

Threemilewater DEA – Supporting You Into Work

Privacy Notice

Antrim and Newtownabbey Borough Council is the Data Controller under Data Protection legislation and will use the information that you provide for the purposes of processing your request for access to support. In this instance Antrim and Newtownabbey Borough Council will process personal data under Article 6(1)(e) of the General Data Protection Regulation as it is providing a support service for the performance of a public task undertaken by the council. Special category data will be processed under Article 9 (2)(a) of the GDPR ie you are providing your personal data to the council consensually and it is accepted that you are agreeing for the council to hold and use your personal data for this specific purpose.

Personal data may be shared internally within the council with staff who are involved in providing support and on occasions, between departments with the purpose of supporting an effective delivery of service. Additionally, for you to receive the most appropriate business support, Antrim and Newtownabbey Borough Council is required to share your personal data with other organisations who run specific support and employability programmes. Please note, this sharing is essential for you to proceed on to a particular programme and therefore your details are shared solely for the purpose of support provision. Your personal data will only be shared with an organisation that will provide you with the correct assistance and advice focusing on your needs. The organisations involved are data controllers in their own right under Data Protection legislation and have a legal obligation to ensure they process your personal data safely and securely and in line with the General Data Protection Regulation.

Antrim and Newtownabbey Borough Council will not share or disclose your personal data to any other organisation without your consent or unless the law places an obligation on the council to do so. Information will not be transferred outside the EEA. All information collected and processed may be subject to audit. The Council may also process the information for research purposes carried out in the public interest.

Personal data is held and stored by Antrim and Newtownabbey Borough Council in a safe and secure manner and in compliance with Data Protection legislation. Your personal data is also held in line with the council's Records Retention and Disposal Schedule(see <http://www.antrimandnewtownabbey.gov.uk/Council>) and will be disposed of securely when no longer required. You have a number of rights with regard to data we hold on you – for further information see the Information Commissioner's website <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>.

If you have a query regarding your personal data or you wish access to it, please contact:

Data Protection Officer, Antrim Civic Centre, 50 Stiles Way, Antrim, BT41 2UB
T: 028 94 463113, E: DPO@antrimandnewtownabbey.gov.uk

If you are not satisfied with our response, or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO).