

## **Community Sports Club Directory – Privacy Notice**

### **Why will the information be collected?**

The City of York Council aims to create a community sport brochure detailing a list of all community sport clubs in the City. As part of this, and to ensure we have accurate and up to date information on each community sport club a survey is being conducted.

### **What information will we collect?**

Name of club  
Club Address  
Club contact name  
Club contact email address  
Club contact telephone number  
Club website (if applicable)  
Who you provide opportunities for  
ClubMark status  
Type of opportunities you provide  
Venue details  
Are you looking for new members

### **What will we do with the information?**

We will use the information to promote community sports clubs to residents of York through the community sport brochure and online through the City of York website. Health, Housing and Adult Social Care Directorate  
West Offices  
Station Rise  
York YO1 6GA

### **Storage of Information**

We will keep the information you give us and your personal data in the council's secure network drive and make sure nobody has access to it, who shouldn't.

### **How long will we keep the information for?**

We will keep the information you give us and your personal data for up to 3 years then we will securely destroy it.

### **Your rights**

To find out about your rights under data protection law, you can go to the Information Commissioners Office (ICO) <https://ico.org.uk/for-the-public/>

You can also find information about your rights at <https://www.york.gov.uk/privacy>

If you have any questions about this privacy notice, want to exercise your rights, or if you have a complaint about how your information has been used, please contact us at [foi@york.gov.uk](mailto:foi@york.gov.uk) or on 01904 554145 or write to the:

Data Protection Officer City of York Council West Offices Station Rise York YO1 6GA