

Appendix A			
APPLICATION FOR DBC RE-DEPLOYABLE CCTV CAMERA			
To the CCTV and Control Centre Manager, Town Hall Feethams, Darlington, DL15QT			
All applications to be reviewed by the CCTV and security control centre manager before decision regarding deployment			
Applicant's Details:		Date of Application:	
Name:			
Ward:			
Contact	Office:	Works Mobile:	Email:
<u>Period of deployment</u> (Not to exceed Three months unless there is a clear justification for longer)		Start date:	End Date:
<u>Location Of Deployment</u> Provide as much detail of the intended location of the CCTV camera, including name of the town/street/Village/postcode etc			
<u>Evidence for the need for re-deployable CCTV</u> Provide as much detail of the problems, and if appropriate include incidents or service requests			
<u>Proposed or desired outcome of deployment</u> E.g. Identify individuals engaged in crime or ASB, reduce fear of crime and increase public reassurance etc.			
Signed:	Print:		Date:

Office use		
Deployment agreed	Yes / No	
Signed:		Date:
Print:		
Review of deployment		
Date of review:		
Reason for review:	Results of review:	
Signed:		Date:
Print:		
Withdrawal of equipment		
Reason for withdrawal of equipment:		
Signed:		Date:
Print:		

Appendix B to RCCTV ref no			
DEPLOYMENT FEASIBILITY STUDY FORM			
Study carried out by		Date	
<p style="text-align: center;"><u>Risk/Feasibility issues</u></p> <p style="text-align: center;">Where possible use a map to show details referred to description of area</p>			
Location:			
General description of area			
Specific Location of surveillance area in relation to general description of area			
Possible camera location(s) in relation to above. To include lines of sight, camera arcs, obstructions etc			
Specific locations of camera mounting(s) e.g. building lamp post etc.			
Would location of cameras meet the stated objectives of request for deployment? Yes/No (give reasons)			
Is there likelihood of damage/loss of equipment? Yes/No (give reasons)			

<u>Risk/Feasibility issues (cont)</u>	
Local Lighting (type, location)	
Transmission/recording detail to include maintenance of tapes, etc	
Is there any likelihood of harassment /threats/risks to personnel whilst installing Yes/No (give details)	
Is there any likelihood of breaches to the Data Protection Act And human Rights Act? Yes/No (give details)	
Is there any likelihood of intrusion into private areas or activities? Yes/No (give details)	
Are there any events/ operations in the area that would be affected by deployment of the equipment? Yes/No (give details)	
Are there any signage requirements? Yes/No (give details)	
In relation to covert/directed surveillance has RIPA authority been granted (give details)	

<u>Risk/Feasibility issues (cont)</u>			
R v Johnson visit required? <input type="checkbox"/> Y <input type="checkbox"/> N	Date carried out	Name of occupier:	
		Address:	
		Contact:	
<p align="center">I have been informed of that if my property is used as a mounting point for a camera, it is possible that that my name and address may be disclosed in court. I understand these consequences, and I give my consent for a CCTV camera to be mounted on/in my property.</p>			
Occupiers signature			Date:
CCTV Managers Signature			Date:
Is deployment approved Yes/ No			
Reasons:			

Signed CCTV Manager:		Date:
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