

# Chichester District Council

**CABINET**

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## **Provision of additional CCTV cameras at Westward House**

### **1. Contacts**

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### **2. Recommendation**

- 2.1 That Cabinet allocates £17,000 from reserves to install additional CCTV cameras at its temporary accommodation at Westward House.**
- 2.2 That an additional annual sum of £1,700 is included in the Asset Replacement Programme to cover the future replacement costs and a further sum of £250 is included in the Westward House maintenance budget from the 2020/21 financial year to cover the annual maintenance costs of the CCTV system.**

### **3. Background**

- 3.1. In 2014 a CCTV system was installed at Westward House:
  - to protect the Council's investment in the accommodation by acting as a deterrent and by allowing evidence to be gathered if damage is caused at the property.
  - to allow the accommodation to be better managed by providing evidence if residents breach their licence conditions, for example by keeping pets or allowing unauthorised people to occupy the accommodation.
  - to protect the health and safety of staff that work at Westward House and the duty officers who may have to place clients in the accommodation outside of normal working hours
- 3.2. Following changes in homelessness legislation the client group accommodated at Westward House has changed and the biggest growing client group is now single vulnerable men, often with either mental health or drug and alcohol issues. As a result there has been an increase in the number of anti-social incidents at Westward House.
- 3.3. A Security Audit of the scheme was recently commissioned to ensure that all reasonable measures are in place to protect the health and safety of both staff and residents. The report identified that the existing CCTV system provides

only limited coverage and recommended that additional cameras are installed to ensure that all communal areas are fully covered.

- 3.4. There are 47 flats at Westward House, of which only 12 flats are currently directly covered by CCTV at any one time.

#### **4. Outcomes to be achieved**

- 4.1. Additional CCTV coverage should reduce the risk of incidents taking place in the areas currently not covered by CCTV and help protect the health and safety of staff and residents.
- 4.2. Comprehensive CCTV coverage of the communal areas will ensure that evidence is available where there has been an incident on the premises and allow the Council to take the appropriate action.
- 4.3. The eight additional cameras will help provide evidence to the police in regard to anti-social behaviour including assaults and criminal damage.

#### **5. Proposal**

- 5.1. It is proposed to install eight additional CCTV cameras at Westward House to ensure comprehensive coverage of all flats and the communal areas.
- 5.2. The recording capacity of the CCTV system is currently only 10 days. If staff are not aware of an incident which later comes to light, valuable evidence can be lost. Furthermore, the police can often take some time to request copies of CCTV footage. Storage is to be increased from 10 to 30 days in line with the recommendations of the report and industry standard.

#### **6. Alternatives that have been considered**

- 6.1. The proposed option is the only other viable option as if the Council were to do nothing, this could lead to an increased risk to the health and safety of staff, residents, contractors and visitors.

#### **7. Resource and legal implications**

- 7.1. It is suggested that the cost of installation be funded from reserves. The total amount requested is £17,000 excluding VAT.
- 7.2. From 2020/21 an annual sum of £1,700 should be included in the Council's Asset Replacement Programme to cover the cost of replacing the system in 10 years' time when the system is predicted to have reached the end of its useful life. An additional sum of £250 will also be added to the Westward House maintenance budget to cover the annual maintenance cost of the additional cameras and will be met from the licence fees collected for the accommodation.
- 7.3. Appropriate signage, complying with the Regulation of Investigatory Powers Act 2000, is provided ensure that all residents, visitors etc. are aware that CCTV is

in operation and that it may be used as evidence in relation to any legal proceedings.

## 8. Consultation

8.1. There has been no formal consultation regarding the installation of additional cameras, however, the Accommodation Services Manager and staff based at Westward House believe that additional cameras will help protect their health and safety and that of the residents. It will allow staff to manage the accommodation more effectively and deter residents and visitors from anti-social behaviour.

## 9. Community impact and corporate risks

9.1. If additional cameras are not installed it may increase the risk of anti-social behaviour or damage caused by vandalism. It will be more difficult to evict occupiers when they are in breach of their licence agreements and the health and safety of staff and residents will be at greater risk.

9.2. A privacy impact assessment will be completed in respect of the revised CCTV coverage.

## 10. Other Implications

	Yes	No
<b>Crime &amp; Disorder:</b> The installation of a CCTV system at Westward House has the potential to reduce anti-social behaviour, crime and potential criminal damage at the facility.me and Disorder	x	
Climate Change and Biodiversity		x
Human Rights and Equality Impact		x
Safeguarding and Early Help - The eight additional cameras will help provide evidence for children safeguarding issues.	x	
General Data Protection Regulations (GDPR)		x
Health and Wellbeing		x

Other (please specify)		No
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**11. Appendices**

None

**12. Background Paper**

None