

## **Privacy Notice for Residents e-newsletter**

### **Who we are:**

Communications  
Royal Borough of Windsor & Maidenhead  
Town Hall  
St.Ives Road  
Maidenhead  
SL6 1RF

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

General Data Protection Regulation Article 6(1)(f) – processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.

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

Personal data is supplied by service users by completing online sign up

### **Categories of information:**

The personal details we collect are name and email address

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

We use this information to send you occasional residents' e-newsletters

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

The Communications Team.

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

We do not share your information with anyone outside of the Communications Team.

### **How long we store your information:**

We keep your information on the residents' e-newsletter database until you tell us you no longer want to receive emails from us.

**Does your service utilise automated decision making:**

No