



# Trent Valley Internal Drainage Board

## Water Management Consortium

### Privacy Notice (Rating)

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](mailto:governance@tvidb.co.uk) or at the address above.

We are processing your data under the Land Drainage Act 1991 as the land you own/occupy falls within the Board's district and to allow us to perform tasks which are in the public interest. Provision of occupier information is a statutory requirement. Failure to provide occupier details when requested may result in enforcement action against the land owner.

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 generally be shared with third parties but may be 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. Where any breach of legislation occurs (failure to pay) then your data may be shared with enforcement agents (bailiffs). Your data will be used to produce the electoral register as we are legally required to do this. This data may also be used by the Board in order to contact you regarding any matters appertaining to land drainage in the area.

Current land owner/occupier contact details will be kept permanently in paper and electronic format. Once the land is sold/given up details will be kept for a period of seven years in line with our retention policy.

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](http://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.