

North Essex Parking Partnership

Information collected

- Name
- Address
- Telephone numbers
- Email address
- Vehicle Registration Mark
- Payment information (Penalty Charge Notices and cashless parking accounts)

The basis for the processing

We do this as a legal obligation under the Traffic Management Act 2004. We will not be able to consider a challenge or a representation against a Penalty Charge Notice without the personal data you provide us with.

If your Penalty Charge Notice case is paid, and therefore closed we will not share your information with any other agencies.

Agencies we might share your information with

- DVLA to obtain registered keeper details
- Traffic Penalty Tribunal when a case is appealed
- Essex Police (or other Police forces if necessary) to aid in their enquiries
- Enforcement Agents, to recover debt if a Penalty Charge Notice is not paid
- Traffic Enforcement Centre (Northampton County Court bulk centre)

As the lead authority for the North Essex Parking Partnership, we process parking information for the following organisations;

- Public authorities members of the North Essex Parking Partnership (Tendring etc)
- Parish Council's
- Essex County Council

Purpose for processing

The North Essex Parking Partnership requires the above information in order to provide a service to you and to enforce Penalty Charge Notices in regards to parking contraventions. We only request the minimum amount of information and ensure that it is stored securely within our preferred IT Parking and Traffic Management software and cashless parking solution.

Dash Cams and Body Worn Cameras

North Essex Parking Partnership make use of dash cams in their company vehicles when being used within Colchester and other districts and body worn cameras worn by Civil Enforcement Officers working with the public. NEPP are the users and owners of the recordings. The Council is the Data Controller when images are recorded. If however recordings are handed over to the Police, insurance companies or any other body then the legal responsibility will be transferred to that body as the data controller. In addition to the recordings, paper incident forms are completed by Officers if involved in an incident then recorded electronically in an access controlled folder. The hard copy is then shredded. These records are also the responsibility of North Essex Parking Partnership and Colchester Borough Council as Data Controller. Body worn camera and dashcam footage is destroyed after 1 calendar month unless it is in relation to an incident then it would be kept until the case is closed either by the police or insurance company.

Length of time we keep your information

We will keep your personal information while you have an active parking permit and for 6 years after it has been returned. After this time, your personal information will be deleted from our system. In relation to DVLA obtained details and Penalty Charge Notices, we retain these for 3 years and if shared, our enforcement agent companies then retain the details for up to 6 years. You do have the right to contact us and ask for your information to be removed prior to that where there is no obligation or statutory requirement for it to be kept. You can exercise this right by contacting parking@colchester.gov.uk.

For the North Essex Parking Partnership's full privacy statement visit:

<http://www1.parkingpartnership.org/north/privacypolicy>

Updates to this privacy notice

We will continually review and update this privacy notice to reflect changes in our processes and procedures, as well as to comply with changes in the law. When such changes occur, we will revise the "last updated" date at the bottom of this notice. We encourage you to periodically review this notice and to be informed of how the North Essex Parking Partnership is protecting your information.

The privacy notice was last updated on 18/03/19.