

Vehicle Impound

Why we need your information

We need your information to fulfil our statutory enforcement duties to maintain and manage the public highway.

The enforcement we undertake is in the following areas:

- Uplift, impounding and storage of vehicles parked in contravention of parking controls.

How we collect information about you

We collect information about you during these enforcement activities, which include the date and time of the incident and your vehicle registration number. We will then receive information about you from the DVLA, which will allow to us to fulfil our enforcement duties.

How we manage your information

Your information will be managed and stored within Council systems.

Who your information is shared with

To meet our legal obligations, we will sometimes share your personal information between teams within the Council, and with external organisations involved in delivering services on our behalf.

The Council may also provide personal information to third parties, but only where it is necessary, either to comply with the law or where permitted under data protection legislation.

Organisations who we may share your information with include:

- Police Scotland who are advised of all vehicle uplifts undertaken in order that they can direct you to the vehicle impound upon enquiry
- DVLA
- Private sector contractors engaged by the Council to undertake Uplift duties and for the purposes of debt collection.
- Public and Private sector organisations for the purpose of data analytics.

We will only share your information with partners or suppliers who have sufficient measures and procedures in place to protect your information and can meet their legal obligations under data protection legislation. These requirements will be set out in contracts or information

sharing agreements.

How long we keep your information for

We will not keep your personal for any longer than is necessary, and will dispose of your records in a secure way. In relation to this activity, the length of time that we will hold your personal data will depend on the purpose for which your vehicle was collected, in line with the [Council's Record Retention Schedule](#).

Your rights

You have certain rights under data protection law about how the Council handles and uses your personal data. For example, you have the right to ask us for a copy of any personal data we hold about you. Further information on your rights can be found [on the Council's website](#).

If you have any concerns about how we process your personal data, you can make a complaint to the Council's Data Protection Officer at: dataprotection.officer@edinburgh.gov.uk

For general information on how we process your personal data, please contact the Council's Information Governance Unit at: information.compliance@edinburgh.gov.uk

You can also contact the [UK Information Commissioner's Office](#) for independent advice. They are the body which is responsible for making sure organisations process personal data lawfully and appropriately.

The legal basis for processing your information

The City of Edinburgh Council is the Data Controller for any information we hold about you. Under data protection law, wherever the Council processes personal data, we need to make sure that we have a legal basis for doing so. In relation to this activity, we are processing your personal data in line with our public task.