**Privacy Notice for Construction and Agriculture Project**

**What this document is for**

This privacy notice provides details on how we, Broadland District Council and South Norfolk Council (“the councils”), use your personal information for the purposes of Construction and Agriculture Project.

By ‘use’ we mean the various ways it may be processed, including storing and sharing the information.

The Councils are what is known as the ‘Joint Data Controller’ for your data.

**Further details**

We also provide the following details in our general privacy notices on our [website](https://www.southnorfolkandbroadland.gov.uk/data-protection/south-norfolk-council-data-protection)

* Your rights under the UK General Data Protection Regulation (the UK GDPR) and how to exercise them; and
* How you can contact the Councils Data Protection Officer

**What we use your information for**

* To analyse and understand your experience and perspective on mental health and support services to help shape a new project.
* If you have provided contact details, we may contact you to ask for more information or to take part in a discussion.

**What personal data we collect and use about you**

We will collect and use the following information in relation to yourself:

* You can provide your name, email and phone number which is optional if you are happy to be contacted.
* If you are happy to be contacted but would prefer to keep your other responses anonymous you can get in touch with us separately to confirm you are happy to be contacted. You can contact us at healthandwellbeingpartnerships@southnorfolkandbroadland.gov.uk

**Who provides this information and how we share data**

We receive this information from you. We will share only the anonymised data with partners to enable us to analyse results and plan next steps for the project. If you choose to share any contact details, we will not share this with partners but only use this to contact you.

Any information which is shared will only be shared on a need-to-know basis, with appropriate individuals. Only the minimum information will be shared to achieve the desired outcome.

**How the law protects you and the legal basis for processing your information**

We have legal grounds under the UK GDPR to process this information and rely on your explicit consent.

We may also process special categories of data such as health data under Article 9.2 (a) of the UK GDPR (explicit consent).

**How long will we keep your personal information for**

The information you provide will be held securely by us.

Your information will be kept for the duration of the construction and agriculture project and will be deleted within 30 days of the programme ending unless you choose to opt of before this point and your data will be deleted as detailed below.

If you wish to opt-out of this at any point please contact us at healthandwellbeingpartnerships@southnorfolkandbroadland.gov.uk Your data will be deleted within 1 calendar month.

**How we keep your information**

The information is stored electronically, on the Councils network including records management systems.

**Changes to this notice**

We may amend this privacy notice at any time so please review it frequently. The date below will be amended each time this notice is updated.

This notice was updated in May 2025.