

**Notice of meeting of  
Community Safety Overview & Scrutiny Committee**

**To:** Councillors Douglas (Chair), Healey (Vice-Chair), King, Barnes, Watson, Steward and Orrell

**Date:** Wednesday, 27 June 2012

**Time:** 5.00 pm

**Venue:** The Guildhall, York

**AGENDA**

**1. Declarations of Interest**

Members are asked to declare any personal or prejudicial interests they may have in the business on the agenda.

**2. Minutes**

(Pages 3 - 6)

To approve and sign the minutes of the meeting of the committee held on 28 March 2012.

**3. Public Participation**

At this point in the meeting, members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the committee's remit can do so. The deadline for registering is **Tuesday 26 June 2012 at 5.00pm.**

**4. Draft Workplan for 2012-13** (Pages 7 - 8)

Discussion around the following issues:

- New ways of working and of monitoring City of York Council performance
- Director update on planned service reviews for 2012/13
- Agreed CYC related topics (CCTV, Animal Enforcement on CYC land and public highway, and Commercial Waste Services/Commercial Waste Recycling/Incinerator Plan B (Commercial Waste topic focus to be agreed))

**5. Introductory Briefing on CCTV Topic** (Pages 9 - 12)

Members will receive a briefing on CCTV.

**6. Animal Related Health, Safety and Enforcement**

Members will receive a briefing on animal related health, safety and enforcement issues, in support of a proposed scrutiny topic for this municipal year.

**7. Urgent Business**

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Jayne Carr

Contact Details:

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

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If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

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### **Holding the Cabinet to Account**

The majority of councillors are not appointed to the Cabinet (39 out of 47). Any 3 non-Cabinet councillors can 'call-in' an item of business following a Cabinet meeting or publication of a Cabinet Member decision. A specially convened Corporate and Scrutiny Management Committee (CSMC) will then make its recommendations to the next scheduled Cabinet meeting, where a final decision on the 'called-in' business will be made.

### **Scrutiny Committees**

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

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City of York Council

Committee Minutes

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MEETING	COMMUNITY SAFETY OVERVIEW & SCRUTINY COMMITTEE
DATE	28 MARCH 2012
PRESENT	COUNCILLORS KING (CHAIR), HEALEY (VICE-CHAIR), BARNES, BURTON, DOUGLAS, GILLIES AND ORRELL
IN ATTENDANCE	COUNCILLOR FRASER COUNCILLOR WILLIAMS

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**57. DECLARATIONS OF INTEREST**

Members were asked to declare any personal or prejudicial interests they may have in the business on the agenda. None were declared.

**58. MINUTES**

RESOLVED: That the minutes of the meeting of 7 March 2012 be confirmed and signed by the Chair as a correct record.

**59. PUBLIC PARTICIPATION**

It was reported that there were no registrations to speak under the council's Public Participation Scheme.

**60. MONITOR 3 FINANCE AND PERFORMANCE UPDATE FOR COMMUNITIES AND NEIGHBOURHOODS ENVIRONMENT SERVICES**

Members considered a report that provided an update on financial performance, service plan improvement actions and performance measures for Environmental Services. This item had been deferred from the previous meeting.

Officers went through the key issues. Attention was drawn to the areas of overspend and the mitigating action that was being

taken to bring the budget in on line. Discussion took place regarding the following issues:

- The shortfall in the parking services area and the reasons why income targets had not been met. Officers agreed to provide more detailed information on income from parking.
- The target for commercial waste had proved to be unrealistic and further consideration needed to be given to this issue, including the pricing structure that was in operation.
- Because of problems with the IT reporting system, the most recent data on missed bin collection had not been included in the report. This information would be circulated to the committee with the next monitoring report.
- Concerns were expressed regarding the impact that the proposed closure of Beckfield Lane would have on issues such as fly tipping. Members suggested that consideration should be given to measures such as increasing the number of green waste collections or making a wagon available on a monthly basis. The Cabinet Member for Communities and Neighbourhood Services outlined the reasons for the closure of Beckfield Lane, including the amount of investment that would be required at the site and the provision that was available elsewhere in the city.

Members were pleased to note that overall good progress was being made within the directorate and that 42% of actions had been completed. Of the 17 reportable performance indicators, the majority were within, on or above the target.

Members paid tribute to the work that John Goodyear had carried out as Assistant Director – Communities and Neighbourhoods and expressed their appreciation of the support that he had given to them. They requested that the Director of Communities and Neighbourhoods pass on their thanks to him.

**RESOLVED:** That the financial and performance position of the portfolio be noted.

REASON: In accordance with budgetary and performance monitoring procedures.

**61. POSSIBLE TOPICS FOR SCRUTINY REVIEW**

In preparation for the scrutiny work-planning event that was to take place on 2 May 2012, the Committee gave consideration to possible topics for scrutiny review in the next municipal year.

The following documents were tabled:

- A paper outlining the following three topics:
  - (i) CCTV – raised at the scrutiny meeting on 7 March 2012
  - (ii) New 101 Police Non-Emergency Number – suggested by Cllr Hodgson
  - (iii) Drug and Alcohol Related Anti-Social Behaviour – arising from the previous suggested ASB topic
- Information on scrutiny reviews that had recently been completed by other councils.
- The committee's work plan.

The Cabinet Member for Crime and Community Safety was invited to put forward any views he may have as to suggested topics. He suggested that the committee may wish to carry out a review on aspects of CCTV, as had been proposed at a previous meeting.

Councillor Fraser also stated that some Members had raised concerns with him regarding the new Police non-emergency number. He suggested that the committee may wish to consider whether to carry out a review into this issue or may decide that this was not the right time to do so, as the new arrangements had not been in place for a sufficient period of time to become embedded.

The Cabinet Member for Communities and Neighbourhood Services stated that he would welcome the committee's involvement in looking at commercial services within his portfolio.

Members agreed that the following suggestions merited further consideration as scrutiny topics:

- CCTV
- Anti-social behaviour (perhaps focussing on its links to alcohol and/or drugs)
- Police non-emergency telephone number
- Racially motivated abuse or the reporting of race crime
- Commercial waste and/or other commercial services such as cleaning
- Fear of crime
- Parking services

Concerns were expressed regarding the new arrangements for neighbourhood working. It was, however, agreed that it was not appropriate to carry out a review at this time.

**RESOLVED:** That the Scrutiny Officer email Members with a list of the suggested topics that had been put forward.

**REASON:** In preparation for the scrutiny work planning event.

Chair

[The meeting started at 5.00 pm and finished at 6.20 pm].



## Community Safety Overview & Scrutiny Committee – Draft Work Plan 2012-13

Provisional Dates	Work Programme
27 June 2012	<ol style="list-style-type: none"> <li>1. Draft Workplan for 2012-13 – Discussion re:                             <ul style="list-style-type: none"> <li>• New Ways of Working &amp; of Monitoring CYC Performance</li> <li>• Director Update on Planned Service Reviews for 2012/13</li> <li>• Agreed CYC related Topics (CCTV, Animal Enforcement on CYC land &amp; Public Highway, &amp; Commercial Waste Services / Commercial Waste Recycling / Incinerator Plan B (Commercial Waste topic focus to be agreed))</li> </ul> </li> <li>2. Introductory Briefing on CCTV Topic (Darren Capes)</li> <li>3. Presentation on ongoing work re Animal Health, Safety &amp; Enforcement Topic</li> </ol>
17 July 2012	<ol style="list-style-type: none"> <li>1. Attendance of SYP &amp; NYP to discuss Crime &amp; Disorder Issues (see list below)</li> <li>2. Safer York Partnership Bi-Annual Performance Report</li> <li>3. SYP Report on Joint Strategic Intelligence Assessment &amp; CSP Plan</li> <li>4. Introductory Briefing on Agreed Commercial Waste Topic</li> <li>5. Workplan</li> </ol>
11 Sept 2012	<ol style="list-style-type: none"> <li>1. Draft Hate Crime Strategy - Consultation</li> <li>2. Scrutiny Review No.1 Interim Report (topic to be agreed)</li> <li>3. Workplan</li> </ol>
13 Nov 2012	<ol style="list-style-type: none"> <li>1. Scrutiny Review No.1 Final Report</li> <li>2. Scrutiny Review No.2 Introductory Report (topic to be agreed)</li> <li>3. Workplan</li> </ol>
15 January 2013	<ol style="list-style-type: none"> <li>1. Second Scrutiny Review Interim Report</li> <li>2. SYP Bi-Annual Performance Report (Attendance of SYP &amp; NYP)</li> <li>3. Workplan</li> </ol>
12 March 2013	<ol style="list-style-type: none"> <li>1. Scrutiny Review No.2 Final Report</li> <li>2. Scrutiny Review No.3 Introductory Report</li> <li>3. Workplan</li> </ol>
23 April 2013	<ol style="list-style-type: none"> <li>1. Scrutiny Review No.3 Interim Report</li> <li>2. Attendance of Cabinet Members for Crime &amp; Community Safety and Communities and Neighbourhood Services –Re outcomes from priorities for 2012/13 &amp; new priorities for 2013/14</li> <li>3. Draft Workplan for 2013/14 – Discussion re Possible Topics for Scrutiny Review in coming Municipal Year</li> </ol>

## **Crime & Disorder Issues to be Discussed with SYP & NYP - Arising from topics put forward by Committee and at Scrutiny Work Planning Event in May 2012**

- ii. New 101 Police Number
  - To address residents complaints about the new Police 101 number – Cllr Hodgson
- iii. Addressing Fear of Crime – suggested by Cllr Douglas
- i. Addressing Hate Crime – how we access reporting systems given increase in incidents – suggested by Cllr Jeffries.
  - Work on a CYC Hate Crime Strategy is currently ongoing. The plan is to take the draft strategy and action/delivery plans to EAG in July and then the final draft to Cabinet around September time. It is therefore suggested that the Committee be consulted on the draft Strategy etc at their September meeting so that their views be fed into the Cabinet report.

### **Agreed Scrutiny Topics For 2012/13**

- ii. CCTV:
  - Threats to CYC provision over next 5-10 years,
  - The age of the system, and the running of it.
  - Also, will any expansion of the system require more control room staff?
- ii. Commercial Waste Recycling & Waste Incinerator Plan B? (If incinerator plans do not go ahead) – suggested by Cllr Burton & Cllr Healey respectively
- iii. Animals on Council land/verges & the public highway (incorporating enforcement around tethered horses as suggested by Cllr Warters)

### **Other:**

- i. Drug & Alcohol Related ASB - Arising from a previously considered scrutiny topic on 'Reducing ASB across the city through the introduction of improved collaborative working methods'

*As the Council has recently put in place a new ASB Strategy which covers all forms of ASB, it has been suggested that sufficient time be allowed for this to embed before any review of ASB related issues be undertaken, so that an informed view of its effects can be understood. This topic is therefore one to be carried forward into 2013/14.*

**Network Management**

City Strategy  
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## Briefing Note

### **Proposal to consider the City of York CCTV System as a Scrutiny topic**

#### **Introduction**

This note outlines the present state of the City of York CCTV system and discusses current and planned developments of the system. It also offers a view on the proposal to consider CCTV as a scrutiny topic within the coming year.

#### **Current Position**

The City CCTV system comprises of around 80 cameras located around the City (generally on street but also in car parks and Council buildings), a central control room staffed by trained operators and a Digital Video Recording (DVR) system that records all cameras for a rolling 31 days and allows the production of footage on DVD.

The Control Room, that was for many years located in Fulford Road police station, has recently moved to St Leonard's Place as a necessary first step towards to ultimate move to West Offices. The Control Room is staffed 24 hours a day, all year round (apart from Christmas Day) although due to the numbers of operators available there are times when it is left unstaffed. However, the system continues to record all the cameras on the DVR even when it is not possible to staff the control room. Generally, there are two operators in duty during busy times and one at other times. The control room has police, 'Shopwatch' and parking services in it, allowing the operators to react to incidents and events, direct police officers and provide intelligence.

The system also plays a central role in managing the City's transport network and is used on a daily basis by Network Management staff to monitor traffic conditions and respond appropriately.

The footage that the system provides is vital to the police's ability to investigate and prosecute crime, and manage public order. The DVR

system allows for instant review of footage and the production of evidential quality recordings on DVD. The police are currently recovering around 50 separate items of footage a month and use this on a daily basis as part of their operations.

We also have strong links with the police in terms of using CCTV in managing events in the City. Recent and upcoming events such the Queen's jubilee visit and the Olympic Torch Relay see the police deploy staff into the Control Room and work very closely with CYC staff.

### **Up-coming Developments**

There are two major developments being planned that together, will amount to the biggest change in the way CCTV is operated in York since the service's introduction.

The move to West Offices includes new, dedicated CCTV and transport network control rooms for which completely new 'state of the art' equipment and furniture is being procured. This will involve the size of the CCTV Control Room increasing to four operator stations from the current two and the creation of a separate dedicated CCTV footage review suite. It will also see a separate control facility for managing traffic and transport created, in which all the 'live traffic' systems we operate, including CCTV, Urban Traffic Control and our various traveller information systems will be coalesced into a single facility.

In parallel with the move to West Offices, we are also starting to make use of the Council's new private fibre optic network. This has three main advantages; firstly, it allows the current cameras we operate to be migrated away from the expensive BT 'analogue' circuits we now use, which will allow us to reduce our ongoing revenue costs. Secondly, it allows new cameras to be installed more cheaply and quickly than is possible where BT circuits are used, and this will allow aspirations for new cameras which currently are not cost effective, to be considered more favourably. Thirdly, the move to digital operation means the image feeds from the cameras can be sent over the main CYC network and so routed and manipulated much more flexibly than is the case with analogue images. This means that we will be able to take feeds from CCTV systems in council buildings, Park and Ride sites, schools, libraries, etc, and control, monitor and record them centrally. This will allow for cost savings in the various services, (who won't have to pay for stand-alone CCTV systems at each of their sites) and will bring revenue into the CCTV service to support its ongoing operation and expansion.

Ultimately, the increased flexibility offered by the move to West Offices, and the revenue the service can attract by providing cost effective, high quality CCTV services to other areas of CYC (and beyond) will allow the service to grow. This could mean additional staffing to ensure true 24 / 7 / 365 monitoring is possible and that a minimum of two operators can be on duty at all times. This in turn would allow the service to offer a wider range of functions such as building management and security, and active traffic monitoring.

### **Proposed Examination of CCTV as a Scrutiny Topic**

It is not considered sensible to scrutinise CCTV at the current time, as the service is about to undergo changes that will fundamentally alter it. For this reason, any recommendations and actions that resulted from the scrutiny process would have only limited relevance going forward.

Scrutiny of the CCTV service after April 2013 however, may well be worthwhile. By this time, the service will be settled into the new accommodation and will be using the new digital technologies outlined above. However, plans to use these developments to expand the service will still be at an early stage and so the opportunity will exist for the scrutiny process to influence them.

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