

# Privacy Notice



## *Specialist (Environment) Team*

**This Privacy Notice is designed to help you understand how and why the Specialist (Environment) Team at Ryedale District Council processes your personal data. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).**

### **Who are you?**

Ryedale District Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR).

The Council has appointed **Veritau Ltd** to be their Data Protection Officer. Their contact details are:

Data Protection Officer  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL  
[DPA@ryedale.gov.uk](mailto:DPA@ryedale.gov.uk) // 01609 53 2526

### **What Personal Data of mine do you collect and why do you require it?**

In order to carry out its statutory functions, in relation to environmental health, the Council will collect personal data such as names, addresses, and contact details of business proprietors or responsible persons. This may include sole traders.

On occasion the Council may process details about an individual's criminal conviction history. For example if an individual has been barred from running a food establishment or has been found to infringe hygiene legislation.

### **Who do you share this data with?**

On occasion the Council will be required to disclose personal data to certain government departments, for example the Environment Agency or the Department for Environment, Food, and Rural Affairs.

The Council may also be required to disclose personal data to crime prevention agencies such as Trading Standards or the Police.

Some information may also be required to be published in accordance with various legislative requirements.

### How long do you keep this data for?

Data held	Retention period
Food Premises Database and Register	Indefinitely or until closed
Environmental Permits including Authorisations, Record of Visits, Notices, Invoices and General Correspondence	Indefinitely or until closed
Private Water Supplies Database including Location Maps, Sample Results, Record of Visits, Notices, Invoices and General Correspondence	Indefinitely or until closed

### What is your lawful basis for processing this data?

The Council processes personal data in relation to environmental health, in accordance with legal obligations to which the Council is subject or because processing is necessary for performance of a task carried out in the public interest.

The Council may process criminal conviction data for the purpose of satisfying statutory functions exercised for reasons of substantial public interest as per Schedule 1(6) of the Data Protection Act 2018.

For more information about how the Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).