

## **Privacy Notice – CCTV**

### **Your Privacy Matters to Us**

We are committed to protecting your personal data. This notice explains how we collect, use, and protect your information when you visit our premises, 123 Lee Road, SE3 9DS.

### **Who We Are**

Rad Caushllari, owner and landlord of 123 Lee Road, SE3 9DS

07931171553 / [radcaushllari@gmail.com](mailto:radcaushllari@gmail.com)

### **What Information We Collect**

We may collect the following personal data: CCTV footage inside of the premises, excluding in the toilet and treatment room (on the lower ground floor).

Please note our CCTV cameras capture both video and audio recordings. Audio recording is used only where strictly necessary and justified, such as in response to police advice following an incident.

Signage is displayed to ensure individuals are aware of this recording. For more information on our CCTV system, please refer to our CCTV Policy available on-site or upon request.

### **Why We Collect Your Data**

We use CCTV cameras to monitor and protect the safety of individuals on the premises, and to deter, detect, and investigate criminal activity.

### **Legal Basis for Processing and Your Rights**

Under UK data protection law, we must have a “lawful basis” for collecting and using your personal information. There is a list of possible lawful bases in the UK GDPR and you can find out more about lawful bases on the ICO’s website.

Which lawful basis we rely on may affect your data protection rights which are set out in brief below. You can find out more about your data protection rights and the exemptions which may apply on the ICO’s website:

- Your right of access - You have the right to ask us for copies of your personal information. There are some exemptions which means you may not receive all the information you ask for.
- Your right to rectification - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete.
- Your right to erasure - You have the right to ask us to delete your personal information.
- Your right to restriction of processing - You have the right to ask us to limit how we can use your personal information.
- Your right to object to processing - You have the right to object to the processing of your personal data.
- Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you.

If you make a request, we must respond to you without undue delay and in any event within one month. To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

We process your data under the legal basis of Legitimate Interests. We are collecting or using your information because it benefits you, our organisation or someone else, without causing an undue risk of harm to anyone. All your data protection rights may apply, except the right to portability. Our legitimate interests are for crime deterrence, detection and investigation, and the health and safety of individuals attending the premises.

#### **How We Store and Protect Your Data**

Your data is stored securely, and our CCTV system automatically deletes footage every 30 days; any footage retained longer than this is only kept for as long as necessary. We implement appropriate technical and organisational measures to safeguard your information.

#### **Who We May Share Your Data With**

We do not share your personal data with any other individual or organisation, however we may share CCTV footage with the police and/or our legal representatives if required for the investigation of criminal activity.

#### **Contact Us**

If you have any questions about this notice or your data, please contact us using the contact details above.

#### **How to Complain**

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice. If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office  
Wycliffe House, Water Lane  
Wilmslow, Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>

#### **Changes to This Notice**

We may update this Privacy Notice from time to time. Any changes will be made available at the premises.