

LBCC Privacy Policy

Long Buckby Community Centre - Charity No. 271609

1. Introduction

This Privacy Notice explains how Long Buckby Community Centre ("we", "our", "us") uses closed-circuit television (CCTV) to record video for the purpose of promoting safety and protecting our property. We are committed to complying with data protection laws, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Purpose of CCTV Monitoring

The CCTV system is used for the following purposes:

- To help prevent and detect crime, anti-social behaviour, or vandalism
- To enhance the safety and security of visitors, staff, and volunteers
- To protect the property and assets of the community centre
- To support the effective management of the premises, including incident investigation

CCTV is not used for any automated decision-making or profiling.

3. Areas Covered by CCTV

Cameras are located at key external and internal points, including:

- Entrances and exits
- Main hallways and communal spaces
- Car park and outdoor surroundings

Cameras do not record in toilets, changing areas, private hire rooms, or other sensitive spaces.

4. Lawful Basis for Processing

The lawful basis for processing personal data via CCTV is legitimate interests under Article 6(1)(f) of the UK GDPR. These interests include:

- Protecting individuals and property
- Ensuring public safety
- Deterring and investigating unlawful behaviour
- Operation of the centre and management of centre policies

5. Data Retention

CCTV recordings are retained securely for a period of up to 90 days, after which they are automatically deleted, unless required for the investigation of an incident or legal proceedings.

6. Who Has Access to the Footage?

Access to CCTV footage is restricted to authorised staff or trustees of Long Buckby Community Centre. Footage may be shared with:

- Law enforcement authorities, if required for investigation
- Insurers or legal advisors in the event of a claim or dispute

We do not share CCTV recordings with any other third parties.

7. Your Rights

Under data protection law, you have rights including:

- Access to your personal data (i.e. recorded images of yourself)
- Objection to processing in certain circumstances
- Erasure (where applicable)
- Restriction of processing

To exercise your rights or to make a complaint regarding the CCTV system, please contact us using the details below.

8. Contact Details

If you have questions or concerns about this privacy notice or our use of CCTV, please contact:

LBCC Data Controller
Long Buckby Community Centre
41 Station Road, Long Buckby, Northampton, NN6 7QB
01327 844753
cctv@longbuckbycc.org.uk

You also have the right to raise a concern with the Information Commissioner's Office (ICO) at www.ico.org.uk or by calling 0303 123 1113.