

Ward: Ramsbottom and Tottington -
Ramsbottom

Item 02

Applicant: Bury Council

Location: Peel Tower, Holcombe Hill, Holcombe, BL8 4NR

Proposal: Camera on top of a flag pole at the top of Peel Tower

Application Ref: 68983/Full

Target Date: 16/01/2023

Recommendation: Approve with Conditions

Description

The application subject involves the Grade II Listed stone built tower constructed 1851-1852 near to the highest point of Holcombe Hill. It is sited at vertical elevation of approximately 340 metres in tribute to Sir Robert Peel in effecting the repeal of the Corn Laws. The tower was designed by the members of the Monument Committee. The tower stands at a height of approximately 40 metres and is accessed predominantly on foot via footpaths from various points in and around Holcombe and Ramsbottom.

The tower is sited on the edge of the north west boundary of the Holcombe Conservation Area.

This application seeks full planning permission for the siting -

Of a single camera affixed to a replacement demountable flagpole at the top of the tower. The flagpole has a height of 2.50 metres and the camera is affixed approximately half way up the pole. The camera will not restrict the hoisting of flags on the flagpole.

The body of the camera and its fixing bracket to the flagpole has the overall dimensions of a depth and width of 208 mm (20 cm).

The camera has a 360 degree panning capability and an optical zoom of x18. The camera does not tilt. Its view is to be limited to distance views of the horizon. There will be no collection or storage of images or streaming and the views will not be live streamed to the internet and will only be able to be viewed on a single screen at Bury Tourist Information Centre located at the Fusilier's Museum.

A Data Protection Impact Assessment (DPIA) submitted to the Information Governance and Risk Strategic Advisor was submitted as part of the application. It is to be noted that the camera is already in situ.

An application for listed building consent, 68985, has also been submitted which assesses the impact of the proposal on the architectural and historic interest of the tower.

Relevant Planning History

None.

Publicity

Press Notice on 08/12/2022.

Site Notice on 10/12/2022.

1 address notified by letter on 23/11/2023.

7 objections, 2 comments and 1 support received and are summarised below.

Objections

- Will the camera be unable to zoom in to nearby residential buildings? This is a matter of privacy and I would like to be reassured that this has been taken into account.
- The cameras and flagpole are clearly visible from various houses and gardens in Holcombe and the surrounding area and as such there may be problems with loss of privacy and unintentional surveillance. It is not clear whether the cameras are compliant with General Data Protection Regulation. This needs to be addressed as a priority.
- The camera would be out of place and harmful to the character and appearance of the Holcombe conservation area and to the listed building including harm to its heritage significance.
- Such cameras are unsightly and not in keeping with the look of Peel Tower. In order to achieve the desired outcome they will have to be placed in an elevated position and will be clearly visible. They are also intrusive to neighbouring properties and raise real and serious risks regarding security and privacy.
- Peel Tower is a historic structure and as such should be considered a heritage asset. Adding a camera is not going to add to the value of the Tower. The camera will provide views of the surrounding area but also local residencies, an intrusion, which we as residents, will have no control over what is being broadcast publicly. This matter must be addressed before approval.

Support

- These cameras will give many more people an opportunity to view the area. Those who are unable to climb the steps to the tower will significantly benefit. I would have thought under the numerous disability acts that the approval of this camera must be seen as being in the public interest, they are very small and do not affect the appearance of the building at all. I'm aware of other cameras attached to listed buildings locally. Cameras are common in the area, mainly cctv on the surrounding properties. The CCTV cameras installed on the tower are facing over public land and presumably not applicable to private GDPR regulations. No different to google earth?

Comments

- To live stream views from Peel Tower is a great initiative for those unable to climb the Holcombe hill or climb the steps inside the Tower. Kind of the private individual to donate. The views are spectacular from the top of the tower, including the moorland behind. I am reassured that the live stream is not recorded and only on display in the Tourist Information Office. However, what is the future intention? Will this live stream be accessed on line, for example, Visit Bury web site, Twitter, Facebook or Trip Advisor? I am thinking of the privacy of those living close to the Tower? Also thinking of riders, include vulnerable young children and/or those with a disability, who often ride to the Tower and back from Margaret Haes Riding Centre. I see the joy when those who are unable to climb the hill, see the view for the first time from horseback. I do understand. Please consider appropriate controls on the use of the camera and authorisations on recording and publishing images.
- How will the cameras alter/affect the aesthetics of the actual tower, being an iconic local landmark, this is an important aspect. Privacy concerning the potential use of the cameras as they could literally zoom into my garden, front room and or bedroom if powerful enough. Who will have access to the cameras and for what purpose?

Statutory/Non-Statutory Consultations

Listed buildings - National Amenity Societies - No Comments received.

Council Information Governance Officer responded as follows:

Response from the Information Governance and Risk Strategic Advisor to the submitted Data Protection Impact Assessment (DPIA) for applications 68983 & 68985.

As the DPIA advises no processing of personal data, I see no reason for the

Initiative not to proceed. The continuous live stream, with recording functionality disabled is an added safeguard that supports compliance to the data protection legislation and avoids having to respond to Subject Access Requests.

Pre-start Conditions - None.

Unitary Development Plan and Policies

EN2/1	Character of Conservation Areas
EN2/2	Conservation Area Control
EN1/2	Townscape and Built Design
NPPF	National Planning Policy Framework

Issues and Analysis

The following report includes analysis of the merits of the application against the relevant policies of both the National Planning Policy Framework (NPPF) and the adopted Bury Unitary Development Plan (UDP) together with other relevant material planning considerations. The policies of the UDP that have been used to assess this application are considered to be in accordance with the NPPF and as such are material planning considerations. For simplicity, just the UDP Policy will be referred to in the report, unless there is a particular matter to highlight arising from the NPPF where it would otherwise be specifically mentioned.

Policies

Section 72(1) of The Planning (Listed Buildings and Conservation Areas) Act 1990 requires local planning authorities to give special attention to the desirability of preserving or enhancing the character or appearance of the conservation area.

Paragraph 202 of the National Planning Policy Framework (NPPF) states where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

EN1/2 - Townscape and Built Design - The Council will give favourable consideration to proposals which do not have an unacceptable adverse effect on the particular character and townscape of the Borough's towns, villages and other settlements. Factors to be considered when assessing proposals will include:

- the external appearance and design of the proposal in relation to its height, scale, density and layout;
- the relationship of the proposal to the surrounding area;
- the choice and use of materials;
- access and other design features for the mobility impaired;
- the design and appearance of access, parking and service provision;
- landscaping, including the use of natural landscape features, and open space provision;
- the use of lighting.

Assessment

To clarify the parameters of the planning application, the proposal to retain the camera relates to the impact of the camera on residential amenity and the character and appearance of the conservation area.

The impact of the retention of the camera on the Grade II listed Peel Tower will be assessed under listed building consent application reference 68985 and which is concurrently before the Planning Control Committee.

Residential Amenity

There is no specific policy for the control of the use of cctv cameras, however it is considered that the second bullet point of EN1/2 - Townscape and Built Design - the relationship of the proposal to the surrounding area is the most appropriate with regard to residential amenity, specifically privacy.

The operation of the camera is restricted to 360 degree panning of the horizon only with a limit of x18 optical zoom to the horizon. There will be no tilting of the camera and therefore no ability to point the camera towards residential properties nearer the site. Therefore there will be no inadvertent surveillance that would impact on the privacy of nearby properties.

An appropriate condition would be added to any consent to control the operation of the camera.

As such the proposal would comply with adopted UDP policy EN1/2 - Townscape and Built Design.

Conservation Area

Section 72(1) of The Planning (Listed Buildings and Conservation Areas) Act 1990 requires local planning authorities to give special attention to the desirability of preserving or enhancing the character or appearance of the conservation area.

Paragraph 202 of the National Planning Policy Framework (NPPF) states where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

The camera would represent a very small feature when viewed from closer distances within the conservation area and would be barely discernible from longer distances outside it. As such it is considered that the camera would have a neutral impact which would not represent less than substantial harm and would therefore at least preserve the character and appearance of the conservation area.

The proposal would comply with adopted UDP policies EN2/1 - Character of Conservation Areas and EN2/2 - Conservation Area Control.

Data Protection

The camera has been restricted to the operations previously described. No data will be collected or stored and the camera stream will not be available generally online. The Information Governance and Risk Strategic Advisor is satisfied that its operation supports compliance to the data protection legislation and avoids having to respond to Subject Access Requests.

Response to objections Raised

The report has addressed the concerns raised.

It is considered there would be benefit to the wider public for those with mobility issues who would be unable to access views from the tower.

Statement in accordance with Article 35(2) Town and Country Planning (Development Management Procedure) (England) (Amendment) Order 2015

The proposal complies with the development plan and would improve the economic, social

and environmental conditions of the area. It therefore comprises sustainable development and the Local Planning Authority worked proactively and positively to issue the decision without delay. The Local Planning Authority has therefore implemented the requirement in Paragraph 38 of the National Planning Policy Framework.

Recommendation: Approve with Conditions

Conditions/ Reasons

1. This decision relates to drawings and documents: Statement for Installation of Camera dated 26th January 2023, Elevation of Tower and Camera EL01, Demountable Flagpole Details CY/1/06, Data Protection Impact Assessment dated March 2022 and the camera hereby given consent for its retention shall be operated and maintained in accordance with the documents and drawings hereby approved.
Reason. For the avoidance of doubt and to ensure satisfactory operation of the camera pursuant to the policies of the Bury Unitary Development Plan listed.
2. The operation of the camera hereby approved shall not include the tilt facility or store or record any image or streaming from the camera or stream to the internet and shall be viewable only via the single screen in the Bury Tourist Information Centre.
Reason. For the avoidance of doubt and to ensure satisfactory operation of the camera pursuant to the policies of the Bury Unitary Development Plan listed.

For further information on the application please contact **Mark Kilby** on **0161 253 7639**

Ward: Ramsbottom and Tottington -
Ramsbottom

Item 03

Applicant: Bury Council

Location: Peel Tower, Holcombe Hill, Holcombe, BL8 4NR

Proposal: Listed building consent for a camera on top of a flag pole at the top of Peel Tower

Application Ref: 68985/Listed Building
Consent

Target Date: 16/01/2023

Recommendation: Approve with Conditions

Description

The application subject involves the Grade II Listed stone built tower constructed 1851-1852 near to the highest point of Holcombe Hill. It is sited at vertical elevation of approximately 340 metres in tribute to Sir Robert Peel in effecting the repeal of the Corn Laws. The tower was designed by the members of the Monument Committee. The tower stands at a height of approximately 40 metres and is accessed predominantly on foot via footpaths from various points in and around Holcombe and Ramsbottom.

The tower is sited on the edge of the north west boundary of the Holcombe Conservation Area.

This application seeks listed building consent for the siting -

Of a single camera affixed to a replacement demountable flagpole at the top of the tower. The flagpole has a height of 2.50 metres and the camera is affixed approximately half way up the pole. The camera will not restrict the hoisting of flags on the flagpole.

The body of the camera and its fixing bracket to the flagpole has the overall dimensions of a depth and width of 208 mm (20 cm).

The camera has a 360 degree panning capability and an optical zoom of x18. The camera does not tilt. Its view is to be limited to distance views of the horizon. There will be no collection or storage of images or streaming and the views will not be live streamed to the internet and will only be able to be viewed on a single screen at Bury Tourist Information Centre located at the Fusilier's Museum.

An application for planning permission, 68983, has also been submitted which assesses the impact of the proposal on residential amenity and the character and appearance of the conservation area.

Relevant Planning History

None.

Publicity

Press Notice on 08/12/2022.

Site Notice on 10/12/2022.

1 address notified by letter on 23/11/2023.

2 objections received which are summarised below.

Objections

- The submitted photos are totally misleading - I shall submit truly representative photos separately. The cameras are noticeable physical attachments and significantly detract from the rugged 19th C stone structure. They contaminate the visual historic and aesthetic appearance of the tower with obviously modern high tech features. In turn the development harms the Holcombe Conservation Area. If cameras are desired - surely one wld be enough - the positioning could discretely utilise an existing window opening at the top of the tower and thereby potentially be made un-noticeable and not harmful to the character and appearance and historic significance.
- Our home, our property and gardens are situated directly below Peel Tower and will be in plain sight of the proposed web cam. We are extremely concerned with an invasion of our privacy and security problems which may arise from public surveillance.
- We have CCTV at home and we have to comply with strict rules to ensure that only our private land and buildings are monitored. What will the installed cameras be able to see and what will be broadcast to the public? This is unclear. Under the Data Protection Act 2018, we have the right to find out what and how the information the web cam operators will obtain will be used. The documentation submitted in the application does not address this matter.

Statutory/Non-Statutory Consultations

Listed buildings - National Amenity Societies - No comments received.

Pre-start Conditions - None.

Unitary Development Plan and Policies

EN2/3 Listed Buildings

NPPF National Planning Policy Framework

Issues and Analysis

The following report includes analysis of the merits of the application against the relevant policies of both the National Planning Policy Framework (NPPF) and the adopted Bury Unitary Development Plan (UDP) together with other relevant material planning considerations. The policies of the UDP that have been used to assess this application are considered to be in accordance with the NPPF and as such are material planning considerations. For simplicity, just the UDP Policy will be referred to in the report, unless there is a particular matter to highlight arising from the NPPF where it would otherwise be specifically mentioned.

Policies

Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires Local Planning Authorities in the exercise of their planning functions to have regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

Paragraph 199 of the National Planning Policy Framework (NPPF) states when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

Paragraph 200 of the NPPF states any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional;

b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.

Paragraph 202 of the NPPF states where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

EN2/3 - Listed Buildings - The Council will actively safeguard the character and setting of Listed Buildings by not permitting works, alterations or changes of use which would have a detrimental effect on their historical or architectural character and features. Proposals for demolition will be opposed and will only be considered where it is demonstrated conclusively that the building(s) cannot be retained.

In considering applications for Listed Building Consent, the Council will have regard to the following criteria:

- the impact of the proposal on the historic fabric of the building;
- the relationship of any extension to the Listed Building in terms of its height, size, design, and roofscape;
- the need to protect the setting of the Listed Building;
- the impact of associated ancillary facilities and infrastructure works.

Assessment

Buildings of Special Architectural or Historic interest are "listed" by the Secretary of State for the Environment. The listing of a building provides statutory protection against its alteration or demolition. The Borough's valuable heritage is reflected in the large number of Listed Buildings in the area (316 in June 1996) and the Council is mindful of the desirability to preserve them and enhance their setting and appearance.

New uses for Listed Buildings may often be the key to their preservation especially for buildings which have become wholly or partly redundant. However, new uses must not adversely affect the architectural or historic features and character or appearance of such buildings.

The setting of a Listed Building is often an essential feature of its character; unsympathetic development in close proximity to a Listed Building can mar its appearance, make its future use unattractive or untenable, or physically damage its structure. It is therefore important to consider the effect that a proposed development may have on such buildings.

Proposals

The heritage significance of the tower can be distilled down into its architectural aesthetic, its contribution to the Holcombe Conservation Area and the tower's association with Sir Robert Peel.

Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires Local Planning Authorities in the exercise of their planning functions to have regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

Paragraph 202 of the NPPF states where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

The camera and replacement flagpole would represent a small feature when viewed from closer distances to the listed building and would be barely discernible from further distances from it. The proposal is reversible and as such does not represent a permanent alteration to the listed building.

By virtue of its size, scale and siting it would not represent harm to its architectural interest,

the contribution it makes to the character and appearance of the conservation area or its association with Sir Robert Peel. As such the proposal to retain the camera and flagpole is not considered to represent less than substantial harm within the terms of paragraph 202 of the NPPF and as such does not require a public benefit justification in planning policy terms, although that benefit does exist in allowing those with mobility issues access to the views provided by the camera.

As such the proposal would not cause a loss of heritage significance of the listed Peel Tower. The proposal would therefore comply with paragraphs 194, 195, 199, 200 and 202 of the NPPF and adopted UDP policy EN2/3 - Listed Buildings.

Response to objections raised

The issues raised have been addressed in this report and the report for planning application for 68983.

Statement in accordance with Article 35(2) Town and Country Planning (Development Management Procedure) (England) (Amendment) Order 2015

The proposal complies with the development plan and would improve the economic, social and environmental conditions of the area. It therefore comprises sustainable development and the Local Planning Authority worked proactively and positively to issue the decision without delay. The Local Planning Authority has therefore implemented the requirement in Paragraph 38 of the National Planning Policy Framework.

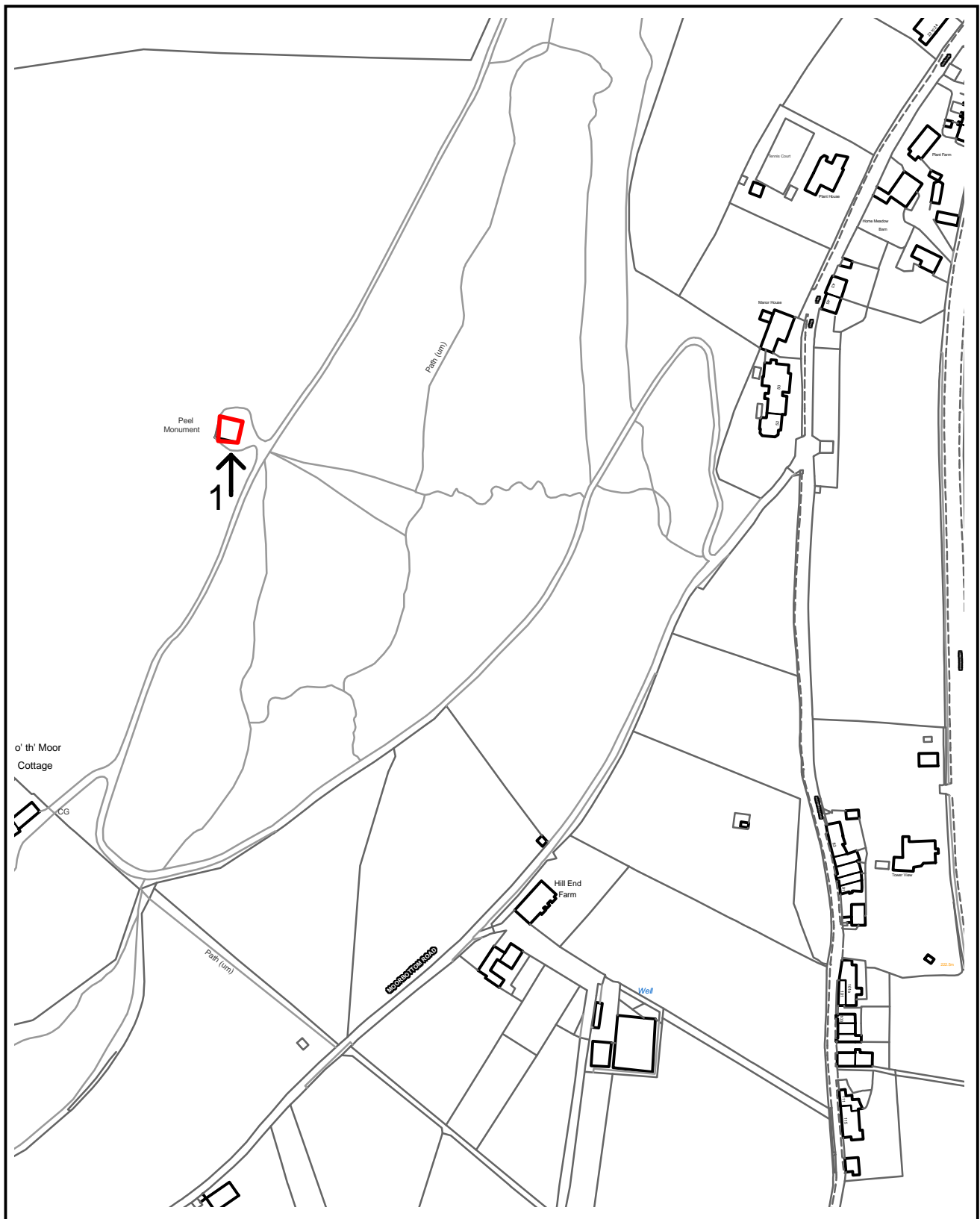
Recommendation: Approve with Conditions

Conditions/ Reasons

2. This decision relates to drawings and documents: Statement for Installation of Camera dated 26th January 2023, Elevation of Tower and Camera EL01, Demountable Flagpole Details CY/1/06, Data Protection Impact Assessment dated March 2022 and the camera hereby given consent for its retention shall be operated and maintained in accordance with the documents and drawings hereby approved.
Reason. For the avoidance of doubt and to ensure satisfactory operation of the camera pursuant to the policies of the Bury Unitary Development Plan listed.
3. The operation of the camera hereby approved shall not include a tilt facility or store or record any image or streaming from the camera or stream to the internet and shall be viewable only via the single screen in the Bury Tourist Information Centre.
Reason. For the avoidance of doubt and to ensure satisfactory operation of the camera pursuant to the policies of the Bury Unitary Development Plan listed.

For further information on the application please contact **Mark Kilby** on **0161 253 7639**

Viewpoints



PLANNING APPLICATION LOCATION PLAN

APP. NO 68983

ADDRESS: Peel Tower Holcombe Hill



Bury
COUNCIL

Planning, Environmental and Regulatory Services

(C) Crown Copyright and database right (2015). Ordnance Survey 100023063.

68983 & 68985

Photo 1



Images of Peel Tower with new Flagpole and Camera

November 2022



These photos were taken in November 2022 and show the flagpole in relation to the tower, as viewed from all 4 sides

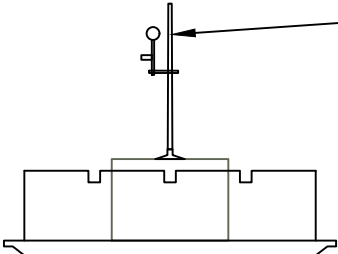




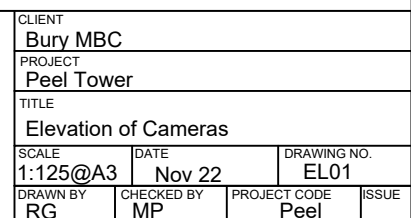
Image taken in the summer of 2022 showing the size, shape and height of the camera in relation to the flagpole

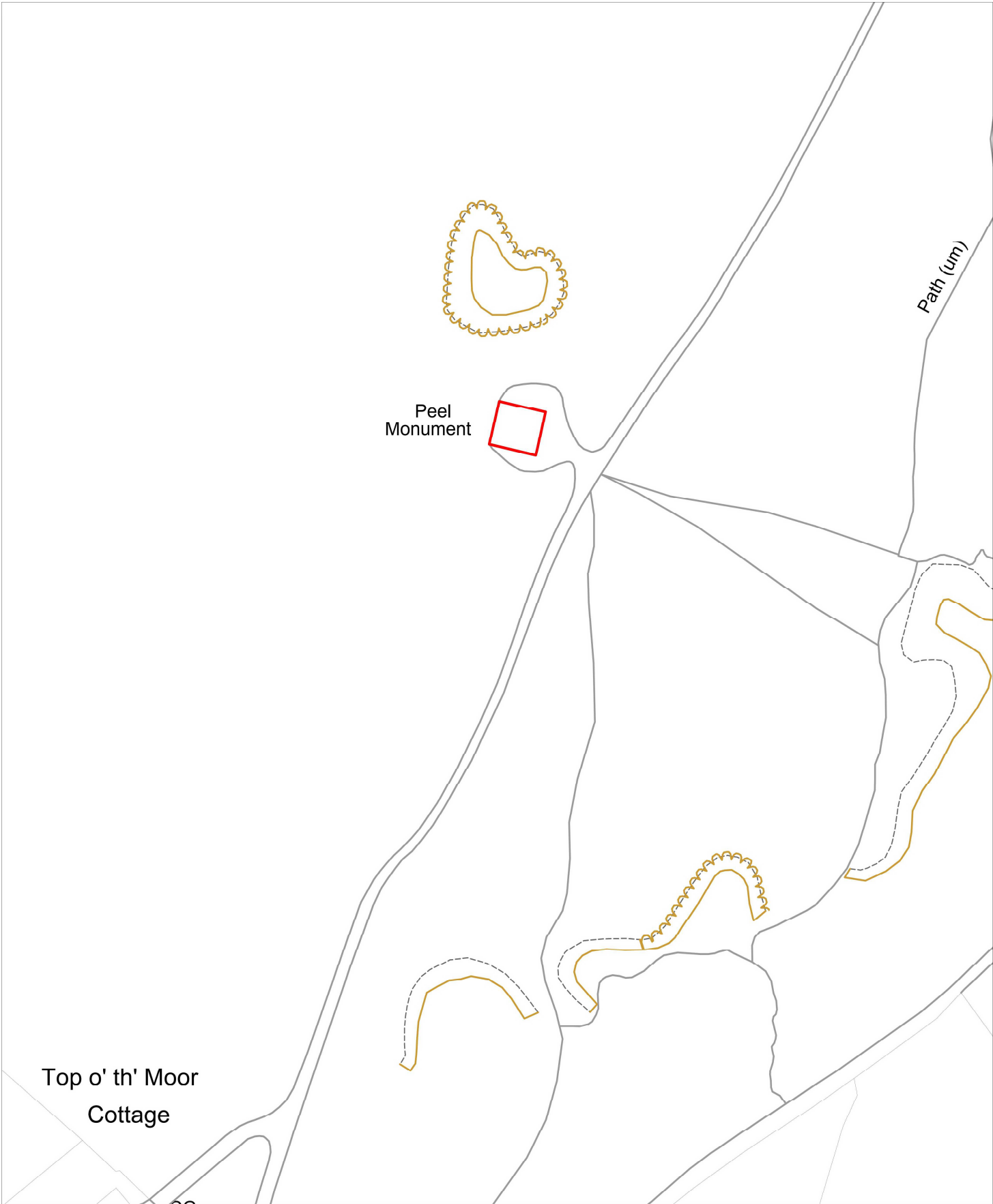


Summer photo showing the flagpole in relation to the tower (on a clear day).



DATE	REVISION NOTES			ISSUE	CHKD
DESIGN	PLANNING	TENDER	CONTRACT		





PLAN Peel Monument
Moorbottom Road
Ramsbottom BL8 4NR
1:1250
SCALE MB
DRAWN BY 02/09/2022
DATE

Business, Growth & Infrastructure

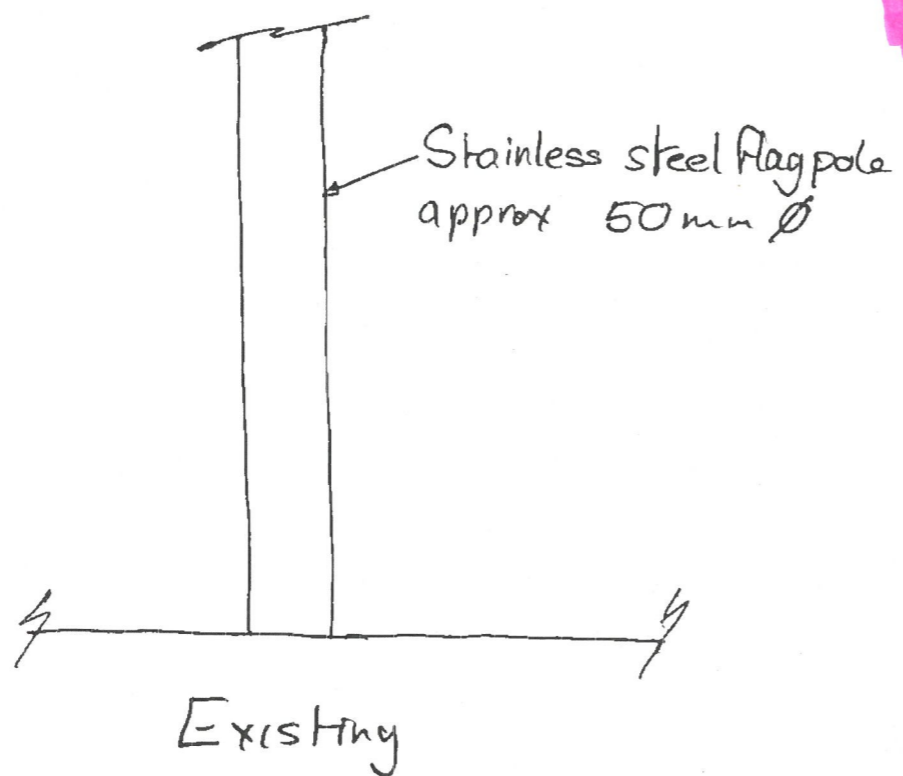
Land & Property

3 Knowsley Place
Duke Street,
Bury, BL9 0EJ

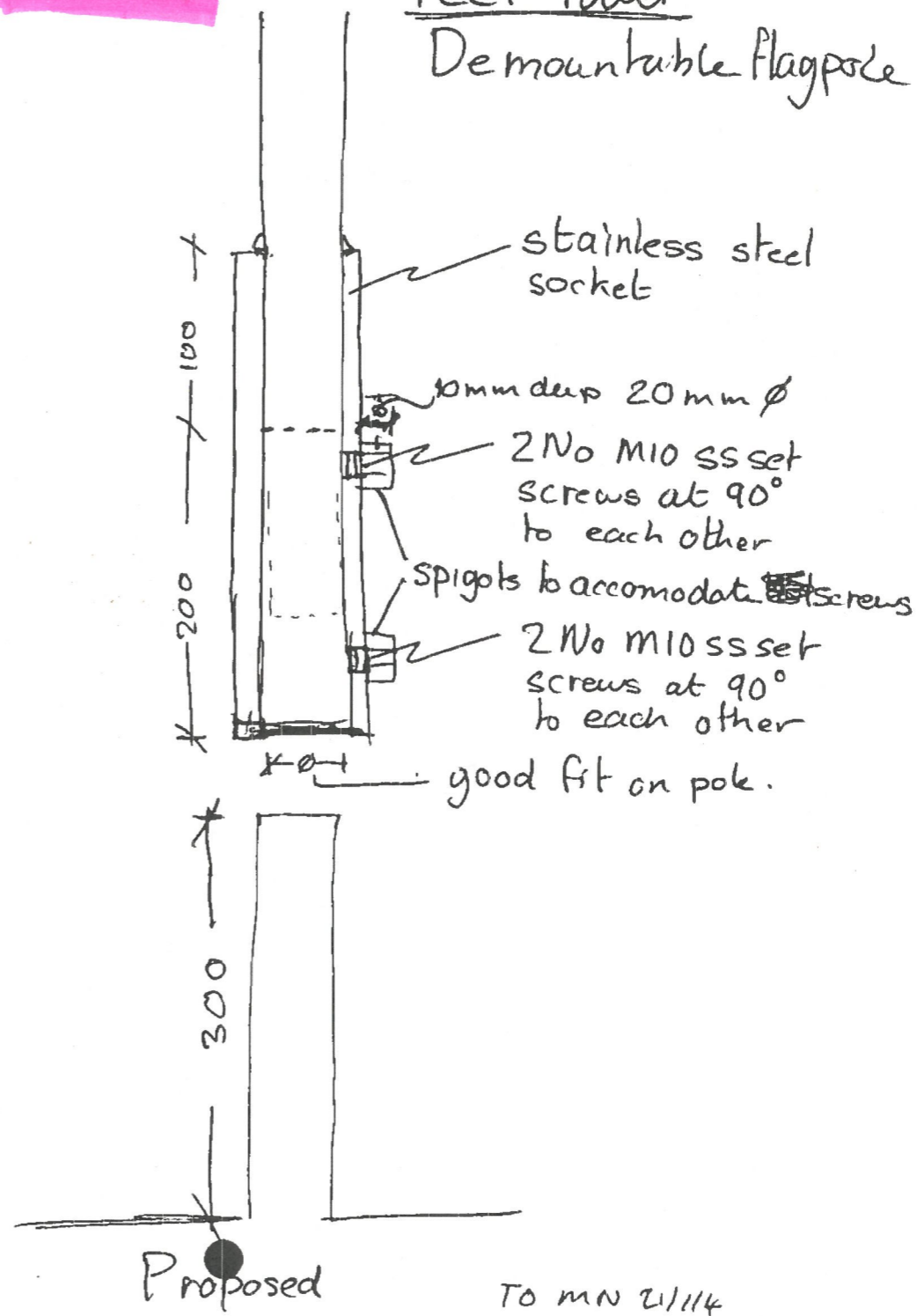
Tel. 0161 253 5995



CY/11/06



Peel Tower - Demountable flagpole



Statement for installation of cameras on top of Peel Tower

26th January 2023

The camera specification is available to view below

The camera is to be fitted to the flagpole on top of the Tower but will not obstruct the raising of the flag

The intended use of the cameras is not to view anything other than the view from the top of Peel Tower, to show those that cannot for whatever reason climb to the top of the Holcombe Hill or the Tower itself what everyone else can see

The camera, although has tilt and panning capabilities it will only be used in a restricted way to show the whole view from the Tower

We have no objections to having a planning condition requirement to restrict the operation of the camera to a single static view with no zoom, tilt or pan

It will not record any data just live stream the view to the Tourist information centre as this facility can and is switched off and will not be used on the internet

There are no intentions to live stream or to zoom into people's faces or into nearby homes

Camera Specification

1.38 kg	
Image Sensor	1/2.8 Sony CMOS
Image	Flip / Mirror
Scanning System	Progressive scanning
Resolution	1920 x 1080
Electronic Shutter	1/25 ~ 1/10,000s
Minimum Illuminatio	Colour: 0.05 Lux / F2, BW: 0.005 Lux / F2, 0 Lux (IR)
Optical Zoom	18x
S / N Ratio	50dB (AGC Off)
Exposure Mode	Auto
2D DNR	Supports
BLC	On / Off

Synchronous	Internal synchronisation
Day / Night Mode	Supports IR-CUT colour to black
Focus Mode	Auto / Manual
Gain Control	Auto / Manual
Lens Initialisation	Built-in
Focus Range	4.7 ~ 84.6mm (Wide-Tele)
Pan Angle	54.8 ~ 3.4 (Wide Tele)
IR Distance	60m (in ideal conditions)
IR Angle	3 angle adjustable with zoom in/out
Pan Speed	0.6 ~ 180/S
Tilt Speed	3.5 ~ 30/S
Tilt Range	0 ~ 90, Auto flip 180
Manual Speed	High / Middle / Low for adjustable
Proportional Zoom	Supports

Preset	220
Patrol	4, each patrol can add 32 preset
Pattern	4, total record time more than 10mins
A.B Preset Scan	Supports
Park Function	Supports, can select preset, patrol, pattern, A.B scan, pan auto running
BNC Output	AHD / CVI / TVI / CVBS (1Vp-p 75, PAL / NTSC, BNC
Communication Protocols	PELCO-D/P
ID	1-255
Baud Rate (RS485)	2400/4800/9600bps/auto identify
Ingress Protection	IP66
Lightning Protection	TVS3000V lightning protection, surge protection and voltage transient protection
Power Supply	DC12V/2A
Power Consumption	Max. 20W (Not including the heat)
Working Environment	-20C~-60C, 90%RH (Frostless)

Dimensions	208 x 251.1 x 136.1 mm
Weight	4 Kg

Data Protection Impact Assessment Template

Author: Information Governance Manager

Date: March 2022

Version: V0.1

Title	Data Protection Impact Assessment Template
Author	Information Governance Manager
Owner	Information Governance Manager
Subject	DPIA Template
Created	Marcus Connor and Jacqueline Williams
Approved by	Information Governance Steering Group
Date of Approval	7 March 2022
Review Date	7 March 2024

1. Document Version Control

Document Version Control	
Issue Number	Date
1.0	March 2022 (Bury Council)

This is a live document effective from the issue date. It supersedes any previous versions of this document, which are now withdrawn.

Data Protection Impact Assessment

Introduction

The Data Protection Impact Assessment (DPIA) process is an important means of evidencing our compliance with the requirements of Data Protection. This should be used when introducing new or amending existing systems or processes which involve personal data. To support with identifying when a DPIA needs to be completed the DPIA Screening Questionnaire can help indicate when it is needed.

The DPIA will capture:

- How data protection principles are met
- What risks there may be to non-compliance
- What mitigation is in place to address risks identified
- Processes in place to notify any data breaches

Completed DPIAs ensure services document their activity and provide assurance that they comply with our statutory data protection responsibilities.

Our Data Protection Policy sets out the requirement for changes to be reviewed and this process to be followed where the relevant criteria are met, referring to the Data Protection Privacy Impact Assessment (DPIA) Policy and associated guidance.

How to use this DPIA

Each section of the DPIA should be completed to provide a full overview of the proposal, the information being collected and/or processed and how the data protection principles have been considered and demonstrate that these can be upheld.

The supporting DPIA Policy and guidance document has been created to run alongside the DPIA and provide:

- Further guidance and clarification on the information that is required within the DPIA
- Additional information on what should be in place to meet the data protection principles
- Prompt questions that should be considered when completing the DPIA

2. The Proposal

About this Assessment		
Title of Project		
Cameras on top of Peel Tower		
Brief summary and description of the project		
<p>A member of the public approached the Council as he wanted to put something back into the local area of Ramsbottom. He would like to install a camera on top of the flagpole at Peel Tower to stream the view live to the Tourist Information Centre on a screen for everyone to get an idea of and see the view, including disabled people who cannot traverse the steep path to the tower.</p> <p>There is no intention of filming people just the view and as the tower is a Grade 1 listed building a Heritage Statement has been requested to accompany this Impact assessment, please see the attached.</p> <p>As it is being live streamed and the facility to record removed there will be no personal data collected</p> <p>The company who fitted the cameras deliberately took out the recording of the cctv cams and if you try to record it says you are not authorised</p>		
Stakeholders		
Have stakeholders been consulted/contributed to the assessment of the project		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Stakeholder (Organisation/Service, Name, Role)	Contact details	Project responsibility (Data controller, Processor, Technical Solution Provider etc)
Parks & Countryside, Mike Bent	m.bent@bury.gov.uk 0161 253 5917	Data controller
Grounds Maintenance Manager, Kevin Dickinson	k.dickinson@bury.gov.uk 0161 253 5905	

Assistant Director Operations Neil Long	n.s.long@bury.gov.uk 0161 253 7928	

3. Information collected

Personal Data			
Type (please tick)		Type (please tick)	
Name	<input type="checkbox"/>	Telephone/contact numbers	<input type="checkbox"/>
Date of Birth/Age	<input type="checkbox"/>	Email address	<input type="checkbox"/>
Gender	<input type="checkbox"/>	Location data	<input type="checkbox"/>
Personal representative / next of kin	<input type="checkbox"/>	Financial information	<input type="checkbox"/>
Physical description	<input type="checkbox"/>	Cultural /Social identifiers or information about family life	<input type="checkbox"/>
Address	<input type="checkbox"/>	Other Unique identifier (please state)	<input type="checkbox"/>
Postcode	<input type="checkbox"/>	Images/CCTV and/or audio recordings	<input type="checkbox"/>
Explain necessity			
Special (Sensitive) Personal Data			
Type (please tick)		Type (please tick)	
Physical or mental health	<input type="checkbox"/>	Religious beliefs or similar	<input type="checkbox"/>
Health/social care	<input type="checkbox"/>	Political opinions	<input type="checkbox"/>
Genetic data	<input type="checkbox"/>	Sexual life/orientation	<input type="checkbox"/>
Biometric Data	<input type="checkbox"/>	Trade union membership	<input type="checkbox"/>
Racial or ethnic group	<input type="checkbox"/>		
Explain necessity			
Crime data			

Type		Type			
	<input type="checkbox"/>		<input type="checkbox"/>		
	<input type="checkbox"/>		<input type="checkbox"/>		
Explain necessity					
Other personal information not included above					
Type		Type			
	<input type="checkbox"/>		<input type="checkbox"/>		
	<input type="checkbox"/>		<input type="checkbox"/>		
Explain necessity					
N/A					
Is any category of data used for law enforcement purposes					
Personal Data			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Special Personal Data			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Crime Data			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Categories of data subject					
Tick the categories of data subject whose personal data will be processed					
Customers	<input type="checkbox"/>	Complainants (and their reps)	<input type="checkbox"/>	Suspected offenders	<input type="checkbox"/>
Suppliers	<input type="checkbox"/>	Advisors/consultants	<input type="checkbox"/>	License/permit holders	<input type="checkbox"/>
Offenders	<input type="checkbox"/>	Benefits recipients	<input type="checkbox"/>	Inspected persons	<input type="checkbox"/>
Claimants	<input type="checkbox"/>	Carers	<input type="checkbox"/>	Captured on CCTV	<input type="checkbox"/>
Students/Pupils	<input type="checkbox"/>	Incident witnesses	<input type="checkbox"/>	Employees of other orgs	<input type="checkbox"/>
Landlords	<input type="checkbox"/>	Employees/contractors	<input type="checkbox"/>	Holders of public office	<input type="checkbox"/>

4. Information flows

This table summarises the type of data, the source of the data, recipient organisations for each distinct data flow, the protective method of exchange and expected frequency. Data flow maps /information architecture diagrams may be added to section 8 to illustrate.

Data flows					
Flow Ref.	Data	From	To Including external parties	Method of transfer	Frequency
01					
02					
03					
04					
05					

5. The Principles

A. Processed lawfully, fairly and in a transparent manner

i. Legal basis for processing

Conditions for Processing			
Tick all relevant conditions which identify a lawful basis for the processing of personal and special category data.			
GDPR Article 6 All personal data processed for non law enforcement purposes			
6(1)(a)	Consent	<input type="checkbox"/>	Outline any applicable legislation and explain how this supports the processing
6(1)(b)	Contracts	<input type="checkbox"/>	
6(1)(c)	Legal obligation	<input type="checkbox"/>	
6(1)(d)	Vital interests	<input type="checkbox"/>	
6(1)(e)	Public Interest/ Official Authority	<input type="checkbox"/>	
6(1)(f)	Legitimate interests	<input type="checkbox"/>	
GDPR Article 9 All special category data processed for non law enforcement purposes			
9(2)(a)	Explicit Consent	<input type="checkbox"/>	Outline any applicable legislation and explain how this supports the processing
9(2)(b)	Employment, Social Security, Social Protection law	<input type="checkbox"/>	
9(2)(c)	Vital interests	<input type="checkbox"/>	
9(2)(d)	Not-for-profit body	<input type="checkbox"/>	
9(2)(e)	Made public	<input type="checkbox"/>	
9(2)(f)	Legal claims / Judicial	<input type="checkbox"/>	
9(2)(g)	Public Interest	<input type="checkbox"/>	
9(2)(h)	Medicine, Employee capacity, Medical Diagnosis, Health or Social Care	<input type="checkbox"/>	
9(2)(i)	Public Health	<input type="checkbox"/>	
9(2)(j)	Archiving, Scientific and Historical Research or Statistical Purposes	<input type="checkbox"/>	

DPA 2018 Schedule 1(3)**All special category data as part of criminal offence data processed for non law enforcement purposes**

1(3)(29)	Consent	<input type="checkbox"/>	Outline any applicable legislation and explain how this supports the processing
1(3)(30)	Vital Interests	<input type="checkbox"/>	
1(3)(31)	Processed by not-for-profits	<input type="checkbox"/>	
1(3)(32)	Manifestly made public by data subject	<input type="checkbox"/>	
1(3)(33-34)	Legal Claims or Judicial Acts	<input type="checkbox"/>	
1(3)(35)	Administration of accounts used to commit indecency offences involving children	<input type="checkbox"/>	
1(3)(36)	Substantial Public Interest	<input type="checkbox"/>	

DPA 2018 Part 3(35)**All personal data processed for law enforcement purposes**

3(35)(2 a)	Consent	<input type="checkbox"/>	Outline any applicable legislation and explain how this supports the processing
3(35)(2 b)	Public Interest	<input type="checkbox"/>	

DPA 2018 Part 3(35) and Schedule 8**All special category data processed for law enforcement purposes**

3(35)(4 a)	Consent	<input type="checkbox"/>	Outline any applicable legislation and explain how this supports the processing
8(1)	Statutory purpose (legal obligation or public interest)	<input type="checkbox"/>	
8(2)	Administration of justice	<input type="checkbox"/>	
8(3)	Protecting individuals vital interests	<input type="checkbox"/>	
8(4)	Safeguarding of children and individuals at risk	<input type="checkbox"/>	
8(5)	Personal data already in public domain	<input type="checkbox"/>	
8(6)	Legal claims	<input type="checkbox"/>	

8(7)	Judicial acts	<input type="checkbox"/>	
8(8)	Preventing fraud	<input type="checkbox"/>	
8(9)	Archiving, scientific or historical research, or statistical	<input type="checkbox"/>	

Consent

If consent is being relied upon, confirm that the relevant conditions are in place

Evidence that an individual data subject has consented to the processing	<input type="checkbox"/> Yes <input type="checkbox"/> No
Processes in place to manage the withdrawal of consent	<input type="checkbox"/> Yes <input type="checkbox"/> No
Capability to manage data processed pre- and post- withdrawal of consent	<input type="checkbox"/> Yes <input type="checkbox"/> No
Consent is freely given	<input type="checkbox"/> Yes <input type="checkbox"/> No
For data subjects under 13 years old, parental consent/ authorisation is in place	<input type="checkbox"/> Yes <input type="checkbox"/> No

ii. Rights

Does the processing support an individual's rights

Right to be informed (what privacy notices are in place?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Right to access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Right to rectification	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Right to erasure	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Right to restrict processing	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Right to data portability	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Right to object	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rights relating to automated decision making and profiling	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Comments/supplementary evidence

Notices will be installed around the Tower to inform people that there are cameras on top of the flag pole.

iii. Data Subject consultation

Consultation with data subjects	
Has any consultation been undertaken with data subjects over appropriate processing of personal data?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Comments/supplementary evidence	

B. Collected for specified, explicit and legitimate purposes

Legitimate purposes	
Does your project plan cover all of the purposes for processing personal data?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have potential new/secondary purposes been identified as the scope of the project expands?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do the purposes include scientific, historical or statistical purposes, or archiving in the public interest?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Purpose	
1	
2	
3	
	(Add additional lines as required)
Comments	

C. Adequate, Relevant and Limited

Minimising personal data	
Is there any personal data that could not be used, without compromising the needs of the project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there any data minimisation techniques being used? (eg, anonymisation, pseudonymisation, redaction)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Comments	

D. Accurate and, where necessary, kept up to date

Accuracy	
If you are procuring new software does it allow you to amend data when necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there processes in place for ensuring that personal data is accurate and is reviewed where necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	

E. Kept no longer than is necessary

Retention and destruction	
If you are procuring new software does it allow you to delete data when necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are retention periods suitable for the personal data you will be processing? (Please outline the retention periods below)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are processes in place to ensure information can be securely deleted/destroyed in relation to both paper and electronic files	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	

F. Appropriate Security

i. Organisational Controls

Contractual controls			
Is there a contract in place with any third party for the purpose outlined in section 5B		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, does the contract contains the organisation's standard contract schedule relating to Information Governance requirements		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Contact term			
Start Date		End Date	
Optional extension period (years):			
Additional processing assurances			
Is a Data Processing Agreement and/or Data Sharing Agreement required to specify the processing involved and appropriate information governance requirements		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Comments	
Third party accreditations	
Has evidence of appropriate industry accreditations from third parties been collated	<input type="checkbox"/> Yes <input type="checkbox"/> No
Details	
Training in how to securely process the data	
Confirm that employees (and users where relevant) of the system will receive appropriate training	<input type="checkbox"/> Yes <input type="checkbox"/> No
Confirm that comprehensive written guidance will be available to employees and users	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	
Capture issues impacting on Organisational Policy	
Does the proposal impact on any current organisational policy in a way that requires an update to ensure the adequacy of the policy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	

ii. Technical Controls

Access controls	
Are access controls in place that ensures only those with a valid need to access the data can do so	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a process in place which assigns and reviews appropriate permissions to view, create, amend and delete data	<input type="checkbox"/> Yes <input type="checkbox"/> No
Process in place to ensure notification of any data breaches by any party involved	<input type="checkbox"/> Yes <input type="checkbox"/> No
Outline the secure method used for controlling access to the information	
Security in transit – when data transferred from one system to another	

Confirm that appropriate security processes is in place to protect the data in transit from threats	<input type="checkbox"/> Yes <input type="checkbox"/> No
Outline how information is transferred securely	
Security at rest - data within a system	
Are appropriate technical security processes is in place to protect the data at rest from threats	<input type="checkbox"/> Yes <input type="checkbox"/> No
Outline how external parties will hold information securely	
Cloud security	
Does the project involve cloud computing	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the processing compliant with the National Cyber Security (NCSC) Cloud Security Principles	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments / assessment outcome	

G. Demonstrate Compliance

Records of Processing Activity (ROPA)	
Does the council's ROPA need to be updated to reflect any change resulting from this processing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	

6. International transfers

Transfer of personal data to third countries	
Personal data will stay within the UK only	<input type="checkbox"/> Yes <input type="checkbox"/> No
Personal data may be transferred within the EEA	<input type="checkbox"/> Yes <input type="checkbox"/> No
Personal data may be transferred outside of the EEA (please detail how secured)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	

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7. Risk Management

Risk Register							
Risk Ref.	Description of Risk	Probability (1 – 5)	Impact (1 – 5)	Level (High, Med, Low)*	Solution (s)	Impact (eliminated, reduced, or accepted)	Approved by
01							
02							
03							
04							
05							

* The level is calculated by multiplying the probability and impact scores and plotting on the risk matrix, see section 6B of the guidance.

High risk assessment			
Are there any High Level risks that have been accepted			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any High Level risks that cannot be significantly reduced following mitigation			<input type="checkbox"/> Yes <input type="checkbox"/> No
In any cases where there are high level risks that cannot be adequately addressed through mitigation then the processing cannot begin until the ICO have been consulted.			
Any DPIA that needs to be referred to the ICO must be reviewed by the DPO prior to being sent to the ICO.			
ICO review			
Date submitted to ICO		Date ICO feedback received	
ICO feedback			

8.Supporting documentation

Please embed relevant documents below.

This section and the documents within will not be routinely published with the DPIA.

Document	Title/Summary
Information Governance (Privacy Notice/ Consent Form)	
[Embed Doc]	
[Embed Doc]	
Project (including Business Case, PIDs, EMT reports etc)	
[Embed Doc]	
[Embed Doc]	
Design (including Specification, High level, Low level, network diagrams, Data flow maps etc)	
[Embed Doc]	
[Embed Doc]	
Procurement (Specification, Contract/ Agreement)	
[Embed Doc]	
[Embed Doc]	

9. Actions

Action plan		
Please outline any residual actions identified as part of the DPIA that are required to be completed as part of the project or business as usual processes.		
Action	Date	Responsible person

10. Approvals

Approved by Senior Responsible Officer / project board		
Name	Role	Date
Reviewed by Data Protection Officer		
Name	Date	
Advice / comments		
Have all recommendations from the Data Protection Officer been implemented	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>
Approved by SIRO (if required)		
Name	Date	

11. Reviews

Regularity of Reviews		
A timetable for reviewing the processing has been identified, taking into account the intended length of the activity and the risk rating		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments		
Review 1		
Date Review Undertaken		
Processing as initially defined in this assessment remains unchanged	<input type="checkbox"/> Yes <input type="checkbox"/> No	
All mitigations remain in place and are effective and appropriate to the level of risk	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Residual actions have been completed	<input type="checkbox"/> Yes <input type="checkbox"/> No	
No further action is required as a result of the review	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments		
Review 2		
Date Review Undertaken		
Processing as initially defined in this assessment remains unchanged	<input type="checkbox"/> Yes <input type="checkbox"/> No	
All mitigations remain in place and are effective and appropriate to the level of risk	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Residual actions have been completed	<input type="checkbox"/> Yes <input type="checkbox"/> No	
No further action is required as a result of the review	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments		

(Add additional sections for further reviews)