

Checklist for Mepal Parish Council Pavilion security cameras monitoring system

This security cameras and the images produced by it are controlled by Mepal Parish Council who are responsible for how the system is used and for notifying the Information Commissioner about the security cameras and its purpose (which is a legal requirement of the Data Protection Act 1998).

Mepal Parish Council have considered the need for using security cameras and have decided it is required for the prevention and detection of crime and for protecting the safety of the premises. It will not be used for other purposes.

We conduct an annual review of our use of security cameras.

	Checked (Date)	By	Date of next review
Notification has been submitted to the Information Commissioner and the next renewal date recorded.			
There is a named individual who is responsible for the operation of the system.			
The problem we are trying to address has been clearly defined and installing cameras is the best solution. This decision should be reviewed on a regular basis.			
A system has been chosen which produces clear images which the law enforcement bodies (usually the police) can use to investigate crime and these can easily be taken from the system when required.			
Cameras have been sited so that they provide clear images.			
Cameras have been positioned to avoid capturing the images of persons not entering Parish Council Land or property			