

Fair processing notice

November 2017

Ezytreev Software Migration

Ezytreev is the software used by Lambeth's Tree Officers to log, manage and care for our stock of 60,000 trees in Lambeth, on a scheduled and re-active basis. This notice concerns the migration from Lambeth Information Technology's supported server service to the software suppliers of Ezytreev, who will now host the software in the Cloud environment.

This will enable the trees team to use mobile devices to update their work on-site instead of back in the office, saving on time and improving efficiency. It also includes granting access to the software for our external contractor to update their completed work in real time.

The Scope

The scope involves using new or pre-recorded customer data (name/address/ phone/email) to occasionally get more information from customers or gain access to buildings/gardens/roads. This information is not recorded at time of contact. This information would be recorded at work request initiation stage by the customer via our call centre or online. Only data relevant to the task request will be recorded.

This Agreement relates to accessing personal data and the sharing of appropriate personal information. The legal basis for sharing this data and information is:

- Schedules 2 and 3 of the Data Protection Act 1998.

Data agreements are in place to ensure that:

- the data can only be used for the specific purpose that it was shared;
- all data is transferred, handled and stored in accordance with the Data Protection Act;
- appropriate measures are in place to protect the personal data against unauthorised use of the data.

If you have any questions regarding data sharing, please email the Information Governance team at infogov@lambeth.gov.uk.