

The following notice applies only to Exeter City Council employees and agency staff:

How we use your personal information

We use your personal information so that we can check whether you hold the correct driving licence to operate the appropriate Council vehicle required to carry out your duties, or to use your own vehicle for business travel.

This is necessary to ensure that our vehicles are being operated legally.

What we will do with it

Your personal information will be held and used by the council for the purpose stated above. Your data is securely hosted by our fleet management software provider CFC Solutions (a subsidiary of Pinewood Solutions PLC) on behalf of Exeter City Council.

We will notify the Council's insurers of any motoring convictions.

We will not share your information with any other people or organisations unless we are legally obliged and instructed to do so.

How long will we keep your information?

We will remove your personal data up to one month after you cease working for Exeter City Council.

What will happen if you don't provide your personal information?

If you choose not to provide the personal information we have asked for, we will be unable to verify whether you hold the appropriate valid driving licence. This could mean you are unable to carry out your job if driving is part of your duties, or if a driving licence is an essential qualification. If you use your own vehicle for business travel you will not be able to claim mileage allowance without providing the required data.

More information

To see the council's full privacy notice or to find out about your rights go to www.exeter.gov.uk/DataProtection.