



**National Headquarters**  
Fire and Emergency New Zealand  
National Headquarters  
Spark Central, Level 7  
42-52 Willis Street  
Wellington Central  
Wellington 6011  
  
Phone +64 4 496 3600

10 July 2023

Will Te Huia

By email: [fyi-request-23099-4bd23105@requests.fyi.org.nz](mailto:fyi-request-23099-4bd23105@requests.fyi.org.nz)

Tēnā koe Will

**Information Request – Fire and Emergency dashcam policy**

I refer to your official information request dated 12 June 2023 asking for the following information.

- “a. Copies of any policies or instructions FENZ has distributed regarding on-board cameras ('dashcams') operating on its fleet, or any draft policies FENZ has created but not distributed,*
- b. The details (make/model) of any cameras that are currently in use, including any self-installed at a brigade level.*
- c. Any storage and data retention policies FENZ has in place regarding footage or still images taken incidents, or in the course of FENZ duties,*
- d. Copies of any internal discussion or research that has been undertaken on video recording devices, either for staff or for vehicles,*
- e. Details of the training that has been made available for FENZ staff and volunteers on recording at incidents, training, and the related privacy policies,*
- f. Details of how FENZ staff and volunteers are instructed to store footage or still images they capture in the course of their duties,*
- g. Detail on whether any disciplinary action has been taken (or is underway) in Region 4 (Te Ihu) regarding the taking of, storage of, or deletion of footage at incidents.”*

In accordance with the provisions of the Official Information Act 1982 (OIA), please find a response to your request below.

***a. Copies of any policies or instructions FENZ has distributed regarding on-board cameras ('dashcams') operating on its fleet, or any draft policies FENZ has created but not distributed,***

Please find *enclosed* the following two documents which fall within scope of this aspect of your request.

- A document titled *“Region 4 Surveillance Camera Procedure”* which was created in 2019. It is a procedural document detailing how to request, use, and store footage taken by

surveillance cameras used by Fire and Emergency employees in the Te Ihu region. However, while Fire and Emergency holds this document and it falls in scope of your request, we are advised it was never enacted and will be rescinded as well as removed from the Fire and Emergency intranet. Please note the document refers to “3 Go-Pro cameras” which our current staff in Te Ihu do not recall ever having received.

- A document titled “*Region 4 Surveillance Camera Policy*” which is another procedural document detailing similar guidance. This document was created by the New Zealand Fire Service prior to the inception of Fire and Emergency New Zealand in 2017. The procedures contained in this document are not currently enacted.
- A “*Use of Fire and Emergency vehicles agreement*” form, which all Fire and Emergency and authorised non-Fire and Emergency drivers of Fire and Emergency support vehicles must read and sign. This agreement requires that any modifications or accessories added to a vehicle be approved by the National Manager Fleet. Dashcams fall into the category of accessory and modification and one has been approved by the National Manager Fleet to date (detailed below).
- An Appliance maintenance policy, which states that no modifications are to be made to Fire and Emergency appliances without approval from the National Manager Fleet or delegated personnel. As above, we consider dashcams modifications and none have been approved by the National Manager Fleet to date.

We otherwise have no policies or instructions drafted or distributed regarding on-board cameras operating on our fleet.

***b. The details (make/model) of any cameras that are currently in use, including any self-installed at a brigade level.***

Fire and Emergency has recently purchased one dash cam, a Navman MiVUE 1000 SENSOR XL. The purpose of this was to check a vehicle for a reported intermittent fault. Apart from this occasion, Fire and Emergency has not instructed the installation or supplied any dash cameras to any stations or brigades.

Some brigades or drivers may have sourced and fitted their own dash cams, but the Fire and Emergency fleet team does not have any formal record of the use or details of them.

Given we have no records of dashcams being used by brigades, finding out whether there are any self-installed dashcams at the brigade level as well as their make and model would require us to go to all individual brigades to ask for this information. Doing so would impose a substantial administrative burden on our operations. If you would like the details of self-installed dashcams at a specific brigade or district, please make a further request for that information.

We have found minutes referring to the purchase and use of dashcams in one district. We are not aware of the make and model of the dashcams, but we understand that they are no longer in use. More detail is provided under our response to your question d.

***c. Any storage and data retention policies FENZ has in place regarding footage or still images taken incidents, or in the course of FENZ duties***

According to our media policy, we can only distribute photographs and videos of incidents attended if the Officer in Charge has approved it for use, and it can only be used within Fire and Emergency. For example, it may be approved for use as:

- Training materials, authorised by the People and Workforce Capability Directorate (Training)
- Formal guidance issued by the Service Delivery Branch
- Fire and Emergency reports

We have a privacy policy for when such footage or images are personal information. “Personal information” means any information about an identifiable individual. Personnel are responsible for ensuring the collection, use, disclosure, and storage of any personal information complies with the information privacy principles (IPPs) in the Privacy Act 2020.

Therefore, any footage or images taken in such situations that count as personal information would also be subject to our privacy policy. For example, if videos or photos are taken of another person. Personal information could not be approved for use in the above ways without prior authorisation from that individual. Find *enclosed* a copy of our media and privacy policies for your information.

***d. Copies of any internal discussion or research that has been undertaken on video recording devices, either for staff or for vehicles,***

Please find *enclosed* the following five documents we have identified as being internal discussion of video recording devices:

- Minutes from the West Coast District Tactical Meetings held on 26 April 2023 and 12 June 2023
- Minutes from the West Coast District Volunteer Support Meetings held on 8 May 2023, 15 May 2023, and 29 May 2023

Information from the minutes has been withheld as it is not in scope of your request. These documents state that dashcams have been purchased, made available, and fitted by individuals. However, we are advised that all dashcams in the district have subsequently been disengaged and no new installations are going to be completed, as the Region Manager had not, and does not, approve of their use. As above, the Fire and Emergency fleet team held no central record of the procurement or use of these dashcams.

The Fire Emergency Commanders Association have also proposed that vehicles driven by their members are fitted with dash cams, and this is an open item in current employment contract negotiations. Beyond them appearing as an item in these negotiations, it has not led to any discussion or research about these devices, either for staff or for vehicles. We do not hold any further discussion or research on video recording devices.

Please note we did not do a nationwide search for all mentions of dashcams, down to brigades and individuals. While it possible that there is some discussion of dashcams at this level, investigating would impose a substantial administrative burden. Therefore, we only searched for any research or discussion happening at a national level and in the Te Ihu region, because this is where we found the obsolete dashcam policies and because you mention Te Ihu by name in your request. If you would like to make a more targeted request for discussion between more specific regions over a specific time frame, please make a further request for that information.

***e. Details of the training that has been made available for FENZ staff and volunteers on recording at incidents, training, and the related privacy policies***

We currently offer no specific training for staff and volunteers on recording at incidents or training. Therefore, this aspect of your request is refused under section 18(e) of the OIA, because the information does not exist. However, the related privacy policy is referred to above and *enclosed*.

***f. Details of how FENZ staff and volunteers are instructed to store footage or still images they capture in the course of their duties,***

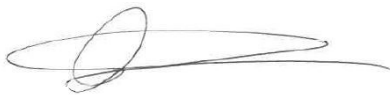
There are no specific instructions given to Fire and Emergency staff or volunteers about storing footage or still images captured in the course of their duties. Therefore, this aspect of your request is refused under section 18(e) of the OIA, because the information does not exist. However, as above, staff and volunteers are required to handle such information in accordance with our media and privacy policies. These instructions are held on our intranet, which is accessible to all staff and volunteers.

***g. Detail on whether any disciplinary action has been taken (or is underway) in Region 4 (Te Ihu) regarding the taking of, storage of, or deletion of footage at incidents.***

No disciplinary action has been undertaken, or is underway by Fire and Emergency in Te Ihu, regarding the taking, storage, or deletion of footage at incidents or in the course of our other duties. Therefore, this aspect of your request is refused under section 18(e) of the OIA, because the information does not exist.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Nāku noa nā



Julia McCook-Weir  
Manager, Information Requests

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