



## Community Leadership and Libraries Committee

7 February 2023

<b>Title</b>	<b>CCTV programme – Full Business Case (FBC)</b>
<b>Report of</b>	Chair of the Community Leadership and Libraries Committee
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	Yes
<b>Enclosures</b>	Appendix 1: CCTV Programme – Full Business Case (FBC)
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### Summary

This report provides the Full Business Case (FBC) for the CCTV programme. It includes approval to proceed with the procurement of a CCTV fibre network management service, by direct award of a contract to BT Plc, justified by continuation of terms secured by competitive tender through the Fibre West procurement undertaken by LB Ealing in January 2022.

Whilst that contract secured installation of fibreoptic backhaul and associated services to various local authority assets across five boroughs, and by way of variation has also secured cost effective installation to additional locations and associated network management and security equipment, it will not be available as the mechanism for contracting services.

### Officers Recommendations

1. To approve the Full Business Case (FBC) for the CCTV programme.

- 2. To approve commencement of the direct procurement and award process to contract with BT Plc for the provision and management of a secure CCTV fibre network as well as the associated network equipment and services.**
- 3. To approve delegated authority to the Executive Director, Assurance in consultation with the Committee Chair to approve further revisions to the Full Business Case (FBC), and for the signing of the CCTV fibre network contract.**
- 4. To approve delegated authority to the Executive Director, Assurance to develop and enter into contractual arrangements relating to the installation and use of attachments to CCTV assets, where they can provide beneficial services to the council, residents or businesses within the borough.**

## **1. WHY THIS REPORT IS NEEDED**

- 1.1. The Assurance Group has expanded its' remit to drive forward the corporate priority, taking responsibilities for additional enforcement, assurance and improvement responsibilities.
- 1.2. This report provides an update to Assurance Group's planned developments to ensure it delivers on the responsibility for additional enforcement, specifically CCTV.
- 1.3. This report also includes the Library Service as part of a co-ordinated cross-services approach to the procurement of new CCTV service contracts for monitoring and maintenance.
- 1.4. On the 20 July 2021 the Policy and Resources committee approved the use of Strategic Community Infrastructure Levy (CIL) to contribute towards the Council's priority capital projects subject to the production and approval of required Business Cases through the appropriate governance and theme committees. An amount of £730,000 of capital expenditure for CCTV was approved.
- 1.5. On the 16 June 2021 the Policy and Resources Committee approved an increase in CCTV budget for the Community Safety Team as part of the Barnet Plan by £170,000 to fund increased CCTV staffing and operational coverage as part of the Barnet Plan initiatives.
- 1.6. On the 6 October 2021 the Communities Leadership and Libraries Committee:
  - 1.6.1. Approved the CCTV Outline Business Case (OBC) and started the procurement process for a CCTV monitoring and maintenance services contract for the Community Safety Team and Library Service, and new CCTV technology procurement for the Community Safety Team, as per the Procurement Forward Plan
  - 1.6.2. Noted that a strategic review of Barnet's Community Safety CCTV requirements will be undertaken and reported to CLLC for review as part of a Full Business Case (FBC).
  - 1.6.3. Approved delegated authority to the Executive Director, Assurance and the Executive Director, Children and Young People in consultation with the Committee Chair to approve a revised OBC prior to an FBC. This will include outcomes from the strategic review which require initiating in advance of the FBC

- 1.6.4. Approved the proposed Member consultation and engagement model set out in section 5.9 (and OBC) which details the principles and processes to consult with Members on both the Community Safety strategic review and the decision-making process for future Community Safety CCTV deployment.
- 1.7. On the 9 December 2021 the Policy and Resources Committee approved the addition of £730,000 of CIL funding to the Capital Programme for CCTV investment.
- 1.8. On the 14 March 2022 a Chief Officer Decision was taken to approve the procurement to construct a new CCTV Control Room in Colindale Civic Centre.
- 1.9. On the 20 June 2022 the Communities Leadership and Libraries Committee:
  - 1.9.1. Approved the revised CCTV Outline Business Case (OBC) and noted the findings and progress of the strategic review of Barnet's Community Safety requirements.
  - 1.9.2. Delegated authority to the Executive Director of Assurance and the Executive Director of Children & Young People in consultation with the Committee Chair to approve further revisions to the Outline Business Case prior to the Full Business Case.
- 1.10. On the 19 July 2022 the Policy and Resources Committee:
  - 1.10.1. Noted the Contingency Budget for 2022/23 and allocations including £301,000 for CCTV.
  - 1.10.2. Approved the changes to the existing Capital Programme including an addition of £1,633,000 for the CCTV programme
- 1.11. On the 15 July 2022 the Executive Director, Assurance and the Executive Director, Children's & Family Services, under delegated powers, authorised the Bid Acceptance process and the award of a new contract for CCTV Monitoring Services for the Community Safety and Library Services to Enigma CCTV Ltd. This contract commenced on the 1 September 2022.
- 1.12. On the 4 August 2022 a Chief Officer Decision was taken to extend the CCTV maintenance contract for six months from the 1 September 2022 and to include the Library Service. The contract has a 3-month extension option with break clauses after months 7 and 8. This provides for business continuity during the procurement process for an integrated CCTV technology and maintenance contract.
- 1.13. On the 31 October 2022 the Community Leadership and Libraries Committee approved delegated authority to the Executive Director, Assurance and the Executive Director, Children and Young People in consultation with the Committee Chair to approve a further revised Outline Business Case (OBC) prior to a Full Business Case (FBC) in February 2023. This will include further outcomes from the strategic review which require initiating in advance of the Full Business Case (FBC). The strategic review will provide further information which will require decisions prior to the Full Business Case (FBC). For example:
  - 1.13.1. A decision to award a CCTV technology and maintenance contract after the procurement process completes
  - 1.13.2. Other outcomes from the strategic review which are reflected in a further revised Outline Business Case (OBC) which require decisions prior to the Full Business Case (FBC)

- 1.14. On the 16 December 2022 a Chief Officer Decision was taken to award the contract for the remodelling of the Colindale Civic Centre, fifth floor, to accommodate a new CCTV Control Room.
- 1.15. On the 16 December 2022 the Executive Director, Assurance, under delegated powers, approved the expenditure for services for the CCTV fibre network via an approved Contract Change Notice to the extant contract between West London Alliance (LB Ealing) and BT plc for Gigabit Services.
- 1.16. On the 20 December 2022 the Executive Director, Assurance, under delegated powers, authorised the Bid Acceptance process and the award of a new contract for the replacement and upgrade of CCTV cameras and maintenance contract for the Community Safety and Library Services to DSSL Group Ltd.
- 1.17. This report provides the Full Business Case (FBC) for the CCTV Programme to committee for review and approval.
- 1.18. This report refers to the requirement to procure the ongoing use of, and associated management and security services for, the CCTV fibre network via a direct award to BT. Approval is sought to begin a procurement process and delegate authority for the signing of contract for a 7-year term. Installation of fibre to existing CCTV columns will completed by March 2023, with agreed additional sites securing deployment in 2023-24.
- 1.19. The expected value of the contract is commercially confidential and therefore exempt from publication but will include substantially discounted rates for service alongside commitment to several significant additional social value outcomes. It will involve every existing and planned new CCTV location becoming fibre connected to a secure network.
- 1.20. This report also requests approval for delegated authority to the Executive Director, Assurance, in consultation with the Committee Chair, to approve further revisions to the Full Business Case (FBC) and the signing of the CCTV fibre network contract.
- 1.21. This report further requests approval to delegate authority to the Executive Director, Assurance for the approval of attachments to CCTV assets, enabling delivery of future service innovation and wider corporate benefits. Such attachments may or may not include a connection into the CCTV fibre network. Equally such attachments may or may not require access to a power source via arrangements already in place for the CCTV column. Any decision to permit attachments to be installed on CCTV columns would require due consideration of the technical, financial, and commercial implications; and would be subject to demonstrating that there would be no interference with existing services.
- 1.22. To unlock future council service innovations and operational flexibility, the council needs to begin allowing appropriate attachments to CCTV columns. Similar to street lighting columns that are used for multiple beneficial purposes, provided such other uses do not interfere with the principal purpose of the asset. Likewise, CCTV column attachments could be approved, provided they do not compromise community safety purposes.
- 1.23. The council's digital infrastructure and inclusion team have been exploring potential wider uses for CCTV infrastructure within the telecoms sector, including opportunities for income generation or savings across the council, as well as the achievement of social value and

economic development outcomes. Some examples of emerging potential attachments the council plans to investigate for fibre-enabled CCTV infrastructure are:

- Small Cells (4G or 5G telecoms)
- Wi-Fi networks
- Sensors and associated Internet of Things backhaul infrastructure

1.24. It is noted that the full business case for the CCTV programme includes redeployable cameras that will require either 4G, 5G or a secure Wi-Fi backhaul network. By layering different forms of connectivity infrastructure onto the fibre-connected CCTV columns, it will enhance council services. This includes helping to improve the reliability and affordability of wireless CCTV equipment and other services the council and its partners operate.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1. To finalise the approach and implement the Barnet CCTV strategic requirements for the Community Safety Team and Library Service.
- 2.2. Proceeding with commencement of a procurement to enable a direct award contract is recommended as acknowledgement of two key barriers to simply proceeding with a variation to the LB Ealing 'Fibre West' contract, relating to the ongoing use of the CCTV fibre network and provision of associated management and services:
  - 2.2.1. If Barnet Council were to procure such services via the Fibre West contract, then it would require not just the contractual headroom for additional services relating to Barnet Council's share of the Fibre West contract, but also most of the headroom available to all the other four participating boroughs. This outcome is not considered to be acceptable to the WLA or the other participating boroughs.
  - 2.2.2. LB Ealing also determined it would not be appropriate to take responsibility for a 7-year contract for the provision and management of a CCTV fibre network within a different borough, especially as it did not expect to continue resourcing the management of the Fibre West contract over all of the proposed contractual term.
- 2.3. It is recommended to begin allowing attachments to CCTV columns and access to associated power supplies as all costs will either be fully recharged to the benefitting service area or will become income generating for the council's CCTV service. Moreover, the introduction of attachments will help to improve telecoms infrastructure in Barnet.

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1. None. Programme delivery is underway and will ensure that the Council has a robust CCTV system that meets current and future requirements.
- 3.2. The current Community Safety CCTV technology is end-of-life (over 7 years old) and requires replacement through the delivery of this programme.

- 3.3. A strategic review of Barnet's Community Safety CCTV requirements has been undertaken to inform the Full Business Case.
- 3.4. With regards to the decision for direct award of a contract to BT Plc. As the council cannot proceed with a contractual variation to the Fibre West contract, as originally envisaged, the only alternative mechanism to a direct award would have been a brand-new procurement.
- 3.5. Commencing a new procurement process for a CCTV fibre network, its management and related services would have resulted in the grant funding through the Fibre West contract, for installation of a fibre network to each CCTV column, being entirely wasted. Installation of existing network connections is already underway, and all capital funding for installations is now contractually committed for both new and existing connections.
- 3.6. Any new open procurement would entail agreeing any contract with another company to include both capital costs of installation and revenue costs for use and management of the subsequent network. Furthermore, as the Fibre West contract secured discounted rates for use of the network on the basis of a very competitive tender process, relating to the combined investment of five boroughs, any alternative procurement process would almost certainly secure less favourable outcomes, and this was checked with soft market testing.

#### **4. POST DECISION IMPLEMENTATION**

- 4.1. The delivery of the programme will continue as set out in the Full Business Case (FBC).
- 4.2. If required, a revised Full Business Case (FBC) will be produced and approved by the delegated authority to the Executive Director, Assurance in consultation with the Committee Chair.
- 4.3. The council will complete a procurement process to appoint BT Plc to provide a secure CCTV fibre network and its ongoing management and security for a 7-year term.

#### **5. IMPLICATIONS OF DECISION**

##### **5.1. Corporate Priorities and Performance**

- 5.1.1. Following the May 5<sup>th</sup> Elections, the council has a new Labour administration. On the 24 May 2022 Annual Council appointed a new Leader of the Council. The Leader and the new administration have set out the priorities including – Investing in CCTV, community safety hubs, safety audit ward walks and a pro-active approach to improving safety for women and girls.
- 5.1.2. The programme will contribute to these priorities, specifically the commitment for the use of CCTV in addressing issues such as anti-social behaviour, environmental crime and working with partners including the Metropolitan Police. A strategic review of Barnet Community Safety CCTV requirements has informed the procurement process.

##### **5.2. Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1. The procurement was included in the 2022/23 Procurement Forward Plan as item number

83 – Community Safety CCTV Monitoring Services - £4m and item number 316 – CCTV monitoring and maintenance (Libraries) - £550,000.

- 5.2.2. Justification for proceeding with a single tender action in relation to the CCTV Fibre Network contracts was agreed by the Assistant Director – Investments and Innovation, and the Interim Assistant Director (Commercial and Procurement) in December 2022. This included demonstration that the contractual terms secured via the Fibre West contract and subsequent negotiations represented achievement of best value for Barnet Council.
- 5.2.3. Contracting with BT for fibre network and management services over the agreed seven-year term, will proceed with terms and documentation set out in Crown Commercial Services (CCS) Framework RM3808. To sustain the favourable commercial terms agreed with BT through the Fibre West procurement and subsequent further commercial negotiations, this will require a tender exemption from the CCS to enable contracting of a 7-year term instead of the standard 5-years. If the CCS refuse to allow a tender exemption, then a 5-year contractual term will be agreed via the framework and an additional parallel contract, on the same terms, will be agreed directly with BT for the required further 2-years.
- 5.2.4. All the funding has been sourced from approved capital and revenue budgets:
- a. On the 9 December 2021 the Policy and Resources Committee approved the addition of £730,000 of CIL funding to the Capital Programme for CCTV investment.
  - b. On the 16 June 2021 the Policy and Resources committee approved an increase in CCTV budget for the Community Safety Team as part of the Barnet Plan by £170,000 to fund increased CCTV staffing and operational coverage as part of the Barnet Plan initiatives.
  - c. On the 19 July 2022 the Policy and Resources Committee noted the Contingency Budget for 2022/23 and allocations including £301,000 for CCTV and approved the changes to the existing Capital Programme including an addition of £1,633,000 for the CCTV programme.

### 5.3. **Legal and Constitutional References**

- 5.3.1. CCTV sits within 'Community Safety' in Barnet's Constitution, which is included in the Terms of Reference of the Community Leadership & Libraries Committee: Article 7 – Committees, Forums, Working Groups and Partnerships.
- 5.3.2. All procurements have been conducted in accordance with the Public Contract Regulations 2015 (PCR) and the Council's Contract Procedure Rules.
- 5.3.3. The Crown Commercial Services (CCS) Network Services 2 Framework Agreement (RM3808) was lawfully procured in full compliance with the PCR and is current until August 2023, the services that Barnet wishes to procure are in scope under Lot 12 of the Framework, and Barnet is identified as able to call off contracts from the Framework Agreement. The Framework Agreement permits direct contract awards on all Lots subject to complying with the procedures for direct contract awards set out in the Framework Agreement. The Framework Agreement guidelines confirm that direct award is suitable for "simple, easily defined requirements where further competition is unlikely to deliver additional benefits such as lower pricing". Given that Barnet's requirements were developed during the initial WLA tender process, and the remaining deliverables are clearly mapped, this meets the criteria. Additionally, only BT Plc can provide Barnet's specified

services requirements and the configuration needed (i.e., the dark fibre backhaul to BT Surveillance). Therefore, Barnet can make a direct contract award to BT Plc under the Framework Agreement.

- 5.3.4. Contract awards under Framework Agreements can extend beyond the term of the Framework Agreement itself. However, under the Network Services 2 Framework Agreement the maximum call-off contract length for direct awards for Lot 12 is 5 years. Barnet can approach the CCS to vary the terms of the Framework Agreement to allow Barnet to call-off a 7-year contract, providing a robust justification for the 7 year contract award to counter any claim that it constitutes an abuse of the PCR; the FBC can provide the justification
- 5.3.5. Although Barnet is not obliged to apply a standstill period to the award of a contract under the Framework Agreement, government guidance strongly recommends that they do so to protect against post-contractual ineffectiveness claims.
- 5.3.6. In terms of compliance with Barnet's Contract Procedure Rules (CPR), justification for proceeding with a single tender action in relation to the CCTV Fibre Network contracts was agreed by the Assistant Director – Investments and Innovation, and the Interim Assistant Director (Commercial and Procurement) in December 2022 as required by CPR para 6.1. This included demonstration that the contractual terms secured via the Fibre West contract and subsequent negotiations represented achievement of best value for Barnet.

#### 5.4. **Insight**

- 5.4.1. A specialist CCTV consultant has been engaged to assist with the strategic review and the procurement process (Global MSC). The service has also worked closely with the council's Digital Infrastructure team for in-house advice and expertise on telecoms and technologies.
- 5.4.2. As part of the strategic review the Community Safety insight and data analytics team have been engaged to produce an analysis of reported issues and crimes. This analysis has informed the Full Business Case (FBC).
- 5.4.3. The introduction of computer vision technologies through the full business case will unlock an analogue to digital shift in service capabilities. This will be hugely beneficial for council insight, including opportunities for wider council collaboration and benefits arising from the shift to capture camera imagery as data, it will allow wider insight to be derived such as the recording of pedestrian footfall and highways traffic and travel behaviour statistics.

#### 5.5. **Social Value**

- 5.5.1. The procurement evaluation criteria required weighting of 10% Social Value which is the standard Barnet criteria. The project has engaged with the Barnet Business Skills and Employment service to look at opportunities for additional social value.
- 5.5.2. The original Fibre West CCTV network installation contract secured various social value outcomes including jobs and apprenticeships for residents. Further different social value outcomes were therefore sought in relation to the potential for a CCTV fibre network contract, linked to realising the economic development and inclusion opportunities that would be created by extending fibre to each CCTV column.



- 5.5.3. BT have made an in-principal commitment to install 5G small cells on at least 75% of the CCTV columns within 12 months of completion of each fibre connection and to pay an annual rental fee for each column. This is subject to the council developing the contractual mechanism and arrangements for granting permission to install these attachments.
- 5.5.4. In parallel to the CCTV procurement, Barnet Council's digital infrastructure team have been working with other WLA boroughs on an 'open access' mechanism for enabling small cells deployment on local authority street furniture. This has included contractual arrangements and template agreements that could form the basis of arrangements that together would unlock a UK trial of area-wide 5G small cells deployment.
- 5.5.5. In addition, BT have also made an in-principal commitment to deliver an at-cost only 'free public and corporate Wi-Fi network' across 150 of the CCTV sites. The quotation secured for this network demonstrates that it could be entirely funded by income secured from the committed 5G small cells deployment, which would enable a cost-neutral solution for the provision of free public Wi-Fi across town centres, transport hubs and parks in Barnet, to support economic growth and digital inclusion.
- 5.5.6. It is recognised that many of the most digitally excluded residents are dependent on mobile phones with limited data bundles for their household internet access, and therefore provision of a free public Wi-Fi network across major public locations could potentially provide a way to help these households make their limited data bundles go much further. Investigation of the business case, including cost-benefit analysis, is required to proceed.
- 5.5.7. The council's digital infrastructure and inclusion team has begun investigating the business case for Public Wi-Fi; and should the benefits of delivering such a network be justified, then the development of the CCTV fibre network can be credited with having provided both the mechanism and means for its deployment.

## 5.6. Risk Management

- 5.6.1. Full governance is in place to review and approve this project, and the Barnet Project Management methodology and Capital Delivery project procedures have been utilised.
- 5.6.2. The project is also using the approved Barnet Risk Management Framework to identify, analyse and respond to project risks.
- 5.6.3. The following table is a summary of the most significant project risks:

Risk Description	Impact	L/hood	Score	Risk Response
<b>Transmission Risk</b> Risk that the BT fibre network and equipment is not ready for go-live of the new Control Room.	4	3	<b>12</b>	<b>TREAT</b> Working closely with BT/Openreach on the delivery dates for the project. BT are contracted to deliver Phase 1 installation (current camera sites) by Mar-23 and will continue with the Phase 2 installation (additional camera sites) from Apr-23.
<b>Business Operational Risk</b>	4	2	<b>8</b>	<b>TREAT</b>

<p>The Community Safety team continues to operate the existing Enfield control room until the new Colindale control room is operational. This prolongs the use of the obsolete equipment and risk of camera outage and the impact on monitoring.</p>				<p>The new contractor (DSSL) has been implementing repairs and maintenance to the camera estate, which is now above 90% operational</p> <p>Mobile deployment – 20 new mobile cameras have been deployed</p> <p>BT have committed to installing an interim fibre transmission solution for Enfield to provide full operational camera coverage</p>
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## 5.7. Equalities and Diversity

5.7.1. The Equality Act 2010 outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- a. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
- b. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- c. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

5.7.2 Relevant protected characteristics are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

5.7.3 The broad purpose of this duty is to integrate considerations of equality into day-to-day business and keep them under review in decision making, the design policies and the delivery of services.

5.7.4 These equalities duties have been fully accounted for in relation to the full business case. For example, where the operation of the camera estate will see modernisation through new equipment and technological innovation, such as the use of computer imagery, all new publicly beneficial use cases will be appropriately assessed for their impacts and related data capture and other council policies will be appropriately updated and communicated. Through membership of the London Office for Technology and Innovation, the council has access to a data ethics service, which will provide advice and support for decision-making.

## 5.8. Corporate Parenting

5.8.1 In 2016 the government developed a set of corporate parenting principles. These are:

- to act in the best interests, and promote the physical and mental health and well-being, of those children and young people.
- to encourage those children and young people to express their views, wishes and feelings.
- to consider the views, wishes and feelings of those children and young people.

- to help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners.
- to promote high aspirations, and seek to secure the best outcomes, for those children and young people.
- for those children and young people to be safe, and for stability in their home lives, relationships and education or work
- to prepare those children and young people for adulthood and independent living

5.8.2 The library service supports these principles by providing a wide range of resources, services and activities for all children and young people in Barnet as well as specialist library cards for practitioners such as foster carers and social workers. The provision of a new CCTV monitoring and maintenance contract for the service will ensure that this work can continue uninterrupted throughout all opening hours.

## 5.9. Consultation and Engagement

5.9.1. The Community Safety Team has consulted with the Metropolitan Police during the strategic review, specifically on the Community Safety CCTV provision. In December 2021 Community Safety officers and Metropolitan Police officers visited and reviewed sites identified as 'hot-spots' in the borough. This has informed the process for the identification of additional CCTV fixed sites in the borough.

5.9.2. The Committee approved the Member consultation and engagement model on the 6 October 2021. Member consultation was held during November 2021 and provided Members with:

- an overview of the CCTV project and its objectives, specifically the objectives of the strategic review
- maps reporting a Borough analysis of crime hotspots and the current Community Safety CCTV camera estate, and a set of proposed locations for review of Community Safety CCTV deployment (using the proposed principles)
- the approved process for Members to raise Community Safety issues which may result in the deployment of additional Community Safety CCTV

5.9.3. The approved Members process to raised Community Safety issues is as follows:  
The following guiding principles are used:

<b>CCTV Deployment Guiding Principles</b>	
<b>Principle</b>	<b>Summary</b>
<b>Camera Operational Requirement is justified</b>	These must be evidence-based and intelligence-led linked to location and surveillance objectives (using crime statistics and incident reporting). There will be a risk assessment undertaken of the site. Photos of the proposed specific location with CCTV camera marked where it will be sited are required for this
<b>Camera Primary view and purpose is defined</b>	Detailed account of the views captured by the camera is required (street and building descriptions).
<b>Surveillance Objectives: the camera must meet the requirements of the Surveillance Camera Code of Practice 2013 and the Protection of Freedoms Act 2012</b>	A relevant authority must follow has duty statute and guidance in the code when it considers the future deployment or continued deployment of surveillance camera systems to observe public places may be appropriate. For example: <ul style="list-style-type: none"> <li>•Prevention and detection of crime and ASB</li> <li>•Apprehension and prosecution of offenders</li> <li>•Gathering evidence to support judicial proceedings</li> </ul>
<b>Privacy Risks: the camera must meet the requirements for GDPR and the Data Protection Act 2018</b>	Large scale, systematic monitoring of public areas by CCTV is considered 'high risk processing' in GDPR and Data Protection Act 2018. All processing must be fully justified and assessed for any risks to the privacy of those affected. Appropriate mitigation measures must be applied, as necessary. Transparency and accountability when using CCTV in public space is paramount.
<b>The CCTV Camera must be able to be installed appropriately and in a cost effective manner</b>	The assessment of requirements must include: <ul style="list-style-type: none"> <li>- Mounting</li> <li>- Power supply</li> <li>- Transmission type (e.g. Wireless)</li> <li>- Wayleaves (if required)</li> <li>- CCTV signage</li> <li>- Camera Type &amp; suitability for the location</li> <li>- Recording Time &amp; Retention Period</li> <li>- Estimated detailed cost for each element of the installation is required</li> </ul>
<b>The CCTV camera must be able to connect to the CCTV control room (unless there are exceptional circumstances)</b>	The CCTV camera is required to be connected to the network to provide 24/7 monitoring where response can be provided in real-time. Stand-alone cameras are not connected to the network and therefore not monitored in the control room. They are reviewed periodically 'after-the-fact' and require resource to retrieve and view the images. A stand-alone camera should only be considered as an immediate response (redeployment of an existing asset) and as a temporary solution.

### **The process for Members to raise Community Safety issues**

The Community Safety Team have structured their organisation to align with the Area Committee structure and within that the Wards through the allocation of Ward Officers and Team Leaders (aligned by Area Committee).

Members follow the proposed process in the table below:

Process	Responsible	Recipient	Description	Timing
<b>Issue Raised</b>	Member	Community Safety Officer & Area Committee Lead	Member provides description of the issue, location and concerns they consider require officer review	No constraint
<b>Issue Investigation</b>	Community Safety Team (CST)	Member	- CST undertake an evidence-based and intelligence-led review of the issue using the principles defined - CST will assess if and to what extent an issue exists and will determine a risk rating for the location - CST will assess if the issue requires an intervention, and the appropriate response from the enforcement portfolio (e.g. CCTV, uniformed patrol, increased lighting, access review)	Agreed with the Member
<b>Recommendation</b>	Community Safety Team (CST)	Member	- CST will recommend the appropriate response based on the investigation	At the end of the agreed review period (above)
<b>CCTV Recommendations</b>	Community Safety Team (CST)	Member	- If CCTV is a recommended option, CST will identify the appropriate camera deployment option and the costs	At the end of the agreed review period (above)
<b>Funding</b>	Member	Area Committee	- CST will assist the Member to draft a Members item with the CCTV proposal and provide required support to the Area Committee for CIL Funding (along with the AC Lead Officer) - Area Committee make the decision on funding	Area Committee Meeting Deadlines
<b>Implementation</b>	Community Safety Team (CST)	Area Committee	- Approved Area Committee CCTV schemes are incorporated into the works programme for delivery - Implementation updates and completion are reported back to the Area Committee and the Member	According to delivery timelines

## 5.10. Environmental Impact

5.10.1. There are no direct environmental implications from noting the recommendations. Implementing the recommendations in the report will lead to a positive impact on the Council's carbon and ecology impact, or at least will be neutral.

5.10.2. The deployment of a CCTV fibre network and computer vision technologies, supplemented by enhanced 5G and Wi-Fi networks, has unlocked the potential for wider council services to begin to consolidate their own use of imagery devices. This will enable the council to ensure it is maximising the utility and public benefit of each camera asset deployed across the borough for a wider range of outcomes. To facilitate this kind of place-based transformation work, a new Digital Placemaking Board has been set up to bring together officers from across a wide range of council services.

## 6. BACKGROUND PAPERS

6.1 Policy & Resources Committee, 20 July 2021, Strategic Community Infrastructure Levy (CIL) Allocations: [Agenda for Policy and Resources Committee on Tuesday 20th July, 2021, 7.00 pm \(moderngov.co.uk\)](#) Approved the proposed use of Strategic CIL to contribute towards the following capital projects subject to the production and approval of

required Business Cases through appropriate project governance.

- 6.2 Policy & Resources Committee, 8 December 2020, Annual Procurement Forward Plan 2021/22: [Agenda for Policy and Resources Committee on Tuesday 8th December, 2020, 6.00 pm \(moderngov.co.uk\)](#)
- 6.3 Decision of the Executive Director for Assurance, CCTV Contract Governance, 30 July 2021: [Decision - Extension of CCTV Contract \(moderngov.co.uk\)](#)
- 6.4 Policy and Resources Committee 16 June 2021, Business Planning 2022-26: [Agenda for Policy and Resources Committee on Wednesday 16th June, 2021, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#) Approved the Community Safety CCTV budget increase
- 6.5 Community Leadership and Libraries Committee 6 October 2021, CCTV strategic review & procurement of new service contract: [Agenda for Community Leadership and Libraries Committee on Wednesday 6th October, 2021, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#)
- 6.6 Policy and Resources Committee 9 December 2021, Business Planning (Budget 2022/23, Medium Term Financial Strategy 2022-26) and Budget Management 2021/22 [Agenda for Policy and Resources Committee on Thursday 9th December, 2021, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#)
- 6.7 Policy and Resources Committee 9 December 2021, Annual Procurement Forward Plan (APFP) 2022/2023 [Agenda for Policy and Resources Committee on Thursday 9th December, 2021, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#)
- 6.8 Chief Officer Decisions (Oct 2021 and Mar 2022) – New CCTV Control Room in Colindale Civic Centre [Chief Officer List of Decisions - Oct 21 - March 22 Present Assurance Director.pdf \(moderngov.co.uk\)](#)
- 6.9 Annual Council 24 May 2022, Appointment of the Leader [Agenda for Annual Council on Tuesday 24th May, 2022, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#)
- 6.10 Community Leadership and Libraries Committee 20 June 2022, CCTV Programme – Revised Outline Business Case & Update on the Strategic Review [Agenda for Community Leadership and Libraries Committee on Monday 20th June, 2022, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#)
- 6.10 Policy and Resources Committee 19 July 2022, Revised Budget 2022/23 and Business Planning 2023-2027 [Agenda for Policy and Resources Committee on Tuesday 19th July, 2022, 7.00 pm | Barnet Council \(moderngov.co.uk\)](#)
- 6.11 Delegated Powers Report – Decision taken by the Executive Director Assurance & Executive Director of Children and Young People, 15 July 2022 [Decision - CCTV Monitoring Services Contract](#)
- 6.12 Chief Officer Decisions (24 May 2022 and 4 August 2022) [Chief Officer List of Decisions - Apr 22 - Oct 22 Assurance Director.pdf \(moderngov.co.uk\)](#)

- 6.13 Community Leadership and Libraries Committee 31 October 2022 [Agenda for Community Leadership and Libraries Committee on Monday 31st October, 2022, 7.00 pm \(moderngov.co.uk\)](#)
- 6.14 Delegated Powers Report – CCTV Fibre Network and Services 16 December 2022 [Decision - CCTV Fibre Network and Services \(moderngov.co.uk\)](#)
- 6.15 Delegated Powers Report – Replacement and upgrade of CCTV cameras & maintenance contract 20 December 2022 [Decision - Replacement and upgrade of CCTV cameras & maintenance contract \(moderngov.co.uk\)](#)