Service Name: Environment

Our core data protection obligations and commitments are set out in the council’s Primary Privacy Notice and on our website at Data Protection legislation.

This notice provides additional privacy information for: Residential Bike Hangars Scheme

**Purpose(s)**
We collect your personal information for the following purpose(s):

To process applications for the Residential Bike Hangar Scheme

**Categories of personal data**
In order to carry out these purposes we collect and obtain the following categories of personal data:

- Name
- Address
- Email address
- Telephone number
- Information on travel preferences

**Legal basis for processing**
The legal basis for processing your personal information is:

- You, or your legal representative, have given consent
- You have entered into a contract with us

**Information sharing/recipients**
We will not share your personal data with anyone else.

**Data Transfers beyond European Economic Area (EEA)**
We will only send your data outside the EEA:

- with your consent, or
- to comply with a lawful and legitimate request, or
- if we use service providers or contractors in non EEA countries.

If we do transfer your information beyond the EEA, we will make sure that it is protected in the same way as if it was being used in the EEA.

**Automated Decisions**
All the decisions we make about you involve human intervention

**Data retention/criteria**
We will only keep your personal information for as long as the law specifies or where the law does not specify this, for the length of time determined by our business requirements.
Your rights
Information about exercising your rights can be found on the council’s website Exercising Your Rights

Updates
We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details Data Protection Legislation