

**TO: LICENSING AND SAFETY COMMITTEE
6 JUNE 2019**

**CCTV CONDITIONS
(Public Protection Manager)**

1 PURPOSE OF REPORT

- 1.1 This report presents proposed amendments to the existing CCTV conditions, to allow the Council's Education Transport Team to provide CCTV cameras for vehicles being used on Council contracts.

2 RECOMMENDATIONS

2.1 That the Committee:

- i) **Agrees to the proposed amendments to the existing CCTV conditions**

3 REASONS FOR RECOMMENDATIONS

- 3.2 To protect children who are taken to school within licensed vehicles, the Council's Education Transport are looking to provide CCTV cameras to the providers of transport services. Such cameras are to be used to provide evidence to support any allegations that are made, as well as to monitor the behaviour of children whilst they are being taken to school. Cameras shall also be used to protect drivers in the case where any fictitious complaint is made against them.
- 3.2 Such cameras would be temporarily fitted within the vehicles (e.g. with suction cups), and designed to be removed at times when the vehicle is not being used to provide home to school transport services. This however would conflict with the existing CCTV conditions, which require cameras to be permanently installed.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The Committee could determine not to amend the existing conditions, or to amend the proposed additional wording as they see fit.

5 SUPPORTING INFORMATION

- 5.1 The Committee agreed to the introduction of conditions covering the use of CCTV in licensed vehicles at their meeting on 6 October 2016. The conditions as agreed are attached at **Annex A**.
- 5.2 It is proposed for the following paragraph to be added before the 'Minimum System Requirements' section:

Where a licensed vehicle is being used on an authorised home to school route contracted by Bracknell Forest Council, the contract may include a requirement for removable CCTV cameras, supplied by the Council, to be installed in the vehicle. Where this is the case, such cameras shall not be covered by the CCTV conditions listed below. Any such cameras shall only be installed and operational during a contracted home to school route, and shall be switched off and removed when the vehicle is not being used under such a contract.

Unrestricted

- 5.3 In effect, this paragraph will exempt the cameras supplied by Education Transport from having to comply with the CCTV conditions. If the licence holder wishes to permanently install cameras in their licensed vehicle, the conditions would apply as the exemption only applies to cameras that are supplied by the Education Transport team.
- 5.4 It is proposed that the cameras will be provided for each vehicle used for home to school routes, but the recorded footage will only be accessible to Council staff; licensed drivers or operators will not have access. Upon receipt of a complaint or report of an incident, Council staff can request the return of the camera where footage can be downloaded and appropriate action taken.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions are contained within the body of the report.

Borough Treasurer

- 6.2 It is intended that the cost of providing cameras will be met from the Education Transport budget.

Equalities Impact Assessment

- 6.3 There are no implications arising from the recommendation in this report.

Strategic Risk Management Issues

- 6.4 There are no implications arising from the recommendation in this report.

Background Papers

None

Contact for further information

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