

## **Privacy Notice**

### **Central Abingdon Regeneration Framework (CARF) Project**

At Vale of White Horse district council, we understand the importance of ensuring that sensitive personal data is always treated lawfully and appropriately and that the rights of individuals are upheld.

You have a right to be informed about how and why your personal information is being processed. This document fulfils that obligation and provides information on how we collect, use and share the data collected when you provide your details to be on our Central Abingdon Regeneration Framework (CARF) Project database. The council's data privacy page <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/about-the-council/privacy/privacy-policy/> sets out our obligations under The Data Protection Act 2018 (incorporating the UK General Data Protection Regulations).

#### **Data collection and purpose**

Under the Data Protection Act 2018, the legal reason under which we process your data is your given consent.

When you sign up to our CARF database, we will ask for personal details so that we can notify you of relevant surveys, consultations or updates. We will ask for your: • name • town / village / post code • email address • business / organisation name (if relevant).

#### **Data storage**

When you register your details, they will be held on our secure electronic network and used in our CARF consultation database. The information that you supply in response to consultations is collected via our consultation software system "Smart Survey". If you respond to one of our consultations through Smart Survey, your IP will address will be collected, but we do not retain this for any purpose. Smart Survey does not use the data received for any purpose other than carrying out this service for the councils. For further information please visit: [smartsurvey.co.uk/privacy-policy](https://smartsurvey.co.uk/privacy-policy)

#### **Data sharing**

The responses you provide to any consultations may be shared with third parties so please do not include any data that may identify you or others as individuals. We will not share your personal data we hold about you with those responses shared with third parties.

#### **Data retention**

We need your consent to use your information and to keep you informed. We will keep these records for the duration of the Central Abingdon Regeneration Framework project and for a period of time afterwards to communicate future updates and projects related to our work in Abingdon. Your data will be appropriately and securely removed once our work in relation to Abingdon is

complete. We will process orderly checks to ensure you are still happy for us to retain your details for the identified purpose.

### **Your rights**

You have the right to request at any time:

1. To withdraw your consent
2. To ask what data we hold about you;
3. That incorrect or out of date information about you be corrected;
4. That we suspend processing your data for a short while if appropriate;
5. That all your data relating to this service be removed from our records.

If you would like to exercise these rights, please contact us on 01235 422422 or by email on [foi@whitehorsedc.gov.uk](mailto:foi@whitehorsedc.gov.uk)

If you would like to know more about how we use and store your data, please visit the Vale of White Horse District Council [website](#). If you believe we have not handled your personal data as we have described here, please either call 01235 422422 or contact us by email to [data.protection@southandvale.gov.uk](mailto:data.protection@southandvale.gov.uk) and your concerns will be fully investigated. If, after we have investigated your concerns, you are not satisfied with our conclusion, you have the right to refer the matter to the Information Commissioner's Officer (ICO).

You can reach them through this link to their website or call them on 0303 123 1113.

You can contact them on:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF