



DATA PRIVACY NOTICE TO CLIENTS

General Data Protection Regulations (GDPR)

The GDPR regulations are due to be implemented on 25th May 2018 and place requirements and responsibilities on both Lambert Smith Hampton (LSH) and its clients.

In terms of this legislation LSH are defined as a ‘data processor’ and you the client are a ‘data controller’. Under the legislation LSH will assume legal obligations as a data processor to maintain records of personally identifiable information. As a data controller you should ensure your contract with us complies with GDPR.

The regulations apply to ‘personal data’ which is defined as any information that directly or indirectly identifies an individual e.g. names, address, national insurance number and even identifiers such as IP address.

Under the legislation you should provide a suitable privacy notice as you are providing the data that is processed by us. Please update you privacy notice accordingly.

SAMPLE PRIVACY NOTICE

Introduction

Bay View Shopping Centre is committed to protecting and respecting your privacy.

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us or a 3rd party on our behalf. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

The rules on processing of personal data are set out in the General Data Protection Regulation (the “GDPR”).

Who are we?

Under the legislation Bay View Shopping is the data controller. This means we decide how your personal data is processed and for what purposes. Our contact details are:



Address

Bayview Shopping Centre
The Management Suite
Sea View Road
Colwyn Bay
Conwy
LL29 8DG

For data matters the data processor is LSH.

The purpose(s) of processing your personal data

We use your personal data for the following purposes:

Promotions, Notifications and any other form of communication with our clients to provide a good quality service.

The categories of personal data concerned

With reference to the categories of personal data covered under the regulation we process the following categories of your data:

We use Cookies, and web forms to collect personal information which allow us to improve our website and the communication/support with our clients.

What is our legal basis for processing your personal data?

Your personal data will not be shared beyond the following companies:

- a-webdesign.com
- red-cape.co.uk
- bayviewshopping.com
- lsh.ie

Sharing your personal data

Your personal data will be treated as strictly confidential and will be shared only with 3rd parties as necessary for processing and under contract.

How long do we keep your personal data?

We will keep information for a reasonable amount of time in order to perform the purposes listed above.

We only keep your information for as long as necessary. We generally keep personal information for 7 years after last contact with you. However Bay View Shopping reserves the right to keep information for longer if we feel that this is in the legitimate interests of Bay View Shopping .

Providing us with your personal data

You are under no statutory or contractual requirement or obligation to provide us with your personal data, but failure to do so will have the following consequences:



Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of the personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary to retain such data;
- The right to withdraw your consent to the processing at any time.
- The right to request that we provide you with your personal data and where possible, to transmit that data directly to another data controller (known as the right to data portability), (where applicable, i.e. where the processing is based on consent or is necessary for the performance of a contract with the data subject and where the data controller processes the data by automated means);
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data, (where applicable i.e. where processing is based on legitimate interests (or the performance of a task in the public interest/exercise of official authority); direct marketing and processing for the purposes of scientific/historical research and statistics).

Automated Decision Making

We do not use any form of automated decision making in our business.

Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.

Changes to our privacy policy

We will update this statement from time to time so we suggest that you review this statement at regular intervals. Where we undergo substantial changes to our privacy statement we will endeavor to inform you directly about these changes.