



Operations Division
Huntingdonshire District Council
Pathfinder House
St Mary's Street
Huntingdon
Cambridgeshire
PE29 3TN

Tel: Huntingdon (01480) 388388

Date Document Last Reviewed: March 31st, 2021

**CODE OF PRACTICE
FOR THE MANAGEMENT AND OPERATION OF
THE SHARED PUBLIC SPACE CCTV SYSTEM
FOR
HUNTINGDONSHIRE DISTRICT COUNCIL
AND
CAMBRIDGE CITY COUNCIL**

CONTENTS

<u>Section</u>	<u>Page Number</u>
1. Introduction	2
2. Council's Aims & Objectives	3
3. Control Room Management & Operation	4
4. Data Recording	9
5. Procedures for Handling Incidents	10
6. Police Use of Recording Data	10
7. Complaints Procedure	12
8. Legal Requirements	12
9. Provision of Public Information	13
Appendix 1 Additional Contact Details	App 1

Amendments:

This document supersedes all previous versions

1. INTRODUCTION

1.1 Purpose of this Code of Practice

This Code of Practice is to regulate the operation of Huntingdonshire District Council and Cambridge City Council's Shared Service public space closed circuit television (CCTV) systems operating within Huntingdonshire and Cambridge City and to set out the rules to be observed by the Councils, its Members, employees, and contractors; the Police and any other party or organisation involved in the management, operation and administration of the CCTV system.

1.2 Ownership of the CCTV System & data protection registration

The system is owned by Huntingdonshire District Council (HDC) and Cambridge City Council (CCC). HDC operates the Cambridge cameras on behalf of CCC. The system is managed by the Head of Operations. The telephone number is Huntingdon (01480) 388388. The council and its operation of data handling including this CCTV system is registered with the ICO (Information Commissioners Office) registration number **Z581464X**

1.3 Contributors to the Code of Practice

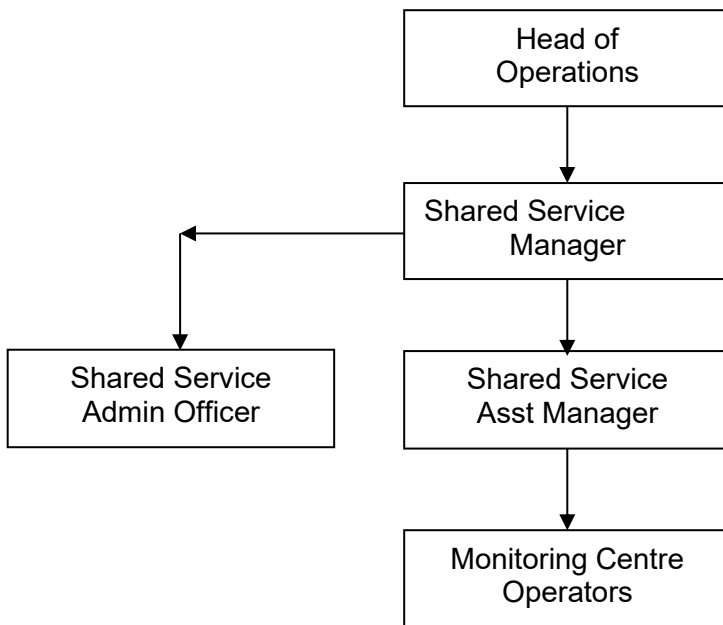
The original Code of Practice was prepared in consultation between the Councils and the Police.

1.4 Future Revision and Consultation

This Code of Practice will be subject to regular reviews, at least annually.

This Code is supported by an Operating Procedures Manual and a CCTV Control Room Guidance Manual. Both of which are restricted documents and are for the use of CCTV staff only.

Management Structure for the Monitoring Service



2. THE SHARED SERVICES MONITORING CENTRE (Mission Statement)

2.1 The following are the aims and objectives of Huntingdonshire District Council and Cambridge City Council CCTV Scheme:

- Deter and assist in the detection of crime and anti-social behaviour;
- Reduce the fear of crime and anti-social behaviour;
- Improve public protection;
- Improve the safety and security of residents, visitors and the business community who use the facilities covered by the CCTV scheme;
- Facilitate the apprehension and prosecution of offenders in both crime and public order offences;
- Deter vandalism;
- Discourage anti-social behaviour, including alcohol and drug related issues;
- Enhance generally the environment and thereby improve the enjoyment of Huntingdonshire District's and Cambridge City's facilities by all who use them.

CCTV EQUIPMENT

An over view of the CCTV system is available on the Council's CCTV website.

CAMERAS:

The CCTV control room currently operates and monitors CCTV cameras across Huntingdonshire and Cambridge. There are various types of digital cameras to meet the operational requirements in each area. The images from the cameras are digitally recorded and fed back to the control room either by fibre optic cable or wirelessly.

All cameras are clearly identifiable and have signs indicating who is operating them and how they can be contacted.

We will not use dummy or covert cameras, or cameras which can monitor sound.

As well as these cameras, there is a re-deployable camera system (RCCTV) for use in Cambridge which can be deployed across the city to deal with identified and prioritised short term problems. The procedures for the operation of these cameras are the same as the rest of the system.

Live digital image feeds controlled by the CCTV team can be supplied to the police or other authorised recipients for permitted purposes. The service retains the right to withdraw this service.

Recorded digital images can be remotely supplied to the police and authorised recipients on request through locked down workstations and other data security measures, but any such release is under data control of the CCTV service and adherence to its data handling processes. The service retains the right to withdraw this service at any time.

3. CONTROL ROOM MANAGEMENT AND OPERATION

3.1 General

3.1.1 Monitoring Control Room Location

The control room is located in Eastfield House, Latham Road, Huntingdon.

3.1.2 Hours of Operation

The CCTV system will be operational 24 hours a day all year.

3.1.3 Staffing of the Monitoring Centre Control Room

The Monitoring Centre control room will be managed, monitored and controlled by Huntingdonshire District Council and its trained, SIA licenced designated staff.

Remote control of camera movements is not permitted except at the designated service disaster recovery site by CCTV staff who will staff the location if required.

The control room will be staffed by at least one operator at all times throughout the full operational period. Exceptions will be sudden staff sickness, power supply failure, fibre optic or exchange failure and disaster impacting upon Eastfield House.

3.1.4 Monitoring Centre Control Room Security

Doors leading to the control room, and other secure areas are fitted with cameras, and a door access system to restrict unauthorised entry.

3.1.5 Administration

The day to day management of the CCTV scheme is the responsibility of the Monitoring Centre Manager and Asst Manager.

The Head of Operations will be responsible for ensuring that all employees of Huntingdonshire District Council or other staff involved in the CCTV scheme adhere to this Code of Practice.

Cambridgeshire Constabulary's Area Commander for the Huntingdonshire and Cambridge City areas will be responsible for ensuring that all Police Officers and other Cambridgeshire Constabulary employees involved in the CCTV scheme shall adhere to this Code of Practice.

3.2 Monitoring Centre Control Room Access

3.2.1 Authority for Access

The Head of Operations or his/her nominee (normally the Monitoring Centre Manager or Asst Manager) are authorised to decide on behalf of the Council who has access to the control room. This will normally be:

- 1) Staff employed to operate within the control room who shall all be police vetted to NPPV2 level clearance and hold an appropriate SIA licence.
- 2) Police officers authorised in a manner agreed between Cambridgeshire Constabulary and the Council:
 - requiring to view recorded data of a particular incident, or
 - taking written statements from a member of the CCTV staff who viewed a specific incident being investigated or
 - collecting recording media being considered or used for evidential purposes or other specifically agreed purpose
 - To act as liaison officers for major events or operations.
- 3) Other enforcement agencies by prior agreement.
- 4) Maintenance contractors by prior arrangement.
- 5) Accompanied visitors by prior arrangement with the Head of Operations or Monitoring Centre Manager or Asst Manager.
- (6) The Monitoring Centre staff will check the identity of all visitors and verify their authority to visit with Centre Management.

3.2.2 Authority for Access by Others

Any request to visit the control room by private companies or individuals will be dealt with by the Head of Operations or Monitoring Centre Manager or Asst Manager. Subject to operational or incident management issues at the time visitors may be asked to vacate the control room for a time by staff till the situation is resolved and staff are authorised to do so as required.

3.3 Documentation and Record Logs

3.3.1 Visitors' Log

A Visitors' electronic log will be kept and maintained in the control room by the Monitoring Centre staff who will verify their authorised visit with management, record the names of all persons entering the control room, together with times of arrival and departure and reasons for visit. Visitors will be requested to read and accept the confidentiality statement on arrival conditional on permission to remain in the control room, and the operator will log them off at their departure.

3.3.2 Daily Electronic Logs

A Daily Electronic Log will be kept by the Monitoring Centre staff and maintained in the control room. The duty staff will record all events occurring during the hours of operation. The Handover Log will also act as a record of shift changeover, calls made in respect of the Monitoring Centre system Cambridgeshire Constabulary and other agencies, visitors to the control room, and observations on system performance and faults on the system. A separate electronic incident management log will be completed for all required incidents or observations reported or noted by staff of the use of CCTV cameras.

3.3.3 System Faults and Failures Electronic Log

A System Faults and Failures Electronic Log will be kept and maintained in the control room by the Monitoring Centre staff, who will carry out regular daily and shift checks of all equipment and record all equipment failures, including time and date of failure recording any job or task number given by the relevant contractor, the time and date the Maintenance Contractor was notified and date when the fault was corrected. The System Faults and Failures Log will correlate with the Daily Log.

3.3.4 Loss of Electronic Logging System

In the event of a loss of the electronic logging system, paper logs will be substituted during the period of loss and an entry detailing this made in the electronic Handover Log when the system is restored. All incidents and other information placed on hard copy shall be fully input back onto the electronic systems once systems are restored

3.4 Control of the Shared Service CCTV System

3.4.1 Normal Operation

The operational management control of the Shared Service CCTV system will remain with Huntingdonshire District Council while closely working with our Cambridge City shared service authority partner to provide the services.

All operational assistance or data requests given to agencies or clients will be noted in the Daily Electronic Log.

3.5 Additional Monitoring Centre Services

3.5.1 Out-of-Hours and Lone Worker Emergency Telephone

The Council's Out-of-Hours and Lone Worker Emergency Telephone service is operated by the CCTV staff but on a separate system to CCTV. All calls received on these lines will be recorded electronically along with any action taken. A separate operating procedure (which is restricted) will be produced for these services.

3.5.2 Help Point

There are no public help points currently on the system.

3.5.3 ShopSafe Radio System

The CCTV control room is linked via radio to the Huntingdonshire Business Against Crime (HBAC) and the Cambridge Business Against Crime (CAMBAC) members. The schemes are currently operational in Huntingdon, St. Ives, St. Neots and Cambridge. This is not a secure radio system and as such all Operators must be aware that all transmissions on this radio system can be overheard by members of the public or monitored by persons with a radio scanner. Therefore personal details should not be transmitted using this system.

This system is to be operated within the guidelines agreed between HBAC/ CAMBAC and HDC/City. ISA's to be held and reviewed annually.

3.5.4 Loudspeakers on CCTV Cameras

There are no cameras on the system fitted with audio loudspeakers.

3.6 Personnel Issues

3.6.1 Screening

Personnel employed in the Monitoring Centre control room in any capacity whatsoever shall be subject to suitable screening checks prior to being allowed access to work in the control room. A full Vetting Check will be done through Cambridgeshire Constabulary as soon as possible after commencement of duties to the current NPPV2 clearance level. Staff who operate the cameras are required to hold and maintain the appropriate SIA Public Space Surveillance licence in addition to police vetting clearance. Other service staff such as management will hold a "Non-Front Line" SIA licence if work in the control room to comply with SIA legislation.

3.6.2 Confidentiality

All staff engaged in the management and operation of the CCTV system are to observe strict confidentiality in respect of all information gained and observed during the course of undertaking the management and operation of the CCTV system. This shall prohibit the disclosure of any such information to any third party (except as may be required by law) without the written consent of the Head of Operations or Monitoring Centre Manager or Asst Manager.

The Contracts of Employment of all employees engaged in any capacity whatsoever in the operation of the CCTV system and the control room shall contain a confidentiality clause. Any breach of this condition of employment will be dealt with by the Council as a serious disciplinary or possibly a criminal matter.

3.6.3 Misuse of the System

The purpose of the CCTV cameras is to provide surveillance of public areas only by its trained and licenced CCTV staff. All cameras locations will be clearly visible and signage will give a clear warning that CCTV is in use, Huntingdonshire District and Cambridge City Council's will not use covert cameras on this public CCTV system. Cameras will be sited and configured to view just public areas and not overlook private dwellings or other areas where privacy is expected. However, it will not always be possible to achieve this and certain cameras may have the capability of viewing private/unwanted locations, e.g., through the zoom facility. These cameras will have privacy zones installed on the cameras to remove the intrusion into private space. It may also be necessary in some cases to install physical shields to block private areas from camera view to increase local public confidence in the system.

CCTV staff only will use the cameras to view public areas and not use the cameras to look into the interior of any premises or any other area where any infringement of privacy may occur. This clause also includes anything which may be deemed as an inappropriate invasion of personal space even though the person concerned may be in a public area. Any such breach of this condition will be dealt with as gross misconduct or a criminal offence and therefore a breach of contract.

The only exception will be when observation of a private space is requested under the Regulation of Investigatory Powers Act 2000. Such co-operation will only be agreed to after the request has been scrutinised and approved by the Monitoring Centre Manager in the first instance, but in line with Huntingdonshire District Council's Covert Surveillance policy & procedures, quoted below;

The use of the CCTV systems operated by the Council do not normally fall under the RIPA regulations. However it does fall under the Data Protection Act 1998 and the Council's CCTV policy. Should there be a requirement for the CCTV cameras to be used for a specific purpose to conduct surveillance it is likely that the activity will fall under Directed Surveillance and therefore require an authorisation. Levels of authorisation differ between different enforcement organisations. Local Authorities RIPA operations will require the authorisation of a Magistrate before CCTV can mount a surveillance operation and meet sentencing thresholds to be approved.

On the occasions when the CCTV cameras are to be used in a Directed Surveillance situation either by enforcement officers from relevant departments within the Council or outside Law Enforcement Agencies such as the Police, either the CCTV staff are to have a complete copy of the application form in a redacted format and follow the agreed local police / Authority policy of CCTV usage for Directed Surveillance. If it is an urgent oral authority, a copy of the applicant's notes is to be retained or at least some other document in writing which confirms the authorisation and exactly what has been authorised, and the authoriser. For police forces the level must be an Inspector or higher for urgent oral authorisation surveillance requests that only last 72 hours and must follow with the full authority completed within that time. Superintendent authorisation is required for standard directed surveillance requests which last a maximum of three months duration. It is important that the staff check the authority and only carry out what is authorised. A copy of the application or notes is also to be forwarded to the Central Monitoring Officer for filing. This will assist the Council to evaluate the authorisations and assist with oversight.

Operators of the Councils CCTV system need to be aware of the RIPA issues associated with using CCTV and that continued, prolonged systematic surveillance of an individual may require an authorisation.

The cancellation process should also be used to evaluate whether the objectives have been achieved and whether the applicant carried out what they stated was necessary in the application form. This check will form part of the oversight function. Where issues are identified they will be brought to the attention of the line manager and the Senior Responsible Officer (SRO). This will assist with future audits and oversight.

Any person granting an authorisation for the use of directed surveillance must record on the appropriate form the matters they took into account in reaching their decision and they must be satisfied that:

- no overt means are suitable for the purpose
- the authorisation is for a prescribed lawful purpose (see above)
- account has been taken of the likely degree of intrusion into the privacy of persons other than those directly implicated/targeted in the operation or investigation (collateral intrusion)
- measures are to be taken, where ever practical, to avoid unnecessary intrusion into the lives of those affected by collateral intrusion.
- the authorisation is necessary.
- the authorised surveillance proposed is proportionate;
- any equipment to be used and its technical capabilities is “specified”

3.6.4 Requirement to Give Evidence

The Monitoring Centre staff will be required to co-operate with the Police and appear in court when requested to do so

3.7 Training

3.7.1 Initial Training

All Monitoring Centre staff will be trained and assessed to be of a proficient level in all operational areas before they are permitted to take up a solo position in the control room.

All staff training will be provided and supervised by persons qualified and experienced in all aspects of the management and operation of the CCTV system, OOH and Lone Worker service, and the control room.

All staff training will take place ‘in-house’ or with qualified third party training organisations, using training courses approved by both Huntingdonshire District Council and Security Industry Authority (SIA)

All Monitoring Centre staff are required to obtain and hold a current and relevant SIA CCTV licence to operate CCTV equipment and/or work in the Control Room.

3.7.2 On-going Training

All Monitoring Centre staff will be provided with regular ‘refresher training’ to ensure that the highest operating and management standards are maintained. Training records will be maintained for each member of staff employed in the control room.

4. DATA RECORDING

4.1 Ownership of Copyright

All equipment located in the Council Monitoring Centre control room and all recorded information recorded from the CCTV system and stored on any form of recording media held either internally or externally will remain the property of Huntingdonshire District Council.

4.2 Recorded Data

4.2.1 Type of Recording

All images from the CCTV system will be digitally recorded onto hard drives using a secure server system. The only exception to this will be those images recorded from remote cameras and recorded locally. Remote connected digital servers will form part of the same "recording system" and the same data security and handling processes will apply as to the main system.

4.2.2 Recording Rotation

The digital recording system will store recorded data for a maximum period of 31 days and automatically overwrite the data to comply with data protection if not used or required to be downloaded for potential evidence usage.

4.2.3 Security of Recorded Data

The data recorded in the Council control room will be used only by the Council's or Cambridgeshire Constabulary or others permitted by the Council for a specific and legitimate purpose, and only then in secure conditions.

The recorded data will only be used by the Council's or by the Police or others permitted by the Council's for the following authorised purposes:

- 1) Investigation or identification of person(s) suspected of criminal or anti-social behaviour;
- 2) Production in a court of law by the Police or other law enforcement agency for evidential purposes;
- 3) Production by the Council's for lawful purposes in connection with the Council's statutory duties;
- 4) For training and promotional purposes subject to the approval by the Council's Head of Operations or his/her nominee.

In no circumstances will the recorded data recorded in the control room be issued, given or sold to any third party by the employees of the Council or the Police without the approval of the Council's Head of Operations or his/her nominee.

5. PROCEDURES FOR HANDLING INCIDENTS SEEN BY THE CCTV STAFF

5.1 Criminal Activity

5.1.1 Immediate Action

If, during monitoring in the Council control room, the Monitoring Centre staff see an incident that involves, or appears to involve, unlawful, anti-social, or risk to public safety activity the staff will alert the police control room using the direct dial procedure or Police Airwave radio and present images of the incident on their force monitor screens. Police can then view the incident live on a dedicated monitor in the Force Headquarters Control Room at Hinchingsbrooke. The Police cannot record these images.

Cambridgeshire Constabulary will be solely responsible for all subsequent response and allocation of police resources. Staff will continue to monitor and record the incident and give such assistance as the Police may require.

5.1.2 Follow-up Action

The Monitoring Centre staff will log the time, date, and details of the incident and the police incident number notified in the Incident Log.

5.2 Other Notable Activity

5.2.1 Immediate Action

If, during monitoring, the CCTV staff sees an incident that does not involve, or appear to involve unlawful activity, but does require Police, other emergency service, or Council action, they will immediately alert the relevant agency.

The relevant agency will be responsible for deciding what level of response is required.

5.2.2 Follow-up Action

The CCTV staff will log the time, date, and details of the incident and the police incident number notified in the Incident Log.

6. PERMITTED USE OF RECORDED DATA

6.1 Statutory Prosecuting Agencies access to View Recorded Data

When Cambridgeshire Constabulary or other statutory prosecuting agencies have reasonable cause to believe that an incident has been recorded, they may ask the Council for permission to view the specified incident on the appropriate recording. A Police Officer, Police Community Support Officer or other authorised employee will be permitted to view the recorded data at the control room on a monitor provided for this purpose and in accordance with the Centres Data processing procedures. Local Cambridgeshire police additionally have a remote access station for the provision of data to them and will follow the Centres data access process. Browsing images for possible offences will not be permitted.

6.2 Action on Receiving a Request to View Recorded Data

6.2.1 Release of Data to the Police or other statutory prosecuting agencies

At no time shall the images supplied to the Police or other agencies be used for anything other than the specific purpose specified and identified when the images were requested for release from the Monitoring Centre control room.

Access to and the release of data will be in accordance with the Monitoring Centres data handling process which ensures data protection, continuity of evidence and secure audit trail of processing and release for permitted purposes.

The responsibility for the digital data safekeeping and integrity will transfer to Cambridgeshire Constabulary and/or the permitted and authorised organisation. The Council will not be liable for any mishandling, compromise in security or other misuse of the digital data whilst in the custody of Cambridgeshire Constabulary and /or other permitted data requestor.

6.3 Use of Visual Digital Data as Potential Evidence in Court

6.3.1 Continuity of Evidence

For any images to be used as evidence in any court action there must be evidence of continuity of handling of the said images from the time it was first brought into use in the control room to its production in Court as evidence.

Any images released from the Monitoring Centre control room to Cambridgeshire Constabulary or Statutory Prosecuting Agencies will be dealt with in accordance with Police and criminal Evidence Act (PACE) standards, and best practice Exhibit Handling Procedures before leaving the Monitoring Centre control room. The master data images will be downloaded and secured in tamper proof evidence packaging and correctly documented and exhibited by the viewing/Investigating officer. The Monitoring Centre's evidence request and data handling and documentation process will be followed at all times. Thereafter, the statutory prosecuting agency will be responsible for logging its movements and its data security and integrity and ultimate secure storage and safe disposal.

6.3.2 Copies of Original Recorded Data

Only under exceptional cases for serious incidents will the original recorded data be retained for longer than 31 days when the digital data on servers automatically overwrites if technically feasible to do so, and only for a limited period of time. This will only be considered on request by a Police Inspector or senior officer and the retention must be approved and authorised by the Head of Operations or Monitoring Centre Manager or Asst Manager.

In all cases, with the exception of the above, the original data will no longer be retained after the maximum duration time of 31 days unless downloaded onto provided digital portable storage media for required investigatory purposes and retention. The data images of the evidence provided and downloaded will become the master copy and the security of the data held on the portable storage is the responsibility of the Statutory Prosecuting Agency (SPA) and its authorised agents and processes. This "master" data produced will be provided to the SPA authorised investigator using the centres secure data request and release processes, and the SPA may retain the data for as long as is necessary for their permitted purposes. However, the data recorded thereon remains the property and copyright of Huntingdonshire District Council.

6.3.3 Remote Data Access - Cambridgeshire police For remote viewing requests for data by Cambridgeshire police within the 31 days retention period, using the installed and secure workstation at Cambridge police station. The data will be transferred on acceptance of the required completed data request

documentation by monitoring centre staff to a secure server for remote access by authorised system users. That requested data will remain on the secure server for a further 31 days before automatically overwriting.

6.3.4 Secure Data Storage, Access and Final disposal

At the conclusion of the need to retain any original digital data supplied the SPA will securely store and handle the data in accordance with their organisations Data Protection procedures including final secure disposal. Supplied Data will not be returned to the Council for storage or deletion.

6.3.5 Request to View Recorded Data by Agencies other than Statutory Prosecuting Agencies (SPA's)

If, in exceptional circumstances, the release of recorded data is requested by agencies other than SPA's, such a release will only be granted on the authority of the Head of Operations of Huntingdonshire District Council or Monitoring Centre Manager. The procedures for requesting, handling and logging the recorded data are as described for the release to SPA's, however commercial agents such as insurance companies shall be charged a fee of at least £100 to cover administration costs.

Any personal data requests from members of the general public or a third party will be dealt with under the provisions of the General Data Protection Regulations Act, or the Freedom of Information Act 2000 and follow council processes. Further information is available on the Council's website.

6.3.5 Release of Images for Entertainment Purposes or filming in the Monitoring Centre

Only under exceptional circumstances, and with the authority of the Huntingdonshire District Council Legal and Corporate Teams, will any images be released, either directly or indirectly, to any organisation for inclusion in any television or other media production designed purely for entertainment purposes or educational/factual programs. Likewise, material can be released to the media if part of an on-going crime investigation by the police with the permission of the Head of Operations of HDC and if in accordance and compliance with NPCC code for release of information to the media for public assistance.

7. COMPLAINTS PROCEDURE AND COMMENTS

7.1 The Procedure for complaints against the CCTV System

7.1.1 Any complaint received regarding CCTV operations will be dealt with following the Complaints Procedures laid down by Huntingdonshire District Council. Information on how to complain is contained on the council's website or by telephoning (01480) 388388.

7.2 COMMENTS

7.2.1 Anyone wishing to make comments or observations about the CCTV system should write or e-mail the Head of Operations or the Monitoring Centre Manager - their contact details are on the last page of this code.

8. LEGAL REQUIREMENTS

8.1 CCTV Staff Legal Requirements

- 8.1.1 At all times, and without exception, the Huntingdonshire District Council's CCTV System and its Monitoring Centre staff will comply with all legislation, directives, policies, codes of practices and guide lines relating to the operation of the CCTV system. A full list of the relevant legislation and copies of this and the Information Commissioner and Surveillance Camera Commissioner's Codes of Practice are available on our CCTV pages.
- 8.1.2 The shared service CCTV system is to be industry accredited on completion of its planned refurbishment programme in 2020, and demonstrate compliance to the Surveillance Camera Code of Practice, and transparency of its performance to the public.
- 8.1.3 All Officers of the Huntingdonshire District Council 's CCTV System are trained in all their responsibilities to meet the requirements under paragraph 8.1.1 above, with a planned ongoing review programme in place.

9. PROVISION OF PUBLIC INFORMATION

9.1 The Huntingdonshire District Council's Code of Practice is available for inspection at the following locations:

- Eastfield House in Huntingdon;
- The Guildhall, Cambridge
- The CCTV webpage at Huntingdonshire District Council's website at: www.huntingdonshire.gov.uk/cctv

Huntingdonshire District Council Signatory:

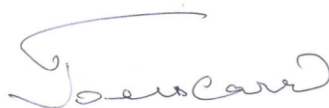


Signed

Date: 31st March 2021

Head of Service – Operations Division

Cambridge City Council Signatory:



Signed

Date: 31st March 2021

Head of Environmental Services

Appendix 1 to Huntingdonshire District and Cambridge City Council's shared CCTV service Code of Practice dated 21st January 2020

Additional Contact Details:

Huntingdonshire District Council website
www.huntingdonshire.gov.uk

The CCTV webpage
www.huntingdonshire.gov.uk/cctv

HDC Head of Operations:
neil.sloper@huntingdonshire.gov.uk

Shared Service Monitoring Centre Manager:
Eddy.Gardner@huntingdonshire.gov.uk

The Information Management Officer: (for Data Access Requests)
freedomofinformation2@huntingdonshire.gov.uk

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Tel: 01625 545700
Fax: 01625 524510

The Surveillance Camera Commissioner
PO Box 29105
London
SW1V 1ZU

Tel: 0171 825 3421
Fax: 0171 828 3434