## **Privacy notice - Allotments waiting list**

## Lawfulness of processing

Processing your personal data is necessary to fulfil your request to be added to the allotment waiting list. This will be processed in accordance with Article 6 (1) (e) of the General Data Protection Regulations (GDPR).

Wyre Council will use your personal information to contact you when an allotment plot becomes available. We may also contact you if we receive information regarding available plots not in the council's ownership which you may be interested in. We may also contact you from time to time to ascertain whether you wish to remain on the waiting list. We will not share your information with any other party either internally or externally.

## **Data retention**

We will hold your data indefinitely, or until you request to be removed from the waiting list, at which time your personal data will be deleted from our records and any paper documents will be shredded.

## Your rights

You have the right as the data subject to access your data. If you feel the data we hold is inaccurate or incomplete, you are entitled to have your personal data rectified. Please contact Wyre Council for further information. You also have the right to contact the Information Commissioner if you are unhappy with how we are handling your personal data.

For more information on how the council handles your data, please visit www.wyre.gov.uk or contact the Councils Data Protection Officer, Joanne Billington on 01253 887372