

LLANEDI COMMUNITY COUNCIL
THE USE OF SURVEILLANCE EQUIPMENT
A PROTOCOL

Preamble

Surveillance equipment, including closed circuit television (CCTV) will only be used when considered necessary to:-

Protect the interests of Park users

Protect property

Deter and detect unlawful acts eg. vandalism

Deter and detect instances of anti-social behaviour.

In using such equipment the following rules will apply:-

1. Access to recording equipment will be strictly limited to named individuals, approved by the Community Council, who will have been given full C.R.B. scrutiny.
2. At least two approved members must be present when images of park users are being viewed.
3. Those viewing recorded images will sign the register at the start and end of each session and will note what has been viewed, for how long and the reason for the viewing.
4. Under no circumstances are images to be copied or downloaded onto other items of equipment (eg. memory sticks) unless requested or authorised by the Police.
5. All recorded information will be treated as strictly confidential and will not be disclosed visually or verbally to any other person.
6. Notices will be located at strategic points to inform park users of the presence of surveillance equipment.
7. Recorded images will be automatically deleted after six weeks.