

PRIVACY NOTICE FOR TRANSPORT AND THE NIGHT-TIME ECONOMY

Data controller:	Greater Manchester Combined Authority, Churchgate House, 56 Oxford Street, Manchester M1 6EU
ICO registration reference:	Z5119967
Customer enquiries contact details:	officeofdpo@greatermanchester-ca.gov.uk
Data Protection Officer:	Phillipa Nazari, Greater Manchester Combined Authority Michelle Brown, Transport for Greater Manchester

1. Who we are

The Greater Manchester Combined Authority (GMCA) is made up of the ten Greater Manchester councils and the Mayor of Greater Manchester. They work with other local services, businesses, communities and other partners to improve the city-region.

Transport for Greater Manchester (TfGM) is the local government body responsible for delivering Greater Manchester’s transport strategy and commitments. They are responsible for investing in improving transport services and facilities to support the regional economy.

GMCA and TfGM are working together on this survey; this means that for data protection purposes they are joint data controllers.

2. Summary of the survey

Since Sacha Lord’s appointment as the Night Time Economy (NTE) Advisor in June 2018, various listening exercises with the ten district councils, Transport for Greater Manchester (TfGM) and other stakeholders have taken place to explore some of the issues in relation to the night time economy across Greater Manchester.

Feedback from these sessions highlighted transport as an important factor in supporting the night time economy. Based on this, the Night Time Advisor has decided that he would like to involve the public in identifying the barriers to night time travel, to increase our understanding about whether things could work better for local people.

3. What information we will collect from you (the purpose and legal basis for processing information)

The survey will ask you some questions about why you travel at night, how frequently you do so, and how you do it.

It also asks the first part of the post code you live in, the local authority area you live in and your age bracket.

In addition to this we will also be asking for some more sensitive information:

- Your ethnicity
- Your religion
- Your gender identity
- Whether you identify as trans/transgender
- Your sexuality
- Whether you have a disability

We are asking for this as we want to make sure we hear from Greater Manchester's diverse communities, and also to ensure any policy decisions or interventions are based on the needs of different communities.

As both TfGM and the GMCA have legal responsibilities for the provision of transport, and the GMCA has legal responsibilities for the wellbeing of Greater Manchester residents, the legal basis for undertaking this survey and using the survey data will be:

Article 6 1(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

And for the more sensitive data:

Article 9 2(g) processing is necessary for reasons of substantial public interest

4. How we ensure the security of your data

GMCA and TfGM are committed to the security of the information we collect and we use reasonable measures to prevent unauthorised access to that information. We are required to demonstrate that our solutions meet the required levels of personal, procedural, policy, data and technical security. We will only process personal information for the purposes it has been collected or subsequently authorised.

This survey is hosted on Citizen Space, which is provided by Delib, and is run using software called Snap Surveys. Snap Survey is a software package that is locally hosted by TfGM and is protected by TfGM's security measures: firewall, access control, tiered administration privileges. The data from this survey will not be transferred to any third party for processing.

5. Information retention

GMCA and TfGM will keep your information 12 months from the point at which the survey closes.

6. Transferring data

All data collected as part of this survey will remain in UK.

7. Data Sharing

The information collected as part of this survey will only be used by the GMCA and TfGM for the purposes explained. The survey does not collect information that could personally identify you.

8. What rights do individuals have?

GMCA and TfGM must comply with the General Data Protection Regulations (GDPR) and the Data Protection Act 2018.

If you wish to exercise your rights under data collection law, you will need to provide a subsample of your response to TfGM (e.g. start and end point postcodes) so TfGM officers can search for your response. If there is more than one response with the same information, then you will be asked to provide further information.

Under data protection law, your rights include:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal data in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

If you wish to make a request, please contact us at:

Email - officeofdpo@greatermanchester-ca.gov.uk

Postal - Office of the DPO GMCA, Churchgate House, 56 Oxford Street, Manchester, M1 6EU

9. How can I make a complaint?

If you are not satisfied with how the GMCA is using the information we hold about you please contact our Data Protection Officer by emailing officeofdpo@greatermanchester-ca.gov.uk.

If you are still not satisfied with the GMCA's response to any request to exercise your individual rights or if you believe that the GMCA is not processing your personal data in accordance with the law, you can contact the Information Commissioners' Office:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Helpline number: 0303 123 1113