

FORD PARISH COUNCIL

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REPORT ON GDPR & CCTV

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1.0 GDPR

As covered in recent SALC Bulletins, new data protection legislation is being introduced on 25th May 2018, the General Data Protection Regulations (GDPR). Parish councils must comply with this by the above date. In light of guidance circulated by SALC and a seminar I attended, it is recommended that the council pay an independent trained company to audit the records and act as independent Data Protection Officer. The quotes received for this are £240 per annum for this. The risks of not complying with the legislation are high as it concerns personal data and very substantial fines can be imposed if a breach of the legislation occurs. It is therefore strongly recommended that the council seeks the specialist advice recommended.

2.0 CCTV

At the last meeting, the Parish Council decided to purchase CCTV for Ford Recreation ground to monitor anti-social behaviour. Particularly in light of the GDPR, it is very important that the council ensures the risks of introducing CCTV are assessed. It is therefore recommended that before the CCTV is installed, several steps need to take place:

- Review of relevant legislation and guidance, including ICO guidance
- Risk Assessment
- Privacy Impact Assessment
- Documentation of procedures for managing the CCTV
- Training e.g. if ladders required to access the CCTV

It is therefore recommended that specialist advice is sought on the above matters. I have obtained a quote of £255 from Telford and Wrekin Council to assist with preparing a policy, privacy notices, ICO registration etc.