



REPORT TITLE	PROPOSALS FOR A PUBLIC AREA CCTV CAMERA AT ST MARY'S CHURCH			
PURPOSE	To seek Portfolio Holder approval for the siting of a town centre camera on the Church			
REPORT OF	Tim Woolridge – CCTV Manager – Place Shaping and Corporate Performance			
DATE	22 nd May 2017			
VERSION CONTROL	V1 draft for comment 22/5/17	V2 planning advice added 24/5/17	V3 for approval 25/5/17	

1.0 INTRODUCTION

The Council maintains the Garden of Rest within the St Mary's conservation area. The Garden is a public amenity area comprising landscaped grass, The Sensory Garden, and a number of Grade 2 listed tombs and headstones in the enclosed graveyard. This area is situated to the east of the Church and borders the public footpath linking the High Street to George Street and is bounded by the High Street to the north and George Street/Church Street to the south. A number of definitive public rights of way also cross the Garden from High Street to Church Street.

Situated in close proximity to the main shopping area, and being the only green open-space in the town centre, the Garden is a popular place to relax at all times of the day.

This amenity however also attracts members of society who are intent on committing drug related offences, street drinking and forms of anti-social behaviour. This has the effect of increasing crime and the fear of crime in the area and creates a potential "no-go" area for the public at certain times. CCTV operates in the High Street from C14 and C20 but there is limited coverage from these cameras into The Garden (refer to fig 1 below) due to the proximity of mature trees. Many offenders are now aware of this and congregate out of view. The Police and the Community Safety Partnership are committed to reducing crimes in this area and have requested that an evaluation of options for enhanced CCTV coverage be evaluated.

2.0 BACKGROUND

Watford Borough Council owns, manages and operates the town centre CCTV system from a purpose built control room in Watford Police Station.

The purpose of the CCTV system is to reduce the fear of crime and to assist in the detection and prevention of crime and disorder. The service works in partnership with Herts Police and other enforcement agencies and assists in meeting the objectives of Safer Watford (the local community safety partnership) and the Hertfordshire Police and Crime Commissioner's plan. The system is operated within the adopted CCTV Code of Practice.

A summary of observed incidents reported in the CCTV annual report 15/16 shows that C14 observed 361nr incidents here and C20 observed 37nr. Of the total number of incidents at C14 a total of 45% were not related to the Garden of Rest. Therefore 217 incidents of drug related activity, street drinking or ASB were observed in the Garden of Rest. It should be noted that it is likely that there will be incidents occurring which are not observed and hence not recorded. The Church's Parish Office and the Citizen's Advice Bureau also confirmed that they have been the victim of low level ASB in and near to their premises.

3.0 PROPOSAL TO ADDRESS THE ISSUES

An evaluation of options for tackling the issues was undertaken by Herts Police and the Council's Anti-Social Behaviour co-ordinator. They have concluded that the most effective measure to reduce the fear of crime and to tackle ASB is to monitor the Garden of Rest with a fully controllable pan tilt and zoom (ptz) camera operated from the Council's town centre CCTV control room.

To fully meet the objective it is necessary to achieve clear lines of sight into The Garden of Rest and this is possible by mounting a camera on the roof of the St Mary's Church Centre building as shown in fig 1 below.

Officers have been working with the Church on the project. The Parochial Church Council considered the proposal at their meeting of the 15th May 2017 and gave their consent.

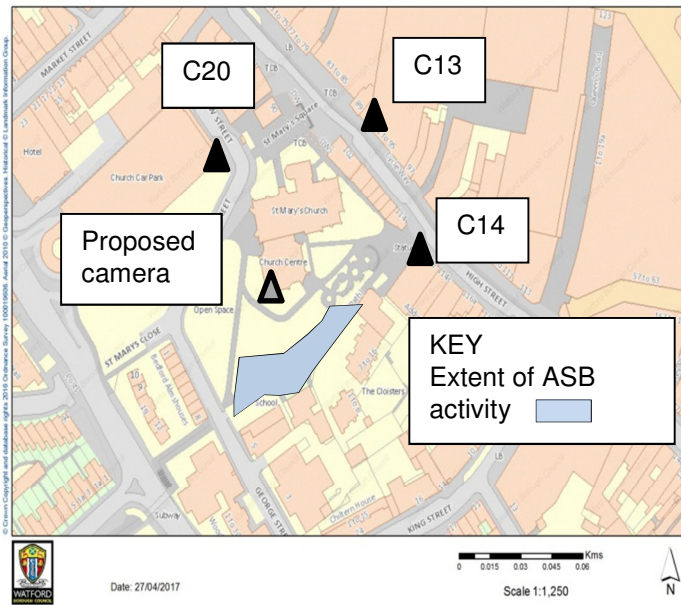


Fig 1 – Map showing location of proposed and existing cameras

Fig 2 – illustrative view of Church centre showing camera

4.0 TECHNICAL PROPOSALS

The proposed camera will be a Redvision RVX18 rugged dome camera. It is the latest generation colour camera with full HD and the same type as those used on other sites within the town centre. Owing to the poor light levels observed in the Garden of Rest the camera will have additional white light and infra-red lamps to increase picture quality in low light. The benefit of the white light is that it can be switched on and off by the operator. The effect is that it alerts suspects to the fact that they are being observed. The housing will be painted RAL7040 window grey and the technical sheet for the camera is attached in appendix 1.

A 240v fused spur will be taken from a spare circuit breaker from the distribution board within the boiler room. This is subject to a final internal survey. The spur will be terminated in an IP 65 enclosure cabinet (300mm x 250mm x 150mm deep) housing the power supply and control switch. This will also be fixed to the wall below the access way to the roof. All external cabling will be in galvanised conduit and internal cabling in upvc or galvanised trunking and conduit.

The camera will be mounted onto an Altron (SB1-1000RM/D with 600mm upstand) galvanised steel ballasted frame with a swing round bracket to enable maintenance from the roof. An example of this type of base is shown in Fig 4 below. It will be ballasted with 6nr 450mm x 450 mm concrete paving slabs fixed into the frame. Finally the base will sit on Cross Grip protective matting to prevent penetration of the roof membrane and to distribute loads evenly across the roof. The mat will also extend as a walkway from the camera base to the roof access ladder providing a safe access route. The technical data sheet for the Cross Grip matting is attached in appendix 2.

4.1 PLANNING CONSIDERATIONS

The views of the Council's Heritage and Development Management teams were sought and they advised that the proposals did not require either Listed Building consent or Town Planning approval. The heritage team have however asked that the camera housing be painted grey to match the bracket.

The camera will be sited on the roof for an initial 3 year period and if the period is extended they have asked that it be mounted on a bracket on the building and not protruding above the coping level. This advice has been noted.

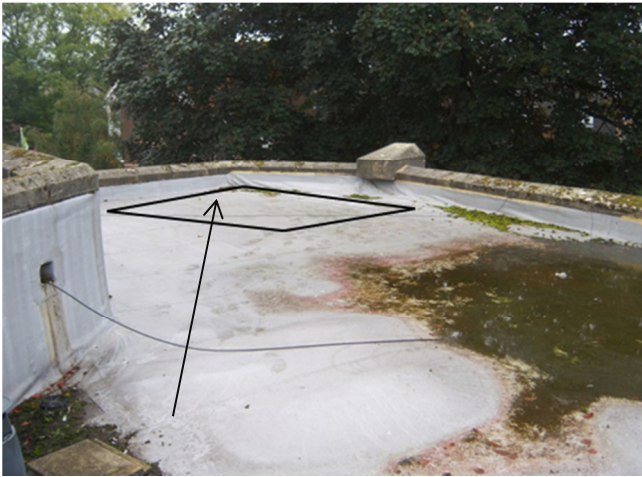


Fig 3 Site of proposed camera base on protective matting.



Fig 4 ballasted camera base with swivel bracket (Altron SB1-RM/D with 600mm upstand)

5.0 DATA PROTECTION AND HUMAN RIGHTS

The Offices of the Information Commissioner (ICO) and the Surveillance Camera Commissioner (SCC) have both published guidelines for the assessment, design and operation of public area CCTV cameras. The installation will be fully compliant.

As part of the design process the Council will undertake a Privacy Impact Assessment to ensure that these principles are maintained. The process is established within the ICO's PIA handbook V2.0 and will involve consultation with property owners, occupiers and visitors within the fields of view of the proposed camera. This process enables the establishment of accurate privacy zones and camera adjustments to ensure that there is no visual intrusion into private areas, doorways and windows. The cameras can only cover public areas and can be configured to show "zoned out" areas where there is a risk of visual intrusion. The objectives are to ensure that the 8 data protection principles are adhered to and that the right to privacy is maintained at all times.

Footage from the camera will be retained for maximum of 31 days and managed in accordance with existing procedures set out in the Council's CCTV Code of Practice and in advice set out by the Surveillance Camera Commissioner.

6.0 PROPERTY

The mounting of council apparatus on a private property requires the consent of the owner. There will be terms and conditions which both parties will wish to see and these are included in a property licence. The Parochial Church Council must grant consent (by way of a Licence) to the council to mount the camera and associated equipment on their building and to take a power supply from within their building.

Watford Borough Council has a standard document template from other camera sites and will propose this as a draft. It will also meet all reasonable costs incurred by both parties on its completion.

7.0 FINANCIAL

The estimated cost of the camera installation, data connections, power supply and communications system is £5500. The works are fully funded by Hertfordshire Police via the Police and Crime Commissioner's fund with the cost of on-going electricity met by the Church. On-going revenue charges for maintenance will be met from within the Council's existing revenue budget for CCTV operations.

8.0 APPENDICES

- 1) Redvision camera technical data sheet
- 2) Cross Grip matting technical data sheet
- 3) Altron base details technical sheet

9.0 CONTACT DETAILS

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