SURVEILLANCE CAMERA COMMISSIONER

Minutes

Surveillance Camera Commissioner Standards Group

Date: 16 November 2015
Time: 11:00 to 14:00
Venue: 2 Marsham Street, London
Chair: Alex Carmichael

Attendees

Alex Carmichael **(AC)**	SSAIB
Tony Porter **(TP)**	Surveillance Camera Commissioner
Kishor Mistry **(KM)**	Head of Policy -Surveillance Camera Commissioner
Dave Wilkinson**(DW)**	British Security Industry Association
Mike Jay **(MJ)**	Fire Protection Association
Tony Weeks **(TW)**	National Security Inspectorate
Neil Cohen**(NC)**	Home Office Centre for Applied Technology and Science
Sara Walton **(SW)**	British Standards Institute
Ilker Dervish**(ID)**	CCTV Usergroup
Richard Moore **(RM)**	Skills for Security
Tony Gleason **(TG)**	Public CCTV Managers' Association
Peter Fry **(PF)**	CCTV User Group
Bunmi O'Tola **(BoT)**	Office of the Surveillance Camera Commissioner
Anne Perryman-McDonald	Office of the Surveillance Camera Commissioner
Joe Maratona **(JM)**	Home Office
Ian Cunningham **(IC)**	Metropolitan Police

Apologies

Alastair Thomas	Home Office
Keith Main	Scottish Government
Katie Formstone	Lancashire Constabulary
Tony Holyland	Security Industry Authority

Action Points

	Action	Owner	Target date
1	**Work on a Roadmap in relation to M Bates Standards**	**AC/KM/MB**	**Ongoing**
2	**Update TP/SCC on the process involved with NOS qualifications for England and Wales**	**RM**	**By next meeting**
3	**Contact Gupta in regards to Vetting for CCTV Operators**	**KM**	**By next meeting**
4	**Discuss with M Bates about what relationships can be made between the police and the CCTV operator. What a joint protocol would look like.**	**TP (SCC)**	**By next meeting**
5	**Send Final draft of the Privacy Impact assessment to the Standards board members**	**KM**	**ASAP**
6	**Look at amendments to the Certification process**	**TP (SCC)**	**By next meeting**
7	**Strategic analysis of the CCTV plan**	**AG**	**By next meeting**

1. Welcome and Introductions

1.1.   The chair welcomed members

2. The Surveillance Camera Commissioner Update

2.1.   The Certification Scheme was launched at the Global MSC Conference on 10 November. There has some response from Local authorities and we have had queries from the private sector as to whether they can move towards voluntary adoption of the code.

2.2.   Working on pulling together the review. This has been done by using various methods which include running a BSI Workshop, attending and speaking at conferences, round tables and one to ones and so on. The outcome of the review is currently being drafted. It has raised some questions such as should the review offer an extension of the Code on a broader base? Should compliance be made mandatory for all Relevant Authorities? Transparency – should we be compelling Relevant Authorities to be clear on their number of camera's

2.3.   SCC team met with TfL. TfL are willing to comply with the code which they have already voluntary adopted it. TfL would like to get more involved and are in the process of completing the self assessment tool. The Association of University Chief Security Officers (AUCSO) AUCSO has also made steps to promote voluntary adoption amongst it's members. We are working with the British Banking Association on promoting the code to their members too.

3. Minutes

3.1. The minutes of the last meeting were agreed as a true and correct record.

4. Actions from the last meeting

4.1. **ACC Bates Standards** – AC met with ACC Bates (MB) who ran through a delivery plan of how we can work together. AC & MB are looking at creating a roadmap that would look at how the police link in and what requirements the police need to ensure that what is presented at court is relevant. It should hit the standard NOS and will fit into the work currently being done on how CCTV works. There are concerns that LA's and police may conflict due to the quality of images, the police would require adjustments to the positioning of cameras and this could impose a cost issue. It was asked whether training could be run by the college of policing or SIA. The roadmap will let CCTV managers know what type of information to look for that will be reliable in court. It was asked whether this will work for the CPS, who are looking at having a standardised process. Anya Hunt has been working on this as part of a working group of stakeholders which includes the police and CPs.

   ACTION: AC & KM to do some work on this

4.2. **Department for Transport (DfT) Drones (UAV) Policies & Standards** – DFT lead a cross agency working group to look at commercial use of drones. ACC Barry is working on guidance for the police. KM will report to Steve Barry. The working group is not looking at CCTV use of drones. KM is working with the ICO in regards to this.

4.3. **CCTV NOS –** The NOS have been signed off and ready and should be live by Christmas. GQA will be the awarding body. This is currently for Scotland. England currently does not have one. There will be a full qualification fir the NOS in Scotland. For England to have their own NOS they will need to source an awarding body which will cost in the region of £12-30k. ID questioned whether the England and Wales NOS could include CCTV Operators cradle to grave? The NOS's are not restricted to Scotland, and can be taken by anyone.

   ACTION: RM to update TP on the process with a view to getting qualifications for England and Wales.

4.4. **Skills Body** – RM contacted Skills 4 Justice. There is a suite called Cyber Crime that has NOS's that can be used so we may not have to start from scratch. Skills for Justice are happy to work together on the NOS's. The video processing is in scope with the Forensic Regulators

4.5. **Vetting for Operators** – SCC met with SIA to see if there was a need for a higher level of vetting SIA will look into this. They will require evidence and a business case. MB is aware of this and is looking into it.

   ACTION: Kishor to make contact with Gupta

4.6. **Test Targets** – NC reported that they are still looking for a site that will be able to host the files as they are too large for GOV.UK.

4.7. **LA MOU on CT use of CCTV** – AG is looking at operational champions and what any fallout may be.

5. **Standards Framework:**

5.1. **BSI Update** – BIS has funded research on 25 people who have been interviewed. The research covers how stakeholders access information, sources and awareness on where to find the required information. The next steps will be an anonymous online survey**.**

5.2. **Future Development** – How do we prioritise? BSI will be holding an event on the 25 February. This will get an idea of people's views in regards to CCTV, UAV's BWV and so on. They are still working on an arrangement with BSI workshops with the view to creating a national standard.

5.3. **Guidance** – It is thought that we are missing the key performance indicators. Interaction between the police and LA control rooms. A report points to more input from Ministers and Police and Crime Commissioners.

   ACTION: TP to speak to MB to look at the relationship between Police and the CCTV operator and what a joint protocol could look like.

6. **Work Streams**

6.1. **Operational Requirement** – Work has been compiled into one document. The challenge now is to make it simpler for the end user. There are aspirations for the OR to be published online. A small team will take the OR and move it to an end to end project. They will become the project board. Target end date – 1 March 2016. TP SRO Board led by Steve Wilson**.**

6.2. **User Acceptance Test** – ID to update.

6.3. **Privacy Impact Assessment** – London CCTV user group and PCMA have produced a draft which is with KM for review. KM reported that it has been shared with ICO. Next steps are for KM & BoT to review and publish.

   ACTION – KM to send PIA draft to Group members

7. **Horizon Scanning**

7.1. Moved away from fixed CCTV and looks at CCTV of the future, which includes UAV's, mobile phones and so on.

   1. It looks at the quality of the camera
   2. What limits the use of facial recognition auto analytics and how this will effect CCTV when the quality gets better

7.2. TP has asked for an annual report as the technology develops.

8. **Standards Group – Vision and next steps**

8.1. Working on a Roadmap with Mark Bates

9. A.O.B

9.1. ID said that the ICO have relaxed their view on CCTV residential is moving towards registration. TP (SCC) said he was looking at domestic guidance for residential. This is currently with ICO for review. ID said non security use of BWV are in scope but SIA are not currently addressing.

9.2. Certification cost for cash strapped LA's. There is now a 5 year certification. There is the self assessment option to download for free and add to website to show compliance with the code. LA's need more info to go for the certification. It needs to be more transparent on what they are getting.

9.3. TP said letters have gone out to LA Chief Executives asking them to carry out the self assessment for their main CCTV scheme. The Annual Report for 2015 will document who has or has not completed the tool.

9.4. IC said that the Met is nearing the end of the BWV procurement. There has been work on the training and PIA. Advertising has been done to inform all about the cameras. College of policing report will be coming out on the pilot.

10. Next Meeting

7 March 2016