



Security Services
The Old Observatory
South Parks Road, Oxford, OX1 3RQ

University of Oxford Security Services

CCTV Annual Report - June 2018

Introduction:

The Oxford University Security Services CCTV Annual Report should be read in conjunction with the Security Services CCTV Codes of Practice available to view at: <http://www.admin.ox.ac.uk/ouss>

The University of Oxford Security Services operates a Closed Circuit Television (CCTV) system. The primary monitoring facility is located at the Old Observatory and secondary monitoring facilities are located at satellite control rooms at both the Old Road Campus (ORC) and the Radcliffe Observatory Quarter (ROQ). The CCTV system is the subject of a regular maintenance programme.

The OUSS System also has certification against the Surveillance Camera Code of Practice to demonstrate a commitment to transparency and accountability.

For the purposes of this document operator of this CCTV system is Oxford University Security Services (OUSS) and the Operational Manager (OM) is OUSS Operations Manager. Under the Data Protection Act (DPA), the 'data controller' for the images produced by the system is the University of Oxford. The University of Oxford CCTV systems are registered with the Information Commissioners Office (ICO).

CCTV System objectives:

The OUSS CCTV system is designed to assist in creating safer environments and reduce the fear of crime across the University; The CCTV system objectives are 'the prevention and detection of crime and the safety of staff, students and visitors'

Privacy Impact Assessment:

The OUSS CCTV system is the subject of a full Privacy Impact Assessment which is available to view upon request to the Operations Manager.

CCTV Camera operations:

All the cameras have pre-set resting positions which are identified by the OM, or nominated person, in response to current and emerging crime trends and intelligence identified by analysing information recorded on the OUSS Command and Control system and intelligence shared at the regular partnership Operation Review Meetings.

CCTV cameras are used to support the OUSS patrol strategy and cameras driven by trained operators are used for general patrol of areas or in response to a focussed tasked area or incident response such as an intruder or fire alarm activation.

Performance/statistics:

OUSS CCTV performance figures are generated from the OUSS Command and Control system where incidents and crimes reported to OUSS are recorded. Between June 2017 and June 2018, 10 incidents/crimes were identified by the OUSS CCTV operators.

Police assistance requests for the OUSS CCTV system are reported separately and between June 2017 & June 2018, 99 Police requests were recorded. These requests include observations for suspects, missing persons, welfare cases, protests, police officer safety and police incidents as well as requests to review OUSS CCTV images.

Complaints

During this 12 month reporting period no complaints have been received about the OUSS CCTV system.

CCTV System Management Performance & Cost

Camera Faults are managed and reported to the OUSS maintenance provider monthly. Majority of the reported faults were relatively minor in nature being general maintenance issues that are not uncommon in CCTV systems of this kind.

Annual CCTV Camera Review

The Deputy Head of Security Services is responsible for carrying out an annual review of the OUSS CCTV system and applying any changes to cameras, these changes may include camera upgrades, removal cameras that are no longer justified and the deployment of new cameras. Details of the annual camera review are available upon request and at the discretion of the Deputy Head of Security Services.

Annual CCTV Service and Maintenance

Servicing and Maintenance of the system is carried out by a CCTV Company registered with the Security Systems & Alarms Inspection Board (SSAIB)

Signed: *D. Moss*

Deputy Head of Security Services

Dated: 31 June 2018

