



GLEN INNES SEVERN COUNCIL

Closed Circuit Television (CCTV) Policy

RESOLUTION NUMBER:	14.08/17	MEETING:	24 August 2017
	16.03/15		26 March 2015

INTRODUCTION

Glen Innes Severn Council (Council) considers it important to take efforts to reduce crime, and in particular vandalism. It is recognised however, that crime will never entirely be prevented. Closed circuit television (CCTV) can bring benefits to the community and assist in reducing crime which can lead to enhanced public safety in particular locations or in a particular area.

Council's CCTV Program is one of several initiatives designed to facilitate greater community safety in reducing and preventing crime. It assists Council and the NSW Police to work together to help provide a safer environment, reduce crime levels by deterring potential offenders and aid in crime detection and apprehension of offenders.

AIMS OF POLICY

The aim of the CCTV Program is to reduce personal and property crime, in association with a range of other crime prevention strategies. The Code of Practice contains standards to guide the operation of Council's CCTV Program and is supplemented by Council's Standard Operating Procedures (SOPs) which provide instructions on the day to day operation of the CCTV system.

POLICY STATEMENT

The Code of Practice has been developed in consultation with the NSW Police. While there is no legislative requirement for Councils to implement a particular NSW or Australian Government policy statement on CCTV in public places the Office of Local Government considers the NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television in Public Places to be good practice and Council has adopted these Guidelines in developing its Code of Practice.

APPLICABILITY

This policy applies to the use of Glen Innes Severn Council's installed CCTV in public places within the Local Government Area.

VARIATION AND REVIEW

Council will undertake an evaluation of the CCTV Program every two (2) years.

Reference Number:	Version Number: 2 Date: 24 August 2017	Review Date: August 2022	Responsible Officer: Compliance Officer
Related Documents: CCTV – Code of Practice			

Evaluation of CCTV Program will:

- Provide an independent and continuous review mechanism for the Program;
- Identify and report any deviations from the Policy or Code of Practice that come to notice;
- Recommend actions that will safeguard and enhance the CCTV Program;
- Provide details of the number and nature of any complaints;
- Provide details of any requests for copy of recorded material or photographs by NSW Police and the assistance given to NSW Police for detection of incidents and/or offenders;
- Identify locations where additional cameras may be required; and
- Provide an assessment of its impact upon crime where directly evident.

IMPLEMENTATION / COMMUNICATION

The public will be provided with clear and easily accessible information in relation to the operation of the CCTV Program.

Signs advising that CCTV cameras are operating will be conspicuously displayed at the perimeter of the area covered by the system and at other key points as determined by Council. These signs will clearly:

- Inform the public that cameras are in operation in the vicinity;
- Inform the public that footage is recorded 24 hours a day, seven (7) days a week;
- Identify Council as the owner of the CCTV Program;
- Provide a contact telephone number for inquiries in relation to the CCTV cameras.

Copies of the Code of Practice will be made available to the public upon request and on Council's website.

Inquiries in relation to Council's CCTV Program and its operation can be made in writing to Council, Attention General Manager, PO Box 61 Glen Innes NSW 2370.



 A General Manager

8.9.2017

 Date

Reference Number:	Version Number: 2 Date: 24 August 2017	Review Date: August 2022	Responsible Officer: Compliance Officer
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