

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.

Decision Ref. No:
AHWB/065/2017
Martinwells Lake Edlington

Box 1

DIRECTORATE: Adults, Health and Wellbeing

DATE: 30 June 2017

Contact Name: Steve Thomas

Tel. No.: 07717 701347

Subject Matter: To approve the allocation of £23,103 (£18,103 of Section 106 monies and £5,000 of CCTV team revenue budget) for the provision of CCTV camera equipment at Martinswell Lake, Edlington.

Box 2

DECISION TAKEN:

The Martinwells Lake is a picturesque location which harbours an exciting and diverse range of wildlife, plants, shrubs and trees. It is an adventure playground for people who want to explore nature in action, become involved in fishing activities, exercise, or just sit and watch the world go by.

The Martinwells Lake, a former quarry, was in a dreadful condition some ten years ago but over the years it has been transformed by a local group of volunteers, The Friends of Martinwells Lake. The group have invested substantial amounts of time, dedication and commitment on the site as well as securing funding to enable much needed remedial repairs to be carried out to the water's edge to prevent further erosion and natural decay. The land is owned by DMBC; however the area is managed by the Friends of Martinwells Lake.

Other improvements include site interpretation signage, pathways to create a safe environment for people to access and enjoy the whole site, new fishing pegs including adaptable DDA compatible pegs, seating and more recently, an assortment of outdoor gym equipment.

The transformation programme has not all been plain sailing, it is unfortunate that the efforts of the Friends of Martinwells Lake have been subject to many incidents of mindless vandalism, acts of anti-social behaviour and unsavoury activities. It goes without saying that such experiences can have a massive negative impact on both the people who enjoy this site in respect of their confidence that the area is safe to frequent, additionally the moral, confidence and personal safety of the volunteers who keep this site ticking takes a real battering.

Given the above, the group are in desperate need of some sort of deterrent/protection for themselves and the hard work and community value which they have achieved and continue to achieve. The group want to acquire funding to enable them to install two columns both with CCTV apparatus and with the facility for the CCTV footage to be monitored from the Council's CCTV suite. This facility would offer much needed reassurance, deter misuse of the site and afford the evidence to apply enforcement action to those people who abuse the site.

It is proposed that one cameras/columns will be sited in a strategic location close to the lake itself. The other camera/column will be sited in line with column one but some 150 metres away allowing coverage of the entrance to the site. The location of this equipment will also provide coverage of the land adjacent to community run allotment site which frequently experiences ASB and thefts.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

	Rate (£)	Total (£)
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]

[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	

[REDACTED]

The £18,103 of Section 106 monies will come from the following public open space balances:

- Church Lane, Warmsworth (01/2887/P) - £14,462
- Staveley Street, Edlington (02/2938/P) - £2,981
- White Greyhound, Edlington (03/6196/P) - £660
- Total: £18,103**

The CCTV Department has agreed to fund the installation of the additional column that is required for transmission in order to monitor the images within the Civic Offices. The budget cost for these works is £5,000.

Once the capital works are completed, the remaining Section 106 monies of £5,389 is to cover maintenance of the new cameras only for a period of 5 years and will need to be transferred into the CCTV budget year on year for the next 5 years = £1,078 per annum.

Box 3**REASON FOR THE DECISION:**

The Friends of Martinwells Lake group have undertaken a lot of consultation work in pursuit of gaining support for this project to be delivered with the following groups/organisations signing up with their full backing and support:

- 1) West Area Communities Manager
- 2) West Area Police Inspector
- 3) HOS Communities
- 4) Edlington Parish Council
- 5) Edlington Allotment Association
- 6) Warmsworth Parish Council
- 7) Hill Top Centre
- 8) Edlington Victoria Primary School
- 9) Sir Thomas Warton Secondary School
- 10) Edlington Community Organisation
- 11) Edlington Elected Members
- 12) HOS Community Safety
- 13) South Yorkshire Police
- 14) South Yorkshire Fire and Rescue

Box 4**OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:**

- 1) The first option for the installation of 2 columns and cameras is recommended for approval. This provision would go a long way to protect this valuable community based asset and the invaluable time and effort injected by local volunteers.
- 2) A second option would be for a reduced project of come camera/column installed/ this approach would still benefit but would leave large areas of the site without CCTV coverage.
- 3) Option three would be to defer delivery of this project and review the situation and need in 12 months.

Recommended Options: Given that there is an uncommitted sum of £18,103 which is ring-fenced for public open space enhancement to the Edlington Ward it is recommended that option one is approved.

Box 5**LEGAL IMPLICATIONS:**

The identified section 106 agreements provide for monies to be spent towards the provision, enhancement and improvement of public open space within the relevant area. The decision maker should be satisfied that the installation of CCTV cameras will comply with this requirement.

Legal Services should be consulted on the contractual arrangement with the Friends of Martinwells Group in relation to the future asset's maintenance and regard should be had to the requirements for any privacy impact assessments associated with the installation of the CCTV.

Name: Karen Winnard **Signature:** By email **Date:** 3rd August 2017
Signature of Assistant Director of Legal and Democratic Services (or representative)

Box 6

FINANCIAL IMPLICATIONS:

Capital

The approved 2017/18 Adults, Health & Wellbeing Capital Programme does not currently include this project. This scheme will be approved via approval route B.10 Relevant approval is required before a project can commence or commit to capital spend. This new addition to the A,H&WB capital programme will be approved by CFO and relevant Director, in consultation with the relevant Portfolio Holder. Any changes will then be reported to Cabinet on a quarterly basis.

The capital cost of the provision of the CCTV camera equipment at Martinwell Lakes detailed in the report above is estimated to cost £17,714. This will be part funded from S106 monies of £12,714 with a £5,000 contribution from the CCTV revenue budget, which is all expected to be spent in 2017/18. There is no contingency included in this figure, although a quote has been secured for the next 90 days so the costs should not increase.

Ongoing maintenance will be funded from the remaining S106 allocation total of £5,389 for a period of 5 years at £1,078 per annum, after this period the equipment will be maintained by Friends of Martinwells Lake.

Name: Cheryl Slade **Signature:** C Slade **Date:** 25/07/17
Signature of Assistant Director of Finance & Performance (or representative)

Section 106

(01/2887/P) Church Lane Warmsworth

There is currently a balance of £14,462 on the above planning reference, a commuted sum in relation to S106 monies. This project is seeking to use £12,714 the remaining monies, for the of CCTV camera equipment at Martinswell Lake, Edlington and £1,748 contribution towards annual maintenance over 5 years of the CCTV equipment, leaving a nil balance on the commuted sum.

(02/2938/P) Staveley Street Edlington

There is currently a balance of £2,981, a commuted sum in relation to S106 monies. This project is seeking to use the remainder of the balance as a contribution towards the maintenance of CCTV equipment, leaving a nil balance on the commuted sum.

(03/6196/P) White Greyhound Old Edlington

There is currently a balance of £660, a commuted sum in relation to S106 monies. This project is seeking to use the remainder of the balance as a contribution towards the maintenance of CCTV equipment, leaving a nil balance on the commuted sum

Name: D Fisher **Signature:**  **Date:** 01/08/17
Signature of Assistant Director of Finance & Performance
(or representative)

Box 7
HUMAN RESOURCE IMPLICATIONS:

There are no Human Resources Implications.

Name: Kelly Wilks **Signature:** By Email **Date:** 31st July 2017
Signature of Assistant Director of Human Resources and Communications (or representative)

Box 8
PROCUREMENT IMPLICATIONS:


The delivery of the services and works highlighted within the body of the report are possible by way of accessing the councils existing corporate CCTV contract. This will ensure that the equipment installed meets with industry standards but also can be maintained via the same contract.

This offers a compliant route to market.

Name: S Duffield **Signature:**  **Date:** 28/07/17
Signature of Assistant Director of Finance & Performance
(or representative)

Box 9
ICT IMPLICATIONS:

There are no direct ICT implications associated with this decision. The Council has a single point of contact for CCTV and Security Services together with a new framework agreement for the provision of CCTV and security equipment and services. The ODR confirms that the Council's CCTV Manager has been consulted and they will progress this via the new framework and seek any further input from ICT, as necessary.

Name: Peter Ward (ICT Strategy Programme Manager)
Signature:  **Date:** 31/07/17
Signature of Assistant Director of Customers, Digital & ICT (or representative)

Box 10**ASSET IMPLICATIONS:**

Martinswells Lake at Edlington is owned by Doncaster Council. The proposal as outlined therefore represents investment in a council owned asset that will enhance its appeal, improve security and promote increased use, hence ensuring the Council is meeting the on-going needs of service users. As such, the proposal is fully supported from an assets perspective.

Name: Gillian Fairbrother (Assets Manager, Project Co-ordinator)

Signature: By email

Date: 28th July, 2017

**Signature of Assistant Director of Trading Services and Assets
(or representative)**

Box 11**RISK IMPLICATIONS:**

If this decision is not taken there could be a risk that POS section 106 money could be lost as the said amount has been in the account since 2001

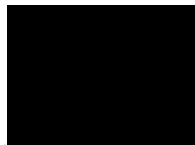
If the concerns of misuse and ASB are not addressed the risk of this site deteriorating and volunteers refusing to support the good work that goes on well increase. There is also a risk that public confidence and perception will tarnish.

Box 12**EQUALITY IMPLICATIONS:**

In the planning of the project there has been a multi-agency approach and support network to achieve community provision that is accessible to all. Equality and fairness has been considered extremely important to all concerned in meeting the aim of an inclusive environment for everyone.

Name: Steve Thomas
(Report author)

Signature:



Date: 30/06/2017

Box 13**CONSULTATION:****Officers**

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

The Friends of Martinwells Lake group have undertaken a lot of consultation work in pursuit of gaining support for this project to be delivered with the following groups/organisations signing up with their full backing and support:

- 1) West Area Communities Manager
- 2) West Area Police Inspector
- 3) HOS Communities
- 4) Edlington Parish Council
- 5) Edlington Allotment Association
- 6) Warmsworth Parish Council
- 7) Hill Top Centre
- 8) Edlington Victoria Primary School
- 9) Sir Thomas Warton Secondary School
- 10)Edlington Community Organisation
- 11)Edlington Elected Members
- 12)HOS Community Safety
- 13)SYP
- 14)SYFR

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

The two ward members for the Edlington ward are in full support of allocating this section 106 funding to the instalment of CCTV equipment.

Box 14

INFORMATION NOT FOR PUBLICATION:

In accordance with the Freedom of Information Act 2000 section 43 allows for commercially sensitive information to be redacted. The signatures will also be redacted.

Name: Gillian Parker Signature:  Date: 03/08/2017_
Signature of FOI Lead Officer for service area where ODR originates

Box 15

Signed: _____ **Date:** 21/08/17_
Director of People Damian Allen

Signed: _____ **Date:** 07/09/2017
Steve Mawson, Assistant Director Finance & Chief Financial Officer

Signed: _____ **Date:** _____
Signature of Mayor or relevant Cabinet Member consulted on the above decision (if required).

- This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.
- A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.
- A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.
- A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox