

DIOCESE OF CHELMSFORD

DIOCESAN ADVISORY COMMITTEE

The coat of arms of the Diocese of Chelmsford is centered on the page. It features a shield with a large 'X' shape. Inside the 'X' are two crossed keys, the keys of St. Peter. Above the shield is a mitre, a traditional ecclesiastical hat. The shield is supported by two figures, likely angels or saints, though they are faintly visible.

**CLOSED CIRCUIT TELEVISION (CCTV)
FOR PARISH CHURCHES**

GUIDELINES TO ASSIST PARISHES

Issued October 2005

CLOSED CIRCUIT TELEVISION (CCTV) FOR PARISH CHURCHES

INTRODUCTION

With the increase of vandalism and theft in churches, there is an expanding need to protect church property. In addition to intruder alarm systems and security lighting, the use of closed circuit television (CCTV) can be of added protection, particularly in areas where there is a high incidence of illegal entry resulting in theft or mindless vandalism.

THE BENEFITS OF CCTV

As well as visually recording all authorised and unauthorised entries to the church building, CCTV also acts as a deterrent to would-be thieves or vandals. Any recorded images can give the police valuable evidence to recognise and take action against any unlawful intruders. A prominent external notice stating that CCTV is in operation can also be a deterrent.

PERIODS OF SURVEILLANCE

Ideally the period of surveillance should be 24 hours, i.e. day and night. However, a system including night and day cover may be more expensive and possibly an excessive response to the normal need. There is also the practicality of video recording in an unlit church so that night lighting would be required. However there are day/night cameras available to record infrared pictures at night.

Most basic church systems cover the daylight hours, seven days a week, whether the church is occupied or not. Long playing videotapes of suitable length may be used. The video recordings can be kept for either one week or two weeks, a decision the PCC needs to make based on local assessment. The local Crime Prevention Officer can also advise.

However, with a digital video recorder, much longer recording times are possible (up to 40 days) and the advantage of these is that there is no need to have, and therefore change, any tapes and the same recording facility can be used again indefinitely.

INSTALLATION OF EQUIPMENT

The recording equipment needs to be in a secure location, inaccessible to intruders, e.g. in a locked vestry or office. In simple terms, it consists of a monitor and video recorder together with storage for the videotapes dependant on the system used. The monitor can be manually switched to any camera or to all cameras at once. The cameras should not be visually intrusive and for that reason should be small. Their positions should cover all areas of the church and the main entry points. They should be high enough not to be too easily accessible from the floor level. The wiring to the cameras must be routed to be unobtrusive and also not vulnerable to severance by intruders. There are many types of cameras available, all with wide viewing angles of between 75° and 90°. Day and night cameras can record in colour by day and black and white when dark with the aid of built in infrared sensors. Cameras are also available that only record with motion detection. They can be linked to the security alarm system. Many cameras are suitable for both internal and external use and can be quite small, e.g. bullet cameras, which are approx. 70mm diam. x 170mm long. The day/night cameras are slightly larger

External CCTV cameras covering the likely access points of the church building may be needed if external vandalism proves to be a constant occurrence. Their siting is critical if they are to be effective. If attached to the church building they can cover the main approaches; to do so they need to be placed high on the building. Unlike remote controlled urban CCTV cameras, their viewing area is fixed. Obviously they need to be of weatherproof design. Wiring to them also needs careful and inconspicuous routing. There are also CCTV cameras that are wireless, i.e. not requiring direct wiring to the recorder.

The brackets to cameras of both interior and exterior types require care in fixing to the church fabric and in their turn must not be unsightly. They should be closely fixed to the wall and have the minimum of bracket projection. Many cameras have a swivel fixing as part of the camera casing.



Bullet cameras for interior and exterior use



Camera on pillar



View from camera on monitor



External CCTV camera on lamp post.

The following firms operate in the Diocese and are listed **FOR GENERAL INFORMATION ONLY**. They are members of the BSIA (British Security Industry Association, Security House, Barbourne Road, Worcester WR1 1RS), a trade organisation for CCTV system installation.

ADT Fire & Security plc	Loughton	020 8272 4700
Capital Vision	Basildon	01268 590787
Initial Electronic Security Ltd	Romford and Colchester	01708 730410 01206 792278
Kings Security Systems Ltd	Chelmsford	01245 347715
OCS Resolution Security	London	020 7720 4664
Videcom Security Ltd	Waltham Abbey	01992 714604
KEL Sound & Vision	Hornchurch	01708 509633

NB. When inviting tenders, parishes should seek details of other church installations undertaken by the contractor.

POLICY

1. The DAC will expect any proposed scheme not to adversely affect the fabric, character or appearance of the building.
2. Specialist advice should be sought before approaching a contractor. The DAC is willing to give advice at an early stage. It is also advisable to consult the church architect.
3. DIY installations will not be recommended.
4. All installations are to comply with the latest IEE Regulations.
5. Exposed wiring is to be sited discreetly and coloured to match the colour of the surface to which it is fixed (as part of the contractor's installation).
6. DAC to be consulted at the initial stage.

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Printed by the Diocesan Office Print and Mail Unit (Tel: 01245 294404)