



BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
Tel: 01626 834217 • E-mail: info@boveytracey.gov.uk • www.boveytracey.gov.uk
Office hours: 10.30am - 12.30pm Mon. Wed. & Fri. 27th March 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Recreation, Parks & Property (RP&P) Committee which will be held in the Council Chamber, Town Hall, Bovey Tracey on Monday 3rd April 2017 at 7pm for the purpose of transacting the business as set out below.

AGENDA

Interest to be declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

Public Participation:

Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman.

Previous Minutes:

Approved minutes of the previous meeting are available on the Town Council's website (www.boveytracey.gov.uk) for inspection. If a paper copy is required, this can be collected, on request, from the Town Council's offices during office hours, prior to the meeting.

Prior to the commencement of the meeting, Mr P Mears (Peregrine Mears Architects) will be attending to present initial concept designs for the Community Centre project.

RP&P.17/20 Apologies for Absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

RP&P.17/21 Consideration of minutes of previous meeting held on 20.2.17:

RP&P.17/22 Accounts:

To receive and approve the Financial Accounts paid up to 24.3.17
(*copies to be circulated at the meeting).

RP&P.17/23 Greater Exeter Housing and Economic Land Availability Assessment - Call for Sites:

To consider a response to a request from the Principal Planning Officer for Teignbridge District Council (*copy enclosed).

RP&P.17/24 Community Volunteer Group:

To consider recruiting a Community Volunteer Group. The Committee Chairman will provide further information at the meeting.

RP&P.17/25 Allotment Association - Furzeleigh Lane:

To consider a draft constitution (*copy enclosed) in relation to the formation of an allotment association.

RP&P.17/26 Rural Aid Fund - 2017:

To consider an appropriate scheme relevant for an application for Rural Aid funding (max. £5000.00 in accordance with the Terms of Reference (*copy enclosed)). Deadline for applications will be Friday 5th May 2017.

RP&P.17/27 Community Centre - Steering Group:

To note previous minutes of the Community Centre Steering Group meeting of 8th March 2017 (*copy enclosed).

RP&P.17/28 Parking Issues

Item brought forward by Cllrs Kelly and Evans to discuss local on-street parking issues.

RP&P.17/29 Tennis Club - Recreation Ground:

To note planned future developments by the club (*copy enclosed).

RP&P.17/30 CCTV

To receive correspondence from the Police & Crime Commissioner (*copy enclosed) around plans to increase CCTV capacity across the region and to consider submitting an Expression of Interest prior to the deadline (21st April 2017).

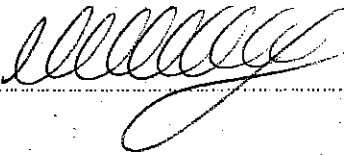
RP&P.17/31 Town Centre Traffic Flow - Stagecoach

To receive an update at the meeting from the Committee Chairman, following a meeting with the Commercial Manager & Commercial Director of Stagecoach.

RP&P.17/32 Matters brought forward by the Town Clerk & Councillors: (for information)

*Copies of correspondence circulated to Councillors with this agenda, which will be considered at the meeting.

SIGNED



M WELLS
TOWN CLERK

DATE

28/03/17

Paper(s) follow for:

Item RP&P. 17/23

Bovey Tracey Town Council

From: Sammi Anders <sammi.anders@Teignbridge.gov.uk> on behalf of Ext Mail: Forward Planning <forwardplanning@Teignbridge.gov.uk>
Sent: 24 February 2017 16:03
To: undisclosed-recipients:
Subject: Greater Exeter Housing and Economic Land Availability Assessment – Call For Sites

Dear Sir / Madam,

Greater Exeter Housing and Economic Land Availability Assessment – Call For Sites

Our records show that you have previously submitted details of site(s) for consideration in Teignbridge District Council's Strategic Housing Land Availability Assessment (SHLAA).

The Government now requires local authorities to prepare Housing and Economic Land Availability Assessments (HELAA's) in place of SHLAA's. Whilst SHLAA's only looked at the housing development potential of sites, HELAA's assess the potential of sites to be developed for a range of land uses (i.e. housing, economic and other uses).

Work has started on a joint HELAA for East Devon District, Exeter City, Mid Devon District and Teignbridge District Councils. Sites that have previously been submitted for assessment in Teignbridge District Council's SHLAA will not automatically be carried forward for consideration in the HELAA. If you would like your site(s) to be assessed in the HELAA, you will need to complete a new online form by 10 April 2017. The online form can be found at www.gesp.org.uk/call-for-sites, together with guidance notes and further details of the HELAA.

The HELAA will form part of the evidence base for the Greater Exeter Strategic Plan (GESP), a new strategic planning document that is being prepared by the aforementioned Councils and Devon County Council. The HELAA will also provide evidence for the preparation of Local Plans by the aforementioned Councils. Further details about the GESP can be found at www.gesp.org.uk.

You can also use the online form to submit details of new sites. You do not have to own a site in order to suggest it for development. However, you will need to provide us with the landowner's details so that we can contact them. We also ask that you speak to the landowner before submitting details of the site.

A site should only be suggested for housing development if it is capable of accommodating at least 5 dwellings or measures at least 0.15 hectares. A site should only be suggested for economic development if it measures at least 0.25 hectares or is capable of providing at least 500m² of floor space. Sites must lie within the aforementioned four local authority areas (excluding any areas of Mid Devon and Teignbridge that are within Dartmoor National Park).

If you experience any technical difficulties when completing the online form please contact Keegan Ferreday on 01392 381719 or email gesp@devon.gov.uk. If you have any other questions about the HELAA or need the online form to be provided in an alternative format, please contact Tristan Peat on 01626 215710 or email Tristan.Peat@teignbridge.gov.uk.

Please note that the HELAA is a technical assessment of sites that could potentially contribute towards the future supply of housing and employment land. The HELAA therefore does not set planning policy, but provides background evidence on the potential availability of sites. Decisions on site allocations will be made during the process of preparing the GESP and Local Plans. The inclusion of sites in a HELAA should not be seen as an intention to allocate these sites for development, or that planning permission will be granted.

As the Call for Sites involves several local authorities, you may receive duplicate letters/emails. Please accept my apologies if this is the case.

Yours sincerely,

Tristan Peat

Tristan Peat
Principal Planning Officer – Planning Policy

Save time and do it online www.teignbridge.gov.uk

[Email disclaimer](#)

Paper(s) follow for:

Item RP&P. 17/25

The Constitution of Bovey Tracey Allotment Society

1. Name

Bovey Tracey Allotment Society - hereafter the Society.

2. Aims

To develop a thriving, attractive and multifunctional allotment site that benefits plot holders, the local community and wildlife.

3. Objectives

The Society will operate as a non-profit making organisation to further the following objectives:

- i) To liaise with local residents, other gardening associations, environmental organisations and community groups in support of the Society's aims.
- ii) To seek and administer funding in support of the Society's aims.
- iii) To liaise with and conduct negotiation on any devolved responsibilities (within agreed measures) or other matters between plot holders pertaining to the site. Any such devolved responsibilities must be by written agreement.
- iv) To assist the local council in managing the site to improve the overall environment of the allotments for the benefit and the enjoyment of the plot holders and the residents of the Parish of Bovey Tracey.
- v) Promote and support the plot holders in order to enhance the all-round gardening experience.

4. Membership

- i) The initial membership of the Society shall be open to all persons currently holding plots on the Bovey Tracey Allotment site.
Membership will then be open to all persons over the age of 18, who are residents of the Parish of Bovey Tracey who having made an application for an allotment, have been approved and granted a tenancy. Tenancy may be held in joint names.
- ii) Every member has one vote at meetings of the association to which they are entitled to attend.
- iii) A member may resign their membership at any time.
- iv) If the Committee consider that a member's conduct is detrimental to the Society, it may by resolution require the member concerned either to resign or to put their case to a meeting of the Committee.
- v) Where the Committee is satisfied after hearing the case put by or on behalf of the member concerned that the member should leave the Society, it shall recommend to Bovey Tracey town council that tenancy & membership is terminated by written notice and that notice is final.
- vi) The plot holder also has the right to terminate their membership by giving notice to leave their plot as per the Terms & Conditions of their contract. This shall then end membership of the Society.
- vii) The Committee must keep a list of members.

5. General Meetings

- i) There must be an Annual General Meeting (A.G.M.) of the members of the Association once in every calendar year. The period of notice of the A.G.M. will be 10 working days.
- ii) The whole committee will stand down at each A.G.M. but can seek re-election at the same meeting.
- iii) At the Annual General Meeting the members will:
 - a) Receive the Committee's report for the previous year.
 - b) Receive the Treasurer's report and accounts for the previous year;
 - c) Elect the Committee for the following year.
 - d) Elect a Chairman, Secretary and Treasurer for the following year.
 - e) Determine any other matter of which notice has been given.
- iii) An Extraordinary General Meeting of the members of the Association may be held at any time if called by the Committee or if at least 10 members of the Association make a request to the Committee.
- iv) An Extraordinary General Meeting must be called within two weeks of such a request.
- v) A quorum at a General/Extraordinary General Meeting is 12 members present in person.
- vi) The Chairman of the Committee or in their absence some other person elected by the meeting takes the chair at General Meetings.
- vii) No party political or sectarian discussion shall be raised or resolutions proposed at any meeting.
- viii) Every question is decided by a majority of the votes cast. In the case of equality of votes the Chairman will decide on whether to re-table or not.

6. Committee - Composition

- i) The Committee is the body responsible for the management of the Association.
- ii) The Committee has the power to make rules for the administration of the Association.
- iii) A member of the Committee who resigns by written notice to the Committee or who is absent without notice from three consecutive meetings of the Committee ceases automatically to be a member of the Committee.
- iv) Extra positions in the Committee may be filled by the Committee by co-option, and a co-opted member will have the same voting powers and hold office for the same period as the Committee member he or she replaces.

7. Committee - Procedures

- i) The Committee must meet at least once in every calendar year. A special meeting of the Committee may be called at any time on seven days' notice. A quorum at Committee meetings is four.
- ii) Every question is decided by a simple majority of the Committee members present and voting at a meeting. In the case of equality of votes the Chairman of the meeting will decide to re-table or not.
- iii) The Committee must keep minutes of its meetings and proceedings and keep safe all records relating to the Association.

8. Committee - Nominations

- i) Candidates who wish to stand for election to the Committee shall make themselves known to the secretary at least three days prior to the AGM.
- ii) Nominations may also be accepted at the relevant point in the meeting provided the person named is willing to accept the nomination.

9. Finance

The Society's Committee shall cede all financial activity to Bovey Tracey Town Council until such time as both parties formally agree on the Association having any involvement in financial matters.

10. Dissolution

- i) If the Committee, by a simple majority, decides at any time on the ground of expense or otherwise it is necessary or advisable to dissolve the Society it shall, giving at least 14 days notice, call an Extraordinary General meeting of all members of the Society
- ii) The Association may be dissolved at a General Meeting or Extraordinary General Meeting by resolution passed by a simple majority of the members present.
- iii) In the event of dissolution, the members of the Committee holding office will remain responsible for the orderly winding up of the affairs of the Association.
- iv) After paying or making provision for all debts and liabilities of the Association the Committee shall transfer any remaining assets to Bovey Tracey Town Council any such assets should then be used for the benefit of the local community.

11. Alterations to the constitution

- i) The provisions of this Constitution may be amended at a General Meeting or Extraordinary General Meeting by resolution passed by a simple majority of the members present but:
- ii) Notice of the terms of the proposed amendment must be given with the notice calling the meeting.

THIS CONSTITUTION was adopted as the constitution of Bovey Tracey Allotment Society at a meeting held at (insert venue)

_____ on _____ 20

Signed _____ (Chairperson)

_____ (Secretary)

_____ (Town clerk on behalf of Bovey Town Council)

Paper(s) follow for:

Item RP&P. 17/26

AIM OF PROGRAMME

The Rural Aid programme distributes District Council funding to projects that positively address the social, economic and environmental well being of rural communities within Teignbridge.

OBJECTIVES

Rural Aid funding is intended to add value and enhance community life by supporting projects which address two or more of the following:

- Improving access to services
- Development and refurbishment of local community facilities and amenities
- Addressing rural sustainability issues
- Improving the health and well being of the local community
- Meeting the needs of minority and vulnerable groups
- Strong local community support and involvement
- Clear evidence of local need

MEMBERSHIP & ROLES**(i) Rural Aid Annual General Meeting (AGM)**

- A Rural Aid Annual 'AGM' will be held in the Spring of each year and representatives will be invited to attend from all rural parish and town councils within the District.
- The 'AGM' will appoint a 'Committee' at each 'AGM' to oversee project appraisal, selection and programme delivery.

(ii) Rural Aid Committee

- The 'Committee' shall consist of a Chair, a Vice Chair and Six (including the Vice Chair) parish representatives.
- Two District Council representatives will also be invited to attend each meeting, to provide advice and comment only.
- The 'Committee' will be responsible for project appraisals (Spring) and funding allocation decisions (by July), and any surplus will be considered in a special meeting in September.
- Two representatives will be responsible for appraising and carrying out a joint visit to the applicants from each 'cluster' of rural towns and parishes. There will be three 'clusters' in total (Annex A).
- The 'Committee' will update the AGM each Spring on previous year programme delivery.

PRINCIPLES

The Rural Aid programme ensures an open and fair grant giving process and is committed to equality in every aspect of programme delivery.

ADMINISTRATION

- Officers from Teignbridge District Council will provide all administrative support required to deliver the Rural Aid Programme.
- Parish and Town Councils within the Rural Aid area are invited to submit one application up to the value of £5,000.
- All applications for Rural Aid funding must be supported by the relevant Parish or Town Council, and include relevant documents and quotations.
- Projects have a period of two years in which to claim grant awards approved by the Rural Aid Committee. If not claimed within that period the grant offer will be withdrawn.
- In the event of a change in circumstance, the scope of a project may be changed at the discretion of the Chairman, who will notify all members of any change.
- Timetable of sequence of events:

Budget is set by Teignbridge District Council

- The AGM will be called in the Spring and the fund opening date announced.
- Eligible Parish & Town Councils will then have 8 weeks to apply for funding
- Decisions on the allocation of funding will be made in July

After this point the project administrator will contact all applicants who had applications assessed by the Committee

- Applications can relate to any form of expenditure as long as:
 - It does not relate to the purchase of any moveable item (e.g. vehicles, computer equipment etc)
 - It does not infer any continued or ongoing revenue costs (e.g. salaries, rental costs etc)
 - It does not fund a particular activity which is the statutory function or responsibility of a public body (e.g. park/ play area maintenance etc)
 - It does not fund projects that do not give public access, for example projects on School property or in religious buildings.
 - It does not fund projects that have links to any political party.

ANNEX A

Rural Aid Town and Parish clusters:

Cluster 1: Christow, Chudleigh, Bridford, Hennock, Bovey Tracey, Ideford, Trusham, Doddiscombsleigh Ashton, Bickington and Illsington.

Cluster 2: Bishopsteignton, Stokeinteignhead, Haccombe, Coffinswell, Abbotskerswell, Kingskerswell, Teigngrace, Ipplepen and Ogwell, Denbury & Torbryan, Broadhempston, Shaldon Woodland.

Cluster 3: Ashcombe, Tedburn St Mary, Whitestone, Dunsford, Ide, Kenton, Shillingford St George, Exminster, Kenn, Dunchideock, Holcombe Burnell, Mamhead, Powderham, Starcross.

NOTICE OF CHANGE

The Rural Aid fund was been reduced by £15k following a meeting of the Executive on 9th December 2014.

The consequence of this decision is Town and Parishes directly in Dartmoor National Park are no longer eligible for Rural Aid, and have to apply to the Dartmoor Community Fund.

Paper(s) follow for:

Item RP&P. 17/27

BOVEY TRACEY COMMUNITY CENTRE STEERING GROUP MEETING
HELD IN THE COUNCIL CHAMBER ON WEDNESDAY 8TH MARCH 2017 AT 4.00PM

Present:

Cllr Tony Allen (Town Mayor)
Cllr Robert Ashby
Cllr Rob Bray
Mr Peter Hall
Ms Dawn Eckhart – Devon Communities Together
Miss Erica Steer – Bovey Tracey Information Centre Trust
Mr Mark Wells – Town Clerk
Mr Peregrine Mears – Peregrine Mears Architects
Mr Paul Cooper – Peregrine Mears Architects
Mr Jason Skelton – Peregrine Mears Architects

The meeting was chaired by Mark Wells.

1. Apologies for absence:

Cllr Eoghan Kelly
Mrs Jackie Paxman – Bovey Tracey Library

2. Minutes of Previous Meeting

Mark circulated copies of the meeting minutes of 1st February 2017. The group agreed they were an accurate record of discussion.

Mark to finalise the Architect's contract documents with the Town Council's Solicitors.

3. VAT Report

Mark explained that a draft copy of the VAT report has very recently been received.

Mark agreed to circulate the report to the group for comments with the minutes from today's meeting. Group members to feedback any comments direct to Mark, before the report is tabled for discussion by the Town Council in April.

4. Site Findings

Peregrine presented the group with an interim report (dated 8th March 2017) for the proposed site.

Peregrine, Paul and Jason each discussed initial findings from information available focussing on the following:

- Site as existing
- Relevant Planning Policies (from Teignbridge Local Plan)
- Policy Maps Flood Zones and Flood Risk
- Sequential Test/Appropriate Development for the site
- Environmental & Amenity Issues
- Views & Vistas

- Site connections/movements
- Planning constraints/opportunities
- Context and Architectural Vernacular
- Initial schedule of areas

Dawn raised concerns that the schedule of areas did not align with the initial Design Brief. Peter commented that it was a good starting point in the process, which will be further refined following forthcoming stakeholder consultation sessions.

5. **AOB**

Arrangements have been confirmed for Stakeholder consultation with the library and information centre on 14th March 2017.

A Facebook page was briefly discussed to publicise updates for the project. Mark to liaise further with Jason.

Paul provided quotations for supporting surveys and reports. Mark to seek approval from the Council's finance committee.

6. **Agenda Items for next meeting**

It was agreed that the next meeting would be scheduled to receive initial concept designs, before presenting to Town Councillors on 3rd April.

The date of the next meeting is Thursday 30th March – 2.00pm.

Paper(s) follow for:

Item RP&P. 17/29

Covered Court Proposal Bovey Tracey Lawn Tennis Club

Good Evening

Thank you for your time in reading my proposal and I really hope I can count on the backing of the town council for this project.

We have been in contact with the bowls club chairman and they are happy with our project with no effects on the green with a light projection plan that was created by Dawn Presland.

We are looking at a steal/aluminium frame with a cover similar to a marquee as this will allow us to also use the floodlights so no further work would be needed to move or change the lighting.

The cover will bring a huge rise in fitness and well being in the area , especially with the amount of housing going up in the local area itself. I would be looking to add fitness sessions , also offer activities to schools and other clubs when things are set up. The main reason for the cover is to start producing more tennis players for the town to compete at higher level , offering tennis all year round will increase the standard of my players at the club and also attract new families to the town which can only be a good thing.

I Ryan Bougourd am I looking to invest money in the tennis club myself by covering the 3rd tennis court which is situated at the back in the corner. The structure we are looking at is a marquee structure fixed to footings in the ground so it can be removed if needed.

The tennis club are currently trying to access money for a new club house which will also really boost the club profile .

If you require any more information please don't hesitate to contact me or the club, this is a very exciting time for myself and the club and I hope you can join in sharing this vision and what it means for the town and community.

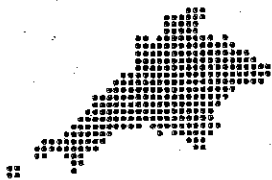
Ryan Bougourd

Bovey Tracey Lawn Tennis Club

Head Coach

Paper(s) follow for:

Item RP&P. 17/30



PCC
Office of the Police
and Crime Commissioner
Devon and Cornwall

Andy Hocking House, Alderson Drive,
Exeter EX2 7RP

☎ 01392 225555 / 225570 Fax 01392 225567

✉ opcc@devonandcornwall.pnn.police.uk

🌐 www.devonandcornwall-pcc.gov.uk

7 March 2017

Dear Colleague

I am writing to bring to your attention the commitment which I have made in my recently published Police and Crime Plan to increase CCTV capacity across the force region. I am offering to provide support to local authorities which wish to install new CCTV systems or upgrade existing systems which may require a refit.

I have pledged to provide up to £200,000 of extra funding over the next three years to increase CCTV capacity and to encourage the development of monitoring 'hubs'. I believe high quality and interconnected CCTV can play a major role in helping to keep people safe. It is also an invaluable resource for the police to investigate crime and enable emergency services to find and help vulnerable people.

Attached to this letter is the detailed strategy which sets out how my support for the expansion of CCTV capacity will be provided, including the criteria which authorities will need to meet in order to qualify for a contribution towards capital finance costs. I have also attached an Expression of Interest form which will provide my office with an initial indication of current CCTV provision across the policing region, and any existing plans which authorities may have to install or upgrade systems. This exercise will enable me to assess the potential demand for support. My office will contact you again after the May elections as I appreciate that the election results may have an impact on the intentions of some authorities.

From May my office will begin work with local authorities to draw up detailed costings of CCTV options, to be followed by the formal application process for capital funding support.

However, please contact my office to discuss any aspect of the process which I have outlined. My team will also be happy to provide general guidance and technical support if this is helpful.

OPCC Contact:

David Eaton (CCTV Project Manager)

01392 225558

David.eaton@devonandcornwall.pnn.police.uk

Yours sincerely

Alison Hernandez
Police and Crime Commissioner

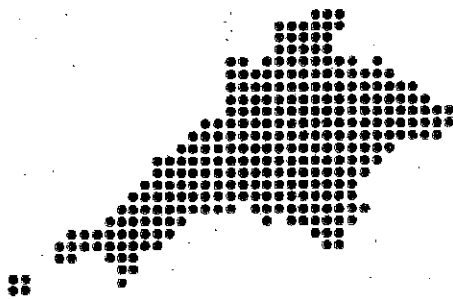
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VAT No: 176318003



PCC
Office of the Police and
Crime Commissioner
Devon and Cornwall

Safe, resilient, connected communities

The role of CCTV

The PCC's Police and Crime Plan 2017-2020 'Safe, resilient and connected communities' sets out a commitment to support local authorities that wish to invest in CCTV systems. This commitment is part of the 'Supportive' element of the Local Policing Promise. The Plan sets out the PCC's broad approach to CCTV investment and includes a commitment to publish an overarching CCTV Investment Strategy.

This document presents the Investment Strategy for CCTV, outlines the PCC's view of the contribution which CCTV can make to community safety and resilience, and the support the PCC is offering to local authorities.

Background

The Police and Crime Plan 2017-2020 'Safe, resilient and connected communities' sets out a commitment from the PCC to support local authorities that wish to invest in CCTV systems.

The Plan states clearly that the PCC's approach will be to provide a contribution to capital investment costs (not revenue) and that the focus will be on supporting the creation of interconnected, high quality and sustainable systems. The PCC has committed to providing 'up to £200,000' over the lifetime of the Plan.

The PCC's intention to support capital investment in CCTV has been clear for some time. Initial investigative work began on the CCTV landscape and a potential role for the PCC in

summer 2016 following the previous PCC's decision to provide a capital contribution to support CCTV development in Launceston and Bude in late 2015.

A detailed landscape review of current CCTV provision in Devon and Cornwall has been carried out – working closely with external partners and practitioners, including local councils and the Cornwall Fire and Rescue Service.

For the purposes of this report "local authorities" refers to whichever tier of local government has responsibility for CCTV systems, including district and town councils. The PCC's decision to support local authorities in this area through a small capital fund is in recognition of the broader role that CCTV can play in keeping communities safe and the importance of supporting local communities as set out in the PCC's Local Policing Plan.

The PCC's approach to CCTV

In the Police and Crime Plan 2017-20 the PCC has outlined her approach to CCTV as follows:

"Helping local authorities who wish to make better use of CCTV to keep communities safe.

High quality and interconnected CCTV systems can play a role in community safety. CCTV provision is not the responsibility of the PCC or the police, but the PCC recognises they can benefit the police, in particular aiding investigation and detection of crime. The PCC understands the challenges local authorities face in establishing and maintaining local CCTV systems – in particular the capital purchase of equipment, the complexities and costs associated with monitoring CCTV and regulatory compliance. The PCC has seen, with interest, the establishment of a centralised CCTV monitoring hub and service at Cornwall Fire and Rescue, and considers this development by Cornwall Council to present opportunities for other local authorities.

The PCC has held exploratory discussions with local councils in Devon about potential for a similar centralised monitoring service. There is considerable interest. The PCC wishes to support local authorities – helping bring them together to explore opportunities and provide some contributory capital funding in support of developing interconnected, sustainable hubs for CCTV monitoring.

From 2017-2020 the PCC will allocate capital funding, up to £200,000, to support local authorities. The PCC will publish a CCTV investment strategy by February 2017 – focused on supporting capital investment (not revenue costs) in interconnected, high quality and sustainable systems and the development of shared local authorities monitoring hubs."

The PCC considers that CCTV has a role to play in supporting community safety in the following ways:

- Providing reassurance for the local community, including the public and people/officers working in those areas – especially in the Evening and Night-time Economy areas
- Supporting police in investigations and detection
- Contributing to the evidence base for civil actions – such as Public Space Protection Orders, premises closure notices and other orders to prevent asb
- Safeguarding vulnerable people – including lost children, individuals with mental health problems, elderly people who may have gone missing, individuals who have been drinking with friends and have become detached from them.

The PCC has set out her intention to work with local authorities who are seeking to develop high quality, sustainable and interconnected CCTV systems as part of their wider approach to community safety.

An interconnected hub model

The PCC has been impressed by the benefits coming from the Cornwall model of a centralised monitoring and support hub provided by Cornwall Fire and Rescue Service. The Tolvaddon 'hub' provides a modern, high quality and interconnected system that allows for images to be beamed into the police control room (and to council emergency contingencies control rooms) With 9 Cornish towns currently connected in and the capacity to extend this significantly, this initiative has gone a long way towards rationalising CCTV provision in Cornwall.

A move to monitoring hubs could provide real value for local authorities of all sizes in terms of reduced procurement and running costs, lower regulatory compliance costs and shared best practice. The OPCC's engagement with stakeholders to date has confirmed that smaller towns which are looking to install or upgrade stand-alone CCTV systems face significant challenges due to the complexity and cost of the compliance requirements of the legislation covering data handling, the cost of monitoring a small number of cameras in one town and the capital costs associated with upgrading or installing high quality kit. Access to centralised monitoring hubs across the region could bring significant savings costs in addition to connectivity and shared use of data.

A 'hub' based model also offers wider benefits – in particular the opportunity to 'connect' into other infrastructure– like police control rooms and County Council contingencies bases in order to improve responsiveness and operations. Expert advice is that further

opportunities are expected to emerge over the coming years – with live streaming of CCTV footage to hand-held devices to aid searches for offenders or vulnerable people a real possibility. The delivery of such opportunities are far more realistic when 'secure interconnection' needs to be established with a small number of hubs than with a large number of disparate CCTV systems across the peninsula. The PCC's approach to investment will reflect the different landscapes

- Devon - the focus will be on delivering 'monitoring hub' capability across Devon and then supporting local authorities who wish to connect their CCTV systems into a 'hub'. A range of options are being considered with partners – including the expansion of capacity at the existing CCTV centres and the creation of new monitoring hubs.
- Cornwall, the existing 'hub' at Tolvaddon has capacity and so the focus in Cornwall will be on supporting local authorities who wish to connect their CCTV systems into the 'hub'. If demand levels require an expansion of existing infrastructure at Tolvaddon then PCC contributions will be considered.

The PCC, and the OPCC have engaged with a large number of local authorities over the past few months to understand the current CCTV landscape and develop the PCC's approach. The PCC has been clear that any investment in CCTV needs to focus on delivery of high quality and sustainable systems. Local authorities have expressed significant support for the 'hub' model and some preparatory work to understand any potential 'hub' structures has been taking place.

The OPCC (and Devon and Cornwall Police Estates Department) are currently helping North Devon Council to carry out a baseline audit of the CCTV systems which are in place in North Devon and to support them in building a clear costing model for a 'hub' in Barnstaple which could serve the network of towns in North and Mid Devon. A similar exercise is due to be discussed with Exeter and Plymouth city councils who have expressed interest in the 'hub' model. In Torbay a restructuring of the CCTV systems is planned and there may be further "hub" capacity as a result.

Micro systems

An interconnected 'hub' system may not be the right solution for all areas. In particular small towns and villages or areas which have a significant uplift in population for a short period over the summer are unlikely to find it a financial viable prospect. The proposed principles do not address the case of small towns and villages who might seek support for a simple 'un-connected' CCTV system. It is proposed that the focus for the CCTV Investment Strategy in Year 1 remains on the 'hub' model and that the potential to provide any wider support is considered at the end of 2017/18.

Volunteer-run systems

Professional monitoring services will be a requirement for newly created CCTV hubs. The Commissioner is not opposed to independent, volunteer-led systems but these will not receive financial support as there are long term question marks over their sustainability and resilience at this stage.

The PCC's Investment Strategy

A budget of up to £200,000 has been allocated. The PCC's Investment Strategy does not set out a 'cash' allocation for CCTV in any location. A set of principles have been agreed which will be used to inform investment decisions and a clear process is being put in place by which the decisions will be taken. While considerable engagement with local authorities and stakeholders has already taken place to understand their needs and develop the hub approach, a formal process will now be run to allow local authorities to formally express a view of their needs.

Proposed CCTV Investment Principles

Investment decisions will be made in line with the following 8 principles:

1. Capital funding is only available for local areas where the community, council and police have a clear and strong business case – low quality and/or unsustainable systems will not be supported
2. No PCC funding will be provided for ongoing revenue costs.
3. The PCC will not meet 100% of capital investment costs – the PCC will be looking to local authorities to contribute capital funds and for businesses to be involved in a partnership approach.
4. The PCC's investment in CCTV will be focused on the establishment and/or further development of 'hub' based monitoring systems – to make local systems more sustainable and to better exploit the opportunities provided by technological advancements. The PCC's capital investment will be focused on costs associated with:
 - a. Infrastructure required to develop a 'hub'
 - b. Connecting a local area into an operative 'hub'.
5. A 'hub' based system will normally involve more than one local authority – with either multiple local authorities joining together to develop a 'hub' or a single local authority providing 'hub' services to other local authorities.
6. The PCC's role is to provide some support to a local authority if it is seeking to invest in CCTV – the PCC will not seek to influence an area's decision about whether it wants to install CCTV.

7. The PCC investment will be in the form of a grant of funds – and will be accompanied by clear grant conditions as developed (which will include data collection, reporting, access arrangements for other local authorities and sustainability commitments). The PCC will not own CCTV infrastructure.
8. The PCC will make investment decisions through a clear process – advised by a CCTV Investment Advisory Board. All local authorities will be given a further opportunity to express an interest in becoming a 'hub' and/or taking services from a hub.

Connection into a monitoring hub will involve ongoing revenue costs that the local authority will need to meet locally.

Next Steps

- March 2017. Publication and circulation of the PCC's CCTV Strategy to all local authorities in Devon and Cornwall, including an invitation to submit expressions of interest along with a brief overview of the current position regarding any CCTV system which may already exist, and an indication of current thinking, as far as it exists, on possible future CCTV development
- April 2017. Submission of the initial EOIs (expressions of interest).
- May 2017:
 - Work to begin with local authorities to draw up detailed costings of CCTV options, both for authorities seeking to develop individual project plans and for those seeking to work in locally connected systems.
 - Work with "hub" providers, local authorities and Police Estates department to develop fully costed connectivity and monitoring service options.
- We will contact authorities again after the May elections to check whether there have been any significant changes to local intentions regarding CCTV as a result of the elections.

Governance Arrangements for the CCTV Investment Project

1. An advisory board will be established, including an external advisor, to provide advice to the CCTV Project Manager.
2. Recommendations regarding investment options will be brought to the PCC.
3. The PCC will make investment decisions, advised by the Chief Executive Officer and the OPCC.
4. Contacts for further details:

Senior Responsible Officer: Lisa Vango

CCTV Project Manager: David Eaton



Safe, resilient, connected communities

(The Police and Crime Plan 2017-20)

CCTV

This form has been sent to the following authorities:

Parish, town and district councils in Devon and Cornwall

Cornwall County Council, Torbay Council, Exeter and Plymouth City Councils

Contact point for return of EOI forms:

david.eaton@devonandcornwall.pnn.police.uk

I am happy to discuss any queries relating to the process or relating to CCTV more generally: 01395 225558

David Eaton (CCTV Project Manager, Office of the Police and Crime Commissioner)

Local Authority Expression of Interest

This EOI exercise will allow the OPCC to assess the number of local authorities which may wish seek support from the PCC to install or upgrade CCTV systems. Authorities are not making any commitments regarding future CCTV development by completing and returning this form. Following the completion of this exercise a formal process will take place to allow authorities to request funding support, and there will be an opportunity for detailed discussions between the OPCC and authorities regarding specific needs in each case. Attention is drawn to the PCC's investment principles as outlined in the strategy.

Deadline for return of EOI forms: Friday 21 April 2017

Name of Authority	
Is there any CCTV provision in the Authority ?	YES/NO:

Request for PCC support

Please provide an indication of the financial support that you MAY be seeking from the PCC. Please be aware that the PCC's investment strategy is initially focused on:

1. Development of a new monitoring hub
2. Upgrading of an existing monitoring hub
3. Fibre connection to an external monitoring hub

**Any other CCTV
related issues
which you wish
to bring to the
attention of the
OPCC**