

Privacy Notice – Local Area Services

This notice sets out how Eastleigh Borough Council (the Council) processes and protects any personal data collected through Local Area Services. Local Area Services support many functions of the Council, including but not limited to, Animal Welfare, Planning Enforcement and Environmental Health, Council Tax, and Unauthorised Encampments etc.

The Council is committed to protecting and respecting the privacy of your personal data. As a registered Data Controller (Reg. no. Z7118863) we comply with the General Data Protection Regulations 2018 (GDPR) and Data Protection Act 2018 (DPA). Our full privacy notice can be found at www.eastleigh.gov.uk/privacy.

Why do we need your personal information?

It may be necessary for the Council to collect and hold personal information about you, including:	Purpose for storing and processing your personal data:
<ul style="list-style-type: none"> • Name • Address • Contact details (email address, telephone number) • Date of birth • Gender • Audio and video recordings (via redeployable trail cameras and body worn video) • Photographs • Financial information (payment details) • Details of complaints/incidents/reports • Details of criminal investigations and/or convictions • Health data 	<ul style="list-style-type: none"> • Processing and evaluating applications for licenses • Undertaking investigations following complaints and/or reports (e.g. breaches of planning control, environmental offences, animal welfare concerns, unauthorised encampments etc.) • Administration of statutory and non-statutory duties • Prosecution of civil and criminal cases • Developing policies and strategies • Complying with government department research and statistical returns • Accounting for our decisions and investigating complaints
<p>Who we may share your data with includes but is not limited to:</p>	<ul style="list-style-type: none"> • Other EBC teams who work in liaison with Local Area Services (e.g. Legal Services, Environmental Health, Street Scene, Finance, Internal Audit) • Customer Services • Police • Kennels • Veterinarians • Rehoming/Rescue Centres • HM Courts and Tribunals Service • Legal representatives • Animal Charitable organisations • Housing Associations • Government Departments • DVLA • Public Health England • Other Local Authorities • NHS

Lawful basis for storing and processing your personal data:	Article 6(1)(c) – Legal Obligation Article 6(1)(e) – Public Task
Lawful basis for storing and processing your special personal data:	Article 9(2)(g) – Substantial Public Interest

Who we might share your information with

Your personal information will be treated as confidential, but it may be shared with other Council services in order to provide services, meet our legal obligations as a Local Authority, ensure our records are accurate and up-to-date and improve the standard of the services we deliver. It may also be shared with external organisations involved in delivering services on our behalf where the Council has a lawful basis to do so. We will only use your information in ways which are permitted by the GDPR and the DPA.

- The Council has a duty to protect the public funds it administers and may use the information you have provided or share it with other bodies for the purpose of preventing and detecting fraud. This includes participation in the Cabinet Office [National Fraud Initiative](#).
- We will NOT use your personal data for marketing products or services.

In the course of conducting our business, we may from time to time conduct voluntary surveys to collect information about how our services are performing, what improvements we could make and other information about the demographics and make-up of the borough. Only statistical information is ever shared, used or analysed from these surveys.

How long we keep your data

We retain your personal information for as long as necessary to fulfil the purposes we collected it for, including for the purpose of satisfying any legal, accounting or reporting requirements, or to fulfil statutory obligations. Full information regarding retention periods for the different types of data can be found on our website in our [retention and disposal](#) schedule.

Data Protection Officer

If you wish to ask us anything about data protection, ask for a copy of your data or you have a complaint about how we have used or protected your data, you can contact our Data Protection Officer at:

**Data Protection Officer
Eastleigh Borough Council**

Eastleigh House

Upper Market Street

Eastleigh SO50 9YN

Email: DP@eastleigh.gov.uk

For more information on Data Protection in general, or if you wish to make a complaint relating to how your personal data has been used, please contact:

The Office of the Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AX

Website: www.ico.org.uk Email: casework@ico.org.uk