

Groves Survey 2

We will keep this privacy notice under regular review and it was last updated in July 2018.

When we use your personal data, City of York Council (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**.

What information we will collect:

- Your thoughts and opinions about the area, your block and the space around it.
- Your thoughts and opinions about the area and retail space.
- Your name and contact details.

What will we do with the information and why do we want it?

- We will use the information you give us to inform the direction of the project.
- We will use the information you give us in reports and/or presentations. Any information we use in presentations or reports will be anonymised therefore it will not identify any individuals.
- To send you updates on where we are with the project, if you give us your permission to do this.
- To send you invites to future events we hold for the project, if you give us your permission to do this.

As we ask for your explicit consent to take part in this survey, this is our lawful reason in using your personal data as we have detailed this in our privacy notice.

We may be required or permitted, under data protection legislation, to disclose your personal data without your explicit consent, e.g. if we have a legal obligation to do so, such as law enforcement, fraud investigations, regulation and licensing, criminal prosecutions and court proceedings.

Who will have access?

- City of York Council's Housing Development Team

Where will the information be kept?

- 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?

- 3 years after the end of the project, then we will securely destroy it.

Where required, after the council no longer has a need to keep the information you give us, we will provide only the relevant information to the City Archives. This will not include your personal data e.g. name and contact details. You can find out more about our City Archives at the below link:

<https://www.exploreyork.org.uk/archives/our-collections/>

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, if we start to use your personal data for a purpose not mentioned in this Privacy Notice.

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 or on [01904 554145](tel:01904554145) or write to:

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