

Document Control

Document Name	Document Register Number	Review Date
Body Worn Video Policy	NA	July 2017
Date Adopted	Minute Number	Summary of Changes
16 July 2014	3825	New policy

Purpose

The introduction of Body Worn Video (BWV) devices is intended to assist Greater Hume Shire Council staff who work alone for the purpose of Work Health and Safety and will complement the use of other evidence gathering devices.

Scope

This policy applies to all Greater Hume Shire staff required to wear the BWV device.

Definitions

BWV - Body Worn Video

Policy Content

Body Worn Video is an overt method by which Council can obtain and secure evidence of incidents. This policy and associated procedure is intended to enable staff to comply with legislation and guidance to create evidence suitable for use ultimately in court proceedings if required. In addition to providing supportive evidence for court it has been found that BWV can provide other benefits such as:

- Raise standards of service
- Reduce incident escalation
- Augment opportunities for evidence capture
- Reduce complaints

The BWV Policy relies on an associated Procedure which discusses the use of BWV devices to improve the Work Health and Safety outcomes of Council's Rangers and assist them in the gathering of evidence. The Procedure contains details on all operational matters associated with the use of BWV devices.

All recorded images are the property of Council and must be retained in accordance with Council's Records Management Policy and Procedures and the Government Information (Public Access) Act 2009.

Links to Policy

Access to information Policy
Complaints against Staff Policy
Complaints Handling Policy
Model Code of Conduct Policy
Performance and Misconduct Policy
Records Management Policy
Work Health and Safety Policy

Links to Procedure

Body Worn Video Procedure
Records Management Procedure

References

NA

Responsibility

Director Environment and Planning
Ranger / Compliance Officers
Information Technology Coordinator

Relevant Legislation

- The NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places (2000)
- The Workplace Video Surveillance Act 1998
- The Local Government Act 1993
- Evidence (audio and audio visual links) Act 1998
- Evidence Act 1995
- Crimes Act 1900
- The Privacy and Personal Information Protection Act 1998
- Government Information (public access) Act 2009
- Interpretation Act 1987
- Surveillance Devices Act 2007 Sect 7
- Telecommunications (Interception and Access) Act 1979

Associated Records

NA