

# Privacy Notice for ANPR CCTV Enforcement Cameras and Penalty Charge Notice



**Nottingham City Council  
Information Compliance**

**Traffic & Safety  
Planning, Regeneration & Housing  
PN- 0210**

**06/2021**

---

The Traffic & Safety and Parking Regulation and Compliance teams are part of Nottingham City Council, who is the data controller for the personal data (or personal information) that we process about you. When we process personal information relating to you, we will only do so when it is necessary and where we have a lawful reason for doing so.

We will use the information provided by you for a number of reasons, depending on the service or reasons for interacting with you. This includes:

- the Traffic & Safety Team use Department for Transport approved enforcement cameras to provide video evidence of non-exempt vehicles contravening on-street restrictions. Our enforcement cameras do not collect any personal data apart from the vehicle registration mark.

Video clips are sent via encryption to the Notice Processing System operated by Parking Regulation and Compliance. The Notice Processing System links the vehicle registration mark to name and address information provided by the DVLA in order for Nottingham City Council to issue a Penalty Charge Notice.

Enforcement cameras and Penalty Charge Notices help keep restricted areas clear. This aids public transport providers to keep to their timetables and provide efficient and reliable services for their customers and allows exempt vehicles (like those used by the emergency services) to carry out their duties within restricted zones.

When we process your personal information, we will comply with data protection legislation and enable you to exercise your rights contained within the legislation.

**What personal information will the Council process?**

The information that we collect about you to fulfil the purposes, objectives, or to deliver the services outlined above relates to your:

- Vehicle registration mark (Vehicle's number plate)
- Name and address

**Lawful basis for processing**

The basis under which we use your personal information for these purposes is that this is necessary for the performance of a task carried out in the public interest by the Council or in the exercise of official authority vested in the Council. / or highlight any other appropriate purpose under article 6(1)] and is line with the provisions of the:

Traffic Management Act 2004, Road Traffic Regulation Act 1984, The Transport Act 2000 and the Civil Enforcement of Parking Contraventions (England) General Regulations 2007.

**Will my information be shared with other organisations or used for other purposes?**

The Council will only share your personal information with other departments within the Council, and with other organisations when it is necessary to provide the services to you, and when we have a lawful reason to do so. The Council may also share your information when we are obliged to by law.

In relation to this service, the Council will share your personal information with:

- DVLA
- with Bailiffs if the Penalty Charge Notice remains unpaid.

The information provided by you may also be used for the purpose of any other function carried out by the Council. This may include sharing your information across the Council, or with external organisations. Information about these functions and the



legal basis on which information is used for them can be found at <http://www.nottinghamcity.gov.uk/privacy-statement/>

The information will only be used for another purpose where it is lawful to do so.

### **Do I have to provide the information?**

You are not obliged by statute to provide some of the information that is specified here.

### **How long will the Council retain the data for?**

Information provided by the DVLA and by yourself will be kept for 6 years.

Video and photographs of the contravention will be kept:

- (i) Video for 6 months if you admit liability and pay your PCN.
- (ii) Video for 18 months should this PCN remain unpaid and in dispute
- (iii) Photos of the contravention will be kept for 2 years.

The Council publish an Information Asset Register (IAR), this will outline the retention periods for the personal data we process. You can find this IAR on our website <https://geoserver.nottinghamcity.gov.uk/information-asset-register/>

### **Information Rights**

The UK General Data Protection Regulation provides for the following rights as prescribed by the legislation:

- A right to request a copy of your information
- A right to request rectification of inaccurate personal data
- A right to request erasure of your data known as 'the right to be forgotten'
- A right to in certain circumstances to request restriction of processing
- A right in certain circumstances to request portability of your data to another provider
- A right to object to processing of data in certain circumstances
- A right regarding automated decision making including profiling

However, Nottingham City Council can restrict the above rights in certain circumstances for example to avoid obstructing an investigation, avoid prejudicing the prevention, detection, investigation or prosecution of criminal penalties or to protect the rights and freedoms of others.

### **Data Protection Officer**

You can contact the data protection officer at:

Loxley House,

Station Street,

Nottingham,

NG2 3NG

or at [data.protectionofficer@nottinghamcity.gov.uk](mailto:data.protectionofficer@nottinghamcity.gov.uk) .

### **Information Commissioner's Office**

The Information Commissioner's Office (ICO) website provides guidance on data protection and privacy matters, you can visit the website at [www.ico.org.uk](http://www.ico.org.uk). You also have the right to complain to the ICO if you consider that the Council have processed your personal data incorrectly or that we have breached our obligations to you. You can contact the ICO at:

Wycliffe House,

Water Lane

Wilmslow,

Cheshire

SK95AF

[www.ico.org.uk](http://www.ico.org.uk)

### **Further Information**

For more information about these rights please refer to our detailed privacy statement at <https://www.nottinghamcity.gov.uk/privacy-statement> .