

Privacy Notice for Volunteer Litter Pickers

Information Held About you

You contacted the Energy and Active Travel Team of Herefordshire Council and provided your contact details so that we could inform you of any community litter picks that are taking place in the County as you are interested in volunteering to litter pick.

In order to provide information about current litter picks to you, it is necessary for us to collect and hold personal information about you. This information will include:-

- Basic details about you such as your email address and the area in which you'd be interested in litter picking.

Who is processing my data?

All personal data held, is processed in accordance with data protection law. The Data Controller for the information outlined in this privacy notice is Herefordshire Council.

How will we use the Information we hold about you?

We will use the information, (email addresses) that we have about you to:-

- Inform you of current community litter picks

What is the legal basis for us to process your data?

The legal basis for processing the data is:

- Your consent, which you can withdraw at any time by notifying us by emailing stopthedrop@herefordshire.gov.uk
- Our legal obligation under the General Data Protection Regulations that come into effect on 25th May 2018

Who we will share your information with

- We will not share your information with anyone else.

How Long do we Keep your Records

We will only keep your information for the minimum period necessary. The information outlined in this privacy notice will be kept for 12 months and then we'll contact you again to enquire if you still want to be contacted. All information will be held securely and destroyed under confidential conditions.

Your rights

You have a number of rights under data protection law, including the right to request your information and to request that the information be amended or erased if incorrect.

To request your records, you will need to put your request in writing and provide proof of identification to the Information Governance Team, Herefordshire Council, Plough Lane, Hereford HR4 0LE or via email, informationgovernance@herefordshire.gov.uk

You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office <https://ico.org.uk/>

Providing Accurate Information

It is important that we hold accurate and up to date information about you in order to assess your needs and delivery the appropriate services. If any of your details have changed, or change in the future, please ensure that you inform us as soon as possible so that we can update your records.

Further information

If you have any questions or concerns about how your information is used, please contact <team> in the first instance. You can also contact the Data Protection Officer, Carol Trachonitis, at Herefordshire Council, Plough Lane, Hereford HR4 0LE, telephone (01432) 260616, email: informationgovernance@herefordshire.gov.uk

More information about data protection and how it applies to you can be found on the Information Commissioner's Office website at <https://ico.org.uk/>

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