

**This Privacy Notice is designed to help you understand how and why Hambleton District Council processes your personal data if you are an elected, prospective or former District Councillor. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).**

### **Who are you?**

Hambleton District Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR).

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Information Governance Office Veritau Ltd County Hall Racecourse Lane Northallerton DL7 8AL 01609 53 2526 Infogov.hambletonDC@veritau.co.uk
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### **What Personal Data of mine do you collect?**

- Personal identifiers (your name, address, date of birth, email addresses, etc)
- Training records
- Information about your attendance and interests registered/declared
- Information about membership of any political groups and voting records
- Information about your ethnicity, religious beliefs and trade union membership (for the purposes of equality monitoring)
- Emergency contact information of those you identify
- Financial information, including bank account information, tax, national insurance and pension contributions to facilitate payments of allowances and expenses.

### **What is the purpose of collecting my Personal Data?**

We process your information to fulfil our obligations associated with you holding office and because we have a statutory duty to make a record of Council meetings and decisions available to the public.

### **Who do you share this data with?**

The majority of council meetings are held in public. Agendas and reports for council and committee meetings are published on the Council's website five clear working days before the meeting.

Minutes and details of decisions are also published on the Council's website once available.

Please note that websites can be seen throughout the world, and not just in the United Kingdom where UK law applies.

The Openness of Local Government Regulations 2014, which apply to England, give rights to members of the press and public to use modern technology and communication methods such as filming, audio-recording, blogging and tweeting to report the proceedings of the meetings of the council.

Your financial information will be held by the finance department in connection with facilitating payments of allowances and expenses.

Your name address, Council email address, contact telephone number (if provided by you), photograph, political affiliation and ward will be published on our website.

Information on attendance at meetings, interests declared/registered, representation on outside bodies and voting records will also be included on our website.

Any private telephone numbers provided to us will only be used by corporate management and Legal Services, and will not appear on our website.

#### **How long do you keep this data for?**

<b>Data held</b>	<b>Retention period</b>
<b>Personal Identifiers</b>	<b>Kept for the duration of term of office</b>
<b>Register of Interests</b>	<b>Kept for the duration of term of office</b>
<b>Information about attendance at meetings and voting records</b>	<b>Minutes of meetings kept forever</b>
<b>Financial information</b>	<b>Held for six years from the date you leave office</b>

#### **What is your legal basis for processing this data?**

The Council is processing your data as required by the Local Government Act 1972 and subsequent legislation and regulations relating to elected Members and Council decision making.

**For More information about how the District Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).**