

## **Privacy Notice Democratic Services – Licensing Panel Sub Committees**

### **Who we are:**

Licensing Panel Sub Committees (Democratic Services)  
Town Hall  
St Ives Road  
Maidenhead  
SL6 1RF

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

Licensing Act 2003, Gambling Act 2005 , Local Government (Miscellaneous Provisions) Act 1982, 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 do we collect information from you:**

Personal data is supplied by licence applicants.

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

This might include applicants and Designated Premises Supervisor's name, address, contact details

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

The information is used to facilitate the application or review hearing by councillors.

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

The information is held by the clerk to the Appeal Panel and Democratic Services colleagues.

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

The information is shared with the Licensing department, councillors who will sit on the Panel, the panel clerk and legal adviser to the panel. Agenda paperwork 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 automated decision making? – No**