**Consultations & Engagements – Privacy Notice**

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

* Consultation activity
* Advice and guidance on community engagement matters

**How we collect your data:**

* Emails
* Telephone Calls
* Online survey

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

* Consent

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

* Name
* Address
* Email Address
* Telephone Number
* Gender
* Age

**Special (Sensitive) category data:**

* Ethnicity
* Race
* Health

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

Explicit consent

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

Non-applicable

**Sharing your data:**

* Other council departments
* Your consultation response, alongside any data provided, is collected and stored securely via “Microsoft Forms’.

**Automated decision making :**

Non-Applicable

**How long we keep your data:**

3 to 6 months

6 years