



AGENDA ITEM: 6(c)

CABINET: 16 June 2015

Report of: Assistant Director Community Services

Relevant Managing Director: Managing Director People and Places

Relevant Portfolio Holder: Councillor K Wright

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SUBJECT: INTERNAL CCTV CODE OF PRACTICE

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To seek approval for a WLBC CCTV Code of Practice

2.0 RECOMMENDATIONS

2.1 That the Internal CCTV Code of Practice, included as Appendix 1, be approved.

2.2 That delegated authority to agree future amendments to the CCTV Code of Practice be granted to the Assistant Director Community Services, in consultation with the relevant Portfolio Holder.

3.0 BACKGROUND

3.1 Since 2012, WLBC has invested heavily in CCTV and by the end of 2016, it is expected that nearly £900,000 will have been spent by the Council on both replacement and new public open space cameras and a new monitoring suite. The former Local Strategic Partnership, made a contribution of £220,000 to this, which was used to supplement the upgrading and purchase of cameras.

3.2 During this time public interest in CCTV has increased and a number of National documents have been produced to assist in the regulation of the use of CCTV and the storage of images, which can contain details of crimes and personal data. Compliance with national guidance and Codes of Practice is expected of the Council.

3.3 Whilst WLBC has a Code of Practice document, it pre-dates all the recent work on the system and all the recent new advice/requirements. The new draft Code of Practice contained at Appendix 1 has been produced by the Council's Community Safety team and requires Cabinet approval.

4.0 ISSUES

4.1 The Council's CCTV monitoring is undertaken by a third party under a contract from the Council. That contract requires compliance with our Code of Practice. Thus the document provides instructions on practical issues such as access to the suite and general operational matters.

4.2 The document also details how the Contractor (on behalf of the Council) and the Council will comply with the various Regulations and relevant guidance, giving consideration throughout, to the Human Rights Act. Should the Council be audited by the Surveillance Camera Commissioner, the Information Commissioner or in relation to the Regulation of Investigatory Powers Act (RIPA), this document will play an important role in demonstrating compliance and good practice.

4.3 The delegation from 2.2 ensures that appropriate changes can be made to the Code of Practice and it is envisaged that these will be necessary if there are, for example, changes to legislation, relevant guidance and Council Policy.

5.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

5.1 Effective surveillance using compliant overt CCTV systems is likely to reduce crime and/or the fear that is derived from criminal behaviours.

5.2 CCTV has a direct link to the Community Strategy in relation to improving safety.

6.0 FINANCIAL AND RESOURCE IMPLICATIONS

6.1 There are no significant financial or resource implications arising from this report.

7.0 RISK ASSESSMENT

7.1 The Council must comply with or have regard to various pieces of legislation or guidance relevant to CCTV. The possession of an up to date, approved Code of Practice will demonstrate compliance.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

There is a direct impact on members of the public, employees, elected members and / or stakeholders. Therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix 2 to this report, the results of which have been taken into account in the Recommendations contained within this report.

Appendices

1. Internal CCTV Code of Practice
2. Equality Impact Assessment