

Castle Baynard Common Councillors – Privacy Statement

We, the Common Councillors representing Castle Baynard Ward in the City of London, are committed to protecting your privacy. This statement outlines how we collect, use, and safeguard personal information provided by individuals who engage with us through our website or other communication channels. We comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

If you have any questions about this statement, please contact us via the contact details provided on our website.

How We Collect Information

We may collect personal information when you:

- Contact us with an enquiry or concern
- Subscribe to the City of London Corporation voters list
- Participate in ward consultations, surveys, or events
- Request support or services
- Provide feedback or engage with us on civic matters

We may also receive information from third parties where you have given them permission to share it with us.

What Information We Collect

The personal information we may collect includes:

- Name, email address, postal address, and phone number
- Information relevant to your enquiry or participation
- Preferences regarding communication and engagement

We may also collect non-personal data such as website usage statistics to improve our services. Wherever possible, this data is anonymised.

How We Use Your Information

We use your personal information to:

- Respond to your enquiries and provide requested services

- Keep you informed about ward matters, events, and consultations
- Administer participation in civic activities
- Improve our communication and engagement efforts

We will only use your data where we have a lawful basis to do so, such as your consent, a legitimate interest, or a legal obligation.

Sharing Your Information

We do not sell or trade your personal data. We may share it with trusted service providers who assist us in delivering services (e.g., email platforms or survey tools), or where required by law (e.g., regulatory bodies or law enforcement).

Your Rights and Choices

You have the right to:

- Access the personal data we hold about you
- Request correction or deletion of your data
- Withdraw consent for communications at any time
- Object to or restrict certain types of data processing

To exercise these rights, please contact us using the details on our website.

Children's Privacy

We do not knowingly collect personal data from individuals under 16 without parental or guardian consent.

Cookies

Please refer to our [Cookie Policy] for details on how we use cookies on our website.

Data Security and Retention

We take appropriate measures to protect your data from loss, misuse, or unauthorised access. We retain personal data only for as long as necessary to fulfil the purposes for which it was collected or as required by law.

Changes to This Statement

We may update this privacy statement from time to time. Any changes will be posted on this page. Continued use of our website after changes are made indicates your acceptance of the updated terms.