

# III SERJEANTS' INN

## PRIVACY POLICY OF JAMES WATSON QC

Serjeants' Inn Chambers,  
85 Fleet Street,  
London,

EC4Y 1AE,

**ICO Registration Number: Z4667767**

**Policy became operational on: 16 July 2021**

**Next review date: 16 July 2022**

In order to provide legal advice and representation, I need to collect and hold personal information. This may be your personal data or information relating to other parties involved in the matter. I will take all possible steps to protect personal information. I will ensure that I do not do anything that may infringe your rights or undermine your trust. This privacy notice describes the information I collect about you, how it is used and shared, and your rights regarding it.

### **Data controller**

I, JAMES WATSON QC, am a member of Serjeants' Inn Chambers. I am registered with the Information Commissioner's Office (ICO) as a Data Controller for the personal data that I hold and process as a barrister. My registered address is Serjeants' Inn Chambers, 85 Fleet Street, London, EC4Y 1AE and my ICO registration number is Z4667767. If you need to contact me about your data or this privacy notice, you can reach me at [jwatsonqc@serjeantsinn.com](mailto:jwatsonqc@serjeantsinn.com)

### **Data collection**

All of the information that I hold about you is provided to, or gathered by, me in the course of your case and/or proceedings. Your solicitor and/or I will tell you why we need the information and how we will use it. In addition to the information you may provide to me or your solicitor, I also obtain information from other sources as follows:

- Information that is available publicly in registers, searches, the internet (including social media) or in the media
- Other legal professionals including solicitors and barristers and their associates, trainees and staff
- Chambers staff
- Expert witnesses

- Regulatory, public or administrative bodies
- Court staff & officials
- Clients
- References

### **What data do I process about you?**

Depending on the type of work, I collect and process both personal data and special categories of personal data as defined in the UK GDPR. This may include:

- Name
- Email address
- Phone number
- Address
- Payment or bank details
- Date of birth
- Next of kin details
- Details pertaining to education and employment
- Information on your background & current circumstances
- Financial information.

Where relevant, I may also need to process special category personal data that reveals your:

- Racial or ethnic origin
- Political opinions
- Religious and philosophical beliefs
- Trade union membership
- Genetic data
- Biometric data for the purpose of uniquely identifying a natural person
- Data concerning health
- Financial employment training and education details
- Family details
- Sex life and sexual orientation.

From time to time and in order to carry out some areas of my work I may also process personal data relating to criminal convictions and offences.

## **My lawful basis for processing your information**

In order that I can provide legal services and representation for you, and also so that I can fulfil my responsibilities when carrying out my judicial functions and acting as a mediator I must process your personal data. The UK General Data Protection Regulation (the UK GDPR) requires that where I process personal data, I must have a lawful basis for doing so. The lawful bases identified in the UK GDPR that I seek to rely upon are as follows:

- **Consent of the data subject** - where this required, I will ensure that I have your specific consent for processing your data for the specified purposes. You will also have the right to withdraw your consent at any time. Where you do so this will not affect the legality of data processing which had taken place prior to your withdrawal of consent.
- **Performance of a contract with the data subject, or to take steps to enter into a contract.**
- **Compliance with a legal obligation** - to comply with various regulatory and professional obligations, e.g. filing tax returns with HMRC.
- **The legitimate interests of my business or a third party, except where such interests are overridden by the interests, rights or freedoms of the data subject.**

Examples of legitimate interests include but are not limited to:

- Provision of legal services and advice.
- For purposes of practice management, accounting and debt recovery;.
- For completion of professional regulatory requirements.
- Processing for direct marketing purposes, or to prevent fraud.
- Reporting threats to public security.
- Public function tasks
- Such other purposes as set out below.

## **Special category processing**

The UK GDPR specifies that where I process special category data, I must rely upon certain exemptions in order to do so lawfully. The following exemptions are applicable in my practice:

1. I have your explicit consent to do so; or
2. It is necessary for the exercise or defence of legal claims or judicial acts.

## **Criminal data processing**

On occasion, I process data relating to criminal offences where it is necessary for:

- The purpose of, or in connection with, any legal proceedings;
- Judicial acts
- The purpose of obtaining legal advice; or
- The purposes of establishing, exercising or defending legal rights
- Where I have your explicit consent to do so.

## **Purposes:**

**I use your personal information for the following purposes:**

- Provide legal advice and representation;
- Provide services as a mediator and in forms of alternative dispute resolution
- Investigate and address your concerns;
- Communicate with you about news, updates and events;
- Investigate or address legal proceedings relating to your use of my services, or as otherwise allowed by applicable law;
- Make statutory returns as required by HMRC;
- Assist in any tendering or panel membership applications;
- Assist in any other applications for the purpose of professional development or career progression;
- Communicate legal updates and judgments to other legal professionals;
- For marketing purposes;
- For the management and administration of my practice;
- To recover debt;
- To manage any complaints with regulators;
- Communications with regulators;
- Where relevant to conduct anti money laundering, terrorist financing or conflict of interest checks.

**In the course of processing your information to provide legal services to you, including mediation services, I may share your personal data with:**

- Instructing solicitors or other lawyers involved in your case;
- Opposing counsel, for the purposes of resolving the case;
- Court Officials, including the Judiciary;
- Opposing lay clients and their legal representatives
- My chambers' management and staff who provide administrative services for my practice;
- Expert witnesses and other witnesses;
- My regulator or legal advisors in the event of a dispute, complaint or other legal matter;
- A senior barrister or committee of senior barristers within my chambers, in the event of a complaint;
- Law enforcement officials, government authorities, or other third parties, to meet any legal obligations;
- Legal directories, for the purpose of professional development;
- Any relevant panel or tendering committee, for the purpose of professional development;
- Accountants and banking officials;
- Regulators or arbitrators, where complaints or disputes arise;
- Any other party where I ask you for consent, and you consent, to the sharing.
- I may also be required to disclose your information to the Police or Intelligence services where required by law or pursuant to a court order

**Transfer of your information outside the United Kingdom within the European Economic Area (EEA)**

Guidance from the Information Commissioner that I may share data within the EEA if required for the purposes of cloud data storage because the EU have adopted adequacy decisions about the UK. See <https://ico.org.uk/for-organisations/dp-at-the-end-of-the-transition-period/data-protection-and-the-eu-in-detail/the-uk-gdpr/international-data-transfers/>

**Transfer of your information outside the European Economic Area (EEA)**

This privacy notice is of general application and as such it is not possible to state whether it will be necessary to transfer your information out of the EEA in any particular case or for a reference. However, if you reside outside the EEA or your case or the role for which you require a reference involves persons or organisations or courts and tribunals outside the EEA then it may be necessary to transfer some of your data to that country outside of the EEA for that purpose. If you are in a country outside the EEA or if the instructions you provide come

from outside the EEA then it is inevitable that information will be transferred to those countries. If this applies to you and you wish additional precautions to be taken in respect of your information please indicate this when providing initial instructions.

Some countries and organisations outside the EEA have been assessed by the European Commission and their data protection laws and procedures found to show adequate protection. The list can be found via [https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/adequacy-decisions\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/adequacy-decisions_en)

I have prior to July 2020 transferred personal client information to Cloud data storage services in the USA who agreed to comply with the EU- U.S. Privacy Shield, in order to enable me to store such data and/or backup copies of data for access to such data when required. I may also from time to time continue to access data held on such storage services when asked to do so by my instructing solicitors for the purpose of transferring data to me. The USA does not have the same data protection laws as the EU but the EU-U.S. Privacy Shield was until 2020 recognised by the European Commission as providing adequate protection. A decision of the European Court of Justice of the EU on 16 July 2020 invalidated the Privacy Shield although the EU and the US are currently engaged in negotiating a successor arrangement. Further information can be obtained via [https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/eu-us-data-transfers\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/eu-us-data-transfers_en)

If your information has to be transferred outside the EEA, then it may not have the same protections and you may not have the same rights as you would within the EEA.

In addition to the circumstances outlined above I may transfer your personal information to Cloud data storage services based in Switzerland, in order to enable me to store your data and/or backup copies of your data so that I may access your data when I need to. Switzerland does not have the same data protection laws as the EU but has been recognised by the European Commission as providing adequate protection; see [https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/adequacy-decisions\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/adequacy-decisions_en)

## **What is my retention policy with respect to your personal data?**

**I retain your personal data** while you remain a client unless you ask me to delete it. I will delete or anonymise your information at your request

unless:

- There is an unresolved issue, such as a claim or dispute;
- I am legally required to; or
- There are overriding legitimate business interests to do so.

I will normally store all your information:

- Until at least 1 year after the expiry of any relevant limitation period which may be 6 years, or 12 years, or longer where the case includes information relating to a minor or an adult who is a protected party within the meaning of the Mental Capacity Act 2005, or from the date of the last item of work carried out, the date of the last payment received or the date on which all outstanding payments are written off, whichever is the latest/whatever other end point is chosen. This is because it may be needed for potential legal proceedings. At this point any further retention will be reviewed and the data will be marked for deletion or marked for retention for a further period. The latter retention period is likely to occur only where the information is needed for legal proceedings, regulatory matters or active complaints. Deletion will be carried out (without further notice to you) as soon as reasonably practicable after the data is marked for deletion.
- Where various pleadings and documents have been drafted, they may be retained for learning purposes and legal research. Where this is the case, I will anonymise the personal information /redact information which may identify an individual, and will risk assess the continued retention of the documents.
- I will store some of your information which I need to carry out conflict checks for the rest of my career. However, this is likely to be limited to your name and contact details/ the name of the case/anything else which is relevant for such checks. This will not include any information which is not required for this purpose.
- Information related to anti-money laundering checks will be retained until five years after the completion of the transaction or the end of the business relationship, whichever is the later;

## **Your rights**

The UK GDPR gives you specific rights in terms of your personal data. For example, you have the right of access to the information I hold and what I use it for; you can ask for a copy of the personal information I hold about you.

You can ask me to correct any inaccuracies with the personal data I hold, and you can ask me to stop sending you direct mail or emails or, in some circumstances, ask me to stop processing your details.

Finally, if I do something irregular or improper with your personal data, you can complain to the ICO if you are unhappy with how I have processed your information or dealt with your query. You may also seek compensation for any distress you are caused or loss you have incurred.

You can find out more information from the ICO's website:

[http://ico.org.uk/for\\_the\\_public/personal\\_information](http://ico.org.uk/for_the_public/personal_information)

## **Accessing and correcting your information**

You may request access to, correction of, or a copy of your information by contacting me at Serjeants' Inn Chambers, 85 Fleet Street, London, EC4Y 1AE or by e-mail at [jwatsonqc@serjeantsinn.com](mailto:jwatsonqc@serjeantsinn.com)

## **Marketing opt-outs**

You may opt out of receiving emails and other messages from my practice by following the instructions in those messages.

**I will review my privacy notice periodically and may occasionally update it.** When I make significant changes, I will notify you of these via my Chambers' website profile. I will also publish the updated notice on my Chambers' website profile.