



Privacy Notice Bristol City Council

Privacy Notice – Community Resilience Fund (CRF) Evaluation

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the UK General Data Protection Regulation (UK GDPR), which means it determines what your personal data is used for and why it is collected.

The purpose of this privacy notice is to tell you about how we collect and use personal data in connection with our service. We may update this privacy notice from time to time. When we do this, we will communicate any changes to you and publish the revised privacy notice on our website. This privacy notice should be read alongside the councils [Corporate Privacy Notice](#).

Our main address is City Hall, College Green, Bristol, BS1 5TR and our contact details can be found on [Bristol City Website](#)

The Community Resources team has commissioned People's Voice Media (PVM) to evaluate the impacts of the £4million capital investment of the CRF and related capacity building support provided by key partners. PVM are using the approach of Community Reporting to collect stories and accounts from funded organisations and partner organisations to understand the impact of the funding.

For the purpose of the Community Resilience Fund evaluation, BCC is a joint data controller with:

- People's Voice Media

What data do we need to collect and how will we use it?

To provide this service, we will use some or all the personal information below, relating to people nominated by CRF funded organisations which may include staff, volunteers community members or participants:

- Name
- Organisation (if applicable)
- Role in organisation (if applicable)
- Telephone number
- Email address

How do we use your personal information?

We use this information for one or more of the following reasons:

To identify the person and organisation being interviewed by Community Reporters, which will inform the Community Resilience Fund (CRF) evaluation.



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The information below shows the legal bases we are relying on to use your personal or special category (sensitive) personal information.

You can see a list of the full legal bases we may rely on by looking at our [main privacy notice](#). [[Lawful basis guidance on the Source](#)]

Our legal bases for using your personal information is for our legitimate interest

Who else might we share your personal information with?

Sometimes we may need to share your information, but we will only do so where we have a valid legal basis to share data. We will only share the minimum information for each circumstance. We may share some of your personal information with one or more of the following:

- Residents who are acting as Community Reporters to conduct interviews as part of the CRF evaluation
- People's Voice Media who will be hosting the recorded interviews on an online platform.

No personal information is routinely sent or held outside the UK. Should the transfer of personal information outside the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

How long we will keep your personal information?

We will hold this information for as long as it is needed, or if we are required to do so by law. In practice this means that your personal information may be retained for the relevant period listed below:

We will keep your data for the duration of the CRF programme 30/09/2027. After this, your personal information will be deleted.

If at any stage you wish for your data to be removed, please email investmentandgrants@bristol.gov.uk and request deletion, we will immediately delete your data

Your rights as a data subject

The law gives you a number of rights to control what and how personal information is used by us, including the right to access a copy of your personal information and withdraw your consent when we rely on your permission to use your personal data.



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Full details about how we use and share your data and your rights can be found on our [Corporate Privacy Notice](#). If you are unable to access our digital Privacy Notice, please [contact Citizens Services](#) whom will be able to send a hard copy.

To update or correct your information if it is inaccurate please [contact Citizens Services](#).

To access a copy of your personal information, more details and how to make a request can be found on the [data protection subject access requests page on the council website](#).

You can exercise any of these rights, ask questions about how we use your personal data or complain by contacting us at data.protection@bristol.gov.uk or by writing to our data protection officer at:

Data Protection Officer
Information Governance
Bristol City Council
City Hall
PO Box 3399
Bristol
BS1 9NE

If you think we have dealt with your information inappropriately or unlawfully, you have the right to complain to the ICO at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Website: <https://ico.org.uk/>