

Privacy Notice - How we use your information

Clubs and Societies - Submit an organisation

Calderdale Council is registered with the Information Commissioner's Office (ICO) under the provisions of the Data Protection Act 2018. The Council takes its responsibilities under the Act very seriously.

The information provided by you is collected purely for the purpose of promoting your club/society on the Calderdale Council website. We need to collect this information in order to give the public sufficient information to become involved with your club/society and also to maintain accurate records of your name and contact details, to enable us to contact you periodically to check on the currency of our information. You have indicated which information is for the website and which is for the Library Service to store confidentially. Completion of this form/sharing your information with us constitutes explicit consent from you for us to process your data for this purpose. You may withdraw this consent at any time. In addition you have the right to see what information is held about you, to have inaccurate information corrected and to have your information removed from our system at your request. The contact for this purpose is: reference.library@calderdale.gov.uk

You also have the right to complain to the Data Protection Officer if you feel that your data has not been handled in accordance with the law.

The Council's Data Protection Officer can be contacted at: information_management@calderdale.gov.uk

Your name and contact details are recorded electronically on our system to maintain up to date records. This information will be kept for a maximum of 18 months, unless verified by you, as periodically requested, or removed at your request.