

# **Cornwall Inshore Fisheries and Conservation Authority**

## **Privacy Notice**

### **Who We Are:**

Cornwall Inshore Fisheries and Conservation Authority (Cornwall IFCA) was established on 1 April 2011 under provisions contained within the Marine and Coastal Access Act 2009 to manage the sustainable exploitation of sea fisheries resources within the Cornwall IFCA District. This district extends from Marsland Mouth on the north coast of Cornwall, around Land's End to the western end of the Plymouth Breakwater in Plymouth Sound on the south coast, for all the waters out to the six mile limit and includes the rivers and estuaries up to tidal limits. The district is measured from the 1983 baselines as they existed on 25th January 1983, which may be from exposed rocks, including the Eddystone Rock, and other low tide elevations. The baselines are in accordance with the Territorial Waters Order in Council 1964 (1965 III p.6452A) as amended by the Territorial Waters (Amendment) Order in Council 1979 (1979 II p.2866).

### **What do we use the information for?**

We process your personal data for the following purposes:

- Issuing shellfish, ebb net and seine net permits
- Issuing Fal Fishery Order licences
- To collect catch effort in respect of permits and licences issued by us
- To provide you with information which may be relevant to the fishery in which you are interested, such as formal and informal consultations on changes to regulations that may affect you
- For the enforcement of fisheries regulations
- The recruitment and selection of staff

### **What information do we hold and use?**

We collect and process the following information:

- Personal information such as names, addresses, dates of birth and contact details including email addresses and contact telephone numbers
- Catch and effort data by vessel and PLN (official Port Letters and Number) on our own statistics return forms
- Positional information relating to vessel and PLN when we undertake routine boardings of vessels within the Cornwall District.

### **On what grounds do we use the information?**

Cornwall IFCA has a legal duty under the Marine and Coastal Act 2009 to manage the sustainable exploitation of sea fisheries resources within its district. The Authority cannot deliver this duty without processing personal data.

### **How do we collect the information?**

The information is provided directly from you via application and returns forms and fisheries inspection reports, or gathered directly from officers working on the ground.

### **Who do we share your information with?**

Personal data is only shared with other statutory agencies and organisations for the prevention and/or detection of crime. This could include, for example, the Marine Management Organisation to establish that vessels are licenced and registered.

### **How long do we store information and is it secure?**

Cornwall IFCA has a retention schedule in place to ensure that the information you provide to us is only kept for as long as is necessary. For example, with permits and licences, any personal information will be kept for two years from the production of the permit or licence.

### **What rights do you have?**

Under the General Data Protection Regulation (GDPR), you have the right to control the information we hold about you and how it is used. The rights available to you depend on the grounds upon which your personal information was collected by us.

- Be informed of how we will process it
- Request a copy of what we hold about you and in commonly used electronic format if you wish (if you provided this to us electronically for automated processing, we will return it in the same way)
- Have it amended if it's incorrect or incomplete
- Have it deleted (where we do not have a legal requirement to retain it)
- Withdraw your consent if you no longer wish us to process
- Restrict how we process it
- Object to us using it for marketing or research purposes
- Object to us using it in relation to a legal task or in the exercise of an official authority
- Request that a person reviews an automated decision where it has had an adverse effect on you

Should you exercise your right to object, it will not limit the information you receive from Cornwall IFCA, as we may still be required by law to provide you with certain information. In cases such as this, we will take appropriate steps to ensure your request is complied with but that it also fulfils any legal obligation we have to provide you with information or supply services.

### **Where can I find out more?**

If you would like to access any of the information we hold about you or have concerns regarding the way we have processed your information, please contact:

Simon Mansell  
Data Protection Officer  
Cornwall Council  
County Hall  
Truro  
TR1 3AY  
Tel: 01872 326424  
Email: [dpo@cornwall.gov.uk](mailto:dpo@cornwall.gov.uk)

We would prefer any complaints to be made to us initially so that we have the opportunity to see if we can put things right. However, if you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your rights in relation to your data, you can raise your concerns direct with the Information Commissioner's

Office Tel No. 0303 123 1113  
[www.ico.org.uk/concerns/](http://www.ico.org.uk/concerns/)

