

# Privacy Notice – Merseyside Environmental Advisory Service (MEAS)

## (How we use your information)

The categories of this information that we collect, process, hold and share include:

- personal information such as name, address, email and telephone number.

## Why we collect and use this information

Merseyside Environmental Advisory Service use this information to:

- enable us to gain a record of consent for our information / data services and process invoices;
- for environmental data verification purposes.

## The lawful bases on which we use this information

- Wildlife and Countryside Act 1981;
- Town and Country Planning (Local Planning) (England) Regulations 2012;
- Conservation of Habitats and Species Regulations 2017;
- Environmental Impact Assessment Regulations 2017;
- Waste Regulations 2016;
- Environmental Protection Act 1990; and
- Article 6(1)(c) of the General Data Protection Regulation (GDPR) 2016 gives the Council a lawful basis for collecting and using personal data in order to comply with its legal obligations and Article 6(1)(e) gives the Council a lawful basis for collecting and using personal data where it is in the exercise of official authority vested in the Council.

## Storing this information

We hold your information for a period of 5 years from the date of consent. On an annual basis we will seek new consent from environmental data providers.

## Who we share this information with

We may share this information with:

- Sefton Council Finance Department who administer our payment system;
- Merseyside BioBank which is the Local Environmental Record Centre, a service operated by MEAS. Their privacy notice can be found here: <https://activenaturalist.org.uk/mbb/policy/privacy>;
- Merseyside Historic Environment Record, a service operated by MEAS.

## Requesting access to your personal data

Under data protection legislation, you have the right to request access to information that we hold. To make a request for your personal information contact the Merseyside Environmental Advisory Service at: [eas.info:@eas.sefton.gov.uk](mailto:eas.info:@eas.sefton.gov.uk)

Telephone 0151 934 4951

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed and
- right to data portability in certain circumstances
- The right to lodge a complaint with the supervisory authority (the Information Commissioner's Office)

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

## Further information

If you would like further information about this privacy notice, please contact:

MEAS general enquiries

Telephone 0151 934 4951 email: [eas.info:@eas.sefton.gov.uk](mailto:eas.info:@eas.sefton.gov.uk)

**Or contact Sefton Council's Data Protection Officer at:**

**Telephone: 0345 140 0845 email [ino.information@sefton.gov.uk](mailto:ino.information@sefton.gov.uk)**