

# WARRINGTON Borough Council



## CCTV SYSTEM INSTALLATION IN HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES

### Introduction

Warrington Borough Council (“the Council”) operates an approved list for the provision of CCTV systems within hackney carriages and private hire vehicles. Suppliers who meet the criteria for approval will be recommended as suppliers to hackney carriage/private hire drivers operating in Warrington. This document sets out the rules for the operation of the approved list system.

### Rules for CCTV Supplier Approval

1. CCTV systems will comply with the Council CCTV Technical Specification and with the Council’s Hackney Carriage/Private Hire Licensing Policy (these documents may be amended from time to time to meet changes in policy).
2. Suppliers will ensure that the Council is the Data Controller and that any fitters of the CCTV system are not able to access CCTV footage whilst fitting systems.
3. Suppliers will guarantee the accurate punctual true and faithful performance and observance of its obligations in accordance with the Technical Specification.
4. Suppliers will provide demonstrations of the CCTV system to the Council’s Licensing Team as requested by the Licencing Team to ensure that the system meets the requirements.
5. Suppliers will provide to the Council details of system fitting locations to be used and details of individual fitters.
6. Pricing structure – Suppliers will provide to the Council price lists which will then be shared by the Council with hackney carriage/private hire vehicle operators/drivers, and/or prospective vehicle operators/drivers.

The pricing structure offered to the hackney carriage/private hire vehicle proprietors may include purchase/lease options, which will be compliant with relevant legislation. The Price Structure will provide prices that are favourable to the taxi/private hire trade as opposed to the general market.

- (a) the supplier shall execute the guarantee of the product supply including the prices agreed during the approval process;
- (b) any proposed alteration and/or additions to the pricing structure will be submitted in writing and approved by the Council before implementation by the Supplier;
- (c) The supplier will specify the length of warranty on the CCTV system supplied;
- (d) If a service package is provided, the supplier will provide details of its policy for repair and the timescales for any repair required.

7. The Council cannot accept responsibility for any leasing or other financial arrangements that takes place between Suppliers and hackney carriage/ private hire drivers and does not endorse or vet such arrangements.
8. In the event of any breach of the obligation of the supplier under rules 2, 4 and 5 above then the Supplier shall be responsible for and will guarantee the Council against all losses, damages, costs and expenses which the Hackney Carriage/private hire vehicle drivers may incur as a result by reason of such breach; except that in no event shall the Hackney Carriage/private hire vehicle drivers/operators suffer a greater liability for loss, damage, costs or expenses in relation to such breach than the Supplier.
9. Following written notice from the Council, the supplier shall at its own expense perform or take whatever steps may be necessary to procure the performance of the obligations of the Council under the supplier approval process.
10. Where a supplier breaches any of these rules the Council may instruct the supplier to comply giving a timescale to rectify the situation during such period the supplier will be suspended from the approved list and its details not given to hackney carriage/private hire drivers/operators. Should the supplier be able to demonstrate they have rectified the reason for the suspension to the satisfaction of the Council prior to the end of the notice period the Council may reinstate the supplier to the approved list. Should at the end of the notice period the supplier not have complied with the notice they will be removed from the approved list.

**For official use only:**

<b>Company Name</b>	
<b>Device Name</b>	
<b>Date of Application</b>	

<b>STEPS REQUIRED</b>	<b>ASSESSMENT REQUIREMENTS</b>	<b>DATE OF SUBMISSION</b>	<b>For official use only Completion date</b>
1. Supplier will submit product specification to the WBC - IT Section	The product must be in line with WBC CCTV Technical Specification		
2. Supplier will submit pricing structure to the Council. This can include hire purchase/lease options. <b>Note*</b> - Competitive prices are favourable at lower cost to the taxi trade			
3. What is the length of the warranty on the system you will install?			
4. details for location of fitting and fitter			
5. demo to WBC of CCTV Product			
6. Supplier rules – check supplier awareness			