

CCTV

The size of image that your cameras capture determines its use in an investigation. RECOGNITION size image, the image may be useful for the investigation in terms of showing clothing worn by offender and actions taken by them etc but would not be likely to be accepted in court as evidence of identity.

IDENTIFICATION size image; it shows the offenders actions in more detail and is of a size that would be accepted as proof of identification in court.

Storage

Home office recommend storage of CCTV data for 28 days.

Local authority licensing depts. may have specific requirements - so check if licensed premises. If there is a violent incident it may be that there is a late reporting of the incident and it is important therefore that images are not lost

Quality

Where a CCTV system is in place staff must be trained in how to download images.

CCTV systems (and lighting that support them) should be regularly maintained to ensure continuous quality of image and retention.

Regular checks are recommended to ensure the system is working effectively i.e. correct date and time, images recording clearly etc.

Colour systems are advised wherever possible to gather detailed descriptions.

CCTV lighting compatibility

During daylight hours colour cameras can capture good quality images. However, during the hours of darkness cameras can struggle to capture anything meaningful due to the lack of light. Black and white cameras work better at night and can be enhanced with appropriate lighting. Infrared lighting used as an integral part of the camera, will provide a clear image.

Consider fitting cameras that automatically switch from colour to black and white at night.

Systems should not be accepted unless they can capture good quality images in the provided lighting conditions.

Signage

Signage must be displayed in the customer area advising that CCTV is in operation

Risk Assessments in the workplace

For free advice and information visit www.hse.gov.uk for Health & Safety and Fire Safety information

For free advice and assistance with completing work place risk assessments contact your local council Environmental Health Department

For free advice on security visit gmp.police.uk and or contact your local Crime Reduction Specialist.

Greater Manchester Police

designforsecurity

www.designforsecurity.org

Design Guidance
Betting Shops



Remote door locking

The main entrance of the unit should be fitted with strong mag locks (e.g. 2 x 500kg force at third points on the door) or an electrically operated lock, in order to allow staff the flexibility to remotely control access into the betting shop from the counter area.

Glazing for windows and doors

Should incorporate at least one pane of glass with a minimum 1.5mm PVB interlayer (e.g. 7.5mm laminated glass), or a glass rated as P4A under EN 356. The remaining pane in a double glazed unit may be toughened glass.

Anti-bandit screens

The screens/counters should generally be constructed of steel, with a steel or aluminium (with reinforcement) framework, anchored securely into either concrete or floor joists and additionally returned vertically to the ceiling (again secured into the joists). The screens themselves should have strong vertical members, with an arrangement of supporting horizontal sections designed to accept the appropriate thickness of anti-bandit glazing. Any glazing should be substantially fixed within the rebate to prevent it from coming out of the frame if it is attacked. Any door providing access between the shop and the counters should be to the same physical security specification as the counter, should be outward opening and should be secured with a thumb-turn lock, allowing staff to lock/unlock the door easily and quickly in case of an emergency.

Safe room

Safe rooms should be located behind the main service counter so that Money does not have to be transported across the shop floor and so that it can be used for staff to escape to in case on an emergency. The safe room should have solid masonry walls, no false/suspended ceilings, a certified doorset (to BS PAS 24, WCL2, or LPS 1175 SR2) with a thumb-turn lock and spy hole. The safe room should have the a phone to contact the police should an incident occur.

Time Delay Safe

Should be out of public view where possible and be the correct size and security-certified providing adequate capacity and overnight cover to meet insurance needs. The safe should have a time delay operation of no less than 5 minutes. Signage should be provided to make potential offenders aware of the time delay safe as a deterrent.

Roofing

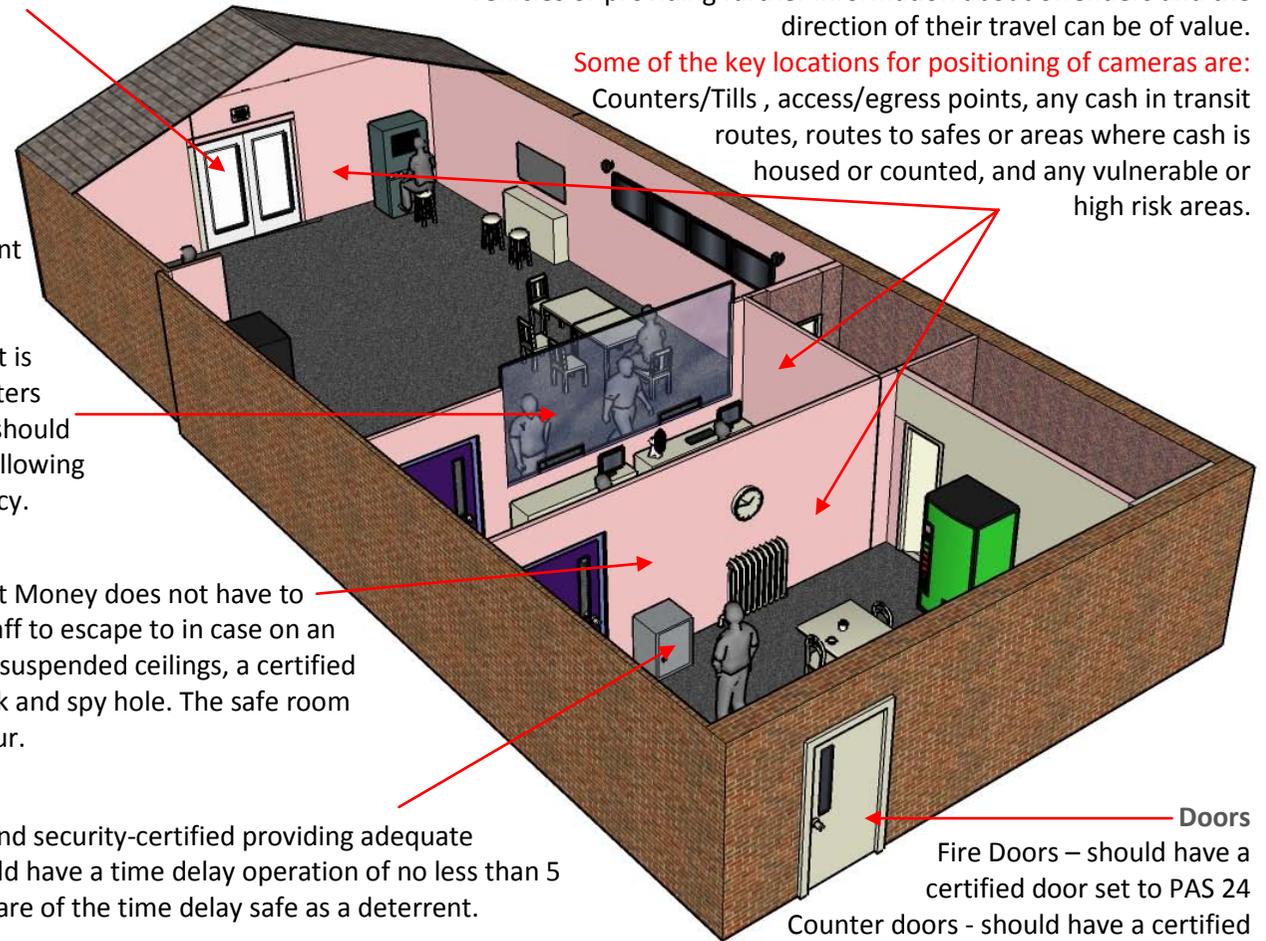
Certificated roof systems are available to LPS 1175 SR1. Alternatively, expanded metal or welded mesh should be incorporated between the skins of double-skinned roof coverings or within the roof space. Roof lights and accessible first floor windows should incorporate laminated glazing/polycarbonate and internal fixed security bars/grilles.

Alarm

A monitored alarm system should be installed to cover the unit, with a signal terminating at a recognized Alarm Receiving Centre (ARC) or security control room. The alarm should have two secure signalling paths (one being GSM radio back-up), so that if either signalling path is tampered with by an intruder, or is faulty, the other continues to monitor for any further alarms and transmits them as 'confirmed activations' – extra confirmation that an intruder is on the premises and that the alarm isn't false.

External CCTV cameras capable of capturing images of potential getaway vehicles or providing further information about offenders and the direction of their travel can be of value.

Some of the key locations for positioning of cameras are: Counters/Tills, access/egress points, any cash in transit routes, routes to safes or areas where cash is housed or counted, and any vulnerable or high risk areas.



Doors

Fire Doors – should have a certified door set to PAS 24
Counter doors - should have a certified door set (to BS PAS 24, WCL2, or LPS 175 SR2) with an internal thumb-turn lock as a quick locking mechanism.

Best practice layout for a Betting Shop