

Shotley Peninsula Shoreline Community Interest Company (SPS_CIC) - Privacy Policy

Shotley Peninsula Shoreline Community Interest Company (SPS_CIC), company number 11647423, is committed to protecting your personal information in accordance with the Data Protection Act 2018 and the EU General Data Protection Regulation (GDPR).

This policy covers how SPS_CIC uses and protects any information that you provide.

The Data Controller

1. SPS_CIC whose address for correspondence is St Helier, Bristol Hill, Shotley Gate, IP9 1PU is the data controller for any personal information you supply when registering as a director, steering team member, supporter, or as an interested party.

What data is held?

2. SPS_CIC only stores your name, contact details and preferences for communication. SPS_CIC will record preferences for specific social media but you will need to subscribe to these platforms directly .

How is data collected?

3. Your personal details can be sent by email to ras.green@btinternet.com or in writing to the company secretary.

How your data is used?

4. Your personal data is used solely to send documents and notifications by email, telephone, text, social media or post in accordance with your stated preferences. Your personal data will be held securely and will not be distributed outside of the SPS_CIC and SPS_CIC steering group.

How long and where do we keep your data?

5. SPS_CIC will only keep your personal data for as long as it is needed in order to use it as described above and for as long as you have given permission to keep it. Your data will be stored in the UK.

Your rights to your information

6. You can object or withdraw your consent to the use of your personal information at any time. As a data subject, under the GDPR, SPS_CIC will uphold:

- a) your right to be informed about how your personal data is used
- b) your right of access to your personal data and supplementary information.
- c) your right to have your data rectified if incorrect or incomplete
- d) your right to erasure. This is not an absolute right but your data can be erased:
 - i. where the personal data is no longer necessary in relation to the purpose for which it was originally collected/processed.
 - ii. where the individual withdraws consent.

- iii. where the individual objects to the processing and there is no overriding legitimate interest for continuing the processing.
 - iv. where the personal data was unlawfully processed (ie otherwise in breach of the GDPR) or when personal data has to be erased in order to comply with a legal obligation.
 - v. where the personal data is processed in relation to the offer of information society services to a child, for example a social media account.
- e) your right to restrict processing
 - f) your right to data portability
 - g) your right to object - specifically but not necessarily limited to:
 - i. processing based on legitimate interests or the performance of a task in the public interest/exercise of official authority (including profiling);
 - ii. direct marketing (including profiling); and
 - iii. processing for purposes of scientific/historical research and statistics.
 - h) your rights in relation to automated decision making and profiling.

7. More comprehensive information relating to your rights can be found on the Information Commissioners Office (ICO) website <https://ico.org.uk/>

8. Should you wish to exercise any of these rights or in the event of a complaint please contact the company secretary at SPS_CIC in writing.

How we use Cookies

9. Many websites place cookies whenever a user visits their sites, in order to track traffic flows. Cookies are text files, which identify your computer to the server. SPS_CIC may use cookies from time to time only to make your web experience better.

Security

10. We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect. Our web site is hosted by One Suffolk and we rely on their security policies to ensure your use of it is safe.

Links to other websites

11. This privacy notice does not cover the links within the SPS_CIC site linking to other websites. It does not cover personal data collected by One Suffolk from data subjects who access our web site. The relevant data protection policy can be found on <https://www.onesuffolk.net/privacy-policy>. We encourage you to read the privacy statements of the other websites you visit.

Contact:

Mr R A S Green

Company Secretary

SPS_CIC

St Helier, Bristol Hill, Shotley Gate, IP9 1PU