

# HM TREASURY'S Consultation PRIVACY NOTICE

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- 1.1 This notice sets out how we will use your personal data, and your rights under Articles 13 and/or 14 of the General Data Protection Regulation (GDPR).

## Your Data (Data Subject Categories)

- 1.2 The personal information relates to members of the public, parliamentarians, and representatives of organisations or companies.

## The data we collect (Data Categories)

- 1.3 Information may include the name, address, email address, job title, and employer of the correspondent, as well as their opinions.
- 1.4 It is possible that respondents will volunteer additional biographical information about themselves or third parties.

## Purpose

- 1.5 The personal information is processed for the purpose of obtaining the opinions of members of the public and representatives of organisations and companies, about departmental policies, proposals, or generally to obtain public opinion data on an issue of public interest.

## Legal basis of processing

- 1.6 The processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller. The task is consulting on departmental policies or proposals, or obtaining opinion data, in order to develop good effective policies.

## Who we share your data with (Recipients)

- 1.7 Information provided in response to a consultation, including personal information, may be published or disclosed in accordance with the access to information regimes. These are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 and the Environmental Information Regulations 2004.
- 1.8 If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals with, amongst other things, obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on HM Treasury.

- 1.9 Where a data subject submits special category personal data or personal data about third parties, we will endeavour to delete that data before publication takes place.
- 1.10 Where information about respondents is not published, it may be shared with officials within the department, or officials within other public bodies, in order to help develop policy.
- 1.11 As the personal information is stored on our IT infrastructure, it is also shared with our IT contractor NTT.

## How long we will hold your data (Retention)

- 1.12 Personal information in responses to consultations will generally be published and therefore retained indefinitely as a historic record under the Public Records Act 1958.
- 1.13 Personal information in responses that is not published will be retained for three calendar years after the consultation has concluded.

## Special data categories

- 1.14 Any of the categories of special category data may be processed if such data is volunteered by you (the data subject).

## Basis for processing special category data

- 1.15 Where special category data is volunteered by you (the data subject), the legal basis relied upon for processing it is: The processing is necessary for reasons of substantial public interest for the exercise of a function of the Crown, a Minister of the Crown, or a government department.
- 1.16 The function is consulting on departmental policies or proposals, or obtaining opinion data, in order to develop good effective policies.

## Your rights

- 1.17 You have the right to request information about how your personal data are processed, and to request a copy of that personal data.
- 1.18 You have the right to request that any inaccuracies in your personal data are rectified without delay.
- 1.19 You have the right to request that your personal data are erased if there is no longer a justification for them to be processed.
- 1.20 You have the right in certain circumstances (for example, where accuracy is contested) to request that the processing of your personal data is restricted.
- 1.21 You have the right to object to the processing of your personal data where it is processed for direct marketing purposes.

## Complaints

- 1.22 If you consider that your personal data has been misused or mishandled, you may make a complaint to the Information Commissioner, who is an independent regulator. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
0303 123 1113  
[casework@ico.org.uk](mailto:casework@ico.org.uk)

- 1.23 Any complaint to the Information Commissioner is without prejudice to your right to seek redress through the courts.

## Contact details

- 1.24 The data controller for your personal data is HM Treasury. The contact details for the data controller are:

HM Treasury  
1 Horse Guards Road  
London  
SW1A 2HQ  
London  
020 7270 5000  
[public.enquiries@hmtreasury.gsi.gov.uk](mailto:public.enquiries@hmtreasury.gsi.gov.uk)

- 1.25 The contact details for the data controller's Data Protection Officer (DPO) are:

Data Protection Officer  
HM Treasury  
1 Horse Guards Road  
London  
SW1A 2HQ  
London  
[privacy@hmtreasury.gis.gov.uk](mailto:privacy@hmtreasury.gis.gov.uk)