

STEVENAGE BOROUGH COUNCIL

JOINT CCTV EXECUTIVE MINUTES

Date: Monday, 21 March 2022

Time: 6.00pm

Place: Council Chamber, Daneshill House, Danestrete, Stevenage

Present: Councillors:
Stevenage Borough Council: Jackie Hollywell (Chair), Richard Henry and Mrs Joan Lloyd
Hertsmere Borough Council: Pervez Choudhury
East Herts District Council: Peter Boylan and Geoffrey Williamson
North Herts District Council: Ian Albert and Sam North

Start / End Start Time: 06:00 pm
Time: End Time: 07:16 pm

1 APPOINTMENT OF CHAIR

It was moved by Councillor Mrs Joan Lloyd and seconded by Councillor Peter Boylan that Councillor Jackie Hollywell be appointed Chair for the meeting. After being put to the meeting and a vote taken, the motion was declared carried.

At this juncture, Members and officers paid tribute to Councillor Paul Clark by observing a moment of silence in his remembrance.

2 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillors Alexander Curtis, Jeremy Newmark and Judi Billing.

There were no declarations of interest.

3 MINUTES - CCTV COMMITTEE - 18 NOVEMBER 2021

It was **RESOLVED** that the minutes of the Joint CCTV Executive meeting held on Thursday 18 November 2021 be approved as a correct record and signed by the Chair.

4 CCTV OPERATIONS AND PERFORMANCE REPORT

The Community Safety Manager for Stevenage Borough Council (SBC) presented a report in relation to the CCTV operations and performance. She outlined the performance and work of the CCTV Control Room to date and the emerging priorities for 2022/23. The overview of the CCTV performance was reported to the Committee as part of the agreed cycle for CCTV governance.

She advised Members that the following operational objectives had been agreed during the 2021/22 review.

- Intelligence – to have a better understanding of the requirements and needs of partners in respect of the use of CCTV and how it relates to tackling crimes and ASB.
- Expand the partnership – to meet with other districts to discuss their CCTV requirements and expand partnership.
- Communication – to communicate with partners, members of the public and governing bodies to reassure safety in and around the areas covered by CCTV provision.

She further advised Members on the necessity to continue to improve CCTV operations and a number of activities taken forward by the partnership as the following:

- An Operational Action Plan has been identified to ensure partner requirements were progressed in a timely and managed accordingly. The Action Plan was a 'live' document and assessed regularly by CCTV Partnership Officers Board. The Plan was currently in the draft stage and was due to be completed in April 2022.
- Hertsmere Borough Council secured a successful bid to the Safer Streets Fund.
- A close working relationship with police had been established regarding the Digital Asset Management System Project which was a cloud-based link between the police downloading suite and the Force Control Room.
- The Partnership had not received any application for RIPAs since the last report to the Joint Executive in November 2021.
- There had been no Data Protection Act/GDPR breaches or complaints.
- The Partnership had appointed 4 further Data Controllers to ensure greater resilience regarding urgent viewing requests; previously the Partnership had only one. All Data Controllers would receive a BTEC and Level 3 qualifications.
- A customer feedback process had been established, and satisfaction survey had been formatted. The survey would be completed by partners, Members and members of the public. The feedback would identify improvements for the future operations and performance.
- The CCTV Inspector programme had been re-established and invited resident volunteers to undergo appropriate vetting and training to undertake spot checks on CCTV operations and compliance in line with the Code of Practice. The programme stopped during the pandemic and the service would undertake a recruitment drive to attract new inspectors.
- The CCTV team had completed training around GDPR, safeguarding, domestic abuse awareness, hate crimes and Prevent during 2021/22.
- A revised performance dashboard had been prepared to enable district partners to better assess incident and crime trends.

In response to a question from a Member, the Community Safety Manager (SBC)

advised that the Control Room was set up in an efficient way for the police to receive information, and was for the police to do their investigation on how they prioritise cases.

Officers would look at Post Event Viewing category regarding historical incidents to ensure it was easier to understand, and does not duplicate incidents.

Members were informed that there had been a historical arrangement for the partnership to have resident inspectors, and this was an additional community engagement measure to reassure members of the public. The arrangements were ceased during the Covid19 pandemic, and this was now on the Officers radar to recruit and vet resident volunteers to do spot checks.

It was **RESOLVED**:

- That the Committee noted the performance of the CCTV partnership to date and noted the outcomes as documented, together with the priorities for the CCTV Action Plan 2022/23.
- The Committee approved the implementation of a new performance dashboard.

5 **URGENT PART 1 BUSINESS**

None.

9 **URGENT PART II BUSINESS**

None.

CHAIR