

Privacy Notice for Councillors

Privacy Notice

My name is Councillor [full name] and I am a data controller.

I may collect information from you to assist you with accessing services or resolving issues with Blaby District Council or other organisation, or to keep you informed about the work that I am doing in our ward.

The information that I may collect from you includes your name, address, telephone number and email address. Depending on the nature of your query, I may also collect information about your circumstances and the services or issues you might need support with.

I will be relying on your consent to use this information to support you, and you can withdraw your consent at any time by letting me know in writing.

I may share your information with another ward councillor, Blaby District Council, or any other organisation that you may ask me to contact with on your behalf, and they may also rely on your consent to use this information to assist you.

I will not use computers to make any decisions about you, and will not send your information to other countries.

I will only keep information for as long as there is a legitimate reason for me to do so, and this will usually be for 1 year after our last contact, after which time your information will be securely disposed of.

You have a number of legal rights in respect of your personal data which are: the right to be informed about how it is being used and why; the right the right of access to it to check that I am acting lawfully and, in some cases, the right to rectify it or to have it erased; the right to restrict my processing of it; the right of data portability; and the right to object to automated decision taking.

Contact me

If you have any questions about the way in which I handle your personal information, or want to raise a concern, you may contact on me on [telephone number] or email [email address].

You can also contact the Information Commissioner's Office (The ICO) to find out more about your rights as a data subject (a person that I hold personal data about) if you think there is a problem by email to casework@ico.org.uk or by telephone on 0303 123 1113.

You can also visit the ICO's website <https://ico.org.uk/>