

Fortune Green and West Hampstead Neighbourhood Development Forum Privacy Statement

Fortune Green and West Hampstead Neighbourhood Development Forum (referred to as the NDF) was designated by Camden Council in May 2013. More details of the history and objectives of the Forum can be found at <http://www.ndpwesthampstead.org.uk/about.htm>.

The NDF aims to comply with the new General Data Protection Regulations (GDPR) coming into effect on 25th May 2018. Accordingly, we aim in this privacy statement to provide clarity and transparency as to our purpose for collection, storage, retention and use of any personal contact data of individuals that we may hold.

The only personal data which the NDF will collect and store for contact purposes is the **name** and **email address** of individuals who have either:

- attended meetings and events and given their contact details for the purpose of being informed of the work or activity of the NDF and used for the purpose of being updated about matters related to the work of the NDF and local planning issues related to the Neighbourhood Plan.
- or contacted us via the website to request and consent to their contact details being kept by the NDF, and used for the purpose of being updated about matters related to the work of the NDF and local planning issues related to the Neighbourhood Plan).

The main purpose of retaining and using personal contact data for the expressed use of information mail-outs, and occasional consultations, is considered to be compatible with the original aims and purposes of the Forum.

We believe that as residents of the area covered by the Neighbourhood Development Plan of which the NDF is the guardian and our mailing lists enable us to inform and consult them about matters relating to the Neighbourhood Plan and planning applications and other matters affecting its implementation, the NDF has a legitimate interest in maintaining contact with those on its mailing list.

Contact details will be stored on a secure site and only accessed by agreed officers of the NDF, elected at the AGM annually.

Individuals can request that their details are changed or removed by contacting the NDF via the website at any time. Individuals can also remove their contact details by "unsubscribing" when they received mail outs or by emailing us at ndpwesthampstead@gmail.com.

The NDF will not pass any personal data to a third party, and will comply with GDPR procedures in notifying our members in the event of a data breach.

21 May 2018