

# SOUTH WAIRARAPA DISTRICT COUNCIL

4 JUNE 2014

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## AGENDA ITEM D4

### CAMERA SURVEILLANCE SYSTEMS FOR SOUTH WAIRARAPA

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#### **Purpose of Report**

To inform Councillors of the considerations and requirements for the development of camera surveillance systems for south Wairarapa.

#### **Recommendations**

Officers recommend that the Council:

1. *Receives the information.*

## **1. Executive Summary**

This paper outlines the current state of existing camera surveillance systems, including the development of the integrated system between Masterton District Council and Wairarapa Police. It discusses the process and considerations for developing a camera surveillance system, and indicates the future actions to be taken by officers in developing such a system.

## **2. Background**

### **2.1 Council and Featherston Community Board action requests**

At its September 2013 meeting, Council requested a report outlining the costs/benefits of linking to the Masterton District Council security camera system and providing a mobile camera for the district. Featherston Community Board, at its December 2013 meeting, resolved to make a submission to the SWDC 14/15 Annual Plan supporting the use of a CCTV system camera (or alternative) in Featherston (FCB 2013/82). It also requested an investigation of the best type of camera system and associated costs, for use in Featherston and the South Wairarapa, with the information being made available for Council annual planning discussions. This paper is the initial response to these requests, with the limited information available at this stage of the development of the Masterton system.

## **2.2 Existing CCTV**

Two CCTV cameras were installed in Featherston early in 2012 in a joint initiative between Council and the Featherston Miniature Fell Society. The cameras are sited at the Matthews Flats with views of the railway area in Clifford Square and the Miniature Fell engine on Fox Street. The cameras are standard analogue cameras recording to a device located on the Matthews Flats property. This is the only location from which footage can be reviewed. The footage is rarely used, and only one person currently has access to it.

Additional cameras have now been placed in the area of the Featherston toilets, with the footage reviewable from the SWDC office. There is the potential to make a live-view of the footage available to the Community Patrol. This is an interim measure to focus on the worst problem area, and has the potential to be scaled-up in future.

SWDC has no other CCTV in the district, however a number of organisations, including retailers and GWRC have their own surveillance systems.

## **2.3 Graffiti and vandalism**

399 graffiti strikes were recorded in South Wairarapa from October 2012 to June 2013. In the current year to the end of April, there have been 201 strikes, of which 155 were in Featherston. Although the amount of graffiti is down from last year, non-graffiti vandalism has been on the increase. These incidents have been separately identified in our database since January 2014, and to the end of April there have been 32 vandalism strikes, of which 27 were in Featherston. The SWDC Graffiti Working Party in its draft policy has identified that "[t]he focus of graffiti vandalism monitoring will be to identify repeat offenders so as to result in their eventual prosecution". The policy also provides for the identification of graffiti vandalism hot-spots so they can be targeted for additional prevention/protection measures. Featherston's primary hot-spots have been identified from data as the public toilet, playground and skate-park, with the area around the library/Info Centre/museums now developing as a new hot-spot.

## **2.4 Masterton District Council camera changes**

Masterton District Council is upgrading its CCTV system, increasing the number of cameras to 12 and centralising the monitoring at Masterton Police Station. The contract for this was let at the end of March 2014, and officers are in the early stages of discussion with the police and the successful contractor. The upgrade allows for the possibility of taking feeds from cameras in Carterton and the three south Wairarapa towns. Carterton District Council is monitoring its six cameras at the Events Centre, with the possibility of the police being able to access the cameras remotely from Masterton. Police have indicated that they are keen to be able to remotely monitor cameras throughout the Wairarapa, and especially in Featherston. The costs of the CCTV systems would rest with the District Councils rather than the Police.

## **3. Discussion**

### **3.1 Surveillance system planning**

Notwithstanding the decision to install additional cameras in Featherston as an interim measure, the development of a camera surveillance system in the public places of south Wairarapa requires significant planning. The requirements of the Privacy Act<sup>1</sup>, and best practice guidelines such as those developed by Auckland Council<sup>2</sup> outline a process in which consultation and needs assessment as are important as the selection and location of equipment. Surveillance systems are not a magic bullet for solving crime, especially those which are not monitored 24/7 – they need to work in conjunction with other crime prevention measures, and there needs to be a clear understanding of the reasons for using them. Is it to deter crime, to provide evidence of crimes, to allow faster responses by police, to improve public perception of safety, or a combination of all of these? Each of these uses of CCTV has different requirements in terms of technology, location and operational use. Given the cost of CCTV equipment, it is worth spending time to assess the needs, consult with other affected parties and plan a system which not only meets current needs but is scalable to meet the needs of the future.

### **3.2 Needs assessment**

A needs assessment defines the problem and considers all possible solutions, including the advantages and disadvantages of camera surveillance systems. Consultation with other stakeholders such as the business community is important, particularly to identify those who already have cameras or are considering them, and determining whether and how these could be integrated into the larger SWDC/police system.

### **3.3 Operational matters**

The planning and designing of the system needs to take into account the purpose(s) of the surveillance, the technology required, and how the system would be integrated with existing systems, including the Masterton Council/police system. Operating procedures need to be developed to clarify who has access to the system, how long the images are retained, and how privacy issues and requests are managed. Communication with both public and stakeholders are required to build awareness and support. Audit requirements must be considered, and periodic reviews of process, effectiveness and public perception should be planned in advance.

### **3.4 Available technology**

Modern technology has created increasingly sophisticated camera surveillance systems, which can be networked and communicate by Wi-Fi, accessible from authorised smart devices and capable of alerting users to incidents. Cameras have multiple options such as remote operation, motion-sensor activation, and low-light operation. Equipment selection is determined by the outcome of the needs assessment. Technology must be capable of integration with end-users such as the police. It must be cost-

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<sup>1</sup> *Privacy and CCTV : A guide to the Privacy Act of businesses, agencies and organisations*, Office of the Privacy Commissioner, 2009

<sup>2</sup> *A guide to camera surveillance systems in public places*, Auckland Council, 2013

effective at the level of both capital and operating costs – the initial capital costs for the purchase of equipment, the ongoing operating costs for maintenance and the communications network to deliver the images to end-users, the future costs of upgrades all need to be taken into account. Scalability is an important factor in allowing for system flexibility, additions to the system, and even possible future phasing-out of parts of the system.

### **3.5 Consultation**

Stakeholders who will be consulted include:

- SWDC Graffiti Working Party
- Featherston Community Board
- Wairarapa Police
- Businesses and organisations which already have camera surveillance systems, including GWRC (railway station camera network), Featherston School, Featherston Mini-Fell, the supermarket and other local retailers
- Businesses which may be considering camera surveillance systems including local retailers, licensed premises, doctor's surgery etc.
- Residents and organisations in the vicinity of proposed camera locations

### **3.6 Legal Implications**

The key piece of legislation for compliance is the Privacy Act 1993.

### **3.7 Financial Considerations**

The upgrade to the Featherston CCTV system cost \$4500, which came from parks and reserves, toilets and community buildings capital. No allowance has been made for further funding in the 2014/15 draft Annual Plan. It is expected that costs for any further development of the system will be known in time for the LTP process in 2015.

### **3.8 Future actions**

Officers will proceed with carrying out a needs assessment, including consultation with stakeholders. The initial needs assessment and operational planning will focus on Featherston, but allow for extension of the system to other parts of south Wairarapa if required. The outcome of the needs assessment, along with a business plan for the development of the surveillance system, will be brought to Council before going to the market with a comprehensive system brief.

## **4. Conclusion**

There are many considerations in developing a camera surveillance system. In order to ensure clarity of intended outcomes, best value for money, and effectiveness in operation, a process based on best practice guidelines should be carried out to plan, design and implement such a system.

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