**Environmental Protection – Privacy Notice**

 **The reasons why we process your data:**

* Investigate reports, complaints and enquiries regarding environmental health issues including and not limited to noise, artificial light, smoke, fume, dust and odour
* Investigate complaints and enquiries regarding contaminated land and private water supplies.
* Reporting, collecting and enquiring regarding lost, found and stray dogs
* The council process applications for general Licensing (Premises, licences, TENs, etc) mobile home park licences, animal welfare licences and scrap metal licences.
* Respond to enquiries relating to local air quality (monitoring and action planning)
* Public Health Funerals.

**How we collect your data:**

* Emails
* Online form
* In person
* Telephone call
* Letters

**The lawful basis for processing your data:**

* Public task

**The type of personal data we process:**

* Name
* Email
* Address
* Telephone number
* Payment information (dog kennelling fees)

**Special (Sensitive) category data:**

* Health data

**Lawful Basis for Processing Special Categories of Personal Data:**

Substantial public interest

**Processing of personal data relating to criminal convictions and offences:**

Criminal offence data will be processed under additional conditions within schedule 1, Part 3 of The Data Protection Act 2018, Paragraph 36 - extension of substantial public interest

For the prevention and detection of crime

**Sharing your data:**

* Other council departments
* Police and other emergency services
* Other local authorities
* Other regulatory environmental departments
* Housing associations and landlords
* UKHSA
* Legal advisors and representatives
* Environment Agency
* Dog warden/stray dog kennel
* Council appointment contractor(s)
* Unit4 ERP

**Automated decision making:**

Non-Applicable

**How long we keep your data:**

**Stray dogs, Nuisance investigations, Licensing applications, Environmental Permitting**

* We keep this information for 6 years from the date of the last enforcement action.

**Public Health Burials**

* Cremation paperwork is retained for 15 years after the cremation date.
* Burial paperwork is retained for 10 years after the burial date.

**Private Water supplies**

* We keep information for 30 years from the last action.

**Contaminated Land**

* We keep information for 40 years from the last action.

We will then dispose of this information by deletion from our database.