

Privacy Notice for Enforcement Services

Service description

Canterbury City Council has responsibilities for enforcing the law and regulations, the Enforcement Services activities support those responsibilities.

Processing activity

The purposes for which your data will be used:

- Issuing Fixed Penalty Notices (FPNs)
- Issuing Parking Charge Notices (PCNs)
- To establish your identity and date of birth
- To trace you to your current address
- To recover payment from you

Information requirements

Depending on the service you are using this information may include:

- Name,
- Address
- Phone number
- Email address
- Video from body cameras
- Video from CCTV
- Payment information

Lawful bases

Our **lawful bases** for processing your personal information are:

- Public Task (in relation to PCNs)

The processing in relation to FPNs relates to law enforcement purposes and is based on:

- Data Protection Act 2018 Part 3 Section 35(2)(b) and Schedule 8(1)

Your rights

Your rights depend on the lawful basis we are relying on. More information is [available here](#).

You have the following rights in relation to data processed for law enforcement purposes:

- The right to access your data,
- The right to rectify your data,
- The right to have your data erased,
- The right to restrict the processing of your data,
- The right to make a complaint to the [Information Commissioner's Office](#) (ICO).

In certain circumstances your rights may be restricted.

Data Processors

N/A

Data sharing

We may rely on a number of exemptions, which allow us to share information without needing to identify a lawful basis for the sharing and without needing to provide you with information about the sharing. Please refer to the Kent & Medway Information Agreement for further details on our sharing arrangements.

We may seek information from the DVLA either directly or via our link providers to assist us with off and on street parking PCN enforcements to pursue unpaid PCNs, deal with litter and flytipping. Our lawful basis for processing is Regulation 27 of the Road Vehicles (Registration and Licensing) Regulations 2002.

Information relating to unpaid PCN's may be passed onto bailiffs acting on the council's behalf to recover payments.

Retention

We keep your personal information for the minimum period necessary. The information outlined in this Privacy Notice will be kept for in accordance with our Retention Policy or contractual requirements. All information will be held securely and disposed of confidentially.

Please refer to our Corporate Privacy Notice at www.canterbury.gov.uk/privacy for further details of how we process your personal information and your rights.