



Marsh Street Arches and Garden CIC

GREEN HEART DEN
CCTV OPERATIONAL
REQUIREMENT ANALYSIS

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What is an Operational Requirement Analysis?

"A statement of needs based on a thorough and systematic assessment of the problems to be solved and the hoped for solutions"

1. Introduction

Marsh Street arches and Garden Community Interest Company recognises that communal areas such as The Green Heart Den have the potential to generate criminal activity, fear of crime and anti-social behavior. As a result of this potential abuse investment in these areas, their use and their contribution to quality of life in the community can seriously be reduced.

With this in mind; "Secured by Design" guidelines were taken into account while designing and constructing the Green Heart Den. This has included the introduction of secure fencing, lockable gates, controlled access, appropriate planting and an operational management plan.

Over a number of years, the use of closed circuit television (CCTV) as a means to tackle crime and the fear of crime has expanded. Marsh Street Arches and Garden Community Interest Company have introduced CCTV on the Green Heart Den as a tool to help reduce crime and disorder and increase public confidence, taking into account the requirements resulting from the Data Protection Act 1998.

2. The overall aims of the Green Heart Den CCTV system.

- To help make the Green Heart Den a safe place for visitors and Marsh Street Arches and Garden Community Interest Company employees and volunteers.
- To help deter any potential instances of anti social behaviour and criminal activity.

3. The objectives of the Green Heart Den CCTV System.

- Contribute towards public safety.
- Prevent and detect crime and disorder.
- Prevent and detect anti social behaviour.
- Prevent and detect the misuse of drugs and alcohol.
- Prevent and detect behaviour adversely effecting the environment.
- Public reassurance and reduction in the levels of fear of crime.

4. Activities on the Green Heart Den will be observed to:

- Monitor behaviour.
- Detect instances of anti social behaviour.
- Help to identify any potential offenders.

5. Scheme Owner.

- Marsh Street Arches and Garden Community Interest Company own and manage the scheme and is the data controller under the Data Protection Act 1998.

6. Scheme operation.

- The complete system will consist of four cameras, situated at each corner of the Green Heart Den, a monitor, DVR Recorder, log book, and data evidence kit. For further specifications see appendixes 1 and 2.
- The system provides CCTV coverage and image recording on the Green Heart Den.
- Images will be digitally recorded and saved onto a hard drive.
- Although not monitored live, the system will be viewed regularly in an effort to detect any instances of anti social behaviour or criminal activity.
- Following any instances of anti social behaviour or criminal activity recorded images will be reviewed in the hope of providing evidence that could be used by the Police and other law enforcement agencies in helping to identify offenders and help in obtaining successful convictions and other criminal justice sanctions.
- Recording is for 24 hour periods, 7 days a week and for 365 days of the year, with data being erased every two week; the exception being any data which could be used by the Police and other law enforcement agencies in helping to identify offenders and helping to obtain successful convictions and other criminal justice sanctions.
- Monitoring and recording equipment will be located in a secure facility, under the control of the Marsh Street Arches and Garden Community Interest Company Data Control Officer.
- **Data will NOT to be viewed by members of the general public.**
- **Data will NOT to be used for the purpose of publicity, media or marketing.**

**Any potential release of data MUST comply with the provisions of the
Data Protection Act 1998**

7. Partnership – working together

Crime and disorder cannot be tackled by the Police alone. Agencies that work together with others are more effective and can achieve more by sharing information, knowledge, resources and expertise. The viewing and recording of CCTV video footage of individuals engaged in crime and disorder can provide essential evidence for the Police and other enforcement agencies to possibly identify and subsequently obtain convictions or other criminal justice sanctions successfully.

8. Key stakeholders include.

- Marsh Street Arches and Garden Community Interest Company.
- Visitors to the Green Heart Den.
- Members of the local community.
- Cumbria Police.
- Streetsafe.
- Crime and Disorder Reduction Partnership.
- Central and Hindpool Neighbourhood Management Team.
- Cumbria Fire and Rescue Service.
- Barrow Borough Council.

9. Subject Access Data

Video recording of an individual is subject to the Data Protection Act 1998 and as such allows for the release of such data on request by any individual.

There is an exception to this provision, when data is stored for the purpose of the prevention and detection of crime.

You can access any image of yourself that has been recorded through CCTV under the Freedom of Information Act and Data Protection Act. To request an image under either of these acts please contact the Marsh Street Arches and Garden Community Interest Company Data Protection Officer by using the following contact details. You must inform them of your name and any information about the image, such as time, date and place, you will also be asked to provide proof of identity.

Data Protection Officer
Marsh Street Arches and Garden Community Interest Company
c/o Central and Hindpool Neighbourhood Management Office
242 – 244 Dalton Road
Barrow in Furness
Cumbria
LA14 1PN

Tel: 01229 831089

Email: greenheartden@aol.com

A charge will be incurred for any information requested.”

Appendixes

1. CCTV system specification

Installation Standard: NACOSS Code of Practice NACP 20
System Classification: Low light
System Purpose: Prevention and detection of crime.
Apprehension of offenders.
Public and employee safety

CAMERA 1 North Right Hand Corner

Camera: 1/3" Eyeball, High Resolution Colour, 0.1 lux, dome camera c/w Varifocal lens.
Lens: 4 – 9mm Varifocal.
Resolution: 520 TV lines
View: Observation of persons in the Green Heart Den.
Location: To be secured on the North right hand wall.
Power: 12volt DC PSU located close to the DVR/monitor.
Lighting: Integral LED lighting up to15m range.

CAMERA 2 North Left Hand Corner

Camera: 1/3" Eyeball, High Resolution Colour, 0.1 lux, dome camera c/w Varifocal lens.
Lens: 4 – 9mm Varifocal.
Resolution: 520 TV lines
View: Observation of persons in the garden.
Location: To be secured on the North left hand wall.
Power: 12volt DC PSU located close to the DVR/monitor.
Lighting: Integral LED lighting up to15m range.

CAMERA 3 South Left Hand Corner

Camera: 1/3" Samsung 550, High Resolution Day/Night, 0.1 lux, dome camera c/w Varifocal lens.
Lens: 4 – 8.5mm Varifocal.
Resolution: 530 TV lines
View: Observation of persons in the Green Heart Den.
Location: To be secured to a pole South left hand corner.
Power: 24volt DC PSU located close to the DVR/monitor.

