

Name of Partnership

New Forest CCTV Partnership

## 1. Details of partners

- *New Forest District Council*
- *Hampshire Constabulary*
- *Town / Parish Council*

## 2. Context

Town & Parish Councils, NFDC and Hampshire Police all have a 'Community Safety' responsibility along with being key stakeholders in CCTV Service delivery. Since the CCTV system was introduced, each partner has seen the benefits for their communities and shown commitment to CCTV as a significant collaborative aid in preventing and detecting crime

### 2.1 Purpose

This partnership is set up to acknowledge the individual contributions of Partners towards Public Space CCTV in the New Forest area, providing a clear understanding of roles and responsibilities, communication and alignment with overarching Community Safety responsibilities.

### 2.2 Objectives

The objectives of the New Forest District Council CCTV System (recognised by partners) as determined by the New Forest Community Safety Partnership which forms the lawful basis for the processing of data are:-

- To help reduce the fear of crime.
- To help deter crime.
- To help detect crime and provide evidential material for court proceedings.
- To assist in the overall management of Lymington, Totton, Ringwood, New Milton, Hythe and Lyndhurst
- To enhance community safety, assist in developing the economic well-being of the New Forest area and encourage greater use of the Town Centres, shops, car parks, and community and tourist facilities.



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- To assist the Local Authority in its enforcement and regulatory functions within Lymington, Totton, Ringwood, New Milton, Hythe and Lyndhurst.
- To assist in Traffic Management.
- To assist in supporting civil proceedings - which will help detect crime.
- To reduce incidents of public disorder and anti-social behaviour.

### 2.3 Background

Section 17 of the Crime and Disorder Act 1998 states that all relevant authorities, which include Town and Parish Councils, have a duty to consider the impact of all their functions and decisions on crime and disorder in their local area. The Act also introduced a partnership approach to local crime reduction and platforms should be established to ensure local issues are not ignored.

The already established 'Safer New Forest Partnership' brings together partners in accordance with the Act, with an annual Strategic Plan directing focus yearly on clear objectives.

Since 2002, Public Space CCTV has been in operation, funded by New Forest District Council with contributions made from those Town and Parish Councils who directly benefit from it. The CCTV system continues to meet the objectives for which it was installed, as clarified in regular Privacy Impact Assessments and incident statistics.

The presence of Public Space CCTV should be recognised as a partnership approach to tackling Crime and Disorder in the New Forest. This agreement serves to document this approach and provide additional clarity aiming to improve the effectiveness of the partnership.

## 3. Period covered

This agreement commences on *1<sup>st</sup> September 2018* and will continue indefinitely or until terminated by mutual consent or in accordance with section 6. A review of this agreement will take place at each CCTV Partnership meeting.

## 4. Relationships

### 4.1 Principles of partnership

All members are expected to agree to our principles of partnership. These are set out at Annex A.

### 4.2 Membership

The partnership consists of the organisations listed above under *details of partners*.



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### 4.3 Communications

The CCTV partnership will formally convene on a Bi-Annual basis and this meeting will be chaired by New Forest District Council. Monthly statistic reports will be sent out by New Forest District Council summarising the performance of the CCTV cameras in each location.

## 5. Membership roles and responsibilities

### 5.1 Individual Partner Responsibilities

<b>Partner: New Forest District Council</b>
Delivery of a 24 hour Public Space CCTV Service to include staffing, operation and maintenance of the control room and the network of cameras around the district.  Produce statistics on a monthly basis relating to the performance of each camera and incidents recorded for each Town/Parish

<b>Partner: Hampshire Constabulary</b>
To provide resources, by way of a Policing response to crime in the New Forest area. This includes a response if deemed appropriate to incidents monitored on the NFDC CCTV System.

<b>Partner: Town and Parish Councils</b>
To financially contribute towards the operation of the CCTV Service as part of the local Community Safety strategy.



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## 5.2 Collective Partner Responsibilities

Each partner will collectively deliver the services as set out in Annex B

## 5.3 Attendance at partnership meetings & sub groups

All partners are expected to attend partnership meetings (or an update in their absence) and where possible send the same representative each time to ensure continuity

# 6 Financial arrangements

## 6.1 Details of funding

NFDC will operate the CCTV system, Town and Parish Councils will agree to an annual contribution per camera towards transmission and maintenance of cameras in their area to be agreed annually between partners.

Signed on behalf of:

New Forest District Council

Town/Parish Council

Hampshire Police

.....  
Cllr Diane Andrews

.....  
Town /Parish Clerk/Chairman

.....  
CI Robert Mitchell  
(New Forest Commander)



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## **Partnership Guiding Principles**

As a partnership we agree individually and collectively to adopt the following guiding principles which we believe will improve our services.

### *Openness and transparency*

We will adopt the principles of openness and transparency in all aspects of its operation and communication. This means that we will share information in a timely and accurate manner; that we will raise issues and problems as soon as possible and work creatively and constructively to find a resolution and that we will raise questions and queries promptly and share knowledge and expertise.

### *Sharing good and best practice*

We recognise that each of us has something to give to the partnership and that equally we have something to get from it. We will share learning through identifying good and best practice. Each partner will be encouraged to adopt best practice that they see elsewhere and to share examples widely within the partnership for the benefit of everyone.

### *Commitment to high standards and continuous quality improvement*

We are committed to delivering high quality services and will work to ensure continuous quality improvement of our service provision. This means that we will set and expect high standards which we will monitor. We will support each other to develop our collective standards

### *Operate sound business practices.*

Partners will work as a collective, ensuring efficiency in our shared service delivery, using best practice to meet our Community Safety responsibilities. Partners will maintain appropriate records in accordance with General Data Protection Regulations 2018 and the Data Protection Act 2018.

### *Commitment to flexibility*

As a new partnership we acknowledge that we have much to learn from each other and that there may be times when things do not go according to plan or to expectation. We will therefore be flexible in terms of how we operate and be prepared to make changes, often at short notice. We will also demonstrate our commitment to flexibility in terms of our relationships with each other and will endeavour to learn about the different constraints placed on each of our organisations and how these affect how we operate.



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## Collective Partner Responsibilities

### Partners will meet their Section 17 (Crime and Disorder Act 1998) objectives through the below actions

- B1. The Partnership will adopt a cohesive approach to the investigation of ASB in areas covered by CCTV. The CCTV and Community Alarms management team will support Town and Parish Clerks with reviews of recorded incidents in their areas. Evidential material will only be shared with the Police for action in accordance with Operational Procedures for Data Release.
- B2. The Partnership will share and communicate relevant intelligence or information that may inform the setup of CCTV cameras and therefore assist in the prevention and detection of crime.
- B3. Partnership organisations will endeavour to make members of their management team available at the request of other Partners to discuss issues concerning the provision of CCTV.
- B4. Partners will adopt a shared risk approach to CCTV, with experience and resources being shared for mutual benefit. For example, the CCTV Manager at NFDC may offer assistance to Town / Parish Council's with regard to their own stand-alone camera system and requirements.
- B5. The 'Safer New Forest Partnership' co-ordinates the strategic response to new or ongoing issues in the New Forest area. They will therefore highlight potential locations where a re-deployable camera would be suitable. This recommendation would be based on a 'pressing need' with clear evidence of on-going issues having exhausted other interventions at prevention/detection. All Partners can provide information or intelligence to inform the strategic response with the CCTV System Manager making the final decision in accordance with current legislation and guidance. See Annex C for Re-deployable CCTV Camera procedure (to follow).



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