

Meeting:	Cabinet	Date:	15 October 2014
Subject:	City Centre Closed Circuit Television System – update report		
Report Of:	Cabinet Member for Communities and Neighbourhoods		
Wards Affected:	All		
Key Decision:	Yes	Budget/Policy Framework:	No
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Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To provide an update on the work done following Council's approval on 27 September 2012 of a budget for an upgrade and maintenance programme for the city council's closed circuit television (CCTV) system.
- 1.2 To seek delegated authority for the Corporate Director of Services and Neighbourhoods to determine the final detail of the proposed upgrade, including camera location and maintenance programme in consultation with the Cabinet Member for Communities and Neighbourhoods.

2.0 Recommendations

- 2.1 Cabinet is asked to **RESOLVE** that authority be delegated to the Corporate Director of Services and Neighbourhoods, in consultation with the Cabinet Member for Communities and Neighbourhoods to determine the final detail of the upgrade and maintenance programme, including the potential inclusion of city centre wifi, based on the technical consultant's recommendations.

3.0 Background and Key Issues

- 3.1 Following Council approval of a budget for an upgrade and maintenance programme for the city council's closed circuit television (CCTV) system on 27 September 2012, the following steps have been taken:
 - (i) The project was considered at the capital project steering group
 - (ii) A technical consultant has been selected
 - (iii) Survey work and feasibility studies have been carried out
- 3.2 A significant capital investment is required for the upgrade of both cameras and the transmission infrastructure. For this reason, the matter was considered by full Council in September 2012 and then in May 2013 the funding was included in the capital project budget.

3.3 Following the inclusion of this project in the capital programme, a technical consultant was sought to assist with:

- (i) Wireless transmission survey
- (ii) Feasibility study for upgrades and camera moves
- (iii) Preparation of specifications
- (iv) Production of technical appraisal of tenders
- (v) Supervision of CCTV camera upgrade and associated transmission system

A number of consultants were approached and a consultant was selected, in consultation with the Corporate Director of Services and Neighbourhoods. This decision was made in July 2013 and the initial meeting with the consultant was in August 2013.

3.4 The following investigatory and preparatory work has been carried out:

- (i) Discussions with the police on the feasibility of sharing columns or radio transmitters/receivers that are used for automatic number plate recognition (ANPR)
- (ii) Survey of potential relay points for wireless transmission in the city centre – these have been identified and there have been discussions with landlords of various buildings
- (iii) Survey work for an additional camera in Gloucester Park and for some cameras to be moved, including moving a camera in Coney Hill

3.5 Following election of the Police and Crime Commissioner in November 2012, Gloucestershire Constabulary have decided to progress work around the future of its operational estate. This will affect the CCTV control room which will be moved from its current location at Bearland Police Station, Gloucester to Police HQ at Waterwells. This has implications on the progress of our CCTV project, as we would want to ensure that our new system will be compatible with any new Control room. A considerable amount of additional time has been spent working with Gloucestershire Constabulary to ensure this. It has also become apparent, that these changes will also affect Cheltenham's operations and Gloucestershire Constabulary are proposing that the Gloucester and Cheltenham CCTV Control rooms are both moved to a single location. At this stage, the timescale for the move is not known but there are opportunities for joint working and efficiency savings. The procurement process will ensure that the upgrade and maintenance programme are compatible with and facilitate this proposed change in control room location.

3.6 Cheltenham Borough Council are also in the process of drawing up a specification to go out to tender for new CCTV cameras and maintenance programme and are working to a very similar timetable to us. The Corporate Director of Services and Neighbourhoods, in consultation with the Cabinet Member for Communities and Neighbourhoods, has therefore approved collaboration with Cheltenham Borough Council for a joint tender and the two councils are now working on the CCTV project together. Whilst bringing these two procurement exercises together has caused some delay, it will however ensure that both systems are compatible for when there is a single control room. There will be separate contracts and price schedules for each council so that it is clear what each council is receiving.

- 3.7 Whilst it is frustrating that the proposed CCTV Control Room move has caused delays in this procurement process, it is crucial that all factors are taken into consideration to ensure that any unnecessary additional costs that could be incurred when the move takes place are avoided. The replacement of our CCTV estate remains a key priority for the City Council and these delays have been unavoidable. In addition it should be noted that although there has been a delay, we have been able to keep our current system working during this time and there has not been any impact on public safety. The proposed time-scale for the project aims to have the new contract in place by 1 April 2015 with work commencing before the Rugby World Cup Tournament.
- 3.8 In addition during the time of this project full Council asked for the provision of WiFi in the City Centre to be explored. Marketing Gloucester Ltd have looked into this and as wifi provision can be linked with the new CCTV infrastructure Tenderers for the CCTV contract will also be asked to quote for the provision of WiFi in the City Centre. This will allow a decision to be made as to whether this can form part of the CCTV project or whether it should continue as a separate, stand alone project.
- 3.9 As tenders will soon be going out the project is now at a stage where it is important to be able to respond to advice given by our Consultant and potential contractors. It is therefore recommended that authority is delegated to the Corporate Director of Services and Neighbourhoods to determine the detail of the upgrade, including camera locations and maintenance programme for the City Council's CCTV, in consultation with the Cabinet Member for Communities and Neighbourhoods, as appropriate.

4.0 Alternative Options Considered

- 4.1 We could go ahead with the upgrade and maintenance programme on our own as originally proposed. Whilst this would provide a modern and reliable system and revenue savings in the longer term, there is a risk that it may not be compatible with a future consolidated system and control room. There is a need for Gloucestershire Constabulary and the district councils to work in a co-ordinated way.

5.0 Reasons for Recommendations

- 5.1 Since the original proposal was approved, Gloucestershire Constabulary's intention to re-locate Cheltenham and Gloucester's CCTV control rooms to a single location has moved forward. It is, therefore, important to ensure that any works carried out in Gloucester will not compromise this and money is not wasted on upgrades that will not be compatible with the new facility.

6.0 Future Work and Conclusions

- 6.1 The provision of a modern and reliable CCTV system is essential to provide public reassurance in crime prevention, detection and allaying the fear of crime. A programme of replacing cameras and maintenance is needed to ensure that there are no large, unforeseen payments and problems associated with an ageing system. It is important that any work carried out by Gloucester City Council is done in co-ordination with Gloucestershire Constabulary and other district councils to ensure that there is a future-proof system in place.

7.0 Financial Implications

7.1 A capital budget of £365,000 has previously been approved. Cost savings are expected to be made through efficiencies of a single location and joined up working with Gloucestershire Constabulary and Cheltenham Borough Council.

(Financial Services have been consulted in the preparation this report.)

8.0 Legal Implications

8.1 The current three year maintenance contract has expired and is now being 'held over' on the terms and conditions in the contract. To ensure continuity of CCTV provision, this contract will need to be terminated to coincide with the commencement date of any new contract awarded.

8.2 As an interim measure, the existing contract has been varied, so that it can be terminated on one month's notice instead of three months' notice ending on the anniversary date,

8.3 The City Council will tender in accordance with the contract standing orders in the Council's constitution. The Council will be seeking Tenders on behalf of both the City Council and Cheltenham Borough Council for a [3 year upgrade and maintenance contract, with an option to extend for a further 2 years.]. Following evaluation of the Tenders, each Council will enter into its own agreement with the successful bidder. Tender documents will need to be drawn up in advance of the procurement timetable.

(Legal Services have been consulted in the preparation this report.)

9.0 Risk & Opportunity Management Implications

9.1 Positive outcomes through working with our partners to reduce crime, the fear of crime and anti-social behaviour.

10.0 People Impact Assessment (PIA):

10.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact. Therefore, a full PIA was not required.

11.0 Other Corporate Implications

Community Safety

11.1 CCTV is integral to the work of the community safety partnership.

Sustainability

11.2 None

Staffing & Trade Union

11.3 None

Background Documents:

City Centre Closed Circuit Television System – report to Council: 27 September 2012