

Privacy Notice – Resident Privilege Parking Schemes (How we use your information)

Who is the data controller:

Sefton Council is the Data Controller for the personal data that you provide to the Council.

The categories of this information that we collect, process, hold and share include:

- personal information (name and address)
- proof of residency (council tax bill, current utility bill, tenancy agreement)
- proof of vehicle ownership (vehicle registration document, hire or lease agreement, letter from employer confirming vehicle details and that applicant is sole keeper/user)
- information required to make a payment to us for a permit

Why we collect and use this information

The Parking Services team uses your personal information in order to:

- determine eligibility to process applications for resident's and or visitor permits

The lawful bases on which we use this information

The Traffic Management Act 2004, s.78 Civil Enforcement of Parking Contraventions (England) General Regulations 2007; Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007. The Council has a number of obligations which include the issue of resident parking permits as part of our public task to manage the public highway network and the provision of parking places.

Article 6(1)(c) of the General Data Protection Regulation (GDPR) 2016 gives the Council a lawful basis for collecting and using personal data in order to comply with its legal obligations,

Article 6(1)(e) of the GDPR gives the Council a lawful basis for collecting and using personal data where it is in the exercise of official authority vested in the Council.

Storing this information

We hold your information for a period of 2 years from the date of issue of the permit.

Who we share this information with

We may share this information with:

- Council Tax (to determine residency)
- National Fraud Initiative (or fraud prevention and /or detection bodies) for the purpose of assisting the prevention and detection of fraud

We will only share your data with these third parties as necessary for the administration of the Resident Privilege Parking Scheme in order to validate your proof of entitlement or as required by law.

Requesting access to your personal data

Under data protection legislation, you have the right to request access to information that we hold. To make a request for your personal information contact Parking Services at:

[Parkingcc@sefton.gov.uk](mailto:parkingcc@sefton.gov.uk)

Telephone 0345 140 0845

or the Data Protection Officer at: ino.information@sefton.gov.uk

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed and
- right to data portability in certain circumstances
- The right to lodge a complaint with the supervisory authority (the Information Commissioner's Office)

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

Further information

If you would like further information about this privacy notice, please contact:

The Parking Services Team at: parkingcc@sefton.gov.uk Telephone 0345 140 0845

Or contact Sefton Council's Data Protection Officer at:

Telephone: 0345 140 0845 email ino.information@sefton.gov.uk