Appendix 1
Wandsworth CCTV Strategy: 2024 – 2029

Wandsworth Borough Council CCTV Strategy (2024 – 2029)

1. **Contents**

GLOSSARY

Title	Abbreviation (if used)	Description
Biometrics Surveillance Camera Code of Practice	BSCCoP	Revised code effective from 12 January 2022
CCTV Steering Group	CCTV SG	Scrutinise the delivery of CCTV in Wandsworth
Closed circuit television	CCTV	A system which sends television signals to a limited number of screens, primarily for safety and security purposes
Control Room Manager	CRM	Responsible for managing CCTV duties across both boroughs
Data Protection Act 2018	DPA	Controls how personal information can be used and the right to access that information
Fixed cameras	FC	These are permanent CCTV installations that are used for continuous monitoring of an area.
Human Rights Act (1998)	HRA	Sets out the fundamental rights and freedoms that everyone in the UK is entitled to
Joint Control Centre	JCC	The JCC is a 24/7 control room, covering both boroughs and handling emergency calls amongst other services
Microwave Transmission	MT	The transmission of information by microwave signals
Operational Requirements	OR	A procedure outlining the responsibilities relating to CCTV for officers in the Joint Control Centre (JCC)
Protection of Freedoms Act 2012	PoFA	An Act to provide for the destruction, retention, use and other regulation of certain evidential material
Re-deployable Cameras	RC	These cameras can be relocated quickly to respond to any emerging or changing surveillance needs, sometimes known as mobile cameras.
Regulation of Investigatory Powers Act 2000	RIPA	RIPA governs the use of covert surveillance and other means of information gathering undertaken by public bodies
Single Point of Contact	SPOC	Acts as the main contact point for anything related to surveillance camera systems
United Kingdom General Data Protection Regulation	UK GDPR	Governs the processing of personal data and mandates adherence to specific rules

INTRODUCTION

Keeping our communities safe and remaining as London's safest inner London borough is a priority for the Council and will contribute to making Wandsworth a fairer and more compassionate borough.

CCTV is used by the Council for multiple reasons including the detection of crimes (including environmental crimes), deterring offenders, assisting the Police, managing traffic flow and regulations and managing council-owned property. It is also highly effective for managing large events and for monitoring crowd safety and control during protests, marches or demonstrations.

CCTV plays a significant role in providing assurance to local residents and businesses. It is a key component to creating safer neighbourhoods, where communities feel confident in reporting crime and ASB. Victims of crime and survivors are supported and those causing crime and ASB are held to account and brought to justice.

The Council's investment in CCTV has proven highly effective in assisting police with both tackling crime and improving public safety. The Council's Joint Control Centre (JCC) is responsible for monitoring CCTV coverage across both Wandsworth and Richmond and is one of largest, permanently resourced, council-managed centres in the country. Successful use of CCTV footage has helped bring perpetrators of crime to justice; equally, it has been used to identify and provide support to vulnerable people. Case studies include:

- Identifying a vulnerable person leaving hospital with a young child. CCTV officers located both on Tooting High Street, returning them safely back to the hospital.

- Observing two suspects entering a property. Police were updated and guided to the scene, resulting in two arrests on suspicion of burglary. Footage was provided to support the investigation.

- Tracking and guiding Police to a dog attack involving four casualties. The dog was tasered and two individuals were arrested for having a dangerously out-of-control dog.

The Police have commented that Wandsworth's CCTV has been an essential tool in providing their Emergency Response teams with clear, live, accurate descriptive information at the time of ongoing incidents, in many cases crucial to public safety and in locating offenders. It has also helped the Police to manage their resources more effectively through directing officers to the most pressing calls. This extra investment in CCTV has deepened the Council's partnership working with the Police, leading to better outcomes for the community. Neighbourhoods Policing Inspector James Griffin said: *"Local police continue to receive excellent and timely information from Council CCTV control room staff in order to tackle crime and detain suspected offenders. This is another example of that strong partnership in action."*

However, use of CCTV and surveillance must adhere to a series of regulations to ensure it is being used fairly and for the intended purposes. It is therefore important to maintain a balance between promoting safety and ensuring the rights of citizens.

This strategy has three key commitments that will guide management and provision of CCTV in the borough:

- The effectiveness of the Council's CCTV is maximised
- There is both growth and sustainability in the network
- Usage of CCTV is lawful and justifiable

There is a clear role for the Council to oversee delivery of this strategy over the next five years. Equally, strategic partners also play a vital role in working with the Council to ensure that CCTV is deployed appropriately, maintained effectively and located correctly, particularly when new housing developments are being considered.

The strategy will cover the period 2024 – 2029 and will guide the work of a specially formulated CCTV Steering Group. It will be subject to periodic reviews within this timeframe.

Key objectives of the use of CCTV system in Wandsworth

The key objectives of using the Council's CCTV system are to detect, deter and reduce crime (including environmental crimes such as fly-tipping and graffiti); provide public reassurance and improve general security in the main retail areas. The

system also aims to increase security in housing estates in the borough and facilitate communication between police or residents and their operational response. Additionally, it assists the police with specific operations, intelligence gathering, and in responding to acts of terrorism or emergencies. The CCTV system further supports traffic management and enforcement and helps alert emergency services in the event of fires, road traffic accidents, or when individuals require assistance.

CCTV cameras in Wandsworth

CCTV monitoring in Wandsworth is divided into several categories such as town centre and public space cameras, cameras on Wandsworth housing estates (including sheltered housing) and re-deployable CCTV cameras. Cameras at St. George's Hospital and on the TfL network in Wandsworth are also under a camera-sharing agreement with Wandsworth Council. Of the 1,290 cameras in Wandsworth, 1,017 are on housing estates and 273 are in town centres.

These cameras serve various purposes: monitoring residents' safety and security, overseeing public assets including entrance doors, and ensuring proper management of buildings. Additionally, the Council has cameras in other council-owned buildings, such as libraries, for similar purposes. These cameras help safeguard property and welfare, with recordings retained for 31 days before deletion. Most cameras are fixed, and operators in the Joint Control Centre (JCC) monitor them reactively. The JCC maintains direct links to the police, including radio communication, enabling real-time image sharing during incidents. This provides the ability to respond effectively and to support police duties. Only authorised staff and police can view the CCTV footage.

PURPOSE OF THIS STRATEGY

The purpose of this strategy is to provide a framework for the installation, management and maintenance of the Council's CCTV over the next five years. It will do so by three guiding commitments within which the strategy will be implemented by the Council and its partners:

1. **The effectiveness of the Council's CCTV will be maximised by ensuring that:**
   - Deployment is led by robust and up to date intelligence and evidence;
   - Cameras and infrastructure are maintained to a sufficient standard to fulfil the purposes for which they are installed (for example, gathering evidence);
   - Impact is regularly evaluated and informs deployment; and
   - Success stories are communicated internally and with partners, with due regard to privacy legislation.

2. **There will be growth and sustainability within the CCTV network as:**
   - Resources are targeted to where they have the biggest impact;
   - There will be adequate resources to meet demand;
   - The technology used is flexible and modern with more sustainable annual running costs;
   - Where infrastructure issues are identified, these are addressed with additional investment sought;
   - Income generation opportunities are maximised;
   - Opportunities arising from new housing and infrastructure developments will be explored; and
   - Regular reviews of the available technology will be undertaken to maximise the effectiveness of the network.

3. **Lawful and justifiable usage of CCTV will be achieved by ensuring that:**
   - The Council's use of CCTV is compliant with all relevant legal obligations and government guidance, including the Biometrics and Surveillance Camera Commissioner's Code of Practice (BSCCoP);
   - There is a Single Point of Contact (SPOC) for all the Councils' use of CCTV including any CCTV matters;
   - Any new partners providing data feeds to the JCC are supported by a Data Sharing Agreement and are compliant with the Biometrics Surveillance Camera Code of Practice;
   - A centrally held Asset Register is managed and maintained by the JCC (to ensure knowledge of all of the assets operated across the Borough); and

- Deployment decisions are regularly reviewed and required annual audits are carried out consistently.

ENSURING EFFECTIVENESS OF THE COUNCIL'S CCTV

Joint Control Centre

The JCC, operational since 2021, is responsible for monitoring CCTV coverage across the borough. By consolidating the control rooms of Wandsworth and Richmond into a single facility, the JCC provides numerous benefits including reduced staffing costs whilst enhancing services with CCTV monitoring across both boroughs – an improvement over the previous, partial coverage. Additionally, the JCC is future-proofed, enabling it to offer extra services, such as CCTV recording and alarm monitoring, thereby enhancing opportunities for greater revenue generation.

The use of state-of-the-art technology in the JCC also ensures continuous, reliable emergency response for Wandsworth. In addition to moving to the JCC, the Council upgraded its CCTV technology and infrastructure. This allowed for the integration of functions such as Telecare (monitoring systems used in housing schemes for vulnerable residents to report accidents or emergencies), and Emergency Control, which handles emergencies - such as water leaks or people trapped in lifts - that could cause harm to people or property. All these functions are now managed within a single control centre.

As part of the CCTV upgrades, the Council replaced the old systems with new digital ones, including digital fibre. This technology is more cost-effective and better at handling large volumes of data. While most of the camera signals are now sent wirelessly, some cameras still use digital fibre where wireless transmission is not possible or is too challenging in certain areas. The internet connection for re-deployable cameras can be switched between 4G and 5G as necessary.

As at 2023-24, the Council's CCTV equipment and technology included different types of devices and locations. Recording equipment is located in the Server Room of the JCC and coverage is proactively monitored by two CCTV operators and a

police officer on alternating shifts from 3:00pm to 11:00pm, Sunday to Wednesday, and from 5:00pm to 2:00am Thursday to Saturday. The JCC also has a dedicated CCTV operator available from 7:00am to 5:00pm to respond to requests and monitor footage reactively.

Commissioning new cameras

Both fixed and re-deployable cameras are used for surveillance. Re-deployable cameras are more flexible as they can be quickly installed and can be easily removed when the identified issue is resolved and prevent unnecessary surveillance. Installation of new fixed cameras is considered for the purposes of either preventing crime or anti-social behaviour, managing public safety or managing traffic and highway safety.

Re-deployable cameras

For emerging issues, such as crimes including ASB and fly-tipping, the use of re-deployable cameras is preferred. The move towards re-deployable surveillance rather than permanent installations allows a flexible use of the available resources and is based on evidenced requests, usually from the police or councillors. Although they are a responsive resource, that needs rapid deployment to be effective, it will still be necessary to undertake a full review before they are used. A deployment period of two months is normally applied and will only be extended should evidence be presented to support a further period. A notification of each deployment of this type will be shared with, among others, the Police Borough Intelligence Unit to ensure the installation does not conflict with police operations.

Fixed cameras

Fixed CCTV cameras are installed in response to long-term problems, informed by police crime data and consultations with residents and stakeholders. When installing new fixed cameras, the Council will prioritise areas with the greatest need, where CCTV is likely to have the most significant impact as determined by supporting evidence and recommendations made by the CCTV Steering Group. Fixed cameras with permanent surveillance allow for continuous monitoring, particularly when there

is a continuing or pressing need. The continued use of every camera is reviewed annually to ensure compliance with the BSCCoP. Councillors often have good knowledge of local safety issues and should make requests for new cameras, both deployable or fixed, to the CCTV Steering Group's Single Point of Contact (SPoC) – see CCTV Steering Group and terms of reference, below.

Decommissioning fixed cameras

Cameras and their operational requirements will be reviewed annually and those that cannot be justified by their contribution to public safety will be removed. This is to ensure that the Council is not in breach of the regulatory framework (for example, there must be a specified purpose for its usage) and that resources are targeted to where they will have the biggest impact. Where removal is considered, the crime trend will be reviewed by the police and by the CCTV Steering Group for consistency with council policy. All areas with public space CCTV will have signs informing the public that the cameras are operated by Wandsworth Borough Council.

CCTV Steering Group

To help enable the most effective use of Council CCTV, a dedicated CCTV Steering Group (CCTV SG) was established in 2024. This group meets on a quarterly basis and the core membership consists of the JCC Manager, Data Protection Officers and representatives from the CCTV Service, Community Safety, the Metropolitan Police and the Council's Parking services. In addition to the core members, there are a variety of other stakeholders with an interest in CCTV or who need to be engaged or provide advice in respect of specific areas of work. These include internal council services and those commissioned to run services on the Council's behalf.

The group oversees the governance and management of all council-operated or contracted CCTV activities across Wandsworth. It makes decisions about permanent installations and provides input on re-deployable cameras. The CCTV SG regularly reviews the outcomes and performance of the Council's CCTV strategy, including the number and types of incidents handled, arrests made due to CCTV, footage of incidents (for case study reviews), and any positive interventions. The CCTV SG will

also undertake an annual review of costs for the provision of fixed and re-deployable cameras. The Terms of Reference for the group can be found in Appendix A.

The CCTV SG has several key responsibilities to ensure the effective and compliant operation of CCTV systems across Wandsworth:

Ensuring Compliance and Good Practice

The CCTV SG ensures cross-council compliance with relevant legislation and best practice – identifying where deployment has been used successfully and what learning can be derived from this. The group will oversee an annual review process and evaluates the operational requirement for every council-owned camera. A centrally maintained online register for all CCTV and surveillance equipment, along with a video management system (a software platform that provides information on camera usage by CCTV operators), is used to conduct a comprehensive review of JCC-managed CCTV cameras. The data from the video management system is reviewed by the designated Single Point of Contact (SPOC), who audits and monitors CCTV usage to collect data and generate necessary reports. For instance, if a camera has not been accessed in 12 months or no footage has been requested by the police, this information will be presented to the CCTV SG to support informed decision-making.

Reviewing Commissioning and Deployment of cameras

The Steering Group will review all commissioning, decommissioning and deployment decisions and ensure they are consistent and compliant with established standards.

Forward Planning

Forward planning involves identifying any gaps in CCTV coverage, assessing the need for surveillance at future public events (including those held at Battersea Park which could significantly increase volumes of footfall), and considering the requirements for public space surveillance in new build developments. The group will also explore income generation opportunities, such as offering CCTV intruder alarm

services, with the JCC being paid to automatically monitor premises using CCTV systems.

Monitoring Outcomes

The group evaluates the outcomes of CCTV deployments by reviewing available data, including incidents responded to, calls initiated by CCTV staff and the number of persons charged using CCTV evidence. Regular reviews of footage (including the quality of footage across the network) are conducted to assess the effectiveness of the CCTV systems.

Maintaining Up-to-Date Technology

The CCTV SG ensures that any proposed adoption of new systems or cameras is compatible with existing systems and meets current industry standards. This involves reviewing technological advancements and integrating them where appropriate to maintain an up-to-date and effective surveillance infrastructure.

Tackling and reducing crime

The reasons for different types of criminal activity are often complicated and constantly changing, requiring different approaches to address them. However, effective usage of CCTV systems is one part of a broader approach to tackling and preventing crime. The nature and type of crime varies across the borough with some more likely to be mitigated by CCTV than others. Between February 2023 and January 2024, the borough recorded 23,360 crimes, with violence and sexual offences accounting for the highest proportion at 35% (8,130 incidents). Vehicle crime was the second most prevalent, representing 16% (3,844 incidents). Other significant crime issues included burglary incidents, public order offences and criminal damage and arson cases. Types of crime and their location determine where re-deployable cameras are located.

Table 1: Crime count by type for Wandsworth (Feb 23 – Jan 24)

	Crime by Type	Count

ASB / Crime issue	Bicycle theft	837
ASB / Crime issue	Burglary	2,210
ASB / Crime issue	Criminal damage and arson	1,839
ASB / Crime issue	Drugs	847
ASB / Crime issue	Possession of weapons	124
ASB / Crime type	Public order	1,908
ASB / Crime type	Robbery	937
ASB / Crime type	Shoplifting	1,695
ASB / Crime type	Theft from person	978
ASB / Crime type	Vehicle crime	3,855
ASB / Crime type	Violence and sexual offences	8,130
Total	All crimes	23,360

LAWFUL AND JUSTIFIABLE USEAGE OF CCTV

Legal and regulatory framework for use of CCTV

Although most councils use CCTV for a range of purposes, there is no statutory duty to provide CCTV. If it is provided, there are many constraints on when and how it can be used. The general principles of the regulatory and legislative framework are to ensure that individuals and communities can have confidence that surveillance cameras are deployed to protect and support them, rather than spy on them.

Breaches may result in enforcement action against the Council by the Information Commissioner, including monetary penalties. There is also a Biometric and Surveillance Camera Commissioner who reviews, and monitors, compliance. The various relevant legislation and associated guidance are summarised in the table below. This regulatory framework is applicable to all cameras owned by the Council including vehicle mounted and body-worn cameras.

Noting the sensitivities and concerns around artificial intelligence (AI) the Council has no current plans to use facial recognition technologies in its surveillance.

CCTV on housing estates

The Council operates 1,017 cameras on approximately 66 housing estates, with ongoing plans to expand their use where appropriate. These cameras serve various purposes: monitoring residents' safety and security, overseeing public assets such as doors, and ensuring proper management of buildings. Additionally, the Council has cameras in other council buildings, such as libraries and community facilities, for similar purposes. These cameras help safeguard property and welfare, with recordings retained for 31 days before deletion.

Most estate cameras are fixed, and operators in the JCC monitor them reactively. The JCC maintains direct links to the police, including radio communication, enabling real-time image sharing during incidents. This provides the ability to respond effectively and to support police duties on housing estates. Only authorised staff and police can view the CCTV footage.

Alarm doorbells

Increasingly, residents are using personal CCTV systems including alarm doorbells to protect their homes. Whilst these bring benefits including added security and peace of mind, residents who install alarm or video doorbells outside their homes must follow the guidance provided by the Information Commissioner's Office (ICO). If CCTV captures images beyond the boundaries of a private property, such as in shared spaces, public footpaths or streets, it must adhere to the rules set out in the Data Protection Act (2018), as non-compliance can potentially result in legal action.

Legislation and regulations	What does it require?	Examples of practical implications
Protection of Freedoms Act 2012 and Biometrics Surveillance Camera Code of	The Protection of Freedoms Act (POFA) makes clear legal obligations in relation to the necessity and proportionality of surveillance camera systems. The Code of Practice (BSCCoP) issued under the Act sets out principles for use of surveillance, which include:	• For every camera, the Council must have evidence of the specified purpose, legitimate aim and pressing need. • An annual review/audit of all cameras to ensure continued compliance.

Legislation and regulations	What does it require?	Examples of practical implications
Practice (BSCCoP)	• Surveillance must always be for a <u>specified purpose</u> which is in pursuit of a <u>legitimate aim</u> and necessary to meet an <u>identified pressing need</u> • Surveillance must take into account its effect on individuals and their privacy, with <u>regular reviews</u> to ensure its use remains justified • There must be <u>transparency</u> in the use of a surveillance camera, including a published contact point • There must be <u>clear responsibility and accountability</u> for all surveillance camera system activities • <u>Clear rules, policies and procedures</u> must be in place.	• Privacy impact assessments are carried out on new cameras, moved cameras, new systems or system upgrades to assess whether they unnecessarily impact on people's privacy.
Data Protection Act 2018 GDPR 2018 Data Protection and Digital Information Bill (DPDI)(no.2)	The Data Protection Act 2018 (DPA) requires processing of personal data (captured on CCTV) to comply with certain conditions for example, that it is: • used fairly and lawfully • used for limited, specifically stated purposes • used in a way that is adequate, relevant and not excessive • accurate • kept for no longer than is necessary • handled according to people's data protection rights • kept safe and secure • not transferred outside Europe without adequate protection Changes to both DPA 2018 and UK GDPR require a review of council processes to ensure compliance with the Data Protection and Digital Information Bill likely to be law in 2024. Changes include amendments or new legislation around artificial intelligence, data sharing and processing of data by competent authorities.	Fair and lawful use includes making people aware that CCTV cameras are in operation for example, by displaying signage.
Human Rights Act 1998	Public authorities are bound by the HRA 1998 which includes a right to respect for private and family life. Undertaking surveillance may interfere	CCTV surveillance must be based on evidence that

Legislation and regulations	What does it require?	Examples of practical implications
	with this right and can only be justified on basis of 'pressing need'.	demonstrates 'pressing need'.
Regulation of Investigatory Powers Act 2000	Most CCTV surveillance is <u>overt</u>. <u>Covert</u> surveillance requires authorisation by magistrate and can only be used to prevent or detect crime that is punishable by at least six months imprisonment, except in cases of selling alcohol or tobacco to underage people. The Council may also act on behalf of the Police or other bodies acting within the regulatory framework on the basis of Regulation of Investigatory Powers Act (RIPA) authority they have obtained.	To carry out <u>covert</u> surveillance, the Council must apply to a magistrate for authorisation. The Police and other law enforcement agencies have internal powers to carry out RIPA investigations

Governance and local policies on the use of CCTV

It is important to have a single corporate overview of all council-owned CCTV as it is a specialist area with complexity both in terms of the technology involved and the regulatory framework it operates in. The Council needs to ensure any decisions about investment or use are made in line with a consistent approach, reflect best value, follow the regulatory framework act in accordance with respective laws or legislation and are sustainable in the medium term.

Government guidance requires a Single Point of Contact (SPOC) on CCTV to identify exactly what type of systems are being used by the Council across all departments, where the cameras are located and who has responsibility for them. It is, therefore, necessary to have corporate oversight of all council-owned CCTV on a centrally held Asset Register that is managed and updated by the SPOC. This will help ensure the most efficient use of resources.

The Council has a Code of Practice which regulates the operation of its CCTV systems. This sets out the rules to be observed by the Council and any other party involved in the management, operation or administration of the Council owned CCTV system.

GROWTH AND SUSTAINBILITY OF NETWORK

It is important that resources are targeted where they have the biggest impact. Coverage should be focused on areas with emerging issues or repeat offences. Whilst the move to the JCC has helped the Council to achieve lasting efficiencies, running a major CCTV operation incurs significant costs. The annual total cost of

running CCTV in the borough in 2023/24 was over £280,000 (not including staffing costs) including maintenance of systems. Additionally, the Council must ensure that its technology is both flexible and modern, making upgrades to the network as and when required.

The move to the JCC meant improved reliability and reduced maintenance costs as well as an estimated 10% reduction on annual fibre rental costs from providers. The annual running costs for the JCC are predominantly met from the General Fund for cameras in urban centres, and by the Housing Revenue Account when used on estates.

Growing the network to meet future challenges

Effective CCTV networks must remain robust and adaptable, capable of addressing crime and security concerns while integrating future technological advancements. Equally, maintaining an adequate supply of cameras to respond to evolving needs, including surveillance, access control, monitoring crime hotspots and supporting community policing is central to this strategy. There is a clear role for the CCTV Steering Group to oversee this. The group will be responsible for identifying and securing ongoing investment to facilitate network growth. This includes the purchase of new equipment and assuring maintenance, repairs and system upgrades of existing cameras. If and where significant investment is identified, the Steering Group will make recommendations to the relevant Committee justifying this.

The shift to more flexible and modern technology has benefited the Council in terms of sustainability, leading to reduced running costs but with improved performance. For example, the removal of outdated analogue transmission boxes has allowed for the elimination of unnecessary street furniture. Additionally, the integration of security solutions, such as alarms linked to CCTV, reduces reliance on more expensive systems and minimises the need for human monitoring.

Innovation

The Council will explore opportunities for digital innovation, such as faster and more secure video sharing with the police, including both live and recorded images. It envisions that the digital network created for CCTV transmission will provide an infrastructure with broader applications. The network should be scalable to accommodate future services, including the possibility of renting out the Council's fibre networks to local businesses.

Income generation

To help meet the cost of future upgrades and renewals, the CCTV steering group will explore opportunities to improve the financial sustainability of the service through income generation from considered partners such as the probation and prison

service. Other revenue generating opportunities include selling services to other boroughs and third parties, charging commercial leaseholders for CCTV provision, offering consultancy for CCTV projects and developing a schedule of rates for chargeable activity. The CCTV Steering Group will also explore existing arrangements under a Section 106 clause, where a private entity (for example, a provider of student accommodation or a private housing developer) is required to have its CCTV feed monitored by the JCC and must pay for the monitoring service.

CCTV Monitoring Pilot

In September 2023, the Council launched a pilot programme to implement an enhanced level of CCTV monitoring (operational until October 2025). This includes dedicated CCTV operators responding to police radio and actively monitoring crime hotspots, working closely with police staff, Community Safety teams and other staff from the JCC. The initiative aims to proactively address crime and anti-social behaviour through live monitoring of the Council's CCTV system. Weekly reports on the pilot's impact are distributed to stakeholders, with periodic updates published on the Council's website. If the pilot is considered a success, the Council will consider establishing this approach on a permanent basis.

Appendix A: CCTV Steering Group Terms of Reference

To ensure the most effective use of the Council's CCTV, a dedicated CCTV Steering Group (CCTV SG) has been established. Meeting quarterly, the group will oversee the governance and management of all council-operated or contracted CCTV activities in Richmond and Wandsworth.

The group will help to make informed decisions on fixed CCTV installations and provide input on the use of deployable cameras. The CCTV SG also work to the three commitments included within the CCTV Strategy as well as reviewing relevant performance metrics including the number and types of incidents reported, how successful cameras (in both boroughs) have been in leading to convictions or reducing crime, analysing footage of incidents for case study reviews and discussing positive outcomes (successful usage of CCTV)

A key responsibility of the group is to ensure that all CCTV systems across both boroughs operate efficiently, effectively, and in compliance with legal requirements as well as identifying the growth that is required for the network to meet increasing demand. The CCTV SG will coordinate efforts to continuously improve the overall CCTV service.

Membership

Membership of the CCTV SG will include the following senior representatives:

- Assistant Director of Resident and Estate Services
- Joint Control Centre Manager (also acting as the Council's lead Single Point of Contact - SPoC)
- Deputy Manager – Joint Control Centre (Chair)
- Head of Community Safety

The group may also include representatives from:

- Waste Management
- Highways
- Parking and Traffic Services
- Community Safety
- Metropolitan Police Service
- Area Housing Teams
- Facilities Management
- IT Services
- Housing Finance
- Planning

CCTV Steering Group Responsibilities

The Steering Group will bring together stakeholders from across the borough to contribute to the operation of CCTV, focusing on the following key areas:

- Ensure that the management, usage and deployment of CCTV in Richmond and Wandsworth is in accordance with the commitments of the approved CCTV Strategy.
- Provide a forum for discussing the provision, use, and operation of both permanent and temporary surveillance cameras.
- Serve as the main contact point for developing partnerships with other organisations and stakeholders, such as the police, local businesses, and neighbouring councils.
- Receive and evaluate proposals or requests for new CCTV schemes or significant changes to the service and approve additional permanent CCTV cameras in Richmond and Wandsworth.
- Establish, maintain and agree on criteria and procedures for the implementation of new or revised CCTV schemes.
- Coordinate member requests for re-deployable camera installations (to be led by the SPoC). Re-deployable requests must be supported by evidence from the relevant collective body, such as the Police or a Council Department.
- Evaluate each request based on the evidence, applicable legislation and the principles outlined in the BSCCoP.
- Coordinate and approve the publicity of positive outcomes generated by the CCTV system and operators.
- Identify the required levels of capital and revenue investment for the CCTV system to be maintained and improved to ensure it meets current and future demands.
- Prepare a business case for the relevant committee if significant upgrades or investments in the network are necessary.
- Inform decision-making regarding disinvestment or decommissioning of CCTV cameras.
- Ensure oversight and legal compliance with all aspects of the CCTV system, including its use in traffic enforcement (Senior Responsible Officer function).