



Sustaining Dunbar Privacy Notice

We would like to inform you how Sustaining Dunbar processes your personal data in connection with offering, providing and maintaining our membership and other services.

This statement sets out how Sustaining Dunbar uses and protects any information that we collect about you when you use this website or interact with our membership and event services. Sustaining Dunbar is committed to ensuring that your privacy is protected. Should we ask you to provide certain personal information please be assured that it will only be used in accordance with Sustaining Dunbar's privacy notice. Sustaining Dunbar may update this notice from time to time.

Who is responsible for the processing of your personal data?

The controller of your personal data is Sustaining Dunbar.

We process your personal data in compliance with the General Data Protection Regulation (GDPR), on Personal Data Protection and all other relevant laws, assuming legitimate interest in the data you provide us with.

In case of any questions, please get in touch:

Sustaining Dunbar, 27 High Street, Dunbar, EH42 1EN. Email: board@sustainingdunbar.org; Telephone: 07508 755008

Why is Sustaining Dunbar processing your personal data and what is the purpose and legal basis of such processing?

The purpose of Sustaining Dunbar is to support networking and practical local action for a sustainable future. When you interact with us or become a member we may process personal information for certain legitimate purposes, which include some or all of the following:

- to provide e-communications which we think will be of interest to you
- to enable us to enhance, modify, personalise or otherwise improve our services and communications for the benefit of our members
- to identify and prevent fraud to enhance the security of our network and information systems
- to better understand how people interact with our website, our communications and events
- to better understand our membership and community
- to determine the effectiveness of our outreach and practical activities and report to funders.

Whenever we process data for these purposes we will ensure that we always keep your personal data rights in high regard and take account of these rights. You have the right to object to this processing if you wish. If you wish to do so please **contact** us. Please bear in mind that if you object this may affect our ability to carry out tasks above for your benefit, e.g. we will cease sending you emails, and you will not be able to register for our events.

When and how is Sustaining Dunbar collecting data?

Member's Newsletter

We keep Sustaining Dunbar members updated through regular newsletters, using MailChimp (mailchimp.com) as our email automation platform. For you to receive our emails we rely solely on the information you provide when becoming a member. When you become a member, we ask you to submit the following information: Name, email address, postal address and, optionally, your telephone number, skills, experience and interests. Your email address is vital for the delivery of this service. Name and postal address are necessary for our membership register as required by our constitution. Any information you provide on your experience and interests helps us understand our membership and enhance the effectiveness and relevance of our activities. We may use these details to filter members and to send tailored invitations to events.

When signing up as a member, the MailChimp platform automatically registers additional details such as IP address of your computer network, the broad location of the internet access point (latitude / longitude), time zone setting of the computer, system language of the computer. When we send out newsletters and event updates through MailChimp, we may make use of the MailChimp option to understand how you use our emails, for example whether you open them and which links you click on.

All information is stored on the MailChimp servers. The collected data can be viewed by authorised people in Sustaining Dunbar.

Please see the [Mailchimp data policy website](#) to find out more about how MailChimp collects and stores your information.

You can unsubscribe from our email service at any time by clicking the unsubscribe link at the bottom in any of our newsletters or by sending us an email at board@sustainingdunbar.org

Event registration

For event management purposes we sometimes make use of Eventbrite. When you sign up for one of our events on eventbrite.com we ask for the following information: name, email address. All details are submitted on a voluntary basis but are necessary for the successful running of our events. We ask for your email details to keep you informed about the event you registered for. The information you provide us is stored on the Eventbrite servers. The data can be viewed by authorised people on the Sustaining Dunbar team to analyse the participation in our events, to send event reminders and follow up information.

Please see the [Eventbrite data policy website](#) to find out more about how Eventbrite collects and stores your information.

Website use

When you visit the Sustaining Dunbar website at <https://sustainingdunbar.org> our hosting servers will establish an encrypted connection between your browser and our website. By the use of cookies, we may collect general information about your computer (such as IP address, operating system and browser).

Cookies

A cookie consists of information sent by a web server to a web browser and is stored by the browser on the computer. The information is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We use *Google Analytics* to analyse the use of this website. Google Analytics generates statistical and other information about website use by means of such cookies, which are stored on users' computers. The information generated relating to our website is used to create reports about the use of the website. Google will store this information on servers in the United States. Google's privacy policy is available at: <https://policies.google.com/privacy>.

In parts of our website we have integrated *social media share buttons* from third party websites such as Facebook and Twitter. Pages with this embedded content may present cookies from these websites over which we have no control. You should check the relevant third party website for more information about how these cookies are controlled.

You may [disable the use of cookies](#) by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website.

Community Consultations

From time to time we may carry out a range of community consultations. Some consultations, such as to ascertain support for registering a 'community right to buy' application under the Scottish Land Reform (Scotland) Act 2003 may, with your permission, require collection of personal information such as your name and address. Such data will be handled in line with General Data Protection Regulations and will only be shared with 'relevant parties' as detailed in the Land Reform (Scotland) Act 2003.

Contact us

If you have any questions about the above points or the practices of this website, please contact us at:

Sustaining Dunbar, 27 High Street, Dunbar, EH42 1EN. Email: board@sustainingdunbar.org; Telephone: 07508 755008

Your rights

If you have any concerns, which are not resolved by communicating with us, you can raise a complaint with the Information Commissioner's Office at www.ico.org.uk.