

TOWNSHIP PROJECT BRIEF AND COMMISSIONING FORM



Township Ref

Service Ref

Township	Rochdale South	TC/23/20	
Name of Request Originator	Councillor Meredith and Friends of Balderstone Park		
Project Manager & Ext	Michael Buczman		
Completed by	Michael Buczman	Date Completed	13/11/2020
A. DETAILS OF SCHEME			
Scheme Name & Location	CCTV for Balderstone Park		
Scheme Description (include as much information as possible)	<p>To install a CCTV system within Balderstone Park to both deter anti-social behavior and obtain footage of anti-social behavior that has recently become more apparent in the park. Please see below for proposed location.</p> <p>The system will include one PTZ camera (movable camera) and 3 fixed cameras.</p> <p>The cameras are of 1080p clarity and will be able to reach up to 50m away. A Privacy Impact Assessment will also be written and privacy zones will also be set up on the system to ensure privacy of none council property.</p> <p>Clear signage will also be erected in the park to inform the public and act as a deterrent.</p> <p>The CCTV in Balderstone will adhere to the RBC CCTV Code of Practice and conform to appropriate GDPR regulations.</p> <p>RBC Environmental Management department will retained and review the footage obtained by the system.</p>		
Desired Outcome (what is required by the scheme)	To reduce / deter crime in Balderstone Park		
Township Priorities Met	Place		
Land Owner	Rochdale Council		
Public Consultation	No		
Proposed Source of Funding	Township Capital		

B. ESTIMATE


Assumptions made during preparation of estimate

Purchase of CCTV system - £6,000
 Installation of 8m high column with electricity supply, including installation of camera - £5,000
 Appropriate CCTV signage, with installation - £93
 Contingency - £1,109.30
 EM management fee - £1,109.30

EM to absorb ongoing electricity supply

Risks that may change estimate			
Possible issue of unknown services underground that may affect the location of the CCTV system and association costs of relocating. We are unable to confirm until the area is excavated.			
The fee of £5,000 for installation is based on the assumption that a bespoke 8m column is needed for the CCTV system as it may be too heavy for the existing lighting column on site. We are unable to confirm this until we receive the camera system and the Highways Department can make an informed judgement.			
Possible risk of no electricity supply to the CCTV unit, Highways Department are currently looking into this.			
Total Estimated Fees		£2,218.60	
Total Estimated Works Costs		£11,093.00	
Total Cost		£13,311.60	
Amount Approved by Township	£	Cost Code	

C. TIMESCALES	
Estimated Start Date	February 2021
<i>(start date subject to commissioning within three months of application)</i>	
Evidence	
Approx. 8 – 10 weeks lead time for manufacture and delivery (from point of order). Also dependent upon Highways Departments availability for installation.	
Completion Date	March 2021
Evidence	

D. AUTHORISATION			
I have read the terms and conditions provided with this form and agree to the funds being allocated as approved at Committee			
Date Committee Approved Scheme			
Signature of Head of Service		Date	06/11/2020
Signature of Townships & Communities Manager		Date	
Signature of Township Chair		Date	

KEY

	To be completed by whoever receives the original proposal
	To be completed by Service/Provider after discussion with the Township Office
	To be completed by Township Councillor/Officer

