

# Privacy Notice (How we use your information)

## Blue Badge Misuse

### The categories of information that we collect, process, hold and share include:

- Personal information (such as name, date of birth and address)
- Characteristics (such as gender)

### Why we collect and hold this information.

We use this personal data in order to:

- Provide you with a Blue Badge misuse service.
- Enable us to carry out specific functions for which we are responsible.
- Assess the quality of our services.
- Evaluate and improve our performance.
- Derive statistics which inform decisions about future delivery of services.

### The lawful basis on which we use this information.

Under Article 6 of the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

**6(1)(a) Your consent. You can remove your consent at any time. You can do this by contacting [parking@kirklees.gov.uk](mailto:parking@kirklees.gov.uk)**

**6(1)(b) We need it to perform a public task.**

These legal bases are underpinned by acts of legislation that dictate what actions can and should be taken by local authorities. This includes, but may not be limited to:

- RTA (Road Traffic Act) 1984

### How we store your personal information

Your information is safely stored on Kirklees Council's secure network drives.

We keep for 2 years. We will then dispose your information by deleting or archived.

We will keep your information for 3 years after completion of any investigation in case of any queries.

## Who we may share your information with

We may sometimes share the information we have collected about you where it is necessary, lawful and fair to do so. In each case we will only share the minimum amount of information, only when required, for the following reasons:

- To develop national policies.
- To manage local authority performance.
- To identify and encourage good practice.

We may share this information with:

- Other services within Kirklees Council.
- National government department e.g. Department for Transport
- Other partners such as the police.

We do not share personal information about you with anyone else without consent unless the law and our policies allow us to do so.

## Your data protection rights

Under data protection law, you have a number of rights, including the right to have your records rectified and the right to ask for access to all the information the Council holds about you. These rights are listed in more detail on [Kirklees Council's data protection rights page](#).

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [Data.protection@kirklees.gov.uk](mailto:Data.protection@kirklees.gov.uk) if you wish to make a request.

## Further information

If you would like further information about how we manage your data, please see the [Kirklees Council privacy notice](#).

If you would like further information about this privacy notice, please contact:  
[parking@kirklees.gov.uk](mailto:parking@kirklees.gov.uk)

If you have any worries or questions about how your personal data is handled, please contact the Data Protection Officer at [DPO@kirklees.gov.uk](mailto:DPO@kirklees.gov.uk) or by ringing 01484 221000.

You can also complain to the ICO if you are unhappy with how we have used your data. You can contact the ICO via the ['Contact us' page on their website](#), or by ringing 0303 123 1113.