

Privacy Notice

This privacy notice sets out how the Norwich Climate Commission collects and processes your personal data. Throughout this notice, “Norwich Climate Commission”, “the Commission”, “we”, “our” and “us” refers to the Norwich Climate Commission, which administers the work of Norwich Climate Commission. This Privacy Notice was last updated September 2022.

Personal Data That We Collect

The Commission collects the minimum data required to maintain our database of interested parties, this data is limited to your name, your email address, and any relevant organisation you might associated with.

The data we process is done based on our legitimate interests and your consent. Should you wish to remove you consent at anytime or to object to any marketing emails, please email: strategy@norwich.gov.uk.

What we do with your data

The Commission processes personal data for the purpose of arranging and marketing public events and engaging with interested parties who sign up via our ‘Contact Us’ page.

The information that you provide directly to the Commission will be stored securely and direct access will be restricted to members of the Commission. We intend to keep your data for as short a time as possible, at most this will be until the dissolution of the Commission, unless you ask us to remove it before this.

Your Data Rights

You have the right to request access to your personal information and make a data protection request to:

- ask for errors to be corrected
- restrict how your information is used
- object to how it is processed
- request that your data is deleted.

You also have the right to lodge a complaint with the Information Commissioner's Office if you are not happy with how your data is processed.

The ICO can be contacted via their website at <https://ico.org.uk>

International Transfer

Please note that your data will be held on a Google platform so may be transferred out of the UK to any region in which Google Inc. host data. This includes the United States of America which means your personal data may be intercepted by US authorities under their surveillance powers.

Any international transfer of your data is done based on your explicit consent, should you wish to remove you consent at anytime, please email: strategy@norwich.gov.uk.

Please note, by removing your consent for transfer you will also be removed from our mailing list.

Third parties

The Commission's data protection procedures are supported by Norwich City Council. To enable us to remove your consent, or to fulfil requests for the exercise of your data rights, we will share your data with Norwich City Council.

We will not share your personal data with other third parties (without your explicit agreement) unless required to do so by law.

However, by signing up to any of our events by using EventBrite you will be providing them with your personal data. You can find the Privacy Policy for Eventbrite [here](#).

Further information and contact

If you have any queries relating to this privacy notice or the way your data is being processed by the Commission then please email: strategy@norwich.gov.uk.