

National CCTV Strategy Programme Board

Meeting Number 5

10th November 2008

Notes of discussions for review:

Attendees

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

British Transport Police (BTP)

Crown Prosecution Service (CPS)

Department for Transport

Home Office Scientific Development Branch (HOSDB)

Information Commissioner's Office

Ministry of Justice (MoJ)

National Policing Improvement Agency (NPIA)

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

Security Industry Authority (SIA)

1) Introduction

Apologies were received from:

Local Government Association (LGA)

British Security Industry Authority (BSIA)

2) Minutes and Actions of the previous meeting held on 4 September 2008

2.1 BT Redcare correction to minutes

The PCMA advised that the statement in 6.4 regarding BT Redcare was inaccurate. BT Redcare are 'Suggesting' price increases as opposed to 'looking' to increase Fibre Optic Transmission Costs. He said that they may not be as big a price increase as at first thought but they will not confirm until further discussions with OfCom.

All other minutes of the Programme Board number 4 held on 4th September 2008 were accepted as correct.

2.2 Review of Actions

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

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

Closed

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 update available from the DfT at this meeting

03-03 Statistics for CCTV

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

Closed – details sent to the SRO

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 the Programme Manager who 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 – The programme teams will be looking to set up subgroups that will be headed by members of the board to deal with and progress the recommendations. Programme Team will put some suggestions together and present them to the board for comment. See Action 05-05.

04-01 No Response to SRO's letter to the CEO of the LGA – SRO to write again

Response received 11 Sept, Programme Board Team will take forward with the LGA

Closed – Response Received from the CEO. There has been no response to PCMA's letter supporting the request for resources (people) from the LGA to work on the Programme. A further letter to the LGA has been drafted and signed off. Should be sent in the next week.

04/02 The SRO to make contact with the OCJR at Strategic level OCJR lead on the Multimedia Strategy

Open – Still Waiting for a Response. HOSDB will put a suggestion to the board to have OCJR representation on the board.

04-03 The SRO is due to meet with ACPO Forensics lead and will raise the question of funding with him.

Closed – SRO met with ACPO Forensics leads. Discussions were not necessarily around funding. ACPO Forensics Lead is conducting an evaluation of the Forensic Science Strategy. He will be considering where CCTV should fit into this. He believes that CCTV should be considered a Forensic Science Tool.

04-04 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.

Closed – We have a full list of LA's collated with the data from the PCMA and NPIA Airwave. There is still data missing from a number of LA's. Programme Consultant suggested getting more data from the Home Office on which LA's the Government gave funding to. In addition to this SRO suggested contacting the police forces to get their lists of CCTV as they should be keeping a record of the CCTV in their areas.

05-01 Action

SRO to write to the CEO's of the Local Authorities with the questionnaire regarding their CCTV and circulate the letter to the board in draft.

04-04 2) Once the above has been established, SRO to write to the Chief Constables highlighting this issue. When these letters have been sent, this Recommendation can be considered complete.

Open – SRO to send letter to the CEO's of all LA's with a questionnaire about CCTV. BTP believes

we need to establish a small number of questions to increase the likelihood of a response. BTP has done some research around public space CCTV and has produced a Prioritisation Data Matrix and he would be happy to forward those documents to the Programme Team. PCMA suggested calling the LA's once letter has been sent and ask the questions directly.

05-02 Action

BTP to send the Prioritisation Data Matrix and CCTV research to Programme Support Team for review

04-05 Programme Support Team to start drafting a briefing note for the Policing Minister re submission of the response to the Strategy

Open – Still working on the submission. A suggestion was put to the Board to set up a series of sub-groups to take forward a number of key recommendations. These recommendations total about two thirds of the 44 recommendations in the strategy. The remaining recommendations will be reviewed by the full Strategy Board to decide whether we should simply park these recommendations or review them to decide whether we should advise the Home Office Minister that we do not think that we should pursue some of these recommendations.

04-06 1) 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.

Open – Initial meeting held with MPS Video Lab and members of the NPIA Programme team. Care should be taken not to do anything to drive down the retention period requirement for systems that already record 31 days and above. There is a strong case for a tiered approach – I.e. 7/14 days for those systems where 31 days storage cannot be justified as proportionate, whilst retaining 31 days for high risk venues, public space and transport systems

More evidence needs to be obtained. See document attached. Draft/ for comments and not for wider circulation then programme board.

04-06 2) NPIA/PCMA – to raise this question at the October Workshop with the Met Police to further explore the requirements for image retention.

Closed– There were about 40 people with an equal share of Police Officers and Local Authority Staff. One comment to highlight, made by an Officer present at the workshop was that if the LA CCTV control room was poorly run it gave the Police a very poor impression of the LA.

04-07 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.

Pending

04-08 2) BTP will also look at the number of Camera there are relating to the Rail Authorities.

Closed – BTP to send SRO documents with the data collected. See action 05-02

04-08 3) Cheshire Constabulary is also doing their own analysis of CCTV Systems in their area

Closed- Results forwarded to the Programme Manager

3) General Updates

3.1 Board

Registration of CCTV Systems is very high on our list of priorities. SRO advised that registration of CCTV across the UK is going to be on a very large scale and we need to work out what is achievable. SRO suggested that the ICO already register the Data Protection Controller and would it be possible to include in this registration that they collect the personal data using CCTV.

In response to this query the ICO advised the board that at the moment the ICO will register what the data is to be used for. For example: the prevention and detection of crime but not how it is collected. PCMA stated that there are issues still around what is classed as personal data and some work will need to be done on this.

NPIA advised that if there is a positive reaction to the voluntary registration this could provide evidence to support the introduction of legislation. The DfT advised the Board that getting legislation through next year is going to be extremely difficult it is the last year before elections.

05-03 Action

The NPIA Programme team to outline proposals for a Registration Scheme and Codes of Practice. Circulate these to Board for comment and get these to the Home Secretary by the end of the year.

3.2 NPIA

NPIA advised the board that we have been unable to get our legislation in to the Policing and Crime Reduction Bill which is due out in December. There were a number of reasons for this. The main reason being the lack of time and the fact that the PCR Bill already had over 90 Clauses in it. In the mean time we are pursuing a voluntary registration scheme but will keep statutory regulation as an option in case people do not comply with voluntary codes.

A briefing is going forward this week in response to a query from the Policing Minister, on a recommendation in the National CCTV Strategy regarding the creation of a National Body to oversee public and private CCTV. We will send an update to Board members in the next couple of weeks.

05-04 Action

NPIA to submit a briefing to the Policing Minister for his speech to the House of Lords Constitution Committee on the 20th November

3.3 HOSDB

A suggestion was put to the board by the NPIA that there will be a Charter Mark for the systems that have been signed up and that the HOSDB may want to be involved with setting the standards. HOSDB found the suggestion appealing as a Charter Mark could be a good selling point for manufacturers that and would highlight the poor performing systems. NPIA suggested consulting the Sarkozy's Law which set minimum standards for CCTV in France.

The only issue that was raised by the BTP and HOSDB was that by setting higher standards for CCTV Systems this could put some companies out of business if they don't comply. The NPIA advised the board that we will have to keep Minister's updated as and when the time comes.

4) Ownership of Delivery regarding the recommendations

4.1 The SRO advised the Board that he doesn't want this to be a talking shop and that all involved need to make more effort on the recommendations that have been allocated to them.

4.2 NPIA

The submission on the progress of the strategy needs to go back to Ministers by the end of the year. We need to identify which areas are more important than others and highlight them. We need to be

very clear on what can and cannot be delivered in our response to Government, no coulds woulds or mights - must be positive in our message back!

5) Developing the Recommendations

5.1 A suggestion was put to the Board the NPIA to set up a series of sub-groups to take forward a number of key recommendations. These recommendations total about two thirds of the 44 recommendations in the strategy. The remaining recommendations will be reviewed by the full Strategy Board to decide whether we should simply park these recommendations or to decide whether we should advise the Home Office Minister that we do not think that we should not pursue all or some of these recommendations.

The BTP advised the board that they have produced a whole programme and made a lot of progress with their recommendations and would be happy for us to build their research into the submission to Ministers at the end of the year.

05-05 Action

Programme Support Team to circulate sub group proposals to the board for discussion and to task when the sub groups will deliver.

5.2 The SRO raised an issue that could be a quick win for the Strategy. He said that the Crown Prosecution Service like to see CCTV footage before setting bail for a suspect. However, there are no links for them to view CCTV which means that it can be a very time consuming and complicated process getting the image to them. The SRO said that if we could advise the CPS to set bail on the verbal evidence of the police officer we could cut down on a lot of wasted time.

CPS advised the board that they are looking at Recommendations 34 + 35 and gave a contact to regarding this issue.

05-06 Action

SRO to send a letter to the CPS regarding acting on the verbal evidence police Officer as opposed to having to set up a CCTV Link.

6) Communications

6.1 NPIA

The Programme Support Team had a meeting with the NPIA Marketing and Communications team regarding putting together a communications plan. Advised the board that it is very important that all parties involved are working together to give the right information.

We need to set up an initial Stakeholder Mapping Session before the end of the year with the NPIA team. Draft an initial communications plan for activity in the short term. Possibly up to February when the Home Secretary will be opening the new Wigan CCTV Control room. The focus of the plan will need to concentrate on the short, medium and long term solutions.

The board need to decide where they would like us to publish articles not only for external communications but internal communications as well to ensure that we are all giving out the same message. This information is to be fed to the Programme Support Team.

Marketing & Communications advised us that if necessary they can present a plan to the board at the next meeting.

05-07 Action

The Programme Support Team to submit a Communication Strategy to the board for discussion at the January board meeting

The SRO advised that he would like a corporate logo and letter heads with which to send out any communication from him or the board.

05-08 Action

The Programme Support Team to work with NPIA Corporate Communications and design a Logo for the National Strategy board to use.

7) AOB

No other business to report.

8) Date of next Programme Board Meeting

23rd January 2009