

Marine Parade Bus Lane Privacy Notice

The Council is the data controller for purposes of the Data Protection Act (2018) and The General Data Protection Regulation (EU) 2016/679 ("GDPR") and is registered as a data controller with the Information Commissioner's Office (ICO).

Brighton & Hove City Council are committed to protecting your personal information. As a data controller we have a responsibility to make sure you know why and how your personal information is being collected in accordance with relevant data protection law.

The primary laws which govern how Brighton & Hove City Council collects and use personal information (known as "Data") about you are:

General Data Protection Regulation (GDPR) Data Protection Act (DPA) (2018)

However City Transport is also subject to specific other laws which define when and for what purposes it can use your personal data.

Purposes & Lawful basis of processing

The engagement process will help inform detailed design and levels of support for changes to Marine Parade. We are collecting your data for the purpose of monitoring geographic response levels and monitor multiple submissions by individuals.

We have a lawful basis for processing your data: GDPR Art.6 (1) (c) compliance with a legal obligation under S.3 Local Government Act 1999 and GDPR Art.9 (2) (g) substantial public interest under Data protection Act 2018 schedule 1 Part 2 (8) (1) equality of opportunity or treatment and under Section 1 (1) Equality Act 2010.

The data we may collect

We may collect Personal data or Special Category Data.

The type of personal information collected from you is as follows

Personal Data

Contact details; including name, address, email address

IP address

Special Category Data

We may also collect Special Category of personal data that may include:

Physical or mental health details

Racial or ethnic origin

Gender and sexual orientation

Who we will Share your Data with?

Your information will not be shared with any other third party unless we are under a legal obligation to do.

How long we will hold your data (retention)

We will hold your data until detailed design has been finalised, which we anticipate will take no longer than a year. Comments will be retained but anonymised.

However the Principles we will use to determine how long your data will be kept include:

What type of services you received and whether you are still receiving them

Whether we still are still under a legal obligation either to you or under UK Law

Any standards and guidance set out by the various regulators for our functions

Whether you have expressed a preference that your data be retained, such as exercising a right to restrict processing.

How your data will be stored

Your information will be stored electronic databases, document management systems and/or on paper records.

Who can access your data?

We will only make your information available to those who have a need to know in order to perform their Council role.

How do we protect your data?

Examples of the security measures we used are:

Training for our staff making them aware of how to handle information securely and how and when to report when something goes wrong.

We use Encryption when data is being sent, meaning that information is scrambled so that it cannot be read without access to an unlock key. The hidden information is said to then be 'encrypted'.

Where possible, data will be pseudonymised, meaning that your identity will be removed, so that work can be done without your identity being known by the people doing that work.

Controlling access to systems and networks allows us to stop people who are not allowed to view your personal information from getting access to it.

Regular testing of our technology and ways of working including keeping up to date on the latest security updates (commonly called patches).

Transferring Data outside the European Economic Area

Your information is/ is not processed outside of the European Economic Area.

Your information rights

You have the following rights in relation to your personal information:

The right to be informed – you have right to know about the collection and use of your personal data. We will inform you through our service-specific notices

The right of access – you can request to know what we hold on you along with an explanation for how it is used by making a “Subject Access Request”

The right to rectification – you have the right to ask us to update, amend or change your information if it is factually inaccurate or incomplete

The right to restrict processing – you have the right to request that we limit using your personal data for specific purposes if you do not believe we have a lawful basis for a particular purpose or where you consider the data to be incorrect. Upon receiving a restriction request, we are obliged to consider our use of the data and provide you with a response.

The right to object – you have the right, in certain circumstances, to object to us collecting, using and storing your information. Upon receiving a request of this type, we are required to stop using your data whilst we investigate and provide a response.

Automated decision making and profiling

We will tell you if we make an automated decision, including profiling, with your personal information. If we do this you have the right to ask us to make this decision manually instead.

Further information

If you would like to discuss this further please contact our Information Governance Team on 01273 295959 or by [email](#)

The council also has a Data Protection Officer, who can be contacted via [our website](#).

Whilst we would prefer that you contact us first with any concerns that you might have, you can also contact the Information Commissioner's Office. The ICO is the national regulator with responsibility for ensuring compliance with data protection. You can also contact the ICO for further information or to make a complaint:

Information Commissioner's Office

Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

Phone: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number [Email ICO](#)

Report a concern on the [ICO website](#)

This Privacy Notice will be subject to review when there is a change.