

# County Kildare Joint Policing Committee

## Policy on Community Based CCTV Schemes

<b>Version</b>	<b>Date</b>	<b>Comment</b>
V1	27 <sup>th</sup> July 2017	First Draft
V2	3 <sup>rd</sup> August 2017	Draft updated following input from KCC Internal Staff and AGS
V3	8 <sup>th</sup> September 2017	Draft updated following input from JPC members
V4	11 <sup>th</sup> September 2017	Approved by County Kildare JPC

## **Introduction**

The Goal of County Kildare Joint Policing Committee (JPC) is for “Safe Communities” and the JPC’s objective is to facilitate and support Kildare as a safer place to live and work in.

The Community Based CCTV Scheme (“the scheme”) being rolled out by Department of Justice and Equality will contribute to the achievement of the JPC’s goal and, as such, will be supported by County Kildare JPC.

The scheme is intended to support local communities who wish to install and maintain CCTV security systems in their area, with the aim of increasing public safety and to deter illegal or anti-social behaviour.

The key objectives of the Scheme are to:

- enhance existing policing provision within the community;
- assist in the prevention and reduction of local crime, disorder and anti-social activity;
- increase community involvement in the provision of legitimate, integrated responses to prevent and reduce crime in local areas in association with appropriate agencies;
- facilitate the detection and investigation of offences;
- reduce the fear of crime; and
- assist in the possible prosecution of offenders.

Where possible any proposed CCTV scheme shall be integrated onto Kildare County Council’s existing CCTV and Communications Network and linked back to the Traffic Management Centre in Aras Chill Dara, Devoy Park, Naas, Co. Kildare

## **Eligibility Criteria**

The Scheme is intended to support community-based organisations and, accordingly, applicant organisations could include:

- existing community-based not-for-profit organisations that are broadly representative of the community e.g. Area Partnerships, Community Development Projects, Family Resource Centres, the Local Authority,

Community Enterprise, Community Alert, Neighbourhood Watch Groups, etc

- Community-based, not-for-profit, consortium of private and community interests under the aegis of an existing lead organisation.

In addition, the following conditions **must be complied** with:

- The Lead Group for all applications must be an existing, legally registered body. An established track record in relation to the expenditure of public funds is desirable;
- the proposal must;
  - be approved by the local Joint Policing Committee (JPC) i.e. a letter of approval from the JPC must accompany the application,
  - have the prior support of the relevant Local Authority, who must act as Data Controller; proof of Garda vetting must be provided in respect of the proposed data controller and others who will have access to the system (Garda Síochána (CCTV) Order 2006 (S.I. No. 289 of 2006)),
  - have the authorization of the Commissioner of An Garda Síochána in accordance with Section 38 of the Garda Síochána Act 2005,
  - comply with the Code of Practice (**Form PD No 001**)
  - comply with the Technical Specification (**Form PD No 004**),
  - be accompanied by a completed application form (**Form PD No 003**)

All forms, information and guidelines for the scheme are available on the Department of Justice and Equality's website by following the link hereunder;

<http://www.justice.ie/en/JELR/Pages/Community-Based-CCTV>

- applicant organisations must—
  - have the support of a range of local groups/organisations, working together in the community (e.g. Joint Policing Committee, An Garda Síochána, community groups, residents' groups, local development groups, local businesses, public bodies, etc.),
  - demonstrate that the design of the proposed CCTV system is acceptable to local residents, regarding the location of equipment and that the equipment will be so deployed so as to avoid any undue intrusion or invasion of privacy or infringe an individual's civil liberties,

- be able to demonstrate the need for a CCTV system in their area,
- demonstrate that they have funds in place to meet their portion of the funding required for the CCTV system, and
- demonstrate that they have the capacity or potential to develop, implement, operate and maintain such a system into the future – **in particular, they are required to give a commitment to provide the necessary funds to sustain the project for a five-year period.**

A steering committee for the project **must** be established to ensure optimum community participation and influence. The committee should be comprised of a broad range of community groups and interests. It will provide an ongoing mechanism for local consultation and for monitoring the overall implementation and progress of the project.

**Consideration will only be given to applications that fully comply with the eligibility criteria. However, if a group meets all of the eligibility criteria but intends to use funding from an alternative source their application will also be considered.**

Furthermore a written Service Level Agreement will be drafted which will state clearly the relationship between the authorised (by the Commissioner of An Garda Síochána in accordance with Section 38 of the Garda Síochána Act 2005) applicant organisation and Kildare County Council and cover such areas as Data Control, Maintenance, Insurance, etc.

### **Community CCTV Provision Priorities for County Kildare**

It is intended that the Scheme will run for 3 years (2017-2019) with funding of €1 million being made available nationally each year.

Under the Scheme Financial assistance will be provided to qualifying local organisations towards meeting the capital costs associated with the establishment of local community CCTV systems. The maximum grant available is €40,000. Within this limit, grants of up to 60% of the total capital costs of the system may be awarded.

As previously stated County Kildare JPC's goal is to facilitate and support safer communities. County Kildare JPC seeks to support community groups in preparing proposals and will prioritise approval for strategic proposals that contribute to a county network of CCTV capability. To that end, proposed schemes will be considered under the following priorities;

1. Prevention and detection of crime & anti-social behavior with consideration of local crime profile and relevant considerations
2. Geographical relevance in terms of distribution of coverage; with particular emphasis on access and transit routes in/out and around the County
3. Capability to address and assist in the management of traffic and quality of life issues in the locality
4. Existence of established community lead group and capability to deliver a scheme through the application and implementation process
5. Availability of local funding to meet the capital and 5 year maintenance costs associated with the scheme

## **Data Control**

It is a requirement of the Department of Justice and Equality Community Based CCTV Scheme that Kildare County Council will act as the Data Controller for each successful scheme.

Kildare County Council will undertake to perform its role as Data Controller in accordance with the relevant legislation. There are 8 key rules of Data Protection that the Council will consider when formulating a Data Protection Policy for the Community CCTV Schemes;

1. Obtain and process the information fairly
2. [Keep it only for one or more specified and lawful purposes](#)
3. [Process it only in ways compatible with the purposes for which it was given to you initially](#)
4. [Keep it safe and secure](#)
5. [Keep it accurate and up-to-date](#)

6. [Ensure that it is adequate, relevant and not excessive](#)
7. [Retain it no longer than is necessary for the specified purpose or purposes](#)
8. [Give a copy of his/her personal data to any individual, on request.](#)

Furthermore a written Service Level Agreement will be drafted which will state clearly the relationship between Kildare County Council and An Garda Siochana in relation to the data obtained from the Community CCTV cameras. It will also set out the legal obligations of each party and the procedure to be followed in terms of viewing and downloading data