

## **Members Budgets Privacy Notice**

### **Who we are:**

Strategy and Performance  
Royal Borough of Windsor and Maidenhead  
Town Hall  
St Ives Road  
Maidenhead  
SL6 1RF  
email - [neighbourhoodbudgets@rbwm.gov.uk](mailto:neighbourhoodbudgets@rbwm.gov.uk)

### **Lawful basis for processing the information:**

Local Government Act 2000.

### **How do we collect information:**

Councillors may nominate community groups / schools / charities / local organisations each year to donate their Member Budget funding. Once nominated, the Strategy and Performance team contact representatives of the community groups or organisations to request the financial information required to process the payment.

### **What type of information is collected:**

Financial information to process payments (where not already set up as a council supplier) including bank sort code, account number and address.

### **How we use the information you have provided:**

The requested financial information is shared only by email with the council's financial control team to process the payment.

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

The Strategy and Performance team only except for the examples provided where information is shared (see below).

**Who we may share your information with:**

Financial information to enable payment is shared only with Financial Control.

**How long we store your information:**

Financial information is stored for six years (plus one).

**Does your service utilise automated decision making? – No**