

Parking Services Privacy Notice



Oldham
Council

Date and version

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What this privacy notice is for

Our core data protection obligations and commitments are set out in the council's primary privacy notice at www.oldham.gov.uk/dataprotection

This notice provides additional privacy information for those people who are issued with a Penalty Charge Notice for infringement of the parking regulations, or those who have applied for a parking permit or waiver.

Updating our privacy notices

We may update or revise our privacy notices at any time so please refer to the version published on our website for the most up to date details

What we use your information for

We collect and obtain your personal information for the following purpose(s):

- Enforcement of parking regulations
- Enforcement of bus lanes
- Issue of parking permits and waivers

If you receive a Penalty Charge Notice (PCN) after 28 days we contact the DVLA to obtain the keeper details of the vehicle in question. If the PCN is a postal notice ie issued by a bus lane camera or by the camera car we apply to the DVLA when the contravention has been confirmed by the reviewing officer.

If you believe that the Penalty Charge Notice was issued incorrectly, you may wish to take your case to the Traffic Penalty Tribunal to be heard by an independent adjudicator. The council will submit any data collected – this includes any evidence and correspondence received from the driver or keeper of the vehicle which may be of a personal or sensitive nature.

If no correspondence or payment is received from the registered keeper, after following the statutory process your details may be passed to the Traffic Enforcement Centre (TEC) and to the Enforcement Agents. Further detail on the process of a penalty charge notice can be found at www.patrol-uk.info

What categories of personal information we use

Personal information can be anything that identifies and relates to a living person. This can include information that when linked with other information, allows a person to be uniquely identified. For example, this could be your name and contact details.

The law treats some types of personal information as 'special' because the information requires more protection due to its sensitivity. This information consists of:

- Racial or ethnic origin
- Sexuality and sexual life
- Religious or philosophical beliefs
- Trade union membership
- Political opinions
- Genetic and bio-metric data

- Physical or mental health
- Criminal convictions and offences

In order to carry out these purposes we collect and obtain the following personal information.

Category of personal data	Special/Sensitive
Personal details (name, address)	
Any data received as mitigating circumstances from the driver/keeper	

Legal basis for processing

Oldham Council has a statutory duty to enforce the parking regulations which are introduced by means of Traffic Regulation Orders. Parking Enforcement passed from the Police to the Council after its decriminalization. The council has been responsible for this since 2004.

If the penalty charge notice continues to progress, following the issue of all the statutory documents your details will be passed to the enforcement agents. At each stage of the process the amount outstanding will increase

Penalty charge notices are issued and enforced under the following legislation;

- The Traffic Management Act 2004 s.78
- Civil Enforcement of Parking Contraventions (England) General regulations 2007
- Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007(amended)
- Section 144 Transport Act 2000
- Bus Lane Contraventions (Penalty Charges, Adjudication and Enforcement)(England) Regulations 2005)

Information sharing/recipients

We may share personal information about you with the following

- Enforcement Agents
- Traffic Enforcement Centre (Northampton County Court)
- The Police if requested

As well as information collected directly from you, we may also obtain or receive information from:

- The DVLA, to obtain the details of the registered keeper of the vehicle
- Your Employers, i.e. the fleet department if your vehicle is a company car
- Hire company, if your vehicle is subject to a hire agreement

Data Transfers beyond European Economic Area

We do not transfer any of your personal information outside the European Economic Area ('EEA').

Automated Decisions

All the decisions we make about you involve human intervention.

How long we keep your data

We will only keep your personal information for as long as the law specifies or where the law does not specify this, for the length of time determined by our business requirements.

For Parking Enforcement documents are kept for six years plus current

Where can I get advice

More information on how to seek advice in order to exercise your rights, raise a concern or complain about the handling of your personal information by the council can be found in the council's privacy notice which can be found at www.oldham.gov.uk/dataprotection