

**London Borough of Camden- Privacy Notice- Public Protection
Food Safety and Infectious Disease Control, Environmental Protection and
Pollution Control, Premises and Personal Licensing, Licensing, Trading
Standards, Regulatory Health and Safety, Pest Control Services.**

1. The name and contact details of the data controller :

London Borough of Camden, Judd Street, London. WC1H 9JE 020 7974 4444.

2. The name and contact details of the Data Protection Officer:

Andrew Maughan, Borough Solicitor, dpo@camden.gov.uk

3. The Categories of Personal Data, Special Category Data and Criminal Offence Data we collect and use

The data collected will vary according to the needs of the case/service being delivered. We will not collect data that is not necessary for the delivery of the duty/service. Data collected may include any of the following:

- Names of people involved in the service request/case/investigation/activity
- Addresses and contact details of people involved in the service request /case /investigation/activity
- Date of Birth
- Employment details
- Qualification details
- Lifestyle/social circumstances/specific needs/vulnerabilities
- Visual images or recordings where required as part of service delivery or investigation
- Information in relation to notifiable infectious disease – name, address date of birth of case and household and non-household contacts, place of work or educational establishment, travel/visiting, ethnicity, recent activities/places visited/foods consumed
- Any other personal data that data subject provides voluntarily
- When commenting on a licensing application, their views and opinions about the licence
- Personal data and criminal offence data about previous convictions, warnings and enforcement actions
- Council officers may use Body Worn Video to capture interactions which will include footage of individuals, their images and behaviour and audio recordings

4. The purpose of the processing

We are processing the data in to fulfil our legal and public duty obligations under various public protection legislation and so that we can effectively provide you with the services that we deliver which include the follow (non-exhaustive list)

- To undertake a range of statutory and non-statutory inspections and interventions within Camden businesses
- To coordinate, investigate and respond to complaints from citizens and other authorities relating to Camden businesses activities and Camden citizens
- To carry out investigations into reports of infectious disease and work-related illness in relation to Camden citizens and Camden based employees
- To enforce legislation to ensure Camden businesses are compliant with public protection and consumer protection legislation
- To investigate accidents, dangerous occurrences and deaths which occur in workplaces

which Camden have a health and safety oversight for

- To undertake enforcement action including prosecutions and related work as necessary
- To obtain evidence for prosecutions and civil enforcement actions
- To safeguard the health safety and welfare of council officers and others

5. The legal basis for processing personal data

a. Personal Data

- UK GDPR Art 6(1) (c) Legal obligation
- UK GDPR Art 6(1) (e) Public task
- In respect of objectors to Sexual Entertainment Licenses, the release of their name and address to the applicant requires consent under art 6(1)(a) in accordance with Local Government (Miscellaneous Provisions) Act 1982, Schedule 3, para 10 (17)

b. The legal basis for processing Special category data:

- Art 9(2) (b) Employment, social security and social protection (if authorised by law) with the Data Protection Act 2018 Schedule 1 Part 1 condition being Para 1 Employment, social security and social protection and Para 3 Public health
- Art 9(2) (f) Legal claims or judicial acts
- Art 9(2) (g) Reasons of substantial public interest (with a basis in law) with the Data Protection Act 2018 Schedule 1 Part 2 condition being Para 6. Statutory and government purposes
- Art 9(2) (i) Public health (with a basis in law) with the Data Protection Act 2018 Schedule 1 Part 1 condition being Para 1 Employment, social security and social protection and Para 3 Public health

The underpinning law for all are set out in the Applicable Laws at the end of the Privacy Notice

c. The legal basis for processing Criminal Offence data- The legal basis is the same as for personal data above and the Data Protection Act 2018 schedule 1 requirement is met by para 1 Employment, social security and social protection, Para 2 Health or social care purposes, para 3 Public health, and para 6 Statutory and government purposes with the underpinning law for all are set out in the Applicable Laws at the end of the Privacy Notice.

6. Law Enforcement Processing: We may prosecute for breaches of laws and regulations associated with each of the named regulatory categories listed in the Applicable Laws section at the end of the Privacy Notice.

The Data Protection Act 2018 Part 3 s35 requirement is met by the processing being necessary for the performance of a task carried out for law enforcement purposes by a competent authority. Sensitive data (special category data) meets the condition of being Strictly necessary and the Data Protection Act 2018 schedule 8 condition (for sensitive data) is met by as appropriate for each case:

- Para 1 necessary for judicial and statutory purposes – for reasons of substantial public

interest;

- Para 2 necessary for the administration of justice;
- Para 3 necessary to protect the vital interests of the data subject or another individual;
- Para 6 necessary for legal claims;
- Para 7 necessary for when a court acts in its judicial capacity;
- Para 8 necessary for the purpose of preventing fraud.

7. The categories of recipients that the council has or will disclose the data to:

The council may disclose relevant data to the following:

- Other Camden departments
- Food Standards Agency (FSA)
- Other local authorities
- Public analysts
- Public Health England (PHE)
- Central government departments (e.g. HSE; DVLA Ministry of Housing Communities and Local Government,)
- Law enforcement agencies (e.g. police)
- Expert witnesses
- UK Health Security Agency,
- Health and Safety Executive,
- Food Standards Agency,
- Department of Farming and Rural Affairs,
- Environmental Protection Agency.
- Other agencies such as the ICO, LGSCO, and other regulators
- Where someone has made representations on a license (except a Sexual Entertainment Venue license) their name, address and contact details will be shared with the applicants for the purposes of the application including so they can discuss your objections with you and try to resolve them. They cannot use your details for any other purposes. If you want to object to this see 'exceptional circumstances' below.
- Where someone has made representations on a Sexual Entertainment Venue license their name and address will only be shared with the applicants with your consent and for the purposes of the application including so they can discuss your objections with you and try to resolve them.

The council may disclose relevant data to other local authorities to assist Camden in fulfilling its legal duties and delivering Public Tasks

We may undertake general data matching or data sharing in certain areas for the prevention or detection of crime such as with for example to HMRC. Trading Standards will share data with HMRC in relation to the sale and supply of illicit tobacco so that the HMRC can impose sanctions against seller and suppliers of illicit and non-duty paid tobacco.

The council may disclose relevant data to companies contracted to deliver work on behalf of the services:

- Spectrum Acoustics Ltd

- Halo (who supply Body Worn Video)
- Other providers

8. Out of UK Transfers

We will only transfer your personal data outside of the UK if you are located outside of the UK.

9. The retention period

To ensure we are using and storing data in line with legal requirements, different types of records are governed by recommended periods of retention to ensure that data is being processed lawfully and fairly. We will only retain your personal data, while it is relevant and necessary to do so; this depends upon the purpose of the processing. Generally, data is retained for a maximum of 6 years plus current year. However, legal documentation may be kept indefinitely in certain instances, such as investigations of work-related deaths or incidents of asbestos exposure. For Body Worn Video, if no further action is anticipated the recording will not be downloaded and will automatically be deleted after 31 days. Where it is certain the matter will be reported for consideration of enforcement action the download will be securely stored and retained for a maximum of 6 years plus current year. Retention periods are held on a central retention register at [LBC Retention Schedule and Disposal Policy](#). Data is stored in compliant password protected databases

10. What information is mandatory for you to provide and the consequences of not providing the information, and whether giving Personal Data is part of a statutory or contractual requirement or obligation.

a. Generally

Providing your name and address may be part of a legal requirement for example food business operators must provide details of their name and address on their food registration form; people suffering from notifiable diseases must provide their name address and date of birth; citizens may be asked to provide details of the names and address of persons having an interest in any land or property which is subject to regulatory controls. If you do not provide the details requested you may be subject to enforcement action for obstructing a process. Where this is the case, this will be explained to you. E.g. provision of name and address of business operators and license and permit holders.

Citizens making a request for service/making allegations of any legal breaches will need to provide their name address and contact details so that we can log the complaint and liaise effectively.

People making complaints/objections/supporting comments in respect of licensing applications need to provide a name, address and contact details.

People making an application for a license will need to provide the information specified in the relevant legislation which will include name and address (and age in some cases).

b. Exceptional Circumstances and Redactions: people making objections or other comments in support of licensing applications apart from Sexual Entertainment Venue licenses.

Where you have made representations on a license (except a Sexual Entertainment Venue license) your name, address and contact details will be shared with the applicants for the purposes of the application including so they can discuss your objections with you and try to resolve them. They cannot use your details for any other purposes. If you want to object to this there will need to be 'exceptional circumstances'. This would include fear of intimidation or violence if their personal details, such as name and address, are divulged to the applicant. Where we consider that someone has a genuine and well-founded fear of intimidation and as a result of this may be deterred from making a representation, they may wish to consider alternative approaches. For instance, they could provide the relevant responsible authority with details of how they consider that the licensing objectives are being undermined so that the responsible authority can make representations if appropriate and justified. We may also decide to withhold some or all of the person's personal details from the applicant, giving only minimal details (such as street name or general location within a street). However, withholding such details would only be considered where the circumstances justify such action. If making an application please provide details with supporting evidence where possible.

11. Automated Decision Making And Profiling.

We are not using automated Decision Making or profiling to process your Personal Data
Note: Automated Decision Making is where a computer makes the entire decision, there is no human involvement at all. Profiling is where there is automated processing which is intended to evaluate certain personal aspects of an individual, in particular to analyse or predict their behaviours, reliability etc.

12. Your Data Subject Rights

You have the right to request a copy of the information we hold about you, the right to ask us to rectify, erase or restrict processing of your data, the right to ask for data portability, the right to object to automated decision making, and if we are relying on consent (which generally we are not here) the right to withdraw consent at any time. There are some exemptions to these rights. Please see our website [here](#) and the ICO website [here](#) for more information. To exercise these rights please use our web form [here](#)

13. The right to lodge a complaint with a supervisory authority:

It would be helpful if you contacted us first at dpa@camden.gov.uk to see if we can resolve the problem. You can complain to the Information Commissioner's Office if you are unhappy with how the council has handled your personal data. You can contact the ICO at Telephone: 0303 123 1113 , live chat <https://ico.org.uk/global/contact-us/live-chat/> or webform <https://ico.org.uk/global/contact-us/>

14. Updates: this Privacy Notice will be updated as needed. It was last updated in January 2025

15. Legislation Relied Upon- Applicable Laws:

Food Safety

Food Safety Act 1990 and associated regulations

Food Act 1984

Food and Environment Protection Act 1985

Food Safety Act 1990

European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders under which local authorities have an enforcement duty:

Animals and Animal Products (Examination for Residues and Maximum Residue Limits) (England and Scotland) Regulations 2015

Country of Origin of Certain Meats (England) Regulations 2015

Food for Specific Groups (Food for Special Medical Purposes for Infants, Infant Formula and Follow-on Formula) (Information and Compositional Requirements) (Amendment etc.) (England) Regulations

2020 Food for Specific Groups (Information and Compositional Requirements) (England) Regulations

2016 Food Information Regulations 2014

Food Safety and Hygiene (England) Regulations 2013

Genetically Modified Organisms (Traceability and Labelling) (England) Regulations

2004 Materials and Articles in Contact with Food (England) Regulations 2012

Novel Foods (England) Regulations 2018

Official Controls (Animals, Feed and Food, Plant Health Fees etc.) Regulations 2019 *in so far as it relates to food law*

Official Feed and Food Controls (England) Regulations 2009 *in so far as it relates to food law*

Olive Oil (Marketing Standards) Regulations 2014

Organic Products Regulations 2009

Poultry Meat (England) Regulations 2011

Quick-frozen Foodstuffs (England) Regulations 2007

Scotch Whisky Regulations 2009

Specified Products from China (Restrictions on First Placing on the Market) (England) Regulations 2008

Spirit Drinks Regulations 2008

Wine Regulations 2011

Public Health Generally

Environmental Protection Act 1990

Prevention of Damage by Pests Act 1949

Public Health Act 1936

Public Health Act 1961

Public Health (Control of Disease) Act 1984

Local Government (Miscellaneous Provisions) Act 1976

Pollution and Nuisance Control

Environmental Protection Act 1990

Control of Pollution Act 1974

Clean Air Act 1993

Environment Act 2021

Clean neighbourhoods and Environment Act 2005

Licensing Act 2003

Local Government Act 1972

Noise Act 1996

Local Government (Miscellaneous Provisions) Act 1976

Prevention of Damage by Pests Act 1949

Health and Safety

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Health and Safety at Work (Etc) Act 1974
Local Government (Miscellaneous Provisions) Act 1976

Trading Standards

Local Government (Miscellaneous Provisions) Act 1976
Agriculture Act 1970
Agriculture (Miscellaneous Provisions) Act 1968
Air Quality (Domestic Solid Fuels Standards) (England) Regulations 2020
Animal Feed (Composition, Marketing and Use) (England) Regulations 2015
Animal Feed (Hygiene, Sampling etc and Enforcement) (England) Regulations 2015
Animal Health Act 1981
Animal Welfare Act 2006
The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018
Animals Act 1971
Anti-social Behaviour Act 2003
Botulinum Toxin and Cosmetic Fillers (Children) Act 2021
Brucellosis (England) Order 2015
Cancer Act 1939
Children and Families Act 2014
Children and Young Persons (Protection from Tobacco) Act 1991
Children and Young Persons Act 1933
Clean Air Act 1993 – Motor Fuel (Composition and Content), and Biofuel Labelling Regulations
Companies Act 2006
Consumer Credit Act 1974
Consumer Protection Act 1987
Consumer Rights Act 2015
Copyright, Designs and Patents Act 1988
Criminal Justice Act 1988
Criminal Justice and Police Act 2001
Customs & Excise Management Act 1979
Education Reform Act 1988
Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015
Enterprise Act 2002
Environmental Protection (Microbeads)(England) Regulations 2017
Environmental Protection (Plastic Straws, Cotton Buds and Stirrers) (England) Regulations 2020 Estate
Agents Act 1979
European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders
under which local authorities have an enforcement duty:
 Advanced Television Services Regulations 2003
 African Horse Sickness (England) Regulations 2012
 Animal By-Products (Enforcement)(England) Regulations 2013
 Animal Feed (Basic Safety Standards) (England) Regulations 2019
 Avian influenza (Preventative Measures) (England) Regulations 2006
 Avian Influenza (Vaccination)(England) Regulations 2006
 Beef and Veal Labelling Regulations 2010
 Biofuel Labelling Regulations 2004
 Bluetongue Regulations 2008
 Business Protection from Misleading Marketing Regulations 2008
 Cat and Dog Fur (Control of Import, Export and Placing on the Market) Regulations 2008 Cattle
 Identification Regulations 2007
 Construction Products Regulations 2013
 Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013 Consumer
 Protection from Unfair Trading Regulations 2008

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Consumer Rights (Payment Surcharges) Regulations 2012
Cosmetic Products Enforcement Regulations 2013 and the EU Cosmetic Products Regulation
1223/2009 Crystal Glass (Descriptions) Regulations 1973
Detergents Regulations 2010
Diseases of Swine Regulations 2014
EC Fertilisers (England and Wales) Regulations 2006
Eggs and Chicks (England) Regulations 2009
Electrical Equipment (Safety) Regulations 2016
Electromagnetic Compatibility Regulations 2016
Energy Information Regulations 2011
Energy Performance of Buildings (England and Wales) Regulations 2012
Equine Identification (England) Regulations 2018
Financial Services (Distance Marketing) Regulations 2004
Fluorinated Greenhouse Gases Regulations 2015
Foot-and-Mouth Disease (Control of Vaccination)(England) Regulations 2006
Footwear (Indication of Composition) Labelling Regulations 1995
Gas Appliances (Enforcement) and Miscellaneous Amendments
Genetically Modified Organisms (Traceability and Labelling)(England) Regulations 2004
General Product Safety Regulations 2005
Official Controls (Animals, Feed and Food, Plant Health Fees etc.) Regulations 2019
Package Travel and Linked Travel Arrangements Regulations 2018
Packaging (Essential Requirements) Regulations 2015
Passenger Car (Fuel Consumption and CO2 Emissions Information) Regulations 2001 Personal
Protective Equipment (Enforcement) Regulations 2018
Pressure Equipment (Safety) Regulations 2016
Products of Animal Origin (Disease Control)(England) Regulations 2008
Pyrotechnic Articles (Safety) Regulations 2015
Quality Schemes (Agricultural Products and Foodstuffs) Regulations 2018
Radio Equipment Regulations 2017
REACH Enforcement Regulations 2008
Recreational Craft Regulations 2017
Registration of Establishments (Laying Hens)(England) Regulations 2003
Rights of Passengers in Bus and Coach Transport (Exemptions and Enforcement) Regulations 2013
Simple Pressure Vessels (Safety) Regulations 2016
Supply of Machinery (Safety) Regulations 2008
Textile Products (Labelling and Fibre Composition) Regulations 2012
Timeshare, Holiday Products, Resale and Exchange Contracts Regulations 2010
Tobacco and Related Products Regulations 2016
Toys (Safety) Regulations 2011
Trade in Animals and Related Products Regulations 2011
Transmissible Spongiform Encephalopathies (England) Regulations 2018
Veterinary Medicines Regulations 2013
Volatile Organic Compounds in Paints, Varnishes and Vehicle Refinishing Products Regulations 2012
Welfare of Animals at Time of Killing (England) Regulations 2015
Zoonoses (Monitoring) (England) Regulations 2007

Fireworks Act 2003
Fraud Act 2006
Hallmarking Act 1973
Health Act 2006
Knives Act 1997
Legal Services Act 2007
Licensing Act 2003
Medicines and Medical Devices Act 2021
Motor Cycle Noise Act 1987
Offensive Weapons Act 2019
Official Feed and Food Controls (England) Regulations 2009

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Olympic Symbol etc. (Protection) Act 1995
Ozone-Depleting Substances Regulations 2015
Prices Act 1974
Protection of Animals Act 1911
Psychoactive Substances Act 2016
Registered Designs Act 1949
Road Traffic Acts 1988 and 1991
Road Traffic (Foreign Vehicles) Act 1972
Road Traffic Regulation Act 1984
Single Use Carrier Bags Charges (England) Order 2015
Sunbeds (Regulation) Act 2010
Tenant Fees Act 2019 and the Housing and Planning Act 2016 as it relates to Client Money Protection Schemes
Theft Act 1968
The Redress Schemes for Letting Agencies Work and Property Management Work (Requirement to Belong to a Scheme etc)(England) Order 2014
Tobacco Advertising and Promotion Act 2002
Trade Descriptions Act 1968
Trade Marks Act 1994
Unsolicited Goods and Services Acts 1971 and 1975
Video Recordings Act 1984
Vehicles (Crime) Act 2001

Specific Provisions relating to Weights and Measures Law

Weights and Measures Act 1985
European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders under which this local authority has an enforcement duty:
 Measuring Container Bottles (EEC Requirements) Regulations 1977
 Measuring Instruments Regulations 2016
 Non-automatic Weighing Instruments Regulations 2016
 Weights & Measures (Packaged Goods) Regulations 2006

Specific Provisions relating to the Health and Safety at Work etc Act 1974

Health and Safety at Work etc Act 197 ss 20, 21, 22 and 25
 The Ammonium Nitrate Materials (High Nitrogen Content) Safety Regulations 2003
 The Biocidal Products and Chemicals (Appointment of Authorities and Enforcement) Regulations 2013
 The Chemicals (Hazard Information and Packaging for Supply) Regulations 2009 The Dangerous Substances and Explosive Atmospheres Regulations 2002,
 The Explosives Regulations 2014,
 The Petroleum (Consolidation) Regulations 2014

Explosives Act 1875

Public Health Acts 1936 and 1961

Specific Provisions relating to Animal Health and Welfare

Agriculture (Miscellaneous Provisions) Act 1968

Agriculture Act 1970

Animal Health Act 1981

Animal Welfare Act 2006

Animals Act 1971

Brucellosis (England) Order 2015

Companies Act 2006

European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders under which this local authority has an enforcement duty:

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African Horse Sickness (England) Regulations 2012
Animal By-Products (Enforcement)(England) Regulations 2013
Animals and Animal Products (Examination for Residues and Maximum Residue Limits)(England and Scotland) Regulations 2015
Avian influenza (Preventative Measures)(England) Regulations 2006
Avian Influenza (Vaccination)(England) Regulations 2006
Bluetongue Regulations 2008
Business Protection from Misleading Marketing Regulations 2008
Cattle Identification Regulations 2007
Consumer Protection from Unfair Trading Regulations 2008
Diseases of Swine Regulations 2014
EC Fertilisers (England and Wales) Regulations 2006
Eggs and Chicks (England) Regulations 2009
Equine Identification (England) Regulations 2018
Food Safety and Hygiene (England) Regulations 2013
Foot-and-Mouth Disease (Control of Vaccination)(England) Regulations 2006
Genetically Modified Organisms (Traceability and Labelling)(England) Regulations 2004
Official Controls (Animals, Feed and Food, Plant Health Fees etc.) Regulations 2019
Official Feed and Food Controls (England) Regulations 2009
Products of Animal Origin (Disease Control)(England) Regulations 2008
Registration of Establishments (Laying Hens)(England) Regulations 2003
Trade in Animals and Related Products Regulations 2011
Transmissible Spongiform Encephalopathies (England) Regulations 2018
Veterinary Medicines Regulations 2013
Welfare of Animals at Time of Killing (England) Regulations 2015
Zoonoses (Monitoring) (England) Regulations 2007

Food and Environmental Protection Act 1985
Food Safety Act 1990
Protection of Animals Act 1911
Trade Descriptions Act 1968

Licensing

Local Government (Miscellaneous Provisions) Act 1976
Local Government (Miscellaneous Provisions) Act 1982
Licensing Act 2003
Gambling Act 2005