

DURSLEY TOWN COUNCIL REPORT

TITLE	CCTV – Dursley Town Centre
PREPARED BY	John Kay, Town Clerk.
FOR MEETING OF	Policy & Finance
ON	19 th April 2016
REPORT	<p>This report compares the existing CCTV arrangements with SDC to the possibility of establishing a “stand alone” system in the town centre as requested by the town council.</p> <p>The Town Clerk has visited a newly installed CCTV system at Berkeley Town Council, supplied by a company called “Redhand” and visited the CCTV Control Room at Stroud Police Station with Cllrs Abraham and Stennett.</p> <p>Dursley Town Centre currently has 4 stationery cameras which cover sections of Parsonage Street, Castle Street, Long Street, May Lane, Silver Street and Kingshill Lane. The camera angles can be manually controlled from Stroud and they have the ability to zoom close up, allowing vehicle registration numbers to be legible even in the dark.</p> <p>The cameras when not being manually controlled, default to rotating 360° at 90° angles for periods of 45 seconds. This provides a view in each of the 4 directions for 45 seconds every 3 minutes.</p> <p>The Dursley based cameras are monitored with 15 Stroud based cameras at the control room based in Stroud Police Station seven days a week, between 9am to 5.30pm. Friday and Saturday nights continue to be monitored to approximately 4am.</p> <p>Two-way radios can be made available to business properties to alert them of issues or to quickly report issues with communications linked to the CCTV operator and the police. This system called “Stroud Safe” works well in Stroud and recently resulted in 3 woman being arrested for shoplifting but hasn’t been adopted in Dursley.</p> <p>The system at Berkeley is owned by the Town Council and was part funded by a grant from the Police Crime Commissioner, it includes 9 stationery cameras which are mostly powered and positioned on street lighting columns. The monitoring screen and recording equipment is located within the Town Hall but is not routinely monitored.</p> <p>A town councillor, Neighbourhood Warden and a local PCSO have been trained to search through the recordings. Requests by the public to view the CCTV are directed to the local police. There has been a significant reduction in crime around the town centre and it is believed the presence of the additional cameras has significantly contributed to this.</p> <p>UPDATE</p> <p>Following the previous P&F meeting a number of questions were raised in the clerk’s absence:</p> <ul style="list-style-type: none"> • When is the contribution due to be paid? The contribution for 2015/16 is almost 12 months overdue. The last payment to SDC was in May 2014. • What happens to the CCTV if we decide to withdraw? It is likely to remain funded by SDC, but a decision would be subject to budget constraints. • Is it possible to upgrade the cameras for better quality images?

	<p>(and costs) Due to their age (approx. 8 years) it is not possible to upgrade the existing cameras, new equipment would be required.</p> <ul style="list-style-type: none"> • Is the system being updated? The Community and Facilities Manager has indicated a desire to upgrade the Dursley camera's but there is no current programme or timescales available. • Have other options been explored fully? Not at this time, the Town Clerk was waiting for committee to decide on whether or not to investigate further the option of providing additional CCTV facilities.
LEGAL IMPLICATIONS	<p>Local Government & Rating Act 1997 provides the legislation for the provision and maintenance of security cameras by the Town Council.</p> <p>Data Protection Act 1998 - You must let people know that they are in an area where CCTV surveillance is being carried out. The most effective way of doing this is by prominently placed signs at the entrance to the CCTV zone and reinforcing this with further signs inside the area. The signs should contain details of the organisation responsible for operating the system, the purposes for using CCTV and contact details.</p> <p>The Data Protection Act does not prescribe any specific minimum or maximum periods which images should be retained for, the archive period should reflect the organisation's own purposes although 30 days is the accepted norm.</p>
FINANCIAL IMPLICATIONS	<p>Dursley Town Council currently contributes £3k per annum towards the CCTV in the town centre. This is paid annually to SDC and it has been indicated to the Town Clerk that this payment covers the bill to BT for the connection of the cameras to the monitoring station. Currently DTC are the only contributor outside SDC.</p> <p>The setup cost for a "stand alone" system would be the main outlay with ongoing maintenance costs subject to the package chosen and the choice of provider. A estimate has not yet been obtained by the Town Clerk but as a comparison Berkeley Town Council's system cost approximately £11k to install and they have an optional £2k per annum maintenance contract.</p>
EQUALITY or HUMAN RIGHTS IMPLICATIONS	<p>There are no equality or human rights implications by choosing either scheme against the other.</p>
STAFFING/RESOURCE IMPLICATIONS	<p>Staffing resources would be required for a procurement process of a new CCTV system where three quotations would be needed, this would include liaison with the police over the location of cameras and GCC for permission to use street lighting columns. The town council may decide to consult local businesses and residents on a new system which would have a further impact on resources.</p> <p>Staff and/or councillor time would be required to learn how to use the system and the ongoing usage including searches through recorded material following reports of incidents etc. It is not envisaged there would be any routine "live" monitoring of the camera footage by staff.</p> <p>There are no staffing resources for DTC staff under the current setup other than some adhoc contact with the monitoring officer in the event of an incident being reported.</p>
OTHER IMPLICATIONS	<p>A new policy for CCTV would be required to ensure that no laws are broken over recording images. The policy would need to include a procedure to deal with requests to view CCTV and those who could be</p>

	provided access.
RECOMMENDATIONS	<p>The Town Clerk recommends that we maintain the current setup with SDC and continue to contribute to the CCTV provision supplied by SDC. Although it is recommended that BT should be contacted to see if any reduction in costs can be found, this should be done by SDC.</p> <p>Although not perfect, the current system has good coverage of the town centre area, multiple views from each camera, a direct link with the local police, a new server to record data for the minimum period of 31 days and regular “live” monitoring of the cameras at the control room.</p> <p>The negatives of the system is that the cameras are now 8 years old and technology has advanced considerably in that time with regards size, imagery quality etc. Although multiple views by each camera is an advantage, it does mean that for every 3 minutes, data is not available for 2 mins and 15 seconds, this equates to a 1 in 4 chance of an incident being recorded.</p> <p>The Town Clerk recommends that any CCTV system purchased by the Town Council is in addition to the current facility, although additional budget or alternative source of funding would be required.</p> <p>Additional cameras could be located at known trouble spots in the town and provide continuous coverage. A new system would be wireless, so it would not be restricted to the town centre and other local areas where antisocial behaviour is known to happen could be included e.g. WMRG.</p>
DECISION	To be discussed at P&F on 19 th April 2016