

Privacy Notice – Fulford Sports Development

This privacy notice was completed in June 2022 and will be regularly reviewed. When we use your personal data, CYC complies with data protection legislation and is the registered 'Controller'. Our data protection notification is registered with the Information Commissioner's Office (ICO) – reference Z5809563.

Why is information being collected?

To help us decide on a final design for the redevelopment of the School Lane Parish Field and adjoining field next to the Germany Beck development in Fulford. Preliminary surveys have been completed and the designs presented here represent what can be done with the land. We now wish to gather the opinions of local residents to understand what you would like to be included in the redevelopment. We are collecting your postcode to make sure we collect opinions from those who live closest to the fields.

What information will be collected?

We will collect:

- Your choice of design
- Your additional comments and feedback
- Your postcode

We will not collect any other personally identifiable information from you.

Participation is voluntary and you can choose to not answer any of the questions.

What will we do with the information?

We are using the information you give us with your consent. You can withdraw your consent at any time by contacting megan.reilly@york.gov.uk or 01904 551550.

The information we collect will be included in presentations and reports relating to the redevelopment project.

Any documents for publication or use outside of the authorised council staff, will be anonymised and cannot be linked back to you, your family or individuals. Reports containing anonymous information may also be shared with the general public and other organisations.

We will protect it and make sure nobody has access to it who shouldn't and we will not keep it for longer than is necessary.

Online data will be collected using SurveyMonkey. You can find out how they use your information, at http://www.surveymonkey.com/mp/legal/privacy-policy/?ut_source=footer

If you have completed a paper survey, once you complete and return it to us, we will transfer the information you have given us onto the council's secure network and then destroy confidentially the paper copy.

We will not use the data for any other purpose than stated and will not disclose to a third party ie other companies or individuals, unless we are required to do so by law for the prevention of crime and detection of fraud, or, in some circumstances, when we feel that you or others are at risk.

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 it can only be accessed by authorised staff.

How long will we keep the information?

We will keep the information you give us for up to three years and then will securely destroy it.

Where required or appropriate to, at the end of the retention period, we will pass onto the City Archives any relevant information

Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

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, 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 or on 01904 554145 or write to: Data Protection Officer, City of York Council, West Offices, Station Rise, York, YO1 6GA.