

Environmental Services Privacy Notice



Oldham
Council

Date and version

May 2018 v.1

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:

- Residents / members of the public, organised sports clubs/community groups, businesses and professional persons or bodies that engage with the service.

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 ensure compliance with statutory requirements
- Provision of additional services such as grounds maintenance and arboriculture
- To improve service performance

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
Personal/Business Details (eg. name, address and contact details)	No
Physical or mental health	Yes
Demographic (financial information)	Yes
Criminal convictions and offences	Yes

Legal basis for processing

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

- Where we have a legal obligation or it is in the public or our legitimate interest
- Marketing purposes: where we have asked and you have consented to receive electronic marketing information about our services (you may withdraw your consent at any time)
- If you fail to provide certain information when requested, we may not be able to perform the contract we have entered into with you

Examples of the legislation that support this are listed below:-

Town and Country Planning Act 1990

Highways Act 1980

Wildlife and Countryside Act 1981

Local Government Miscellaneous Provisions Act 1976

Criminal Damage Act 1971

Health and Safety at Work Act etc 1974

Countryside Rights of Way Act 2000

Conservation of Habitats and Species Regulations 2010

Environmental protection Act 1990

Cremation Act 1902

Local Authority Cemeteries Order 1977

The Local Government (Miscellaneous Provisions) Act 1982

Information sharing/recipients

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

- Environment Agency
- Statutory undertaker and other public bodies eg. Water authority
- Health and Safety Executive
- Other parts of the Council
- Providers of goods and services
- Other Local Authorities
- Police Authority
- Public Health England
- Central Government

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

- Other parts of the Council
- Partners and other public bodies
- Central Government

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.

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.

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