

**Appendix 'B' to Lewes District Council's  
CCTV Policy Statement. Dated May 2016.**

**CCTV Privacy Impact Assessment - Location of Scheme: DACRE RD MULTI STOREY CAR PARK, NEWHAVEN**

This form establishes the impact of CCTV on people's privacy and should be used to assess whether CCTV is justified and how it should be operated in practice. Once completed it should be reviewed annually. In the case of re-deployable cameras, an Impact Assessment will need to be carried out for every deployment. Copy to be sent to the **PFSS Contracts & Compliance Manager**.

	<b>Issues to be Considered</b>	<b>Results of Assessment</b>
1	Who will be using CCTV Images? Who will be legally responsible under the DPA?	The CEO will have overall legal responsibility for all LDC CCTV schemes. The provision of evidence or viewings will normally be requested either by the police, other enforcement agency or another Council department conducting an investigation into criminal activities or complaints by the public.
2	Why do you need CCTV? What problems it is meant to address?	Deterring and detecting crime and anti-social behaviour. Assisting in the identification of offenders leading to their arrest and successful prosecution or other appropriate action. Protecting Council property and assets.
3	What are benefits to be gained by using CCTV?	As above
4	Can CCTV realistically deliver these benefits? Can other less intrusive solutions be used?	Crime & anti-social behaviour at a minimum. No other solutions available.
5	Do you need to identify individuals or can you use a scheme not capable of identifying individuals?	We need to be able to identify offenders.
6	Can the system deliver the benefits now and in the future?	The system delivers now and will do in the future.
7	What future demands will arise for wider use of the images and how will you cope?	The Council will not permit viewings or release images to people being investigated by an enforcement agency which may be handed over to an external agency such as the police. The responsibility for investigating and disclosing images to those involved in the investigation are covered by the Police and Criminal Evidence Act (PACE) and the Evidence and Disclosure Act. In all instances where Access Requests are received, they will be passed onto the Council's Information & Governance Officer (who has



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		responsibility for dealing with Access Requests) via <a href="mailto:foi@lewes.gov.uk">foi@lewes.gov.uk</a> for action, before CCTV images are released.
8	What are the views of those who will be under surveillance?	No views have been sought.
9	How can you minimise intrusion of those who may monitored if specific concerns have been raised.	We will investigate the possible reduction of the arc of scope of cameras.
10	Is the system established on a proper legal basis and operated within the law: DPA, HRA, RIPA and FOIA?	Yes
11	Is the system necessary to address a pressing need, such as public safety, crime prevention, ASB or national security?	Yes, crime prevention, public safety & ASB.
12	Is the system justified in the circumstances?	Yes
13	Is it proportionate to the problem it is designed to deal with?	Yes

Any additional comments? :

**Name of Officer completing form:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_