



# Cheshire Constabulary

## Diversity Equality and Inclusion (DEI)

### Privacy Notice

This privacy notice tells you what we will do with personal and special category information about you for the DEI purposes. It can apply to current, prospective and former employees.

#### Why we use your personal information

The Constabulary, as an employer, is required to collect comprehensive data on their workforce in order to meet the Public Sector Equality Duty. This includes the attraction, recruitment, retention and progression of under-represented groups.

#### The lawful basis

The personal information collected and used for DEI is processed in accordance with the General Data Protection Regulation (GDPR). The relevant lawful basis relied on is '*Public Task*' (Article 6(1)(e), GDPR) and the supporting basis in law is Section 149(3)(a-c) of the Equality Act 2010 (Public Sector Equality Duty).

Where the Public Sector Equality Duty doesn't provide a direct task, the lawful basis relied on is '*Legitimate Interests*' (Article 6(1)(f), GDPR). To ensure the use of personal data is necessary and proportionate, the DEI team require a request form to be completed. Any request which is not deemed necessary or is likely to have a negative impact on individuals will be rejected.

The Public Sector Equality Duty also provides the '*Substantial Public Interest*' (Article 9(2)(g), GDPR) for using information which reveals Special Category data. This is in order to identify or monitor the existence or absence of '*Equality of Opportunity or Treatment*' (Schedule 1(8), Data Protection Act 2018).

#### The types of personal information we use

The following types of information has been recommended nationally, combined with the ambition to improve data quality through improve confidence in staff declaring their protected characteristics. Therefore, the following standardised data set relating to protected characteristics will be collected;

Race, age, religion / belief, disability, sexual orientation, gender, sex, gender reassignment.

#### Who gives information to us

We will ask you to participate and offer the information to us direct. This includes updating your details to ensure your personal information is accurate and up to date. Some information is mandatory for legal obligation reasons and this is usually collected upon recruitment.

### **Who we might disclose information to**

Access to your personal characteristic data will only be available to staff on an authorised need-to-know basis. We restrict access to this data stored on systems. We may need to share information externally in line with our statutory obligations, but this is usually anonymised information.

We may share some detail internally, but this is only disclosed where it is lawful and proportionate. Again, we consider minimising the disclosure where possible so that it is anonymised information.

### **How long we retain personal data**

We review and retain personal information in accordance with force policies and the [NPCC Review Retention and Disposal Schedule](#). Protected characteristic data is stored within your personnel records and will be deleted as per the retention policy for those records (currently age 100).

Data stored within the DEI Drive will be held in line with the retention policy for Continuous Improvement Reviews (minimum of 2 years).

### **Your rights**

Please visit [our website privacy notice](#) for further information on how we use your personal data, including your Rights under the Data Protection legislation and how you can complain to the Data Protection Officer or the Information Commissioner.

### **Special Category Data**

Special category data includes; Personal data relating to racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health data, sex life or sexual orientation, genetic data and biometric data.

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