

# **The Croydon Area Remodelling Scheme incorporating the East Croydon To Selhurst Junction Capacity Enhancement Scheme (the "Project")**

## **Project Consultation Privacy Notice – Network Rail Infrastructure Limited**

### **Introduction**

This privacy notice (the "Project Notice") relates to the Project and sets out the purposes for which your personal information may be collected and processed as part of this Project. Personal data is information which relates to or identifies you either on its own or when it is combined with other information we hold on you.

This Project Notice should be read together with:

- the Network Rail privacy notice (the "Website Notice" available at <https://www.networkrail.co.uk/privacy-notice/>); and
- the Network Rail Consultation Notice (the "Consultation Notice" available at [https://consultations.networkrail.co.uk/privacy\\_policy/](https://consultations.networkrail.co.uk/privacy_policy/)).

This Project Notice, the Consultation Notice and the Website Notice set out full details of how Network Rail processes your personal information and we describe these notices together as the "Network Rail Privacy Notices".

We take your right to privacy seriously and we want you to understand what happens to your information once obtained by us. We will use your personal information as explained in the network Rail Privacy Notices.

- References to **us or we** means Network Rail Infrastructure Limited,.
- References to **you or your** means the person engaging with us on the Project consultation (which may include accessing and using either of the websites referred to above, or when the person who otherwise provides their personal information to us or about whom we otherwise collect personal information as explained in this privacy notice).

### **Who is the data controller for the Project?**

We are the Controller, for the purposes of Data Protection Law, for the Personal Data that we collect from you or obtain about you in relation to the Project, which we process in accordance with this Project Notice and the Network Rail Privacy Notices.

### **What personal information do we hold on you for the Project?**

We may collect and process the following personal information about stakeholders in the Project and/or the consultation, including individuals affected by the Project and Line Side Neighbours, rail passengers and other members of the public for the purposes set out in this Project Notice:

- **Personal Contact Details** – name, title, address, home telephone number, e-mail address, personal mobile phone number (as well as other contact details you may choose to provide to us from);
- **Business Contact Details** – name, title, company email address, place of work, company telephone number, company mobile number, company fax number
- **Land and/or Property Details** – information related to your property or land interest (and/or the property and/or land interest(s) of the organisation you may work for) within the Project area, information publicly available at the Land Registry including title information, associated deeds, plans, title documents and agreements and information that you volunteer to us in respect of your interest in Land or Property;
- **Comments you make** – Your correspondence, views, opinions, feedback, comments and any claims and/or complaints made; and
- **Financial information** – Your bank account details (and/or the account details of the organisation that you work for) should you be eligible for and accept a compensation payment from us.

### **This information may be provided:**

- In the course of communication and/or correspondence between you (or agents acting on your behalf) and us (including by phone, e-mail - whether to [CARS@networkrail.co.uk](mailto:CARS@networkrail.co.uk) or otherwise, post or other means of communication);
- During consultation events, or other meetings with us you attend;
- From the publicly available information, including records held at the Land Registry; and/or
- When you complete or respond to surveys or consultations in relation to Project.

For other methods, including when visiting Project pages on the Network Rail website, please see the Network Rail Privacy Notices.

### **How will we use the information about you?**

When we process personal information about you we will do so for the following purposes in relation to the Project:

- to register your interest in the Project and to keep you up to date on its progress, key events, development plans and community initiatives;
- to compile a database of such interested parties to evidence the breadth and depth of the consultation process being carried out by us in respect of the Project;
- to comply with our legal obligations in consulting with you, reporting on the progress and outcome of the consultation to the Secretary of State and to assess the viability, impact and cost of the Project at regular intervals as it progresses;
- to publish mandatory details in the book of reference as required by law;
- to assess the manner and extent to which you are likely to be affected by the Project and whether your property or other interests would be within the scope of any statutory compulsory purchase order which may or may not be deemed appropriate in relation to this Project;
- to liaise with you to determine the value of your interest(s) in the Project and, where it is considered necessary, to offer you appropriate, statutory or otherwise, compensation for the value those interests if they are adversely affected by the Project as it progresses;
- to administer and investigate claims, complaints, queries and other matters as they arise in relation to the Project; and
- for other good governance tasks and as otherwise set out in the Network Rail Privacy Notices.

We will only use your personal information when there is a legal basis for us to do so. Most commonly, we will use your personal information in the following circumstances:

- Where we need to perform the contract we are about to enter into or have entered into with you.
- Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override them.
- Where we need to comply with a legal or regulatory obligation (to comply with our legal obligations, particularly in respect of our statutory obligation to consult in respect of the Project) in respect of Project.
- Where we or another person need to do so as part of carrying out a task in the public interest or carrying out our public functions which are laid down in law, for example exercising statutory rights and carrying out our legal duties under our network and station licences to operate and maintain the national railway infrastructure) (for the performance of public functions).

### **Who we may disclose your personal information to**

We may share your personal information with:

- **Our suppliers and service providers** - Our business partners, suppliers, contractors and their sub-contractors for the performance of any contract we enter into with you or for the performance of any contract we enter into with them which relates to our business and under which they deliver works and services to us, including works and services which may involve processing personal information on our behalf such as IT service providers;
- **Governmental, regulatory and legal authorities and third parties involved in legal action** - Government departments, governmental agencies, regulatory organisations and justice agencies (including the courts, tribunals, police, security services, Her Majesty's Revenue and Customs, local authorities, the Home Office, the Office of Rail Regulation, the Information Commissioner, the Health and Safety Executive and other regulators and law enforcement bodies; and

- **Our banks, insurers, professional advisers and agents** - Including our banks, accountants, lawyers, insurers, brokers, agents, consultants and other professional advisers that assist us in carrying out our business activities and public functions.

Further details on other data sharing carried out by Network Rail and its wider group of companies is set out in the Network Rail Privacy Notices.

### **How long we will keep your personal information for**

We will only retain your personal information for as long as necessary to complete this Project and fulfil our legal obligations in respect of the same (including for the purposes of satisfying any legal, accounting, or reporting requirements). Further details of our standard retention policy can be found in the Network Rail Privacy Notices and our record retention policy [here](#).

In some circumstances we may anonymise your personal information (so that it can no longer be associated with you) for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

### **Your rights in relation to your personal information**

You have certain rights with respect to your personal information. These are set out in detail in the Website Notice. You may exercise these rights to us, including to the Project team.

However, please keep in mind that these rights may only apply in certain circumstances and are subject to certain exemptions. For more information please see the Network Rail Privacy Notice.