

OVERVIEW AND SCRUTINY COMMITTEE

Task and Finish Group Title	CCTV – is the service delivering an effective and value for money service for the community?
Membership of Working Group:	To be confirmed
Area for Investigation: (Directorate and Service Area)	Neighbourhood Services
Key Officer Contacts:	Ian Coker – Head of Neighbourhood Services Graham Collis – CCTV Manager Theresa Goss – Committee Services Officer Victoria Cook – Improvement Officer
Scoping form completed by:	Councillors
Scrutiny requested by:	O&S Committee
Criteria for inclusion in work programme	(If yes please provide details)
Customer Feedback	Yes – The Council has received numerous requests from the community for additional CCTV camera coverage. Occasional requests to remove cameras have also been received.
Poor performance	No
Area requiring policy development	Yes – The issue of whether the Council targets the most appropriate locations for CCTV coverage should be explored – need for clear policy
Value for Money Concerns	Yes – CCTV is a major area of council expenditure and therefore its effectiveness should be reviewed
Emerging issues; Executive Referral, Comprehensive Area Assessment (CAA) etc	Yes – requests from the community for CCTV coverage, and changing technology
Long term financial benefit anticipated	Yes – possible long term financial benefit could be achieved due to the high current investment in the service.
Corporate priority	Yes – Community Safety is a key priority for the council – the question is to what extent is CCTV contributing to this?

<p>Summary of overall anticipated benefits and intended outcomes</p> <p><i>[Give a brief description of what we hope undertaking the review will achieve e.g. Improved performance, amended policy, efficiencies or increased footfall]</i></p>	<ul style="list-style-type: none"> • Clear understanding of the contribution of CCTV to reducing crime and the fear of crime • Clear understanding of the way in which CCTV works and is monitored, and the way in which footage is used • Ensure that the current system is effective in addressing crime and the fear of crime • Identifying CCTV's priority level for future funding • Recommendations on whether the current coverage is appropriate • Recommendations on how CCTV can best prevent crime and fear of crime in the future • Recommendations on the future publicity/public awareness of CCTV
<p>Indicators of success</p> <p><i>[Include details of desired indicators of success and how these can be measured]</i></p>	<ul style="list-style-type: none"> • Benchmarking with other authorities • Trends of performance in key indicators of incidents etc. compared to CCTV coverage • Maps of incidents and CCTV coverage to ensure an appropriate match • Consultation on views of CCTV with the public and main customers, the Police and the Business Community.
Policy Context	
<p>National or Regional Policy Implications</p>	<ul style="list-style-type: none"> • Warwick District Council CCTV Code of Practice • National CCTV Strategy • ICO CCTV Codes of Practice
<p>Impact on local people</p>	<p>Yes – possible changes to coverage could impact on local residents and would impact on community safety in the future</p>
Scope	
<p>In Scope</p> <p><i>[Define what the scope of review]</i></p>	<ul style="list-style-type: none"> • Areas of CCTV coverage and non coverage – and link to crime and ASB locations and types • CCTV operations, including quality of images and link to prosecution rate • CCTV success measures • Sources of funding for CCTV • Cost effectiveness of the current CCTV – including possible alternative use of mobile CCTV, Wi-max or other alternatives to tackle crime and ASB • Investigate possibility of hotspots
<p>Excluded from Scope</p>	<ul style="list-style-type: none"> • The performance of individual officers who work in the CCTV service

<p><i>[Define the exclusions from the scope of the review]</i></p>	<ul style="list-style-type: none"> • Individual cases of crime and ASB
Council and Partner Involvement	
<p>Who would need to be involved from the Council? Which of our partners, stakeholders and Members of the community should we discuss this with?</p>	<p>Ian Coker, CCTV team, Pete Cutts, Chamber of Trade, Police, Major stores, BID in Leamington, Safer Neighbourhood panels, Citizens' Panel, Magistrates, Pete Guillaume – Warwickshire Beating Business Crime Manager, Mike Cornes – Retail Crime Initiative</p>
Review Resources	
<p>Evidence <i>[Background Information and documents to look at]</i></p>	<ul style="list-style-type: none"> • Map of incident locations and camera locations • Crime and prosecution statistics • National research • Demonstrations of the system and alternatives • Warwick District Council CCTV Code of Practice • Home Office Scientific Development Branch • Information Commissioner's Office • National Policing Improvement Agency
<p>Witnesses <i>[Who to see and when]</i></p>	<p>Ian Coker, CCTV team, Pete Cutts, Chamber of Trade, Police, Major stores, BID in Leamington, Safer Neighbourhood panels, Citizens' Panel, Magistrates</p>
<p>Site visits <i>[Details of site visits and when they will be held if appropriate]</i></p>	<ul style="list-style-type: none"> • CCTV control room • Locations of key cameras • Police HQ – use of evidence
<p>Consultation <i>[Is there any consultation which needs to be undertaken to feed into the review?]</i> <i>[consult with CMT on draft outcomes for any issues they may have]</i> <i>[Do findings need to be published for consultation before making final recommendations?]</i></p>	<ul style="list-style-type: none"> • Public consultation – Citizens Panel on fear of crime
<p>Expert Advice <i>[Do the task & Finish Group require expert advice support due to the nature of the review]</i></p>	<ul style="list-style-type: none"> • National expert on CCTV issues (Steve Wilson from MSC consulting currently undertakes work for us on CCTV)? • Internal legal advice on CCTV issues and data protection etc. • Police officer who uses the service
Dangers/ Barriers/Risks	
<p>What are the risks to the review?</p>	<ul style="list-style-type: none"> • Confidentiality used as a shield • Relocation of CCTV control room to

	Riverside House may impact on resources
Timescales	
Anticipated Review Start Date	September?
Anticipated Reporting Date	5 meetings – 4 months?
Frequency of Meetings	
Date to evaluate impact	12 months
<i>[A review in six to twelve months (dependent on outcomes) at this point deciding to either re scrutinise this matter, with a different task and finish group, or sign it off as the indicators of success have been achieved.]</i>	