

Consultations

- Cherwell District Council (CDC) has one main privacy policy for how it handles your personal information, for further details please access: [Privacy notice](#)
- Data Controller: CDC (in this case the service organising this consultation) decides what personal info is needed from you to provide them (relevant service) with the baseline to query and gather feedback on relevant matters that will involve you, also meeting pre-set legal requirements.
- The performance and Insight team act as the intermediary between the parties, to ensure GDPR and consultation regulations are met and followed, having no ownership of any survey other than providing regulatory clarification and data analysis.
- Surveys belong to the requesting services and should be queried directly to the relevant service, you can find details of the relevant service at: the front page of the survey at the area signed as: **Contact**
- Your Consent: By sharing your info and using CDC consultation tool services, you acknowledge that you understand this policy.
- The aim is to ensure services are transparent and to give you control over your data.
- Updates: This privacy policy is reviewed at least once a year, with the last update on **02 October 2025**.
- Usage of Information: As an intermediary between the parties, we collect all provided info to deliver a data analysis summary to services and share the data with that specific service, which in turn may share it with other departments, councils, law enforcement, healthcare, and government bodies as needed and legally permitted, depending on your data sharing requirements.
- Data Matching: we also conduct data matching exercises to prevent fraud. This includes sharing data with other organizations for auditing public funds.
- Decision Making and Data Transfers: decisions about individuals and data stored are reviewed every 3 years, and if not relevant will be purged from our database, but this varies within each service compliant with rules and regulations.
- Data Retention: otherwise, data will be kept only as long as necessary for legal or business needs.
- Security: We conform with pre-set security measures to protect your data and train staff on data protection. In case of a data breach, you will be informed, as per rules and regulations.
- Third-Party Links: External websites have their own privacy policies that CDC doesn't control, our tool for consultation 'Citizen Space' provide their privacy policy details at: https://cherwell.citizenspace.com/privacy_policy/
- Children's Privacy: we do not knowingly collect personal information from children. If they find out they have, they will delete it.

For questions or more detailed information, refer to the specific privacy notices for **different Council Service areas**, or If you are aware of a child who has provided their personal information to us, please contact us at: wellbeing@cherwell-dc.gov.uk

Other related information:



Your information rights+

You have a number of legal rights in respect of your personal data which are:

- the right to be informed about how it is being used and why.
- the right to access it to check that we are acting lawfully and, in some cases, the right to rectify it or to have it erased.
- the right to restrict our processing of it.
- the right of data portability.
- and the right to object to automated decision-making.

Data Protection Officer+

The Council's Data Protection Officer can be contacted as follows:

Information Governance Team

Cherwell District Council, 39 Castle Quay, Banbury, OX16 5FD.

DPO@cherwell-dc.gov.uk

Queries or concerns+

If you have any queries, comments or concerns about any aspect of this policy or how the Council handles your information please email our Information Governance Team at informationgovernance@cherwell-dc.gov.uk.

Information Commissioner's Office+

You can also contact the Information Commissioner's Office (The ICO) to find out more about your rights as a data subject (a person that we hold personal data about) if you think there is a problem:

- email to casework@ico.org.uk or
- by telephone on 0303 123 1113.

Privacy notices for Council Service Areas+

- [Building Control](#)
- [Communications](#)
- [Council CCTV](#)
- [Data Subject Rights](#)
- [Development Management](#)
- [Environmental Information Regulations](#)
- [Environmental Health](#)
- [Freedom of Information](#)
- [Healthy Communities and Healthy Place-Shaping](#)



- [Homechoice](#)
- [Houses in Multiple Occupation Licensing privacy notice](#)
- [HR Recruitment](#)
- [Leisure and Sport](#)
- [Licensing](#)
- [Revenues and Benefits](#)
- [Property and Investment](#)
- [Self Build Register](#)
- [Street Naming and Property Numbering](#)
- [Waste Services](#)