

Leicestershire County Council Fair Processing Notice

This notice is to tell you about why we need your information and how we will handle it. This notice is for:

Environment & Transport - Public Rights of Way Enforcement

What Information do we need from you?

We need to know the following about you: your name, full address, and postcode, email address, telephone number, physical or mental health, criminal proceedings, and enforcement case details

Why do we need this?

We need this information as the Council has a duty as the Highway Authority for Leicestershire to protect the rights of the public to the use and enjoyment of the Rights of Way for which it is responsible. Sometimes enforcement action is required, to ensure paths are available. The provisions used are set out in the Highways Act 1980. The authority has also produced an enforcement protocol.

Why are we allowed to process your information?

Data protection law allows us to process your information within certain conditions. In this case we are using our legal obligations as the lawful condition for us to do this. Sensitive data will be processed for substantial public interest purposes.

Who will we share this with?

Sometimes we need to share your information with others. We will only do this when it is necessary, or if we are required to do so by law. We will share information with contractors if the obstruction has not been removed during the notice period. Details may also be shared with the Cross Compliance Team at the Rural Payments Agency (RPA) and the Health and Safety Executive (HSE) and the police. If the enforcement action results in court proceedings, the information will be shared with our corporate legal team.

How will we keep it secure?

We will take all reasonable steps to prevent the loss, misuse, or alteration of your personal information. Only the people who need to see your personal information will be allowed access to it. We will not send your information outside of the UK.

How long will we keep it for?

We will only keep this information for as long as necessary or as the law requires. For this service that would normally be kept for a period of 7 years.

What if something changes?

If the information you provided changes or your circumstances change, please contact etdataprotection@leics.gov.uk. If we need to change something like who we want to share this information with, we will contact you to let you know.