

ASHFIELD DISTRICT COUNCIL



Council Offices,
Urban Road,
Kirkby in Ashfield
Nottingham
NG17 8DA

Agenda

Scrutiny Panel B

Date: **Thursday, 28th June, 2018**

Time: **7.00 pm**

Venue: **Committee Room, Council Offices, Urban Road,
Kirkby-in-Ashfield**

For any further information please contact:

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SCRUTINY PANEL B

Membership

Chairman: Councillor Helen Hollis
Vice-Chairman: Councillor Mick Murphy

Councillors:
Don Davis
Glenys Maxwell
Christine Quinn-Wilcox

Cathy Mason
Lauren Mitchell

FILMING/AUDIO RECORDING NOTICE

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SUMMONS

You are hereby requested to attend a meeting of the Scrutiny Panel B to be held at the time/place and on the date mentioned above for the purpose of transacting the business set out below.



R. Mitchell
Chief Executive

AGENDA

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1. To receive apologies for absence, if any.
2. **Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests.**
3. To approve as a correct record the minutes of a meeting of the Panel held on 22nd March, 2018. 5 - 8
4. Scrutiny Review of CCTV. 9 - 14

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SCRUTINY PANEL B

Meeting held in the Committee Room, Council Offices, Urban Road, Kirkby-in-Ashfield,

on Thursday, 22nd March, 2018 at 6.30 pm

Present: Councillor Helen Hollis in the Chair;

Councillors Rachel Bissett, Christian Chapman,
Lauren Mitchell, Christine Quinn-Wilcox,
Paul Roberts, Mike Smith and Sam Wilson.

Officers Present: Mike Joy, Chris Parkes, Julie Robinson and
Rebecca Whitehead.

SB.14 Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests

There were no declarations of interest.

SB.15 Minutes

RESOLVED

that the minutes of the meeting of the Panel held on 16th January, 2018 be
received and approved as a correct record.

(Councillor Lauren Mitchell entered the meeting at 6.33 p.m. during
consideration of the above item.)

SB.16 Scrutiny Review of CCTV

The Chairman reminded the Panel that this topic was added to the Scrutiny
Workplan to enable Members to gain an understanding of Ashfield's current
CCTV operations around the District.

The Panel had held an introductory meeting on this topic in October, 2017 to
agree and discuss the terms of reference for the review. At that meeting
Members expressed an interest in attending a site visit to view the new shared
CCTV Control Room located at the Police Headquarters, Sherwood Lodge to
see how the system operates on a day to day basis. Unfortunately, due to
some technical issues, there had been a delay in launching the new control
room and this had affected any site visits to the venue.

The Chairman was therefore pleased to report that the visit to view the new
control room had taken place on the previous day and was attended by a
number of Members and Officers. She informed the Panel that the site visit
was extremely interesting and informative and enabled those participating in
the visit to obtain an insight into how the cameras are used, how it is
monitored and the quality of the system.

The Chairman briefly described the layout of the control room which contained

a large number of flat screen monitors along one wall and various desk monitors. The control room operatives demonstrated to the group how the cameras can zoom in to face level as and when required whilst retaining exceptional image quality.

The group were able to ask questions of the control room operatives and Mike Manley, Emergency Planning and CCTV Officer from Newark and Sherwood District Council was also on hand to take questions regarding the system and discuss how things were moving forward.

The Chairman then welcomed to the meeting Rebecca Whitehead, Community Protection Manager and Chris Parkes, Community Protection Team Leader who were in attendance to give an overview of how the Council is currently using CCTV, the location of the cameras and scope for any improvements.

The Community Protection Manager informed the Panel that the CCTV provision in Ashfield was part of a collaborative arrangement with Newark and Sherwood District Council and Broxtowe Borough Council with the control room relocating from Kelham Hall to the Police Headquarters at Sherwood Lodge.

The Panel were advised that the monitor wall in the new control room was made up of 12 monitors and at any time 26 Ashfield cameras (out of a total of 160 cameras) were permanently displayed equating to 24% of the overall display. The cameras were monitored 24 hours each and every day and in addition the control room staff provide a 24 hour contact centre for some of the Council's out-of-hours services.

As part of the collaborative arrangement Ashfield District Council have 29 wireless CCTV cameras across the 3 town centres and other key locations (parks and car parks). In addition, there are 2 rapid deployable cameras that can be moved to hot spot locations as necessary.

The Community Protection Manager reported that the locations of the CCTV cameras around the District had recently been discussed. A number of cameras had been repositioned due to Town Centre improvement works and she was pleased to report that the Community Protection Team Leader had successfully overseen the installation of a CCTV camera at Sutton Lawn.

The Community Protection Manager advised the Panel that the Emergency Planning and CCTV Officer from Newark and Sherwood District Council was keen to set up Leadership Team meetings to enable the shared service partners to discuss and review the service provision.

The Community Protection Manager added that the CCTV system was extremely efficient and it was essential that the footage and information gathered was used proactively.

Panel Members then took the opportunity to ask questions of the Community Protection Manager and Community Protection Team Leader and in doing so discussed the following:-

- The level of charges incurred by the Council for the supply of electricity to the lighting columns for the CCTV cameras;
- The analysis of CCTV data and subsequent actions;
- The potential to invest in studies to deter and reduce acts of crime and disorder;
- The need to advertise and raise public awareness of the fact that CCTV cameras are in operation;
- Life expectancy of the existing CCTV cameras;
- The potential to seek financial assistance from the Police towards the upgrade/replacement of CCTV cameras
- CCTV provision in the Rural areas;
- Maintenance programme for the upkeep of the CCTV cameras;
- The opportunity to purchase additional rapid deployable cameras to be used between the partnership as required.

As part of the discussion the Chairman referred Members to the Terms of Reference for the review which was to enable Members to gain an understanding of CCTV within Ashfield, how it contributes to the Council's Corporate Priorities and consider the impact they have within the community.

Members were asked to address the objectives identified in the agreed Terms of Reference to progress the review forward. Members acknowledged that CCTV was a popular tool for promoting community safety, reducing the fear of crime as well as detection and deterrent purposes.

The Scrutiny and Democratic Services Manager added that further discussions with the relevant parties would be required to enable the review to progress and suggested that an informal meeting be arranged to facilitate this course of action.

Following conclusion of the debate, the Chairman took the opportunity to thank all Members present, the Community Protection Manager and Community Protection Team Leader for their valuable contributions towards the Panel's review.

RESOLVED that

- a) an officer from the Council's Commercialism Team be invited to attend an informal meeting to offer their expertise in relation to any potential income opportunities within the commercial/private sector to provide CCTV monitoring and response services through the control room;
- b) officers from both the Council's Licensing and Planning Teams be invited to attend an informal meeting to offer advice regarding the potential for securing mandatory provision of CCTV for various types of business/commercial premises through its licensing and planning

processes, thus endeavouring to increase coverage and help support future crime prevention measures within the District;

- c) an invite be extended to the Council's Community Protection Manager and Community Protection Team Leader to attend an informal meeting to provide an overview of the current CCTV provision and assist the Panel with the review and its possible outcomes;
- d) an invite be extended to the Community Protection Manager and Emergency Planning and CCTV Officer from Newark and Sherwood to attend an informal meeting to enable Members to gain an understanding of the activities undertaken in the development of their CCTV commercialism plan;
- e) an invite be extended to the Police as a stakeholder to attend an informal meeting to provide their views/perspective on how CCTV can help to support crime prevention measures, address anti-social behaviour, provide a crime and anti-social behaviour deterrent and assist with crime investigations;
- f) in readiness for the informal meeting Panel Members be requested to compile a list of questions they would like to ask and forward these on to the Scrutiny and Democratic Services Manager or the Democratic Services Officer accordingly;
- g) following the informal meeting and based on the findings of the Panel, the Scrutiny and Democratic Services Manager be requested to prepare a set of recommendations to be submitted to Cabinet for consideration.

The meeting closed at 7.30 p.m.

Chairman.

Report To:	SCRUTINY PANEL B	Date:	28 JUNE 2018
Heading:	SCRUTINY REVIEW OF CCTV		
Portfolio Holder:			
Ward/s:	ALL		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

This topic was added to the Scrutiny Workplan to gain an understanding of CCTV, how it contributes to the Council's Corporate Priorities and consider the impact they have within the Community.

The objective for the review is to "gain an understanding of CCTV, how it contributes to the Council's Corporate Priorities and consider the impact they have within the Community".

The Panel have held 2 meetings on the topic thus far, an introductory meeting to agree the terms of reference and one to discuss the topic with the Community Safety Manager. The Panel have also undertaken a visit to Sherwood Lodge, where the CCTV control room is located.

Recommendation(s)

- **Note the information contained in this report**
- **Identify any further information required to progress the review**

Reasons for Recommendation(s)

CCTV was added to the Scrutiny Workplan in September 2017.

Alternative Options Considered

(with reasons why not adopted)

No alternative options considered yet, any considerations following the review will be detailed in a report to Cabinet in due course.

Detailed Information

Following the last two meetings on this topic, Members of the Panel have sought information to gain a detailed understanding of Ashfield District Council's CCTV provision, how the service operates and whether there are any further areas that could be explored to ensure that CCTV provision within the district is effective and efficient and meets the needs of the community.

Site Visit to Sherwood Lodge CCTV Control Room

On the 21 March 2018, Members of the Panel undertook a site visit to Sherwood Lodge (CCTV Control Room) to gain an understanding of the system, how it is used, staffing, type of monitoring and quality of imaging.

The CCTV control room is continuously staffed by two SIA licensed operators, who monitor the approximately 90 public space cameras along with in the region of 70 additional cameras throughout the district. These operators also work closely with the Police control rooms.

The control room operatives demonstrated to Members how the cameras are used and the quality of imaging that can be obtained, which included being able to zoom in to face level from a long distance when required whilst retaining exceptional image quality.

The group were able to ask questions of the control room operatives and the Emergency Planning and CCTV Officer from Newark and Sherwood District Council was also on hand to take questions regarding the system and how it is being used to detect and deter crime.

All the cameras (160 across the 3 areas of Ashfield, Newark and Sherwood and Broxtowe) have been strategically placed in a carefully planned network designed to deter and detect acts of crime and disorder and help with community safety. All cameras are subject to regular reviews to ensure that they still meet the purpose for which they were originally installed.

The control room also has direct links with Nottinghamshire Police via dedicated police radios and a direct telephone link. We are also able to directly transmit images to the police control room to allow them to monitor live incidents.

Benefits of CCTV

CCTV is used to both detect and deter crime. It can also have the following benefits;

- Better targeting and use of Police resources
- Cameras deter criminal activity and disorder
- Greater detection of incidents and identification of criminals
- Quality evidence - a fearless and accurate witness
- Prevention of incidents before they begin
- Instant assistance with accidents/people taken ill
- A greater chance of finding missing persons quickly
- Reduced fear of crime in areas covered by surveillance cameras
- A 24 hour continual presence protecting communities

Ashfield District Council's CCTV Coverage

Ashfield District Council's CCTV coverage is provided through a Service Level Agreement arrangement with Newark and Sherwood District Council. In addition to supplying Ashfield District

Council's CCTV Coverage, Newark and Sherwood also supply, monitor and maintain coverage for Broxtowe Borough Council.

As part of the agreement, Ashfield District Council have 29 wireless CCTV cameras across the 3 town centres and other key locations. In addition there are 2 cameras than can be moved to hot spot locations.

The cameras are monitored 24 hours each and every day at a state of the art control room sited within Nottinghamshire Police headquarters. In addition the control room staff provide a 24hr contact centre for some of the council out-of-hours services.

In addition to Newark and Sherwood, Ashfield and Broxtowe, the Police are additional key stakeholders and have direct access to images in the event of an emergency situation.

For comparison Newark and Sherwood District Council have 79 cameras and Broxtowe Borough Council have 63 cameras. Ashfield District Council CCTV function is managed by the Community Protection service as part of the Place and Communities Directorate.

Members welcomed plans to establish a Leadership Team meeting to enable the shared service partners to discuss and review the service provision.

Location of Cameras

As part of the initial discussions, Members of the Panel were interested as to how the camera locations are chosen, how often they are reviewed and scope for being more reactive to issues as they arise through the use of the deployable cameras (2).

Members were informed that that the locations of the CCTV cameras around the District had recently been discussed. A number of cameras had been repositioned due to Town Centre improvement works and Sutton Lawn had recently had a CCTV camera installed.

Performance Information

At the last meeting of The Panel Members were provided with performance information relating to the previous 12 months, this information is provided by Newark and Sherwood Council on request.. During 2017, over all crime categories reported, CCTV captured or reported 17.25% of reported crime in the area. This accounted for 64 out of 371 incidents. Crime reported through CCTV peaked during November and December 2017 (30.56% & 30.95%).

There is no reliable way to report how many offences were prevented through the deterrent effect. It is also difficult to report the confidence gained by visitors to the town centres or quantify the risk of reduction in visitor confidence or numbers if CCTV were removed.

A representative from Newark and Sherwood has confirmed that the specifics of performance information can be extracted to suit each authority. Members may wish to consider what type of information would be most useful for consideration of this topic and for future monitoring.

Why Does Ashfield Have a CCTV System

As well as detection uses, CCTV is also considered to have preventative/deterrent and reassurance effects. It can make people and communities feel safer and many have considerable confidence in its deterrent value. CCTV is most beneficial when used in conjunction with other crime reduction measures and adapted to local setting and needs. Overall, CCTV can;

- Prevent crime from happening by early identification of risk, opportunity and potential crime hotspots
- Provide an increased rate of prosecution of offenders using CCTV pictures as evidence
- Contribute towards the package of measures detecting and reducing crime like policing, lighting and the overall environment and regeneration of an area
- Provide reassurance to the public and reduce the fear of crime

Ashfield District Council use CCTV for the following purposes;

- Protecting areas and premises
- Deterring and detecting crime and anti-social behaviour;
- Assisting in the identification of offenders leading to their arrest and successful prosecution or other appropriate action;
- Reducing fear of crime, anti-social behaviour and aggression;
- Maintaining and enhancing the commercial viability of the directly monitored locations and encouraging continued investment.

CCTV – Legislation, Data Protection and Security

CCTV is provided for the benefit of the community - to deter and detect acts of crime and disorder. The Shared Service CCTV system is run in accordance with data protection and human rights legislation and never to the detriment of any individual. The CCTV system is also run in line with a code of practice.

All activities and incidents covered within the control room are logged. Access to the control room is restricted and regular visits and inspections of are made by an independent inspector. To advertise and warn people of CCTV, all areas with cameras have signs with a contact number in case of complaint or query. To ensure that no camera can see into a private property, an automatic 'privacy zone' blanks out the images within the windows.

The Surveillance Camera Commissioner has issued a Surveillance Camera Code of Practice under the Freedoms Act 2012. It provides guidance on the appropriate and effective use of surveillance camera systems by relevant authorities. The Council is defined as a relevant authority by Section 33 of the Act, and as such must have regard to the code when exercising any functions to which the code relates.

The stated purpose of the Surveillance Camera Code of Practice is to ensure that individuals and wider communities have confidence that surveillance cameras are deployed to protect and support them, and ensure there is no misuse or abuse. That wherever overt surveillance cameras are in a public place, the cameras are placed in pursuit of a legitimate aim, necessary to meet a pressing need, and compliant with legislation.

The code of practice sets out 12 guiding principles, creating a framework to ensure operators and users of surveillance camera systems do so in a proportionate and transparent manner, and systems are, whilst capable of providing good quality images and other information which is fit for purpose, consistent with a legitimate aim and pressing need. Any system should achieve the most appropriate balance between public protection and individual privacy.

Adherence to the code significantly supports legal obligations under the Protection of Freedoms Act 2012, to protect personal data under the Data Protection Act 1998 and to adherence of Article 8 of the Human Rights Act 1998 – right to respect for private and family life.

Public Perceptions of CCTV

Members may wish to consider how best to gain public perceptions of CCTV of safety and crime issues and the impact that CCTV has in their area / Town. There are a number of different ways which can be explored to facilitate this including;

- Internet / social media questionnaire
- Utilising the Citizens Panel
- Questionnaire to local businesses

Next Steps

Members are requested to consider any additional information required to progress the review. This should include any other expert witnesses required, Portfolio Holder discussions, questions regarding hot spots, site locations and future options.

Implications

Corporate Plan:

Communities and Environment;

- Ensure the foundations for a good quality of life are in place; reducing crime and antisocial behaviour and facilitating cleaner and more attractive neighbourhoods
- Work with our partners to ensure we deliver services centred on the needs of people and places, rather than existing teams, agencies or institutions

Legal:

In addition to Council policies, procedures, guidelines and Codes of Practice, CCTV and its operation are subject to legislation under:

- Government codes of practice.
- The Data Protection Act 1998 (DPA).
- The Human Rights Act 1998 (HRA).
- The Freedom of Information Act 2000 (FOIA).
- The Regulation of Investigatory Powers Act 2000 (RIPA).
- The Protection of Freedoms Act 2012.

Finance:

There are no financial implications arising from this report at this stage of the review, should any be identified during the course of this Scrutiny Review, appropriate advice will be sought from Finance.

Budget Area	Implication
General Fund – Revenue Budget	N/A
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	N/A

Housing Revenue Account – Capital Programme	N/A
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Risk:

Risk	Mitigation
There have been no risks yet identified at this stage of the review, any risks identified will be appropriately considered with consideration given to mitigation actions.	None yet identified.

Human Resources:

There are no HR implications identified in this report, any considerations will give attention to HR and seek appropriate advice

Equalities:

Consideration of this topic will take into account any equalities issues resulting from the research, findings and subsequent recommendations.

Other Implications:

None identified at this stage of the review.

Reason(s) for Urgency

None

Reason(s) for Exemption

None

Report Author and Contact Officer

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