

# Privacy Notice for the Whitehouse Street Regeneration Project

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the General Data Protection Regulation (Regulation (EU) 2016/679), 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.

Our main address is City Hall, College Green, Bristol, BS1 5TR and our contact details can be found at <https://bristol.gov.uk>.

## What is the Whitehouse Street Regeneration Project?

The Whitehouse Street project is a long-term project that will bring about comprehensive regeneration of the area around Whitehouse Street in Bedminster. The project ultimately aims to transform the area (currently predominantly light industrial use) into a thriving mixed-use and more liveable neighbourhood which includes new homes, employment, community and cultural space, to help accommodate Bristol's growing population and economy.

## What data we need to collect and use?

To provide this service, we will collect and use some or all of the personal information below:

### a) Contact details

- Name
- Address
- Organisation name (if relevant)
- Phone number
- Email address

### b) Equalities information

- Age
- Gender
- Transgender status
- Ethnic origin
- Disability status
- Sexual orientation
- Religion or belief

### c) Other personal information

- Postcode

- Information about your lifestyle and relationship is to the area including whether you are a refugee or asylum seeker

We only collect this data directly from you through your engagement with this project.

## How do we use your personal information?

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

### a) Contact details

We will ask for your contact details so that we can contact you:

- I. to notify you of forthcoming surveys, engagement events or consultations.
- II. to keep you informed about the results of surveys, engagement events, consultations and/or subsequent decisions about the proposals.
- III. to keep you informed about the progression of the project including for example through email updates and newsletters.
- IV. to seek involved in planning or implementing future services or to volunteer in other ways.
- V. to administer incentives, such as prize draws, that encourage participation in our surveys.

### b) Equalities information

We will ask for your equalities data for equalities monitoring. Equalities monitoring is in the public interest and is required by the Equality Act 2010. Collecting this data helps us to improve what we do and make services fairer and more accessible. It helps us to promote or maintain equality of opportunity or treatment between specified groups. Providing equalities data is optional but the more information you supply, the more effective our monitoring will be.

### c) Other personal information

We will ask for other personal information such as your postcode, circumstance, lifestyle or relationship with the area to provide insight into project respondents.

## Our use of cookies on our websites

We sometimes store small files called [cookies](#) on your computer or other device to help improve your experience on our website.

We collect web statistics automatically about your visit to our site based on your IP address. This information is used to help us to improve your experience on our website.

## Who else might we share your personal information with?

To help deliver this project, your data will be shared with the following who will be supporting BCC to undertake effective community and stakeholder engagement and consultation:

- a) **Cadence PR**, a Bristol-based specialist stakeholder engagement and planning communications consultancy ([www.cadence-pr.uk](http://www.cadence-pr.uk)). Cadence PR will be supporting BCC teams and Action

Greater Bedminster organising and running engagement and consultation events and activities.

- b) **Action Greater Bedminster**, a local group that works to improve Bedminster and Southville ([www.greaterbedminster.org.uk](http://www.greaterbedminster.org.uk)). Action Greater Bedminster will be leading on community-led engagement including the production of a Community Manifesto to inform the project.
- c) **Participatr**, a Bristol-based company which creates digital platforms for public participation in built environment projects ([www.participatr.co.uk](http://www.participatr.co.uk)). Participatr will be hosting our project website which will be the main source of information as the project progresses.

Where an organisation responds to a consultation, the name of the organisation - but not the name of the individual respondent(s) - may be published with the consultation response.

The information that you supply will be collected using one of the following software:

1. "Citizen Space" and "Smart Survey". Both Citizen Space and Smart Survey store data on secure servers in the United Kingdom (<https://www.delib.net/privacy> and <https://www.smartsurvey.co.uk/privacy-policy>)
2. "Participatr". Participatr store data on secure servers in the United Kingdom (<https://participatr.co.uk/index.php?contentid=5>).

## Will my personal data be sent outside the UK?

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.

## What is the legal basis for our use of your personal information?

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.

### Personal information

Our legal bases for using your personal information are to:

#### a) Contact details:

We collect this data to more effectively carry out the Whitehouse Street Regeneration Project and consider this to be in the public interest (facilitating opportunities for public participation in the regeneration projects). The processing of this personal data is therefore considered necessary in order to promote democratic engagement. We will only collect the minimum amount of data needed for us to contact you and will only process your data for the purposes specified above.

### Special category (sensitive) personal information/criminal offence personal information

Our additional legal bases for using your special category information are substantial public interest.

#### b) Equalities information

Equalities monitoring is in the public interest and is required by the Equality Act 2010. Collecting this data helps us to improve what we do and make services fairer and more accessible.

## How long we will keep your personal information?

We will hold this information for as long as it is needed or 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:

- If you have consented to us using your contact details for the purposes set out above, your contact details will be held for up to three years from the date of consent. Before the three-year period finishes, we may contact you to ask if you would like us to retain your contact details for a further period of up to three years.
- Equalities information will be collected on a voluntary basis only and will be collected, stored and analysed separately from personal contact data you provide (equalities data will not be linked to an individual). Equalities data will be aggregated and summarised in a Statement of Community Involvement which will be published alongside the Spatial Regeneration Framework. Equalities data will be stored for six months following endorsement of the Spatial Regeneration Framework from BCC Cabinet, after which it will be deleted.

## 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. Full details about your rights can be found in our [main privacy notice](#). To access a copy of your personal information, more details and how to make a request can be found on our website [here](#). To update or correct your information if it is inaccurate please contact Citizens Services [here](#).

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](mailto:data.protection@bristol.gov.uk) or by writing to our data protection officer at:

Data Protection Officer  
Information Governance  
Bristol City Council  
City Hall  
College Green  
Bristol  
BS1 5TR

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/>

## 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 [www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection](http://www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection).