

Privacy Notice

Economic Development, Business & Partnerships



This Privacy Notice is designed to help you understand how and why Economic Development, Business & Partnerships at Ryedale District Council processes your personal data. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).

Who are you?

Ryedale District Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR).

The Economic Development, Business and Partnerships function covers economic development, business growth, community regeneration, tourism, museums, heritage, leisure, Arts and culture. The role of the function is to promote business, support growth and unlock economic potential in Ryedale. Delivery of this service can take the form of advice, guidance, information, events, capacity building, grants and the delivery of projects.

The function works with a wide range of officers, members and partners at all levels, providing strategic advice and guidance, as well as delivering for every service within the council.

The Council has appointed Veritau Ltd to be their Data Protection Officer. Their contact details are:

Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL
DPA@ryedale.gov.uk // 01609 53 2526

What Personal Data of mine do you collect?

For the purpose of general communications:

- Name
- Address
- Email Address
- Telephone Number
- Business Name

For the purpose of the operation of grant schemes, some or all of the following may be retained:

- Name
- Address
- Telephone Numbers
- Email Address
- Bank Account Details
- Previous Financial Statements (Bank statements, Accounts, Cashflow etc)
- Business Plan / Feasibility Studies etc

What is the purpose of collecting my Personal Data?

General Communication:

We request and collect your data in order to provide you with regular information and updates on news, events and relevant consultations within your selected interest theme(s).

Grant Schemes:

Your information has been provided to us in relation to the request for a grant. This information is requested and held so we can make any relevant payments and provide a transparent audit trail for the spending of public funds. Any grant scheme utilising RDC funds will be subject to the RDC / Economic Development, Business and Partnerships retention policy, however if funds originate with a third party, your details will be retained in accordance to any specific requirements of the funder. These details will be made clear within any Grant Funding Agreement.

Who do you share this data with?

Your data is retained by the team and only used for the purposes outlined above.

How long do you keep this data for?

Your data will be retained on the relevant mailing lists until you unsubscribe either via the unsubscribe button on the email, or by directly contacting the Economic Development, Business & Partnerships team.

| Data held | Retention period |
|---|---|
| General Communication details | Details to be held until service is no longer provided or the individual directly requests for their details to be removed from the database |
| Grant Awards – RDC Funds | All details will be retain for the current year plus the following three. This is in line with the RDC Document Retention Policy, March 2014. |
| Grant Awards – Externally sourced funding delivered and administered by RDC | All details will be retained for as long as RDC is contractually obliged to keep the information for. Timescales may vary between funders. |

What is your legal basis for processing this data?

Processing of personal data in relation to Grant Awards is carried out in line with Article 6(1)(e), as processing is necessary for the performance of a task carried out in the public interest and in the exercise of official authority vested in the controller.

Processing in relation to general communications is processed in line with Article 6(1)(a), where the individual will have given clear consent for us to process their personal data for a specific purpose.

For more information about how the Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).