

Leisure & Amenities Committee

CCTV Considerations in Play Areas – as requested by Cllr Philpot

1 INTRODUCTION

- 1.1 Many Parish Councils operate CCTV systems. In the majority of cases, this relates to CCTV coverage of community buildings, and, community car parks. Some Parish Councils make a financial contribution to the overall costs of a wider CCTV system run by the Local Authority.
- 1.2 The actual figures indicated in the end table should be taken as a guideline only. There are many variables that will affect the actual cost of an individual scheme, depending on the selected design and size. With research there may be affordable options.
- 1.3 The Parish Council could opt to purchase a temporary installation, managed fully by an external company or it could opt to purchase and install some form of CCTV system itself. CCTV is costly so the purpose and effectiveness of it as a solution would need to be fully considered. If there is a particular issue that CCTV could tackle, a temporary external installation may be more cost effective.
- 1.4 Key questions for discussion are
 - **what are the issues?**
 - **how and when do they occur?**
 - **how will CCTV surveillance impact on the frequency of occurrence?**

2 PARISH COUNCIL INSTALLATION - CONSIDERATIONS

There are three types of costs involved and all need to be considered and identified before the scheme is approved. These are installation costs, running costs and upgrade/replacement costs

- 2.1 In the first instance, the Parish Council will need to be mindful that it is not the landowner and is not the owner of any street furniture such as street lighting columns. Certain permissions would need to be secured from Swindon Borough Council.
- 2.2 *Installation costs*

This first group of costs are those incurred during the installation of the scheme.

 - 2.2.1 Cameras: cost will vary depending on its specification;
 - Is it static, or a pan, tilt, & zoom model?
 - Its features, the power of a zoom lens, its robustness (eg ballistic proof or not), it's ability to operate in low light levels, any infra-red facility, and whether captures black and white or coloured images..

Cameras purchased need to be capable of meeting operational requirements.

- 2.2.2 Mounting: will depend if the camera is mounted on a wall or a pole, plus any anti-vandal measures that need to be put in place or measures to protect any individuals right of privacy.
- 2.2.3 Recording equipment: is the camera being linked into an existing system or requires new equipment? New recorders are now digital, so there is hardware and software to consider. There also needs to be secure storage of the recording and recorded material.
- 2.2.4 Transmission: these are the costs involved in getting the images from the camera to the recording equipment. These vary greatly over the distance being travelled and the means of transmission selected.
- 2.2.5 Installation costs of the contractors who carry out the work.
- 2.2.6 Consultancy fees. Designing and Installing a CCTV scheme is a specialist skill that requires knowledge of the various technologies and options available, together with an understanding of the legal requirements. Depending on the size of the system required, it is possible that a consultant should be involved at some stage, whether to review proposals, or design and oversee the installation of the whole scheme.

2.3 *Running costs*

The Council would need to make provision for these costs on an annual basis. It is recommended that this provision is secured for a minimum of five years before the scheme is approved.

- 2.3.1 Maintenance costs. Cameras need to be kept in a good working condition. A maintenance contract should be in place providing a regular six monthly clean and health check of the cameras, plus a call out and repair option. If there is a control room or related equipment, may also need maintenance and repair. Depending on the method of transmission this may also require maintenance.
- 2.3.2 Monitoring costs. If the scheme requires a rapid police response to incidents then there will be some form of monitoring required. This is the most expensive element, especially if 24 x 7 monitoring is required.
- 2.3.3 Management costs. A scheme requires on going management to ensure legal requirements are being met, there is a form of reporting and accountability to its customers, and liaison with the police.
- 2.3.4 Control Room running costs. Where a Control Room is being used it will have its own running costs that will need to be covered or contributed to.
- 2.3.5 Licenses and training for the operation of surveillance in a public place will need to be in place and requires funding.

2.4 *Upgrade and replacement*

Unless it is planned that a scheme has a short and limited life span, all schemes will have to upgrade and replace cameras and monitoring equipment at some point. A general guide is approximately every 5 years. All schemes should consider and plan how they will fund these replacements. They are capital costs so external grants may be obtained at the time of replacement, although if left to reliance on this there is a risk no funds may be available at the time required.

3 SCHEDULE OF GUIDELINE COSTS

3.1 For guidance only, costings are provide below however there are diverse options and many models and systems can either be cheaper or more expensive.

COST TYPE	GUIDELINE	COMMENTS	
Installation Costs	The big variable is the transmission costs, which is unknown until each scheme is designed. £80 per meter for laying fibre optic cables in public highway		
Options:	Static camera approx £1000	Pan, Zoom & Tilt camera approx	Pole mounting £1500
Maintenance costs	12.5% of monitoring costs	This is a formula purely for guidance. Maintenance costs are likely to be low when the scheme is first commissioned and increase as it gets older.	
Monitoring Costs	£1500 - £2500 per camera	This is for 24x7 monitoring, and includes a contribution to Control Room Costs.	
Management Costs	10% of monitoring costs	This is a formula for guidance, based on experiences in existing Control Rooms	

3.2 The Parish Council has no enforcement powers so if this was the purpose of the CCTV, it would need to have support from the 'enforcing' organization that it would respond to incidents captured on CCTV.

4. RECOMMENDATIONS

4.1 That this Committee notes the background information in this report in order to discuss the advantages and disadvantages of CCTV for play and recreations spaces.

4.2 That this Committee makes a resolution determining next steps for this proposal.

Paula Harrison, Parish Manager