

PRIVACY NOTICE - COMMUNITY MONITORING CENTRE

The following information provides details on how we may collect, use and where appropriate share personal information in relation to planning in accordance with the General Data Protection Regulations (GDPR). It should be read in conjunction with the Council's privacy notice document.

<p>Why we collect your information</p>	<p>Hartlepool Borough Council will collect your personal information to assist in the services provided by the Community Monitoring Centre. For example: Monitoring of Hartlepool Borough's Public Space CCTV cameras, Public Safety Radio Networks (Pub Watch, Shop Watch, Enforcement Team), Council Key Holding Services, and operation of the Council's Emergency Out of Hours Contact Centre.</p>
<p>What information do you collect about me?</p>	<p>We may collect, store and use the following categories of personal information about you:</p> <ul style="list-style-type: none"> • Your name • Date of Birth • Physical Description • Contact details such as address, telephone numbers and e-mail addresses • Details of your behaviour • Details of the emergency problem you are reporting • Details of your vehicle • Details of your property ownership • Details of your involvement with any statutory services • Personal and professional opinions • Video and still images
<p>Will you collect more sensitive personal information about me?</p>	<p>We will collect information categorised as sensitive in order to carry out our legal obligations and in line with our data protection policy.</p> <p>This may include information such as:</p> <ul style="list-style-type: none"> • language • race, ethnicity, nationality • religion, faith or belief • transgender identity • sexual orientation • disability • alternative subculture • health • criminal behaviour

How will you collect personal information about me?	We collect personal information by letter, email, telephone, radio, online, CCTV and through face to face contact with yourself, or on occasion an agreed representative of you, appointed by yourself.	
How will the Council use the information it collects about me?	<p>Most commonly, we will use your personal information in the following circumstances:</p> <ul style="list-style-type: none"> • 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. • processing is necessary in order to protect the vital interests of the data subject or of another natural person. • processing is necessary for compliance with a legal obligation to which the controller is subject. • processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract. 	
In what situations will you use my personal data?	Reason for processing	Basis
	<p>We will use your personal data in:</p> <ul style="list-style-type: none"> • Recording and reporting incidents of anti-social and criminal behaviour, missing persons, suspicious persons, road traffic collisions, and injured or vulnerable persons. • Prevention and Detection of Crime and Disorder. • Apprehension and Prosecution of Offenders. • Protection and Safeguarding of Vulnerable Persons, Victims and Localities. • Protection of National Security. • Protection of Public Safety. • Protection of Public Health or Morals. • Public Reassurance. • Protection of the Rights and Freedoms of Others. • Protection of Hartlepool Borough Council assets and personnel. • Management of public space areas and events. • Assisting Hartlepool Borough Council, Cleveland Police and other Statutory and Enforcement Agencies in carrying out their 	<p>Contract</p> <p>Public Interest</p> <p>Public Task</p> <p>Vital interest</p> <p>Legal:</p> <p>Crime and Disorder Act 1998</p> <p>Children’s Act 1989 and 2004</p> <p>Domestic Violence and Victims Act 2004</p>

	<p>statutory responsibilities, and their investigatory, regulatory, licensing, and enforcement duties. (including the administration of their personnel)</p> <ul style="list-style-type: none"> • Assisting in Traffic Management, and in Highway and Environmental Enforcement. • Providing assistance with civil claims. • Providing assistance and reassurance to the public in emergency situations. • Providing assistance to Emergency Services and Emergency Planning in the management of emergency incidents. • Deployment of emergency out of hours Council resources. • Key Holder Records. • Providing responses to Statutory Partners and Ombudsman who may undertake independent investigations. 	
<p>What if I don't want to provide the Council with my personal information?</p>	<p>Unfortunately if you do not provide the information as described above we may be unable to deal with your emergency.</p>	
<p>Will you share my personal information with third parties?</p>	<p>It may be necessary to share your information with other third parties in order to undertake investigations into anti-social behaviour and hate complaints and breaches of the Council's Tenancy Agreement. These may include:</p> <ul style="list-style-type: none"> • Other Council Departments • Statutory Agencies • The Local Government and Social Care Ombudsman • The Housing Ombudsman 	
<p>Which third parties process my personal information?</p>	<p>The following third party organisations may process information about you:</p> <ul style="list-style-type: none"> • Statutory Agencies • The Local Government and Social Care Ombudsman • The Housing Ombudsman 	
<p>How long will you keep my data</p>	<p>We will only retain your personal information for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. Details of retention periods for different aspects of your personal information are available in our retention policy</p>	

	<p>which is available from www.hartlepool.gov.uk/retention-schedules.</p>
<p>Your rights in connection with personal information</p>	<p>Under certain circumstances, by law you have the right to:</p> <ul style="list-style-type: none">• have inaccurate or incomplete data we hold on you corrected• request the erasure of personal data we hold• object to processing• request the restriction of processing of your personal data• request the transfer of your personal data• Request access to your personal information <p>If you want to review, verify, correct or request erasure of your personal information, object to the processing of your personal data, or request that we transfer a copy of your personal information to another party, please contact the Data Protection Officer in writing.</p> <p>For further information on your rights please visit: www.hartlepool.gov.uk/GDPR</p>