















	Data Protection – Freedom of Information	Is the data collected direct from the citizen?	Is the data about the citizen collected from a third party?
Why we collect information about you? What is the legal basis for us collecting your information?	To respond to your enquiry. Requests for Information dealt with under the provisions of the Freedom of Information Act 2000 (FOI) Requests for Information dealt with under the Environmental Information Regulations 2005 (EIR).		
What information do we collect about you?	Address, contact details (email address).		
Who do we share the information with?	No one		
Is any information transferred to or stored in servers based outside the European Economic Area?	No		
How long do we keep your information?	Electronic information is held on our systems for 7 Years.		
Who do we collect information from?	Various departments within Gloucester City Council		
What are the consequences if we don't collect the data?	We will not be able to respond to your request		
Are any decision about you made by automatic means?	No	