



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES
DATE:	21 SEPTEMBER 2017
REPORT OF THE:	RESOURCES AND ENABLING SERVICES LEAD PETER JOHNSON
TITLE OF REPORT:	TOWN CENTRE CCTV SYSTEM UPGRADE AND EXTENSION: REQUEST FOR FINANCIAL SUPPORT FROM RYEDALE DISTRICT COUNCIL
WARDS AFFECTED:	MALTON, NORTON, PICKERING

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To outline the request for financial and operational support from Ryedale Cameras In Action (RCIA) for a town centre CCTV system upgrade in Malton and Norton, and reinstatement of CCTV coverage in Pickering. The request is for £20,000 in total; £5000 from the Community Grant scheme and £15,000 from the New Homes Bonus (NHB). Officers recommend an additional £2,000 to support the RCIA to develop new legal agreements concerning the deployment of the cameras.
- 1.2 That RDC Officers are not involved in the operational matters for the new town centre CCTV project.

2.0 RECOMMENDATION(S)

- 2.1 Council is recommended to approve:
- (i) A £22,000 grant for Ryedale Cameras In Action for the town centre CCTV system upgrade, to be funded from the New Homes Bonus Reserve.
 - (ii) That RDC will not be involved in the purchase or administration of the town centre CCTV system upgrade project.

3.0 REASON FOR RECOMMENDATION(S)

- 3.1 The CCTV system upgrade and extension project provides improved CCTV coverage both geographically and temporally. It represents good value for money and delivers on Council priorities and Section 17 Crime and Disorder Act.
- 3.2 Town centre CCTV is not a core service of RDC and as such RDC should not have

ongoing involvement in the project. Should RDC become involved in purchase, leasing, and maintenance of the new equipment, this will have significant resource and potential VAT implications and will cause the project implementation to be delayed.

4.0 SIGNIFICANT RISKS

4.1 Risks are highlighted in Annex A Risk Matrix.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 Council Plan Priorities:

Sustainable Growth:

- Promoting a strong economy with thriving businesses and supporting infrastructure.

Customers and Communities:

- Making the best use of resources to ensure maximum benefit for all customers and communities across the district, particularly the most vulnerable.
- Helping our partners to keep our communities safe and healthy
- Supporting Communities to identify their needs, plan and develop local solutions and resilience.

One Ryedale:

- Enabling services through the innovative use of IT

5.2 Safer Ryedale Partnership Action Plan: To review and update CCTV capabilities in Ryedale working with Ryedale Cameras in Action and Scarborough Borough Council.

5.3 Consultation has been carried out by RCIA with relevant authorities and with Ward Members in respect of the Community Grant Application.

REPORT

6.0 REPORT DETAILS

6.1 Background and Context

6.1.1 RCIA was established 20 years ago to install and manage a town centre CCTV system in Malton, Norton and Pickering. RCIA is a charitable, volunteer lead organisation with no paid members of staff. Some 14 cameras and 12 monitors have been utilised, although Pickering's 4 cameras were removed approximately 2 years ago due to budgetary requirements. The cameras are live monitored by North Yorkshire Police at Malton Police Station by front desk staff 9am to 5pm and volunteers proactively monitor the cameras on Friday and Saturday evenings. Out of these hours, the images are recorded and can be viewed if specific incidents have been reported. The equipment was originally purchased by RDC utilising Government grant aid and has been leased to RCIA. The lease agreements have now expired. The existing CCTV equipment is now outdated and not fit for purpose.

6.1.2 The purpose of town centre CCTV is to:

- Assist in the detection and prevention of crime
- Provide evidential material to assist Police investigations
- Deter those having criminal intent
- Reduce the fear of crime and give confidence to the public that they are in a secure environment
- Provide safer communities

- Reduce acts of vandalism
- Assist in the prevention and detection of antisocial behaviour
- Reduce vehicle related crime
- Assist with traffic management.

The images have proved to be of great use on a daily basis in reducing crime and fear of crime in the town centres, particularly in respect of the night time economy incidents and safety. In addition, the volunteer 'Street Angels' are only able to deploy in areas covered by CCTV. North Yorkshire Police can cite many examples of when and how both live and recorded images have been utilised to minimise harm, reduce impact of crime (both when incidents are underway and acting as a deterrent) and improve detection, arrest and prosecution rates.

6.1.3 RDC Officers currently manage and place orders for repairs, maintenance and insurance on behalf of RCIA. RCIA requested financial support from RDC in 2012 and Members awarded £49,638 from the 2012 NHB to support 2 years of revenue costs. This support ended in 2014. Since then, repairs, maintenance and insurance are procured and paid by RDC and the costs recharged to RCIA. Officer time is not recharged. RDC ceased providing administrative clerking services to RCIA in 2014 and Members chose not to appoint an RDC Member to RCIA since 2015.

6.1.4 RCIA has reviewed options for upgrading the system and, following a tendering exercise, has selected a provider. The new system will include dome style cameras, (which are less visually intrusive than traditional oblong cameras) to be located in Malton, Norton and Pickering and associated communication and transmission equipment in town centre locations. These will be managed in partnership with Scarborough Borough Council's existing CCTV monitoring unit (SBC) to live monitor the CCTV images 24 hours per day, 7 days per week. The system will also be reinstated to Pickering, with potential for other towns or locations to be included should they wish in future. The capital cost of the new system is £59,876 (excl VAT) and the annual running costs are £21,124 per annum (excl VAT). This includes the charge by SBC for their management services, electricity, insurance and a 10% p.a sinking fund to replace equipment. In the first year of operation, this totals £81,000.

6.2 Funding

6.2.1 RCIA has been successful in funding applications to the following public and private organisations for funding:

Organisation	Capital contribution	Annual running costs
Malton Town Council	20000	9000
Norton Town Council	10000	5000
Malton and Norton Chamber of Trade and Malton Business In Action	5897	
Pickering in Business	9000	3000
Total	44,897	17,000

6.2.2 Further and ongoing fundraising is underway for revenue costs, particularly targeting local businesses that benefit from the CCTV coverage and North Yorkshire Police, via the Police and Crime Commissioner's CCTV Working Group on which RCIA are represented.

6.2.3 As at March 2016, (last available accounts) RCIA had £17,693 in reserves. This may

be used for capital or revenue expenditure and is earmarked to ensure sustainability of the new system.

6.2.4 Working Party Recommendations

- The Resources Working Party (meeting on 7.9.17) recommended that the CCTV project should not be funded from the Community Grants budget and requested that the Grants Working Party considered the application for funding from the Section 106 budget.
- Officers consequently reviewed the impact of the proposed CCTV locations on Public Open Space areas throughout the three towns and a proposal to part fund the project from the appropriate S106 budget was presented to Grants Working Party. The grant conditions recommended were:
 - a) Standard Grant Conditions
 - b) All planning permissions, leases and CCTV Code of Practice must be in place prior to payment of grant.
 - c) Minutes of RCIA Executive Group to be provided to the Safer Ryedale Delivery Team on a regular basis.
 - d) That the RCIA constitution be reviewed within 6 months of Grant Offer.
- The Grants Working Party (meeting on 11.9.17) considered the application and it was recommended that the Section 106 Grants budget should not be utilised to fund this request and that Council be asked to consider the application utilising NHB budget.

6.3 RDC Operational context

6.3.1 As outlined in 6.1 above, RDC currently owns, maintains and insures the CCTV equipment, originally leasing the equipment back to RCIA. Whilst the costs of this are recharged to RCIA, the Officer time involved is not and this is significant including processing of orders and invoices through the financial management system, reconciling and billing recharges.

6.3.2 In order for RCIA to benefit from VAT exemption, thereby reducing the capital cost of the equipment, RCIA have requested that RDC purchase and own the new CCTV equipment and to lease the equipment to RCIA. As owners of the equipment, RDC would need to apply for any necessary planning permissions and negotiate leases for the equipment to be located on various properties in the town centres. Approximately 20 leases may be required. RDC would also have to procure the system through a further tendering exercise. These requirements would cause significant and ongoing impact on Officer resource and extend the timescale for project implementation by approximately 6 months. Alternatives to RDC purchasing the equipment is for the local Town Councils to purchase the equipment (also benefitting from the VAT exemption) or for RCIA to purchase the equipment directly (it is unclear whether RCIA would be able to claim VAT exemption).

6.4 As the provision of town centre CCTV is not a Council priority, it is recommended that RDC Officers are not involved in the operational matters for the new town centre CCTV project. This includes

- Placing orders for CCTV equipment for the new scheme.
- Placing orders for maintenance, repairs or insurance.
- Negotiating leases for placement of equipment on town centre properties.

6.5 Recognising that RDC has undertaken a technical and administrative support role over the lifetime of RCIA, and that RCIA is a charitable, volunteer lead organisation with no paid members of staff, it is further recommended that an additional sum of

£2,000 be awarded from the NHB to contribute towards project development costs to ensure that RCIA has the resource to put in place the necessary planning and leasing permissions prior to equipment installation.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

The recommendation is for £22,000 to be utilised from the New Homes Bonus Reserve.

b) Legal

Should RDC procure and install the CCTV equipment, new leasing arrangements would be negotiated and agreed. For the funding, a grant agreement will be drawn up to include the conditions outlined in 6.2.4.

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)

The recommendation at 2.1(ii) will enable Officers to focus on core RDC business. Support for the CCTV scheme and greater engagement with the Safer Ryedale Delivery Team is in line with S17 of the Crime and Disorder Act.

8.0 NEXT STEPS

8.1 Should the recommendation be agreed, a Grant Agreement will be drawn up including the terms and conditions outlined at 6.2.4 and the project will be monitored appropriately.

Peter Johnson
Resources and Enabling Services Lead

Author: Jos Holmes, Senior Commissioning Officer
Telephone No: 01653 600666 ext: 240
E-Mail Address: jos.holmes@ryedale.gov.uk