

## EAST SUSSEX FIRE AUTHORITY

<b>Meeting</b>	Scrutiny & Audit Panel
<b>Date</b>	12 May 2022
<b>Title of Report</b>	Internal Audit Report – Surveillance Cameras
<b>By</b>	Duncan Savage, Assistant Director Resources / Treasurer
<b>Lead Officer</b>	Duncan Savage, Assistant Director Resources/Treasurer

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**Background Papers** None

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**Appendices** Appendix 1: Internal Audit Report – Surveillance Cameras

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### Implications

<b>CORPORATE RISK</b>	✓	<b>LEGAL</b>	
<b>ENVIRONMENTAL</b>		<b>POLICY</b>	✓
<b>FINANCIAL</b>	✓	<b>POLITICAL</b>	
<b>HEALTH &amp; SAFETY</b>		<b>OTHER (please specify)</b>	
<b>HUMAN RESOURCES</b>		<b>CORE BRIEF</b>	
<b>EQUALITY IMPACT ASSESSMENT</b>			

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**PURPOSE OF REPORT** To report the findings of the internal audit review of surveillance cameras and the actions to be taken as a result to improve governance and control.

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**EXECUTIVE SUMMARY** This internal audit was undertaken as part of the agreed plan for 2021/22. It was commissioned to inform a review of the Estates Security Policy and a project to roll out CCTV across the whole of the Service's fleet.

The audit assessed the Service's compliance with the Surveillance Camera Code of Practice (the Code) issued by the Biometrics and Surveillance Camera Commissioner. Whilst the Code and the underpinning Protection of Freedoms Act are not specifically targeted at fire & rescue services (rather, local authorities and police are the focus) other public authorities are encouraged to adopt the Code on a voluntary basis.

CCTV is currently installed on a small number of the Service's buildings and some frontline appliances (following an attack on firefighters in Eastbourne in 2020).

The audit gives a partial assurance opinion which means that there are weaknesses in the system of control and/or the level of non-compliance is such as to put the achievement of the system or service objectives at risk. It is the Service's agreed protocol that any internal audit report with an opinion of partial assurance or lower is reported in full to both SLT and Scrutiny & Audit Panel.

The management response and proposed actions to improve governance and control over the use of surveillance cameras are set out Appendix 1 to the report. These consist of some immediate actions to improve compliance for existing CCTV and some medium-term actions to ensure that our systems and processes are robust and comply with the best practice set out in the Code. All actions are targeted for completion by 31 October 2022 and will include consultation with staff and representative bodies on a new policy / manual note.

The main officers responsible for the proposed actions are the Information Security & Data Protection Officer, Engineering Services Management and Estates Capital Projects Manager. Development of new policy, process and guidance will be supported by Telent, our outsourced IT provider, and Aristi, their information security partner. A request for service has already been submitted to Telent and the cost will be funded from the Information Security element of the IT Strategy.

Delivery of the agreed actions will be tracked through CAMMS Strategy monitoring system (which is overseen by the Assurance, Performance and Governance Group) and a follow up review will be carried out by Internal Audit as part of the 2022/23 Internal Audit Strategy and Plan (included elsewhere on this agenda).

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**RECOMMENDATION**

The Panel is recommended to:

- (i) Note the report and the agreed response; and
  - (ii) Identify any further information or assurance it requires from Officers in relation to this report.
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