

READING BOROUGH COUNCIL

Data Privacy Notice  
Anti-Social Behaviour Team

<p>The identity and contact details of the company</p> <p>Anti-Social Behaviour Team, Reading Borough Council, Asb.team@reading.gov.uk</p>
<p>Contact details of the Data Protection Officer</p> <p><i>Ricky.gill@reading.gov.uk</i></p>
<p>What Personal Data is held?</p> <p><i>Name, Address, telephone, email, tenure</i></p>
<p>How will the data be stored?</p> <p><i>On secure encrypted area within the local authority data storage. Access limited to ASB Team and Community Safety Manager via password protection.</i></p>
<p>What is the legal basis for the collection, use and storage of the data?</p> <p><i>Public interest task in exercise of legal duty</i></p> <p><i>For the management of Anti-Social Behaviour (ASB) cases. To record details of incidents of ASB including alleged perpetrator information for the prevention and detection of crime and disorder.</i></p> <p><i>For taking legal action as part of the management of ASB Cases for the prevention and detection of crime and disorder.</i></p> <p><i>For the management and eviction of unauthorised encampments on local authority land.</i></p> <p><i>For further legal action against those who trespass on local authority land including the application and enforcement of an injunction.</i></p>
<p>Give details of how long the data will be stored and criteria used to determine this?</p> <p><i>ASB case management, for two years from the closer of the case where no legal action is taken.</i></p> <p><i>ASB case management, for six year from the completion of any legal action.</i></p> <p><i>Unauthorised encampments, for two years from the individuals last recorded encampment on local authority land.</i></p> <p><i>For Injunction against those camping on local authority land, for the duration of the injunction period.</i></p>
<p>Who will it be shared with and for what purpose?</p> <p><i>Within RBC, appropriate Council Services including Housing, Social Care and legal services for</i></p>

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*the purpose of the prevention and defection of crime. Externally, Thames Valley Police and voluntary support services, Housing Associations.*

**How can the service user get access to it?**

*Subject Access Request can be made by following the link:  
[www.reading.gov.uk/dataprotection](http://www.reading.gov.uk/dataprotection)*

**State whether any data is to be transferred outside the EU?**

*No*

**Is processing based on consent?**

*No*

**What other rights does the service user have that we have to make known to them?**

*The right to have their data corrected, the right to have their data deleted and their right to put a complaint to the Information Commissioner's Office (ICO)*

**State if there will be any automated decision making**

*No*

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