

12 February 2014

Overview and Scrutiny Task Group - CCTV Provision

You are invited to attend a meeting of the Overview and Scrutiny Task Group - CCTV Provision to be held in Council Chamber, Town Hall, Chorley on Tuesday, 18th February 2014 commencing at 2.00 pm.

AGENDA

1. **Apologies for absence**

2. **Minutes (Pages 5 - 8)**

To confirm the minutes of the meeting of the Overview and Scrutiny Task Group – CCTV provision in Chorley held on 27 January 2014 (enclosed)

3. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary interest you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

4. **Scoping of the review (Pages 9 - 12)**

To agree the attached project outline for the scrutiny review of CCTV provision in Chorley.

5. **Interviewing of the stakeholders**

The Group will interview various stakeholders to obtain their views on CCTV provision in Chorley.

Copies of the documentation detailing the questions asked are attached to this agenda.

An interview schedule will be circulated at the meeting.

- a) Questions sent to representatives (Pages 13 - 14)
- b) Questions to West Lancashire Council (Pages 15 - 16)

6. **Any other item(s) the Chair decides is/are urgent**

Yours sincerely



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Chief Executive

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Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Task Group - CCTV Provision (Robert Finnamore (Chair), Kim Snape (Vice-Chair) and Doreen Dickinson, Graham Dunn, Roy Lees, June Molyneaux and Rosie Russell for attendance.
2. Agenda and reports to Simon Clark (Head of Health, Environment and Neighbourhoods), Paul Lowe (Merged Crime and Disorder Reduction Manager), Carol Russell (Democratic Services Manager) and Dianne Scambler (Democratic and Member Services Officer) for attendance.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk

PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS

- Questions must be submitted to the Democratic Services Section by no later than midday, two working days before the day of the meeting to allow time to prepare appropriate responses and investigate issues if necessary.
- A maximum period of 3 minutes will be allowed for a question from a member of the public on an item on the agenda. A maximum period of 30 minutes to be allocated for public questions if necessary at each meeting of the Overview and Scrutiny Committee. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Committee.

Overview and Scrutiny Task Group - CCTV Provision

Monday, 27 January 2014

Present: Councillor Robert Finnamore (Chair), Councillor Kim Snape (Vice-Chair) and Councillors Doreen Dickinson, Graham Dunn, Roy Lees, June Molyneaux and Rosie Russell

Also in attendance

Councillors: Councillor Steve Holgate

Officers: Simon Clark (Head of Health, Environment and Neighbourhoods), Paul Lowe (Merged Crime and Disorder Reduction Manager) and Carol Russell (Democratic Services Manager)

14.CTV.1 DECLARATIONS OF ANY INTERESTS

There were no declarations of interest.

14.CTV.2 SCOPING THE SCRUTINY REVIEW OF CCTV PROVISION IN CHORLEY.

The Chair welcomed Members to the first meeting of the scrutiny task group reviewing CCTV provision. The agenda contained the scoping template and two background documents which would assist Members in deciding the key objectives and broad terms of reference for the review. The Chair suggested that those reports be considered first, and the task group then discuss the scoping of the review.

14.CTV.3 DRAFT CCTV SYSTEM OPERATING POLICY 2013/14

Members of the Task Group considered a draft report detailing the Council's CCTV system operation policy for 2013/14, presented by Simon Clark, Head of Health, Environment and Neighbourhoods. This gave the Task Group an overview of the system, how it is managed, operated and used within the Borough. Extensive regulation governs the use of CCTV surveillance. Members were advised they should be mindful of the policy in determining any change in the provision and operation of CCTV in the future.

RESOLVED – that the information contained within the policy be noted.

14.CTV.4 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – that the press and public be excluded from the meeting for the following item of business under paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

14.CTV.5 REVIEW OF THE IMPACT OF CHORLEY COUNCIL CCTV SERVICE PROVISION

Members considered a detailed report submitted by the Director of People and Places which looked at the impact of the current CCTV Service provided by the Council. This had been referred from the Overview and Scrutiny Committee on 9 January 2014, following the decision to form a task group to undertake a full scrutiny review to inform future CCTV provision in the Borough.

The report provided the following information:

- The infrastructure of the current system in use in Chorley - the number, location and types of camera; operating times; staffing levels; maintenance costs – and also some options for improving the system.
- Comments on the effectiveness of the system in Chorley. This was currently being audited and a report on this would be available in early March for the task group to consider.
- Some case studies where Chorley CCTV footage had formed evidence in securing criminal convictions or in finding missing persons.
- The potential impact of any change in service, for example a reduced or decommissioned service.
- Information from Blackpool Council where their system is operational but no longer staffed; and also from South Ribble Council which operate a smaller CCTV service, compared to Chorley.

In discussing the issues, Members raised the difficulty in measuring the benefits of CCTV and the role it had in deterring crime or preventing the escalation of crime and how far it contributed to public feelings of safety.

It was felt that the review should result in a range of options for future provision – from a “gold plated” CCTV service to a much reduced service – with the cost implications and the likely impact those options would have. It was also important to speak to stakeholders in the CCTV service – in particular the police and town centre business representatives (the system links through to the police and town centre radio systems). It was reported that a number of parish/town councils had purchased cameras and these were also monitored centrally. It was proposed to undertake a short public survey and try and assess feelings of safety. There was very little national research available which assessed the value of CCTV, and so much information would be anecdotal.

RESOLVED – that the report be noted and the information/discussions inform the scoping of the review.

14.CTV.6 READMITTANCE OF THE PRESS AND PUBLIC

The meeting reopened to the press and public for consideration of the remaining items of business.

14.CTV.7 SCOPING THE CCTV REVIEW

The following elements form the scoping of the review:

Objectives – to review the current CCTV system and inform future provision with a range of options from gold plated, through to minimal/no CCTV provision – including impact and cost implications.

Outcomes

To recommend one level of CCTV provision for the future which balances the needs of stakeholders with affordability for the Council.

Terms of reference

The task group will consider:

- Information on the current system – including current maintenance issues
- View the results of the audit being undertaken
- Receive technical and financial information about other systems
- Look at information from other authorities/system analysis where available
- Consider other aspects of CCTV – eg. benefits to the town centre and night time economy; public feelings of safety etc

Consult stakeholder

Police; RSLs; town centre representatives; representative from West Lancs Council's (or another) CCTV system; undertake a short public survey; receive written views from key parish/town councils.

RESOLVED – that the Democratic Services Manager complete the scoping template on the basis of the above information for approval by the Chair of the task group and circulation to task group members.

14.CTV.8 DATES AND TIMES OF FUTURE MEETINGS.

RESOLVED – that the task group aims to conclude the review for the April 2014 meeting of the Overview and Scrutiny Committee and hold meetings as follows:

- **Tuesday 18 February at 2.00pm - interviews with stakeholders**
- **Tuesday 25 March at 2.00pm – technical and financial information about alternative CCTV systems; receive audit report.**
- **Tuesday 8 April at 2.00pm – bring together recommendations in a final**

14.CTV.9 VISIT TO THE CCTV BASE AT CHORLEY POLICE STATION

After the meeting, Members of the task group attended Chorley Police station to see the CCTV system in use and view footage of activity leading to police intervention/prevention of crime.

Chair

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Scrutiny Inquiry Project Outline Template

OVERVIEW AND SCRUTINY REVIEW - PROJECT OUTLINE

Review Topic:**CCTV PROVISION IN CHORLEY****Objectives:**

To undertake a thorough review of the CCTV system operated in Chorley in order to inform future CCTV provision.

To provide options for future systems from “gold plated” through to minimal/no CCTV provision – with information on likely impact as well as an overall preferred option.

Desired Outcomes:

One recommended level of CCTV provision and a CCTV system for the future which takes into account the impact of surveillance for the Council, the police, partners and residents, balanced alongside the budget implications for the Council.

Terms of Reference:

The task group will consider information and hear evidence under the following areas in order to inform the final report and recommendations to Executive Cabinet:

- background information on the current system – infrastructure, capital and revenue costs, maintenance issues, coverage and staffing levels.
- the results of the audit being undertaken on the effectiveness of the CCTV system – activity/operational hours/outcomes, etc
- technical and financial information about different CCTV systems (with different levels of coverage) on the market and the impact of reduced hours of coverage, or reduced numbers of cameras
- comparative information from other authorities where available -either with different service levels or with similar demographics/levels of crime
- consider other aspects of CCTV – eg the benefits in serious crime cases; prevention of escalation of criminal activity; benefits to the town centre economy and radio links for businesses.

- the views of stakeholders eg police, RSLs, town centre businesses, the public and parishes which have CCTV cameras installed and run by the Council

Equality and diversity implications:**Risks:**

That the full benefits of CCTV are not measurable

Venue(s):

Town Hall but with a site visit to Chorley's CCTV system at the Police Station

Timescale:

Start: start 27 January 2014

Finish: completion April 2014

Information Requirements and Sources:**Documents/evidence:**

- Report to O & S Committee on 9 January 2014 on current provision
- Draft Policy on Overt CCTV Surveillance
- Results of internal audit report on CCTV effectiveness, due March 2104

Witnesses: (who, why?)

- Police – key partner in terms of provision of infrastructure and use of CCTV images
- RSLs, possibly CCH and Places for People
- Town centre business representatives eg Chamber of Commerce including links to town centre radio provision
- Representative from another local authority about their system eg West Lancs, a comparison with Ormskirk as town of similar size and crime levels.

Consultation/Research: (what, why, who?)

- Technical information about other systems and their purchase/running costs
- Public views – survey results on public perception
- Written views of parish/town councils which have CCTV cameras monitored centrally

Site Visits: (where, why, when?)

- Chorley CCTV station
- Possibly another CCTV station – to be reviewed - possibly West Lancs

<p>Officer Support:</p> <p>Lead Officer: Simon Clark</p> <p>Democratic & Member Services Supportr: Carol Russell/Dianne Scambler</p>	<p>Likely Budget Requirements:</p> <table border="1"> <thead> <tr> <th style="text-align: left;"><u>Purpose</u></th> <th style="text-align: right;"><u>£</u></th> </tr> </thead> <tbody> <tr> <td>Total</td> <td style="text-align: right;">_____</td> </tr> </tbody> </table>	<u>Purpose</u>	<u>£</u>	Total	_____
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Provisional meetings planner

27 January 2014	Scoping of review
18 February 2014	Interviews with key partners (question setting to be done in advance of this meeting)
25 March 2014	Technical and other information on alternative systems
8 April 2014	Bring information together for final report and recommendations

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Overview and Scrutiny Task Group – CCTV Provision in Chorley
Areas of interest for discussion with relevant stakeholders

As part of Chorley Council's Overview and Scrutiny role, Chorley's elected members choose a few service areas each year and examine them in more detail. The review is undertaken by an Overview and Scrutiny Task Group comprising of elected members interested in the subject area. An Overview and Scrutiny Task Group has recently been established to look at CCTV provision in Chorley (Chaired by Councillor Robert Finnermore) with the aim of providing suitable options for future systems, taking into account the impact of surveillance for the Council, the police, its partners and residents, balanced alongside budget implications for the Council.

The Overview and Scrutiny members of the Task Group have received information on the current system including its infrastructure, capital and revenue costs, maintenance issues, coverage and staffing levels and would now welcome the opportunity to hear in person, the views of the stakeholders who use/benefit from the system in the borough of Chorley.

Members are interested to listen to your views on the following:

- What value do you place on the current CCTV system and service?
- What benefits, if any, do you receive from the service?
- Do you make any contribution to the provision of the service?
- What impact do you feel there would be if the CCTV system was to be either reduced or upgraded?

Finally, are you able to provide any anecdotal evidence of how the CCTV system and its service have benefited you, your premises or organisation?

We look forwards to hearing your views.

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The Overview and Scrutiny members of the Task Group have received information on its current system including infrastructure, capital and revenue costs, maintenance issues, coverage and staffing levels and would now welcome the opportunity to hear in person, the views of the stakeholders who use/benefit from the system in the borough of Chorley. They are also keen to obtain comparative information from other authorities, so are grateful for your co-operation in this matter.

Members are interested to listen to your views on the following:

- Have West Lancashire evaluated their CCTV provision in relation to its effectiveness in preventing or detecting crime and ASB?
- How did West Lancashire determine that its CCTV service provision should be operated 24/7
- How does West Lancashire fund its CCTV service provision and does any other agency or business contribute funding to West Lancashire's CCTV operation?
- Does West Lancashire generate any income from their CCTV service provision?
- How does West Lancashire determine from an evidential point of view whether a new camera should be installed at a location?
- How does West Lancashire determine whether their CCTV system including control system, Cameras and ancillary equipment require upgrading or replacing?

We look forwards to hearing your views.

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