

## **Worthingtons Consultancy Ltd (T/A Worthingtons Licensing Solutions) Data Protection Statement**

This statement confirms the Worthingtons Consultancy Ltd commitment to protect your privacy and to process your personal information in a manner which meets the requirements of the General Data Protection Regulations (GDPR) and prior to 25 May 2018 the Data Protection Act 1998

### **Who are we and what do we do**

- Worthingtons Consultancy Ltd is a private limited company which providing advice, support and guidance, consultancy services and training to the Licensed Trade Sector.
- Worthingtons Consultancy Ltd is registered with the Information Commissioners Office (ICO)

### **What personal information we may process**

Nearly all the data we collect will be to process applications for Personal licences, Premises Licences and consultancy and training services. We have no wish to store or use any personal data where the person does not wish to have an ongoing relationship with us. The information we collect may include:

- Names and addresses and occupations
- Contact information e.g. email address
- Organisation or company details

### **We may use this information for the following reasons:**

- To process applications for Personal Licences (including DBS checks)
- To process applications for Premises Licences
- To process applications for Club Premises Certificates
- To process applications for Temporary Event Notices
- To process applications for Variations to Licences
- To deliver training and/or enrol clients on external training courses provided by a third party
- For general consultancy purposes

### **What we do not collect**

Worthingtons Consultancy Ltd does not collate personal information relating to any person who are not clients of the business or employees of clients

### **Security**

Worthingtons Consultancy Ltd has appropriate technical and organisational measures in place to prevent:

- The unauthorised or unlawful processing of your personal data
- Accidental loss or destruction of, or damage to your personal information

### **Retention of personal information**

We will not keep your personal information for longer than is necessary for our purposes

### **Your rights to access your personal information**

Where we hold your personal data, you are entitled to a copy and have any inaccuracies in your information corrected. If you wish to have your data deleted and not to receive any further contact from Worthingtons Consultancy Ltd we will endeavour to comply as soon as reasonably possible.

Should you wish to access your information, or have any other enquiries about data protection contacts us at [mark@worthingtonsls.co.uk](mailto:mark@worthingtonsls.co.uk)

### **Links to other websites**

There may be hyperlinks within this website will take you away from the Worthingtons Licensing Solutions Website <https://www.worthingtonsls.co.uk> . The linked sites are not under the control of Worthingtons Consultancy Ltd and we are not responsible for the content of any linked site, or any link contained in a linked site, or any changes or updates to such sites. Worthingtons Consultancy Ltd is providing these links to you only as a convenience and the inclusion of a link does not imply endorsement by Worthingtons Consultancy Ltd for these sites.

### **Disclaimer**

Worthingtons Consultancy Ltd seeks to ensure that all information on this website is accurate. However, we cannot accept responsibility or liability for any claim, loss or damage whatsoever from the information contained within or accessed through this website.