

Transformation, Policy and Communications Privacy Notice

Our core data protection obligations and commitments are set out in the Council's Corporate Privacy Notice and on our website at [Data Protection – Privacy Notice](#).

This notice provides additional privacy information for individuals who engage with the Transformation, Policy and Communications Service.

Purpose(s)

We collect your personal information for the following purpose(s):

- Meeting the service's statutory obligations under the Equality Act 2010.
- Improving outreach with hard-to-reach groups in consultation and engagement exercises.
- Monitoring and assessing the impact and reach of programmes and projects we are involved in, including local projects as well as national projects organised by central government.
- To stay in contact with and send updates to residents and partner organisations in regards to projects and programmes through mailing lists and contact databases.
- To engage with and obtain views and feedback from residents, workers, visitors and organisations in Tameside about projects, programmes, policies and strategies.

Categories of Personal Data

In order to carry out these purposes we collect and obtain:

- Sex
- Gender Identity
- Age
- Marital Status
- Pregnancy and Maternity
- Socioeconomic Circumstances
- Caring Responsibilities
- Local Authority Care Status
- Neurodiversity

Special Category Data

We may also collect special category personal data that may include:

- Race and Ethnicity
- Religion and Belief
- Health and Disability
- Mental Health
- Sexual Orientation

Legal Basis for Processing

We collect and use your personal information because:

- You have given your consent under GDPR Article 6(1)(a).

- It is necessary for compliance with a legal obligation or statutory function of the Council under GDPR Article 6(1)(c). Such legal obligations and statutory functions are as set out in, but not limited to:
 - Equality Act 2010
- It is necessary under GDPR Article 6(1)(e) for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Council; or
- It is necessary for the purposes of our legitimate interests under GDPR Article 6(1)(f).

If you fail to provide certain information when requested, we may not be able to provide the service to you or we may be prevented from complying with our legal obligations.

We also collect special category under:

- GDPR Article 9(2)(a), you have given your explicit consent;
- GDPR Article 9(2)(e) for processing of data made public by the data subject;
- GDPR Article 9(2)(g) for reasons of substantial public interest;
- GDPR Article 9(2)(h) for provision of social care,
- GDPR Article 9(2)(i) for reasons of public interest in the area of public health;
- GDPR Article 9(2)(j) for reasons of archiving in the public interest, scientific or historical research purposes or statistical purposes;

Where has your personal information come from?

We will obtain your information from:

- Responses from consultations, engagement events and surveys hosted in the Tameside Big Conversation website.
- Quantitative and qualitative data carried out in regards to Council projects, programmes, policies and strategies.
- Others on your behalf, subject to your consent or permission.
- For most of our work, our information is presented and used in an aggregated, anonymous format.

Who will we share your information with?

We may collect and share personal information about you with the following types of organisations:

- Other Tameside Metropolitan Borough Council Services;
- Safeguarding agencies and partnerships;
- Commissioned partners (e.g. a charity or other organisation that we ask to provide services on our behalf) and other voluntary and private sector organisations who assist in delivering our service);
- Healthcare partners;
- Schools, education providers and specialist teachers;
- Early education and childcare providers, such as nurseries and pre-schools;
- Greater Manchester Police (and other Police forces where appropriate);
- Central Government Departments (e.g.);
- Other National Regulatory Bodies (e.g.);
- Greater Manchester Combined Authority (GMCA);
- Other Local Authorities.
- We may also share anonymised personal data with other agencies and partners as required.

How long we will keep your data for and why?

We will only retain information for as long as it is necessary to provide services to you and/or for as long as required by us in order to comply with statutory retention periods.

Transferring data outside the European Economic Area (EEA)

Your information is not processed outside of the European Economic Area.

Your rights

Information about exercising your rights can be found on the council's website [Exercising Your Individual Rights](#).

Security

We use appropriate technical, organisational and administrative security measures to protect any information we hold in our records from loss, misuse, and unauthorised access, disclosure, alteration and destruction. We have written procedures and policies, which are regularly audited, and the audits are reviewed at senior level.

Data Protection Officer

If you have any questions or concerns about how we use your personal information, please contact the Data Protection Officer at information.governance@tameside.gov.uk or by calling 0161 342 8355.

Automated Decisions

For this service, all the decisions we make about you involve human intervention.

Updates to Privacy Notice

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details on our [Data Protection page](#).