

PRIVACY NOTICE – USE OF BODY WORN VIDEO DEVICES

This privacy notice explains what information we collect when using body-worn video devices (BWVD), the reasons for their use and who we may share it with. This notice also details your rights to access this information.

The Council is committed to compliance with the [Information Commissioner's Office video surveillance guidance](#), the [Home Office's surveillance camera code of practice](#) and the council's own BWVD code of practice, available at www.southoxon.gov.uk/taxis-and-private-hire/useful-documents/ or www.southoxon.gov.uk/licensing/alcohol-and-entertainment-licences/premises-licences-for-alcohol-and-entertainment/useful-licensing-documents/ or on request to licensing@southoxon.gov.uk

Reason for use of BWVD

The Council uses BWVD:

- to prevent or detect crime and identify offenders
- as part of an investigation to take enforcement action in line with the regulatory areas we enforce (where necessary)
- to support community safety and victim welfare in public space
- to carry out functions in the public interest
- to assist in the implementation of Crime and Disorder Strategies made under the Crime and Disorder Act 1998
- to promote the safety of council's officers, to reduce the potential number of confrontational situations experienced by officers and to reduce the potential escalation of incidents

Lawful basis for processing your data

South Oxfordshire District Council is required to comply with the Data Protection Act 2018 (DPA 2018) and General Data Protection Regulation (GDPR). We rely on Article 6(1)(e) of the GDPR, which has 'public task' as the lawful basis for processing personal data.

The personal data we process

The personal data collected will include images and audio recordings and will depend on the information provided by those persons being recorded, but we would only generally request some or all of the following categories of personal data:

- name
- address and contact information
- date of birth
- signatures

In addition there may be evidence of criminal offences and convictions if this is visible in the images or audio recorded by our BWVD.

Special category personal data

In addition to the above, the data collected may include the below. These are not matters we are likely to request, but we note there is potential for those persons being recorded to volunteer these. We rely on Article 9(g) of the GDPR, 'reasons of substantial public interest (with a basis in law)', and the condition set out in paragraph 6 of Schedule 1, Part, 2 of the DPA 2018 as the lawful basis for processing the following special category personal data:

- health
- racial or ethnic origin
- political opinions
- religious or philosophical beliefs
- trade union membership

Who we share your data with

Data captured by BWVD and deployable cameras may be shared internally with officers who need to review incidents that have occurred. We may also share with law enforcement agencies and other regulatory agencies for example the police, DVLA, Fire and Rescue Service, Home Office and DWP to aid with the detection and prevention of criminal acts and to prevent misuse of public funds. We may also rely on a number of exemptions, which allow us to share information without needing to comply with all the rights and obligations under the Data Protection Act 2018.

For specific details about information sharing between licensing authorities, please refer to our current information sharing agreements at www.southoxon.gov.uk/taxis-and-private-hire/useful-documents/

How do we keep your personal information secure?

We will maintain the reliability, accuracy, completeness and currency of personal data in our databases and to protect the privacy and security of our databases. We keep your personal data only for as long as reasonably necessary for the purposes for which it was collected.

Our servers and databases are protected by industry-standard security technology including:

- encrypted devices - meaning that information is hidden so that it cannot be read without unique password-protected systems (such as a password).
- access passwords to mitigate the risk of unauthorised use
- redacting footage including audio, video and or other documentation
- controlling access to systems and networks allows us to stop people who are not allowed to view your personal information from gaining access to it
- training our staff to make them aware of how to handle personal information and how and when to report when something goes wrong

How long we keep your data

All data captured on BWVD will be stored for 30 days before automatic deletion. Should images be needed for evidential purposes, they will be marked and retained in line for as long as required for the court/enforcement process to be completed.

Your information rights

Under the Data Protection Act 2018 and General Data Protection Regulations (GDPR), you have a number of rights regarding the way in which we are allowed to process your personal data.

- The Right of Access
- The Right to Rectification
- The Right to Erasure
- The Right to Restrict Processing
- The Right to Data Portability
- The Right to Object
- Rights in Relation to Automated Decision Making and Profiling

Not all of these apply depending upon the lawful basis we have for processing your data. For further information and to exercise these rights please read our webpage on data subject access requests:

www.southoxon.gov.uk/about-the-council/privacy/privacy-policy/. If you would like to know more about how we use and store your data, please see: www.southoxon.gov.uk/about-the-council/privacy/privacy-policy/

If you believe we have not handled your personal data as we have described here, please either call 01235 422485 or contact us by email to data.protection@southandvale.gov.uk and your concerns will be fully investigated. If, after we have investigated your concerns, you are not satisfied with our conclusion, you have the right to refer the matter to the Information Commissioner's Office (ICO). You can reach them [through this link to their website](#) or call them on 0303 123 1113. Their mailing address is: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.