

Glasgow Life Specific Privacy Notice for: A Song for Glasgow Competition

Glasgow Life is committed to protecting your personal information and respecting your privacy. This privacy notice provides you with details of how we collect and process your personal data through your participation in our song competition. This competition is strictly for entrants over the age of 18.

Who we are:

Glasgow Life is the operating name of Culture & Sport Glasgow, a Scottish Charity (Scottish Charity Number SC037844) and having its registered address at Commonwealth House, 38 Albion Street, Glasgow G1 1LH, is the controller of personal information collected for processing purposes. Contact details for our Data Protection Officer can be found at: www.glasgowlife.org.uk/privacy.

Why do we need your personal information and what do we do with it?

We collect or use the following information for the purposes of the competition entry, voting, and publicity promotion:

- Names and contact details
- Date of birth
- Photographs, audio or video recordings of performances
- Records of consent, where appropriate

You are giving us your personal information to allow us to:

- To identify and communicate with the participants and their representatives
- To facilitate the judging and voting processes
- For promotion and publicity on various social media channels and websites
- To collect proof of eligibility, including verification of age
- To maintain our records
- To enter into a contract specifying exclusive use of the winning song on Glasgow Life promotional materials, campaigns and online platforms for an agreed 2 year period
- To enforce our rights or protect our legitimate interests and the rights or obligations to others

Where we get personal information from:

- Performer and members directly
- Third parties:
 - Radio host promoter
 - Authorised performer representative(s)

Other Persons:

It is the responsibility of the performer to secure any necessary permission where required from any identified or identifiable individuals whose likeness or otherwise is apparent in videos, photos, audio or images used in the performance. This permission must be readily available upon request at any point before or after the entry submission.

Legal basis for using your information:

We rely on the following legal bases for processing your personal information:

- **necessary for the performance of a contract** with you (or to take steps to enter into a contract with you). Such as, submitting your competition entry and personal data, and agreeing to our competition terms and conditions;
- **on the basis of your consent**. Such as when you agree to other purposes we specify where consent is appropriate, e.g. taking photographs and video of the Performer and any Performance and using such images and recordings in such media as Glasgow Life may require.

Some of the above legal bases for processing will overlap and there may be several grounds which justify our use of your personal information.

If you do not provide us with the information we have asked for then we will not be able to provide this service to you.

Who do we share your information with?

We may share your data with third parties where necessary to administer the competition and for the purposes of promoting the winner. This includes, but is not limited to, the reasonable use of the name(s), image(s), music, lyrics, and performance(s) of the winner on our website, social media accounts, and other media.

Specifically, we share your information with:

- Go Radio Ltd
- Gorbals Sounds
- Publicly on our website, social media or other marketing and information media
- Other relevant third parties: 3 judges panel

Any conduct by performers that breaches our terms and conditions may result in the processing of their data as required and sharing where appropriate to enforce the competition rules.

We will not sell or rent your information to any third-party companies.

International transfers:

Glasgow Life do not anticipate any international data transfer outside the UK.

How long do we keep your information for?

Glasgow Life maintains a records retention and disposal schedule which sets out how long we hold different types of information for. This is available on our website at www.glasgowlife.org.uk/rrs.

Your rights under data protection law:

- **Access to your information** – you have the right to request a copy of the personal information that we hold about you.
- **Correcting your information** – we want to make sure that your personal information is accurate, complete and up to date. Therefore you may ask us to correct any personal information about you that you believe does not meet these standards.
- **Deletion of your information** – you have the right to ask us to delete personal information about you where:
 - you think that we no longer need to hold the information for the purposes for which it was originally obtained
 - we are using that information with your consent and you have withdrawn your consent – see [Withdrawing consent to using your information](#)

- you have a genuine objection to our use of your personal information – see Objecting to how we may use your information below
- our use of your personal information is contrary to law or our other legal obligations.
- **Objecting to how we may use your information** – You have the right at any time to tell us to stop using your personal information for direct marketing purposes.
- **Restricting how we may use your information** – in some cases, you may ask us to restrict how we use your personal information. This right might apply, for example, where we are checking the accuracy of personal information that we hold about you or we are assessing the objection you have made to our use of your information. This right might also apply if we no longer have a basis for using your personal information, but you don't want us to delete the data. Where this right is realistically applied will mean that we may only use the relevant personal information with your consent, for legal claims or where there are other public interest grounds to do so.
- **Withdrawing consent using your information** – Where we use your personal information with your consent you may withdraw that consent at any time and Glasgow Life will stop using your personal information for the purpose(s) for which consent was given.

Please contact us as stated below if you wish to exercise any of these rights.

How to contact us:

You can contact Glasgow Life by:

- Emailing us: commsteam@glasgowlife.org.uk
- Post: Glasgow Life, Marketing and Communications, 38 Albion Street, Glasgow G1 1LF

You can contact our data protection officer about any data protection matter. Please see www.glasgowlife.org.uk/privacy for details.

Complaints or queries:

We aim to resolve all complaints but if you have any concerns about the way Glasgow Life processes your personal information, you have the right to complain to the Information Commissioner's Office whose contact details are at: www.ico.org.uk.

More information:

- You can find information on: www.glasgowlife.org.uk/asongforglasgow
- To learn more about how we handle your personal information, please visit: www.glasgowlife.org.uk/privacy
- If you need help in another format, such as large print, braille or audio, please ask a staff member, contact us or visit: www.glasgowlife.org.uk/accessibility
- You can find details of Go Radio privacy policy at: <https://www.thisisgo.co.uk/privacy-policy/>
- You can make data protection enquiries to Gorbals Sound by email: enquiries@gorbalsound.co.uk

This privacy notice was created in April 2024