

Privacy Notice

Who we are

London Borough of Havering (LBH) is registered with the Information Commissioner's Office (ICO) as a 'Data Controller' This privacy notice applies to you ('the service user') and LBH ('the Council'). The Council takes the privacy of your information very seriously.

This privacy notice relates to our functions relating to public consultation for traffic and parking schemes. It provides additional information that specifically relates to this service, and should be read together with our [general privacy notice](#), which provides more detail.

What data do we collect

We collect your name, address, contact details (telephone number and email address).

Why we collect your data

We collect your data so that we can make informed decisions on whether to implement a proposed scheme. The most important information will be the comments received and whether the respondent supports or opposes the proposals.

However, some personal data, such as home addresses, is required to prevent duplicate responses that could skew the consultation outcome. Additionally, in certain cases, responses from specific locations may be weighted differently based on their relevance to the scheme.

Contact details are required to ensure we're able to respond to residents' comments when necessary.

The lawful basis for processing your data

The lawful basis we use to process your data as set out in UK data protection legislation is:

Article 6(e) Public task: the processing is necessary for us to perform a task in the public interest or for our official functions and the task or function has a clear basis in law.

The basis in law that allows the processing is:

The Road Traffic Regulation Act 1984 and the associated Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 (SI 1996/2489).

- Section 1 & 6 of the Road Traffic Regulation Act 1984
- Regulation 7 of the 1996 Procedure Regulations
- Regulation 8
- Regulation 9 .

How we use your data

We will use your data to make informed decisions on whether to implement a proposed scheme. The data received will help us ensure that duplicated responses do not skew consultation results and contact details will enable us to respond to comments where necessary.

Who we will share your data with

We will only share your data with StatMap Ltd. who host the website for the purposes of public consultations on traffic and parking schemes.

How long we will keep your data

We will keep your data safe and secure for a period of 6 years in line with our retention Schedule. After this time, it will be securely destroyed.

How do we protect your data

We comply with all laws concerning the protection of personal information and have security measures in place to reduce the risk of theft, loss, destruction, misuse or inappropriate disclosure of information. Staff access to information is provided on a need-to-know basis and we have access controls in place to help with this.

Know your rights

We process your data in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. Find out about your individual rights at or at www.havering.gov.uk/privacy or <https://ico.org.uk/your-data-matters/> If you have any queries or concerns relating to data protection matters, please email: dpo@havering.gov.uk