



Trent Valley Internal Drainage Board

Water Management Consortium

Privacy Notice (Accounts)

Trent Valley Internal Drainage Board is a Data Controller and can be contacted at:

Wellington House
Manby Park
Manby
LOUTH
Lincolnshire
LN11 8UU
Tel: 01507 328095

The Data Protection Officer can be contacted on governance@tvidb.co.uk or at the address above.

We process your personal data including name address, and bank details to meet our legal, statutory and contractual obligations. If you do not supply this information we will not be able to issue invoices or payment and will not be able to fulfil our contractual obligations.

The Board is a member of the Water Management Consortium and personal data may be shared with/processed by other members of the Consortium in line with our data sharing agreement.

Your data will not be shared with other third parties but some data may be shared with our Board Members, used for drainage board purposes, in order to prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation. We may use third parties listed below to provide services and business functions however they will only be provided with the minimum amount of data required to perform this function;

- Barclays, HSBC, Lloyds and/or Natwest banks
- Internal Auditor
- Sage accounting software
- Bottom Line Technologies
- External Auditor
- Exchequer accounting software

The Board will hold this data for a period of 7 years in line with accounting legislation.

You have the right to access your data and to rectify mistakes. In some circumstance you may also have the right to request we erase your data, restrict our processing, object to processing or move your data. Please contact the Data Protection Officer for further information or go to the Data Protection page of our website where your rights are explained in more detail (www.wmc-idbs.org.uk/TVIDB/Governance/Data-Protection.aspx).

If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer.

Any complaints regarding your data should be addressed to the Data Protection Officer in the first instance.

If the matter is not resolved, you can contact the Information Commissioner's Office at:

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 0303 123 1113.