

Decision maker:	Director of Economy and Place
Decision date:	Monday 15 April 2019
Title of report:	Upgrade and Renewal of CCTV Equipment
Report by:	CCTV commissioning officer

Classification

Open

Decision type

Non-key

Wards affected

Central; Hinton & Hunderton; Ledbury North; Leominster East; Ross East; Ross West; Widemarsh;

Purpose and summary

To upgrade or renew equipment, outlined in the MSC Global report, which forms part of the Herefordshire CCTV system up to a capital budget of £184,000.

Recommendation(s)

That:

- (a) **approval is given to implement the CCTV infrastructure upgrade and renewal as identified in the report MSC Herefordshire Report V1.4 at a capital cost of not more than £184k;**
- (b) **Global MSC be commissioned to write a specification and project manage the upgrade and renewal of equipment as identified in the report MSC Herefordshire Report V1.4 at a cost of £6,246; and**
- (c) **the acting assistant director for technical services be authorised to take all operational decisions, including award of contract, to implement the above recommendations.**

Alternative options

1. Do nothing. The system can be run as it is without any further capital investment. This may render the service redundant when either the digital recorders or matrix fails if they cannot be repaired. This is not recommend as there would be no public space CCTV service for Herefordshire, increasing the risk of crime and anti-social behaviour. There would also be a reduction in the ability to support the detection of crime and support vulnerable people.

Key considerations

2. The Herefordshire CCTV system is paid for by contributions from Herefordshire Council as the service host, The Police & Crime Commissioner West Mercia grant fund, Hereford Cathedral, Hereford City Council, Ledbury Town Council, Leominster Town council and Ross-on-Wye Town Council's through Service Level Agreements (SLA). Consultation is being undertaken with each financial stakeholder to incorporate a longer term financial commitment to link to the capital repayment period.
3. Global MSC have been procured as the experts to write the report on the state of the equipment and make recommendations for upgrades and renewals. The procurement process was carried out using the procurement portal and nine quotations were received. Global MSC were the successful supplier with a quote of £3,570. As part of the same procurement process, prices were requested to write a specification and manage the procurement process and installation works for the upgrade and renewal work. The price quoted for this work is £6,426 which is within the authority to appoint the contractor by the Acting Assistant Director for Technical Services. A summary of the findings are below.
4. The CCTV digital recorders are no longer supported by the manufacturer. Previous failures of the equipment have been repaired; this will no longer be possible.
5. The current analogue video matrix is now obsolete and no longer supported by the manufacturers.
6. The cost of annual BT fibre optics to bring images from six cameras in Hereford and all of the market towns is £33K; to change the networks in the market towns to IP (Internet Protocol) and replace existing analogue cameras to IP would realise a saving of approximately 21K per annum for the Town Councils once the capital sum has been repaid.
7. The proposed system has a number of inbuilt and add on apps that will aid with the efficiency of the system including:
 - a. ANPR (Automatic Number Plate Recognition) which will assist in incidents where vehicles are involved.
 - b. Mapping of incidents to provide analysis of where the current hot spots for offences are.
 - c. The ability to monitor CCTV cameras from a remote location should the CCTV Control Room be quarantined for any reason.

Community impact

8. The objectives of the Herefordshire CCTV system declared in its Code Of Practice are to: -

- help reduce the fear of crime
 - help deter crime
 - help detect crime and provide evidential material for court proceedings
 - assist in the overall management of the town centres of Hereford, Ledbury, Leominster and Ross-on-Wye
 - enhance community safety, assist in developing the economic well being of Herefordshire and encourage greater use of the town centres, shopping centres, car parks, etc.
 - assist in enforcement and regulatory functions within Herefordshire
 - assist in traffic management
9. The CCTV service is able to proactively identify and monitor incidents which allows the correct resources to be deployed as necessary and appropriate. These incidents are varied but some incidents that Herefordshire CCTV has recorded are murder, assault, robbery, theft, breaches of CBOs (Criminal Behaviour Order), antisocial behaviour, drug taking and County Lines drug dealing, CSE (child sexual exploitation), hate crimes, environmental crimes as well as looking for vulnerable adults and children.
10. The CCTV service works closely and supports a number of partner agencies and strategic groups. These are:-
- Hereford Retail Security Scheme in acting as the control for all radio communications through the scheme. Communications are made regarding incidents that happen during the daytime which involve antisocial behaviour, theft from store, injured parties, street drinking and vulnerable people;
 - HAND (Herefordshire Against Nighttime Disorder) in Hereford and Leominster supporting them in their objective in keeping the night time economy safe;
 - Vennture supporting the Street Pastors, Daytime Ambassadors and the BBO team (Building Better Opportunities) in monitoring them and alerting them to incidents of vulnerable or injured people and monitoring BBO work placement attendees;
 - Team Hereford and Team Leominster at both bronze and silver levels with the aim of both groups to improve the safety and community of those areas;
 - Multi Agency Tasking and Co-ordination (MATAC) to assist the multi agency group in identifying and dealing with people who are causing harm or at risk of harm;
 - CSE & CCE (Child Criminal Exploitation) Prevention and Disruption group dealing with vulnerable young people who are being exploited either sexually or criminally. CCTV assists with intelligence gathering and monitoring of these young people;
 - West Mercia Police Safer Neighbourhood Teams across the county and IOM (Integrated Offender Management) in the gathering or provision of evidence to assist with crime in their areas or to identify offenders that may not be adhering to their bail or parole conditions.

Equality duty

11. Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
12. The public sector equality duty (The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services. Our providers will be made aware of their contractual requirements in regards to equality legislation.
13. Herefordshire CCTV monitors and assists with keeping vulnerable people safe. CCTV assists the night time economy in monitoring incidents of disorder, identifying offenders and alerting police officers and doormen o persons of interest involved in violence against a person or disorder. The monitoring and searching of vulnerable people takes place at all hours of the day and night with some calls being made from the local hospital to assist in searches of missing patients.
14. Herefordshire CCTV is actively used in various strategic groups around CSE/CCE and vulnerable children. The CCTV operators are constantly asked to support partners of this group to locate vulnerable children throughout the county and identify any trends or links around these vulnerable children, locations, peer groups, associates etc.

Resource implications

15. There is no anticipated impact on revenue finance immediately but a decrease in revenue costs will be realised within nine years. There is no anticipated impact on ICT, human resources or property services.
16. The capital funds will be paid back over a period of upto nine years with continued contributions through the SLA that is to be renewed with the cathedral, and city and town councils. After the repayment of capital funding have been completed the intention is to reduce the annual contributions made through the SLA.
17. The table below sets out the financial implications

Capital cost of project	2019/20	2020/21	2021/22	Future Years	Total
	£000	£000	£000	£000	£000
<i>Phase 1 Consultant to write specification</i>	2				2
<i>Phase 2 Consultant to manage installation project</i>	2	2			4

<i>Phase 2 Renewal of Ledbury, Leominster & Ross-on-Wye transmission and camera</i>	44	134			178
TOTAL	48	136			184

Funding streams	2019/20	2020/21	2021/22	Future Years	Total
	£000	£000	£000	£000	£000
<i>PWLB Funded by – RCCO (Town Council PCC contribution over upto nine years)</i>		19	19	96	134
<i>PWLB Funded by - HC Funded</i>	48	2			50
TOTAL	48	21	19	96	184

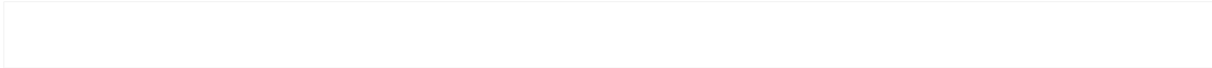
Revenue budget implications	2019/20	2020/21	2021/22	Future Years	Total
	£000	£000	£000	£000	£000
<i>Town Council & PCC savings to be used to repay the borrowing costs above plus interest.</i>		23	23	107	153
TOTAL		23	23	107	153

Legal implications

18. On the basis, that is an upgrade and renewal of CCTV in existing locations there are limited legal implications arising. The council will need to ensure that it continues to comply with the 12 guiding principles of the Surveillance Camera Commissioner code of practice and should consider undertaking an updated self-assessment.

Risk management

Risk	Mitigation
Costs for delivery of upgrade/renewal exceeds budget for works.	The recommended equipment will be procured in line with the council's contract procedure rules and the tender will include a budget/spend cap.
Stakeholder contributor decides to reduce or remove annual contribution which would leave the council repaying the shortfall in capital repayments.	Consultation is being undertaken with each financial stakeholder to incorporate a longer term financial commitment to link to the capital repayment period.



Consultees

19. All town councils have been written to in early January 2019 regarding the upgrade and their need to continue the SLA with Herefordshire CCTV and their responses listed below.
20. Hereford Cathedral – verbal agreement
21. Hereford City Council – emailed stating that subject is going to council but didn't foresee issues as long as Herefordshire Council and the Police and Crime Commissioner continues to support CCTV. Further correspondence with Hereford City Council has confirmed to support CCTV financially and suggested a new paragraph be added to the existing SLA, "Should the Police and Crime Commissioner withdraw their funding at any time, and the viability of the service is thus called into question, the parties to this agreement reserve the right to withdraw from it at six months' notice."
22. Ledbury Town Council – no response
23. Leominster Town Council – email stating full support from the town council.
24. Ross-on-Wye Town Council – email agreement for entering into a new 9 year SLA.
25. All relevant ward members have been consulted – Councillor Jenny Bartlett has responded with support and that of Leominster Town Council. Councillor Bartlett required assurance in the ability to add new cameras to the system when in place and this was confirmed to her. Councillor Polly Andrews has responded "Happy to support a modernisation of the equipment". Councillor Len Tawn "I am fully supportive of the service you provide and as an important tool in the prevention and detection of crime in the City I personally feel it should be updated on a regular basis. The decision is obviously not mine alone but as the ward member for central I would support any request coming to full council."

Appendices

None

Background papers

None