

# CABINET AGENDA



**Monday, 29 September 2008**

**at 9.00 am**

**in Committee Room B**

MEMBERS: CABINET:

The Mayor, Stuart Drummond

Councillors Hall, Hargreaves, Hill, Jackson, Payne, and Tumilty

**1. APOLOGIES FOR ABSENCE**

**2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

**3. MINUTES**

To receive the Record of Decision in respect of the meeting held on 15 September 2008 (*previously circulated*)

**4. BUDGET AND POLICY FRAMEWORK**

No items

**5. KEY DECISIONS**

No items

**6. OTHER ITEMS REQUIRING DECISION**

No items

**7. ITEMS FOR DISCUSSION**

No items

## 8. ITEMS FOR INFORMATION

No items

## 9. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

- 9.1 Hartlepool Borough Council's Community CCTV Provision - Final Report - *Regeneration and Planning Services Scrutiny Forum*
- 9.2 Scrutiny Investigation Into Hartlepool Borough Council's Community CCTV Provision Action Plan - *Director of Regeneration and Planning Services*
- 9.3 Formal Response To Departmental Structures And Efficiencies Referral - *Scrutiny Co-ordinating Committee*

# CABINET REPORT

29 September 2008



**Report of:** Regeneration and Planning Services Scrutiny Forum

**Subject:** FINAL REPORT – HARTLEPOOL BOROUGH COUNCIL'S COMMUNITY CCTV PROVISION

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## SUMMARY

### 1. PURPOSE OF REPORT

1.1 To inform Cabinet that the Regeneration and Planning Services Scrutiny Forum's findings and conclusions will be presented as a Final Report at this meeting in relation to its investigation into 'Hartlepool Borough Council's Community CCTV Provision', as formally referred by Cabinet to this Forum in April 2008.

### 2. SUMMARY OF CONTENTS

2.1 The Final Report outlines the overall aim of the scrutiny investigation, terms of reference, methods of investigation, findings, conclusions, and subsequent recommendations.

### 3. RELEVANCE TO CABINET

3.1 It is Cabinet's decision to approve the recommendations in the final report.

### 4. TYPE OF DECISION

4.1 Non key decision.

### 5. DECISION MAKING ROUTE

5.1 Scrutiny Co-ordinating Committee on 19 September 2008 and Cabinet on 29 September 2008 (in line with the Cabinet's prescribed timescale of the end of September 2008 for the completion of the referral).

### 6. DECISION(S) REQUIRED

6.1 Cabinet is requested to approve the recommendations outlined in the bound report, which will be circulated in advance of this meeting.

# CABINET

29 September 2008



**Report of:** Regeneration and Planning Services Scrutiny Forum

**Subject:** FINAL REPORT – HARTLEPOOL BOROUGH COUNCIL'S COMMUNITY CCTV PROVISION

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## 1. PURPOSE OF REPORT

- 1.1 To inform the Cabinet that the Regeneration and Planning Services Scrutiny Forum's final report in relation to its investigation into Hartlepool Borough Council's Community CCTV Provision will be circulated to Members in advance of and for consideration during this meeting.

## 2. BACKGROUND INFORMATION

- 2.1 On 22 January 2008, Cabinet gave consideration to a report of the Head of Community Safety and Prevention that outlined the progress made in the development of a CCTV Strategy for the town. Consequently this issue was formally referred to the Scrutiny Co-ordinating Committee to undertake a scrutiny investigation into the appropriate CCTV camera system for Hartlepool with recommendations to be reported to Cabinet in three months time.
- 2.2 On 8 February 2008 the Scrutiny Co-ordinating Committee formally accepted the referral from Cabinet on the topic of Hartlepool Borough Council's CCTV Provision. Due to the time constraints to complete the referral by the end of the 2007/08 Municipal Year, the Scrutiny Co-ordinating Committee agreed to provide Cabinet with an Interim Report which would form the basis of an in-depth investigation into Hartlepool Borough Council's Community CCTV Provision to be undertaken by the Regeneration and Planning Scrutiny Forum during the 2008/09 Municipal Year.
- 2.3 Cabinet considered the Interim Report from the Scrutiny Co-ordinating Committee at their meeting of 28 April 2008 and agreed that the Regeneration and Planning Services Scrutiny Forum should undertake a detailed investigation into 'Hartlepool Borough Council's Community CCTV Provision' and report their findings back to Cabinet by the end of September 2008.

- 2.2 At the time of writing this report, Members of the Scrutiny Co-ordinating Committee, at its meeting on 19 September 2008 are to consider the Draft Final Report from the Regeneration and Planning Services Scrutiny Forum for presentation to the Cabinet at today's meeting.
- 2.3 However, in accordance with the Authority's Access to Information Rules, it has not been possible to include the Regeneration and Planning Services Scrutiny Forum's Final Report within the statutory requirements for the despatch of the agenda and papers for this Cabinet meeting, as the Scrutiny Co-ordinating Committee meet on the afternoon of 19 September 2008. Although, arrangements have been made for the Regeneration and Planning Services Scrutiny Forum's Final Report to be circulated under separate cover and in advance of this meeting.

### 3. RECOMMENDATION

- 3.1 It is recommended that the Cabinet:
- (a) notes the content of this report; and
  - (b) approves the recommendations in the Regeneration and Planning Services Scrutiny Forum's Final Report into Hartlepool Borough Council's Community CCTV Provision.

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### BACKGROUND PAPERS

No background papers were used in the preparation of this report.

# CABINET

29 September 2008



**Report of:**            **Regeneration and Planning Services Scrutiny Forum**

**Subject:**            **FINAL REPORT – HARTLEPOOL BOROUGH COUNCIL'S COMMUNITY CLOSED CIRCUIT TELEVISION (CCTV) PROVISION**

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## **1. PURPOSE OF REPORT**

1.1 To present the findings of the Regeneration and Planning Services Scrutiny Forum following its investigation into 'Hartlepool Borough Council's Community CCTV Provision'.

## **2. SETTING THE SCENE**

2.1 On 22 January 2008, Cabinet gave consideration to a report of the Head of Community Safety and Prevention that outlined the progress made in the development of a CCTV Strategy for the town. Consequently it was agreed that the Scrutiny Co-ordinating Committee be asked to undertake a scrutiny investigation into the appropriate CCTV camera system for Hartlepool with recommendation to be reported to Cabinet by the end of April 2008.

2.2 Scrutiny Co-ordinating Committee met on the 8 February 2008 and agreed to the referral from Cabinet on the topic of Hartlepool Borough Council's CCTV Provision. Due to the time constraints to complete the referral by the end of the 2007/08 Municipal Year, the Scrutiny Co-ordinating Committee agreed to provide Cabinet with an Interim Report which would form the basis of an in-depth investigation into Hartlepool Borough Council's Community CCTV Provision to be undertaken by the Regeneration and Planning Services Scrutiny Forum during the 2008/09 Municipal Year.

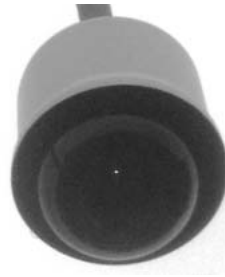
2.3 Cabinet considered the Interim Report from the Scrutiny Co-ordinating Committee at their meeting of 28 April 2008 and agreed that the Regeneration and Planning Services Scrutiny Forum should undertake a detailed investigation into Hartlepool Borough Council's Community CCTV Provision and report their findings back to Cabinet by the end of September 2008.

- 2.4 As outlined within the Authority's Constitution, the Regeneration and Planning Services Scrutiny Forum (via the Scrutiny Co-ordinating Committee) has a mandatory obligation to consider referrals from Cabinet within Cabinet's prescribed timescale.
- 2.5 Subsequently, at the meeting of this Forum on 19 June 2008, Members agreed on the remit of the Forum to undertake the investigation into 'Hartlepool Borough Council's Community CCTV Provision'.
- 2.6 Hartlepool's CCTV system was established in the early 1990s with eight black and white imaging cameras in Church Street. Regeneration capital funding from City Challenge, Single Regeneration Budget (SRB) and specific Home Office initiatives extended the system and introduced colour imaging cameras at various sites across the Town. The New Deal for Communities (NDC) initiative extended the number of sites covered with the Authority providing funding towards cameras covering car parks and other strategic sites.
- 2.7 Back in the early 1990s the CCTV cameras were monitored by the police, but control of these was handed over to the Council in the mid 1990s. In 2004 Hartlepool Borough Council transferred its housing stock, including the building housing the Community CCTV Monitoring Centre, to a new Registered Social Landlord, Housing Hartlepool. During this transfer of housing stock, Hartlepool Borough Council agreed a five year Service Level Agreement for the monitoring of the CCTV camera system to be undertaken by Housing Hartlepool.
- 2.8 Currently the CCTV coverage in Hartlepool is managed and operated by Hartlepool Borough Council and Housing Hartlepool on behalf of the Safer Hartlepool Partnership. The Community Monitoring Centre building, where the CCTV system is monitored 24 hours per day and 365 days a year, is owned and staffed by Housing Hartlepool. All equipment within the Community Monitoring Centre associated with CCTV monitoring is owned by Hartlepool Borough Council.

- 2.9 There are over 80 CCTV Camera positioned in over 70 community locations throughout Hartlepool. Some of these cameras have been in operation since 1995 and can be classified as either 'dome' or 'shoebox', with the latter being the majority classification for CCTV cameras in Hartlepool. Shoebox cameras (fig.1) have an oblong outer casing and often have a greater deterrent effect due to their visibility. Dome cameras (fig.2) have a semi-circular casing thus concealing the direction that the camera inside is pointing.



(fig.1)



(fig.2)

- 2.10 Many of the cameras are situated in strategic positions, covering the town centre streets, car parks and out of town shopping parades. Some cameras are also sited in residential streets and in / on Council assets, such as Mill House Leisure Centre, Rossmere Park and Newburn Bridge Industrial Estate.
- 2.11 The CCTV system in Hartlepool acts both as a deterrent to criminal and anti-social behaviour, but also as a provider of vital evidence for the Police and other enforcement agencies. CCTV cameras have also helped reduce the fear of crime amongst residents in Hartlepool.
- 2.12 There are a number of issues that have been identified in relation to the community CCTV provision in Hartlepool, that need addressing before a CCTV strategy for Hartlepool can be finalised. These issues are as follows:-
- (a) The ageing cameras require increasing maintenance and repairs, which has an impact on the annual revenue budget. A request for additional budget allocation was approved for 2008/09.
  - (b) The monitoring arrangements are subject to a Service Level Agreement with Housing Hartlepool, which ends in March 2009.
  - (c) The current staffing capacity in the Community Monitoring Centre will be less effective if further cameras are added to the system.
  - (d) Rather than continuing to add more cameras to the system, cameras could be decommissioned or relocated.
  - (e) Technology continues to develop and therefore opportunities for more efficient / effective methods of utilising the current CCTV system maybe available.



- (f) The monitoring of other organisation's camera system may reduce the cost to the Council of the current community CCTV provision. This option would, however, not be in line with the current Council policy of the CCTV system being maintained for the benefit of the community and not a generator of income.

### **3. OVERALL AIM OF THE SCRUTINY INVESTIGATION**

- 3.1 To determine the current overall purpose and objectives of the provision of CCTV cameras in Hartlepool and to formulate clear guidance on the rationale behind any future developments.

### **4. TERMS OF REFERENCE FOR THE SCRUTINY INVESTIGATION**

- 4.1 The following Terms of Reference for the investigation were agreed by the Regeneration and Planning Services Scrutiny Forum on 19 June 2008:-
  - (a) To consider the establishment of a fund for the repair, replacement, renewal and appropriate running costs of the community CCTV system, investigating with partner organisations (e.g. Cleveland Police, Cleveland Fire Brigade) for a financial contribution into this fund;
  - (b) To investigate the utilisation of planning gain to ensure that where appropriate, CCTV camera provision is built in, or where this is not viable then funding sought to add to the repair, replacement, renewal and running costs fund;
  - (c) To review the current camera provision throughout Hartlepool to recommend if cameras should be decommissioned, relocated or new cameras commissioned;
  - (d) To engage with all partners to ensure that CCTV cameras continue to contribute to combating crime and the fear of crime;
  - (e) To seek ways of partnership working with utilities and other authorised contractors who dig up the roads in Hartlepool, to ensure that fibre optic cables can be laid at the same time, therefore, improving the network;
  - (f) To investigate if the current transmission service provider, British Telecommunications, are providing a quality service or if other providers in the market place might exceed those standards; and
  - (g) To assess the current siting of the Community Monitoring Centre and engage with Housing Hartlepool to discuss future plans for the building, as well as the Service Level Agreement between the Council and Housing Hartlepool for the operation of the CCTV system that is due to expire in March 2009.

**5. MEMBERSHIP OF THE REGENERATION AND PLANNING SERVICES SCRUTINY FORUM**

5.1 The membership of the Regeneration and Planning Services Scrutiny Forum for the 2008/09 Municipal Year was as detailed below:-

Councillors R Cook, S Cook (Chair), Gibbon, London, A Marshall, Morris, Richardson, Wright (Vice Chair), and Young

Resident Representatives:

John Lynch, Brian McBean and Iris Ryder

**6. METHODS OF INVESTIGATION**

6.1 Members of the Regeneration and Planning Services Scrutiny Forum met formally from 19 June 2008 to 4 September 2008 to discuss and receive evidence relating to this investigation. A detailed record of the issues raised during these meetings is available from the Council's Democratic Services.

6.2 A brief summary of the methods of investigation are outlined below:-

- (a) Detailed presentations and reports from Hartlepool Borough Council Officers which was enhanced with verbal evidence;
- (b) Written evidence from the Authority's Elected Mayor in his role as Mayor and Portfolio Holder for Regeneration and Liveability;
- (c) Site visit by Members to see community CCTV cameras in situ throughout Hartlepool and observation of the operation of these cameras by the Community Monitoring Centre;
- (d) Written and verbal evidence from Cleveland Fire Brigade;
- (e) Verbal evidence from Cleveland Police;
- (f) Verbal evidence from Housing Hartlepool;
- (g) Written evidence from Redcar and Cleveland Borough Council;
- (h) Site visit to Darlington Borough Council to examine the good practice that exists in relation to community CCTV provision; and
- (i) Focus Group held with members of the public in the Council Chamber on 30 July 2008.

**FINDINGS****7. CURRENT AND FUTURE BUDGETARY PRESSURES ON COMMUNITY CCTV PROVISION**

7.1 The Forum received a detailed breakdown of the income and expenditure relating to the Community CCTV Cameras by the Authority's Head of Community Safety and Protection. Table 1 (below) indicates the current and predicted future costs for the monitoring of the Community CCTV Cameras in Hartlepool:-

Table1. Hartlepool Borough Council's Community CCTV Camera Costs

	<b>2007/08 Actual Spend</b>	<b>2008/09 Budget</b>	<b>2009/10 Projected Budget</b>
Repairs / Maintenance (Contractor)	66,250	60,370	58,500
Maintenance / (Electricals Cables) – DSO	3,380	3,500	3,800
Power	4,400	5,150	5,500
Transmission (Fibre / Telephone)	37,040	44,800	45,000
Monitoring	73,230	76,090	79,130
Exceptional Items	0	0	4,500*
<b>TOTAL EXPENDITURE</b>	<b>184,300</b>	<b>189,910</b>	<b>196,430</b>
NDC	36,580	42,710	#
Section 106	7,000	7,000	7,000
<b>TOTAL INCOME</b>	<b>43,580</b>	<b>49,710</b>	<b>#</b>
<b>OVERALL COST</b>	<b>140,720</b>	<b>140,200</b>	<b>#</b>

\* Security Industry Authority (SIA) Re-licence

# To be finalised as NDC will cease to exist by the 2010/11 Budget.

7.2 Members were concerned that the New Deal for Communities (NDC) contribution would cease by the 2010/11 Budget and that increasing World energy prices would be likely to impact further on the budgetary requirements for the Community CCTV provision.

**8. CONSIDERATION OF A FUND FOR REPAIR, REPLACEMENT, RENEWAL AND RUNNING COSTS OF COMMUNITY CCTV PROVISION**

8.1 In relation to the consideration of the identification of a fund for the repair, replacement, renewal and running costs of the Community CCTV provision in Hartlepool, Members received evidence from a variety of witnesses as outlined underneath:-

### **Evidence from Cleveland Police**

- 8.2 The Forum was pleased to receive information from Cleveland Police's Acting Chief Inspector for Neighbourhoods to their meeting of the 25 July 2008.
- 8.3 Whilst acknowledging that the Community CCTV cameras in Hartlepool were a major tool in the prevention and detection rates of crime, Cleveland Police felt that budgetary constraints would make it very difficult for them to contribute towards the running costs of the Community CCTV system in Hartlepool.
- 8.4 The Acting Chief Inspector for Neighbourhoods felt that the public in Hartlepool were the end users of the CCTV system and that Cleveland Police gathered images to counteract criminal activities on behalf of the people of Hartlepool. However, Members were pleased to hear that Cleveland Police would continue to deploy officers to the Community Monitoring Centre in times of high profile need. For example, major football matches in the Town or threats of terrorism.
- 8.5 Members raised the issue of generating income for the Community CCTV cameras from court cases where Cleveland Police convictions had been aided by the utilisation of images captured by Hartlepool Borough Council's Community CCTV cameras. The Acting Chief Inspector for Neighbourhoods welcomed the suggestion and reported that currently no contributions were drawn from this possible funding resource.

### **Evidence from Cleveland Fire Brigade**

- 8.6 At the Forum's meeting of 25 July, Members received written evidence by the District Fire Manager and welcomed the Arson Task Force Manager to provide additional verbal evidence.

The Arson Task Force manager informed Members that Cleveland Fire Brigade only utilised CCTV images when one of three situations arose:

- (i) Risk of Attack;
  - (ii) Need for Evidence; and
  - (iii) Occupied Premises.
- 8.7 Members were saddened to learn that the Fire Brigade had been forced to fit their own vehicles with CCTV cameras as it was now not unusual for fire crews to be subjected to threatening behaviour. Where this could be anticipated in advance, Members learnt that the Fire Brigade often worked in partnership with the Police and the Community Monitoring Centre to ensure that Fire Officers could concentrate on the task of dealing with the emergency, whilst the CCTV cameras kept watch for possible actions that might result in the fire crews having to withdraw from the scene.

- 8.8 Although Cleveland Fire Brigade acknowledged the contribution of the Community CCTV cameras in contributing towards a safer Hartlepool and the benefits of the CCTV images for Cleveland Fire Brigade, due to budgetary constraints they currently felt unable to contribute towards the running costs.

## **9. THE UTILISATION OF PLANNING GAIN**

- 9.1 Members were informed at their meeting of the 21 August 2008 that there was an annual income of £7,000 under a Section 106 planning obligation. This income was scheduled over a ten year period and the arrangement was currently in its fifth year. Members were encouraged by this example and agreed that where relevant, opportunities for income generation through Section 106 Agreements should be sought.
- 9.2 Members were also informed that eleven CCTV cameras are being installed on the Longhill Industrial Estate with a link back to the Community Monitoring Centre. The capital investment for this project had been provided by NDC and Hartlepool Borough Council, but the maintenance, upkeep, monitoring and running costs for the CCTV cameras were being financed through a successful Business Improvement District (BID) agreement for those businesses part of the Longhill and Sandgate Business Association. Members were informed that any business groups could make a BID application and that in the case of Longhill and Sandgate Business Association the BID would last for five years.
- 9.3 Members discussed their findings from their tour of the Community CCTV Cameras in situ in Hartlepool at the meeting of the Forum on 25 July 2008. It was agreed by Members that businesses should contribute towards the running cost for the Community CCTV cameras that benefitted their businesses.

## **10. COMISSIONING, DECOMISSIONING AND RELOCATION OF COMMUNITY CCTV CAMERAS**

- 10.1 The Community Safety Officer provided members with a detailed breakdown of the location of the Community CCTV cameras throughout Hartlepool at the meeting of the Forum of 21 August. The Community CCTV cameras were classified for general operational purposes in five distinct areas:-
- (i) Town Centre – focus on business, retail and general public use;
  - (ii) Suburban – focus on strategic locations, out of town shopping arcades and leisure facilities;
  - (iii) Residential areas;

- (iv) Cameras under consideration for relocation; and
  - (v) Cameras whose purpose may now be obsolete.
- 10.2 Members were informed that the Community Monitoring Centre was almost running at full capacity and without a major overhaul of the facility and an increase in staffing numbers, it would prove to be very difficult to add more cameras to the current portfolio. The Community Safety Officer advised the Forum that the addition of eleven new cameras at Longhill Industrial Estate had only been achieved, as it had been agreed that these cameras were not going to be monitored 24:7; although images were constantly recorded.
- 10.3 Recently the Home Office had issued an update to their CCTV Code of Practice. Within their recommendations was that the location and purpose of all CCTV cameras should be notified annually to the Information Commissioner. Prior to this update only when new cameras were commissioned or relocated, was notification required to the Information Commissioner.
- 10.4 Members agreed that there could be occasions when CCTV cameras ceased to serve their purpose, although Members voiced some reluctance to remove cameras as their presence maybe having a deterrent effect. 'Dummy cameras' were suggested although this idea was rejected on the grounds that as the 'dummy cameras' could not capture images, public confidence in the CCTV system as a whole would be undermined if an incident had occurred but no images available despite the 'seeming' presence of a CCTV camera.
- 10.5 The Electrical Engineering Team Leader reported to Members that although there were occasions where cameras eventually became obsolete and unsuitable for redeployment, more often than not the lens in the fixed camera could be reused at a saving of £2,000, based on the cost of a new lens. It was also noted that other pieces of equipment from the cameras could also be reused.
- 10.6 Members were surprised to learn that Newholme Court currently sited five CCTV cameras and considered whether other areas in Hartlepool had CCTV coverage that seemed to be unjustifiably excessive. Members were advised that it would be sensible to decommission CCTV cameras that were no longer fit for purpose, by utilising redeployable CCTV cameras and leaving the pole and wiring in place as part of a phased withdrawal. Although satisfied with the proposed protocols surrounding the decommissioning of CCTV cameras that no longer served a purpose, Members emphasised the need to consult with local residents before any decommissioning exercise took place.

## 11. COMBATING CRIME AND THE FEAR OF CRIME

11.1 The Forum was interested to learn to what extent the Community CCTV cameras in Hartlepool contributed towards the detection, prevention and evidence gathering process for criminal activities and if the Community CCTV provision helped alleviate the fear of crime for residents in Hartlepool. Evidence gathered by Members is detailed below:-

### Evidence from Cleveland Police

11.2 Members were encouraged to hear that Cleveland Police actively used the CCTV camera images to combat crime, anti-social behaviour and the fear of crime in Hartlepool. Table 2 (below) was presented to Members demonstrating the number of times CCTV images had been used to assist in arrests.

11.3 The Acting Chief Inspector for Neighbourhoods informed Members that it was not possible to confirm how many of these arrests had led to convictions, the only figures available were for the number of convictions as a total and did not specify where CCTV evidence captured by the Community CCTV Cameras had been utilised. Members were, however, reassured that there were no occasions when the quality of the CCTV images captured were the cause of an arrest not leading to a conviction.

Table 2. Cleveland Police's Requests for CCTV Footage and Arrest Rates from these Images

<b>January – December 2007</b>	<b>Viewing Requests</b>	<b>Footage Copied</b>	<b>Arrests Recorded</b>
January	16	12	21
February	17	10	27
March	24	17	24
April	26	19	28
May	18	13	21
June	30	24	29
July	18	11	33
August	35	23	36
September	28	14	29
October	39	23	37
November	9	13	24
December	24	26	29
<b>TOTALS</b>	<b>284</b>	<b>205</b>	<b>338</b>
<b>January – June 2008</b>	<b>Viewing Requests</b>	<b>Footage Copied</b>	<b>Arrests Recorded</b>
January	30	19	37
February	28	13	29
March	30	8	32
April	54	20	38
May	44	23	28
June	36	20	33
<b>TOTALS</b>	<b>222</b>	<b>103</b>	<b>197</b>

### **Evidence from Cleveland Fire Brigade**

- 11.4 Written evidence presented by Cleveland Fire Brigade confirmed their long standing commitment to continue to work in partnership with all agencies to combat crime and the fear of crime. Members were encouraged to learn that Cleveland Fire Brigade attended bi-monthly meetings of the CCTV Management Group and supported the activities of the Safer Hartlepool Partnership Reassurance Task Group. Members were informed that this would continue in order that information and intelligence is shared.

### **Evidence from Members of the Public – Focus Group Event**

- 11.5 The Forum was very keen to engage with members of the public to hear their views in relation to the Community CCTV provision within the Town.
- 11.6 As such, a Focus Group was held on 30 July 2008 in the Council Chamber. Whilst turnout from members of the public was low, the event was well publicised on the Council's website together with the distribution of leaflets / posters to libraries, community groups and venues throughout the Town.
- 11.7 Members of the public were given the opportunity to provide their views on their perception of the purpose of the CCTV cameras in Hartlepool and whether this purpose was reflective of their needs. The issues raised at the event were as summarised below:-
- (i) Concern over the CCTV focus (and subsequently police resources) being focussed on the 'night time economy', meaning that residents had a heightened 'fear of crime' in their local communities outside of the Town centre;
  - (ii) That where premises applied to the Licensing Committee for licenses that part of this application process should include a contribution towards the cost of the Community CCTV provision;
  - (iii) That as Hartlepool currently only had three redeployable CCTV cameras, investment should be sought to increase this number, to help combat crime / anti-social behaviour problems when they occurred for short-periods of time, as had recently been highlighted in the Greatham Ward;
  - (iv) With the general public being unable to influence the patrol / positioning of CCTV cameras, the public needed to know the channels of communication so that if there was a concern about anti-social behaviour or criminal activities, these could be brought to the attention of the relevant authorities. These concerns could then be considered in relation to a possible change in patrol or positioning of the Community CCTV cameras; and



- (v) That the public in Hartlepool would welcome the introduction of 'talking cameras' in the Town to aid dealing with the problems of littering and a possible catalyst towards the diffuser of violent behaviour.

### **Evidence from Viewpoint**

11.8 At the meeting of the Regeneration and Planning Services Scrutiny Forum of 21 August, Members considered the results of the recent Viewpoint survey carried out by the Authority in April 2008. Members of the Viewpoint Panel had made a number of observations in relation to the Community CCTV provision throughout Hartlepool and these are summarised below:-

- (i) 93% of respondents were supportive of the current Community CCTV provision in Hartlepool;
- (ii) Over 50% of respondents said that the CCTV cameras made them feel safer in Hartlepool;
- (iii) 62% of respondents indicated that their feelings were that CCTV camera provision reduced crime in the Town;
- (iv) Nearly 60% of respondents felt that financial contributions towards the running costs of the Community CCTV cameras should come from Cleveland Police and local businesses;
- (v) 61% of the Viewpoint respondents felt that the CCTV cameras should be focussed on the Town Centre area and in particular the pubs and clubs in the Town;
- (vi) Outside of the Town Centre, 66% of respondents said that CCTV cameras should concentrate on areas of high crime or high levels of nuisance and anti-social behaviour; and
- (vii) 80% of respondents would welcome the introduction of 'talking cameras' into Hartlepool.

## **12. TRANSMISSION SERVICE, METHOD AND PROVISION**

12.1 The Electrical Engineering Team Leader was present at the meeting of the Forum on 21 August, to provide evidence in relation to the methods of transmission utilised by the Community CCTV camera system in Hartlepool. This evidence gathered by Members is detailed below:-

### **Transmission Arrangements**

12.2 Members were interested to learn that the CCTV images captured by the Community CCTV cameras are transmitted back to the Community Monitoring Centre via a number of different methods, which included fibre optic cable, broadband and radio communications.

- 12.3 The majority of the Community CCTV cameras had their images relayed back to the Community Monitoring Centre through fibre optic cables that are the property of Hartlepool Borough Council or rented from British Telecommunications (BT) and this was the preferred method of transmission.
- 12.4 Members heard that the major area of development for the transmission of CCTV camera images was via radio waves. However, Hartlepool suffered in that there was a lack of tall buildings to 'bounce' the radio waves off and onto the Community Monitoring Centre, although the Forum was informed that Redcar and Cleveland Borough Council had informally offered usage of police communication towers (subject to planning permission) situated across the bay.
- 12.5 The Forum discovered that no live link existed between the redeployable cameras and the Community Monitoring Centre and that images were recorded on site and then downloaded at a later date for viewing.

### **Transmission Service Provider**

- 12.6 Members learnt that Hartlepool was restricted to a choice of two service providers for the transmission of services, one being BT the other being Virgin Media.
- 12.7 Historically BT was the only market player available to the Authority when looking at a service provider for the transmission of their CCTV images. Before the merger of ntl:Telewest with Virgin Mobile in 2006, there had been very little interest from ntl:Telewest towards providing a transmission service for CCTV images in Hartlepool. However, since the merger in 2006 Virgin Media are now beginning to provide a more competitive quota and Members were pleased to learn that the Authority was examining in detail which provider offered the best and most competitive service for the rate payers of Hartlepool.
- 12.8 Members were concerned to learn that around twenty community sites for CCTV cameras in Hartlepool were utilising BT fibre optic cables at a rental cost of between £1,000 and £1,500 per line per annum. Although this cost was fully inclusive of maintenance and in some cases included more than one camera 'sharing' a BT line, Members were disappointed that something in the region of £30,000 was being spent each year.
- 12.9 The Electrical Engineering Team Leader informed Members that the money spent on the rented BT lines was more cost effective to Hartlepool Borough Council than the installation of the Council's own ducting and fibre optic cable. It was estimated that ducting alone costs the Borough Council £50 per metre and that the Council was not able to simply place its cables into BT's ducting. It was hoped that developments in other forms of CCTV image transmission (e.g. radio waves) may in future reduce the need to utilise rented cables.

- 12.10 After receiving evidence from the Electrical Engineering Team Leader that ducting was already in place along Church Street and Victoria Road, Members suggested that where major developments took place in the town then ducting should be laid for usage by the Council should this ever become a necessity in the future.

**13. PAST, PRESENT AND FUTURE RATIONALE BEHIND THE OPERATION OF THE COMMUNITY MONITORING CENTRE**

- 13.1 The Director of Housing Services was welcomed by Members to the meeting of the Forum on 25 July, to provide evidence on the role of Housing Hartlepool as the current owners of the building housing the Community Monitoring Centre and the provider of the operational monitoring of the Community CCTV cameras. Members received evidence on two areas relating to Housing Hartlepool's role in the Community CCTV monitoring and these are detailed below:-

**The Service Level Agreement for the Monitoring of Community CCTV Cameras**

- 13.2 The Forum heard background evidence to the reasons behind Hartlepool Borough Council entering into a Service Level Agreement (SLA) for the monitoring of the Community CCTV cameras with Housing Hartlepool (see sections 2.7 - 2.8). The cost of the SLA was in the opinion of both the Head of Community Safety and Protection and the Director of Housing Services very good value for money. There had been some small increases each year in line with inflation, but this was less than other Local Authorities were paying.
- 13.3 The Director of Housing Services confirmed to Members that Housing Hartlepool wished to continue with the monitoring of the Community CCTV cameras on behalf of Hartlepool Borough Council, although Members were warned that monitoring costs were likely to increase. There was, however, reassurance that the future increase in monitoring costs would happen with the realisation that the Council had a limited budget and that the tax payers of Hartlepool received value for money. Members acknowledged the excellent service provided by Housing Hartlepool, that the Authority would have to budget for.

**The Community Monitoring Centre**

- 13.4 Those Members who visited the Community Monitoring Centre on 21 July reported back to the Forum that the facility was excellent and compared very favourably to other CCTV monitoring systems that Members had visited. Digital storage of CCTV footage meant that the quality of playback was extremely high and cameras had captured images of the vehicle used by the Glasgow Bombers when it had passed through Hartlepool. Members were advised that the release of images from CCTV Cameras was strictly controlled under the Data Protection Act 1998.

- 13.5 Along with the monitoring of the Community CCTV cameras, Members noted that the Community Monitoring Centre also provide coverage of Housing Hartlepool's Homecall service, along with Automatic Number Plate Recognition (ANPR) on behalf of the DVLA, although the Police had sometimes used the ANPR cameras for detection of non-licensed vehicles or vehicles used by known criminals.
- 13.6 At the Forum's meeting of 25 July, the Director of Housing Services informed Members that there may be future plans to relocate the Community Monitoring Centre from its current site to another location operated by Housing Hartlepool. The Director of Housing Services placed no timescales on any possible relocation, but reassurance was given that no relocation would be carried out without full consultation with Hartlepool Borough Council; as the equipment for the monitoring of the Community CCTV cameras was the property of Hartlepool Borough Council.

#### **14. TO EXAMINE GOOD PRACTICE OF CCTV PROVISION AT A NEIGHBOURING LOCAL AUTHORITY**

- 14.1 In order to further enhance their investigation into the provision of Community CCTV cameras in Hartlepool, Members sought evidence from local authority's who were considered to be demonstrating good practice. Evidence gathered by Members from these sources is detailed as follows:-

##### **Visit to Darlington Borough Council**

- 14.2 On 24 July 2008, Members of the Regeneration and Planning Services Scrutiny Forum visited the CCTV Monitoring Centre at Darlington Borough Council. Darlington Borough Council were considered nationally to be a Local Authority who demonstrated good practice in the engagement of the local community to the CCTV provision in Darlington. The evidence gathered by Members who undertook the visit is detailed as follows:-
- (i) CCTV is not the total focus of the monitoring centre in Darlington, instead the 24:7 operation of the building is utilised to introduce other sources of funding such as coverage of Warden Link, alarm installations and contracted monitoring of CCTV cameras for the local Railway Station and Wear Valley District Council;
  - (ii) The package of commissioned work enables the Council to balance the books. Where more capital or staff are required, then the Council investigates if revenue can be drawn from services that maybe complementary to the 24:7 CCTV monitoring;
  - (iii) Talking Cameras – Darlington utilise their talking cameras to give general public announcements and as an aid to diffuse potential violent flashpoints. Darlington feels that street wardens are more appropriate to tackle littering (littering is the one of the rationales behind usage of 'Talking Cameras' in Middlesbrough) and dog fouling problems;

- (iv) Traffic Enforcement – Darlington Borough Council are reluctant to utilise the CCTV system to capture traffic offences as this could lead to them losing public support for the CCTV system. Currently the public are happy that the main focus of cameras is for gathering intelligence for criminal acts rather than as a punitive measure; and
- (v) Inspection – Darlington have a team of 8 Independent Inspectors who can visit the CCTV Control Room at anytime to assess the operation of the facility. In addition to this, guided tours are arranged for certain groups within the Town. Groups are asked to confirm the bona fide nature of the visitors and group leaders are asked to feedback to their respective organisations to aid in the dispelling of myths connected to the CCTV cameras. In order to ensure that these visits take place on a regular basis they are built in as Performance Indicators.

### **Evidence from Redcar and Cleveland Borough Council**

14.3 At the meeting of the Forum on 21 August 2008, Members received written evidence from Redcar and Cleveland Borough Council's CCTV and Security Manager. Redcar and Cleveland Borough Council had recently brought their CCTV monitoring service 'in-house' from an external provider. The evidence submitted to Members is summarised as follows:-

- (i) The decision to take the CCTV back under the direct control of the Local Authority started around September 2007, although it wasn't until February 2008 that premises were identified and the actual process for the relocation of the monitoring centre started;
- (ii) Redcar and Cleveland Borough Council were fortunate that at the time of bringing the CCTV provision 'in-house', Cleveland Police were developing a new multi-million pound police station at Redcar. This ensured that cotemporinity could be achieved between the siting of the CCTV Monitoring Centre and the local Police district;
- (iii) The rationale behind bringing the CCTV system 'in-house' was due to the long-term savings that could be made from withdrawing the contract from an external provider. The contract was costing the Local Authority £625,000 a year, which included CCTV;
- (iv) Relocation costs have been in the region of £450,000 with a large proportion of this outlay being the costs for the BT lines / connections;
- (v) There is now greater partnership working between the Police and the CCTV system operated by Redcar and Cleveland Borough Council. The major benefit is not increased funding, but better intelligence; and
- (v) By bringing the service 'back in-house' efficiencies have been made in other Council budgets. Previously schools in Redcar and Cleveland were paying £5,000 per annum to an external provider towards the

monitoring of their alarms; this facility has been picked up by the new Monitoring Centre in Redcar at a reduced cost of £500 per annum.

## 15. CONCLUSIONS

15.1 The Regeneration and Planning Services Scrutiny Forum concluded:-

- (a) That the Community CCTV provision in Hartlepool is positively received by the majority of residents of the Town;
- (b) That there is support amongst the residents of Hartlepool for expansion of the Community CCTV provision to combat crime and issues of anti-social behaviour, although this must be tempered so that the 'big brother' effect doesn't become a major issue;
- (c) That there it is important to engender public support for the purpose of the CCTV cameras in the Town;
- (d) That Cleveland Police continue to be the major users of the Community CCTV camera system;
- (e) That the Community Monitoring Centre is currently almost working at full capacity and that further expansion of the Community CCTV provision cannot be achieved at the current funding levels;
- (f) That expenditure on the monitoring and running costs of the Community Monitoring Centre is rising on a yearly basis, due to increasing utility and service costs;
- (g) That there is very little income being generated by the Community CCTV camera provision, although it is acknowledged that any future plans for income generation need to be carefully managed to avoid loss of public support for the system;
- (h) That the current Council policy is for the focus of the Community CCTV system be towards the benefit of the community and not as an income generating exercise;
- (i) To reduce overall costs for the Community CCTV system some income generation needs to be sought, however, it is easier to achieve greater sources of income generation if the CCTV system is 'in-house';
- (j) That although the cost of bringing the Community CCTV system under the control of Hartlepool Borough is currently not a cost effective exercise, no plans have been made to calculate when an 'in-house' provision might be beneficial to the Authority;

- (k) That there is major public support for 'talking cameras' to follow the examples of good practice demonstrated by other Local Authorities in the Cleveland area;
- (l) That Housing Hartlepool provide an excellent service, currently offers great value for money and arrangements for the extension of the Service Level Agreement should take place, however, there is still long-term uncertainty over the future of the Community Monitoring Centre at its current location and concerns over possible rises in the monitoring costs;
- (m) That there are a number of CCTV cameras in Hartlepool that are possible candidates for consideration to be decommissioned or relocated, but that dialogue with the local community needs to take place before this happens;
- (n) That a network of ducting throughout Hartlepool would be beneficial in ensuring that expansion or relocation of Community CCTV cameras does not impose greater pressure on expenditure costs;
- (o) That redeployable cameras are beneficial in demonstrating that the provision of CCTV cameras would have a sufficient deterrent or evidential effect to make the placement of a fixed camera financially viable;
- (p) That there are some myths surrounding the purpose and scope of the Community CCTV cameras and that this should be addressed by greater publicity of the activities at the Community Monitoring Centre; and
- (q) That Darlington Borough Council's CCTV provision is an example of a multi-functional monitoring centre, where the focus isn't just on CCTV and where income can be generated for a number of different sources to help finance the whole package and reduce expenditure for the Borough Council.

## **16. RECOMMENDATIONS**

16.1 The Regeneration and Planning Services Scrutiny Forum has taken evidence from a wide range of sources to assist in the formulation of a balanced range of recommendations. The Forum's key recommendations to the Cabinet are as outlined below:-

- (a) That contributions to the operating costs of the Council's Community CCTV system be explored with:-
  - (i) Safer Hartlepool Partnership – Contribution towards the annual monitoring costs as part of their mission statement towards a safer Hartlepool;
  - (ii) Court Costs – Where Community CCTV cameras have provided evidence that has resulted in a conviction;

- (iii) Cleveland Police – As the major user of the Community CCTV system in Hartlepool; and
  - (iv) Local Businesses – Where cameras are in existence, a business case be presented highlighting the pre-emptive and reactive benefits of the CCTV cameras, value for money and the number of arrests achieved.
- (b) That a detailed exercise be undertaken to calculate the costs of bringing the monitoring provision ‘in-house’ together with the feasibility of co-location with Cleveland Police;
  - (c) That consideration be given to the future tendering for the monitoring of the Community CCTV camera system, to ensure that the Council continues to receive best value;
  - (d) That as major building developments take place in Hartlepool (e.g. Victoria Harbour), contractors be obligated to ensure that a network of ducting is laid, suitable to carry the Authority’s fibre optic cables;
  - (e) That before Community CCTV cameras are commissioned, decommissioned or relocated, an assessment is made of the merits and appropriateness of the installation, by consulting local residents, police, Ward Councillors, community groups and utilising redeployable cameras to monitor crime levels;
  - (f) That a trial of ‘Talking Cameras’ in Church Street / York Road be explored;
  - (g) That a planned series of public events highlighting the importance of the Community CCTV Cameras be arranged;
  - (h) That following Cabinet’s consideration of this Final Report, the Draft CCTV Strategy be re-submitted to the Cabinet incorporating the agreed recommendations from this enquiry.

## **ACKNOWLEDGEMENTS**

The Committee is grateful to all those who have presented evidence during the course of our investigation. We would like to place on record our appreciation, in particular of the willingness and co-operation we have received from the below named:-

### Hartlepool Borough Council:

The Mayor, Stuart Drummond – Portfolio Holder for Regeneration and Liveability;

Alison Mawson – Head of Community Safety and Prevention;



Peter Gouldsbro – Community Safety Officer;

Brian Neale – Crime and Disorder Co-ordinator;

Andrew Dent – Electrical Engineering Team Leader

External Representatives:

Peter Knights – Acting Chief Inspector for Neighbourhoods, Cleveland Police;

Dave Turton – District Fire Manager, Cleveland Fire Brigade;

Lol Craven – Arson Task Force Manager, Cleveland Fire Brigade;

Andy Powell – Director of Housing Services, Housing Hartlepool;

Martin Booth – Assistant Programme Director, NDC;

Graham Putt – CCTV General Manager, Darlington Borough Council;

Peter Bowerbank – Control Room Co-ordinator, Darlington Borough Council;

Chris Mulgrew – Community Monitoring Centre Manager, Housing Hartlepool;

Kevan Taylor – CCTV and Security Manager, Redcar and Cleveland Borough Council;

Members of the public who participated throughout the investigation and at the Focus Group Event held on 30 July 2008.

**COUNCILLOR SHAUN COOK  
CHAIR OF THE REGENERATION AND PLANNING SERVICES SCRUTINY  
FORUM**

**September 2008**

**Contact Officer:** James Walsh – Scrutiny Support Officer  
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## **BACKGROUND PAPERS**

The following background papers were consulted or referred to in the preparation of this report:-

- (a) Decision Record of the Cabinet Meetings held on 22 January 2008 and 28 April 2008.
- (b) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation into Hartlepool Borough Council's Community CCTV Provision – Scoping Report' presented to the Regeneration and Planning Services Scrutiny Forum of 19 June 2008.
- (c) Report of the Scrutiny Support Officer entitled 'Hartlepool Borough Council's Community CCTV Provision – Setting the Scene Presentation: Covering Report' presented to the Regeneration and Planning Services Scrutiny Forum of 19 June 2008.
- (d) Presentation of the Community Safety Officer entitled 'CCTV provision in Hartlepool' delivered to the Regeneration and Planning Services Scrutiny Forum of 19 June 2008.
- (e) Report of the Head of Community Safety and Prevention entitled 'CCTV (Closed circuit television) – running costs' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.
- (f) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence from Cleveland Police' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.
- (g) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence from Cleveland Fire Brigade' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.
- (h) Written Evidence of the District Fire Manager entitled 'Scrutiny Investigation into Hartlepool Borough Council's Community CCTC Provision – Response by Cleveland Fire Brigade' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.
- (i) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence from Housing Hartlepool' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.
- (j) Written Evidence of the Elected Mayor entitled 'Hartlepool Borough Council's Community CCTC Provision' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.

- (k) Report of the Scrutiny Support Officer entitled 'Hartlepool Borough Council's Community CCTV Provision: Feedback from Site Visit – Covering Report' presented to the Regeneration and Planning Services Scrutiny Forum of 25 July 2008.
- (l) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence from Electrical Engineering Team Leader – Covering Report' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (m) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence on the Location and Purpose of Community CCTV Cameras – Covering Report' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (n) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence from Redcar and Cleveland Borough Council – Covering Report' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (o) Report of the Head of Community Safety and Prevention entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Evidence from Viewpoint Survey' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (p) Report of the Scrutiny Support Officer entitled 'Hartlepool Borough Council's Community CCTV Provision – Feedback from Focus Group and Site Visits – Covering Report' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (q) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation Hartlepool Borough Council's Community CCTV Provision – Report on Arrest Figures from Community CCTV Footage' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (r) Written Evidence of the CCTV and Security Manager entitled 'Scrutiny Investigation into Hartlepool Borough Council's Community CCTV Provision – Response by Redcar and Cleveland Borough Council' presented to the Regeneration and Planning Services Scrutiny Forum of 21 August 2008.
- (s) Minutes of the Regeneration and Planning Services Scrutiny Forum of 19 June 2008, 25 July 2008 and 21 August 2008.
- (t) Viewpoint Survey – April 2008.
- (u) Minutes of the Scrutiny Co-ordinating Committee of 8 February 2008.

# CABINET REPORT

29 September 2008



**Report of:** Director of Regeneration and Planning Services

**Subject:** SCRUTINY INVESTIGATION INTO HARTLEPOOL BOROUGH COUNCIL'S COMMUNITY CCTV PROVISION - ACTION PLAN

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## SUMMARY

### 1. PURPOSE OF REPORT

- 1.1 To inform Cabinet that the Regeneration and Planning Service Department's Action Plan will be presented at this meeting in response to the findings and subsequent recommendations of the Regeneration and Planning Services Scrutiny Forum's investigation into 'Hartlepool Borough Council's Community CCTV Provision'.

### 2. SUMMARY OF CONTENTS

- 2.1 The report provides brief background information into Hartlepool Borough Council's Community CCTV Provision and a proposed Action Plan in response to the Scrutiny Forum's recommendations.

### 3. RELEVANCE TO CABINET

- 3.1 To assist the Cabinet in its determination of either approving or rejecting the proposed recommendations of the Regeneration and Planning Services Scrutiny Forum, the proposed Action Plan for the implementation of these recommendations which will be prepared in consultation with the appropriate Portfolio Holder(s).

### 4. TYPE OF DECISION

- 4.1 Non-Key.

**5. DECISION MAKING ROUTE**

- 5.1 Cabinet in the first instance then the Action Plan and the progress of its implementation will be reported to the Regeneration and Planning Services Scrutiny Forum on 31 October 2008 (subject to availability of the appropriate Portfolio Holder(s)).

**6. DECISION REQUIRED**

- 6.1 That Members of the Cabinet approve the Action Plan in response to the recommendations of the Regeneration and Planning Services Scrutiny Forum's investigation into Hartlepool Borough Council's Community CCTV Provision.

**Report of:** Director of Regeneration and Planning Services

**Subject:** SCRUTINY INVESTIGATION HARTLEPOL  
BOROUGH COUNCIL'S COMMUNITY CCTV  
PROVISION – ACTION PLAN

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## **1. PURPOSE OF REPORT**

- 1.1 To inform Cabinet that the Regeneration and Planning Service Department's Action Plan will be presented at this meeting in response to the findings and subsequent recommendations of the Regeneration and Planning Services Scrutiny Forum's investigation into 'Hartlepool Borough Council's Community CCTV Provision'.

## **2. BACKGROUND INFORMATION**

- 2.1 To assist the Cabinet in its determination of either approving or rejecting the proposed recommendations of the Regeneration and Planning Services Scrutiny Forum's investigation into Hartlepool Borough Council's Community CCTV Provision. The proposed Action Plan for the implementation of these recommendations will have been prepared in consultation with the appropriate Portfolio Holder(s).
- 2.2 The overall aim of the investigation was to 'to determine the current overall purpose and objectives of the provision of CCTV cameras in Hartlepool and to formulate clear guidance on the rationale behind any future developments'.

## **3. ACTION PLAN**

- 3.1 At the time of writing this report, Members of the Scrutiny Co-ordinating Committee, at its meeting on 19 September 2008 are to consider the Draft Final Report from the Regeneration and Planning Services Scrutiny Forum for presentation to the Cabinet at today's meeting.
- 3.2 However, in accordance with the Authority's Access to Information Rules, it has not been possible to include the Regeneration and Planning Services Department's Action Plan within the statutory requirements for the despatch of the agenda and papers for this Cabinet meeting, as the Scrutiny Co-ordinating Committee meet on the afternoon of 19 September 2008. Although, arrangements have been made for the Regeneration and Planning

Services Department's Action Plan to be circulated under separate cover and in advance of this meeting.

#### **4. RECOMMENDATION**

- 4.1 Cabinet is requested to approve the Action Plan in response to the recommendations of the Regeneration and Planning Services Scrutiny Forum's investigation into Hartlepool Borough Council's Community CCTV Provision.

**Contact Officer:-** Alison Mawson – Head of Community Safety and Prevention  
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NAME OF FORUM: Regeneration and Planning Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Hartlepool Borough Council's Community CCTV Provision

DECISION MAKING DATE OF FINAL REPORT: September 2008

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(a)	<p><b>That contributions to the operating costs of the Council's Community CCTV system be explored with:-</b></p> <p><b>(i) Safer Hartlepool Partnership – Contribution towards the annual monitoring costs as part of their mission statement towards a safer Hartlepool;</b></p> <p><b>(ii) Court Costs – Where Community CCTV cameras have provided evidence that has resulted in a conviction;</b></p>	<p>Prepare report on merits of CCTV, with request for funding.</p> <p>1) Seek advice on legal possibility of claim for CCTV costs from Chief Solicitor</p> <p>2) If possible:</p> <ul style="list-style-type: none"> <li>• brief court user group</li> <li>• implement</li> </ul> <p>3) Examine possibility of 'confiscation of assets' with Police</p>	<p>Additional pressure to staff time, can be absorbed within current staffing levels</p> <p>Additional pressure to staff time, can be absorbed within current staffing levels</p>	<p>AJM</p> <p>AJM/PD</p> <p>December 08</p> <p>April 09</p>



NAME OF FORUM: Regeneration and Planning Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Hartlepool Borough Council's Community CCTV Provision

DECISION MAKING DATE OF FINAL REPORT: September 2008

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
<b>(iii) Cleveland Police – As the major user of the Community CCTV system in Hartlepool; and</b>	<ol style="list-style-type: none"> <li>1) Seek information from other areas where Police contribute to inform negotiations</li> <li>2) Explore possible funding options with Police, including in-kind benefit</li> </ol>	Additional pressure to staff time, can be absorbed within current staffing levels	AJM	April 09
<b>(iv) Local Businesses – Where cameras are in existence, a business case be presented highlighting the pre-emptive and reactive benefits of the CCTV cameras, value for money and the number of arrests achieved;</b>	<ol style="list-style-type: none"> <li>1) Identify businesses in areas covered by cameras</li> <li>2) Analyse crime and ASB in areas</li> <li>3) Research how other local authorities prepare case for financial contribution</li> <li>4) Analyse opportunities with HBC Economic Development team to introduce further Business Improvement Districts (BID)</li> <li>5) Progress funding discussion with businesses</li> </ol>	Additional pressure to staff time, can be absorbed within current staffing levels	PG	January 09  January 09  January 09  January 09  August 09

NAME OF FORUM: Regeneration and Planning Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Hartlepool Borough Council's Community CCTV Provision

DECISION MAKING DATE OF FINAL REPORT: September 2008

	RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(b)	<b>That a detailed exercise be undertaken to calculate the costs of bringing the monitoring provision 'in-house' together with the feasibility of co-location with Cleveland Police;</b>	1) Develop options for establishing in-house provision 2) Explore feasibility of co-location with Cleveland Police	Specialist advice may be required, funded from current budget or negotiation for specific budget line for 2009/10	AJM	August 09
(c)	<b>That consideration be given to the future tendering for the monitoring of the Community CCTV camera system, to ensure that the Council continues to receive best value;</b>	1) Negotiate extension of existing SLA for initial period 2) Consider future tendering in conjunction with actions under (b) above 3) Report to members on the future of community monitoring centre, including consideration of best value	Specialist advice may be required, funded from current budget or negotiation for specific budget line for 2009/10	AJM	August 09

NAME OF FORUM: Regeneration and Planning Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Hartlepool Borough Council's Community CCTV Provision

DECISION MAKING DATE OF FINAL REPORT: September 2008

	RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(d)	<b>That as major building developments take place in Hartlepool (e.g. Victoria Harbour), contractors be obligated to ensure that a network of ducting is laid, suitable to carry the Authority's fibre optic cables;</b>	1) Establish how to identify opportunities for planning gain  2) Negotiate section 106 agreement when opportunities arise	Additional pressure to staff time, can be absorbed within current staffing levels	PG/RT  PG/RT	December 08  When opportunity arises
(e)	<b>That before Community CCTV cameras are commissioned, decommissioned or relocated, an assessment is made of the merits and appropriateness of the installation, by consulting local residents, police, Ward Councillors, community groups and utilising redeployable cameras to monitor crime</b>	1) Develop criteria for commissioning or decommissioning static camera sites in conjunction with partners and key stakeholders.  2) Consult residents, businesses and other interested parties on proposals.  3) Include proposals in CCTV strategy.	Additional pressure to staff time, can be absorbed within current staffing levels	PG	March 09

NAME OF FORUM: Regeneration and Planning Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Hartlepool Borough Council's Community CCTV Provision

DECISION MAKING DATE OF FINAL REPORT: September 2008

	RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	levels;				
(f)	<b>That a trial of 'Talking Cameras' in Church Street / York Road be explored;</b>	Establish sites for 'talking cameras'	Cost per camera approx. £2,500, to be funded through capital availability review or consideration of available capital grant initiatives. Ongoing running costs will be absorbed within current budget	PG/AD	2 cameras installed by April 09
(g)	<b>That a planned series of public events highlighting the importance of the Community CCTV Cameras be arranged; and</b>	<ol style="list-style-type: none"> <li>1) Prepare presentation/video</li> <li>2) Establish plan to deliver minimum 2 presentations in each of north, centre and south neighbourhoods during 2008/09 and 09/10</li> </ol>	Additional pressure to staff time, can be absorbed within current staffing levels	PG	December 09
(h)	<b>That following Cabinet's consideration of this Final</b>	<ol style="list-style-type: none"> <li>1) Undertake Diversity Impact Assessment.</li> </ol>	Additional pressure to staff time, can be absorbed within	BN	May 09

**OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN**

**9.2**

**NAME OF FORUM:** Regeneration and Planning Services Scrutiny Forum

**NAME OF SCRUTINY ENQUIRY:** Hartlepool Borough Council's Community CCTV Provision

**DECISION MAKING DATE OF FINAL REPORT:** September 2008

<b>RECOMMENDATION</b>	<b>EXECUTIVE RESPONSE / PROPOSED ACTION</b>	<b>FINANCIAL IMPLICATIONS</b>	<b>LEAD OFFICER</b>	<b>DELIVERY TIMESCALE</b>	
	<p><b>Report, the Draft CCTV Strategy be re-submitted to the Cabinet incorporating the agreed recommendations from this enquiry</b></p>	<p>2) Update draft CCTV Strategy to include commissioning/ decommissioning proposals at (e)</p>	<p>current staffing levels</p>	<p>PG</p>	

# CABINET REPORT

29 September 2008



**Report of:** Scrutiny Co-ordinating Committee

**Subject:** FORMAL RESPONSE TO DEPARTMENTAL STRUCTURES AND EFFICIENCIES REFERRAL

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## SUMMARY

### 1. PURPOSE OF REPORT

- 1.1 To inform Cabinet that the Scrutiny Co-ordinating Committee's formal response will be presented at this meeting in relation to the Departmental Structures and Efficiencies Referral.

### 2. SUMMARY OF CONTENTS

- 2.1 The Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums (with the exception to the Health Scrutiny Forum) have met on various occasions throughout July to September 2008 to consider the proposals in greater detail for the restructure of the departmental structure of the Council.
- 2.2 As a result of such discussions, the Committee has formulated a formal response, to assist the Cabinet in reaching its decision(s) sought by the Chief Executive on 23 June 2008.

### 3. RELEVANCE TO CABINET

- 3.1 Cabinet is requested to consider the content of the Scrutiny Co-ordinating Committee's formal response with regard to the Chief Executive's proposals presented to an earlier meeting of the Cabinet on 23 June 2008, as outlined below:-
- (a) To agree and implement a new Departmental structure: A reduction in the number of departments from five to three, subject to it being phased in by the Summer of 2010;

- (b) That reviews of the organisational and management structures in each of the newly created departments be undertaken in line with the phased timescales;
- (c) That the new organisational structure be reviewed in three years time (2011/12); and
- (d) That Rockpools be engaged to review the role of the Elected Mayor and to undertake job evaluation for the Chief Executive and the new Director posts.

#### **4. TYPE OF DECISION**

- 4.1 Non key decision.

#### **5. DECISION MAKING ROUTE**

- 5.1 Scrutiny Co-ordinating Committee on 19 September 2008 and Cabinet on 29 September 2008.

#### **6. DECISION(S) REQUIRED**

- 6.1 Cabinet is requested to consider the content of the Scrutiny Co-ordinating Committee's formal response in relation the Departmental Structures and Efficiencies Report, formally referred by Cabinet to Scrutiny for their comments on 23 June 2008, to assist the Cabinet in reaching its decision(s) sought by the Chief Executive on 23 June 2008.

<p><b>CABINET</b></p> <p><b>29 September 2008</b></p>
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**Report of:** Scrutiny Co-ordinating Committee

**Subject:** FORMAL RESPONSE TO DEPARTMENTAL STRUCTURES AND EFFICIENCIES REFERRAL

---

**1. PURPOSE OF REPORT**

1.1 To inform the Cabinet that the Scrutiny Co-ordinating Committee's formal response in relation to the Departmental Structures and Efficiencies Referral will be circulated to Members in advance of and for consideration during this meeting.

**2. BACKGROUND INFORMATION**

2.3 By way of background information, the Authority's Cabinet, at its meeting on 23 June 2008, considered a report of the Chief Executive proposing a review of the Authority's overall departmental structure, taking into account the need to make 3% cashable efficiency savings for each of the next three years.

2.4 At this meeting, it was subsequently agreed that the Scrutiny Co-ordinating Committee's views be sought on the content of the report and formally reported back to the Cabinet by the end of September 2008.

2.5 On 4 July 2008, the Scrutiny Co-ordinating Committee agreed it was appropriate for all of the Scrutiny Forums to be involved in the undertaking of the Referral.

2.6 In doing so, various meetings have been held throughout July to September 2008 of the Scrutiny Co-ordinating Committee and the Scrutiny Forums (with the exception to the Health Scrutiny Forum) to consider such proposal together with the undertaking of question and answer sessions with the Chief Executive as appropriate.

2.2 At the time of writing this report, Members of the Scrutiny Co-ordinating Committee, at its meeting on 19 September 2008 are to consider the views



of the Scrutiny Forums, to assist in the compilation of its formal response for presentation to the Cabinet at today's meeting.

- 2.3 However, in accordance with the Authority's Access to Information Rules, it has not been possible to include the Scrutiny Co-ordinating Committee's formal response within the statutory requirements for the despatch of the agenda and papers for this Cabinet meeting, as the Committee meet on the afternoon of 19 September 2008. Although, arrangements have been made for the Committee's formal response to be circulated under separate cover and in advance of this meeting.

### 3. RECOMMENDATION

- 3.1 It is recommended that the Cabinet:

(a) notes the content of this report; and

(b) considers the content of the Scrutiny Co-ordinating Committee's formal response in relation to the Departmental Structures and Efficiencies Referral.

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### BACKGROUND PAPERS

No background papers were used in the preparation of this report.

**CABINET****29 September 2008****Report of:** Scrutiny Co-ordinating Committee**Subject:** FORMAL RESPONSE TO DEPARTMENTAL STRUCTURES AND EFFICIENCIES REFERRAL

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**1. PURPOSE OF THE REPORT**

- 1.1 To present the Scrutiny Co-ordinating Committee's formal response to the Departmental Structures and Efficiencies Referral.

**2. BACKGROUND INFORMATION**

- 2.1 By way of background information, the Authority's Cabinet, at its meeting on 23 June 2008, considered a report of the Chief Executive proposing a review of the Authority's overall departmental structure, taking into account the need to make 3% cashable efficiency savings for each of the next three years.
- 2.2 At this meeting, it was subsequently agreed that the Scrutiny Co-ordinating Committee's views be sought on the content of the report and formally reported back to the Cabinet by the end of September 2008.
- 2.3 On 4 July 2008, the Scrutiny Co-ordinating Committee agreed it was appropriate for all of the Scrutiny Forums to be involved in the undertaking of the Referral.
- 2.4 In doing so, on the 18 July 2008, Members of the Scrutiny Co-ordinating Committee and the Scrutiny Forums (with the exception to the Health Scrutiny Forum) considered the same report of the Chief Executive proposing a review of the Authority's overall department structure.
- 2.5 Furthermore, throughout July to September 2008, a series of joint meetings were held to enable Members to undertake a very thorough question and answer session with the Chief Executive in relation to his proposals and to determine their joint responses for consideration by the Scrutiny Co-ordinating Committee on 19 September 2008. The Scrutiny Co-ordinating Committee considered the views of the Scrutiny Forums and determined its formal response on 19 September 2008, as outlined in Section 3 of this report hereafter.

### 3. FORMAL RESPONSE OF THE SCRUTINY CO-ORDINATING COMMITTEE TO THE CHIEF EXECUTIVE'S DEPARTMENTAL STRUCTURES AND EFFICIENCIES PROPOSALS

3.1 The Scrutiny Co-ordinating Committee's formal response to the Chief Executive's Departmental Structures and Efficiencies Proposals is as summarised below:-

- (a) That Members are not, in principle, against an efficiency saving proposal at Director level but feel the timing of this particular proposal is inappropriate in view of the Business Transformation Programme being in its early stages. Whilst the Committee strongly recognises the need to make efficiency savings, it is felt that the projected savings to be generated in year three are unlikely to materialise;
- (b) Members are of the opinion that reviewing the Directors posts in isolation could lead to an increase in the salaries of the Assistant Directors due to their potentially increased responsibilities: this does not appear to have been factored into the Chief Executive's proposal;
- (c) Members regret that a review of top tier of management was not included in the current business transformation programme undertaken by KPMG. The committee are of the view that any future review of the Council's top management structure should be undertaken by an independent body to remove the pecuniary interest of key individuals;
- (d) That the Chief Executive should embark upon his planned cultural change within the senior management of the Council. A direction of travel should be established to move Directors to focus more on strategic planning and to be less involved in day to day operational matters;
- (e) That to assist the Council in responding to the likely retirement of some but not all of the Directors during the next five years, the concept of succession planning should be further explored in line with the Council's current policies and procedures;
- (f) That although only the Elected Mayor's role is recognised by statute; in practice it was felt that such duties / responsibilities of the role are often devolved to individual Cabinet Members, in particular to that of the Deputy Mayor. As such Members support the Chief Executive's proposal to review the Mayoral role on the basis that all Cabinet Members are included;
- (g) Members were concerned that to instigate two transformation programmes one at Director level and one across the Council, using different methodology could result in neither programme achieving their full potential;

- (h) That overall the proposals put forward by the Chief Executive have not proved sufficiently persuasive to receive the support of the Scrutiny process.

#### 4. RECOMMENDATION

- 4.1 That the Cabinet notes the formal response of the Scrutiny Co-ordinating Committee to the Departmental Structures and Efficiencies Referral as outlined within Section 3 of this report.

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#### BACKGROUND PAPERS

The following background papers were used in the preparation of this report:-

- (i) Minutes of the Scrutiny Co-ordinating Committee held on 4 and 18 July 2008 and 5 and 19 September 2008.
- (ii) Minutes of the Joint Meetings of the Adult and Community Services and Children’s Services Scrutiny Forums held on 30 July 2008 and 11 August 2008.
- (iii) Minutes of the Joint Meetings of the Neighbourhood Services and Regeneration and Planning Services Scrutiny Forums held on 31 July 2008 and 28 August 2008.