

# **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 & Waste – Local Nature Recovery Strategy Consultation**

### **What information do we need from you?**

If you are taking part in the consultation exercise as a member of the public, then we will need to know the following: your demographic details which may include: Your gender status, age, post code, whether you have a disability or an illness, your ethnicity, religion, and sexual orientation.

If you are answering on behalf of an organisation, you will be asked for your organisations area of residence, your job title and the name of the organisation.

If you have agreed to be contacted in the future about the Local Nature Recovery Strategy (LNRS) we will need to know the following: contact name, email and phone number.

### **Why do we need this?**

We need this information so that we can improve our services.

We need this information so we can keep in contact with you about keeping in touch with or getting involved in the LNRS as we work towards implementing the strategy.

### **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 official authority or performance of a public task as the lawful condition for us to do this.

We also need an appropriate lawful reason to process sensitive data. In this case we are processing your sensitive personal data because of substantial public interest.

### **Who will we share this with?**

If you have taken part in the consultation exercise, we will sometimes need to share your information with others. We will only do this when it is necessary in order to offer you this service, or if we are required to do so by law.

We will be sharing the analysis of the demographic information with the Local Nature Recovery Strategy Steering Group members as part of our report on the public consultation. This will only be figures for the cumulative information, not the individual details. The data that is shared will contain no information that will identify individual service users.

### **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.

If you have indicated that you wish to be kept informed about the LNRS we will periodically check that you still wish to remain on the LNRS mailing list.

If you have not indicated that you wish to be kept informed about the LNRS, we will keep details for a maximum of 3 years.

**What if something changes?**

If the information you provided changes or your circumstances change, please contact [LLRLNRS@leics.gov.uk](mailto:LLRLNRS@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.