

# **Privacy Notice – Environmental Services Teams**

## **Legal basis for processing**

The Environmental Services Teams use personal identifiable information about residents, businesses and users of its services to enable it to carry out specific functions relating to waste services, street scene issues, environmental crime and stray dogs; for which it is responsible.

Any personal data processed by the Team is done so under Article 6(1)e of the GDPR, because it is necessary to enable us to exercise our official authority, i.e.: to undertake various statutory functions, duties, or powers as laid down by law along with handling service requests from customers. Any sensitive data (special data) is only processed when it falls under conditions (g) of Article 9 (2) of the GDPR, i.e.: where the processing is necessary for reasons of substantial public interest on the basis of legislation for which the Team have statutory duties or to provide a service on request.

Examples of legislation under which the Team has legal responsibilities includes, but is not limited to:

- Animal Health Act, 1981
- Animal Welfare Act 2006
- Anti-Social Behaviour Act, 2003
- Anti-Social Behaviour Crime & Policing Act 2014
- Clean Neighbourhoods and Environment Act 2005
- Control of Pollution Act 1974
- Dangerous Dogs Act 1991
- Dogs Act 1871
- Environment Act 1995
- Environmental Protection Act 1990
- Household Waste Duty of Care Regulations
- Litter Act 1983
- Local Government (miscellaneous Provisions) Acts 1976 & 1982
- Refuse Disposal (Amenity) Act 1978
- Town & Police Clauses Act 1847

## **What type of data do we collect?**

The type of personal data processed by the team depends on the specific function being undertaken. In the majority of situations it is restricted to the following:

- Your name, address, contact telephone number, contact email address, date of birth
- Details of conversations and correspondence between you and the team
- Information about you, your family, or members of your household
- Details about your housing situation
- Information about your business, managers / Directors contact details

### **It may at times however include more sensitive data, such as:**

- The names and contact details of your close relatives and / or carers / medical professional
- Details of any health, social care or other services you are accessing
- Details of any support you receive from carers or others
- Details of any vulnerabilities or risks to your health or well being
- Information about your situation given to us by your family, carer or other agencies
- Details of any communication needs you may have
- Details of legal status
- Details of any relevant offences (including alleged offences)
- Details of any relevant criminal proceedings, outcomes and sentences

### **Sharing your data**

In carrying out its duties, the team sometimes needs to share information with other Council services as well as other organisations such as government bodies, regulatory bodies, the Police, health & social care organisations, registered social landlords, landlords, animal welfare organisations, Council external enforcement partners (WISE – Waste Investigations Support and Enforcement Ltd) and agencies used in the recovery of debts. In all such circumstances the Team ensures that the processing is proportionate to the aim pursued and that appropriate safeguards are in place to protect the data processed.

We only share information with these parties on a strict need to know basis to enable their duties to be fulfilled. Personal information may also be shared if there is lawful reason to do so for crime prevention or detection purposes where it is in the interest of maintaining public safety.

### **Retention**

Personal information will be held by the team will be deleted when it is no longer needed for these purposes in accordance with the retention register. A copy of which is available on request and will be reviewed on going.

### **Your rights**

You have the right as the data subject to access your data at any time. If you feel the data we hold is inaccurate or incomplete, you are entitled to have your personal data rectified. In some instances you may also have the right to have your personal data deleted; unless there is a legal obligation to retain it. Please contact [www.wyre.gov.uk](http://www.wyre.gov.uk) for further information.

You also have the right to contact the Information Commissioner if you are un-happy with how we are handling your personal data. You can contact them using the address; The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF