

Privacy Notice

Waste Management Services



North Yorkshire
County Council

This Privacy Notice is designed to help you understand how and why Waste Management Services process your personal data. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).

Who are we?

North Yorkshire County Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR).

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL
infogov@northyorks.gov.uk / 01609 53 2526

What personal information do we collect?

In the course of carrying out relevant tasks including, but not exclusively, the management of our Household Waste Recycling Centres (HWRCs) the following personal information will be processed:

- Full name
- Address
- Telephone Contact Details
- E-mail Address
- Vehicle details
- Waste Carriers Registration Number (if required and where necessary).

We may also ask for supporting evidence as proof that you are a North Yorkshire resident if you are applying for a commercial/commercial like vehicle pass. A record is made that evidence has been provided and then that evidence is either returned or securely disposed of. No further information is recorded except that evidence has been provided.

Our HWRCs are also fitted with Automatic Number Plate Recognition (ANPR) cameras to record vehicle registration numbers and related relevant date and time information. CCTV is also used to help us manage the HWRCs.

Why do we collect your personal information?

Your data is collected so we can comply with our responsibilities under the Environmental Protection Act 1990. This includes ensuring that when we accept commercial or household waste on to a HWRC that is disposed of by other than residents we obtain a written description of that waste (Duty of Care) and are able to record charges made if appropriate.

To reduce the amount of commercial waste being disposed of as household waste we operate a commercial/commercial like vehicle (vans) proof of registration scheme at our HWRCs. To manage this, additional information (eg vehicle registration number) will be recorded and associated with your other personal information to allow residents to deliver their own household waste in a van without charge.

Our HWRCs are equipped with Automatic Number Plate Recognition (ANPR) cameras. This is a responsibility we have in order to carry out the above statutory duties and responsibilities and to assist other agencies in the detection and prevention of crime.

CCTV is also used to help us manage the HWRCs. This is predominantly to protect the security of staff and the property, but is also used to help us deal with complaints and to assist other agencies in the detection and prevention of crime.

Who do we share this information with?

The information obtained may be shared with third parties including Trading Standards, the Environment Agency and District Councils who are acting on our behalf. If we do use a third party organisation we will always have an agreement in place to ensure that the other organisations keeps your data secure, We do not share the information with other organisations for commercial purposes.

How long do we keep your information for?

Records relating to Waste Services will be retained detailed below:

Data held	Retention period
All records relating to your use and access to our HWRCs by a specific registered vehicle.	1 Year from when you tell us you no longer use this vehicle and return your proof of registration pass.
Duty of Care records	2 years
Records in relation to financial transactions	6 Years
ANPR Recordings	If not required for evidential purposes, kept for 31 days prior to reuse or destruction. If required for evidential purposes, will be Retained from year records created for 6 years.
CCTV Recordings	If not required for evidential purposes, kept for 31 days prior to reuse or destruction. If required for evidential purposes, will be Retained from year records created for 6 years.

What is our lawful basis for processing your information?

Where you have supplied us with and we have recorded personal details as part of Waste Services the processing will be based upon the Public Task and Legal Obligation lawful bases.

For More information about how the County Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).