Sport and Fitness Services

Privacy Notice

East Ayrshire Leisure is committed to protecting your privacy. We will only use the information that we collect about you in accordance with the General Data Protection Regulations and the Data Protection Act 2018. You can browse our website without disclosing any personal information, however if you choose to provide personal information via our online booking service, e-newsletter sign-up or in any other form, we will only process your personal data in accordance with the relevant legislation.

Who is responsible for your information?

All personal information is held and processed by East Ayrshire Leisure in accordance with the Data Protection Act 2018. For information on the role of data Controller, data Protection Officer and contact details for East Ayrshire Leisure, please refer to the privacy statement on East Ayrshire Leisure's website:

Sport and Fitness provides a wide range of sport and fitness programmes and activities to suit all ages and abilities with a focus on encouraging active and healthier lives. We operate 8 sports venues with a dedicated team of staff responsible for increasing opportunities for participation which reflects the needs of individuals and local communities.

What information do we hold?

Sport and Fitness Services collect information through a variety of channels, this will include information such as; your name, address, telephone number, email address, date of birth, bank account details(where required).

This information is required to allow participation in the services and events provided by Sport & Fitness, and for the safety of the individual and that of other service users.

What is the lawful basis for processing the data?

The lawful basis for processing personal data are set out in Data Protection legislation. The lawful basis for processing personal data within Sport & Fitness are:

(1) Contract - The processing is necessary for performance of a contract (between a customer and the organisation)
(2) Legal Obligation - The processing is necessary for East Ayrshire Leisure to comply with the law
(3) Public task - the processing is necessary to perform a task in the public interest or for

official functions, and the task or function has a clear basis in law

(4) Consent – individuals may provide personal details for a specific purpose, this information can only be used for the purposes it was freely given. Where East Ayrshire Leisure is relying on consent to process personal data then you have the right to withdraw this consent at any time.

Special Category Data

Data Protection legislation defines Special Category Data as data relating to the processing of personal data regarding racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership and the processing of genetic data, biometric data, data concerning health or data concerning a person's sex life or sexual orientation.

East Ayrshire Leisure will have a requirement to process some types of Special Category Data and in particular:

- racial or ethnic origin information for monitoring purposes

The lawful basis for processing Special Category Data are:

1. The processing is necessary for reasons of substantial public interest, and occurs on the basis of a law that is, inter alia, proportionate to the aim pursued and protects the rights of data subjects;

Public Space CCTV

Signage alerting the public to the use of CCTV is displayed within the facility in which it is operational.

Images of individuals may be collected on CCTV cameras. It is necessary to collect such images for the following purposes:

- To help with reduction or negation of criminal activity
- To help apprehend or prosecute offenders

The processing of CCTV information is necessary for the performance of a task carried out in the public interest. Where CCTV may capture more sensitive information about individuals the processing is necessary for the reason of substantial public interest, for the prevention and detection of unlawful acts.

The retention of CCTV images from cameras is 30 days, after this time images are overwritten unless required by law enforcement, solicitors, or insurance providers for the provision of evidence.

Who will we share your information with?

No personal details kept by Sport and Fitness Services are passed on to third parties, unless required by law. All contact information is kept within identified files.

How long do we keep your information?

East Ayrshire Leisure will only keep your personal data for as long as necessary. Full details of how long we retain the contact information outlined above can be found in East Ayrshire Council's Retention Schedule.

After this time, personal data will be securely destroyed.

Providing accurate information

It is important that we hold accurate and up to date information about customers who regularly engage in aspects of our service. If any details change, or change in the future, customers should ensure that the inform Sport and Fitness Services as soon as possible so that they can update their records.

Individuals data processing rights

Under data protection legislation, individuals have the right to request access to information about them that East Ayrshire holds. Further details can be found in East Ayrshire Leisure's privacy statement

Individuals also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed
- in certain circumstances, transfer their data to another organization (data portability)

Individuals can contact East Ayrshire Leisure regarding the processing of their data. Details of how to do this can be found in East Ayrshire Leisure's Privacy Statement

If individuals have a concern about the way East Ayrshire Leisure is collecting or using their personal data, they should raise their concern in the first instance with East Ayrshire Leisure's Data Protection Officer; contact details can be found in East Ayrshire Leisure's Privacy Statement