

Council Policy – Closed Circuit Television (CCTV)

Responsible Directorate	Office of the Chief Executive Officer
Responsible Business Unit/s	Regulatory Services
Responsible Officer	Manager Regulatory Services
Affected Business Unit/s	Regulatory Services ICT Facilities

Objective

To detail parameters governing the use of the Shire of Ashburton's (the Shire) Closed Circuit Television (CCTV) analytics software and access to recorded footage and data.

Scope

This policy applies to all locations where the Shire has CCTV in place, except for the Onslow Airport.

Policy Statement

The Shire will continue to design and implement programs that enhance safety, security, and wellbeing in the community. The use of CCTV and analytics software will increase the community's feelings of security, safety and wellbeing.

The Shire's CCTV system and collected data will only be accessed by Shire employees or its agents authorised for this purpose.

Original recordings or data will not be released unless required by law or if requested by WA Police or the Australian Federal Police. All requests for access must be made in writing.

The Shire may use footage in the investigation of breaches of its local laws or other relevant legislation.

Metadata from analytics software may be used to provide information to assist in the efficient use and management of the Shire's facilities.

Definitions

Nil

Relevant policies/documents

Nil

Relevant legislation/local laws

Surveillance Devices Act 1998

Security and Related Activities (Control) Act 1996

Freedom of Information Act 1992

Office use only				
Relevant delegations	Nil			
Council adoption	Date	14 February 2023	Resolution #	019/2023
Reviewed/modified	Date		Resolution #	
Next review due	Date			