

# Privacy Notice – Parking Enforcement (How we use your information)

## The categories of this information that we collect, process, hold and share include:

- personal information (vehicle registration number, name and address )

## Why we collect and use this information

The Parking Enforcement team uses your personal information in order to:

- enable us to process Penalty Charge Notices and recover any debt.

## The lawful bases on which we use this information

There are a number of pieces of legislation which place duties on the Council to comply with parking enforcement. These include:

Traffic Management Act 2004, Sec 78; Civil Enforcement of Parking Contraventions (England) General Regulations 2007; Civil Enforcement of Parking Contraventions (England) Representations and Appeals regulations 2007

Article 6(1)(c) of the General Data Protection Regulation (GDPR) 2016 gives the Council a lawful basis for collecting and using personal data in order to comply with its legal obligations and Article 6(1)(e) gives the Council a lawful basis for collecting and using personal data where it is in the exercise of official authority vested in the Council,

## Storing this information

We hold your information for a period of 2 years from the date of the closure of the Penalty Charge Notice.

## Who we share this information with

We may share this information with:

- DVLA
- Traffic Enforcement Centre (TEC)
- Enforcement Agents
- Police
- Traffic Penalty Tribunal (TPT)

If we do not receive a response to the issue of a Penalty Charge Notice (PCN) within 28 days, we will contact the DVLA with the registration number of the vehicle involved in order to obtain the details of the registered keeper. This is so that we are able to contact the keeper of the vehicle.

If for any reason the charge is not paid then we will use the registered keeper details to register a debt at the Traffic Enforcement Centre (which is part of the County Court). If the debt remains unpaid then Enforcement Agents will be appointed to recover the debt.

If the motorist who has received the PCN wishes their appeal to be considered by the Traffic Penalty Tribunal (TPT) then the vehicle registration number along with the motorist's name and address will be shared with the TPT

## Requesting access to your personal data

Under data protection legislation, you have the right to request access to information that we hold. To make a request for your personal information contact Parking Services at:

[Parkingcc@sefton.gov.uk](mailto:parkingcc@sefton.gov.uk)

Telephone 0345 140 0845

or the Data Protection Officer at: [ino.information@sefton.gov.uk](mailto:ino.information@sefton.gov.uk)

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed and
- right to data portability in certain circumstances
- The right to lodge a complaint with the supervisory authority (the Information Commissioner's Office)

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

## Further information

If you would like further information about this privacy notice, please contact:

Dave Marrin at: [parkingcc@sefton.gov.uk](mailto:parkingcc@sefton.gov.uk). Telephone 0345 140 0845

**Or contact Sefton Council's Data Protection Officer at:**

**Telephone: 0345 140 0845 email [ino.information@sefton.gov.uk](mailto:ino.information@sefton.gov.uk)**