



# Omnium Radio

## Plymouth's Community Station

Omnium Radio CIC number 12100693 – [www.omniumradio.online](http://www.omniumradio.online)

### CCTV Summary & GDPR Statement

**Within Omnium Radio CIC establishments we have 24 hour surveillance for the following reasons:**

<p>Employee Safety</p>	<p>At Omnium Radio CIC many volunteers &amp; employees are expected to work alone in the establishment. During this period the directors will monitor the venues to ensure the safety of the individual.</p> <p>The reason for needing to put this procedure in place comes from an ongoing incident of harassment towards members of Omnium Radio CIC from a previous associate. The on-going case with the police advised installing CCTV to enhance the safety of individuals within Omnium Radio CIC venues.</p> <p>Also, in the case of an emergency or suspicion of danger, such as sudden change of broadcast, the directors will access CCTV to ensure the individual is not in danger. In the case of someone in danger, the directors will be able to aid support or contact the relevant emergency services.</p>
<p>Service User Safeguarding</p>	<p>At Omnium Radio CIC we work with many people who are vulnerable, CCTV enables us to ensure that our team works within our safeguarding policy.</p> <p>This means that we can monitor how our team interacts with vulnerable people whilst working in our venue and ensure that everyone is safe whilst attending Omnium Radio CIC services.</p> <p>Working with vulnerable people can also pose risks toward our team and in the case of a Service User making an allegation towards our team, the situation can be assessed.</p>
<p>Criminal Activity Deterrent</p>	<p>Within Omnium Radio CIC venues, we hold some equipment of value and currency on site which means we are a hotspot for potential criminal</p>

	<p>activity.</p> <p>To deter and assess any potential theft from either members of the public or members of Omnium Radio CIC the CCTV is a vital viewpoint for this reason.</p>
Incident Analysis	<p>In the case of an incident that needs to be investigated in an Omnium Radio CIC venue, we need to access CCTV and gather any supported evidence in regard to the incident in question. CCTV in this case is vital to be able to conclude the situation and carry forward the necessary outcome.</p>
Sound Recordings	<p>CCTV within public areas of Omnium Radio CIC venues, we do not have audio attached to the CCTV recordings.</p> <p>CCTV within private areas of Omnium Radio CIC venues do have audio attached to the CCTV recordings to ensure that our team acts within our GDPR &amp; safeguarding policy.</p>
<b>Policy of engagement</b>	
Who has access to the CCTV?	<p>Only registered Omnium Radio CIC directors have direct access to the CCTV database, this includes the LIVE feed and stored recordings.</p>
How long are CCTV recordings held for?	<p>Our CCTV software automatically records when motion is detected. These recordings are automatically deleted by the software after 30 days.</p>
When are recordings manually kept for longer than 30 days?	<p>In the case of any criminal activity, legal, safety or safeguarding breach, we may download the recording to be kept as a file external from the software. This is not shared outside of Omnium Radio CIC's directors.</p> <p>This file is deleted once it is deemed no longer relevant to the terms of use.</p>
Request of access to CCTV by third parties.	<p>CCTV recordings are not shared with any third parties unless CCTV recording is requested by a local authority or law enforcement organisation.</p> <p>Requesting footage of yourself must be requested within 30 days of the recording date via written letter or email address.</p> <p>Terms &amp; Conditions of approval will be assessed on a case-by-case basis according to the Data Protection Act 2018</p>
Point of contact	<p>For any enquiries regarding CCTV please contact Trace Jared-Davis via email <a href="mailto:services@omniumradio.online">services@omniumradio.online</a></p>