

National CCTV Strategy Programme Board

Meeting Number 4

4th September 2008

Notes of discussions:

Representatives from

Attendees

Association of Chief Police Officers (ACPO) – CCTV Lead and Senior responsible Officer (SRO)

British Security Industry Association (BSIA)

British Transport Police (BTP)

Crown Prosecution Service (CPS)

Home Office

Home Office Scientific Development Branch (HOSDB)

Information Commissioner's Office

National Policing Improvement Agency (NPIA)

Public CCTV Managers Association (PCMA) on behalf of the Local Government Association (LGA)

1) Introduction

Apologies were received from:

Department for Transport

Local Government Association,

Ministry of Justice (MoJ)

Security Industry Authority (SIA)

2) Minutes and Actions of the previous meeting held on 6 June 2008

2.1 The minutes of the Programme Board number 3 held on 6 June 2008 were accepted as correct.

2.2 Review of Actions

03-01 -Letter to the Chief Executive of the LGA's

The SRO is to advise the PCMA when his letter is ready to be sent. The PCMA will then follow up with a letter to support this action.

OPEN - No response seen yet to the SRO's letter of 28 July. The Chair of the PCMA did write to Chief Executive of the LGA on 1 Sept supporting the request for resources (people) from the LGA to work on the Programme.

It is concerning that there is a lack of response and commitment at the Strategic level of the LGA. The Strategy was written with the needs of the Local Government at the fore as they will be one of the major beneficiaries of the Strategy. The SRO to follow-up with a further letter, reminding that LGA that we will soon need to respond to Ministers regarding progress against the Recommendations.

04/01 Action

SRO to write again to the CEO of the LGA

Consider approaching the DCLG (Department of Communities and Local Government) for support.

03-02 Potential funding sources from the Home Office

DfT - Once a contact in the Home Office is identified, please advise the HOSDB so that they can pursue this option.

OPEN – no representation from the DfT at this meeting

03-03 Statistics for CCTV

BSIA to forward statistical data re CCTV related convictions to the SRO

OPEN paper due to be issued shortly on this respect

03-04 The NPIA highlighted that it is the NCSBP's responsibility to look at the Strategic development and direction with specific Sub Groups feeding back to the Board. NCSBP Members – submit specific ideas regarding the format/participation of these Sub groups to the Programme Support Team

CLOSED - Having looked again at this Action, it would be more appropriate to consider the Board's structure once the relevant area leading on the Recommendations has been established.

03-05 NCSBP Administration Team to redraft the National CCTV Programme Board Terms of reference and circulate to NCSBP Members for agreement

CLOSED - Complete

03-06 NCSBP Membership – look at the Recommendations assigned to your areas, where there is joint ownership, decide who will be the Primary lead and advise Programme Manager will co-ordinate the Ownership Table and distribute to the NCSBP Members

OPEN – still to be completed.

03-07 Programme Board Survey to Members

NCSBP Members responsible for delivering the recommendations.

The respond to this survey is required by **20 June**, where additional time is needed to gather further information the deadline is **27 June 2008**.

OPEN – whilst the majority of Partners have responded, there is still a lack of Commitment to the delivery of these Recommendations from a number of areas. Further actions being taken to progress this issue.

03-08 PCMA “Good News” stories to be copied to the SRO

CLOSED – Good News stories have now been sent through.

3) National CCTV Strategy Recommendations**Programme Board Members Updates****3.1 LGA**

Advised that a Workshop is planned for October between the London Boroughs & the Metropolitan Police to discuss Partnership sharing.

3.2 HOSDB

Nothing directly to report.

3.3 SIA

Apologies received from the SIA update submitted (see below).

Recommendation 16 (SIA)

Security Industry Association (SIA) to clarify the requirements in relation to operator licensing.

New version of Get Licensed booklet to be published on 6 October (this will include all the new updates, including those on CCTV).

Recommendation 17 (SIA/NPIA)

Develop minimum training requirements and ultimately an accredited training programme for all those engaged in CCTV.

Up-to-date CCTV requirements to be published in the new version of the Get Licensed booklet. Due for publication on 6 October.

3.4 CPS (and CAVS for this meeting)**Recommendation 7 (CAVS)**

Provide clear advice to CCTV operators on police and CPS requirements from CCTV systems to maximise successful prosecutions.

Recommendation 35 (CAVS)

Crown Prosecution Service and the Police to develop a better understanding of disclosure and evidence continuity rules to ensue trials are not lost due to a failure to adopt proper procedures.

Recommendation 34 (CAVS)

The Crown Prosecution and Court Service should develop the capacity to view digitally recorded CCTV evidence.

There is a funding and recognition of ownership issue with the above. The Programme Board need to address this issue. The OCJR (Office for Criminal Justice reform) are still looking at the Multimedia Strategy for the CJS, there is a Strategy Board and Advisory Group in existence, however this is focussing on Virtual Courts/Prisoner links and whilst there is an interest in CCTV, there is nothing in place to deliver anything in this area.

04/02 Action

SRO to make contact with the OCJR at Strategic level.

CAVS advised that contact details for the Multimedia Strategy.

3.5 BSIA

Nothing directly to report.

3.6 CAVS Group

Apologies received from CAVS Group Rep – unable to make the meeting due to travel disruption

3.07 Department for Transport

No representative at the meeting

3.08 BTP

Nothing directly to report.

3.09 NPIA

Reported that the main issue within the NPIA is the lack of funding across the Directorate for additional work.

Recommendation 21 (NPIA/HOSDB)

The specialist nature of CCTV recovery, analysis and investigation should be recognised and appropriate training developed.

This Recommendation was taken to the ACPO Science & Forensics Group, £50-60k is required to scope the work to deliver this Recommendation, if this cannot be found within the NPIA budget, we will need to flag to Ministers that additional funding is needed.

Recommendation 33 (NPIA/BSIA)

Facilitate the connection of digital CCTV systems to the network.

Additional funding from Government is required to progress this Recommendation.

04/03 Action

SRO is due to meet with ACPO Science and Forensics lead and will raise the question of funding with him.

HOSDB are interested in the Recovery element of this Recommendation and the professional requirements for this as reflected in the work of the Met's Video Labs and see this as part of the Forensic Discipline. HOSDB are not a training provider, but will be happy to provide input to any Training requirements.

Recommendation 24 (NPIA/LA's)

Protocols should be developed allowing the use of Airwave radio in town centre CCTV control rooms and the sharing of intelligence between the Police and Town Centre CCTV monitoring staff.

Protocols already exist within the NPIA, therefore this Recommendation is delivered. We may need to refresh the Protocols and remind people that this happens

04/04 Action

1) Programme Manager to co-ordinate the list of those Local Authorities that do not have Airwave in their CCTV Control Centres, some information already sent through from the PCMA, but this does not cover all the Local Authorities.

2) Once the above has been established, the SRO to write to the Chief Constables highlighting this issue. When these letters have been sent, this Recommendation can be considered complete.

Recommendation 39 (NPIA)

Use National Threat Assessments and develop other tools and initiatives to increase the effectiveness of CCTV in managing and reducing the threat of serious, organised crime and terrorism.

Recommendation 40 (NPIA)

Promote the use of the National Intelligence Model and establish other tools and practices to improve the responsiveness of CCTV to changes in local crime and local priorities.

Meeting set-up with the OSCT, also need to involve SOCA

Recommendation 14 (HO - NPIA in the absence of any HO Ownership/LA's)

CCTV should be considered as an element of planning and licensing applications.

Again, we can encourage the adoption of this Recommendation by highlighting the benefits, but we cannot enforce.

One option for this would be for Government to tell the Local Authority Planners that they need to do this - could be linked to the Crime and Disorder Act.

There is also the potential the Policing Minister at early opportunity with this. We'd need to provide him with guidance that could be given to the Local Authorities to get this moving.

04/05 Action

Programme Consultant to start drafting a briefing note for the Policing Minister.

Recommendation 18 (NPIA)

Develop CCTV image retention and disclosure guidance.

Image retention periods should be standardised and relate to the operational purpose of the CCTV system.

The first element of this Recommendation – Develop CCTV image retention guidance can be achieved as a Quick Win.

Need to look at the potential for three categories of retention - Crime, Non-Crime and Vulnerable Areas. Mention was made that 80% of requests for CCTV evidence to support an arrests was made within 24 hours. The majority of current recordings are kept for 14 days, very little for 27-31 days.

BSIA mentioned that there are issues with image quality the longer the retention requirement. The longer the period, the greater the decrease in recording quality.

A small working group can look at this issue. The output will be a set of required Standards for the Retention of CCTV Recordings.

This will inform Recommendations 4 & 27

04/06 Action

NPIA – arrange Working Group to look at what is reasonable in terms of Retention of CCTV Images. The objectives need to be purpose driven with a flexible approach (ICO request). Develop these requirements to create a set of Standards that can be presented to the Programme Board at the next meeting.

NPIA/PCMA – to raise this question at the October Workshop with the Met Police to further explore the requirements for image retention.

3.10 ICO

Recommendation 11 (ICO)

Greater powers for the Information Commissioner to enforce CCTV licensing requirements of systems and people.

Recommendation 12 (ICO)

Develop legislation to ensure the appropriate regulation of CCTV systems.

Recommendation 13 (ICO)

Develop a system of registration that assists in the regulation of CCTV systems.

Recommendation 15 (ICO)

Develop a mechanism to allow CCTV standards to be enforced.

The ICO can support the Strategy but are unable to take ownership or lead. The ICO are not able to change legislation, nor grant more powers, however they do need to influence those that have the capability to do this. New Powers may be granted from the current on-going consultation.

04/07 Action

A meeting needs to be arranged between the SRO (including the Programme Team) and the Ministry of Justice regarding the issue of the ICO's Powers.

We may need this branch of Government to explain why the data Controller cannot hold the required information, especially as they were instrumental in prompting the HASC Surveillance Society debate.

The Programme Board recognises the benefits of the ICO on this Board.

3.11 Home Office

It is still unclear what responsibilities the Home Office Representative will have in the future. The PPSU are looking for clarity to coincide with the end of the Green Paper Consultation.

Recommendation 5 (HO/LA's)

Develop a program for CCTV operators to review the location and purpose of their CCTV cameras.

This is seen by the HO as an issue, similar to Rec 43

Recommendation 9 (HO/LA's)

Further develop and share best practice in the use and operation of public space CCTV systems.

Recommendation 10 (HO/LGA)

Encourage town centre CCTV schemes to monitor other areas of public space and the transport infrastructure thus creating a hub for public space CCTV.

As a Programme Board we cannot make this happen, all we can do is encourage Local Authorities and the Private Sector to set up these hubs, highlighting the benefits to both Public Safety and Crime Detection and not just focussing on the cost elements associated with this work.

Recommendation 41 (HO/LA's)

Primacy in relation to CCTV should be determined at a local level by the CDRP, taking into account the strategic guidance provided by the strategy and the National Strategic Board.

Recommendations 9, 10 & 41 – These will form part of the on-going Thematic review. Lincolnshire Police are already part of this and the results seen can start to build up a picture across the country.

Recommendation 43 (HO/Programme Board)

Develop national key performance indicators relating to the use of public space CCTV across all associated agencies.

Some work is already under way in this respect with the Local Authorities, however this is concentrating on the LA's perspective and does not address Police KPIs which need to recognise both the Local Authority Partnerships and also the use / location of Cameras in respect of crime detection and public safety.

Recommendation 44 (HO/Programme Board)

Promote CCTV and its expansion by forming evidence based business cases.

This is essential if we are going to approach Government for additional funding.

3.12 ACPO

ACPO need to establish a new lead on Digital Images. This may fall in the ACPO Science and Forensics area.

4) Ownership of Deliverables**4.1 Terms of Reference (Revised)**

The Terms of Reference for this Programme Board were agreed and sign-off as appropriate and fit for purpose by the representatives at this meeting.

The following items will need to be revisited later in the year.

8. To continuously review and, where necessary, adapt the objectives of the Strategy to meet the changing needs of Government and thereby ensure that the Programme is still delivering a fit for purpose product.

9. To ensure the CCTV Strategy keeps abreast of the changing nature of the commercial market and foster innovation where it is considered appropriate to do so.

5) Next Steps

Once additional resources are recruited to support the Programme, a meeting needs to be arranged with Graeme Gerrard to prioritise the deliverables.

We need to be very clear on what can and cannot be delivered in our response to Government, no could's would's or might's- must be positive in our message back!

Policing Minister needs to be pre-warned of where potential issues are likely to arise.

Look at the Policing Minister's response to the HASC and build in his quotes and response to our submission.

6) AOB

6.1. HOSDB CCTV Trials

HOSDB updated the Programme Board on the CCTV Trials that will be taking place next week.

6.2 PR and Communications

SRO wrote on behalf of the Programme Board to the Labour MP for Glasgow North who is raising a Private Members Bill to impose a duty on public bodies to co-operate with the police and specified local authorities on the use of closed circuit television.

A Media Strategy will need to be created as part of our submission to Government – The NPIA can provide support in this area.

6.3 Number of CCTV Cameras in use

One of the main concerns of the Board is the lack of awareness of the numbers of CCTV Cameras that are in operation. It is especially concerning that the Government invested £170m in CCTV schemes in England and Wales between 1999 and 2003 as part of the Crime reduction Programme yet it is not possible to establish how many camera's there are in use – a frequent theme of Parliamentary Questions.

There is no way of knowing if the 4.2 million cameras estimated in the 2002 research undertaken by Michael McCahill and Clive Norris is still an accurate assumption.

04/08 Action

BTP will also look at the number of Camera there are relating to the Rail Authorities.

Cheshire Constabulary are also doing their own analysis of CCTV Systems in their area – SRO's Staff Officer to co-ordinate the Cheshire information.

Results to be forwarded to the Programme Manger

6.4 BT Redcare

PCMA advised that there are still issues between the Local Authorities and BT Redcare. OFTCOM have been involved but despite setting up agreements with BT, they have no powers to regulate. BT Redcare were looking to increase Fibre Optic Transmission costs by somewhere in the region of 400%. When looking at a Council with 120 Cameras paying £100,00 at present, this increase would have major financial implications – discussions are on going.

Date of next Programme Board Meeting

To be arranged for mid November.

Programme Office Administration will confirm shortly.