

Olympic Delivery Authority

Olympic Park CCTV system Code of Practice
October 2009



be secure

Olympic Park CCTV Code of Practice

Who we are:

The Olympic Delivery Authority (ODA) is the public body responsible for developing and building the new venues and infrastructure for the London 2012 Olympic and Paralympic Games and their use after 2012. The Olympic Delivery Authority's Delivery Partner is CLM.

Under the London Olympic Games and Paralympic Games Act 2006 (Section 6) the ODA has an obligation to security, specifically security of the people participating in and attending the Games as well as the security of property.

This document:

This document sets out the ODA Code of Practice in relation to information collected by the Olympic Park site CCTV system.

What is the purpose of the CCTV system?

The CCTV system will:

- monitor vulnerable points;
- monitor events in real time;
- verify perimeter alarms; and
- enable incidents to be reviewed after they have happened.

Is the use of CCTV fair and legal?

The ODA believes the use of CCTV will be fair and lawful because:

- the ODA has a legal obligation to provide for the security of the Olympic Park;
- precedent exists for employment of CCTV within the construction industry;
- local residents will be consulted;
- appropriate signage will be provided;
- the threat of hostile individuals attempting to gain access through the perimeter is believed to justify the use of CCTV for security;
- the risk of injury to non-hostile (for example, curious) parties entering the construction site is also believed to be a justification; and
- CCTV data collected will only be used for the purpose of securing the Olympic Park, or to investigate incidents after they have happened.

Individual consent and data control:

- As part of the Command Perimeter Security System (CPSS), CCTV will be deployed on public interfaces.
- CPSS is subject to a formal planning submission being presented to the Planning Decisions Team.
- Communication with the public will be carefully managed and coordinated by the ODA's Communications team.
- The CCTV control system will operate in compliance with the Data Protection Act.
- Engineer access to the CCTV system will be supervised.
- Both server and client workstations will require a username and complex password to access the camera assets and recorded images by user, user group and/or operator location.
- The CCTV system will be developed over time to become an accredited network.

Who will have access to the data?

- Access to live footage will be by CCTV system operators, for example, in control rooms and reception facilities, and will include external agencies.
- Access to recorded footage will be limited to authorised site-based CPSS CCTV system operators.
- Anyone operating the CCTV systems will be suitably licensed.
- Footage required by law enforcement agencies will be considered under the Data Protection Act (DPA).
- Requests for images from data subjects will be treated in accordance with the DPA.



Data sharing:

- Although not an airport operation, the Olympic Park CCTV system design is based around the principles of the Airport Security Report prepared by the Rt Hon Sir John Wheeler JP DL in May 2002, in that system images should be 'shared' with other agencies.
- Remote users will NOT have the capability to interrogate or remotely view recorded images.
- Third-party CCTV data processors will be responsible for government registration of images received from CPSS.

How long will the data be stored and how will it be disposed?

The CCTV storage system will operate as follows:

- 'Background' image storage will be at one quarter 'real-time' at high-resolution for 31 days on a distributed system, after which time images will be automatically deleted.
- When storage drives are replaced and/or de-commissioned the drives will be physically destroyed to prevent access to stored images.
- Note: the CPSS has an audit trail recording all system operator activities, and records who has carried out what action when.

What complaints system is in place?

The CCTV camera coverage will ensure that the perimeter of the Olympic Park is assured without an invasion of privacy occurring.

This will be achieved by the detailed sighting of the cameras and baffles – electronic 'masking' – being deployed upon each unit, which will limit visual coverage available to the operator.

Effective ODA communication of the actual rather than perceived purpose of the CCTV assets and the protection of privacy measures should minimise the number of queries from the general public.

For data stored at present, all requests or complaints are received by email to data.protection@london2012.com or by mail to ODA Information Officer, One Churchill Place, Canary Wharf, London E14 5LN.



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