	COUNCIL POLICY	POLICY NUMBER
	CLOSED CIRCUIT TELEVISION (CCTV SECURITY CAMERAS) POLICY	C 032
		RESPONSIBLE OFFICER
		General Manager

1.0 POLICY STATEMENT

- 1.1 This policy aims to improve community protection and safety by installing CCTV cameras in appropriate locations within the Tasman Municipality.
- 1.2 This policy also aims to reduce the vandalism to Council assets by the installation of CCTV cameras.

2.0 OBJECTIVE


- 2.1 This policy is to outline the relevance of installing and operating CCTV cameras by Tasman Council in the Tasman Municipality.

3.0 SCOPE

- 3.1 CCTV cameras are currently located at several different locations within the Nubeena area. These cameras have been installed primarily for the safety of the community and Councils assets.
- 3.2 CCTV cameras can be effective in reducing or preventing crime within the community.
- 3.3 Tasman Council is determined to ensure that the Tasman community remains a safe community for all residents and visitors.

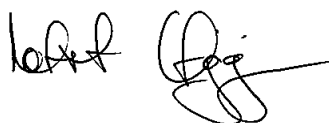
4.0 PROCEDURE

- 4.1 CCTV cameras will not be hidden and as far as possible will be placed in public view.
- 4.2 Signs that clearly state CCTV cameras are operating will be displayed at the area covered. These signs will;
- Inform the public that cameras are in operation;
 - Inform the public that footage is recorded 24 hours a days, 7 days a week;
 - Identify Council as the owner of the CCTV camera equipment.
- 4.3 Incidents that may involve or lead to a crime against a person or other serious threat to public safety, or other serious criminal offences, will be reported to the police. The police will assess the situation and determine an appropriate response to the incident.

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- 4.4 Inquiries in relation to the Tasman Council CCTV Cameras and their operation can be made in writing to:
The General Manager
Tasman Council
1713 Main Road
Nubeena Tas 7184
- 4.5 Members of the public will not be allowed to view or obtain any footage or photographs recorded by the CCTV cameras.
- 4.6 The showing of recorded footage or photographs to the public will only be allowed in accordance with the needs of the Police in connection with an investigation of a crime or in any other circumstances provided by law. Any such action must be formally approved by the Police.
- 4.6 Release of recorded footage or photography to the media should only occur for the purpose of crime prevention or investigation. Subject to concurrence of the Police, the General Manager may approve such release of approved footage or photographs. In such cases the recognisable characteristics of other people in the footage shall be obscured. All requests for the release of footage must be in writing, including the purpose of the request, the context of the release, the date and time of airing, and the person responsible for controlling storage and access to the footage.
- 4.8 Appropriate security measures will be taken against unauthorised access to, alteration, disclose, accidental loss or destruction of recorded material.

This policy was approved at the ordinary Council meeting held on 28 September 2016, resolution number 21/09.2016/C.



Robert Higgins
General Manager

Policy Developed – September 2016
Policy Approved – September 2016
Policy to be reviewed – June 2018

Disclaimer

That this policy be read in conjunction with any or all other Council and/or Management Policies