



Specific Privacy Notice: Lancashire Constabulary Sports and Wellbeing Club (LCSWC)

Revised 30th September 2021

Introduction

This Privacy Notice has been created to make it easier for you to understand what personal data Lancashire Constabulary processes about you, how and why in connection with Lancashire Constabulary Sports and Wellbeing Club (LCSWC) – including the independent website it uses to promote activity in the club and Perkz Gateway Reward Scheme which all members have access to.

It meets the requirements placed upon the Chief Constable by the General Data Protection Regulation (Articles 13 and 14) in relation to general processing.

It should be read in conjunction with, the force's general Privacy Notice which can be accessed from the home page of Lancashire Constabulary's internet site. This high-level Privacy Notice provides you with complete details of the rights you have relating to the personal data we hold about you now and any personal data we might collect about you in the future.

If you have received a hard copy of this Notice and do not have access to the internet but require a copy of the Lancashire Constabulary Privacy Notice please contact the Lancashire Constabulary Data Protection Office (contact details below) and they will provide a copy to you.

For what purpose(s) is my personal data intended to be processed by Lancashire Constabulary?

The LCSWC replaces the current Constabulary Sports and Social Club.

It's aims, purpose and objectives in relation to its collection, retention and use of personal data and information is required so that it can:

- Effectively manage, review and audit its membership
- Manage its day to day and long-term business appropriately within the framework of current legislation
- Manage club finances and banking obligations appropriately
- Provide members with good customer services and value for money whilst generating income for reinvestment for member benefits
- Provide support and management to divisional and county, sport and wellbeing activities
- Manage and run the Club Lottery ensuring that it conforms to the Gambling Act.
- Meet its obligations in relation to promotion, growth, development provisions for services including current and future investment plans
- Provide effective communication with its members about events, offers and promotions, this includes via the LCSWC website
- Maintain and promote standards of integrity, club rules and disciplinary procedures.
- Meet Insurance and Public Liability obligations including contractual agreements
- Maintain effective relationships with other organisations including PSUK
- Meet its obligations and agreements with Lancashire Constabulary

What is Lancashire Constabulary's legal basis for processing my personal data?

The LCSWC has obtained consent from the 'member' to the processing of their personal data for one or more specific purposes.

The data subject has agreed to the terms and conditions of the LCSWC, including use of the website and if joining the lottery would agree to those terms and conditions.

When publishing the winnings for the lottery Lancashire Constabulary must comply with the requirements of the Gambling Act, which includes publishing the names of those that have won. Therefore, the legal basis for this element is 'Legal Obligation'. These details are published on the Force Intranet and the member website.

What are the categories of personal data collected?

For joining LCSWC:

- Name
- Address
- Contact information, email, telephone number
- Pay or similar reference numbers and information (applicable to retired employees)
- Membership history information
- Lottery purchases, winnings and activity history
- Images of the activities of members and guests whilst engaged in club activities and wellbeing (specific consent is obtained)

- Financial information including subscription payment history, lottery, subsidy payments for club activities, purchases and service payments

For using the LCSWC website (as a member):

- The website will use the member's collar number or email address to log in.

Cookies are used by the website; they allow information to be collected to improve the end user experience.

For joining the Lottery:

Members can join the lottery, without being a member of LCSWC, but will not have access to the website or Perkz, where member benefits are accessed. Limited details will be collected if just joining the lottery these are:

- Name, email, collar number, pay/pension reference number and telephone number

Am I required to provide my personal data under a statutory or contractual requirement, or a requirement necessary to enter into a contract, or am I obliged to provide it?

Whilst you can decline to provide some or all of the information required to join the LCSWC, if you do so, it will not be possible to fully administer your membership of the club.

Who will my personal data be disclosed to by Lancashire Constabulary?

The LCSWC will disclose any necessary personal data and information to its contractual partners (such as Perkz), to comply with any legal obligations or where necessary when booking trips / organising events; only the minimal amount of personal data will be used to achieve the objective.

How long will my personal data be retained by Lancashire Constabulary?

Once a member terminates their membership from LCSWC (to do this the member would need to email the [Club Manager](#)) the member information will be held for one year (in case of a complaint). After which time all member information will be securely deleted.

Your rights

Amongst other rights, you have a right to [request a copy](#) of personal information that Lancashire Constabulary holds about you.

Further details of all your rights can be found within the general [Privacy Notice](#) referred to above.

The person who determines the purpose and means by which your personal data is processed is :

Chief Constable of Lancashire Constabulary
Lancashire Constabulary HQ

Saunders Lane
Hutton
PR4 5SB

The contact details of Lancashire Constabulary's Data Protection Officer

The Data Protection Officer
Lancashire Constabulary
Police Headquarters
Saunders Lane
Hutton
PR4 5SB

Email: data.protection@lancashire.police.uk

If you wish to Complain

The Information Commissioner is the independent regulator responsible for enforcing the Data Protection Act and advising on privacy rights. The information Commissioner's Office contact details are as follows:

The Information Commissioner's Office can be contacted as follows:

Telephone: 0303 123 1113

Website: <https://ico.org.uk/make-a-complaint/>

Mail: The Information Commissioner's Office
Wycliffe House
Wilmslow
Cheshire
SK9 5AF