



Community Safety Services

What services are covered by this privacy notice?

Community Safety Services – providing community safety services, initiatives and activities in relation to the prevention, detection and reduction of crime and anti-social behaviour in conjunction with statutory partners (Essex Police, Essex Fire & Rescue)

What personal information do we hold?

The services above may use some or all of the personal information below:

- Names, address and contact details
- Family relationships and friendships
- Date of Birth
- Employment and education details
- Health information
- Financial Details
- Licences and permits held
- Goods and services information
- Traffic offence information
- Case file information
- Business Activities
- Crime and criminal data
- Safeguarding, health and medical data

We get most of this information from you, but we may also get some of this information about you from the police, other local authorities, and other government agencies, e.g. DVLA, Planning Inspectorate.

How do we use your personal information?

We use your information to:

- Deliver the service, or handle your query
- To plan and improve the service we offer
- To detect and prevent crime or fraud
- For research, however this would be in anonymised form unless we ask for your consent to use your personal information for this purpose



Who else might we share your personal information with?

Sometimes we may need to share your information, but we will only do so where it is necessary or required by law. We will only share the minimum information for each circumstance. We may sometimes need to share some of your personal information with:

- Police
- Other Government Agencies, e.g. DVLA, Planning Inspectorate/Secretary of State for Communities and Local Government
- Other Local Authorities
- Transport providers, e.g. Greater Anglia
- General Public – e.g. in relation to anti-social behaviour prosecutions with the express permission from victims

Data Processors supporting these activities include:

Southend City Council – CCTV Systems

Essex Police

Adult/Children's Social Care

Who is the Data Controller for this processing?

The Council is the Data Controller for this processing.

We need to use your personal information to meet our Legal Obligations under the ASB Crime and Policing Act 2014 and the Crime and Disorder Act 1998.

Personal Data							
Special Category Information							
Service	Legal Obligation	Public tasks	contract	Consent	Substantial Public Interest	Legal Claims	Explicit Consent
Investigations related to reports of anti-social behaviour/nuisance/crime	X						
Community Safety engagement activities	X						
Safeguarding concerns	X						
CCTV	X						



Where we are relying on your consent to use your personal information you have the right to withdraw this consent at any time by contacting dpo@castlepoint.gov.uk or calling 01268 882 251 and advising which service you are using.

How long will we keep your personal information?

We will only use your personal information whilst delivering the service to you and to deal with any questions or complaints that we may receive about this unless the law requires us to keep it for a longer period. In practice, this means that your personal information may be retained for:

- Community Safety – we will delete your personal information after three years where there has been no formal report of crime
- Community Safety - we will delete your personal information after six years where there has been a formal report of crime

Will my personal data be held or used outside of the United Kingdom?

No personal information is routinely sent or held outside the UK. Should the transfer of personal information outside of the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

Your rights

Please see our main notice for an explanation of which rights apply. This will be determined by the legal basis we are relying on to use your personal information.

If you wish to exercise any of these rights, please contact dpo@castlepoint.gov.uk.

You can obtain further information about these rights from the Information Commissioner's Office at: www.ico.org.uk or via their telephone helpline (0303 123 1113).

You also have the right to lodge a complaint in relation to this summary notice, the full Privacy Notice, or our processing activities with the Information Commissioner's Office, which you can do through the website above or their telephone helpline.



Contacting us

You can contact our Data Protection Officer, Angela Law by email at dpo@castlepoint.gov.uk or by calling 01268 882200.