Privacy Notice

Video images, drones, bodyworn cameras

## This notice explains how we collect and use video and audio footage recorded on any device by West Yorkshire Fire and Rescue Service.

## The categories of information that we collect, process, hold and share include:

* Moving or static images which identify members of the public or employees.
* Moving or static images which identify visitors to West Yorkshire Fire and Rescue premises.
* Moving or static images of vehicles including their registration numbers.

## Why we collect and hold this information

We use this personal data in order to:

* Reduce crime in the form of theft, fire, vandalism, physical and verbal abuse to our personnel and property by aiding prevention through deterrence and detection. Recordings of any attacks, assaults or incidents may be used as evidence against the perpetrators.
* Provide a safer and more secure environment for all personnel working within the premises, or any members of the public with lawful reasons for being at the premises.
* Maintain the security of our buildings and associated contents.
* Obtain evidence for use in the investigation of criminal actions, serious breaches of health and safety legislation and serious breaches of WYFRS disciplinary procedures.
* Aid fire investigation
* Carry out accident investigation
* Evaluate equipment.
* Provide training
* Assist community safety and evaluation
* Provide real-time images to enable faster, more effective command decisions.
* Capture incident information to assist decision making.
* Provide information and evidence to support fire safety, fire investigation and other collaborative working with partners

## The lawful basis on which we use this information

The legal basis for processing or sharing your personal information is:

* Under the terms of a contract
* Where we have a legal obligation
* Under the duties of a public task
* Where we have a vital interest

## Storing this information

## We will hold the information about you securely, and for no longer than reasonably necessary. For digital recording systems, video images held on the hard drive of a PC or server will be overwritten in line with business needs. Images stored on removable media such as CD or DVD will be erased or destroyed once the purpose of the recording is no longer relevant.

## Who we share this information with

We will not routinely share this information however we may share video footage held on our systems relating to you in limited and specific circumstances with the following:

* Internally with other parts if West Yorkshire Fire and Rescue service
* Police
* Ambulance Service
* Solicitors
* Insurance companies or claims handlers
* Other local authorities
* Government departments and Executive Agencies

## Why we share this information

Examples of the legislation that support this information sharing are listed:

* Crime and Disorder Act 1998
* Health and safety Act 1974
* Traffic Management Act 2004

We do not share personal information about you with anyone else without consent unless the law and our policies allow us to do so.

## Your rights

**You have the right to request:**

* information about how your personal data is processed
* a copy of that personal data
* that anything inaccurate in your personal data is corrected immediately

**You can also:**

* raise an objection about how your personal data is processed
* request that your personal data is erased if there is no longer a justification for it
* ask that the processing of your personal data is restricted in certain circumstances

If you have any of these requests, please contact our Information Governance Team at [information@westyorksfire.gov.uk](mailto:information@westyorksfire.gov.uk) or call the team on 01274 682311.

## Further information

If you would like further information about how we manage your data, please visit [Your information (privacy notice) | West Yorkshire Fire and Rescue Service (westyorksfire.gov.uk)](https://www.westyorksfire.gov.uk/about-us/who-we-are/your-information-privacy-notice)

If you would like further information about this privacy notice, please contact the information Governance Team at [information@westyorksfire.gov.uk](mailto:information@westyorksfire.gov.uk) or call the team on 01274 682311.

If you have any worries or questions about how your personal data is handled, please contact the Data Protection Officer: -

Martin McCarthy

Oakroyd Hall,

Bradford Road Birkenshaw,

West Yorkshire,

BD11 2DY

(T) 01274 682311

[martin.mccarthy@westyorksfire.gov.uk](mailto:martin.mccarthy@westyorksfire.gov.uk)

You can also complain to the Information Commissioner’s Office (ICO) if you are unhappy with how we have used your data. You can contact the ICO via the contact us page <https://ico.org.uk/global/contact-us/> on their website, or by ringing 0303 123 1113.