



B O S T O N B O R O U G H C O U N C I L

REPORT TO:	ENVIRONMENT AND PERFORMANCE COMMITTEE
DATE:	14 th July 2020
SUBJECT:	CCTV POLICY REVIEW AND ANNUAL PERFORMANCE UPDATE
PORTFOLIO HOLDER:	COUNCILLOR PAUL SKINNER
REPORT AUTHOR:	ANDREW HAW
EXEMPT REPORT?	NO

SUMMARY

1. CCTV Annual Update

Boston Borough Council's public realm CCTV system consists of digital high definition CCTV cameras CCTV control room equipment that cover Boston town centre, Kirton as well as other areas including Boston College, Pilgrim Hospital, Redstone Industrial Estate and Pescod Square.

The CCTV report attached at **Appendix A** provides a range of performance data for 2019/20 for members to review, comment, query and challenge. The data range in review is from 01 April 2019 to 31st March 2020.

The Council also monitors cameras on behalf of NKDC, SHDC and ELDC, however detailed incident data for these council areas is NOT included in this report.

During the above time period there have been:

- Recorded **17,106** daily log entries.
- Completed **3293** incident records.
- Boston Borough Council received **453** Out of Hours service calls. CCTV operators received **1389** calls for East Lindsey District Council and Boston Borough Council combined.
- CCTV Operators directly contributed to **238** arrests for the Boston Borough Council area, and **471** arrests for the total CCTV area.
- CCTV Operators produced **184** pieces of evidence from the Boston Borough Council area for Lincolnshire Police / Court use. Operators produced **393** pieces of evidence in total.

The report includes a breakdown of incident categories of crime and anti-social behaviour, with crime data for context.

2. CCTV POLICY UPDATE

Version 1.0 of the Council's CCTV Policy became effective in December 2015. In accordance with its own requirements, it has been reviewed by the Head of Housing, Health and Community Services with members of the Management Group and requires Cabinet approval. Although no changes are being recommended, it is appropriate for the Policy to be fully scrutinised and is therefore presented to the Committee at **Appendix B**.

The Policy covers the scope and operation of the "public realm" CCTV systems we own or manage under various agreements with neighbouring authorities and other organisations. It also covers the scope and operation of the CCTV systems in operation within a number of our operational buildings and the system installed on our fleet. The Committee are invited to scrutinise the document and make any recommendations it feels appropriate, referring them with the draft to Cabinet for approval.

RECOMMENDATIONS

1. That Members review, comment, and challenge the information presented within Appendix A.
2. That Members scrutinise the CCTV Policy set out at Appendix B, referring it to Cabinet for adoption with any changes the Committee feels necessary.

REASONS FOR RECOMMENDATIONS

There is a request for officers to report to Members annually on CCTV activity.

ALTERNATIVES CONSIDERED

Members may wish not to consider matters and defer the update. It is recognised good practice to undertake regular monitoring and review of the service.

REPORT

1 2020 CCTV PERFORMANCE

- 1.1 **Appendix A** provides statistical data in relation to the Council's public realm CCTV system for the financial year 2018/19. The Committee is invited to query and challenge the data by asking questions of the CCTV Manager at its meeting.

2 BOSTON BOROUGH COUNCIL CCTV POLICY

- 2.1 All CCTV data captured by the Council's various systems is owned by the Council and can only be used in accordance with the Council's CCTV Policy and prevailing statutory requirements which include but are not limited to the Data Protection Act 2018, The Regulation of Investigatory Powers Act 2000 and the Protection of Freedoms Act 2012. The Council also takes proper regard to the Surveillance Camera Code of Practice 2013 issued by the Surveillance Camera Commissioner which contains 12 Guiding Principles.
- 2.2 Version 1.0 of the Council's CCTV Policy became effective in December 2015. In addition to meeting the requirements set out at section 2.1, the Policy also demonstrates the Council's commitment to following the good practice advice set out in "In the picture: A data protection code of practice for surveillance cameras and personal information" published by the Information Commissioner's Office in May 2015. Version 1.6 has been reviewed by the Head of Housing, Health and Community Services and members of the CCTV Management Group with no recommended changes.
- 2.3 The purpose and function of the Council's other CCTV systems installed within various operational buildings and on our refuse fleet remain fit for purpose in accordance with the CCTV Policy.
- 2.4 The Committee is asked to scrutinise the policy presented at Appendix B, make any recommendations it feels appropriate, referring them and the draft to Cabinet for adoption.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this statistical report beyond the council's agreed budgetary framework.

LEGAL & EQUALITY IMPLICATIONS

The Surveillance Camera Code of Practice 2013 and the Information Commissioners Code of Practice 2015 recommend Annual Performance scrutiny of CCTV is undertaken by Elected Members.

LEGAL AND EQUALITY..

In respect of CCTV data, the Council is required to comply with all prevailing statutory requirements which include but are not limited to the Data Protection Act 2018, The Regulation of Investigatory Powers Act 2000 and the Protection of Freedoms Act 2012. The Council also has to take proper regard to the Surveillance Camera Code of Practice 2013 issued by the Surveillance Camera Commissioner.

ANY OTHER IMPLICATIONS

None identified

CONSULTATION

CMT

Portfolio Holder

APPENDICES

Appendices are listed below and attached to the back of the report: -

<i>APPENDIX A</i>	CCTV Report 2019-2020
<i>APPENDIX B</i>	BBC CCTV Policy Update – Version 1.6

BACKGROUND PAPERS

Background papers used in the production of this report are listed below: -

Document title	Where the document can be viewed
Data Protection Act, 2018	
Regulation of Investigatory Powers Act, 2000	http://www.legislation.gov.uk/ukpga/2000/23/contents
Protection of Freedoms Act, 2012	http://www.legislation.gov.uk/ukpga/2012/9/contents/enacted
“Surveillance Camera Code of Practice”, Home Office, June 2013	https://www.gov.uk/government/uploads/systems/uploads/attachmets_data/file/282884/SurveillanceCameraCodePractice.pdf
“In the picture: A data protection code of practice for surveillance cameras and personal information”, ICO, May 2015 –	https://ico.org.uk/media/for-organisations/documents/1542/cctv-code-of-practice.pdf
Surveillance Camera Commissioner	https://www.gov.uk/government/organisations/surveillance-camera-commissioner

CHRONOLOGICAL HISTORY OF THIS REPORT

A report on this item has not been previously considered by a Council body

FINANCE PROFORMA

BOSTON BOROUGH COUNCIL

PROFORMA FOR EXECUTIVE APPROVAL OF THE RELEASE OF RESOURCES (CAPITAL AND REVENUE BUDGETS)

FROM:

THIS PROFORMA PROVIDES THE FINANCIAL IMPLICATIONS
IN RESPECT OF THE ATTACHED

REPORT:

REPORT DATE:

OPTION 1	£ Year 1 2017/18	£ Year 2 2018/19	£ Year 3 2019/20	£ Year 4 2020/21	£ Year 5 2021/22
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Revenue

Total Revenue

Cost

Funding required:

Total capital cost £

Revenue cost £

Considered by:

Enter committee here

Enter Council or
Cabinet here

Date:

Financial Services Comments

Risk

Procurement

Value for Money Efficiency

This FP is valid for 3 months from FP date	If this FP is no longer required please advise Finance	If there are changes to the original report it may invalidate this document, it must be reviewed by Finance.