

Security Cameras Policy

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| Policy Identifier: | CDV-010-P |
| Approved by: | General Meeting |
| Date of Approval: | 10 June 2020 |
| Effective Date: | 10 June 2020 |
| Review Date: | 10 June 2023 |
| Version: | 3 |

Head of Power

This policy supports the delivery of the Corporate Plan 2018-2023 – Outcome 7 Strong and Connected Communities.

Policy Objective

To define the purpose and use of security cameras by Council through:

- Recognising that a safe community is important to build community spirit, connectedness and wellbeing.
- Supporting a safe community through a range of crime prevention activities including implementation of the Crime Prevention through Environmental Design (CPTED) principles, activation of public spaces, supporting resilience in communities, partnerships with other agencies and, where appropriate, security cameras to protect property.

Policy Statement

Redland City Council, through its Corporate Plan is committed to enriching community lifestyles and making a positive difference in our customers' lives through the services we provide. We are forward thinking, engaged and strive to maintain the highest standards of service to ensure we are delivering real value.

Council is committed to:

- Using security cameras for the purpose of evidence collection related to:
 - Protecting property against crime such as vandalism, theft and graffiti occurring on Council owned or controlled infrastructure, buildings, land and public spaces.
 - Local law infringements such as illegal dumping and parking, and antisocial behaviour (as defined).
 - Interactions between the public and staff in and around Council buildings.
- The sustainable implementation and management of security cameras by:
 - The deployment of security cameras to support core Council functions, including Council asset protection, local law enforcement, monitoring customer service functions.
 - The installation of security cameras on Council controlled land and spaces for non-Council asset protection based on evidence of need determined by crime data obtained from the Queensland Police Service and Council's ability to meet costs to sustainably operate and maintain the equipment. Security cameras will not be prioritised by Council to address matters of State responsibility through the Queensland Police Service.
 - Use of unmonitored security cameras. Redland City Council will not monitor security cameras in real time. However, if partnerships with other statutory authorities are developed the active monitoring of security cameras may be undertaken by that entity at their cost.

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Department: Community and Customer Services Group: Community and Economic Development

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- Referring complaints received for criminal and unlawful activity including traffic related offences to the Queensland Police Service for appropriate action.
- Developing partnerships with State Government agencies to collaboratively improve community safety and reduce crime.
- Fulfilling Council's legal obligations in regards to the collection, handling and sharing of personal information in the operation of security cameras.

Council may approve the installation of security cameras on Council owned assets operated by other government or not-for-profit entities for crime prevention purposes. In this instance, to meet Council's information privacy obligations, the security cameras will be entirely under the control of the other entity, and Council would not have access to the camera feeds or the images. Council will not be responsible for the installation, maintenance, operation, provision of supporting services or removal of equipment installed by third-parties.

Definitions

| Term | Definition |
|----------------------|---|
| Security Camera | A fixed or temporary video surveillance camera or closed circuit television used to record images that may be viewed by Redland City Council staff or other authorised parties. |
| Antisocial behaviour | riotous, disorderly, indecent, offensive, threatening or insulting behaviour as described in Schedule 1, 1(a) of Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads). |

Associated Documents

Data Management Administrative Directive ([A196656](#))
 Community Safety Administrative Directive ([A176060](#))
 Information Privacy Administrative Directive ([A196553](#))
 Access to Information Policy ([A196638](#))
 Enterprise Content Management Administrative Directive ([A196611](#))
 Records Management Guideline ([A214661](#))
 Access to Information Guideline ([A214559](#))
 Closed Circuit Television (CCTV) in Public Spaces Guideline ([A3441884](#))
 Destruction of Records PR – 1003 – 001 ([A2170137](#))

Public Records Act 2002
Information Privacy Act 2009
Right to Information Act 2009
Evidence Act 1977
Crime and Misconduct Act 2001
Local Government Act 2009

AS 4806.4 – 2008 Australian Standard Closed Circuit Television (Video Surveillance Camera) Part 4 Remote Video

Document Control

Only Council can approve amendments to this document by resolution of a Council Meeting, with the exception of administrative amendments which can be approved by the relevant ELT member. Refer to *Policy Instrument Development Manual* for an explanation on administrative amendments ([A4063988](#)).

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Any requests to change the content of this document must be forwarded to relevant Service Manager(s).
Approved documents must be submitted to the Corporate Meetings and Registers Team for registration.

Version Control

| Version number | Date | Key Changes |
|----------------|---------------|--|
| 1 | July 2018 | <ul style="list-style-type: none">• New |
| 2 | January 2019 | <ul style="list-style-type: none">• Amendment of policy to include definition of antisocial behaviour. |
| 3 | November 2019 | <ul style="list-style-type: none">• Minor administrative changes resulting from policy framework review. |