

# Ayrshire Roads Alliance

## Privacy Notice

This notice is provided for clarification on what information the Ayrshire Roads Alliance (ARA) needs in order to process information regarding individuals when they are providing the following services:

The maintenance of public roads, bridges, footways and footpaths
Street lighting
Traffic calming and road safety
Roads design and structural design
Parking enforcement and mobility
Bus infrastructure and interchange facilities
Winter maintenance

Ayrshire Roads Alliance puts measures in place to protect the privacy of individuals throughout this process.

### Who is responsible for your information?

The Ayrshire Roads Alliance is a public sector partnership that delivers shared Council roads and transportation services to communities across East and South Ayrshire.

Personal Information that is held and processed by each Council within the partnership is processed in accordance with Data Protection Law. For information on the role of the Data Controller, Data Protection Officer and Contact Details at the Councils please refer to the 'Privacy Statement' on the respective Councils' websites.

### What personal data do we need and why?

Personal data regarding individuals is required to be collected in order to carry out roads and transportation services.

Personal data is collected when individuals are in contact with the Ayrshire Roads Alliance and includes identifiers such as Name and Address details.

### What is the lawful basis for processing the data ?

The lawful basis for processing personal data are set out in Data Protection legislation. In this case the lawful basis for processing individuals' data are:

- (1) Contract - The processing is necessary for a contract
- (2) Legal Obligation - The processing is necessary for ARA to comply with the law
- (3) Public task - the processing is necessary to perform a task in the public interest or for official functions, and the task or function has a clear basis in law

### **Who will we share your information with?**

The Ayrshire Roads Alliance may receive individuals' personal data from or share individuals' personal data with the following organisations:

- The DVLA;
- Police Scotland and other emergency services
- Strathclyde Passenger Transport
- Scotrail
- Scottish Environmental Protection Agency
- Transerv Scotland
- External Contractors and Consultants
- Developers
- Scottish Public Services Ombudsman;
- The (UK) Information Commissioner;
- East and South Ayrshire Councils

The Ayrshire Roads Alliance will also make any disclosures required by law and may also share this information with other bodies responsible for detecting/preventing fraud or auditing/administering public funds.

### **How long do we keep your information?**

The Ayrshire Roads Alliance will only keep your personal data for as long as necessary. Full details of how long the Councils retain personal data can be found in the Councils' [Retention Schedule](#). After this time personal data will be securely destroyed.

### **Providing accurate information**

It is important that we hold accurate and up to date information. If any details have changed, or change in the future, then individuals should ensure that they inform ARA as soon as possible so that they can update their records.

### **Individuals' data processing rights**

Under data protection legislation, individuals have the right to request access to information about them that ARA holds. Further details can be found in the Councils' [Privacy Statement](#).

### **Individuals also have the right to:**

- object to processing of personal data that is likely to cause, or is causing, damage or distress

- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means; and
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed
- in certain circumstances, transfer their data to another organisation (data portability)

Individuals can contact the Councils regarding their data protection rights and the processing of their data. Details of how to do this can be found on the Councils' Privacy statements.

If individuals have a concern about the way Ayrshire Roads Alliance is collecting or using their personal data, they should raise their concern in the first instance with the Councils' Data Protection Officer; contact details can be found on the Councils' [Privacy Statement](#).