

**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF SAFER, CLEANER, GREENER SCRUTINY PANEL
HELD ON TUESDAY, 6 JANUARY 2015
IN COMMITTEE ROOM 1, CIVIC OFFICES, HIGH STREET, EPPING
AT 7.30 - 9.00 PM**

Members Present: Mrs J Lea (Chairman), , R Jennings, L Mead, Mrs M Sartin and B Surtees

Other members present: W Breare-Hall and G Waller

Apologies for Absence: S Neville and Mrs E Webster

Officers Present D Macnab (Deputy Chief Executive and Director of Neighbourhoods), A Petty (CCTV Operations Manager), L Swan (Assistant Director (Private Sector Housing & Communities Support)) and A Hendry (Democratic Services Officer)

27. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

The Panel noted there were no substitute members.

28. NOTES OF THE LAST MEETING

The notes of the 7 October 2014 meeting were agreed as a correct record.

29. DECLARATIONS OF INTEREST

No declarations of interest were made.

30. TERMS OF REFERENCE AND WORK PROGRAMME

Terms of Reference

Noted that item 4, to review the Climate Local Agreement needed to be updated in line with the recent changes to the work programme.

Work Programme

The Panel noted their Work Programme.

31. CCTV - 3 YEAR ACTION PLAN - DECEMBER 2014

Adrian Petty, the Council's CCTV Operations Officer updated the Panel on the CCTV three year action plans. He noted that the use of CCTV had helped in the investigation of some unpleasant crimes, including a violent assault on a taxi driver in Epping. A lot of these investigations had led to arrests directly attributable to the use of CCTV.

Relevant CCTV footage was made available to the Police and other responsible authorities. He noted that as a rule, the police did not give as much feedback on the results of the use of CCTV as would be liked. This was also a national trend.

Mr Petty noted that Channel 5 had asked us to participate in a documentary on the use of CCTV and they were impressed with the quality of our images. But unfortunately due to ongoing police action our footage could not be shown.

He noted that:

- Loughton High Road now had high definition cameras installed along its length and this had proved useful so far;
- The museum in Waltham Abbey will have high definition cameras installed and the current system at North Weald Airfield would also be improved;
- Officers were looking to stream the live CCTV footage back to the Civic Offices so that they could be monitored in real time;
- There were now about 450 cameras across the district, with the police asking for about 253 downloads of incidents last year;
- There was a new CCTV Surveillance Commissioner who was looking to have more transparency in the use of CCTV;
- The Council has recently completed a self assessment on its CCTV services and has found itself to be in good shape as an authority. The Panel asked if they could each receive a copy of the self assessment form, Mr Petty agreed to supply them with copies;
- The Council was now receiving more and more requests from insurance companies for CCTV footage and officers have now started charging for these images. Last year they made about £1200 in total. This would just about cover costs for the service provided. He noted that these requests would grow year on year;
- For any operations using covert surveillance, magistrate's authorisation would have to be sought. The Council had also developed its own policy for this. A recent success for the use of covert surveillance was the catching of a long term fly tipper;
- Officers were updating the way people could request CCTV footage by using the council's website. This was now a clearer and quicker way to request footage by way of a web form and a generated unique reference number;
- He would be giving a presentation in a few weeks time to all Essex Police Licensing Officers on how premises holders, especially nightclubs, should set up their CCTV systems; and
- He would also be helping Waltham Abbey Town Council with their CCTV systems during the coming year.

Councillor Surtees was interested to note that the Police did not offer any feedback on the images they were given. Could something be added to the Memorandum of Agreement that we have with them. He was happy to hear that Mr Petty would be helping Waltham Abbey Town Council; all the Parish and Town Councils would be grateful for this type of help. Also, Loughton Town Council has broadband connection to their CCTV cameras, could you usefully use this? And, are the guidelines for covert surveillance available to the general public. Mr Petty replied that they were developing some guidelines to put on our website and put a link to the Home Office website. Incidentally, the new Surveillance Commissioner will also be addressing the rules around the use of home CCTV coverage. The Police tend to change personal a lot so any feedback to us tends to get a little lost. He hoped to provide them with a six monthly form so that they could give us feedback on things that may have gone wrong. He noted that they would be talking to the higher grade police officers to get

them to help us more. From feedback received he noted that this was also a national problem. Council Officers were trying to self promote their work and not rely so much on the Police. As for the other point made, he would be happy to do some training for the other Town and Parish Councils, he could perhaps put together a roadshow and take that around.

Councillor Sartin asked if our representative on the Police and Crime Panel, Councillor Waller, could ask about this response feedback from the police at their next meeting. Councillor Waller replied that he would. Councillor Sartin continued that as a Council they had to justify the spending on the CCTV system that this entailed. Also, do we have a policy on charging for our images? Mr Petty said that they did.

Councillor Sartin noted the covert surveillance for fly tipping, but what else could it be used for? Mr Petty said that it could be used for anything that carried a 6month (or more) sentence, basically, any criminal activity; but they still needed to apply to a magistrate to do this.

Mr Macnab noted that the Council had recently been inspected under the RIPA (Regulations of Investigatory Powers Act) regulations and given a clean bill of health.

Mr Petty said that the Council had a code for CCTV use that it was not to be used for commercial purposes but could be used for public educational purposes.

In reply to a question about the use of signage from Councillor Mead, Mr Petty noted that there was no real law on the use of signage for CCTV. In Loughton High Street there were about 12 signs that had been put up along the high road. Cameras were on 24/7 and the recordings remained on the system for up to 31 days before it automatically deleted.

In answer to a question from Councillor Lea, Mr Petty said that the feed from the cameras at the museum would go to Waltham Abbey Town Council but it would also have a link to the District Council's system.

Mr Petty mentioned the Essex Police consultation on the proposed increase and consolidation of Automatic Number Plate Readers (ANPR) around the borders of Epping Forest District and Essex as a whole. The Panel noted that they should send any comments to the safer communities email address where it would be collated and passed on.

RESOLVED:

That the Panel noted the progress on the CCTV three year Action Plan up to December 2014.

32. ENFORCEMENT ACTIVITIES - UPDATE

Mr Macnab introduced the update on enforcement activities. The first page was a statistical return, noting that the codes used would not appear again as they were essentially meaningless to members. The figures remained fairly constant over the periods shown, fly tipping remained an ongoing problem and the council tended to publicise successful prosecutions to act as a deterrent. The report detailed some of the more successful prosecutions.

Councillor Jennings asked about fireworks legislation and did we investigate these. Councillor Surtees wanted to know if there were time restrictions when they could be let off. The Panel noted that the amount of warnings issued for fly-tipping was the lowest so far and that only three people were prosecuted for dog fouling in Debden. Mr Macnab said he would ask Mr Gardiner to provide some background on these items.

After the meeting officers provided the following information on fireworks and the law. There are restrictions when they can be used, mainly between 11pm and 7am. There are exceptions for Bonfire Night, New Year's Eve, Diwali and Chinese New Year. The regulations are enforced by Trading Standards Officers at the County Council.

RESOLVED:

That the update on enforcement activities up to September 2014 be noted.

33. GREEN WORKING PARTY - PROGRESS REPORT

Lyndsay Swan introduced the progress report on the Green Working Party. It was noted that an updating report went to the last meeting of this Panel when they agreed to update their terms of reference and remove the outdated term of Climate Local Agreement from item 4.

The working Party's terms of reference was appended to this report and the Panel was asked agree this. Their work programme was also appended and would be considered at the Panel's next meeting.

It was noted that the working party would have to consider what the council would want to do to for a corporate energy strategy (N9 of the work programme). The Panel asked that they receive a report on this at their next meeting stating the options available.

The meeting also noted that the Civic Offices had automatic light sensors in all the offices which saved electricity by switching themselves off when no movement had been detected after a certain amount of time. Not all public areas in the offices had this facility and the facilities manager would be consulted to see if it could be extended. It was also noted that the Civic Offices was having a lot of remedial work to upgrade them and make them more energy efficient.

Councillor Breare-Hall said that it would be useful to have objectives as well as targets listed on the work programme as it would be useful to know why things were being done.

It was noted that the letters next to the numbers on the work programme denoted the directorate the actions came under e.g. 'C' = Communities. 'A' stood for All.

RESOLVED:

That the Green Working Party Terms of Reference be endorsed.

34. KEY PERFORMANCE INDICATORS 2014/15 - QUARTER 2 PERFORMANCE

The quarter 2, Key Performance Indicators 2014/15, appropriate for this Panel were noted. No particular concerns were raised except for the household recycling figures

(NEI 002) which were slightly under this quarter. This could be due to the change over from Sita to Biffa in November 2014. Despite this we were still listed at ninth or tenth in the whole country and second in Essex for this indicator. The figures should pick up over the next two quarters.

It was noted that the overall position with regard to the achievement of target performance for all of the KPIs at the end of the second quarter (1 July to 30 September 2014) of the year, was as follows:

- (a) 25 (69%) indicators achieved the cumulative second - quarter target; and
- (b) 11 (30%) indicators did not achieve the cumulative second-quarter target, although 2 (5%) of these KPIs performed within the agreed tolerance for the indicator.
- (c) 30 (83%) are currently anticipated to achieve the cumulative year-end target.

Nine of the Key Performance Indicators fell within the Safer, Cleaner, Greener Scrutiny Panel areas of responsibility. The Panel noted the overall position with regard to the achievement of target performance at the end of the second quarter of the year for these nine indicators, as follows:

- (a) 8 (89%) indicators achieved the cumulative second quarter target, and
- (b) 1 (11%) indicators did not achieve the cumulative second quarter target,
- (c) 8 (89%) are currently anticipated to achieve the cumulative year-end target.

Councillor Surtees wanted to know the amount as well as the percentage of the fly-tipping figures for NEI 006, 007 & 008. Subsequently, officers agreed that they could include the raw figures as well as the percentages and would from now on.

RESOLVED:

That the Key Performance Indicators within its area of responsibility were noted.

35. BOBBINGWORTH FORMER LANDFILL SITE - LOCAL LIAISON GROUP

The Panel noted the draft set of minutes from the meeting held on 3 September 2014 of the Bobbingworth Former Landfill Site Local liaison Group. They noted that the site had a significant problem with rabbits. Mr Macnab said that there was a rabbit control officer based at North Weald Airfield and would ask if they could look into this.

36. NORTH ESSEX PARKING PARTNERSHIP - MINUTES OF MEETINGS

The Panel noted the minutes of the North Essex Parking Partnership (NEPP) Joint Committee for on-street and off-street parking, held on 16 October 2014. They were told that it was not the most recent minutes as a meeting was held at EFDC recently.

Councillor Waller noted that a significant item that was considered by the Cabinet was on redundancies following the outsourcing of cash collection service and what our share of this would be. It may be that the County Council could cover the payments as the NEPP was not as financially buoyant as its southern counterpart.

The Cabinet has called for a review of NEPP by the Overview and Scrutiny Committee and that the NEPP was also conducting its own review on the problems that they face. Initially they were set up for three years along with SEPP and it was now coming to the end of that time scale. Mr Macnab said that the County review was due to conclude by the end of June. NEPP had also just appointed a new manager for the west area. Councillor Waller said that they had noted that their performance in the Epping Forest District was worse than in other areas.

Councillor Sartin noted that a lot of the schemes listed seemed to have been deferred. Councillor Waller replied that these would be reviewed. A lot of the schemes were initially proposed by members of the public and would have to be reviewed and consulted on in any case and if need be, removed. He also noted that there was a long time span from the time a scheme was approved at a meeting to implementation. This could take up to a year.

Councillor Surtees noted that in the past the lists of projects were sent to the local Town and Parish Councils. Did this still happen and could ward councillors be emailed the list as they needed the information? Councillor Waller replied that they were in the process of updating the list and would consult about any schemes that were to be implemented.

37. FUTURE MEETINGS

The future meetings of the Panel were noted.