

Privacy Notice for Greater Manchester High Rise Taskforce: Research and Engagement with Residents Living in High Rise Buildings

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

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.

2. Summary of the survey

Following the fire at Grenfell tower in June 2017, a high rise task force was established to ensure every residential high rise tower block in Greater Manchester is safe from fire, and residents living in these tower blocks receive appropriate fire safety advice.

To support the work of the task force, a research project has been commissioned that aims to gather and analyse information about experiences and perceptions of fire risk amongst residents living in high rise buildings.

The research project will be conducted by in-house researchers at GMCA and will consist of an online survey, hosted on the GMCA consultation hub, called Citizen's Space.

The survey aims to understand whether residents feel safe in their own homes and whether residents have any specific problems or concerns related to fire safety in their building. In addition, the survey aims to understand whether events following Grenfell have impacted them from a wellbeing and financial perspective.

GMCA will not be able to address any concerns raised in the survey related to health, wellbeing or financial impact on an individual basis, however, it is important that any concerns and issues are understood as this will direct the future work of the Greater Manchester High Rise Task Force.

The Fire and Rescue Services Act 2004 (Section 6 – Fire Safety) places a duty on fire and rescue services to make provision for the purpose of promoting fire safety in its area. The fire and rescue service must make arrangements for the provision of fire safety information

and give advice on how to prevent fires and the means of escape from buildings in case of fire. The information collected in this survey will help GMCA provide appropriate fire safety advice to residents living in high rise buildings.

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

The survey will ask you some questions about fire safety in your building and any concerns you may have about this. It also explores whether the Grenfell tower fire has indirectly had an impact on you, for example, whether you have experienced any financial issues because the cost of fire safety remedial work has been passed onto you.

This survey also asks some information about where you live. This is to understand if there are any specific fire safety concerns in certain buildings. GMCA will only be able to address any fire safety concerns in identified buildings. However, urgent concerns should be raised with landlords or managing agents or by contacting GMCA on 0800 555 815.

We will collect the following information in order to ensure we hear from a representative selection of Greater Manchester communities, and to ensure any policy decisions or interventions are based on the needs of different communities:

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

4. How we ensure the security of your data

The GMCA is 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 software called Citizen Space, which is provided by Delib. The security measures, firewall, access control and administration privileges for the Delib service have been reviewed and accepted by the GMCA. We also have a contract in place with Delib, which states the services they must provide.

The data from this survey will not be transferred to any other third party for processing.

5. Information retention

The GMCA will keep your information for three years from the point at which the survey closes. We may keep your information in an anonymised format after this time for statistical purposes and in these cases, all personal information will be removed.

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 for the purposes explained above

8. What rights do individuals have?

The GMCA must comply with the General Data Protection Regulations (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

Post: 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:

Post: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF
Telephone: 0303 123 1113