

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: TUESDAY 9<sup>TH</sup> MARCH, 2010  
title: CLITHEROE & WHALLEY TOWN CENTRE CCTV SYSTEM  
submitted by: JOHN C HEAP - DIRECTOR OF COMMUNITY SERVICES  
principal author: GRAHAM M JAGGER – STREET SCENE MANAGER

### 1. PURPOSE

1.1 To provide a report on the Clitheroe & Whalley Town Centre Closed Circuit Television System to this Committee as requested by the Leader of the Council Councillor Michael Ranson at the last meeting of this Committee held on Tuesday 9<sup>th</sup> January, 2010.

1.2 Relevance to the Council's aims and ambitions

- Mission Statement & Vision
  - an area with an exceptional environment and quality of life for all; sustained by vital and vibrant market towns and villages acting as thriving service centres meeting the needs of residents, businesses and visitors.
- Corporate Strategy Action Plan 2009 - 2011
  - to help make peoples lives safer and healthier.
  - to reduce the levels and perceptions of crime and disorder.
- Priority Outcomes
  - a Borough where people feel safer;
  - people freed from the experiences of anti-social behaviour;
  - fewer people turning to crime.
- Citizens Charter
  - we will monitor the camera system in Clitheroe and Whalley, 24 hours a day, 7 days per week, 52 weeks of the year.
  - use the information gained to help the Police in the execution of their duties as requested.

### 2. BACKGROUND

2.1 Clitheroe first had its town centre covered by a CCTV system in 1995 when 7 cameras operating in black and white were fixed predominantly around Castle Street and Market Place and adjacent areas. The system was funded by money from central Government and the project was designed and installed by the then Conservation Officer in the Planning and Development Department. The cameras were linked to a television monitor situated in the Police Station. The recording capability of the system was extremely limited. The system was not monitored.

2.2 Whilst it was the first system of its type to be installed in any of the Boroughs in the County, due to its poor design, poor quality equipment and bad installation it never added any perceivable value to Policing in the town. Within two years of its

installation it was effectively taken out of use. Its only deterrent value was the visibility of the cameras themselves.

- 2.3 The introduction of the Crime and Disorder Act 1998 for the first time put the responsibility on the Council along with other partners to produce a crime audit for its area which identified problem issues leading to a crime and disorder strategy which would address those issues and reduce crime overall. A task group to do this was set up and led by the Chief Executive.
- 2.4 On 4<sup>th</sup> August 1998 the Chief Executive presented details of the recently completed crime audit to Policy & Finance and was then asked to provide a further report on the financial implications for the Council.
- 2.5 From the minutes of various meetings of Policy & Finance Committee during 1998 and 1999 it became clear that an effective CCTV system for Clitheroe & Whalley became a priority emerging out of the Councils Crime & Disorder Reduction Strategy published for the period 1999 – 2002. This underpinned the proposals subsequently put by the Chief Executive to Policy & Finance Committee and mentioned earlier in this report.
- 2.6 In 1999 Whalley Chamber of Trade were investigating the possibility of providing a two camera CCTV system in Whalley and made a request to the Borough Council for financial assistance for their own self contained scheme.
- 2.7 When the Clitheroe Bus & Rail Interchange was built in a joint project between Lancashire County Council and the Borough Council it included a CCTV system of its own with 5 cameras linked into the ticket office there. The purpose of this system was to help the ticket office staff see what buses were arriving and departing and passengers waiting.
- 2.8 Around the same time consideration was being given to the possible provision of a CCTV system at Longridge Sports Centre and also to the security of the Council's main offices in Clitheroe.
- 2.9 At the meeting of Policy & Finance Committee on 18<sup>th</sup> January 2000 the Chief Executive submitted a detailed report on proposals for CCTV in Ribble Valley (Min 611). A small Officer Working Group had been set up to investigate the possibility of improving and extending the existing CCTV system and also taking into consideration the issues referred to at 2.3, 2.4 and 2.5 above. The proposals arising from the group suggested that an additional four cameras in Clitheroe, three in Whalley and four in Longridge should be provided. Costing for the proposed scheme indicated an annual revenue cost to the Council of £106,700 if the cameras were monitored at Accrington Police Station or £95,000 if the Borough Council monitored the system itself. Details of the relevant crime and disorder figures were reported to the Committee. Committee were also advised of the availability of Home Office funding towards any future scheme. After much debate members decided not to pursue the proposal to extend the existing system but asked that investigations continued into the use of mobile CCTV cameras and alternatives for Longridge Sports Centre, Whalley Town Centre and the Council Offices.
- 2.10 Inspector Bob Ford and other colleagues from Lancashire Constabulary plus a representative from the CCTV Partnership Working Group attended the meeting of Policy & Finance Committee on 27<sup>th</sup> March 2001 and gave a detailed presentation to members on the deficiencies of the original system, the value of CCTV in assisting with the detection and prevention of crime and disorder and the potential overall

benefits to Clitheroe, Whalley and the rest of the Borough that a new system would have. It was mentioned that the Ribble Valley Crime and Disorder Reduction Partnership (RVCDRP) had prepared and submitted an outline bid to the Government for capital funds under the Crime Prevention Programme – CCTV Initiative – Round 2. Members were reminded that it was a key target for the RVCDRP ‘to investigate the provision of CCTV systems in the Borough by March 2000’. Funding of up to 100% of capital costs for CCTV was available from the Government providing that it could be demonstrated that future running costs could be met. As a result of the presentations and report of the Chief Executive it was resolved that Committee supported a detailed final bid for funding for a new CCTV system in Clitheroe and Whalley, that public meetings be held with interested parties to get support towards reducing the Councils contribution towards ongoing running costs and that members should see and agree the detailed financial revenue implications before the final bid was submitted.

- 2.11 At the meeting of Policy & Finance Committee held on 12<sup>th</sup> June 2001 the Chief Executive gave members an update on the funding application made to Government Office North West. The estimated total cost of the scheme was £644,151. The grant was expected to be £572,151 with the remaining capital costs of £72,000 being provided by this Council and Lancashire County Council. The estimated revenue costs in the first three years of operation were expected to be between £64,225 and £67,425 per annum. It was suggested that the ongoing annual revenue costs could be met from increasing car parking charges on those car parks covered by the new system, incorporating the monitoring of emergency call system at elderly persons sheltered housing schemes and taking out of hours emergency telephone calls at the new monitoring office. Members were concerned about the suggestion of increasing car parking charges and the removal of the subsidy from Edisford car park. There was also some concern about the lack of response for the revenue funding from the Police and local traders in both Clitheroe and Whalley. After much discussion Committee resolved to support the bid to Government Office North West for funding for a CCTV system in Clitheroe and Whalley and agree to the resulting annual revenue costs to monitor and maintain the system whilst still pursuing contributions from the Police and other beneficiaries of the scheme.
- 2.12 At the meeting of Policy & Finance Committee held on 2<sup>nd</sup> October 2001 the Chief Executive informed members that the bid by the Ribble Valley Crime & Disorder Reduction Partnership for capital funding for a CCTV system in Clitheroe and Whalley had been successful. A small project group had been appointed with Graham Jagger, the Councils Engineering Manager, as the Project Officer for the scheme. The Chief Executive reminded members of the crucial importance of the financial implications of the bid and in particular the revenue funding in future years. There was then a lengthy debate about the ways of financing the revenue expenditure. The Chief Executive explained that the Council would take on the role of ‘accountable body’ in terms of funding on behalf of the Ribble Valley Crime & Disorder Reduction Partnership. Committee resolved at minute 326 to welcome the success of the bid, to agree to be the accountable body for the administration of the capital funding for the scheme and to the actions and resulting annual revenue costs to monitor and maintain the CCTV system as set out by the Chief Executive.
- 2.13 At the meeting of Policy & Finance Committee on 29<sup>th</sup> January 2002 members considered a report from the Car Parking Working Group regarding the proposal to increase charges at specific car parks to raise funds to contribute towards the operation of the CCTV system monitoring service. As a result it was resolved to approve the proposals to increase parking charges, the cost of long stay permits and

staff parking charges in order to raise funds to contribute towards the annual running costs of the CCTV monitoring service.

- 2.14 The Chief Executive presented a report on progress being made on the installation of the new CCTV system to the meeting of Policy & Finance Committee held on 17<sup>th</sup> June 2002 and also on the revenue costs of the scheme. An anticipated 35% contribution to salary costs from Remploy had been withdrawn and therefore it had become necessary to go out to the private sector for quotations for the staffing of the new monitoring office. The lowest quote was £72,000. Clitheroe Town Council had offered to contribute £500 per year for the next 5 years commencing in 2002/03 towards the revenue costs for the system. The Police had written to all businesses in Clitheroe & Whalley covered by the new system asking for annual contributions based on the level of non-domestic rates being paid.
- 2.15 At the meeting of Policy & Finance Committee held on 21<sup>st</sup> January 2003 the Chief Executive told members that the project was by then substantially complete, that Broadland Guarding Services Ltd had been awarded the contract to provide staff to monitor the CCTV system at a cost of £75,495.36 per annum. The contract had started on 1<sup>st</sup> January 2003 and would run until 31<sup>st</sup> March 2005 with a possible extension for a further 2 years. Committee agreed to a formal opening ceremony of the system to be carried out by the Mayor Councillor Joyce Holgate on Thursday 23<sup>rd</sup> January 2003 and finally they acknowledged the successful completion of the project as originally proposed by the Ribble Valley Crime & Disorder Reduction Partnership.
- 2.16 At the meeting of Policy & Finance Committee held on 18<sup>th</sup> November 2003 members resolved to confirm that Graham M Jagger, Engineering Manager was registered with the Information Commissioners Office as the Manager/Data Controller for the CCTV system operated by the Council on behalf of the Ribble Valley Crime Reduction Partnership and that the system be registered for the following purposes.
- To assist in the prevention, investigation and for detection of crime and disorder;
  - To facilitate the apprehension and/or prosecution of offenders in relation to crime and public order by using images being entered as evidence in criminal proceedings;
  - To assist in ensuring public safety and the safety of property;
  - To assist in the detection of notified missing persons;
  - To assist in identifying incidences of anti-social behaviour and trespass.
  - To prevent or mitigate interruptions to the flow of traffic on the public highway.
  - To assist Ribble Valley Borough Council and the Police in investigating incidents relating to breaches of licensing regulations;
  - To assist Ribble Valley Borough Council in monitoring unauthorised depositing of litter or refuse and incidents of graffiti and dog fouling.
  - To assist the Police in the operation of the automatic number plate recognition (ANPR) system.
  - To assist the Education Authority and the Police in identifying instances of truancy from schools and colleges.
- 2.17 The responsibility for the Clitheroe & Whalley town centre CCTV system was initially transferred from Policy & Finance Committee to Planning & Development Committee then in due course when the committee structure was reviewed it was moved into Community Services Committee.

### 3 ISSUES

- 3.1 The introduction into legislation of the Crime & Disorder Act 1998 gave the Council a new role to play in dealing with crime and disorder in its area. That role still exists today alongside the role of the Police and the contribution and support from other Agencies into this matter.
- 3.2 The management, operation and maintenance of the Clitheroe & Whalley town centre CCTV system is carried out through the Street Scene Section of the Community Services Department. As mentioned at 2.16 of this report Graham Jagger the Councils Street Scene Manager is the designated Data Controller of the system with the Information Commissioners Office.
- 3.3 The Council continues to play an active role in the work of the Community Safety Partnership under the terms of the Crime & Disorder Act and this is coordinated by Bill Alker the Councils Community Development Officer in the Community Development Section of the Community Services Department. The Community Safety Partnership is a sub group of the Local Strategic Partnership and primarily funded through the County Councils Area based grant scheme with contributions from second homes money, the Fire and Rescue service and the Police Authority.
- 3.4 In addition to the system subject to this report the Council has a number of other CCTV systems in place. There is a five camera system in Longridge that was installed around 4 years ago now by the Council on behalf of the Community Safety Partnership. Its recording equipment is based in the Police Station in Longridge but is not a regularly monitored system. There are premises CCTV surveillance cameras situated in and around the main Council Offices, Salthill Depot, the all weather pitch adjacent to Ribblesdale Pool, and the Platform Gallery. These cameras however are mainly used for security not surveillance purposes and are not being constantly monitored.
- 3.5 There are monitored CCTV systems in all 11 other Borough Councils and the 2 Unitary Councils areas in Lancashire. In each case the systems are provided, monitored and maintained by the local authority. Funding for the core systems comes entirely from each local authority with no funding or financial support in any way from Lancashire Constabulary. The same situation exists throughout the rest of the country. This means that Ribble Valley is in no different a position to any other Council in Lancashire or anywhere else in England.
- 3.6 There is however joint working between a number of Councils where for instance all the cameras in Burnley, Pendle & Rossendale are monitored in a single control room in Burnley, cameras in Blackburn and Hyndburn are monitored in Blackburn and cameras in Blackpool and Wyre are monitored in Blackpool. Further collaborative working and joint procurement of services and equipment is being examined by all Lancashire authorities at the moment.
- 3.7 Going back to the original major project funded by Government Office North West in 2001/02/03 this included two other items. The funding provided two mobile/relocatable cameras intended for use in various parts of the Borough where particular problems might occur. These were of such poor quality and difficult to use they were rarely deployed and were scrapped in 2007. The funding also provided £84,000 of improvements to 5 car parks in Clitheroe (Lowergate, Edisford, Railway View, Chester Avenue and The Market) in order to open them up to more natural surveillance, clear the view for the new cameras and provide additional lighting.

- 3.8 In 2003/04 Lancashire Constabulary funded the attachment of an ANPR system (Automatic Number Plate Recognition) to the existing CCTV system. It works on four cameras which effectively become dedicated to being used for that purpose only. The data received is fed back into the Police station for the use of the staff there. Originally it had been intended as a trial system with, subject to its success, the prospect of having its own dedicated cameras installed at a later date and then the existing cameras could return to being used as originally intended. However no funding was made available by or on behalf of the Police and the 'trial' now exists as a permanent attachment to the system.
- 3.9 With regard to the question of the annual revenue funding for the management, monitoring and maintenance of the system, the issue did exercise Policy & Finance Committee right back to the time at which consideration was being given to the original proposals. In 2001 a sum of £3,080 of the Councils own money was being spent annually on maintaining the original system installed in 1995.
- 3.10 The minutes of Policy & Finance Committee record the lengths to which the Council went and the enquiries made in order to find external funding to monitor and maintain the system. The minutes of the CCTV Steering Group Meeting held on 8<sup>th</sup> October 2001 record that the Chief Executive informed the Group that the Council would still prefer the Police to pay for the monitoring costs but he went on to say he had reminded Policy & Finance Committee that this would not happen.
- 3.11 Jointly the Police and the Council approached all business premises in Clitheroe and Whalley that were covered by the CCTV system asking for a contribution towards the running costs of the service based on a contribution amounting to equivalent of 1% of the business rates they paid. The response from the business community was extremely poor and only a handful showed any interest in supporting the running costs. After a great deal of effort the contributions pledged at the time were as follows:
- Clitheroe Town Council £500 for 5 years
  - Whalley Chamber of Trade £1,000 for 3 years
  - Lancashire Constabulary £2,000 for 3 years
  - Clitheroe & Whalley LVA £500 for 3 years
  - Pub owners Whalley £1,000 for 3 years
  - Other businesses £2,000 for 1 year
- 3.12 As mentioned at 2.13 of this report a decision was taken to increase charges for parking on those car parks covered by the new camera system. It was estimated that this additional charge would contribute in the first year around £28,000 towards the anticipated revenue costs.
- 3.13 To further assist with running costs, the operation of the Elderly Persons Emergency Call System on behalf of the Housing Section was relocated from Hyndburn to be run from the new monitoring office. The income arising as a result of this then going towards the overall cost of the monitoring service was around £12,000 per annum.
- 3.14 In practice several of the pledges referred to at 3.11 above did not materialise. A report to the CCTV Steering group in April 2003 reported that the total amount from voluntary contributions was expected to be £3.611 if all paid, with Whalley Parish Council pledging a contribution 'at an appropriate level'. The support for voluntary contributions quickly fell away to what is little or nothing today.

- 3.15 Meanwhile the Chief Executive continued to lobby both the Chief Constable of Lancashire and the Government for contributions towards the revenue funding for CCTV and he also raised the issue at a Lancashire Chief Executives meeting. All these enquiries proved to be fruitless.
- 3.16 In the lead up to preparing the budget for 2003/4 the Budget Working Group were aware of all the facts regarding funding of the revenue costs for the new system and eventually Policy & Finance Committee agreed, for the Council to fully fund the management, monitoring and maintenance of the Clitheroe and Whalley Town Centre CCTV System. That has been the position each year since that decision was taken.
- 3.17 The cost of running the CCTV system was set out for both 2009/10 and 2010/11 in the report of the Director of Resources as presented to the last meeting of this Committee on 12<sup>th</sup> January 2010. An extract from the 2009/10 Detailed Budget Book is attached at Appendix 'A' which shows precisely what costs are involved. I would bring members attention to the following costs.

- Contract Payments - £84,050

This is the sum paid to the contractor that supplies the staff who provide the monitoring service 24 hours per day, 7 days per week, 52 weeks per year. This is a price obtained following a competitive tendering process.

- Repair and maintenance of buildings - £4,070  
This is the cost of repairs to the rooms and for services in the Market building occupied by the CCTV monitoring equipment.
- Use of Market Office building - £6,110  
This is the annual rental payment made to the Clitheroe Market budget under Health & Housing Committee for the use of the space in the Market building occupied by the CCTV monitoring equipment.
- Purchase of equipment and materials - £2,960  
This pays for CD's for recording purposes, stationery and other consumable goods used throughout the year.
- Repairs to equipment - £8,610  
This funds the annual maintenance contract for the system and some minor reactive repairs.
- Telephone lines - £3,560  
The majority of this pays for the rental from BT for the fibre optic link from cameras in Whalley to the monitoring office in Clitheroe.
- Support services
  - Community Services - £15,320  
This is the time spent by staff in the Community Services Department in managing the service.
  - Resources – Financial Services - £1,130  
This relates to time spent by the accountants throughout the year in respect of the CCTV service on work setting the budget, budget

monitoring, financial advice and the closure of the accounts at the end of the financial year.

- Depreciation and Impairment - £72,480  
This is charge reflects the loss in value of the CCTV equipment through its age, wear and tear and deterioration. The charge therefore reflects the amount by which the value of the equipment has reduced within the financial year based on the economic life of the equipment used on the Clitheroe and Whalley CCTV and also the reducing value of the replacement screens and ergonomics work that was carried out in the CCTV monitoring room.
- Contributions and Donations - £1,000  
An estimate of any contributions that might be made towards the running costs of the system.
- SLA Ribble Valley Homes - £0  
From April 2009 Ribble Valley Homes stopped using our monitoring office to provide their Elderly Persons Emergency Service. Previously they had contributed £13,460 towards the staffing of the monitoring office.
- Car Park Administration – off street - £32,150  
Income derived from the extra charge added to parking charges on those car parks covered by CCTV.

- 3.18 The Director of Resources estimates that the net cost of managing, monitoring and maintaining the Clitheroe and Whalley CCTV system will increase from £165,680 this year to £172,090 in 2010/11. This increase is accounted for by inflation and changes in respect of support services and depreciation.
- 3.19 The system has on it a total of 30 cameras. There are three cameras in Whalley and 27 in Clitheroe, 5 of which are on the Bus and Rail Interchange and are the responsibility of Lancashire County Council to maintain. 3 of the cameras were added recently as part of the improvements to Clitheroe Castle and Museum.
- 3.20 In the CCTV monitoring office there is a link to the Police radio network and is the hub for the town centre shop radio system. The Councils own out-of-hours emergency contact service is run by the monitoring office staff. Residents experiencing an emergency situation relating to the Councils services out of hours contact the monitoring office following which the problems are passed on the relevant officer concerned. The monitoring office also provides the base for the radio system in the event that a major incident takes place in Ribble Valley involving our Emergency Planning function.
- 3.21 The effectiveness or value to the community of the CCTV system has been questioned and I have been asked to give some evidence of what is achieved by having it and it being funded by the Council. Attached at Appendix 'B' is a table setting out in very simple terms the number of times that CCTV data has been taken from the system by the Police and used as evidence. This does not however represent the number of times CCTV data has been used in total by the Police in support of their work. It is just when data has been put on disc for use during an investigation. With the equipment we have, pictures can be seen at the Police Station and shown to suspects who then accept their involvement in an incident immediately. The times that this happens are not included in the table and in any case far exceed the figures shown.

- 3.22 There are 27 businesses that are linked to the town centre radio scheme. Each of the businesses has bought their own radio at a cost of £200. The Council pays the licence fee of £100 each year for the system. The base station coordinator is the CCTV operator in the monitoring office. All the businesses book in and sign off with the operator each day. Any incident that takes place is immediately reported to the CCTV operator who attempts to locate the offender and keeps the Police informed. This assists with identifying and targeting offenders and keeping them under surveillance until the Police arrive on the scene. Without the CCTV operator the radio scheme would fail to be as effective as it is. The town centre pub-watch system runs in a very similar way.
- 3.23 The system is used to monitor the delivery and collection of cash at banks and other major retail outlets. The operators, through information from the shop radio system, will follow traders from their premises to their vehicles when it is known that close surveillance can be justified. I have statements from all officers currently serving at Clitheroe Police Station giving examples of the invaluable help it has given them in carrying out their duties and keeping the town a safe place. Attached at Appendix 'C' is a letter from the Landlady of the White Lion expressing her views about the possibility of the system being scrapped.
- 3.24 According to the latest crime statistics Ribble Valley is the safest place to live in Lancashire and overall one of the safest in the country. This is achieved thanks to the hard work of the Police Officers working in the area and the significant contribution made by the Councils Crime & Disorder Partnership Group. The CCTV system provides round the clock surveillance of the main parts of Clitheroe and Whalley town centre and supports the work of the Police and other local networks.
- 3.25 The staff working in the Monitoring Office are provided by Broadland Guarding Services Ltd the company that has supplied the staff from when the service began. They have successfully tendered to provide the service on two occasions. The current contract is due to expire 31<sup>st</sup> March 2011.
- 3.26 There is an annual maintenance contract in place with Crime Prevention Services Ltd for planned and responsive work to keep the system operating at all times. The current contract is due to expire 31<sup>st</sup> December 2010.
- 3.27 The cameras in Whalley are linked to the monitoring office through the fibre optic cable system owned by BT. An annual line rental is paid to BT for this service. The current licence is due to expire 31<sup>st</sup> December 2010.
- 3.28 The CCTV monitoring office was redesigned with the bank of screens and furniture replaced at a cost of £26,825 in 2008/9. The main frame data storage system and matrix upgrade was replaced at a cost of £36,384 earlier this financial year and the voice recording system and back up power unit in case of electricity failure are being replaced at this moment at a cost of £4,500.
- 3.29 The CCTV system itself is comprised of 25 cameras owned by the Council some of which are attached to our own or, by agreement, privately owned buildings or on columns situated on our land or in the public highway. These are all linked back to the Monitoring Office via our own fibre optic cables in ducting laid underground. There is a considerable amount of physical infrastructure fixed in place therefore. The Monitoring Office sits within one of the Councils existing buildings and contains a great deal of technical equipment. As mentioned earlier it also provides a centre for other important Council and community based services.

3.30 The question of funding of the revenue and capital costs for the system has been raised as an issue. At present and following the decisions taken several years ago by the Councils Policy & Finance Committee the annual revenue cost of providing the service is being met by this Council. Other than very small contributions that cannot be relied upon all the necessary funding comes from the Council. As far as capital funding is concerned most recent work to replace the data recording system, voice recorder for the out-of-hours service and the battery back up system has been funded from money from the Councils 5 year capital programme. The funding for replacement cameras in 2013/14 has been removed from the recently revised 5 year capital programme.

3.31 The issue of the use of recorded data in relation to private matters such as damage to a car on a car park or a vehicle collision is something that has been raised recently. The authorised purposes for which the CCTV system should be used is set out at 2.16 of this report. Whilst reference is made to assisting in ensuring the safety of property, that is in terms of surveillance to assist the Police in the prevention, investigation and detection of crime. **The Data Protection Act prevents the Council giving recorded information from the CCTV system to private individuals for any reason.** If the incident is reported to the Police as a crime and they decide to investigate the allegation then they may decide to review any recorded data as part of their investigation process. However on many occasions in the past to assist an aggrieved individual, we have reviewed any recorded data to then be able to advise the person enquiring if there was value in contacting the Police about the matter they were concerned with. That is as far as we are able to assist, but we are unable to hand recorded data over to any member of the public for the reasons explained.

3.32 Turning to the future of the system in particular its annual revenue funding, members may wish to give consideration to the following options, but in doing so should be mindful of the expiration dates of current contracts as set out at 3.25, 3.26 and 3.27 of this report.

#### 3.32.1 Option 1

To continue as existing with the Council paying all the annual revenue costs and any future capital costs.

#### 3.32.2 Option 2

To close down the operation of the CCTV system in 2011/12 would save the Council in excess of £100,000 per annum in annual revenue costs, however some costs would have to be absorbed into other budget heads increasing their costs. The public reaction to such a move however is likely to significantly affect the reputation of the Council. The effect on the prevention and detection of crime may mean that crime figures increase.

#### 3.32.3 Option 3

To reduce the hours that the system is monitored. Whilst monitoring of the CCTV might be reduced to a degree, in doing so the effectiveness of, and confidence in it would suffer. Other ancillary services provided by the monitoring office staff would be lost while the scheme was not being monitored.

### 3.32.4 Option 4

To retain the existing service and ask the Crime Reduction Partnership and Local Strategic Partnership to provide financial support directly from their budgets or through donations from other sources such as Clitheroe Town Council, Whalley Parish Council, Chambers of Trade, the business community and Lancashire Constabulary.

### 3.32.5 Option 5

To invite Lancashire Constabulary again to take over the management, maintenance and operation of the system and find an alternative method of providing the Councils out-of-hours emergency call out service and emergency planning support.

## 4 RISK ASSESSMENT

### 4.1 The approval of this report may have the following implications: -

#### Resources

- There is no direct effect on resources either financial or staffing as a result of this report itself. However subject to whatever decision is subsequently taken there may well be.

#### Technical, Environmental & Legal

- There is no direct effect on technical, environmental or legal issues as a result of this report itself however subject to whatever decision is subsequently taken there may well be.

#### Political

- There are no specific political issues arising out of this report.

#### Reputation

- The preparation of this report and how it is perceived by the Councils partner organisation in preventing and detecting crime and the public may have an effect on the Councils reputation. The Councils reputation could be further affected depending on any subsequent decision taken about the future of the service itself. However if the cost to the Council of providing the service is reduced without affecting the quality and effectiveness of the service the Councils reputation may be enhanced.

## 5 RECOMMENDED THAT COMMITTEE

### 5.1 Consider that content of this report and

### 5.2 Decide which if any of the Options set out in this report to investigate further and

### 5.3 Request that the Director of Community Services provide a further report on this service based on a decision taken at 5.2 above.

JOHN C HEAP  
DIRECTOR OF COMMUNITY SERVICES

Background Papers - None

For further information please contact Graham Jagger on 01200 414523.