



# **Major Projects and Regeneration Privacy Notice**

<b>Document Control</b>	
<b>Document title</b>	Major Projects and Regeneration Privacy Notice
<b>Purpose</b>	
<b>Author</b>	
<b>Date of publication</b>	
<b>Owner/responsibility</b>	
<b>Distribution</b>	LanConsent/Other
<b>Version</b>	<b>Date Comments</b>
1.0	June 2020
2.0	May 2023 – updates to format

**This Privacy Notice was last updated in May 2023. It is regularly reviewed and may be updated or revised at any time. Please refer to this page for the most up-to-date information [Major Projects and Regeneration Privacy Notice \(wigan.gov.uk\)](https://www.wigan.gov.uk/major-projects-and-regeneration-privacy-notice).**

**It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes.**

## **1. INTRODUCTION**

Our core data protection obligations and commitments are set out in the Council's Primary Privacy Notice.

This notice provides additional privacy information for **Major Projects and Regeneration**.

## **2. WHAT PERSONAL INFORMATION DO WE COLLECT**

In order to carry out activities and obligations as Major Projects and Regeneration we may process the following personal information:

- Name
- Title
- Address
- Telephone number
- Personal email address

**Please note that this is not an exhaustive list.**

We may also collect, store and use the following special category information:

- Race
- Ethnicity
- Religious beliefs
- Sexual orientation
- Political opinions

**Please note that this is not an exhaustive list.**

## **3. HOW WE USE PERSONAL INFORMATION**

The main purposes for processing your personal information are:

- To provide relevant information on our projects, for example through newsletters and project updates.

- To invite you to take part in project consultations or stakeholder events.
- To investigate and respond to enquiries or complaints.
- To set up and manage agreements and contracts.



#### **4. LEGAL BASIS FOR PROCESSING**

The legal bases we rely on for processing your personal information are:

- To perform a public task in the public interest or for official functions and the task or function has a clear basis in law.
- Where you have consented to the processing

#### **5. WHO DO WE SHARE PERSONAL INFORMATION WITH**

In addition to the general reasons for information sharing described in [Wigan Borough Council Primary Privacy Notice](#), we may also share information with the following:

- Internal Council Departments and Contractors (where this is necessary to respond to enquiries or complaints)

We may also collect or receive information from external parties such as:

- The Greater Manchester Combined Authority (GMCA)
- Other Local Authorities
- Transport for Greater Manchester (TfGM)
- Utility companies
- Contractors (carrying out commissioned works/construction or providing digital tools.

**Please note that this is not an exhaustive list.**

#### **6. HOW LONG DO WE KEEP PERSONAL INFORMATION**

We will not keep personal data for longer than is necessary, subject to any legal obligations to retain the data.

We must continue to retain necessary information in accordance with our Corporate Management Records Policy to fulfil legal, statutory and regulatory requirements.

#### **7. AUTOMATED DECISIONS**

All the decisions we make about you will involve human intervention.

#### **8. COOKIES**

To find out how we use cookies, please see [Cookies \(wigan.gov.uk\)](#).

#### **9. YOUR RIGHTS**

More information on how to seek advice in order to exercise your rights, raise a concern or complain about the handling of your personal information by the council can be found at [Wigan Borough Council Primary Privacy Notice](#).

