

Safer Neighbourhood Board – 28 October 2019

The CCTV Advisory Group

Report by Chief Community Safety Officer

1 Purpose

To advise the Safer Neighbourhood Board of the proposal to develop a Council CCTV Strategy and the establishment of a CCTV Advisory Group.

To seek approval for the CCTV Advisory Group to be constituted as a Safer Neighbourhood Board sub-group and its Chair be co-opted to the Board.

For Decision

2 Background

The Council has had its own public CCTV system in place since 1997. This consists of 58 fixed CCTV cameras located in Dalgarno, Golborne, Colville and Earl's Court wards and seven demountable CCTV cameras. A further six demountable CCTV cameras have been placed on order. A shared services contract governs the maintenance, erection and removal of CCTV cameras in the borough.

The Council's CCTV network is monitored via a shared control room in Hammersmith Town Hall each day between the hours of 3pm and 1am. Outside of these hours all cameras record images.

There are 540 CCTV cameras located in the Council's housing stock managed by the Council's Housing Management Services Department.

3 Developing a Council CCTV Strategy

The Council will develop a CCTV strategy which will inform both the development and management of its own CCTV stock and how the Council may support or advise residents and business in their use of CCTV to cut crime.

The Council has agreed £530,000 of capital funding to support the upgrade of existing stock and expansion of its CCTV network in the borough.

To support the Council develop its CCTV strategy and extend its CCTV network a CCTV Advisory Group has been constituted and will sit for the first time on 7 November 2019. A CCTV resident engagement event was held on the 31st July which has supported the development of the Advisory Group and its membership.

4 The CCTV Advisory Group

The Advisory Group's draft Terms of Reference and person specification are attached as annexes. A resident chair has been identified. Twelve residents and three businesses have indicated that they would like to participate as Group members as have two Councillors. All

members of the Group must adhere to the code of conduct and role requirements and must put any self-interest to one side in supporting the Group deliver its aims. It is anticipated that the Chair of the CCTV Advisory Group would be co-opted to Safer Neighbourhood Board.

Safer Neighbourhood Board members are asked to note the Council's CCTV development plans and to consider constituting the CCTV Advisory Board as a sub-group of the SNB.

END

Annex 1

CCTV Advisory Group

This Terms of Reference (TOR) sets out the parameters within which the Kensington and Chelsea CCTV Advisory Group will operate.

In broad terms this TOR sets out the following:

The aims and objectives
The membership (who/which bodies and the appointment process)
The role of CCTV Advisory Group (e.g. chair/vice chair)
Secretariat support (who provides it and on what basis)
Details of the frequency and location of meetings
A code of conduct for members

1. Aims and objectives of the Royal Borough of Kensington and Chelsea CCTV Advisory Board

1.1. The Royal Borough of Kensington and Chelsea CCTV Advisory Board will;

- Support and guide the Council in the development of its CCTV capacity, capability and strategy.
- Ensure residents and communities are involved in the development and implementation of the CCTV Strategy and deployment of new CCTV in the borough.
- Advise on the processes to develop the Strategy ensuring a breadth of voices and views are heard in setting the relevant criteria.
- Provide greater public accountability of the council's CCTV Strategy

The CCTV Advisory Board will be a sub-group of the Kensington and Chelsea Safer Neighbourhood Board (SNB). The Chair will report to the SNB on the work of the Board.

2. Membership of the Royal Borough of Kensington and CCTV Advisory Group

2.1. The CCTV Advisory Group will include:

- councillor representation to provide democratic accountability;
- council staff representation to support governance;
- a representative from the business community;
- experts in CCTV deployment and management; and
- representatives from residents' associations and groups.

2.2. Core attendance

- local authority Chief Community Safety Officer or deputy;
- Borough Cabinet Member Community Safety portfolio holder or alternative

- Police Chief Inspector or representative
- Representatives from residents' associations
- Expert representatives in the deployment and management of CCTV.

If requested:

- Other criminal justice agencies
- Other council officers.

3. Appointment of the chair, vice-chair (and any other officers) in the Royal Borough of Kensington and CCTV Advisory Group

- The chair will be selected by the council
- The chair and vice chair roles will be selected annually
- The board member tenure will not exceed more than one year
- Each board member will be a representative of a local community group/residents' association– they will bring the views of the people they represent to the board and use this information to help shape the delivery and implementation of the CCTV Strategy
- The chair and vice chair will not be a Royal Borough of Kensington and Chelsea Councillor or council officer

3.1. Role of the Chair and Vice Chair

- Act as spokesperson for the Board and present the work of the Board to the Safer Neighbourhood Board, Kensington and Chelsea Community Safety Programme Board and other Boards as required;
- To ensure the CCTV Advisory Board engages appropriately with the communities of Kensington and Chelsea to inform the development of the Council's CCTV strategy;
- To ensure there are clear lines of accountability;
- To ensure that there are strong effective links with other relevant Boards; and
- The chair acts as the spokesperson for the Board.

3.2. Tenure

The Royal Borough of Kensington and Chelsea require a minimum of one-year tenure for board members.

4. Secretariat support for the Royal Borough of Kensington and Chelsea CCTV Advisory Board

The Council's Community Safety Team is responsible for managing the secretariat for the CCTV Advisory Board in consultation with all members of and advisors to the Safer Kensington and Chelsea Partnership.

- Producing the reports and action plans;
- Providing performance information to the partnership;
- Distributing agendas and papers in advance of each meeting; and

- Distributing minutes.

5. Frequency and Location

- The CCTV Advisory Board will meet at least four times a year
- Meetings will take place at the Kensington and Chelsea Town Hall
- Meeting room bookings and require will be coordinated by the Community Safety Business Support Officer

It is anticipated in the first 6 months of the Board it will meet more frequently.

6. Code of conduct

The Royal Borough of Kensington and Chelsea CCTV Advisory Board will adhere to the seven principles of public life, often referred to as the Nolan Principles.

The Nolan Principles are the cornerstone of governance within public organisations. It is therefore expected that all Board Members will adopt the code of conduct listed below and that these will be established within the Board's governance.

1. Selflessness – Members should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.

2. Integrity – Members should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

3. Objectivity – In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, Members should make choices on merit.

4. Accountability – Members are accountable for their decisions and actions to the council and must submit themselves to whatever scrutiny is appropriate to their role.

5. Openness – Members should be as open as possible about all the decisions, advice and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

6. Honesty – Members have a duty to declare any private interests relating to their role and to take steps to resolve any conflicts arising in a way that protects the public interest.

7. Leadership – Members should promote and support these principles by leadership and example.

END

Annex 2

CCTV Advisory Board

Role

To take an active role in the Royal Borough of Kensington and Chelsea CCTV Advisory Board ensuring it operates effectively and exercises its functions in line with the terms of reference.

- Scrutinise the performance and implementation of the CCTV Strategy
- Committed to bringing about more coherent community engagement, with better links between ward and borough level structures
- Ensure the views and needs of all residents and local community groups are reflected in the criteria for the development and implementation of the CCTV Strategy
- Assist the Community Safety Team in consultations and community engagement activities concerning CCTV
- Assist with the evaluation and monitoring of the deployment of CCTV in the borough.

Person Specification

- Members need to be good communicators able to liaise effectively with a wide arrange of stakeholders
- Passionate about promoting better outcomes in community safety for all
- Members should have a good understanding of community safety issues and challenges facing the council and other statutory organisations in the implementation of the CCTV Strategy
- Proactively demonstrate strong commitment to equality and diversity
- Listens to others, and is open-minded and inclusive.

END