

EFDC SAFER SPACE'S DURING COVID-19 COMMONPLACE PRIVACY NOTICE

IDENTITY AND CONTACT DETAILS OF THE DATA CONTROLLER

Epping Forest District Council and Commonplace are Controllers in common (i.e. we share the same set of data, but we use it for different purposes). The Council is a data controller pursuant to the General Data Protection Regulation. This means that the Council decides how your personal data is processed and for what purposes. You can see the Commonplace Privacy Notice at <https://www.commonplace.is/privacy>

For more information on how we managed the Shared Personal Data you can contact Commonplace at privacy@commonplace.is or contact the Council's Data Protection Officer at:

Data Protection Officer,
Epping Forest District Council,
Civic Offices,
High Street,
Epping,
Essex, CM16 4BZ.

☎ (01992) 564180

✉ dataprotection@eppingforestdc.gov.uk

WHAT INFORMATION DO WE COLLECT ABOUT YOU?

We will be collecting your feedback via Commonplace, on the EFDC Safer Spaces during COVID-19 project. We will also collect your email address, full postcode, age, gender, information about your connection to the area, information about how you use and travel in the area, information that you add as the content of your comment(s), your ethnicity, and data concerning personal health.

WHY DO WE COLLECT THIS INFORMATION & HOW WILL IT BE USED?

Your email is collected to ensure that feedback is obtained by real people, and to allow you to opt-in to updates from Commonplace and project-related news. Your postcode is collected to help identify which areas have and haven't responded. Your age range is collected to help identify how many residents have been reached in a particular age group and to ensure we have reached a balanced group of people. Your gender is collected to help ensure that we have reached a balanced group of people. Information about your connection to the area is collected as knowing whether you are a resident, visitor or worker in the area helps us understand the context of your comments. Other information about how you use or travel in an area is collected to help inform us of projects that are improving mobility, connectivity or public space. The information that you add as content of your comments is collected to enable us to gain insight into a community's requirements and reactions in relation to the project and confirm your feedback is genuine. Your ethnicity is collected to help identify how many residents have been reached in an ethnic group and ensure we have reached a balanced group of people. Any personal health issues are collected to help ensure that health, mobility and accessibility issues are being properly and fully considered.

WHAT IS THE LEGAL BASIS FOR PROCESSING YOUR PERSONAL DATA?

The processing of your personal data complies with Article 6 of the General Data Protection Regulation, where the data subject has given clear consent for the processing of personal data for a specific purpose, and using your personal data to carry out something that Commonplace has made a contract with you to do (for example, publishing your comments on the Commonplace platform). For special category data, the data subject has given explicit consent to the processing.

WHO WE SHARE YOUR INFORMATION WITH

The Council will not share any of the information that it holds about you with any third party, unless you have given your consent, or if this is otherwise required or permitted by law.

Should you positively opt-in, your email address will be provided to Commonplace and/or EFDC Safer Spaces during COVID-19 project team, to provide you with updates or information on the project.

Please see the section on 'Sharing your Information' on Commonplace Privacy Notice for further details on who information is shared with and why:
<https://www.commonplace.is/privacy>

TRANSFERS TO THIRD COUNTRIES AND SAFEGUARDS IN PLACE

Commonplace servers where they store personal data gathered from people who participate in Commonplaces are located in Europe. If they ever need to transfer personal data outside of Europe, they will follow the rules which govern that.

HOW LONG DO WE KEEP YOUR INFORMATION?

The Council will keep your personal information for no longer than is necessary for the purposes of the EFDC Safer Spaces during COVID-19 project.

YOUR RIGHTS

Under the General Data Protection Regulation, you have various rights as an individual that you can exercise in relation to the information that the Council holds about you. Information about these rights is available on the Council's website at:

<http://www.eppingforestdc.gov.uk/index.php/help/data-subject-rights>

HOW TO MAKE A COMPLAINT

If you are unhappy with the way in which your personal data is processed by Epping Forest District Council you should contact the Data Protection Officer in the first instance.

If you remain dissatisfied with the Council's processing of your personal data, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House,
Water Lane,
Wilmslow,

Cheshire,
SK9 5AF.

<https://ico.org.uk/>