



Cambridge City Council Licensing Committee

Date: Monday, 12 September 2022

Time: 10.30 am

Venue: Council Chamber, The Guildhall, Market Square, Cambridge, CB2 3QJ

Contact: democratic.services@cambridge.gov.uk, tel:01223 457000

Agenda

A Member's Licensing & Enforcement verbal update will begin at 9:30am in the Council Chamber.

Members are asked to attend the briefing and meeting in person.

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes (Pages 3 - 12)
- 4 Public Questions
- 5 CCTV in Hackney Carriage and Private Hire vehicles (Pages 13 - 34)

Licensing Committee Members: McPherson (Chair), Bird (Vice-Chair), Bennett, Carling, Divkovic, Flaubert, Gilderdale, Page-Croft, Robertson and Scutt

Alternates: Hauk and Davey

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LICENSING COMMITTEE

27 June 2022
10.30 am - 12.05 pm

Present: Councillors McPherson (Chair), Bird (Vice-Chair), Bennett, Carling, Divkovic, Gilderdale, Page-Croft, Robertson and Scutt

Officers

Environmental Health Manager: Yvonne O'Donnell
Environmental Quality & Growth Manager: Jo Dicks
Legal Adviser: Paul Weller
Committee Manager: James Goddard
Producer: Sarah Steed

Others present from Cambridge City Licenced Taxis:

Ahmed Karaahmed (Chairman)
Afzal Aslam (Member)
Kamil Winek (Member)
Steve Taylor (Member)

FOR THE INFORMATION OF THE COUNCIL

22/15/Lic Apologies

Apologies were received from Councillor Flaubert.

22/16/Lic Declarations of Interest

No declarations of interest were made.

22/17/Lic Minutes

The minutes of the meetings held on 21 March 2022 and 26 May 2022 were approved as a correct record and signed by the Chair.

22/18/Lic Public Questions

Members of the public asked a number of questions, as set out below.

1. Ahmed Karaahmed raised the following issues:

- i. The livery colour of taxi vehicles licensed by the City Council was changed as requested by the Council. Drivers licensed by other local authorities were not required to follow the City Council taxi colour or emission schemes.
- ii. Demand for taxis collapsed in lockdown and operating costs increased.
- iii. The Officer's report recommended Hackney Carriages be silver coloured and electric or low emission vehicles.
- iv. Manufacturers produced few silver vehicles without tinted windows that met the City Council Hackney Carriage criteria for suitable vehicles.
- v. Requested the vehicle colour scheme be reviewed as per Newmarket (town) to allow more options.

The Environmental Health Manager responded:

- i. The issues above had been brought to committee before.
- ii. Council Officers had taken on board comments about vehicle colour scheme and electric vehicles. Officers had listened to Taxi Trade recommendations and silver livery with a green stripe was the preferred colour.
- iii. The Council could revoke the licence for non-silver vehicles but had taken the decision not to. If the Taxi Trade would like non-silver vehicles (within the City Council's control) barred then the decision could be reviewed.
- iv. The Council allowed taxis to impose a 40p surcharge as fuel prices had increased.
- v. Tinted windows were reviewed on a case by case basis for electric vehicles. The policy will be reviewed (for general application) in future.

Ahmed Karaahmed asked for taxi livery to be reviewed but not for licences to be revoked for non-silver taxis. Vehicles were operating using different colour schemes.

Councillor Bennett suggested that respraying cars to change their colour was an environmental issue. Queried if this could be reviewed?

The Environmental Health Manager responded:

- i. Silver, black and white were popular base colours.
- ii. People were not expected to respray vehicles, just purchase a vehicle with a base colour and add a stripe.

2. Afzal Aslam raised the following issues:

- i. If the Committee approve recommendation 2.1 then item 4 (agenda p11 of the agenda pack) should apply to all hybrid cars (maximum life of 9 years).
- ii. Agenda pack P12 item 6 (environmental interventions) should be reviewed by 2027.
- iii. Agenda pack P14 point 3.10 should be reviewed in March 2028.
- iv. Supported the use of hybrid vehicles.

The Environmental Quality & Growth Manager said the recommended age limit would allow people to use conventional hybrid vehicles for their full working life before replacing them with zero emission vehicles.

Afzal Aslam suggested that plug in or self-charging hybrid vehicles:

- i. Only saved drivers £5000 as the electric motor could only be used in urban areas whereas the petrol motor had to be used out of town.
- ii. Had similar emission levels.

The Environmental Quality & Growth Manager said published emission data did not support Afzal Aslam's views.

3. Kamil Winek raised the following issues:

- i. The taxi trade was trying to be more environmentally friendly and efficient for customers.
- ii. Customers wanted accessible vehicles eg for wheelchair users.
- iii. Asked Licensing Committee members to attend the 10 July Taxi Trade Forum to listen to issues raised.

The Environmental Health Manager said she would forward the 10 July invitation to Licensing Committee members. The Committee recognised that the Taxi Trade were an important part of the public transport system. They operated a 24-hour service unlike trains and buses.

4. Steve Taylor raised the following issues:

- i. Asked for extension of licensed vehicle life due to the impact of lockdown.
- ii. He had plates but was awaiting delivery of replacement vehicle to use them on.

- iii. Expressed concern about high operating costs for taxi vehicles and pending recession.

The Environmental Health Manager responded:

- i. The City Council empathised with taxi drivers on how they were dealing with a difficult situation and tried to be flexible. The City Council had introduced measures during covid lockdown to support the trade eg temporarily suspend a taxi licence.
- ii. The country was transitioning from 'lockdown' back to 'normal'. Some boundaries needed to be set hence the proposal bringing in the 9 year vehicle working life rule from July 2022.
- iii. Officers allowed plates to remain with the driver (who had a Bill of Sale) whilst they were awaiting a replacement vehicle as a mitigation measure in difficult times. This prevented a driver losing plates between not using old vehicle and (possible) delayed delivery of new vehicle.

Steve Taylor reiterated: It was better to extend the working life of a vehicle than temporarily suspend a taxi licence. Requested that well maintained vehicles' working life should be extended to 10 years.

The Environmental Health Manager responded:

- i. Would liaise with Environmental Quality & Growth Manager to check if extending licensed vehicle working life to 10 years would impact on air quality in the city.
- ii. Vehicles were currently reviewed on a case by case basis as the Council recognised it was difficult to source replacement parts/vehicles.
- iii. Drivers were allowed to keep plates whilst vehicles were off-road or they would lose the plates.

In response to Councillors' questions Steve Taylor said taxi drivers were unaware of the July date to limit taxi working life to 9 years or the option to review working life on a case by case basis. He suggested more publicity would be welcome.

22/19/Lic Environmental Consideration for Taxi and Private Hire Licensing Policy

The Committee received a report from the Environmental Health Manager. She clarified point 1.10 should read “emissions of less than ~~70~~ **120g**/km of CO₂”.

The purpose of the Officer’s report was to consider the relaxation of Ultra-Low and Zero Emission vehicles policy within the Hackney Carriage and Private Hire vehicle fleet.

There was a need to reduce polluting emissions to improve poor air quality in City Locations dominated by emissions from buses, taxis and service vehicles. This must be achieved whilst maintaining sufficient levels of access and capacity for travel in the City, for the vehicles using those areas.

This could only be achieved by intervening to ensure uptake of Ultra-low and Zero emission technologies within those vehicle fleets.

The UK government had a long term vision for all new cars and vans to be zero emission by 2040 and for nearly every car and van to be zero emission by 2050. These recommendations fit with national policy.

Financial support for rapid charging infrastructure for taxis was committed by the City Council at Full Council in February 2016.

In October 2016 Members amended the Hackney Carriage and Private Hire Policy to include a commitment to implement changes to increase the uptake of Ultra-Low and Zero emission vehicles, such as hybrid and electric.

Due to Brexit, the pandemic and the crisis in Ukraine, the availability of such vehicles were becoming more difficult to obtain, and there was also a waiting period of up to a year to purchase these types of vehicles. So there was a need to build in flexibility into the policy to allow standard hybrids with emissions of less than 120g/km of CO₂.

In response to Members’ questions the Environmental Quality & Growth Manager said the following:

- i. OLEV emissions were circa 120g/km of CO₂, whereas ‘standard’ vehicles were at least 300g/km but could be more.
- ii. Standard hybrid vehicles mainly used combustion engines whereas plug-in hybrids could be driven longer on battery power so had lower emissions.

In response to Members' questions the Environmental Health Manager said the following:

- i. Currently, the Hackney Carriage and Private Hire Licensing Policy (as agreed at Licensing Committee in October 2016) sets out: By December 2028, subject to review in 2026, all Wheelchair Accessible Vehicles to be Ultra-Low or Zero Emission as and when the market allows. This would be reviewed as officers were aware there was a low number of accessible vehicles being manufactured.
- ii. The Demand Survey showed there was unmet demand for taxis, not just wheelchair accessible ones. All Hackney Carriages could be accessible, but the Demand Survey suggested only 50% of taxis needed to be accessible.

The Committee made the following comments in response to the report:

- i. Air pollution was caused by various sources, not just taxis.
- ii. Queried how to petition Central Government to pressure manufacturers to produce more low emission accessible vehicles.

The Chair undertook to liaise with officers on options and report back to the Committee. For example contacting Daniel Zeichner MP.

- iii. There was no such thing as a standard wheelchair accessible vehicle. Powered wheelchairs were getting bigger and heavier, but not all vehicles could take them which impacted on users.

Councillor McPherson proposed an amendment to the Officer's recommendation that licenced vehicles that turn 9 years old and are due for a renewal between July 2022 and 18th July 2023 may have a renewal extension for 1 year only.

This amendment was **carried unanimously**.

The Committee:

Resolved (unanimously):

- i. To approve the inclusion of standard hybrids within the policy with emissions of less than 120g/km of CO₂ with a review of this in June 2024. (See Appendix 1 of the Officer's report.)
- ii. A new standard hybrid vehicle licence would not be granted in respect of a vehicle unless it is less than 4 years old. A vehicle licence for standard hybrid vehicles will not be renewed unless the vehicle is less than 9 years old.

22/20/Lic Review of Enforcement Management System

The Committee received a report from the Environmental Health Manager.

The report advised that under the powers conferred to Cambridge City Council under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976, (as amended), Cambridge City Council has responsibility for licensing Hackney Carriage, Private Hire and Dual License Drivers as well as vehicle proprietors and Private Hire Operators within the City.

The Hackney Carriage and Private Hire Licensing policy was produced in order to provide the Council, its officers, the trade and the public with appropriate guidelines that put the Council's licensing requirements into practice in a clear and transparent manner.

Clarity was required within the Policy to give more delegated authority to the Environmental Health Manager on Enforcement Management issues.

A review of the Private Hire Operators Hearing Procedure was also required to ensure there is appropriate delegation.

In response to Members' questions the Environmental Health Manager said the following:

- i. Some decisions regarding breaches of the Enforcement Management System would be determined by the Licensing Sub-Committee. In certain circumstances where there are breaches of the Enforcement Management System may be determined by the Environmental Health Manager. Both situations would use a similar process but a case could be heard by Environmental Health Manager instead of 3 councillors for a more informal review. The intention was to be more time/cost effective instead of requiring a physical meeting with councillors and officers.
- ii. Offered to give Councillors details outside of today's meeting regarding cases considered by Officers and (separately) by Councillors so they could comment on whether they thought the balance was correct.

Councillor Scutt proposed an amendment to the Officer's recommendation that the Environmental Health Manager should liaise with Committee Chair about which decisions should be taken by officers or councillors. A summary should be presented to each meeting of Licensing Committee of decisions/cases considered, details to be redacted so they were suitable for a public meeting.

This amendment was **carried unanimously**.

The Committee:

Councillor Carling took part in the debate but left the Committee for another commitment before the vote was taken and did not return.

Resolved (by 8 votes to 0):

- i. Approved the Cambridge City Council's Hackney Carriage and Private Hire Licensing Policy attached as Appendix 1 to the Officer's report.
- ii. Approved the Private Hire Operators Hearing Procedure attached as Appendix 4 to the Officer's report.
- iii. The Environmental Health Manager to liaise with Committee Chair:
 - a. To develop a procedure about which decisions should be taken by officers or councillors.
 - b. To review the procedure in 2023.

22/21/Lic Further Public Questions

The Chair asked if public speakers wished to comment on what they had heard discussed by Councillors in Committee.

1. Steve Taylor raised the following issues:
 - i. Few manufacturers produced accessible vehicles. It was more usual to adapt a standard vehicle to make it bespoke then certify it as a suitable vehicle to ply for trade. This was very expensive.
 - ii. The trade preferred to use hybrid vehicles instead of electric ones as they were more practical.

Kamil Winek said only Hackney Carriages needed to be accessible, Private Hire ones did not. Asked for both vehicle types to be subject to the same criteria.

Ahmed Karaahmed said Private Hire vehicles could turn away wheelchair users but Hackney Carriages could not.

The meeting ended at 12.05 pm

CHAIR

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CCTV in Hackney Carriage and Private Hire Vehicles

To:

Licensing Committee 12/09/2022

Report by:

Yvonne O'Donnell, Environmental Health Manager

Tel: 01223 457951 Email: Yvonne.odonnell@cambridge.gov.uk

Wards affected:

All

1. Introduction / Executive Summary

- 1.1 Under the powers conferred to Cambridge City Council under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976, (as amended), Cambridge City Council has responsibility for licensing Hackney Carriage, Private Hire and Dual Licence Drivers as well as vehicle proprietors and Private Hire Operators within the City.
- 1.2 As a responsible licensing authority Cambridge City Council seeks to carry out its licensing functions with the view of promoting the following objectives;

- i) The safety and protection of the public;
- ii) Vehicle safety, comfort and access;
- iii) The prevention of crime and disorder;
- iv) The promotion of environmental sustainability;
- v) Protection of children and adults at risk from harm

1.3 The mandatory installation of CCTV within Hackney Carriage and Private Hire vehicles was agreed by members in October 2017. Supporting objectives i), iii) and v).

1.4 In implementing CCTV in licensed vehicles, further objectives can be met;

- The protection of licensed drivers.
- The protection of the travelling public.
- To ensure that licensed drivers continue to be 'fit and proper' in line with licence conditions.
- To enable investigations to be fully supported with evidence in a secure and retrievable form.

1.5 Members of the Licensing Committee in September 2020 agreed an implementation date of 1st April 2022 whereby all taxi and private hire vehicles would have CCTV installed.

- 1.6 Due to delays in the identification of an approved supplier and the Covid 19 pandemic, the 1st April 2022 implementation date was not met.

2. Recommendations

- 2.1 Members are recommended to approve the implementation of CCTV in licensed vehicles in a phased and manageable approach. Any grant of a new vehicle licence or renewal of an existing licensed vehicle from 1st April 2023, vehicle must be fitted with CCTV. This would see all licenced vehicles installed with CCTV by 31st March 2024.
- 2.2 Members are recommended to approve a review of CCTV in licenced vehicles every 5 years. Next review would be 2029, 5 years from date all licenced vehicles will have CCTV installed.

3. Background

Cambridge City Council Journey

- 3.1 There is no doubt a vulnerability relating to Taxis and Private Hire Vehicles (PHV). Members of the public enter into a Taxi/ PHV putting themselves under the control of a stranger in a confined space with no physical control over where they are taken. Furthermore, drivers also entrust members of the public into their vehicles, transporting them during unsocial hours, and sometimes visiting poorly lit routes.

- 3.2 CCTV systems can act as an additional safeguard, providing protection, confidence and reassurance to the public when they are travelling in a taxi or PHV, as well as to drivers who can also be victims of violence, and abuse.
- 3.3 CCTV systems can act as a deterrent to those with intentions of committing an offence to both drivers and passengers, but also where an offence has been committed images/audio recordings can capture evidence used in both a criminal and enforcement investigations.
- 3.4 Local authorities in recent years have considered the benefits of CCTV systems. Some authorities have made it a mandatory condition, whereas others have offered it as a voluntary requirement.
- 3.5 In October 2017, Cambridge City Council members agreed to make the installation of CCTV a mandatory condition, due to the seen benefits in safeguarding members of the public but also in the protection of drivers.
- 3.6 Although attempts have been made in the past in respect to the implementation of the mandatory requirement, due to securing a suitable supplier and Covid-19 pandemic, implementation has been delayed.
- 3.7 In September 2020, members agreed for an implementation date of 1st April 2022, in which all licensed vehicles would be required to have installed a CCTV system, following successful procurement.

3.8 Due to procurement issues, agreed implementation date was not met.

Government Guidance and recommendations

3.9 In July 2020, The Statutory Taxi & Private Hire Vehicle Standards was released. Within the document it detailed that local authorities who mandate CCTV as a condition of a license, will require an appropriately strong justification as to why they mandate CCTV systems in licenced vehicles and keep this under regular review.

3.10 Furthermore, The Home Office 'Surveillance Camera Code of Practice' advises that government is fully supportive of the use of overt surveillance cameras in a public place whenever that use is:

- in pursuit of a legitimate aim;
- necessary to meet a pressing need;
- proportionate;
- effective, and;
- compliant with any relevant legal obligation

Cambridge City Council next step

3.11 As the mandatory requirement of CCTV for Cambridge City Council in its licensed vehicles was agreed in October 2017, and although the Statutory guidance does not specify duration between reviews, it was felt due to the delay in CCTV implementation, before confirming implementation date, it would be beneficial to conduct a review into the installation of CCTV in licenced vehicles.

3.12 In March 2022, Members agreed to a review into CCTV installation in licenced vehicles, considering two points referenced by the Home office Surveillance Camera Code of Practice' ;

1. Necessary to meet pressing need,
2. and Proportionality

3.13 Future reviews will also consider the effectiveness of CCTV.

Review

3.14 In order to complete the review, information and data was collected from various sources including Cambridge City Council, and Cambridgeshire Constabulary. Information collected was on incidences/crimes reported which involved a licenced driver or a passenger (Appendix A).

- 3.15 Officers have considered the data regarding incidents/crimes within licenced Hackney Carriages Vehicles and Private Hire Vehicles. Based on the data collected, it is considered that there is adequate justification to continue to mandate the installation of CCTV in licenced vehicles and roll out the implementation of it. Section 3.16 – 3.18 shall detail further why adequate justification was determined by officers.
- 3.16 Cambridge City Council officers dealt with approximately 628 enforcement cases between January 2017 and July 2022, that were categorised as ‘driver complaints’ and ‘driver complaints – conduct’. These include reports of driving recklessly, not complying with council policy requirements, plying for hire, over charging and cherry-picking fares. Of these, 80 incidences were identified to fall into the category of sexual advances/assault, violent assault, child sexual exploitation, aggressive/threatening behaviour, and inappropriate conduct (Table 1, Appendix A). These incidences are those when driver, passenger or both were within the vehicle, at time of incident. This equates to approximately 13% of cases dealt with by licensing officers.
- 3.17 Table 2a of Appendix A, shows incidents across all of Cambridgeshire and Peterborough, broken down into districts. These incidents involve a taxi driver being stated as the suspect of an incident. Between January 2021-February 2022, 80 incidents were reported to Cambridgeshire Constabulary, of those reported 19 (24%) of incidents occurred within a vehicle. Table 2b, breaks down the 19 incidents that occurred within vehicle, into type of incident.
- 3.18 Table 3a of Appendix A, shows incidents across all of Cambridgeshire and Peterborough, broken down into districts. These incidents are

those where the taxi driver was stated as victim in incident. Between January 2021-February 2022, a total of 140 incidents were reported to Cambridgeshire Constabulary. 55 (40%) of these incidences are reported to have occurred within a vehicle. Table 3b, breaks down the 55 incidents which occurred within vehicles, into type of offence.

- 3.19 Figures detailed within sections 3.16 – 3.18 provide adequate justification, in the mandating and installation of CCTV in licenced vehicles. It is deemed that the introduction of CCTV will deter incidents/ crimes from occurring, which will reduce in number being reported. Of those reported, CCTV footage should aid in providing strong evidence. Thus, supporting CCTV objectives detailed in section 1.4.

Partnership

- 3.20 Cambridge City Council continue to work closely with South Cambridgeshire District Council (SCDC) on both the policy and CCTV specification. SCDC have also considered pressing need and proportionately and have deemed their evidence to also demonstrate adequate justification to mandate the installation of CCTV in licenced vehicles, however Executive hire vehicles are exempt.
- 3.21 SCDC are also looking to take a pragmatic approach, introducing the CCTV system requirement in a phased manner to enable effective installation (and administration) on the new regime.

CCTV specification

- 3.22 Appendix B, presents the CCTV specification which has been developed working with South Cambridgeshire District Council (SCDC), CCTV providers and various councils who have mandated or voluntary approved installation of CCTV systems in licenced vehicles.
- 3.23 Both SCDC and Cambridge City Council look to take the same approach in which vehicle proprietors will be able to source their own systems, but it must meet or exceed the Council's requirements.

4. Implications

a) Financial Implications

South Cambridgeshire District Council, have identified one provider who suggested that installation costs can be estimated at between £75 to £100 for a single camera system, and £100-£125 for a two-camera system, with units costing around £320 (excluding VAT) for a single camera unit with one panic button, to around £500 for a two-camera unit with two panic buttons. A further two Cambridgeshire based companies have quoted £500 per unit.

The number of cameras installed, and audio buttons will be dependent on size of vehicle, and whether 90 or 180 degree cameras are used. For example, if using a 180 degree angle camera, standard 5 seater saloon vehicles may only require 1 camera and 1 audio button, where as a larger 8 seater vehicle may require up to 4 cameras and 2/3 audio

buttons to meet the needs of both driver and passenger and capture the whole vehicle.

b) Staffing Implications

1. Licensing officers will be required to undertake training on how to securely retrieve data from camera systems.
2. Garage Staff who complete Certificate of Compliance checks will also be required to be trained to test CCTV systems are in good order.

c) Equality and Poverty Implications

Nil.

d) Net Zero Carbon, Climate Change and Environmental Implications

Nil.

e) Procurement Implications

Nil.

f) Community Safety Implications

The mandatory installation of CCTV within Hackney Carriage and Private Hire vehicles will support licensing objectives i), iii) and v), detailed on section 1.7.

Further objectives can be met;

- The protection of licensed drivers.
- The protection of the travelling public.
- To ensure that licensed drivers continue to be 'fit and proper' in line with licence conditions.

- To enable investigations to be fully supported with evidence in a secure and retrievable form.

5. Consultation and communication considerations

Nil.

6. Background papers

1. Statutory & Best Practice Guidance for taxi and PHV licensing authorities (publishing.service.gov.uk)

7. Appendices

1. Appendix A – Crime and Incident Data
2. Appendix B - CCTV Specification

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Wangari Njiiri, Environmental Health and Licensing Support Team Leader, 01223 458533, Wangari.njiiri@cambridge.gov.uk

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Appendix A – Crime and Incident Data

Table 1: Reports to Cambridge City Council

Nature of Offence	2017	2018	2019	2020	2021	2022	Total
Sexual advances/assault	2	1	2	1		2	7
Violent assault	1		1	1			3
Child sexual exploitation							
Aggressive/threatening behaviour	4	2	8	5	6	4	29
Inappropriate conduct	4	10	13	5	2	7	41
Total							80

Source: Cambridge City Council

Table 2a : REPORTED INCIDENTS WHERE “TAXI DRIVER” STATED AS OCCUPATION SUSPECT (JANUARY 2021-FEBRUARY 2022)

DISTRICT	NUMBER OF REPORTS	INCIDENTS WITHIN VEHICLE
South Cambridgeshire CDC	6	0
Cambridge City Council	24	5 (4 relate to same incident)
Peterborough City Council	44	12
East Cambridgeshire District Council	3	1
Fenland District Council	1	0
Cambridgeshire (as marker)	2	1
Total	80	19

Source: Cambridgeshire Constabulary

Table 2b: 2a incidents within vehicle data split into offence type

OFFENCE TYPE	TOTAL
Assault with injury	2
Assault without injury	2
Cause fear, alarm or distress	1
Drug trafficking	2
Kidnapping	6
Make off without payment	2
Public order	1
Sexual assault	2
Theft	1
Total	19

Source: Cambridgeshire Constabulary

Table 3a: REPORTED INCIDENTS WHERE “TAXI DRIVER” STATED AS OCCUPATION OF VICTIM (JANUARY 2021-FEBRUARY 2022)

DISTRICT	NUMBER OF REPORTS	INCIDENTS WITHIN VEHICLE
South Cambridgeshire CDC	11	5
Cambridge City Council	39	13
Peterborough City Council	79	35
East Cambridgeshire District Council	2	0
Fenland District Council	9	2
Total	140	55

Source: Cambridgeshire Constabulary

Table 3b: 3a incidents within vehicle data split into offence type

OFFENCE TYPE	TOTAL
Assault with injury	6
Assault without injury	11
Cause fear, alarm or distress	8
Criminal Damage to vehicle	6
Exposure	1
Make off without payment	16
Public order	1
Religious/Race aggressive criminal damage/fear	2
Sexual assault	
Theft/Robbery	2
Threat to kill	2
Total	55

Source: Cambridgeshire Constabulary

Licensed Vehicle CCTV

Technical Specification and System Requirements

In order to be considered suitable for installation in any Licensed vehicle, a taxi camera system must meet the following requirements:

1.0 Operational Technical Specifications

Ref	Specification	Details
1.1	100% solid state design or a proven vibration and shock resistant system	The system should not have any fan and the recording should be vibration and shock proof, i.e.: - Flash-based SSD (100% industrial grade), - Hard disk with both mechanical anti-vibration and anti-shock mechanism and self-recovery and self-check file writing system. SD cards will not be acceptable
1.2	8 to 36 Volts DC	Operational between 8 and 36 volts DC
1.3	Reverse polarity protected	System to be protected against reverse voltage.
1.4	Short circuit prevention	System to be protected against short circuits
1.5	Over voltage protection	System to be protected against high voltage transients likely to be encountered in the vehicle electrical system.
1.6	Automotive Electromagnetic Compatibility Requirements	The taxi camera equipment must be e-marked or CE-marked with confirmation by the equipment manufacturer as being non-immunity related and suitable for use in motor vehicles.
1.7	System override switch to be located in a position where it is not accessible from inside the vehicle (i.e. in the boot) The over ride switch must be illuminated when switched "on"	The system is required to be active at all times that the vehicle is being used as a licensed vehicle. This will allow the system to be deactivated during times when the vehicle is being used for domestic use. The switch that deactivates the system must be located within the vehicles luggage area and must be time delayed (i.e. it must not be possible to deactivate the system immediately or from inside of the vehicle).
1.8	First-in/first-out buffer recording principle	The system must automatically over write to create a constant cycle recording
1.9	Access record	A service log must be kept and maintained by the approved installer and the local authority.

1.10	Security, duration and auto-clearing of log files	<p>The System must contain a log file that is securely protected and encrypted to stop inappropriate access by unauthorised users.</p> <p>The log file information must include the information set out in 1.16 below.</p>
1.11	Image recording formats and media	Images must be encrypted to a minimum of FIPS 140/2
1.12	Image protection during power disruption	Images must be preserved in the event of loss of power. Battery back-up will not be permitted
1.13	Unit must operate without the ignition being turned on.	The Unit must have the ability to operate for at least 30 minutes without power from the ignition. The device must be hard wired to both constant and ignition supply.
1.14	Image and audio data shall be recorded and stored in a unit separate from the camera head.	Self contained storage cards within the camera head will not be acceptable
1.15	GPS capability	System must have GPS capability.
1.16	The system must be capable of recording audio time synchronized to the recorded images.	<p>If activated, the audio must record within the video file.</p> <p>The System must ensure that the recorded images and sound are correctly synchronized</p>
1.17	The system shall not record audio except when audio recording is activated by means of an approved trigger / panic switch	<p>The system should have the ability to start recording audio data by means of a trigger switch.</p> <p>Switch must be accessible by both the passenger and driver</p>
1.18	The audio playback, when triggered, shall be in 'real time' and synchronised with the images that are captured.	<p>All audio files must simply be added to the video files as a voiceover, not in separate files</p> <p>Audio playback must be synchronised with the captured video images.</p>
1.22	Audio data and image data must be stored together, not in separate files, and must be protected against unauthorised access or tampering.	

1.23	The system must support testing of the audio function for installation set-up and inspection purposes.	
1.25	Recorded images by the system shall not be displayed within the vehicle.	The monitor may only display live images as clearly visible by having a glance around as per ICO specifications, it must not display recorded images
1.26	The system must have a panic switch for audio activation	At least one trigger/audio activate button must be capable of being operated by the driver AND a passenger. Once activated, this switch must trigger the recording of video and audio in accordance with section 6.1 below.
1.27	The system must include a visual indicator that will clearly show when audio recording is taking place. This indicator must be visible to all passengers within the vehicle.	This may take the form of an indicator LED built into the audio activation switch which can clearly be seen by passengers.

2.0 Storage Capacity Technical Specification

Ref	Specification	Details
2.1	Minimum of 28 days i.e. (28 x 24 hours) of recording capacity	The camera system must be capable of recording and storing a minimum of twenty eight days of images of HD1 (720/288) size or better.
2.2	Images must be clear in all lighting conditions	System to provide clear images in bright sunshine, shade, dark and total darkness. Also, when strong back light is present without the need for additional components.

3.0 Camera Head Technical Specification

Ref	Specification	Details
3.1	Camera installation non-obstructive	The camera and all system components shall be installed in a manner that does not interfere with the driver's vision or view of mirrors or otherwise normal operation of the vehicle.
3.2	Protected camera disconnect	The camera head shall be designed to disconnect for ease of removal and replacement only by maintenance personnel.
3.3	Special tools for adjustment/removal	To prevent inappropriate interference only tools supplied to authorised fitters should be capable of carrying out adjustments or removal.
3.4	Field of view to capture all passengers in the vehicle	The lens or the position of the camera must be of a type that captures the driver and all passengers of the vehicle on the recorded image. The lens must be of a style not to create a "fishbowl" effect.
3.6	Compatible for use in vehicles with a partition (shield)	The camera system must be adaptable to provide clear images when a vehicle is equipped with a shield. This may be accomplished with the use of multiple camera heads.
3.7	Multiple cameras	The unit shall be capable of supporting up to four (4) cameras. Four cameras may be required to provide adequate coverage in larger vehicles and/or certain purpose built vehicles or external images.
4.0 Storage Device	Technical specification	
4.1	Impact and shock resistance	The recorder shall be impact resistant, sufficient to withstand a typical car accident, or striking with a large, heavy object such as a suitcase.
4.2	Controller in concealed location	The storage unit shall be concealed from within the passenger compartment and effectively inaccessible except by authorised personnel. For example in the luggage area

4.3	Download port provision	The recorder shall be equipped with a communication port within the hard drive housing for downloading by authorised officer
4.5	Download port cable length (1 foot minimum)	Download port shall be at least one foot in length for ease of download.
4.6	Recorder to be securely affixed to the vehicle	
4.7	Log to register each user access	
4.8	Log to register camera system parameter modifications	
4.9	Log to register each image download session	
4.10	Log to register modification/manipulation of downloaded images	
4.11	Log to register exporting of downloaded images	
4.12	Log to register exporting of downloaded clips	
4.13	Log file protected against unauthorised access	
4.14	Time/date stamp	All stored images must be time and date stamped.
4.15	Vehicle ID number stamp	All stored images must have vehicle identification (VIN & or number plate).
4.16	Controller non-modifiable ID code stamp	Each recorded image shall be automatically stamped with a unique and non-modifiable code that identifies the controller that was used to record the image.
4.17	Controller (Storage Recorder)	Manufacturer to supply the Council with a supply of specialised tools to allow for removal of the controller and download of data when required.
5.	Specifications for video and audio recording rate	
5.1	Video image recording on system activation (when audio is not activated).	The system shall record images at a minimum rate of twenty five (25) images per second.

5.2	Video image recording when audio is activated.	The system shall record images at the rate of twenty five images per second during periods when audio recording is activated (either due to time requirement, or through activation by the driver trigger switch or passenger audio button).
5.3	When activated, audio recording must be in real time and synchronised with the video recording.	When activated, audio recording must be in real time and synchronised with the video recording.
5.4	System to continue to record images (and audio when applicable) when engine is off.	System must continue to record images (and audio when applicable) for 30 minutes after engine / ignition or override switch is switched off.
6.	Specification for activation via driver or passenger trigger/ audio button	
6.1	The activation of a trigger button when activated by driver or passenger.	<p>The system must be fitted with at least one trigger button that once activated will trigger synchronised audio and video recording.</p> <p>Trigger button must be easily accessible to driver and passenger e.g passenger does not have to get up from seat to activate.</p>
7.0	Downloading Technical Specification	
7.2	Provision of necessary software, cables, security keys to the Council Licensing Team.	
7.3	Windows compatible.	Once downloaded and converted
7.4	Downloaded images stored in non-volatile media	
7.5	Downloaded images stored in secure format	
7.6	Verifiable image authenticity	Each image shall be watermarked with vehicle ID, and time and date, and be tamperproof.
7.7	Provision of technical support to the Council	To assist in accessing system in case of damage to the vehicle or to the system in

	Licensing team when necessary.	case of accident within a reasonable time frame
7.8	Wireless Download Prohibited	All wireless hardware to be disabled.
7.9	Filter the specific images for events and times for the approximate time of the crime committed.	The playback software must list the files in date and time slot order for ease of location of required file.
8	Requirements in relation to System Information	
8.1	Provision of service log	The unit manufacturer shall have a service log. The manufacturer shall also provide detailed instructions for the drivers with each unit.
8.2	Serial number indication on service log	The unit will be marked with a serial number
8.3	Installation date indication	A certificate of installation must be provided which will indicate the installation date
8.4	Clarity of operating instructions	The system shall be provided with clear and concise operation instructions which are written or presented with due consideration to varying levels of literacy.
8.5	Installation by authorised agents	The unit shall only be installed by manufacturer's authorised agents.
8.6	Provision of authorised agents list to the Council Licensing Team	The manufacturer or supplier shall provide a list of all authorised agents to the Council Licensing Team.
8.7	Documentation	The manufacturer must provide clear and concise operating instructions which are written or presented in layman's terms. (Details on how the system operates)
8.8	Image Protection	All captured images must be protected using encryption software that meets or exceeds the current FIPS 140-2 (level 2) standard or equivalent.
9	System requirements in relation to Vehicle Inspection Facility – Inspections	
9.1	Provision of system status/health indicator	The driver shall have an indicator showing when the system is operational and when there is a malfunction. This should include

		the images as shown to verify the status of each camera.
9.2	Mounting location of system status/health indicator to be seen	The indicators shall be mounted in such a way so as to allow for ease of view.
9.3	Design and or installation to be testable as part of the vehicle compliance test (or persons acting on behalf of the council – such as vehicle inspectors)	The system shall be designed and installed such that the system may be easily tested as part of vehicle compliance test as prescribed.
10	General System Requirements	
10.1	Vandal and tamper resistance	All component parts must be securely mounted, hard wired and small and discreet enough to remove the risk of tampering.
10.2	Provision of statement of compliance	In addition to a formal test of all aspects of this requirement specification, a statement of compliance shall be provided and signed by an officer of the company.
10.3	Reliability in operational and environmental conditions	The system shall provide reliable and full functionality in all operational and environmental conditions encountered in the operation of taxis.
10.4	Programmability of image timing parameters	It shall be possible to change timing and parameters without the requirement to change components.
10.5	Training and Technical Support and Equipment	Manufacturer must provide the Council Licensing Team with a Training and Technical support
10.6	Software and Hardware	Manufacturer to supply the Council Licensing Team with a supply of cables and software to be installed under the supervision of the council's authorised staff.
10.7	Agreement between the Camera Manufacturer and the Council	Agreement to allow the Council access to the relevant software from the supplier so that in the event the manufacturer goes out of business, council will be able to support the system.