

RUGBY FIRST LIMITED

Closed Circuit Television

Evaluation Report
2017

Presented by

JAS Associates Limited

Rugby First Limited CCTV Evaluation Report
1st January 2017 – 31st December 2017
British Standard 7958

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1.0 METHODOLOGY

In order to comply with the requirements of British Standard 7958, Closed Circuit Television (CCTV) Management and Operation – Code of Practice and the recommendations contained in the Information Commissioners Data Protection Code of Practice for Surveillance Cameras and Personal Information published in 2014 and the Surveillance Camera Codes of Practice, Rugby First Limited commissioned JAS Associates Limited to conduct an evaluation of the Rugby CCTV system that has been monitored in the dedicated CCTV Control Room during the period of evaluation.

Whilst the Information Commissioners CCTV Code of Practice and the Surveillance Camera Code of Practice mention that a review should be undertaken that assesses the effectiveness of the system, British Standards are specific in the criteria required to be covered by such an evaluation. However, the afore-mentioned Codes of Practice agree that the results of the evaluation should be publicly available.

The topics required to be covered by the British Standard are as follows:

- a) a description of the scheme and the geographical area(s) of operation the schemes policy statement
- b) the purpose and scope of the scheme
- c) any changes to the operation or management of the CCTV scheme
- d) any changes that have been made to the policy
- e) any proposals to expand or reduce the operation of the scheme
- f) the aims and objectives for the next 12 months.

The British Standard also requires the following information to be included within the evaluation:

- a) the number of incidents recorded by the scheme
- b) the number of incidents reported to the police and where appropriate other bodies
- c) an assessment of the CCTV scheme's impact on crime levels and types of crime in the area covered by the scheme.

As Rugby First Limited CCTV Control Room is accredited to the above mentioned British Standard, therefore the following evaluation will focus on the content of that Standard as outlined above.

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2.0 INTRODUCTION

2.1 Description of the scheme

There are 64 cameras installed within Rugby, all of which are fully functional. The system has been designed to address the purposes of the scheme outlined later in this evaluation. The system is now being monitored and recorded by Rugby First CCTV Control Room and is recorded throughout 24 hours, 365 day a year.

3.0 POLICY STATEMENT AND SCHEME DESCRIPTION

3.1 Closed Circuit Television

The scheme initially comprises of cameras located in specific external locations with control, monitoring and recording facilities at a dedicated location. A problem orientated process was utilised to assess the appropriateness of CCTV in the area subject of this evaluation. The cameras have therefore been sited to capture images that are relevant to the purposes for which the scheme has been established. The purposes of the CCTV scheme are outlined later in this report.

3.2 Ownership

The scheme is owned by Rugby First Limited who is responsible for the management, administration and security of the system. Rugby First Limited will ensure the protection of individuals and the public by complying with the Codes of Practice.

Should the public wish to make contact with the owners of the scheme they may write to:

The CCTV Manager
Rugby First Limited
Bloxam Court
Rugby
CV21 2DU

The above contact point will be available to members of the public during office hours. Enquirers will be provided with the relevant documentation on request.

3.3 Policy Statement

To promote public confidence by developing a safe and secure environment for the benefit of those employed, visiting or using the area.

To inspire public confidence by ensuring that all public area Closed Circuit Television (CCTV) systems which are linked to Rugby First Limited's CCTV Control Room are operated in a manner that will secure their consistent effectiveness and preserve the civil liberty of law abiding citizens at all times.

4.0 THE PURPOSE AND SCOPE OF THE SCHEME

4.1 Purposes of the scheme

The following objectives have been established for the Rugby First Ltd's CCTV systems:

- a) reducing the fear of crime
- b) deterring and preventing crime
- c) assisting in the maintenance of public order and reducing offences involving vandalism and nuisance
- d) providing high quality evidence which may assist in the detection of crime and the apprehension and prosecution of offenders
- e) protecting property
- f) providing assistance with civil claims
- g) providing assistance with issues relating to public safety and health
- h) providing assistance and reassurance to the public in emergency situations

4.2 Scope of the scheme

The cameras have been sited to capture images which are relevant to the purpose for which the scheme has been established.

The scheme will be operated fairly, within the applicable law and only for the purposes for which it is established or which are subsequently agreed in accordance with the Code of Practice.

Operators are aware of the purpose(s) for which the scheme has been established and that the CCTV equipment is only used to achieve the identified purposes.

The scheme will be operated with due regard for the privacy of the individual.

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Before cameras are placed in residential areas the residents in that area will be consulted concerning the proposed system. The results of the consultation will be taken into account he public interest in the operation of the scheme will be recognised by ensuring the security and integrity of operational procedures.

The system will only be operated by trained and authorised personnel.

An evaluation of the scheme will be made annually and this will be available to the public at specified locations.

Rugby First Limited and partners support the individual's right to privacy and will insist that all agencies involved in the provision and use of Public CCTV systems connected to Rugby First Limited's CCTV Control Room accept this fundamental principle as being paramount.

The scheme aims to provide surveillance of the public areas in order to fulfill the purposes of the scheme. The area protected by CCTV is indicated by the presence of signs. The signs are placed so that the public are aware that they are entering a zone which is covered by surveillance equipment. The signs state the organisation responsible for the scheme, the purposes of the scheme and a contact telephone number. Data will not be held for longer than necessary and disposal of information will be regulated.

The scheme is registered with the Information Commissioner. The registration number is Z8185981. The scheme will be managed in accordance with the principles of the Data Protection Act 1998, Human Rights Act 1998 and all other relevant legislation.

Reviews of Data Protection and Legal requirements are taken annually.

4.3 Personnel

All personnel involved with the monitoring of CCTV have or are in the process of being security screened in accordance with British Standard 7858.

4.4 Training

All employees engaged in the monitoring and operation of CCTV have been trained or are in the process of being trained to the required Security Industry Authority criteria. The training undertaken is a nationally recognised qualification, in accordance with British Standards and is part of continuous development for CCTV operators.

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4.5 Operation of the scheme

The system is operated in accordance with a recognized Code of Practice and Procedural Manual. The scheme is registered with the Information Commissioner, details of which can be obtained from the Information Commissioners web site. The scheme operates within the requirements of the Data Protection Act 1998, Human Rights Act 1998 and relevant legislation.

4.6 Audit

As mentioned in the introduction to this report the scheme is required to be independently monitored this includes a review of the scheme's operation and working practices.

An audit has been undertaken on 4th June 2018 prior to this evaluation report which considered the following:

- a) the level of attainment of objectives and procedures.

The level of attainment of objectives is covered in the main evaluation. The statistics relate to the 2017 period. Procedures are governed by the Code of Practice and Procedural Manual, these were reviewed and comply with relevant processes and legislation in particular the Data Protection Act 1998 and Human Rights Act 1998.

- b) random audits of the data log and the release of information

All administrative documentation, which incorporate the release of information and incident reports in connection with this scheme were examined and all appear to be completed in accordance with the Procedural Manual.

- c) the review policy

The review policy is outlined within the Code of Practice. Procedures are reviewed on an ongoing basis in order to comply with procedures and legislation.

- d) standard of costs for the release or viewing of material

The cost was set by the Information Commissioner at £10.00 and remains the same. There have been no Subject Access Requests during 2017.

- e) legislation

At the time of the above audit all legislative requirements appear compliant.

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5.0 CHANGES IN OPERATION, MANAGEMENT OR POLICY

As reflected in the Code of Practice, any major changes to the Code of Practice take place only after consultation with the relevant management group and upon agreement of the organisation with a participatory role in the operation of the system.

5.1 Major changes to the code are defined as changes which affect its fundamental principles and shall be deemed to include:

- additions and omissions of cameras to the system
- matters which have privacy implications
- additions to permitted uses criteria e.g. purposes of the scheme
- changes in the right of access to personal data, except statutory requirements
- significant legal implications.

5.2 Minor changes to this Code of Practice are defined as operational and procedural matters which do not affect the fundamental principles and purposes; these include:

- additions and omissions of contractors
- additional clarifications, explanations and corrections to the existing code
- additions to the code of practice in order to conform to the requirements of
- any statutory Acts and changes in criminal legislation

A minor change may be agreed between the manager and the owner of the system.

The Code of Practice is subject to annual review. Regular monitoring may necessitate the introduction of appropriate auditable documentation, procedures, and policies relating to the Data Protection and Human Rights legislation. A copy of the Code of Practice can be obtained by writing to:

The CCTV Manager
Rugby First Limited
Bloxam Court
Rugby
CV21 2DU

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6.0 PROPOSALS FOR THE SCHEMES INCLUDING AIMS AND OBJECTIVES

Rugby First Limited's CCTV Control Room utilises the latest technology in Closed Circuit Television. This is seen as being beneficial to all those who visit, reside and work in the area and in particular to those with special needs.

The aims and objectives remain the same and these are the prevention and detection of crime, to reduce the fear of crime and make the area safe environment.

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7.0 STATISTICAL ANALYSIS AND EVALUATION

In order to achieve meaningful evaluation the CCTV scheme must be assessed against specific performance indicators which are relevant to the objectives of the scheme. This can be achieved by utilising baskets of indicators which are divided into the categories of Contextual, Key and Support Indicators.

7.1 Contextual Indicators

Contextual Indicators relate to the circumstances or background surrounding the particular initiative. In this case the purposes of the CCTV are mainly to prevent and detect crime. Indicators will include both British Crime Statistics and Police Recorded statistics for this type of crime.

7.2 Key Indicators

Key Indicators are closely related to the actual objectives of the particular initiative and attempt to measure its effect. This will include the total crime for the police area. Also included in this category will be the number of incidents reported by the Rugby First Limited's CCTV Control Room to police and other agencies.

7.3 Support Indicators

Support Indicators are used to refute or verify the key indicators.

7.4 EVALUATION

7.4.1 Contextual Indicators

The responsibility for the publication of crime statistics transferred from the Home Office to Office of National Statistics (ONS) in April 2012, with the result that the year now starts on 1st July and finishes on 30th June. The following information has been taken from the ONS website.

Figures on crime levels and trends for England and Wales based primarily on two sets of statistics; the Crime Survey for England and Wales (CSEW) and police recorded crime data.

The Crime Survey for England and Wales (CSEW) shows an estimated 6.2 million incidents of crime in the survey year ending September 2017.

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While recent estimates from the CSEW show that most of the higher volume crimes either fell or were at a similar level to the previous year, the police recorded continuing rises in a number of higher-harm violent offences that are not well-measured by the survey. This was most evident in the relatively low volume offences such as knife crime (up 21% to a total of 37,443 recorded offences) and gun crime (up 20% to 6,694 recorded offences). The occurrence of these offences tends to be disproportionately concentrated in London and other metropolitan areas. While it is possible that improved recording and more proactive policing has contributed to this rise, it is our judgement that there have also been genuine increases.

The total number of homicides recorded by the police fell by 1%. However, recent trends have been affected by the recording of incidents where there were multiple victims such as the terrorist attacks in London and Manchester and events at Hillsborough in 1989. If these cases are excluded the latest figures show that there were 57 more homicides than the previous year, a 10% rise up to a total of 650. It is too early to judge whether this represents a change to the long-term downward trend.

While, for many types of offence, police recorded crime figures are not thought to provide a reliable measure of trends in crime, certain crimes are thought to be less affected by changes in policing activity and recording practice. The police recorded rises in a number of these categories including vehicle-related theft offences (up 18%) and burglary (up 8%). These are crime types that generally have high levels of reporting to the police by victims. While recording improvements may have contributed to these rises, the impact of these is thought to be less pronounced than in other crime types, as audits of crime-recording practices have not highlighted significant concerns. Thus, increases seen in these offence types are likely to reflect some real changes in crime.

While these rises have not previously been reflected in the CSEW, there are some signs that the increases in vehicle-related thefts are beginning to appear in the latest survey estimates. Further changes are expected to feed through into future CSEW estimates and this would represent a reversal of a long-term decline in such crimes.

Supplementing the CSEW with police recorded crime statistics, the available evidence suggests that crime levels have continued to fall compared with the previous year and that the general public's risk of being a victim of crime continued to decline. Below the top-line figures lies variation in trends and rates of victimisation by area and personal characteristics. While most high-volume crime types were either estimated to have fallen or be at levels similar to the previous year, police figures show evidence of relatively small upward pressures in some forms of property crime and in some of the lower volume, but highest-harm offences of homicide, and gun and knife crime.

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7.4.2 Key Indicators

During 2017/18 the recorded crime in Warwickshire has increased by 4.1%. There was an increase in ASB (+4.8%), Burglary (+18.6%), Robbery (+26.7%), Vehicle (+7.5%), Violence (+1.2%), Shoplifting (+2.5%), Criminal Damage (+2.1%), Bike Theft (+11.0%), Theft from a Person (+18.4%), Weapons (+5.6%) and Public Order (+6.2%). Decreases were recorded in Other Theft (-5.1%), Drugs (-14.8%) and Other Crime (-1.8%).

7.4.3 Analysis of Recorded Crime Levels within Rugby

The type of crimes that CCTV will address are not totally random or isolated events but combine into sets with common features. Such crimes will show patterns and form clusters, these will include times and dates or focus on particular types of property or victims and are committed by a range of methods.

The following table indicates the comparisons over the periods 2011 to 2017 for the types of offences.

Category	2011	2012	2013	2014	2015	2016	2017
Burglary	11	41	21	29	35	31	39
Vehicle Offences	20	15	11	19	17	26	22
Violence	193	176	120	186	164	291	335
Criminal Damage	54	83	47	61	82	86	76
Other Offences	24	29	7	8	14	38	15
Drugs	29	34	21	49	44	39	24
Shop Theft	141	196	258	295	272	241	249
Other Theft	207	236	153	112	130	197	210
Anti-Social behaviour	417	499	432	417	448	415	359
Public Order		57	32	45	54	70	90
Robbery		8	7	6	11	7	11
Total	1096	1374	1109	1227	1271	1441	1430

Table 1: Comparison by category of crime

It can be seen by the above table that within the area covered by Rugby First Limited's CCTV scheme there has been an increase in the recorded crime over the periods under analysis. The predominant increases have been in Robbery, Other Theft, Public Order, and Violence.

Without a more detailed analysis it is difficult to establish if the CCTV has had a positive effect.

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7.5 Support Indicators

7.5.1 Incident Reports

During 2012 there were 4430 incidents recorded by the CCTV operators and this was an increase of 1.1% over the previous period, this equated to 369 incidents per month, compared with 373 in 2011. During 2013 the number of incidents decreased to 4341, however, this again increased to 4922 incidents in 2014. During 2014 the number of incidents averaged to 410 per month. During 2015 the number of incidents increased to 4999 and the number of incidents averaged to 417 per month. During 2016 the number of incidents increased to 6230 and the number of incidents averaged to 519 per month. In 2017 the number of incidents decreased to 5232 and the number of incidents averaged to 436 per month. The following table shows the categories of incidents and the number recorded:

Type	2012	2013	2014	2015	2016	2017
Affray	0	0	76	54	81	79
Alarm	89	107	149	120	163	126
Altercation/ Domestic	326	283	306	379	271	397
Animal	19	16	33	46	39	20
Incident Out of town	12	0	3	4	13	0
Anti Social Drinking	47	116	89	109	219	147
Anti Social	279	305	320	365	637	412
Asbo/Bail/Crasbo/Wanted	89	144	94	129	209	200
Assault	171	137	134	181	189	122
Concern/Welfare	126	187	211	233	191	308
Council	60	56	36	69	107	142
Criminal Damage	77	75	68	72	83	66
DIC	54	53	45	59	127	79
Drink	320	303	324	375	566	273
Drugs	83	69	63	103	101	102
Fire	20	17	21	16	29	0
Firearm/Weapon	33	21	40	36	49	38
First Aid	134	133	173	175	211	133
Fraud /Fake/Deception	62	80	53	46	101	38
Fight	0	64	0	0	0	0
Graffiti	7	11	5	4	21	3
Highway	55	50	42	65	95	51
Intel	444	316	238	170	369	212

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Lost/Found	48	41	64	77	120	76
Misper Found	72	86	87	89	225	111
Misper	0	89	121	127	215	187
Observation	84	142	139	155	157	281
Other	230	19	46	121	117	116
Police Radio	23	17	17	19	19	16
Public Order	23	31	25	30	21	16
Racial/Religious	50	8	8	10	13	0
Rangers	8	0	10	16	15	7
RTC	18	73	71	127	87	71
Rugby First	161	217	135	70	93	73
Serious Incident	68	67	56	26	167	11
Sexual	196	15	12	42	41	14
Shoplifting	74	462	475	388	349	274
Suspect Package	15	0	5	10	23	8
Suspect	373	226	311	483	240	288
Test	2	31	24	29	19	23
Theft	275	106	97	177	131	74
Threat to life	18	17	21	26	45	0
Training	170	10	8	8	19	0
Vehicle/Driving Parking	15	141	155	259	233	171
	4430	4341	4922	4999	6230	5232
TOTAL 5232 (6230)						

Table 2: Category of incidents recorded

The most recorded incident category was for 'Anti Social Behaviour', followed by 'Altercation/Domestic'.

7.5.2 Camera Usage

There is a requirement within the Surveillance Camera Code of Practice and the Data Protection Act to justify the continued use of CCTV cameras and the key performance indicator for this are the number of incidents recorded against each camera. The following table provides an indication as to the usage of each camera over the period under review.

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Camera Description	2012	2013	2014	2015	2016	2017
1 (Halifax)	557	585	931	1092	820	387
2 (Market Place)	291	366	690	344	376	191
3 (McDonalds)	742	822	1290	1694	1140	546
4 (Drury Lane)	436	511	960	1056	744	413
5 (High St)	795	738	1083	1468	800	357
6 (Sheep St)	357	311	804	740	464	261
7 (Little Church St)	277	331	744	500	268	240
8 (Church St 8)	860	882	1278	1632	1166	735
9 (Albert/Church St)	637	664	1296	1124	762	492
10 (Church St 10)	521	534	1103	968	446	373
11 (Church/Rail)	327	359	1003	588	484	291
12 (Regent St)	1274	324	647	528	426	306
13 (Chesnut Fields)	185	205	534	232	172	117
14 (Church Walk)	105	122	659	288	150	156
15 (Main Entrance)	5	3	27	8	2	1
17 (James St)	105	159	601	184	138	128
19 (temp60)	735	443	Out of use	40	116	94
22 (High Street)	0	0	0	0	62	143

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24 (J Barford roof)	0	21	1	0	0	232
35 (Regent Place)	115	115	415	248	158	88
36 (Albert St)	156	158	615	192	144	97
37 (Railway Terrace Middle)	192	156	626	188	58	123
38 (Bath St)	281	270	916	572	376	254
39 (Wood St)	32	69	567	48	30	29
40 (Masonic Hall)	103	131	562	212	126	95
41 (Hillmorton/Barby Rd)	156	186	496	352	182	116
42 (Horton Barby)	36	65	333	68	38	30
43 (St Mathew St)	275	300	584	464	274	209
44 (W H Smith)	541	640	1088	1464	972	560
45 (Westway)	53	78	324	52	40	23
46 (Netto)	146	192	484	148	154	112
47 (Newbold Rd)	98	96	339	208	174	31
48/49 (West Way)	26	93	279	48	74	38
50 (Newbold)	201	194	490	364	302	80
51 (Everuax Way)	293	258	665	648	482	114
52 (Railway Terrace)	91	138	563	128	104	73
53 (Clifton Road)	112	138	696	216	182	113

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54 (Hillmorton Rd)	72	73	598	124	98	47
55 (Corporation St)	350	378	697	584	382	223
56 (Woodside Park 56)	139	912	53	56	46	33
57 (Woodside Park 57)	217	39	71	112	82	39
58 (Woodside Park 59)	132	22	71	76	76	33
59 (Woodside Park 58)	113	32	57	84	58	32
60 (Library)	6	227	919	612	392	202
61 (Asda C/P)	2	19	234	16	16	11
62 (Asda Stairs)	3	21	238	20	38	14
63 (Asda/Swan Centre)	4	140	646	756	476	283
65 (Horton Crescent)	9	30	428	8	4	6
66 (A&E)	21	18	424	28	6	11
67 (Middle Entrance)	9	21	428	40	14	11
68 (Far Car Park)	18	10	432	28	14	10
69 (Rear Ken Marriot)	11	17	426	28	14	11
70/71 (Top Entrance)	24	28	441	44	22	21
72 (Door Camera)	0	0	34	20	10	3
73 (Car Park)	0	0	149	156	94	55
81	0	0	0	144	110	107

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82	0	0	0	144	116	93
83	0	0	0	180	166	140
84	0	0	0	124	122	91

Table 4: Camera Usage

There were 12,916 uses of the cameras during 2012 and this increased to 13,241 during 2013. In 2014 there was a substantial increase to 34,184, however most of this was attributed to the serious incidents mentioned previously and this is now taken into consideration in evaluations. In 2015, number of uses of cameras decreased to 21,970 and decreased further during 2016 to 14,898. In 2017, number of uses of cameras decreased to 9372.

It should be noted that the number of uses and incidents are different as a number of cameras may have been used on one incident for tracking purposes. The average number of uses for 2012 was 179 incidents, this increased slightly during 2013 to 200 uses followed by 440 uses in 2014. During 2015 the average number of uses per camera decreased significantly to 297 and during 2016 decreased further to 240. In 2017, number of uses of cameras decreased to 146 uses.

Using a similar principle to that previously adopted with other Local Authorities all cameras registering lower than half the average, this being 73 incidents for the 2017 review are those that require further analysis and have been placed in the 'at risk' list. Those cameras used for specified purposes for example, ANPR, monitoring traffic flows in car parks and special locations which require surveillance for additional reasons, can be excluded from the following list, if appropriate operational requirements exist for the cameras.

Cam No	Incident 2017	Cam No	Incident 2017
15	1	61	11
39	29	62	14
42	30	65	6
45	23	66	11
47	31	67	11
48	38	68	10
54	47	69	11
56	33	70	21
57	39	72	3
58	33	73	55
59	32		

Table 5: Camera 'At Risk List'

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As stated, those cameras that perform a specific task should be removed from the above list. The remaining cameras need to be further assessed.

7.5.3 Reviews

There were 427 DVDs were issued in 2017; 392 to the police and 35 to third party requests.

7.5.4 Complaints

A member of the public wishing to make a complaint about the system may do so through Rugby First Limited's complaint procedure. Copies of the complaints procedure are available by writing to:

The CCTV System Manager
Rugby First Limited
Bloam Court
Rugby
CV21 2DU

A complaints procedure has been documented. A record of the number of complaints or enquiries received will be maintained together with an outline of the action taken. During the period of evaluation there have been no recorded complaints concerning the schemes in question.

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8.0 CONCLUSION AND RECOMMENDATIONS

8.1 The CCTV Scheme

Whilst it is inadvisable to rely solely on Police statistics to evaluate the effectiveness of CCTV as they are notoriously unreliable due to the complexity of the reporting procedures, it is all that is required to comply with accreditation with the British Standard. More in-depth research would need to be undertaken for a reliable conclusion to be made.

There were 1374 crimes and offences recorded during the 2012 period, however, there was a change in the analytical process. The most predominant offences in all these periods were for anti-social behaviour. In 2013 there were 1109 crimes and offences recorded which equated to a decrease of 19.3%. The most prominent recorded offences were again, anti-social behaviour. In 2014, there was an increase of 9.6% with 1227 offences recorded and anti-social behaviour remained the most prominent. In 2015, there were 1271 offences recorded and anti-social behaviour remained the most prominent. This was an increase of 7.4% compared to the previous period. During 2016, there were 1441 offences recorded and anti-social behaviour remained the most prominent. This was an increase of 11.8% compared to the previous period. In 2017, there were 1430 offences recorded and anti-social behaviour remained the most prominent. This was a decrease of 0.8% compared to the previous period.

During 2013 there were 4341 incidents recorded by the CCTV operators and this was a decrease of 2.0% over the previous period. During 2014 the number of incidents increased to 4922, with an average of 410 per month. During 2015 the number of incidents increased to 4999, this equated to 297 incidents per month. During 2016 the number of incidents increased to 6230, this equated to 519 incidents per month. In 2017 the number of incidents increased to 5232, this equates to 436 incidents per month.

There were 12,916 uses of the cameras during 2012 and this increased to 13,241 during 2013. In 2014 the number of uses of cameras increased significantly 34,184 and decreased in 2015 to 21,970. In 2016 the number of uses of cameras decreased to 14,898. In 2017, number of uses of cameras decreased to 9372; however, there are numerous incidents recorded where the camera numbers have not been logged. It is recommended that the operators ensure that all cameras used in monitoring incidents are logged on to the system. This will provide more accurate data to show the effective use of the camera in monitoring incidents.

Using a similar principle to that previously adopted with other Local Authorities all cameras registering lower than half the average, this being 73 incidents for the 2017 review are those that require further analysis and have been placed in the 'at risk' list.

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Those cameras used for specified purposes for example, ANPR, monitoring traffic flows in car parks and special locations which require surveillance for additional reasons, can be excluded from the following list, if appropriate operational requirements exist for the cameras.

8.2 Impact assessment

The Information Commissioners CCTV Code of Practice requires makes the following requirements;

“If you are already using a surveillance system, you should regularly evaluate whether it is necessary and proportionate to continue to use it”

“You should review regularly whether the use of CCTV continues to be justified. It is necessary to renew your notification with the ICO annually, so this would be an appropriate time to consider the ongoing use of such systems”

...there should be a periodic review, at least annually of the system’s effectiveness to ensure that it is still doing what it was intended to do. If it does not achieve its purpose, it should be stopped or modified”

Information Commissioners Code of Practice 2014

The purposes and scope of the scheme are detailed in Section four of this report and these include the prevention and detection of offences. Whilst it is not possible to assume that the CCTV system is actually preventing offences it is a component part of the preventative package. To remove or modify the use of the CCTV system may also detract from a further identified purpose, this being to reduce the fear of crime. It is therefore recommended that at present the system is effective in achieving its purpose, however, there appears to be no current research available which indicates the perceptions of the public, residents and those working in the area covered by the cameras and it is recommended that this be addressed in future evaluations.

8.3 Future Evaluations

It is recommended that Rugby First Limited’s CCTV scheme be evaluated on an annual basis as a means of ensuring accountability and compliance with relevant legislation, British Standard 7958 and the Surveillance Camera Code of Practice.