

Privacy Notice (for Business News email)

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 (DPA 2018) and the General Data Protection Regulation (GDPR) (EU) 2016/679, which means it determines what your data is used for and why it is collected. The purpose of this privacy notice is to tell you about what information we collect about you when you use our service, how we use that information and who we may share it with.

The contact details of the data controller are:

Bristol City Council
City Hall
PO Box 3399
Bristol
BS1 9NE

What data we need to collect and the legal basis for processing it:

We will collect your name, email address, job title, and business name, size and sector for the following purpose:

- To send out the Bristol City Council Business News email.

As part of this activity we will process personal information which includes your name, business name, email address and, if chosen to disclose, your job title.

The lawful basis we rely on to process your personal data is article 6(1)(e) of the GDPR, which allows us to process personal data when this is necessary to perform our public task as a local authority. If the information you provide to us in relation to your enquiry contains special-category data, such as health, religious or ethnic information, the lawful basis we rely on to process it is article 9(2)(g) of the GDPR and Schedule 1 part 2(6) of the DPA 2018, which relates to our public task and substantial public interest. In light of the current health crisis, we may also rely on 9(2)(i) of the GDPR and Schedule 1 part 1(3) of the SPA 2018 which relates to public health. You can [view the council's full privacy statement](#) for more information on how we manage your data.

How long we will keep your data for:

We will process your personal data to perform our public task as a local authority. The retention of any data will be reviewed every three months. You can unsubscribe at any time by clicking the link in the footer of our emails.

Why we need to collect your data:

We will use this information to keep people informed about news, updates and information to support businesses in Bristol towards a positive recovery and future economic success following the coronavirus pandemic.

Privacy Notice Bristol City Council

Who we share your data with and why:

This data will be disclosed to the council's communication and consultation team, and economic recovery team, as required so that communications with businesses can be undertaken.

If we have obtained your consent to use your data:

You are able to withdraw your consent for us to process your information at any given time. You can unsubscribe by clicking the link in the footer of our emails.

Where we have obtained your data from a third party:

We obtained this data from a range of sources. The data we have obtained includes names, business name, email address and job title.

Yours rights as a data subject:

You have the right to ask for access to your data and where data is found to be inaccurate to have that data corrected. In certain circumstances you have the right to have data held about you erased, or the use of it restricted. You may be able to object to processing and may also have the right to have your data transferred to another data controller.

You also have a right of complaint to the Information Commissioner's Office (ICO) at ico.org.uk if you think we have not dealt with your information in a proper manner.

You can ask to see what information we hold about you and have access to it. You can do this by contacting:

Data Protection Officer
Bristol City Council
Information Governance
PO Box 3399
Bristol
BS1 9NE
data.protection@bristol.gov.uk

Other questions about the data being processed may also be sent to the above address.

Fraud Prevention and Detection:

Bristol City Council is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for auditing, administering public funds, or where undertaking a public function, in order to prevent and detect fraud. For more information visit www.bristol.gov.uk/data-protection-foi-fraud-prevention-and-detection.