

Australian Capital Territory

Corrections Management (CCTV) Policy 2017

Notifiable instrument NI2017-593

made under the

Corrections Management Act 2007, s14 (Corrections policies and operating procedures), s15 (Exclusions from notified corrections policies and procedures 2017)

1 Name of instrument

This instrument is the *Corrections Management (CCTV) Policy 2017*.

2 Commencement

This instrument commences on the day after its notification day.

3 Policy

I make this policy to facilitate the effective and efficient management of correctional services.

Jon Peach
Executive Director
ACT Corrective Services
6 November 2017

CCTV POLICY

POLICY NO. 3

ACT CORRECTIVE SERVICES

NI2017-593



ACT
Government

Justice and Community Safety

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1 STATEMENT OF PURPOSE

ACT Corrective Services (ACTCS) is committed to maintaining good order and security within ACT correctional centres and community corrections facilities. This is assisted through the use of Closed-Circuit Television (CCTV). CCTV is used to effectively monitor and manage risks, facilitate effective incident response, assist in evidence gathering, and to ensure compliance with legislation and regulatory obligations.

2 SCOPE

This policy applies to ACT correctional centres and community corrections facilities.

3 PRINCIPLES

The following principles apply:

- ACTCS are responsible for operating and monitoring CCTV systems in ACT correctional centres, including within secure escort vehicles, and community correction centres.
- ACTCS respects and ensures the privacy of employees, detainees and visitors where possible and CCTV will be used in a professional and humane manner.
- The maintenance of CCTV systems within ACTCS is contracted to an external provider.
- Signage will be displayed to advise that CCTV is in operation.
- ACTCS staff will be appropriately trained to operate and monitor CCTV systems.
- CCTV systems within ACT correctional centres have the capacity to record visual footage for security purposes, in accordance with legislation.
- All cameras record visual footage 24 hours per day, 7 days per week in accordance with the *Territory Records Act 2002*. Footage will be stored for a period of 3 months.
- CCTV footage obtained from ACT correctional centres may be used as evidence in disciplinary, criminal or civil action, and for training purposes.
- Where it is necessary to download footage, all copies and the disposal of the footage will be logged.

4 RELATED DOCUMENTS

- CCTV Operating Procedure
- Detainee Safety and Security Policy
- Incident Response Management Policy
- Centre Security Policy

- Death in Custody Policy
- Death in Custody Operating Procedure

Jon Peach
 Executive Director
 ACT Corrective Services
 6 November 2017

Document details

Criteria	Details
Document title:	CCTV Policy
Document owner/approver:	Executive Director, ACT Corrective Services
Date approved:	
Date effective:	
Review date:	Three years after the date of notification
Expiry date:	Nil
Compliance with law:	This policy reflects the requirements of the <i>Corrections Management (Policy and Operating Procedure Framework) Policy 2017</i> and the <i>Information Privacy Act 2014</i>
Responsible officer:	Head of Security

Version control

Version	Notification date	Instrument
Version 1		