

## OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

**Decision Reference No: AHWB.053.2019 Upgrades to CCTV network at Bentley Park**

**BOX 1****DIRECTORATE:** AH&WB**DATE:** 23<sup>rd</sup> October 2019**Contact Name:** Natasha Mead**Tel. No.:** 01302 737010

**Subject Matter:** To allocate £7,260 of Section 106 monies for further upgrades and additions to the existing CCTV network at Bentley Park, Askern Road, Bentley.

**BOX 2****DECISION TAKEN**

1. To approve the allocation of £5,860 of Section 106 monies for further upgrades and additions to the existing CCTV network at Bentley Park, Askern Road, Bentley
2. To approve the allocation of £1,400 to be transferred to Community Safety for 10 years maintenance budget for the new cameras
3. To include the scheme in the Council's Capital Programme
4. To approve scheme implementation

**BOX 3****REASON FOR THE DECISION**

Ward members have recently used Section 106 monies to enhance the facilities at Bentley Park with the installation of a level access, accessible roundabout. Plans are also in place to further enhance and extend the water play within the park.

With the further developments, Ward Members are also keen to ensure that this development and enhancement is protected by the upgrading and addition to the existing CCTV provision at the park.

The Park currently has Green Flag status and ensuring its maintenance and sustainability is essential for the future of the site and for the retention of the status.

A previous ODR was completed and approved for 8 cameras (AHWB.042.2019). However, following a further site visit it was recognised that to have full coverage of the Park, an additional column with a further 4 cameras would be required and therefore the quote has been updated to include the additional cameras and the cost is £5,860.

A quote has also been received for the annual repairs and maintenance and the Community Safety team have agreed to take ownership of the asset for a 10 years maintenance fee of £1,400, therefore an additional £140 will be transferred on an annual basis to their budget.

The total cost of this part of the scheme will be £7,260.

The Section 106 monies will come from Section 106 agreement, The Avenue, Bentley (97/3516/P).

#### **BOX 4**

##### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

###### To Do Nothing

To do nothing would mean that potentially the investment could be left unprotected and vulnerable to damage and theft.

###### To use the money elsewhere

Various schemes and options have been considered in alternative uses for this money. Others have been ruled out for reasons such as ongoing maintenance etc. However, this scheme will ensure that the investment is protected and improve security in this Green Flag Status Park.

#### **BOX 5**

##### **LEGAL IMPLICATIONS**

Legally privileged and confidential information



**Name:** Heidi Lehane **Signature:** By email **Date:** 25/10/2019

Signature of Assistant Director of Legal and Democratic Services (or representative)

**BOX 6**

**FINANCIAL IMPLICATIONS:**

**Section 106**

Planning ref: 97/3516/P

There is currently a balance of £23,484.36, on the above planning reference, a commuted sum received in relation to a development at The Avenue, Bentley. Of this balance £1,155.45 is designated for Revenue use.

This additional project seeks to use £7,260, which includes £1,400 for ongoing maintenance. If approval is given for this project, a balance of £16,224.36 would remain.

**Name:** J Brogan **Signature:** FM Economy & Environment **Date:** 25/10/2019

**Signature of Chief Financial Officer and Assistant Director of Finance (or representative)**

**Capital**

This is an addition to the existing Bentley Park CCTV scheme that is currently within the AHWB capital programme (Q2488). This addition is for further upgrades & additional cameras and needs approving by Chief Finance Officer as per the financial procedure rules.

The capital cost for the existing Bentley Park CCTV scheme is currently £16k, the additional capital cost for the upgrades and additional cameras will be £6k, total of £22k funded by S106 monies. Contingency has not been included in this figure because quotes have already been obtained.

Community Safety will maintain the on-going maintenance for 10 years. The on-going maintenance for the existing Bentley Park CCTV scheme will cost £8k with an additional £1k for the new addition. Total of £9k.

On approval of the report, the Capital Programme will be updated to include this addition.

**Name:** Cheryl Slade **Signature:** C Slade/FM-AHWP **Date:** 04/11/19

**Signature of Assistant Director of Finance & Performance (or representative)**

**BOX 7**

**OTHER RELEVANT IMPLICATIONS**

 N/A

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Signature of Assistant Director (or representative)

**ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.**

**BOX 8**

**EQUALITY IMPLICATIONS:** (To be completed by the author).

There are no negative equality implications relating to these proposals. Bentley Park and is open to all residents of the Borough and this scheme will help to protect this investment.

**Name:** Natasha Mead **Signature:**  **Date:** 23<sup>rd</sup> October 2019

**Report Author and Stronger Communities Co-ordinator**

**BOX 9**

**RISK IMPLICATIONS:** (To be completed by the author)

There are no known risks associated with this project as this will be adding to the existing provision.

**Name:** Natasha Mead **Signature:**  **Date:** 23<sup>rd</sup> October 2019

**Report Author and Stronger Communities Co-ordinator**

**BOX 10**

**CONSULTATION**

The 3 elected Bentley Ward Members have all agreed that this is the best way to spend these funds in their Ward.

The Communities Team have been involved in these discussions and Doncaster Council Community Safety Team have been consulted and sourced the quotes for the work.

**BOX 11**

**INFORMATION NOT FOR PUBLICATION**

In accordance with the Freedom of Information Act 2000, it is in the Public's interests for this decision to be published in full, however, the signatures will be redacted and the Legal implications will be redacted, as they contain legally privileged and confidential information.

**Name:** Gillian Parker **Signature** by email **Date:** 07/11/2019

Signature of FOI Lead Officer for service area where ODR originates

**BOX 12  
BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR: No

(If YES please list and submit these with this form)

**BOX 13  
AUTHORISATION**

Name: Debbie John-Lewis\_ Signature:  Date: 19/11/2019

Assistant Director of Communities

Does this decision require authorisation by the Chief Financial Officer or other Officer

YES/NO

If yes please authorise below:

Name: Debbie Hogg Signature:  Date: 25/11/19

Director of Corporate Resources

Consultation with Relevant Member(s)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Designation \_\_\_\_\_

(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)

Declaration of Interest YES/NO

If YES please give details below:

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION.**

Once completed a PDF copy of this form and any relevant background papers should be forwarded to Governance Services at [Democratic.Services@doncaster.gov.uk](mailto:Democratic.Services@doncaster.gov.uk) who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.