



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

Cabinet date: 08 July 2020

Key decision: DN.141 CCTV STRATEGY

1. That the adoption of the Public Space CCTV Strategy be approved.
2. That the capital investment of £1,002,500.00 to be invested into CCTV provision, be approved.
3. That the Deputy Chief Executive and Director for Children's Services be authorised, in consultation with the Director of Resources and Governance and Portfolio Holder for Safer and Stronger Communities, to implement the strategy and make amendments and updates as necessary from time to time.
4. That the Deputy Chief Executive and Director for Children's Services be authorised, in consultation with the Portfolio Holder for Safer and Stronger Communities, to commence a procurement exercise for the provision of CCTV and make an award.
5. That the Chief Legal and Monitoring Officer be authorised to execute documentation arising.

Cabinet date: 06 April 2022

Key decision: DN.147 CLOSED CIRCUIT TELEVISION CAPITAL INVESTMENT

1. That the additional capital investment of £1,250,295.00 to be invested into CCTV provision and completion of the procurement process, be approved.
2. That authority be delegated to the Deputy Chief Executive and Executive Director for People, Health and Care, in consultation with the Portfolio Holder for Safer and Stronger Communities, to award, mobilise and implement CCTV provision and deal with all matters reasonably arising.
3. That the Assistant Director Law, Governance and Assets (Monitoring Officer) be authorised to execute documentation arising

2. Subject and details of the matter (to include reasons for the decision)

The Council's current CCTV system was installed in the 1990s and has had several upgrades carried out over the years to enable the system to operate. Due to rapid technological improvements the current system presents the following issues:

- Gaps in camera coverage within the town centre and resort
- Some redundant cameras and others with transmission faults
- Very limited Rapid Deployment Camera (RDC) capability and monitoring
- Multiple transmission systems
- An element of outdated analogue equipment that is costly to maintain

A report taken to Communities Scrutiny Panel in October 2018 recommended a review of the system and as a result a full assessment was undertaken and considered: -

- The existing condition of the network, infrastructure and transmission system
- Resilience options for the surveillance facility
- Data on crime and ASB which were not being captured by CCTV
- The future proofing of the system to keep up with technological changes and geographical locations of crime and anti-social behaviour.

Following the CCTV review, a project group was established to consider the recommendations, incorporate any wider areas around governance, operational

delivery and partnership working and put forward a revised strategy and capital investment business case for approval

Reason for the decision: 08 July 2020 - A revised strategy combined with significant capital investment will improve working practices and partnership working and enable the latest digital CCTV technology to be utilised to prevent & detect crime, environmental crime and anti-social behaviour. This in turn will raise public confidence and enhance the personal safety of residents and visitors to the local area

Reason for the decision: 06 April 2022 - The additional capital investment is required to enable the CCTV upgrade to be completed incorporating additional camera locations and remote sites enabling the latest digital CCTV technology to be utilised to prevent and detect crime, environmental crime and anti-social behaviour. This in turn will raise public confidence and enhance the personal safety of residents and visitors to the local area.

3. Decision being taken

To award the provision as outlined in **Closed Appendix A**. The Deputy Chief Executive and Executive Director for People, Health and Care, in consultation with the Portfolio Holder for Safer and Stronger Communities, to award, mobilise and implement CCTV provision and deal with all matters reasonably arising.

This ODR is for the award of the tender for the replacement CCTV provision to Contractor C. This tender was carried out through the YORTender system, and in compliance with the councils contract procedure rules.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. **Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.**

Yes. The decision is urgent as the tender has been extended to the maximum time line to allow for cabinet decision. The contract must be awarded by Friday 29th April 2022, to hold current prices. Failure will result in a retender of the project which will cause a significant delay in replacing the system, and further increases in cost for delivery.

5. Anticipated outcome(s)/benefits

To receive approval to proceed with the award of the tender and issue subsequent award/ decline letters and contract to the successful tenderer.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

08 July 2020

Do nothing – leave all CCTV systems as it currently is. This option would not support the Council’s strategic aims and is likely to have higher cost implications at a later date due to the incompatibility and out of date software.

Remove CCTV system altogether - Some local authorities have decommissioned their CCTV network as there is no statutory requirement for them to carry out this function. This option fails to support the Council’s strategic aims and would likely result in negative publicity and raised concerns from local businesses, commercial investment and partner groups such as the Police and Fire service. The strategic benefits of having a CCTV system as already detailed would not be realised.

06 April 2022

The opportunity to phase the essential upgrade of Control Room, Cameras and Transmission System in separate and distinct timeframes has been considered from a technical perspective to determine if this could spread the costs over a longer period of time. Having considered this, it is not possible to phase these elements due to the interdependency on each other.

7. Background documents considered (web links to be included and copies of documents provided for publishing)

08 July 2020

[Cabinet – Virtual Meeting | Democracy \(nelincs.gov.uk\)](#)

06 April 2022

[Cabinet | Democracy \(nelincs.gov.uk\)](#)

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

There were no conflicts of interest declared

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The CCTV upgrade is essential to the Council's aims and priorities and time is of the essence as described in the body of the ODR.

The decision to award is consistent with the will of Cabinet, Cabinet decisions 8th July 2020 and 6th April 2022 and subsequent delegations.

The procurement exercise has been conducted so as to comply with the Council's policy and legal obligations, specifically in compliance with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015, and supported by relevant officers.

Legal Services will be able to support the completion of the contractual documentation on award.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The cost of the works will be required to be met from the approved budget for this scheme that will be incorporated into the Council's Capital Investment Programme and that will be funded through borrowing, as identified in the Cabinet report of 6th April 2022.

12. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

13. Risk Assessment (in accordance with the Report Writing Guide)

The CCTV network is beyond its life expectancy and requires investment. A decision to not award could result in the system falling into disrepair, which could impact on

the confidence of residents and businesses. It would also impact on the Council's ability to assist the Police and Fire services in the apprehension and prosecution of perpetrators of crimes or anti-social behaviour and the NELC Enforcement Team in investigating and prosecuting perpetrators of environmental crimes.

There is an additional risk that a decision to not award could result in the increase in cost due to a volatile supply chain as a result of Brexit and the knock on affects if COVID 19.

14. Has the Cabinet Tracker been updated with details of this decision?

Based on the Cabinet decision to approve additional funding

15. Decision Maker(s):

Name: Joanne Hewson

Title: Deputy Chief Executive and Executive Director for People, Health and Care

Signed: REDACTED

Dated: **22.04.22**

16. Consultation carried out with Portfolio Holder(s):

Name: Cllr Shepherd

Title: Holder for Safer and Stronger Communities.

Signed: REDACTED

Dated: 24.4.22

17. If the decision is urgent then consultation should be carried out with the relevant Scrutiny Chair/Mayor/Deputy Mayor

Name: Cllr Paul Silvester

Title: paul.silvester@nelincs.gov.uk

Signed: REDACTED

Dated: 24.4.22

Key Decisions are defined in the Constitution as:

A decision (whether taken collectively or individually by members) which is likely:

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.

A decision will be considered financially significant if:

- (i) in the case of revenue expenditure, it results in the incurring of expenditure or making savings of £350,000 or greater;
- (ii) in the case of capital expenditure, the capital expenditure/savings are in excess of £350,000 or 20% of the total project cost, whichever is the greater

In determining whether a decision is significant in terms of its effect on an area comprising two or more wards, consideration shall be given to:

- (i) the number of residents/service users that will be affected in the wards concerned;
- (ii) the likely views of those affected (i.e. is the decision likely to result in substantial public interest)
- (iii) whether the decision may incur a significant social, economic or environmental risk.