

Street Naming and Numbering

Information collected

- Name
- Address
- Telephone number
- Email address

Agencies we might share your information with

- Royal Mail

Purpose for processing

Colchester Borough Council is responsible for street naming and numbering for the Borough. The service, provided by the Information Services team, is essential to provide an efficient means of locating and referencing properties for organisations, postal and emergency services, and the general public. The Council does this under the Towns Improvement Clauses Act 1847 and Public Health Act Amendment Act 1907. We only request the minimum amount of information and ensure that it is stored securely.

Length of time we keep your information

We will keep your personal information while you have an active street naming and numbering application and for seven years after it has been closed. After this time, your personal information will be deleted from our system. However, you do have the right to contact us and ask for your information to be removed prior to that where there is no obligation or statutory requirement for it to be kept. You can exercise this right by contacting streetnaming@colchester.gov.uk.

Updates to this privacy notice

We will continually review and update this privacy notice to reflect changes in our processes and procedures, as well as to comply with changes in the law. When such changes occur, we will revise the "last updated" date at the bottom of this notice. We encourage you to periodically review this notice and to be informed of how Colchester Borough Council is protecting your information.

The privacy notice was last updated on 10/05/18.