a request from the Company to review the amount that they pay, due to the reduced number of cameras that they have. The amount that the Company currently pays (£237k) equates to around 38% of the direct monitoring costs (£163k out of £429k) and 26% of other costs (£74k out of £285k). They currently have 59 camera units out of a total of 277, which is 21%. Their request is to reduce the amount they pay for direct monitoring to £91k (21% of total). This reduction of £72k would lead to an increased contribution from the Partners. At the moment there has not been a request to change the amount contributed for other costs. If the lower amount was agreed then the partner contributions would be:

Partner Shares			Increased share
221,990	40.45%	SBC	28,990
144,880	26.40%	North Herts	18,920
114,090	20.79%	East Herts	14,890
67,830	12.36%	Hertsmere	8,860
548,790			71,660

- 6.3 The Officer Management Board will continue to discuss with the Company Directors and Shareholder representatives. Even if the share of monitoring costs is reduced, it might still be appropriate for the Company to pay a higher share (either at the current 26% or even greater) of the other costs. The Company are also investing to try and get new business and any charge will need to reflect both the actual capacity needed (when new business starts) and also ensuring that capacity is available when it is needed. To try and mitigate costs, the Officer Management Board are seeking authorisation from the Joint Executive to try and see if there is any

other Local Authority interest. This could be on a fixed price per camera basis, or could be through becoming a Partner.

7 SERVICE PLANNING CONSIDERATIONS

- 7.1 The service planning for 2021/22 will focus on driving further financial efficiencies and exploring interest from neighbouring local authorities and further considerations in relation to decisions made by the company and capacity requirements. The service plan will be presented at the next meeting of the CCTV Joint Executive.

8 FINANCIAL AND BUDGET FRAMEWORK IMPLICATIONS

- 8.1 The financial considerations outlined in this report relate to the Joint CCTV Partnership Agreement agreed by all partners.
- 8.2 The partner councils share costs in relation to the operation of CCTV Partnership. The reduction in client demands from Hertfordshire CCTV Ltd will have an impact on the overall finances of the partnership and the associated recharges to partners.

9 LEGAL POWERS RELIED ON AND ANY LEGAL IMPLICATIONS

- 9.1 The provision of a public CCTV network via the CCTV Partnership follows the conventions set out by the Surveillance Camera Commissioner and the Home Office and is governed by a Code of Practice. Partner's individual legal obligations are outlined in the Partnership Agreement.

10 EFFICIENCY GAINS AND VALUE FOR MONEY

- 10.1 The Officer Management Board is continuing to drive opportunities for further efficiency gains, one of these opportunities may be the pursuit of other local authority partners, given the recent investment in the CCTV Control Room.

11 RISK MANAGEMENT IMPLICATIONS

- 11.1 The CCTV Operations Manager maintains a risk register for the service.

12 PERSONNEL IMPLICATIONS

- 12.1 There are no personnel implications relating to this report.

13 EQUALITIES IMPLICATIONS

- 13.1 There are no equalities implications relating to this report.

14 CORPORATE PLAN and POLICY FRAMEWORK IMPLICATIONS

14.1 The provision of CCTV relates to the work of the 4 partner councils in community safety and the protection of the public.

15 ASSET MANAGEMENT IMPLICATIONS

15.1 There are no asset management implications relating to this report.

16 HEALTH AND SAFETY IMPLICATIONS

16.1 There are no health and safety implications relating to this report.

17 BACKGROUND DOCUMENTS USED TO PREPARE THIS REPORT

Document Title:	Filed at:
None	

18 CONSULTATION ON DRAFT REPORT

18.1 Not applicable.

CCTV Officer Management Board Update to the CCTV Joint Executive

June 2020

Summary

In the absence of a CCTV Joint Executive meeting in June, due to the impact of Covid-19, the CCTV Officer Management Board representing the 4 districts of the CCTV Partnership have provided an outline report of issues relating to the CCTV Partnership in the way of an update for members of the committee. The next meeting will be scheduled during November and will be hosted by Hertsmere Borough Council.

Financial Outturn 2019/20

The below table provides a summary of the partnership finances at the end of the financial year 2019/20.

	<u>2019/20 Working</u> <u>Budget</u> <u>£</u>	<u>2019/20</u> <u>Actuals</u> <u>£</u>	<u>2019/20 Variance</u> <u>to Working</u> <u>Budget</u> <u>£</u>
Employees	100,440	105,265	4,825
Premises Related	8,500	8,771	271
Transport Related	10,400	10,449	49
Supplies & Services (including Control Room monitoring contract)	552,790	574,488	21,698
SBC Management Costs (overheads)	38,980	40,527	1,547
Income from CCTV Company	--319,800	-327,573	-7,773
Income from Partners	-391,310	-410,655	-19,345
Total	0	1,272	1,272

There was an over spend due to the necessary upgrade of switches to enable better digital connectivity, although this had been unbudgeted for. This was largely offset by an increase in income to the partnership relating to the decision to transfer council owned cameras out of the company and into the partnership.

CCTV Operations

The CCTV service has now fully transferred to premises at Cavendish Road, Stevenage. Whilst the move was successful there were a number of implications from reconnecting the wired network, due to Virgin Media's works, excluding Hertsmere which is supplied by BT. This meant some disruption to the network during February, with some issues still occurring. This is currently being pursued via SBC's legal team.

The control room has maintained a 24/7 service during the Covid-19 pandemic with new cleansing regimes and social distancing measures in place. The CCTV Manager's Report is attached as Appendix A.

Code of Practice

The Code of Practice has been updated as part of the annual compliance review for CCTV.

The code of practice included reference to our internal database and back-up- BORIS and Abot which are now obsolete as part of our control room move. These references have now been removed. There have not been any significant changes for the Joint Executive Committee to approve. The updated version is attached as Appendix B for information.

Forward Plan

The impact of Covid-19 will have a significant economic consequence. This will inevitably affect partner authorities. There will be a need to continue to drive efficiencies and value for money through CCTV provision. The Officer Management Board will need to maintain an ongoing dialogue with the Directors of the CCTV company as the commercial landscape changes.

The Officer Management Board will continue to meet on a quarterly basis.

Further member updates can be provided by respective council officers:

East Herts – Jonathan Geall jonathan.geall@eastherts.gov.uk

Hertsmere – Valerie Kane valerie.kane@hertsmere.gov.uk

North Herts- Ian Couper ian.couper@north-herts.gov.uk

Stevenage- Rob Gregory rob.gregory@stevenage.gov.uk

For Control Room and operational enquiries please contact:

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