

Data Protection Privacy Notice

Service: Environmental Health

Team: Private Sector Housing

Processing activity: Duties relating to private water supplies

The Data Controller

East Devon District Council's Environmental Health and Car Parking Service

Address: Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

Contactable by emailing pshousing@eastdevon.gov.uk or by calling 01395 571572.

The Data Protection Officer

Contactable by emailing dataprotection@eastdevon.gov.uk

Obtaining your personal information

Information will have been provided to us by you; an owner or tenant of a property with a private water supply. The information we hold includes your name, address and contact details

In some cases we will receive property address information from a third party such as an enforcement agent or another council service. We may also obtain information about property ownership from Council Tax, Business Rates, the electoral register and HM Land Registry.

Use of your personal information

We are using your personal information for the purpose of undertaking our statutory duties relating to monitoring and investigating; undertaking risk assessments and sampling of private water supplies and investigating complaints about private water supplies. We are processing your personal information on the basis of a public task and legal obligation under The Water Industry Act 1991; the Private Water Supplies (England) Regulations 2016 (as amended); the Housing Act 2004; and the Environmental Protection Act 1990 and associated legislation

Who will receive or see my personal information?

Your personal information will be available to be seen by those within the Environmental Health Team for the purpose of maintaining the register and carrying out our investigations; risk assessments; and sampling and within support services (such as the Legal and Finance Teams).

We have a duty to share relevant information (name and address) with the Secretary of State (The Drinking Water Inspectorate) under the Water Industry Act 1991 and the Private Water Supplies Regulations

We may share information with other EDDC regulatory services such as Planning Enforcement, Housing and Benefits.

We may also share information with our corporate safety officer when our staff safety is viewed as being at risk. Information may also be shared with partner agencies during safeguarding investigations and for fraud identification and prevention.

Externally we may share your data with other Government Agencies in order to prevent and/or detect potentially fraudulent activity. Subject to a legal gateway, your information may also be shared for the prevention of fraud and criminal activity with (list not exhaustive) The

Police, Devon and Somerset Fire and Rescue, Immigration Service, Absconder Services and/or UK Border Agency, Health and Social Care Organisations and other local authorities.

Your personal information will be stored securely and will not be accessible to anyone else, including other services within the Council, unless detailed above.

Retention

All your personal information will be held by us only for as long as is necessary and then in accordance with any legal requirements imposed upon us and the Council's retention schedule. For more information please go to our website to view our [Retention schedule](#)

Transferring personal information outside of the EU

Your personal information will not be transferred outside the EU or to any international organisations by the Council. It should be noted that the Council has no control over those accessing its online public registers nor what someone does with any information they obtain from them.

Your rights

Whatever our use of your personal information you have the right of access to that personal information (this means confirmation that we are using your personal information, access to it as well as other detail) and the right to seek rectification if the information is inaccurate.

As we are processing your personal data on the basis of public task and legal obligation you have the right to object to and / or restrict processing.

Also, if you object to our use of your personal information and there is no overriding legitimate interest for us to continue using it or we have used your personal information unlawfully or it is no longer necessary for us to have the personal information, the right to erasure is also available to you.

Details on each of these rights and to how you exercise can be found on our website in the [Your Rights](#) pages.

Complaints

If you are dissatisfied with the way the Council has used your personal information then you may wish in the first instance to make a complaint to the Data Protection Officer. This can be done by;

Writing to: Data Protection Officer, Information and Complaints, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

You can also email: dataprotection@eastdevon.gov.uk or call 01395 517417.

Alternatively, or if you remain dissatisfied following your complaint to the Data Protection Officer, you may lodge a complaint with The Information Commissioner. The Information Commissioner is the UK's independent body set up to uphold information rights. The ICO can help and advise you on all matters relating to data protection.

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

Tel: 0303 123 1113

Email: casework@ico.org.uk