

## **Councillor Maureen Hunt – Privacy Notice**

### **Who I am-**

Councillor Maureen Hunt, Hurley & Walthams ward. Chairman of Public Rights of Way Panel.

Address: Linden Place, Bath Road, Kiln Green, Reading, RG10 9UT

Telephone number: 01189 404808

Email: [Cllr.Hunt@rbwm.gov.uk](mailto:Cllr.Hunt@rbwm.gov.uk)

### **Lawful basis for processing information-**

General Data Protection Regulation Article 6(1)(e) – processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

### **How I collect information –**

I collect information directly sent to me through my councillor email address. I receive emails from other councillors and organisations as well as residents, Parish Councils and Village Associations. I also receive letters from residents.

### **Categories of information –**

As your Councillor I deal with a wide range of issues and may process many categories of personal and special category personal data such as, name, address, contact details, health conditions, criminal convictions, trade union membership etc.

### **How I use the information provided-**

I use the information you provide to me to carry out my duties as an elected councillor e.g. to help resolve any issues you have brought to my attention and to lobby on your behalf.

### **Who has access to the information about you -**

I am the only one who has access to the personal data you have provided to me. It may be stored on my secure RBWM outlook account, RBWM IT systems or if paper records, securely stored in a cabinet accessible only to myself.

### **Who I may share your information with -**

I may share your personal data with a wide range of services depending on the issue raised. If you would like to know the information journey for any specific request please email me and I will provide details of any 3<sup>rd</sup> parties/organisations that I have shared your personal data with to enable resolution of your issue.

All services delivered by RBWM have their own privacy notice to show the information journey that personal data takes. Please take the time to read any notice of interest to you. <https://www3.rbwm.gov.uk/privacy>

### **How long I store your information -**

I keep records for about six months after a particular issue has been resolved. The maximum amount of time that your personal data will be retained is for the period I am your councillor.