

Privacy Notice: Bristol City Council Economic Development Service

Bristol City Council is the data controller for the purposes of the Data Protection Act 1998 and other regulations including the General Data Protection Regulation (Regulation (EU) 2016/679), which means it determines what your data is used for and why it is collected. The purpose of this privacy policy is to tell you about what information we collect about you when you use the Council's Economic Development 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 3176
Bristol
BS3 9FS
T: 0117 922 2000

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

To provide this service, we will process the following data: name, company name, email address, social media handle. We are collecting this data on at least one of the following grounds under the General Data Protection Regulations (GDPR), Lawfulness of Processing Conditions Article 6(1):

- 6(1)(a) – Consent of the data subject
- 6(1)(b) – The processing is necessary for the performance of a contract with the data subject, or to take steps to enter into a contract
- 6(1)(c) – Processing is necessary for compliance with a legal obligation
- 6(1)(e) - Processing is necessary for the performance of a task carried out in the public interest, or in the exercise of official authority vested in the controller

If you don't allow us to use your data this will mean that we will not be able to maintain our key role in helping to develop and support new and existing businesses; attract businesses to locate in Bristol; and contribute effectively to the overall sustainable long term development of both Bristol's and the region's economy.

How long we will keep your data for:

The period of time that we will hold this data for will depend solely on its relevance to our responsibilities related to the development of the local economy, and will be regularly reviewed. After this, and in line with the GDPR, your information will be deleted or archived.

Why we need to collect your data:

We will use this information for the purposes of communicating with businesses in order to assist in their development, for example in locating new premises; resourcing staff; signposting to possible sources of funding; encouraging appropriate networking opportunities; and providing opportunities to contribute to the development of relevant policy.

Who we share your data with and why:

This data will be shared where appropriate with other Bristol City Council departments and officers, business support organisations, representative business organisations, government agencies, and other businesses so that we can effectively carry out our core function of the sustainable economic development of Bristol.

If we have your consent to use your data:

You can withdraw your consent for us to process your information at any time; please contact us if you wish to do so.

Your 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 www.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:

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