

## PRIVACY NOTICE

Trading Standards - iCAN

### Who is the Data Controller for the information I provide?

Halton Borough Council is the Data Controller for the personal information you provide.

The Council's Data Protection Officer can be contacted on 0151 511 7003 or by email to [Peter.Richmond@halton.gcsx.gov.uk](mailto:Peter.Richmond@halton.gcsx.gov.uk)

### Why do you need my information?

You have asked to receive our iCAN email bulletins and so we need your details so that we can send them to you.

### What legal basis allows you to use my information?

The legal basis that allows us to process your information is 'Public task' because section 2 of the Local Government Act 2000 which states that every local authority are to have power to do anything which they consider is likely to achieve any one or more of the following objects—

- (a) the promotion or improvement of the economic well-being of their area,
- (b) the promotion or improvement of the social well-being of their area.

### Do I have to provide this information and what will happen if I don't?

You do not have to provide us with your personal information but we will not be able to send you iCAN messages if you don't.

### Who will my information be shared with?

We will not share your information with anybody.

### How long will you keep this information for and why?

We will keep your information until you tell us that you no longer want to receive iCAN messages.

### How will my information be stored?

Your information will be stored on a secure electronic system, which will be accessible by officers of the Trading Standards service.

### Will this information be used to take automated decisions about me?

No.

### Will my data be transferred abroad and why?

No.

## What rights do I have when it comes to my data?

Right to be informed – through this Privacy Notice  
Right to rectification – you have the right to have personal data rectified if it is inaccurate or incomplete.  
Right to erasure – you have the right to have personal data erased and to prevent processing.  
Right to restrict processing – you have the right to block or suppress processing of your data,  
Right to object to processing

Right of Access - you have the right under the General Data Protection Regulation 2018 to request a copy of your information and to know what it is used for and how it has been shared. This is called the right of subject access. To request a copy of your data or ask questions about how it is used download a copy of our form from <https://www4.halton.gov.uk/Pages/councildemocracy/Data-Protection.aspx> and send it to Information Governance Service, Halton Borough Council, Service Improvement Division, Municipal Building, Widnes, WA8 7QF. Or email [informationgovernanceservice@halton.gov.uk](mailto:informationgovernanceservice@halton.gov.uk)

## Source of data

We have your data because you provided us with it.

## Who can I complain to if I am unhappy about how my data is used?

You can complain directly to the Council's Data Protection Officer by writing to: Data Protection Officer, Information Governance Service, Halton Borough Council, Municipal Building, Widnes WA8 7QF'.

You also have the right to complain to the Information Commissioner's Office using the following details: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. Telephone: 08456 30 60 60 or 01625 54 57 45. Website: [www.ico.org.uk](http://www.ico.org.uk)