Barnton Parish Council

Policy on the Use of Public CCTV Applications

Adopted: 13 October 2025 Review Date: May 2026

1. **Purpose**

Barnton Parish Council recognises the increasing accessibility of public CCTV feeds via mobile and desktop applications and body worn cameras. This policy ensures that such technology is used lawfully, ethically, and in a manner that respects individual privacy and promotes community trust.

2. **Scope**

This policy applies to:

- Council members or staff accessing public CCTV feeds
- Contractor acting on behalf of Barnton Parish Council.
- Any individual using CCTV apps in connection with council activities or community monitoring.

3. **Legal Framework**

Users must comply with the following legislation:

- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Protection of Freedoms Act 2012
- Human Rights Act 1998
- Surveillance Camera Code of Practice (where applicable)

4. **Permitted Use**

Public CCTV applications may be used for:

- Monitoring traffic, public safety, or environmental conditions.
- Supporting council-led initiatives (e.g. event planning, safety audits).

5. **Prohibited Use**

Users must not:

- Record, store, or distribute footage of individuals without lawful justification.
- Use CCTV apps to monitor private property or individuals, members of the public, members of staff
- Retain footage beyond its intended purpose or without secure storage.
- Use feeds for personal surveillance, harassment, or reputational harm.

6. **User Responsibilities**

All users must:

- Access only publicly available feeds from verified providers.
- Avoid capturing or focusing on identifiable individuals or private property.
- Refrain from recording unless necessary for safety or evidence, and only with lawful basis.
- Report any misuse or concerns to the Parish Clerk immediately.

7. **Support and Queries**

For guidance or clarification, contact:

Parish Clerk – Barnton Parish Council barntonpc@gmail.com

Further information is available from the Information Commissioner's Office:

https://ico.org.uk/for-the-public/home-cctv-systems

Devices used to monitor CCTV must not be removed from the building at any time.

This document should be retained by the Parish Clerk and reviewed annually or upon legislative change.