

## **CCTV Privacy Notice**

### **How we use your personal information**

We use captured CCTV footage and images so that we can perform our duty supporting the general public or third party organisations such as Police, Council, Solicitors and Insurance companies who may request data in support of Criminal or Civil action.

### **What we will do with your data?**

Your captured personal footage/image will be retained for a maximum of 29 days and deleted after 30 days unless archived in relation to a request by a third party. If a request for footage/image is made, this footage/image will be held on recorders for a minimum of 3 months then deleted if not used as evidence in support of Criminal or Civil action. Within the CCTV control room we share your information with fore mentioned third parties. We will only do so according to the General Data Protection Regulations.

### **How long will we keep your information?**

Our [Code of Practice](#) stipulates that we will retain your information for no longer than is necessary to perform our duties to support third party requests. Once the master copy is issued to the third party the data that was held on our systems is automatically deleted after times previously stated.

### **Request for information (subject access)**

Any request from an individual for the disclosure of personal data which he/she believes is recorded by virtue of the System will be directed in the first instance to the Data Protection Officer.

The principles of the GDPR in May 2018 shall be followed in respect of every request. If the request cannot be complied with without identifying another individual, permission from that individual must be obtained unless it is reasonable in all the circumstances to comply with the request without the consent of that individual.

Any person making a request must be able to satisfactorily prove their identity and provide sufficient information to enable the data to be located. The appropriate 'Subject Access' request form can be requested from the Data Protection Officer.

### **Exemptions to the Provision of Information?**

In considering a request made under the provisions of Section 6.1 and 9.2 GDPR in May 2018, reference may also be made to the area of the Act which includes, but is not limited to, the following:

Personal data processed for any of the following purposes –

The prevention or detection of crime;

The apprehension or prosecution of offenders;

are exempt from the subject access provisions in any case to the extent to which the application



of those provisions to the data would be likely to prejudice the matters referred to above.

**More information**

For more information on how we look after your personal information and what your rights are, go to <http://www.exeter.gov.uk/DataProtection> or contact the Data Protection Officer on 01392 265257.