



## Privacy Notice – Vehicle Telematics

Who we are

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the UK General Data Protection Regulation (UK GDPR), which means it determines what your personal data is used for and why it is collected.

The purpose of this privacy notice is to tell you about how we collect and use personal data in connection with our service. We may update this privacy notice from time to time. When we do this, we will communicate any changes to you and publish the revised privacy notice on our website. This privacy notice should be read alongside the councils [Corporate Privacy Notice](#).

Our main address is City Hall, College Green, Bristol, BS1 5TR and our contact details can be found on [Bristol City Website](#)

Bristol City Council needs to ensure that we are managing our Vehicles/Plant to the best effect in providing services to the public, fuel economy and reducing our carbon footprint. To this aim we will use technology to give us real time data from vehicles/plant, track the operatives/drivers progress on jobs to give residents accurate ETAs and updates.

## What data we need to collect and use?

Bristol City Council needs to ensure that we are managing our vehicle/plant fleet to the best effect in providing services to our citizens and residents, fuel economy and reducing our carbon footprint.

To provide this service, we will collect and use some or all of the personal information below:

- driver identity – name
- Individuals home address

## How do we use your personal information?

We use this information for one or more of the following reasons:

- plan and improve the services we offer



# Privacy Notice Bristol City Council

- detect and prevent crime or fraud
- improve legal compliance and driver behaviour
- respond to enquiries
- litigate motor insurance claims
- investigate complaints from the public
- monitor routes in connection with the scheduling of work
- monitor driver behaviour and legal compliance
- handle disciplinary procedures

**NB:** The identification of a driver's name will be possible using a tag to engage the system before the vehicle moves. However, we will not be collecting other personal information in connection with the driver.

## What is the legal basis for our use of your personal information?

The information below shows the legal bases we are relying on to use your personal or special category (sensitive) personal information.

You can see a list of the full legal bases we may rely on by looking at our main privacy notice.

### Personal information

Our legal basis for using your personal information is to meet/exercise our tasks in the public interest.

The processing will be necessary to perform a task in the public interest and to carry out a public function. The overarching legal gateway for the processing is provided by section 111 of the Local Government Act 1972, which allows local authorities "to do anything... which is calculated to facilitate, or is conducive or incidental, to the discharge of any of their functions".

### Our legitimate interests

- we have a legitimate interest (UK GDPR Article 6 (f)) i.e., for training purposes
- Training could be required for new starters to the organisation or employees who require refresher driver training.

## Who else might we share your personal information with?

Sometimes we will need to share information relating to your vehicle, but we will only do so where it is necessary or required by law. We will only share the minimum



# Privacy Notice Bristol City Council

information for each circumstance. However, in the event of a legal issue we would also need to share your name. No other personal data will be shared.

We will need to share some of your information with:

- Solicitor
- Court (if a claim cannot be settled by us)
- insurance company

In the event of an accident, road traffic infringement or administration of the system, we will need to share some of your information with:

- police
- our motor insurance company
- legal representatives
- technology assistance providers

## Will my personal data be sent outside the UK?

No personal information is routinely sent or held outside the UK. Should the transfer of personal information outside the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

## How long we will keep your personal information?

We will hold this information for as long as it is needed, or if we are required to do so by law. In practice this means that your personal information may be retained for the relevant period listed below:

- For a period of 6 years

After this, your personal information will be deleted.

## Your rights as a data subject

The law gives you a number of rights to control what and how personal information is used by us, including the right to access a copy of your personal information and withdraw your consent when we rely on your permission to use your personal data.

Full details about how we use and share your data and your rights can be found on our [Corporate Privacy Notice](#). If you are unable to access our digital Privacy Notice, please [contact Citizens Services](#) whom will be able to send a hard copy.

To update or correct your information if it is inaccurate please [contact Citizens Services](#).



# Privacy Notice Bristol City Council

To access a copy of your personal information, more details and how to make a request can be found on the [data protection subject access requests page on the council website](#).

You can exercise any of these rights, ask questions about how we use your personal data or complain by contacting us at [data.protection@bristol.gov.uk](mailto:data.protection@bristol.gov.uk) or by writing to our data protection officer at:

Data Protection Officer  
Information Governance  
Bristol City Council  
City Hall  
PO Box 3399  
Bristol  
BS1 9NE

If you think we have dealt with your information inappropriately or unlawfully, you have the right to complain to the ICO at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Website: <https://ico.org.uk/>

Next annual review date: 15.12.26

Version number for this privacy notice: 1