Culture and Communities Committee

10am Tuesday, 19 June 2018

CCTV Working Group Update

Item number	8.8
Report number	
Executive/routine	
Wards	All
Council Commitments	51 Improve community safety by protecting local policing and empowering communities to tackle long term safety issues and hate crime in all its forms including supporting restorative justice initiatives and other projects.

Executive Summary

This report presents an update for the newly formed CCTV Working Group, which will develop a strategy for the upgrade and integration of CCTV services in Edinburgh.

Report

CCTV Working Group Update

1.   Recommendations

1.1   To approve the update of the multi-agency CCTV Working Group for the upgrade and integration of CCTV services in Edinburgh.

1.2   To request an update on the CCTV Working Group progress in six months' time.

1.3   To approve the pilot upgrade of 12 cameras within the Public Space CCTV network.

1.4   To approve a visit to Bristol City Council for research purposes with regard to the City Operations Centre project.

2.   Background

2.1   The CCTV Working Group was formed following approval from the Culture and Communities Committee meeting on 30 January 2018. Three sub groups have been formed; Strategy, Tactical and Policy and Procedures.

2.2   Significant investment is required across the CCTV estate to establish an effective and efficient service. The current analogue systems have passed the end of their serviceable life expectancy, particularly given the shift in technology from analogue to digital.

2.3   The Working Group is tasked with the implementation and development of a CCTV strategy to focus on the location and scope of control centres, camera estate and the upgrade from analogue to digital infrastructure.

2.4   The Working Group is to research and report to committee the findings and costings for a fit for purpose facility that would allow a full upgrade of Public Space CCTV. This would include exploring and identifying a new location for an operation centre which integrates all CCTV systems, software and hardware of key city control functions, allowing for a multi-purpose use of the facility.

2.5   Acting upon the recommendations of the CCTV Internal Audit, the Working Group is also focusing on information governance and the effective delivery of service. It was recommended that a corporate CCTV strategy and standard operational procedures should be designed and implemented across all service areas providing CCTV services. These should be aligned with applicable legal and regulatory requirements.

2.6   Retention, archiving and destruction of CCTV footage, and sharing footage with third parties is governed by the requirements of the Data Protection Act (1998). These processes will require to be compliant with the new General Data Protection

Requirements due to be implemented in May 2018. There is also a general requirement to work within the parameters of the Human Rights Act 1998, Regulation of Investigatory Powers (RIPSA) Act 2000 and the Council's Code of Conduct.

3. Main report

Monitor Upgrade

3.1 The visual display units (VDUs) within the Central Monitoring facility are reaching the end of their effectiveness. A number are progressively failing and others are not displaying images to the standard required. The current VDUs also use electricity at a high rate and produce considerable heat which in turn means that air conditioning must run permanently to maintain a reasonable temperature in the viewing suite

3.2 The City of Edinburgh Council has an energy efficiency application process for spend to save projects; in this case it is anticipated that by changing the screens to cooler, more energy efficient LED monitors, the cost of the one off initial investment will be recouped within twelve months.

3.3 The Working Group is currently in the process of upgrading the VDUs to the energy efficient LED monitors within the Central Monitoring Facility, with the intention of installing fit for purpose, economical monitors in time for the summer festivals.

Craigmillar Camera Upgrade

3.4 The Working Group is currently planning to upgrade part of the Public Space CCTV estate, as a pilot to evaluate best practice and gauge the technological market. A total of 12 cameras in Craigmillar have been selected to become upgraded from analogue to digital capability.

3.5 As a precursor to the upgrade, a supplier's event will be held to ensure that the Council is acquiring fit for purpose equipment at best value. Crucially, the equipment is to be future proofed for integration into a City Operations Centre as all work streams are to align to the long-term strategy of the Working Group.

3.6 The pilot upgrade in Craigmillar intends to provide a lead in time and identification of appropriate equipment, allowing an opportunity to problem solve any technical barriers ahead of time for the full upgrade of Public Space CCTV in the future.

City Operations Centre

3.7 A scoping exercise is currently underway to map the development of an integrated City Operations capability to improve the city's responses to events and incidents, based on real time data flows in the city.

3.8 This capability will enable Edinburgh to develop a proactive rather than reactive management response, creating a cross-domain opportunity to leverage the city's strengths in data driven innovation to improve city functioning.

3.9 In the first phase, the project will develop the necessary hardware and software systems needed to develop a City Operations capability that supports the two-way exchange of information from different public safety monitoring and associated systems like street lights, the Council's vehicle telematics system, traffic signals and a new Automatic Number Plate Recognition camera network to be installed in the city as part of the project. The City Operations capability would be designed to allow flexibility for new systems to integrate as they come onstream during the life of the project. Furthermore, once implemented, the City Operations centre could perform a commoditisation analysis to identify future income generation.

3.10 The Working Group is currently in the process of applying for European Regional Development (ERDF) funding for the Scottish Cities Alliance smart cities initiative. The amount requested from ERDF is £356,000, with £534,000 being match funded from the capital budget allocation of £1m for the CCTV upgrade. The ERDF fund subsidises 40% of project costs towards smart city projects across Scotland.

Bristol Visit

3.11 Bristol City Council has been identified as the leader in the UK for smart cities, with a state of the art City Operation Centre being recently set up. Bristol moved and upgraded their Control Room and are keen to share best practice with other local authorities across the UK.

3.12 The Working Group intends, pending permission from Committee, to visit the Bristol City Operations Centre for research purposes.

Policy and Procedure

3.13 The Policy and Procedure subgroup is currently reviewing existing policies and procedures for CCTV across the different service areas and identifying gaps to inform the development of one overarching Council policy for CCTV.

3.14 Service areas have been tasked with performing Privacy Impact Assessments for their CCTV policy and/or procedure, which will then be submitted to Information Compliance.

3.15 Another priority for the subgroup is to develop one GDPR compliant CCTV policy to apply across all the Council's CCTV service areas, and to publish it on the Council's website. Furthermore, there are ongoing actions toward developing standard operating procedures for staff to ensure GDPR compliance and support best practice across all CCTV service areas.

3.16 The aspiration is to meet the 'gold standard' for CCTV and work towards obtaining Surveillance Camera Commissioner (SCC) certification from a relevant UKAS accredited body.

4. Measures of success

4.1 All council CCTV services working to one policy and procedure in line with the General Data Protection Act 2018.

4.2 Creation of a city-wide operation centre.

4.3 Public space CCTV upgraded and future proofed.

5. Financial impact

5.1 The council has identified £1 million capital funds to support the upgrade of public space CCTV, further funding applications will be submitted with committee approval to support the integration of council wide CCTV into an operation centre.

6. Risk, policy, compliance and governance impact

6.1 Risk of CCTV being outdated and reaching its end of life if financial investment is not made.

7. Equalities impact

7.1 Service users and stakeholders will receive the same service across council CCTV service areas.

7.2 Full compliance with data protection and privacy impact assessments will be carried out for all new installations.

8. Sustainability impact

8.1 CCTV within the City of Edinburgh Council boundaries will be fit for purpose.

8.2 All CCTV services will be working within the same legislation and procedures.

8.3 All equipment will be compatible across the council.

9. Consultation and engagement

9.1 All stakeholders will be consulted and representation recommended on the Working Group.

9.2 Research into other Council systems and operation centres will be carried out.

10. Background reading/external references

10.1 None.

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11. Appendices

11.1   None.