

# BODMIN TOWN COUNCIL

## BODMIN TOWN CENTRE CCTV SYSTEM ANNUAL REPORT

YEAR ENDING 31 MARCH 2009



Bodmin Town Centre CCTV System

Annual Report – 1 April 2008 to 31 March 2009



P O'Callaghan, Town Clerk  
Bodmin Town Council  
Shire House  
Mount Folly Square  
Bodmin  
PL31 2DQ

Tel: 01208 74159 Fax: 01208 264764  
e-mail: [paul.ocallaghan@bodmin.gov.uk](mailto:paul.ocallaghan@bodmin.gov.uk)

[www.bodmin.gov.uk](http://www.bodmin.gov.uk)

## 1. Introduction

This Annual Report is published by Bodmin Town Council in accordance with the requirements of the CCTV Code of Practice for the Operation and Management of the Bodmin Town Centre CCTV System that was adopted by the Council and the Police in 2006.

Bodmin Town Council runs the Town Centre CCTV System in partnership with Devon & Cornwall Police.

The Code of Practice details how the CCTV scheme will be used and managed and is a public document that can be downloaded from the Council's website [www.bodmin.gov.uk](http://www.bodmin.gov.uk) or can be obtained from:

Bodmin Town Council  
Council Offices  
Shire House  
Mount Folly Square  
BODMIN  
Cornwall  
PL31 2DQ

T – 01208 74159

E – [paul.ocallaghan@bodmin.gov.uk](mailto:paul.ocallaghan@bodmin.gov.uk)

The CCTV System has been installed by Bodmin Town Council and is owned and maintained by the Council. Cameras are distributed around the town centre, as detailed in Annex 2.

## 2. Purposes and Key Objectives of the Scheme

As stated in the Code of Practice, the main purposes of the Bodmin Town Centre CCTV Scheme are:

- A reduction in the fear of crime and reassurance of the public;
- To help secure a safe environment for those that live, work or trade in the area and those who visit the area.

The detection, deterrence and prevention of crime including:

- Providing assistance in the prevention of crime;
- Deterring and detecting crime;
- Helping to identify, apprehend and prosecute offenders;
- Providing the Police with evidence to take criminal action in the courts;
- Gathering of criminal intelligence.

The maintenance of public order by assisting with:

- Improving the Town environment;
- Regeneration initiatives to improve the quality of life;
- The implementation of the Crime and Disorder strategies made under the Crime and Disorder Act 1998;
- The implementation of the Clean Neighbourhoods and Environment Act 2005;
- Evidence of moving and stationary traffic and excise offences.

The key objectives of the system are:

- To reduce the level of street crime, vandalism and public disorder;
- To detect, prevent or reduce the incidence of property crimes and offences against the person;
- To improve communication and the operational response of Police patrols;
- To reduce vehicle crime and improve general security in car parks;
- To improve public safety in the main retail streets, both in terms of personal security and security of buildings and premises;
- To make the Town Centre a better area to shop, work and visit;
- To monitor traffic flow, particularly during peak periods;
- To monitor major events such as carnivals and fairs and other visitor attractions, which may take place with in the Town Centre

### **3. Annual Report**

The CCTV Code of Practice advises that the Annual Report will be published and will be a public document available at the offices and on the website of Bodmin Town Council ([www.bodmin.gov.uk](http://www.bodmin.gov.uk)) and Bodmin Police Station. The report will be for the year ending 31 March in any year.

The report will include reference to the number of reported incidents, the number of convictions made as a direct result of the system's use, the number of complaints made, information as required by this Code of Practice and such other information as is felt appropriate and useful to the Public.

This report includes generic data on incidents occurring in the Calendar year 2008.

The Annual Report will also provide information regarding the cost of the scheme during the relevant year.

### **4. The CCTV System**

The system consists of 10 fully controllable colour cameras which will be monitored initially for several hours a day annually. The system is controlled from a Control Centre in premises provided by the Town Council.

So far as is practicable, all cameras are placed in full public view. Cameras will not be deliberately hidden, although circumstances may dictate that not all cameras will be visible from all areas of sight.

No covert cameras are used.

Cameras are distributed as shown in Annex 2.

No sound will be recorded by the system.

## **5. CCTV System Management Performance & Cost**

A number of faults have been reported throughout the year. All of these faults were relatively minor in nature and related to general maintenance issues that are not uncommon in CCTV systems of this kind.

Maintenance of the system is carried out by a specialist security / CCTV firm registered with the Security Systems & Alarms Inspection Board (SSAIB) and Devon and Cornwall Police Approved.

Since 2005 the Monitoring of the Town Centre CCTV System has been carried out by Remploy Managed Services, a not for profit provider of CCTV monitoring and CCTV Control room Management, 90% of whose workforce is disabled / less able bodied.

The CCTV Operator has obtained the following sector specific qualifications:

- Security Industry Authority Licence – 2006;
- Edexcel Level 2 BTEC Award – CCTV Operations (Public Space Surveillance) 2006;
- Tavcom Training – CCTV Control Room Observation Skills - 2005

Bodmin Town Council's budget for operating and maintaining the Town's CCTV System during 2008/09 was £24, 243.74

## **6. Data Protection**

The Scheme is registered under the Data Protection Act (Registration Number Z6680217). Bodmin Town Council undertakes to cooperate with the Data Commissioner in all matters involving the Commissioner.

Data is stored and held only for the purposes set out in the Code of Practice and in accordance with its provisions.

## 7. Crime Levels

Crime levels have been compiled and examined by the CCTV Operator (attached as Annex 1) and refer to CCTV related incidents only.

Police data has not been used in compiling this information.

## 8. Activity Levels

The Data collated by the CCTV Operator relates to the calendar year and covers the period 1 January to 31 December.

2006	2007	2008
Incidents: 266	Incidents: 179	Incidents: 279
Arrests: 29	Arrests: 37	Arrests: 32

## 9. Crime Displacement

It is difficult to either prove or disprove whether crime displacement has occurred around Bodmin Town Centre, due to the presence of CCTV.

However, it is widely accepted that incidents occurring in the town centre can be captured on CCTV and the offending perpetrators identified for Police management or investigation. Therefore, it is not unreasonable to assume that some displacement of crime occurs as a result of a successful CCTV system being operated in the town centre.

## 10. Comparison with other CCTV Schemes

No comparison work has been carried out with other town councils that provide town centre CCTV Systems.

The main obstacle and difficulty with carrying out any comparison study is that CCTV Systems across the County are all delivered differently and each town has its own unique ratio / mix of commercial and residential occupancy in the town centre.

It has therefore not proved practicable to be able to provide any like-for-like comparative data.

## 11. Changes to the Code of Practice

As detailed in section 4.4 of the Code of Practice all changes, whether major or minor will be reported in the system's annual report.

One minor change that has been made, relates to a matter of accuracy. The first bullet point in section 3.6 on page 7 of the Code of Practice has been amended to read '*the identity of the individual making the request*' as opposed '*the identify of the individual*'

The CCTV Code of Practice has been in place for over two years and the practical experience from its implementation shows that it appears to be fit for purpose and working well.

## 12. Complaints

Bodmin Town Council operates a complaints procedure that shall be used in connection with the operation of the system and compliance with the Code of Practice within their respective areas. Details of the complaints procedure can be obtained from the Council offices.

During the financial year 2008/09 Bodmin Town Council received no complaints regarding the CCTV System.

## 13. Third Party Disclosure and Subject Access Requests

Bodmin Town Council has not disclosed any information to third parties and it has also not received any formal Subject Access Requests from members of the public during the financial year 2008/09.

## 14. Alternative Formats:

- (a) ***Disability Discrimination Act*** – in compliance with the *Disability Discrimination Act 1995* copies of this document in large print (A3 Format) or larger font size, or recorded onto tape as a 'talking book' can be made available for those with sight impairment on request from the Council offices – Bodmin Town Council, Shire house, Mount Folly Square, Bodmin, PL31 2DQ – or by telephoning 01208 74159 or e-mailing [paul.ocallaghan@bodmin.gov.uk](mailto:paul.ocallaghan@bodmin.gov.uk)

The Council can also arrange to provide versions in other languages.

- (b) ***Freedom of Information*** – in accordance with the *Freedom of Information Act 2000*, this document will be posted on the Council's website [www.bodmin.gov.uk](http://www.bodmin.gov.uk)

Report compiled by Stephen Facer, Deputy Chief Executive, Bodmin Town Council, using data supplied by the CCTV Operator, as detailed on page 5 and in Annex 1.

## ANNEX 1

### Bodmin Town Centre CCTV System Crime Levels

<b>Incident</b>	<b>2007</b>	<b>2008</b>
Traffic Offence / RTC	10	18
Weapons Related	1	4
Alcohol Related	21	35
Missing Person	9	23
Domestic Related	5	9
Fighting / Assaults	28	24
Anti-social Behaviour	18	25
Suspicious Vehicle / Person	12	23
Fire	2	0
Drugs Related	1	0
Shoplifter / Theft	4	12
Concern for Welfare	2	9
Criminal Damage	6	11
Firearms (BB Guns)	0	0
Building Alarm	4	6
Observations	38	54
Miscellaneous	18	26
<b>Monitored Direct</b>	<b>83</b>	<b>93</b>

## **ANNEX 2**

### **Bodmin CCTV Camera Positions**

1. Turf Street / St. Nicholas Street (at the junction / entrance to the Fore Street Car Park);
2. Mount Folly Square (Number 2A, Fore Street);
3. Number 2, Fore Street;
4. Number 28, Fore Street;
5. Number 35, Fore Street;
6. Number 85, Fore Street;
7. Skate Park, Priory Park;
8. Priory Car Park, Section 1;
9. Fore Street Car Park (Bottom Section);
10. Fore Street Car Park (Top Section)