



## Democratic Services

**Location:** Phase II  
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**CMD No:** 1144

**To: COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

**COUNCILLOR EDDIE LAVERY  
CABINET MEMBER FOR RESIDENTS' SERVICES**

c.c. All Members of the Residents' Services Select Committee  
c.c. Fran Gates – Place Directorate  
c.c. Gary Penticost – Place Directorate  
c.c. Karrie Whelan – Corporate Director of Place

**Date:** 13 June 2024

## Non-Key Decision request

## Form D

**CAPITAL RELEASE REPORT (June 2024) – Corporate CCTV refreshment programme, new installations, and upgrades to the CCTV Wi-Fi & infrastructure.**

**DEPARTMENT:** Place

**SERVICE AREA / PROGRAMME:** CCTV Programme 2024/25

**RELEASE NO:** 1

Dear Cabinet Members,

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such, the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Friday 21 June 2024** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Anisha Teji  
Democratic Services

**Title of Report:** Corporate CCTV refreshment programme, new installations, and upgrades to the CCTV Wi-Fi & infrastructure

**Decision made:**

**Reasons for your decision:** (e.g. as stated in report)

**Alternatives considered and rejected:** (e.g. as stated in report)

Signed ..... Date.....

*Cabinet Member for Finance/Cabinet Member for Residents' Services*

## **CAPITAL RELEASE REPORT (June 2024) – Corporate CCTV refreshment programme, new installations, and upgrades to the CCTV Wi-Fi & infrastructure.**

**DEPARTMENT: Place**

**SERVICE AREA / PROGRAMME: CCTV Programme 2024/25**

**RELEASE NO: 1**

<b>Cabinet Members</b>	Councillor Martin Goddard Councillor Eddie Lavery
<b>Cabinet Portfolios</b>	Cabinet Member for Finance Cabinet Member for Residents' Services
<b>Officer Contact</b>	Fran Gates / Gary Penticost – Place
<b>Papers with report</b>	Appendix A with capital release request amounts

## **HEADLINES**

<b>Summary</b>	To seek Cabinet Member approval for the release of the £349k capital funds for CCTV refreshment programme, new installations, and upgrades to the CCTV Wi-Fi and infrastructure in the London Borough of Hillingdon (LBH) and enhance the safety of residents.
<b>Putting our Residents First</b>	This report supports our commitments to residents of: A Digital-Enabled, Modern, Well-Run Council
<b>Financial Cost</b>	This report seeks the release of £334k for the CCTV refreshment programme, new installations, and upgrades to the CCTV Wi-Fi and infrastructure in LBH and to enhance support towards the safety of residents. The works will commence upon release of the funds and are due for completion by 31 <sup>st</sup> March 2025.
<b>Relevant Select Committee</b>	Residents' Services Select Committee
<b>Ward(s) affected</b>	All Wards

## **RECOMMENDATION**

**That the Cabinet Member for Finance and the Cabinet Member for Residents' Services agree to the capital release request of £349k from the 2024/25 CCTV Programme budget for the installation of CCTV cameras, and upgrades to the CCTV Wi-Fi & infrastructure throughout the Borough. (Appendix A).**

## Reasons for recommendation

The primary objective of the Crime and Disorder Act 1998 was to give more responsibility to Local Authorities with regards to implementing strategies to help with the reduction of crime and public disorder within the local community.

The CCTV strategy for 2024/25 includes replacement cameras on the five-year planned programme due to existing cameras being five years old and reaching the end of their life cycle.

The Body-worn video (BWV) camera technology is seen to enhance public trust and provide transparency in our activity, as well as reduce conflict between operatives and members of the public. The value of audiovisual footage produced by BWV ensures we obtain best evidence. It also safeguards operatives in that both audio and imagery can be live streamed to CCTV operatives within the CCTV Control room. CCTV operatives can then contact the Police by way of two-way radio. Imagery can be provided to the Police in an evidential format. BWV is used in a variety of circumstances by several service areas. They have been used by ASBET, SSET, Housing and Homeless prevention. Evidence is in a format suitable for judicial proceedings. The Health and Safety Executive have raised concerns that we do not currently have BWV available for staff to use.

Currently, there are sites that are viewable in the CCTV Control Room via a secondary system and not on the main Genetec system. The current recording solutions at these sites are between 3-5 years old and due to be refreshed in the future.

As these recorders store data on site, it is important that they are replaced before they fail. It is also important to ensure that they are all stay cyber secure, and the firmware is kept up to date. These systems require firmware upgrades as the units are over 3 years old and the versions of new firmware are available every 12-18 months. It is advised that devices on a large network should be updated much more regularly. The Genetec solution is the preferred system and issue one major and three minor firmware updates annually. The Genetec system also allows for the contractor to push out firmware updates automatically to prevent any gaps.

The cost to upgrade the systems across the sites is higher when upgrading to Genetec rather than like for like, however the shelf life for the equipment installed will increase to 6-7 years due to the quality of equipment and available firmware updates. This saves funding long term against a like for like swap out of 3 to 5-year shelf life. That is without taking into the consideration the extra security measures and functionality for the CCTV Control Room.

The College of Policing review found that CCTV was more effective when it involved active monitoring – where incidents could be monitored and proactively addressed in real time. Actively monitored CCTV schemes had statistically significant reductions in crime overall (15%), while schemes without active monitoring did not. The review linked the effectiveness of active CCTV schemes to the level of coverage provided by the camera. The review also reported a statistically significant correlation between crime reduction and schemes with a higher degree of camera coverage.

Hillingdon is among the top 10 safest boroughs in London. The overall crime rate in Hillingdon in 2023 was 91 crimes per 1,000 people. This compares better to London's overall crime rate,

coming in 13% lower than the London rate of 105 per 1,000 daytime population. For England, Wales and Northern Ireland as a whole, Hillingdon is among the top 20 safest areas.

### Alternative options considered

Officers considered not progressing these works however, this would lead to putting officers at risk when carrying out duties in the Borough. These include risks such as anti-social behaviour (ASB), system unreliability and possible failure of cameras impacting on evidence gathering capabilities for the Council and the Police.

### Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

The budget estimates have been calculated using the schedule of rates contained in the Council's CCTV Contractor, DSSL, Servicing and Maintenance Term Contract. Table 1 below provides a breakdown of the costs.

**Table 1: Cost Plan**

Project Details	Additional Information	CCTV Installations Contractor Costs (£)	Revenue Costs (£)
Camera Refreshment Programme	Replacement cameras at 11 sites, 114 cameras, 7 recorders in corporate buildings and 10 multi-sensor replacement cameras and 22 PTZ cameras across LBH Town Centres, Uxbridge, Hayes, Ruislip, Manor Farm, Northwood, West Drayton, Yiewsley & Harefield.	131,873.60	N/A
8 Body Worn Cameras	Reveal media DEMS360 Body Worn Video units with 4G streaming and Genetec integration for seamless display of body worn video onto the Genetec platform, including docking station and clip on accessories.	12,000	3,600
The Beck Theatre	Install a wireless radio connection to link the site back to the CCTV Control Room	1,360	N/A
Milestone Xprotect Camera System Security Team	To link the current 23 cameras on the Security Team's system around various locations in the Civic Centre to the CCTV Control Room	7,000	350
Genetec Servers	To improve integration of the corporate systems that are currently on the network. Genetec Streamvault streamer to enable 8 agreed CCTV sites, Libraries & Civic Centre to be commissioned on to the system.	105,000	5,093
Network Improvements & Refreshment	Network improvements to the infrastructure in Hayes, Ruislip and West Drayton	41,980.44	N/A

Installations of No 2 CCTV cameras at Harlington Road Depot	CCTV to provide coverage of highways materials stored at HRD	3,500	120
Barra Hall Park CCTV	Current CCTV cameras to be linked back to the Control Room due to high numbers of ASB in Green Spaces	940	650
BT/Fibre Connections & Street Lighting	CCTV works may require additional BT fibre connections and assistance from the Street Lightning contractor to install lamp columns, commando sockets and power supply for CCTV camera connections.	10,000	N/A
Emergency / Reactive Installations	Requests for emergency and reactive CCTV installations from Residents, Members and Council Officers  Approx. cost for CCTV tower, 1 camera installation, structure and power supply £9,850.99	20,000	N/A
<b>Contingency</b>		15,346	
<b>Total</b>		<b>349,000</b>	<b>9,813</b>

## Financial Implications

### **CCTV Programme Budget 2024-25 £349k, Previously Released Nil, Capital Release Requested £349k – Appendix A**

The capital programme, approved by Cabinet and Council in February 2024, included a capital budget of £349k for the CCTV Programme funded from Council resources.

The report requests the release of £349k from the CCTV Programme budget for the installation of CCTV cameras, upgrade to CCTV wifi and infrastructure throughout the Borough. The release request is based on schedule of rates within the approved Council's CCTV term contract and includes a project contingency of 5% of works costs.

The cost of the CCTV systems in various locations includes a one-year warranty. However, after the one-year warranty there will be additional servicing and maintenance costs of approximately £10k per annum for all sites as reported within Table 1 above.

### Revenue Budget Implication

The cost of CCTV systems servicing and maintenance across various locations includes a one-year warranty, after which servicing and maintenance will cost approximately £10k per year for all sites, as detailed in Table 1. The first-year warranty will cover servicing and maintenance costs for FY 2024/25. Additional funding must be requested through the MTF process to cover these costs from FY 2025/26 onwards.

## RESIDENT BENEFIT & CONSULTATION

### **The benefit or impact upon residents, service users and communities**

The programme will further improve and enhance the CCTV infrastructure across the Borough to prevent and deter criminal activity, assist police with evidential images and continue to keep our residents safe.

### **Consultation carried out or required**

Consultations will be carried out by the CCTV Manager for sites as and when required.

## CORPORATE CONSIDERATIONS

### **Corporate Finance**

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that recommended action to agree a release of £349k for the installation of CCTV cameras and upgrades to the CCTV Wi-Fi & infrastructure throughout the Borough is to be fully financed from the Council resources. Works are to be undertaken by the incumbent CCTV term contractor, with ongoing servicing costs to be managed within revenue budgets.

### **Legal**

Legal Services confirms that the Council is responsible for carrying this function pursuant to section 163 of the Criminal Justice and Public Order Act 1994 and section 17 of the Crime and Disorder Act 1998.

Thus, there are no legal impediments to following the recommendations set out in this report, although any contract that the Council enters into must comply with its Procurement & Contract Standing Orders.

### **Infrastructure / Asset Management**

Authors of report

### **Capital Release Protocol**

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for the general release of funds for projects to be identified later. No block releases of capital or funding will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet or Cabinet Member agreement has been given to the project and only if there is an approved budget.

## BACKGROUND PAPERS

NIL.

## APPENDIX A

**CCTV Programme 2024/25: CCTV refreshment programme, new installations and upgrades to the CCTV Wi-Fi & infrastructure (CR No 1)**

Location	Project / Expenditure Title	Information	Funds Release Sought £000s	Approve	Hold	More Information Required
Across LBH	CCTV 2024/25	CCTV refreshment programme, installations, upgrades and additional works across LBH	349			
<b>Total seeking release</b>			<b>349</b>			
<b>Previously released</b>			<b>0</b>			
<b>Budget</b>			<b>349</b>			
<b>Remaining budget</b>			<b>0</b>			