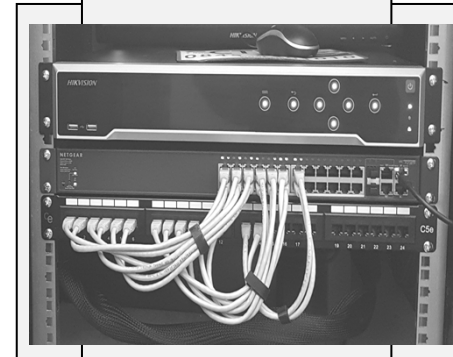
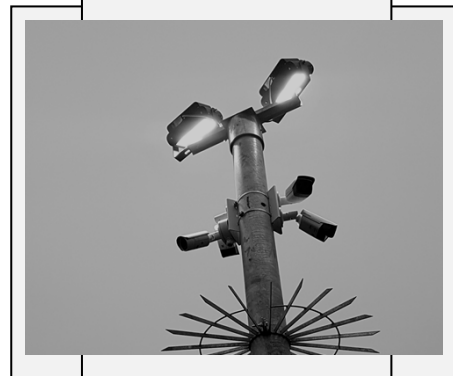




CCTV STRATEGY

2025 – 2032



Community Resilience
Epping Forest
District Council

Table of Contents

No.	Item	Page
1	Introduction	3
2	National Policy	4
3	Overview of the Council's CCTV Code of Practice	4
4	New CCTV Installations	5
5	CCTV - Current Status in Epping Forest District	5
6	Benefits of CCTV	5
7	Revenue Generation 7.1 Requests for CCTV Footage 7.2 Loan of Equipment	7
8	Digital Asset Management System (DAMS)	7
9	Digital Innovation Zone (DIZ) 9.1 National Underground Asset Register (NUAR)	8
10	Essex Region CCTV Partnership	8
11	Repairs and Maintenance Decommissioning	8
12	Partnerships with Local Councils	9
13	Out of Hours Response	9
14	Financial Forecasting	9

1. Introduction

Since 2010 the Council This CCTV Strategy covers the period 2025 – 2032. The Strategy sets out the Council's current CCTV provision, locations, numbers of cameras, maintenance costs, repairs, and replacements for the next seven years, it provides an overview of the benefits that are realised for local communities in which it is installed, and the various uses made of CCTV footage.

The service has continued to deliver a reliable and robust video surveillance service for local-residents, businesses, and partners. Our service is held in high regard by our customers and within our affiliations with the National Association of Surveillance Camera Managers (NASCAM) and the Public CCTV Managers Association (PCMA

The Council's continued success in its use of CCTV has generated ongoing demand from service areas within EFDC. This expansion includes provision within the Ninefields area of Waltham Abbey and Oakwood Hill Loughton under the Home Office Safer Streets Initiative, Op Dial Police Fire Crime Commissioner (PFCC) Initiative Debden Broadway and developments including the Epping leisure complex and the Waste hub at North Weald Airfield.

2. National Policy

The Secretary of State issues the national code of practice under Sections 29 to 31 of the Protection of Freedoms Act 2012 (POFA). It provides guidance on the appropriate and effective use of surveillance camera systems by relevant authorities¹ s who must, under, have regard to the code when exercising any functions to which the code relates.

It is a significant step in the ongoing process of delivering the government's commitment to the 'further regulation of CCTV' which it believes is a task that is best managed in gradual and incremental stages.

One of the key aspects of the Code is the twelve guiding principles. Within these principles there is a need for transparency in use, clear roles, good governance, rules, policies being in place, legal compliance, and regular reviews. In March 2017, the surveillance camera commissioner (SCC) released the National Surveillance Camera Strategy for England & Wales to help raise standards and define good and best practices. EFDC continues to strive to meet these objectives through both strategies.

3. Overview of the Council's CCTV Code of Practice

The Code of Practice (CoP) for CCTV operated by EFDC is reviewed regularly and changes made to reflect technical advances within the industry, our growth and to ensure we are in line with the current national CoP. Our current CoP can be found on EFDC's public website <https://www.eppingforestdc.gov.uk/your-council/policies-plans-and-strategies/>. The Code covers those areas listed below.

- How and why, we use CCTV in Epping Forest
- Aims of use
- Purposes
- Objectives
- Planning of systems
- Privacy
- Ownerships
- Processes

Reviews of the code are regularly undertaken to ensure that the Council always utilises CCTV responsibly and lawfully.

¹ A local authority within the meaning of the Local Government Act 1972

4. New Installations

The Council operates a protocol of having to identify a 'pressing need and legitimate aim' for the introduction of new CCTV systems. The service area requesting CCTV are responsible for justifying the need and securing the required funding or budgetary provision. In cases where CCTV needs to be installed on private land, such as to monitor fly tipping, they are also responsible for consulting with respective landowners to gain authorisation and access to local power networks. The planning, installation and all technical work related to the system is then undertaken by the CCTV team.

This approach will continue ensuring that appropriate budgets and necessity of new CCTV installations are considered and included within business cases prepared by the requesting service.

1. CCTV - Current Status in Epping Forest District

As of Jan 2025, the Council operates a total of:

- 54 CCTV Sites.
- 826 Cameras.
- 10 Mobile deployment units.
- 5 Covert units.
- 8 Safer Streets units totalling 12 cameras.
- 2 Body Worn Video units.

We have successfully met the current capital programme forecasted under the work programme for 2019-2025.

There are two additional major CCTV installation projects within scope and have been included in the programme of works:

- St Johns Road, Epping Leisure Centre.
- Operations Hub, North Weald Airfield.

A number of the cameras are reaching the end of their life expectancy, (between 5-7 years) and will require a system upgrade or complete replacement. (A detailed breakdown of these sites are in Appendix 1 Financial forecast)

5. Benefits of CCTV

Across all sites in the District, CCTV cameras record images continually over a 24hour period. Key locations are proactively monitored such as Debden Broadway, Loughton High Road and High Street Epping when certain activity dictate between the hours 9am –

5.00pm. This tends to be where the Council is working with Essex Police in the monitoring of potential crime hot spots, or in response to local intelligence or specific planned initiatives. These monitored locations can change as and when required. Our monitored CCTV coverage has helped Government Agencies identify criminals involved in major crime in the district.

It is evidenced that CCTV is a deterrent to crime, the Council's CCTV is well managed and maintained, CCTV footage is frequently utilised by the Police, resulting in many perpetrators of crime being brought to justice.

Between 2021 & 2024 Essex Police, internal departments and various insurance companies have been provided with downloaded images on 879 occasions, this excludes a further number where images were not required, or assistance given to other customers. Areas of surveillance where CCTV has been particularly useful include fly-tipping prosecutions and the subsequent issue of Fixed Penalty Notices, safe parking in our car parks, robbery and the capture of footage relating to theft of and from motor vehicles.

Recent examples of how CCTV has either played a role in or has been the main source of evidence in criminal cases in the district are as below.

- **2022/23: Fly-Tipping:** Fixed Penalty Notices issued through CCTV evidence across the district. Our CCTV at Springfields estate in Waltham Abbey, has captured 24 incidents of fly tipping since Jan 23.
- **2023: Dowding Way:** Captured 3 fly-tips leading to FPNs and prosecution. Area now free of fly-tipping and costly clear ups.
- **2023 Racist and Hate Crime Graffiti:** CCTV captured and led to the arrest of two persons for prolific graffiti in Epping.
- **2023/2024: Debden Broadway:** Multiple incidents of youth nuisance within the area. CCTV captured the youths with a knife, assaulting a member of EFDC and jumping fences to get into private residence. Joint working resulted in contact with the youths 'parents, along with the college and notice given if repeat offences take place.

CCTV is also known to reduce fear of crime amongst the public and local businesses and is widely used in our Council's buildings, providing staff with reassurance. We regularly deploy our mobile CCTV to hotspot areas of anti-social behaviour with successful results.

6. Revenue Generation

There are several ways of generating additional revenue from CCTV, including a manned CCTV Control Room. Control Rooms can offer traffic management, door access and alarm services, telecare, car parks, monitoring services for external organisations, schools, care homes, local businesses. At present we provide a service to such partners including North Weald PC in managing their CCTV system on a yearly charged basis. We also offer a fee-based service to Housing Associations and to project teams for loan and management of CCTV owned by EFDC.

6.1. Requests for CCTV Footage

CCTV requests are chargeable except for law enforcement agencies such as the Police. Whilst not widely used Subject Access Requests are now non chargeable. EFDC reserves the right to charge where excessive data is required to cover reasonable expenses.

6.2. Loan of Equipment

The Council's mobile CCTV units are loaned to housing associations and parish and town Councils in the district, to assist them in the reduction of ASB provided at a cost to cover the cost of installation; a management option could be considered for an additional charge.

1. Digital Asset Management System (DAMS)

In 2022 Kent and Essex Police implemented a new Digital Asset Management System (DAMS). DAMS is a single system for both Forces to receive, store, manage and share digital assets in relation to both crime and non-crime matters. This includes all types of digital assets such as CCTV, doorbell footage, Body Worn Video (BWV), mobile phone footage.

After a short pilot period we have adopted this system and have been fully operational since Spring 2023. This method of providing evidence is both quick and easy, it reduces our consumable and administrative costs and is a benefit to our customers. DAMS has already reduced our use of media like (USBs) and evidence bagging.

2. Digital Innovation Zone (DIZ)

2.1. National Underground Asset Register (NUAR)

The Essex & Herts Digital Innovation Zone (DIZ) have been approached by the [GeoSpatial Commission](#) (part of the Department for Science, Innovation and Technology DSIT) regarding their engagement with local authorities to bring forward relevant data they hold on 'underground' assets for integration into the [National Underground Asset Register \(NUAR\)](#). One of those assets is our CCTV infrastructure. We have agreed in principle at this stage to share our CCTV data for this national register.

3. Essex Region CCTV Partnership

We are actively engaged and continue to be a key member of the Essex Region CCTV Partnership, which includes Brentwood, Colchester, Basildon, Chelmsford, Thurrock, Southend, Basildon and Tendring Councils. The purpose of this group is to use a partnership approach to achieve common goals through experience; avoid unnecessary costs, share success stories, technical knowledge, and expertise, and potentially may include sharing of equipment.

7. Repairs and Maintenance

Historically a process which separated maintenance and repairs has been used. The current maintenance contract includes two visits a year to all our sites and any repairs identified or reported were dealt with separately, this contract ends in March 2025. On average the life expectancy of mobile cameras is between five to ten years. We will procure a new contract that will be labour inclusive to allow the contractor to attend sites without limit as required and cover all servicing including CCTV failure.

3.1. Decommissioning

To reduce ongoing costs of CCTV in the district, the Council will continue to undertake decommissioning assessment exercises. This will focus on CCTV systems that are under-utilised in terms of reporting and requests for downloads.

The CCTV Code of Practice is quite clear that regular reviews should be undertaken, to ensure that the use of a surveillance camera system remains in pursuit of a legitimate aim and there is a pressing need for its use. However, this should not be confused with the need for CCTV for building, property and staff safety, where a service is provided such as Independent Living, and the use of cameras in car parks and for environmental reasons, such as the Bobbingworth former landfill site.

12. Partnerships with Local Councils

We will consider requests from local councils to link their existing or future systems into our CCTV network. Requests will be considered from local councils to include the repair and servicing of their CCTV systems as part of the District Council's Annual Servicing Agreements

As with CCTV Consultancy, this strategy is subject to capacity to utilise the expertise of the Council's small CCTV Team to assist parish and local councils with both advice and support, on an "at-cost" consultancy basis, with the installation and renewal of CCTV systems on land their land and buildings in their localities.

Further opportunities will be explored to provide CCTV services on behalf of other Local Authorities to maximise income generation and reduce costs.

13. Out of Hours Response

The Council operates a low-cost, but resilient, approach to emergency call-out requests from the Police to locate, download and provide CCTV footage to assist the Police with criminal investigations.

14. Financial Forecasting

The Financial Forecast Table in appendix 1 shows the approximate costs and estimated dates to replace the CCTV systems at each site. New advances in technology are always explored to identify cost savings where possible when reviewing replacement equipment.

In 2020, we moved away from the discontinued Analogue CCTV service and now our preferred method of CCTV provision is via IP. This is helping to make a significant reduction in the number of cameras requiring full replacement at the end of their lifetime also known as 'meantime before failure' and has the added benefit that higher quality images are recorded than with old, analogue equipment.

It is also important to note, that although cameras and equipment are expected to last approximately 7 years, this is not always the case and with good maintenance and planning, systems can last longer than expected provided they continue to meet the fit for purpose criteria set out in our code of practice for CCTV.