

**CCTV PARTNERSHIP JOINT EXECUTIVE  
4 OCTOBER 2018**

**\*PART 1 – PUBLIC DOCUMENT**

**TITLE OF REPORT: GOVERNANCE ARRANGEMENTS FOR THE HERTFORDSHIRE  
CCTV PARTNERSHIP**

REPORT OF THE CCTV OFFICER MANAGEMENT BOARD

COUNCIL PRIORITY : PROSPER AND PROTECT / RESPONSIVE AND EFFICIENT

**1. EXECUTIVE SUMMARY**

- 1.1 At its meeting on 29 March 2018, the Joint Executive resolved that there should be an audit of current governance arrangements in relation to the CCTV Partnership and CCTV Company. This audit was undertaken and a final report was issued in August 2018 (attached as appendix A). This audit identified a number of recommendations and these have been responded to with planned actions.

**2. RECOMMENDATIONS**

- 2.1 That the Joint Executive note and comment on the attached audit report.
- 2.2 That the Joint Executive note that the Officer Management Board will continue to undertake more detailed governance review work, and that some of this is likely to impact on the CCTV company.

**3. REASONS FOR RECOMMENDATIONS**

- 3.1 The Joint Executive have identified a number of concerns with the governance arrangements for the CCTV partnership and CCTV company. It was considered that the best way for these to be fully identified was to commission the Shared Internal Audit Service (SIAS) to undertake a governance review audit. The results of this are therefore being presented to the Joint Executive.

**4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 None considered, as the Joint Executive have responsibility for strategic and policy issues relating to the Partnership.

## **5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS**

- 5.1 The Chairperson of the CCTV company was consulted and agreed to the governance review taking place.

## **6. FORWARD PLAN**

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

## **7. BACKGROUND**

- 7.1 The Joint Executive have identified a number of concerns with the governance arrangements for the CCTV partnership and CCTV company. At its meeting on 29 March 2018, the Joint Executive resolved that there should be an audit of current governance arrangements in relation to the CCTV Partnership and CCTV Company. Stevenage Borough Council added it to their SIAS audit plan with an allocation of 10 days. To reflect that there were also implications across the partnership and to extend the scope, each of the other partners also contributed a further 2 days each to the audit. This took the allocation up to 16 days.
- 7.2 Each of the partners was involved in scoping the audit.

## **8. RELEVANT CONSIDERATIONS**

- 8.1 The SIAS Final Internal Audit Report on 'Governance Arrangements for the Hertfordshire CCTV Partnership' is provided as Appendix A. This adopts the standard format for SIAS report in that it identifies the scope of the audit, findings from the work that they have carried out and recommendations made. Management are then asked to respond to these recommendations. In this case the management response has been provided by the Stevenage Borough Council Assistant Director for Communities and Neighbourhoods in consultation with partner representatives from the Officer Management Board.
- 8.2 The SIAS Audit report is intended to form the starting point of the Governance Review. As well as responding to the recommendations made, the Officer Management Board also intend to undertake more detailed work where it is required. Some of this work is likely to have an impact on the CCTV company, and the Chairperson will be consulted on this.

## **9. LEGAL IMPLICATIONS**

- 9.1 The terms of reference for the CCTV Joint Executive include responsibility for strategic and policy issues relating to the Partnership.

## **10. FINANCIAL IMPLICATIONS**

- 10.1 There are no direct financial implications arising from this report.

## **11. RISK IMPLICATIONS**

- 11.1 The SIAS report has identified a number of risks and actions required to help mitigate against those risks.

## **12. EQUALITIES IMPLICATIONS**

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 There are no equalities implications arising from this report.

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 The Social Value Act and “go local” policy do not apply to this report.

## **14. HUMAN RESOURCE IMPLICATIONS**

- 14.1 There are no direct HR implications arising from this report.

## **15. APPENDICES**

- 15.1 Appendix A- SIAS Final Internal Audit Report- Governance Arrangements for the Hertfordshire CCTV Partnership

## **16. CONTACT OFFICERS**

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## **17. BACKGROUND PAPERS**

- 17.1 None