



POLICY STATEMENT

Access to CCTV Footage held by Bland Shire Council

POLICY ADOPTED: **20 April 2021**

Policy Objective

Bland Shire Council installs closed circuit television (CCTV) systems in public areas and council facilities with the objectives of promoting public safety and minimising damage or theft.

Principles

Councils are exempt from some of the obligations of the Privacy and Personal Information Protection Act and can install and operate CCTV systems in public spaces so long as it follows the process outlined in the NSW Government Policy Statement and Guidelines.

Scope

This policy applies to Bland Shire Council owned and managed CCTV systems and associated recording devices.

Control

The CCTV operations control is as outlined in the Bland Shire Council delegations register.

Viewing

Viewing of recorded information can only be done by the express permission of an authorised controller. The system is primarily to be used to collect information for later use in regulatory and legal proceedings. At most times, recording devices systems will not be monitored by council on a "real time" basis, nor will the recordings be generally reviewed.

Real time viewing will be approved by an authorised controller and shall only be allocated to an individual if it is necessary for them to do their authorised work and is in keeping with this policy statement.

Complaints

All complaints regarding Bland Shire Council's CCTV system are to be dealt with by the General Manager.

Length Records Kept

3 months

Supply and Maintenance

Bland Shire Council's Technical Services Division shall control the supply and maintenance of the CCTV system within the allocated budget.

Authorisation:

Status	Committee	N/A	
	Manex	N/A	
	Council	20 April 2021	
Owner	Director Technical Services		
EDRMS Doc. ID	724163		
Superceded Policy	N/A		
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
20 April 2021	1		20 April 2024