

Privacy Notice – Appeals Panel – Home to School Transport (Democratic Services)

Who we are –

Appeals Panel – Home to School Transport (Democratic Services)
Town Hall
St Ives Road
Maidenhead
SL6 1RF

Lawful basis for processing information –

- Local Government Act 1972
- Local Government Act 2000
- Localism Act 2011
- Local Government and Housing Act 1989
- Local Government and Public Involvement in Health Act 2007
- Local Democracy, Economic Development and Construction Act 2009
- The Openness of Local Government Bodies Regulations 2014
- The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012
- Coronavirus Act 2020

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 we collect information –

Personal data is supplied directly to Democratic Services by members of the public wishing to appeal Home to School Transport decisions by completing a hard copy form.

What information is collected –

This includes an appellant's name, address and contact details.

How we use the information provided –

The information is used to facilitate Home to School Transport appeal hearings decided by councillors.

Who has access to the information about you –

The information is held by the clerk to the Appeal Panel and Democratic Services.

Who we may share your information with –

The information is shared with the school transport department, councillors who will hear your appeal, the appeal clerk and legal adviser to the panel. Agenda paperwork is held on the council's agenda management system, externally hosted by Modern Mindset Ltd.

Participants in a virtual meeting will either join via video link or audio (telephone) dependent on how they choose to access the meeting. The meeting is not recorded in TEAMS.

How long we store your information–

Personal information provided as part of the Home to School Transport appeal process is retained permanently as a historical record

Does your service utilise automated decision making? - No