# SPECIFICATION

## Project Title

Supply, Installation, Commissioning and Maintenance of CCTV Systems Across 7 Conwy Leisure Facilities

## Project Reference: CCTV-LS-2026-01

## INTRODUCTION

Conwy County Borough Council is seeking to appoint a suitably qualified and experienced contractor for the supply, installation, commissioning, configuration and 3year maintenance of CCTV systems across seven leisure facilities operated by the Authority.

The project forms part of the Council's investment programme to improve security, safeguarding and operational resilience across its leisure estate. The successful contractor will be responsible for delivering a modern, fully integrated CCTV solution that provides high-quality surveillance coverage, evidential recording capability and integration with the Conwy Alarm Receiving Centre (ARC)

## BACKGROUND TO THE PROJECT

The Authority currently operates CCTV systems across six leisure facilities. These systems have reached the end of their operational life and no longer provide the reliability, functionality or compliance standards required to support modern operational and security needs. In addition, one leisure facility currently has no CCTV coverage and requires a new installation.

The project will deliver a consistent CCTV platform across seven leisure sites, improving monitoring capabilities, reducing maintenance issues associated with obsolete equipment and providing a future-proof solution that can be expanded and upgraded as operational requirements evolve.

The seven sites included within the contract are:

| Site | Cameras | Appendix No |
|---|---|---|
| Abergele Leisure Centre | 27 | 1 |
| Colwyn Leisure Centre | 30 | 2 |
| Eirias Events Centre | 29 | 3 |
| Hwb Llanrwst | 12 | 4 |
| Llanrwst Swimming Pool | 12 | 5 |
| Llandudno Junction Leisure Centre | 19 | 6 |
| Llandudno Swimming Centre | 27 | 7 |

Total Cameras: 156

**THE REQUIREMENTS**

The Authority has undertaken detailed CCTV assessments for each facility and has produced site-specific CCTV requirements identifying proposed camera locations, viewing directions, coverage objectives and camera types for each location. These schedules shall form part of this Specification and are issued as appendices to the tender documentation.

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The successful contractor shall review the Authority's proposed layouts and requirements and undertake a site survey to verify the proposed design prior to installation. Contractors may propose minor amendments where these improve coverage, functionality or value for money; however, any proposed changes must be agreed by the Authority before implementation.

The contractor shall provide a complete turnkey CCTV solution including:

***Site Surveys and Design Validation***

- Validation of all Authority provided camera layouts.
- Confirmation of camera locations and fields of view.
- Identification of any infrastructure or cabling requirements.
- Production of final as-installed drawings.

***Equipment Provision***

The CCTV system shall comprise a mixture of:

- Fixed CCTV cameras.
- Panoramic CCTV cameras.
- PTZ CCTV cameras where identified within site schedules.
- Network video recording equipment.
- Storage servers and associated hardware.
- Switches and networking equipment.
- Viewing stations and monitoring equipment.
- Software licences and management platform.

## *Technical and Interoperability Requirements*

The Authority prefers a Dahua-based CCTV solution, including a Dahua Video Management System (VMS), where this supports reliable integration with the Conwy Alarm Receiving Centre (ARC), consistency and ease of management. Alternative manufacturers or VMS solutions may be proposed provided the tenderer demonstrates equivalent functionality, appropriate ONVIF interoperability, full compatibility with the Council's ARC environment, and clearly identifies any additional interface, licensing, integration or support requirements and costs.

Recording equipment shall be sized to achieve a minimum 31-day retention period for all connected cameras at the tendered recording settings. For tender evaluation, tenderers shall provide a storage calculation for each site identifying camera quantity, recording resolution, frame rate, codec/compression, assumed bitrate, recording mode, usable storage capacity and any resilience or storage overhead. The calculation shall demonstrate at least 31 days of retention. Any different recording settings proposed for individual cameras shall be clearly identified and justified.

The system shall be capable of operating on an appropriate private IP network and of future connection to the Council corporate network, subject to Council IT requirements. The contractor shall provide all required local cabling, switches, patching and associated equipment up to the agreed handover point. Cat6 cabling shall be used for new structured cabling unless otherwise agreed. Cybersecurity and Access Control

The CCTV solution shall be securely configured. Manufacturer default usernames and passwords shall not remain in use following commissioning. Administrative access shall use unique credentials and role-based permissions appropriate to operational requirements. Unnecessary network services and accounts shall be disabled where technically possible. Remote support or remote administrative access shall only be enabled through a method agreed with the Authority and Council IT.

Administrative and security-relevant system activity shall be logged where supported by the supplied equipment. Configuration backups shall be provided at handover and following material configuration changes. Passwords and other security-sensitive credentials shall be transferred securely using a method agreed with the Authority and shall not be included in general handover documents. Ongoing software, firmware and security update requirements are set out under Maintenance and Support.

All cameras and recording equipment proposed for ARC connection must be compatible with the Council's current CCTV control room arrangements. The Council's existing ARC environment includes Meyertech systems and Dahua remote-site viewing software. The contractor shall verify compatibility before installation and shall identify any camera licences, interface modules, software licences or network changes required for integration.

Where included in a tenderer's proposal, enhanced functions such as people counting, heat maps, video analytics, alarm integration or audio shall be identified separately. Such functions shall not be enabled unless specifically authorised by the Authority and demonstrated to be appropriate for the intended use and privacy requirements.

New cameras shall provide suitable Wide Dynamic Range and low-light performance for the intended location. Where required by the site conditions, integral infrared illumination shall be provided. Cameras shall support dual video streams suitable for local recording and remote viewing.

Cameras and encoders shall support appropriate ONVIF profiles for the functions supplied. New cameras should support ONVIF Profile S for live streaming and PTZ control, and ONVIF Profile G where onboard recording is provided. Tenderers shall confirm the ONVIF profiles supported by all proposed equipment.

The proposed system shall be designed and installed in accordance with applicable CCTV industry standards, including BS EN 62676, and the contractor shall demonstrate awareness of the Surveillance Camera Commissioner Code of Practice and its 12 guiding principles, particularly privacy, proportionality and appropriate camera positioning.

***Site-Specific Requirements***

The Authority has developed detailed camera schedules for each location identifying:

- Camera reference number.
- Building area.
- Floor level.
- Exact camera location.
- Required field of view.
- Camera type.

For example, at Abergele Leisure Centre the schedule identifies CCTV coverage requirements across reception, pool hall, changing areas, corridors, fitness facilities, the car park and 3G pitch areas, with a combination of fixed and panoramic cameras. The schedule includes 27 camera locations supported by floor plans showing proposed positions and viewing directions.

The contractor shall price and deliver the CCTV installation based upon the Authority's issued camera schedules and plans for all seven sites.

## *Privacy by Design and Camera Positioning*

All cameras shall be overt unless expressly agreed otherwise by the Authority, and the contractor shall support the Authority in ensuring appropriate CCTV signage is in place.
The final camera design shall avoid unnecessary intrusion into areas where individuals have a heightened expectation of privacy. Camera fields of view shall be limited to the stated operational purpose, with privacy masking or other controls applied where necessary. Particular care shall be taken in changing areas and similar sensitive locations. Final positions and views shall be agreed with the Authority before commissioning.

**Sensitive-Area Camera Controls**

Any camera proposed within or immediately adjacent to changing, shower, toilet or other sensitive areas shall be subject to a specific privacy review before installation and again at commissioning. The final position, field of view, zoom, masking and configuration shall ensure that surveillance is limited strictly to the identified operational purpose and does not unnecessarily capture areas where individuals have a heightened expectation of privacy. Where an acceptable field of view cannot be achieved, the camera shall be repositioned, reconfigured or omitted, subject to agreement with the Authority.

**Installation Requirements**

The contractor shall:

- Supply all labour, equipment and materials.
- Remove and responsibly dispose of redundant equipment where required.
- Install all new cameras, recording devices and associated equipment.
- Complete all cabling and containment works.
- Configure and commission all systems.
- Minimise disruption to leisure centre operations.

**Integration Requirements**

The CCTV systems shall:

- Integrate with the Conwy Alarm Receiving Centre (ARC).
- Provide remote monitoring capability for the Conwy ARC and authorised Council users, subject to the access controls and cybersecurity requirements within this specification.
- Provide evidential-quality recordings.
- Allow authorised users to remotely access live and recorded footage.
- Support future expansion.

## *Testing, Commissioning and Handover*

The successful contractor shall provide suitable training to nominated Council users and administrators on live viewing, playback, evidence export, routine system checks and the agreed management software.

Operation and maintenance information shall include configuration backup information and the details needed for the Authority to administer and restore the system. Usernames, passwords and other security-sensitive credentials shall be handed over securely using a method agreed with the Authority. Before completion, the contractor shall provide final installation drawings, system configuration diagrams, cable schedules, equipment schedules, manufacturer data sheets, software and licence schedules, test and commissioning records, and an asset register including makes, models and serial numbers.

The contractor shall fully test and commission each system, including image quality, recorded playback, time synchronisation, user access, remote viewing and ARC integration where applicable. Any PTZ, analytics, alarms or other agreed functions shall also be tested before handover.

**ARC Integration Acceptance**

For all seven sites, successful integration with the Conwy Alarm Receiving Centre (ARC) shall form part of the formal system acceptance process. Prior to final acceptance, the contractor shall demonstrate the agreed live viewing, access to recorded footage, camera control and any other specified ARC functionality applicable to the installed system.

Any interface modules, camera licences, software licences, network changes or third-party configuration required to achieve the tendered ARC functionality shall be identified within the tender submission and included within the contract price, unless expressly stated otherwise by the Authority.

**Training and Documentation**

The contractor shall provide:

- User training.
- Administrator training.
- System manuals.
- Camera schedules.
- Asset registers.
- As-installed drawings.
- Configuration documentation.

**Maintenance and Support**

A maintenance and servicing agreement shall be included for a period of three years following completion of the installation, commencing on installation completion and ending on 31 January 2030, and shall include:

- Annual Preventative maintenance visits.
- Software and firmware updates.
- Technical support.
- Reactive fault response.
- Replacement of faulty equipment where applicable.

The maintenance service shall provide a clear fault classification and Service Level Agreement (SLA). As a minimum, a critical fault affecting recording across a site, loss of access to recorded footage, loss of ARC connectivity where contracted, or a failure affecting a significant part of a site CCTV system shall receive an initial technical response within 4 working hours and an agreed recovery action plan within 1 working day. Other faults shall receive an initial technical response within 1 working day. Tenderers shall state proposed on-site attendance and target restoration times for each fault category, together with escalation arrangements. Any exclusions, limits or chargeable items must be clearly identified in the tender. Where the tenderer proposes service levels that exceed these minima, the enhanced service levels shall form part of the contract.

Critical software, firmware and security updates shall be included during the maintenance period where applicable to the supplied system. Tenderers shall describe their fault-reporting arrangements, remote diagnostic capability, escalation process and any manufacturer support arrangements required to maintain the system.

The maintenance proposal shall include planned preventative maintenance and cleaning, checking of live and recorded image quality, recorder health and storage, time synchronisation, camera operation, network connectivity, cabling, power supplies, brackets and signs of water or damp ingress where relevant.

Detailed camera schedules and site layout drawings for each of the seven leisure facilities are included as appendices to this specification and form part of the tender requirements. Tenderers shall ensure that their submissions fully account for all cameras, equipment, infrastructure and installation requirements shown within these documents. The Authority reserves the right to amend final quantities following site verification surveys.

**ADDITIONAL INFORMATION**

The anticipated programme is:

| Activity | Target Date |
|---|---|
| Contract Award | December 2026 |
| Contract Commencement | 1 January 2027 |
| Installation Completion | 31 March 2027 |
| Maintenance Period start and end | Installation Completion - 31 March 2030 |

The Authority reserves the right to adjust the final scope following detailed site surveys and budget considerations

**Ad-Hoc work and prices**

The winning contractor may be invited to price for additional similar projects, for example supplying and installing new leisure site CCTV cameras.
The tender must include item prices should any ad-hoc work be required during the contract period. If extra ad-hoc work is awarded, prices may be adjusted in line with inflation.
There is no guarantee that the Council will award any additional work, and the Council may award additional work to another contractor or service provider instead.

# Appendix 1

| | |
|---|---|
| Facility Name | Abergele Leisure Centre |
| Server location | Admin Office |
| Date | 14/08/2026 |

## CCTV requirements

Camera locations and fields of view shown in this appendix are indicative and remain subject to the Authority's privacy review and final approval. Where there is any conflict between a proposed position or view and the Privacy by Design requirements of this Specification, the Privacy by Design requirements shall take precedence.

| Area | Number | Floor | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|---|
| Admin office | 01 | GF | Above the door | Looking at the safe | Fixed Camera |
| Back of Reception | 02 | GF | Left hand corner as you look at Vicky's office (Where it is at present) | Reception tills and desk | Fixed Camera |
| Reception area | 03 | GF | Above swimming changing room entrance | Looking at the main entrance to the building, vending machines and first aid room | Fixed Camera |
| Pool | 04 | GF | Far wall in the middle | Viewing the entire pool | Panoramic |
| Pool | 05 | GF | Far wall of the poolside | Viewing shallow end and poolside showers | Fixed Camera |
| Pool | 06 | GF | Far wall of the poolside | Viewing deep end and lifeguard chair | Fixed Camera |
| Changing rooms | 07 | GF | Above female group changing room door | Looking down at the first corridor in the changing rooms and the ladies shower entrance | Fixed Camera |
| Changing rooms | 08 | GF | Just to the right of the men's group changing rooms as you look at the door | Looking down at the second corridor in the changing rooms | Fixed Camera |
| Changing rooms | 09 | GF | Above the disabled shower entrance door | Looking at the cleaning cupboard, teacher door and lockers | Fixed Camera |
| Office corridor | 10 | GF | Above the door | Looking at lockers, corridor, both offices and fire exit | Fixed Camera |
| Main hall corridor | 11 | GF | Above the corridor door | Looking down the corridor | Fixed Camera |
| Lift corridor | 12 | GF | Above the corridor door (main hall entrance corridor door) | Looking down the corridor | Fixed Camera |
| Upstairs corridor | 13 | FF | Above toilet door | Looking down corridor | Fixed Camera |
| Gym | 14 | FF | Wall where TV is and wall where clock is | Looking down at the gym | Fixed Camera |
| Studio | 15 | FF | Above the door | Looking down at the studio and fire exit | Fixed Camera |

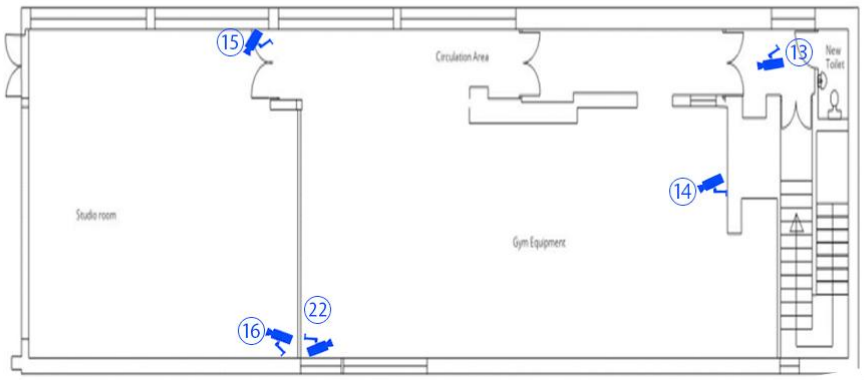
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|---|---|---|---|---|---|
| Studio | 16 | FF | Left hand corner as you look for the studio entrance | Studio and studio entrance | Fixed Camera |
| Main Hall | 17 | GF | Middle of the main hall entrance side | Entire hall | Panoramic |
| Main Hall | 18 | GF | Far side of the hall near fire exits | Looking at both entrances into the main hall | Fixed Camera |
| Car Park | 19 | GF | Outside Corner of the building (on the wall where the Venue Cymru posters are) | Looking at entrance to the leisure centre | Fixed Camera |
| Car park | 20 | GF | Outside near the circular window (Vicky's office) | Looking at the car park | Fixed Camera |
| Car Park | 21 | GF | Near to swimming pool fire exit (above plant room) | Looking down the driveway | Fixed Camera |
| Gym | 22 | FF | Far wall above cross trainer | Looking down at the gym | Fixed Camera |
| Car Park | 23 | GF | By pool emergency exit on side wall | Looking down the path and entrance to the 3G | Fixed Camera |

**3G Pitch Area**

| Area | Number | Floor | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|---|
| 3G Pitch | 24 | GF | To the right of the office entrance (where they are at present on a post) | Camera looking at the pitch its nearest to it | Fixed Camera |
| 3G Passageway | 25 | GF | To the left of the office entrance outside by manager office (where it is at present) | Looking down at the passageway, were the new air source heat pump piping is | Fixed Camera |
| 3G Pitch | 26 | GF | To the right of the main entrance (where they are at present on a post) | Camera looking at the pitch its nearest to it | Fixed Camera |
| 3G Pathway to main 3G entrance | 27 | GF | On column above entrance | Facing Air Handling Unit area | Fixed Camera |

## FIRST FLOOR PLAN

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|---|---|
| Blue Camera | Fixed |
| Red Camera | Panoramic |




## GROUND FLOOR



# Appendix 2

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|---|---|
| Facility Name | Colwyn Leisure Centre |
| Server Location | Back of reception (IT cabinet) |
| Date | 24/08/2026 |

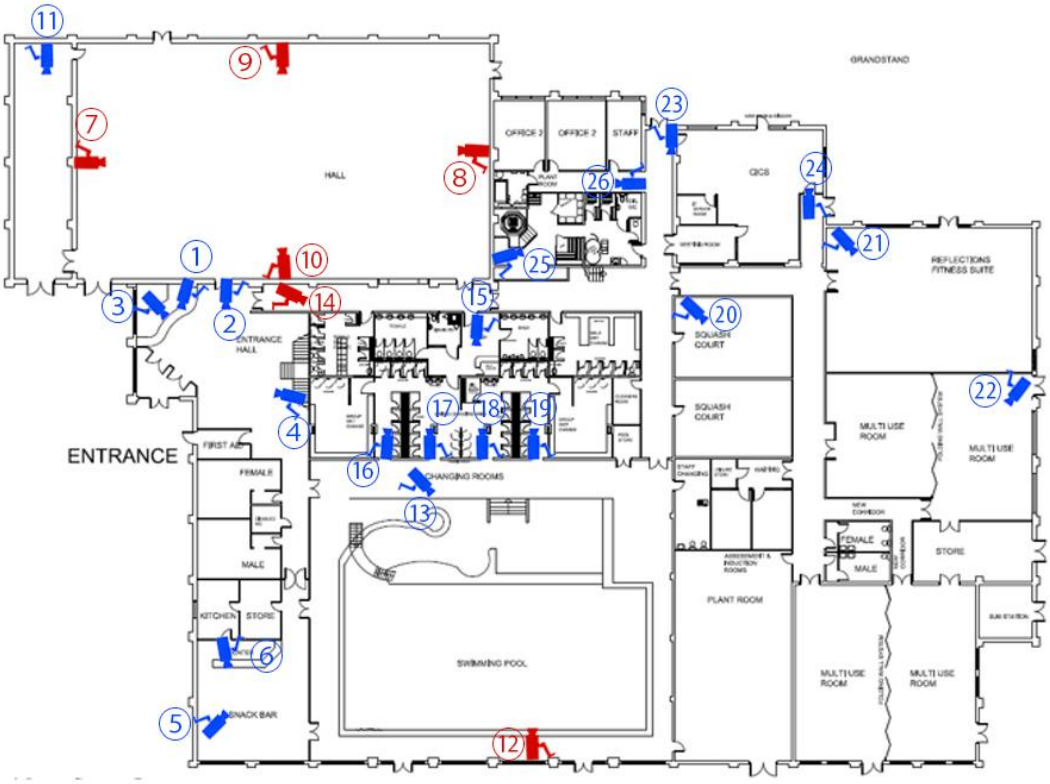
## CCTV requirements

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| Area | Number | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|
| Reception | 01 | Reception looking at entrance doors | Reception (Entrance) | Fixed |
| Reception | 02 | Above the gym entrance door looking at the barriers and vending machines | Reception (Barriers) | Panoramic |
| Reception | 03 | Reception back wall corner looking down at the tills | Reception (Tills) | Fixed |
| Reception | 04 | Viewing gallery stairs | Reception Toilets leading to cafe | Fixed |
| Cafe | 05 | Above side exit door | Seated area of the café area and till area | Panoramic |
| Cafe | 06 | Back wall behind the till | Café till area | Fixed |
| Gym | 07 | Gym Middle Left side | Gym (Left) | Panoramic |
| Gym | 08 | Gym Middle Right Side | Gym (right) | Panoramic |
| Gym | 09 | Gym Middle Far Length | Gym (Far) | Panoramic |
| Gym | 10 | Gym Middle Near Length | Gym (Near) | Panoramic |
| Gym | 11 | Gym Extension (old storeroom) back wall | Gym extension room | Fixed |
| Main Pool | 12 | Above lifeguard chair | Main Pool | Panoramic |
| Teaching Pool | 13 | Changing room entrance looking at the teaching pool | Teaching Pool | Fixed |
| Changing Room Corridor | 14 | At the start of the corridor nearest reception | Corridor from reception towards Studio 1 | Fixed |
| Changing Room Vanity Area | 15 | Above entrance door | View of the vanity area | Fixed |
| Changing Rooms | 16 | In the corner of first entrance to poolside looking at lockers and showers | Lockers and showers by entrance door | Fixed |
| Changing Rooms | 17 | In the corner of second entrance to poolside looking at lockers and showers | Lockers and showers by entrance door | Fixed |
| Changing Rooms | 18 | In the corner of third entrance to poolside looking at lockers and showers | Lockers and showers by entrance door | Fixed |

| | | | | |
|---|---|---|---|---|
| Changing Rooms | 19 | In the corner of fourth entrance to poolside looking at lockers and showers | Lockers and showers by entrance door | Fixed |
| Studio 1 | 20 | To left hand side when entering the door | Studio 1 | Panoramic |
| Studio 2 | 21 | To left hand side when entering the door | Studio 2 | Panoramic |
| Rig Room | 22 | Back door above fire exit | Rig Room | Panoramic |
| Cleaning storeroom corridor | 23 | Above exit door to outside facing down towards the cleaner's room and poolside doors | Corridor from back door to the poolside door | Fixed |
| Plant Room and Nurses Corridor | 24 | At the top of the wall, nearest to Studio 2 | Corridor down to the Plant room entrance, nurses room and toilets. | Fixed |
| Health Suite | 25 | Back left corner of health suite | Back of health suite, including the safe | Fixed |
| Neuro / Admin Office | 26 | Above entrance door | Entrance corridor into the neuro offices | Fixed |
| Outside Building | 27 | Above the main reception entrance doors | Walkway from café side door to the reception entrance doors | PTZ |
| Outside Building | 28 | Lamppost near disabled bays | Main car park area | PTZ |
| Outside building | 29 | Lamppost near Gate E | Gate E access and back car park | PTZ |
| Outside building | 30 | Back of North Stand near old commentary box. | Back of meeting pods and back door into the leisure centre | PTZ |

| | |
|---|---|
| Blue Camera | Fixed |
| Red Camera | Panoramic |
| Green Camera | PTZ |




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# Appendix 3

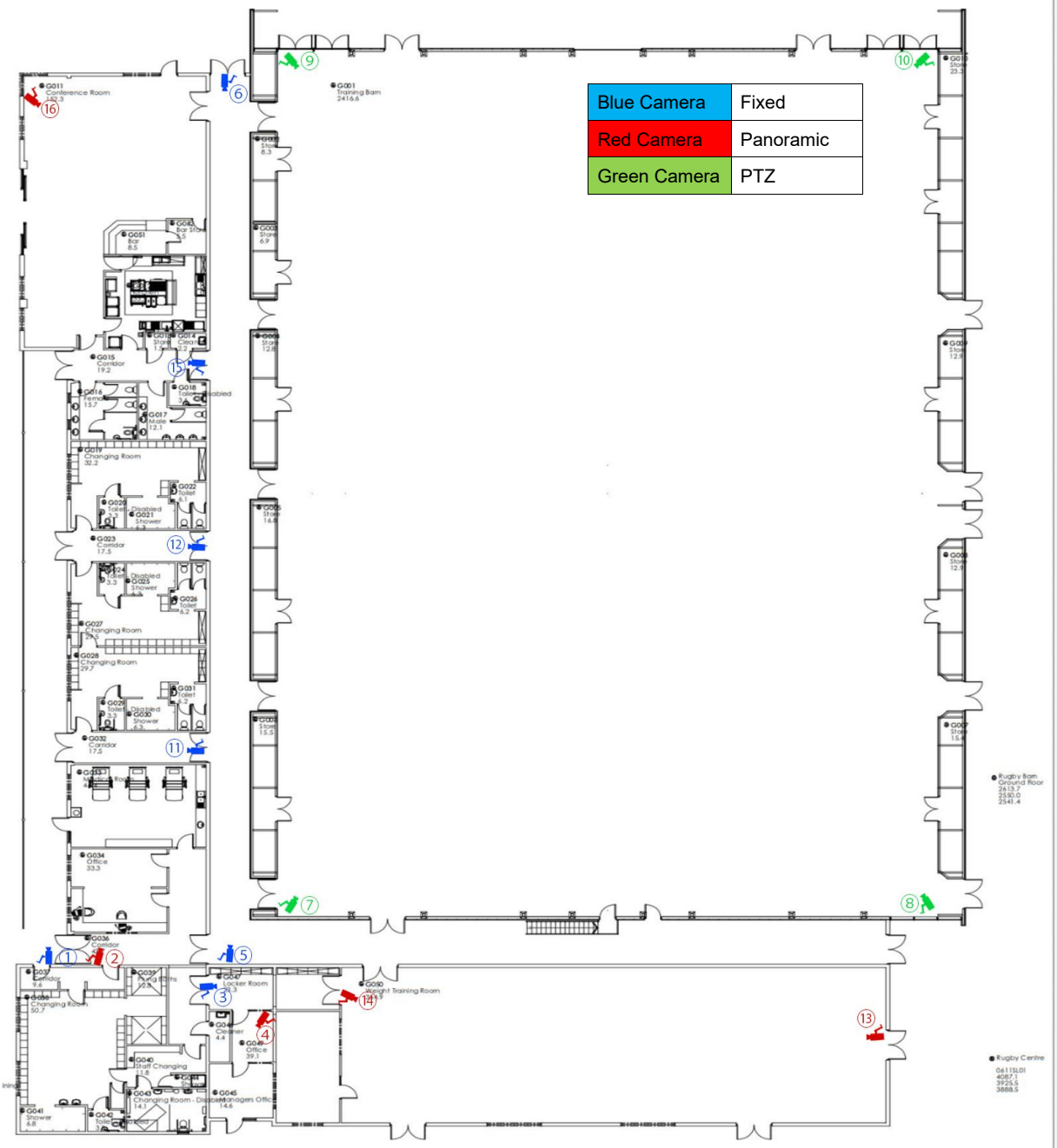
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|---|---|
| Facility Name | Eirias Events Centre |
| Server Location | Inside IT cabinet in server room (Garage 4) |
| Date | 25/08/2026 |

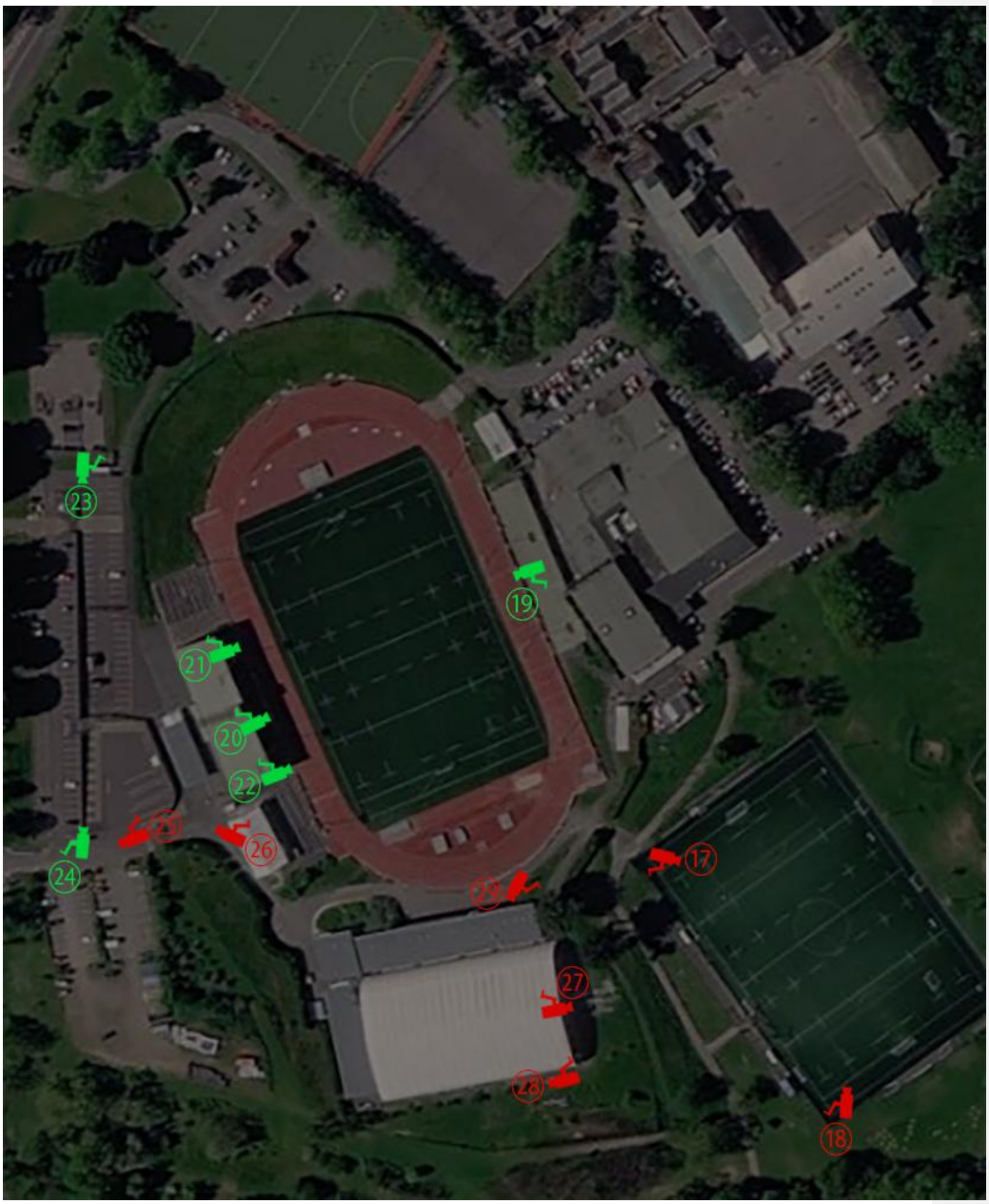
## CCTV requirements

Camera locations and fields of view shown in this appendix are indicative and remain subject to the Authority's privacy review and final approval. Where there is any conflict between a proposed position or view and the Privacy by Design requirements of this Specification, the Privacy by Design requirements shall take precedence.

| Area | Number | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|
| Reception | 01 | Above changing room 1 glass door pointing down the walkway to the Conwy Lounge | Outside walkway from reception to the Conwy Lounge | Fixed |
| Reception | 02 | Above reception entrance door | Reception window and general reception area | Panoramic |
| Reception | 03 | Inside the RGC corridor above the entrance door | RGC corridor leading into the gym | Fixed |
| RGC Offices | 04 | Inside the RGC office door top left corner | RGC offices | Panoramic |
| Internal Walkway (Reception end) | 05 | Corner of the walkway. | Internal walkway from reception down to the Conwy Lounge | Fixed |
| Internal Walkway (Conwy Lounge end) | 06 | Top of wooden gate. | Internal walkway from Conwy Lounge down towards reception | Fixed |
| Indoor 3G | 07 | Top left corner | Indoor Pitch 1 | PTZ |
| Indoor 3G | 08 | Top right corner | Indoor Pitch 2 | PTZ |
| Indoor 3G | 09 | Bottom left corner | Indoor Pitch 3 | PTZ |
| Indoor 3G | 10 | Bottom right corner | Indoor Pitch 4 | PTZ |
| Changing room 2 corridor | 11 | Top right hand corner inside of the corridor entrance door | Corridor outside of changing room 2 door | Fixed |
| Changing room 3&4 corridor | 12 | Top right hand corner inside of the corridor entrance door | Corridor outside of changing rooms 3&4 | Fixed |
| Gym | 13 | Far end of the gym above the fire exit | Gym | Panoramic |
| Gym | 14 | Entrance side of the gym above the RGC corridor door | Gym | Panoramic |
| Conwy Lounge corridor | 15 | Above the Conwy Lounge entrance door | Conwy Lounge corridor area | Fixed |
| Conwy Lounge | 16 | Far left corner of Conwy Lounge | Conwy Lounge meeting room | Panoramic |

| | | | | |
|---|---|---|---|---|
| Outdoor 4G Pitch | 17 | Floodlight mast in front of the storage container | Coverage of the bottom half of the 4G Pitch | Panoramic |
| Outdoor 4G Pitch | 18 | Floodlight Mast at the top end of the pitch | Coverage of the top half of the 4G Pitch | Panoramic |
| North Stand | 19 | Top of the North Stand | View of the pitch, South Stand and Fan zone from the North Stand | PTZ |
| South Stand | 20 | Back of the South Stand | View of the pitch and the North Stand | PTZ |
| South Stand | 21 | Front corner of Block E | View of the South Stand from Block E across | PTZ |
| South Stand | 22 | Front corner of Block A | View of the South Stand from Block A across | PTZ |
| Stadium car park | 23 | Bus shelter near skate park | View of barn car park | PTZ |
| Stadium car park | 24 | Bus shelter near to Gate C | View of barn car park | PTZ |
| Stadium car park | 25 | Lamppost near to Gate C | View of entrance Gate C and path down towards reception | Panoramic |
| Fan zone | 26 | Top left corner as soon as you enter the fan zone | Fan zone structure | Panoramic |
| Outside building | 27 | To the left of the roller shutter as you come outside the barn | View of outside of barn by the roller shutter | Panoramic |
| Outside building | 28 | Corner of the outside of the barn | The walkway outside the barn from the roller shutter end to the gym end | Panoramic |
| Outside building | 29 | Pillar outside Garage 1 | View of the underneath garages | Panoramic |


Blue Camera
Fixed
Red Camera
Panoramic
Green Camera
PTZ


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# Appendix 4

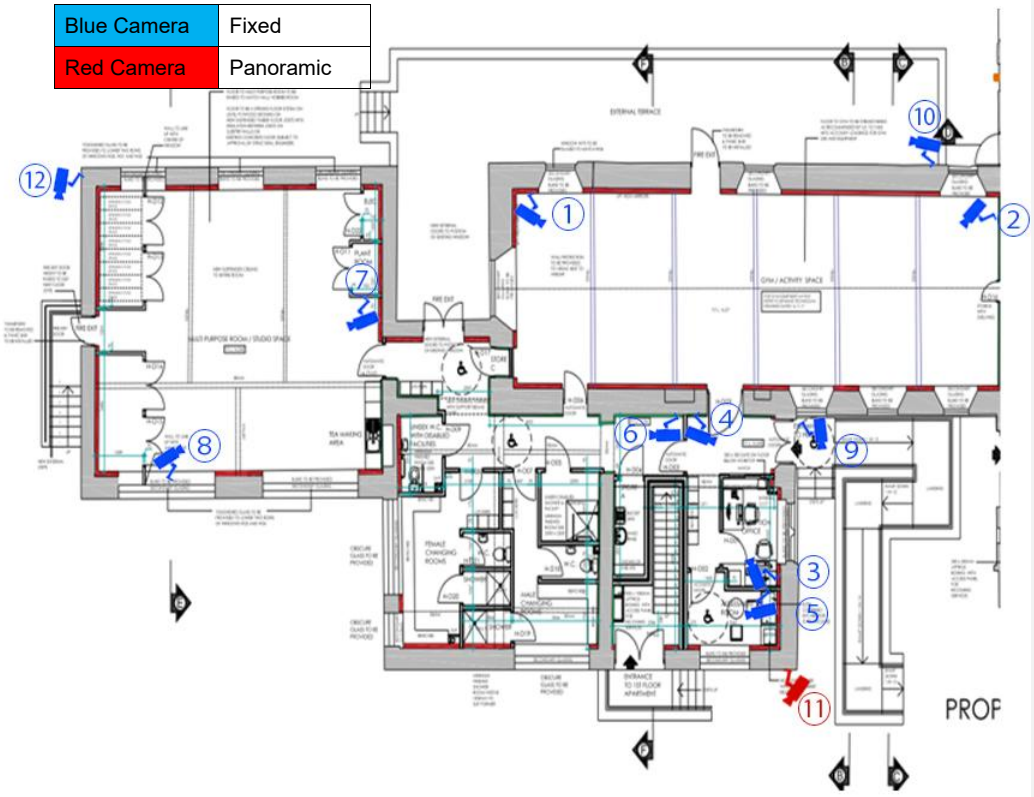
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|---|---|
| Facility Name | Hwb Llanrwst |
| Server location | Reception office |
| Date | 13/08/2026 |

## CCTV requirements

Camera locations and fields of view shown in this appendix are indicative and remain subject to the Authority's privacy review and final approval. Where there is any conflict between a proposed position or view and the Privacy by Design requirements of this Specification, the Privacy by Design requirements shall take precedence.

| Area | Number | Floor | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|---|
| Gym | 1 | | Left side of Gym | Gym Space | Fixed |
| Gym | 2 | | Right side of Gym | Gym Space | Fixed |
| Entrance | 3 | | Above corridor door | Facing front door with a view of people standing in reception | Fixed |
| Reception | 4 | | Behind reception | Facing glass window and door and till | Fixed |
| Staff room and Office | 5 | | Far right-hand side of room above sink on right hand side | Middle Office and staff area | Fixed |
| corridor | 6 | | Above reception door | Facing the access all toilet so the whole corridor is in view | Fixed |
| Activity room | 7 | | Above entrance door facing the emergency exit | Above entrance door facing the emergency exit | Fixed |
| Activity room | 8 | | Far left hand corner | Facing opposite corner and the screen | Fixed |
| Outside Building | 9 | | On outside of the building above the front door slightly to the right | See people on the pathway walking in the building | Fixed |
| Outside Building at the back | 10 | | In the corner facing the car park including the fire exit for the gym | facing the car park including the fire exit for the gym | Fixed |
| Outside Building | 11 | | Front car park | Corner of building facing whole car park | Panoramic |
| Outside Building | 12 | | Corner of building | Situated near rear car park facing cars coming round the building and including fire exit out of activity room | Fixed |

| | |
|---|---|
| Blue Camera | Fixed |
| Red Camera | Panoramic |



# Appendix 5

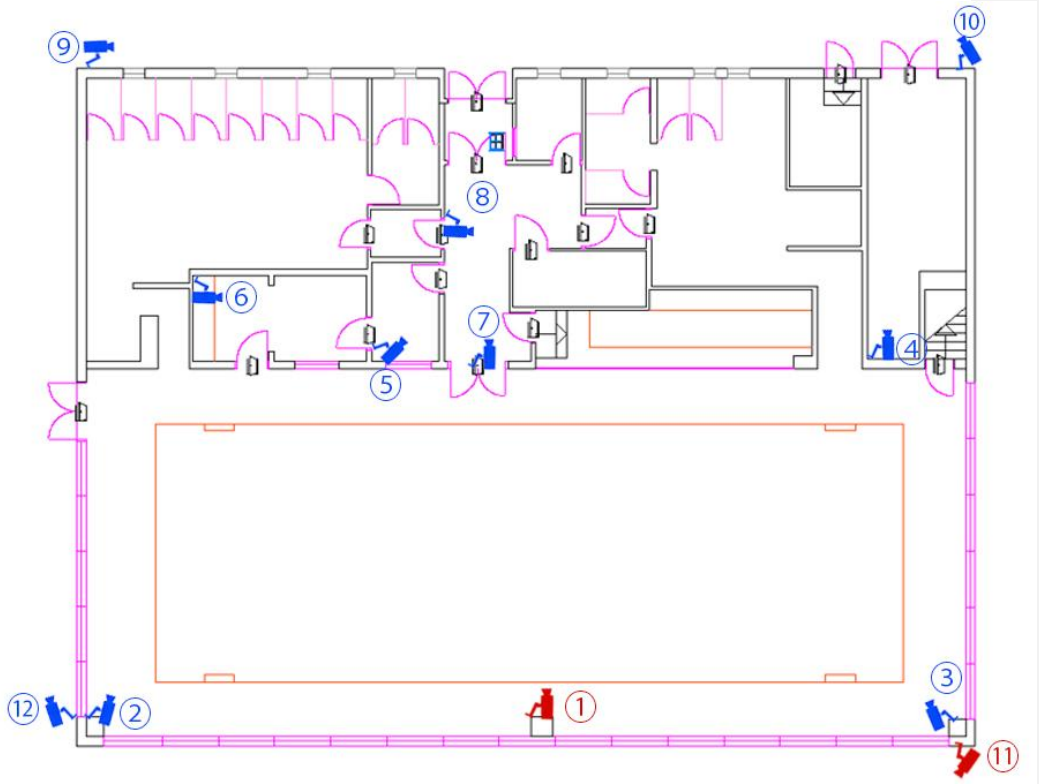
| | |
|---|---|
| Facility Name | Llanrwst Swimming Pool |
| Server location | Back Office/staff room |
| Date | 13/08/2026 |

## CCTV requirements

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| Area | Number | Floor | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|---|
| Main Pool | 01 | GF | On pillar in centre of pool facing reception | Main Pool and facing reception and spectator area | Panoramic |
| Main Pool | 02 | GF | Far side on pillar above lifeguard chair | Main pool facing emergency exit and Ladies changing room entrance | Fixed |
| Main Pool | 03 | GF | Far side on pillar above lifeguard chair | Main pool facing door to upstairs and Men's changing room entrance | Fixed |
| Upstairs plant area | 04 | FF | Above door | Looking out into the room | Fixed |
| Reception | 05 | GF | Behind reception | Facing glass window and door and till | Fixed |
| Staff room and Office | 06 | GF | Far right-hand side of room above sink on right hand side | Middle Office and staff area | Fixed |
| Foyer | 07 | GF | Above the entrance to pool | Looking back at the front entrance, so you can see people walking into the building | Fixed |
| Foyer | 08 | GF | Above ladies changing room | First aid room entrance and little office entrance | Fixed |
| Outside Building | 09 | GF | On outside of the building above the front door slightly to the right | See people on the pathway walking in the building and walking into the plant room | Fixed |
| Staff Car Park | 10 | GF | Above plant room doors | Staff Car Park | Fixed |
| Outside Building | 11 | GF | On the right hand corner of the building as you are coming into the car park | The front car park and public toilets | Panoramic |
| Outside Building | 12 | GF | On left hand corner of the building | Facing community centre entrance and fire exit down side of pool building | Fixed |

| | |
|---|---|
| Blue Camera | Fixed |
| Red Camera | Panoramic |



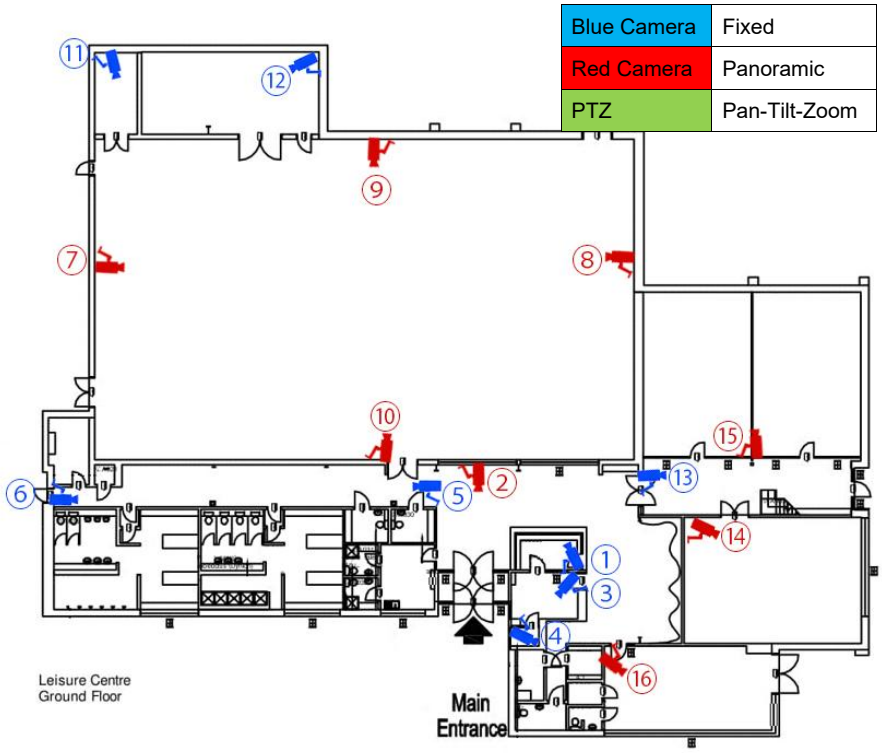
# Appendix 6

| | |
|---|---|
| Facility Name | Llandudno Junction Leisure Centre |
| Server location | Back Office |
| Date | 17/08/2026 |

## CCTV requirements

Camera locations and fields of view shown in this appendix are indicative and remain subject to the Authority's privacy review and final approval. Where there is any conflict between a proposed position or view and the Privacy by Design requirements of this Specification, the Privacy by Design requirements shall take precedence.

| Area | Number | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|
| Reception | 01 | Above entrance door to reception looking at tills | Reception (Tills) | Fixed |
| Reception | 02 | Above the branding signage looking from reception to the front entrance | Reception (Barriers) | Panoramic |
| Managers Office | 03 | Above entrance from corridor covering all desk area | Managers Office | Fixed |
| Safe Room | 04 | Above the door as you walk into the safe room | Safe Room | Fixed |
| Changing Corridor | 05 | At start of corridor at reception looking down to fire exit | Change Corridor (Near) | Fixed |
| Changing Corridor | 06 | At far side of corridor at fire exit looking down to reception | Change Corridor (Far) | Fixed |
| Gym | 07 | Gym Middle left side | Gym (Left) | Panoramic |
| Gym | 08 | Gym Middle Right side | Gym (Right) | Panoramic |
| Gym | 09 | Gym Middle Far length | Gym (Far) | Panoramic |
| Gym | 10 | Gym Middle Near length | Gym (Near) | Panoramic |
| Gym | 11 | Gym Ab Room | Gym (Abs) | Fixed |
| Gym | 12 | Gym Squat Rack Room | Gym (Squat Racks) | Fixed |
| Studio Corridor | 13 | Corridor to studio 1 and 2. Above entrance door | Studio Corridor | Fixed |
| Studio 1 | 14 | To right side when entering the door | Studio 1 | Panoramic |
| Studio 2 | 15 | In middle of wall when entering the door | Studio 2 | Panoramic |
| Studio 3 | 16 | To right side when entering the door | Studio 3 | Panoramic |
| Car Park | 17 | To cover from doorway down-across disabled bays. | Car Park (Disabled) | PTZ |
| Car Park | 18 | On opposite corner to cover main parking bays | Car Park (Main) | PTZ |
| Car Park | 19 | Covering entrance to car park and first set of bays. | Car Park (Entrance) | PTZ |


Blue Camera
Fixed
Red Camera
Panoramic
PTZ
Pan-Tilt-Zoom
Leisure Centre
Ground Floor
Main
Entrance



# Appendix 7

| | |
|---|---|
| Facility Name | Llandudno Swimming Centre |
| Server Location | Middle Office (inside IT cabinet) |
| Date | 12/08/2026 |

## CCTV requirements

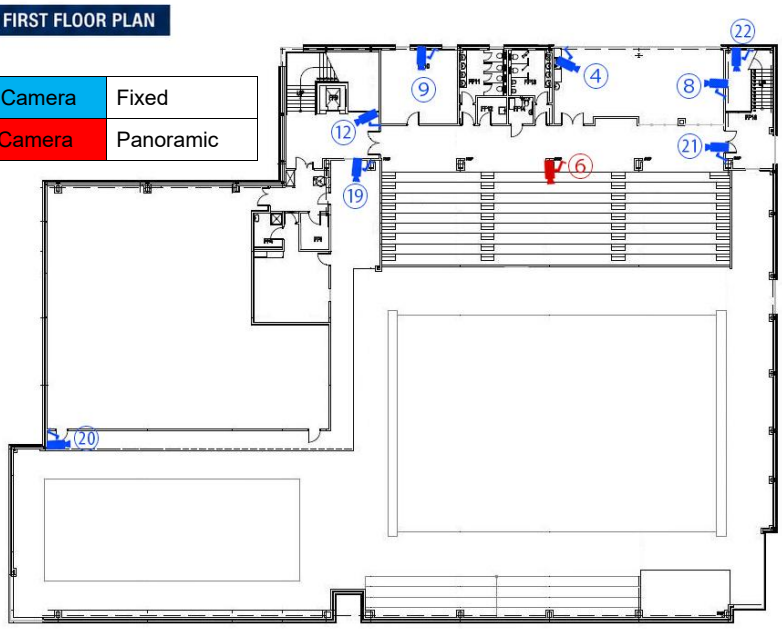
Camera locations and fields of view shown in this appendix are indicative and remain subject to the Authority's privacy review and final approval. Where there is any conflict between a proposed position or view and the Privacy by Design requirements of this Specification, the Privacy by Design requirements shall take precedence.

| Area | Number | Floor | Exact location of camera | View of camera | Type of Camera |
|---|---|---|---|---|---|
| Gym | 04 | FF | Left side of Gym | Gym Space | Fixed |
| Gym | 08 | FF | Right side of Gym | Gym Space | Fixed |
| Studio | 09 | FF | Studio looking at inside of door | Studio | Fixed |
| Training Pool Spectators | 19 | FF | TP spectators above door looking down corridor | Corridor Training Pool Spectators | Fixed |
| Training Pool Spectators | 20 | FF | TP spectators at far end of spectator area looking down corridor | Training Pool Spectators | Fixed |
| Lift Stairwell | 12 | FF | Top of lift stairwell looking at lift and dry side change entrance | Lift Stairwell (First Floor) | Fixed |
| Top Corridor | 21 | FF | Far end of top corridor looking down | Top Corridor | Fixed |
| Evacuation Stairwell | 22 | FF | Halfway up stairwell looking back so it catches lower and upper floor | Evacuation Stairwell | Fixed |
| Main Pool | 06 | FF | On pillar in MP spectators viewing the main pool tank | Main Pool (Spectators) | Panoramic |
| Main Pool | 07 | GF | On side of tech office looking at main pool tank and viewing MP storeroom | Main Pool (Tech Office) | Panoramic |
| Training Pool | 05 | GF | At changing room entrance looking at Training pool | Training Pool | Panoramic |
| Reception | 02 | GF | Reception looking at entrance doors | Reception (Entrance) | Fixed |
| Reception | 03 | GF | Reception looking at barriers and down corridor | Reception (Barriers) | Fixed |
| Reception | 01 | GF | Reception looking down at till drawers | Reception (Tills) | Fixed |
| Middle Office | 10 | GF | Middle office covering view of the safe | Middle Office | Fixed |
| Lift Stairwell | 11 | GF | Bottom of lift stairwell looking at entrance to vanity area and bottom of stairs | Lift Stairwell (Ground Floor) | Fixed |

| | | | | | |
|---|---|---|---|---|---|
| Vanity Area | 13 | GF | Above TP change door looking at hair dryers | Vanity Area | Fixed |
| Changing Rooms | 14 | GF | Above main change disabled change looking at entrance door | Main Disabled | Fixed |
| Changing Rooms | 15 | GF | In corner of first entrance to main pool looking at lockers and showers | Main First Entrance | Fixed |
| Changing Rooms | 16 | GF | In corner of second entrance to main pool looking at lockers and showers | Main Second Entrance | Fixed |
| Changing Rooms | 17 | GF | In front of family change looking down middle corridor looking at toilet entrances | Changing Toilets | Fixed |
| Changing Rooms | 18 | GF | At bottom of training changing area looking upwards towards training pool | Training Changing | Fixed |
| Staff Car Park | 23 | GF | On outside of the building corner of acid room looking at staff car park | Staff Car Park | Fixed |
| Pool Plant Room | 24 | GF | On outside of the building corner of lift stairwell looking at steel doors that lead to plant rooms | Pool Plant Entrances | Fixed |
| Outside Building | 25 | GF | On outside of the building corner of the technical office looking down Tudor Rd towards the prom | Outside (Tudor) | Fixed |
| Outside Building | 26 | GF | On the outside of the building corner of the evacuation stairwell looking down Mostyn Broadway towards town | Outside (Mostyn) | Fixed |
| Outside Building | 27 | GF | On the outside of the building corner of the evacuation stairwell looking along the front of the building and the car park | Outside (Front) | Panoramic |

**FIRST FLOOR PLAN**

| | |
|---|---|
| Blue Camera | Fixed |
| Red Camera | Panoramic |




**GROUND FLOOR PLAN**

