

## CCTV Privacy Notice

The University of Bradford has a system of closed circuit television (CCTV) cameras made up of both fixed and mobile cameras located in various areas of the campus. These cameras record and collect images of students, staff and visitors to the University estate and surrounding areas.

CCTV recordings are used for public safety interests and the prevention and detection of crime. Recordings also provide enforcement agencies with evidence of criminal activity, for formal actions including prosecutions in court and identification of offenders in investigations. The images may also be used by the University as evidence for the enforcement of its own policies and procedures.

### **Under what legal basis does the processing of my personal data take place?**

The General Data Protection Regulation (GDPR) and Data Protection Act 2018 provide for a number of different legal bases under which processing of personal data may take place. In this case, the following bases apply:

#### ***Processing is necessary for the performance of a task carried out in the public interest:***

The tasks carried out in the public interest in this case are those of:

- public safety;
- the prevention and detection of crime;
- apprehension and prosecution of offenders;
- exercise of criminal proceedings; and
- implementation of University regulations, policies and procedures.

Furthermore, the following laws apply to the use of CCTV:

- Section 163 of the Criminal Justice and Public Order Act 1994;
- Crime and Disorder Act 1998;
- Protection of Freedoms Act 2012; and
- in certain circumstances, the Regulation of Investigatory Powers Act 2000.

### **What categories of personal data are used?**

The CCTV system captures images of people and their activity. This may include special categories of personal data including racial or ethnic origin, data concerning health or data concerning sex life or sexual orientation and may also include the commission of offences.

Due to the nature of these categories of personal data, a further legal basis is required for the processing of them, these are:

- processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity; and

- processing is necessary in the substantial public interest, specifically for the purposes of the prevention or detection of an unlawful act.

### **Where do we get your personal data from?**

Personal data is obtained from individuals who are filmed by CCTV cameras which are located across the University Campus both inside and outside buildings. These cameras include mobile cameras, drone mounted cameras and body work cameras.

### **What do we use your information for?**

CCTV recordings are processed in the interests of public safety and for the prevention and detection of crime.

Recordings also provide enforcement agencies with evidence of criminal activity, for formal actions including prosecutions in court and identification of offenders in investigations.

The University Security Team may record other information which may be used to supplement that captured on CCTV as further evidence if required.

### **Who else do we pass this information on to?**

- Police forces;
- Other law enforcement agencies or emergency services
- Requesters who make requests under Data Protection or Freedom of Information legislation.

CCTV may also be shared with University partners where appropriate and where there is a lawful basis to do so.

### **Do we transfer the information overseas?**

We are not permitted to transfer information overseas unless there is adequate protection in place although we do not anticipate the transfer of such data overseas in any case.

### **How long do we keep this information for?**

CCTV footage is retained for 28 days.

Footage which has been saved off the system for evidentiary purposes, at the request of the police for example, will be retained for 6 years. Other associated information will be retained for the same period.

### **What are your rights as a data subject?**

As a person whose personal data we are processing, you have certain rights in respect of that personal data; you have the right:

- To access your personal data that we process;
- To rectify inaccuracies in personal data that we hold about you if it is inaccurate or incomplete;

- To request the deletion or removal of your personal data where there is no compelling reason for its continued processing;
- To restrict the processing of your personal data in certain ways;
- To obtain your personal data for reuse;
- To object certain processing of your personal data;
- To complain to the Information Commissioner's Office about the way in which we process your personal data.

### **Where can I get more information?**

For more information please contact the University's Data Protection Officer, [data-protection@bradford.ac.uk](mailto:data-protection@bradford.ac.uk), University of Bradford, Richmond Road Bradford BD7 1DP

Written by:	RMS 17/05/2019
Next Review Date:	1/6/2020
Version Number:	1.0