

## **Privacy Impact Assessment – CCTV Surveillance System**

### **1.0 What will the organisation be doing with the images?**

The images and audio will be used for:

- prevention or detection of crime
- the apprehension or prosecution of offenders
- the assessment or collection of a tax or duty or an imposition of a similar nature
- add safeguarding

### **2.0 Who will take legal responsibility under the Data Protection Act?**

The Data Controller is Charnwood Borough Council.

The CCTV and Enviro Crime Manager and the CCTV Team Leader will be responsible for the day running of the CCTV service and for ensuring compliance with the requirements of the legislation and the CCTV Surveillance Cameras Standard Operating Procedure.

### **3.0 What is the organisation's purpose for using CCTV?**

- To make Charnwood a safe and clean place in which to live, work and visit
- To reduce anti-social behaviour, youth nuisance, drug and alcohol misuse and provide public reassurance
- To gain evidence of environmental crimes such as graffiti, vandalism, littering and fly-tipping
- To ensure that traffic flows easily and safely through the town's streets by providing information to the media and public
- For the prevention and detection of crimes
- To provide assistance and direction for pre-planned events and operations or in the event of a major emergency
- To gain evidence for use in court proceedings.

### **4.0 What are the problems it is supposed to address?**

- Reduce Crime and Disorder
- Public Safety
- Reduce anti-social behaviour
- Recording the event to enable a successful conviction

### **5.0 What are the benefits to be gained from its use?**

- CCTV has the potential to significantly improve the quality of evidence for any legal proceedings.
- The knowledge that cameras are in operation can make the public feel safer.
- Using cameras mean the incident can be recorded showing the actual offence/incident which is more effective than a witness statement.

### **6.0 Can CCTV technology realistically deliver these benefits?**

Yes, recordings that include images have been used (locally, regionally and nationally) in numerous court cases to provide unambiguous evidence and achieve successful prosecutions.

### **7.0 Can less privacy intrusive solutions achieve the same objectives?**

The cameras are only used for the reasons outlined in section 1.

### **8.0 Do you need images of identifiable individuals, or could the scheme use other images not capable of identifying the individual?**

Individuals will only be identified if necessary to meet one of the objectives in section 1.

### **9.0 Will the equipment/system of work being considered deliver the desired benefits now and remain suitable in the future?**

The current system delivers the desired benefits for CCTV surveillance. An annual review of the equipment will be conducted to ensure that the equipment is fit for use.

### **10.0 What future demands may arise for wider use of images and how will you address these?**

Any requests for wider use of images will be considered at the time, the camera coverage is shown on the website to show the public where the cameras are currently located. Any requests for additional cameras will be reviewed by the CCTV Manager and CCTV Team Leader.

### **11.0 What are the views of those that will be under surveillance?**

All camera locations are published, and a sign is put in place to make people aware of their location so they may opt to avoid those areas, but reassurance will be given that the data is only used for the objectives outlined in section 1.

### **12.0 What could you do to minimise intrusion for those that may be monitored, particularly if specific concerns have been expressed?**



Any new cameras will be checked prior to putting the cameras up to make sure there is no collateral intrusion. There are, however, certain areas where there is a higher than usual expectation of privacy - for example, near homes and gardens. When considering the use of cameras in these areas, users must be mindful of the increased justification that will be required in respect of intrusion into the privacy of those being recorded. However, should CBC install near to a home or garden a Privacy impact Assessment will be completed beforehand, a record of which will be kept for reference.