

What's On Event's Forms Privacy Notice

Privacy Notice

This privacy notice relates to the following online application forms:

- What's on Events (<http://www1.arun.gov.uk/cgi-bin/events.pl>)
- Sussex by the Sea What's on Calendar (<https://www.sussexbythesea.com/whats-on>)

Arun District Council collects this information about you and your event in order that we can promote your event to the public.

What information is being collected?

- We will be asking you for ...
 - Your name
 - Your email address

Why we collect this information?

- We will use the information for ...
 - Contacting you regarding your application.
 - Promoting your event

Who we might share your information with?

- We may share your personal information with ...

Internally:

- Cleansing
- Outdoor services
- Housing
- Foreshores
- Leisure
- Engineers
- Parks
- Licencing
- Environmental Health
- Councillors
- Emergency planning
- Eco-regeneration
- Property and Estates

Externally:

- Stakeholders
- Emergency Services
- West Sussex County Council

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- West Sussex County Council
- Leisure Operator
- Contractors such as ISS Lifestyle
- The public via the Council's and Sussex By the Sea Website
- The public via the Council's and Sussex By the Sea Social media pages i.e. Facebook

All external agencies will not share your information with any other party or use it for any other purpose.

What we do with your information?

- We will ...
 - Use this information to keep in contact with you.
 - Use this information to promote and raise awareness of your event.

How long we will keep your information?

- All information submitted in the What's On Events Form will be kept for no longer than 3 years.

What rights do you have?

You do have some legal rights in respect of the personal information we collect from you. Please see our website for further details <https://www.arun.gov.uk/terms-and-conditions>

You can also contact the Council's Data Protection Officer on:

Email: liz.futcher@arun.gov.uk

Tel: 01903 737610

If you have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance or directly to the Information Commissioner's Office at: <https://ico.org.uk/concerns/>