



Invasive Weeds Public Reporting Tool Privacy Notice

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This Privacy Notice was last updated in July 2023. It is regularly reviewed and may be updated or revised at any time. Please refer to this page for the most up-to-date information [Invasive Weeds Public Reporting Tool - Privacy Notice \(wigan.gov.uk\)](https://wigan.gov.uk).

It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes.

1. INTRODUCTION

Our core data protection obligations and commitments are set out in the Council's Primary Privacy Notice.

This notice provides additional privacy information for **the Invasive Weeds Public Reporting Tool**. We are responsible for treating weeds on adopted roads and footpaths, invasive weeds can be reported to us by members of the public via this reporting tool.

2. WHAT PERSONAL INFORMATION DO WE COLLECT

The information we collect includes:

- Name
- Phone numbers
- Email addresses

3. HOW WE USE PERSONAL INFORMATION

Where you have used the reporting tool, we will use your person information to keep you updated on the progress and to ensure we can take appropriate action based on your report.

4. LEGAL BASIS FOR PROCESSING

The legal basis we rely on for processing your personal information is:

- Consent

5. WHO DO WE SHARE PERSONAL INFORMATION WITH

In addition to the general reasons for information sharing described in the Council's Primary Privacy Notice, we may share information with other teams within the Council where it is necessary to do so.

6. HOW LONG DO WE KEEP PERSONAL INFORMATION

We will keep the personal data for no longer than is necessary (usually at the end of our involvement in the matter) and the council's retention schedule will be applied for this purpose. Sometimes, the law sets the length of time personal data must be kept.

7. AUTOMATED DECISIONS

All the decisions we make about you will involve human intervention.

8. COOKIES

To find out how we use cookies, please see [Cookies \(wigan.gov.uk\)](https://www.wigan.gov.uk/cookies).

9. YOUR RIGHTS

More information on how to seek advice in order to exercise your rights, raise a concern or complain about the handling of your personal information by the council can be found in [Wigan Borough Council Primary Privacy Notice](#).