



CLOSED CIRCUIT TELEVISION

TOWN COUNCIL MEETING REPORT 36/24

12 AUGUST 2024

The purpose of this Report is to recommend Members to agree a policy covering the operation of CCTV in Ventnor town centre, as is required by the statutory Code of Practice.

1) BACKGROUND

- a) At its February meeting, minute 11/24, the Council agreed to develop a CCTV policy for future decision by the Council, and to consult with the public and key stakeholders prior to installation of CCTV at the public toilets at the Eastern Esplanade. This consultation has been done and will be reported verbally by the Clerk at this meeting.
- b) The Protection of Freedoms Act 2012 requires local authorities to have due regard to the statutory Surveillance Camera Code of Practice when installing or extending CCTV covering public areas, and to meet the requirements of Data Protection legislation. The Code of Practice requires the Council to publish its policy for the operation of its closed-circuit television cameras and for the use of its images.

2) POLICY AND PROCEDURES

- a) The proposed policy covers the purpose of the CCTV system, the use to which images will be put, who has access to them and in what circumstances, how long the images will be kept for, and the security measures in place to prevent unauthorised access. It also provides details of a designated contact point for requests for access to information and any complaints about the CCTV cameras and their use.
- b) This policy should be published on the Council's website and be available for inspection at the Council's offices.
- c) The Council will ensure that the areas covered by CCTV display prominent signs that CCTV is in operation, to notify the public and to maximise the deterrence of crime. These signs will provide the Council's designated contact details.
- d) The policy confirms that our cameras meet the appropriate technical and operational standards, and that the images are of a standard suitable to be used as evidence in court proceedings.
- e) Members are reminded that there are no circumstances in which individual councillors may access or view recorded or live images from the Council's CCTV, other than being invited to view it by the Police, as part of an investigation.

3) RECOMMENDATIONS

- a) Members are recommended to agree the proposed policy appended to this report.
- b) Members are recommended to agree that this policy be published on a dedicated CCTV page on the Council's website and be made available for public inspection at its offices, and to agree to display signage prominently at locations covered by its CCTV as set out in section 6 of the policy.
- c) Members are invited to note that the remaining action points from its decisions in minute 11/24 will be progressed by the Buildings Maintenance Committee.