

HAMBLETON
DISTRICT COUNCIL

Making life better

REGULATION OF SURVEILLANCE ACTIVITIES
POLICY STATEMENT

The Council acknowledges that surveillance plays a necessary part in a number of its functions, on a day-to-day basis. To meet its legal obligations, the Council will comply with the Regulation of Investigatory Powers Act 2000 and in particular:-

- follow the principles of a Code of Practice reflecting the principles of the Covert Surveillance Code of Practice issued by the Home Office;
- make sure the Code of Practice is adopted for each Council function;
- make the Code readily available to officers, Members and customers;
- arrange for a central record of authorisations;
- make sure the authorisation process is followed for intrusive as well as directed surveillance;
- ensure that surveillance is lawful under the Human Rights rules;
- provide guidance and training for Members and officers at an appropriate level;
- ensure there are designated officers within each Directorate, with responsibility for implementing the rules for surveillance activities;
- ensure the Head of Legal and Democratic Services monitors compliance with the rules for surveillance activities.

Monitoring Framework:

Monitoring compliance with these policy statements will include the following:-

- audits by the Head of Legal and Democratic Services;
- cross-audits by practitioners of other Sections;
- reports to COMT on the level of RIPA authorisations;
- checking examples of authorisations;
- Use of 'lay visitors' scheme for monitoring CCTV procedures;
- use of other accepted methodology for monitoring RIPA compliance, as standards emerge.

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