



## CCTV Privacy Notice

The Harwellian takes your privacy seriously. We are a ‘controller’ of the images and videos we capture on our CCTV system. *For data, please see our GDPR privacy notice.*

### Why we use CCTV

We have a lawful and legitimate basis to capture images within the club in the interests of members, staff, and public safety under the Public Order Act 1994, and the Prevention of Crime Act 1953. There are five internal and three external cameras. External cameras are positioned to only capture areas which are part of club premises.

### How we protect your personal information

CCTV images are recorded in a continuous stream in an MP4 format within a secure encrypted system which is password protected.

CCTV images and video can only be accessed by the Bar Manger, Secretary, Chair and Treasurer.

### How long we keep your personal information

CCTV images and video are permanently deleted after 18 days, unless downloaded for evidence purposes and shared with outside agencies.

### Who we share your images and videos with

We may be required to share personal information with statutory or regulatory authorities to comply with statutory obligations. Such organisations include the Health and Safety Executive, and Police for the purposes of safeguarding members and staff preventing and detecting crime.

### You have a right to:

- Request that we delete your personal information, unless it is part of a police or legal investigation.
- Access the images that we hold about you through a ‘subject access request’. Prior to their permanent deletion.

For any data queries you can contact:

Elly Reiszner, Club Secretary  
The Harwellian, Westfield, Harwell,  
Didcot OX11 0LG  
Tel: 01235 797070

Email: [harwellianclub@gmail.com](mailto:harwellianclub@gmail.com)

If you are dissatisfied or wish to report a misuse of CCTV or a data breach, you have a right to raise a complaint with the Information Commissioner’s Office at [www.ico.org.uk](http://www.ico.org.uk)

March 2021