

[illegible]

1. Purpose

This policy outlines how Great Braxted Parish Council will use a surveillance cameras system to deter and detect fly-tipping, and how it will manage the data captured, ensuring compliance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Use of Camera

The Council may install a surveillance camera system in areas where persistent fly-tipping has been identified.

The camera will:

- Be focused only on the specific location of concern.
- Avoid capturing footage of private property or wider public spaces where possible.

3. Notification

- Clear signage will be displayed to inform the public that surveillance is taking place.
- Contact details will be provided on the signage for any queries.

4. Data Protection

- Only authorised council members and the clerk will have access to footage.
- Footage will be stored securely and, where possible, encrypted and password protected.
- Routine footage not relevant to crime detection will be deleted after **30 days**.
- Footage relating to suspected criminal activity may be retained for longer if necessary for investigation and enforcement.

5. Lawful Basis

The lawful basis for capturing and processing data is:

- **Public Task** – necessary for the performance of a task carried out in the public interest.
- **Crime Prevention and Detection.**

6. Sharing Footage

- Footage may be shared with relevant enforcement authorities (Maldon District Council Enforcement Teams and the Police) where offences are detected.
- Footage will not be shared with third parties for any other purpose.

7. Review

- The Council will review the continued need for the camera at least annually.
- The camera will be removed when the problem has been resolved or if surveillance is no longer proportionate.