

Council Service:	Democratic Services; incorporating Electoral Registration & Elections, Governance & Member Services and Mayoralty
Why we use personal information about you	<ul style="list-style-type: none"> • To maintain the electoral register • To run elections • To employ casual staff to help maintain the register and run elections • Statutory requirement (reporting to government) • Service delivery, improvement and planning • Regulatory, licensing and enforcement functions • Research, including consultations • Invitations to Civic and fundraising events • To respond to requests from the public • Equality monitoring
Why we are allowed to use your personal information	<p>Public task under relevant laws including, but not limited to:</p> <ul style="list-style-type: none"> • The Local Government Act 1972, 2000 • The Representation of the Peoples Act 1983 • The Immigration Act 2016 • The Localism Act 2011 • The Equality Act 2010
What sort of information we may hold about you	<p>The personal data that we hold includes information such as:</p> <ul style="list-style-type: none"> • Name • Address • Date of birth • Nationality • Contact details • Signature • Elector number
How long we may keep your personal information	<p>Your information will be held electronically or on paper and retained for the legally specified period. Your information will be held securely and treated confidentially.</p>
Who we share your personal data with	<p>The personal data that we hold will be shared as follows:</p> <ul style="list-style-type: none"> • To verify your identity for the electoral register, the data you provide will be processed by the Individual Electoral Registration Digital Service managed by the Cabinet Office. As part of this process your data will be shared with the Department of Work and Pensions and the Cabinet Office suppliers that are data processors for the Individual Electoral Registration Digital Service. You can find more information about this here: https://www.registertovote.service.gov.uk/register-to-vote/privacy • The electoral register is a public register and can be inspected by members of the public under supervision

	<ul style="list-style-type: none"> • The edited version of the electoral register can be sold to third parties • Cabinet Office • Electoral Commission • The Police and other crime enforcement agencies • Elected Members and MPs (as your representative) • Political parties • Contractors providing ICT services • Other Council services to ensure our records are accurate and up to date • The National Fraud Initiative (NFI). This is an exercise that matches electronic data within and between public and private sector bodies to prevent and detect fraud • Other local councils, e.g. for joint events & training
When computers make any decisions about you	Not applicable
When your data gets sent to other countries	Not applicable
Your Rights	<p>You have the right to:</p> <ul style="list-style-type: none"> • Request a copy of your information (known as a subject access request) • Request rectification or erasure of your information • Request a restriction on the processing of your information, and, object to processing of your information • Complain to the information Commissioners office about the way the Council processes your information