**CCTV – Privacy Notice**

 **The reasons why we process your data:**

* Enable the council to process incidents captured on CCTV cameras located throughout the district.
* Manage Subject Access Requests.
* Producing monthly reports

**How we collect your data:**

* Emails
* Post
* Camera Footage
* In person
* Bespoke Application

**The lawful basis for processing your data:**

* Public Task

**The type of personal data we process:**

* Name
* Contact details
* Photograph and Images
* Vehicle Registration Numbers
* Incident Details

**Special (Sensitive) category data:**

Non-applicable

**Lawful Basis for Processing Special Categories of Personal Data:**

Non-applicable

**Processing of personal data relating to criminal convictions and offences:**

Criminal offence data will be processed under additional conditions within schedule 1, Part 3 of The Data Protection Act 2018, Paragraph 36 - extension of substantial public interest

**Sharing your data:**

* Other council departments
* Police
* Insurance Companies
* Solicitors
* Legal representatives of the court
* Relevant officers to the courts and/or other enforcement agencies

**Automated decision making :**

Non-Applicable

**How long we keep your data:**

CCTV footage is kept for 31 days

Subject access records are held for 6 years