

Privacy Notice

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and in accordance with EU General Data Protection Regulations 2016/679 and other relevant regulations. The purpose of this privacy policy is to tell you about what information the Civil Protection Unit (CPU) collect about you, how they use that information and who they share it with.

The contact details for the data controller in relation to Snow Warden Volunteer data is Nigel Parsons, Senior Civil Protection Officer, Civil Protection Unit (100TS), Bristol City Council, PO Box 3176, Bristol, BS3 9FS, nigel.parsons@bristol.gov.uk

To maintain a record of individuals who have volunteered to be in the snow warden scheme, with your consent, the CPU will process your name, address, email and personal contact information.

The CPU will hold this information in a Microsoft Excel spreadsheet as long as you are on their list of volunteers. The CPU will delete all personal contact information when they are informed you are no longer volunteering.

Names and contact details from the database are uploaded into the online Everbridge Mass Notification system. This system is used for sending SMS and voice alert messages.

The Snow Warden information is only used by the CPU and is not shared with any other department within or outside of the Council. The CPU may contact you to share information on, or invite you to an event, held by somebody else on their behalf.

You will be contacted once a year to check the information held is correct and that you are still willing and able to participate in the Snow Warden scheme. You are freely able to withdraw from this scheme, and have your record deleted at any time.

You have the right to request 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 have the right to object to the processing of your information and to have any inaccurate information corrected. You also have a right of complaint to the Information Commissioner's Office (ICO) at www.ico.org.uk if you think we have dealt with your information in an inappropriate manner.

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

Senior Data Protection Officer
Bristol City Council
ICT Commissioning and Information Governance
P O Box 3176
BRISTOL
BS3 9FS

Data.protection@bristol.gov.uk

Any further questions regarding the data being processed may also be sent to the above address or to the data controller. Please quote the Snow Warden Scheme on any information requests.