

Privacy Notice for Consultations

Lewes and Eastbourne Councils will use the personal information you provide for the administration of the consultation you have agreed to participate in. We will only collect the personal data from you we need in order to do so.

Purpose of the processing and legal basis for the processing

The legal basis we rely on to process your personal data is consent under article 6(1)(a) of the General Data Protection Regulation.

Any recipient of the personal data

We may disclose information to third parties where it is necessary, either to comply with a legal obligation, or where permitted under data protection legislation.

At no time will your information be passed to organisations external to the councils for marketing or sales purposes without your prior explicit consent.

The councils are required by law to protect the public funds they administer. We may use any of the information you provided for the prevention and detection of fraud. We may also share information with other bodies that are responsible for auditing or administering public funds, including the Cabinet Office.

Retention period or criteria used to determine the retention period

Records relating to the consultation process will be kept for 4 years from the year the records were created.

Your rights

You are entitled to request a copy of any information about you that we hold.

If the information we hold about you is inaccurate you have a right to have this corrected and you have the right to request completion of incomplete data.

You have the right to request that we stop, or restrict the processing of your personal data, in certain circumstances. Where possible we will seek to comply with your request, but we may be required to hold or process information to comply with a legal requirement.

You have the right to object to the processing of your personal data in certain circumstances. We may still be required to hold or process information if there are legitimate grounds for doing so.

You have the right to request the erasure of your personal data in certain circumstances ('right to be forgotten').

If you are dissatisfied with how the councils have used your personal information you have a right to complain to the Information Commissioner's Office at casework@ico.org.uk

Identity of Data Protection Officer

Data Protection Officer – Oliver Dixon, Senior Lawyer

Contact details

1 Grove Road, Eastbourne BN21 4TW

Email: accesstoinformation@lewes-eastbourne.gov.uk

Tel: 01323 415000