

DECISION NO: PCCG-2014-092	
<u>OFFICE OF POLICE & CRIME COMMISSIONER</u>	
TITLE:	Local Authority Automatic Number Plate Recognition (ANPR) Memorandum of Understanding
DATE:	2nd November 2014
TIMING:	Routine
PURPOSE:	For Decision
1.	<u>RECOMMENDATION</u>
1.1	It is recommended that the Memorandum of Understanding (MoU) is supported by the Chief Constable and signed by the Police and Crime Commissioner for Gwent (as advised by JLS).
2.	<u>INTRODUCTION & BACKGROUND</u>
2.1	This MoU is designed to allow an understanding between Gwent Police and the five Local Authorities to act as a framework for using redeployable ANPR assets on their land/infrastructure and for power supply. This normally involves the camera being sited upon a street lamp column. This standard MoU is based upon those used by other Forces. The MoU between Monmouthshire County Council and the Commissioner has already been signed and finalised and we now seek to do likewise with the remaining authorities.
3.	<u>ISSUES FOR CONSIDERATION</u>
3.1	By having the agreement in place it enables quicker deployment of ANPR at any location, as operational demands are met. These deployments are subject to Privacy Impact Assessments and the MoU facilitates a swifter response to need.
4.	<u>NEXT STEPS</u>
4.1	The MoU will be kept on record to safeguard Gwent Police and the Local Authorities.
5.	<u>FINANCIAL CONSIDERATIONS</u>
5.1	There are no financial implications of signing this MOU. Gwent Police have already acquired two re-deployable cameras as part of the All Wales ANPR Project and we have acquired another three as part of the NATO requirement. Each re-deployment will come with costs such as traffic management, cherry picker and technical deployment which will have to be considered by the operational requirement at that time, but, typical costs from other Forces suggest a range from £500-£1000. This will be part of future planning
6.	<u>PERSONNEL CONSIDERATIONS</u>
6.1	There are no personnel considerations by signing the MoU.

7.	<u>LEGAL IMPLICATIONS</u>
7.1	This MoU has been agreed by the Gwent and South Wales Police Joint Legal Services department.
8.	<u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u>
8.2	This report has been considered against the general duty to promote equality, as stipulated under the Single Equality Plan and has been assessed not to discriminate against any particular group.
8.3	In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.
9.	<u>RISK</u>
9.1	The risks to Gwent Police by not pre-arranging this MoU and associated meetings will create unnecessary delays when deploying cameras. Although this MoU does not form a legal contract, it offers clarity & clarification as to what is expected between each party which outweigh the risks of continuing without this.
10.	<u>PUBLIC INTEREST</u>
10.1	The use of ANPR is expected by the public of Gwent to support the Control Strategy and other Operational needs. It will support the Commissioner's priorities, namely; Quality of Service, Reduce and Prevent Crime; Tackle Anti-Social Behaviour & Protect People from Serious Harm
11.	<u>CONTACT OFFICER</u>
11.1	Detective Superintendent Paul Griffiths
12.	<u>ANNEXES</u>
12.1	MoU between the Police and Crime Commissioner for Gwent and Torfaen County Borough Council.

For OPCC use only

Office of the Chief Constable

I confirm that **Local Authority ANPR Memorandum Of Understanding** report has been discussed and approved at a formal Chief Officers' meeting.

It is now forwarded to the OPCC for **approval**.

Signature:



Date: 11th December 2014

	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC (insert name) The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	✓
Legal The legal team have been consulted on this proposal.	✓
Equalities The Equalities Officer has been consulted on this proposal.	N/A

Chief Executive/ Deputy Chief Executive:

I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report.

I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.

Signature:



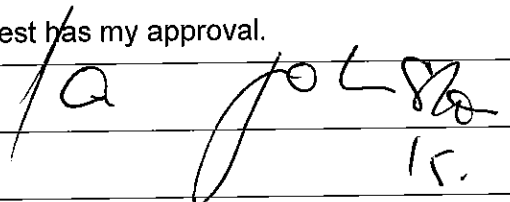
Date: 11/12/14

Police and Crime Commissioner for Gwent

I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct.

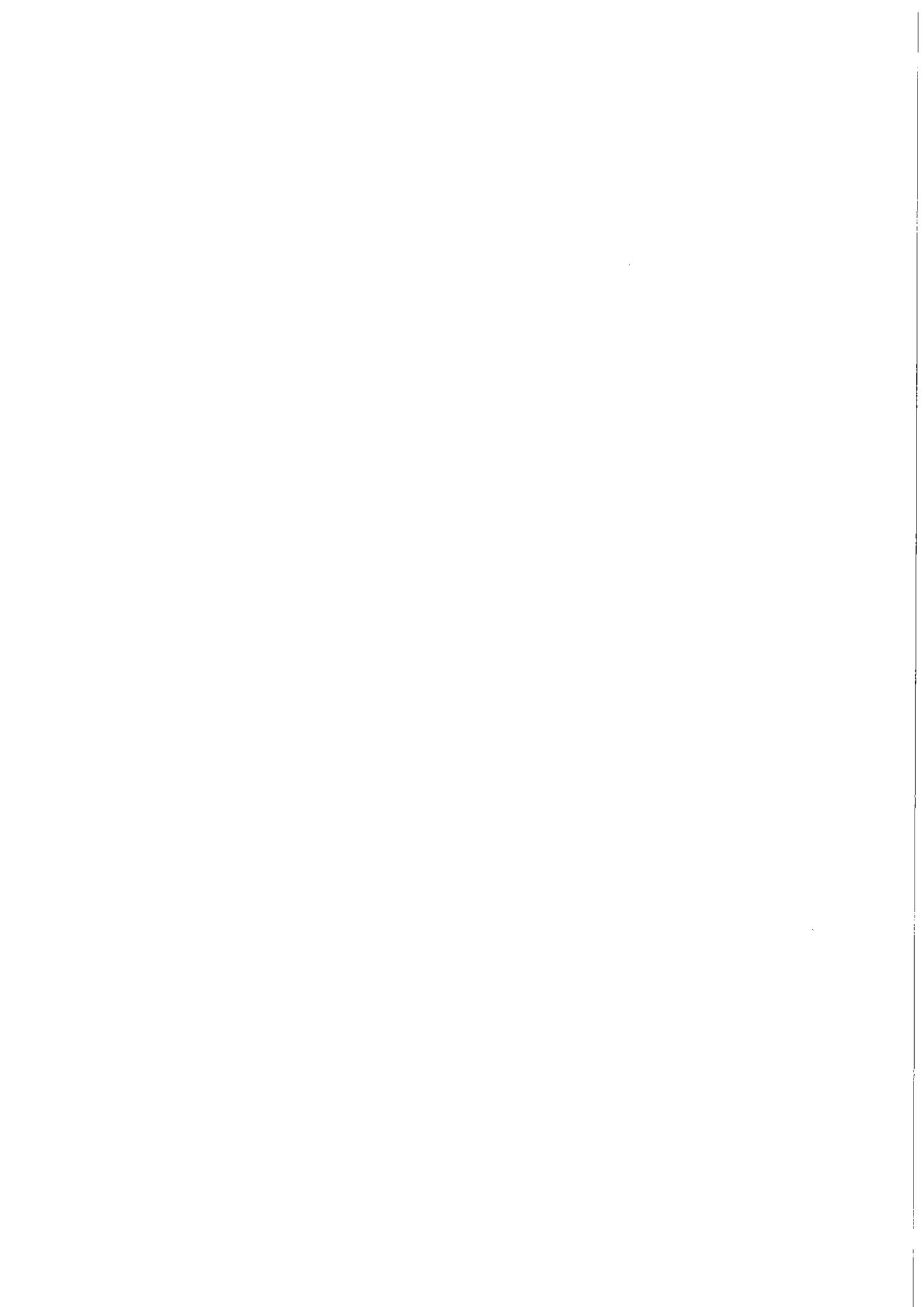
The above request has my approval.

Signature:



Date:

15.12.14



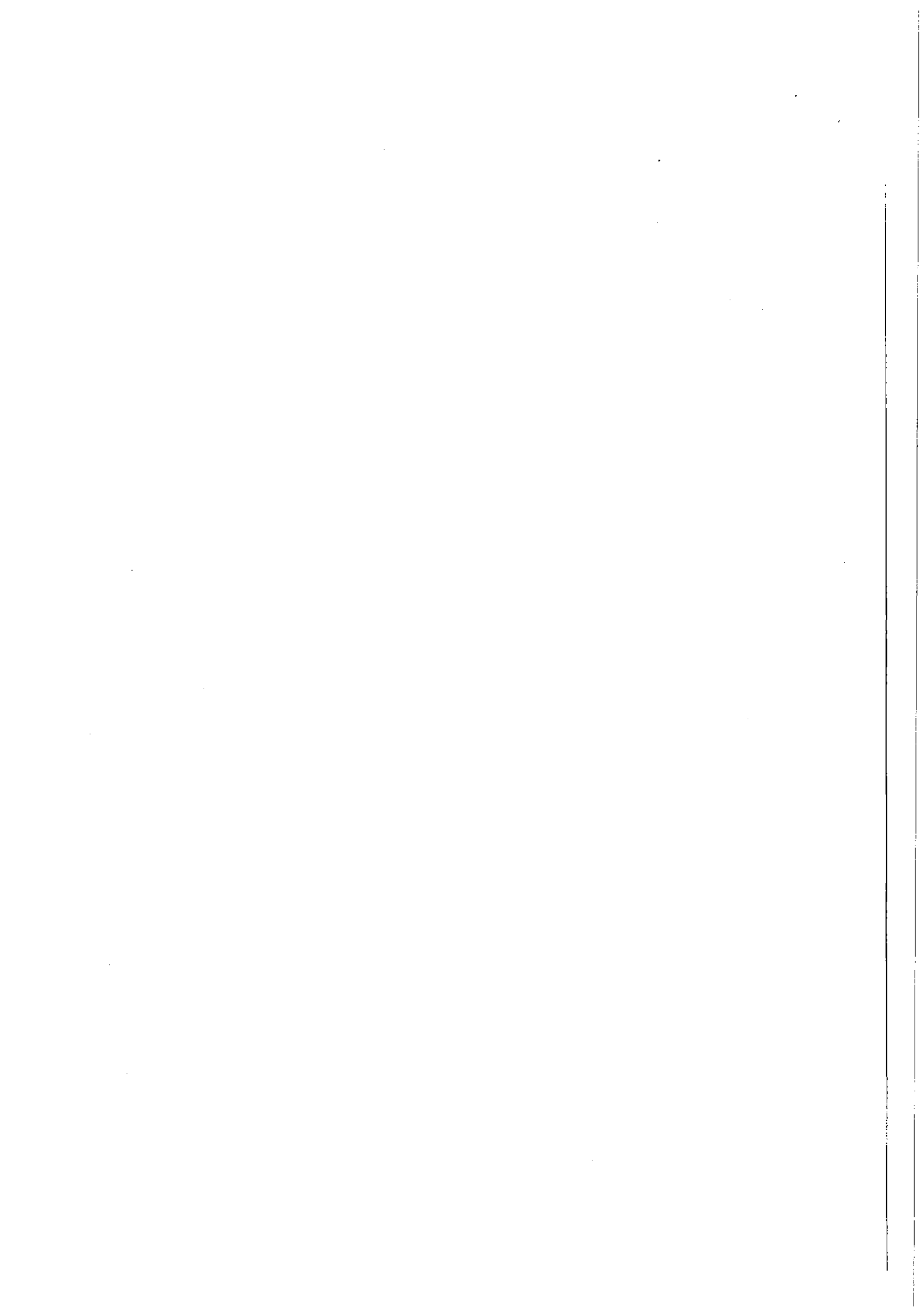
MEMORANDUM OF UNDERSTANDING

BETWEEN

**OFFICE OF POLICE AND CRIME
COMMISSIONER GWENT**

&

**TORFAEN COUNTY BOROUGH
COUNCIL**



1.0 FOREWORD

- 1.1 This document is The Memorandum of Understanding (hereinafter referred to as "MOU"), between the Office of Police and Crime Commissioner Gwent and Torfaen County Borough Council for the installation and provision of power to Automatic Number Plate Recognition (hereinafter referred to as "ANPR") cameras.

2.0 BACKGROUND

- 2.1 After careful consideration and discussion the parties subject to this MOU have agreed to the installation of ANPR cameras on their fixed infrastructure and further agree to provide power to the same.
- 2.2 In addition, the local authorities will provide power (where possible) from lamp posts etc. for the ANPR cameras currently located at the Force's traditional sites

3.0 PARTIES TO THE AGREEMENT

- 3.1 This agreement is between the following partners:-

The Commissioner, Police and Crime Commissioner of Gwent Police, Police Headquarters, Turnpike Road, Croesyceiliog, Cwmbran, NP44 2XJ

And

Torfaen County Borough Council, Civic Centre, Pontypool NP4 6YB

4.0 ARRANGEMENTS FOR EQUIPMENT

- 4.1 Where Gwent Police propose to install Automatic Number Plate Recognition Cameras and associated equipment on existing highway infrastructure, including masts and columns, The Commissioner will agree to meet all the costs associated with structurally testing the existing highways asset to confirm its structural integrity with the loading of additional equipment.
- 4.2 Where Gwent Police propose to install Automatic Number Plate Recognition Cameras and associated equipment boxes on existing highway infrastructure, Gwent Police will agree to meet all the costs associated with installing a new bespoke electrical cut-out from the Highway Authority supply as per their requirements and specification. Following the installation that interacts with the Highway Authorities electrical asset, The Commissioner will agree to provide a copy of the new electrical installation test certificate within 28 days following the date of installation.
- 4.3 The Parties agree that the cameras will not be formally powered until the relevant Highway Authority has received and accepted the new electrical installation certificate.



- 4.4 Gwent Police will use contractors accredited with HERS/NHSS8. Electrical installations will comply with the requirements set out in the latest revision of BS7671.
- 4.5 Where a permanent installation including data transfer equipment is preferable, Gwent Police shall seek approval from Torfaen County Borough Council concerning use of power from an applicable lighting power supply cabinet. Gwent Police shall supply Torfaen with all MPAN numbers of equipment to be installed at these sites. The use of the land at these sites would be agreed prior to any installation work.

5.0 LEAD OFFICERS

- 5.1 As a requirement of the MOU the parties will nominate a lead individual within each organisation. The names and contact details for the "lead individuals" are contained in appendix 1. These may be subject to change and any changes should be notified to each party's "lead individual" in writing.

6.0 INDEMNITY

- 6.1 The Police and Crime Commissioner of Gwent Police agrees to indemnify the Welsh Minister and Council Authorities, party to this MOU, against all demands, claims, damage, liability or loss caused by or arising out of the Force's negligence or that of their agents in relation to the presence of Automatic Number Plate Recognition Cameras mounted on masts/columns and associated equipment boxes within the Highway limits which have been constructed by Gwent Police approved contractors in the Highway Verge.

7.0 ROLES AND RESPONSIBILITIES / LEGAL DUTY

- 7.1 Nothing in this Memorandum removes, transfers, bars or interferes with the legal responsibilities, duties or rights within the law of any of the parties involved.
- 7.2 Nothing contained or implied in this Memorandum shall prejudice or affect the rights, powers, duties and obligations of any of the parties in the exercise of their respective functions as statutory authorities. Their respective powers, rights, duties and obligations under all public and private statutes, bye-laws and regulations may be as fully and effectively exercised as if they were not a party to this Memorandum.

8.0 REVIEW OF THIS AGREEMENT

- 8.1 This memorandum of understanding will be reviewed each year by representatives of the Police and Crime Commissioner and Torfaen County Borough Council and amended if necessary.



9.0 SIGNATURE

- 9.1 By signing the agreement, all signatories accept responsibilities for its execution.
- 9.2 Signatories must also ensure that they comply with all relevant legislation.

Signed for and on behalf of the Police and Crime Commissioner of Gwent Police

S A BOSSON
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Title: Mr Ian Johnston

Position: *Chief Executive*
~~Police and Crime Commissioner~~

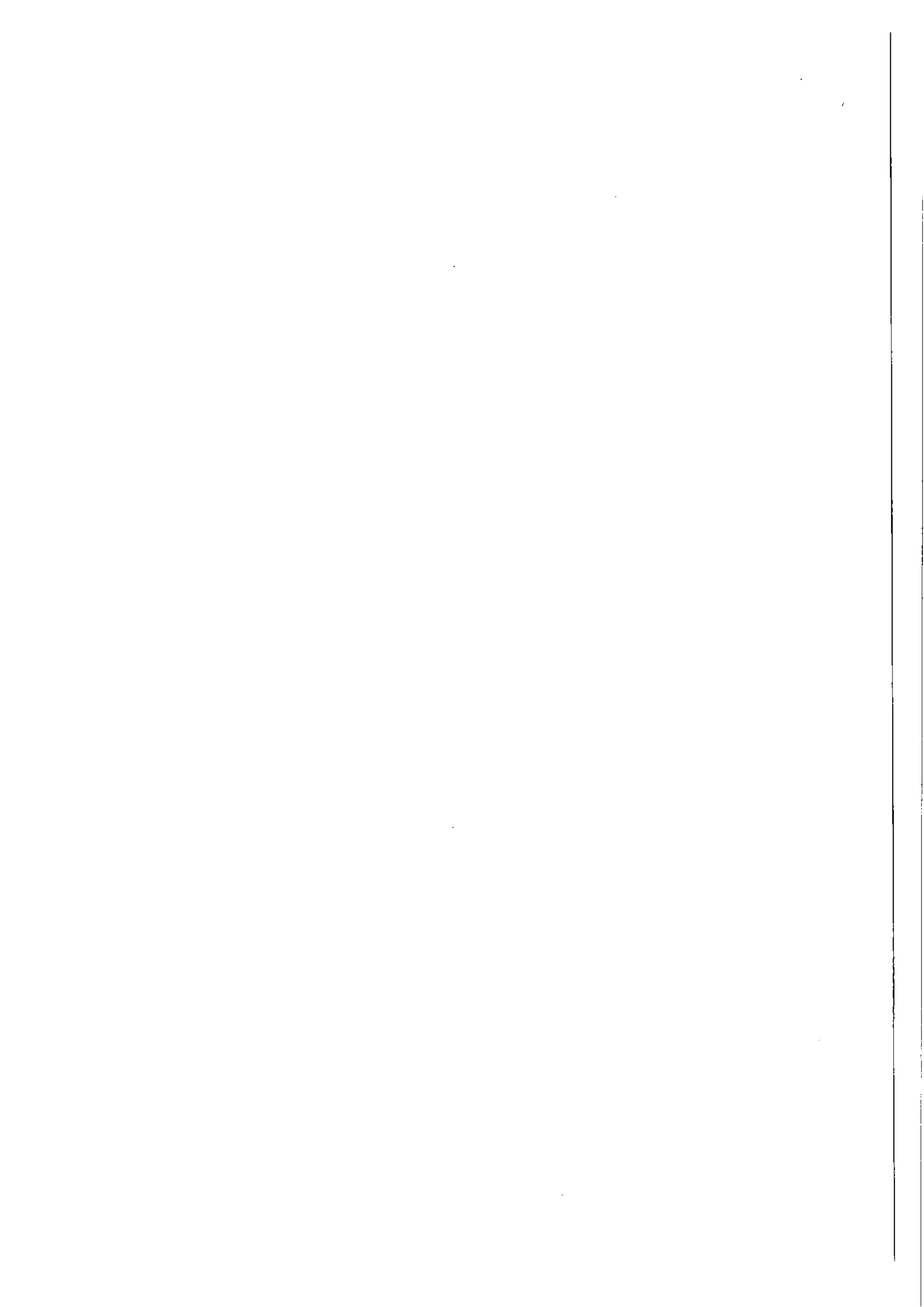
Date: *5th December 2014*
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Signed for and on behalf of Torfaen County Borough Council

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Title:

Position:

Date:



APPENDIX A

LEAD INDIVIDUALS

Police and Crime Commissioner of Gwent Police:

Title: Detective Superintendent Paul Griffiths

Position: On behalf of Gwent Police

Contact details: Paul.Griffiths@Gwent.pnn.police.uk

Torfaen County Borough Council:

Title:

Position:

Contact details:

