



SERVICE SPECIFIC PRIVACY NOTICE

Resilience and Emergency Planning Event Safety Advisory Group

Blackburn with Darwen Borough Council's core data protection obligations and commitments are set out in the council's [Primary Privacy Notice](#)

This service specific privacy notice provides additional privacy information for:
Event applicants/ organisers.

Purpose(s)

We collect personal information provided by the event applicant to ensure that BwD and supporting blue light agencies are able to support the applicant / organisers in planning and running a successful but safe event in the borough.

Categories of personal data

In order to carry out these purposes we collect and obtain:

- Named contacts
- Telephone numbers
- Address details

Legal basis for processing

The legal basis for processing your personal information is:

- Data Protection Act 2018
- The General Data Protection Regulation 2016

All data is processed under Article 6(1)(e) of the General Data Protection Regulation; Task in the Public Interest.

Information sharing/recipients

We will share personal information about you with the following types of organisations: Police, Fire and Ambulance Service as these agencies are advisors on the Event Safety Advisory Group (ESAG) with Blackburn with Darwen Borough Council in supporting event organisers plan and run successful event in the borough.

Information that we hold and share regarding registered events are:

- Event Management Plan
- Traffic Management Plan
- Risk Assessment
- Fire Risk Assessment
- Child Safety Policy
- Event\Site Layout Plans.
- Route maps (if not single location, e.g. cycle race).
- List of Stewards

- List of Food Traders and No Food Traders
- Public Liability Insurance Certificate
- Plan\drawings of temporary structures

Automated Decisions

No automated decisions are involved in the processing of data involved in this research programme

Data retention/criteria

We will retain this information for 5 years in the event of a claim or for insurance purposes.

Rights of individuals

If you have any queries relating to the way we are processing your information, you may contact the Council's [Data Protection Officer](#)

These queries may be regarding (but not limited to);

- exercising your rights in relation to the following:
 - access to personal data
 - right to rectification
 - right to erasure (The right to be forgotten, unless there is a legal obligation to refuse this request)
 - right to restriction of processing
 - right to data portability
 - right to object to profiling
- raising a concern with us, or
- guidance on making a complaint to the Information Commissioner

Updates to this Privacy Notice

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details [Primary Privacy Notice/service specific](#)