



# Data Protection Commitment

## **Our Data Protection commitment**

We are committed to managing your data securely and responsibly. Please refer to our Data Protection Policy on our website, which details how we manage the processes required under the Data Protection Act.

## **Your marketing preferences**

If we produce a newsletter and you have indicated that you would like to receive it, we will do this through a Consent Form (Article 6 (a) – GDPR). This means we will only use your data to send you the information you have chosen to receive. If your preferences change you can unsubscribe from our newsletter at any time. If we want to use your personal data for anything else we will let you know and ask you to complete a Consent Form which you can find on our website.

## **Your data and third parties**

We may use selected third parties to help deliver services to, and to support our council commitments to you or your organisation. Sometimes we are legally required to give information to certain authorised agencies but we will not share your data with any third parties for marketing or other purposes, unless you have told us that you are happy for us to do this. Note that we do not use third parties in different countries to support our activities. Again, if this changes we will always let you know and seek your permission.

## **Your rights**

You have some important rights that determine how and whether we use your data. As an example, you can just as easily decide not to receive our Newsletter as doing so.

Your privacy is extremely important to us so, if you think we are not handling your data properly we want you to tell us. And after that, if you feel that we are not getting it quite right, you can complain to the Information Commissioner [www.ico.org.uk](http://www.ico.org.uk)

## **Privacy Statement**

Our Privacy Statement gives you the contact details of our organisation and explains who is who within it. It also advises the legal right under Data Protection (Article 6 (c) and (e) - GDPR) which entitles us to hold and use your information. At the same time, it explains why we need to do this. The Privacy Statement also explains what your rights are in respect of Data Protection. Please take a moment to read this. We will explain to you about the purpose of holding your personal information. In some cases we may have to ask you to tick, sign and date the Privacy Statement and return to us.