

CCTV Provision

- What are the contract terms? Held with legal but broadly as per email to Cllr Morrell
- When did it commence? How long to run? What Notice? SDC first started to monitor and maintain the TDBC CCTV system in 2005. It is an annual rolling contract now. Notice is 3 months on either side.
- Who are the parties? SLA between SDC & TDBC

Strategic Aims

- What are they? Defined in the CCTV Code of Practice (further information below). TDBC Officers may have additional aims.
- When set, by whom, who reviews them? When is the next review? Reviewed as required and in contract management meetings.

Where are the Principles and objectives?

- Defined in the CCTV Code of Practice:

2.2 General Principles of Operation

- 2.2.1 The system will be operated in accordance with all the requirements and the principles of the Human Rights Act 1998.
- 2.2.2 The operation of the system will also recognise the need for formal authorisation of any covert 'Directed' surveillance or crime –trend (hotspot') surveillance as required by the Regulation of Investigatory Powers Act 2000 and the police force policy.
- 2.2.3 The system will be operated in accordance with the Data Protection Act at all times
- 2.2.4 The system will be operated in accordance with the protection of freedoms act 2012.
- 2.2.5 The System will be operated fairly, within the law, and only for the purposes for which it was established and are identified within this Code, or which are subsequently agreed in accordance with this Code of Practice.
- 2.2.6 The system will be operated with due regard to the principle that everyone has the right to respect for his or her private and family life and their home.
- 2.2.7 The public interest in the operation of the system will be recognised by ensuring the security and integrity of operational procedures.
- 2.2.8 Throughout this Code of Practice it is intended, as far as reasonably possible, to balance the objectives of the CCTV System with the need to safeguard the individual's rights. Every effort has been made throughout the Code to indicate that a formal structure has been put in place, including a complaints procedure, by which it can be identified that the System is not only accountable, but is seen to be accountable.
- 2.2.9 Participation in the system by any organisation, individual or authority assumes an agreement by all such participants to comply fully with this Code and to be accountable under the Code of Practice.

1.3 Objectives of the System

1.3.1 The objectives of the Sedgemoor District Council CCTV System as determined by the owner / partnership which form the lawful basis for the processing of data are:-

- *To help reduce the fear of crime*
- *The help deter crime*
- *To detect crime and provide evidential material for court proceedings*
- *To assist in the overall management of several towns in Sedgemoor, Taunton Deane and in Yeovil Town Centre*
- *To enhance community safety, assist in developing the economic well being of the areas and encourage greater use of Town Centres, car parks etc*
- *To assist the Local Authority in its enforcement and regulatory functions within the Sedgemoor area Taunton Deane area and for South Somerset District Councils Yeovil Town Centre*
- *To assist in Traffic Management where applicable*
- *To assist in supporting civil proceedings which will help detect crime*
- *To assist in the training of CCTV operators, the Police and others involved in the use of the CCTV system*

What targets exist?

- To produce evidence within 3 days; this is currently achieved 100% of the time.
- Who set them? Who reviews them? Agreed and reviewed between all parties.
- What codes of practice do you operate under?
 - ICO <https://ico.org.uk/media/for-organisations/documents/1542/cctv-code-of-practice.pdf>
 - LA <https://www.sedgemoor.gov.uk/cctv>
- What Industry standards does the operation comply with? BS 7958
- What legal framework does the control room operate under? The Regulation of Investigatory Powers Act 2000 (RIPA), the Protection of Freedoms Act 2012, the Data Protection Act 2018 & GDPR, and the Human Rights Act 1998. Other relevant laws relating to, for example, the provision of evidence.

Operational control

- Who has it? SDC
- How does control of the system pass to the police? No control as standard. Control may be legally requested in special circumstances according to RIPA legislation.
- What regime does the operation run under? Operated 24/7/365 under the Monitoring Services Manager. Staffed by SDC employees, trained and qualified on CCTV Control Room Operations and licenced by the SIA. All staff are vetted by the police to NPPV2.
- What are the cameras used for? The cameras are used to aid the reduction of crime, reduction in the fear of crime, and to improve public safety, supporting our duties under the Crime and Disorder Act 1998. To name some of the offences they are used for: ASB, theft, driving offences such as drink drivers/accidents/vehicles that fail to stop for police, county lines, drug dealing, criminal damage, assaults, robbery, sexual assaults, rape, murder, etc. Additionally, to aid the location of wanted individuals and missing persons, gather evidence and intelligence, monitor known offenders, etc.
- How many arrests have been made thanks to CCTV evidence? This will need a police response. In recent months, however, SDC has shared the following numbers of video evidence files for crime in Taunton with the police: Oct 18 - 44, Nov 18 - 43, Dec 18 - 47, Jan 19 - 40.

Current status

- How many sites how many councils what capacity how many cameras? 6 town centres currently monitored in SDC, SSDC, and TDBC. 167 town centre cameras in total.
- How many cameras in Taunton? Taunton (60) and Wellington (6) = 66 cameras in TDBC
- How many mobile cameras are there? None

Maintenance

- What is the planned maintenance programme? Preventative maintenance every 6 months, with additional attendance to deal with faults as required. Faults can be due to engineering issues, power failures or BT connections.
- How many cameras have been replaced? All have been replaced at some point since we took over the monitoring and maintenance; they get replaced when they are beyond economical repair.
- What is the up time target of the system?
- When are the cameras maintained, by whom? Preventative maintenance visit every 6 months by contracted Maintenance Company, plus attendance when a fault is evident.

Advancing Technology

- What technology enhancements have you been able to make? SDC has upgraded the CCTV control room to be digital ready with digital video recorders already in use for the TDBC system.
- What technological improvements are planned?
 - All cameras in the TDBC system to be upgraded to High Definition digital technology.
 - We are tendering this year for a new video management system with additional functionality being in scope to allow better imaging/controls.
 - We are also looking into digital uploads for police, to move away from DVD. This will allow for easier and quicker access to CCTV evidence.
 - We are also working with the police as an interested party on the new communications system which is called the emergency services network. (ESN) <https://www.gov.uk/government/publications/the-emergency-services-mobile-communications-programme/emergency-services-network>. This tool will allow for a more resilient mission critical communications and is planned for implementation in 2020/2021 to replace the old airwave communications system (which the Control Room currently use).

Monitoring and reporting?

- Who is the accountable officer in SDC in TDBC? Alice Porter
- Who monitors the Service in TDBC? Currently Scott Weetch
- What is the frequency of reporting? Reporting was monthly until recently, however the IT system needs to be replaced to ensure reporting going forward.
- Where are reports served to whom? Scott Weetch
- Who has Access to the data? If this relates to personal data, anyone can access their data using the relevant legislation. Contract data would be shared with Scott Weetch.

Financial

- What is the breakdown of the payments? Quarterly in advance
- How much PA? How is that justified? As per the annual budget line. This is c£250k per annum and has historically been broken down per camera for monitoring and maintenance.
- What does the system cost? Don't understand the question – how much would it cost to replace?
- Do the other parties to the contract share the costs? Yes
- Do the other parties have the same technology? Yes
- Who sets the payments? There is an annual rolling agreement that costs can increase by 3% per annum. This will be subject to review by the new contracts officer
- Who audits the service? South West Audit Partnership. Additionally, TDBC officers monitor the contract.