

General Data Protection Regulations (GDPR) Privacy Notice
Highways England

Highways England have fully committed to adherence of the General Data Protection Regulations (GDPR) following implementation on the 25th May 2018. In relation to our collection and processing of personal data, please see the below information.

Section 1 – Collection of Data

- 1) Highways England will be the data controller and the contact details for the company are:
 - a) **Data Protection Officer:** Graham Woodhouse
 - b) **E-mail:** DataProtectionAdvice@highwaysengland.co.uk

- 2) The data is being collected for: A66 Eden Valley schemes

- 3) The data processors, working on behalf of Highways England in relation to the A66 Eden Valley schemes will be:

Kapow – Text alert services

- The data Kapow is processing is in relation to the A66 Eden Valley schemes information within the area. The purpose of collecting the information is to inform the travelling public and local residents of the total road closure and for any potentially constraints that may affect them and areas requiring mitigation.
- 4) Collected data will be stored within secure electronic records management systems, with the system being dependant on the nature of the information. The systems used by Highways England are:

Temporarily stored in Kapow secure network drives in accordance with their Terms and Conditions document, all data is kept in a secure server and messages data is deleted after 6 weeks of sending and any information is not passed onto third parties.

Generally (for data protection rules) personally identifiable data is more than just a phone number, and would only be applicable in combination with either a name, email address/post address, date of birth etc. which we only store for account holders.

The following clause will be issued: *Please note, this data is kept on a secure server and message data is deleted after 6 weeks. Highways England and Kapow, our supplier for this service, do not pass on your information to third parties. The terms and conditions of this service are available on Kapow website or by emailing info@kapow.co.uk

5) Information stored by third parties will be held on the following systems:

A secured server held by Kapow.

Section 2 – Processing of data

In addition to the information referred to in section 1, at the point of collection we will, at the time when personal data are obtained, provide you with the following further information necessary to ensure fair and transparent processing:

- 1) The personal data will be stored until the A66 Eden Valley schemes are completed to ensure the individual whom have registered for the text alert service will be kept up to date. Kapow GDPR policy states the data will be kept for 6 weeks and will be deleted or the client (Highways England) can instruct to keep the data longer for the duration of the scheme and then close the account which will automatically delete all data processed.
- 2) Under GDPR you have rights to request information from the company
 - Right of access to the data (Subject Access Request)
 - Right for the rectification of errors
 - Right to erasure of personal data – not an absolute right
 - Right to restrict of processing or to object to processing
 - the right to data portability;
- 3) If the processing is based on receiving the consent of the data subject then we have to inform the data subject that they have the right to withdraw their consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.
- 4) You have the right to lodge a complaint with a supervisory authority (in the UK that is the Information Commissioners Office)
- 5) If we are to process the personal data we hold for a purpose other than that for which it was originally collected then we will provide the you with information on what that other purpose is prior to that further processing taking place. The extra information will include any relevant further information as referred to above including the right to object to that further processing.