

## KETTERING BRIDGE CLUB.

### **CCTV**

Since Friday April 4<sup>th</sup> 2016 **Kettering Bridge Club (KBC)** has a fully operational CCTV system to monitor the outside of the building. Because the CCTV system covers areas that are public spaces there is a legal requirement for KBC to be registered with the **Information Commissioner's Office (ICO)**.

The ICO's mission is to uphold information rights in the public interest, promoting openness by public bodies and data privacy for individuals.

The CCTV system will record data 24 hours per day and this information is stored within KBC for up to 13 days.

The live streaming can be viewed by anyone at any time whilst they are in KBC. However, reviewing of recorded data is only allowed by a person who has been registered with the ICO prior to the proposed reviewing of the data.

Therefore, if any member or visitor to KBC has for any reason a requirement for the recordings to be reviewed e.g., a car has been damaged or they have been involved in an incident outside KBC they must in the first instance report it to the Kettering Police and whilst doing so inform the Kettering Police that KBC CCTV system may have captured footage of the incident. Once the incident is reported to Kettering Police please contact KBC (see below) and ask for the footage to be reviewed and copies of any incident recorded for use by the police.

KBC has appointed Bob Pitt (home telephone 01536 770136) to act as **Data Protection Officer** and he has been registered with ICO to review and record CCTV records at KBC.

Organisation name: **Kettering Bridge Club**, (telephone 01536 519012)

ICO Registration Reference : **A8108082**