

## Privacy Notice for Community Safety

In order for the Thanet District Council to provide Community Safety services, it is necessary for the council to collect, store and process personal data.

### Where we get your information from

Community Safety obtain information from a range of sources, including:

- Customer letters and complaints
- Anti-social behaviour diaries
- Referrals from partner agencies in relation to those suffering or at risk of suffering anti-social behaviour
- Information regarding neighbour disputes and community conflicts
- Data provided via Police intelligence, Kent Fire and Rescue Services, Kent County Council and other services

### How your information will be used

The information you have shared with Thanet District Council may be used in a number of ways, for example:

- To enable us to meet all legal and statutory obligations and powers including any delegated functions
- To carry out comprehensive safeguarding procedures in order to protect vulnerable adults and young people
- To process, investigate and respond to your report or complaint
- For statistical analysis
- To prevent and detect fraud, corruption and criminal activity and where necessary, for law enforcement functions
- To process reports of anti-social and nuisance behaviour for the purpose of reducing crime and disorder. This is a statutory duty under the Crime and Disorder Act 1998
- To facilitate a Community Safety Partnership. This is a statutory duty under the Crime and Disorder Act 1998 and set out in Crime and Disorder Regulations 2009.
- To identify and make any necessary support, safeguarding or preventative referrals in order to fulfil duties under the Children's Act 1989 / 2004, Care Act 2014 or the CounterTerrorism and Security Act 2015

### What information we hold

In order to provide these services, we may need to process some personal data, including gender, religious beliefs and cultural identity; as well as some sensitive data, including criminal convictions, racial or ethnic origin, mental or physical health and sexual orientation.

### Who we will share your information with

We may share your information with and obtain information about you from other agencies, including Kent Police, Kent Fire and Rescue Service, Kent County Council, the NHS and

probation services and agencies that are part of the Kent and Medway Information sharing protocol.

We will not share your information with any other person or company, except where required to do so by law.

### **Why we are allowed to use your information**

Local Authorities can use information to carry out tasks that are in the public interest, as well as to provide services that we are under a statutory obligation to provide. Most personal information is processed in order to comply with a legal obligation.

Some acts of law provide a duty to share information, these include:

- Section 17 and Section 115 of the Crime and Disorder Act 1998 – sets out provisions for agencies to share information for the purposes of preventing crime and disorder
- Children's Act 1989 - sections 27 and 47 place an obligation on Local authorities to cooperate with regards to safeguarding responsibilities
- Children's Act 2004 - Creates legislative framework to enable Local Authorities to develop effective and accessible needs for children, young people and families. Section 10 - Places a cooperation duty between agencies to improve children's wellbeing and Section 11 to share information relevant to the best interests of the child.
- Care Act 2014 - Duty to report any concerns regarding adult safeguarding
- Counter Terrorism and Security Act 2015 - duty to refer any concerns regarding counter terrorism
- Modern Day Slavery Act 2015 - Duty to notify any concerns regarding Modern Day Slavery
- ASB Crime and Policing Act 2014 - duty to notify any concerns regarding forced or coerced marriage
- Local Government Act 2000 - gives Local authorities provision to do anything they consider beneficial to the economic, social or environmental well-being of their area.

### **How long we keep your personal information**

We will endeavour to only keep information for as long as it is needed. However, some records will need to be retained for an appropriate period, for example financial records need to be kept for 7 years and prosecution files retained for 6 years.

Once information is no longer required, it will be deleted or destroyed confidentially.

### **Your rights**

Your rights The Data Protection Act 2018 in conjunction with the General Data Protection Regulation (GDPR) grants you a number of other rights. These include the right to rectify errors in your records, the right to withdraw consent given to process your data, and the right to object to the use of your data.

You have the right to be told if we have made a mistake whilst processing your data and we will self-report breaches to the Information Commissioner.

For more information on your rights, how we process your personal information and how to make a subject access request, please visit <https://www.thanet.gov.uk/privacy-statement/>

This is also available in other formats (e.g. print)

## **Complaints**

If you wish to complain about how we are processing your personal information please contact:

The Data Protection Officer  
Thanet District Council  
Cecil Street,  
Margate CT9 1XZ

Email: [dataprotection@thanet.gov.uk](mailto:dataprotection@thanet.gov.uk) Tel: 01843 577000

You also have the right to complain to the Information Commissioner's Office, at:

The Information Commissioner,  
Wycliffe House, Water Lane,  
Wilmslow,  
Cheshire  
SK9 5AF.

Phone: 0303 123 1113 or 01625 545745 Website: [www.ico.org.uk](http://www.ico.org.uk)