

Hertsmere Borough Council

CCTV Partnership Joint Executive

Minutes of the meeting held in Committee Rooms B & C, Civic Offices, Elstree Way, Borehamwood, WD6 1WA

26 September 2023

Present

Voting Members:

Councillors C Gray (Chair), M Amron, L Briscoe, A Daar, M Goldspink, P Hodgson-Jones and J Hollywell

Officers:

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| I Couper | Service Director: Resources, North Herts Council |
| J Geall | Head of Housing and Health, East Herts Council |
| R Gregory | Assistant Director: Communities and Neighbourhoods, Stevenage Council |
| M Read | CCTV Operations Manager |
| H Shade | Head of Partnerships, Community Engagement & Housing |
| L Kingston | Community Safety Manager |
| C Liasi | Democratic Services Officer |

1. Election of Chair

It was moved, seconded and **RESOLVED** that Councillor C Gray be elected to serve as Chair of the joint CCTV Executive Committee for this meeting.

2. Apologies for Absence

Apologies for absence were received by Councillors I Albert, V Glover-Ward, K Hoskins, J Lloyd and A Willoughby.

3. Minutes of the previous meeting

Resolved that:

The minutes of the meeting of the Joint CCTV Executive Committee held on 5 September 2022 be approved as a correct record for signature by the Chair.

4. Chair Announcements

The Chair advised the Committee that declarations of interest should be declared at the commencement of the relevant agenda item. There were no declarations of interest.

5. CCTV Operations Report

The CCTV Operations Manager presented the report. During 2021/22, a review of operational performance was undertaken which recognised emerging local and national agendas along with the importance of producing robust performance data for partner councils. The control room continued to expand with over 1,100 cameras.

Support Service Group LTD were now embedded as the CCTV Control Room Contractors for the 24 hour, seven days a week monitoring service. This service was re-procured in 2022. A monthly contract meeting was maintained to ensure all contractual obligations were met.

Bishops Stortford and Ware Councils had upgraded their camera stock and the cameras were now installed. North Hertfordshire District Council had completed a review of their CCTV cameras. Capital funding had been agreed with an upgrade of the CCTV cameras to Wireless and High Definition, (HD).

The Operations Manager continued to liaise with police colleagues regarding the Digital Asset Management System project which was a cloud based link between the police downloading suite and the police. Representatives from the partnership would continue to meet with the police regarding this project. A statistical review from April 2022 to March 2023 was included in the report pack. The code of practice was up-to-date and compliant. There had been no changes to report to the Committee and so the website had been uploaded.

A Committee Member asked for clarification on the audit report which stated that Key Performance Indicators (KPIs) needed to be revisited to provide more detail. The Monitoring Officer advised that the revised KPIs had been submitted.

RESOLVED that:

The Joint Executive NOTE the performance of the CCTV partnership to date and NOTE the outcomes as documented.

6. CCTV Officer Management Board

The Head of Housing and Health at East Hearts Council presented the report. For new Members to the Committee, it was advised that the CCTV partnership was established over nine years ago. The CCTV service was able to trade and sell its services to private companies and other councils. A review had been established to investigate dividing the charges as the partnership had to charge the company for the services provided by it. This resulted in 33% of the costs of running CCTV being charged to the company. Further details of the charges could be found at 5.4 - 5.14 of the report.

A Committee Member noted the 2022 underspend which had been returned to the councils and that the company was being proactive in obtaining extra business.

Further points for clarity were requested by a Committee Member regarding:

- whether the recharge to the company was sustainable in terms of their revenue and financial position.
- transparency and democratic accountability

The Head of Partnerships, Community Engagement and Housing, advised that as the chairman of the board for the CCTV company, there was a shareholders' reporting vehicle via the Shareholders and Investment Committee. The company was satisfied with the responses regarding financial sustainability.

Resolved that the Joint Executive:

1.1 Considers and provides any feedback on the work carried out by the Officer Management Board since the last meeting of the Joint Executive meeting.

1.2 Considers and provides any feedback on the year-end financial position for 2022/23.

1.3 Confirms that the basis for splitting the remaining costs between the partners for use of the control room monitoring will be based on the method set out in paragraph 5.11.

1.4 Endorses the budget for 2023/24 and estimated 2024/25 to be used by each partner during their upcoming budget setting processes.

Closure: 6.45 pm

Chair