

## **Privacy Notice for Democratic Services – Councillors**

### **Who we are:**

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

### **How we collect information from you:**

Personal data is supplied by Councillors when they are elected and in relation to DBS checks if required at any point during the term of office.

### **What information is collected:**

This might include name, address, contact details, date of birth, educational / employment details, family member names and contact details, ethnic origin and details relating to a DBS check if required.

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

The information is used to provide support to elected Members.

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

The information is held by the Democratic Services.

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

Contact details are published on the borough website. The councillor database is held on the council's agenda management system, externally hosted by Modern Mindset Ltd.

**How long we store your information:**

Retained *permanently as a historical record*

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