

# Privacy Notice

Bristol City Council is the data controller for the purposes of the Data Protection Act 1998 and other regulations including the General Data Protection Regulation (Regulation (EU) 2016/679), which means it determines what your data is used for and why it is collected. The purpose of this privacy notice is to tell you about what information we collect about you when you use our service, how we use that information and who we may share it with.

The contact details of the data controller are Bristol City Council, City Hall, College Green, Bristol, BS1 5TR

Email: [electricvehicles@bristol.gov.uk](mailto:electricvehicles@bristol.gov.uk)

## What data we need to collect and the legal basis for processing it:

To provide this service, we will collect your name, address and email address. Additionally, this form asks whether you are an owner/user of an electric vehicle, if so, the make and model and where you normally keep it at night.

## How long we will keep your data for:

We will hold this information for 5 (five) years, in order to allow enough time for your request/enquiry to be addressed. After this, your information will be deleted or archived.

## Why we need to collect your data:

We will use your personal data (e.g. home address and email address) as a way to respond to your request or enquiry. Information regarding whether you are the owner/using an electric vehicle, make and model, and where you normally keep it at the end of the day helps strategic decision making of where electric vehicle charge points should be installed

## Who we share your data with and why:

This data will be shared with Travelwest, Bristol City Council and the relevant local authority. If Bristol City Council receive a request or inquiry from a resident of a bordering West of England Authority (South Gloucestershire, North Somerset and Bath and North East Somerset Councils), this will be referred on to the respective authority.

## Your rights as a data subject:

You have the right to ask for access to your data and where data is found to be inaccurate to have that data corrected. In certain circumstances you have the right to have data held about you erased, or the use of it restricted. You may be able to object to processing and may also have the right to have your data transferred to another data controller.

You have the right to object to the processing of your information and to have any inaccurate information corrected. You also have a right of complaint to the Information Commissioner's Office (ICO) at [www.ico.org.uk](http://www.ico.org.uk) if you think we have not dealt with your information in a proper manner.

You can ask to see what information we hold about you and have access to it. You can do this by contacting:

Senior Data Protection Officer  
Bristol City Council  
ICT Commissioning and Information Governance  
P O Box 3176  
BRISTOL  
BS3 9FS  
[Data.protection@bristol.gov.uk](mailto:Data.protection@bristol.gov.uk)

Other questions about the data being processed may also be sent to the above address.

### **Fraud Prevention and Detection:**

Bristol City Council is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for auditing, administering public funds, or where undertaking a public function, in order to prevent and detect fraud. For more information visit [www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection](http://www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection).