Data Protection Privacy Statement – Event booking notice

In order to deliver services to the citizens and communities in Bedford Borough, it is necessary for the Council to collect, gather and process personal data about residents, staff and other individuals. Bedford Borough Council is committed to protecting your personal data when you use its services and/or correspond with it.

The Council has registered as a Data Controller with the Information Commissioner's Office. This registration can be viewed on the ICO website (opens in a new window) Registration Number Z5916725.

As a Data Controller, the Council sets out the purposes and methods for processing information and ensures safeguards over any personal and special category information it processes.

The sections below explain the arrangements we have in place to protect the information entrusted to the Council.

In relation to We require personal details of participants entering a Sporting event Bedford Borough Council will process your personal data for the following processing purposes:

Event Booking

It is processing this personal data by virtue of the following Lawful Basis:

Consent of the data subject

We require personal details of participants entering a Sporting event maybe shared with, or obtained from the following organisations (in addition to any other disclosure required by a Court of Law or in response to a valid request by, normally, a law enforcement agency:

Personal details provided by participants who enter our Aquathlon will only be shared with medical staff in the event of a medical emergency. Name, age & medical details of participants will be shared with our Partners who assist us to organise this event. Contact details will be used for direct mailing to advertise the next event to the participants. Details may be disclosed if required by a Court of Law or in response to a valid request by a Law enforcement agency

The processing of your personal data will be restricted in time to:

For the period between events

Your personal data will be held by/for the Council within the UK or the EU.

Please see details below in respect of any other reason we will be using your information:

Contact details will be used to advise participants of the next event

We have a range of measures to protect the personal data you provide. These include: cyber security; physical security of the Council's buildings and training on Data Protection for staff.

Bedford Borough Council is the Data Controller processing your information, who can be contacted as follows:

Information Governance
Bedford Borough Council
Borough Hall
Cauldwell Street
Bedford MK42 9AP
Email: dpo@bedford.gov.uk
Telephone: 01234 267422

If you wish to enquire about your rights as a data subject, whether you wish to request a copy of your own information that Bedford Borough Council holds, request for data portability; rectification or erasure of your data for any reason or objection to any processing, please contact the Council's GDPR Data Protection Officer email: dpo@bedford.gov.uk or send to the above address.

Alternatively, in the event that you remain dissatisfied with the way Bedford Borough Council has handled the processing of your information (i.e. after liaising with the Council to find a satisfactory solution), you have the right to contact the UK's Statutory Authority: The Information Commissioner's Office (ICO) who can be contacted by using the details displayed at the bottom of the page entitled Personal information and your rights | Bedford Borough Council on our website under the "Challenging the response" heading.

Changes to this Notice:

We keep this Privacy Notice under regular review; this Notice was last updated in August 2025.