

Privacy Notice for Community Safety & CCTV

Service description

We are committed to tackling and reducing crime, anti-social behaviour, and the fear of crime and to provide a safer environment for those people who live and work in the District of Dover and for visitors travelling through our District.

Section 163 of the Criminal Justice and Public Order Act 1994 creates the power for local authorities to provide closed circuit television coverage of any land within their area for the purposes of crime prevention. CCTV (closed circuit television) cameras are installed in various locations across our district with visible signage.

For law enforcement processing, the prevention of crime, the council CCTV operates under Part 3 of the Data Protection Act 2018. This means that the data captured from our CCTV can only be further processing and shared for a law enforcement purpose unless the processing is authorised by law.

For processing that's purpose is not law enforcement such as the management of premises owned by the council, this CCTV operates under Part 2 of the Data Protection Act 2018, the UK General Data Protection Regulations.

Processing activity

In order to undertake our community safety functions, it is necessary for us to collect and hold personal information. In general terms, we process personal information relating to:

- the prevention, detection, and investigation of crime and disorder
- the detection and prevention of terrorism
- the instigation of legal proceedings
- safeguarding
- general correspondence between you and us on matters related to our community safety functions

Information requirements

This information may include:

- name, address, email, telephone number
- date of birth
- CCTV video footage and images of individuals
- vehicle registration numbers
- profiles provided by Police intelligence analysts
- details of crime incidents
- anti-social behaviour incidents
- information regarding neighbour disputes and community conflicts
- anti-social behaviour diaries
- nomination forms relating to individuals at risk of radicalisation
- specific locations relating to activities of individuals
- Police intelligence or data relating to specific individuals, or groups of people
- case notes from health services
- personal data captured in minutes from meetings

Lawful bases

Our **lawful bases** for processing your personal information are:

- Necessary for the performance or a task carried out in the public interest or in the exercise of official authority vested in the controller under the legislation below.
- Necessary for compliance with a legal obligation to which the controller is subject under:
 - Criminal Procedure and Investigations Act 1996 (prosecutions)
 - Criminal Justice and Public Order Act 1994 (Section 163 power for local authorities to provide closed circuit television)
 - Children Act 1989 (safeguarding children & young persons)
 - Crime and Disorder Act 1998 (duty to consider crime & disorder)
 - Regulation of Investigatory Powers Act 2000
 - Anti-Social Behaviour Act 2003 (tackle anti-social behaviour in local communities)
 - Children Act 2004 (safeguarding children and young persons)
 - Protection of Freedoms Act 2012 & Protection of Freedoms Act 2012 (Code of Practice for Surveillance Camera Systems and Specification of Relevant Authorities) Order 2013 & Surveillance Camera Code of Practice Section 29 Protection of Freedoms Act 2012
 - Anti-Social Behaviour Crime and Policing Act 2014 (anti-social behaviour)
 - Care Act 2014 (safeguarding adults at risk)
 - Counter-Terrorism and Security Act 2015
 - Modern Slavery Act 2015 (trafficking & slavery offences)

Reasons for processing

Some of the information that is collected is classified as **special category personal data** or personal data consisting of **criminal convictions and offences (including alleged offences)**. This is processed for reasons of substantial public interest as set out in the legislation referred to above and for reasons associated with legal claims such as the instigation of legal proceedings. To process this type of information we must have a relevant policy document that sets out how this information will be handled. This is appended to the council's Data Protection Policy at www.dover.gov.uk/Corporate-Information/Data-Protection

Data sharing

Data sharing - to aid with the detection and prevention of criminal acts, we may collect from and share your information with:

- council department(s)
- councillor(s)
- local authorities
- courts/tribunals
- Member of Parliament
- Kent Police
- Kent Fire & Rescue Service
- Kent County Council
- National Probation Service
- Crown Prosecution Service
- Border Force
- HM Revenue & Customs

We may also rely on a number of **exemptions**, which allow us to share information without needing to identify a lawful basis for the sharing and without needing to provide you with information about the sharing. Please refer to the Kent & Medway Information Agreement for further details on our sharing arrangements.

Retention

We **keep** your personal information for the minimum period necessary. All information will be held securely and disposed of confidentially. Please view our retention schedule for more information.

Please refer to the Community Safety and CCTV page at www.dover.gov.uk/Community/Emergency-Planning-CCTV/CCTV/CCTV our Corporate Privacy Notice at www.dover.gov.uk/privacy for further details of how we process your personal information and your rights.

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