

PLEASE RETURN TO SARAH NEWTON

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## 3G Mobile CCTV Camera Request Form

Please complete in as much detail as possible as failure to do so may delay the decision for the camera being granted. This will allow for an equitable assessment to be made alongside other requests and priorities. **IMPORTANT** - You need to provide as much evidence as possible, **with dates and times of incidents**, so that an objective decision can be reached on this application. The boxes expand on the electronic version. If using a paper version, attach extra sheets if necessary to ensure you provide full details.

**DATE REQUESTED:****DATE INSTALLED (office use only):**

## 1) Applying officer's details

Signed (as having also read and understood the attached Terms and Conditions of  
Installation).....

Print name.....

Date.....

Position.....

Organisation.....

Contact number.....

**2) IMPORTANT - EXACT location for the CCTV equipment, including column number and column height. Is a power supply already present? NOTE: Failure to fully complete this section will result in the application being delayed.**

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**3) Why are you requesting CCTV to be installed? Please provide evidence of need to include dates, times and incident numbers (if applicable)**

**4) Are there any known personal safety risks to staff attending this location?**

**5) What do you intend to achieve by placing CCTV here? Please indicate how you will measure success and effectiveness.**

**6) In order to maximise the impact of installing the camera and the recovery of processed images, appropriate personnel may be trained in how to retrieve evidence. Who do you want training? Please provide names and contact numbers of up to 3 people below.**

**7) If you are intending to 'direct' surveillance at one or more known individuals or premises then a signed RIPA authority will be required and it is your responsibility to obtain this? If required, attach a copy to this form otherwise this may delay the deployment decision. If a RIPA authority is not required, write NO RIPA AUTHORITY REQUIRED in the box below. DO NOT LEAVE IT BLANK.**

**8) The camera will normally be deployed for a minimum 4 week period from the date of installation. If you think it may be required for a longer period please indicate your reasons below.**

**9) Any additional information that will be relevant? For example, what other interventions are taking place to address the problem? You should remember that CCTV cannot work in isolation so any requests that consider alternatives to compliment CCTV deployment will be looked at more favourably than those that do not.**

Thank you for completing this application, which will be assessed at the next Partnership Operations Group meeting. Please now forward it to Sarah Newton as per the instructions at the top of the form.