

Classification: Main report - Part A Public
Appended CCTV Partnership Business Plan 2013-2016 – Part B Private

Key Decision: No

Gravesham Borough Council

Report to: Executive Leader
Date: 4 October 2013
Reporting officer: Assistant Director (Communities)
Subject: CCTV Partnership Business Plan 2013-2016

Purpose and summary of report:

To seek agreement to the CCTV Partnership Business Plan for 2013-2016.

Recommendations:

- (1) That the proposed CCTV Partnership Business Plan for 2013-2016 (version 7), be approved by the Executive Leader

1. Background

- 1.1 In September 2011 an executive decision was taken to enter into a partnership arrangement with Medway Council to deliver Gravesham's CCTV service from a control room based in Medway, thus delivering savings, increased resilience and improvements in service. The partnership would be on the basis of a 24/7 manned service at the control room desk dedicated to Gravesham. This change in service delivery was successfully implemented as from 1 April 2012.
- 1.2 At the same time Swale Borough Council were already in a similar partnership with Medway Council for delivery of their CCTV services, and Maidstone Borough Council were also finalising a similar arrangement with Medway.
- 1.3 It was subsequently proposed to create a CCTV Services Partnership between the four councils in exercise of powers under the Local Government Act 1972, Local Government Act 2000 and the Localism Act 2011, with the partner councils operating together through a Partnership Board and in accordance with a Memorandum of Agreement.
- 1.4 Gravesham's entry into the new partnership was approved by the Executive Leader on 27 September 2012 as it represented a more holistic approach to the running and decision making of the CCTV service and its future development, yet with each partner maintaining ownership of their own cameras and control room equipment and having full say over the deployment of cameras in their own area.

The indicative revenue cost of the new partnership model for 2013-14 as detailed in the Memorandum of Agreement remained roughly in line with the contract sum of the previous agreement (ie £204,663.99 as compared to £204,000.00) but with the possibility of economies of scale over time.

- 1.5 The Memorandum of Agreement was signed off by all partners and the partnership was officially launched in December 2012.
- 1.6 The Assistant Director (Communities) was appointed to serve on the CCTV Partnership Board and was given delegated authority to make some decisions on behalf of Gravesham as required of the Partnership Board as laid out in the Terms of Reference and the Memorandum of Agreement.
- 1.7 Limitations were put in place in respect of the powers of the Partnership Board in that certain matters are reserved for Member approval, including annual agreement of the CCTV Partnership Business Plan and budgetary allocations, termination or extension of the arrangement, and approval of new partners.

2. The CCTV Partnership Business Plan 2013-16

- 2.1 In accordance with the requirements of the Memorandum of Agreement a business plan to cover the 3 year period 2013-2016 has now been prepared in draft ready for signing off by the partners. In future the plan will be reviewed and updated on an annual basis.
- 2.2 The Business Plan sets out the vision, objectives, delivery plan and risk register for the partnership. The Financial Plan for 2013-2016 is contained within the Business Plan and details the allocation of partner contributions. Gravesham's contribution is set as £204,663.99pa
- 2.3 Preparation of the business plan has been carried out via meetings of the Partnership Board and feedback on a series of draft versions.
- 2.4 Officers of the other partner authorities (Medway, Maidstone and Swale) have now agreed the current version (version 7) under delegated powers. Only Gravesham has yet to give final approval.
- 2.5 The CCTV partnership Business Plan 2013-16 (version 7) is now presented at Appendix 2 to this report ready for approval by the relevant portfolio holder, this being the Executive Leader.

3. BACKGROUND PAPERS

- 3.1 None

Anyone wishing to inspect background papers should, in the first place, be directed to Committee & Electoral Services who will make the necessary arrangements.

IMPLICATIONS**APPENDIX 1**

Legal	The CCTV Services Partnership between the four councils operates in exercise of powers under the Local Government Act 1972, Local Government Act 2000 and the Localism Act 2011, with the partner councils operating together through a Partnership Board and in accordance with a Memorandum of Agreement.		
Finance and Value for Money	<p>Our partnership contribution for 2013-2016 is £204,663.99pa, with this being allowed for within the Council's current Medium Term Financial Plan for the foreseeable future.</p> <p>In monetary terms the partnership working with Medway has already been beneficial in that the overall revenue cost of our CCTV service reduced from £290,577.71 in 2011-12 to £256,954.51 in 2012-13, a saving of £33,623.20</p>		
Risk Assessment	<p>The Partnership Board are required to consider quarterly reports including financial/budgetary reports by the Head of the CCTV Partnership, monitoring progress of the CCTV Partnership in accordance with the agreed business plan. Budgets are thus able to be kept under close review by the partners.</p> <p>In future years there is an agreed timetable for development and agreement of a three- year business plan on an annual basis. The process will commence in June each year ready for agreement and implementation by the following April.</p> <p>The business plan contains a risk register identifying vulnerabilities, rating them and putting in place mitigating actions.</p>		
Equality Impact Assessment	Screening for Equality Impacts		
	Question	Answer	Explanation

	<p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?</p>	<p>No</p>	<p>Operation of the CCTV service affects all groups within the community equally.</p> <p>With regard to employees of the service, all HR issues are dealt with via Medway Council and in accordance with equalities requirements.</p>
	<p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?</p>	<p>No</p>	
	<p>c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?</p>		
<p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>			
<p>Corporate Business Plan</p>	<p>The CCTV service links to the following areas of focus within the corporate business plan:</p> <ul style="list-style-type: none"> • Keeping Gravesham safe • Working to maintain a clean and green environment • Ensuring a strong customer focus and delivering quality frontline services • Working to ensure council services provide value for money and are delivered efficiently 		
<p>Crime and Disorder</p>	<p>An effective, resilient CCTV service makes a positive contribution to deterring and preventing crime and anti-social behaviour in addition to providing reassurance to residents, visitors and local businesses.</p>		