

Privacy notice – Application for permission to use council owned land and property

Lawfulness of processing

Any personal information processed by Wyre Council will be done to fulfil our contractual obligations to you in accordance with Article 6(1)(b) of the General Data Protection Regulations (GDPR), when granting you permission to use land and property belonging to Wyre Council. Where you have provided your consent to Wyre Council to publish your contact information about the event, this will be completed in accordance with Article 6(1)(a) of the GDPR.

How we process and share your data

Wyre Council (the Data Controller) will only use your personal information to process your application for the use of land and property belonging to Wyre Council. The data collected may be shared with internal council departments and externally with other councils to process your application. The information collected, will be securely stored and may include name, address, date of birth, telephone number, email address and any payment information.

The events team will also publish details of your event, with your consent, on our [Discover Wyre website](#) to enable any interested parties to contact you about your event. Your consent can be given by ticking the consent box on your use of land application and this consent can be withdrawn at any time by contacting the events team.

Data retention

We will retain your data for two years and at the end of this period any details held electronically will be deleted and any paper records shredded.

What are your rights

You have the right to request access to the information that we hold about you. To make a request for this information, please contact our Information Governance Manager. In addition to the above, you may also have the right to:

- in certain circumstances to have inaccurate personal data rectified, blocked, erased or destroyed
- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means and
- data portability

If you wish to execute any of these other rights, please contact the councils Data Protection Officer.

How to contact us

If you have any questions about how we handle your personal data, please contact the Council's Data Protection Officer; on 01253 887372 or visit www.wyre.gov.uk for further information.

You also have the right to contact the [Information Commissioner](#) if you are unhappy with how we are handling your personal data.