



# HILLINGDON

LONDON

## DATA PROTECTION PRIVACY NOTICE FOR COMMUNITY SAFETY AND CCTV

### Why we are providing this notice to you

The Council, in its capacity of Data Controller, holds certain information about you ('personal data') which it needs to process for the purpose of providing the following service: Community Safety and CCTV.

This Notice is designed to give you information about the personal data we hold about you, how we will use it, your rights in relation to it and the safeguards that are in place to protect it.

Further information is contained in the Council's Generic Data Protection Privacy Notice which can be found on its website at the following link: <https://www.hillingdon.gov.uk/privacy>.

### What personal data do we hold

Community Safety and CCTV collects personal data in the course of the exercise of the Council's statutory functions related to the prevention and detection of crime in the borough. We deal with enquiries from you including subject access requests. We also process personal data that is collated in the course of our administrative functions, for example staff administration and procurement.

Types of personal data we process may include information such as:

- Visual images of individuals in and around open spaces and public areas
- Visual images of individuals in housing areas including communal corridors and staircases
- Body worn videos of members of the public by specific departments at the London Borough of Hillingdon in response to specific investigations or complaints
- Vehicle registrations, makes and models in public areas and when in non-public areas when viewed from public areas
- Still and moving imagery obtained from high-definition cameras
- CCTV images of individuals linked to identified vehicles through registrations held on the Police National Computer and in particular vehicle registrations via Automatic Number Plate Reader camera (ANPR) monitoring main arterial route and town centre areas on highways maintained by London Borough of Hillingdon
- Personal details such as name, address, telephone number, email address, gender, date of birth, vehicle details including car registration number and locations where you are present.

We have CCTV in and around the following locations:

- Uxbridge Town Centre
- West Drayton and Yiewsley
- Hayes Town Centre
- Ruislip and Eastcote
- Northwood
- Harefield

We also have CCTV in:

- Libraries
- Public car parks
- Residential blocks
- Green spaces

The London Borough of Hillingdon also has over 50 deployable mobile cameras utilised for the purpose of reducing anti-social behaviour and environmental crime such as fly tipping.

### **What is our purpose for processing your personal data**

London Borough of Hillingdon considers the use of CCTV at our facilities and within the wider borough as a necessary tool for the purposes of maintaining the security of property and premises, prevention and detection of crime and protecting public safety for residents of Hillingdon and those working or visiting the Borough.

The CCTV Code of Practice refers to the personal data processed and can be found on the Council's website.

In all locations where our CCTV systems operate, prominent signs are displayed notifying you that CCTV is in operation and providing details of who to contact for further information about the scheme.

### **What is the legal basis for our use of your personal data**

- We need to comply with a legal obligation under Section 163 of the Criminal Justice and Public Order Act 1994, which creates the power for local authorities to provide closed circuit television coverage of any land within their area for the purposes of crime prevention or the welfare of the victims of crime.
- We need to carry out a statutory duty under Crime and Disorder Act 1998 for Local Authorities to prevent crime and disorder in its area (including anti-social behaviour, misuse of drugs, alcohol and reoffending in its area). We perform this task in the public interest.
- The processing of personal data is necessary to protect the vital interests of the individual (where the individual's consent cannot be given or reasonably obtained).

## **Lawful Basis (Article 6)**

- Processing is necessary for the compliance with a legal obligation to which the controller is subject;
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;
- Processing is necessary in order to protect the vital interests of the data subject or of another individual.

## **What we do if your personal data is sensitive**

We will only process your sensitive personal data with your consent, unless we can lawfully process it for another reason permitted by law. We will notify you if it is sensitive and you have the right to withdraw your consent to processing at any time by letting us know. Sensitive data is data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, genetic and biometric data, data concerning health or data concerning a natural persons sex life or sexual orientation.

## **For how long will we hold your personal data**

Community Safety and CCTV retains data in line with the Council's retention policy and in accordance with the legal obligations within the Criminal Procedures of Investigations Act 1996, other relevant legislation and to comply with subject access requests.

We will only keep your personal data for as long as we need to in order to fulfill the purposes for which it is collected and for so long afterwards as we consider it may be required to deal with any questions or complaints about the service which we provide to you, unless we elect to retain your data for a longer period in order to comply with our legal and regulatory obligations.

## **Organisations that we may share your personal data with**

We may be required to share personal data with law enforcement agencies such as the Police, emergency services, other law enforcement agencies such as HM Customs and Excise and other public bodies with regulatory functions where we are legally obliged to do so or where we are permitted to do so under the exemptions cited in the Data Protection Act 2018.

CCTV images will not be released to the media or placed on the internet for entertainment or commercial purposes.

## **Internal Sharing of Data**

We may share some of your data with other services within the London Borough of Hillingdon. Common examples include:

- Community Safety
- Anti-Social Behaviour and Environment
- Licensing Enforcement
- Trading Standards
- Parking Enforcement
- Complaints and Enquiries
- Housing Services
- Counter Fraud

Each of these services (where required) has a privacy notice detailing the legal basis on which they are processing the data.

## **What happens if your personal data is subject to automated decision-making including profiling**

We will inform you of the existence of this as well as the significance and the envisaged consequences of such processing for you.

## **Your rights**

You have a right to access and obtain a copy of the personal data that we hold about you and to ask us to correct your personal data if there are any errors or it is out of date. In some circumstances, you may also have a right to ask us to restrict processing of your data until any errors are corrected, to object to processing or to transfer or in very limited circumstances erase your personal data. You can obtain further information about these rights from the Information Commissioner's Office at: [www.ico.org.uk](http://www.ico.org.uk) or via their telephone helpline 0303 123 1113.

If you wish to exercise any of these rights, please contact the CCTV Programme Manager. You also have the right to lodge a complaint in relation to this Privacy Notice or our processing activities with the Information Commissioner's Office, which you can do through the website above or their telephone helpline.

## **Updates**

We may update this notice periodically. Where we do this, we will inform you of the changes and the date on which the changes take effect.

## **Contacting us**

Please contact Charlie Cairns, CCTV Programme Manager:

CCTV  
Civic Centre  
High Street Uxbridge UB8 1UW

Email: [cctvroom@hillington.gov.uk](mailto:cctvroom@hillington.gov.uk)  
Telephone: 01895 250697

## **Statutory Data Protection Officer**

You may also contact our Data Protection Officer for further information:

Data Protection Officer  
Legal Services  
Civic Centre  
High Street  
Uxbridge  
UB8 1UW

Email: [DPO@hillington.gov.uk](mailto:DPO@hillington.gov.uk)