

Step Challenge Privacy Policy

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 our service, how we use that information and who we may share it with.

The contact details of the data controller are:

Address: Sustainable Transport, Travelwest, Bristol City Council, Floor 2, 100 Temple Street, BS1 6HT

Phone number: 0117 3521105

Email: travelwestbusiness@bristol.gov.uk

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

To provide this service, we will need to collect your name, email address and workplace. We are collecting this data because we will contact you about the prize draw and about completing a short survey about the step challenge.

How long we will keep your data for:

The period of time that we will hold this data for will be determined by the timeframe required by our partner university to analyse the findings following the completion of the current scheme (funded by Department for Transport Access funding) in March 2022. After this, your information will be deleted or archived.

Why we need to collect your data:

We need to collect your data in order to find out if our service has impacted your activity levels (primarily taking the stairs) and to collect feedback regarding your experience of using the service.

Who we share your data with and why:

Any data will be anonymised prior to being shared with the University of the West of England (UWE) so that they can analyse the success of the scheme.

If we have your consent to use your data:

You can withdraw your consent for us to process your information at any time. Please either email: travelwestbusiness@bristol.gov.uk or call 07917503766 to request this and your personal details will be removed from our database.

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 have the right 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 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
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 <https://www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection>