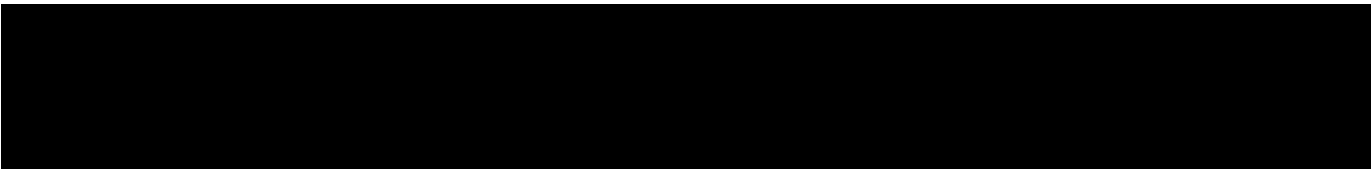


# SYSTEM DETAIL

## VIDEO SURVEILLANCE

Site address	Saltash Town Council Isambard House Saltash Train Station Saltash Cornwall
Quote reference	[REDACTED]
Issue number	01
Date (dd/mm/yyyy)	25/03/2024

<b>PROJECT NAME:</b>	STC – Isambard House	Document Reference [REDACTED]
<b>DOCUMENT NO:</b>	[REDACTED]	Version: 1.0



# SYSTEM DESCRIPTION

## User Requirement

	COMMENTS
Basic Objectives	Provide a visible deterrent to reduce likelihood of criminal activity and record criminal activity.
Operational Periods	24/7
Surveillance Areas	Perimeter of Isambard House
Activities to be captured	Security Deterrent
Illumination Types	IR/White Light Illumination

## Overview

The system is based on an IP (networked) Video Surveillance System

## SYSTEM DESIGN

### Design Parameters

The system has been designed by [REDACTED] in accordance with the following:

- NSI NCP 104.3

### Legislation and Standards

Your attention is drawn to the Data Protection Act and the information available from the Information Commissioner's Office.

To obtain more information, please go to <https://ico.org.uk/>

## Assessment of Risk

A site survey and risk assessment of your property has been carried out on 22/03/24 by [REDACTED]

## Lux Levels

A minimum illumination level of 1 lux is assumed in all areas of system coverage at all times. If any areas can be expected to fall below this level, SFS should be notified in order that the system design is adjusted accordingly.

Please Note: Where Public Street lighting forms part of the lighting provision, consideration should be given to whether energy saving measures are existing or proposed (lights switched off during certain hours of darkness) as this could have a significant detrimental effect on the quality of images provided.

## Cameras

CAMERA REF.	VIEWING AREA	CAMERA TYPE	IMAGE CATEGORY							IMAGE RECORDING FORMAT						
			MONITOR	DETECT	OBSERVE	REGOGNISE	IDENTIFY	CONTINUOUS	MOTION ACTIVATED	RESOLUTION	IMAGES PER SECOND	PRE-ALARM RECORDING (S)	POST-ALARM RECORDING (S)	ENCODING FORMAT	IMAGE RETENTION (DAYS)	
1	Parking area LHS	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
2	Front LHS towards extension door	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
3	Front LHS towards parking barriers	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
4	Front RHS towards main Entrance Door	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
5	Front RHS Roadside	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
6	Front RHS Corner Side path	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
7	Rear LHS Platform (Optional)	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
8	Rear RHS Platform (Optional)	FD	●	●	●	●	●	●	●	8MP	12	5 Sec	5 Sec	H.265	31	
9	Café (Optional)	FD	●	○	●	○	○	○	●	5MP	12	5 Sec	5 Sec	H.265	31	
		-	○	○	○	○	○	○	○	-	-	-	-	-	-	
		-	○	○	○	○	○	○	○	-	-	-	-	-	-	
		-	○	○	○	○	○	○	○	-	-	-	-	-	-	

## Camera Types

FD – Fixed Dome (movement and position of lens cannot be remotely operated from a remote location)

FB – Fixed Bullet (movement and position of lens cannot be remotely operated from a remote location)

PTZ – Pan / Tilt / Zoom (movement and position of lens can be remotely operated from a remote location)

## **Image Categories**

**Monitor: A figure should typically occupy a minimum of 80 mm per pixel.**

An observer should be able to monitor the number, direction and speed of movement of people across a wide area.

**Detect: A figure should typically occupy a minimum of 40 mm per pixel.**

When alerted, an observer should be able to search the display screens and ascertain whether a person is present or not.

**Observe: A figure should typically occupy a minimum of 16 mm per pixel.**

An observer should be able to see some characteristic details of the individual, such as distinctive clothing, whilst the view remains sufficiently wide enough to allow activity surrounding an incident to be monitored.

**Recognise: A figure should typically occupy a minimum of 8 mm per pixel.**

At this level of detail, an observer should be able to say with a high degree of confidence whether or not an individual shown is the same as someone they have seen before.

**Identify: A figure should typically occupy a minimum of 4 mm per pixel.**

## **Video Analytics**

TYPE	FUNCTION / PURPOSE	APPLIES TO
Motion Detection	Images recorded on detection of motion only / maximise image storage capacity	All cameras
<b>Motion Detection</b>		All Cameras
<b>Object Identification &amp; Tracking</b>		External Cameras
-		-
-		-

## **Recording Equipment**

Recording equipment shall be located as follows:

LOCATION	Video Inputs	HDD	TYPE	MOUNTING	UPS BACKED
Comms Cupboard	8	8	NVR	19" Rack	No
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-

## Control & Viewing Equipment

Viewing equipment shall be located as follows:

LOCATION	CONTROL EQUIPMENT				MONITORS			
	TYPE	MOUNTING	MANUAL CONTROL DEVICES	UPS BACKED	SIZE	QTY	MOUNTING	UPS BACKED
2 <sup>nd</sup> Floor Server Room	Monitor Interface	Desk	PC Keyboard & Mouse	No	19"	1	Desk	No
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-

Operator workstations – please note:

- For the selection of the screen size, the distance between the display and operator is the primary factor. The general rule is that the viewing distance should be between 3 to 5 times the size of the screen's diagonal.
- The operator must be positioned so that they are able to clearly view the information on the display.
- Control desks should be ergonomically designed with particular attention being paid to siting of monitors in order to avoid reflections from extraneous light sources on the display screens.
- Workstations must be suitably protected from unauthorised use, either by physical or application access control.

## Clarifications

The following items may require further discussion/confirmation:

COMMENT	DOCUMENT REFERENCE	!
1. Where privacy issues are identified (where images from cameras overlook private properties), relevant images will be digitally 'masked' to exclude these areas.		●
2.		○
3.		○
4.		○
5.		○
6.		○
7.		○

! = Non-compliant to corresponding document when checked ( ● = checked / ○ = unchecked)

Please note: Where items have been identified as non-compliant these are to be agreed in writing prior to installation.

## Power & Data Requirements

The following table confirms power and data requirements in relation to the project:

ATTENDANCE / WORKS	UN-SWITCHED FUSED SPUR	MAINS SOCKET	RJ45 DATA SOCKET	RJ45 DATA SOCKET (PoE)	RJ45 DATA SOCKET (PoE+)
Video Surveillance NVR/DVR*	○	●	●	○	○
Video Surveillance Monitor	○	●	○	○	○
Video Surveillance Fixed Camera	○	○	○	●	○
Video Surveillance PTZ Camera	○	○	○	○	○
Server*	○	●	○	○	○
PC Workstation	○	●	●	○	○
	○	○	○	○	○
	○	○	○	○	○

\* NVR's, DVR's & Servers require 2no. data sockets

## INSTALLATION

### Cable Types

The following cable types shall be installed (where applicable):

CABLE FUNCTION	CABLE TYPE	CPR CLASSIFICATION
ELV, Control and Monitoring (Multicore Alarm Cables)	Type 1 (LS0H) to BS4737-3.30:2015	N/A - see note 1 below
ELV Power (Flex)		N/A - see note 1 below
Data		N/A - see note 1 below

### Wiring Configuration

The wiring shall be configured to suit the building layout.

Cable Type: Cat5e

Existing Data Socket high level in the Café to be utilised for wiring of cameras on the RHS of the building, due to building layout no loft space is available for cabling through the main space.

## Test Plan

Upon conclusion of the works, selected cause & effect and 3rd party stage operations will be witness tested to the client and, if necessary, the Local Authority representatives.

The following tests shall be carried out (subject to agreement):

1. Images testing – This shall be scenario based. Image chain consistency of each camera shall be carried to ensure images viewed live and/or replayed and exported meet the image performance requirements detailed in this document. Please note that construction sites are unlikely to be available outside of normal working hours for testing of worst-case lighting scenarios and therefore this scenario will not be tested. This test can be arranged directly with the end user after contract completion and under a separate instruction if deemed necessary.
2. Testing will cover the operational period of the system;
3. Legislative requirements that affect the design of the system shall be tested/assessed for compliance;
4. Design requirements introduced due to a Privacy Impact Assessment (coverage/masking) shall be assessed for compliance;

All test results shall be documented and shall include details of tests carried out and evidence captured (for example, operator acceptance checks, reference stills and videos, configuration files, network load statistics, penetration test reports, etc.) to confirm the system meets the UR/SDS.

## Commissioning

Following completion of the electrical wiring and prior to client participation, [REDACTED] will configure, program, test and commission the system to our satisfaction to provide a fault free system that meets the parameters set out in this proposal and the accompanying documents.

## Handover / Completion

[REDACTED] will provide customer training and system familiarisation, and this activity will be carried out to suit the programme of works.

Unless otherwise agreed in writing with the end user, all system accounts used by [REDACTED] will be deleted or locked and the user will be advised to change passwords when the system is handed over. This includes removing remote access rights to the system.

The following documentation shall be provided at handover:

- Risk assessment, unless carried out by others;
- UR, unless produced by others;

- [REDACTED] unless produced by others (should be signed by the customer);
- As fitted documentation;
- Test plan and commissioning results;
- The results of testing (as a minimum these shall include reference images from each of the cameras at representative illumination levels throughout the operational period defined in the UR;
- Operating instructions/manuals (these shall be in a format agreed with the customer);
- System account details and passwords;
- System logbook;`
- Handover checklist (signed by the customer and the individual handing the system over);
- Certificate of acceptance;
- NSI Certificate of Compliance



**Pricing**

System / Description	Visits		
Video Surveillance System (VSS) <b>Option 1</b> (6 external cameras) 188171	N/A	£3086.76	<input type="checkbox"/>
Video Surveillance System (VSS) <b>Option 2</b> (6 External Cameras and 1 Internal Camera in the Café area) 188171-02	N/A	£3480.53	<input type="checkbox"/>
Video Surveillance System (VSS) <b>Option 3</b> (8 External Cameras including 2 directed along the platform side) 188171-01	N/A	£3812.96	<input type="checkbox"/>

Please tick the relevant box/s required – Please note that there are annual increases unless a **fixed** contract term is accepted. All prices quoted are subject to VAT at the current rate



**ACCEPTANCE**

The customer hereby accepts the above quotation based on [REDACTED]

***Please note: - All maintenance contracts are rolling contracts and we require 45 days written notice for any cancellation.***

*The system supplied and the service and maintenance given by the Company are designed and intended to minimise the risk to the Subscriber of suffering the loss or damage for which it has been specified but no guarantee can be given that the system will detect, activate, or report correctly at all times, under all conditions. Respectfully we would like to point out that [REDACTED] is not an insurance company and consequently because of the potential extent of any claim that could otherwise be made against the Company under the contract arising from a failure of the system or from some act of negligence on the part of the company, its employees or its agents in comparison with the sum payable by the Subscriber, the company places a limit on its liability. It is therefore the Subscriber's responsibility to comprehensively and adequately insure the property in which the system is installed, it's contents and persons using the same, against "all risks".*

Signed .....

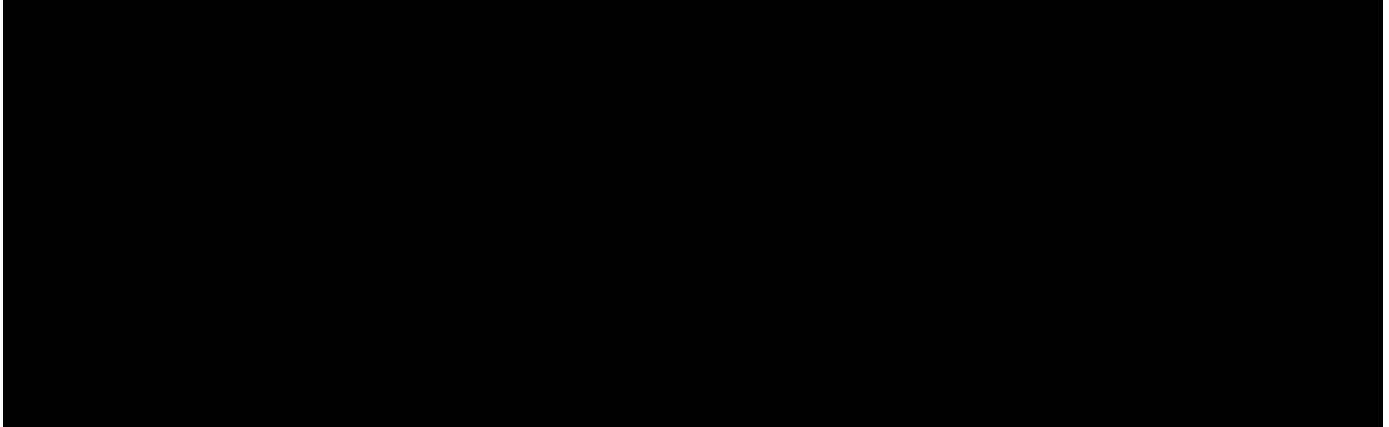
Date .....

PRINT NAME .....

Position Held .....

Purchase Order No (if applicable) .....

# ABOUT US



## Association Memberships



## Certifications & Accreditations



Approved services and NSI Certificate(s) of Approval:

- Design, Installation and Maintenance of Electronic Security Systems for Intruder Alarms, CCTV Systems and Access Control
- Design, Installation, Commissioning & Handover, Verification and Maintenance of Fire Detection & Alarm Systems



## Certified Partnerships

