



# Closed-Circuit Television (CCTV) Policy

## 1. Overview

CCTV cameras are deployed throughout the premises of The Pavilion Performing Arts Centre Sutherland and the Sutherland Arts Theatre. These cameras are the property of, and operated by, Sutherland Shire Council (SSC) for the purpose of deterring crime, assisting NSW police and other regulatory agencies investigate crime or prosecute offenders, and helping secure a safer environment.

As all CCTV equipment is operated by SSC this policy should be read in conjunction with the relevant SSC policy as updated from time to time, and available on the SCC website: [www.sutherlandshire.nsw.gov.au](http://www.sutherlandshire.nsw.gov.au)

## 2. Principles of Use

SSC and The Pavilion are committed to operating the CCTV system in an ethical and responsible manner, within the bounds of legislation, and only for its intended purpose. All CCTV operation will take due regard for the privacy and civil liberties of members of the public. SSC is responsible for the protection of the rights and interests of members of the public in related to CCTV use. SSC employees operating CCTV systems will meet the highest standards of probity. Material will only be recorded and retained in line with SSC policy and legislative requirements.

## 3. Responsibilities

SSC officers responsible for the policy and its adherence are listed in the SSC policy. All breaches of the SSC policy are handled in accordance with SSC policy. The Pavilion Executive Director and Operations Manager (or equivalent role) are the only employees of The Pavilion with delegated responsibility in relation to CCTV operation and requests for footage to SSC.

## 4. Confidentiality and Privacy

SSC bears responsibility for the use and materials of CCTV footage and it adheres to the NSW State Records Act 1998 and Privacy and Personal Information Protection Act 1998 through its policies. These policies determine to conditions under which footage is released to the relevant regulatory agencies. All footage will be destroyed after 31 days.