

**FALKIRK COUNCIL**

**Subject: CCTV PROVISION IN THE FALKIRK COUNCIL AREA**  
**Meeting: EXECUTIVE**  
**Date: 30 SEPTEMBER 2014**  
**Author: DIRECTOR OF CORPORATE AND NEIGHBOURHOOD SERVICES**

**1. INTRODUCTION**

1.1 This report updates Members on the provision of public realm CCTV monitoring for the Falkirk Council area in light of decisions taken by partners within the Forth Valley monitoring partnership. It asks Members to note the current and future position and asks Members to consider the options on the way forward with regards the provision of this service.

**2. BACKGROUND**

2.1 Members will recall that Falkirk Council accesses the provision of CCTV services for the Council area, through the Forth Valley CCTV Partnership. As well as Falkirk Council, the partnership also includes:

- Clackmannanshire Council,
- Stirling Council; and
- Police Scotland.

2.2 Police Scotland who manage and lead the partnership on behalf of the four agencies has been advised that both Stirling and Clackmannanshire Councils have given 1 year's notice to quit the partnership, effective as of 1 April 2015.

2.3 In addition to this Stirling Council has reduced its funding for the partnership within the current financial year by 50%. Stirling Council only intends to honour the contract for the provision of monitoring services, for this year. Stirling Council also intends to bring forward their departure from the partnership to the end of September 2014, but remain liable for costs incurred until 31 March 2015. This has been evidenced most recently by Stirling Council intimating that it wished to remove equipment from the central monitoring facility located at Kilncraigs in Alloa by the end of September. This puts at risk the viability of the remaining equipment and may incur additional cost to remedy the situation. The Chief Executive has written to her counterpart in Stirling Council expressing concern as to how it is managing its withdrawal from the CCTV partnership, and the impact this is having on the remaining partners. These decisions put into question the continuing viability of both the partnership and the provision of CCTV services.

- 2.4 Each of the Partners pays an equal quarter costs for the delivery of the service. In 2013/14 the total cost of the CCTV Partnership was £601,010. In addition to this a sum of £124,820 was spent in upgrading equipment. The equal share of costs contributed by each partner during 2013/14 amounted to £150,000. This includes one CCTV Manager and 14 staff employed by Enigma CCTV Ltd who provide monitoring services. The allocation of costs across Forth Valley partnership has been the subject of a long standing agreement.
- 2.5 The monitoring and management functions of these services are hosted by Clackmannanshire Council at Kilncraigs in Alloa. The current service encompasses the live monitoring of cameras. Falkirk Council currently has approximately 90 cameras covered by these arrangements. The monitoring and cameras covered by these arrangements are public realm camera i.e. those in town centres and not those covering buildings such as schools, offices etc. These cameras make an important contribution to making our town centres and reducing the perception of the fear of crime by the public. The range of services provided by the partnership, for the current year, is as follows – this is the Falkirk Council contribution only:

| <b>List of Services</b>                           | <b>2014/15 Budget (£)</b> |
|---|---------------------------|
| The provision of monitoring services              | <b>159,930</b>            |
| Camera maintenance, rental of premises etc.       | <b>39,120</b>             |
| Contribution towards the cost of the CCTV Manager | <b>15,870</b>             |
| Sub total (without current income)                | <b>214,920</b>            |
| Income for external cameras we manage             | <b>11,200</b>             |
| Total Allocated Budget                            | <b>203,720</b>            |

### **3. FUTURE CCTV PROVISION IN FALKIRK**

- 3.1 The implications of the respective decisions taken by Clackmannanshire and Stirling Councils mean that the Forth Valley CCTV Partnership will cease to exist after 31 March 2015. This means that the current contract for monitoring which is held by Enigma CCTV Ltd will cease on that date with an uncertain future for the existing staff who Members will recall have recently transferred from Remploy.
- 3.2 There is also the question of the continuing viability of the partnership during the current financial year, due to the reduced level of funding, approximately £70,000, from Stirling Council. The partnership met recently to review the immediate situation and ensure that we have sufficient resources in place for the current financial year. Stirling Council will still be required to meet its core partnership and contractual obligations for the current financial year. It is therefore for Stirling Council to ensure that it has sufficient funding in place to meet these obligations.
- 3.3 We do however need to start now in planning the future of CCTV provision for the Falkirk Council area, after 31 March 2015. Costs at this stage are best estimates. Police Scotland has intimated that access to Grangemouth Police Station would be at no cost to the Council.

### *Option 1 - Full In-house Provision*

3.4 This option envisages the Council establishing its own CCTV service in partnership with Police Scotland. This option however is not without risk, as we will have to:

- Locate and resource suitable premises to house a monitoring suite and supporting equipment. This will include relocation of equipment. There are limited options for this due to the technical requirements for such services. The two most likely options being Falkirk or Grangemouth police stations;
- Employing sufficient numbers of qualified staff to resource a 24-hour, 365 day a year service. It is projected that we would need 5 members of staff with a supervisor / manager to provide this level of service. We currently benefit from economies of scale through the current partnership. It is also likely that TUPE may apply to this option. Disaggregating our share of existing equipment from the Alloa site and re-installing this within a new facility within the Falkirk Council area; and
- Negotiating a new maintenance contract with a new provider.

3.5 This option represents a degree of risk for the Council as we can only estimate the nature of what is involved in developing and providing our own service. Provisional estimates suggest that this option may well incur additional expenditure of approximately £25,400 for the Council. In addition to this there will be a one year only up front estimated cost of £50,000 for the relocation of equipment etc. The cost estimate for full in-house provision is as follows:

| <b>List of Services / Operation Requirements</b>  | <b>Projected Cost (£)</b> |
|---|---------------------------|
| The provision of live monitoring services (requiring 5 staff and 1 supervisor / manager) providing service at existing levels | <b>190,000</b>            |
| Camera maintenance, rental of premises etc .  | <b>39,120</b>             |
| Total Estimated Cost annual recurring costs   | <b>229,120</b>            |
| One Off Equipment relocation and connection costs (first year only)   | <b>50,000</b>             |

### *Option 2- Managed Monitoring Service – Enigma CCTV Ltd*

3.6 This option envisages relocating the CCTV service, currently hosted in Alloa, to the Falkirk Council area but with monitoring services continuing to be provided by Enigma CCTV Ltd. This option assumes we will be able to host the service within either Falkirk or Grangemouth police stations, incurring no property costs as a result. We estimate that that in terms of revenue cost this option will be slightly cheaper, with a saving of £4,670 on current costs. The option will however incur one off equipment relocation costs of £50,000. There is currently £50,000 in capital funding available which can be used for this purpose. This however will have the following implications:

- Incurring one off equipment relocation costs;
- The need to conduct a procurement exercise, in compliance with European procurement law and the requirements of Best Value;

- The potential to avoid some redundancies, with possibly some existing staff able to transfer to the new arrangements under the provisions of TUPE.

3.7 Taking these implications into accounts the estimated costs of this option, are as follows:

| <b>List of Services / Operation Requirements</b>  | <b>Projected Cost (£)</b> |
|---|---------------------------|
| The provision of monitoring services, based on the current budget and assuming no increase following a tendering exercise | <b>160,000</b>            |
| Camera maintenance, rental of premises etc .  | <b>39,120</b>             |
| Total Estimated Cost  | <b>199,120</b>            |
| One Off Equipment relocation and connection costs (first year only)   | <b>50,000</b>             |

#### ***Option 3 - Managed Monitoring Service – TCA Ltd***

3.8 Initial research has highlighted that an organisation such as, Town Centre Activities (TCA) Ltd could provide a monitoring service on behalf of the Council. This is an arms length company limited by guarantee, has charitable status, and is responsible for the provision public space CCTV services in the North Lanarkshire Council area, covering a network of approximately 900 cameras. An initial unit based quote has been received from TCA of £2,070 per annum per camera for the provision of monitoring services. The projected costs for this option would therefore be:

| <b>List of Services / Operation Requirements</b>             | <b>Projected Cost (£)</b> |
|--|---------------------------|
| Monitoring services provided by TCA Ltd, assuming 90 cameras | <b>186,300</b>            |
| Camera maintenance, rental of premises etc.                  | <b>39,120</b>             |
| Total Estimated Cost   | <b>225,420</b>            |

3.9 This represents an increased cost of approximately £22,000 when compared to the current budget. The cost however would be known, and fixed for the duration of a contracted term, thus minimising risk. If selected we would be outsourcing to a reputable provider. We would however still need to organise the maintenance of our own cameras. We would also have to conduct a procurement exercise, to comply with European procurement law and satisfy Best Value. There is also the potential for TUPE to apply.

#### ***Option 4 - Recorded Only Service***

3.10 The full in-house option described at 3.4, assumes that we opt to continue with live monitoring. There is however a more radical option whereby we opt to discontinue live monitoring and only utilise CCTV for recorded monitoring. This would remove the need for monitoring staff and has the potential to save the Council a considerable amount of money, estimated at £164,000. Live access however can be maintained for the Police should that be required. The Council would still have data protection responsibilities and would need to identify a resource to retrieve and store recorded material. We would however have to invest a modest amount in upgrading recording equipment to supplement the equipment to be relocated from Alloa, to either Falkirk or Grangemouth police stations as well as relocate the equipment etc.

## 4. CONCLUSIONS

4.1 The decisions taken by Clackmannanshire and Stirling Councils have consequences for the existing service. Falkirk Council needs to make some consider the options for continuing to ensure the continued monitoring of [public realm CCTV post 31 March 2015. This report has outlined a number of options, featuring different service delivery models, all with their own implications. In considering these options it is important some underpinning principles to assist in determining the relative merits of each options, including:

- Securing Best Value,
- Minimising risk to the Council and our citizens; and
- Ensuring that we have both a viable and effective CCTV service, which is fit for purpose, post 31 March 2015.

4.2 In summary the costs involved in each of the options presented within section 2 are as follows:

| Option Description                                      | Projected Cost (£)   |
|---|--|
| Option 1 – Full in-house provision                      | 229,120 total estimated cost<br>Additional cost per annum:<br>25,400<br>Additional one off expenditure for equipment relocation :<br>50,000      |
| Option 2 – Managed monitoring service, Enigma CCTV Ltd. | 199,050 total estimated cost<br>Estimated cost saving per annum:<br>4,670<br>Additional one off expenditure for equipment relocation :<br>50,000 |
| Option 3 – Managed monitoring service, TCA Ltd.         | 225,420 total estimated cost<br>Additional cost per annum:<br>22,000   |
| Option 4 – Recorded Only Service                        | 39,120 total estimated cost<br>Estimated cost saving £164,000 per annum<br>Additional one off expenditure for equipment relocation :<br>50,000   |

4.3 The preferred option will then need to be worked up to be planned in more detail and then implemented. Work will need to start on this soon, if we are to meet the required timescales. We will also need to establish a small project team to progress the development and implementation of the preferred option.

4.4 The solution we implement may only need to be in place for the medium term, as early indications are that the Scottish Government is considering developing a nationally managed CCTV service, funded by the proceeds of crime, seized by the police. The implementation of this service may be up to between 3 and 5 years away.

**5. RECOMMENDATIONS**

**It is recommended that the Members:**

- 5.1 Note the notice provided by Clackmannanshire and Stirling Councils to quit the Forth Valley CCTV Partnership, effective as of 31 March 2015, and the implications this will have for Falkirk Council as a result;
- 5.2 Consider the options outlined in section 3, with a view to agreeing a preferred option. Following reaching agreement on this, officers work to ensure that the preferred option is delivered by March 2015

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**DIRECTOR OF CORPORATE AND NEIGHBOURHOOD SERVICES.**

Date: 25 August 2014  
Ref: MBCBA0614AW – Future CCTV Provision  
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**LIST OF BACKGROUND PAPERS**

- 1. None

Any person wishing to inspect the background papers listed above should telephone Falkirk 01324 506046 and ask for Andrew Wilson