

Privacy Notice - Website Forms

| No. | Element | Standard |
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| 1 | Name of the Data Controller, (the data held within the partnership is owned by the specific council area it relates too) | <p>Bracknell Forest Council Time Square, Market Street, Bracknell Berkshire RG12 1AJ</p> <p>West Berkshire Council Market Street Newbury RG14 5LD</p> <p>Wokingham Borough Council Shute End Wokingham Berkshire RG40 1BN</p> |
| 2 | Contact for Data Protection Officer | Data Protection Officer for the Partnership |
| 3 | Purpose and lawful bases for the personal data that you process | <p>Your personal data will be used to process your application</p> <p>(1) 'Public interest' when providing a service in our official capacity such as the promotion of a 'Stop smoking' campaign.</p> |
| 4 | Basis of processing for special categories of data | <p>Special Categories data is being processed for:</p> <ol style="list-style-type: none"> 1) the data subject has given explicit consent to the processing of those personal data for one or more specified purposes, except where Union or Member State law provide that the prohibition referred to in paragraph 1 may not be lifted by the data subject; 2) processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law in so far as it is authorised by Union or Member State law or a collective agreement pursuant to Member State law providing for appropriate safeguards for the fundamental rights and the interests of the data subject; 3) processing is necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent; 4) processing is carried out in the course of its legitimate activities with appropriate safeguards by a foundation, association or |

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| | | <p>any other not-for-profit body with a political, philosophical, religious or trade union aim and on condition that the processing relates solely to the members or to former members of the body or to persons who have regular contact with it in connection with its purposes and that the personal data are not disclosed outside that body without the consent of the data subjects;</p> <ol style="list-style-type: none">5) processing relates to personal data which are manifestly made public by the data subject;6) processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity;7) processing is necessary for reasons of substantial public interest, on the basis of Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject;8) processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services on the basis of Union or Member State law or pursuant to contract with a health professional and subject to the conditions and safeguards referred to in paragraph 3;9) processing is necessary for reasons of public interest in the area of public health, such as protecting against serious cross-border threats to health or ensuring high standards of quality and safety of health care and of medicinal products or medical devices, on the basis of Union or Member State law which provides for suitable and specific measures to safeguard the rights and freedoms of the data subject, in particular professional secrecy;10) processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with *Article 89(1) based on Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the |
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| | | data subject. |
| 6 | Recipients of the personal data that you collect and process | We may need to share your personal data with 3 rd parties to deliver our services. 3 rd parties include (e.g. Thames Water, Tennent Services, Dogbusters etc.) This is not an exhaustive list. You can ask us for more information on the 3 rd party service providers. We will not sell your personal data to any party. |
| 7 | International transfers and if applicable any safeguards in place | Your personal data may be stored securely in line with the three councils data security processes |
| 8 | Retention periods for the data and the criteria for setting that period (for example as set in legislation) | The retention period is set in legislation or as required for the service that is being provided. Your data will not be kept for longer than is necessary. |
| 9 | Individual Rights | <p>The GDPR provides the following rights for individuals:</p> <ol style="list-style-type: none"> 1. The right to be informed. 2. The right of access. 3. The right to rectification. 4. The right to erasure. 5. The right to restrict processing. 6. The right to data portability. 7. The right to object. 8. Rights in relation to automated decision making and profiling. <p>For more details about your rights: https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/</p> |
| 10 | Right to withdraw consent | If we ask you for your consent when providing our service you have the right to withdraw consent. |
| 11 | Right to complain to the ICO | <p>If you are not satisfied with the way that the Public Protection Partnership is holding your data the Information Commissioner can be contacted https://ico.org.uk/concerns/handling/</p> <p>Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF</p> <p>Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number</p> |

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| | | <p>Fax: 01625 524 510</p> <p>ICO office: Directions to our head office</p> |
| 12 | Existence of profiling and/or automated decision making | The Public Protection Partnership do not need to collate your personal data for profiling or automated decision making. |



A shared service provided by
 Bracknell Forest Council and
 West Berkshire Council

