

Library Service Commercial and Operations

05.04.2019

We will use the information provided by you to provide an effective and efficient library service under the Museums and Libraries Act 1964. The basis under which we use your personal data is that this is necessary for the performance of a task carried out in the public interest by the Council. We share information held on our Library Management System with:

- East Midlands Library consortium partners (EMLIB), who are Derbyshire, Nottingham, Inspire (Nottinghamshire), Leicestershire and Rutland
- The Library Management System (LMS) supplier, Sirsi Dynix

Your personal data will be shared only for the purposes of providing library services. You are not obliged, either by statute or by contract, to provide the information that is requested here. The information you have provided will be kept for as long as you are a library member or if you do not use your membership for a period of three years.

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and the legal basis on which information is used for them can be found at <http://documents.nottinghamcity.gov.uk/download/5939>.

The Data Controller is Nottingham City Council, Loxley House, Station Street, Nottingham NG2 3NG. The Data Protection Officer is Naomi Matthews. You can contact the data protection officer at the above address or at data.protectionofficer@nottinghamcity.gov.uk.

The new data protection law known as the General Data Protection Regulation provides for the following rights as prescribed by the legislation:

- A right to request a copy of your information
- A right to request rectification of inaccurate personal data
- A right to request erasure of your data known as 'the right to be forgotten'
- A right to in certain circumstances to request restriction of processing
- A right in certain circumstances to request portability of your data to another provider
- A right to object to processing of data in certain circumstances
- A right regarding automated decision making including profiling

Please note that if you are unhappy with a decision regarding the handling of your data you have the right to complain to the Information Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. See also the Information Commissioners website at <https://ico.org.uk/your-data-matters/>.

For more information about these rights please refer to our detailed privacy statement at <https://www.nottinghamcity.gov.uk/privacy-statement>.