

2.6 CCTV Policy

POLICY STATEMENT

This Policy applies to fixed Closed Circuit Television (CCTV) cameras that are installed in and on Council owned infrastructure.

Applicable legislation shall be always followed regarding the ownership, control, organisation, role and purpose of the Shire's CCTV operations.

APPLICATION

New CCTV systems are to be introduced in consultation with staff, community groups and Council as appropriate, with consideration towards relevant statistical information wherever available.

1. Ownership and Control of CCTV Operations:
 - a. The CCTV Operation is owned by and is the sole property of the Shire of Cunderdin.
 - b. The Shire of Cunderdin CEO has delegated control over the CCTV Operation.
 - c. Best practice and standards in line with *(WA) Surveillance Devices Act 1998* will be followed.
 - d. CCTV Operations will be managed in compliance with Commonwealth and Western Australia legislation and amendments which may affect the use of CCTV and recorded material. The relevant and primary areas of compliance are privacy laws, camera fields of view, recording parameters, data storage, access control, and freedom of information provisions.
2. The CCTV System will be operated with due regard to the privacy and civil liberties of individual members of the public, including the rights to freedom of religious and political expression and assembly.
3. The public interest in CCTV Operations will be recognised by ensuring the security and integrity of recorded material.
4. Access to Designated Surveillance Areas will be restricted to Authorised Personnel.
5. The Shire of Cunderdin will be accountable to its Stakeholders for the effective management and control of CCTV Operations.
6. CCTV Operations will be monitored and evaluated to ensure compliance.
7. Recorded material released to Stakeholders shall be verified for accuracy, relevance and must not exceed that necessary to fulfil the purposes of the written request.
8. Recorded material will be retained for thirty days unless otherwise specified or required in relation to an approved police operation or the investigation of crime or events for court or formal review proceedings by the Shire of Cunderdin.
9. CCTV Operations will make all reasonable attempts to serve the interests of all who may be affected by public space surveillance with a focus on community safety and crime prevention, and not be confined to the interests of the Shire of Cunderdin or operational needs of the WA Police.

OBJECTIVE

CCTV cameras bring benefits to the community, such as a reduction in crime, which can lead to enhanced community safety and property protection in particular areas, it is recognised that crime will never totally be prevented. This would be beyond the scope of any one agency or sector.

STATUTORY CONTEXT

Local Government Act 1995
WA Evidence Act 1906
Criminal Procedures Act 2004
(WA) Surveillance Devices Act 1998
Guardianship and Administration Act 1990
Australian Standards and the Security and Related Controlled Activities Act 1996.

CORPORATE CONTEXT

Policy Manual
Strategic Community Plan
Incident Management Register

HISTORY

Adopted 23rd July 2023
Revised _____

REFERENCES