



Kent Nature Partnership (KNP) privacy notice

Who are we?

KNP is hosted by Kent County Council (KCC). Under the General Data Protection Regulation ("GDPR"), KCC must be transparent and provide accessible information to individuals about how we will use your personal data.

The KNP is based upon an executive level Board and a Management Working Group (MWG). These two groups are made up of local authorities, government agencies (the Defra family), non-government organisations (such as Kent Wildlife Trust), Universities and the private sector. The Board and MWG groups receive regular emails relating to the agenda and minutes. Each group meets four times a year.

This privacy notice is directed at a wider group of organisations and individuals with an interest in the work of the KNP, that we need to communicate with. KCC will need to be compliant with GDPR in order that KNP can continue communications and extend this to new organisations and individuals.

What are KCC obligations under GDPR as a Data Controller?

KCC is the Data Controller because it determines why your data is being processed and how it is being processed. Processing is anything that is done with personal data including collecting, recording, structuring, storing, adapting, altering, retrieving, consulting, use and disclosure.

Our staff are trained to handle your information correctly and protect your privacy. Staff will only share relevant information with other departments within KCC or where required to by law and with sound legal basis.

How and why are we processing your personal data?

As a partnership, providing regular communication via e- bulletins and email is a vital part of the work of KNP. Your email address will be added to a database which is purely used for sending out e- bulletins (maximum of 4 of year) and occasional email updates.

If in taking forward KNP, we believe it would be mutually beneficial to share your email address with specific individuals within the partnership, we will only do so after obtaining your approval first. This will be achieved an email confirmation describing and agreeing to the exact level of information sharing that will be carried out by KCC as the data controller.

Requesting access to your personal information

Your Rights

Under the GDPR you have rights which you can exercise free of charge that allow you to:

- Know what we are doing with your information and why we are doing it
- Ask to see what information we hold about you
- Ask us to correct any mistakes in the information we hold about you
- Object to direct marketing
- Make a complaint to the Information Commissioners Office

Depending on our reason for using your information you may also be entitled to:

- Ask us to delete information we hold about you
- Have your information transferred electronically to yourself or to another organisation
- Object to decisions being made that significantly affect you
- Object to how we are using your information
- Stop us using your information in certain ways

We will always seek to comply with your request however we may be required to hold or use your information to comply with legal duties. Please note: your request may delay or prevent you from receiving information from us.

Under the data protection legislation, you have a right of access to information about you that we hold. If you would like to make a request for access to your personal information, contact:

Information Resilience & Transparency Team

Room 2.71

Sessions House

Maidstone, Kent

ME14 1XQ

Email: dataprotection@kent.gov.uk

You can also visit the KCC website if you need more information about how KCC use and store your information. Please go to: <http://www.kent.gov.uk/about-the-council/contact-us/access-to-information/your-personal-information>

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

You can contact our Data Protection Officer, Benjamin Watts, at dpo@kent.gov.uk or by writing to the Data Protection Officer at Sessions House, Maidstone, Kent ME14 1XQ