

# Privacy notice for CCTV and Body Worn Cameras



## Personal Data held by Malvern Hills District Council and Wychavon District Council

The Authorities have installed CCTV systems in some of its locations used by members of the public.

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

Where an officer is wearing a body camera, this will be indicated with signage on their person.

The personal data collected will be recorded images of identifiable individuals, and in some circumstances, audio recordings.

## How we use the information we hold about you?

CCTV and associated systems will only be used to assist with the following objectives:

- to help deter crime, detect crime and prevent crime;
- to deter and detect ant-social behaviour;
- to assist in the apprehension and identification of offenders;
- to enhance community safety;
- to assist the Local Authority in its enforcement and regulatory functions;
- for the maintenance of Public Order;
- protecting property
- providing assistance with issues relating to public safety and health
- providing assistance and reassurance to the public in emergency situations

## What is the legal basis for us to process your data?

The legal basis for processing is for the performance of a task carried out in the public interest or in the exercise of official duty vested in the Data Controller, for the purposes of public safety and prevention and detection of crime under various UK laws but not limited to: The Criminal Justice & Public Order Act 1994, The Environmental Protection Act 1990, The Anti-Social Behaviour Act 2003, The Children Act 2004, The Traffic Management Act 2004, The Clean Neighbourhoods and Environment Act 2005, The Localism Act 2011, The Anti-Social Behaviour Police and Crime Act 2014.

## Who do we share your information with?

We may provide the police and other agencies with evidence to take criminal and civil action.

Wychavon District Council and Malvern Hills District Council will only disclose CCTV images to others who intend to use the images for the purposes stated above. Evidence production is only available in limited circumstances upon request.

We will not normally share your information with organisation other than our partner organisations without your consent, however, there may be certain circumstances where we would share without consent such as where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations. Any information which is shared will only be shared on a need to know basis, with appropriate individuals. Only the minimum information for the purpose will be shared.

## How long do we keep your records?

Images captured by CCTV will not be kept for longer than 31 days. However on occasion there may be a need to keep images for longer, for example, where a crime is being investigated.

The system will be operated in accordance with the Surveillance Camera Code of Practice issued by the Secretary of State in 2013.

## What are your rights?

You have a number of rights under data protection law, including the right to request your information and to request that the information be amended or erased if incorrect.

To make a Subject Access request to access personal data we hold about you, you will need to put your request in writing and provide proof of identification to the Data Protection Officer, Wychavon and Malvern Hills District Council shared legal service, Civic Centre, Pershore, Worcs, WR10 1PT or via e-mail to SAR@wychavon.gov.uk.

Where we are processing data under the lawful basis of a public task you do not have the right to erasure or data portability.

## Further Information

If you have any questions or concerns about how your information is used, please contact Meesha Patel, Legal Services Manager at Wychavon and Malvern Hills District Council shared Legal Service, Civic Centre, Queen Elizabeth Drive, Pershore, Worcestershire. WR10 1PT

**More information about data protection and how it applies to you can be found on the Information Commissioner's Office website at <https://ico.org.uk/>**