

Privacy Notice – NKDC Climate Survey 2024 Gift Card Prize Draw

Our Commitment to Your Privacy

As part of our commitment to protecting your information, we have updated our Privacy Notice to explain how we collect, store and handle your personal data.

We have always been careful to protect your information, but this is part of our ongoing commitment to be transparent about how we use your information and keep it safe. This will also give you more clarity over how your information is being managed.

Through our privacy notice, we have addressed the standards introduced by the UK General Data Protection Regulation (GDPR), and the Data Protection Act 2018.

Who we are

North Kesteven District Council is registered with the Information Commissioner's Office (ICO) as a 'data controller' under Z5680267. This means we will process and hold your information for the purpose of this NKDC Climate Survey gift card prize draw. For the winning entrants, we will not publish the name of the winner without their consent. However, there is no obligation to provide consent, and this will not affect the individual from winning the NKDC Climate Survey 2024 gift card prize draw, nor receiving the prize.

What information do we collect

The personal information we collect are:

- Your name
- Your email address
- Your telephone number
- Your postal address
- Confirmation you are aged 16 and over.

As the personal information collected is provided directly by you, under the GDPR, the lawful basis we rely on for processing your personal information is:

- GDPR Article 6 (a) – You gave us your consent. However, you are able to remove your consent at any time. You can do this by contacting dataprotection@n-kesteven.gov.uk

When we rely on your consent to publish your name as the winning entrant to this prize draw, you have the right to withdraw your consent at any time by notifying us, but withdrawing consent may not affect the material that has already been used and we will do our best to stop others doing so, however we cannot guarantee this.

Why we collect your data

We collect your contact details for the purpose of administering the NKDC Climate Survey 2024 gift card prize draw.

We collect your name, email address, telephone number, postal address and confirmation that you are aged 16 or older to facilitate the gift card winners to be contacted (three flexible (e)gift cards at a value of £30 each).

As far as is reasonable and practicable, we will ensure that the information recorded is accurate and kept up to date.

How we collect your data

We are collecting your data via the use of an optional entry into the NKDC Climate Survey 2024 gift card prize draw, following the completion of the survey. The survey can be completed online or in paper format.

When we'll share your data

Your contact details will be shared with the Climate Change Team for the purposes of administering the gift card prize draw.

We will only share relevant information about you with third parties when there is a legal basis for us to do so.

We do not sell your personal information to anyone outside of North Kesteven District Council and will not share your information for marketing purposes.

Know your rights

When we rely on your consent to publish your name as the winning entrant to this prize draw, you have the right to withdraw your consent at any time by notifying us, but withdrawing consent may not affect the material that has already been used and we will do our best to stop others doing so, however we cannot guarantee this.

If you want to contact us with regards to your rights or remove your consent, please contact dataprotection@n-kesteven.gov.uk

How do we protect your information

We comply with all laws concerning the protection of personal information and have security measures in place to reduce the risk of theft, loss, destruction, misuse or inappropriate disclosure of information.

How long do we keep your information

We will retain the gift card prize draw entry details for one month following the announcement of the winners, after which time it will be securely destroyed. When we rely on your consent to publish your name as the winning entrant to this prize draw, this information will be published indefinitely on our printed materials and social media feeds until you ask us to delete or remove it. However, if you ask us to remove or delete your information, this may not affect the material that has already been used. We will also do our best to stop others publishing the information, however we cannot guarantee this.

Updates to this privacy notice

We may update this privacy notice from time to time in response to changing legal, technical or business developments. When we update our privacy notice, we will take appropriate measures to inform you, consistent with the significance of the changes we make.

Where can I get advice/make a complaint

If you have any concerns or questions about how your personal information is handled or wish to make a complaint, please contact our Data Protection Officer at dataprotection@n-kesteven.gov.uk or by calling 01529 414155.

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF.

Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number.

Alternatively, visit ico.org.uk or email casework@ico.org.uk.