

# Privacy Notice for Bus Lane and CCTV Penalty Charge Notices (PCNs)



**Nottingham City Council  
Information Compliance**

**Parking Regulation and Compliance  
Community Protection  
Commercial and Operations  
PN-164**

**07/2020**

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We will use the information provided by you as the registered keeper of the vehicle alongside information provided by the DVLA for: the issue of a PCN for a Bus Lane or CCTV contravention, to process your payments for such PCNs, and to process any appeal representations you may make. The basis under which the Council uses personal data for this purpose is that this is necessary for the performance of a task carried out in the public interest by the Council or in the exercise of official authority vested in the Council.

You are not obliged by statute or contract to provide the information requested in the PCN form, but you will need to provide the information in order to make PCN representations as per the Bus Lane Contraventions (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2005.

The information that has been provided by the DVLA and by yourself will be kept for 6 years.

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and the legal basis on which information is used for them can be found at <http://www.nottinghamcity.gov.uk/privacy-statement/>. The Data Controller is Nottingham City Council, Loxley House, Station Street, Nottingham NG2 3NG.

You can contact the data protection officer at the above address or at [data.protectionofficer@nottinghamcity.gov.uk](mailto:data.protectionofficer@nottinghamcity.gov.uk).

The new data protection law known as the General Data Protection Regulation provides for the following rights as prescribed by the legislation:

- A right to request a copy of your information

- A right to request rectification of inaccurate personal data
- A right to request erasure of your data known as ‘the right to be forgotten’
- A right to in certain circumstances to request restriction of processing
- A right in certain circumstances to request portability of your data to another provider
- A right to object to processing of data in certain circumstances
- A right regarding automated decision making including profiling

Please note that if you are unhappy with a decision regarding the handling of your data you have the right to complain to the Information Commissioner’s Office at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. See also the Information Commissioners website at <https://ico.org.uk/your-data-matters/> .

For more information about these rights please refer to our detailed privacy statement at <https://www.nottinghamcity.gov.uk/privacy-statement> .