

Mansfield District Council

Door Entry System – Privacy Notice

Why do we need to collect this data?

This Privacy Notice sets out the use of Mansfield District Council (MDC) door entry systems for, including but not limited to, access to low rise flats.

To ensure we continue to maintain the highest standards of safety within our properties, Bamford Doors Ltd have been appointed by Mansfield District Council (MDC) to undertake full replacement of the block main entry doors and install a new access control system.

MDC are reducing the risk of arson and anti-social behaviour within the blocks by installing better security throughout the portfolio.

As part of this new system, service users will be able to grant remote access to their building. This is facilitated by Intratone UK Ltd who will contact you via phone to confirm if you would like to allow access.

What data do we collect?

We currently collect and process the following personal data:

- phone number

What is our lawful basis for collecting this data?

Under data protection law, GDPR Article 6(1), we have a number of lawful bases that allow us to collect and process personal information. In this case, the lawful basis for processing your data is your consent pursuant to Article 6(1)(a). You are able to remove your consent at any time. You can do this by contacting housingmanagementadmin@mansfield.gov.uk

How long will we retain the data?

Your personal data will be retained only for the purposes stated in this privacy notice and will be held by us for no more than the length of your tenancy.

All personal data will be held and disposed of in a safe and secure manner.

Your rights

Under data protection law, you have rights including:

- **Your right of access** - You have the right to ask us for copies of your personal information.
- **Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- **Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.
- **Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- **Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

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 housingmanagementadmin@mansfield.gov.uk if you wish to make a request.

Do you have a complaint?

If you consider that your personal data has been misused or mishandled by us, you can raise this with the data controller. In this instance, the data controller is the Data Protection Officer who can be contacted on (01623) 463463 or dpo@mansfield.gov.uk.

If you remain dissatisfied you can make a complaint to the Information

Commissioner, who is an independent regulator.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>

Any complaint to the Information Commissioner is without prejudice to your right to seek redress through the courts.