

Privacy Notice Gateway Review E-surveys (Strategic)

For the purposes of the UK General Data Protection Regulation (UK GDPR), the 'controller' of the personal data you provide is West Yorkshire Combined Authority ('the Combined Authority', 'we', 'us') of Wellington House, 40-50 Wellington St, Leeds LS1 2DE (tel: 0113 251 7272) who are the responsible statutory body for the Leeds City Region Enterprise Partnership ('LEP') and WY Metro. The Combined Authority is registered with the Information Commissioner's Office with registration number ZA051694.

The Combined Authority is collecting this data and has commissioned Jacobs Uk Ltd to process your survey responses on its behalf. The Combined Authority will share anonymised survey response data with Jacobs Uk Ltd who will process it for the purpose of gathering evidence to inform an Evidence Paper, which will be submitted to Combined Authority. Names will only be shared for the purpose of including within the Evidence Paper Annex.

The Evidence Paper will then be shared with SQW ([a consultancy appointed by DLUHC to work with Areas across the UK](#)) who will prepare a separate Final evaluation report for submission to DLHUC in October 2024. Anonymised survey data may be transferred from the Combined Authority to SQW. Survey data shared with SQW will be stored in restricted access folders on SQW's secure server. Only researchers working on the evaluation will have access to the data, and all SQW staff have passed certified training on GDPR. SQW's Privacy Policy can be viewed here: <http://www.sqw.co.uk/privacy-policy/>.

We will not share your information with any organisation or third party, except in certain circumstances, which are:

1. if we have a legal obligation to do so or if we are required or requested to do so by a competent authority such as the police or a court;
2. if we need to use or disclose your information to obtain legal advice or in connection with legal proceedings;
3. if we need to share your information to protect your vital interests if you are unable to give us consent or it is unreasonable for us to ask for your consent in the circumstances (e.g. if you are injured)

The survey responses will be held until 31st December 2028 to enable the Combined Authority to carry out a 5-year post intervention comparison. Following this retention period, we will safely delete it. Jacobs Uk Ltd will retain your personal data until 31st August 2024, which is the end of the evaluation period. After this period, they will be safely deleted.

Information provided to the Combined Authority will be processed under Article 6(1)(e) of the UK GDPR which states that processing is necessary for the purposes of a task carried out in the public interest or in the exercise of official authority vested in the

controller and, where applicable, Article 6(1)(a) of the UK GDPR which states that the data subject has given consent to the processing of their personal data for one or more specified purposes.

As a data subject you have a number of rights under the UK GDPR. These include the right to access the information which we hold about you. In some cases you may have a right to have your personal data rectified, erased or restricted, and to object to certain use of your data.

This would not affect the legality of what we do with your personal data before you make such a request and would not stop us from continuing to use your data to the extent that we do not require your consent. It would stop us from further using data for purposes which require your consent (e.g. marketing).

If you are unsatisfied with the manner in which we collect or handle your personal data you have a right to make a complaint to the Information Commissioner's Office. Information about how to make complaints can be found on the ICO's website at <https://ico.org.uk>

We act in accordance with our corporate privacy notice, which provides further information on personal data processing and how to contact us to make a request: <https://www.westyorks-ca.gov.uk/footer/privacy-notice-and-cookie-policy/>

The Combined Authority's Data Protection Officer can be contacted at DPO@westyorks-ca.gov.uk