



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Cabinet

Tuesday, 10 March 2026

Report of Councillor Philip Knowles
Cabinet Member for Corporate
Governance and Licensing

Body Worn Video Policy

Report Author

Ayeisha Kirkham, Head of Public Protection

✉ ayeisha.kirkham@southkesteven.gov.uk

Purpose of Report

To present the Body Worn Video Policy to Cabinet for adoption.

Recommendations

Cabinet is asked to approve and adopt the Body Worn Video Policy

Decision Information

Is this a Key Decision?	No
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Effective Council
Which wards are impacted?	All Wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 A one-off growth bid of £10,000 has been included in the recently approved 2026/27 budget which will provide funding to support the rollout of this Policy.

Completed by: *David Scott – Assistant Director of Finance and Deputy s151 Officer*

Legal and Governance

- 1.2 It is good governance for the Policy to be scrutinised by an Overview and Scrutiny Committee with a view to it being considered for adoption by Cabinet. Lincolnshire Legal Services have considered the draft Policy and have provided feedback. This feedback has been incorporated within this proposed Policy.

Completed by: *James Welbourn, Democratic Services Manager*

Health and Safety

- 1.3 Body worn cameras, when used in conjunction with existing safety mitigations and training are a useful tool. They primarily offer a deterrence and de-escalation of aggressive behaviours during interactions, especially for lone working incidents.
- 1.4 Body worn cameras also provide the opportunity for identified learnings to be included in future training.

Completed by: *Philip Swinton Head of Health, Safety, Compliance and Emergency Planning.*

Equalities, Diversity and Inclusion

- 1.5 An equality impact assessment has been undertaken for the proposed Policy and there are no significant impacts, see Appendix 2.

Completed by: *Andrew Beaver, Community Safety Manager*

2. Background to the Report

- 2.1 The Council does not currently have a Body Worn Video (BWV) Policy. At the present time BWV is only used by SKDC civil enforcement officers when this is necessary. This includes issuing parking tickets and fixed penalty notices for littering and dog fouling offences.
- 2.2 It has been identified by officers and senior managers that Body Worn Video would be a useful tool to support officers' personal safety, reduce incidents of abuse or aggression, provide an accurate record of events, increase transparency and accountability, and where necessary to capture the best evidence. The BWV Policy attached in Appendix 2 will support the use of BWV in line with the various necessary legal considerations and requirements.
- 2.3 The use of BWV may derive a range of supplementary benefits including but not being limited to:
- Reducing protracted complaint investigations by providing impartial, accurate evidence.
 - Give greater insight into service delivery and assist in identifying good practice.
 - Reduce the number of incidents of aggressive behaviour and abuse aimed at officers exercising their duties.
 - Evidence the good service of enforcement and advisory letters.
 - Prevention and detection of crime and the deterrence of Anti-Social Behaviour.
- 2.4 This BWV Policy supports compliance with legal standards, including the Regulation of Investigatory Powers Act 2000 (RIPA), the Data Protection Act 2018 (DPA), and the UK General Data Protection Regulation (GDPR).
- 2.5 This use of this Policy applies to functions carried out within the following regulatory services:
- Public Protection (this includes Environmental Health, Environmental Protection, Private Sector Housing, Community Safety (Neighbourhoods) and Licensing)
 - Development Management
 - Building Control
 - Finance
 - Tenancy Services

Each Manager of a relevant service as referenced above and covered by the Policy, will be responsible for its effective implementation. Procedures will be developed to ensure the effective operational use of BWV, in line with this overarching Policy.

- 2.6. This Policy applies to all officers and relevant staff authorised to use BWV while carrying out duties on behalf of South Kesteven District Council, whether on patrols, during home visits, enforcement duties or in any engagement with tenants and members of the public.
- 2.7. BWV equipment is an overt mechanism for officers to obtain and secure evidence on the scene of an investigation or incident. Data will be processed lawfully, fairly and in a transparent manner in line with data protection requirements. Officers will only gather evidence that is required for specific purposes and will hold this information securely and only for as long as is necessary.
- 2.8. All officers authorised for the use of BWV will receive training in relation to the lawful and appropriate use of BWV, RIPA compliance and implications of unlawful surveillance, data protection responsibilities, de-escalation techniques and best practices in relation to personal safety.
- 2.9. A list of officers that are authorised to use South Kesteven BWV (Authorised officers) and are suitably trained in accordance with the above, shall be recorded and maintained by the relevant Head of Service or senior manager for that Service area. A coordinated list will be kept by the Data or Deputy Data Protection Officer.
- 2.10. BWV will be used in an overt manner and emphasised by any officer wearing clear identification that it is a CCTV device. Prior to commencement of any recording, where possible, officers will give a clear verbal instruction that recording is taking place.
- 2.11. A Data Protection Impact Assessment (DPIA) is under development regarding the use of BWV and if the Policy is adopted this will be in place before the BWV is used.

3. Key Considerations

- 3.1. Introducing a Policy for use of Body Worn Video provides several benefits as outlined within this report.
- 3.2. The National Police Chiefs Council have identified 8 key principles when using body worn video. These principles are considered best practice for all public sector bodies using such equipment. Principle 2 states that the use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified. Therefore, any use of Body Worn Video should only be operated in the event where officers find themselves in a confrontational situation where they are subject to, or feel that they are likely to be subject to, verbal or physical abuse, or for the purpose of evidential capture (as part of an investigation for example when investigating legislative breaches). Use of BWV will not be used to record conversations unless it can be justified with robust supporting evidence e.g. a matter of personal safety.

4. Other Options Considered

- 4.1 The Council could decide not to adopt a Policy and continue the current use of BWV, via enforcement officers, mainly for car parking enforcement work only.

5. Reasons for the Recommendations

- 5.1 This Policy has been developed to ensure the appropriate use of BWV by Officers within South Kesteven District Council. The use of BWV aims to enhance personal safety, reduce incidents of abuse or aggression, provide an accurate record of events, and increase transparency and accountability.

6. Consultation

- 6.1 Lincolnshire Legal Services have been consulted and are satisfied with the content of the Policy, the Policy appended to this report incorporates the advice received.
- 6.2 Senior Managers and the Corporate Management Team have also been consulted, and feedback has been incorporated into the Policy.
- 6.3 The proposed Policy has also been considered at the Joint Meeting of the Environment and Rural & Communities Overview and Scrutiny Committees held on 24 February 2026. The Joint Committee recommended that the Policy be adopted by Cabinet.

7. Background Papers

- 7.1 CCTV Code of Practice: [CCTV Code of Practice December 2024.pdf](#)
- 7.2 [Agenda for Joint Meeting of the Environment Overview and Scrutiny Committee and Rural and Communities Overview and Scrutiny Committee on 24th February, 2026](#)

8. Appendices

- 8.1. Appendix 1- Equality Impact Assessment.
- 8.2. Appendix 2- Body Worn Video Policy