

Privacy Notice for Public Speaking

Who we are:

Democratic Services
Town Hall
St Ives Road
Maidenhead
SL6 1RF

Lawful basis for processing the 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 do we collect information from you:

Personal data is supplied by members of the public registering to speak.

What type of information is collected from you:

This might include representative's name, address, contact details.

How we use the information you have provided:

The information is used to manage public speaking at council meetings.

Who has access to the information about you:

The information is held by Democratic Services.

Who we may share your information with:

Speaker names are shared with the Chairman of the Panel and relevant officers prior to the meeting, announced at the meeting and recorded in the meeting minutes. With agreement of the individual, their contact details can be shared with others registering to speak to agree how speaking times will be shared. Agenda paperwork is held on the council's agenda management system, externally hosted by Modern Mindset Ltd

How long we store your information:

Until the minutes of the meeting are approved as a true and correct record (usually at the next meeting) .

Does your service utilise automated decision making? – No