

Housing Landlord CCTV - privacy and your data

1. Who we are and what we do:

We are the F&HDC Landlord Service, and we provide housing and tenancy services. This includes the management of housing estates and blocks of flats.

Part of our work involves reducing the opportunities for unauthorised sub-letting, crime, anti-social behaviour including fly-tipping and graffiti, and for investigating incidents after they have happened, and we may use CCTV for this purpose.

For additional information about your rights and when the Council will share data, this document should be read alongside the Council's [general privacy policy](#) and the Council's [Housing privacy policy](#).

2. What information do we hold and use?

We operate overt CCTV systems at various council housing sites across the district. These systems capture and record images of residents or members of the public who are entering and using the communal areas including entrance halls, stairwells, corridors and car parks.

3. How do we obtain your personal information?

We capture the images via overt CCTV. Where we have CCTV systems in place, we always display signs notifying the fact that the area is covered by CCTV.

4. What do we use this information for?

We use this information for the prevention and detection of unauthorised sub-letting, crime, and anti-social behaviour including fly-tipping and graffiti.

5. On what basis do we use your data?

In relation to CCTV using or processing your personal data means viewing and/or sharing images of you that have been captured on our CCTV system.

When processing your personal data, the Council relies on the following conditions:

- The processing is necessary for a task carried out in the public interest, or in the exercise of official authority. This includes the prevention or detection of anti-social behaviour
- The processing is necessary for compliance with a legal obligation. This includes sharing the data with the Police or other agencies as part of a criminal prosecution.

6. Who do we share your data with?

We will not share your data unless it is considered necessary for the reasons set out in sections 1 and 4 above. Under these circumstances we may share information with

- Other team and departments within F&HDC including Environmental Enforcement, Community Safety Unit, Fraud Team
- The Police where it is believed that the images will assist in a criminal enquiry
- Prosecuting agencies, such as HMRC, Border Agency, DWP.
- Legal representatives defending or prosecuting a possession case as part of the disclosure of evidence prior to a court hearing
- The media, where a decision has been taken that it is needed to assist in the identification of a perpetrator in relation to a criminal incident.

7. How long do we store your data?

CCTV images are held securely within the recoding system, and are automatically deleted after 30 days, unless footage has been retrieved and saved for a specific purpose.

If saved beyond the 30 days, data will only be saved for as long as it is needed (for example, for the duration of a legal action). Once the data is no longer required for the specific purpose, it will be deleted.

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