

DP Contract Schedule

Description	Details
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the data protection legislation the Authority is the Controller and the Service Provider is the Processor.
Subject matter of the processing	<p>Public Space Surveillance (PSSCCTV) is part of the council's approach to minimising community safety concerns.</p> <p>CCTV footage is recorded at cameras across the borough (currently c.130 cameras). Footage is also recorded from redeployable cameras, CCTV vehicles and cameras in libraries.</p> <p>The service being contracted is to run the CCTV control room and monitor the council's PSSCCTV.</p>
Duration of the processing	The contract runs from 01/09/22 to 31/08/2025, with the possibility of a 2-year extension.
Nature and purposes of the processing	<p>The main aims of the CCTV scheme are to:</p> <ul style="list-style-type: none"> • help reduce fear of crime • help deter crime and reduce antisocial behaviour • help identify perpetrators and bring them to justice by providing evidential material for court proceedings. <p>CCTV is recorded and monitored to reduce anti-social behaviour, including fly tipping, littering, graffiti, and dog fouling. It also aims to reduce crime overall and reduce the costs of the council for dealing with anti-social behaviour.</p>

	<p>Footage is used by the council and, when relevant, disclosed to the police, other local authorities, insurance companies and data subjects.</p>
Type of Personal Data	<ul style="list-style-type: none"> • Images in photographs or film/CCTV • In library use some processing of audio occurs and is recorded where necessary to evidence the interaction between the control room staff and patrons in the library. <p>It is recognised that CCTV footage will involve some special category data of data subjects where their clothing, appearance or behaviour reveals or implies things like religion, ethnicity, or health/disability status.</p>
Categories of Data Subject	<p>People captured on CCTV and similar cameras.</p>
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	<p>Footage is automatically deleted after 31 days, unless the footage is required for a case, disclosure request or similar. Once the footage is required for these purposes, it is passed to the relevant service and will fall within the retention period for that service's work.</p>