

# **EXMOUTH TOWN COUNCIL**

## **CCTV Working Party**

Notes of the meeting held at 10.00am on Thursday 11 August 2022

### **Present**

Councillor Brian Bailey	BB	Exmouth Town Council
Councillor Fred Caygill	FC	Exmouth Town Council
Councillor Pauline Stott	PS	Exmouth Town Council
Councillor Steve Gazzard	SG	Exmouth Town Council
Lisa Bowman	LB	Town Clerk
Lisa Greenway	LG	Note taker

### **1. Election of Chairman**

BB proposed and PS seconded that FC be re-elected as Chair of this working party. No further nominations were received. Members were asked to vote, and FC was duly recommended as Chair.

### **2. Welcome and apologies**

FC welcomed members to the meeting. No apologies were given.

### **3. To receive an update on the status of the CCTV project**

FC provided members with an update on the progress that has been made towards installing cameras using existing stanchions powered by unmetered power supply.

- Three, 8 metre poles have been purchased for two camera's on the seafront and one to be positioned outside Prezzo with an additional camera, although they cannot be installed yet as we are reliant on Western Power to fit the cables first which will not happen until September.
- There is scope to reposition 2 camera's which was agreed during a recent meeting with the police. FC confirmed that once all cameras are in place this will complete phase 1 which has not been an easy project.
- The offer of a hub based monitoring service provided by Torbay Council has been revisited.

FC gave members some context of the difficulties that had arisen previously –

- A computer and screen were purchased for use downstairs in the Town Hall. Footage is not actively monitored but used for the review of footage as and when needed. However, CCTV requests were sometimes vague and timeframe/location inaccurate which posed issues.
- Tried to get a monitor and screen in the police station to facilitate viewing/access to footage, but this was not possible due to their IT restraints.

Members all agreed that the current system is not adequate due to time factors and incorrect information being provided when access requests are made.

**a) To consider a proposal to outsource a managed monitoring and data access processing service from Torbay Council**

Members confirmed with FC that they had read through the Torbay Council draft costs schedule for providing CCTV services for Exmouth Town Council prior to the meeting.

- FC met with Torbay Council at their CCTV room based in Torbay and ran through some trials to make sure the system was compatible.
- Torbay Council will provide a monitoring system for 12 hours per week between 8pm and 2am on Fridays and Saturdays at a cost of £8400 pa.
- The annual cost will reduce if other Councils choose to use the service ie £5600 pa 1 Council and £4800 for 2 Councils. This income will be used to pay for monitoring staff.
- If a request is made to monitor outside of normal service hours for an event or emergency situation this will be charged at an additional £35 ph.
- The monitoring hub can contact the police direct via airwave radio if an incident happens during monitoring hours.
- CCTV records 24/7 and footage is held for 30 days, any retrospective data access requests are chargeable at £50 per request.
- Costs will be monitored over the next 12 months and once reviewed ETC can use this evidence to seek external funding.

FC advised that once phase one of the project is complete, the next project will be to install an ANPR system. Members were in favour of outsourcing the monitoring service to Torbay however SG did query why we did not choose a closer location such as Exeter, which had previously been mooted as a hub. LB advised that Exeter is not yet established as a hub and FC confirmed that he had previously spoken to an officer in Exeter who advised that they would not be able to supply this service for at least another year, therefore Exeter was not an option.

#### **b) To consider the financial subsidy of new radios for the LVA**

FC updated members that he has met with the Chair of LVA with a view to linking local licensees via a radio system that is also connected to the CCTV monitoring hub to replicate the old Pub Watch Scheme.

- Radios have been sourced and are priced at £350 each which includes a £140 licence fee which is paid annually.
- FC has trialled the radio's successfully from the Town Hall to the Torbay hub.
- LVA have funds available and have requested that ETC contribute a 3<sup>rd</sup> of the handset cost, LVA will fund a 3<sup>rd</sup> leaving the remaining 3<sup>rd</sup> payable by the respective businesses.
- The annual licence fee will be paid by the businesses and ETC will provide the hub service.

LB confirmed that the LVA Chair was present at the meeting with the Police and Council and everyone agreed that this scheme would be advantageous for town safety.

FC recommended the 12 hour monitoring service and the one off contribution towards the LVA handsets. SG proposed and PS seconded this recommendation and voting was unanimous.

LB confirmed that this will be included in the Finance meeting scheduled for the 18<sup>th</sup> of August in order to ratify that work can commence in September.

#### **4. To agree the date of the next meeting**

Members agreed that the next meeting should be arranged after phase one of the CCTV installation is completed.

The meeting finished at 11:08am.