

School Streets Virtual Meetings

Privacy Notice

We are committed to protecting your personal information.

The council is the data controller for purposes of the Data Protection Act (2018), and The General Data Protection Regulation (EU) 2016/679 ("GDPR") and is also registered as a data controller with the Information Commissioner's Office (ICO).

As a data controller, we have a responsibility to make sure you know why and how your personal information is being collected. This is according to relevant data protection law.

The primary laws which govern how Brighton & Hove City Council collects and use personal information (known as data) about you are:

- [General Data Protection Regulation \(GDPR\)](#)
- [Data Protection Act \(DPA\) 2018](#)

Why we collect your data

We are collecting your data for the purpose of supporting the delivery of the School Streets programme.

Our legal basis for collecting your data

We have a legal basis for processing data under public task.

- GDPR Article 6(1) (e) Performance of a Public Task carried out in the Public Interest.
- Local authorities Act 2003- s.36A Grants by Ministers of the Crown in respect of best value authorities
- GDPR Article 6 (1) (a) Consent

What data we collect from you

The following are personal data we collect from you:

- First and/or Last name
- Email

With whom we share your data

We will not share your information with any other third party unless we are under a legal obligation to do so.

How long we will keep your data

We will hold your data up to the date of the virtual workshop.

How we store your data

We will store your information on electronic databases and document management system.

How we protect your data and keep it secure

Examples of the security measures we use are:

- training for our staff, making them aware of how to handle information securely, and how and when to report when something goes wrong
- we use encryption when data is being sent, meaning we scramble information so other people can't read it without access to an unlock key
- where possible, we will pseudonymise your data. This means we will remove your identity so the people working with your data will not know your identity

Controlling access to systems and networks allows us to stop people who are not allowed to view your personal information, from getting access to it.

Regular testing of our technology and ways of working, including keeping up to date on the latest security updates (called patches).

Transferring your data outside the European Economic Area

Your data is not processed outside of the European Economic Area.

Your rights

[Check your rights in relation to your personal information.](#)

Work email addresses are collected with participants' consent, which may be withdrawn by contacting the fund manager using the following contacts: transport.projects@brighton-hove.gov.uk or 01273 290235.

How to get advice or make a complaint

If you want to discuss any of your data protection rights, you can:

- [contact the Data Protection Officer online](#)
- phone 01273 295 959
- send an email to <mailto:data.protection@brighton-hove.gov.uk>

Information Commissioners Office (ICO)

The ICO is the national regulator with responsibility for ensuring compliance with data protection.

We would prefer you to contact us first with any concerns, but you can also contact the Information Commissioner to make a complaint:

- [on the ICO website](#)
- by phone: 0303 123 1113
- by post: Wycliffe House, Water Ln, Wilmslow, SK9 5AF

Changes to this privacy notice

This privacy notice will be subject to review when there is a change.