



Blackburn with Darwen Borough Council

Fair Processing Notice regarding the implementation of CCTV Devices on Council Vehicles

The intention of this fair processing notice is to inform Blackburn with Darwen citizens of the purpose for implementing the use of Closed Circuit Television (CCTV) devices and to respond to frequently asked questions relating to Data Protection and citizen privacy.

What is the organisation's purpose for using CCTV Devices?

CCTV is used within Blackburn with Darwen Council on its fleet of refuse collection vehicles and gritters for the purposes of Health and Safety of employees and members of the public, and for the investigation of accidents, near miss incidents and general service support issues.

What will the organisation be doing with the images?

The video and audio footage will be used to provide evidence to defend the Council against insurance claims in order to provide a detailed record of an incident.

Who is the Data Controller of the images recorded?

Blackburn with Darwen Council remains the data controller for all retained footage recorded on CCTV devices.

What are the problems this is supposed to address?

The problems addressed by using these devices include fictitious insurance claims, incidents of verbal and physical abuse against Council drivers and complaints by members of the public.

What are the benefits of using CCTV devices?

- The use of CCTV has the potential to significantly improve the quality of evidence provided by the Council to successfully defend insurance claims.
- CCTV will reduce the time spent investigating insurance claims.
- CCTV can ensure witness statements are a true and accurate reflection of events.
- CCTV can act as a deterrent in cases of potential verbal and physical abuse.
- CCTV will assist the Council's ability to successfully prosecute offenders.

Can less privacy intrusive solutions achieve the same objective?

Council Officers will use a variety of methods to gather evidence. Discretion will be used when deciding which method is most suitable for obtaining information and will refer to Article 8 of the Human Rights Act when considering a citizens' privacy.

How long will you keep the recorded images for?

Recorded images that are considered to be non-evidential will be retained for a period of no longer than 31 days, at which point it will be deleted. Any images that may become evidential will be retained for a suitable period or until any claim has been fully resolved.

Can I request to see a copy of the footage of me that you hold?

Any person can make a request for information held about them by the Council. You can make a request by completing the Data Protection Subject Access form on the Council's Internet web page.

<https://www.blackburn.gov.uk/Pages/form-request-for-personal-information.aspx>

For further information and guidance, please contact Information Governance on 01254 585226