

LUCY WOOD ARCHITECTS

architecture | planning consultancy | project management



BURTON'S FARM ESTATE

CHILTERN DISTRICT COUNCIL

Area of Outstanding Natural Beauty | Green Belt | Conservation Area

New Build Main Residence with Basement

New Build Guest Accommodation

Garaging

Extensive Landscaping including Tennis Court & Croquet Pitch

Architecture | Interior Architecture | Planning Consultancy





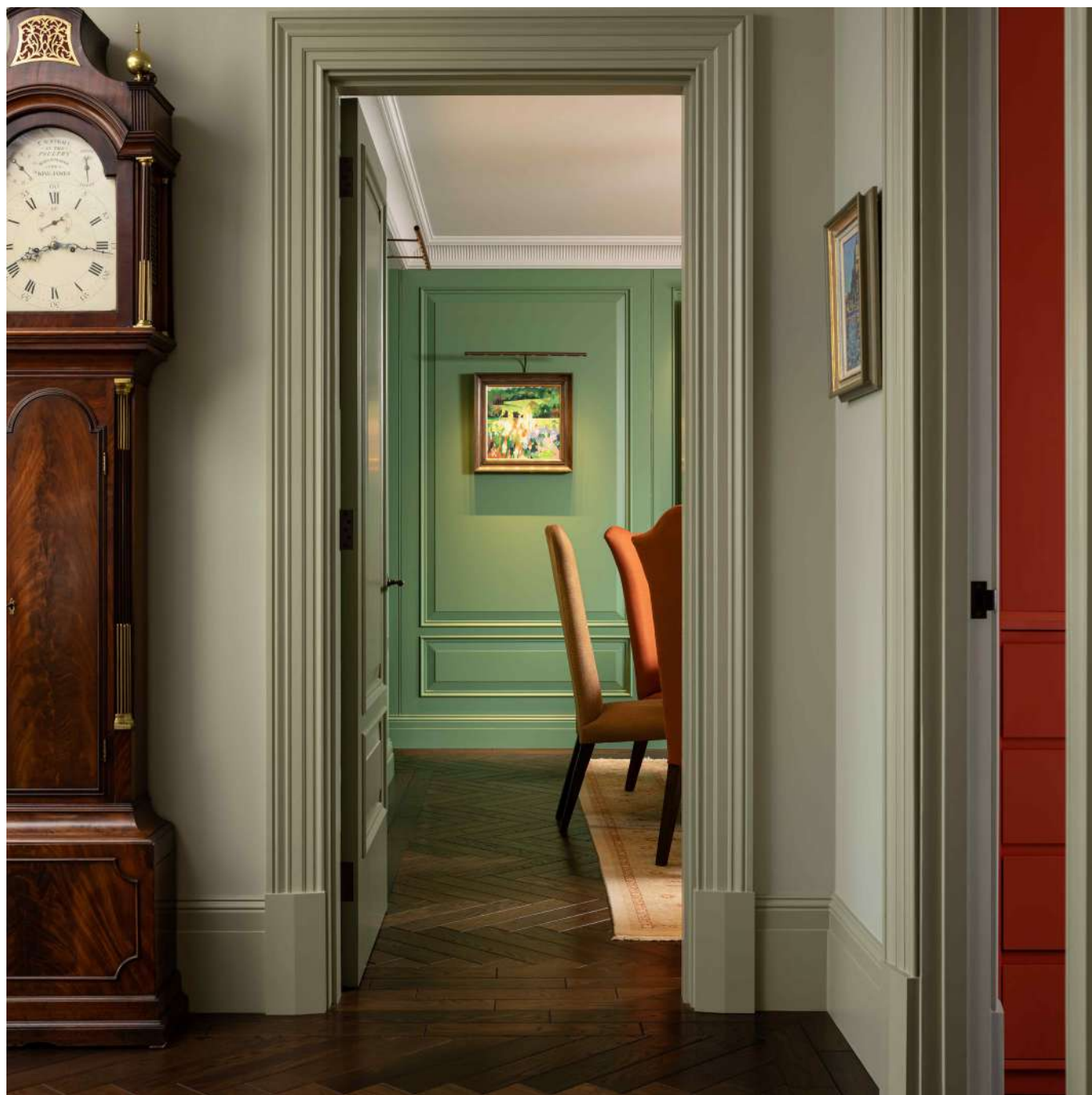






















FINLAY STREET

LONDON BOROUGH OF HAMMERSMITH AND FULHAM

Reconfiguration, Extension and Refurbishment of Existing House

Mansard Extension

Ground & First Floor Side Extension

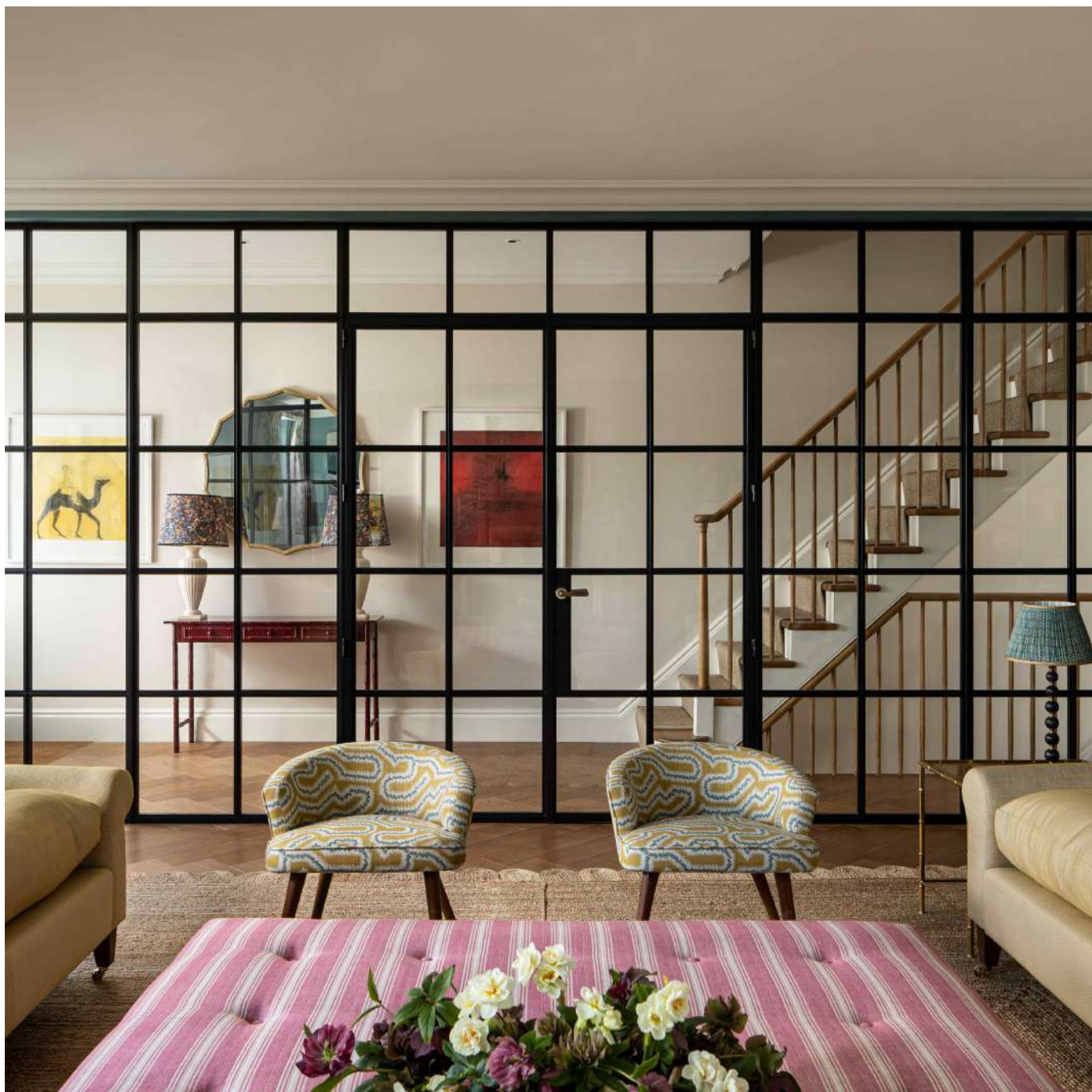
Extension and Refurbishment of Existing Basement

Architecture | Interior Architecture | Planning Consultancy | Cost Control | Project Management



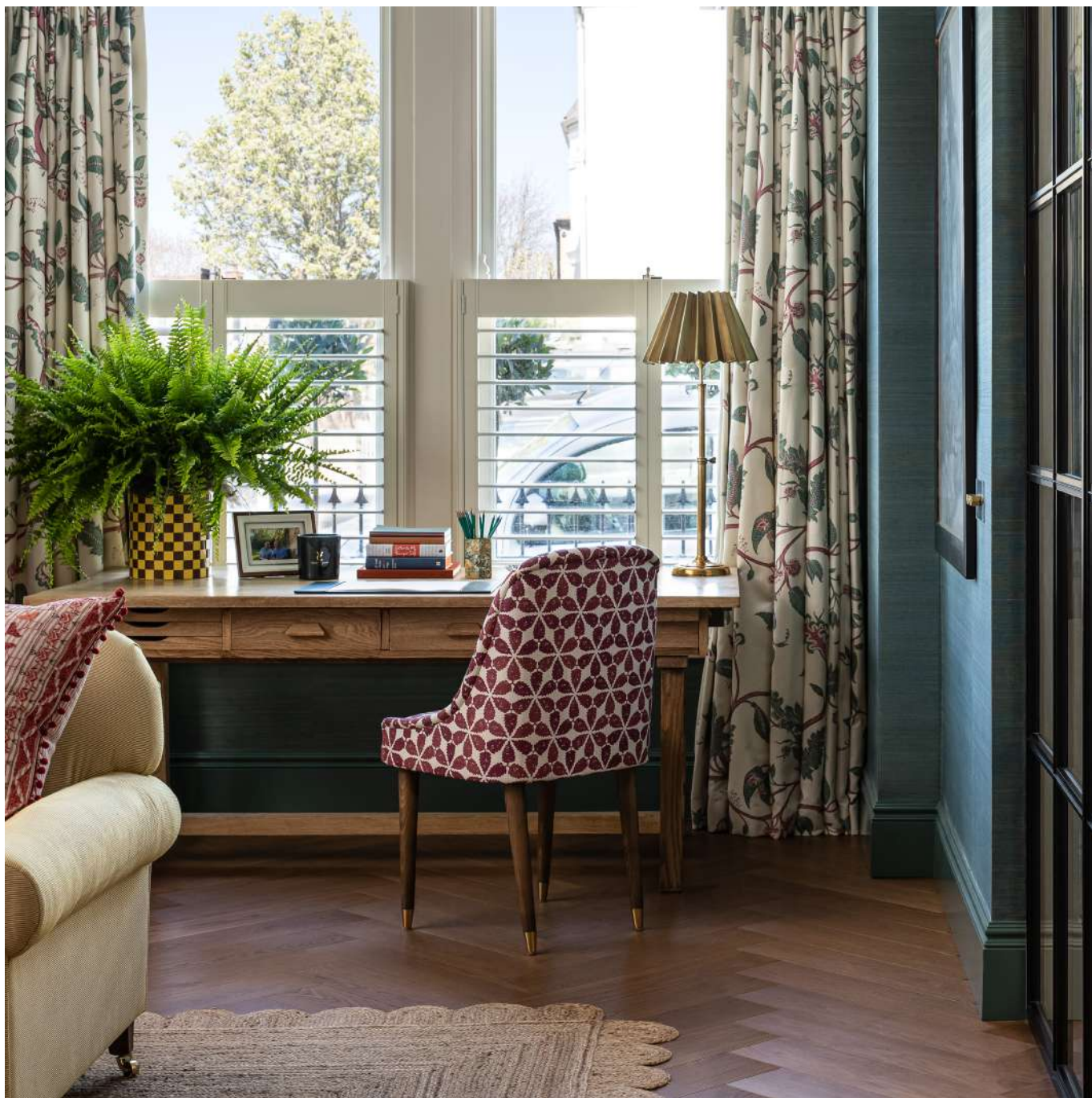












ST. LUKE'S STREET

LONDON BOROUGH OF KENSINGTON & CHELSEA

Reconfiguration and Refurbishment of Existing House

Three Storey Rear Extension

Two Storey Side Extension

Construction of Double Basement Beneath Existing House and Garden

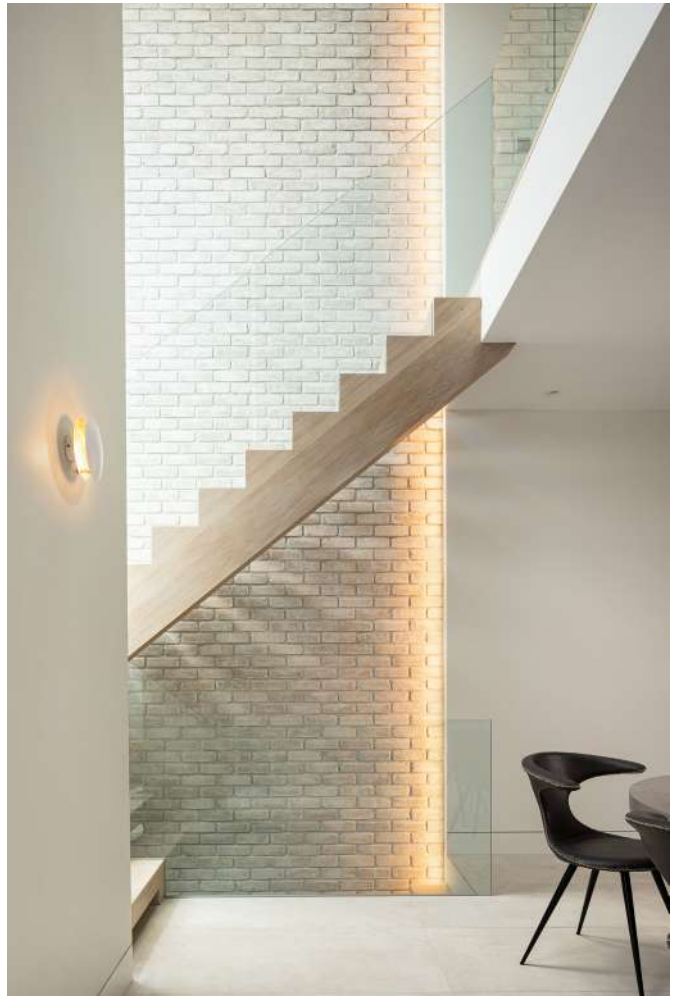
Architecture | Interior Architecture & Design | Planning Consultancy | Cost Control | Project Management











NAPIER AVENUE

LONDON BOROUGH OF HAMMERSMITH AND FULHAM

Reconfiguration, Extension and Refurbishment of Existing House
Construction of New Basement Beneath Existing House and Garden

Architecture | Interior Architecture | Planning Consultancy | Cost Control | Project Management



WESTFIELD HOUSE

VALE OF THE WHITE HORSE, BERKSHIRE

Refurbishment of Existing House
Construction of New Build Annex and Garaging
Construction of Greenhouse and Extensive Landscaping

Architecture | Planning Consultancy | Cost Control | Project Management

Before





ASHCHURCH PARK VILLAS

LONDON BOROUGH OF HAMMERSMITH AND FULHAM

Refurbishment and Reconfiguration of Existing House
Extension of Existing House
Construction of New Basement Beneath Existing House
Construction of New Build Annex

Architecture | Interior Architecture | Planning Consultancy | Cost Control | Project Management











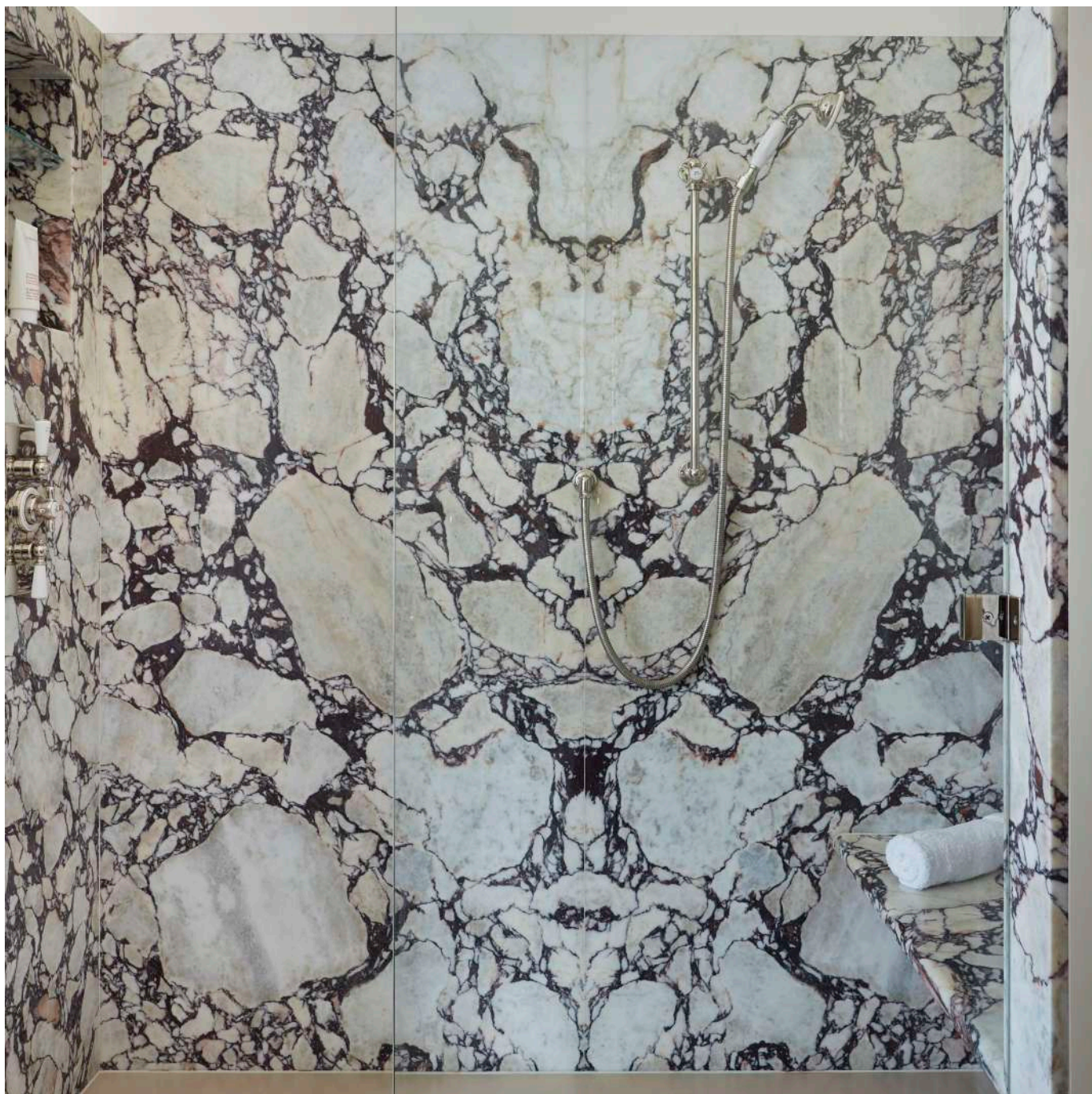


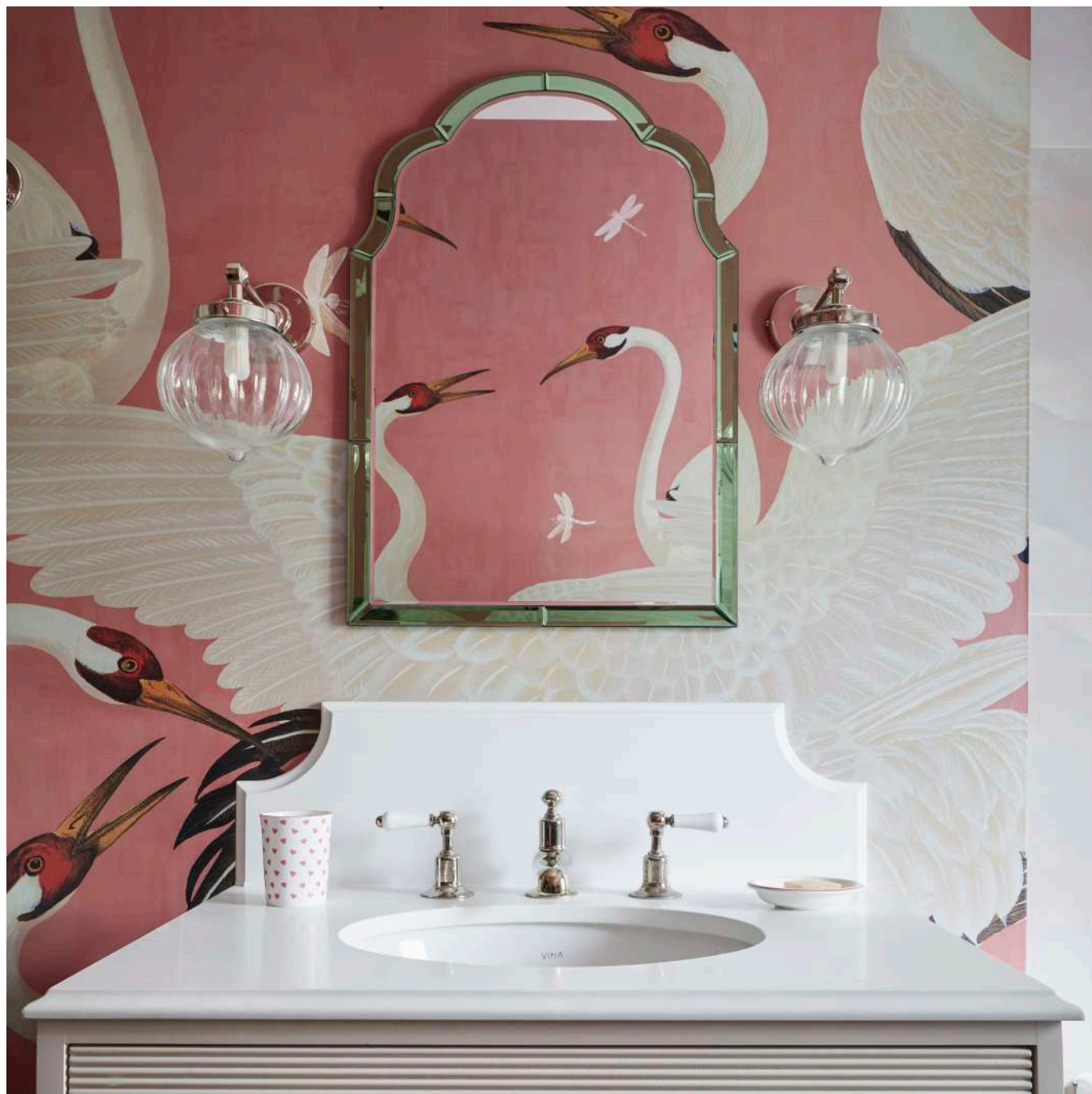


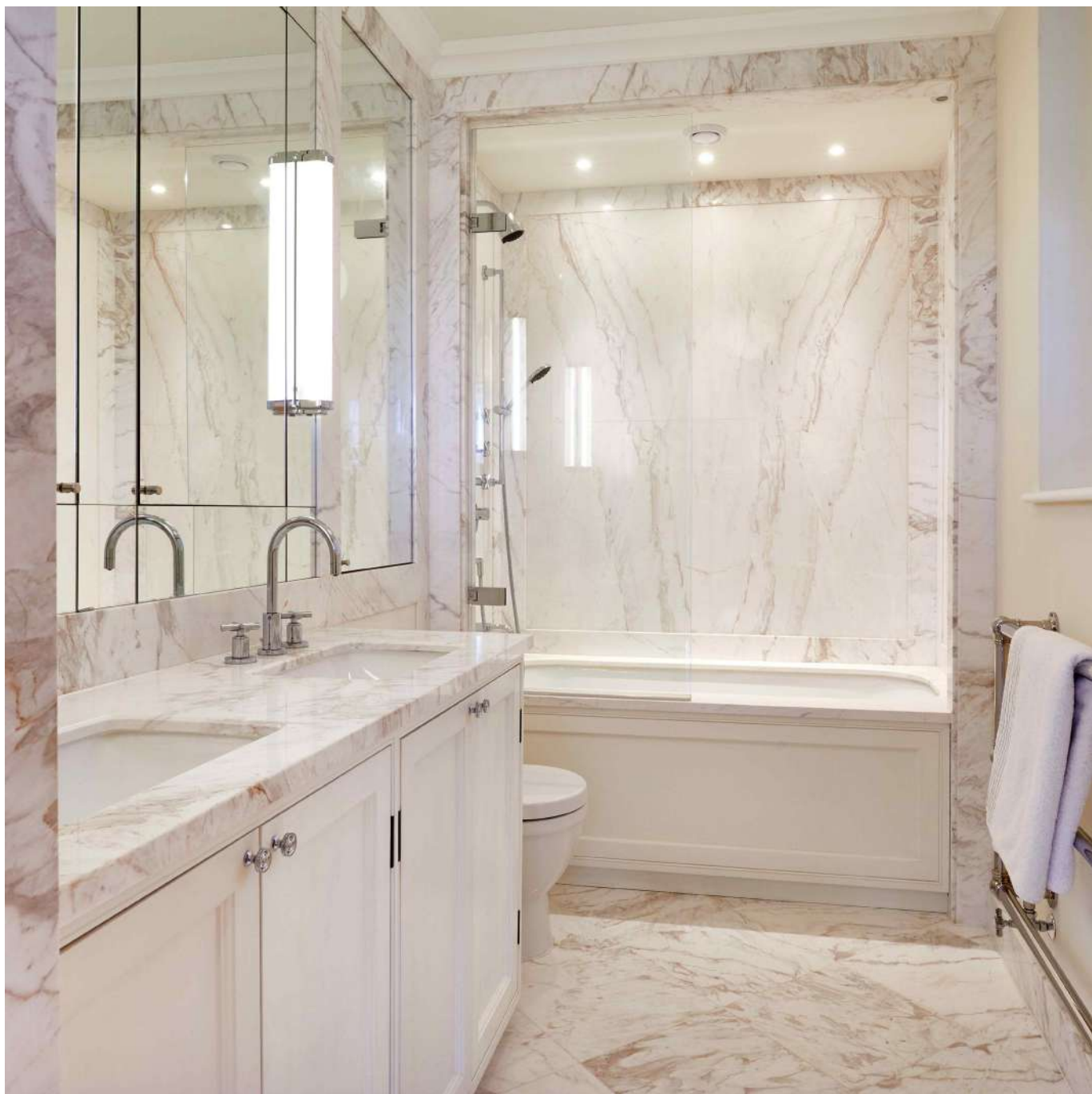
DETAILS



















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Privacy Notice - Professional Services

Lucy Wood Architects Customer Privacy Notice

This privacy notice tells you what to expect us to do with your personal information.

Contact details

What information we collect, use, and why

Lawful bases and data protection rights

Where we get personal information from

How long we keep information

Who we share information with

How to complain

1. Contact Details

Post: 18 Britten Street, London, SW3 3TU, GB
Telephone: 0207 870 8333
Email: info@lucywood.com

2. What information we collect, use, and why

We collect or use the following information to provide and improve products and services for clients:

- Names and contact details
- Addresses

We collect or use the following personal information for the operation of client or customer accounts:

- Names and contact details
- Addresses

We collect or use the following personal information to comply with legal requirements:

- Name
- Contact information
- Any other personal information required to comply with legal obligations

We collect or use the following personal information for dealing with queries, complaints or claims:

- Names and contact details
- Addresses
- Correspondence

3. Lawful bases and data protection rights

Under UK data protection law, we must have a “lawful basis” for collecting and using your personal information. There is a list of possible lawful bases in the UK GDPR. You can find out more about lawful bases on the ICO’s website. Which lawful basis we rely on may affect your data protection rights which are set out in brief below. You can find out more about your data protection rights and the exemptions which may apply on the ICO’s website:

- Your right of access - You have the right to ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for. Read more about the right of access.
- Your right to rectification - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. Read more about the right to rectification.
- Your right to erasure - You have the right to ask us to delete your personal information. Read more about the right to erasure.
- Your right to restriction of processing - You have the right to ask us to limit how we can use your personal information. Read more about the right to restriction of processing.
- Your right to object to processing - You have the right to object to the processing of your personal data. Read more about the right to object to processing.
- Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you. Read more about the right to data portability.
- Your right to withdraw consent – When we use consent as our lawful basis you have the right to withdraw your consent at any time. Read more about the right to withdraw consent.
- If you make a request, we must respond to you without undue delay and in any event within one month.
- To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

4. Our lawful bases for the collection and use of your data

Our lawful bases for collecting or using personal information to provide and improve products and services for clients are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- Recognised legitimate interests - our pre-approved purpose for collecting or using personal information to provide and improve products and services for clients: We need to share personal information with a public authority or another organisation because they need it for their public tasks or official functions (the 'public task disclosure response condition').

Our lawful bases for collecting or using personal information for the operation of client or customer accounts are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- Recognised legitimate interests - our pre-approved purpose for collecting or using personal information for the operation of client or customer accounts: We need to share personal information with a public authority or another organisation because they need it for their public tasks or official functions (the 'public task disclosure response condition').

Our lawful bases for collecting or using personal information to comply with legal requirements:

- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- Recognised legitimate interests - our pre-approved purpose for collecting or using personal information to comply with legal requirements: We need to share personal information with a public authority or another organisation because they need it for their public tasks or official functions (the 'public task disclosure response condition').

Our lawful bases for collecting or using personal information for dealing with queries, complaints or claims are:

- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- Recognised legitimate interests - our pre-approved purpose for collecting or using personal information for dealing with queries, complaints or claims: We need to share personal information with a public authority or another organisation because they need it for their public tasks or official functions (the 'public task disclosure response condition').

5. Where we get personal information from

- Directly from you

6. How long we keep information

- Personal information is stored for the duration of the project we are providing professional services for and will be deleted upon the completion of our services or upon request.

7. Who we share information with

Others we share personal information with:

- Regulatory authorities
- Organizations we're legally obliged to share personal information with

8. How to complain

If you have any concerns about our use of your personal information, you can make a data protection complaint to us:

Email: info@lucywood.com
Telephone: 0207 870 8333
Post: 18 Britten Street, London, SW3 3TU

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>

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