

Participant information



Personal Data Privacy Policy 2023-24

Cycling UK is committed to protecting and respecting the personal data that we hold. We are collecting and processing your personal data for the purpose of monitoring and evaluating the impact of the Big Bike Revival programme. Where appropriate, we will share your information with the partner delivering the event you attended. The information collected (your name and email address) is classified as personal data and will be processed with your consent. By the nature of receiving a free event service, you have consented to Cycling UK contacting you to monitor and evaluate the programme and not for any other reason or purpose.

If you would like to withdraw your consent at anytime please contact the project team on bigbikerevival@cyclingsuk.org. If you would like to provide feedback on the process or wish to be provided with any additional information on how we handle your personal data please contact our Data Protection Officer (DPO) on dpo@cyclingsuk.org

Lawful Processing

The lawful bases for processing are set out in Article 6 of the General Data Protection Regulation (GDPR). At least one of these must apply whenever personal data is to be processed:

- (a) Consent:** you have given Cycling UK clear consent for your personal data to be processed for a specific purpose.
- (b) Contract:** the processing is necessary for you to have a contract with Cycling UK. Cycling UK have asked you to take specific steps before entering into a contract.
- (c) Legal obligation:** the processing is necessary for Cycling UK to comply with the law (not including contractual obligations).
- (d) Vital interests:** the processing is necessary to protect someone's life.
- (e) Public task:** the processing is necessary for Cycling UK to perform a task that is in the public interest or for its official functions, and the task or function has a clear basis in law.
- (f) Legitimate interests:** the processing is necessary for Cycling UK's legitimate interests, or the legitimate interests of a third party, unless there is a good reason to protect the individual's personal data that overrides those legitimate interests.

What are your rights in respect of your personal data?

1. The right of access.
2. The right to rectification.
3. The right to erasure or right to be forgotten.
4. The right to restriction of processing.
5. The right to be informed.
6. The right to data portability.
7. The right to object.
8. The right not to be subject to a decision based solely on automated processing.

Under the Act and GDPR, you may ask for a copy of the information we hold about you and you may request changes be made to this information if it is inaccurate or not up to date. In these circumstances please email the DPO at dpo@cyclingsuk.org

How long do we hold data for

We retain the personal data processed by us for as long as is considered necessary for the purpose(s) for which it was collected, there may also be occasions which will require data to be kept for longer, however this will typically be for legal purposes.

Sharing personal data

We will only share personal data with others when we are legally permitted to do so. When we share data with others, we put contractual arrangements and security mechanisms in place to protect the data and to comply with our data protection, confidentiality and security standards.

Where we store your personal data

The data that we collect from you will be processed at our servers in the UK. It may also be processed by organisations operating in the EEA that Cycling UK has instructed.

If Personal Data is transferred outside the UK or EEA to a country without a designated adequacy rating Cycling UK will request the data subject's consent before processing the data. Consent will not be sought where the Processor's Binding Corporate Rules stipulate that the data will be processed in accordance with GDPR.

Complaints

For further information on your rights and how to complain to the ICO, please refer to the ICO website <https://ico.org.uk/concerns>

Contact details

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

Tel: 0303 123 1113 (local rate)

Changes to our privacy statement

Updates to this privacy statement will appear on the website. This privacy statement was last updated on 17/10/2023.