

Privacy Notice for Our Big Conversation engagement

We will keep this privacy notice under regular review; it was last updated in June 2021. When we use your personal data, City of York Council (CYC) complies with data protection legislation, and is the registered 'Controller'. Our data protection notification is registered with the Information Commissioner's Office (ICO) – reference Z5809563.

Why will information be collected?

The survey and engagement events are part of 'Our Big Conversation', which will offer all our residents and businesses convenient and appropriate ways to engage with and shape our response to the big challenges facing York.

Together we'll tackle the big issues including the recovery of York's businesses and industries, the climate emergency, how we move around the city, defining an exciting future for our city centre, making sure York's economy works for all its residents.

Feedback from residents will help shape key strategies shaping York's future including, Economic Recovery Strategy, Local Transport Plan and Carbon Reduction Strategy which will all be published for consultation at a later date.

Responses to questions in the 'About you' section may help us identify themes in specific groups to aid any future support and it will not be used in a way that will identify you. Participation is voluntary and you may choose not to or select 'prefer not to say' to any question.

You can withdraw your consent at any time, by contacting: business.intelligence@york.gov.uk or 01904 551550.

What information will be collected?

Through a series of multiple choice and open text questions we will ask for information on:

Travelling around the city:

Your opinion on how York's transport infrastructure can support residents and commuters to get around safely, sustainably and conveniently.

Living healthily and sustainably:

Your opinion on how bold the council should be in addressing the climate emergency and tackling climate heating through carbon reduction, biodiversity and preventing climate hazards such as floods.

Your Job and the Economy:

As work and travel habits have changed in the wake of the pandemic, how can the council support residents to achieve their career aspirations?

Living in the city:

How satisfied you are with the council, York and your local area

About You:

Information about you including age, gender, ethnicity, disability, religion, sexual orientation and if you are a carer.

What will we do with the information?

The information we collect will be included in presentations, reports and performance framework. Any information for publication or use outside of the authorised council officers will be anonymised and will not

identify any individuals. Anonymised information will inform the writing of key strategies addressing carbon reduction, economic recovery and future transport priorities for York.

We will not use the information for any other purpose than stated and will not disclose to a third party ie other companies or individuals, unless we are required to do so by law for the prevention of crime and detection of fraud, etc.

Online information will be collected using SurveyMonkey. To find out how they use your information, please click [here](#).

Personal information, such as e-mail addresses, provided for the purpose of invitation to engagement workshops, will be only be used to invite voluntary participants to Our Big conversation events only, where you have given us your consent.

Where will the information be kept

We will keep the information you give us in the council's secure network and make sure it can only be accessed by authorised staff.

Where you complete a paper copy of a survey we will transfer the information you have given onto the council's secure network and then securely destroy the paper copy once the transfer is complete.

How long will we keep the information?

We will keep the information you give us for up to three years and then will securely destroy it.

Where required or appropriate to, at the end of the three years, we will pass any relevant information onto the City Archives.

Further Processing

If we wish to use your personal information for a new purpose, not covered by this Privacy Notice, we will provide you with a new notice, explaining the new purpose before starting any new purpose and where and whenever necessary, ask for your consent to the for the new purpose

Your rights

To find out about your rights under data protection law, you can go to the Information Commissioners Office (ICO) <https://ico.org.uk/for-the-public/>

You can also find information about your rights at <https://www.york.gov.uk/privacy>

If you have any questions about this email, want to exercise your rights, or if you have a complaint about how your information has been used, please contact us at information.governance@york.gov.uk or on 01904 554145 or write to:

Data Protection Officer
City of York Council
West Offices
Station Rise
York
YO1 6GA