



## **Privacy Notice for CCTV in Taxi and Private Hire Vehicles**

### **Why we are collecting your data.**

Lewes District Council and Eastbourne Borough Council are data controllers and collect your personal data in the form of video footage and audio from the use of CCTV camera equipment installed in Licensed and Private Hire vehicles.

It is intended that the CCTV and audio data will enable the prevention and detection of crime and promote a safe experience for both drivers and the travelling public.

### **What is the legal basis for processing this data?**

The legal basis we rely on to process your personal data is:

- Article 6(e) of the UK General Data Protection Regulation (UK GDPR). 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.

Where we need to process 'special category' data, the lawful basis is provided by UK GDPR article 9(1)(g) – the processing is necessary for reasons of substantial public interest (with a basis in law); and by the Data Protection Act 2018, Schedule 1, Part 2, paragraph 10.

### **What personal data will we be collecting?**

We will capture CCTV footage of you when the CCTV cameras are in operation.

There are limited circumstances in which audio recording may be justified.

Where audio facilities are installed, it should only be activated by a trigger or panic button function. The time period that audio recording may be active should be the minimum possible, drivers will be responsible for keeping a log of when audio has been switched on, this will be inspected annually.

### **Who will your information be shared with?**

The CCTV system will be fitted, maintained and annually checked by a third-party specialist vehicle CCTV installer. They will also be responsible for ensuring that any footage requested is sent directly to the council. CCTV and audio data is shared internally only with the appropriate staff where necessary.

Our systems require a username and are password protected all members of staff are expected to handle personal data in accordance with the data protection legislation.

There may be instances where we are obligated to use the data obtained from the CCTV system for reasons that are not listed above such as assistance with insurance claims, for the prevention and detection of crime, to prevent and detect fraud and other purposes which we are legally obligated to act upon.

### **We will not**

- Use your information for marketing or sales purposes without your prior explicit consent.
- Send or store your data abroad.
- Make decisions about you based on automated processing.

### **How long will we hold your data for?**

The Council will hold your personal data only for the period that is necessary and will follow organisational and Local Authority standards in this area. At the end of the retention period the Council will securely destroy or dispose of the data in line with retention schedules.

- Video and audio footage is overwritten automatically after approximately 35 days if not required as evidence. Any footage retained as evidence for insurance purposes or legal action is deleted in line with standard retention schedules.

### **Your rights**

You are entitled to request a copy of any information about you that we hold.

If the information we hold about you is inaccurate you have a right to have this corrected and you have the right to request completion of incomplete data.

You have the right to request that we stop, or restrict the processing of your personal data, in certain circumstances. Where possible we will seek to comply with your request, but we may be required to hold or process information to comply with a legal requirement.

If you are dissatisfied with how the councils have used your personal information you have a right to complain to the Information Commissioner's Office at [casework@ico.org.uk](mailto:casework@ico.org.uk)

### **Identity of the Data Protection Officer**

Data Protection Officer – Oliver Dixon, Senior Lawyer

### **Contact details**

Lewes and Eastbourne Councils, Town Hall, Grove Road, Eastbourne, BN21 4UG

Email: [accesstoinformation@lewes-eastbourne.gov.uk](mailto:accesstoinformation@lewes-eastbourne.gov.uk)

Tel: 01323 410000