

Strategic Regeneration and Development Privacy Notice



Date and version

May 2018 v1

What this privacy notice is for

Our core data protection obligations and commitments are set out in the council's primary privacy notice at www.oldham.gov.uk/dataprotection

This notice provides additional privacy information for:

- Landlords, tenants, sole traders and residents in Oldham who engage or participate in projects, interventions, surveys, or consultations for the purpose of formulating or delivering interventions and projects within the borough.
- Land owners and investors seeking interest or have an interest in Oldham and therefore come into contact with projects, surveys, or consultations for the purpose of formulating or delivering interventions and projects within the borough.
- Individuals forming part of project steering groups.
- Individuals forming part of fundraising groups.

Updating our privacy notices

We may update or revise our privacy notices at any time so please refer to the version published on our website for the most up to date details.

What we use your information for

We collect or obtain your personal information for the following purpose(s):

- To analyse and monitor public opinion and trends to inform vision/ strategies, policies, and programmes of work.
- To help define aims, objectives and scope relating to interventions and capital projects.
- To ensure there is strong public, private and community engagement with active and coordinated involvement in planning and delivery of projects to support communication plans.
- To respond to general or project specific enquiries.

What categories of personal information we use

Personal information can be anything that identifies and relates to a living person. This can include information that when linked with other information, allows a person to be uniquely identified. For example, this could be your name and contact details.

The law treats some types of personal information as 'special' because the information requires more protection due to its sensitivity. This information consists of:

- Racial or ethnic origin
- Sexuality and sexual life
- Religious or philosophical beliefs
- Trade union membership
- Political opinions
- Genetic and bio-metric data
- Physical or mental health

- Criminal convictions and offences

In order to carry out these purposes we collect and obtain the following personal information.

Category of personal data	Special/ Sensitive
Primary Data: Name	
Demographic Data: Home Address, Work Address including Postcode, Telephone Number, Email Address	

Legal basis for processing

The legal basis for processing and or sharing your personal information is:

- You, or your legal representative, have given consent
- You have entered into a contract with us
- It is required by law (such as where this is mandated by statute or under a court order)
- Consent to participate in consultation
- Consultation/ marketing purposes: where we have asked and you have consented to receive electronic updates about projects (you may withdraw your consent at any time)

Examples of legislation that support this are listed below:

- The Landlord and Tenant Act 1985
- Town and Country Planning Act 1990, as amended
- Equalities Act 2010

If you fail to provide certain information when requested, we may not be able to perform the contract we have entered into with you, or we may be prevented from complying with our legal obligations as Landlord.

Information sharing/recipients

We may share personal information about you with the following organisations/ types of organisations:

- Other teams within the Council; for example general property enquiries received that may be more appropriately and adequately responded to by the Strategic Planning team, or the Local Planning Authority.

As well as information collected directly from you, we also obtain or receive information from:

- Other teams within the Council such as the Local Planning Authority or Building Control.

Data Transfers beyond European Economic Area

We do not transfer any of your personal information outside the European Economic Area ('EEA').

Automated Decisions

All the decisions we make about you involve human intervention.

Our Guide to Exercising Your Rights outlines the procedure to ask us for an automated decision to be reviewed by an appropriate officer. This can be found at

www.oldham.gov.uk/yourdatarights

How long we keep your data

We will only keep your personal information for as long as the law specifies or where the law does not specify this, for the length of time determined by our business requirements. The length of time will depend upon the project duration and the type of contract entered into.

Where can I get advice

More information on how to seek advice in order to exercise your rights, raise a concern or complain about the handling of your personal information by the council can be found in the council's privacy notice which can be found at www.oldham.gov.uk/dataprotection