



**APPLICATION TO VIEW/OBTAIN A COPY OF FOOTAGE AND/OR
PHOTOGRAPH BY A MEMBER OF THE NSW POLICE SERVICE**

CCTV Ref No: **S17.6.2/01** _____

Date Received: _____

NATURE OF APPLICATION

☐ View Footage and/or Photograph

☐ Obtain a copy of Footage and/or Photograph

APPLICANTS DETAILS

Authorising Officer Details

Name & Rank: _____ Signature: _____

Case Officer Details

Name & Rank: _____ Email Address: _____

Local Area Command: _____ Date of Application: _____

Telephone Number: _____ Fax Number: _____

INCIDENT DETAILS

Police Event No: _____ Police Reference No: _____

Date of Incident: _____ Time of Incident: _____ Type of Offence: _____

Location of Incident: _____

(Please describe the location as accurately as possible including the names of any nearby premises or streets)

Details of Incident

(Please describe what took place and the individuals involved or attach edited versions of the Victims Statement or Narrative)

(Please sign second page)

INVERELL SHIRE COUNCIL USE ONLY

Application: ☐ Approved ☐ Rejected

Reason for Rejection: _____

By: _____ Signature: _____ Date: _____

Reviewed by: _____ Signature: _____ Date: _____

Police Copy No: _____ ISC Copy No: _____ Nil Find ☐

Collected/Viewed by: _____ Signature: _____ Date: _____ Time: _____

Provided by (ISC): _____ Signature: _____ Date: _____ Time: _____

CONDITIONS OF USE

1. I acknowledge that any footage and/or photograph released to me is the property of the Inverell Shire Council.
2. I will not allow copies of any footage and/or photograph/s released to me to be reproduced except for court purposes or for the purpose of review by the NSW Ombudsman in the oversight of investigation complaints under Part 8A of the Police Act 1990 (NSW).
3. I will not show or display any image or release it publicly without the prior written consent of the Inverell Shire Council.
4. I will keep the information released to be in a locked receptacle when not being utilised.
5. I will only use the released information for the purpose/s stated in this application.
6. I will return the footage and/or photograph/s to the Responsible Officer - Operational, Community Safety Camera Program Control Centre with 30 days of receipt, unless otherwise negotiated.
7. If it is necessary to use footage and/or photograph/s as evidence in a court of law, the original footage and/or photograph/s will be subpoenaed from the Inverell Shire Council.

CONDITIONS APPLYING TO ENTRY TO THE CONTROL CENTRE

Authorised visitors to the Community Safety Camera Program Control Centre are required to abide by the Community Safety Camera Program Code of Practice and Protocols. Accordingly, authorised visitors to the Control Centre will be required to:

1. Undertake to make the visit to the Control Centre as brief as possible;
2. At all times remain with the Responsible Officer – Operational supervising the visit;
3. Not touch or attempt to operate any equipment in the Control Centre;
4. Not touch or move any object in the Control Centre; and
5. Direct all inquiries regarding the Community Safety Camera Program to the Responsible Officer – Operational Supervising the visit.

SIGNATURE

I have read the Conditions of Use and the Conditions of Entry above and agree to abide by them in the event that the Inverell Shire Council releases to me a copy of footage and/or photograph/s or approves the viewing of footage and/or photograph/s.

Name & Rank: _____

Signature: _____ Date: _____