

# Privacy notice – Yorkshire and Humber migration research network meetings

Migration Yorkshire will treat your personal information as confidential.

We sometimes use Eventbrite to help us to administer events; see later in this notice for more information on Eventbrite's use of your data.

For online events, we'll use Zoom or Microsoft Teams software to host the event. We won't be recording the sessions. During the sessions, be aware that your name and image may show on the screen, for example when you join the meeting, or if you ask a question. There are options within Zoom and Microsoft Teams that you can use to stop the video function to prevent your image appearing, to mute your voice recorder and to edit your name. We may record information shared through the 'Chat' feature, for future reference; where we do so, we'll anonymise the contents.

## Your data rights

To enable us to administer these events, we will record your name, organisation and email address. The legal basis we rely on for processing your personal data is contract.

We'll securely destroy your email address 6 months after the final event in this series, unless you ask us to keep your details. Migration Yorkshire is based in Leeds City Council, and the council is the data controller for this data. For details of your rights under UK data protection legislation, including details of the council's Data Protection Officer, your rights as a data subject, and your right to complain to the Information Commissioner's Office are available, see the Leeds City Council privacy notice.

We'll need to keep your name and the name of your organisation on our records until the end of 2030. When network meetings are in person, rather than online, we'll also ask you to sign in to the meeting and we'll keep your signature on record. We record this data because we are contractually required to do so by our funder, the European Union Asylum, Migration and Integration Fund (AMIF). We have to make the data available to the United Kingdom Responsible Authority (UKRA) – which manages AMIF funding in the UK - and to UKRA's independent evaluator, to help them to monitor, audit and evaluate how AMIF funding is being spent. UKRA is the data controller for this data. UKRA will not share your personal data with any part of the Home Office. For more information about how and why UKRA uses your personal data, to exercise your data protection rights for this personal data, or to contact UKRA, see the AMIF privacy notice.

## Eventbrite and your data

To apply to attend a Migration Yorkshire event using Eventbrite, you will first need to be registered with Eventbrite. Eventbrite is a ticketing and registration platform that collects personal information when you use it. Eventbrite may send you electronic communications, marketing, or advertising with regard to their business. As a customer of Eventbrite you can manage your email preferences at any time by logging in (or signing up and then logging in), clicking on 'Account' and then 'Email Preferences.' Eventbrite participates in, and complies with, the EU-U.S. Privacy Shield Framework as set forth by the US Department of Commerce regarding the collection, use, and retention of personal data (defined in Section 2.1) from European Economic Area ('EEA') member countries. You can ask Eventbrite to correct or remove inaccurate information. Contact details are available on the [Eventbrite support page](#)

## How to contact us

You can get in touch with us:

- by emailing Migration Yorkshire at [admin@migrationyorkshire.org.uk](mailto:admin@migrationyorkshire.org.uk)
- by telephone on 0113 37 88188

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**Source URL:** <https://www.migrationyorkshire.org.uk/privacy-notice-yorkshire-and-humber-migration-research-network-meetings>