**Privacy notice –** Innovative Flood Resilience Project

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**Overview**

This Privacy notice covers the processing of personal data supplied to the council during public consultation for the purpose of communicating with respondents in the future. This is part of a long-term research project looking into the history of flooding in the areas of Eastbourne and South Wealden, and current uses of water courses for other activities. This research is in collaboration with University of Exeter who are being supplied with data to conduct future engagement activities and gather further information for analysis.

East Sussex County Council takes data protection seriously. Please be assured that your information will be used appropriately in line with data protection legislation, will be stored securely and will not be processed unless the requirements for fair and lawful processing can be met.

**What information is being used?**

Email address and postcode

**How will your information be used?**

Information will be used to engage with the local community through identifying members of the public or groups who may wish to share local flood risk information to inform future resilience models. East Sussex County Council and University of Exeter may communicate directly with respondents who provide contact information to gather further information and resources related to their initial consultation responses.

 East Sussex County Council and University of Exeter may also invite community groups and interested individuals to attend future workshops related to the project. Providing contact information is not mandatory.

We aim to maintain high standards, adopt best practice for our record keeping and regularly check and report on how we are doing. Your information is never sold for direct marketing purposes.

Our staff are trained to handle your information correctly and protect your confidentiality and privacy.

Your information **is not** processed outside of the European Economic Area.

**What is the legal basis for processing your information?**

Consent to process your data will be requested and maintained under Article 6(1)(a) of the GDPR. Supplying personal data is optional and responses to the survey can be made anonymously.

**How long will your information be kept for?**

Information will be deleted after 6 years following the conclusion of this project

**Sharing your information**

This project is a collaborative venture between East Sussex County Council and University of Exeter. Exeter University are leading on engagement for the project and will be identifying our engagement needs. This will mean University of Exeter may make direct contact with you on our behalf.

Any sharing of personal data is always made:

* on case-by-case basis
* using the minimum personal data necessary
* with the appropriate security controls in place
* in line with legislation.

Information is only shared with those agencies and bodies who have a "need to know" or where you have consented to the sharing of your personal data to such persons.

We may use the information we hold about you to assist in the detection and prevention of crime or fraud. We may also share this information with other bodies that inspect and manage public funds.

**Your rights**

Under data protection legislation, you have the right:

* to be informed why, where and how we use your information
* to ask for access to your information
* to ask for your information to be corrected if it is inaccurate or incomplete
* to ask for your information to be deleted or removed where there is no need for us to continue processing it
* to ask us to restrict the use of your information
* to ask us to copy or transfer your information from one IT system to another in a safe and secure way, without impacting the quality of the information
* to object to how your information is used
* to challenge any decisions made without human intervention (automated decision making)

Please visit [data subject rights](https://www.eastsussex.gov.uk/yourcouncil/about/keydocuments/foi/dataprotection/form/) for further details.

**How to find out more or complain**

Should you have any further queries on the uses of your information, please speak directly to our service:

**Flood Risk Management**

East Sussex County Council, County Hall,
St Anne's Crescent
Lewes
East Sussex
BN7 1UE

Email: flood.strategy@eastsussex.gov.uk

Telephone: 01273 481421

To complain about the use of your information, please contact our [Customer Services Team](https://www.eastsussex.gov.uk/contact-us/complaints/corporate-complaints/) or our [Data Protection Officer](https://www.eastsussex.gov.uk/yourcouncil/about/keydocuments/foi/dataprotection/data-protection-officer/).

[Further information on making a complaint](https://www.eastsussex.gov.uk/contact-us/complaints).

You can also contact the ICO for further information or to make a complaint:

Information Commissioner’s Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Phone: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number
[Email ICO](https://ico.org.uk/global/contact-us/email/)

[Report a concern on the ICO website](https://ico.org.uk/concerns/)