



Environment Team

What services are covered by this privacy notice?

Environment Service

What personal information do we hold?

The services above may use some or all of the personal information below:

- Names, address and contact details
- Date of Birth
- Employment
- Financial Details
- Licences and permits held
- Goods and services information
- Case file information
- Business Activities

We get most of this information from you, but we may also get some of this information about you from the police, other local authorities, other government agencies, e.g. Driver Vehicle Licensing Agency DVLA, Planning Inspectorate and via evidence procured as part of a waste crime investigation.

How do we use your personal information?

We use your information to:

- Handle your query
- To detect and prevent crime or fraud

Who else might we share your personal information with?

Sometimes we may need to share your information, but we will only do so where it is necessary or required by law. We will only share the minimum information for each circumstance. We may sometimes need to share some of your personal information with:

- Police
- DVLA
- Environment Agency
- Other Government bodies
- South Essex Parking Partnership



Data Processors supporting these activities include:
South Essex Parking Partnership

Who is the Data Controller for this processing?

Castle Borough Council is the Data Controller for this processing.

We need to use your personal information to meet our Legal Obligations under the
Environmental Protection Act 1990
Clean Neighbourhoods & Environment Act 2005
Anti-Social Crime & Policing Act 2014
Environment Act 1995
Control of Pollution Amendment Act 1989
Refuse Disposal Amenity Act 1978
Town & Country Planning Act 1990

Personal Data							
Special Category Information							
Service	Legal Obligation	Public tasks	contract	Consent	Substanti al Public Interest	Legal Claims	Explicit Consent
Waste Crime		✓			✓		
Allotments			✓				✓

As part of your application for an allotment and subscription to the service, we may collect and process special category personal data, such as health-related information, to ensure appropriate access and support.



We will only process this type of data with your **explicit consent**, in accordance with Article 9(2)(a) of the UK GDPR. This means you will be asked to clearly confirm your agreement to the use of this information for the stated purpose.

You have the **right to withdraw your consent at any time**, without affecting your access to the service. If you choose to withdraw your consent, we will stop processing your special category data unless we have another lawful basis to do so.

Where we are relying on your consent you can withdraw your consent at any time by contacting info@castlepoint.gov.uk or calling 01268 882200 and advising which service you are using.

How long will we keep your personal information?

We will only use your personal information whilst delivering the service to you and to deal with any questions or complaints that we may receive about this unless the law requires us to keep it for a longer period. In practice, this means that your personal information may be retained for:

For all waste crime 5 years.

Will my personal data be held or used outside of the United Kingdom?

No personal information is routinely sent or held outside the UK. Should the transfer of personal information outside of the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

Your rights

Please see our main notice for an explanation of which rights apply. This will be determined by the legal basis we are relying on to use your personal information.

If you wish to exercise any of these rights, please contact dpo@castlepoint.gov.uk

You can obtain further information about these rights from the Information Commissioner's Office at: www.ico.org.uk or via their telephone helpline (0303 123 1113).

You also have the right to lodge a complaint in relation to this summary notice, the full Privacy Notice, or our processing activities with the Information Commissioner's Office, which you can do through the website above or their telephone helpline.



Contacting us

You can contact our Data Protection Officer, Angela Law by email at dpo@castlepoint.gov.uk or by calling 01268 882200