

**PRIVACY IMPACT ASSESSMENT – TRAIL CCTV CAMERAS AT CROMWELL ROAD ALLOTMENTS**

**Prior to installation**

<b>Why are the Cameras being considered for installation?</b>	<b>To protect the assets of allotment tenants. To provide a deterrent against vandalism and theft. To assist in possible identification of suspects</b>
<b>Is Consultation to be carried out prior to installation?</b>	<b>Letters to be sent to all allotment tenants advising them of the proposal</b>

**Camera Specific**

<b>What type of cameras are being considered?</b>	<b>Two low resolution Keep/Guard battery operated wildlife cameras</b>
<b>Is audio recording an available feature of this camera?</b>	<b>No</b>
<b>If yes, what measures are in place to protect private dialogue?</b>	<b>N/A</b>
<b>Do the cameras have any other specific or software related features such as Automatic Number Plate Recognition, Facial recognition, movement analysis?</b>	<b>No</b>
<b>If yes, what function?</b>	<b>N/A</b>
<b>Do the cameras have the capacity to record personal information?</b>	<b>Yes</b>
<b>If yes, please explain what and why?</b>	<b>The cameras are installed to protect against vandalism and theft. The Cameras are to be read only by the Town Clerk. Any release of evidence will be carried out under the DPA 1998, PACE 1984 or the Criminal Procedures and Investigations Act 1996</b>
<b>Is there any chance of this footage being released in the public domain?</b>	<b>Yes. The Police will be given access to the images if evidence was considered relevant and the Police may choose to release the image further.</b>
<b>If yes, please explain why and what are the controls in place?</b>	<b>Images could be released into the public domain if it is in the interest of the identification of a suspect</b>

	<b>involved in crime, public safety, or missing persons.</b>
<b>Is there a Data Protection Act compliant sign clearly displayed in close proximity of the camera to make people aware that CCTV is in operation?</b>	<b>Yes</b>
<b>Do the cameras cover any part of any property where there is an expectation of privacy?</b>	<b>No</b>
<b>Does any additional action need to be taken to reduce the impact on privacy by this camera?</b>	<b>No</b>

**Camera Specific – POST INSTALLATION**

<b>Has the purpose of the cameras been reviewed?</b>	
<b>What was the outcome of the review?</b>	
<b>Has the Council received any complaint relating to the impact on previous relating to the cameras?</b>	
<b>If yes, please give details of the source and nature of the complaint and the outcome.</b>	

**ASSESSOR** *Paqui*  
**Date** 4/7/17

**TOWN CLERK** *Joseph White*  
**Date** 4/7/17