

## Report of the Strategic Director

**CCTV CAMERA REVIEW**1. Purpose of report

To provide Committee with an update on the review of the closed-circuit television (CCTV) cameras owned and operated by the Council and LLeisure.

2. Detail

Members will recall the meeting of 4 June 2020 at which it was agreed to undertake an internal review of the Council's CCTV cameras. A review of all CCTV operations is required by the Surveillance Commission's guidance (guiding principle number 2 states: "*The use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified.*").

The Council and LLeisure currently have 259 CCTV cameras. The Council has 65 cameras continuously monitored in public places. These are mostly in town centres; the remainder being housing sites in Chilwell. These 65 cameras are managed and monitored centrally as part of a shared service arrangement with Ashfield District Council and Newark and Sherwood District Council. The other 194 Council and LLeisure CCTV cameras are in a variety of locations, some managed locally from the facility in which they are based, and some managed corporately within Governance Services.

From previous focused reviews, completed at Bramcote and Chilwell Leisure Centres back in 2017 and 2018 respectively, 21 cameras were removed, as these no longer remained justified when measured against the Surveillance Commissioners guidance. The latest review in October 2020 highlights a further 36 cameras that are no longer justified when set against the same measure and 3 cameras that can be repurposed (see appendices for detailed analysis) leaving 220 camera remaining.

- Appendix 1 provides more detail on the two stage review process
- Appendix 2 gives a summary of review progress to date
- Appendix 3 provides cost information
- Appendix 4 provides more information on the required consultation associated with the removal or installation of cameras
- Appendix 5 provides information on mobile cameras

An alternative to fixed CCTV systems is a mobile system, these can be used in conjunction with fixed solutions, will enable the Council to be more agile in addressing problem areas and may assist in reducing the overall cost of CCTV provision. Appendix 5 provided more details.

3. Financial implications

The financial implications are summarised at the end of Appendix 3.

**Recommendation**

**The Committee is asked to CONSIDER the recommendations in appendices 1, 2 and 3 and RESOLVE accordingly, and to commence the required consultation processes outlined in appendix 4 should the initial recommendations be accepted in principle; and to NOTE the information in appendix 5.**

Background papers

Nil

## APPENDIX 1

**Review Criteria**

The first stage of the review process in line with the surveillance commissioner's code has been based on assessing the data for two full calendar years, namely 2018 and 2019 against following criteria:

- Number of incidents
- Number of review requests / evidence requests
- Overlap (as a result of the original design of the camera positions indicating a level of possible redundancy)

Data for 2020 is incomplete, showing just 212 incidents in total (a reduction of approximately one third when compared with 2019). This reduction was in part as a result of technical difficulties experienced earlier in the calendar year and the COVID-19 pandemic.

The second stage of the review will include a consultation process, will begin following the Committee's decision and will be the subject of a future report to the committee.

**Continuously monitored cameras review**

(65 in total - 11 x Chilwell Housing and 54 x Town Centres)

Chilwell Housing and Town Centre CCTV cameras have been reviewed based on the above criteria.

**Recommended CCTV Camera Removals** (see plans at end of this appendix)**Chilwell - Housing Sites and Retail Park**

**Cameras 2071 to 2080 – 11 cameras** – Ribblesdale Court and Oak Acres, Chilwell Housing cameras strategically placed around a housing estate where historically there was significant issues with anti-social behaviour and fly-tipping. With the proactive work that Housing Services and others have completed in this area a positive trend has developed resulting in the issues dissipating over time as is evidenced by the review process.

A total of 27 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019) over the 11 cameras located in this area. Evidence was viewed in support of incidents by either the police or a third party on 5 occasions.

It is recommended that based on the review and the additional information regarding the age and poor evidential value of these cameras due to their positioning that they be removed and part of the infrastructure be decommissioned. Housing have been consulted and agree with the recommendation. Members may be minded to consider keeping a number of the columns operational in order to enable an agile response should the current positive trend reverse in the future. A column kept in an operational state would require annual maintenance to ensure it remains safe but would allow a more modern mobile device with greater coverage and image quality to be installed should it be needed. Maintenance would be required on a 3-year cycle and would cost in the region of £400.00 per column and would be reviewed annually in future.

**Camera 2016 - Chilwell Retail park – Currently not working and needs investment to re-establish wireless link**

This remote camera was initially installed and funded by Nottinghamshire County Council (NCC) to cover the traffic light interchange and speeding camera. It also covers Chilwell retail park. The camera has not worked for more than 12 months and requires investment to re-establish the wireless link (approximately £5,000). In addition, NCC have now installed a dedicated traffic camera at this location and therefore it is recommended that based on the review this camera and the infrastructure be decommissioned.

**Eastwood Town Centre****Camera 2039 – Nottingham Road/Mansfield Road**

Peripheral camera on the outer extent of the town centre, 40% duplication coverage with camera 2038

3 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 5 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

**Camera 2040 – Wellington Place**

Single street camera towards the outer extent of the town centre, 30% duplication coverage with camera 2033

2 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 3 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

**Camera 2041 –King Street, Library, public town centre and public house car parks**

Single car park camera covering a cut through from the town centre and car parking areas

0 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 2 occasions.

It is recommended based on the review that the camera and infrastructure be decommissioned.

**Kimberley Town Centre****Camera 2044 – Outside Kimberley Depot – Eastwood Road**

Peripheral camera on the outer extent of the town centre, predominantly covering the depot gated and Hall Om Wong park entrance

6 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 2 occasions.

It is recommended based on the review that the camera is removed from the 24/7 monitoring arrangement and is instead repurposed allowing it to focus on the security of the Depot. If agreed, then the recording will be undertaken by equipment already in place at the Depot thereby leveraging previous investment and reducing ongoing revenue costs.

**Camera 2053** –The Sidings, footpath and walkway

Single car park camera covering a cut through to the rear of council owned industrial units, there were historical anti-social behaviour issue which have dissipated over time as is evidenced by the review process.

2 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 0 occasions.

It is recommended based on the review that the camera and infrastructure be decommissioned.

**Camera 2047** – Main Street/James Street

Central camera in the heart of the town centre, 70% duplication coverage with camera 2046

3 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 10 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

**Camera 2048** – Main Street/Library – **removed due to condition and not yet replaced**

Central camera in the heart of the town centre, 70% duplication coverage with camera 2049 – the camera has already been removed due to the condition of the equipment.

It is recommended based on the review including the duplication of coverage that the camera is not replaced and infrastructure be decommissioned.

**Camera 2051** – Green Lane/within the precinct car park – generally covers incidents in the privately owned car park

Central camera in the heart of the town centre, 40% duplication coverage with camera 2050

10 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 7 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

**Camera 2052** – Shopping Precinct car park – generally covers incidents in the privately owned car park

Central camera in the heart of the town centre, 40% duplication coverage with camera 2051

12 incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 4 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

### Stapleford Town Centre

**Camera 2030** – Derby Road/Baily Street

Central camera in a linear group/chain of cameras within the town centre, 60% duplication coverage with cameras 2031 and 2029

2 x incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 6 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

**Camera 2021** – Nottingham Road/Albert Street

Peripheral camera on the outer extent of the town centre

4 x incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 9 occasions.

It is recommended based on the review that the camera and infrastructure be decommissioned.

**Camera 2024** – Former Maycliffe Hall/Toton Lane

Peripheral camera on the outer extent of the town centre, 40% duplication coverage with camera 2023

6 x incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 11 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

Beeston Town Centre

**Camera 2001** – High Road/Humber Road

Peripheral camera on the outer extent of the town centre, 30% duplication coverage with camera 2002

28 x incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 5 occasions.

It is recommended based on the review including the duplication of coverage that the camera and infrastructure be decommissioned.

**Camera 2015** –Council Offices/Foster Avenue car parks

Single car park camera covering a cut through from the town centre, car parking areas and council offices

8 x incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 6 occasions.

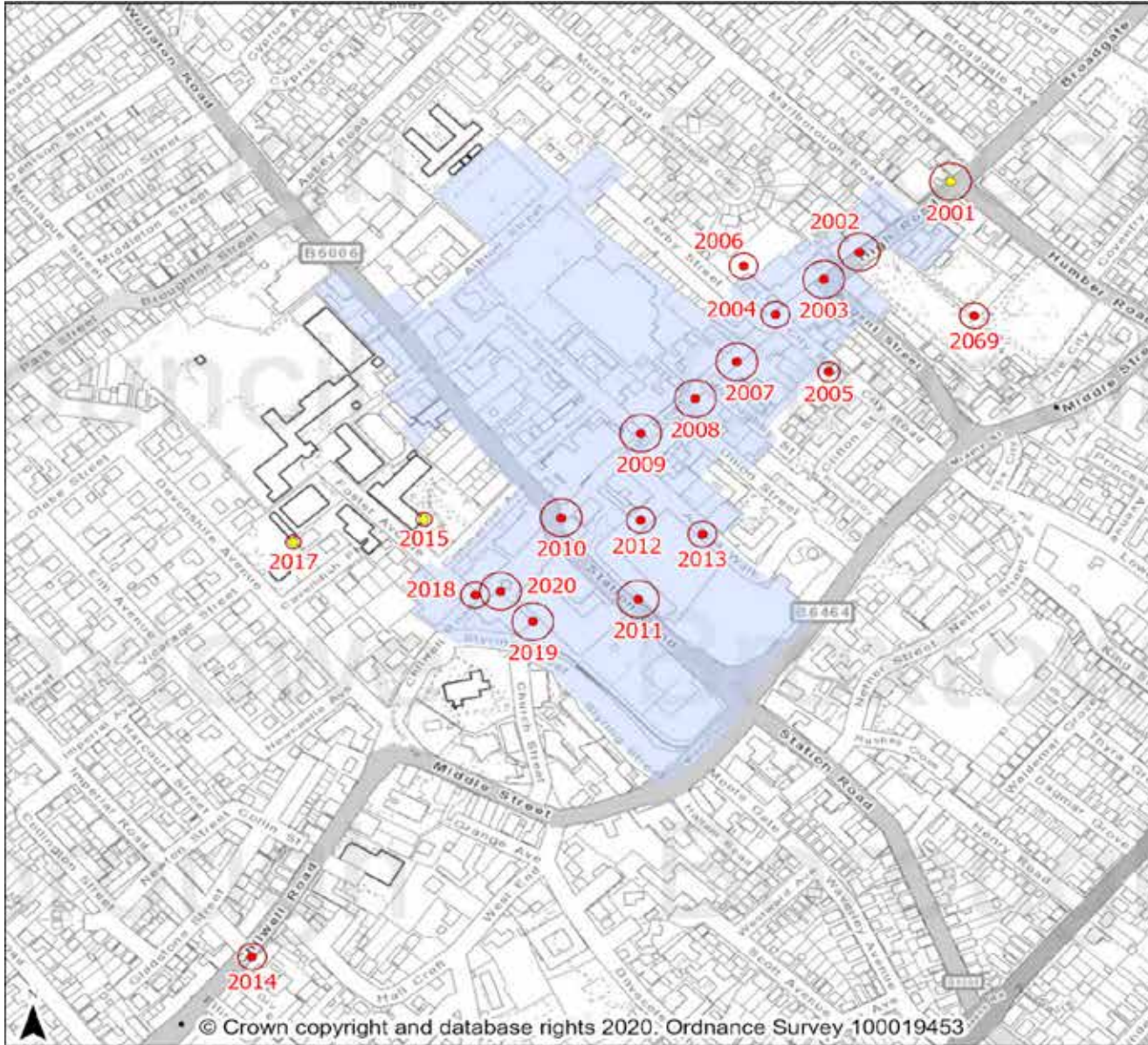
It is recommended based on the review that the camera is removed from the 24/7 monitoring arrangement and is instead managed internally utilising the Council's network and existing recording equipment thereby leveraging previous investment and reducing ongoing revenue costs.

**Camera 2017** –Devonshire Avenue car park

Single car park camera covering a cut through from the town centre, town hall and also covers the council employee car park.

4 x incidents were recorded in the two-year period covered by the data set (i.e. 2018 and 2019). Evidence was viewed in support of incidents by either the police or a third party on 1 occasions.

It is recommended based on the review that the camera is removed from the 24/7 monitoring arrangement and is instead managed internally utilising the Council's network and existing recording equipment thereby leveraging previous investment and reducing ongoing revenue costs.



## BEESTON

Camera	Location	Incidents	Evidence	Remove
2001	High Road opp. Humber Road	28	5	Y
2002	Outside 113 High Road	37	6	
2003	Outside 107 High Road	33	11	
2004	Outside 97 High Road	24	9	
2005	Portland Street	16	3	
2006	Car Park off Derby Street	24	5	
2007	Outside 86 High Road	40	16	
2008	Outside 66 High Road	34	18	
2009	Outside 48 High Road	36	24	
2010	Outside 12 High Road	49	29	
2011	Tesco 1 - Station Road	52	10	
2012	Tesco 2 - Precinct	26	6	
2013	Tesco 3 - Acacia Walk	20	4	
2014	Chilwell Road	23	1	
2015	Foster Avenue	8	6	Y
2017	Devonshire Avenue	4	1	Y
2018	High Road/Foster Avenue	25	16	
2019	Argos 1 - Styring Street	44	9	
2020	Argos 2 - Beeston Square	41	5	
2069	Broadgate Park	20	5	

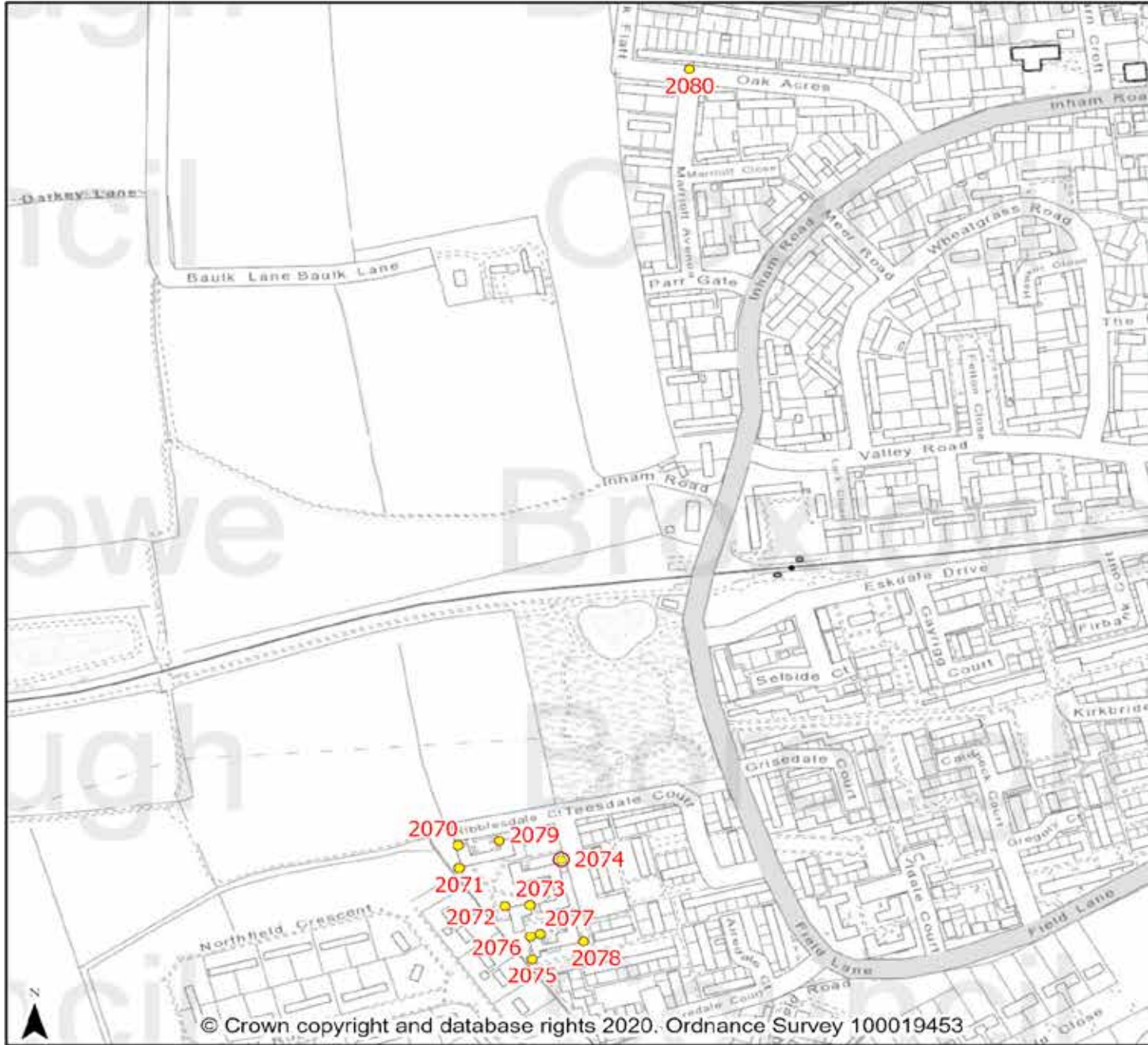


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Note: Camera 2001 has 30% overlap with Camera 2002.



# CHILWELL



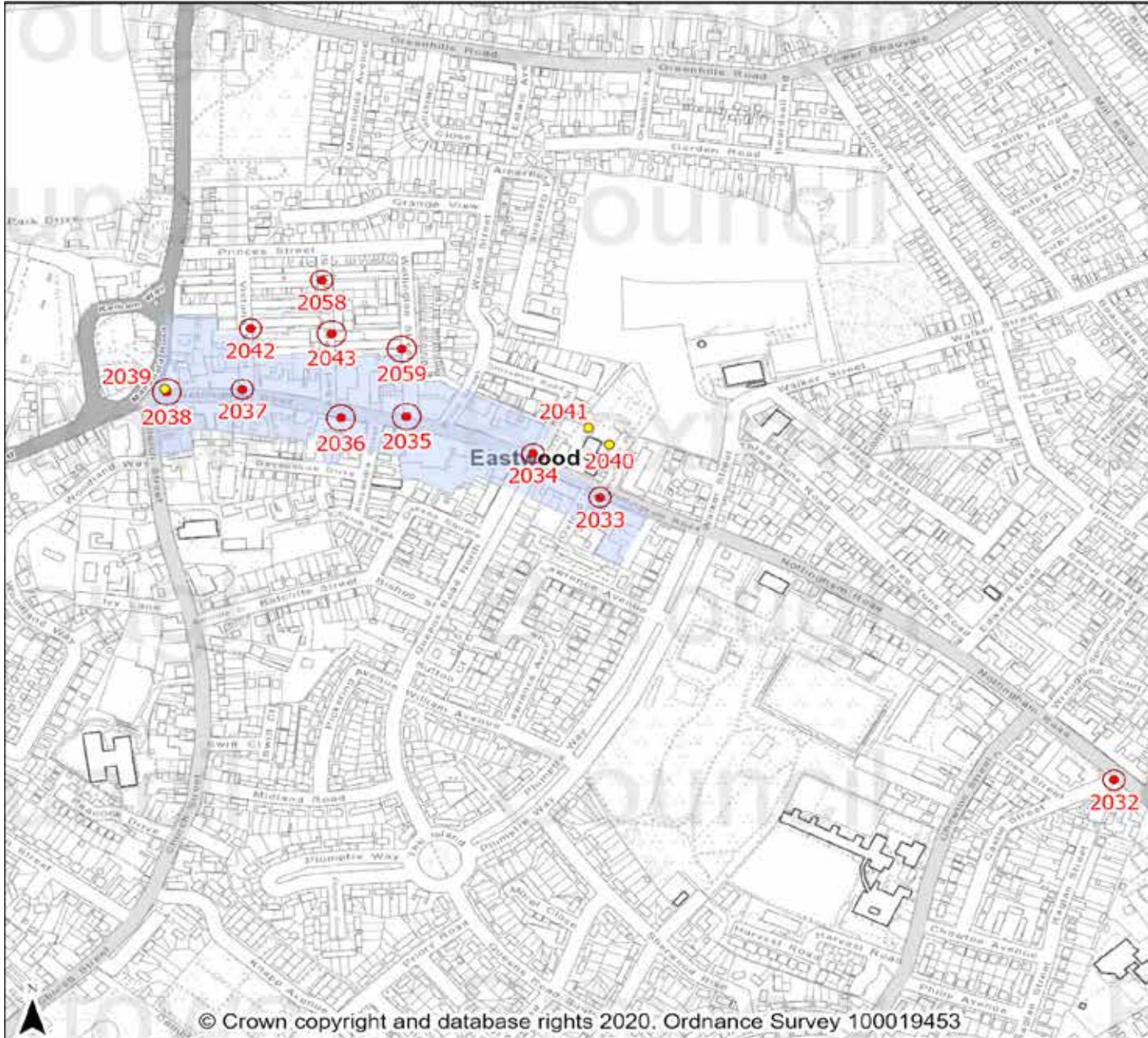
Camera	Location	Incidents	Evidence	Remove
2070	Ribblesdale Court	2	0	Y
2071	Ribblesdale Court	2	0	Y
2072	Ribblesdale Court	2	0	Y
2073	Ribblesdale Court	2	0	Y
2074	Ribblesdale Court	5	1	Y
2075	Ribblesdale Court	2	1	Y
2076	Ribblesdale Court	2	1	Y
2077	Ribblesdale Court	3	1	Y
2078	Ribblesdale Court	3	1	Y
2079	Ribblesdale Court	2	0	Y
2080	Oakacres	2	0	Y

**TOWN CENTRE**

**INCIDENTS**

- CCTV CAMERA (KEEP)
- CCTV CAMERA (REMOVE)
- ≤3
- ≤10
- ≤18
- ≤26
- ≤52

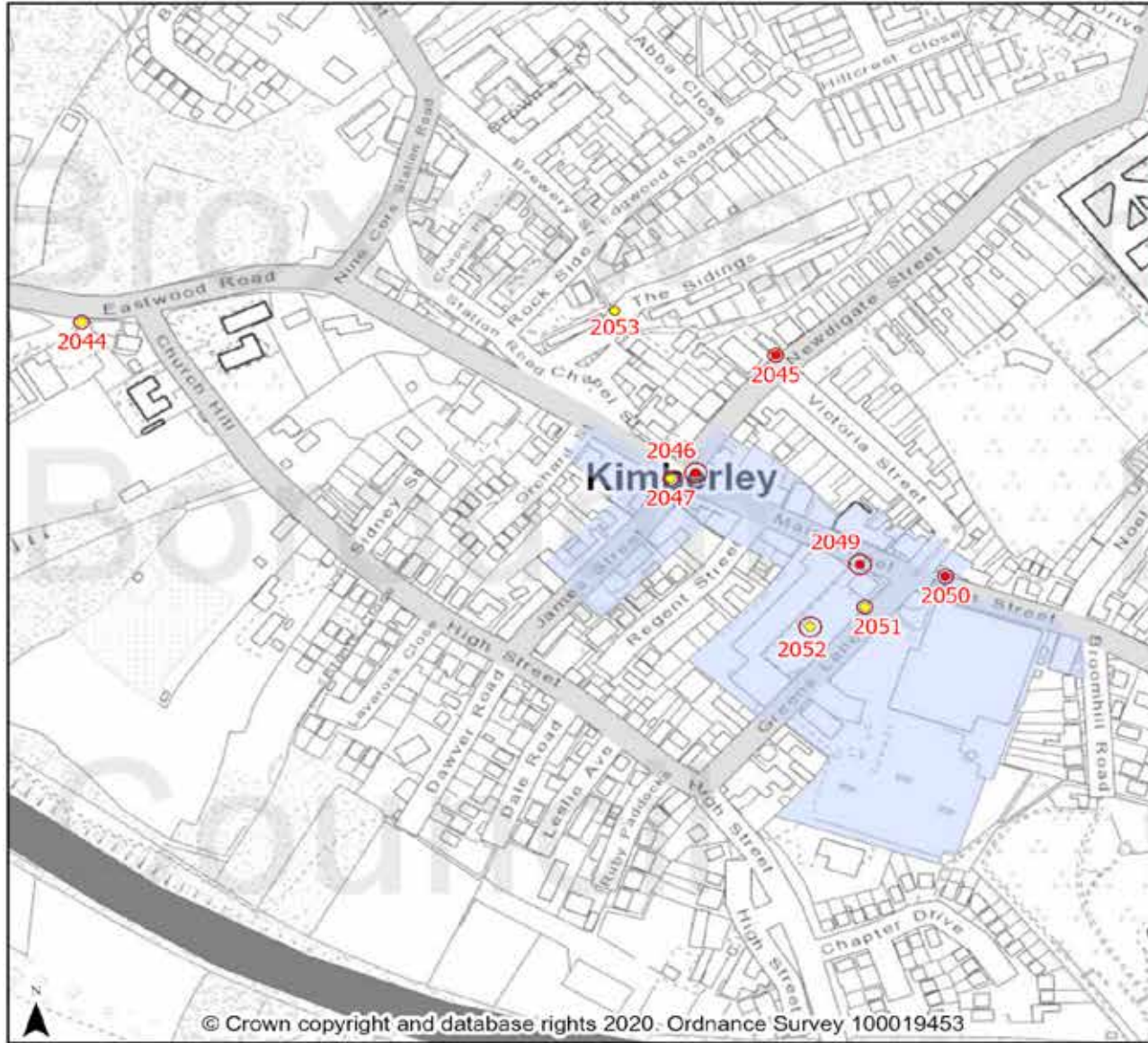




### EASTWOOD

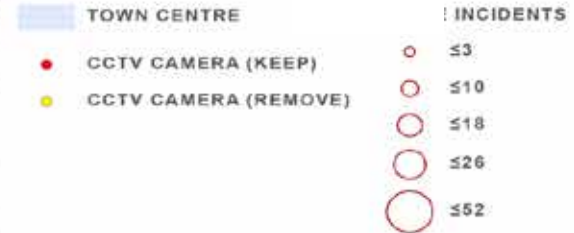
Camera	Location	Incidents	Evidence	Remove
2032	Phoenix Court, Raglan Street	15	8	
2033	Nottingham Road/Police Station	18	5	
2034	Nottingham Road/King Street	17	11	
2035	Nottingham Road/Wellington St	24	17	
2036	Nottingham Road	26	15	
2037	Nottingham Road/Victoria Street	18	14	
2038	Nottingham Road/ Mansfield Rd	19	10	
2039	Nottingham Road/Mansfield Rd	3	5	Y
2040	Wellington Place	2	3	Y
2041	King Street	0	2	Y
2042	Victoria Street/Scargill Walk	17	10	
2043	Albert Street/Scargill Walk	19	14	
2058	Princess Street/Albert Street	18	3	
2059	Wellington Street	19	5	





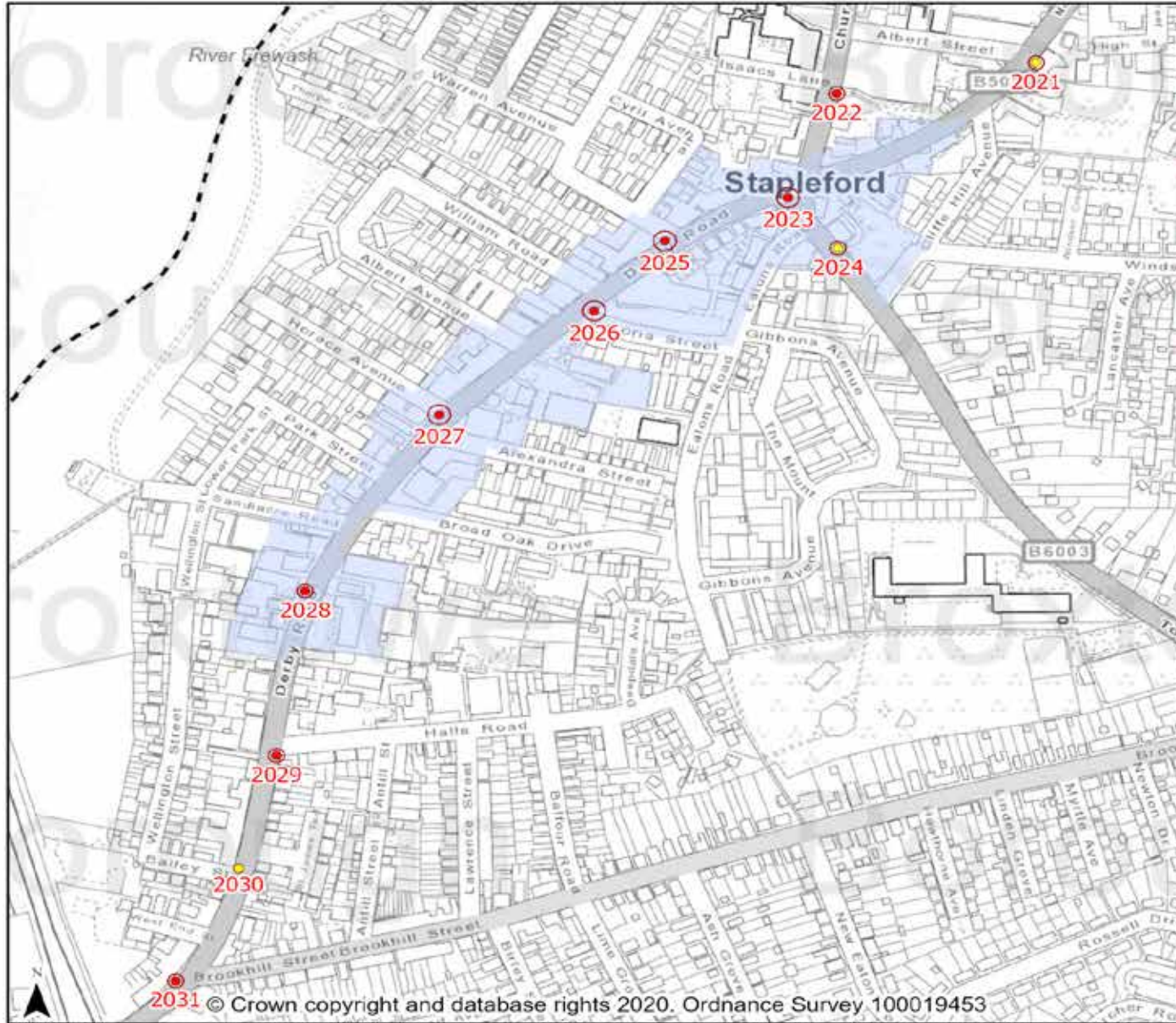
### KIMBERLEY

Camera	Location	Incidents	Evidence	Remove
2044	Kimberley Depot	6	0	Y
2045	Newgate Street	7	3	
2046	Main Street/Newgate Street	18	9	
2047	Main Street/James Street	10	8	Y
2049	Main Street	11	13	
2050	Main Street Island	9	8	
2051	Greens Lane	10	7	Y
2052	Precinct	12	4	Y
2053	The Sidings	2	0	Y



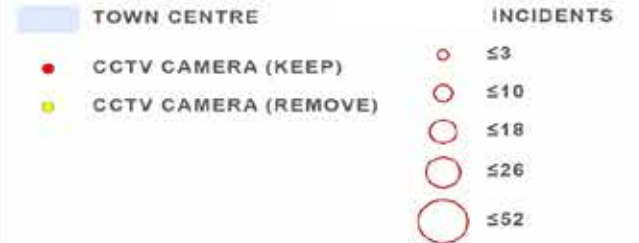
Notes: Camera 2047 has 70% overlap with Camera 2046; Cameras 2051 and 2052 are on private property.





## STAPLEFORD

Camera	Location	Incidents	Evidence	Remove
2021	Nottingham Road/Albert Street	4	0	Y
2022	Church Street/Isaacs Lane	4	3	
2023	Derby Road/Toton Lane	15	11	
2024	Mayscliffe Hall Toton Lane	6	11	Y
2025	Derby Road/Warren Avenue	11	8	
2026	Derby Road/Victoria Street	11	5	
2027	Derby Road/Horace Avenue	14	6	
2028	Outside 148 Derby Road	5	7	
2029	Derby Road/Halls Road	0	7	
2030	Derby Road/Bailey Street	2	6	Y
2031	Outside 248 Derby Road	9	4	



## Review of remote standalone Broxtowe CCTV systems

This review has been based on the number of incidents reported by camera systems and viewings by camera systems 2018-2019. There are a total of 34 internal departmental owned CCTV systems in this review, which consist of 194 individual cameras.

These cameras are operated differently to those of the town centre system and as a result of additional complexity/classifications cannot be quantified in value by camera in the same way and as such are grouped in relation to camera system type and ownership. More details are provided in the table below.

Most of the locations reviewed have an element of vulnerability and identified a need, at the time of installation, to justify the introduction of increased surveillance security. However, it is necessary to review the cameras to determine whether the justification remains. The analysis shows that there is justification to keep some cameras and remove others. Justification for keeping a camera includes, for example where a camera is protecting a remote or vulnerable location, where the existence of a camera saves on such as insurance claims, or where a camera may act as a deterrent to prevent vandalism. Justification for removing a camera includes, for example where the number of incidents and anti-social behaviour has reduced over a sustained period at a specific location or where the vulnerabilities of a site have reduced.

These surveillance cameras are not monitored live and all record locally at source. Incidents, subject access requests or disclosure requests are achieved remotely, retrospectively, by formal process and as such do not incur any surveillance monitoring costs. The revenue cost of operation is split into relevant categories/systems rather than individual camera systems.

16 x WCCTV systems (Wireless CCTV)  
18 x DVR remote systems (Digital Video Recorder)

= 194 x individual CCTV cameras

### Car parks

Annual cost: **£6,242**

Number of CCTV systems: 9

Number of cameras: 18

Albion Street car park = 1

Technology Drive car park = 3 – Three separate systems

Chilwell Road car park = 1

Wilmot Lane car park = 1

Cliffe Hill Avenue car park = 1

Scargill Walk car park = 1

Station Road car park = 6

(Beeston train station car parks 9, town centre car parks 5, video badges for CEO's 4)

Parks and open spaces

Annual cost: **£5,900**

Number of CCTV systems: 9

Number of cameras: 14

Coronation park = 4

Hickings Lane = 2 – Two systems

Manor Farm - 1

Queen Elizabeth II Park (Broadgate) = 1

Colliers Wood = 1

Attenborough Nature reserve = 1

Pasture Road = 2

Inham Nook = 2

Community and housing sites

Annual cost: **£3,375**

Number of CCTV systems: 6

Number of cameras: 24

Scargill Walk/Hopkinscourt = 6

Island Flats = 4

Spinney = 3

Greenwood Community Centre = 4

Montrose Court = 6

Ash Crescent = 1

Council Buildings and Refuse Vehicles

Annual cost: **£2,736**

Number of CCTV systems: 10

Number of cameras 138

Please note that the direct annual costs quoted in the follow pages for remote standalone cameras are lower than the costs quoted in Appendix 3, for the mostly town-centre continuously monitored cameras, for the following reasons:

- There are no monitoring costs
- Less communications infrastructure and therefore communications costs

Additional reasons albeit having much smaller impact in the overall cost include:

- Some costs are hidden (e.g. electricity taken from council-buildings and not separately metered or apportioned)
- Replacement and major maintenance costs are generally rare and therefore ad-hoc rather than built into identified CCTV base budgets
- No apportionment of staff costs to the CCTV systems



Car park	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Albion Street, Beeston	1 x Mini-dome	Camera covering a car park area where historically there has been a significant amount of vandalism and anti-social behaviour, however over recent years this has improved. and the CCTV camera now acts mainly as a deterrent and facilitates achieving a safer parking award standard.	1	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£720.73
Cliffe Hill Avenue, Stapleford	1 x Mini-dome	Camera covering a car park area where historically there has been a significant amount of vandalism and anti-social behaviour, however over recent years this has improved and the CCTV camera now acts mainly as a deterrent and facilitates achieving a safer parking award standard	0	<b>Remove</b> - Very few incidents year on year, very open with natural surveillance, a well-used parking place.	£720.73
Chilwell Road, Beeston	1 x Mini-dome	Camera covering a car park area in a vulnerable location with no natural surveillance. The CCTV camera acts mainly as a deterrent and facilitates achieving a safer parking award standard. The camera was provided as part of the tram works.	0	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£720.73
Scargill Walk, Eastwood	1 x Mini-dome	Camera covering a car park area where historically there has been a significant amount of vandalism and antisocial behaviour, however over recent years this has improved and the CCTV camera now acts mainly as a deterrent and facilitates achieving a safer parking award standard.	2	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£720.73
Station Road, Beeston (Beeston train station)	6 x CCTV cameras	Cameras covering a remote vulnerable car park location and cycle stands area that services regular commuters from Beeston train station. There is an on-going problem with bike theft. The CCTV cameras act mainly as a deterrent and provide the police with evidence, the cameras also facilitate achieving a safer parking award standard.	7	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£544.54
Technology Drive, Beeston (Beeston train station)	3 x Mini-dome	Cameras covering a remote vulnerable car park location and cycle stands that service regular commuters from Beeston train station where historically there has been a significant amount of vandalism and antisocial behaviour, however over recent years this has improved and the CCTV cameras now act mainly as a deterrent and facilitate achieving a safer parking award standard.	0	<b>Retain 2</b> - Remote/vulnerable location that requires additional security. <b>Remove 1 camera</b> at this location due to some duplication of coverage.	£2,094.69

Car park	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Wilmot Lane Chilwell, Beeston	1 x Mini-dome	Camera covering a car park area in a previously vulnerable location, the car park was supplied as a result of the Tram construction work. The CCTV camera now acts mainly as a deterrent and facilitates achieving a safer parking award standard. A new (2020) adjacent Co-op store has added to natural surveillance since the car park was first opened.	0	<b>Remove</b> - Very few incidents year on year, now very open with natural surveillance, a well-used parking place.	£720.73
Enforcement Video Badge CCTV cameras, Borough wide	4 x cameras	Used as individual units by enforcement officers to offer protection during their enforcement patrols throughout the borough, protects against verbal and physical abuse from motorists. Historically the enforcement officers were subjected to a significant amount of abuse on a daily basis, since the introduction of the video badge this has reduced significantly by 60%.	2	<b>Retain</b> - Additional security necessary to ensure employees feel safe whilst carrying out their job role, reducing the fear of being assaulted	N/A

Parks and Open Spaces	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Attenborough Nature Reserve	1 x Mini-dome	Camera covering a car park area and main entrance to the visitor's centre, where historically there has been a significant amount of vandalism and antisocial behaviour, however over recent years this has improved, but there are still some incidents. The CCTV camera now acts mainly as a deterrent.	2	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£623.23
Queen Elizabeth II Park (Broadgate), Beeston	1 x Mini-dome	Camera covering a public park and play area where historically there has been a significant amount of vandalism and anti-social behaviour, however over recent years this has improved, although there are some incidents of anti-social behaviour regularly reported within the park. The CCTV camera now acts mainly as a deterrent.	0	<b>Remove</b> - Very few incidents year on year, very open with natural surveillance, also some duplication from another CCTV camera	£850.23
Colliers Wood, Eastwood	1 x Mini-dome	Camera covering a car park area where historically there has been a significant amount of vandalism and anti-social behaviour, however over recent years this has improved and the CCTV camera now acts mainly as a deterrent.	0	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£623.23
Coronation Park, Eastwood	4 x cameras	Cameras covering a car park area, play equipment and bowling green area, where historically there has been a significant amount of vandalism and anti-social behaviour, however over recent years this has improved although the system also acts as building asset protection. The CCTV cameras generally act as a deterrent.	2	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£679.26
Hickings Lane Recreation Ground,	2 x Mini-domes	Cameras covering a car park area, play equipment and skate park area, where historically there has been a significant amount of vandalism and anti-social behaviour. This continues to be an on-going problem at this site location. The system also acts as building asset protection. The CCTV cameras generally act as a deterrent.	2	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£1,246.46
Inham Nook Recreation Ground, Chilwell	1 x predator-dome 1 x camera	Cameras covering play equipment, kick about area and skate park, where historically there has been a significant amount of vandalism and anti-social behaviour. This continues to be an on-going problem at this site location. The system also acts as building asset protection. The CCTV cameras generally act as a deterrent.	2	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£698.23

Parks and Open Spaces	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Manor Farm recreation ground, Toton	1 x Mini-dome	Camera covering play equipment, teen shelter and kick about area, where historically there has been a significant amount of vandalism and anti-social behaviour. This continues to be an on-going problem at this site location. The system also acts as building asset protection. The CCTV cameras generally act as a deterrent.	1	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£698.23
Pasture Road recreation ground, Stapleford	2 x cameras	Cameras covering car park area, play equipment and general park area, where historically there has been a significant amount of vandalism and anti-social behaviour. However, over recent years this has improved at this site location recently. The system also acts as building asset protection. The CCTV cameras generally act as a deterrent.	0	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£482.02

Community and Housing Sites	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Ash Crescent Nuthall	1 x Mini-dome	Camera covering shop frontage, street scene and public house frontage, where historically there has been a significant amount of vandalism and anti-social behaviour, however over recent years this has improved.	1	<b>Remove</b> - Very few incidents year on year, very open with natural surveillance	£712.73
Greenwood Community Centre, Toton	4 x cameras	Cameras covering a car park area, play equipment and teen hangout area, where historically there has been a significant amount of vandalism and antisocial behaviour and drug dealing, however over recent years this has improved, although the system does also act as building asset protection.	1	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£734.26
Hopkins/Scargill Walk, Eastwood	6 x cameras	Cameras covering stair wells and corridors in a residential setting, where historically there has been a significant amount of vandalism and antisocial behaviour and drug dealing, which is still on-going to a degree (more so in 2019/20), although the system does also act as building asset protection at this location.	0	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£482.02
Montrose Court, Stapleford	6 x cameras	Cameras covering car park area, shop frontages in a residential setting, where historically there has been a significant amount of vandalism and antisocial behaviour and drug dealing, which is still on-going to a degree, although the system does also act as building asset protection at this location. The general surrounds are open and visible with natural surveillance.	0	<b>Remove</b> - Very few incidents year on year, very open with natural surveillance. Needs an upgrade ~ £6,000. Housing have been consulted and are in agreement.	£482.02
The Island Flats, Eastwood	4 x cameras	Cameras covering front and rear aspect of a council owned building in a residential setting, where historically there has been a significant amount of vandalism and antisocial behaviour and drug dealing. This situation has improved over the years. The system acts as building asset protection at this location.	1	<b>Remove</b> - Very few incidents year on year, very open with natural surveillance. Housing have been consulted and are in agreement.	£482.02
The Spinney, Nuthall	3 x cameras	Cameras covering front and side aspect, car park area and internal door entrance of a council owned warden aided site, surveillance carried out in a residential setting, where historically there has been a significant amount of vandalism and antisocial behaviour, which has improved over the years. There is the odd reported incident. This system does also act as building asset protection at this location.	2	<b>Retain</b> - Remote/vulnerable location that requires additional security.	£482.02



Council -Owned Buildings	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Bramcote Crematorium	15 x cameras	Cameras covering main drive, front, and rear aspect of a council-owned building. There are also internal cameras suitability located to offer protection to staff and ensure working practices are carried out in accordance with crematorium health and safety requirements. The crematorium also offers live streaming of cremations via CCTV. This CCTV system is intended to carry out most of its surveillance overnight as asset protection and only apply daytime surveillance in areas of concern.	1	<b>Retain</b> - Remote/vulnerable location that requires additional security for significant asset/building protection. To ensure working practices are carried out in accordance with health and safety requirements.	£554.26
Kimberley Depot	7 x cameras	Cameras covering main drive, entrance barrier, car park, front, and rear aspect of a council owned building. The cameras are suitability located to offer protection to staff and ensure working practices in a busy works depot are carried out in accordance with health and safety requirements. This CCTV carries out surveillance 24/7 in areas of concern. The CCTV cameras generally act as a deterrent preventing crime and reducing the number of incidents. The system is very old and in need of repair and or upgrade.	0	<b>Retain</b> - Remote/vulnerable location that requires additional security to ensure council assets are secure. Also required to support significant asset/building protection. Needs investment/updating or replacing. £4,000 would provide an upgrade.	£482.02
Broxtowe Refuse vehicles	56 x cameras	There are a total of 14 refuse vehicles fitted with 4 cameras located around each refuse vehicle, each system costs the council £2,750 per system, a total cost/investment of £38,500 to help support insurance claims. The systems also offer protection to staff by ensure working practices are carried out in accordance with health and safety and service requirements.	2	<b>Retain</b> - Remote/vulnerable mobile locations that requires additional security. To ensure working practices are carried out in accordance with health and safety and service requirements.	N/A
D H Lawrence Museum	4 x cameras	Mainly internal cameras suitability located to offer protection to staff and asset protection of valuable exhibits. This CCTV system is intended to carry out most of its surveillance 24/7 offering the curator an extra pair of eyes on upper floor of the museum from the main reception area. The CCTV cameras generally act as a deterrent preventing crime.	0	<b>Retain</b> - Remote/vulnerable location that requires additional security. To ensure working practices are carried out in accordance with health and safety requirements. Also required to support significant asset/building protection.	N/A

Council -Owned Buildings	No. of Cameras	Comments	Incidents 2018-19	Retain or Remove	Direct Annual Cost
Council Offices – reception area	3 x cameras	Cameras covering the main reception area of a council-owned building, this area is shared between CAB and the police, so surveillance is deemed necessary and proportionate, given the footfall for each service area. The CCTV cameras are internal cameras suitably located to offer protection to staff. This CCTV system is intended to protect staff and double up as asset protection in areas of concern. Existing system will be upgraded for which budget provision exists within the New Ways of Working (NWOW) project.	1	<b>Retain</b> - Additional security necessary to ensure employees feel safe whilst carrying out their job role. Also required to support significant asset/building protection. Will be replaced as part of NWOW reception refurbishment for which a budget exists.	£482.02
Council Offices - server room	2 x cameras	This is an ICT managed system observing access to and in the ICT server room.	0	<b>Retain</b> – Additional security for significant technical assets / data	N/A
Council Offices - council chamber	3 x multi-directional pan tilt and zoom cameras	Located in the new council chambers. The system records council committee meetings and live streams the meeting in a virtual capacity for internet participation. This is an ICT managed system.	0	<b>Retain</b> - Necessary to record council meetings and live stream meetings on the internet.	~ £1500.00

## APPENDIX 2

Summary of progress on review of fixed position CCTV Cameras

Please see appendix 1 for the underlying detail (where available). These are initial officer recommendations based on a review undertaken using the measures contained within the Surveillance Commissions guidance and detailed in appendix 1. The recommendations are for wider consideration, and where necessary will be subject to a consultation process.

Location	No. of cameras	Status of review
<b>Continuously Monitored Cameras</b>		
Town centres – Beeston, Eastwood, Kimberley, Stapleford	54 > 41	Reviewed October 2020 – <b>recommendation</b> to remove 13 and change the management arrangements for 3
Ribblesdale Court / Oak Acres, Chilwell (Housing)	11 > 0	Reviewed October 2020 – <b>recommendation</b> to remove all 11
<b>Other Cameras</b>		
Kimberley Leisure Centre	30	<b>Review on hold</b> pending outcome of joint use negotiations with school
Chilwell Olympia	5	<b>Review completed and implemented</b> 2018 (cameras reduced by 17 from 22)
Bramcote Leisure Centre	13	<b>Review completed and implemented</b> 2017 (cameras reduced by 4 from 17)
Parking Services: - <ul style="list-style-type: none"> <li>• Car Parks (town centres and Beeston train station)</li> <li>• Civil Enforcement Officer Video Badges</li> </ul>	14 4	Reviewed October 2020 – <b>recommendation</b> to retain all Reviewed October 2020 – <b>recommendation</b> to retain all
Parks and open spaces	14 > 13	Reviewed October 2020 – <b>recommendation</b> to remove 1
Housing and community sites: - <ul style="list-style-type: none"> <li>• Ash Crescent, Nuthall</li> <li>• Greenwood Community Centre, Toton</li> <li>• Hopkins Court / Scargill Walk, Eastwood</li> <li>• Montrose Court Community Centre, Stapleford</li> <li>• The Island Flats, Eastwood (Housing)</li> <li>• The Spinney, Nuthall (Housing)</li> </ul>	1 > 0 4 6 6 > 0 4 > 0 3 > 0	Reviewed October 2020 – <b>recommendation</b> to remove 1 Reviewed October 2020 – <b>recommendation</b> to retain all Reviewed October 2020 – <b>recommendation</b> to retain all Reviewed October 2020 – <b>recommendation</b> to remove all 6 Reviewed October 2020 – <b>recommendation</b> to remove all 4 Reviewed October 2020 – <b>recommendation</b> to retain all
Bramcote Crematorium	15	Reviewed October 2020 – <b>recommendation</b> to retain all
Kimberley Depot: <ul style="list-style-type: none"> <li>• Building</li> </ul>	7	Reviewed October 2020 – <b>recommendation</b> to retain all

Location	No. of cameras	Status of review
<ul style="list-style-type: none"> <li>· Refuse Vehicles (14 vehicles with 4 each)</li> </ul>	56	Reviewed October 2020 – <b>recommendation</b> to retain all
DH Lawrence Birthplace Museum	4	Reviewed October 2020 – <b>recommendation</b> to retain all
Main Council Offices: <ul style="list-style-type: none"> <li>· Reception</li> <li>· Server Room</li> <li>· Council Chamber</li> </ul>	3  2  3	Reviewed October 2020 – <b>recommendation</b> to retain all Reviewed October 2020 – <b>recommendation</b> to retain all Reviewed October 2020 – <b>recommendation</b> to retain all
TOTAL	259 > 220	Was 259 cameras, the October 2020 review recommendations (if consulted on and implemented) would reduce this to 220

## APPENDIX 3

Financial aspects of the review – Continuously Monitored Cameras

The 65 continuously monitored cameras are monitored centrally by a private contractor (Profile) as part of a shared service arrangement with two other local authorities. The arrangement includes a 24/7 control room based at Nottinghamshire Police Headquarters. Broxtowe Borough Council recharges the other two authorities proportionately, based on the number of centrally monitored cameras as of the 1<sup>st</sup> April each year.

Local Authority in the shared service	No. of cameras	% of cameras
Newark & Sherwood District Council	74	44%
Ashfield District Council	29	17%
Broxtowe Borough Council	65	39%
<b>Total</b>	<b>168</b>	<b>100%</b>

The total monitoring cost for 2019/20 was £166,144 – which works out very close to **£1,000 per camera per year** or a cost to Broxtowe of **£64,282**. Under the terms of the Partnership Agreement, any reduction in the number of cameras being monitored requires:

*“The partnership shall meet in September of each year to discuss the respective proposals of each party with regard to the number of cameras they will be monitoring from the 1<sup>st</sup> April of the following year.*

*The other partners must be given a minimum of six (6) months’ notice if any partner decides to increase or decrease their number of cameras by 25% or more. If agreed by the parties, a small or insignificant change in a party’s camera numbers will be recorded but may not require a change in contribution rates.”*

Effectively this means that any proposed reduction in the number of Broxtowe’s 65 continuously monitored cameras by more than 25% (-17) would have to be notified to the other parties by 30<sup>th</sup> September of any year and implemented by 1<sup>st</sup> April of the following year to then see a reduction in contribution from that 1<sup>st</sup> April.

From appendices 1 and 2 it can be seen that the recommended reduction in numbers from - 65 to 38 (27) is 41.5%. Financial savings will begin to accrue April 2022.



The re-calculation of percentages is as follows:

Local Authority in the shared service	No. of cameras	% of cameras
Newark & Sherwood District Council	74	52%
Ashfield District Council	29	21%
Broxtowe Borough Council	38	27%
<b>Total</b>	<b>141</b>	<b>100%</b>

If monitoring costs remain around £166,144 then Broxtowe's share of that cost would reduce from £64,282 to £44,777 (the reduction would *not* be 27 x £1,000 due to the re-portionment of fixed costs across fewer cameras).

Partners will be given plenty of notice in order for them to have the opportunity to do the same review of their systems. This may enable the partnership to reduce its control room monitoring cost by reducing the overall monitoring resource - until 2017/18 monitoring was undertaken on the basis of 2 persons 24/7; but this was reduced in 2017/18 to two persons 12/7 and one person the other 12/7. At that time the overall monitoring cost was reduced from around £200,000 per annum to £150,000 per annum.

#### Town centre cameras – other costs

In addition to current monitoring costs of around £1,000 per annum, all the other costs per town centre camera also amount to approximately £1,000 per camera but, again, it is not as simple as switch off/remove and save £1,000. Costs such as: wireless links maintenance, mast rental, OFCOM licences, electricity charges (potentially) may well remain the same irrespective of camera numbers.

#### Estimate of overall cost savings and cost avoidance

The table below estimates the costs, cost savings and cost avoidance if the recommendations in appendices 1 and 2 are agreed, consulted on as per appendix 4 and proceeded with:

Item	One-off cost of decommissioning	One-off short term cost avoidance	Annual savings
Decommission 16 of the 54 mostly town centre cameras <b>(General Fund)</b>	<b>£1,600 to £16,000</b> depending on option chosen, plus impact assessments and consultation.	<b>£2,500</b> to not replace camera 2048 (Kimberley). <b>£5,000</b> to not replace comms to camera 2016 (Chilwell Retail Park)	Monitoring cost saving <b>£11,550</b> (or more if monitoring resources further reduced with partnership-wide support). Other cost savings around <b>£8,000</b> .
Decommission 11 Housing cameras in Chilwell (Ribblesdale Court / Oak Acres) <b>(HRA)</b>	<b>£1,100 to £11,000</b> depending on option chosen, plus impact assessments and consultation.	<b>£25,000</b> to not replace whole system.	Monitoring cost saving <b>£7,950</b> (or more if monitoring resources further reduced with partnership-wide support). Other cost savings around <b>£5,500</b> .
Decommission various of the other cameras detailed in	<b>£1,300 to £6,500</b> depending on option chosen, plus impact	<b>£6,000</b> saved at Montrose Court.	Directly attributable cost savings of around <b>£4,667</b> . In addition some other hidden

Item	One-off cost of decommissioning	One-off short term cost avoidance	Annual savings
appendix 1 and summarised in appendix 2 – 13 in total	assessments and consultation.		costs savings (e.g. electricity piggy-backed from host buildings).

In addition, further cost saving can be achieved as technology continues to improve, such that a number of cameras may be replaced with fewer devices without any reduction in coverage. This is due to the quality of the imagery that is possible on newer camera technology. It is therefore recommended where this is the case, delegated authority is given to the Head of Governance in consultation with the Chair of the Community Safety Committee to implement upgrades and rationalise the camera estate where this is possible.

**Considerations for the installation, operation or removal of CCTV**

The main principles are outlined in the “Surveillance Camera Code of Practice” published in June 2013 and to which “relevant authorities” (such as local authorities) “must have regard”.

The 12 guiding principles:

1. *Use of a surveillance camera system must always be for a specified purpose which is in pursuit of a legitimate aim and necessary to meet an identified pressing need.*
2. *The use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified.*
3. *There must be as much transparency in the use of a surveillance camera system as possible, including a published contact point for access to information and complaints.*
4. *There must be clear responsibility and accountability for all surveillance camera system activities including images and information collected, held and used.*
5. *Clear rules, policies and procedures must be in place before a surveillance camera system is used, and these must be communicated to all who need to comply with them.*
6. *No more images and information should be stored than that which is strictly required for the stated purpose of a surveillance camera system, and such images and information should be deleted once their purposes have been discharged.*
7. *Access to retained images and information should be restricted and there must be clearly defined rules on who can gain access and for what purpose such access is granted; the disclosure of images and information should only take place when it is necessary for such a purpose or for law enforcement purposes.*
8. *Surveillance camera system operators should consider any approved operational, technical and competency standards relevant to a system and its purpose and work to meet and maintain those standards.*
9. *Surveillance camera system images and information should be subject to appropriate security measures to safeguard against unauthorised access and use.*
10. *There should be effective review and audit mechanisms to ensure legal requirements, policies and standards are complied with in practice, and regular reports should be published.*
11. *When the use of a surveillance camera system is in pursuit of a legitimate aim, and there is a pressing need for its use, it should then be used in the most effective way to support public safety and law enforcement with the aim of processing images and information of evidential value.*
12. *Any information used to support a surveillance camera system which compares against a reference database for matching purposes should be accurate and kept up to date.*

As per the Highway Code it is not directly an offence to fail to comply with these guiding principles and the details set out in the Code of Practice, but failure to comply could be a material matter in any legal proceedings:

*“A failure on the part of any person to act in accordance with any provision of this code does not of itself make that person liable to criminal or civil proceedings. This code is, however,*

*admissible in evidence in criminal or civil proceedings, and a court or tribunal may take into account a failure by a relevant authority to have regard to the code in determining a question in any such proceedings.”*

Principle 2 is especially important when it comes to any proposal to implement or review a CCTV system:

*This principle points to the need for a **privacy impact assessment** process to be undertaken **whenever the development or review of a surveillance camera system is being considered** to ensure that the purpose of the system is and remains justifiable, there is **consultation with those most likely to be affected**, and the impact on their privacy is assessed and any appropriate safeguards can be put in place. Where such an assessment follows a formal and documented process, such processes help to ensure that sound decisions are reached on implementation and on any necessary measures to safeguard against disproportionate interference with privacy.*

## APPENDIX 5

Mobile (re-deployable) CCTV

In order to provide the Council with the ability to be agile in its deployment of CCTV cameras the Council may consider purchasing a mobile CCTV camera allowing the Authority to deploy the camera in locations where there is a need for example where a re-emergence of anti-social behaviour occurs.

Any deployment will be completed more efficiently where locations have all of the necessary infrastructure in place, for example a column with an appropriate power source.

Other locations that may be considered include street lights. However, in two tier areas such as Broxtowe, the Borough Council owns very few street lights, the vast majority being in the ownership and management of Nottinghamshire County Council. Some of the more pertinent County Council requirements (dating back to 2008) are as follows:

*"The Highway Authority recommends that promoters give first consideration to installing CCTV equipment outside of the highway to avoid issues regarding maintenance and access to equipment. Where this is not possible on agreement, CCTV equipment may be installed on the highway on a temporary or permanent basis.*

- A **temporary** installation is one where CCTV equipment is fixed to a highway lighting column for a **maximum time period of 3 months** to target crime and antisocial behaviour as required.

- A **permanent** installation is one which is located in an agreed location **on a purpose built post**. For temporary or permanent CCTV installations, agreement with the Highway Authority will require full approval through the application process.

*If upgrade or modification is required to the lighting column to install the CCTV equipment, this work can only be undertaken by the Highway Authority, and the full cost of this will be met by the promoter.*

Temporary installations can be attached to steel lighting columns which are in good or excellent condition (as determined by Highway Authority staff) and do not have other significant attachments e.g. large signs, litter bins, hanging baskets.

CCTV equipment should be mounted at a minimum height of 6m high to deter vandalism (hence **5m columns should not ideally be used**). (most residential streets have 5 metre columns)

*Applicants should be aware that **lighting columns are subject to movement in the wind and therefore picture stability cannot be guaranteed.**"*

How this works in practice is that VIAEM carry out an assessment based on camera weight etc and, where suitable, VIAEM install a commando socket and install the CCTV equipment or remove the equipment. For this service a charge is made - around **£1,500 per occasion, per column**.

### Costs

The cost for a suitable re-deployable camera would be around £10,000 capital, and an on-going revenue cost of £1,000 per annum (airtime and maintenance). In addition, 24/7 monitoring would cost around £1,000 - £1,500 per camera per year (depending on how many cameras were left in the partnership to share the fixed costs), plus approximately £1,500 every time VIAEM relocate the camera to a County Council lighting column.

### Installation criteria

The same criteria apply to re-deployable systems as to permanent installations:

*“Use of a surveillance camera system must always be for a specified purpose which is in pursuit of a legitimate aim and necessary to meet an identified pressing need.”*

This includes the requirement for an Impact Assessment.

### Solar alternatives

Solar powered re-deployable cameras are battery operated; they need big batteries which are normally housed in a purpose-built column which restricts their portability; or a strapped on column battery, which makes it more portable but harder to achieve County Council approval due to the additional loading.

Although the solar power, and in some cases additional wind turbine, keeps the battery charged up, the maximum operational period one would achieve, depending on motion activations, is about 3-4 months before a battery change, maybe less in winter months, so spare batteries would be required. Example photo below.

