

Cheltenham Borough Council

Cabinet – 6 December 2011

Purchase and Installation of 7 CCTV cameras together with supporting infrastructure – Honeybourne Line – Cheltenham Railway Station to Jubilee Bridge

Accountable member	Cabinet Member Housing and Safety, Councillor Klara Sudbury
Accountable officer	Sonia Philips, Director, Well Being & Culture
Accountable scrutiny committee	Social and Community
Ward(s) affected	Lansdown, St Peter's
Key Decision	No
Executive summary	<p>For at least the past 12 months, there has been a consistent increase in dwelling house burglaries across the town. Operations to address this have been instigated by police and supported by the Cheltenham Community Safety Partnership. The location of many of these burglaries alongside intelligence strongly indicates that the Honeybourne Line is used by criminal elements to gain access to houses to commit burglaries and also to aid their escape with stolen property. This is particularly the case with regard to the stretch between Cheltenham Railway Station and the Jubilee Bridge which is considered to be the highest priority. In addition the Honeybourne Line is also subject to anti-social behaviour and other acts of criminality. There are no cctv cameras installed along the line at the present.</p> <p>To assist with these operations and to help identify offenders and subsequently reduce the number of burglaries occurring, police, Cheltenham Borough Council and other members of the Community Safety Partnership strongly support the installation of cctv cameras along this stretch of the Honeybourne Line. The current suppliers of cctv equipment and maintenance contractor for the council, Delaware Communications Ltd, have already carried out a feasibility study and preparatory work along this location at no cost to the council and have submitted a quote of £62,408.00 to supply and install the required equipment. Funding activity has taken place and a total of £65,000 from different funding streams has been committed to allow this urgent work to be carried out.</p>
Recommendations	To accept the quote of £62,408.00 and agree the Waiver to authorise Delaware Communications to supply the equipment and carryout this installation

Financial implications	<p>A total of £65,000 funding is available to cover the cost of this contract, made up of contributions from external organisations, the use of the council's CCTV camera capital budget and the allocation of new homes bonus grant. Revenue funding for the 7 additional cameras (estimated at £500 per annum) is included in the contract costs for the first year, but would need to be built into revenue budgets in future years, or funded from external contributions received.</p> <p>Contact officer: Sarah Didcote, Sarah.Didcote @cheltenham.gov.uk, 01242 264125</p>
Legal implications	<p>The constitutional requirements are set out in the Waiver Report attached hereto. The Contract with Delaware can be varied to include the provision of the new cameras and their maintenance.</p> <p>Contact officer: sarah.halliwel@teWKesbury.gov.uk, 01684 272692</p>
HR implications (including learning and organisational development)	<p>There are no implications for Human Resources.</p> <p>Contact Officer:- Julie McCarthy, HR Operations Manager, Julie.McCarthy@cheltenham.gov.uk, 01242 264355</p>
Key risks	<p>If the additional cctv cameras are not installed there is a risk that burglary figures may continue to rise which will generate negative publicity and threaten the requirement to ensure communities feel safe in their neighbourhoods.</p>
Corporate and community plan Implications	<p>Will help to support and deliver Objective and Outcome :- Communities feel safe and are safe</p>
Environmental and climate change implications	<p>None Identified</p>

1. Background

- 1.1** The current Town Centre CCTV System comprises of 61 cameras monitored by police from the cctv control room located in Divisional Police Headquarters, Lansdown Road, Cheltenham. For at least the past 12 months, there has been a consistent increase in dwelling house burglaries across the town. Operations to address this have been instigated by police and supported by the Cheltenham Community Safety Partnership. The location of many of these burglaries alongside intelligence strongly indicates that the Honeybourne Line is used by criminal elements to gain access to houses to commit burglaries and also to aid their escape. This is particularly the case with regard to the stretch between Cheltenham Railway Station and the Jubilee Bridge which is considered to be the highest priority. In addition the Honeybourne line is also subject to anti-social behaviour and other acts of criminality. There are no cctv cameras installed along the line at the present.
- 1.2** To assist with these operations, help identify offenders and subsequently reduce the number of burglaries occurring, Police, Cheltenham Borough Council and other members of the Community Safety Partnership strongly support the installation of cctv cameras along this stretch of the Honeybourne Line. The current suppliers of cctv equipment and maintenance contractor for the council, Delaware Communications Ltd, have already carried out a feasibility

study and preparatory work along this location at no cost to the Council and submitted a quote of £62,408.00 to supply and install the required equipment. Funding activity has taken place and a total of £65,000 from different funding streams has been committed to allow this urgent work to be carried out.

2. Reasons for recommendations

- 2.1 To ensure compliance with the Cheltenham Borough Council standing orders rule 10.1 III and 10.2 iv requesting a waiver of contract rule 3.6 (Tender Procedure) in order to extend contract arrangements with the incumbent supplier to ensure continuity of the town centre CCTV coverage and the integrity of the complete system

3. Alternative options considered

- 3.1 None

4. Consultation and feedback

- 4.1 None

5. Performance management –monitoring and review

- 5.1 Not applicable

Report author	Trevor Gladding, Community Protection Manager, Trevor.Gladding @cheltenham.gov.uk, 01242264368
Appendices	1. Risk Assessment 2. CCTV Waiver Report
Background information	1. None

The risk				Original risk score (impact x likelihood)			Managing risk				
Risk ref.	Risk description	Risk Owner	Date raised	Impact 1-4	Likelihood 1-6	Score	Control	Action	Deadline	Responsible officer	Transferred to risk register
	If the additional cctv cameras are not installed there is a risk that burglary figures may continue to rise which will generate negative publicity and threaten the requirement to ensure communities feel safe in their neighbourhoods.	Community Protection Manager	17.11.11.	2	2	4	Accept	Ensure equipment and infrastructure installed as a matter of urgency	31.3.12.	Community Protection Manager	

Explanatory notes

Impact – an assessment of the impact if the risk occurs on a scale of 1-4 (4 being the greatest impact)

Likelihood – how likely is it that the risk will occur on a scale of 1-6 (6 being most likely)

Impact Description	Impact score	Probability	Likelihood Description	Likelihood Score
Negligible	<u>1</u>	0% - 5%	Almost impossible	<u>1</u>
Marginal	<u>2</u>	5% - 15%	Very low	<u>2</u>
Major	<u>3</u>	15% - 30%	Low	<u>3</u>
Critical	<u>4</u>	30% - 60%	Significant	<u>4</u>
		60% - 90%	High	<u>5</u>
		> 90%	Very high	<u>6</u>

Control - Either: Reduce / Accept / Transfer to 3rd party / Close