



Making Space for Nature in Kent and Medway

Developing the County's Local Nature Recovery Strategy

Making Space for Nature in Kent & Medway Actions for Nature mapping tool privacy notice

January 2024

We keep this privacy notice under regular review and it was last updated on 31st January 2024.

Kent County Council (KCC) respects your privacy and is committed to protecting your personal data. This privacy notice will inform you as to how we look after your personal data and tell you about your privacy rights and how the law protects you.

Who are we?

KCC collects, uses and is responsible for certain personal information about you. When we do so we are regulated under the United Kingdom General Data Protection Regulation ('UK GDPR') and the Data Protection Act 2018. We are responsible as 'controller' of that personal information. KCC's Natural Environment and Coast Team (acting as Responsible Authority for the Kent & Medway Local Nature Recovery Strategy) commissioned Kent Wildlife Trust to create the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool.

The mapping tool will be accessible via the Making Space for Nature in Kent and Medway website, which is managed by KCC's Natural Environment and Coast Team. The tool will allow nature recovery delivery partners to map what action they have taken for nature and where over the past 10 years. This will allow the Making Space for Nature project (MS4N) to assess what action has already been undertaken, to identify opportunities to build on and/or extend this action. In time, the tool will also act as a monitoring tool whereby delivery partners can register their action against the priorities and actions of the Kent & Medway Local Nature Recovery Strategy (LNRS).

Our Data Protection Officer is Benjamin Watts.

The personal information we collect and use

Information collected by us

In the course of being an account holder for the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool, we collect the following personal information when you provide it to us:

- Organisation
- Contact name
- Contact email

- Generic email
- Site name (where action has taken place) – this will also ask you to map the area if possible
- Site and action details (optional questions)

How we use your personal information

We use your personal information to:

- Contact you for more information on your nature recovery action, if required.
- Map your action, with others, across the county and identify the contribution you are making to nature recovery in Kent and Medway.
- Overlay your past and ongoing action with emerging LNRS priorities, and potential action, to inform work to refine the priorities for the final LNRS and identify wider benefits for aligning priorities with such action.
- Contact you to seek any interest you may have in being involved in the Making Space for Nature project and LNRS delivery.
- Enable you to agree with KCC's terms and conditions and set up (and authenticate) an account on the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool.
- Contact you regarding any issues or queries you may have regarding the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool or your account.
- Enable you to update your contact details and information on the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool.
- Send an email to any inactive account users after 5 years; advising you that if you do not access your account within the next 90 days that your account will be deactivated.
- Contact you regarding any updates to the Making Space for Nature in Kent and Medway *actions for nature* mapping tool.
- Enable interested partners and funders to view your details and make contact regarding your nature recovery action.

Reasons we can collect and use your personal information

We rely on Article 6(1)(a) of GDPR 'data subject has given consent to the processing of their personal data for one or more specific purposes' as being the lawful basis on which we collect and use your personal information.

The provision of personal data is required from you to enable us to undertake the tasks listed above in relation to the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool.

How long your personal data will be kept

You can deactivate your account yourself at any time, or we can deactivate your account at any time upon your request. We will then no longer hold your personal data.

We will send an email to any inactive account users after 5 years; advising you that if you do not access your account within the next 90 days that your account will be deactivated.

Non-personal information regarding nature recovery action will be kept indefinitely for the purposes of informing the LNRS and future projects.

Who we share your personal information with

- Making Space for Nature in Kent and Medway (a KCC project) are hosting the link to the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool on their website. Read the [Making Space for Nature privacy notice](#).
- Kent Wildlife Trust (a third party provider) has created the online Making Space for Nature in Kent and Medway *actions for nature* mapping tool and provide back-end technical support to the online tool. The tool will not collect any personal information via its cookies. Read the [Kent Wildlife Trust privacy notice](#).
- Making Space for Nature project team.
- If you select, your information will also be viewable via the online platform.

We will share personal information with law enforcement or other authorities if required by applicable law or in connection with legal proceedings.

We will share personal information with our legal and professional advisers in the event of a dispute, complaint or claim. We rely on Article 9(2)(f) where the processing of special category data is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity.

The data is stored within the South-East UK. Login information is stored by Auth0¹, an authentication provider, who have data centres in Dublin, Ireland and Frankfurt, Germany. This is based on an adequacy decision by the Secretary of State and safeguards prescribed by the UK GDPR.

More information can be found on the Information Commissioners Office's (ICO) [website](#).

Your rights

Under the UK GDPR you have several rights which you can access free of charge which allow you to:

- Know what we are doing with your information and why we are doing it.
- Ask to see what information we hold about you (subject access request).
- Ask us to correct any mistakes in the information we hold about you.
- Object to direct marketing.
- Make a complaint to the Information Commissioner's Office.

Depending on our reason for using your information you may also be entitled to:

- Ask us to delete information we hold about you.
- Have your information transferred electronically to yourself or to another organisation.
- Object to decisions being made that significantly affect you.
- Object to how we are using your information.
- Stop us using your information in certain ways.

¹ <https://auth0.com/blog/auth0-customers-your-brexit-questions-answered/>

We will always seek to comply with your request however we may be required to hold or use your information to comply with legal duties. Please note: your request may delay or prevent us delivering a service to you.

For further information about your rights, including the circumstances in which they apply, see the guidance from the UK Information Commissioner's Office (ICO) on individuals' rights under the United Kingdom General Data Protection Regulation.

If you would like to exercise a right, please contact the Information Resilience and Transparency Team at data.protection@kent.gov.uk

Your right to withdraw your consent

Where we rely on your consent to process your personal information, you can withdraw your consent to our use of your data at any time. You can do this by emailing makingspacefornature@kent.gov.uk

Keeping your personal information secure

We have appropriate security measures in place to prevent personal information from being accidentally lost or used or accessed in an unauthorised way. We limit access to your personal information to those who have a genuine business need to know it. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

Who to contact

Please contact the Information Resilience and Transparency Team at data.protection@kent.gov.uk to exercise any of your rights, or if you have a complaint about why your information has been collected, how it has been used or how long we have kept it for.

You can contact our Data Protection Officer, Benjamin Watts, at dpo@kent.gov.uk

UK GDPR also gives you right to lodge a complaint with Information Commissioner, who may be contacted via the Information Commissioner's website or call 03031 231113.

For further information visit <https://www.kent.gov.uk/about-the-council/about-the-website/privacy-statement>