

Closed Circuit Television (CCTV) Privacy Notice

Humber Teaching NHS Foundation Trust is responsible for this service.

Why we process your information

We may record CCTV images of people entering, approaching, entering or passing our buildings to:

- help staff and visitors feel safer
- act as a deterrent to offenders
- allow the collection of evidence to help find and convict offenders
- allow the collection of evidence to support incident investigations
- prevent, detect, investigate and prosecute fraud

There will be clear signs inside and outside the relevant buildings to advise you that CCTV is in operation. The CCTV footage is not continually live monitored.

By law we are required to protect the health, safety and wellbeing of our staff and protect NHS property and funds

Your information will not be transferred outside the UK or European Economic Area (EEA).

The legal basis for this processing is **necessary to perform a public task** (UK GDPR Article 6(1)(e)).

In exceptional circumstances, covert recording will be considered on a case-by-case basis to prevent, detect or investigate criminal activity. This will only be with the authorisation of two Executive Directors and a supporting Data Protection Impact Assessment.

Sharing your CCTV recording.

Your information may be shared with other organisations if they have a legal right to it.

Keeping your personal information

We will delete recordings 30 days after the CCTV footage was taken unless they relate to a specific incident or investigation.

Your rights

The information you provided will be managed as required by Data Protection law.

You have the right to:

- view a copy of the CCTV recording relating to you.
- request that the CCTV recording be deleted if you believe that the Humber Teaching NHS Foundation Trust is processing it for longer than is necessary

Please contact hnf-tr.IGTeam@nhs.net

Complaints

If you have any concern about how we have handled your data you can contact our Complaints and Feedback Team on Tel. 01482 303930 or hnf-tr.complaints@nhs.net

Additionally, you have the right to raise a complaint with the Information Commissioner's Office (ICO), Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Helpline: 0303 123 1113 or report online at: <https://ico.org.uk/concerns/handling/>

Information Governance enquiries please contact:

Information Governance, Humber Teaching NHS Foundation Trust, Mary Seacole Building, Willerby Hill, Beverley Road, Willerby, HU10 6ED.

Tel. 01482 477854 or email: HNF-TR.IGTeam@nhs.net.

Lisa Davies, Data Protection Officer, Humber Teaching NHS Foundation Trust, Mary Seacole Building, Beverley Road, Willerby Hill, Willerby, HU10 6ED.

Last reviewed: November 2025