

East Kintyre Windfarm Trust (EKWFT)

Privacy Policy

Our Contact Email Address is: ekccwft@hotmail.com

Our Website Pages can be found at: eastkintyre.org

The type of personal information we collect

We currently collect and process the following information:

- Name, address, telephone number and email address of the person submitting an application for grant funding

Note: As EKWFT is not allowed to make grants to individuals, no information will be requested or should be submitted that provides personal financial details.

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you so as to provide a contact point for the charity, community group or voluntary organisation you represent and submit an application on behalf of.

We use the information you have given us in order to communicate with you and advise on progress with and outcome of the application.

We may also contact you to submit further non personal information regarding the application you have made and the group you represent.

We may share this information with:

- Argyll & Bute Windfarm and Renewable Trust who are the parent body of EKWFT
- Scottish Power Renewables who provide much of the community benefit funds from their wind farms in Kintyre and may require the contact details of applicants to carry out audits of how grant funding has been spent and also compliance with funding criteria.
- Other providers of community benefit funds who may require your contact details for audit and compliance purposes
- The EKWFT auditor who will have access to all applications during the annual audit of the accounts

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information is consent.

By completing and submitting an application to us you are giving your consent for your name and contact details to be held and stored by EKWFT. You are able to remove your consent at any time. You can do this by contacting the secretary at ekccwft@hotmail.com or by phone on 01583 431112.

How we store your personal information

Your information is securely stored at the secretary's home address in Carradale in both paper and digital format.

We keep copies of application forms with your contact details for an indeterminate period for archive, research and statistical purposes. Data is also retained for purposes of fraud prevention and detection.

At a point where retention is no longer considered necessary application forms, along with personal data, will be destroyed. This will be done by shredding and deletion of data from digital storage systems.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us by email at ekccwft@hotmail.com or by phone on 01583 431112 you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us by email at ekccwft@hotmail.com or by phone on 01583431112

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>