

Policy 15: Closed Circuit Television (CCTV) Surveillance

1. Purpose

This Policy establishes the requirements for the installation and management of CCTV systems and infrastructure owned and operated by the City of Kalamunda.

2. Planning

This Policy is aligned with the City's CCTV Strategy and supports objective 1.2 of the Kalamunda Advancing Strategic Community Plan which is to *provide safe and healthy environments for the community to enjoy*.

3. Policy Statement

The City of Kalamunda is committed to providing a safe community to work and recreate. CCTV surveillance is acknowledged as a valuable and effective tool to reduce criminal and antisocial behaviour and protect city owned property/infrastructure. CCTV surveillance does not absolutely prevent crime or criminal/antisocial behaviour but can reduce the incidence of opportunistic criminal/antisocial behaviour and improves public perception of safety.

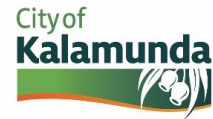
The objectives of this Policy are:

- To contribute to community safety and asset protection.
- To contribute to community confidence in the safety and security of public areas.
- To assist WAPOL with investigations into criminal/antisocial behaviour and suspicious activity.
- To maintain ownership and the responsible control of the CCTV system.

4. Detail

This Policy details the criteria to be applied when a new installation is being considered:

1. Following a CPTED assessment, CCTV infrastructure may be installed where repeated criminal/antisocial behaviour, of a significant nature has been reported and actioned by WAPOL.
2. CCTV infrastructure is installed in a proactive manner to minimise damage to city property and/or facilities.
3. CCTV installations shall meet requirements of the State's CCTV Strategy and any industry standards considered relevant.
4. CCTV cameras may be passive or 'event activated'.
5. Access to CCTV footage will be controlled through a Code of Conduct (as per the State CCTV Strategy) and reflected in the City's CCTV Strategy.
6. Any decision to install CCTV surveillance shall be in accordance with approved budgets.
7. CCTV cameras that are installed by tenants and/or licensees of City owned buildings must submit *an application to undertake Improvements* to the city for consideration. Should approval be granted, the CCTV cameras and infrastructure, must comply with the requirements of the state's CCTV Strategy and will not be operated or monitored by the city.



8. This Policy does not apply to body worn cameras that are used for activities associated with enforcement by authorised officers.

5. Memorandum of Understanding

The City of Kalamunda will operate as per the Memorandum of Understanding with the Minister for Police.

6. Measures of Success

The following will be reported annually to the Working Group and as part of the Corporate Business Plan reporting:

- the number of CCTV footage requests from WAPOL and any trends/hotspots
- the number of requests from WAPOL to use the city's variable message boards (VMB's)
- any action taken as a result of these requests
- installation of any new CCTV cameras/infrastructure
- crime statistics in the city of Kalamunda and offences
- information will be sought from WAPOL and businesses to determine if the CCTV Strategy and location of CCTV cameras has contributed to improving safety and security in the area.
- any grants that are successfully obtained.

7. Definitions

Body Worn Camera	A portable camera worn or used by an authorised officer
CCTV	Closed Circuit Television
CPTED	Crime Prevention through Environmental Design
City	The City of Kalamunda
MoU	Memorandum of Understanding
WAPOL	West Australian Police

Related Local Law	N/A		
Related Policies	<i>State CCTV Strategy</i> <i>City's CCTV Strategy</i>		
Related Budget Schedule			
Legislation	<i>Surveillance Devices Act 1998</i> <i>Security and Related Activities (Control) Act 1996</i> <i>Western Australian Closed Circuit Television Guidelines</i>		
Authority			
Adopted		Next Review Date	October 2025