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Keeping our communities safe

CCTV AT LICENSED PREMISES

ASSESSOR

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CRITERIA

Provide sufficient external CCTV coverage of the premises to meet the requirements of Grampian Police. Consider internal CCTV.

AREA SUBJECT TO CCTV COVERAGE

Area immediately outside the main access for patrons and at any other egress routinely used. Internal CCTV.

OPERATIONAL REQUIREMENT

1. Target To Be Observed

Persons and groups of persons.

2. What Activity Is Of Concern

Antisocial behaviour, violence against staff, violent confrontation between patrons, patrons and staff. Persons entering or leaving area of coverage.

3. Purpose Of The Observation

To identify individuals within all areas of coverage. To evidence all above conduct and actions within the area of observation.

4. Picture Quality/Factors Required To Achieve Success

To record the actions of all persons in colour at 25 FPS in all areas at least 1 CIF. Picture quality should be sufficient for evidential purposes. May change to monochrome in low lighting levels.

5. Other Factors

The system will mitigate threat to staff and patrons by recording the conduct and actions of all persons within the area covered. Disorderly conduct will be reduced, safety will be improved, members of the public and staff will be protected against malicious accusations.

6. Result of Successful Response To The Activity

Staff and patrons will be reassured. Suspects will be identified and innocent parties protected from false allegations. Information and evidence will be gathered to assist in the subsequent prosecution of offenders. Enquiry time will be reduced.

7. The Response

The response will be by appropriate staff or Police dependent on the nature of the incident.

8. Timescale Of Response

Hours (in relation to footage obtained).

9. When Is The Observation Required

24 hours per, day every day, in daylight, darkness and artificial light.

10. Conditions Required To Be Effective

In all likely conditions, at all times, with up to 16 simultaneous video inputs of same priority, able to cope with changing light levels down to low lux levels but subject to enhanced lighting if required. The system will be capable of expansion should additional public access be provided.

11. Observer Response

Follow set procedures.

12. Observer Reaction Based On

Threat level, past experience, culture. Formal and informal training.

13. Observer - Speed Of Reaction

Immediately.

14. Who Is The Observer?

Staff and Retrospectively Police, Aberdeen City Licensing Board, Courts.

15. Where Will The Observations Take Place?

Office within premises or other suitable site deemed suitable by the board and Grampian Police.

16. Stake Holders

Licence holder, staff, public, Police, Aberdeen City Licensing Board, Scottish Judicial System.

17. Priority Assigned

Essential.

18. Activity

Continuous threat.

19. How Effective?

Right first time every time.

20. Benefits

Enhanced security. Safer prosecutions, better evidence gathering. Staff and Police credibility, quality of staff response, policing and public safety enhanced, investigation time reduced, public confidence increased. Fear of crime reduced and complaints dealt with effectively.

ADDITIONAL REQUIREMENTS

The system will record digitally within the designated area on site. The recording system will be capable of simultaneous playback and recording. Access to recorded information will be capable of random access on a time and date basis. Monitoring facilities will be provided on-site and readily accessible by staff and stake holders.

Cameras will be mounted externally and any vulnerable cabling will be contained within metal conduit. Access to recorded information will be retrievable locally. Interference, loss of function of the cameras and audio recording facilities will be recorded and indicated by means of an effective alarm system. VMD may be used as a basis to record images but this must record all activity two minutes pre and post event in real time (25 frames per second). Notwithstanding, there must be sufficient storage to enable all relevant images over the seven day period to be retained and recovered.

All video recordings will be retained for seven days. Raid data storage and recovery facilities may be incorporated in the system. Time synchronisation and display will be embedded in the recording and visible on the on-site monitor. Updates on time and date will be automatic.

Export to DVD on site will exist. The ability to produce a WORM DVD-R capable of playback on a standard DVD player is preferred. If this is not the case then embedded software will be provided with the recording.

The system will be installed in such a way that provisions relating to ECHR and the Data Protection Acts will not be compromised. This will be the responsibility of the licensee.

ADDITIONAL INFORMATION

The equipment should be user friendly and based on a tested, reliable and widely available operating system. The system must be approved by Grampian Police. The licensee should consider the benefits of CCTV within the premises. The system internally should cover all bars

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and blind spots not easily observable at all times by staff. Camera cover should also extend to the area inside the main door as evidence and history indicates that this is the area most likely to host antisocial behaviour and assaults. An lip synchronised audio feed should be available for the camera or cameras covering the area inside the front door. Colour cameras should be used but may change to monochrome in low lighting levels if necessary. Colour footage should be recorded wherever possible. It is recommended that these cameras record in real time but no less than 12 images per second should be considered.

CONCLUSION

The System if installed will probably exceed that offered by an installer, which can often be ineffective. By specifying the equipment as above a uniform, but not cost prohibitive standard will be achieved. Equipment of this standard is affordable and practical. It is recommended that 25 fps and two cameras per each external access door are adopted as the normal acceptable standard. A camera or cameras should also be installed to cover any exit doors routinely used.

Attention should be paid to the quality of the cameras and good quality units installed.

Internal cameras which meet the afore mentioned criteria should record at 25 images per second if this is not feasible the frame rate should not fall below 12 images per second. This is to be commended and should be recommended by the board. The camera inside the front door should also have a lip synchronised audio feed. Licensees should consider the benefits of installing internal CCTV which will yield benefits identical to external CCTV.

It is recommended that the assessor carry out a final inspection to ensure that all criteria are met.

Note that other premises will have different requirements and there may be the need to install a substantial number of cameras to provide the necessary cover, this will also affect the memory required to sustain the frame rate over the seven day period with a proportionate increase in cost to the Licensee/Company.

SVHS and VHS recording facilities should not be considered suitable for new systems as indications are that these machines are soon to become redundant.

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