

TOWN CCTV – 28.6.18

This is a formal request under the Freedom of Information Act regarding the CCTV system operating throughout North Walsham, by the North Walsham Town Council (NWTC).

Please provide the following information, within 20 working days:

1. NWTC CCTV Policy
2. NWTC Privacy Impact Assessment for all CCTV usage, since 2015
3. Place & description of all warning notices for NWTC CCTV usage and operation
4. NWTC Privacy Notice which includes surveillance data captured with CCTV
5. NWTC Data retention, data destruction Policy, specific to CCTV surveillance data
6. NWTC Registration evidence details with the ICO regarding CCTV management since 2015
7. Confirmation of the NWTC evidence that the installation, usage & management of CCTV throughout North Walsham is justified, proportionate, has a lawful basis and necessary.
8. Confirmation of the clear basis for the processing of CCTV personal information
9. Confirmation of how the live images at the NWTC offices are physically restricted to authorised personnel only, and confirm who is the authorised person
10. Confirmation as to when the system was installed and for how long it has been in operation

Confirmation that this system at NWTC is still in operation

Request received
Date: 28.6.18

To reply by
Date: 26.7.18

I refer to your email of 28 June 2018 and reply as follows :

1. The Policy of Secure Defence is used by NWTC as they require.
2. The previous Town Clerk did not action this or any thereafter so there is nothing available.
3. We are waiting for Secure Defence to supply these and I am liaising with them. Once installed they will be apparent for all to see and will be compliant.
4. This is covered by the Policy of Secure Defence and data is stored on a secure unit.
5. The data is not held any longer than the HDD site has capacity for.
6. NWTC has always been ICO registered which covers CCTV since installation.
7. The evidence which has been provided by CCTV has been fully justified as it assisted in resolving several crimes (confidential), is maintained by Secure Defence and offers security to residents/visitors.
8. The Police process any confidential information (committed to media) they require by their own legal method and held by the Police/Insurance Co as long as their GDPR Policies state.
9. The system is strictly limited to the Police, Secure Defence (the contractor) and the Proper Officer in respect of checking evidence/maintenance.
10. 2014 and 2014
11. Yes all cameras are working.

Please be assured that North Walsham Town Council is complying with legalities pertaining to the CCTV with the exception of signage.

Reply:
Date: 26.7.18

There aren't any policies from Secure Defence or evidence documents attached, did you miss them off?

Response
Date: 26.7.18

Your Freedom of Information request did not ask for any documents, it was just a series of questions.

The answers which have been given do not require any evidence to be supplied, if it needed to be provided it would have been included.

Completed
Date: 27.7.18