

Privacy Notice

Lanarkshire Business Hub Membership

This notice covers the processing of personal data when you become a member of the Lanarkshire Business Hub.

The data controller is New College Lanarkshire. Our registered office is 1 Enterprise Way, Motherwell ML1 2TX.

If you have any concerns or queries about how we use your personal data you can contact our Data Protection Officer at data.protection@nclan.ac.uk

Personal data we process

- Full Name
- Job Title
- Company Name
- Contact details
- Contact preferences

How we use your personal data

We will use your personal data for the following purposes:

- To administrate your membership
- To contact you about your membership
- To contact you about opportunities available, future developments and events related to the Lanarkshire Business Hub.

Our lawful basis – Legitimate Interests

- To send marketing information about opportunities from the wider college activities at New College Lanarkshire.
- To contact you about taking student placements

Our lawful basis – Consent

Sharing your personal data

We do not share your personal data with any other party unless you consent to this when signing up to a Lanarkshire Business Hub Event.

Retention

We will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, audit, or reporting requirements.

We will retain your personal data for 5 years from the date your membership ends.

Your rights

You have rights in relation to the personal data we use. You can access information on these rights and how to use them on the [Data Protection](#) section of our website.

Data protection complaints

If you feel your data protection rights have been infringed you have the right to complain to us about this. To make a data protection complaint to us please email your complaint to data.protection@nclan.ac.uk