**Privacy Notice for GM Police and Crime Plan Residents Survey (September, 2024)**

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| **Data controller:** | Police, Criminal Justice, Crime and Fire, GMCA |
| **ICO registration reference:** | Z2751067 |
| **Customer enquiries contact details:** | Emma Stonier  [emma.stonier@greatermanchester-ca.gov.uk](mailto:emma.stonier@greatermanchester-ca.gov.uk) |
| **Data Protection Officer:** | John Lawrence Curtis – Assistant Director Information and Data Governance  [OfficeofDPO@greatermanchester-ca.gov.uk](mailto:OfficeofDPO@greatermanchester-ca.gov.uk) |

1. **Who we are**

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

1. **Summary of the use of the Database**

The Mayor and the Deputy Mayor are responsible for setting priorities for keeping communities’ safe across Greater Manchester over the next 4 years. The Police and Crime Plan outlines these priorities and describes how we will work together with the police, our partners and our communities across the city-region to deliver and achieve these priorities.

The current Standing Together Plan can be found here: [GM Standing Together Police and Crime Plan (greatermanchester-ca.gov.uk)](https://www.greatermanchester-ca.gov.uk/media/5724/gmca-police-and-crime-plan.pdf)

Our headline priorities continue to be:

1. **Keeping people safe and supporting victims**
2. **Reducing harm and offending**
3. **Strengthening communities and places**

We want to hear from you about what should be included within those priorities, to find out what matters most to residents and communities across Greater Manchester and whether there are any priorities we haven’t considered that are of importance to people living within Greater Manchester.

Data is being collected from respondents who have opted to complete the Police and Crime Plan resident survey. The survey is being hosted on the GM Consult website (Citizen Space).

The results will be analysed by GMCA and published in an anonymised report to help inform the Greater Manchester Police and Crime Plan 2024.

Survey responses will be collected via an automated report through the Citizen Space tool. This will be in a single database with limited access. Information and responses will be used to inform the future priorities of the Police and Crime Plan for 2024 onwards.

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

The following data will be collected:

Names and titles  
Core personal details e.g. DOB, address

Digital identifiers / machine identifiers e.g. mobile phone number or email address, IP addresses/domain names and phone IMEI or MAC address of computers

This basis we are relying upon is the following:

Public task - The processing is necessary to perform a task in the public interest or for official functions, and the task or function has a clear basis in law. Article 6 - 1(e)

Under the Police Reform and Social Responsibility Act 2011, this states that Police and Crime Commissioners must:  
  
1) secure efficient and effective police for their area  
2) set the police and crime objectives for their area through a police and crime plan  
3) bring together community safety and criminal justice partners, to make sure local priorities are joined up  
  
The Police and Crime Plan 2022-2025 has made a commitment to - 'raise awareness of hate crime, the harm it causes, promote how people can report it and improve the access to support for victims.'  
  
The refreshed Hate Crime Plan for 2024 will set out further detail on how we work towards this.

Consent - The individual has given clear consent for you to process their personal data for a specific purpose - Article 6 - 1(a)

The following special category data will be collected:

Racial or ethnic origin  
Political opinions  
Religious or philosophical beliefs  
Sexual orientation

This basis we are relying upon is the following:

Explicit Consent - the individual has given a clear statement expressed in words, providing consent to process their personal data for a specific purpose - Article 9 - 2(a)

Substantial public interest - Must still be proportionate to the aim the project is pursuing, respect the spirit of the right to data protection. But also must provide for suitable and specific measures to safeguard the fundamental rights and the interests of the individuals involved. Article 9 - 2(g)

1. **How we ensure the security of your data**

The collected data will be stored on a server in a shared drive on the GMCA premises. This will be in a password protected folder with limited access to members of Police, Crime and Criminal Justice Team. This will be in a secure building accessed by access card, with a staffed reception, out of hours alarms and onsite staff have ID cards.

A retention schedule will be in place to detail when survey responses must be deleted so the relevant policy team can delete the data.

1. **Information retention**

The GMCA will keep your information for four years (in line with the life of the refreshed Hate Crime Plan) to enable comparison to previous aggregated data.

1. **Transferring data**

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

1. **Data sharing**

The data collected will not be shared with providers.

1. **What rights do individuals have?**

The GMCA must comply with the United Kingdom General Data Protection Regulations (UK GDPR) and the Data Protection Act 2018.

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](mailto:officeofdpo@greatermanchester-ca.gov.uk)

Post: Office of the DPO GMCA, Churchgate House, 56 Oxford Street, Manchester, M1 6EU

1. **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](mailto:dataprotection@manchesterfire.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 Commissioner’s Office:

Post: Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF

Telephone: 0303 123 1113

Online Chat: [Advice services for members of the public | ICO](https://ico.org.uk/global/contact-us/contact-us-public/public-advice/)