

**RUGBY FIRST LIMITED**

**Closed Circuit Television**

**Evaluation Report**  
**2018**

**Presented by**

JAS Associates

**Rugby First Limited CCTV Evaluation Report**  
**1<sup>st</sup> January 2018 – 31<sup>st</sup> December 2018**  
**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 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, most 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.

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### **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 BID Manager  
Rugby First Limited  
PO BOX 4481  
Rugby  
CV21 9DU

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 the 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 2018, 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 2018, 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 15<sup>th</sup> July 2019 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 2018 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 2018 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 remained the same up to 25<sup>th</sup> May 2018; thereafter free of charge to the Data Subject. However, Rugby First Ltd may charge reasonable fees when responding to manifestly unfounded or excessive requests. There were no Subject Access Requests during 2018.



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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 BID Manager  
Rugby First Limited  
PO BOX 4481  
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CV21 9DU

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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 1<sup>st</sup> July and finishes on 30<sup>th</sup> 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 latest estimates from the Crime Survey for England and Wales (CSEW) for the year ending September 2018 show that most types of crime have stayed at similar levels to the previous year. Estimates for total crime, including fraud and computer misuse, showed no change.

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The Crime Survey for England and Wales (CSEW) provides the best overview of long-term changes in theft offences, with the latest estimates showing no significant change. For crime types thought to be well-reported and accurately recorded, police recorded crime data can help identify short-term changes. In the last few years, the police recorded series has been showing increases in many types of offences involving theft but the latest figures show a mixed picture:

- a 3% increase in vehicle offences, due largely to a 10% increase in the subcategory of “Theft or unauthorised taking of a motor vehicle”
- a 17% increase in robbery offences, continuing increases seen in previous years
- a 1% decrease in burglary, following increases in recent years
- a 1% decrease in shoplifting, following a longer period of increases

There has been no change in commonly occurring types of violent crime. The assessment from the CSEW is that the level of lower-harm violent offences (for example, violence without injury, assault with minor injury) is stable. However, police recorded crime and NHS data give more insight into the lower-volume but higher-harm violence that the survey does not capture well. These data sources show:

- an 8% increase in the number of police recorded offences involving knives or sharp instruments
- a 15% increase in the number of admissions to hospital in England for assaults involving a sharp instrument
- a 14% increase in the number of homicides
- a 4% decrease in the number of police recorded offences involving firearms

Many of these lower-volume, higher-harm types of violence tend to be concentrated in London and other metropolitan areas. The only main crime type measured by the survey that showed a change in the latest year was computer misuse. It decreased by 33%.

#### **7.4.2 Key Indicators**

During 2018/2019 the recorded crime in Warwickshire has decreased by 1%. There was an increase in Robbery (+15%), Vehicle (+2%), Violence (+12%), Criminal Damage (+3%), Theft from a Person (+13%), Weapons (+20%), Other Theft (+2%), Drugs (+4%) and Public Order (+16%). Decreases were recorded in ASB (-15%), Burglary (-9%), Bike Theft (-23%), Shoplifting (-8%) and Other Crime (-4%).

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**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 2012 to 2018 for the types of offences.

<b>Category</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b>Anti-Social behaviour</b>	499	432	417	448	415	405	354
<b>Bicycle Theft</b>	N/A	N/A	N/A	N/A	N/A	44	50
<b>Burglary</b>	41	21	29	35	31	51	33
<b>Criminal Damage/Arson</b>	83	47	61	82	86	90	95
<b>Drugs</b>	34	21	49	44	39	30	37
<b>Other Crime</b>	29	7	8	14	38	17	22
<b>Other Theft</b>	236	153	112	130	197	110	126
<b>Possession of Weapons</b>	N/A	N/A	N/A	N/A	N/A	11	11
<b>Public Order</b>	57	32	45	54	70	92	80
<b>Robbery</b>	8	7	6	11	7	12	11
<b>Shoplifting</b>	196	258	295	272	241	252	202
<b>Theft from a Person</b>	N/A	N/A	N/A	N/A	N/A	39	35
<b>Vehicle Offences</b>	15	11	19	17	26	27	19
<b>Violence &amp; Sexual</b>	176	120	186	164	291	350	346
<b>Total</b>	<b>1374</b>	<b>1109</b>	<b>1227</b>	<b>1271</b>	<b>1441</b>	<b>1530</b>	<b>1421</b>

**Table 1: Comparison by category of crime**

The above table for 2018 has been amended to reflect the category of crime recorded by the Police. Therefore, some of the crime categories that show 'N/A' would have been recorded under other categories in previous years ie 'Bicycle Theft' in 'Other Theft'. 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 Criminal Damage/Arson, Drugs, Other Crime and Violence and Sexual offences.

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. During 2017 the number of incidents decreased to 5232 and the number of incidents averaged to 436 per month. In 2018 the number of incidents decreased to 4228 and the number of incidents averaged to 352 per month. The following table shows the categories of incidents and the number recorded:

Type	2012	2013	2014	2015	2016	2017	2018
Affray	0	0	76	54	81	79	57
Alarm	89	107	149	120	163	126	82
Altercation/ Domestic	326	283	306	379	271	397	262
Animal	19	16	33	46	39	20	23
ANPR	0	0	0	0	0	0	23
Incident Out of town	12	0	3	4	13	0	5
Anti Social Drinking	47	116	89	109	219	147	45
Anti Social	279	305	320	365	637	412	353
Asbo/Bail/Crasbo/Wanted	89	144	94	129	209	200	98
Assault	171	137	134	181	189	122	151
Concern/Welfare	126	187	211	233	191	308	175
Council	60	56	36	69	107	142	54
Criminal Damage	77	75	68	72	83	66	40
DIC	54	53	45	59	127	79	42
Drink	320	303	324	375	566	273	207
Drugs	83	69	63	103	101	102	123
Fire	20	17	21	16	29	0	14
Firearm/Weapon	33	21	40	36	49	38	36
First Aid	134	133	173	175	211	133	0
Fraud /Fake/Deception	62	80	53	46	101	38	33

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Fight	0	64	0	0	0	0	0
Graffiti	7	11	5	4	21	3	3
Highway	55	50	42	65	95	51	27
Homeless	0	0	0	0	0	0	159
Incident out of Town	0	0	0	0	0	0	5
Intel	444	316	238	170	369	212	175
Licensing	0	0	0	0	0	0	73
Lost/Found	48	41	64	77	120	76	33
Misper Found	72	86	87	89	225	111	108
Misper	0	89	121	127	215	187	138
Observation	84	142	139	155	157	281	167
Other	230	19	46	121	117	116	71
Police Radio	23	17	17	19	19	16	6
Public Order	23	31	25	30	21	16	8
Racial/Religious	50	8	8	10	13	0	3
Rangers	8	0	10	16	15	7	1
RTC	18	73	71	127	87	71	50
Review	0	0	0	0	0	0	571
Rugby First	161	217	135	70	93	73	23
Serious Incident	68	67	56	26	167	11	24
Sexual	196	15	12	42	41	14	6
Shoplifting	74	462	475	388	349	274	242
Suspect Package	15	0	5	10	23	8	4
Suspect	373	226	311	483	240	288	233
Test	2	31	24	29	19	23	1
Theft	275	106	97	177	131	74	55
Threat to life	18	17	21	26	45	0	10
Training	170	10	8	8	19	0	0
Vehicle/Driving Parking	15	141	155	259	233	171	97
	<b>4430</b>	<b>4341</b>	<b>4922</b>	<b>4999</b>	<b>6230</b>	<b>5232</b>	<b>4428</b>
<b>TOTAL 4428 (5232)</b>							

**Table 2: Category of incidents recorded**

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



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**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.

<b>Camera Description</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
1 (Halifax)	557	585	931	1092	820	387	472
2 (Market Place)	291	366	690	344	376	191	203
3 (McDonalds)	742	822	1290	1694	1140	546	844
4 (Drury Lane)	436	511	960	1056	744	413	586
5 (High St)	795	738	1083	1468	800	357	445
6 (Sheep St)	357	311	804	740	464	261	323
7 (Little Church St)	277	331	744	500	268	240	211
8 (Church St 8)	860	882	1278	1632	1166	735	829
9 (Albert/Church St)	637	664	1296	1124	762	492	492
10 (Church St 10)	521	534	1103	968	446	373	1245
11 (Church/Rail)	327	359	1003	588	484	291	252
12 (Regent St)	1274	324	647	528	426	306	230
13 (Chesnut Fields)	185	205	534	232	172	117	99
14 (Church Walk)	105	122	659	288	150	156	113

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15 (Main Entrance)	5	3	27	8	2	1	1
16 (Hunters Lane)	0	0	0	0	0	0	13
17 (James St)	105	159	601	184	138	128	114
18 (Castle Street & Mews Junction)	0	0	0	0	0	0	69
19 (temp60)	735	443	Out of use	40	116	94	74
20 (James Street NE Corner)	0	0	0	0	0	0	30
21 (Roof)	0	0	0	0	0	0	10
22 (High Street)	0	0	0	0	62	143	313
23 (West Way)	0	0	0	0	0	0	25
24 (Everaux Way)	0	21	1	0	0	232	358
32 (Park Café)	0	0	0	0	0	0	9
33 (Park North)	0	0	0	0	0	0	13
34 (Park South)	0	0	0	0	0	0	32
35 (Regent Place)	115	115	415	248	158	88	76
36 (Albert St)	156	158	615	192	144	97	90
37 (Railway Terrace Middle)	192	156	626	188	58	123	113
38 (Bath St)	281	270	916	572	376	254	353
39 (Wood St)	32	69	567	48	30	29	20
40 (Masonic Hall)	103	131	562	212	126	95	89

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41 (Hillmorton/Barby Rd)	156	186	496	352	182	116	800
42 (Horton Barby)	36	65	333	68	38	30	22
43 (St Mathew St)	275	300	584	464	274	209	263
44 (W H Smith)	541	640	1088	1464	972	560	662
45 (Westway)	53	78	324	52	40	23	23
46 (Morrisons)	146	192	484	148	154	112	156
47 (Newbold Rd)	98	96	339	208	174	31	94
48/49 (West Way)	26	93	279	48	74	38	43
50 (Newbold)	201	194	490	364	302	80	182
51 (Everuax Way)	293	258	665	648	482	114	78
52 (Railway Terrace)	91	138	563	128	104	73	82
53 (Clifton Road)	112	138	696	216	182	113	121
54 (Hillmorton Rd)	72	73	598	124	98	47	61
55 (Corporation St)	350	378	697	584	382	223	323
56 (Woodside Park 56)	139	912	53	56	46	33	122
57 (Woodside Park 57)	217	39	71	112	82	39	100
58 (Woodside Park 59)	132	22	71	76	76	33	90
59 (Woodside Park 58)	113	32	57	84	58	32	153
60 (Library)	6	227	919	612	392	202	230

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61 (Asda C/P)	2	19	234	16	16	11	12
62 (Asda Stairs)	3	21	238	20	38	14	16
63 (Asda/Swan Centre)	4	140	646	756	476	283	330
65 (Horton Crescent)	9	30	428	8	4	6	7
66 (A&E)	21	18	424	28	6	11	8
67 (Middle Entrance)	9	21	428	40	14	11	4
68 (Far Car Park)	18	10	432	28	14	10	9
69 (Rear Ken Marriot)	11	17	426	28	14	11	8
70/71 (Top Entrance)	24	28	441	44	22	21	13
72 (Door Camera)	0	0	34	20	10	3	4
73 (Car Park)	0	0	149	156	94	55	3
81 (Gyratory Warwick Street)	0	0	0	144	110	107	189
82 (Gyratory Dunchurch Road)	0	0	0	144	116	93	130
83 (Gyratory Russelheim Way)	0	0	0	180	166	140	181
84 (Gyratory Bilton Road)	0	0	0	124	122	91	125
201 (Exit Level 1 James Street)	0	0	0	0	0	0	3
202 (Entrance/Exist James Street)	0	0	0	0	0	0	13
203 (Stairs James Street)	0	0	0	0	0	0	6
204 (South Lift (Castle))	0	0	0	0	0	0	7

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205 (Level 1 Fire Escape Door)	0	0	0	0	0	0	5
207 (Level 2 Rail Ter Exit)	0	0	0	0	0	0	1
208 (Entrance/Exit Rail Ter)	0	0	0	0	0	0	10
209 (Stairs Castle Street)	0	0	0	0	0	0	20
210 (Lift James Street)	0	0	0	0	0	0	3
211 (Level 2)	0	0	0	0	0	0	7
212 (Level 3 Fire Escape Door)	0	0	0	0	0	0	7
213 (Level 4 Fire Escape Door)	0	0	0	0	0	0	4
214 (Level 4 Castle Street side)	0	0	0	0	0	0	1
215 (Level 5 Fire Escape Door)	0	0	0	0	0	0	9
216 (Level 5 Castle Street side)	0	0	0	0	0	0	4
217 (Level 6 Fire Escape Door)	0	0	0	0	0	0	24
218 (Level 6 Castle Street side)	0	0	0	0	0	0	40
219 (Level 2 Fire Escape Door)	0	0	0	0	0	0	1
1025 (Spot Monitor 25)	0	0	0	0	0	0	2

**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. In 2018, number of uses of cameras increased to 13,016.

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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. During 2017, number of uses of cameras decreased to 146 uses. In 2018, number of uses of cameras increased to 203 uses.

Using a similar principle to that previously adopted with other Local Authorities all cameras registering lower than half the average, this being 101 incidents for the 2018 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.

<b>Cam No</b>	<b>Incident 2018</b>	<b>Cam No</b>	<b>Incident 2018</b>
<b>13</b>	99	<b>66</b>	8
<b>15</b>	1	<b>67</b>	4
<b>16</b>	13	<b>68</b>	9
<b>18</b>	69	<b>69</b>	8
<b>19</b>	74	<b>70</b>	13
<b>20</b>	30	<b>71</b>	4
<b>21</b>	10	<b>72</b>	3
<b>23</b>	25	<b>73</b>	58
<b>32</b>	9	<b>201</b>	3
<b>33</b>	13	<b>202</b>	13
<b>34</b>	32	<b>203</b>	6
<b>35</b>	76	<b>204</b>	7
<b>36</b>	90	<b>205</b>	5
<b>39</b>	20	<b>207</b>	1
<b>40</b>	89	<b>208</b>	10
<b>42</b>	22	<b>209</b>	20
<b>45</b>	23	<b>210</b>	3
<b>47</b>	94	<b>211</b>	7
<b>49</b>	43	<b>212</b>	7
<b>51</b>	78	<b>213</b>	4
<b>52</b>	82	<b>214</b>	1
<b>54</b>	61	<b>215</b>	9
<b>57</b>	100	<b>216</b>	4
<b>58</b>	90	<b>217</b>	24

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<b>61</b>	12	<b>218</b>	40
<b>62</b>	16	<b>219</b>	1
<b>65</b>	7	<b>1025</b>	2

**Table 5: Camera 'At Risk List'**

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 473 DVDs were issued in 2018, compared to 427 in 2017; 241 to the police and 32 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. A copy of the complaint procedure is available by writing to:

The Bid Manager  
Rugby First Limited  
PO BOX 4481  
Rugby  
CV21 9DU

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. In 2013 there were 1109 crimes and offences recorded which equated to a decrease of 19.3%. In 2014, there was an increase of 9.6% with 1227 offences recorded. In 2015, there were 1271 offences recorded. This was an increase of 7.4% compared to the previous period. During 2016, there were 1441 offences recorded. This was an increase of 11.8% compared to the previous period. During 2017, there were 1530 offences recorded. This was a decrease of 5.8% compared to the previous period. In 2018, there were 1421 offences recorded. This was a decrease of 7.1% compared to the previous period. Since 2012 anti-social behaviour remains the most prominent.

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. During 2017 the number of incidents increased to 5232, this equated to 436 incidents per month. In 2018 the number of incidents decreased to 4,228, this equates to 352 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. In 2018 number of uses of cameras increased to 13,016; 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.



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Using a similar principle to that previously adopted with other Local Authorities all cameras registering lower than half the average, this being 101 incidents for the 2018 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.

## **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.